



City Council Regular Meeting Agenda

May 5, 2026 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

- Proclamation: Public Service Recognition Week
- Proclamation: Police Week
- Proclamation: Building Safety Month
- Proclamation: Municipal Clerk's Week

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: election 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 individual consideration.

- Meeting Minutes: April 21, 2026, City Council Regular Meeting**
Motion to approve the minutes as presented.
- Meeting Minutes: April 28, 2026, City Council Workshop**
Motion to approve the minutes as presented.
- Proclamation: Authorization to Issue a Proclamation Celebrating 250 Years of American History**
Motion to authorize the City Clerk to prepare a proclamation celebrating the 250th anniversary of the signing of the Declaration of Independence, to be signed by the Mayor and presented on behalf of the Kennewick City Council.
- 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 March 2026 in the amount of \$787,167.04 comprised of check numbers 29055-29138 in the amount of \$378,137.62 and electronic transfers in the amount of \$409,029.42.

e. **Claims Roster: Columbia Park Golf Course Account**

Motion to approve the Claims Roster for the Columbia Park Golf Course Account for March 2026 in the amount of \$38,873.66, comprised of check numbers 3023-3037 in the amount of \$11,188.57 and electronic transfers in the amount of \$27,685.09.

f. **Payroll Roster: For the Pay Period Ending 4/15/2026**

Motion to approve the payroll roster for the pay period ending 4/15/2026.

g. **Contract: Award the Ranney Well Collector 5 (RC5) PFAS Treatment Project to Hazen and Sawyer (P2508)**

Motion to authorize the City Manager to sign the professional services agreement with Hazen and Sawyer for the detailed design of the Ranney Well Collector 5 (RC5) PFAS Treatment Project.

h. **Project Acceptance: Quinault & Columbia Center Blvd. Intersection Improvements (P2011)**

Motion to accept the work of Apollo Inc. for contract P2011, Quinault & Columbia Center Blvd. Intersection Improvements contract, in the amount of \$1,722,044.69.

i. **Project Acceptance: S. Conway PI (W. 4th Ave. to 130 Conway PI) (P2319)**

Motion to accept the work of Ellison Earthworks LLC. for contract P2319, S. Conway PI (W. 4th Ave. to 130 Conway PI), in the amount of \$725,355.11.

j. **Project Acceptance: 32nd and Lone Lift Station Project (P2408)**

Motion to accept the work of C&E Trenching, LLC, for contract P2408-25, 32nd and Lone Lift Station Project, in the amount of \$580,375.02.

5. ORDINANCES

a. **Ordinance Docket: Transitioning Public-Facing Public Works Regulations from the KAC to the KMC, Together with Housekeeping Updates**

Motion to adopt the ordinance docket, items 5.a.1 through 5.a.15, as presented.

1) Ordinance: Amending Section 14.12.100 – Meter Tampering – of the Kennewick Municipal Code

2) Ordinance: Amending Section 14.12.110 – Damage – Customer Payment of Repair Costs – of the Kennewick Municipal Code

3) Ordinance: Amending Section 14.23.010 – General Provisions – PreTreatment Act – of the Kennewick Municipal Code

4) Ordinance: Amending 14.23.020 – General Requirements – PreTreatment Act – of the Kennewick Municipal Code

5) Ordinance: Amending Section 5.56.070 – Permits – Street & Right-of-Way Improvements Required – of the Kennewick Municipal Code

6) Ordinance: Adding Chapter 5.25 – Event Street Closure Permits – to the Kennewick Municipal Code

7) Ordinance: Adding Chapter 5.30 – Oversized Vehicle – Load Permits – to the Kennewick Municipal Code

8) Ordinance: Adding Section 5.56.151 – Pedestrian Walkway Maintenance – to the Kennewick Municipal Code

- 9) Ordinance: Adding Section 5.56.152 – Pedestrian Walkway Identification – to the Kennewick Municipal Code
- 10) Ordinance: Adding Section 5.56.153 – Temporary Pedestrian Walkways – to the Kennewick Municipal Code
- 11) Ordinance: Adding Section 5.56.154 – Sidewalk Closures – to the Kennewick Municipal Code
- 12) Ordinance: Adding Section 5.56.395 – Closure of Unpermitted Accesses – to the Kennewick Municipal Code
- 13) Ordinance: Adding Section 5.56.400 – Driveway Corner Clearance – to the Kennewick Municipal Code
- 14) Ordinance: Adding Section 13.04.100 – State Highway Access Management - Access Control Classification System and Standards – to the Kennewick Municipal Code
- 15) Ordinance: Adding Section 13.04.110 – State Highway Access Permits – Administrative Process – to the Kennewick Municipal Code

6. COUNCIL COMMENTS & DISCUSSION

7. EXECUTIVE SESSION

- a. Executive Session Pursuant to RCW 42.30.110(1)(g) - to review the performance of a public employee.

8. CONCLUSION



Proclamation



WHEREAS, every day, residents of Kennewick, and visitors to the City directly benefit from the dedication and commitment of City of Kennewick employees, those public servants and unsung heroes that keep Kennewick Running; and

WHEREAS, City of Kennewick employees represent numerous occupations and trades, possess a broad array of skills and expertise and put these to use with efficiency and integrity for everyone in our City; and

WHEREAS, while elected officials come and go, the consistency and institutional knowledge of City of Kennewick employees offers continuity of service across years and election cycles and is essential to the smooth functioning of our City over time; and

WHEREAS, many City of Kennewick employees, including our police officers and firefighters, risk their safety and in some cases their lives in service of the people of the City of Kennewick; and

WHEREAS, we all owe a substantial debt of gratitude to City of Kennewick employees;

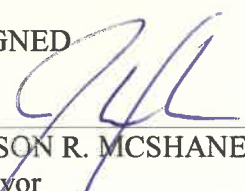
NOW, THEREFORE, I, Mayor Jason McShane on behalf of the Kennewick City Council, do hereby proclaim May 3 – 9, 2026, as

PUBLIC SERVICE RECOGNITION WEEK IN KENNEWICK

I urge all residents to join us in showing appreciation of the achievements and contributions of Kennewick city employees and to take time to recognize the value we all gain from their dedicated service.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official seal of the City of Kennewick to be affixed this 5th day of May 2026.

SIGNED


JASON R. MCSHANE,
Mayor

ATTEST


KRYSTAL JOHNSON,
City Clerk



Proclamation



WHEREAS, the Congress and President Kennedy of the United States, proclaimed May 15th as National Peace Officers Memorial Day, and the week in which it falls as National Police Week; and

WHEREAS, the members of the Kennewick Police Department are our guardians of life and property, defenders of the individual right to be free people, warriors in the war against crime, and dedicated to the preservation of life, liberty, and the pursuit of happiness; and

WHEREAS, it is important that all citizens know and understand the duties and responsibilities of their police department, and that members of our police department recognize their duty to serve the people by safeguarding life and property by protecting them against violence or disorder, and by protecting the innocent against deception and the weak against oppression or intimidation; and

WHEREAS, the police department of Kennewick has grown to be a modern and scientific law enforcement agency which unceasingly provides a vital public service,

NOW, THEREFORE, I, Mayor Jason McShane on behalf of the Kennewick City Council, do hereby proclaim May 10 – 16, 2026, as

NATIONAL POLICE WEEK IN KENNEWICK

with appropriate ceremonies in which all of our people may join in commemorating police officers, past and present, who by their faithful devotion to their responsibilities have rendered a dedicated service to their communities.

I further call upon all citizens of Kennewick to make every effort to honor those peace officers, who through their courageous deeds, have lost their lives or have become disabled in the performance of duty.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official seal of the City of Kennewick to be affixed this 5th day of May 2026.

SIGNED

JASON R. MCSHANE,
Mayor

ATTEST

KRYSTAL JOHNSTON,
City Clerk





Proclamation



WHEREAS Kennewick is committed to recognizing that our growth and strength depends on the safety and essential role our homes, buildings and infrastructure play, both in everyday life and when disasters strike, and;

WHEREAS our confidence in the resilience of these buildings that make up our community is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, plumbers and others in the construction industry—who work year-round to ensure the safe construction of buildings, and;

WHEREAS these guardians are dedicated members of the International Code Council, a nonprofit that brings together local, state, territorial, tribal and federal officials who are experts in the built environment to create and implement the highest-quality codes to protect us in the buildings where we live, learn, work and play, and;

WHEREAS these modern building codes include safeguards to protect the public from hazards, and;

WHEREAS Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities' largely unknown protectors of public safety—our local code officials—who assure us of safe, sustainable and affordable buildings that are essential to our prosperity, and;

WHEREAS each year, in observance of Building Safety Month, people are asked to consider the commitment to improve building safety, resilience and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property;

NOW, THEREFORE, I, Mayor Jason McShane on behalf of the Kennewick City Council, do hereby proclaim May 2026, as

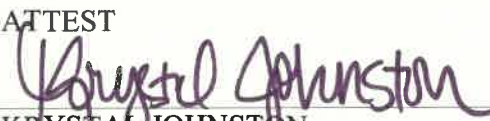
BUILDING SAFETY MONTH IN KENNEWICK

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official seal of the City of Kennewick to be affixed this 5th day of May 2026.

SIGNED


JASON R. MCSHANE,
Mayor

ATTEST


KRYSTAL JOHNSTON,
City Clerk



Proclamation



WHEREAS, the office of the municipal clerk, is a time-honored and vital position in local government, which exists throughout the world; and

WHEREAS, the office of the City Clerk holds the distinction of being the oldest amongst public servants; and

WHEREAS, the City Clerk serves as the community's historian, as they hold the responsibility for preserving the entire recorded history of Kennewick and its residents; and

WHEREAS, the office of the City Clerk serves as the professional connection between the citizens, local governing bodies, and government agencies at different levels; and

WHEREAS, professional City Clerks have committed to always maintaining their neutrality and impartiality, providing equal service to everyone; and

WHEREAS, the City Clerk serves as the information center on functions of local government and community; and

WHEREAS, City Clerks are dedicated to enhancing the management of their professional municipal clerk office by engaging in educational programs, seminars, workshops, and attending annual meetings held by their state, provincial, county, and international professional associations; and

WHEREAS, it is most appropriate that we recognize the accomplishments of the City Clerk's Office;

NOW, THEREFORE, I, Mayor Jason McShane on behalf of the Kennewick City Council, do hereby proclaim May 3 – 9, 2026, as

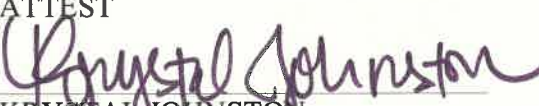
MUNICIPAL CLERKS' WEEK IN KENNEWICK

IN WITNESS WHEREOF, I have hereunto set my hand and caused the official seal of the City of Kennewick to be affixed this 5th day of May 2026.

SIGNED


JASON R. MCSHANE,
Mayor

ATTEST


KRYSTAL JOHNSTON,
City Clerk

Council Agenda Coversheet	Item Number: 4.a. Date: 5/5/2026 Item Type: General Business Item	Category: Consent Agenda
	Subject: Meeting Minutes: April 21, 2026, City Council Regular Meeting 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 REGULAR MEETING
APRIL 21, 2026

CITY COUNCIL PRESENT

Jason McShane, *Mayor*
Chuck Torelli, *Mayor Pro Tem*
Loren Anderson, *Councilmember*
Brad Beauchamp, *Councilmember*

Brad Klippert, *Councilmember*
Jim Millbauer, *Councilmember (REMOTE)*
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*
Jessica Platt, *Finance Director*

Chad Crouch, *Executive Services Director*
Anthony Muai, *Planning Director*
Steve Donovan, *Planning Manager*
Krystal Johnston, *City Clerk*
Haley Pink, *Parks Supervisor*
Tyson Duerr, *Communications & Marketing Specialist*
Eddie Higginbotham, *Firefighter*

1. CALL TO ORDER

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

Ms. Johnston stated all councilmembers were in attendance, with Councilmember Milbauer joining remotely; she confirmed a quorum was established.

Councilmember Klippert led the Pledge of Allegiance. Christine Heric provided the invocation.

Proclamation: International Fire Fighter's Day – Mayor McShane read the proclamation into the record and presented it to Firefighter Higginbotham.

2. VISITORS

A visitor commented on item 5.c.

A visitor spoke to court-related matters.

A visitor commented on item 4.i.

A visitor commented on item 6.a.

A visitor addressed invocation rules, agenda distribution, tree removal, and LRA housing.

A visitor addressed Waste Management recycling changes, the Salmon Summit, and introduced new WM leadership personnel.

3. APPROVAL OF AGENDA

MOTION: Mayor Pro Tem Torelli moved to approve the agenda as presented.

SECOND: Councilmember Anderson.

DISCUSSION: None.

VOTE: The motion passed unanimously (7-0)

4. CONSENT AGENDA

MOTION: Mayor Pro Tem Torelli moved to approve the consent agenda as presented.

SECOND: Councilmember Millbauer.

VOTE: The motion passed unanimously (7-0)

a. **Meeting Minutes: April 7, 2026, City Council Regular Meeting**

Motion to approve the minutes as presented.

b. **Meeting Minutes: April 14, 2026, City Council Workshop**

Motion to approve the minutes as presented.

c. **Claims Roster: March 2026**

Motion to approve the Claims Roster for March 2026 in the amount of \$6,628,491.12 comprised of electronic payments and check numbers 323405-323817.

d. **Payroll Roster: For the Pay Period Ending 3/31/2026**

Motion to approve the payroll roster for the pay period ending 3/31/2026.

e. **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 February 2026 in the amount of \$809,466.62 comprised of check numbers 28979-29054 in the amount of \$269,998.98 and electronic transfers in the amount of \$539,467.64.

f. **Contract: 2025 JAG Interlocal Agreement Approval**

Motion to authorize the City Manager to execute the 2025 JAG Interlocal Agreement.

g. **Contract: Amendment to Drinking Water State Revolving Fund (DWSRF) Loans for the Ranney Collector No. 5 PFAS Treatment System Improvements Project (P2508)**

Motion to authorize the City Manager to execute the contracts as presented, as well as future amendments resulting in no increased cost change.

h. **Contract: 2026 Wastewater Biosolids Removal Project Award (RFB No. P2609-26)**

Motion to award RFB NO. P2609-26 2026 Wastewater Biosolids Removal to Merrell Bros, Inc. and authorize the City Manager to execute the contract.

i. **Memorandum of Understanding: Heritage University**

Motion to authorize the Mayor to sign the memorandum of understanding with Heritage University.

j. **Contract: Leslie & Clearwater Lift Station Replacement Project Bid Award to C&E Trenching, LLC (P2513-26)**

Motion to award P2513-26 Leslie & Clearwater Lift Station Replacement to C&E Trenching, LLC and authorize the City Manager to execute the contract.

k. **Contract: Award the 2027 Water System Plan Update Project to RH2 Engineering (P2613)**

Motion to award a professional services agreement to RH2 Engineering, Inc. for the 2027 Water System Plan Update project in the amount of \$298,062.

5. ORDINANCES

a. Ordinance Docket: Transitioning Public-Facing Regulations from the Kennewick Administrative Code to the Kennewick Municipal Code

Mayor McShane 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.

He advised that following the staff report, Council could request additional information or speak to any of the ordinances under the docket. He further explained that if a Councilmember were opposed to one or more ordinances, that item could be pulled from the docket for separate consideration and vote.

Ms. Johnston read each of the ordinance titles into the record as listed below:

5.a.1 AN ORDINANCE RELATING TO CITY MANAGER – PERFORMANCE REVIEW PROCESS AND AMENDING SECTION 2.08.025 OF THE KENNEWICK MUNICIPAL CODE

5.a.2. AN ORDINANCE RELATING TO REVENUE AND TAXATION AND ADDING CHAPTER 3.100 TO THE KENNEWICK MUNICIPAL CODE

5.a.3. AN ORDINANCE RELATING TO ARTS COMMISSION - ESTABLISHMENT AND AMENDING SECTION 2.16.420 OF THE KENNEWICK MUNICIPAL CODE

5.a.4. AN ORDINANCE RELATING TO ARTS COMMISSION – POWERS AND DUTIES AND AMENDING SECTION 2.16.430 OF THE KENNEWICK MUNICIPAL CODE

Lisa Beaton provided a staff report, recalling the information shared during the April 7, 2026, workshop meeting.

No questions were raised and no items were pulled from the docket.

MOTION:	Mayor Pro Tem Torelli moved to approve the ordinance docket as presented (items 5.a.1 through 5.a.4).
SECOND:	Councilmember Anderson
DISCUSSION:	Council expressed appreciation for the efforts of staff to complete the transition project.
VOTE:	The motion passed unanimously (7-0)

The City Clerk assigned ordinance numbers as shown below:

26-6171: Item 5.a.1 AN ORDINANCE RELATING TO CITY MANAGER – PERFORMANCE REVIEW PROCESS AND AMENDING SECTION 2.08.025 OF THE KENNEWICK MUNICIPAL CODE

26-6172: Item 5.a.2. AN ORDINANCE RELATING TO REVENUE AND TAXATION AND ADDING CHAPTER 3.100 TO THE KENNEWICK MUNICIPAL CODE

26-6173: Item 5.a.3. AN ORDINANCE RELATING TO ARTS COMMISSION - ESTABLISHMENT AND AMENDING SECTION 2.16.420 OF THE KENNEWICK MUNICIPAL CODE

26-6174: Item 5.a.4. AN ORDINANCE RELATING TO ARTS COMMISSION – POWERS AND DUTIES AND AMENDING SECTION 2.16.430 OF THE KENNEWICK MUNICIPAL CODE

b. Ordinance 26-6175: Ordinance: Change of Zone from Residential, Suburban (RS) to Residential, Low (RL) at 2918 S Jean St (COZ-2026-0002)

Mayor McShane stated this is a site-specific quasi-matter requiring that Council meet the Appearance of Fairness Doctrine. Mayor McShane asked the following questions:

1. Do you have any interest in the property or the application, or do you own property within 300' of the subject property?
2. Will you stand to gain or lose any financial benefit as a result of the outcome of this proceeding?
3. Are you unable to consider the application in a fair and objective manner?
4. Have you engaged in any ex-parte communications with either proponents or opponents?

Councilmember Trumbo stated his home is possibly just within 300' of the subject property (in response to the first question). He affirmed he could consider the matter fairly and his proximity to the property would not influence on his decision. He affirmed he has not participated in ex-parte communications.

There being no affirmative answers to the remaining questions from the Councilmembers, Councilmember, Mayor McShane confirmed the Council had established it could consider the matter fairly.

Ms. Johnston read the ordinance title into the record:

AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF CERTAIN REAL PROPERTY WITHIN THE CITY OF KENNEWICK LOCATED AT 2918 S JEAN STREET FROM RESIDENTIAL, SUBURBAN (RS) TO RESIDENTIAL, LOW DENSITY (RL) (COZ 2026-0002, Clover Planning & Zoning, c/o Shane O'Neill)

Mr. Donovan provided a staff report and answered Council's questions.

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

SECOND: Councilmember Anderson.

DISCUSSION: None.

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

The City Clerk assigned Ordinance No. 26-6175.

c. Ordinance 26-6176: Adding Section 18.65.065 – Expansion of Use – to the Kennewick Municipal Code (DCA-2025-0006)

Ms. Johnston read the ordinance title into the record:

AN ORDINANCE RELATING TO STRUCTURES AND LOTS AND ADDING SECTION 18.15.065 TO THE KENNEWICK MUNICIPAL CODE

Mr. Donovan provided a staff report. Council asked extensive questions which were answered by Mr. Donovan, Mr. Muai, and Ms. Erdman. The questions largely focused on impacts on neighboring properties, conditions, scope of impact, limitations, and benefit to the community.

MOTION: Mayor Pro Tem Torelli moved to adopt the ordinance as presented.
SECOND: Councilmember Anderson.
DISCUSSION: Councilmembers spoke in favor of the amendment.
VOTE: **The motion passed (5-2);** *Councilmember Klippert and Councilmember Trumbo dissenting*
The City Clerk assigned Ordinance No. 26-6176.

d. Ordinance 26-6176: Adding Section 18.65.065 – Expansion of Use – to the Kennewick Municipal Code (DCA-2025-0006)

Ms. Johnston read the ordinance title into the record:
AN ORDINANCE RELATING TO VIRTUAL CURRENCY KIOSKS AND ADDING CHAPTER 6.09 TO THE KENNEWICK MUNICIPAL CODE

Mr. Sanguino provided a brief staff report, highlighting the discussion at the April 7, 2026, workshop.

No questions were raised.

MOTION: Mayor Pro Tem Torelli moved to adopt the ordinance as presented.
SECOND: Councilmember Anderson.
DISCUSSION: Councilmembers spoke in favor of the amendment and in appreciation of the presentation and discussions.
VOTE: **The motion passed unanimously (7-0)**
The City Clerk assigned Ordinance No. 26-6177.

6. NEW BUSINESS

a. Contract: Extension of the Development Agreement Between the City of Kennewick and Port of Kennewick for Vista Field

Mr. Donovan, Mr. Cowling, and Chief Heffner provided a staff report and highlighted previous discussions at the recent workshop.

No questions were raised.

MOTION: Mayor Pro Tem Torelli moved to approve the development agreement as presented.
SECOND: Councilmember Anderson.
DISCUSSION: None.
VOTE: **The motion passed (6-1);** *Councilmember Beauchamp dissenting.*

7. COUNCIL COMMENTS/DISCUSSION:

8. CONCLUSION: Mayor McShane concluded the meeting at 8:26 p.m.

DRAFT

Krystal Johnston, CMC, CPRO
City Clerk

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

<https://kennewickwa.new.swagit.com/videos/383004>

Council Agenda Coversheet	Item Number: 4.b. Date: 5/5/2026 Item Type: General Business Item	Category: Consent Agenda
	Subject: Meeting Minutes: April 28, 2026, 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.		
Attachments: 1. Minutes - Draft		

CITY OF KENNEWICK
CITY COUNCIL WORKSHOP
APRIL 28, 2026

CITY COUNCIL PRESENT:

Chuck Torelli, *Mayor Pro Tem*
Loren Anderson, *Councilmember*
Brad Beauchamp, *Councilmember*
Brad Klippert, *Councilmember (arrived late after having his absence excused)*

Jim Millbauer, *Councilmember*
John Trumbo, *Councilmember*

CITY STAFF PRESENT:

Erin Erdman, *City Manager*
Lisa Beaton, *Deputy City Manager*
Cary Roe, *Deputy City Manager*
Laurencio Sanguino, *City Attorney*
Chris Guerrero, *Police Chief*
Michael Heffner, *Fire Chief*
John Cowling, *Public Works Director*

Anthony Muai, *Planning Director*
Jessica Platt, *Finance Director*
Chad Crouch, *Executive Services Director*
Heath Mellotte, *Design Services Manager*
Krystal Johnston, *City Clerk*
Ryan Kelly, *Police Commander*
Jillian Henze, *PIO/Marketing Supervisor*

GUEST PRESENTERS:

Becky Burghart, *Hanford Site Manager for the Manhattan Project National Historical Park*
Brent Gerry, *former West Richland Mayor and former Chair of the Tri-Cities National Park Committee*

Jon Pascal, *Managing Principal, Transpo Group*

CALL TO ORDER. Mayor Pro Tem Torelli called the meeting to order at 6:30 p.m. and called roll; all Councilmembers were present with the exception of Mayor McShane and Councilmember Klippert.

MOTION:	Councilmember Anderson moved to excuse the absence of Mayor McShane and Councilmember Klippert.
SECOND:	Councilmember Beauchamp.
DISCUSSION:	None.
VOTE:	The motion passed unanimously (5-0).

Mayor Pro Tem Torelli announced there were no citizen comments submitted.

1. PRESENTATION: TRI-CITIES NATIONAL PARK COMMITTEE: Ms. Erdman introduced Ms. Burghart and Mr. Gerry as guest panelists. After their presentation concluded, the panelists answered Council's questions. Councilmember Klippert arrived at 6:53 p.m. No action taken.

2. COMPREHENSIVE PLAN UPDATE: TRANSPORTATION ELEMENT & TRANSPORTATION SYSTEM PLAN Mr. Muai introduced the panelists, Mr. Pascal and Mr. Mellotte. After their presentation concluded, the panelists answered Council's questions. No action taken.

CONCLUSION. Mayor Pro Tem Torelli concluded the meeting at 7:34 p.m.

DRAFT

Krystal Johnston, CMC, CPRO
City Clerk

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

<https://kennewickwa.new.swagit.com/videos/384281>

Council Agenda Coversheet	Item Number: 4.c. Date: 5/5/2026 Item Type: General Business Item	Category: Consent Agenda
	Subject: Proclamation: Authorization to Issue a Proclamation Celebrating 250 Years of American History Department: City Manager	
<u>Recommendation</u> The City Clerk recommends that Council authorize a proclamation celebrating the 250th anniversary of the signing of the Declaration of Independence. <u>Motion for Consideration</u> Motion to authorize the City Clerk to prepare a proclamation celebrating the 250th anniversary of the signing of the Declaration of Independence, to be signed by the Mayor and presented on behalf of the Kennewick City Council. <u>Summary</u> In accordance with the Council Governance Manual, any celebratory proclamations must receive approval from the Council. July 4, 2026, will mark a significant milestone of 250 years of American sovereignty. Across the nation, communities both large and small are uniting to honor and celebrate this heritage. If approved, the City Clerk will prepare a proclamation that highlights themes of patriotism and historical appreciation to commemorate this important occasion, which will be presented during local celebrations in July. <u>Alternatives</u> The alternative is to deny authorization of a ceremonial proclamation. <u>Fiscal Impact</u> None.		
<u>Attachments:</u> None		

Council Agenda Coversheet	Item Number: 4.d. Item Type: General Business Item Subject: Claim Roster: Toyota Center Operations and Box Office Accounts Department: Finance	Date: 5/5/2026 Category: Consent Agenda
		
<u>Recommendation</u> Staff recommends that Council approve the Claims Rosters for the Toyota Center Operations and Box Office Accounts for March 2026 as presented.		
<u>Motion for Consideration</u> Motion to approve the Claims Rosters for the Toyota Center Operations and Box Office Accounts for March 2026 in the amount of \$787,167.04 comprised of check numbers 29055-29138 in the amount of \$378,137.62 and electronic transfers in the amount of \$409,029.42.		
<u>Summary</u> The payments on this Claims Roster are comprised of the following issuances during the period 3/1/2026-3/31/2026:		
	Check numbers 29055-29138:	\$378,137.62
	Electronic payments (EFT):	\$409,029.42
	Total	\$787,167.04
<u>Alternatives</u>		
<u>Fiscal Impact</u> \$787,167.04		
<u>Attachments:</u> 1. Claims Roster		



Toyota Center and
Toyota Arena

Payment Register

All TOYO Bank Accounts

Sunday, March 1, 2026 - Tuesday, March 31, 2026

Date	Check	Method	Name	Amount
<u>TOYO Sterling Operating Account</u>				
03/06/26		Wire Transfer	Southern Glazer's of WA (00002855)	480.00
	03/06/26	1276199	TC Liquor	480.00
	101415	• Inventory - Liquor	TC Liquor	480.00
03/06/26		Wire Transfer	RNDC- Young's Market (00003288)	755.88
	03/06/26	51887595	TC Liquor	755.88
	101415	• Inventory - Liquor	TC Liquor	755.88
03/06/26		Wire Transfer	The Odom Corporation (00002856)	364.41
	03/06/26	3045000447	TC Beer Credit	-135.00
	101413	• Inventory - Beer	TC Beer Credit	-135.00
	03/06/26	11267417	TC Beer	499.41
	101413	• Inventory - Beer	TC Beer	499.41
03/03/26		Wire Transfer	WWE (00002684)	46,446.70
	03/03/26	WWE NXT Feb 13		46,446.70
	102150	• A/P Settlements	WWE NXT Feb 13 Settlement	46,446.70
03/04/26		Wire Transfer	Awakening Events (00000092)	225,959.22
	03/04/26	Toby Mac Settle 2/28		225,959.22
	102150	• A/P Settlements	Toby Mac Settle 2/28	225,959.22
03/06/26	29055	Auto Check	Abbott Michael (00002770)	296.00
	03/06/26	448-019054	FiltaFry Services	296.00
	107508	• F&B Equipment Repairs & Maintenance	FiltaFry Services	296.00
03/06/26	29056	Auto Check	Adamson Janine (00002809)	40.00
	03/06/26	February 2026 LTS Coaching	February 2026 LTS Coaching	40.00
	107304	• Contracted Services	February 2026 LTS Coaching	40.00
03/06/26	29057	Auto Check	ADAMSON LIVIAN (00004259)	36.00
	03/06/26	February 2026 LTS Coaching	February 2026 LTS Coaching	36.00
	107304	• Contracted Services	February 2026 LTS Coaching	36.00
03/06/26	29058	Auto Check	Advanced Protection Services, Inc. (00002751)	945.21
	03/06/26	P85208	TC Stairwell Smoke Repair	212.16
	107209	• Security & Fire Alarm System	TC Stairwell Smoke Repair	212.16
	03/06/26	R170313	TC- Temp Monitoring	43.47
	107209	• Security & Fire Alarm System	TC- Temp Monitoring	43.47
	03/06/26	R170311	TC- Main Facility	73.93
	107209	• Security & Fire Alarm System	TC- Main Facility	73.93
	03/06/26	R170309	TC- Ice Rink	73.93
	107209	• Security & Fire Alarm System	TC- Ice Rink	73.93
	03/06/26	R170312	TC- Openeye	418.88
	107209	• Security & Fire Alarm System	TC- Openeye	418.88
	03/06/26	R170310	TC- Ammonia	79.37
	107209	• Security & Fire Alarm System	TC- Ammonia	79.37
	03/06/26	R170314	TC- Vault	43.47
	107209	• Security & Fire Alarm System	TC- Vault	43.47
03/06/26	29059	Auto Check	Apollo Heating and Air Conditioning (00002933)	5,511.58
	03/06/26	940071284	Zamboni Repairs	3,823.83
	107211	• Equipment Repairs & Maintenance	Zamboni Repairs	3,823.83
	03/06/26	940071326	HVAC Maintenance- Cooler	1,272.42
	107210	• HVAC Repairs & Maintenance	HVAC Maintenance- Cooler	1,272.42
	03/06/26	940071437	Condensate Neutralizer Quote	415.33
	107210	• HVAC Repairs & Maintenance	TC Condensate Neutralizer Quote	415.33
03/06/26	29060	Auto Check	Athletica Sport Systems Inc (00003517)	480.90
	03/06/26	425255	Marsh Pegs	480.90
	107601	• Ice-Related Expenses	Marsh Pegs PO 5559	480.90

03/06/26	29061	Auto Check	Baskin Robbins (00002754)			9,209.68
03/06/26		Toby Mac 2/28/26	Third Party Sales		2,075.33	
104690		• Concession Sales - Third Party Expense	Third Party Sales	1,882.88		
102160		• Tips Payable	Third Party Tips for Employees	192.45		
03/06/26		AMS vs Spokane 2/27/26	Third Party Sales		2,958.37	
104690		• Concession Sales - Third Party Expense	Third Party Sales	2,696.32		
102160		• Tips Payable	Third Party Tips for Employees	204.05		
104690		• Concession Sales - Third Party Expense	Vouchers 3	58.00		
03/06/26		AMS vs Victoria 2/24/26	Third Party Sales		1,437.76	
104690		• Concession Sales - Third Party Expense	Third Party Sales	1,347.84		
102160		• Tips Payable	Third Party Tips for Employees	89.92		
03/06/26		AMS vs Spokane 2/21/26	Third Party Sales		2,738.22	
104690		• Concession Sales - Third Party Expense	Third Party Sales	2,474.24		
102160		• Tips Payable	Third Party Tips for Employees	263.98		
03/06/26	29062	Auto Check	Bobablastic (00003078)			5,339.63
03/06/26		Toby Mac 2/28/26	Third Party Sales		1,244.22	
104690		• Concession Sales - Third Party Expense	Third Party Sales	1,103.13		
102160		• Tips Payable	Third Party Tips for Employees	141.09		
03/06/26		AMS vs Spokane 2/27/26	Third Party Sales		1,408.31	
104690		• Concession Sales - Third Party Expense	Third Party Sales	1,271.34		
102160		• Tips Payable	Third Party Tips for Employees	136.97		
03/06/26		AMS vs Victoria 2/24/26	Third Party Sales		1,015.47	
104690		• Concession Sales - Third Party Expense	Third Party Sales	923.58		
102160		• Tips Payable	Third Party Tips for Employees	91.89		
03/06/26		AMS vs Spokane 2/21/26	Third Party Sales		1,671.63	
104690		• Concession Sales - Third Party Expense	Third Party Sales	1,485.54		
102160		• Tips Payable	Third Party Tips for Employees	168.09		
104690		• Concession Sales - Third Party Expense	Vouchers 1 Flynn Co	18.00		
03/06/26	29063	Auto Check	Bond Craig (00002810)			700.00
03/06/26		February 2026 LTS Coaching	February 2026 LTS Coaching		700.00	
107304		• Contracted Services	February 2026 LTS Coaching	700.00		
03/06/26	29064	Auto Check	Bond Jennifer (00002941)			1,700.00
03/06/26		February 2026 LTS Admin	February 2026 LTS Admin		1,000.00	
107304		• Contracted Services	February 2026 LTS Admin	1,000.00		
03/06/26		February 2026 LTS Coaching	February 2026 LTS Coaching		700.00	
107304		• Contracted Services	February 2026 LTS Coaching	700.00		
03/06/26	29065	Auto Check	Brashear Electric, Inc. (00002756)			1,692.49
03/06/26		44114	Set Up McCarty		794.89	
107401		• Outside Event Expense	Set Up McCarty Funeral	794.89		
03/06/26		44130	Set Up WWE		897.60	
107401		• Outside Event Expense	Set Up WWE	897.60		
03/06/26	29066	Auto Check	CH2O Incorporated (00004528)			2,134.59
03/06/26		372329	Water Treatment Chemicals		2,134.59	
107304		• Contracted Services	Water Treatment Chemicals	2,134.59		
03/06/26	29067	Auto Check	Chapala Express (00002758)			5,830.58
03/06/26		AMS vs Spokane 2/27/26	Third Party Sales		1,996.79	
104690		• Concession Sales - Third Party Expense	Third Party Sales	1,689.07		
102160		• Tips Payable	Third Party Tips for Employees	272.72		
104690		• Concession Sales - Third Party Expense	Vouchers 2	35.00		
03/06/26		AMS vs Victoria 2/24/26	Third Party Sales		1,247.58	
104690		• Concession Sales - Third Party Expense	Third Party Sales	1,062.62		
102160		• Tips Payable	Third Party Tips for Employees	184.96		
03/06/26		AMS vs Spokane 2/21/26	Third Party Sales		2,586.21	
104690		• Concession Sales - Third Party Expense	Third Party Sales	2,235.79		
102160		• Tips Payable	Third Party Tips for Employees	350.42		
03/06/26	29068	Auto Check	Chisholm's Saw & Supply, Inc. (00002760)			603.19
03/06/26		85339	Zamboni Knife Sharpening		603.19	
107201		• Tools & Supplies	Zamboni Knife Sharpening	603.19		
03/06/26	29069	Auto Check	City of Kennewick - Misc (00002830)			10,232.64
03/06/26		17472	Security Services January		5,271.36	
107404		• Event Contracted Labor	8 Hrs Wenatchee	826.88		
107404		• Event Contracted Labor	8 Hrs Brandon	826.88		
107404		• Event Contracted Labor	8 Hrs WSU	826.88		
107404		• Event Contracted Labor	11 Hrs Moose Jaw	1,136.96		
107404		• Event Contracted Labor	8 Hrs Portland	826.88		
107404		• Event Contracted Labor	8 Hrs Kamloops	826.88		

03/06/26	17469		Security Services December			4,961.28
107404	• Event Contracted Labor		8 Hrs Wenatchee		826.88	
107404	• Event Contracted Labor		8 Hrs Seattle		826.88	
107404	• Event Contracted Labor		8 Hrs Swift Current		826.88	
107404	• Event Contracted Labor		8 Hrs Everett		826.88	
107404	• Event Contracted Labor		8 Hrs Portland		826.88	
107404	• Event Contracted Labor		8 Hrs Spokane		826.88	
03/06/26	29070	Auto Check	City of Kennewick - Water (00002858)			4,609.43
03/06/26	TC Water 12/23/25-2/17/26		TC Water 12/23/25-2/17/26			4,609.43
107219	• Water		TC 47000201-05 Water 12/23/25-2/17/26		4,609.43	
03/06/26	29071	Auto Check	Coca-Cola (00000213)			15,288.90
03/06/26	180977		TC Beer/Food			15,888.90
101413	• Inventory - Beer		TC Beer		399.00	
101411	• Inventory - Food		TC Food		15,489.90	
03/06/26	1519292		TC Beer Credit			-600.00
101413	• Inventory - Beer		TC Beer Credit		-600.00	
03/06/26	29072	Auto Check	Columbia Fire Protection (00002841)			2,203.20
03/06/26	18211		TC Fire Inspection- Kitchen			2,203.20
107506	• F&B Security & Fire Alarm		TC Fire Inspection- Kitchen		2,203.20	
03/06/26	29073	Auto Check	Concessions Supply (00002860)			1,680.81
03/06/26	261072		TC Food			507.28
101411	• Inventory - Food		TC Food		507.28	
03/06/26	261210		TC Food			1,173.53
101411	• Inventory - Food		TC Food		1,173.53	
03/06/26	29074	Auto Check	Cougar Digital Marketing & Design (00002861)			390.78
03/06/26	16582		Arena Monthly Web Maintenance			200.39
107302	• Venue Marketing & Non-Event Advertising		Arena Monthly Web Maintenance		200.39	
03/06/26	16576		TC Monthly Web Maintenance			190.39
107302	• Venue Marketing & Non-Event Advertising		TC Monthly Web Maintenance		190.39	
03/06/26	29075	Auto Check	Culligan Water Conditioning (00002766)			425.95
03/06/26	164128		TC Water/ Rentals			425.95
107102	• Office Supplies		TC Water/ Rental for 2/19-3/18		425.95	
03/06/26	29076	Auto Check	Dog Haus Tri-Cities (00004205)			5,175.90
03/06/26	AMS vs Spokane 2/27/26		Third Party Sales			1,908.05
104690	• Concession Sales - Third Party Expense		Third Party Sales		1,509.60	
102160	• Tips Payable		Third Party Tips for Employees		249.45	
104690	• Concession Sales - Third Party Expense		Vouchers 8		149.00	
03/06/26	AMS vs Victoria 2/24/26		Third Party Sales			1,192.34
104690	• Concession Sales - Third Party Expense		Third Party Sales		1,011.60	
102160	• Tips Payable		Third Party Tips for Employees		180.74	
03/06/26	AMS vs Spokane 2/21/26		Third Party Sales			2,075.51
104690	• Concession Sales - Third Party Expense		Third Party Sales		1,657.20	
102160	• Tips Payable		Third Party Tips for Employees		321.31	
104690	• Concession Sales - Third Party Expense		Vouchers 6x Flynn Co		97.00	
03/06/26	29077	Auto Check	Ellerd, Hultgren & Dahlhauser, LLP (00003744)			150.00
03/06/26	13918		Letter Revision			150.00
107303	• Professional Fees		Letter Revision		150.00	
03/06/26	29078	Auto Check	Feather, Willow (00004567)			144.00
03/06/26	February 2026 LTS Coaching		February 2026 LTS Coaching			144.00
107304	• Contracted Services		February 2026 LTS Coaching		144.00	
03/06/26	29079	Auto Check	Gamache Landscaping, Inc. (00002798)			4,125.70
03/06/26	2809		Monthly Lawn Maintenance- Jan			2,062.85
107213	• Grounds Repairs & Maintenance		Monthly Lawn Maintenance- Jan		2,062.85	
03/06/26	2863		TC Monthly Lawn Maint.-Feb			2,062.85
107213	• Grounds Repairs & Maintenance		TC Monthly Lawn Maint.-Feb		2,062.85	
03/06/26	29080	Auto Check	Hanson, Madison Jean (00004572)			144.00
03/06/26	February 2026 LTS Coaching		February 2026 LTS Coaching			144.00
107304	• Contracted Services		February 2026 LTS Coaching		144.00	
03/06/26	29081	Auto Check	Kaur Genna (00004198)			136.00
03/06/26	February 2026 LTS Coaching		February 2026 LTS Coaching			136.00

	107304	• Contracted Services	February 2026 LTS Coaching		136.00	
03/06/26	29082	Auto Check	KORD-FM (00003149)			265.20
	03/06/26	6400585-1	Ian Munsick Advertising			265.20
	107402	• Event Advertising	Ian Munsick Advertising PO 5440		265.20	
03/06/26	29083	Auto Check	Lily Davidson (00004444)			126.00
	03/06/26	February 2026 LTS Coaching	February 2026 LTS Coaching			126.00
	107304	• Contracted Services	February 2026 LTS Coaching		126.00	
03/06/26	29084	Auto Check	Lowe's Commercial Services (00002776)			649.78
	03/06/26	73238	Tools and Supplies			197.41
	107201	• Tools & Supplies	Tools and Supplies PO 5546, Batteries		197.41	
	03/06/26	84491	TC Supplies			152.10
	107203	• Janitorial Supplies	TC Janitorial Supplies PO 5554		100.99	
	107201	• Tools & Supplies	TC Ops Supplies Racheting Straps PO 5554		51.11	
	03/06/26	97215	TC Ops Supplies			300.27
	107201	• Tools & Supplies	TC Ops Supplies		300.27	
03/06/26	29085	Auto Check	Mid Columbia Hockey Officials Association (00002777)			1,716.00
	03/06/26	26-005	January Games Officiated			1,716.00
	107304	• Contracted Services	January Games Officiated Adult Hockey League		1,716.00	
03/06/26	29086	Auto Check	PDX Bomb Dogs LLC (00004498)			806.04
	03/06/26	1245	Bomb Dogs- WWE NXT			806.04
	107401	• Outside Event Expense	Bomb Dogs- WWE NXT		806.04	
03/06/26	29087	Auto Check	Reign Drop LLC (00003211)			1,617.11
	03/06/26	S4176-26-6851	TC Food			334.47
	101411	• Inventory - Food	TC Food		334.47	
	03/06/26	S4176-26-6852	TC Food			124.24
	101411	• Inventory - Food	TC Food		124.24	
	03/06/26	S4176-26-6854	TC Food			72.69
	101411	• Inventory - Food	TC Food		72.69	
	03/06/26	S4176-26-6853	TC Food			134.37
	101411	• Inventory - Food	TC Food		134.37	
	03/06/26	S4176-26-6856	TC Food			118.09
	101411	• Inventory - Food	TC Food		118.09	
	03/06/26	S4176-26-6855	TC Food			162.93
	101411	• Inventory - Food	TC Food		162.93	
	03/06/26	S4176-26-6866	TC Food			124.24
	101411	• Inventory - Food	TC Food		124.24	
	03/06/26	S4176-26-6865	TC Food			263.22
	101411	• Inventory - Food	TC Food		263.22	
	03/06/26	S4176-26-6868	TC Food			90.89
	101411	• Inventory - Food	TC Food		90.89	
	03/06/26	S4176-26-6867	TC Food			191.97
	101411	• Inventory - Food	TC Food		191.97	
03/06/26	29088	Auto Check	Skylar Rain Questal (00004369)			72.00
	03/06/26	February 2026 LTS Coaching	February 2026 LTS Coaching			72.00
	107304	• Contracted Services	February 2026 LTS Coaching		72.00	
03/06/26	29089	Auto Check	Springhill Suites of Kennewick (00002726)			2,352.64
	03/06/26	Folio 97325 Room 218	Folio 97325 Room 218			294.08
	107401	• Outside Event Expense	Folio 97325 Room 218- Tasha Layton McCarty Funeral		294.08	
	03/06/26	Folio 97326 Room 226	Folio 97326 Room 226			294.08
	107401	• Outside Event Expense	Folio 97326 Room 226- Tasha Layton McCarty Funeral		294.08	
	03/06/26	Folio 98029 Room 302	Folio 98029 Room 302			294.08
	107401	• Outside Event Expense	Folio 98029 Room 302- Tyler Nielsen WWE		294.08	
	03/06/26	Folio 98030 Room 314	Folio 98030 Room 314			294.08
	107401	• Outside Event Expense	Folio 98030 Room 314- Bryan Issel WWE		294.08	
	03/06/26	Folio 96034 Room 515	Folio 96034 Room 515			294.08
	107401	• Outside Event Expense	Folio 96034 Room 515 (Cameron Marston)		294.08	
	03/06/26	Folio 98462 Room 308	Folio 98462 Room 308			294.08
	107401	• Outside Event Expense	Folio 98462 Room 308 Toby Mac Rigger		294.08	
	03/06/26	Folio 98460 Room 420	Folio 98460 Room 420			294.08
	107401	• Outside Event Expense	Folio 98460 Room 420		294.08	
	03/06/26	Folio 98461 Room 301	Folio 98461 Room 301			294.08
	107401	• Outside Event Expense	Folio 98461 Room 301 Matthew Frantz		294.08	
03/06/26	29090	Auto Check	Stafford Laura Alice (00004199)			85.00

03/06/26	February 2026 LTS Coaching	February 2026 LTS Coaching		85.00	85.00
107304	• Contracted Services	February 2026 LTS Coaching		85.00	
03/06/26	29091	Auto Check Stephens Media Group (00002844)			300.00
03/06/26	MCC-1260217020	Ian Munsick Advertising		300.00	300.00
107402	• Event Advertising	Ian Munsick Advertising		300.00	
03/06/26	29092	Auto Check Sunbelt Rentals, Inc. (00002783)			6,123.44
03/06/26	180375400-0001	Forklift Rental		990.13	990.13
107305	• General Rental Equipment	Forklift Rental		990.13	
03/06/26	180179855-0001	Toby Mac Rental		3,596.70	3,596.70
107410	• Event Rental Equipment	Toby Mac Rental Forklift		3,596.70	
03/06/26	180662594-0001	Toby Mac Rentals		1,268.58	1,268.58
107410	• Event Rental Equipment	Toby Mac Rentals		1,268.58	
03/06/26	180662594-0002	Toby Mac Rentals		268.03	268.03
107410	• Event Rental Equipment	Toby Mac Rentals		268.03	
03/06/26	29093	Auto Check Taco City (00003055)			3,769.76
03/06/26	AMS vs Spokane 2/27/26	Third Party Sales		1,261.68	1,261.68
104690	• Concession Sales - Third Party Expense	Third Party Sales		917.80	
102160	• Tips Payable	Third Party Tips for Employees		215.88	
104690	• Concession Sales - Third Party Expense	Horchata 16		128.00	
03/06/26	AMS vs Victoria 2/24/26	Third Party Sales		639.47	639.47
104690	• Concession Sales - Third Party Expense	Third Party Sales		504.40	
102160	• Tips Payable	Third Party Tips for Employees		87.07	
104690	• Concession Sales - Third Party Expense	Horchata 6		48.00	
03/06/26	AMS vs Spokane 2/21/26	Third Party Sales		1,868.61	1,868.61
104690	• Concession Sales - Third Party Expense	Third Party Sales		1,418.95	
102160	• Tips Payable	Third Party Tips for Employees		227.66	
104690	• Concession Sales - Third Party Expense	Horchata 21		168.00	
104690	• Concession Sales - Third Party Expense	Vouchers 3		54.00	
03/06/26	29094	Auto Check Tim Berry (00002808)			252.00
03/06/26	February 2026 LTS Coaching	February 2026 LTS Coaching		252.00	252.00
107304	• Contracted Services	February 2026 LTS Coaching		252.00	
03/06/26	29095	Auto Check Tri-Cities Water Store, INC. (00004476)			473.28
03/06/26	02252026	Plumbing Repairs		473.28	473.28
107212	• Building Repairs & Maintenance	Urinal Plumbing Repairs		473.28	
03/06/26	29096	Auto Check Tri-City Americans (00000851)			15,208.33
03/06/26	1080-1	Toyota Naming Rights		8,333.33	8,333.33
104230	• Suite Revenue	Toyota Naming Rights		8,333.33	
03/06/26	1079-1	Coke Agreement 25-26 Season		6,875.00	6,875.00
104241	• Signage & Display Sponsorship - Tenant Share	Coke Agreement 25-26 Season		6,875.00	
03/06/26	29097	Auto Check Tyson Carey (00004592)			108.00
03/06/26	February 2026 LTS Coaching	February 2026 LTS Coaching		108.00	108.00
107304	• Contracted Services	February 2026 LTS Coaching		108.00	
03/06/26	29098	Auto Check US Foods (00002786)			12,164.93
03/06/26	4889983	TC Food		427.40	427.40
101411	• Inventory - Food	TC Food		427.40	
03/06/26	4889980	TC Food		4,338.74	4,338.74
101411	• Inventory - Food	TC Food		4,338.74	
03/06/26	4889981	TC Food/Liquor		6,971.73	6,971.73
101411	• Inventory - Food	TC Food		6,891.19	
101415	• Inventory - Liquor	TC Liquor		80.54	
03/06/26	5814431-ADJ	TC Kitchen Supplies PO 5316		262.00	262.00
107510	• F&B Tools, Supplies & Equipment	TC Kitchen Supplies PO 5316		262.00	
03/06/26	4997000	TC Food		165.06	165.06
101411	• Inventory - Food	TC Food		165.06	
03/06/26	29099	Auto Check VenuWorks, Inc. (00000894)			22,544.30
03/06/26	20954	March Management 2026		11,272.15	11,272.15
107306	• VenuWorks Management Fee	March Management 2026		11,272.15	
03/06/26	20913	February Management 2026		11,272.15	11,272.15
107306	• VenuWorks Management Fee	February Management 2026		11,272.15	
03/06/26	29100	Auto Check Vistar Corporation (00002787)			4,330.63
03/06/26	79276290	TC Food		1,723.95	1,723.95
101411	• Inventory - Food	TC Food		1,723.95	
03/06/26	79391141	TC Food		2,606.68	2,606.68

	101411	• Inventory - Food	TC Food		2,606.68	
03/06/26	29101	Auto Check	Volz, Madeline (00004258)			144.00
	03/06/26	February 2026 LTS Coaching	February 2026 LTS Coaching			144.00
	107304	• Contracted Services	February 2026 LTS Coaching		144.00	
03/06/26	29102	Auto Check	WCP Solutions (00002788)			2,919.68
	03/06/26	14386970	TC Janitorial Supplies			2,089.32
	107203	• Janitorial Supplies	TC Janitorial Supplies PO 5555		2,089.32	
	03/06/26	14386971	TC Janitorial Supplies			830.36
	107203	• Janitorial Supplies	TC Janitorial Supplies PO 5555		830.36	
03/06/26	29103	Auto Check	Weaver Exterminating Service, Inc. (00002804)			329.66
	03/06/26	36308	TC Monthly Rodent			329.66
	107304	• Contracted Services	TC Monthly Rodent		329.66	
03/09/26		Wire Transfer	Pepper Entertainment (00002656)			46,511.16
	03/09/26	Ian Munsick Settle 2/26				46,511.16
	102150	• A/P Settlements	Ian Munsick Settle 2/26		46,511.16	
03/13/26		Wire Transfer	The Odom Corporation (00002856)			583.43
	03/13/26	3045000459	TC Beer Credit			-45.00
	101413	• Inventory - Beer	TC Beer Credit		-45.00	
	03/13/26	11320704	TC Beer			628.43
	101413	• Inventory - Beer	TC Beer		628.43	
03/20/26		Wire Transfer	Schindler Elevator Corporation (00002966)			27,132.55
	03/20/26	156705690	Elevator Repairs			27,132.55
	109010	• Capital Improvements	Elevator Repairs PO 5574		54,265.09	
03/16/26		Wire Transfer	King Beverage Inc. (00002731)			3,743.55
	03/16/26	3255717	TC Beer			3,743.55
	101413	• Inventory - Beer	TC Beer		3,743.55	
03/16/26	29104	Auto Check	Abbott Michael (00002770)			296.00
	03/16/26	448-019116	FiltaFry Services			296.00
	107508	• F&B Equipment Repairs & Maintenance	FiltaFry Services		296.00	
03/16/26	29105	Auto Check	Advanced Protection Services, Inc. (00002751)			451.93
	03/16/26	P85100	TC Main Facility Maintenance			375.36
	107209	• Security & Fire Alarm System	TC Main Facility Maintenance Cable Repairs		375.36	
	03/16/26	R169371	TC Main Facility			73.93
	107209	• Security & Fire Alarm System	TC Main Facility		73.93	
	03/16/26	P84419	SVC Fee			2.64
	107209	• Security & Fire Alarm System	SVC Fee		2.64	
03/16/26	29106	Auto Check	Andy See (00002880)			66.99
	03/16/26	Marketing Reimbursements 3/15	Marketing Reimbursements			66.99
	107302	• Venue Marketing & Non-Event Advertising	Marketing Reimbursements		66.99	
03/16/26	29107	Auto Check	Apollo Heating and Air Conditioning (00002933)			4,502.62
	03/16/26	940071516	TC Maintenance Contract			3,587.24
	107210	• HVAC Repairs & Maintenance	TC Maintenance Contract		3,587.24	
	03/16/26	940070726	Walk In Repairs			915.38
	107508	• F&B Equipment Repairs & Maintenance	Walk In Repairs		915.38	
03/16/26	29108	Auto Check	Apollo Mechanical Contractors (00000063)			4,469.00
	03/16/26	26030134	Gate Valve Installation			4,469.00
	107212	• Building Repairs & Maintenance	Gate Valve Installation PO 5510		4,469.00	
03/16/26	29109	Auto Check	Becker Arena Products, Inc (00002755)			952.01
	03/16/26	618838	Skate Laces			952.01
	107601	• Ice-Related Expenses	Skate Laces PO 5562		952.01	
03/16/26	29110	Auto Check	Benton PUD (00000121)			17,566.14
	03/16/26	2/08/26-3/08/26 49072001	3/08/26 49072001			17,306.10
	107216	• Electricity	2/08/26-3/08/26 TC/Arena		17,306.10	
	03/16/26	2/08/26-3/08/26 4438000	3/13/26 4438000			260.04
	107216	• Electricity	2/08/26-3/08/26 Grandridge Blvd Sign		260.04	
03/16/26	29111	Auto Check	Brashear Electric, Inc. (00002756)			2,339.20

03/16/26	44223		Set Up Toby Mac			1,441.60	1,441.60
107401	• Outside Event Expense		Set Up Toby Mac				
03/16/26	44222		Set Up Ian Munsick				897.60
107401	• Outside Event Expense		Set Up Ian Munsick			897.60	
03/16/26	29112	Auto Check	Coca-Cola (00000213)				1,317.00
03/16/26	1519369		TC Food Credit			-105.00	-105.00
101411	• Inventory - Food		TC Food Credit				
03/16/26	182033		TC Food				1,422.00
101411	• Inventory - Food		TC Food			1,422.00	
03/16/26	29113	Auto Check	Enterprise Rent A Car (00002931)				702.26
03/16/26	2J1XB4		Rental Agreement 2J1XB4				267.98
107410	• Event Rental Equipment		Toby Mac Car Rental			267.98	
03/16/26	2HD4TJ		2HD4TJ Car Rentals				180.08
107410	• Event Rental Equipment		Car Rentals - Ian Munsick 2HD4TJ			180.08	
03/16/26	2HD4NF		2HD4NF Car Rentals				254.20
107410	• Event Rental Equipment		Car Rentals - Ian Munsick 2HD4NF			254.20	
03/16/26	29114	Auto Check	Lowe's Commercial Services (00002776)				247.98
03/16/26	83782		Ceiling Tiles				247.98
107201	• Tools & Supplies		Ceiling Tiles PO 5565			247.98	
03/16/26	29115	Auto Check	Oxarc (00002929)				1,148.08
03/16/26	0032520417		CO2 Toby Mac				1,093.95
107410	• Event Rental Equipment		CO2 Toby Mac			1,093.95	
03/16/26	0032528168		CO2 Toby Mac				54.13
107410	• Event Rental Equipment		CO2 Toby Mac			54.13	
03/16/26	29116	Auto Check	Pacific Breeze (00003739)				359.88
03/16/26	37450203		Diffuser Service				359.88
107304	• Contracted Services		Diffuser Service			359.88	
03/16/26	29117	Auto Check	Performance Systems Integration, LLC (00002981)				879.74
03/16/26	3928309		Kitchen Fire Inspections				879.74
107209	• Security & Fire Alarm System		Kitchen Fire Inspections			879.74	
03/16/26	29118	Auto Check	Reign Drop LLC (00003211)				837.19
03/16/26	S4176-26-6869		TC Food				287.47
101411	• Inventory - Food		TC Food			287.47	
03/16/26	S4176-26-6870		TC Food				148.49
101411	• Inventory - Food		TC Food			148.49	
03/16/26	S4176-26-6871		TC Food				282.98
101411	• Inventory - Food		TC Food			282.98	
03/16/26	S4176-26-6872		TC Food				118.25
101411	• Inventory - Food		TC Food			118.25	
03/16/26	29119	Auto Check	Specseats Int'l Corp (00004601)				3,918.00
03/16/26	100422082		Pallet Chair Storage Cart				3,918.00
107202	• Small Equipment & Furniture		Pallet Chair Storage Cart			3,918.00	
03/16/26	29120	Auto Check	Sunbelt Rentals, Inc. (00002783)				412.69
03/16/26	180662594-0003		Toby Mac Rentals				412.69
107410	• Event Rental Equipment		Event Rental Toby Mac Manlift			412.69	
03/16/26	29121	Auto Check	The UPS Store (00002801)				75.74
03/16/26	12603046308E001183		Skate Punch Cards				75.74
107302	• Venue Marketing & Non-Event Advertising		Skate Punch Cards			75.74	
03/16/26	29122	Auto Check	Tri-City Americans (00000851)				16,666.66
03/16/26	1080-2		Toyota Naming Rights				8,333.33
104230	• Suite Revenue		Toyota Naming Rights			8,333.33	
03/16/26	1080-3		Toyota Naming Rights				8,333.33
104230	• Suite Revenue		Toyota Naming Rights			8,333.33	
03/16/26	29123	Auto Check	US Foods (00002786)				13,011.58
03/16/26	5214766		TC Food				3,424.12
101411	• Inventory - Food		TC Food			3,424.12	
03/16/26	5285529		TC Food				963.61
101411	• Inventory - Food		TC Food			963.61	
03/16/26	5285527		TC Food				2,597.94
101411	• Inventory - Food		TC Food			2,597.94	

03/16/26	5195145	TC Stand Supplies		342.18	342.18
107513	• F&B Janitorial Supplies	TC Stand Supplies PO 5497			
03/16/26	5285531	PO 5563		342.18	58.49
107513	• F&B Janitorial Supplies	PO 5563		58.49	
03/16/26	5485886	TC Food			22.48
101411	• Inventory - Food	TC Food		22.48	
03/16/26	5485883	TC Food/Beer/Liquor			4,159.03
101413	• Inventory - Beer	TC Beer		116.14	
101415	• Inventory - Liquor	TC Liquor		40.26	
101411	• Inventory - Food	TC Food		4,002.63	
03/16/26	5306748	TC Food			165.06
101411	• Inventory - Food	TC Food		165.06	
03/16/26	5485885	TC Food			1,278.67
101411	• Inventory - Food	TC Food		1,278.67	
03/16/26	29124	Auto Check WCP Solutions (00002788)			1,672.62
03/16/26	14400761	Janitorial Supplies PO 5564			52.35
107203	• Janitorial Supplies	Janitorial Supplies PO 5564		52.35	
03/16/26	14400762	Janitorial Supplies PO 5564			124.60
107203	• Janitorial Supplies	Janitorial Supplies PO 5564		124.60	
03/16/26	14400760	Janitorial Supplies PO 5564			1,495.67
107203	• Janitorial Supplies	Janitorial Supplies PO 5564		1,495.67	
03/19/26	29125	Auto Check Baskin Robbins (00002754)			6,638.45
03/19/26	AMS vs Spokane 3.14.26	Third Party Sales			2,696.34
104690	• Concession Sales - Third Party Expense	Third Party Sales		2,429.44	
102160	• Tips Payable	Third Party Tips for Employees		266.90	
03/19/26	AMS vs Seattle 3.6.26	Third Party Sales			2,476.02
104690	• Concession Sales - Third Party Expense	Third Party Sales		2,247.04	
102160	• Tips Payable	Third Party Tips for Employees		228.98	
03/19/26	AMS vs Vancouver 3.3.26	Third Party Sales			1,466.09
104690	• Concession Sales - Third Party Expense	Third Party Sales		1,331.84	
102160	• Tips Payable	Third Party Tips for Employees		134.25	
03/19/26	29126	Auto Check Bobablastic (00003078)			4,498.11
03/19/26	AMS vs Spokane 3.14.26	Third Party Sales			1,703.48
104690	• Concession Sales - Third Party Expense	Third Party Sales		1,519.56	
102160	• Tips Payable	Third Party Tips for Employees		183.92	
03/19/26	AMS vs Seattle 3.6.26	Third Party Sales			1,728.05
104690	• Concession Sales - Third Party Expense	Third Party Sales		1,544.76	
102160	• Tips Payable	Third Party Tips for Employees		183.29	
03/19/26	AMS vs Vancouver 3.3.26	Third Party Sales			1,066.58
104690	• Concession Sales - Third Party Expense	Third Party Sales		967.05	
102160	• Tips Payable	Third Party Tips for Employees		99.53	
03/19/26	29127	Auto Check Cascade Natural Gas (00000161)			626.42
03/19/26	2/7/26-3/10/26 444 661 0000 3	TC 444 661 0000 3			626.42
107217	• Natural Gas	TC 444 661 0000 3 2/7/26-3/10/26		626.42	
03/19/26	29128	Auto Check Cascade Natural Gas (00000161)			4,042.03
03/19/26	2/7/26-3/10/26 634 661 0000 3	634 661 0000 3 TC			4,042.03
107217	• Natural Gas	634 661 0000 3 TC 2/7/26-3/10/26		4,042.03	
03/19/26	29129	Auto Check Chapala Express (00002758)			6,157.81
03/19/26	AMS vs Spokane 3.14.26	Third Party Sales			2,462.73
104690	• Concession Sales - Third Party Expense	Third Party Sales		2,085.71	
102160	• Tips Payable	Third Party Tips for Employees		377.02	
03/19/26	AMS vs Seattle 3.6.26	Third Party Sales			2,073.93
104690	• Concession Sales - Third Party Expense	Third Party Sales		1,731.95	
102160	• Tips Payable	Third Party Tips for Employees		341.98	
03/19/26	AMS vs Vancouver 3.3.26	Third Party Sales			1,621.15
104690	• Concession Sales - Third Party Expense	Third Party Sales		1,418.39	
102160	• Tips Payable	Third Party Tips for Employees		202.76	
03/19/26	29130	Auto Check Dog Haus Tri-Cities (00004205)			5,731.32
03/19/26	AMS vs Spokane 3.14.26	Third Party Sales			2,400.75
104690	• Concession Sales - Third Party Expense	Third Party Sales		2,063.40	
102160	• Tips Payable	Third Party Tips for Employees		337.35	
03/19/26	AMS vs Seattle 3.6.26	Third Party Sales			2,120.35
104690	• Concession Sales - Third Party Expense	Third Party Sales		1,806.00	
102160	• Tips Payable	Third Party Tips for Employees		314.35	
03/19/26	AMS vs Vancouver 3.3.26	Third Party Sales			1,210.22
104690	• Concession Sales - Third Party Expense	Third Party Sales		1,095.00	
102160	• Tips Payable	Third Party Tips for Employees		115.22	

03/19/26	29131	Auto Check	Lowe's Commercial Services (00002776)				745.42
03/19/26	94876		TC Vacuums			682.14	682.14
107202	• Small Equipment & Furniture		TC Vacuums PO 5569		682.14		
03/19/26	94892		Tools and Supplies			63.28	63.28
107201	• Tools & Supplies		Duct Tape / Loctite Adhesive PO 5557		63.28		
03/19/26	29132	Auto Check	Oxarc (00002929)				182.74
03/19/26	0062251221		Cylinder Rental Invoice			182.74	182.74
107410	• Event Rental Equipment		Cylinder Rental Invoice Toby Mac		182.74		
03/19/26	29133	Auto Check	Schindler Elevator Corporation (00002966)				0.00
03/19/26	29134	Auto Check	Staples Advantage (00002740)				834.50
03/19/26	6056844472		Office Supplies			681.91	
107102	• Office Supplies		Office Supplies PO 5556		582.16		
				Due To/From TRCC	99.75		
03/19/26	6056927842		Office Supplies			38.24	38.24
107102	• Office Supplies		Office Supplies PO 5556		38.24		
03/19/26	6056927843		Office Supplies			114.35	114.35
107102	• Office Supplies		Office Supplies PO 5556		114.35		
03/19/26	29135	Auto Check	Taco City (00003055)				4,144.22
03/19/26	AMS vs Spokane 3.14.26		Third Party Sales			1,746.20	
104690	• Concession Sales - Third Party Expense		Third Party Sales		1,390.35		
102160	• Tips Payable		Third Party Tips for Employees		222.35		
104690	• Concession Sales - Third Party Expense		Augua Fresca 1		5.50		
104690	• Concession Sales - Third Party Expense		Horchata 16		128.00		
03/19/26	AMS vs Seattle 3.6.26		Third Party Sales			1,480.62	
104690	• Concession Sales - Third Party Expense		Third Party Sales		1,148.55		
102160	• Tips Payable		Third Part Tips for Employees		201.07		
104690	• Concession Sales - Third Party Expense		Augua Fresca 2		11.00		
104690	• Concession Sales - Third Party Expense		Horchata 15		120.00		
03/19/26	AMS vs Vancouver 3.3.26		Third Party Sales			917.40	
104690	• Concession Sales - Third Party Expense		Third Party Sales		690.95		
102160	• Tips Payable		Third Party Tips for Employees		116.95		
104690	• Concession Sales - Third Party Expense		Augua Fresca 1		5.50		
104690	• Concession Sales - Third Party Expense		Horchata 13		104.00		
03/19/26	29136	Auto Check	The UPS Store (00002801)				24.50
03/19/26	2603166308C068089		Yelowolf Posters			24.50	
107402	• Event Advertising		Yelowolf Posters PO 5446		24.50		
03/19/26	29137	Auto Check	Tri-City Americans (00000851)				116,373.43
03/19/26	Ams v Penticton 2/7/26					19,230.66	
102150	• A/P Settlements		Ams v Penticton 2/7/26		19,230.66		
03/19/26	Ams v Seattle 2/14/26					36,721.26	
102150	• A/P Settlements		Ams v Seattle 2/14/26		36,721.26		
03/19/26	Ams v Spokane 2/21/26					29,755.73	
102150	• A/P Settlements		Ams v Spokane 2/21/26		29,755.73		
03/19/26	Ams v Victoria 2/24/26					5,433.24	
102150	• A/P Settlements		Ams v Victoria 2/24/26		5,433.24		
03/19/26	Ams v Spokane 2/27/26					25,232.54	
102150	• A/P Settlements		Ams v Spokane 2/27/26		25,232.54		
03/19/26	29138	Auto Check	Weaver Exterminating Service, Inc. (00002804)				660.42
03/19/26	36710		TC Rink B Rodent Monthly			165.38	
107304	• Contracted Services		TC Rink B Rodent Monthly		165.38		
03/19/26	36715		TC Rodent Monthly			329.66	
107304	• Contracted Services		TC Rodent Monthly		329.66		
03/19/26	36305		Rink B Rodent Monthly			165.38	
107304	• Contracted Services		Rink B Rodent Monthly		165.38		
03/25/26		Wire Transfer	Washington State Department of Revenue (00002989)				55,495.24
03/25/26	TOYO B&O Feb 2026					55,495.24	
102325	• B&O Tax Payable		TOYO B&O Feb 2026		9,543.60		
102310	• Sales Tax Payable - State		TOYO B&O Feb 2026		39,512.11		
107603	• B&O Taxes		TOYO B&O Feb 2026		6,439.53		
03/31/26		Wire Transfer	American Payment Solutions - APS (00002969)				105.50
03/31/26	Mar 2026 CC fees TOYO					105.50	
107310	• Credit Card Fees		TOYO CC fees Mar 2026		105.50		
03/31/26		Wire Transfer	Fintech (00003296)				27.29

03/31/26	16727055			27.29
107514	• F&B Credit Card & Banking Fees	TOYO liquor transfer fees Mar 2026	27.29	
03/31/26	Wire Transfer	Toast Inc (00004170)		1,424.49
03/31/26	Mar 2026 Concession POS fees		1,424.49	
107510	• F&B Tools, Supplies & Equipment	TOYO Concession POS fees	1,424.49	
Total Paid:				<u>787,167.04</u>

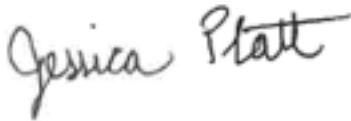
TOYO Sterling Box Office Account

No expense activity for TOYO Box Office account in March.

Total Paid Toyota Center Box Office: 0.00

Total Paid Toyota Center COMBINED: 787,167.04

I, Jessica Platt, Finance Director, do hereby certify that the merchandise or services hereinbefore specified have been received, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation and that the vouchers listed above are approved for payment this day.



Jessica Platt, Finance Director

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

Check numbers 29055-29138	\$	378,137.62
Electronic transfers - Operations		409,029.42
Electronic transfers - Box Office		-
Total	\$	<u>787,167.04</u>

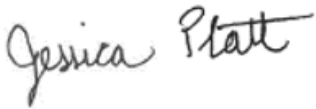
Exceptions:

Council Agenda Coversheet	Item Number: 4.e. Date: 5/5/2026 Item Type: General Business Item	Category: Consent Agenda
	Subject: Claims Roster: Columbia Park Golf Course Account Department: Finance	
<u>Recommendation</u> Staff recommends Council approve the Claims Roster for the Columbia Park Golf Course Account for March 2026. <u>Motion for Consideration</u> Motion to approve the Claims Roster for the Columbia Park Golf Course Account for March 2026 in the amount of \$38,873.66, comprised of check numbers 3023-3037 in the amount of \$11,188.57 and electronic transfers in the amount of \$27,685.09. <u>Summary</u> None <u>Alternatives</u> None <u>Fiscal Impact</u> \$38,873.66		
<u>Attachments:</u> 1. Claims Roster		

COLUMBIA PARK GOLF COURSE FUND
CHECK REGISTER
MARCH 2026

<u>Check Number</u>	<u>Vendor Check Name</u>	<u>Check Date</u>	<u>Amount</u>	<u>Type</u>
3023	CINTAS CORPORATION	3/10/2026	214.29	Check
3024	CITY OF KENNEWICK	3/10/2026	191.88	Check
3025	CO-ENERGY	3/10/2026	406.77	Check
3026	COLUMBIA POINT GOLF COURSE	3/10/2026	384.60	Check
3027	KENNEWICK GOLF CORPORATION	3/10/2026	5,579.82	Check
3028	PEPSI-COLA BOTTLING OF PASCO	3/10/2026	534.16	Check
3029	R & R PRODUCTS	3/10/2026	1,669.45	Check
3030	TOTAL E INTEGRATED INC.	3/10/2026	438.00	Check
3031	WAMBEKE WINDOW WASHING	3/10/2026	125.00	Check
3032	YELP	3/10/2026	40.00	Check
3033	CASTLE ROCK SOLUTIONS, INC.	3/23/2026	122.90	Check
3034	CINTAS CORPORATION	3/23/2026	71.43	Check
3035	ECS NORTHWEST, LLC.	3/23/2026	\$731.62	Check
3036	R & R PRODUCTS	3/23/2026	\$200.73	Check
3037	TRACER GOLF ACCESSORIES	3/23/2026	\$477.92	Check
ADP 5384273	ADP TOTAL SOURCE (AUTOPAY)	3/2/2026	\$2,910.66	EFT
NATIONWIDE 032026	NATIONWIDE	3/2/2026	\$627.33	EFT
WADOR 0051426938	DEPARTMENT OF REVENUE	3/25/2026	\$2,489.39	EFT
Paid by ACH	ADP TOTAL SOURCE (AUTOPAY)	3/5/2026	7,736.44	EFT
Paid by ACH	ADP TOTAL SOURCE (AUTOPAY)	3/19/2026	8,540.23	EFT
Paid by ACH	ELAN (MONTHLY CREDIT CARD CHGS)	3/31/2026	4,688.41	EFT
Bank Deduction	MERCHANT SERVICES	3/2/2026	649.33	EFT
Bank Deduction	US Bank	3/13/2026	43.30	EFT
			38,873.66	

I, Jessica Platt, Finance Director, do hereby certify that the merchandise or services hereinbefore specified have been received, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation and that the vouchers listed above are approved for payment this day.



Jessica Platt, Finance Director

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

Check numbers: 3023-3037	\$ 11,188.57
Electronic transfers	\$ 27,685.09
Total	\$ 38,873.66

Exceptions:

<u>Check Number</u>	<u>Vendor Check Name</u>	<u>Check Dated</u>	<u>Amount</u>	<u>Debit</u>	<u>Credit</u>
3023	CINTAS PAY PURCH PURCH	3/10/2026 20005-000-244-00 51900-060-244-00 51900-080-244-00	ACCOUNTS PAYABLE - GP CONTRACT SERVICES CONTRACT SERVICES	\$214.29 \$147.84 \$66.45	\$214.29
3024	CITY OF KENNEWICK PAY PURCH PURCH	3/10/2026 20005-000-244-00 52210-060-244-00 52200-060-244-00	ACCOUNTS PAYABLE - GP IRRIGATION ELECTRICITY UTILITIES - GAS & ELECTRIC	\$191.88 \$30.35 \$161.53	\$191.88
3025	CO-ENERGY PAY PURCH	3/10/2026 20005-000-244-00 58300-060-244-00	ACCOUNTS PAYABLE - GP FUEL & OIL MAINTENANCE	406.77 \$406.75	\$406.77
3026	COLUMBIA POINT GOLF COURSE PAY PURCH PURCH	3/10/2026 20005-000-244-00 50100-080-244-00 50100-060-244-00	ACCOUNTS PAYABLE - GP SALARIES SALARIES	\$384.60 \$192.30 \$192.30	\$384.60
3027	KENNEWICK GOLF CORPORATION PAY PURCH PURCH	3/10/2026 20005-000-244-00 59600-080-244-00 59610-080-244-00	ACCOUNTS PAYABLE - GP ACCOUNTING FEES MANAGEMENT FEE	\$5,579.82 \$1,395.65 \$4,184.17	\$5,579.82
3028	PEPSI-COLA BOTTLING OF PASCO PAY PURCH PURCH PURCH	3/10/2026 20005-000-244-00 49200-070-244-00 49150-070-244-00 51900-060-244-00	ACCOUNTS PAYABLE - GP COGS - SOFT BEVERAGE COGS - PACKAGED FOOD CONTRACT SERVICES	\$534.16 \$374.69 \$117.47 \$42.00	\$534.16
3029	R & R PRODUCTS PAY PURCH	3/10/2026 20005-000-244-00 55850-060-244-00	ACCOUNTS PAYABLE - GP COURSE ACCESSORIES MAINTENANCE	\$1,669.45 \$1,669.45	\$1,669.45
3030	TOTAL E INTEGRATED INC. PAY PURCH	3/10/2026 20005-000-244-00 51900-080-244-00	ACCOUNTS PAYABLE - GP CONTRACT SERVICES	\$438.00 \$438.00	\$438.00
3031	WAMBEKE WINDOW WASHING PAY PURCH	3/10/2026 20005-000-244-00 51900-050-244-00	ACCOUNTS PAYABLE - GP CONTRACT SERVICES	\$125.00 \$125.00	\$125.00
3032	YELP PAY PURCH	3/10/2026 20005-000-244-00 53100-080-244-00	ACCOUNTS PAYABLE - GP ADVERTISING & MARKETING	\$40.00 \$40.00	\$40.00
3033	CASTLE ROCK SOLUTIONS, INC. PAY PURCH	3/23/2026 20005-000-244-00 51900-080-244-00	ACCOUNTS PAYABLE - GP CONTRACT SERVICES	\$122.90 \$122.90	\$122.90
3034	CINTAS PAY PURCH PURCH	3/23/2026 20005-000-244-00 51900-060-244-00 51900-080-244-00	ACCOUNTS PAYABLE - GP CONTRACT SERVICES CONTRACT SERVICES	\$71.43 \$49.28 \$22.15	\$71.43
3035	ECS NORTHWEST PAY PURCH	3/23/2026 20005-000-244-00 59400-060-244-00	ACCOUNTS PAYABLE - GP IRRIGATION OUTSIDE REPAIRS	731.62 \$731.62	\$731.62
3036	R & R PRODUCTS PAY PURCH	3/23/2026 20005-000-244-00 55850-060-244-00	ACCOUNTS PAYABLE - GP COURSE ACCESSORIES MAINTENANCE	\$200.73 \$200.73	\$200.73
3037	TRACER GOLF PAY PURCH	3/23/2026 20005-000-244-00 47150-050-244-00	ACCOUNTS PAYABLE - GP COGS MERCHANDISE	\$477.92 \$477.92	\$477.92
5384273	ADP TOTAL SOURCE (AUTOPAY) PAY PURCH	3/2/2026 20005-000-244-00 50800-050-244-00 50800-050-244-00	ACCOUNTS PAYABLE - GP HEALTH BENEFITS HEALTH BENEFITS	\$2,910.66 \$1,338.16 \$1,572.50	\$2,910.66
NATIONWIDE 032026	NATIONWIDE PAY PURCH	3/2/2026 20005-000-244-00 18400-000-244-00	ACCOUNTS PAYABLE - GP PREPAID GEN LIAB INS	\$627.33 \$627.33	\$627.33
WA DOR 0051426938	WASHINGTON STATE DEPARTMENT OF REVENUE PAY	3/25/2026 20005-000-244-00	ACCOUNTS PAYABLE - GP	\$2,489.39	\$2,489.39

	PURCH	20300-000-244-00	SALES TAX PAYABLE	\$503.88	
	PURCH	91101-000-244-00	OTHER STATE TAX	\$1,985.51	
Paid by ACH	ADP TOTAL SOURCE (AUTOPAY)	3/5/2026		\$7,736.44	
	PAY	50000-000-244-00	TEMPORARY ACCT		\$7,736.44
	PURCH	48100-050-244-00	INSTRUCTION	\$43.08	
	PURCH	50200-050-244-00	HOURLY WAGES	\$4,224.37	
	PURCH	50200-060-244-00	HOURLY WAGES	\$2,791.59	
	PURCH	50400-050-244-00	SALES COMMISSIONS		
	PURCH	50800-050-244-00	HEALTH BENEFITS		\$226.66
	PURCH	50800-060-244-00	HEALTH BENEFITS		\$302.44
	PURCH	50950-050-244-00	COMBINED ADMIN, TAXES, W/C	\$707.79	
	PURCH	50950-060-244-00	COMBINED ADMIN, TAXES, W/C	\$416.19	
	PURCH	50950-080-244-00	COMBINED ADMIN, TAXES, W/C	\$54.83	
	PURCH	52100-050-244-00	CELL PHONE	\$27.69	
Paid by ACH	ADP TOTAL SOURCE (AUTOPAY)	3/19/2026		\$8,540.23	
	PAY	50000-000-244-00	TEMPORARY ACCT		\$8,540.23
	PURCH	48100-050-244-00	INSTRUCTION	\$76.91	
	PURCH	50200-050-244-00	HOURLY WAGES	\$4,764.57	
	PURCH	50200-060-244-00	HOURLY WAGES	\$2,914.23	
	PURCH	50400-050-244-00	SALES COMMISSIONS		
	PURCH	50800-050-244-00	HEALTH BENEFITS		\$226.66
	PURCH	50800-060-244-00	HEALTH BENEFITS		\$302.44
	PURCH	50950-050-244-00	COMBINED ADMIN, TAXES, W/C	\$821.13	
	PURCH	50950-060-244-00	COMBINED ADMIN, TAXES, W/C	\$438.61	
	PURCH	50950-080-244-00	COMBINED ADMIN, TAXES, W/C	\$26.19	
	PURCH	52100-050-244-00	CELL PHONE	\$27.69	
Paid by ACH	ELAN (MONTHLY CREDIT CARD CHARGES)	3/31/2026		\$4,688.41	
	PAY	50000-000-244-00	TEMPORARY ACCT		\$4,688.41
	PURCH	47150-050-244-00	COGS MERCHANDISE	\$9.99	
	PURCH	49150-070-244-00	COGS - PACKAGED FOOD	\$171.39	
	PURCH	49200-070-244-00	COGS - SOFT BEVERAGE	\$191.16	
	PURCH	51300-080-244-00	EDUCATION & TRAINING	\$145.00	
	PURCH	51400-080-244-00	PROFESSIONAL DUES & FEES	\$200.00	
	PURCH	51500-060-244-00	TRAVEL LODGING & ENTERTAINMENT	\$545.66	
	PURCH	51500-080-244-00	TRAVEL LODGING & ENTERTAINMENT	\$497.98	
	PURCH	51900-060-244-00	CONTRACT SERVICES	\$10.87	
	PURCH	52100-060-244-00	TELECOMMUNICATIONS	\$130.14	
	PURCH	52150-080-244-00	INTERNET/CABLE	\$94.54	
	PURCH	52300-060-244-00	GARBAGE & DEBRIS REMOVAL	\$126.50	
	PURCH	52400-080-244-00	JANITORIAL SUPPLIES	\$65.22	
	PURCH	52500-080-244-00	OFFICE SUPPLIES	\$42.06	
	PURCH	52800-080-244-00	SUBSCRIPTIONS & PUBLICATIONS	\$9.34	
	PURCH	52900-080-244-00	PRINTING	\$24.98	
	PURCH	53100-080-244-00	ADVERTISING & MARKETING	\$76.35	
	PURCH	53300-050-244-00	DECORATIONS	\$34.32	
	PURCH	54600-060-244-00	MINOR FF&E	\$190.58	
	PURCH	54600-080-244-00	MINOR FF&E	\$113.98	
	PURCH	55000-050-244-00	GOLF CART PARTS	\$198.67	
	PURCH	55150-050-244-00	GOLF CART SUPPLIES	\$66.82	
	PURCH	55800-060-244-00	OTHER DEPARTMENT SUPPLIES	\$12.16	
	PURCH	55850-050-244-00	COURSE ACCESSORIES MAINTENANCE	\$341.51	
	PURCH	56200-060-244-00	MATERIALS -SAND (TD GREENS)	\$1,082.11	
	PURCH	58100-060-244-00	EQUIPMENT PARTS	\$161.01	
	PURCH	59500-060-244-00	IRRIGATION MISCELLANEOUS	\$146.07	
Bank Deduction	MERCHANT SERVICES	3/2/2026		\$649.33	
	PAY	10420-000-244-00	OPERATING CHECKING ACCT - US Bank		\$649.33
	PURCH	54000-080-244-00	BANK CHARGES	\$649.33	
Bank Deduction	US Bank	3/13/2026		\$43.30	
	PAY	10420-000-244-00	OPERATING CHECKING ACCT - US Bank		\$43.30
	PURCH	54000-080-244-00	BANK CHARGES	\$43.30	

Council Agenda Coversheet	Item Number: 4.f. Date: 5/5/2026 Item Type: General Business Item	Category: Consent Agenda
	Subject: Payroll Roster: For the Pay Period Ending 4/15/2026 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 4/15/2026. <u>Summary</u> None. <u>Alternatives</u> None. <u>Fiscal Impact</u> 4/15/2026 Total: \$3,113,626.50		
<u>Attachments:</u> 1. Roster		

Payroll Roster for Pay Period Ending 04/15/2026

All Departments:

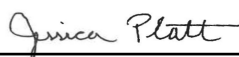
	76,983.28
Building Safety	7,804.85
City Attorney	30,171.41
City Council	5,316.00
City Manager	13,516.08
Community Planning	21,063.19
Engineering	62,733.04
Finance	61,000.22
Fire	144,538.69
Management Services	90,537.35
Non-Departmental	3,109.10
Parks, Recreation & Facilities	103,063.11
Police	603,142.21
Subtotal - General Fund	1,222,978.53
	2,362.50
BI-PIN	17,534.19
Building Safety	52,622.71
Criminal Justice	84,938.38
Equipment Rental	17,522.26
Management Services	4,141.39
Medical Services	531,223.88
Stormwater	30,198.28
Street	51,372.67
Water & Sewer	202,920.88
Subtotal - Other Funds	994,837.14
Total Salaries and Wages	2,217,815.67

Benefits

Dental Insurance	27,338.04
DRS Retirement	119,173.61
Employee Assistance Program	29.05
Life Insurance	5,680.25
Long-Term Disability Insurance	6,708.20
Medical Expense Reimbursement Plan	3,562.50
Medical Insurance	410,616.73
Medicare	31,483.79
MissionSquare Deferred Compensation	97,725.85
Social Security (OASDI)	97,023.88
Vision Insurance	3,650.77
WA Paid Family & Medical Leave	6,919.36
Worker's Compensation Insurance	85,898.80
Total Benefits	895,810.83
Grand Total	\$3,113,626.50

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 \$3,113,626.50 comprised of check numbers 78523 through 78527 and direct deposit numbers 245930 through 246394.

Approved for payment:



Jessica Platt, Finance Director

Council Agenda Coversheet 	Item Number: 4.g. Date: 5/5/2026 Item Type: Contract/Agreement/Lease Subject: Contract: Award the Ranney Well Collector 5 (RC5) PFAS Treatment Project to Hazen and Sawyer (P2508) Department: Public Works Project #: P2508	Category: Consent Agenda
<u>Recommendation</u> Staff recommends that City Council authorize the City Manager to sign a professional services agreement with Hazen and Sawyer for the detailed design of the Ranney Well Collector 5 (RC5) PFAS Treatment Project. <u>Motion for Consideration</u> Motion to authorize the City Manager to sign the professional services agreement with Hazen and Sawyer for the detailed design of the Ranney Well Collector 5 (RC5) PFAS Treatment Project. <u>Summary</u> On April 10, 2024, the EPA released the final Maximum Contaminant Levels (MCLs) for several per- and polyfluoroalkyl substances (PFAS) in drinking water. Based on water sample results, the City will need to construct PFAS treatment infrastructure at the Ranney Collector 5 (RC5) site to comply with the new EPA requirements. In early 2025, the City issued an initial Request for Proposals (RFP) and selected Hazen and Sawyer to perform the preliminary engineering design for the PFAS Treatment Project. In April 2025, the City was awarded \$15 million in federal funding for this project through the Drinking Water State Revolving Fund (DWSRF), with \$5.25 million eligible for principal forgiveness. Following the award, the City was informed that DWSRF federal requirements for procuring professional services require publication of the RFP in a newspaper of general circulation for a minimum of 14 calendar days. This advertising requirement was not included in the City's initial RFP consultant selection process. In January 2026, the Department of Health (DOH) determined that the City would need to re-solicit the engineering consultant to comply with the funding requirements. The City closed out the existing contract with Hazen and Sawyer and issued a second RFP. The City received one (1) proposal from Hazen and Sawyer and negotiated a Scope of Work for the remaining design and construction services. The attached memo provides further details regarding the RFP re-solicitation, Hazen and Sawyer's preliminary design, and the detailed design and construction scope of work. If approved, the City Manager will execute a contract approved as to form by the City Attorney. <u>Alternatives</u> None recommended <u>Fiscal Impact</u> The City is investing in PFAS treatment infrastructure at the RC5 site to meet new EPA drinking water standards, with costs partially offset by a \$15 million DWSRF award, including \$5.25 million in forgivable funding. Re-soliciting engineering services ensures continued eligibility for this funding, with Hazen and Sawyer's \$1,296,800 contract to be funded through the DWSRF award and rate revenues as appropriate.		
<u>Attachments:</u> 1. Memo		



Memorandum

Public Works

To: John A. Cowling, P.E.
Public Works Director

Through: Jeremy J. Lustig, P.E. *JL*
Deputy Public Works Director

From: Caleb E. Shannon, P.E. *CS*
Utility Services Manager

Date: April 29, 2026

Subject: P2508 Ranney Collector 5 (RC5) PFAS Treatment Project
Professional Service Agreement with Hazen and Sawyer for Detailed
Design (60%-100%)

Preliminary Project Design (30%)

In early 2025, the City issued an initial Request for Proposals (RFP) to select an engineering firm to design the PFAS treatment system at RC5. City staff followed the City's Architectural and Engineering competitive selection process contained in the Kennewick Administrative Code, Title 17, and utilized the MRSC Consultant Roster to identify five qualified firms with Statements of Qualifications (SOQs) matching the required scope of work. The RFP was sent to the five selected firms, all of which submitted proposals. The City selected Hazen and Sawyer as the most qualified firm, and a scope and fee were negotiated that included the following preliminary design work:

- Ranney Collector 4 & 5 well performance assessment
- Bench scale adsorbent testing (ion exchange vs granular activated carbon) and media selection evaluation
- Initial permitting services
- Preliminary engineering report (PER)
- 30% project design plans

In April 2025, the City was awarded \$15 million in federal funding for this project through the Drinking Water State Revolving Fund (DWSRF), with \$5.25 million eligible for principal forgiveness. Following the award, the City was informed that DWSRF federal requirements for procuring professional services require publication of the RFP in a newspaper of general circulation for a minimum of 14 calendar days. This advertising requirement was not included in the City's initial RFP consultant selection process.

In January 2026, the Department of Health (DOH) reviewed the City's initial RFP selection process and determined that the selection of Hazen and Sawyer did not meet the funding agency's requirements. Hazen and Sawyer completed the preliminary (30 percent) design effort in January 2026 and the existing contract with Hazen and Sawyer was closed out. Correspondence with DOH indicated that the City would be eligible for reimbursement of the full DWSRF loan (\$15 million) if a new RFP process, complying with all funding requirements, was followed for the remaining detailed design and construction of the project (60%-100%).

Detailed Project Design (60%-100%)

In March 2026, staff re-issued a Request for Proposals (RFP) from qualified engineering firms following all funding requirements to perform engineering services associated with PFAS treatment. The City received one (1) proposal in response to the latest RFP from Hazen and Sawyer and negotiated a Scope of Work. The total cost for the detailed design work (60%-100%), bid phase support, and construction support is \$1,296,800 broken into the following specific tasks:

Scope Item	Cost
Project Management	\$ 92,557.00
Project Kick-Off Meeting	\$ 4,443.00
Detailed Design	\$ 944,155.00
Geotechnical Investigation	\$ 47,993.00
Permitting Services	\$ 21,090.00
Bid Phase Services	\$ 18,328.00
Shop Drawings/Submittal Review	\$ 83,973.00
Requests for Information (RFIs)	\$ 56,152.00
Record Drawings	\$ 28,042.00
Total Cost	\$ 1,296,800.00

Note: Cost includes subconsultant and direct costs.

The preliminary estimated construction cost for the project is approximately \$33 million. The total design cost for both preliminary and detailed design is approximately \$1.8 million. Given the relative complexity of the project, the total cost for preliminary and detailed design, permitting with USACE in Columbia Park, and construction support services represents approximately 5.5% of the project construction cost and is consistent with typical engineering fees.

Council Agenda a Cover sheet 	Item Number: 4.h.	Date: 5/5/2026	Category : Consent Agenda
	Item Type: Contract/Agreement/Lease Subject: Project Acceptance: Quinault & Columbia Center Blvd. Intersection Improvements (P2011) Department: Public Works		
	Project #:	P2011	

Recommendation

City Council accepts the work of Apollo Inc. for contract P2011, Quinault & Columbia Center Blvd. Intersection Improvements contract, in the amount of \$1,722,044.69.

Motion for Consideration

Motion to accept the work of Apollo Inc. for contract P2011, Quinault & Columbia Center Blvd. Intersection Improvements contract, in the amount of \$1,722,044.69.

Summary

Original Contract: \$1,678,944.13
Change Orders: \$47,381.24
Quantity Changes: (\$4,280.68)
Total: \$1,722,044.69 (2.57% above original contract)

The work involved providing a second left-turn lane for added turning capacity for eastbound traffic turning north onto Columbia Center Blvd. A dedicated through-lane and right-turn was constructed for westbound traffic on Quinault Ave. An additional lane was constructed southbound on Columbia Center Blvd. that turns into the Red Lion parking lot. The work required the widening of the intersection, which included new curb, gutter, sidewalk, traffic curbing, retaining walls, storm drainage, HMA overlay, new striping, signage and a new signal system. Also, this work prepares for the extension a 3rd lane for north and southbound traffic on Col. Center Blvd. south of the intersection.

This project had seven (7) change orders, which included widening of a BPUD utility trench, the modification of bid item description, the removal and relocation of an existing 4" irrigation line, the removal of a shallow BPUD duct bank and installation of a new power conduit, the removal of existing asphalt and curb, a working day time extension, and the renegotiation of the flaggers & spotters unit price for an equitable adjustment due to a bid item quantity under run.

Quantity changes included increases in asphalt patching, concrete sidewalk, pavement markings, and sign removal/reinstallation; and decreases in traffic control, water valves and tees, and HMA Class 3/8" PG 64H-28.

Alternatives

None recommended.

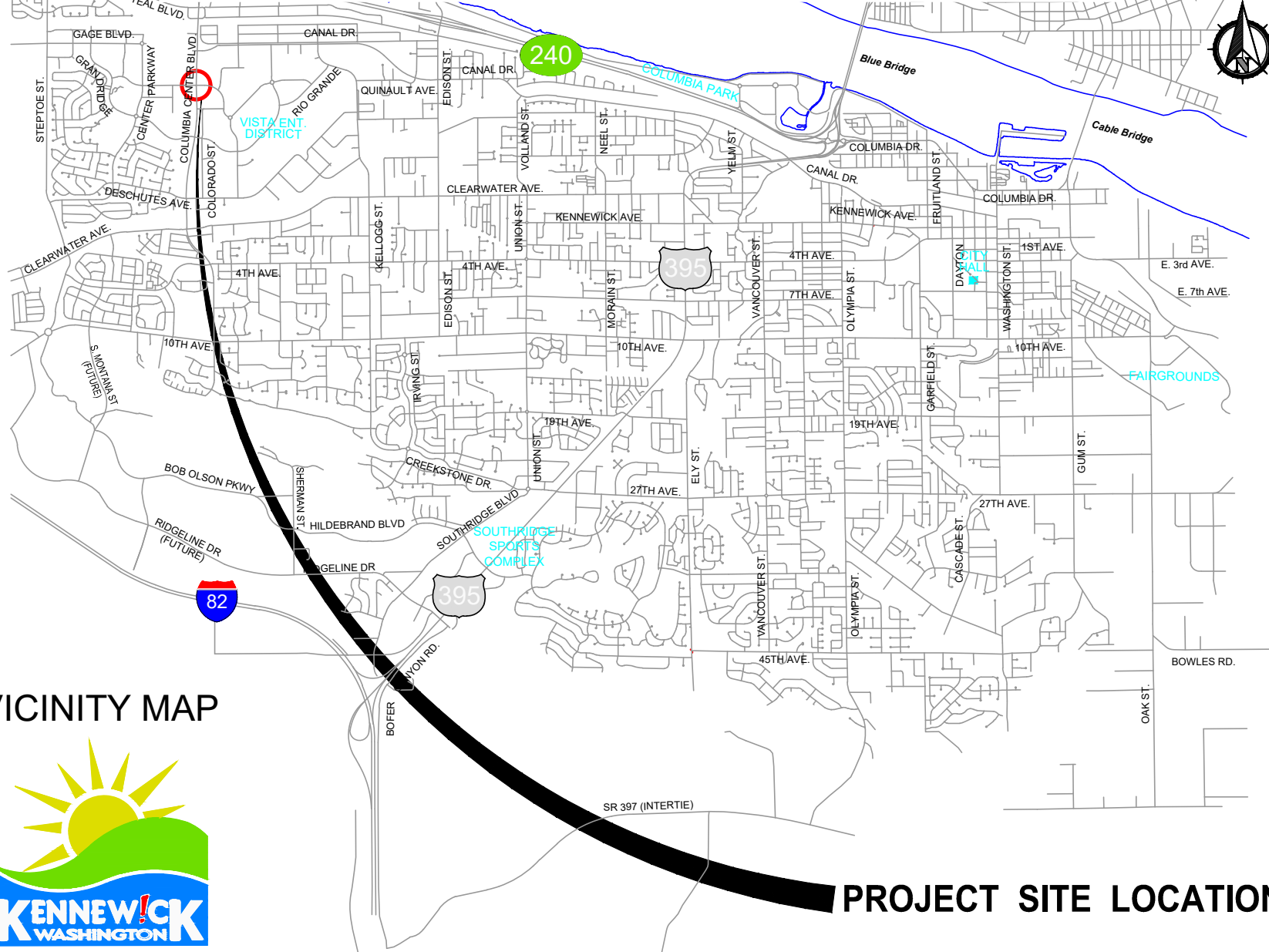
Fiscal Impact

Surface Transportation Block Group (STBG) Funding: \$1,722,044.69

Attachments:

1. Map

Quinault & Columbia Center Blvd. Intersection Project



VICINITY MAP



PROJECT SITE LOCATION

Council Agenda Coversheet	Item Number: 4.i. Date: 5/5/2026 Item Type: Contract/Agreement/Lease	Category: Consent Agenda
	Subject: Project Acceptance: S. Conway PI (W. 4th Ave. to 130 Conway PI) (P2319) Department: Public Works Project #: P2319	
<u>Recommendation</u> Staff recommends City Council accept the work of Ellison Earthworks LLC. for contract P2319, S. Conway PI (W. 4th Ave. to 130 Conway PI), in the amount of \$725,355.11. <u>Motion for Consideration</u> Motion to accept the work of Ellison Earthworks LLC. for contract P2319, S. Conway PI (W. 4th Ave. to 130 Conway PI), in the amount of \$725,355.11. <u>Summary</u> Original Contract: \$658,290.87 Change Orders: \$34,412.71 Quantity Changes: \$42,651.53 Total: \$725,355.11 (10.19% above original contract) The work involved constructing curb, gutter, sidewalk, ADA ramps, crosswalks, rectangular rapid flashing beacons, retaining walls, additional streetlights and school zone flashing beacons. This project had four (4) change orders which included the removal and relocation of an existing 3" irrigation pipe in conflict with a storm pipe, replacing an existing severely corroded CMP storm pipe with PVC, replacement of an asbestos concrete water pipe, and the modification of an existing catch basin to account for an additional CMP storm drain pipe. Quantity changes included increases in asphalt patching, concrete curbing, basalt rock, thermoplastic markings; as well as decreases in gravel shoulder restoration and curb and gutter removal. <u>Alternatives</u> None recommended. <u>Fiscal Impact</u> Reimbursable through Washington State Routes to School Program Grant: \$725,355.11 Local Match from Kennewick School District: \$38,700		
<u>Attachments:</u> 1. Map		

240

COLUMBIA PARK

Blue Bridge

Cable Bridge



TY
ALL
■

FAIRGROUNDS



KENNEWICK
WASHINGTON

PROJECT SITE LOCATION

Council Agenda Coversheet	Item Number: 4.j. Item Type: Contract/Agreement/Lease Subject: Project Acceptance: 32nd and lone Lift Station Project (P2408) Department: Public Works Project #: P2408-25	Date: 5/5/2026 Category: Consent Agenda								
										
<u>Recommendation</u> City Council accepts the work of C&E Trenching, LLC, for contract P2408-25, 32nd and lone Lift Station Project, in the amount of \$580,375.02.										
<u>Motion for Consideration</u> Motion to accept the work of C&E Trenching, LLC, for contract P2408-25, 32nd and lone Lift Station Project, in the amount of \$580,375.02.										
<u>Summary</u>										
<table><tr><td>Original Contract:</td><td>\$574,953.60</td></tr><tr><td>Change Orders:</td><td>\$5,421.42</td></tr><tr><td>Quantity Changes:</td><td>\$0</td></tr><tr><td>Total:</td><td>\$580,375.02 (0.9% above original contract)</td></tr></table>			Original Contract:	\$574,953.60	Change Orders:	\$5,421.42	Quantity Changes:	\$0	Total:	\$580,375.02 (0.9% above original contract)
Original Contract:	\$574,953.60									
Change Orders:	\$5,421.42									
Quantity Changes:	\$0									
Total:	\$580,375.02 (0.9% above original contract)									
This project consisted of upgrades to the existing sewer lift station located in front of 724 W 32nd Ave. The project scope of work included installation of a new valve vault; refurbishment and coating of the existing wet well structure; installation of two (2) new submersible wet well pumps; electrical and control upgrades; and other civil site improvements. The project included one (1) change order consisting of two (2) items. Item #1 provided compensation for a second mobilization. The contractor proposed completing all utility work within the roadway prior to the arrival of the new pumps in order to patch the road before the asphalt plant shut down. This approach required the contractor to demobilize and return at a later date to complete the wet well and pump work. Staff agreed with the contractor's work sequence in order to reduce the impact on local residents and reduce the maintenance of temporary asphalt patches through the winter months. Item #2 provided for the purchase of a new level transducer with the correct measuring range. The transducer originally specified under the contract was incorrect and did not meet the required measuring range. There were no quantity changes to the project.										
<u>Alternatives</u> None recommended.										
<u>Fiscal Impact</u> Water & Sewer Enterprise Fund: \$580,375.02										
<u>Attachments:</u> None										

Council Agenda Coversheet 	Item Number: 5.a. Date: 5/5/2026 Item Type: Ordinance Subject: Ordinance Docket: Transitioning Public-Facing Public Works Regulations from the KAC to the KMC, Together with Housekeeping Updates Department: Public Works Ordinance #: <i>A sequential number will be assigned to each adopted ordinance.</i>	Category: Ordinance
<u>Recommendation</u> Staff recommends Council adopt each of the ordinances presented in the docket. <u>Motion for Consideration</u> Motion to adopt the ordinance docket, items 5.a.1 through 5.a.15, as presented. <u>Summary</u> The city's Policy Development Team has been working to transition public-facing content from the obsolete Kennewick Administrative Code (KAC) to the Kennewick Municipal Code (KMC). This is the second of two dockets coming forward as a result of the staff presentation at the April 14, 2026, Council workshop and includes changes sponsored by the Public Works Department. The first phase of ordinances, sponsored by the City Manager's Office and Parks & Recreation Department, was brought forward on April 21, 2026. In addition to transitioning content from the KAC, there are several housekeeping ordinances which will update existing Public Works content in the KMC. Separate ordinances have been prepared for Council consideration as companion items to this staff report. If Council approves the docket, all ordinances will be enacted in one motion. Council may remove an ordinance from the docket for separate consideration and vote. <u>Alternatives</u> The alternative is to deny approval of one or more ordinances. This alternative is not recommended. <u>Fiscal Impact</u>		
Attachments: None		

Council Agenda Coversheet	Item Number: 5.a.1. Date: 5/5/2026 Item Type: Ordinance	Category: Ordinance
	Subject: Ordinance: Amending Section 14.12.100 – Meter Tampering – of the Kennewick Municipal Code Department: Public Works Ordinance #:	
<u>Recommendation</u> Staff recommends Council adopt the ordinance as presented. <u>Motion for Consideration</u> Motion to adopt the ordinance as presented. <u>Summary</u> As described at the April 14, 2026, Council workshop, this amendment to the Kennewick Municipal Code is aimed at revising the language to include Advanced Meter Infrastructure (AMI) related components. <u>Alternatives</u> No alternatives are recommended. <u>Fiscal Impact</u>		
<u>Attachments:</u> 1. Ordinance 2. Redline		

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO METER TAMPERING AND AMENDING
SECTION 14.12.100 OF THE KENNEWICK MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1. Section 14.12.100 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

14.12.100: Meter Tampering.

If a meter under-registers the amount of water used or fails to communicate with the radio network, due to tampering with the meter, radio, cabling, transmitter, piping and/or other system components, or in any other way causing under-registration, the service may be discontinued, and will not be reconnected until the customer has made adjustments for the loss of revenue and given satisfactory assurance that there will be no more tampering to cause under-registration or failure of communicate with the radio network.

(Ord. 26-_____ Sec. 1, 2026; Ord. 2481 Sec. 3(part), 1980; Ord. 843 Sec. 7(part), 1955)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and
signed in authentication of its passage this 5th day of May, 2026.

Attest:

JASON R. MCSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO METER TAMPERING AND AMENDING
SECTION 14.12.100 OF THE KENNEWICK MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1. Section 14.12.100 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

14.12.100: Meter Tampering.

If a meter under-registers the amount of water used or fails to communicate with the radio network, due to tampering with the meter, radio, cabling, transmitter, or piping and/or other system components, or in any other way causing under-registration, the service may be discontinued, and will not be reconnected until the customer has made adjustments for the loss of revenue and given satisfactory assurance that there will be no more tampering to cause under-registration or failure of communicate with the radio network.

(Ord. 26-_____ Sec. 1, 2026; Ord. 2481 Sec. 3(part), 1980; Ord. 843 Sec. 7(part), 1955)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and
signed in authentication of its passage this 5th day of May, 2026.

Attest:

JASON R. MCSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Item Number: 5.a.2. Date: 5/5/2026 Item Type: Ordinance	Category: Ordinance
	Subject: Ordinance: Amending Section 14.12.110 – Damage – Customer Payment of Repair Costs – of the Kennewick Municipal Code Department: Public Works Ordinance #:	
<u>Recommendation</u> Staff recommends Council adopt the ordinance as presented. <u>Motion for Consideration</u> Motion to adopt the ordinance as presented. <u>Summary</u> As described at the April 14, 2026, Council workshop, this amendment to the Kennewick Municipal Code is aimed at revising the language to include Advanced Meter Infrastructure (AMI) related components. <u>Alternatives</u> No alternatives are recommended. <u>Fiscal Impact</u> None		
<u>Attachments:</u> 1. Ordinance 2. Redline		

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO DAMAGE - CUSTOMER PAYMENT OF
REPAIR COSTS AND AMENDING SECTION 14.12.110 OF THE
KENNEWICK MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1. Section 14.12.110 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

14.12.110: Damage - Customer Payment of Repair Costs.

If a meter, radio and/or components of the metering system are damaged by any means by
the customer, the customer shall be required to pay for the cost of repairing or replacing the
affected components and for the loss of revenue as a result of the damage.

(Ord. 26-_____ Sec. 1, 2026; Ord. 2481 Sec. 3(part), 1980; Ord. 843 Sec. 7(part), 1955)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its
passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and
signed in authentication of its passage this 5th day of May, 2026.

Attest:

JASON R. McSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO DAMAGE - CUSTOMER PAYMENT OF
REPAIR COSTS AND AMENDING SECTION 14.12.110 OF THE
KENNEWICK MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1. Section 14.12.110 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

14.12.110: Damage—Customer Payment of Repair Costs.

~~If a meter is damaged by hot water from the customer line, or from thawing frozen pipes,
the customer shall be required to pay for the cost of repairing and for the loss of revenue
occasioned by the damage.~~

**If a meter, radio and/or components of the metering system are damaged by any means
by the customer, the customer shall be required to pay for the cost of repairing or
replacing the affected components and for the loss of revenue as a result of the damage.**

(Ord. 26-_____ Sec. 1, 2026; Ord. 2481 Sec. 3(part), 1980; Ord. 843 Sec. 7(part), 1955)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its
passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and
signed in authentication of its passage this 5th day of May, 2026.

Attest:

JASON R. MCSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Item Number: 5.a.3. Date: 5/5/2026 Item Type: Ordinance	Category: Ordinance
	Subject: Ordinance: Amending Section 14.23.010 – General Provisions – PreTreatment Act – of the Kennewick Municipal Code Department: Public Works Ordinance #:	
<u>Recommendation</u> Staff recommends Council adopt the ordinance as presented. <u>Motion for Consideration</u> Motion to adopt the ordinance as presented. <u>Summary</u> As described at the April 14, 2026, Council workshop, this amendment to the Kennewick Municipal Code is aimed at revising the language by adding a definition for mobile food establishments. <u>Alternatives</u> No alternatives are recommended. <u>Fiscal Impact</u>		
<u>Attachments:</u> 1. Ordinance 2. Redline		

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO GENERAL PROVISIONS AND
AMENDING SECTION 14.23.010 OF THE KENNEWICK MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Section 14.23.010 of the Kennewick Municipal Code, be, and the same hereby is, amended to read as follows:

14.23.010: General Provisions.

- (1) Purpose and Policy. This Chapter sets forth uniform requirements for users of the publicly owned treatment works (POTW) for the City of Kennewick and enables the City to comply with all applicable state and federal laws, including the Clean Water Act (33 USC 1251 et seq.) and the General Pretreatment Regulations (40 CFR Part 403). The objectives of this Chapter are:
 - (a) To prevent the introduction of pollutants into the POTW that will interfere with the operation of the POTW;
 - (b) To prevent the introduction of pollutants into the POTW which will pass through the POTW, inadequately treated, into receiving waters or otherwise be incompatible with the POTW;
 - (c) To ensure that the quality of the wastewater treatment plant sludge is maintained at a level which allows for its use and disposal in compliance with applicable statutes and regulations;
 - (d) To protect POTW personnel who may be affected by wastewater and sludge in the course of their employment and to protect the general public; and
 - (e) To improve the opportunity to recycle and reclaim wastewater and sludge from the POTW.

This chapter shall apply to all users of the POTW. The program authorizes the issuance of wastewater discharge permits; authorizes monitoring, compliance and enforcement activities; establishes administrative review procedures; requires user reporting; and provides for the setting of fees for the equitable distribution of costs resulting from the program established herein.

- (2) Administration. Except as otherwise provided herein, the Public Works Director shall administer, implement and enforce the provisions of this chapter. Any powers granted to or duties imposed upon the Public Works Director may be delegated by the Public Works Director to other city personnel.
- (3) Definitions. Unless a provision explicitly states otherwise, the following terms

and phrases, as used in this chapter, shall have the meanings hereinafter designated.

- (a) *Act or the Act* means the Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 USC 1251 et seq.
- (b) *Applicable Pretreatment Standards* means, for a specific pollutant, the more stringent of a city prohibitive discharge standard, local limit or categorical pretreatment standards, and any other applicable local, state or federal standard.
- (c) *Approval Authority* means the State of Washington Department of Ecology.
- (d) *Authorized Representative of the User* means:
 - (i) If the user is a corporation:
 - (A) The president, secretary, treasurer, or a vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or
 - (B) The manager of one or more manufacturing, production or operation facilities, provided the manager is authorized to make management decisions which govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations and initialing and directing other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; can ensure that the necessary systems are established or actions taken to gather complete and accurate information for control mechanism requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures;
 - (ii) If the user is a partnership or sole proprietorship: a general partner or proprietor, respectively;
 - (iii) If the user is a federal, state or local governmental facility: a director or highest official appointed or designated to oversee the operation and performance of the activities of the government facility, or his/her designee.
 - (iv) The individuals described in subsections (i) through (iii) of this definition may designate another authorized representative if the authorization is in writing, the authorization specifies the individual or position responsible for the overall operation of the facility from which the discharge originates or having overall

responsibility for environmental matters for the company and the written authorization is submitted to the City.

- (e) *Best Management Practices (BMPs)* is a term which means schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to implement the prohibitions listed in Sections 403.5(a)(1) and (b) of the Act. BMPs also include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw materials storage.
- (f) *Biochemical Oxygen Demand (BOD 5)* means the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedures for five days at 20 degrees Celsius expressed as a concentration (milligrams per liter (mg/L)).
- (g) *Categorical Pretreatment Standard* or *Categorical Standard* means any regulation containing pollutant discharge limits promulgated by the U.S. EPA in accordance with Sections 307(b) and (c) of the Act (33 USC 1317) which apply to a specific category of users and which appear in 40 CFR Chapter I, Subchapter N, Parts 405 through 471.
- (h) *Categorical User* means a user covered by one of the EPA's categorical pretreatment standards.
- (i) *City* means the City of Kennewick or the City Council of the City of Kennewick.
- (j) *Color* means the optical density at the visual wavelength of maximum absorption, relative to distilled water. One hundred percent transmittance is equivalent to zero optical density.
- (k) *Composite Sample* means the sample resulting from the combination of individual wastewater samples taken at selected intervals based on an increment of either flow or time.
- (l) *Control Authority*. The term refers to the City of Kennewick, Washington.
- (m) *Cooling Water/Noncontact Cooling Water* means water used for cooling which does not come into direct contact with any raw material, intermediate product, waste product or finished product. Cooling water may be generated from any use, such as air conditioning, heat exchangers, cooling or refrigeration, to which the only pollutant added is heat.
- (n) *Domestic User (residential user)* means any person who contributes, causes or allows the contribution of wastewater into the City POTW that is of a similar volume and/or chemical makeup as that of a residential dwelling unit. Discharges from a residential dwelling unit typically include up to 100 gallons per capita per day, 0.2 pounds of BOD per capita and 0.17 pounds of TSS per capita.

- (o) *Environmental Protection Agency (EPA)* means the U.S. Environmental Protection Agency or, where appropriate, the Regional Water Management Division Director or other duly authorized official of said agency.
- (p) *Existing Source.* For a categorical industrial user, an "existing source" is any source of discharge, the construction or operation of which commenced prior to the publication by EPA of proposed categorical pretreatment standards, which will be applicable to such source if the standard is thereafter promulgated in accordance with Section 307 of the Act.
- (q) *Existing User.* For noncategorical users, an "existing user" is defined as any user who is discharging wastewater prior to the effective date of the ordinance codified in this chapter.
- (r) *Grab Sample* means a sample which is taken from a waste stream on a one-time basis without regard to the flow in the wastestream and without consideration of time.
- (s) *Indirect Discharge* or *discharge* means the introduction of pollutants into the POTW from any nondomestic source regulated under Section 307(b), (c), or (d) of the Act. The discharge into the POTW is normally by means of pipes, conduits, pumping stations, force mains, constructed drainage ditches, surface water intercepting ditches and all constructed devices and appliances appurtenant thereto.
- (t) *Interference* means a discharge which, alone or in conjunction with a discharge or discharges from other sources, either: (1) inhibits or disrupts the POTW, its treatment processes or operations; (2) inhibits or disrupts its sludge processes, use or disposal; or (3) is a cause of a violation of the City's NPDES permit or of the prevention of sewage sludge use or disposal in compliance with any of the following statutory/regulatory provisions or permits issued thereunder (or more stringent state or local regulations): Section 405 of the Clean Water Act; the Solid Waste Disposal Act (SWDA), including Title II commonly referred to as the Resource Conservation and Recovery Act (RCRA); any state regulations contained in any state sludge management plan prepared pursuant to Subtitle D of the SWDA; the Clean Air Act; the Toxic Substances Control Act; and the Marine Protection, Research and Sanctuaries Act.
- (u) *Maximum Allowable Discharge Limit* means the maximum concentration (or loading) of a pollutant allowed to be discharged by a regulated industrial user at any time, determined from the analysis of a discrete or composited sample collected, independent of the wastewater flow rate.
- (v) *Medical Wastes* means isolation wastes, infectious agents, human blood and blood products, pathological wastes, sharps, body parts, contaminated

bedding, surgical wastes, potentially contaminated laboratory wastes and dialysis wastes.

- (w) *Mobile food establishment* means a food service operation that operates from a movable vehicle, portable structure, or a pushcart.
- (x) *NAICS* means a classification pursuant to the North American Industry Classification System used by the United States Office of Management and Budget.
- (y) *New Source* means:
 - (i) Any building, structure, facility or installation from which there is (or may be) a discharge of pollutants, the construction of which commenced after the publication of proposed pretreatment standards under Section 307(c) of the Act which will be applicable to such source if such standards are thereafter promulgated in accordance with that section; provided, that:
 - (A) The building, structure, facility or installation is constructed at a site at which no other source is located; or
 - (B) The building, structure, facility or installation totally replaces the process or production equipment that causes the discharge of pollutants at an existing source; or
 - (C) The production or wastewater generating processes of the building, structure, facility or installation are substantially independent of an existing source at the same site. In determining whether these are substantially independent, factors such as the extent to which the new facility is integrated with the existing plant and the extent to which the new facility is engaged in the same general type of activity as the existing source should be considered.
 - (ii) Construction on a site at which an existing source is located results in a modification rather than a new source if the construction does not create a new building, structure, facility or installation meeting the criteria of subsection (i)(B) or (C) of this definition but otherwise alters, replaces or adds to existing process or production equipment.
 - (iii) Construction of a new source as defined under this paragraph has commenced if the owner or operator has:
 - (A) Begun, or caused to begin as part of a continuous on-site construction program:
 - (I) Any placement, assembly, or installation of facilities or equipment; or
 - (II) Significant site preparation work including

clearing, excavation, or removal of existing buildings, structures, or facilities which is necessary for the placement, assembly, or installation of new source facilities or equipment; or

- (B) Entered into a binding contractual obligation for the purchase of facilities or equipment which are intended to be used in its operation within a reasonable time. Options to purchase or contracts which can be terminated or modified without substantial loss and contracts for feasibility, engineering and design studies do not constitute a contractual obligation under this definition.
- (z) *New User* is a user that is not regulated under federal categorical pretreatment standards but applies to the City for a new building permit or occupies an existing building and plans to discharge wastewater to the City's collection system after the effective date of the ordinance codified in this chapter. Any person that buys an existing facility that is discharging nondomestic wastewater will be considered an existing user if no significant changes are made in the manufacturing operation.
- (aa) *Pass Through* means a discharge which exits the POTW into waters of the United States in quantities or concentrations which, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of the City's NPDES permit (including an increase in the magnitude or duration of a violation).
- (bb) *Permittee* means a person or user issued a wastewater discharge permit.
- (cc) *Person* means any individual, partnership, co-partnership, firm, company, corporation, association, joint stock company, trust, estate, governmental entity, or any other legal entity; or their legal representatives, agents, or assigns. This definition includes all federal, state, or local governmental entities.
- (dd) *pH* means a measure of the acidity or alkalinity of a substance, expressed in standard units.
- (ee) *Pollutant* means any dredged spoil, solid waste, incinerator residue, sewage, garbage, sewage sludge, munitions, medical wastes, chemical wastes, biological materials, radioactive materials, heat, wrecked or discharged equipment, rock, sand, cellar dirt, agricultural and industrial wastes and the characteristics of the wastewater (i.e., pH, temperature, TSS, turbidity, color, BOD, chemical oxygen demand (COD), toxicity or odor).
- (ff) *Pretreatment* means the reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater prior to (or in lieu of) introducing such pollutants into the

POTW. This reduction or alteration can be obtained by physical, chemical, or biological processes; by process changes; or by other means (except by diluting the concentration of the pollutants unless allowed by an applicable pretreatment standard).

- (gg) *Pretreatment requirements* means any substantive or procedural requirement related to pretreatment imposed on a user, other than a pretreatment standard.
- (hh) *Pretreatment Standard or Standard*. "Pretreatment Standard" shall mean any regulation containing pollutant discharge limits, promulgated by the EPA in accordance with Section 307(b) and (c) of the Act, which applies to industrial users. This term includes prohibited discharge standards (KMC 14.23.020(1)), categorical pretreatment standards (40 CFR Chapter I, Subchapter N), local limits (KMC 14.23.020(5)) and BMPs established by the City.
- (ii) *Prohibited Discharge Standards or Prohibited Discharges* means absolute prohibitions against the discharge of wastewater with specific pollutants or pollutant properties (KMC 14.23.020(1)).
- (jj) *Public Works Director* means the person designated by the City to manage the operation of the POTW and who is charged with certain duties and responsibilities by this chapter, or a duly authorized representative.
- (kk) *Publicly Owned Treatment Works (POTW)* means a "treatment works," as defined by Section 212 of the Act (33 USC 1292) which is owned by the City. This definition includes any devices or systems used in the collection, storage, treatment, recycling and reclamation of sewage or industrial wastes of a liquid nature and any conveyances which convey wastewater to a treatment plant. The term also means the City.
- (ll) *Septic Tank Waste* means any sewage from holding tanks such as vessels, chemical toilets, campers, trailers and septic tanks.
- (mm) *Sewage* means human excrement and gray water (household showers, dishwashing operations, etc.).
- (nn) *Sewer* means any pipe, conduit, ditch, or other device used to collect and transport sewage from the generating source.
- (oo) Shall, May. "Shall" is mandatory; "may" is permissive.
- (pp) *Significant Industrial User* means:
 - (i) A user subject to categorical pretreatment standards; or
 - (ii) A user that:

- (A) Discharges an average of 25,000 gallons per day (gpd) or more of processed wastewater to the POTW (excluding sanitary, noncontact cooling and boiler blow-down wastewater); or
 - (B) Contributes a process waste stream which makes up five percent or more of the average dry weather hydraulic or organic capacity of the POTW treatment plant; or
 - (C) Is designated as such by the City on the basis that it has a reasonable potential for adversely affecting the POTW's operation or for violating any pretreatment standard or requirement.
- (iii) Upon a finding that a user meeting the criteria in subsection (2) of this definition has no reasonable potential for adversely affecting the POTW's operation or for violating any applicable pretreatment standard or requirement, the City may, at any time, on its own initiative or in response to a petition received from a user, and in accordance with procedures in 40 CFR 403.8(f)(6), determine that such user should not be considered a significant industrial user.
- (qq) *Slug Load* means any discharge at a flow rate or concentration which could cause a violation of the discharge standards in KMC 14.23.020(1) through (4) or any discharge of a nonroutine, episodic nature, including, but not limited to, an accidental spill or a noncustomary batch discharge.
- (rr) *Stormwater* means any flow that occurs during or follows any form of natural precipitation and results from such precipitation, including snowmelt.
- (ss) *Total Suspended Solids* means the total suspended matter that floats on the surface of, or is suspended in, water, wastewater, or other liquid and which is removable by laboratory filtering.
- (tt) *Treatment Plant Effluent* means the discharge from the POTW into waters of the United States.
- (uu) *User* or *industrial user* means a source of indirect discharge. The source shall not include "domestic user" as defined herein.
- (vv) *Wastewater* means liquid and water-carried industrial wastes and sewage from residential dwellings, commercial buildings, industrial and manufacturing facilities and institutions, whether treated or untreated, which are contributed to the POTW.
- (ww) *Wastewater Discharge Permit (industrial wastewater discharge permit, discharge permit)* means an authorization or equivalent control document issued by the City to users discharging wastewater to the POTW. The

permit may contain appropriate pretreatment standards and requirements as set forth in this chapter.

- (xx) *Wastewater Treatment Plant* or *Treatment Plant* means that portion of the POTW which is designed to provide treatment of municipal sewage and industrial waste.

The use of the singular shall be construed to include the plural and the plural shall include the singular as indicated by the context of its use.

(3) Abbreviations. The following abbreviations shall have the designated meanings:

- (a) *ASPP* - accidental spill prevention plan.
- (b) *BOD* - biochemical oxygen demand.
- (c) *CFR* - Code of Federal Regulations.
- (d) *COD* - chemical oxygen demand.
- (e) *EPA* - U.S. Environmental Protection Agency.
- (f) *FOG* - fats, oil and grease.
- (g) *gpd* - gallons per day.
- (h) *L* - liter.
- (i) *LEL* - lower explosive limit.
- (j) *mg* - milligrams.
- (k) *mg/L* - milligrams per liter.
- (l) *NAICS* - North American Industry Classification System.
- (m) *NPDES* - National Pollutant Discharge Elimination System.
- (n) *O&M* - operation and maintenance.
- (o) *POTW* - publicly owned treatment works.
- (p) *RCRA* - Resource Conservation and Recovery Act.
- (q) *SIC* - Standard Industrial Classifications.
- (r) *SWDA* - Solid Waste Disposal Act (42 USC 6901, et seq.).
- (s) *TSS* - total suspended solids.
- (t) *USC* - United States Code.

(Ord. 26-_____ Sec. 1, 2026; Ord. 5420 Sec. 1(part), 2012)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and
signed in authentication of its passage this 5th day of May, 2026.

Attest:

JASON R. MCSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO GENERAL PROVISIONS AND
AMENDING SECTION 14.23.010 OF THE KENNEWICK MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Section 14.23.010 of the Kennewick Municipal Code, be, and the same hereby is, amended to read as follows:

14.23.010: General Provisions.

- (1) Purpose and Policy. This Chapter sets forth uniform requirements for users of the publicly owned treatment works (POTW) for the City of Kennewick and enables the City to comply with all applicable state and federal laws, including the Clean Water Act (33 USC 1251 et seq.) and the General Pretreatment Regulations (40 CFR Part 403). The objectives of this Chapter are:
 - (a) To prevent the introduction of pollutants into the POTW that will interfere with the operation of the POTW;
 - (b) To prevent the introduction of pollutants into the POTW which will pass through the POTW, inadequately treated, into receiving waters or otherwise be incompatible with the POTW;
 - (c) To ensure that the quality of the wastewater treatment plant sludge is maintained at a level which allows for its use and disposal in compliance with applicable statutes and regulations;
 - (d) To protect POTW personnel who may be affected by wastewater and sludge in the course of their employment and to protect the general public; and
 - (e) To improve the opportunity to recycle and reclaim wastewater and sludge from the POTW.

This chapter shall apply to all users of the POTW. The program authorizes the issuance of wastewater discharge permits; authorizes monitoring, compliance and enforcement activities; establishes administrative review procedures; requires user reporting; and provides for the setting of fees for the equitable distribution of costs resulting from the program established herein.

- (2) Administration. Except as otherwise provided herein, the Public Works Director shall administer, implement and enforce the provisions of this chapter. Any powers granted to or duties imposed upon the Public Works Director may be delegated by the Public Works Director to other city personnel.
- (3) Definitions. Unless a provision explicitly states otherwise, the following terms

and phrases, as used in this chapter, shall have the meanings hereinafter designated.

- (a) *Act or the Act* means the Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 USC 1251 et seq.
- (b) *Applicable Pretreatment Standards* means, for a specific pollutant, the more stringent of a city prohibitive discharge standard, local limit or categorical pretreatment standards, and any other applicable local, state or federal standard.
- (c) *Approval Authority* means the State of Washington Department of Ecology.
- (d) *Authorized Representative of the User* means:
 - (i) If the user is a corporation:
 - (A) The president, secretary, treasurer, or a vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy or decision-making functions for the corporation; or
 - (B) The manager of one or more manufacturing, production or operation facilities, provided the manager is authorized to make management decisions which govern the operation of the regulated facility including having the explicit or implicit duty of making major capital investment recommendations and initialing and directing other comprehensive measures to assure long-term environmental compliance with environmental laws and regulations; can ensure that the necessary systems are established or actions taken to gather complete and accurate information for control mechanism requirements; and where authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures;
 - (ii) If the user is a partnership or sole proprietorship: a general partner or proprietor, respectively;
 - (iii) If the user is a federal, state or local governmental facility: a director or highest official appointed or designated to oversee the operation and performance of the activities of the government facility, or his/her designee.
 - (iv) The individuals described in subsections (i) through (iii) of this definition may designate another authorized representative if the authorization is in writing, the authorization specifies the individual or position responsible for the overall operation of the facility from which the discharge originates or having overall

responsibility for environmental matters for the company and the written authorization is submitted to the City.

- (e) *Best Management Practices (BMPs)* is a term which means schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to implement the prohibitions listed in Sections 403.5(a)(1) and (b) of the Act. BMPs also include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw materials storage.
- (f) *Biochemical Oxygen Demand (BOD 5)* means the quantity of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedures for five days at 20 degrees Celsius expressed as a concentration (milligrams per liter (mg/L)).
- (g) *Categorical Pretreatment Standard* or *Categorical Standard* means any regulation containing pollutant discharge limits promulgated by the U.S. EPA in accordance with Sections 307(b) and (c) of the Act (33 USC 1317) which apply to a specific category of users and which appear in 40 CFR Chapter I, Subchapter N, Parts 405 through 471.
- (h) *Categorical User* means a user covered by one of the EPA's categorical pretreatment standards.
- (i) *City* means the City of Kennewick or the City Council of the City of Kennewick.
- (j) *Color* means the optical density at the visual wavelength of maximum absorption, relative to distilled water. One hundred percent transmittance is equivalent to zero optical density.
- (k) *Composite Sample* means the sample resulting from the combination of individual wastewater samples taken at selected intervals based on an increment of either flow or time.
- (l) *Control Authority*. The term refers to the City of Kennewick, Washington.
- (m) *Cooling Water/Noncontact Cooling Water* means water used for cooling which does not come into direct contact with any raw material, intermediate product, waste product or finished product. Cooling water may be generated from any use, such as air conditioning, heat exchangers, cooling or refrigeration, to which the only pollutant added is heat.
- (n) *Domestic User (residential user)* means any person who contributes, causes or allows the contribution of wastewater into the City POTW that is of a similar volume and/or chemical makeup as that of a residential dwelling unit. Discharges from a residential dwelling unit typically include up to 100 gallons per capita per day, 0.2 pounds of BOD per capita and 0.17 pounds of TSS per capita.

- (o) *Environmental Protection Agency (EPA)* means the U.S. Environmental Protection Agency or, where appropriate, the Regional Water Management Division Director or other duly authorized official of said agency.
- (p) *Existing Source.* For a categorical industrial user, an "existing source" is any source of discharge, the construction or operation of which commenced prior to the publication by EPA of proposed categorical pretreatment standards, which will be applicable to such source if the standard is thereafter promulgated in accordance with Section 307 of the Act.
- (q) *Existing User.* For noncategorical users, an "existing user" is defined as any user who is discharging wastewater prior to the effective date of the ordinance codified in this chapter.
- (r) *Grab Sample* means a sample which is taken from a waste stream on a one-time basis without regard to the flow in the wastestream and without consideration of time.
- (s) *Indirect Discharge* or *discharge* means the introduction of pollutants into the POTW from any nondomestic source regulated under Section 307(b), (c), or (d) of the Act. The discharge into the POTW is normally by means of pipes, conduits, pumping stations, force mains, constructed drainage ditches, surface water intercepting ditches and all constructed devices and appliances appurtenant thereto.
- (t) *Interference* means a discharge which, alone or in conjunction with a discharge or discharges from other sources, either: (1) inhibits or disrupts the POTW, its treatment processes or operations; (2) inhibits or disrupts its sludge processes, use or disposal; or (3) is a cause of a violation of the City's NPDES permit or of the prevention of sewage sludge use or disposal in compliance with any of the following statutory/regulatory provisions or permits issued thereunder (or more stringent state or local regulations): Section 405 of the Clean Water Act; the Solid Waste Disposal Act (SWDA), including Title II commonly referred to as the Resource Conservation and Recovery Act (RCRA); any state regulations contained in any state sludge management plan prepared pursuant to Subtitle D of the SWDA; the Clean Air Act; the Toxic Substances Control Act; and the Marine Protection, Research and Sanctuaries Act.
- (u) *Maximum Allowable Discharge Limit* means the maximum concentration (or loading) of a pollutant allowed to be discharged by a regulated industrial user at any time, determined from the analysis of a discrete or composited sample collected, independent of the wastewater flow rate.
- (v) *Medical Wastes* means isolation wastes, infectious agents, human blood and blood products, pathological wastes, sharps, body parts, contaminated

bedding, surgical wastes, potentially contaminated laboratory wastes and dialysis wastes.

- (w) Mobile food establishment means a food service operation that operates from a movable vehicle, portable structure, or a pushcart.
- (x) *NAICS* means a classification pursuant to the North American Industry Classification System used by the United States Office of Management and Budget.
- (y) *New Source* means:
 - (i) Any building, structure, facility or installation from which there is (or may be) a discharge of pollutants, the construction of which commenced after the publication of proposed pretreatment standards under Section 307(c) of the Act which will be applicable to such source if such standards are thereafter promulgated in accordance with that section; provided, that:
 - (A) The building, structure, facility or installation is constructed at a site at which no other source is located; or
 - (B) The building, structure, facility or installation totally replaces the process or production equipment that causes the discharge of pollutants at an existing source; or
 - (C) The production or wastewater generating processes of the building, structure, facility or installation are substantially independent of an existing source at the same site. In determining whether these are substantially independent, factors such as the extent to which the new facility is integrated with the existing plant and the extent to which the new facility is engaged in the same general type of activity as the existing source should be considered.
 - (ii) Construction on a site at which an existing source is located results in a modification rather than a new source if the construction does not create a new building, structure, facility or installation meeting the criteria of subsection (i)(B) or (C) of this definition but otherwise alters, replaces or adds to existing process or production equipment.
 - (iii) Construction of a new source as defined under this paragraph has commenced if the owner or operator has:
 - (A) Begun, or caused to begin as part of a continuous on-site construction program:
 - (I) Any placement, assembly, or installation of facilities or equipment; or
 - (II) Significant site preparation work including

clearing, excavation, or removal of existing buildings, structures, or facilities which is necessary for the placement, assembly, or installation of new source facilities or equipment; or

- (B) Entered into a binding contractual obligation for the purchase of facilities or equipment which are intended to be used in its operation within a reasonable time. Options to purchase or contracts which can be terminated or modified without substantial loss and contracts for feasibility, engineering and design studies do not constitute a contractual obligation under this definition.
- (z) *New User* is a user that is not regulated under federal categorical pretreatment standards but applies to the City for a new building permit or occupies an existing building and plans to discharge wastewater to the City's collection system after the effective date of the ordinance codified in this chapter. Any person that buys an existing facility that is discharging nondomestic wastewater will be considered an existing user if no significant changes are made in the manufacturing operation.
- (aa) *Pass Through* means a discharge which exits the POTW into waters of the United States in quantities or concentrations which, alone or in conjunction with a discharge or discharges from other sources, is a cause of a violation of any requirement of the City's NPDES permit (including an increase in the magnitude or duration of a violation).
- (aa~~bb~~) *Permittee* means a person or user issued a wastewater discharge permit.
- (bb~~cc~~) *Person* means any individual, partnership, co-partnership, firm, company, corporation, association, joint stock company, trust, estate, governmental entity, or any other legal entity; or their legal representatives, agents, or assigns. This definition includes all federal, state, or local governmental entities.
- (cc~~dd~~) *pH* means a measure of the acidity or alkalinity of a substance, expressed in standard units.
- (dd~~ee~~) *Pollutant* means any dredged spoil, solid waste, incinerator residue, sewage, garbage, sewage sludge, munitions, medical wastes, chemical wastes, biological materials, radioactive materials, heat, wrecked or discharged equipment, rock, sand, cellar dirt, agricultural and industrial wastes and the characteristics of the wastewater (i.e., pH, temperature, TSS, turbidity, color, BOD, chemical oxygen demand (COD), toxicity or odor).
- (ee~~ff~~) *Pretreatment* means the reduction of the amount of pollutants, the elimination of pollutants, or the alteration of the nature of pollutant properties in wastewater prior to (or in lieu of) introducing such

pollutants into the POTW. This reduction or alteration can be obtained by physical, chemical, or biological processes; by process changes; or by other means (except by diluting the concentration of the pollutants unless allowed by an applicable pretreatment standard).

(ff~~gg~~) *Pretreatment requirements* means any substantive or procedural requirement related to pretreatment imposed on a user, other than a pretreatment standard.

(gg~~hh~~) *Pretreatment Standard or Standard*. "Pretreatment Standard" shall mean any regulation containing pollutant discharge limits, promulgated by the EPA in accordance with Section 307(b) and (c) of the Act, which applies to industrial users. This term includes prohibited discharge standards (KMC 14.23.020(1)), categorical pretreatment standards (40 CFR Chapter I, Subchapter N), local limits (KMC 14.23.020(5)) and BMPs established by the City.

(hh~~ii~~) *Prohibited Discharge Standards or Prohibited Discharges* means absolute prohibitions against the discharge of wastewater with specific pollutants or pollutant properties (KMC 14.23.020(1)).

(ii~~jj~~) *Public Works Director* means the person designated by the City to manage the operation of the POTW and who is charged with certain duties and responsibilities by this chapter, or a duly authorized representative.

(jj~~kk~~) *Publicly Owned Treatment Works (POTW)* means a "treatment works," as defined by Section 212 of the Act (33 USC 1292) which is owned by the City. This definition includes any devices or systems used in the collection, storage, treatment, recycling and reclamation of sewage or industrial wastes of a liquid nature and any conveyances which convey wastewater to a treatment plant. The term also means the City.

(kk~~ll~~) *Septic Tank Waste* means any sewage from holding tanks such as vessels, chemical toilets, campers, trailers and septic tanks.

(ll~~mm~~) *Sewage* means human excrement and gray water (household showers, dishwashing operations, etc.).

(mm~~nn~~) *Sewer* means any pipe, conduit, ditch, or other device used to collect and transport sewage from the generating source.

(nn~~oo~~) *Shall, May*. "Shall" is mandatory; "may" is permissive.

(oo~~pp~~) *Significant Industrial User* means:

- (i) A user subject to categorical pretreatment standards; or
- (ii) A user that:

- (A) Discharges an average of 25,000 gallons per day (gpd) or more of processed wastewater to the POTW (excluding sanitary, noncontact cooling and boiler blow-down wastewater); or
 - (B) Contributes a process waste stream which makes up five percent or more of the average dry weather hydraulic or organic capacity of the POTW treatment plant; or
 - (C) Is designated as such by the City on the basis that it has a reasonable potential for adversely affecting the POTW's operation or for violating any pretreatment standard or requirement.
- (iii) Upon a finding that a user meeting the criteria in subsection (2) of this definition has no reasonable potential for adversely affecting the POTW's operation or for violating any applicable pretreatment standard or requirement, the City may, at any time, on its own initiative or in response to a petition received from a user, and in accordance with procedures in 40 CFR 403.8(f)(6), determine that such user should not be considered a significant industrial user.

(pp~~qq~~) *Slug Load* means any discharge at a flow rate or concentration which could cause a violation of the discharge standards in KMC 14.23.020(1) through (4) or any discharge of a nonroutine, episodic nature, including, but not limited to, an accidental spill or a noncustomary batch discharge.

(qq~~rr~~) *Stormwater* means any flow that occurs during or follows any form of natural precipitation and results from such precipitation, including snowmelt.

(rr~~ss~~) *Total Suspended Solids* means the total suspended matter that floats on the surface of, or is suspended in, water, wastewater, or other liquid and which is removable by laboratory filtering.

(ss~~tt~~) *Treatment Plant Effluent* means the discharge from the POTW into waters of the United States.

(tt~~uu~~) *User* or *industrial user* means a source of indirect discharge. The source shall not include "domestic user" as defined herein.

(uu~~vv~~) *Wastewater* means liquid and water-carried industrial wastes and sewage from residential dwellings, commercial buildings, industrial and manufacturing facilities and institutions, whether treated or untreated, which are contributed to the POTW.

(vv~~ww~~) ~~Wastewater Discharge Permit (industrial wastewater discharge permit, discharge permit)~~ means an authorization or equivalent control document issued by the City to users discharging wastewater to the

POTW. The permit may contain appropriate pretreatment standards and requirements as set forth in this chapter.

(ww ~~xx~~)—*Wastewater Treatment Plant* or *Treatment Plant* means that portion of the POTW which is designed to provide treatment of municipal sewage and industrial waste.

The use of the singular shall be construed to include the plural and the plural shall include the singular as indicated by the context of its use.

(3) Abbreviations. The following abbreviations shall have the designated meanings:

- (a) *ASPP* - accidental spill prevention plan.
- (b) *BOD* - biochemical oxygen demand.
- (c) *CFR* - Code of Federal Regulations.
- (d) *COD* - chemical oxygen demand.
- (e) *EPA* - U.S. Environmental Protection Agency.
- (f) *FOG* - fats, oil and grease.
- (g) *gpd* - gallons per day.
- (h) *L* - liter.
- (i) *LEL* - lower explosive limit.
- (j) *mg* - milligrams.
- (k) *mg/L* - milligrams per liter.
- (l) *NAICS* - North American Industry Classification System.
- (m) *NPDES* - National Pollutant Discharge Elimination System.
- (n) *O&M* - operation and maintenance.
- (o) *POTW* - publicly owned treatment works.
- (p) *RCRA* - Resource Conservation and Recovery Act.
- (q) *SIC* - Standard Industrial Classifications.
- (r) *SWDA* - Solid Waste Disposal Act (42 USC 6901, et seq.).
- (s) *TSS* - total suspended solids.
- (t) *USC* - United States Code.

(Ord. 26-_____ Sec. 1, 2026; Ord. 5420 Sec. 1(part), 2012)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and
signed in authentication of its passage this 5th day of May, 2026.

Attest:

JASON R. MCSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Item Number: 5.a.4. Item Type: Ordinance Subject: Ordinance: Amending 14.23.020 – General Requirements – PreTreatment Act – of the Kennewick Municipal Code Department: Public Works Ordinance #:	Date: 5/5/2026 Category: Ordinance
		
<u>Recommendation</u> Staff recommends Council adopt the ordinance as presented.		
<u>Motion for Consideration</u> Motion to adopt the ordinance as presented.		
<u>Summary</u> As described at the April 14, 2026, Council workshop, this amendment to the Kennewick Municipal Code is aimed at adding language clarifying that under-sink grease traps shall not be substituted for exterior below-grade grease interceptors, unless it is physically not possible and a variance request is approved. It also adds language regarding mobile food vendor washing restrictions and requirements.		
<u>Alternatives</u> No alternatives are recommended.		
<u>Fiscal Impact</u>		
Attachments: 1. Ordinance 2. Redline		

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO GENERAL REQUIREMENTS AND
AMENDING SECTION 14.23.020 OF THE KENNEWICK MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Section 14.23.020 of the Kennewick Municipal Code, be, and the same hereby is, amended to read as follows:

14.23.020 : General Requirements.

- (1) Prohibited Discharge Standards.
 - (a) General Prohibitions. No user shall introduce or cause to be introduced into the POTW any pollutant or wastewater which causes pass through or interference. These general prohibitions apply to all users of the POTW whether or not they are subject to a categorical pretreatment standard or any other national, state, or local pretreatment standard or requirement.
 - (b) Specific Prohibitions. No user shall introduce or cause to be introduced into the POTW the following pollutants, substances, or wastewater:
 - (i) Pollutants which create a fire or explosive hazard in the POTW, including, but not limited to, waste streams with a closed-cup flashpoint of less than 140 degrees Fahrenheit (60 degrees Celsius) using the test methods specified in 40 CFR 261.21;
 - (ii) Wastewater having a pH less than 5.0 or more than 10.0, or otherwise causing corrosive structural damage to the POTW or equipment, unless specifically authorized by the City. In no case shall the discharge have a pH less than 5.0 at any time;
 - (iii) Solid or viscous substances in amounts which will cause obstruction of the flow in the POTW resulting in interference;
 - (iv) Pollutants, including oxygen-demanding pollutants (BOD, etc.), released in a discharge at a flow rate and/or pollutant concentration which, either singly or by interaction with other pollutants, will cause interference with the POTW;
 - (v) Wastewater having a temperature which will inhibit biological activity in the treatment plant resulting in interference, but in no case wastewater which causes the temperature at the introduction into the treatment plant to exceed 104 degrees Fahrenheit (40 degrees Celsius) unless the approval authority, upon the request of the POTW, approves alternate temperature limits;
 - (vi) Petroleum oil, nonbiodegradable cutting oil, or products of mineral

- oil origin, in amounts that will cause interference or pass through;
- (vii) Pollutants which result in the presence of toxic gases, vapors, or fumes within the POTW in a quantity that may cause acute worker health and safety problems;
 - (viii) Trucked or hauled pollutants, except at discharge points designated by the City;
 - (ix) Noxious or malodorous liquids, gases, solids, or other wastewater which, either singly or by interaction with other wastes, are sufficient to create a public nuisance or a hazard to life, or to prevent entry into the sewers for maintenance or repair;
 - (x) Wastewater which imparts color which cannot be removed by the treatment process, such as, but not limited to, dye wastes and vegetable tanning solutions, which consequently imparts color to the treatment plant's effluent, thereby causing or contributing to a violation of the City's NPDES permit;
 - (xi) Wastewater containing any radioactive wastes or isotopes except as specifically approved by the Public Works Director in compliance with applicable state or federal regulations;
 - (xii) Stormwater, surface water, ground water, artesian well water, roof runoff, subsurface drainage, condensate, deionized water, noncontact cooling water and unpolluted wastewater, unless specifically authorized by the Public Works Director;
 - (xiii) Any sludges, screenings, or other residues from the pretreatment of industrial wastes or from industrial processes;
 - (xiv) Wastewater that causes or contributes to a failure of a toxicity test conducted on the POTW effluent;
 - (xv) Detergents, surface-active agents, or other substances which may cause excessive foaming in the POTW or otherwise cause pass through or interference;
 - (xvi) Any liquids, solids, or gases which by reason of their nature or quantity are, or may be, sufficient either alone or by interaction with other substances to cause fire or explosion or be injurious in any other way to the POTW or to the operation of the POTW. At no time shall two successive readings on an explosion meter, at the point of discharge into the system (or at any point in the system), be more than five percent nor any single reading over ten percent of the lower explosive limit (LEL) of the meter;
 - (xvii) Animal guts or tissues, paunch manure, bones, hair, hides or fleshings, entrails, feathers, ashes, cinders, sand, spent lime, stone or marble dusts, metal, glass, straw, shavings, grass clippings, rags,

waste paper, wood, plastics, gas, tar asphalt residues, residues from the refining or processing of fuel or lubricating oil, mud or glass grinding or polishing wastes;

- (xviii) Any substance which will cause the POTW to violate its NPDES and/or other disposal system permits;
- (xix) Any wastewater which, in the opinion of the Public Works Director, can cause harm either to the sewers, sewage treatment process, or equipment; have an adverse effect on the receiving stream; or can otherwise endanger life, limb, public property, or constitute a nuisance, unless allowed under special agreement by the Public Works Director (except that no special waiver shall be given from categorical pretreatment standards or a violation of an approved maximum allowable industrial load or that causes or contributes to pass through or interference);
- (xx) The contents of any tank or other vessel owned or used by any person in the business of collecting or pumping sewage, effluent, septage, or other wastewater unless said person has first obtained testing and approval as may be generally required by the City of Kennewick and paid all fees assessed for the privilege of said discharge;
- (xxi) Persistent pesticides and/or pesticides regulated by the Federal Insecticide Fungicide Rodenticide Act (FIFRA) that will cause or contribute to pass through or interference;
- (xxii) Sewage sludge, except in accordance with the City's NPDES permit, providing that it specifically allows the discharge to surface water of sewage sludge pollutants.
- (xxiii) The discharge of dry cleaning process wastes, including new and used tetrachloroethylene (synonyms: perchloroethylene, tetrachloroethene), still bottom oil and separator water, is prohibited entirely. Where necessary, the City may require that these wastes be physically prevented from discharging into the sanitary sewer system.
- (xxiv) At no time shall an emulsifying agent, enzyme, bio-additive, or similar chemical be introduced into the waste stream, grease trap, grease interceptor or any chamber of a grease interceptor, except by City employees or designees for the purpose of maintenance and operations of the POTW.
- (xxv) Wastewater from food facilities containing free or floating oil and grease, or any discharge containing animal fat or grease by-product in excess of one hundred milligrams per liter (100 mg/L). This limit will not apply if the industrial user has installed an

appropriately sized Gravity Grease Interceptor (GGI), is properly operating and maintaining the GGI and implementing all required BMPs for food facilities.

Significant Industrial Users discharging more than 100 mg/L may be required to install additional treatment or implement facility specific BMPs.

- (2) Wastes prohibited by this section shall not be processed or stored in such a manner that they could be discharged to the POTW except as authorized by an industrial user permit and/or this chapter. If the industrial user has a pretreatment facility, all floor drains located in process or materials storage areas must discharge to the industrial user's pretreatment facility or to sumps or tanks that do not have the potential for a discharge to the POTW before connecting with the POTW. The City may require other industrial users to contain or collect wastewater from floor drains to protect the POTW and meet the objectives of this chapter.
- (3) Federal Categorical Pretreatment Standards. The national categorical pretreatment standards as amended and promulgated by the EPA pursuant to the Act and as found in 40 CFR Chapter I, Subchapter N, Parts 405 through 471 are hereby incorporated and shall be enforceable under this chapter.
- (4) State Requirements. State requirements and limitations on discharges to the POTW shall be met by all users which are subject to such standards in any instance in which they are more stringent than federal requirements and limitations, or those in this chapter or other applicable ordinances.
- (5) Specific Discharge Limitations:
 - (a) No Significant Industrial User (SIU) or other designated non-SIU shall discharge or cause to be discharged, wastewater containing pollutants that exceed the following limits:

Pollutant	Daily Maximum Discharge Limits (1) mg/L	Maximum Allowable Industrial Loading (MAIL) ² lbs/day
Arsenic	0.12	1.5916
Cadmium	0.328	1.0800
Chromium	4.47	7366.2020

Copper	1.93	25.4997
Lead	1.385	9.1289
Mercury	0.106	0.349900
Molybdenum	0.89	2.9297
Nickel	3.02	19.9166
Selenium	0.56	3.7098
Silver	0.76	25.0345
Zinc	4.74	65.5402
Fats, Oil and Grease (FOG)	—	100mg/L and/or 25% of the working capacity of any chamber of the grease interceptor

¹ All pollutants as Total and in mg/L unless otherwise specified.

² This MAIL is the total lbs/day that the City may allocate to SIUs and other designated non-SIUs. The City intends to control discharges by applying the Daily Maximum Discharge Limits through Industrial User Wastewater Discharge permits. The City may allocate the MAIL where uniform concentration is not appropriate.

- (b) The following limits shall apply to wastewaters that are discharged from:
- (i) Groundwater cleanup of petroleum or gasoline underground storage tanks or other remediation wastewaters containing these pollutants;
 - (ii) Discharges where one or more of these pollutants are present; or
 - (iii) Where these pollutants are appropriate surrogates.

It shall be unlawful for any Industrial User to discharge or cause to be discharged any waste or wastewater to the POTW that exceeds the following limits:

Pollutant (1)(3)	Daily Maximum Limit (mg/L)
Benzene	0.050
BTEX (2)	0.750

¹ All pollutants shown in the Table are total.

² BTEX shall be measured as the sum of Benzene, Ethylbenzene, Toluene and Xylenes.

³ These limits are based upon installation of air stripping technology as described in the EPA document: "Model NPDES Permit for Discharges Resulting from the Cleanup of Gasoline Released from Underground Storage Tanks. June 1989."

- (c) The Public Works Director may establish more stringent pollutant limits, additional site- specific pollutant limits, Best Management Practices, or additional Pretreatment Requirements when, in the judgment of the Public Works Director, such limitations are necessary to implement the provisions of this Chapter.
- (6) City's Right of Revision. The City reserves the right to establish, by ordinance or in wastewater discharge permits, more stringent standards or requirements on discharges to the POTW.
- (7) Special Agreement. The City reserves the right to enter into special agreements with users setting out special terms under which they may discharge to the POTW. In no case will a special agreement waive compliance with a categorical pretreatment standard or federal pretreatment requirement. However, the user may request a net gross adjustment to a categorical standard in accordance with 40 CFR 403.15. They may also request a variance from the categorical pretreatment standard from the approval authority in accordance with 40 CFR 403.13.
- (8) Dilution. No user shall ever increase the use of processed water, or in any way attempt to dilute a discharge, as a partial or complete substitute for adequate treatment to achieve compliance with an applicable pretreatment standard or requirement unless expressly authorized by an applicable pretreatment standard or requirement. The Public Works Director may impose mass limitations on users which he believes may be using dilution to meet applicable pretreatment standards or requirements, or in other cases when the imposition of mass limitations is appropriate.
- (9) Pretreatment Facilities. Users shall provide necessary wastewater treatment as required to comply with this chapter and shall achieve compliance with all applicable pretreatment standards and requirements set out in this chapter within the time limitations specified by the EPA, the state, or the Public Works

Director, whichever are more stringent. Any facilities required to pretreat wastewater to a level acceptable to the City shall be provided, operated and maintained at the user's expense. Detailed plans showing the pretreatment facilities and operating procedures shall be submitted to the City for review and shall be acceptable to the City before construction of the facility. The review of such plans and operating procedures will in no way relieve the user from the responsibility of modifying the facility as necessary to produce an acceptable discharge to the City under the provisions of this chapter.

- (10) Interior or under the sink grease traps shall not be substituted for exterior below grade grease interceptors (new construction or tenant improvements), unless the Public Works Director or designee has determined that it is physically impossible to install a grease interceptor outside of the building or business. As such, a variance request from the owner or lessee of the property must be submitted along with a certification letter from a licensed plumber or engineer.
- (11) Deadline for Compliance with Applicable Pretreatment Requirements. Compliance by existing users (categorical users) covered by categorical pretreatment standards shall be within three years of the date the standard is effective unless a shorter compliance time is specified in the appropriate standard. The City shall establish a final compliance deadline date for any existing user not covered by categorical pretreatment standards or for any categorical user when the local limits for said user are more restrictive than the EPA's categorical pretreatment standards.

New sources and new users shall install and have in operating condition and shall start up all pollution control equipment required to meet applicable pretreatment standards before beginning to discharge.

Any wastewater discharge permit issued to a categorical user shall not contain a compliance date beyond any deadline date established in the EPA's categorical pretreatment standards. Any other existing user or a categorical user that must comply with a more stringent local limit, which is in noncompliance with any local limits, shall be provided with a compliance schedule placed in an industrial wastewater permit or registered letter for non-categorical users to ensure compliance within the shortest time feasible.

- (12) Additional Pretreatment Measures.
 - (a) Whenever deemed necessary, the Public Works Director may require users to restrict their discharge during peak flow periods, designate that certain wastewater be discharged only into specific sewers, relocate and/or consolidate points of discharge, separate sewage waste streams from industrial waste streams and such other conditions as may be necessary to protect the POTW and determine the user's compliance with the requirements of this chapter.

- (b) Each user discharging to the POTW greater than 25,000 gallons per day or greater than five percent of the average daily flow into the POTW, whichever is less, may be required to install and maintain, on its property and at its expense, a suitable storage and flow-control facility to ensure equalization of flow over a 24-hour period. A wastewater discharge permit may be issued solely for flow equalization.
- (c) Grease, oil and sand interceptors shall be provided when, in the opinion of the Public Works Director, they are necessary for the proper handling of wastewater containing excessive amounts of grease and oil, or sand; except that such interceptors shall not be required for residential users. All interception units shall be of type and capacity approved by the Public Works Director in specifications with current Uniform Plumbing Code and/or any City Standard Specifications and shall be so located to be easily accessible for cleaning and inspection.

Where installed, all grease, oil and sand traps (or interceptors) shall be maintained by the owner, at his expense, in continuously efficient operation at all times and subject to inspection. In the event the owner fails to properly maintain the grease trap (or interceptor), which, in the opinion of the Director, causes or has the potential to cause clogging of the sewer lines and/or pump stations, the cost of the City, time and material, in cleaning the sewer lines and/or pump stations may be charged to the owner of the grease trap. For the purpose of this paragraph, the owner shall be the person, firm or corporation named on the sewer account. For the purpose of this subsection, a grease interceptor is not in continuous efficient operation and is in violation of this section if the total volume of grease, solids, or food waste at any time displaces more than 25 percent of the effective volume of any chamber of the grease interceptor.

The user shall have a written record of trap and/or interceptor maintenance on site for inspection and all such records shall be available for inspection by the City of Kennewick, and shall be kept in accordance with the recordkeeping requirements of KMC 14.23.040. Grease trap maintenance will be recorded/reported on a monthly basis; Interceptors will be recorded/reported on their designated cleaning frequency. At the discretion of the Public Works Director, reports may be required to be submitted to the City's Pretreatment Inspector via e-mail, fax, postal mail or electronic form submission when it becomes available.

- (d) Users with the potential to discharge flammable substances may be required to install and maintain an approved combustible gas detection meter.

- (13) Accidental Spill Prevention Plans/Slug Control Plans. The Public Works Director may require any user to develop and implement an accidental spill prevention plan (ASPP)/slug control plan. Where deemed necessary by the City, facilities to prevent accidental discharge or slug discharges of pollutants shall be provided and maintained at the user's cost and expense. An accidental spill prevention plan or slug control plan showing facilities and operating procedures to provide this protection shall be submitted to the City for review and approval before implementation. The City shall determine which user is required to develop a plan and require said plan to be submitted within 120 days after notification by the City. Each user shall implement its ASPP as submitted or as modified after such plan has been reviewed and approved by the City. Review and approval of such plans and operating procedures by the City shall not relieve the user from the responsibility to modify its facility as necessary to meet the requirements of this section.
- (a) Any user required to develop and implement an accidental discharge/slug control plan shall submit a plan which addresses, at a minimum, the following:
 - (i) Description of discharge practices, including nonroutine batch discharges;
 - (ii) Description of stored chemicals;
 - (iii) Procedures for immediately notifying the POTW of any accidental or slug discharge. Such notification must also be given for any discharge which would violate any of the standards in subsections (1) through (4) of this section; and
 - (iv) Procedures to prevent adverse impact from any accidental or slug discharge. Such procedures include, but are not limited to, inspection and maintenance of storage areas, handling and transfer of materials, loading and unloading operations, control of plant site runoff, worker training, building of containment structures or equipment, measures for containing toxic organic pollutants (including solvents) and/or measures and equipment for emergency response.
 - (b) Users shall notify the City wastewater treatment plant immediately after the occurrence of a slug or accidental discharge of substances regulated by this chapter. The notification shall include location of discharge, date and time thereof, type of waste, concentration and volume and corrective actions. Any affected user shall be liable for any expense, loss, or damage to the POTW, in addition to the amount of any fines imposed on the City on account thereof under state or federal law.
 - (c) Within five days following an accidental discharge, the user shall submit to the Public Works Director a detailed written report describing the cause of the discharge and the measures to be taken by the user to

prevent similar future occurrences. Such notification shall not relieve the user of any expense, loss, damage, or other liability which may be incurred as a result of damage to the POTW, fish kills, or any other damage to person or property. Nor shall such notification relieve the user of any fines, civil penalties, or other liability which may be imposed by this chapter or other applicable law.

- (d) Signs shall be permanently posted in conspicuous places on the user's premises advising employees whom to call in the event of a slug or accidental discharge. Employers shall instruct all employees who may cause or discover such a discharge with respect to emergency notification procedures.

(14) Septic Tank Wastes/RV Dump Sites.

- (a) Entities that supply an RV dumping connection to the POTW must secure a permit/permission from the City of Kennewick as authorized in KMC 14.23.030.
- (b) Septic tank waste haulers are not allowed to discharge loads into the POTW and must dispose of their loads as outlined in their permit with the Department of Ecology and at a Department of Health approved facility.
- (c) Fees for RV dump connections will be established as part of the user fee system as authorized in KMC 14.23.140.

(15) Mobile Food Vendors.

- (a) Mobile food vendors must have holding tanks for wastewater. No dumping of greywater or wastewater on the ground is permitted. Wastewater that is entering the City sewer must go through a grease interceptor.
- (b) Used oil should be properly disposed of to a recycling container.

(Ord. 26-_____ Sec. 1, 2026; Ord. 5789 Sec. 1, 2018 ; Ord. 5420 Sec. 1(part), 2012)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and
signed in authentication of its passage this 5th day of May, 2026.

Attest:

JASON R. McSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO GENERAL REQUIREMENTS AND
AMENDING SECTION 14.23.020 OF THE KENNEWICK MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Section 14.23.020 of the Kennewick Municipal Code, be, and the same hereby is, amended to read as follows:

14.23.020 : General Requirements.

- (1) Prohibited Discharge Standards.
 - (a) General Prohibitions. No user shall introduce or cause to be introduced into the POTW any pollutant or wastewater which causes pass through or interference. These general prohibitions apply to all users of the POTW whether or not they are subject to a categorical pretreatment standard or any other national, state, or local pretreatment standard or requirement.
 - (b) Specific Prohibitions. No user shall introduce or cause to be introduced into the POTW the following pollutants, substances, or wastewater:
 - (i) Pollutants which create a fire or explosive hazard in the POTW, including, but not limited to, waste streams with a closed-cup flashpoint of less than 140 degrees Fahrenheit (60 degrees Celsius) using the test methods specified in 40 CFR 261.21;
 - (ii) Wastewater having a pH less than 5.0 or more than 10.0, or otherwise causing corrosive structural damage to the POTW or equipment, unless specifically authorized by the City. In no case shall the discharge have a pH less than 5.0 at any time;
 - (iii) Solid or viscous substances in amounts which will cause obstruction of the flow in the POTW resulting in interference;
 - (iv) Pollutants, including oxygen-demanding pollutants (BOD, etc.), released in a discharge at a flow rate and/or pollutant concentration which, either singly or by interaction with other pollutants, will cause interference with the POTW;
 - (v) Wastewater having a temperature which will inhibit biological activity in the treatment plant resulting in interference, but in no case wastewater which causes the temperature at the introduction into the treatment plant to exceed 104 degrees Fahrenheit (40 degrees Celsius) unless the approval authority, upon the request of the POTW, approves alternate temperature limits;
 - (vi) Petroleum oil, nonbiodegradable cutting oil, or products of mineral

- oil origin, in amounts that will cause interference or pass through;
- (vii) Pollutants which result in the presence of toxic gases, vapors, or fumes within the POTW in a quantity that may cause acute worker health and safety problems;
 - (viii) Trucked or hauled pollutants, except at discharge points designated by the City;
 - (ix) Noxious or malodorous liquids, gases, solids, or other wastewater which, either singly or by interaction with other wastes, are sufficient to create a public nuisance or a hazard to life, or to prevent entry into the sewers for maintenance or repair;
 - (x) Wastewater which imparts color which cannot be removed by the treatment process, such as, but not limited to, dye wastes and vegetable tanning solutions, which consequently imparts color to the treatment plant's effluent, thereby causing or contributing to a violation of the City's NPDES permit;
 - (xi) Wastewater containing any radioactive wastes or isotopes except as specifically approved by the Public Works Director in compliance with applicable state or federal regulations;
 - (xii) Stormwater, surface water, ground water, artesian well water, roof runoff, subsurface drainage, condensate, deionized water, noncontact cooling water and unpolluted wastewater, unless specifically authorized by the Public Works Director;
 - (xiii) Any sludges, screenings, or other residues from the pretreatment of industrial wastes or from industrial processes;
 - (xiv) Wastewater that causes or contributes to a failure of a toxicity test conducted on the POTW effluent;
 - (xv) Detergents, surface-active agents, or other substances which may cause excessive foaming in the POTW or otherwise cause pass through or interference;
 - (xvi) Any liquids, solids, or gases which by reason of their nature or quantity are, or may be, sufficient either alone or by interaction with other substances to cause fire or explosion or be injurious in any other way to the POTW or to the operation of the POTW. At no time shall two successive readings on an explosion meter, at the point of discharge into the system (or at any point in the system), be more than five percent nor any single reading over ten percent of the lower explosive limit (LEL) of the meter;
 - (xvii) Animal guts or tissues, paunch manure, bones, hair, hides or fleshings, entrails, feathers, ashes, cinders, sand, spent lime, stone or marble dusts, metal, glass, straw, shavings, grass clippings, rags,

waste paper, wood, plastics, gas, tar asphalt residues, residues from the refining or processing of fuel or lubricating oil, mud or glass grinding or polishing wastes;

- (xviii) Any substance which will cause the POTW to violate its NPDES and/or other disposal system permits;
- (xix) Any wastewater which, in the opinion of the Public Works Director, can cause harm either to the sewers, sewage treatment process, or equipment; have an adverse effect on the receiving stream; or can otherwise endanger life, limb, public property, or constitute a nuisance, unless allowed under special agreement by the Public Works Director (except that no special waiver shall be given from categorical pretreatment standards or a violation of an approved maximum allowable industrial load or that causes or contributes to pass through or interference);
- (xx) The contents of any tank or other vessel owned or used by any person in the business of collecting or pumping sewage, effluent, septage, or other wastewater unless said person has first obtained testing and approval as may be generally required by the City of Kennewick and paid all fees assessed for the privilege of said discharge;
- (xxi) Persistent pesticides and/or pesticides regulated by the Federal Insecticide Fungicide Rodenticide Act (FIFRA) that will cause or contribute to pass through or interference;
- (xxii) Sewage sludge, except in accordance with the City's NPDES permit, providing that it specifically allows the discharge to surface water of sewage sludge pollutants.
- (xxiii) The discharge of dry cleaning process wastes, including new and used tetrachloroethylene (synonyms: perchloroethylene, tetrachloroethene), still bottom oil and separator water, is prohibited entirely. Where necessary, the City may require that these wastes be physically prevented from discharging into the sanitary sewer system.
- (xxiv) At no time shall an emulsifying agent, enzyme, bio-additive, or similar chemical be introduced into the waste stream, grease trap, grease interceptor or any chamber of a grease interceptor, except by City employees or designees for the purpose of maintenance and operations of the POTW.
- (xxv) Wastewater from food facilities containing free or floating oil and grease, or any discharge containing animal fat or grease by-product in excess of one hundred milligrams per liter (100 mg/L). This limit will not apply if the industrial user has installed an

appropriately sized Gravity Grease Interceptor (GGI), is properly operating and maintaining the GGI and implementing all required BMPs for food facilities.

Significant Industrial Users discharging more than 100 mg/L may be required to install additional treatment or implement facility specific BMPs.

- (2) Wastes prohibited by this section shall not be processed or stored in such a manner that they could be discharged to the POTW except as authorized by an industrial user permit and/or this chapter. If the industrial user has a pretreatment facility, all floor drains located in process or materials storage areas must discharge to the industrial user's pretreatment facility or to sumps or tanks that do not have the potential for a discharge to the POTW before connecting with the POTW. The City may require other industrial users to contain or collect wastewater from floor drains to protect the POTW and meet the objectives of this chapter.
- (3) Federal Categorical Pretreatment Standards. The national categorical pretreatment standards as amended and promulgated by the EPA pursuant to the Act and as found in 40 CFR Chapter I, Subchapter N, Parts 405 through 471 are hereby incorporated and shall be enforceable under this chapter.
- (4) State Requirements. State requirements and limitations on discharges to the POTW shall be met by all users which are subject to such standards in any instance in which they are more stringent than federal requirements and limitations, or those in this chapter or other applicable ordinances.
- (5) Specific Discharge Limitations
 - (a) No Significant Industrial User (SIU) or other designated non-SIU shall discharge or cause to be discharged, wastewater containing pollutants that exceed the following limits:

Pollutant	Daily Maximum Discharge Limits (1) mg/L	Maximum Allowable Industrial Loading (MAIL) ² lbs/day
Arsenic	0.12	1.5916
Cadmium	0.328	1.0800
Chromium	4.47	7366.2020

Copper	1.93	25.4997
Lead	1.385	9.1289
Mercury	0.106	0.349900
Molybdenum	0.89	2.9297
Nickel	3.02	19.9166
Selenium	0.56	3.7098
Silver	0.76	25.0345
Zinc	4.74	65.5402
Fats, Oil and Grease (FOG)	—	100mg/L and/or 25% of the working capacity of any chamber of the grease interceptor

¹ All pollutants as Total and in mg/L unless otherwise specified.

² This MAIL is the total lbs/day that the City may allocate to SIUs and other designated non-SIUs. The City intends to control discharges by applying the Daily Maximum Discharge Limits through Industrial User Wastewater Discharge permits. The City may allocate the MAIL where uniform concentration is not appropriate.

- (b) The following limits shall apply to wastewaters that are discharged from:
- (i) Groundwater cleanup of petroleum or gasoline underground storage tanks or other remediation wastewaters containing these pollutants;
 - (ii) Discharges where one or more of these pollutants are present; or
 - (iii) Where these pollutants are appropriate surrogates.

It shall be unlawful for any Industrial User to discharge or cause to be discharged any waste or wastewater to the POTW that exceeds the following limits:

Pollutant (1)(3)	Daily Maximum Limit (mg/L)
Benzene	0.050
BTEX (2)	0.750

¹ All pollutants shown in the Table are total.

² BTEX shall be measured as the sum of Benzene, Ethylbenzene, Toluene and Xylenes.

³ These limits are based upon installation of air stripping technology as described in the EPA document: "Model NPDES Permit for Discharges Resulting from the Cleanup of Gasoline Released from Underground Storage Tanks. June 1989."

- (c) The Public Works Director may establish more stringent pollutant limits, additional site- specific pollutant limits, Best Management Practices, or additional Pretreatment Requirements when, in the judgment of the Public Works Director, such limitations are necessary to implement the provisions of this Chapter.
- (6) City's Right of Revision. The City reserves the right to establish, by ordinance or in wastewater discharge permits, more stringent standards or requirements on discharges to the POTW.
- (7) Special Agreement. The City reserves the right to enter into special agreements with users setting out special terms under which they may discharge to the POTW. In no case will a special agreement waive compliance with a categorical pretreatment standard or federal pretreatment requirement. However, the user may request a net gross adjustment to a categorical standard in accordance with 40 CFR 403.15. They may also request a variance from the categorical pretreatment standard from the approval authority in accordance with 40 CFR 403.13.
- (8) Dilution. No user shall ever increase the use of processed water, or in any way attempt to dilute a discharge, as a partial or complete substitute for adequate treatment to achieve compliance with an applicable pretreatment standard or requirement unless expressly authorized by an applicable pretreatment standard or requirement. The Public Works Director may impose mass limitations on users which he believes may be using dilution to meet applicable pretreatment standards or requirements, or in other cases when the imposition of mass limitations is appropriate.
- (9) Pretreatment Facilities. Users shall provide necessary wastewater treatment as required to comply with this chapter and shall achieve compliance with all applicable pretreatment standards and requirements set out in this chapter within the time limitations specified by the EPA, the state, or the Public Works

Director, whichever are more stringent. Any facilities required to pretreat wastewater to a level acceptable to the City shall be provided, operated and maintained at the user's expense. Detailed plans showing the pretreatment facilities and operating procedures shall be submitted to the City for review and shall be acceptable to the City before construction of the facility. The review of such plans and operating procedures will in no way relieve the user from the responsibility of modifying the facility as necessary to produce an acceptable discharge to the City under the provisions of this chapter.

- (10) Interior or under the sink grease traps shall not be substituted for exterior below grade grease interceptors (new construction or tenant improvements), unless the Public Works Director or designee has determined that it is physically impossible to install a grease interceptor outside of the building or business. As such, a variance request from the owner or lessee of the property must be submitted along with a certification letter from a licensed plumber or engineer.
- (11) Deadline for Compliance with Applicable Pretreatment Requirements. Compliance by existing users (categorical users) covered by categorical pretreatment standards shall be within three years of the date the standard is effective unless a shorter compliance time is specified in the appropriate standard. The City shall establish a final compliance deadline date for any existing user not covered by categorical pretreatment standards or for any categorical user when the local limits for said user are more restrictive than the EPA's categorical pretreatment standards.

New sources and new users shall install and have in operating condition and shall start up all pollution control equipment required to meet applicable pretreatment standards before beginning to discharge.

Any wastewater discharge permit issued to a categorical user shall not contain a compliance date beyond any deadline date established in the EPA's categorical pretreatment standards. Any other existing user or a categorical user that must comply with a more stringent local limit, which is in noncompliance with any local limits, shall be provided with a compliance schedule placed in an industrial wastewater permit or registered letter for non-categorical users to ensure compliance within the shortest time feasible.

- (12) Additional Pretreatment Measures.
 - (a) Whenever deemed necessary, the Public Works Director may require users to restrict their discharge during peak flow periods, designate that certain wastewater be discharged only into specific sewers, relocate and/or consolidate points of discharge, separate sewage waste streams from industrial waste streams and such other conditions as may be necessary to protect the POTW and determine the user's compliance with the requirements of this chapter.

- (b) Each user discharging to the POTW greater than 25,000 gallons per day or greater than five percent of the average daily flow into the POTW, whichever is less, may be required to install and maintain, on its property and at its expense, a suitable storage and flow-control facility to ensure equalization of flow over a 24-hour period. A wastewater discharge permit may be issued solely for flow equalization.
- (c) Grease, oil and sand interceptors shall be provided when, in the opinion of the Public Works Director, they are necessary for the proper handling of wastewater containing excessive amounts of grease and oil, or sand; except that such interceptors shall not be required for residential users. All interception units shall be of type and capacity approved by the Public Works Director in specifications with current Uniform Plumbing Code and/or any City Standard Specifications and shall be so located to be easily accessible for cleaning and inspection.

Where installed, all grease, oil and sand traps (or interceptors) shall be maintained by the owner, at his expense, in continuously efficient operation at all times and subject to inspection. In the event the owner fails to properly maintain the grease trap (or interceptor), which, in the opinion of the Director, causes or has the potential to cause clogging of the sewer lines and/or pump stations, the cost of the City, time and material, in cleaning the sewer lines and/or pump stations may be charged to the owner of the grease trap. For the purpose of this paragraph, the owner shall be the person, firm or corporation named on the sewer account. For the purpose of this subsection, a grease interceptor is not in continuous efficient operation and is in violation of this section if the total volume of grease, solids, or food waste at any time displaces more than 25 percent of the effective volume of any chamber of the grease interceptor.

The user shall have a written record of trap and/or interceptor maintenance on site for inspection and all such records shall be available for inspection by the City of Kennewick, and shall be kept in accordance with the recordkeeping requirements of KMC 14.23.040. Grease trap maintenance will be recorded/reported on a monthly basis; Interceptors will be recorded/reported on their designated cleaning frequency. At the discretion of the Public Works Director, reports may be required to be submitted to the City's Pretreatment Inspector via e-mail, fax, postal mail or electronic form submission when it becomes available.

- (d) Users with the potential to discharge flammable substances may be required to install and maintain an approved combustible gas detection meter.

- (13) Accidental Spill Prevention Plans/Slug Control Plans. The Public Works Director may require any user to develop and implement an accidental spill prevention plan (ASPP)/slug control plan. Where deemed necessary by the City, facilities to prevent accidental discharge or slug discharges of pollutants shall be provided and maintained at the user's cost and expense. An accidental spill prevention plan or slug control plan showing facilities and operating procedures to provide this protection shall be submitted to the City for review and approval before implementation. The City shall determine which user is required to develop a plan and require said plan to be submitted within 120 days after notification by the City. Each user shall implement its ASPP as submitted or as modified after such plan has been reviewed and approved by the City. Review and approval of such plans and operating procedures by the City shall not relieve the user from the responsibility to modify its facility as necessary to meet the requirements of this section.
- (a) Any user required to develop and implement an accidental discharge/slug control plan shall submit a plan which addresses, at a minimum, the following:
 - (i) Description of discharge practices, including nonroutine batch discharges;
 - (ii) Description of stored chemicals;
 - (iii) Procedures for immediately notifying the POTW of any accidental or slug discharge. Such notification must also be given for any discharge which would violate any of the standards in subsections (1) through (4) of this section; and
 - (iv) Procedures to prevent adverse impact from any accidental or slug discharge. Such procedures include, but are not limited to, inspection and maintenance of storage areas, handling and transfer of materials, loading and unloading operations, control of plant site runoff, worker training, building of containment structures or equipment, measures for containing toxic organic pollutants (including solvents) and/or measures and equipment for emergency response.
 - (b) Users shall notify the City wastewater treatment plant immediately after the occurrence of a slug or accidental discharge of substances regulated by this chapter. The notification shall include location of discharge, date and time thereof, type of waste, concentration and volume and corrective actions. Any affected user shall be liable for any expense, loss, or damage to the POTW, in addition to the amount of any fines imposed on the City on account thereof under state or federal law.
 - (c) Within five days following an accidental discharge, the user shall submit to the Public Works Director a detailed written report describing the cause of the discharge and the measures to be taken by the user to

prevent similar future occurrences. Such notification shall not relieve the user of any expense, loss, damage, or other liability which may be incurred as a result of damage to the POTW, fish kills, or any other damage to person or property. Nor shall such notification relieve the user of any fines, civil penalties, or other liability which may be imposed by this chapter or other applicable law.

- (d) Signs shall be permanently posted in conspicuous places on the user's premises advising employees whom to call in the event of a slug or accidental discharge. Employers shall instruct all employees who may cause or discover such a discharge with respect to emergency notification procedures.

(14) Septic Tank Wastes/RV Dump Sites.

- (a) Entities that supply an RV dumping connection to the POTW must secure a permit/permission from the City of Kennewick as authorized in KMC 14.23.030.
- (b) Septic tank waste haulers are not allowed to discharge loads into the POTW and must dispose of their loads as outlined in their permit with the Department of Ecology and at a Department of Health approved facility.
- (c) Fees for RV dump connections will be established as part of the user fee system as authorized in KMC 14.23.140.

(15) Mobile Food Vendors.

- (a) Mobile food vendors must have holding tanks for wastewater. No dumping of greywater or wastewater on the ground is permitted. Wastewater that is entering the City sewer must go through a grease interceptor.
- (b) Used oil should be properly disposed of to a recycling container.

(Ord. 26_____ Sec. 1, 2026; Ord. 5789 Sec. 1, 2018 ; Ord. 5420 Sec. 1(part), 2012)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and
signed in authentication of its passage this 5th day of May, 2026.

Attest:

JASON R. McSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Item Number: 5.a.5. Date: 5/5/2026 Item Type: Ordinance	Category: Ordinance
	Subject: Ordinance: Amending Section 5.56.070 – Permits – Street & Right-of-Way Improvements Required – of the Kennewick Municipal Code Department: Public Works Ordinance #:	
<u>Recommendation</u> Staff recommends Council adopt the ordinance as presented. <u>Motion for Consideration</u> Motion to adopt the ordinance as presented. <u>Summary</u> As described at the April 14, 2026, Council workshop, this amendment to the Kennewick Municipal Code is aimed at revising the language for the timing of improvement waivers. The previously established code required frontage improvements for any building permit valuation greater than \$10,000. This amendment revises the threshold to improvements being required when building permit valuations are greater than 50% of the assessed structure value for residential and 30% of the assessed structure value for commercial. This revision is better suited for inflation of costs over time. <u>Alternatives</u> No alternatives are recommended. <u>Fiscal Impact</u>		
Attachments: 1. Ordinance 2. Redline		

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO BUILDING PERMITS – STREET AND
RIGHT-OF-WAY IMPROVEMENTS REQUIRED AND AMENDING
SECTION 5.56.070 OF THE KENNEWICK MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1. Section 5.56.070 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

5.56.070: Building Permits — Street and Right-of-Way Improvements Required.

- (1) No building permit will be issued for any new construction, moved-in structure or substantial alteration of an existing structure, unless street right-of-way adjacent to the property meets minimum City standards, or the curb, gutter, sidewalk, storm drainage, street lighting and paving are constructed to City standards, except as provided herein.
 - (a) The requirement to install street right-of-way improvements shall be waived if the total alterations or repairs to an existing residential structure and/or construction of a new structure are less than 50% of the assessed valuation of the existing structure(s) on the parcel as determined by the Benton County Assessor.
 - (b) The requirement to install street right-of-way improvements shall be waived if the total alterations or repairs to an existing commercial structure and/or construction of a new structure are less than 30% of the assessed valuation of the existing structure(s) on the parcel as determined by the Benton County Assessor.
 - (c) In the case of single-family residential lots, street improvements are only required to the extent that they bring the property up to the existing standards of the neighborhood as determined by the Public Works Director or designee.
 - (d) The property owner will not be required to make street right-of-way improvements if no final grade can be established for the street or if the Public Works Director or designee determines that the improvements to the street would be detrimental to traffic or storm drainage.

- (2) The City Council may authorize the City's participation in or construction of improvements required by this Code in any commercial or industrial area when it is in the City's best interests.

(Ord. 26-_____ Sec. 1, 2026; Ord. 5655 Sec. 4, 2016; Ord. 5203 Sec. 4, 2007; Ord. 3198 Sec. 1, 1989; Ord. 2788 Sec. 1(part), 1983; Ord. 2044 Sec. 1, 1977; Ord. 1695 Sec. 1, 1973; Ord. 1665 Sec. 1, 1973; Ord. 1625 Sec. 1, 1972; Ord. 1295 Ch. V Sec. 2, 1965)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 5th day of May, 2026.

Attest:

JASON R. MCSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO BUILDING PERMITS – STREET AND
RIGHT-OF-WAY IMPROVEMENTS REQUIRED AND AMENDING
SECTION 5.56.070 OF THE KENNEWICK MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1. Section 5.56.070 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

5.56.070: Building Permits — Street and Right-of-Way Improvements Required.

- (1) No building permit will be issued for any new construction, moved-in structure or substantial alteration of an existing structure, ~~(improvements over a one-year period exceeding \$10,000.00 as determined by the building official)~~ unless street right-of-way adjacent to the property meets minimum City standards, or the curb, gutter, sidewalk, storm drainage, street lighting and paving are constructed to City standards, except as provided herein.
 - (a) The requirement to install street right-of-way improvements shall be waived if the total alterations or repairs to an existing residential structure and/or construction of a new structure are less than 50% of the assessed valuation of the existing structure(s) on the parcel as determined by the Benton County Assessor.
 - (b) The requirement to install street right-of-way improvements shall be waived if the total alterations or repairs to an existing commercial structure and/or construction of a new structure are less than 30% of the assessed valuation of the existing structure(s) on the parcel as determined by the Benton County Assessor.
 - ~~(a)~~(c) In the case of single-family residential lots, street improvements are only required to the extent that they bring the property up to the existing standards of the neighborhood as determined by the ~~Deputy Director of Public Works~~ **Public Works Director or designee**.
 - (b) ~~Right-of-way improvements in excess of ten percent of the value of the improvements contemplated in a building permit issued or to be issued over a one-year period are not required, unless otherwise required to comply with the Americans with Disability Act, other law or ordinance, or for health, safety, or welfare issues. The value of right-of-way improvements will be determined by the Deputy Director of Public Works and converted into specific right-of-way improvements.~~
 - ~~(e)~~(d) The property owner will not be required to make street right-of-way improvements if no final grade can be established for the street or if the

~~Deputy Director of Public Works~~ **Public Works Director or designee** determines that the improvements to the street would be detrimental to traffic or storm drainage.

- (2) The City Council may authorize the City's participation in or construction of improvements required by this Code in any commercial or industrial area when it is in the City's best interests.

(Ord. 26- Sec. 1, 2026; Ord. 5655 Sec. 4, 2016; Ord. 5203 Sec. 4, 2007; Ord. 3198 Sec. 1, 1989; Ord. 2788 Sec. 1(part), 1983; Ord. 2044 Sec. 1, 1977; Ord. 1695 Sec. 1, 1973; Ord. 1665 Sec. 1, 1973; Ord. 1625 Sec. 1, 1972; Ord. 1295 Ch. V Sec. 2, 1965)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 5th day of May, 2026.

Attest:

JASON R. MCSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Item Number: 5.a.6. Date: 5/5/2026 Item Type: Ordinance	Category: Ordinance
	Subject: Ordinance: Adding Chapter 5.25 – Event Street Closure Permits – to the Kennewick Municipal Code Department: Public Works Ordinance :	
<u>Recommendation</u> Staff recommends Council adopt the ordinance as presented. <u>Motion for Consideration</u> Motion to adopt the ordinance as presented. <u>Summary</u> The proposed ordinance adds Chapter 5.25 to the Kennewick Municipal Code (KMC) providing a process for event street closure permits. The City's policy related to these permits was previously contained in the Kennewick Administrative Code (KAC). As noted at the April 14, 2026, workshop, staff reviewed each of the policies contained in the KAC to determine whether they are out of date, redundant or need to be implemented in the KMC. This proposed ordinance regarding event street closure permits is a result of that work. Adding this section defines how and when street closure permits are issued. <u>Alternatives</u> No alternatives are recommended. <u>Fiscal Impact</u>		
Attachments: 1. Ordinance		

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO PUBLIC WORKS AND CONTRACTS
AND ADDING CHAPTER 5.25 TO THE KENNEWICK MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1. Chapter 5.25 of the Kennewick Municipal Code, be, and the same hereby is, added to
read as follows:

5.25 - EVENT STREET CLOSURE PERMITS

5.25.010: Definitions.

Whenever used in this chapter, unless a different meaning clearly appears from the context,
the words set out in this section shall have the following meanings:

- (1) “City” means the City of Kennewick.
- (2) “Special Event” means any commercial or business promotion or athletic event upon any public street, public sidewalk, public alley or other public place that does not comply with normal and usual traffic regulation or controls. Events staged within city parks and their facilities are covered by a separate permit from the City Parks & Recreation Department and are not governed by this Chapter.
- (3) “Person” means any individual, partnership, corporation or association of any nature whatsoever.
- (4) “Department” means Department of Public Works.
- (5) “Director” means the Public Works Director or his/her designee.
- (6) “Police Chief” means the Police Chief or his/her designee.

(Ord. 26-_____ Sec. 1, 2026)

5.25.020: Conditions.

Applications for permits under this section shall be made on forms furnished by the Department and shall be submitted no less than twenty days prior to the event nor more than ninety days prior to the event, shall be signed under penalty of perjury by an authorized representative of the applicant organization and shall require the following information:

- (1) The name, mailing address, and telephone number of the organization applying for and conducting the special event and of the event chairman.

- (2) The name of the event, including names of each sponsoring or sanctioning organization.
- (3) The route, if for an athletic race or parade.
- (4) The proposed date and times.
- (5) Estimated completion time.
- (6) Estimated number of entrants and/or attendees.
- (7) Prior permits held by any named organization and whether such permits were ever revoked or suspended and the reasons therefore.
- (8) The business license number of the applicant organization, or letter granting tax-exempt status to the applicant organization.
- (9) For races and parades, the names, assigned locations and duties of all officials required to be at the special event and a description by which such officials may be identified.
- (10) Any rights-of-way that will need to be closed to the public.
- (11) The application shall be accompanied by the following documents:
 - (a) Evidence, satisfactory to the Director, of general liability insurance providing coverage on an occurrence basis for bodily injury, including death of one or more persons, property damage and personal injury, with limits as required by the city; and of workers' compensation, with statutory limits and employers liability insurance with limits as required by the city. All policies required of the applicant hereunder shall be primary insurance as to the city, its mayor, council, officers, agents, employees and volunteers and any insurance or self-insurance maintained by the city, its mayor, council, officers, agents, employees and volunteers shall be considered excess insurance, over and above the applicant's insurance and shall not contribute with it;
 - (b) An agreement, signed by applicants, to save, hold harmless and indemnify the city, its officers, agents, employees and volunteers from all claims, demands, damages, judgments, costs or expenses in law or equity that may at any time arise from or is any way related to any work performed by applicant, his agents or employees under the terms of any permit issued under this chapter;
 - (c) Cash deposit in an amount acceptable to the Director to insure payment of the costs of the city resulting from the event and to insure cleanup and restoration of the subject site;

- (d) A copy of the written instructions that will be provided to the required official at the special event.
- (12) The applicant shall notify all business owners located adjacent to any right-of-way that will be closed for the event. Proof of written notice shall be submitted to the Director.
- (13) The Director may, at his or her discretion, issue a permit if he/she finds:
 - (a) That the application is complete and straightforward;
 - (b) That the applicant is adequately insured;
 - (c) That the special event for which the application is made will be maintained and conducted in accordance with all federal, state and local laws;
 - (d) That operation of such event at such location will not present any substantial hazard to vehicular or pedestrian traffic, nor impede the movement of emergency vehicles;
 - (e) That no permit issued to the same applicant pursuant to this section has been revoked in the past three years, unless the Director finds that the reasons for such revocation are unrelated to this application;
 - (f) That the applicant has not had a permit issued under this section, revoked, unless the Director finds that the reasons for such revocation are unrelated to this application;
 - (g) That the conduct of the event will not constitute an unreasonable burden on city employees or resources, nor create an unreasonable disturbance to the neighboring areas;
 - (h) That the event, if an athletic race, will move from its starting point to its finish line expeditiously;
 - (i) That such event will not interfere with, or conflict with, another special event, demonstration or parade for which a permit has been issued or for which no permit is required; and
- (14) All permits issued pursuant to this chapter shall be valid only as to those dates, times and locations listed on the permit, unless earlier suspended or revoked.
- (15) At the time of filing an application for a permit, the applicant shall pay a fee not to exceed the reasonable cost of processing any such application. The applicant shall also pay all the direct costs of the city, including, but not limited to, traffic control and police services prior to issuance of the permit.

- (16) Permits may be issued with conditions to ensure that the event will be operated in a safe and legal manner, will not disturb the peace and quiet of the neighborhood and will not constitute an undue burden on city resources.

(Ord. 26-_____ Sec. 1, 2026)

5.25.030: Regulations.

- (1) Except for races and block parties, no special event shall be held in any residentially zoned area of the city.
- (2) One person, designated on the application, shall be in charge of, and responsible for, the special event.
- (3) For races, a minimum of five officials shall be stationed within each mile of the route of the special event to ensure order, and a minimum of six officials shall be assigned to assure order at the finish line. Each official shall be readily distinguishable through some visible means of identification. First aid stations and/or private ambulances shall be provided to administer basic first aid to participants in the race.
- (4) Within such time prior to the starting time as approved by the Police Chief the permit holder shall obtain signs, barricades and/or cones and place such devices in such locations as are specified by the permit or the Police Chief. As soon as practicable after conclusion of the special event, and in no event later than two hours after the conclusion of the special event, the permit holder shall remove and pick up the signs, barricades and/or cones needed for the event.
- (5) No person shall, without the consent of the permit holder, join or participate in a special event, or in any manner interfere with its orderly conduct.
- (6) The Director, Police Chief, or other city department required to approve the permit, may impose reasonable requirements concerning the time and place of the special event, accommodation of traffic and such other requirements as he/she finds to be reasonably necessary for the protection of persons or property.

(Ord. 26-_____ Sec. 1, 2026)

5.25.040: Event Permit Revocation.

Any permit issued pursuant to this chapter shall be immediately revoked by the Director, Police Chief, or other city department required to approve the permit whenever he/she finds:

- (1) That misrepresentations were made on the application; or
- (2) That any of the terms or conditions of said permit have been violated, or that the business has been operated in violation of local, state or federal law;
- (3) That the safety of persons or property requires such revocation;

ORDINANCE 26-_____ - Page 4

- (4) That the special event is interfering with the peace and quiet of the neighborhood;
- (5) That the event involves other city (e.g. parks, buildings) or private property for use for any part of the event and the applicant has not supplied written proof of approval to use said property with the permit.

(Ord. 26-_____ Sec. 1, 2026)

5.25.050: Appeal of Revocation or Denial of Event Permit.

- (1) Any person who is the recipient or otherwise has standing to challenge the denial or revocation of an Event Street Closure Permit pursuant to this chapter may petition for review of the decision in accord with KMC 4.04.
- (2) Pending resolution the appeal, the decision of the Director, Police Chief, or other city department required to approve the permit shall remain in full force and effect and any reversal thereof shall not be retroactive but shall take effect as of the date of the decision.

(Ord. 26-_____ Sec. 1, 2026)

Section 2. Actions taken before the effective date of this ordinance that are not inconsistent with the ordinance, or any provisions thereof, are hereby ratified and affirmed.

Section 3. This ordinance shall be in full force and effect five (5) days from and after its approval, passage and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and
signed in authentication of its passage this 5th day of May, 2026.

Attest:

JASON R. MCSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Item Number: 5.a.7. Date: 5/5/2026 Item Type: Ordinance	Category: Ordinance
	Subject: Ordinance: Adding Chapter 5.30 – Oversized Vehicle – Load Permits – to the Kennewick Municipal Code Department: Public Works Ordinance #:	
<u>Recommendation</u> Staff recommends Council adopt the ordinance as presented. <u>Motion for Consideration</u> Motion to adopt the ordinance as presented. <u>Summary</u> The proposed ordinance adds Chapter 5.30 to the Kennewick Municipal Code (KMC) providing a process for oversized vehicle load permits. The City's policy related to these permits was previously contained in the Kennewick Administrative Code (KAC). As noted at the April 14, 2026, workshop, staff reviewed each of the policies contained in the KAC to determine whether they are out of date, redundant or need to be implemented in the KMC. This proposed ordinance regarding oversized vehicle load permits is a result of that work. Adding this section defines how and when oversized load permits are issued. <u>Alternatives</u> No alternatives are recommended. <u>Fiscal Impact</u>		
<u>Attachments:</u> 1. Ordinance		

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO PUBLIC WORKS AND CONTRACTS
AND ADDING CHAPTER 5.30 TO THE KENNEWICK MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Chapter 5.30 of the Kennewick Municipal Code, be, and the same hereby is, added to read as follows:

5.30 - OVERSIZED VEHICLE - LOAD PERMITS

5.30.010: Special Permits for Oversize or Overweight Movements.

The City of Kennewick, with respect to public highways under its jurisdiction, shall issue a special permit in writing authorizing the applicant to operate or move a vehicle or combination of vehicles of a size, weight of vehicle, or load exceeding the maximums specified in the Revised Code of Washington (RCW) Title 46, Chapter 44: "Size, Weight, Load," or otherwise not in conformity with the provisions of Chapter 44 upon any public highway, street or alley in the city.

(Ord. 26-_____ Sec. 1, 2026)

5.30.020: Definitions.

For the purposes of this chapter, the following definitions of the terms shall apply unless the context clearly indicates otherwise:

- (1) "Department" means Department of Public Works.
- (2) "Director" means the Public Works Director or his/her designee.
- (3) "City Engineer" means the City Engineer or his/her designee.
- (4) "Superintendent" the Public Works Superintendent or his/her designee.

(Ord. 26-_____ Sec. 1, 2026)

5.30.030: Special Permits - Gross Weight Limit.

- (1) Except as otherwise provided in subsections (3) and (4) of this section, no special permit shall be issued for movement on any city highway, street or alley where the gross weight, including load, exceeds the following limits:
 - (a) Twenty-two thousand pounds on a single axle or on dual axles with a wheelbase between the first and second axles of less than three feet six inches;

- (b) Forty-three thousand pounds on dual axles having a wheelbase between the first and second axles of not less than three feet six inches but less than seven feet;
 - (c) On any group of axles or in the case of a vehicle employing two single axles with a wheel base between the first and last axle of not less than seven feet but less than ten feet, a weight in pounds determined by multiplying six thousand five hundred times the distance in feet between the center of the first axle and the center of the last axle of the group;
 - (d) On any group of axles with a wheel base between the first and last axle of not less than ten feet but less than thirty feet, a weight in pounds determined by multiplying two thousand two hundred times the sum of twenty and the distance in feet between the center of the first axle and the center of the last axle of the group;
 - (e) On any group of axles with a wheel base between the first and last axle of thirty feet or greater, a weight in pounds determined by multiplying one thousand six hundred times the sum of forty and the distance in feet between the center of the first axle and the center of the last axle of the group.
- (2) The total weight of a vehicle or combination of vehicles allowable by special permit under subsection (1) of this section shall be governed by the lesser of the weights obtained by using the total number of axles as a group or any combination of axles as a group.
 - (3) The weight limitations pertaining to single axles may be exceeded to permit the movement of equipment operating upon single pneumatic tires having a rim width of twenty inches or more and a rim diameter of twenty-four inches or more or dual pneumatic tires having a rim width of sixteen inches or more and a rim diameter of twenty-four inches or more.
 - (4) Permits may be issued for weights in excess of the limitations contained in subsection (1) of this section on highways, streets or alley or sections thereof which have been designed and constructed for weights in excess of such limitations, or for any shipment duly certified as necessary by military officials, or by officials of public or private power facilities, or when in the opinion of the Director the movement or action is a necessary movement or action: PROVIDED, That in the judgment of the City Engineer the structures and highway surfaces on the routes involved are capable of sustaining weights in excess of such limitations and it is not reasonable for economic or operational considerations to transport such excess weights by rail or water for any substantial distance of the total mileage applied for.

- (5) Application shall be made in writing on the “Moving Application For Oversized Vehicle – Load Permit” form provided by the Department and the completed form shall be submitted at least thirty-six hours in advance of the proposed movement.

(Ord. 26-_____ Sec. 1, 2026)

5.30.040: Special Permits - Overall Width and/or Height Limits, Exceptions.

Special permits may not be issued for movements on city highway, street or alley in excess of the following widths:

- (1) On two-lane highways, fourteen feet.
- (2) On multiple-lane highways where a physical barrier serving as a median divider separates opposing traffic lanes, twenty feet.
- (3) On multiple-lane highways without a physical barrier serving as a median divider, thirty-two feet.
- (4) In the case of buildings, the limitations referred to in this section for movement on any two lane highway or street may be exceeded under the following conditions:
 - (a) Controlled vehicular traffic shall be maintained in one direction at all times;
 - (b) The maximum distance of movement shall not exceed five miles; additional contiguous permits shall not be issued to exceed the five-mile limit: PROVIDED, That when the Director determines a hardship would result, this limitation may be exceeded upon approval of the Director;
 - (c) Prior to issuing a permit an authorized Department employee may make a visual inspection of the building and route involved determining that the conditions listed herein shall be complied with and that structures or overhead obstructions may be cleared or moved in order to maintain a constant and uninterrupted movement of the building;
 - (d) Special escort or other precautions may be imposed to assure movement is made under the safest possible conditions, and the Kennewick Police Department shall be advised when and where the movement is to be made;
- (5) Permits may be issued for widths of vehicles in excess of the preceding limitations on highways or sections of highways that have been designed and constructed for width in excess of such limitations.
- (6) Permits may be issued for vehicles with a total outside width, including the load, of nine feet or less when the vehicle is equipped with a mechanism designed to cover the load pursuant to RCW 46.61.655.

- (7) Permits shall be issued for vehicles with a total height, including the load, of fourteen feet pursuant to RCW 46.61.655.
- (8) These limitations may be rescinded when certification is made by military officials, or by officials of public or private power facilities, or when in the opinion of the department of transportation the movement or action is a necessary movement or action: Provided Further, that in the judgment of Director the structures and highway surfaces on the routes involved are capable of sustaining widths and/or heights in excess of such limitation.
- (9) Permits may be issued for widths and heights in excess of the limitations contained in this section on highways, streets or alley or sections thereof which can safely accommodate the extra width and height.
- (10) Application shall be made in writing on the "Moving Application For Oversized Vehicle – Load Permit" form provided by the Department and the completed form shall be submitted at least thirty-six hours in advance of the proposed movement.

(Ord. 26-_____ Sec. 1, 2026)

5.30.050: Permits - Discretion of Issuer – Conditions.

The Director is authorized to issue or withhold such special permit at his/her discretion, although where a mobile home is being moved, the verification of a valid license under RCW Chapter 46.70 as a mobile home dealer or manufacturer, or under RCW Chapter 46.76 as a transporter, shall be done by City's Building Department. If the permit is issued, the city may limit the number of trips, establish seasonal or other time limitations within which the vehicle described may be operated on the city highways, streets and alleys indicated, or otherwise limit or prescribe conditions of operation of the vehicle or vehicles when necessary to assure against undue damage to the road foundation, surfaces, or structures or safety of traffic and may require such undertaking or other security as may be deemed necessary to compensate for injury to any roadway or road structure.

(Ord. 26-_____ Sec. 1, 2026)

5.30.060: Moving of Oversized Loads Upon City Streets.

- (1) The permittee, by the acceptance of such permit, agrees to put the streets over which such transportation is made, in as good order and condition as they were prior to such use, and agrees to clean up and remove all debris deposited thereon by reason of such use, otherwise to forfeit to the city the said deposit, in addition to all damages, for which he/she may be the cause, and for which he/she may be liable or responsible.

- (2) All removals made under such permits shall be done in a careful manner and shall be prosecuted with diligence, and shall be under supervision and control, and to the satisfaction and approval of the Superintendent.
- (3) No person, firm or corporation owning or having charge of the transportation of any building on the public streets, shall permit such building stand on any street, alley or public grounds within the city limits.
- (4) When the cutting of any wires, or temporary removal or displacing of any pole or poles of any public or private telegraph, telephone, electric light, or any other wire, passing along or over any other highway, street, or alley becomes necessary for the transportation of any load, the person in charge of such removal shall, at least six hours in advance of reaching the same, notify the person or persons having charge of and control over such wire or wires, and the person so notified shall cause such wires to be promptly cut, temporarily displaced, or removed and replaced, after being first paid or tendered the reasonable cost and expense thereof; provided, however, that in every case in which the cutting of wires belonging to the city may be necessary, the Superintendent shall be notified, and he/she shall have the wires cut and replaced, the person or persons having charge of the removal of the buildings, paying the entire cost and expense of cutting, removal and replacing of the same.

(Ord. 26-_____ Sec. 1, 2026)

Section 2. Actions taken before the effective date of this ordinance that are not inconsistent with the ordinance, or any provisions thereof, are hereby ratified and affirmed.

Section 3. This ordinance shall be in full force and effect five (5) days from and after its approval, passage and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 5th day of May, 2026.

Attest:

JASON R. MCSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Item Number: 5.a.8. Date: 5/5/2026 Item Type: Ordinance	Category: Ordinance
	Subject: Ordinance: Adding Section 5.56.151 – Pedestrian Walkway Maintenance – to the Kennewick Municipal Code Department: Public Works Ordinance #:	
<u>Recommendation</u> Staff recommends Council adopt the ordinance as presented. <u>Motion for Consideration</u> Motion to adopt the ordinance as presented. <u>Summary</u> The proposed ordinance adds Chapter 5.56.151 to the Kennewick Municipal Code (KMC) to provide a process for pedestrian walkway maintenance during construction. The City policy was previously contained in the Kennewick Administrative Code (KAC). As noted at the April 14, 2026, workshop, staff reviewed each of the policies contained in the KAC to determine whether they are out of date, redundant or need to be implemented in the KMC. This proposed ordinance regarding pedestrian walkway maintenance is a result of that work. Adding this section requires pedestrian walkways to be continuously maintained in a safe and usable condition during construction or permitted activities. <u>Alternatives</u> No alternatives are recommended. <u>Fiscal Impact</u>		
<u>Attachments:</u> 1. Ordinance		

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO PUBLIC WORKS CONSTRUCTION
STANDARDS AND ADDING SECTION 5.56.151 TO THE KENNEWICK
MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1. Section 5.56.151 of the Kennewick Municipal Code, be, and the same hereby is,
added to read as follows:

5.56.151: Pedestrian Walkway Maintenance.

Every pedestrian walking area, whether paved or earth, shall be maintained by the contractor,
utility, or other agency at all times unless otherwise provided for in the City project, permit
plans, specifications, by prior approval of the Engineer, or during emergency conditions.

(Ord. 26-_____ Sec. 1, 2026)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its
passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and
signed in authentication of its passage this 5th day of May, 2026.

Attest:

JASON R. MCSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Item Number: 5.a.9. Date: 5/5/2026 Item Type: Ordinance	Category: Ordinance
	Subject: Ordinance: Adding Section 5.56.152 – Pedestrian Walkway Identification – to the Kennewick Municipal Code Department: Public Works Ordinance #:	
<u>Recommendation</u> Staff recommends Council adopt the ordinance as presented. <u>Motion for Consideration</u> Motion to adopt the ordinance as presented. <u>Summary</u> The proposed ordinance adds Chapter 5.56.152 to the Kennewick Municipal Code (KMC), regulating pedestrian walkway identification during construction. The City's policy related to this was previously contained in the Kennewick Administrative Code (KAC). As noted at the April 14, 2026, workshop, staff reviewed each of the policies contained in the KAC to determine whether they are out of date, redundant or need to be implemented in the KMC. This proposed ordinance regarding pedestrian walkway identification is a result of that work. Adding this section requires walkways to be clearly identified, protected from vehicles, and kept free of hazards using appropriate traffic control measures. <u>Alternatives</u> No alternatives are recommended. <u>Fiscal Impact</u>		
Attachments: 1. Ordinance		

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO PUBLIC WORKS CONSTRUCTION
STANDARDS AND ADDING SECTION 5.56.152 TO THE KENNEWICK
MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1. Section 5.56.152 of the Kennewick Municipal Code, be, and the same hereby is,
added to read as follows:

5.56.152: Pedestrian Walkway Identification.

All walkways shall be clearly identified, protected from motor vehicle traffic and free of pedestrian hazards (holes, debris, dust, mud, etc.). Pedestrian protection and temporary walkways may utilize any of the traffic control devices, including barricades, cones, signs, etc., unless a fence or fence canopy is required.

(Ord. 26-_____ Sec. 1, 2026)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and
signed in authentication of its passage this 5th day of May, 2026.

Attest:

JASON R. MCSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Item Number: 5.a.10. Date: 5/5/2026 Item Type: Ordinance	Category: Ordinance
	Subject: Ordinance: Adding Section 5.56.153 – Temporary Pedestrian Walkways – to the Kennewick Municipal Code Department: Public Works Ordinance #:	
<u>Recommendation</u> Staff recommends Council adopt the ordinance as presented. <u>Motion for Consideration</u> Motion to adopt the ordinance as presented. <u>Summary</u> The proposed ordinance adds Chapter 5.56.153 to the Kennewick Municipal Code (KMC) regulating temporary pedestrian walkways during construction. The City's policy related to this was previously contained in the Kennewick Administrative Code (KAC). As noted at the April 14, 2026, workshop, staff reviewed each of the policies contained in the KAC to determine whether they are out of date, redundant or need to be implemented in the KMC. This proposed ordinance regarding temporary pedestrian walkways is a result of that work. Adding this section requires temporary walkways to be provided, where feasible, within or adjacent to existing sidewalks or nearby areas. <u>Alternatives</u> No alternatives are recommended. <u>Fiscal Impact</u>		
Attachments: 1. Ordinance		

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO PUBLIC WORKS CONSTRUCTION
STANDARDS AND ADDING SECTION 5.56.153 TO THE KENNEWICK
MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1. Section 5.56.153 of the Kennewick Municipal Code, be, and the same hereby is,
added to read as follows:

5.56.153: Temporary Pedestrian Walkways.

Temporary walkways, where possible, shall be maintained on part of the existing sidewalk,
behind the existing sidewalk, or in the adjacent parking lane where available.

(Ord. 26-_____ Sec. 1, 2026)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its
passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and
signed in authentication of its passage this 5th day of May, 2026.

Attest:

JASON R. MCSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Item Number: 5.a.11. Date: 5/5/2026 Item Type: Ordinance	Category: Ordinance
	Subject: Ordinance: Adding Section 5.56.154 – Sidewalk Closures – to the Kennewick Municipal Code Department: Public Works Ordinance #:	
<u>Recommendation</u> Staff recommends Council adopt the ordinance as presented. <u>Motion for Consideration</u> Motion to adopt the ordinance as presented. <u>Summary</u> The proposed ordinance adds Chapter 5.56.154 to the Kennewick Municipal Code (KMC) regulating sidewalk closures. The City's policy related to this was previously contained in the Kennewick Administrative Code (KAC). As noted at the April 14, 2026, workshop, staff reviewed each of the policies contained in the KAC to determine whether they are out of date, redundant or need to be implemented in the KMC. This proposed ordinance regarding sidewalk closures is a result of that work. Adding this section requires proper signage and traffic control when sidewalks are fully closed, directing pedestrians to safe alternate routes. <u>Alternatives</u> No alternatives are recommended. <u>Fiscal Impact</u>		
Attachments: 1. Ordinance		

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO PUBLIC WORKS CONSTRUCTION
STANDARDS AND ADDING SECTION 5.56.154 TO THE KENNEWICK
MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1. Section 5.56.154 of the Kennewick Municipal Code, be, and the same hereby is,
added to read as follows:

5.56.154: Sidewalk Closures.

During approved complete sidewalk closures, the contractor, utility, or other agency shall provide and maintain “Sidewalk Closed Use Other Side” signs at the nearest crosswalk or intersection to each end of the closure. Where the closure occurs at the corner of an intersection, these signs shall be erected on the corners across the street from the closure. “Sidewalk Closed” signs shall be used at the end of the actual sidewalk closure.

(Ord. 26-_____ Sec. 1, 2026)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and
signed in authentication of its passage this 5th day of May, 2026.

Attest:

JASON R. MCSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Item Number: 5.a.12. Date: 5/5/2026 Item Type: Ordinance	Category: Ordinance
	Subject: Ordinance: Adding Section 5.56.395 – Closure of Unpermitted Accesses – to the Kennewick Municipal Code Department: Public Works Ordinance #:	
<u>Recommendation</u> Staff recommends Council adopt the ordinance as presented. <u>Motion for Consideration</u> Motion to adopt the ordinance as presented. <u>Summary</u> The proposed ordinance adds Chapter 5.56.395 to the Kennewick Municipal Code (KMC) to regulate the closure of unpermitted accesses. The City's policy related to this was previously contained in the Kennewick Administrative Code (KAC). As noted at the April 14, 2026, workshop, staff reviewed each of the policies contained in the KAC to determine whether they are out of date, redundant or need to be implemented in the Kennewick Municipal Code. This proposed ordinance regarding closure of unpermitted accesses is a result of that work. Adding this section establishes procedures for identifying, permitting, or closing unpermitted access points to city streets, including notice and appeal processes. <u>Alternatives</u> No alternatives are recommended. <u>Fiscal Impact</u>		
Attachments: 1. Ordinance		

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO PUBLIC WORKS CONSTRUCTION
STANDARDS AND ADDING SECTION 5.56.395 TO THE KENNEWICK
MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Section 5.56.395 of the Kennewick Municipal Code, be, and the same hereby is, added to read as follows:

5.56.395: Closure of Unpermitted Accesses - Closure criteria, permit requirements.

Any unpermitted accesses to the city street system which were in existence on July 1, 2001, shall not require the issuance of a permit and may continue to provide access to the city street system, unless the Director determines that the unpermitted access does not meet minimum acceptable standards of highway safety. The Director may require that a permit be obtained if a significant change occurs in the use, design, or traffic flow of the access or to the city street to which it provides access. If a permit is not obtained, the Director may initiate action to close the unpermitted access point. Any unpermitted access opened subsequent to July 1, 2001, is subject to closure. The notification process is as follows:

- (1) Notification. The Director shall serve notice upon the property owner of an access to a city street that is found to be unpermitted. This notice shall clearly describe the street access violation and shall establish a thirty-day time limit for either applying for a access permit or requesting an adjudicative proceeding pursuant to KMC 4-04. The sole issue to be determined at the adjudicative proceeding is whether a permit should be required. The notice will further advise the property owner that failure to act in either of the prescribed ways within the time period will result in closure of the unpermitted access.
- (2) Permit application. If a permit application is filed within the thirty days, and the application is denied, the Director shall notify the property owner of the denial. The property owner may then proceed with the permit application process set forth in Chapter 4.12 KMC or request an adjudicative proceeding pursuant to Chapter 4.04 KMC within ten days. Failure to act in either of those prescribed ways within the time period set forth in the rules will result in Director closure of the unpermitted access. If the location and design of the access in the permit application are acceptable to the Director, the existing access may continue to be used for a specified period of time or until the access specified in the permit application is constructed.

- (3) Approval conditions. Modifications, relocation, or closure of unpermitted accesses may be required by the Director as a requirement of permit approval, subject to the adjudicative proceeding provisions of Chapter 4.04 KMC.

(Ord. 26-_____ Sec. 1, 2026)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and signed in authentication of its passage this 5th day of May, 2026.

Attest:

JASON R. MCSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Item Number: 5.a.13. Date: 5/5/2026 Item Type: Ordinance Subject: Ordinance: Adding Section 5.56.400 – Driveway Corner Clearance – to the Kennewick Municipal Code Department: Public Works Ordinance #:	Category: Ordinance
		
<u>Recommendation</u> Staff recommends Council adopt the ordinance as presented. <u>Motion for Consideration</u> Motion to adopt the ordinance as presented. <u>Summary</u> The proposed ordinance adds Chapter 5.56.400 to the Kennewick Municipal Code (KMC) regulating driveway corner clearance. The City's policy related to this was previously contained in the Kennewick Administrative Code (KAC). As noted at the April 14, 2026, workshop, staff reviewed each of the policies contained in the KAC to determine whether they are out of date, redundant or need to be implemented in the KMC. This proposed ordinance regarding driveway corner clearance is a result of that work. Adding this section establishes minimum driveway spacing and access control requirements near intersections to protect traffic operations and safety. <u>Alternatives</u> No alternatives are recommended. <u>Fiscal Impact</u>		
Attachments: 1. Ordinance		

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO PUBLIC WORKS CONSTRUCTION
STANDARDS AND ADDING SECTION 5.56.400 TO THE KENNEWICK
MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1. Section 5.56.400 of the Kennewick Municipal Code, be, and the same hereby is,
added to read as follows:

5.56.400: Driveway Corner Clearance.

All direct access driveways shall be constructed such that the point of tangency of the curb radius return closest to a signalized or stop-sign controlled intersection be at least 100 feet (30.5 m) from the corner right-of-way of the intersecting street (see figure 10). Access driveway(s), if approved by the Traffic Engineer, that are within 350 feet (107 m) of an existing or planned signalized intersection, or the intersection of arterial and/or collector streets, or major traffic generating access (over 1,000 vehicle per day) may require restricted vehicle movements as documented in a traffic impact study and as determined by the Traffic Engineer.

(Ord. 26-_____ Sec. 1, 2026)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and
signed in authentication of its passage this 5th day of May, 2026.

Attest:

JASON R. MCSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Item Number: 5.a.14. Date: 5/5/2026 Item Type: Ordinance	Category: Ordinance
	Subject: Ordinance: Adding Section 13.04.100 – State Highway Access Management - Access Control Classification System and Standards – to the Kennewick Municipal Code Department: Public Works Ordinance #:	
<u>Recommendation</u> Staff recommends Council adopt the ordinance as presented. <u>Motion for Consideration</u> Motion to adopt the ordinance as presented. <u>Summary</u> The proposed ordinance adds Chapter 13.04.100 to the Kennewick Municipal Code (KMC) regulating state highway access management - access control classification system and standards. The City's policy related to this was previously contained in the Kennewick Administrative Code (KAC). As noted at the April 14, 2026, workshop, staff reviewed each of the policies contained in the KAC to determine whether they are out of date, redundant or need to be implemented in the KMC. This proposed ordinance regarding state highway access management - access control classification system and standards is a result of that work. Adding this section adopts WAC 468-52 to establish state standards for highway access classification and spacing/design requirements. The City of Richland has also adopted this section by reference. <u>Alternatives</u> No alternatives are recommended. <u>Fiscal Impact</u>		
Attachments: 1. Ordinance		

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO CLASSIFICATION OF PUBLIC STREETS
AND ADDING SECTION 13.04.100 TO THE KENNEWICK MUNICIPAL
CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1. Section 13.04.100 of the Kennewick Municipal Code, be, and the same hereby is,
added to read as follows:

**13.04.100: STATE HIGHWAY ACCESS MANAGEMENT - ACCESS CONTROL
CLASSIFICATION SYSTEM AND STANDARDS**

The City of Kennewick adopts the following sections of Chapter 468-52 WAC, as now
existing or hereafter amended, by reference:

WAC:

- 468-52-010 Purpose.
- 468-52-020 Definitions.
- 468-52-030 General.
- 468-52-040 Access control classification system and standards.
- 468-52-050 Application of access control classification system standards.
- 468-52-060 Assignment of access control classifications to highway segments.

(Ord. 26-_____ Sec. 1, 2026)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its
passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and
signed in authentication of its passage this 5th day of May, 2026.

Attest:

JASON R. MCSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:

Council Agenda Coversheet	Item Number: 5.a.15. Date: 5/5/2026 Item Type: Ordinance	Category: Ordinance
	Subject: Ordinance: Adding Section 13.04.110 – State Highway Access Permits – Administrative Process – to the Kennewick Municipal Code Department: Public Works Ordinance #:	
<u>Recommendation</u> Staff recommends Council adopt the ordinance as presented. <u>Motion for Consideration</u> Motion to adopt the ordinance as presented. <u>Summary</u> The proposed ordinance adds Chapter 13.040.110 to the Kennewick Municipal Code (KMC) regulating the state highway access permits administrative process. The City's policy related to this was previously contained in the Kennewick Administrative Code (KAC). As noted at the April 14, 2026, workshop, staff reviewed each of the policies contained in the KAC to determine whether they are out of date, redundant or need to be implemented in the KMC. This proposed ordinance regarding the state highway access permits administrative process is a result of that work. Adding this section adopts WAC 468-51 to establish administrative procedures for highway access permitting, review, and enforcement. The City of Richland has also adopted this section by reference. <u>Alternatives</u> No alternatives are recommended. <u>Fiscal Impact</u>		
Attachments: 1. Ordinance		

CITY OF KENNEWICK
ORDINANCE NO. 26-_____

AN ORDINANCE RELATING TO CLASSIFICATION OF PUBLIC STREETS
AND ADDING SECTION 13.04.110 TO THE KENNEWICK MUNICIPAL
CODE

THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1. Section 13.04.110 of the Kennewick Municipal Code, be, and the same hereby is,
added to read as follows:

13.04.110: STATE HIGHWAY ACCESS PERMITS - ADMINISTRATIVE PROCESS

The City of Kennewick adopts the following sections of Chapter 468-51 WAC, except for
WAC 468-51-070, as now existing or hereafter amended, by reference:

WAC:

- 468-51-010 Purpose.
- 468-51-020 Definitions.
- 468-51-030 General provisions.
- 468-51-040 Connection categories.
- 468-51-050 Conceptual review.
- 468-51-060 Application requirements and procedures.
- 468-51-070 Fees and surety bond.
- 468-51-080 Application submittal, review, conditions.
- 468-51-090 Construction requirements.
- 468-51-100 Nonconforming connection permits.
- 468-51-110 Changes in property site use.
- 468-51-120 Permit modification, revocation, closure of permitted connections.
- 468-51-130 Closure of unpermitted connections.
- 468-51-140 Department construction projects.
- 468-51-150 Adjudicative proceedings.

(Ord. 26-_____ Sec. 1, 2026)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its
passage, approval and publication as required by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, and
signed in authentication of its passage this 5th day of May, 2026.

Attest:

JASON R. MCSHANE, Mayor

KRYSTAL JOHNSTON,
City Clerk

Approved as to Form:

LAURENCIO SANGUINO,
City Attorney

DATE OF PUBLICATION:

ORDINANCE EFFECTIVE DATE:
