City Council
Meeting Schedule
August 2017

August 1, 2017
Tuesday, 6:30 p.m. — REGULAR COUNCIL MEETING

NATIONAL NIGHT OUT – Southridge Sports & Events Complex, 2901 Southridge Blvd, 5:00 p.m.-7:30 p.m.

August 8, 2017
Tuesday, 6:30 p.m. — WORKSHOP MEETING

1. Three Rivers Campus Expansion & Improvements
2. Express Permit Program Update
3. EXECUTIVE SESSION (RCW 42.30.110(1)(g)
   Collective Bargaining Contract (10 minutes)

August 15, 2017
Tuesday, 6:30 p.m. — REGULAR COUNCIL MEETING

August 22, 2017
Tuesday, 6:30 p.m. — WORKSHOP MEETING

1. Ben Franklin Transit Annual Report
2. Parks & Recreation Update
3. Alarm Licensing
4. EXECUTIVE SESSION (RCW 42.30.110(1)(i))
   Potential Litigation (20 minutes)

August 29, 2017
Tuesday, 6:30 p.m. — NO MEETING

To assure disabled persons the opportunity to participate in or benefit from City services, please provide twenty-four (24) hour advance notice for additional arrangements to reasonably accommodate special needs.

Please be advised that all Kennewick City Council Meetings are Audio Taped.

Council Workshop Coversheet

KENNEWICK WASHINGTON

Agenda Item Number	1.	Meeting Date	08/22/2017
Agenda Item Type	Presentation		
Subject	Ben Franklin Transit (BFT) 2016 Annual Report		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	City Manager		

Info Only	✘
Policy Review	☐
Policy DevMnt	☐
Other	☐

Summary

Gloria Boyce, General Manager with Ben Franklin Transit will present their 2016 Annual Report. She will also provide a brief overview of the service changes coming in September and how it affects Kennewick.

Through	Terri Wright Aug 17, 09:59:42 GMT-0700 2017
Dept Head Approval	
City Mgr Approval	Marie Mosley Aug 17, 10:11:29 GMT-0700 2017

Attachments: BFT Presentation

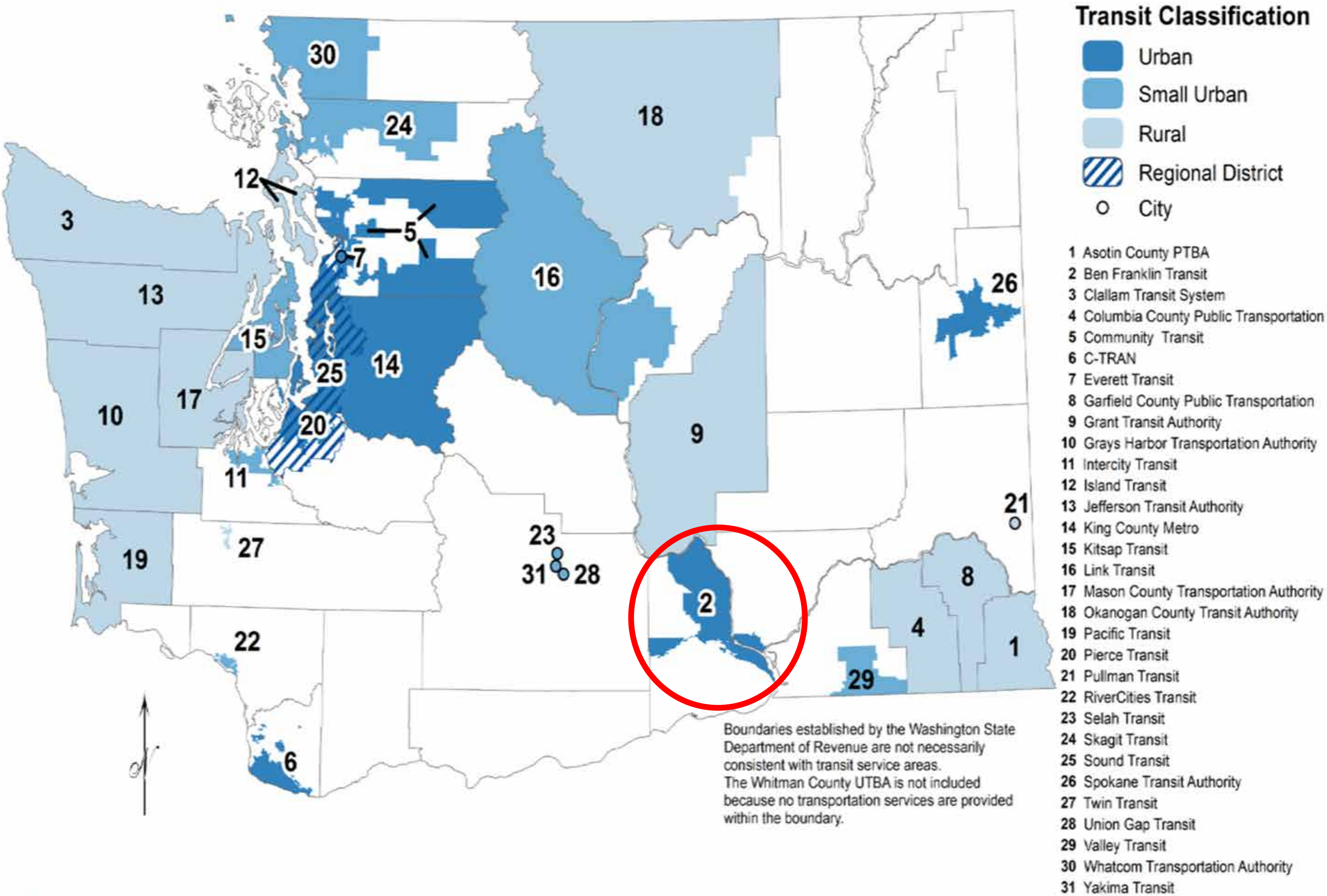
Council Workshop

August 22, 2017

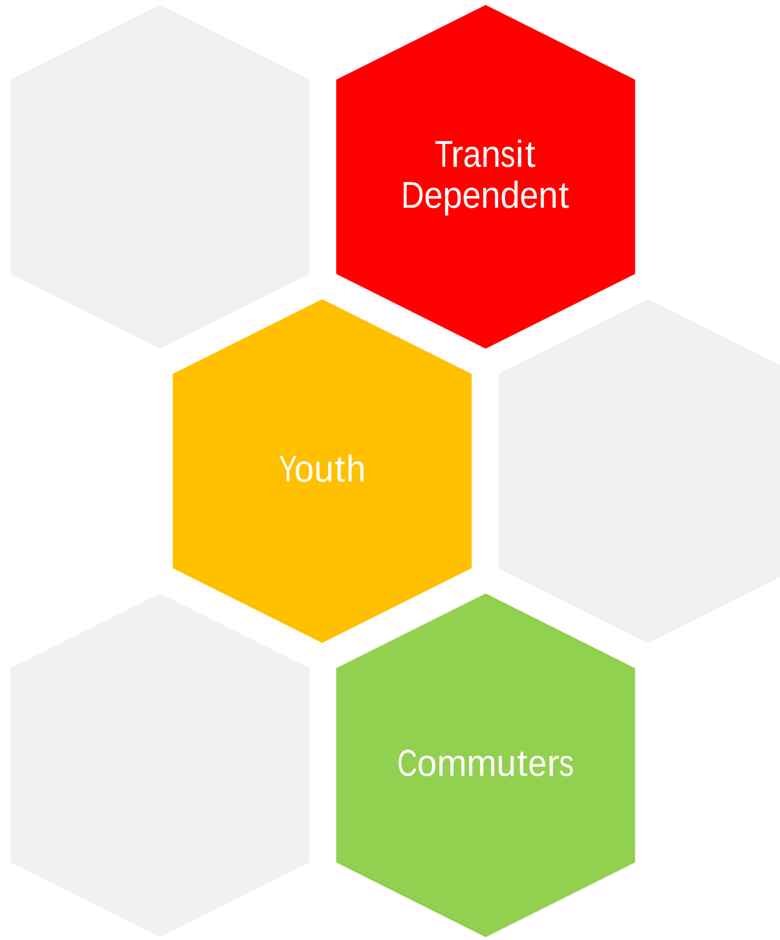
Ben Franklin Transit

Providing transportation services that exceed customer expectations and promote livable communities and sustainable development

Washington State's Public Transit Authorities



Customers



Services

Facts

616
square mile
service area

9,023,504
Total System Miles Driven in 2016

533
Total Vehicles

289
Employees

3.6 Million
2016 Total Boardings

Partnering with Ben Franklin Transit

Employers

Tyson

ch2m

U.S. DEPARTMENT OF ENERGY

AREVA

ENERGY NORTHWEST

Pacific Northwest NATIONAL LABORATORY

Trios™ Health

washington river protection solutions

MSA
MISSION SUPPORT ALLIANCE

LOURDES HEALTH

BECHTEL

KADLEC REGIONAL MEDICAL CENTER

ConAgra Foods
Food you love

Social Services

ALSC Alliance for a Livable & Sustainable Community

The Arc Tri-Cities

the YMCA FOR YOUTH DEVELOPMENT® FOR HEALTHY LIVING FOR SOCIAL RESPONSIBILITY

BOYS & GIRLS CLUBS OF BENTON AND FRANKLIN COUNTIES

Human Services Coalition

WorkSource Columbia Basin

Local Agencies

Richland Washington

Kennewick Washington

City of Pasco

Benton City

City of West Richland

Tri-City Regional Chamber of Commerce

TRIDEC Tri-City Development Council

Benton-Franklin Council of Governments

Prosser, WA
Birthplace of the Washington Wine Industry

Port of Benton

Visit Tri-Cities Washington

Port of Kennewick

Port of Pasco
Economic Development and Transportation

School & Youth

Transit
BEN FRANKLIN TRANSIT

About Public Transportation

Economic Impact

- **$1** invested in public transportation = **$4** in returns
- **$10 million** invested = more than **500** jobs
- **$10 million** in capital investment = **$32 million** in increased business sales
- Residential property values = **42 percent** better values when located near public transportation

Source: APTA

Conserve & Sustain

- Saved **865 million** hours in travel time and **450 million** gallons of fuel in **498** urban areas
- Without public transportation, congestion costs would have risen by nearly **$21 billion**
- Can save an average of **$9,823** a year by downsizing to one car
- Public transportation in US reduces nation's carbon emissions by **37 million** metric tons annually
- One person switching their 20-mile commute to public transit can reduce carbon emissions by more than **4,800** pounds and can reduce a household's carbon emissions by **10 percent**

Source: APTA

BFT Priorities

- Community Needs
- Increased and Enhanced Service
- Modernized Facilities & Fleet
- Enhanced Technology
- Improved Amenities
- Focus on Partnership & Collaboration

Transit
BEN FRANKLIN TRANSIT

Comprehensive Service Change

Service Change Facts

6-8

Monday - Friday

7-7

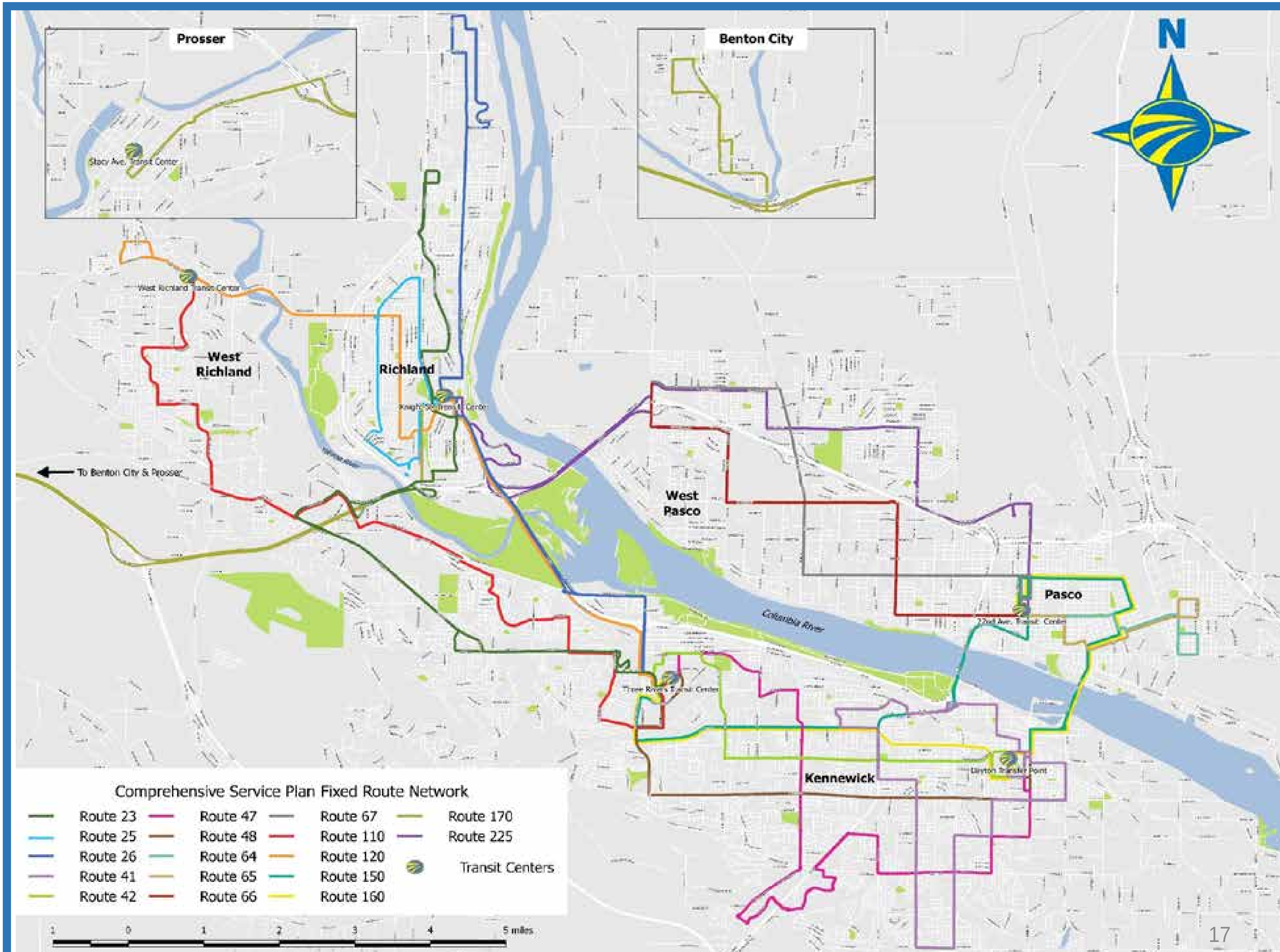
Saturday

A ⟷ B

NIGHT SERVICE

Complimentary Fixed Route Service

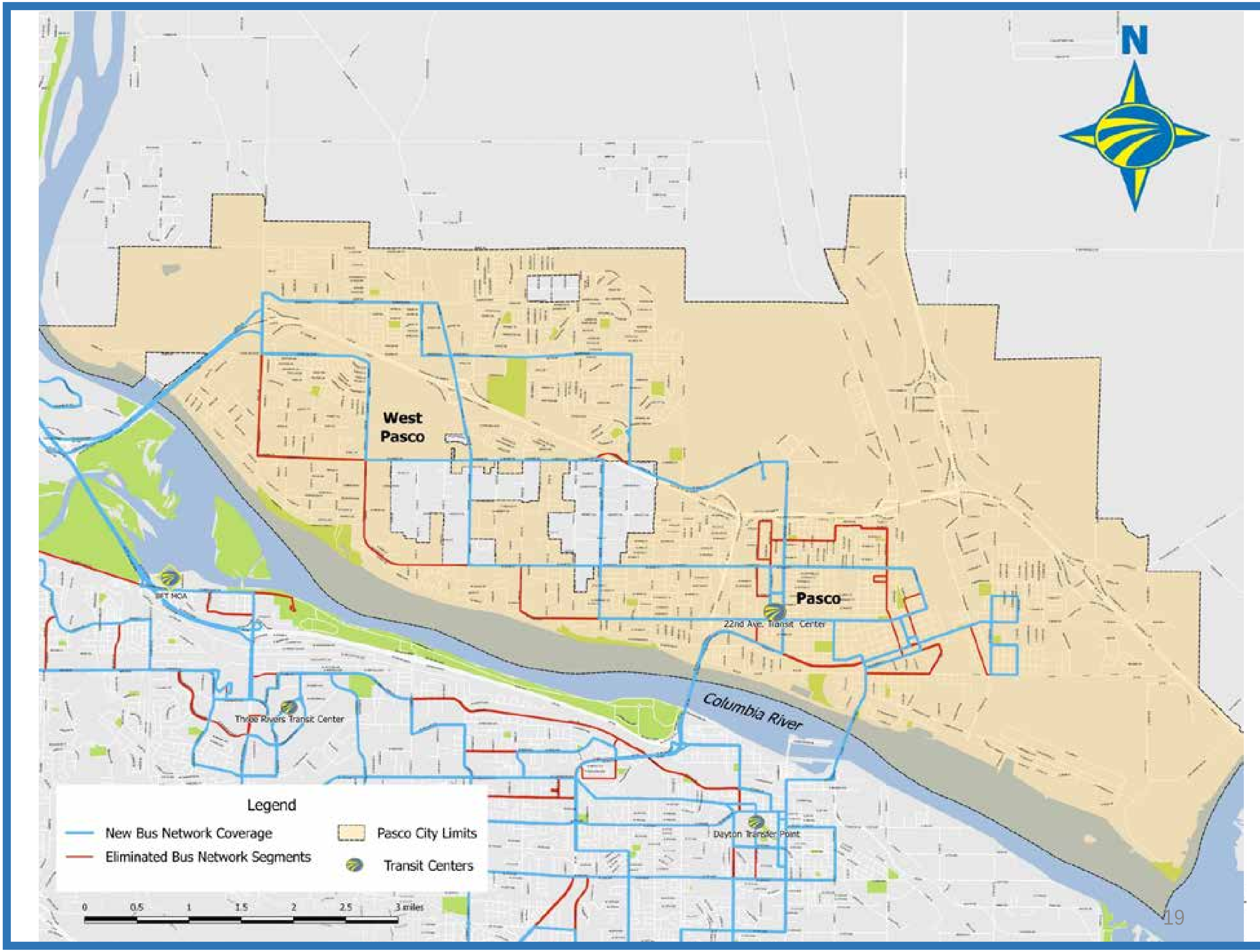
September 18-23, 2017


Prosser
Stacy Ave. Transit Center
Benton City
N
West Richland Transit Center
West Richland
Richland
Knight St. Transit Center
To Benton City & Prosser
West Pasco
Pasco
22nd Ave. Transit Center
Columbia River
Three Rivers Transit Center
Kennewick
Dayton Transfer Point
Comprehensive Service Plan Fixed Route Network
Route 23
Route 25
Route 26
Route 41
Route 42
Route 47
Route 48
Route 64
Route 65
Route 66
Route 67
Route 110
Route 120
Route 150
Route 160
Route 170
Route 225
Transit Centers
1 0 1 2 3 4 5 miles

Questions?

Connecting Our Community!

Transit
BEN FRANKLIN TRANSIT


N
West Pasco
Pasco
22nd Ave. Transit Center
Three Rivers Transit Center
Dayton Transfer Point
Columbia River
Legend
New Bus Network Coverage
Eliminated Bus Network Segments
Pasco City Limits
Transit Centers
0
0.5
1
1.5
2
2.5
3 miles

	23 Fixed Routes	DAR	Demand Response	Vanpool	Taxi	Combined Total
Annual Boardings	2,419,818	308,165	72,042	709,319	122,942	**3,632,286**
Annual Revenue Hours	132,957	113,388	12,296	77,653	31,306	**367,600**
Revenue Miles	2,161,030	1,849,758	213,755	3,516,347	701,899	**8,442,789**
Vehicles Operated in Maximum Service	46	70	33	261	21	**431**
Vehicles Available	54	86	36	336	21	**533**

Benton County Routes

Kennewick	
Current Routes	Proposed Routes
39K	23
39H	26
41	41
42	42
47	47
48	48
50	110
110	120
120	150
160	160
815	

West Richland	
Current Routes	Proposed Routes
110	110
120	120

Benton City	
Current Routes	Proposed Routes
170	170

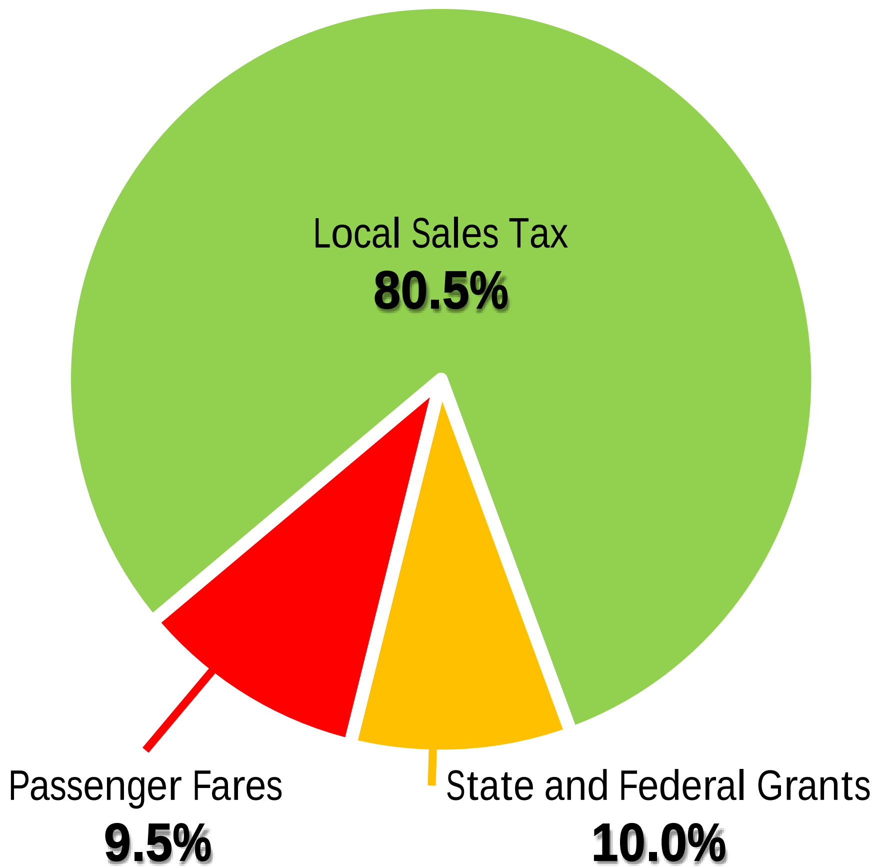
Prosser	
Current Routes	Proposed Routes
170	170

Richland	
Current Routes	Proposed Routes
23	23
25	25
26	26
27	110
39K	120
39H	170
110	225
120	
170	
225	

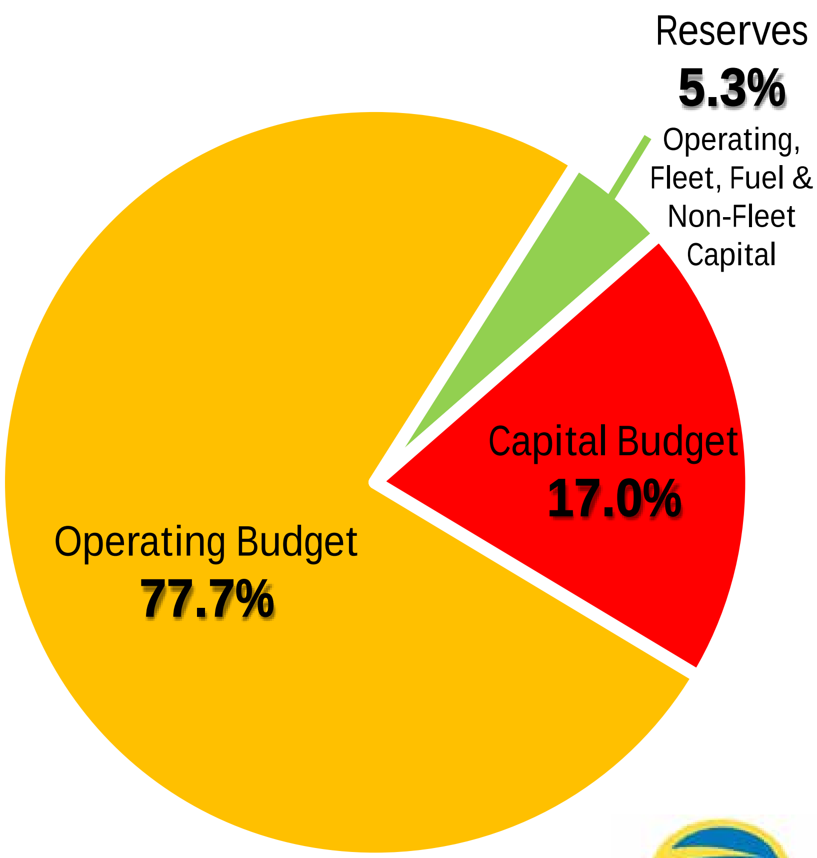
Transit
BEN FRANKLIN TRANSIT

Facts

Annual Revenues 2016: $ 40.8m

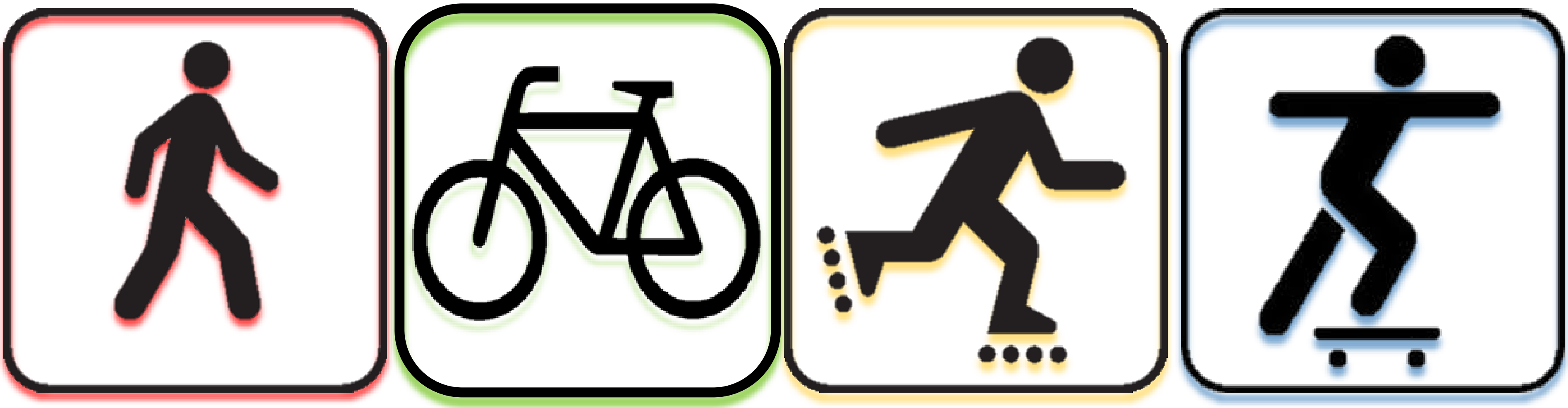


2016 Annual Expenditures: $38.6m



Facts

First & Last Mile

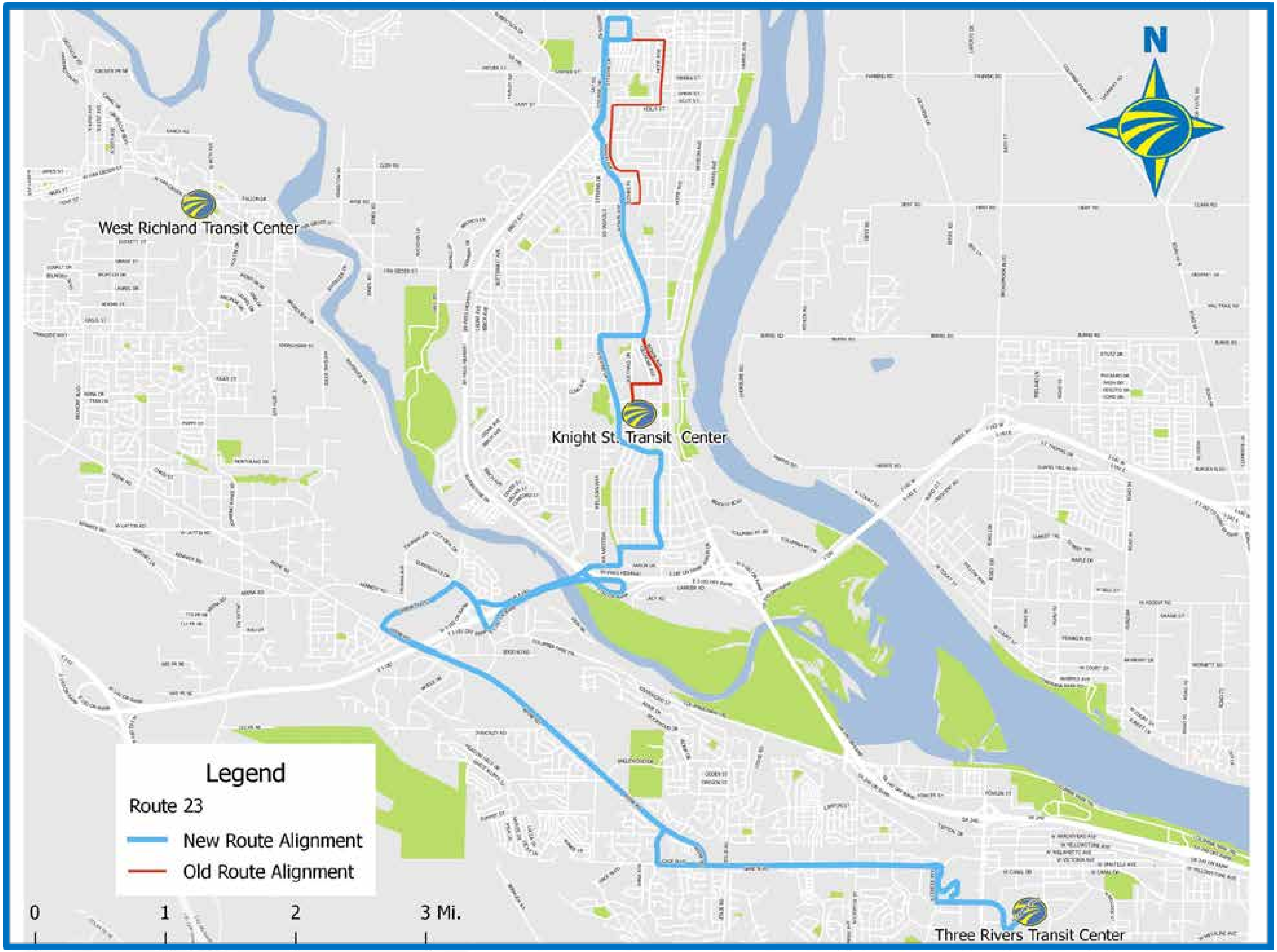


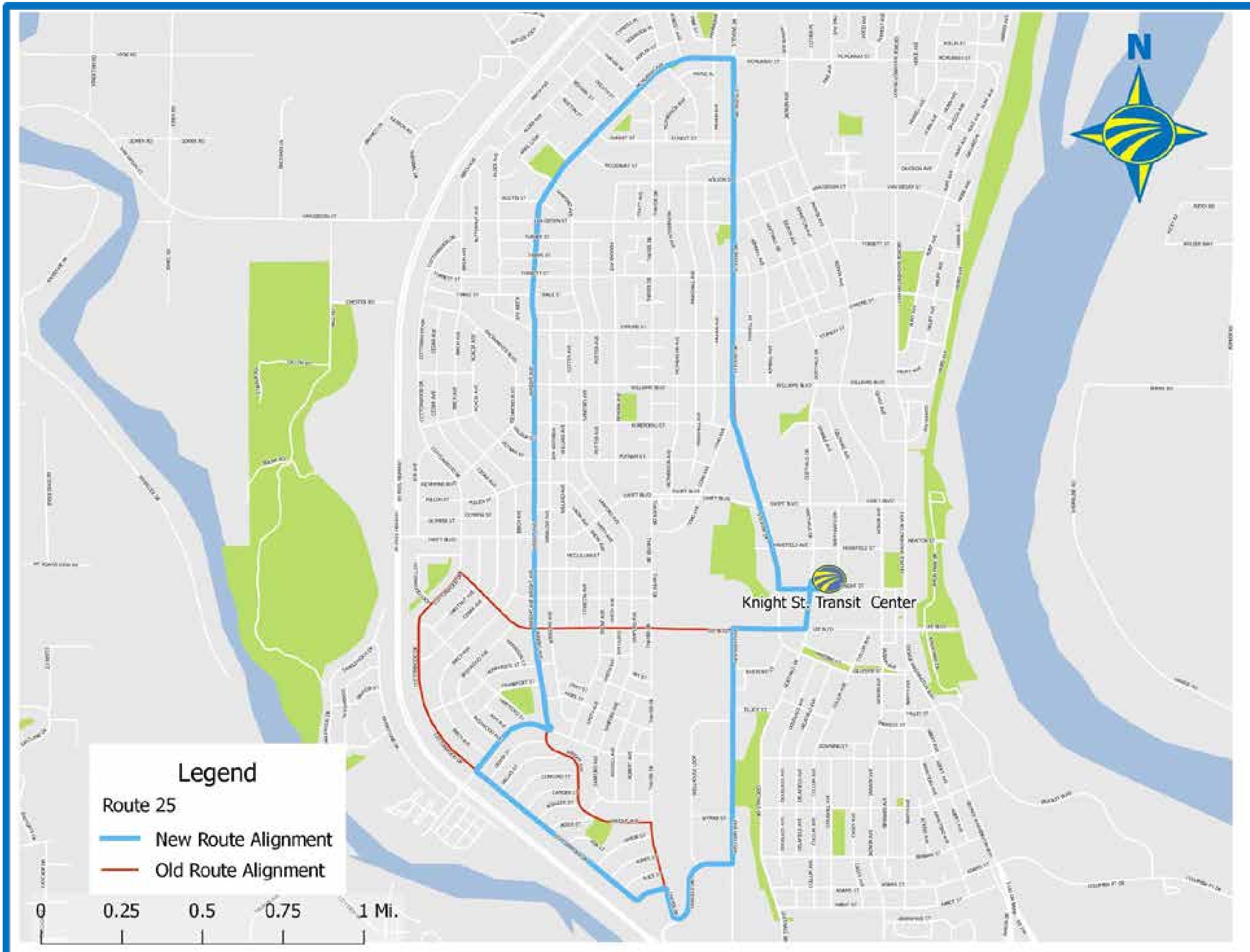
Multi-mode Transportation

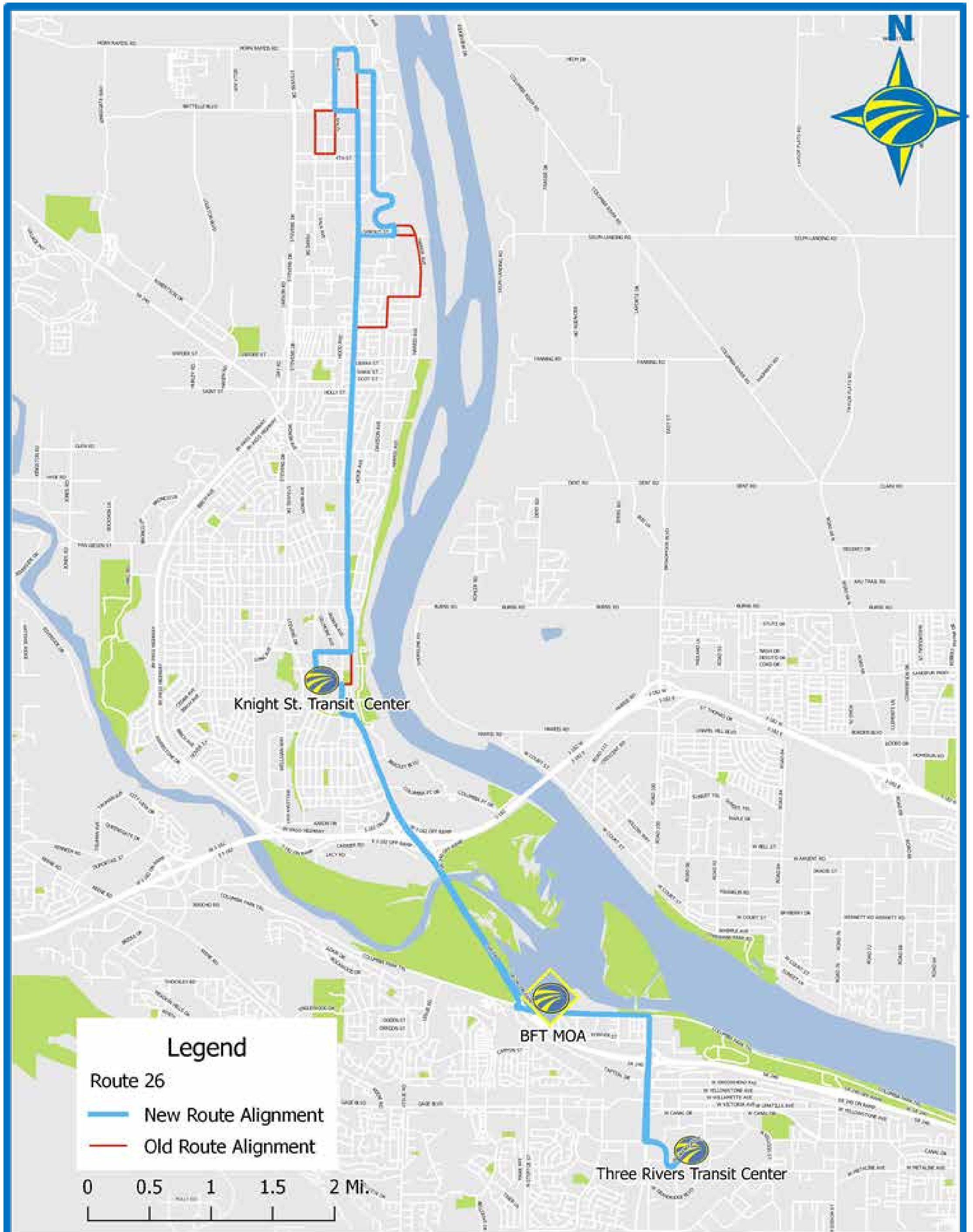
Impact Type	Employment	Labor Income ($M)	Value Added ($M)	Output ($M)
Direct Effect	**305.00**	**20.99**	**21.01**	**31.44**
Transit Operations & Maintenance	303.00	20.90	20.90	31.23
Transit Capital Investment	2.00	0.09	0.11	0.21
Indirect (Supplier) Effect	**123.00**	**4.42**	**5.62**	**12.89**
Driven by Operations & Maintenance	122.00	4.41	5.60	12.86
Driven by Capital Investment	0.00	0.01	0.02	0.03
Induced (Income Respending) Effect	**111.00**	**4.40**	**8.34**	**14.18**
Driven by Operations & Maintenance	111.00	4.39	8.31	14.13
Driven by Capital Investment	0.00	0.02	0.03	0.05
Total Effect	**538.00**	**29.81**	**34.97**	**58.52**
Driven by Operations & Maintenance	536.00	29.70	34.81	58.22
Driven by Capital Investment	2.00	0.11	0.16	0.30

Partners

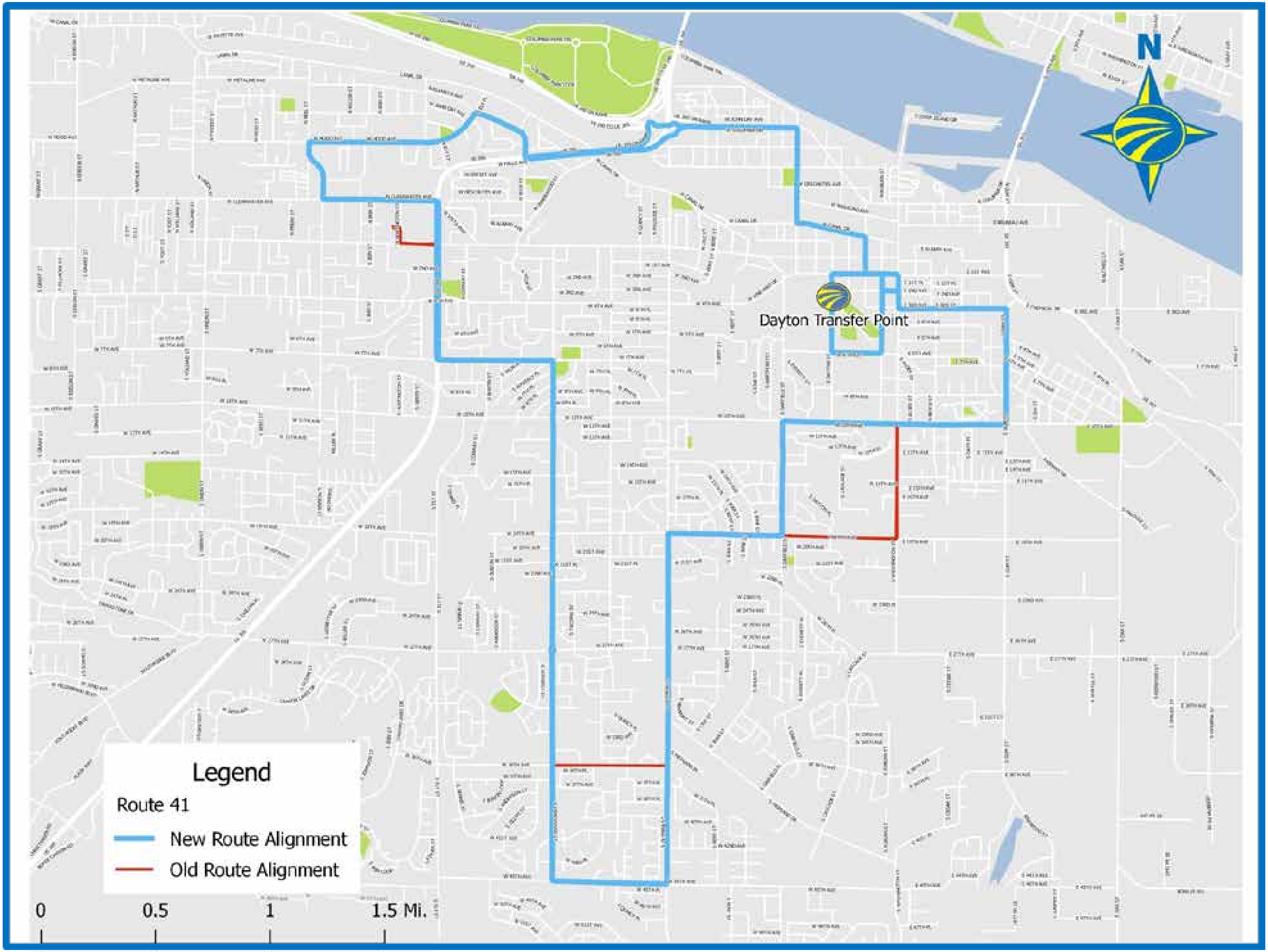
- Youth Programs
- Schools
- Non-Profits & Social Services
- Employers
- Economic Development Agencies
- Local/County/State Governments

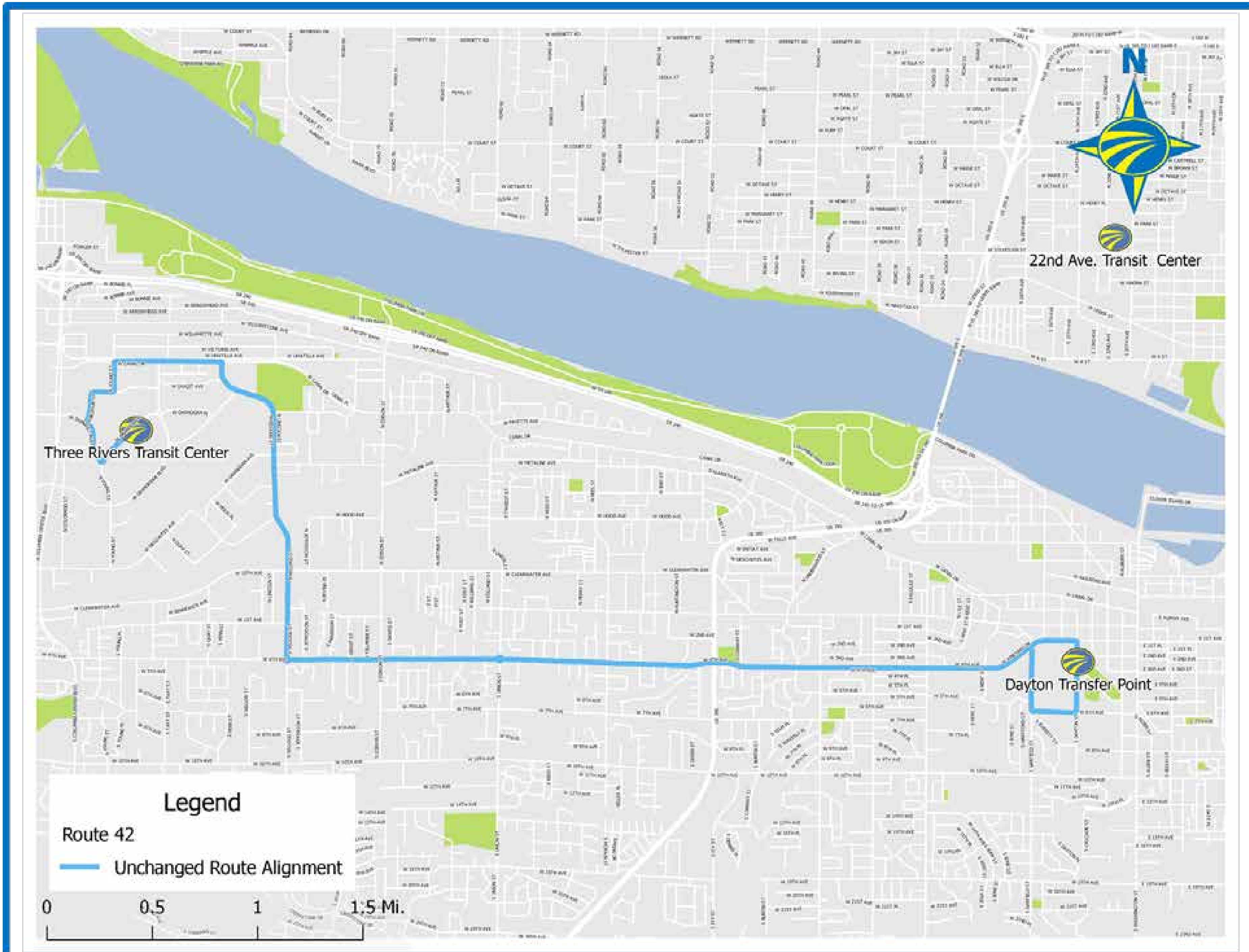

N
West Richland Transit Center
Knight St. Transit Center
Three Rivers Transit Center
Legend
Route 23
New Route Alignment
Old Route Alignment
0
1
2
3 Mi.


N
Knight St. Transit Center
Legend
Route 25
New Route Alignment
Old Route Alignment
0
0.25
0.5
0.75
1 Mi.

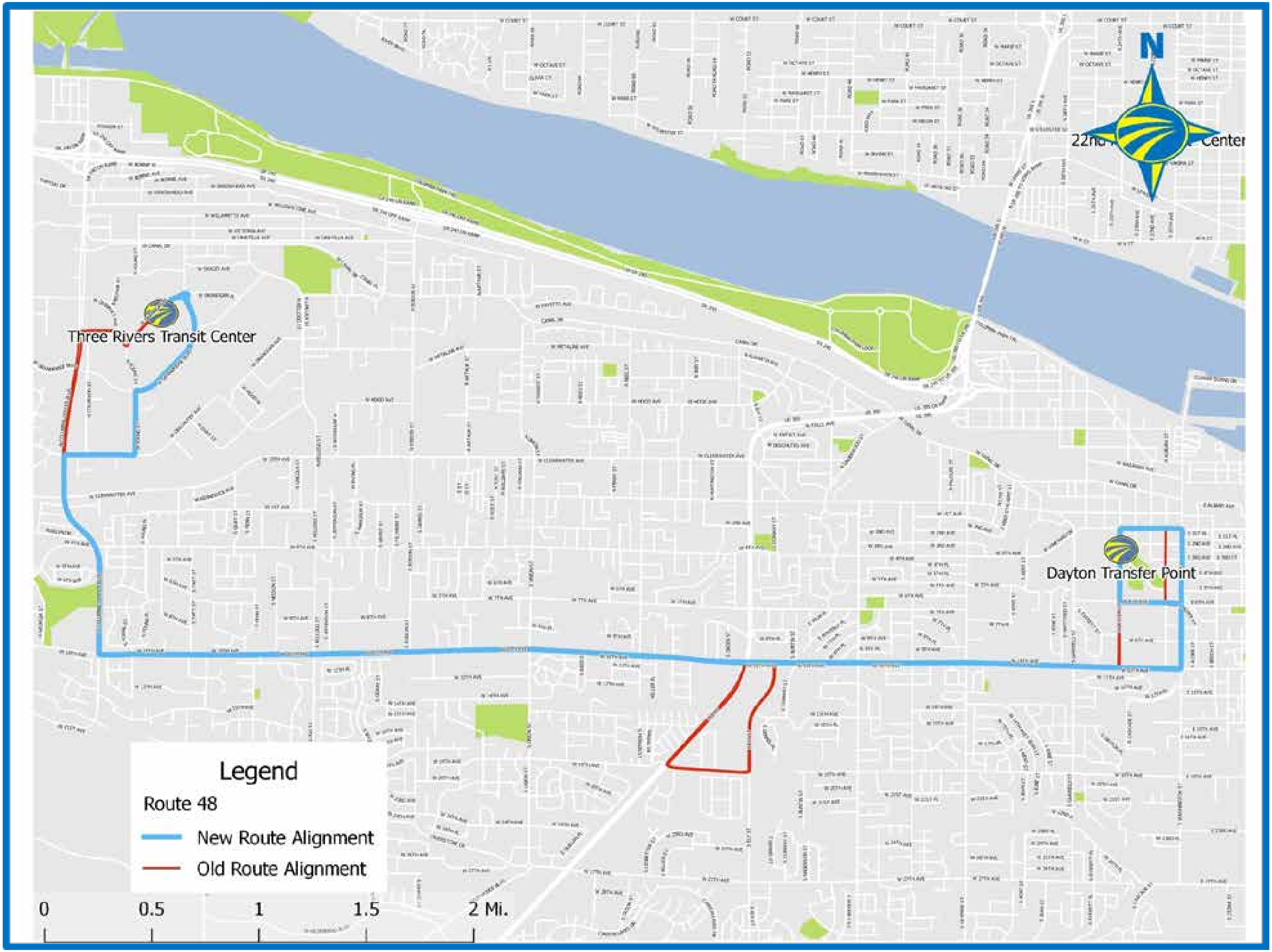


Transit
BEN FRANKLIN TRANSIT

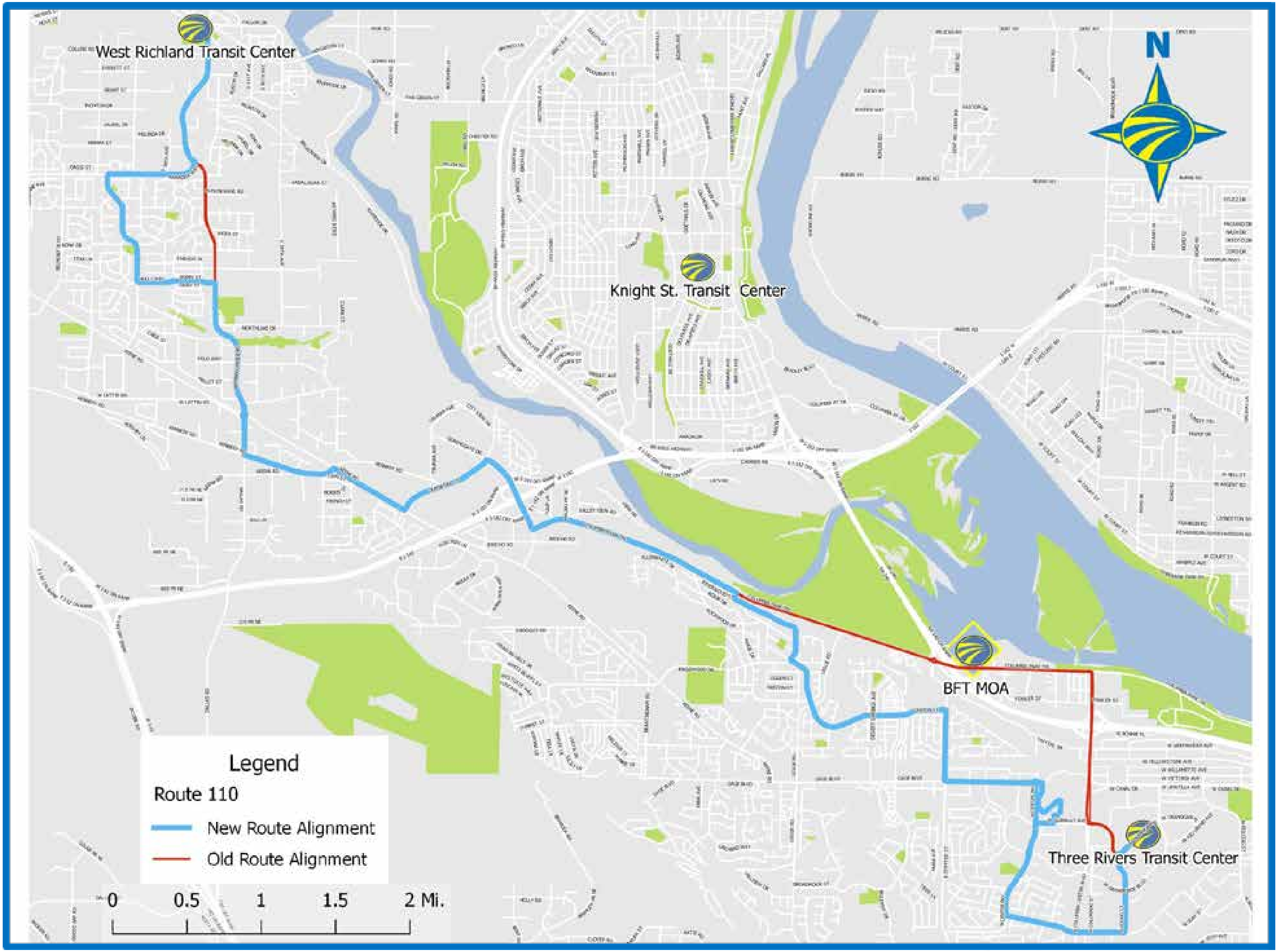

N
Dayton Transfer Point
Legend
Route 41
New Route Alignment
Old Route Alignment
0
0.5
1
1.5 Mi.

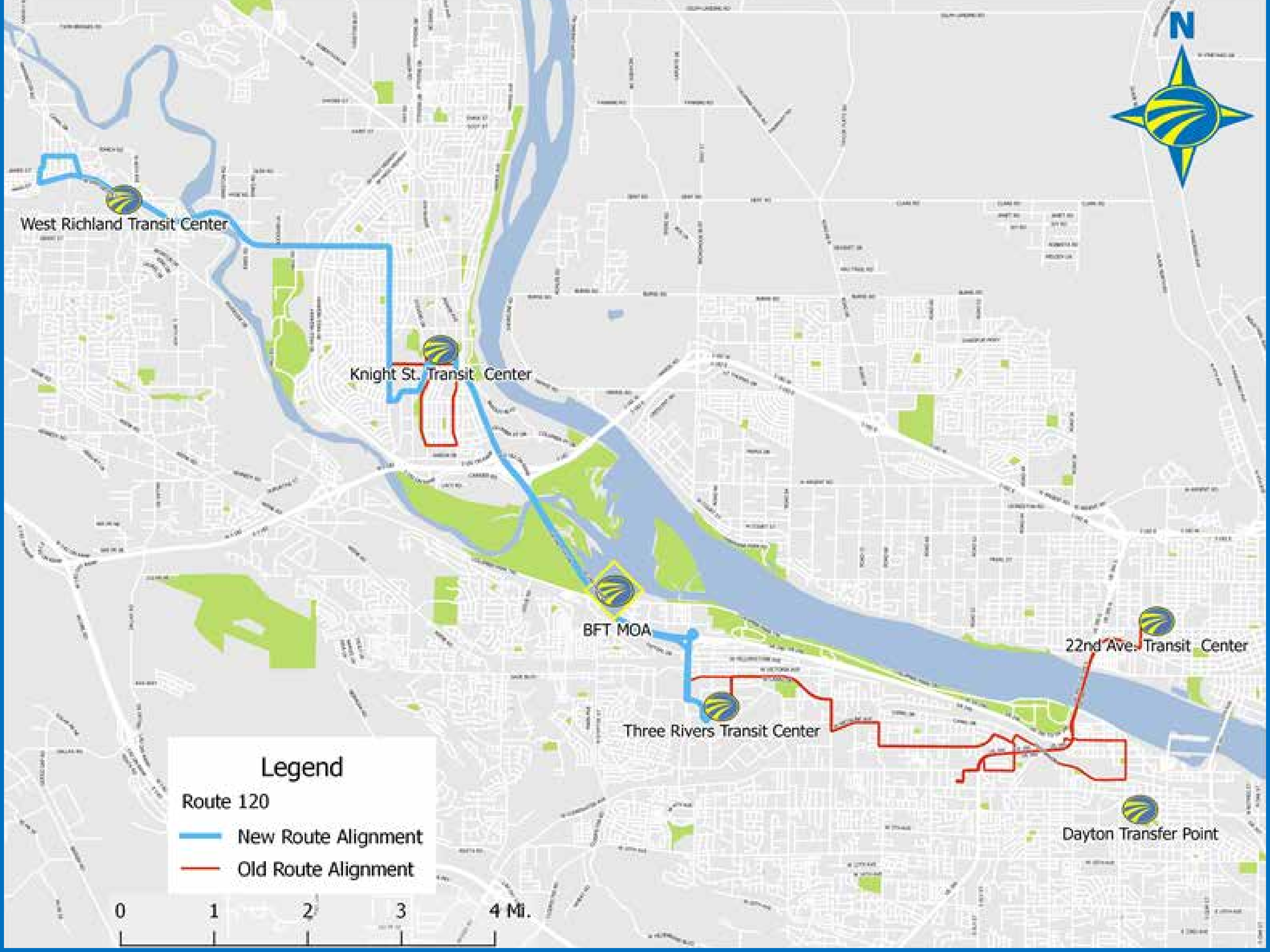

N
22nd Ave. Transit Center
Three Rivers Transit Center
Dayton Transfer Point
Legend
Route 42
Unchanged Route Alignment
0
0.5
1
1.5 Mi.

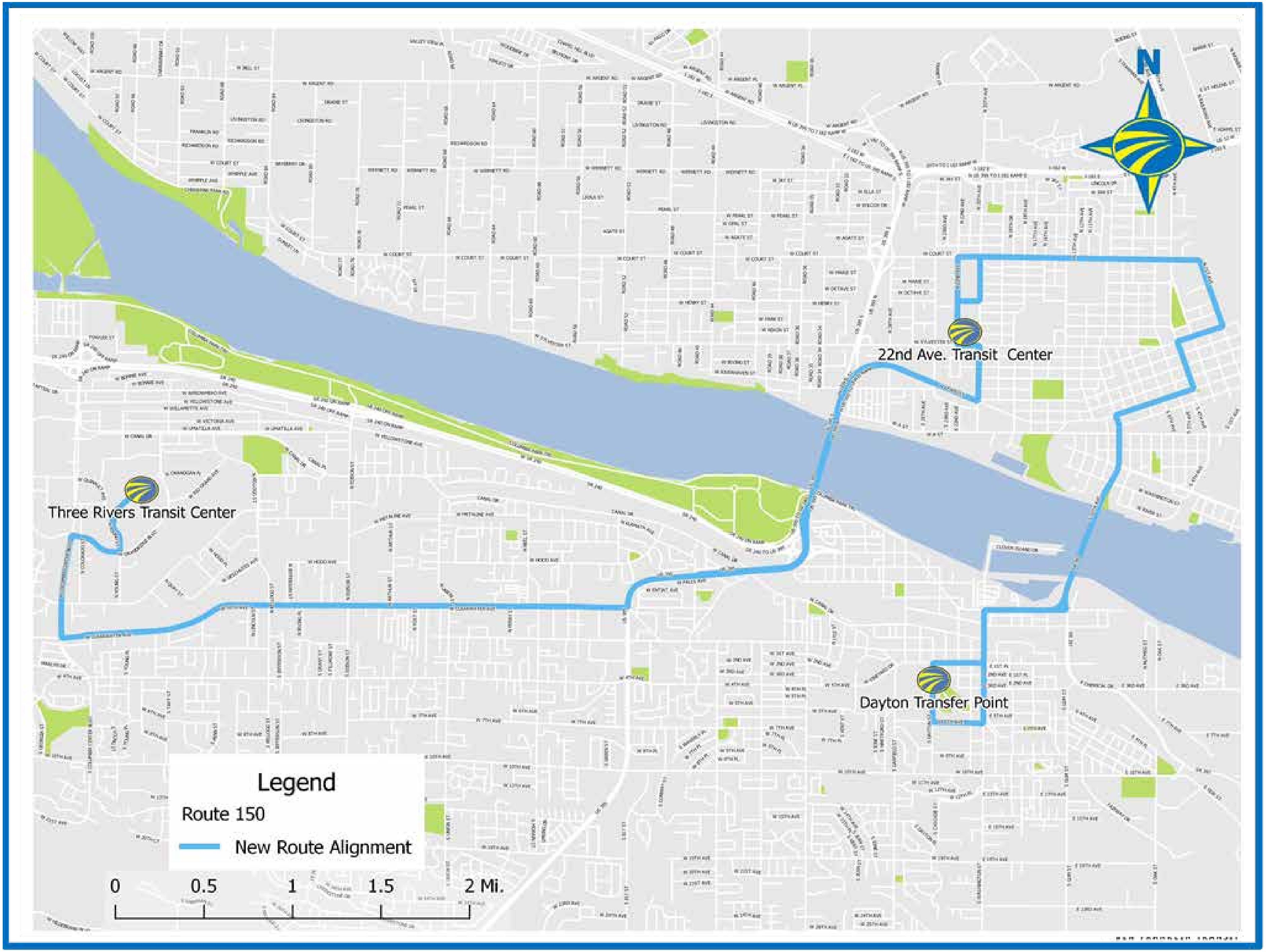

N
Three Rivers Transit Center
Dayton Transfer Point
Legend
Route 47
New Route Alignment
Old Route Alignment
0
0.5
1
1.5
2 Mi.



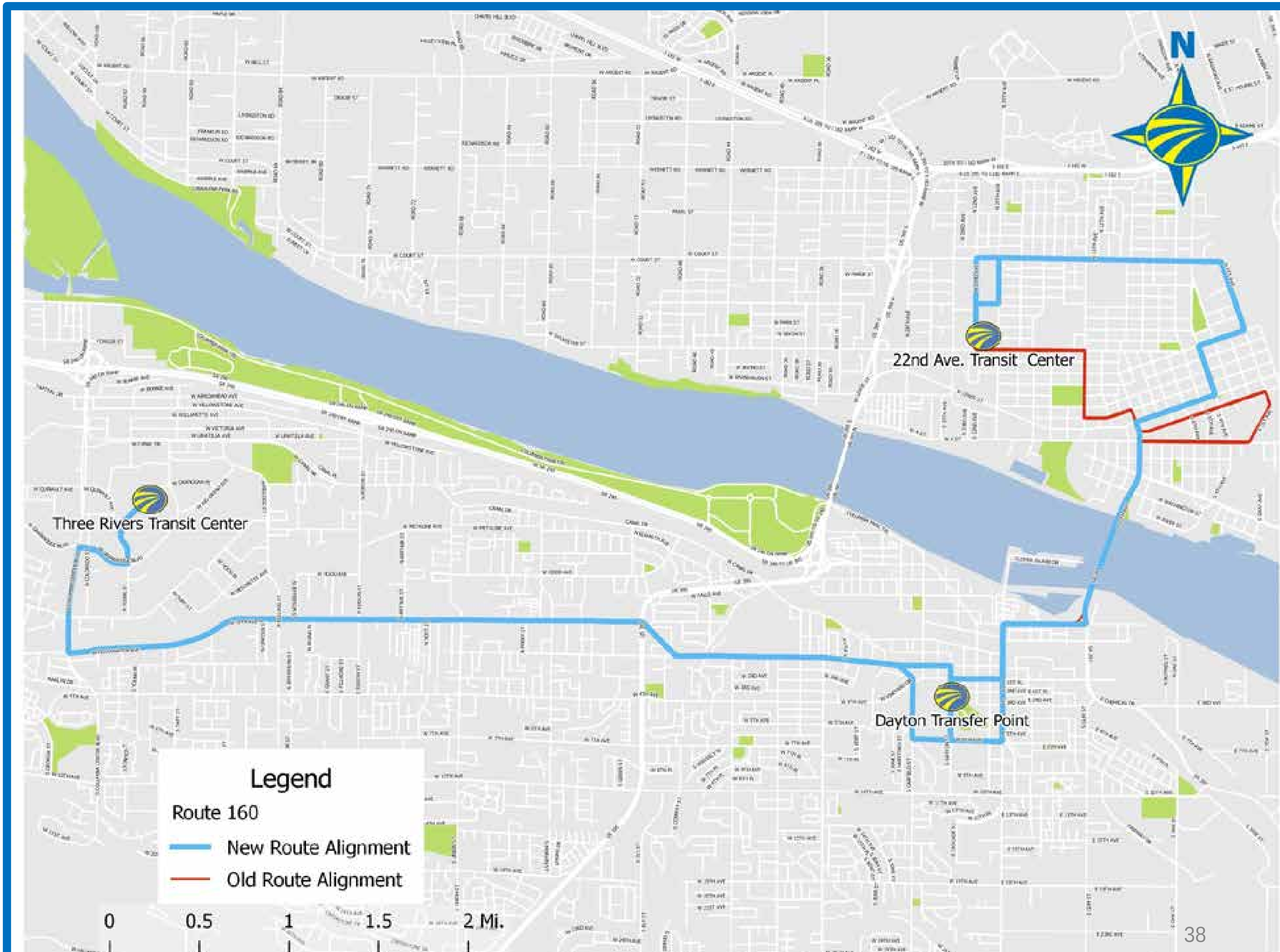
N
22nd Center
Three Rivers Transit Center
Dayton Transfer Point
Legend
Route 48
New Route Alignment
Old Route Alignment
0
0.5
1
1.5
2 Mi.

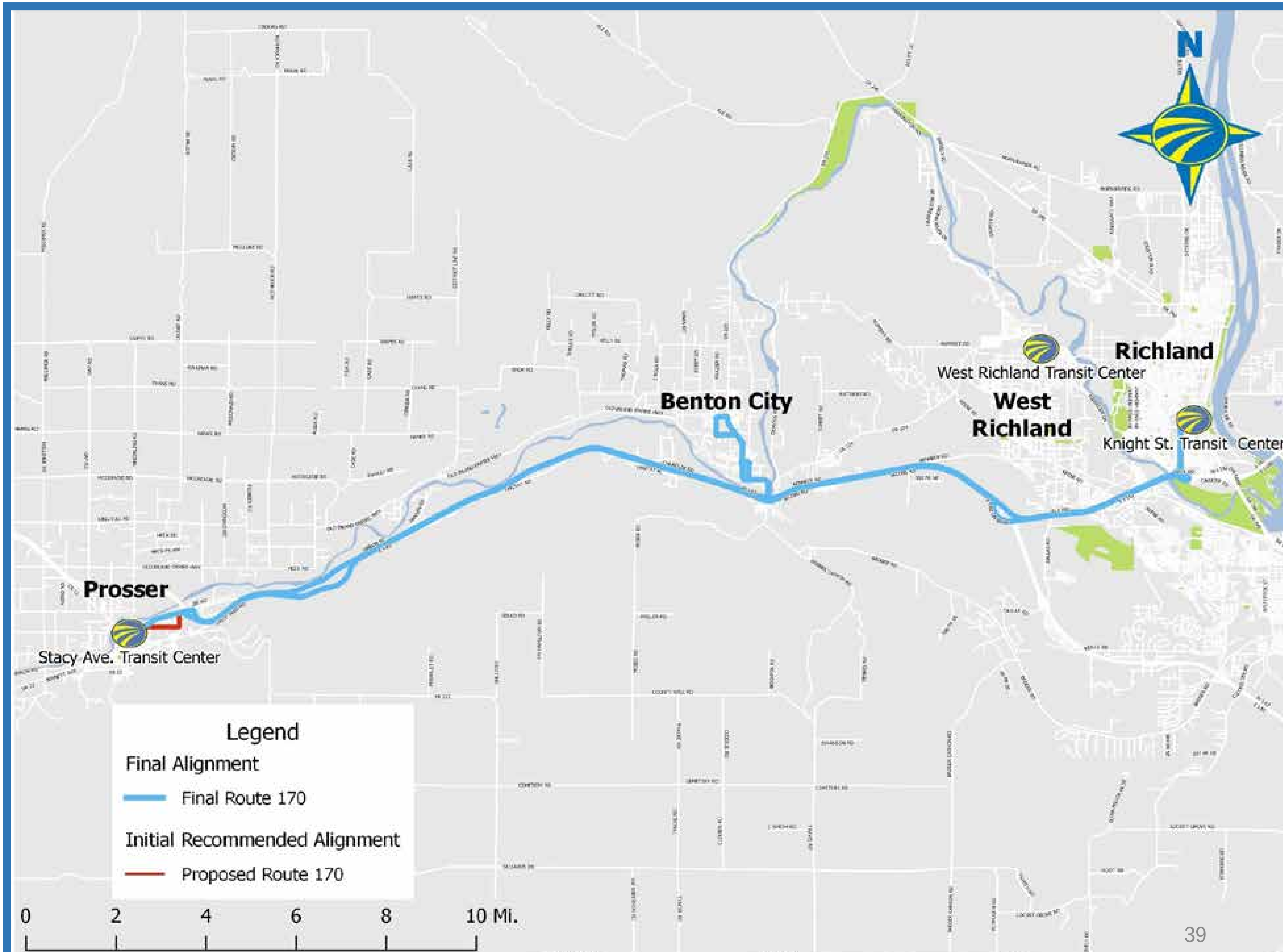

West Richland Transit Center
Knight St. Transit Center
BFT MOA
Three Rivers Transit Center
N
Legend
Route 110
New Route Alignment
Old Route Alignment
0
0.5
1
1.5
2 Mi.

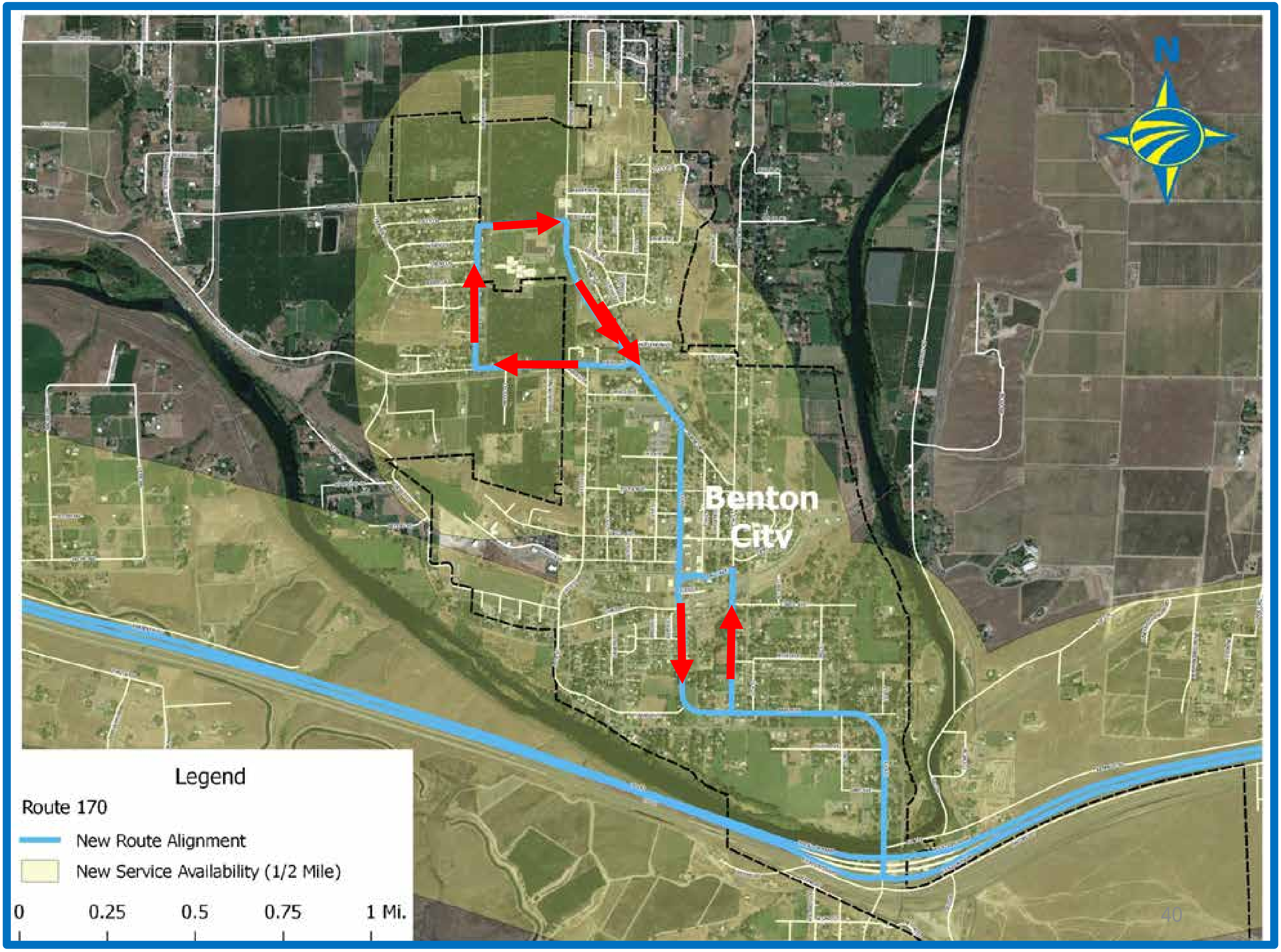

N
West Richland Transit Center
Knight St. Transit Center
BFT MOA
Three Rivers Transit Center
22nd Ave. Transit Center
Dayton Transfer Point
Legend
Route 120
New Route Alignment
Old Route Alignment
0
1
2
3
4 Mi.

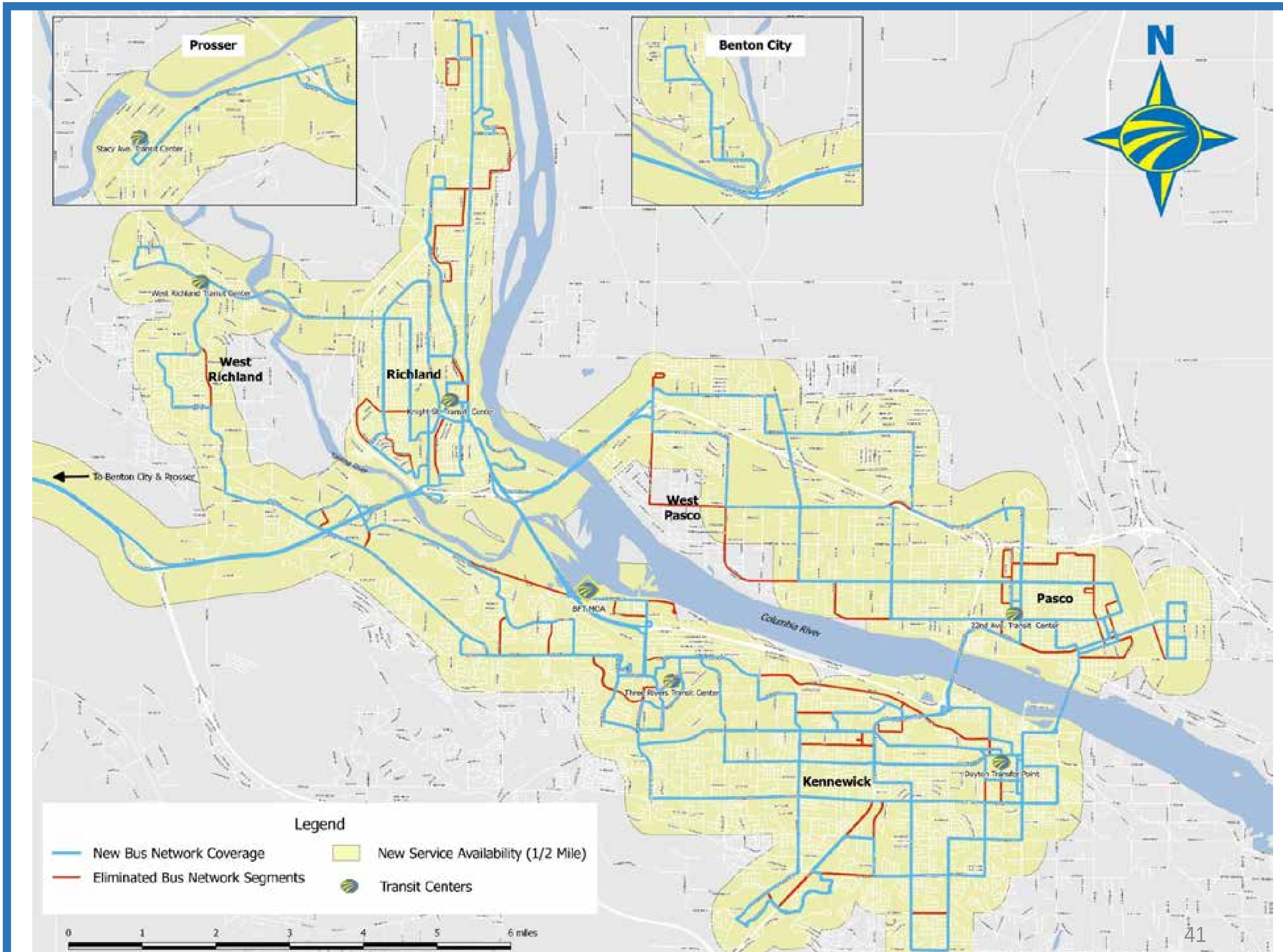


N
22nd Ave. Transit Center
Three Rivers Transit Center
Dayton Transfer Point
Legend
Route 150
New Route Alignment
0
0.5
1
1.5
2 Mi.


N
22nd Ave. Transit Center
Three Rivers Transit Center
Dayton Transfer Point
Legend
Route 160
New Route Alignment
Old Route Alignment
0
0.5
1
1.5
2 Mi.


N
Richland
West Richland Transit Center
West Richland
Knight St. Transit Center
Benton City
Prosser
Stacy Ave. Transit Center
Legend
Final Alignment
Final Route 170
Initial Recommended Alignment
Proposed Route 170
0
2
4
6
8
10 Mi.


Benton City
N
Legend
Route 170
New Route Alignment
New Service Availability (1/2 Mile)
0
0.25
0.5
0.75
1 Mi.


Prosser
Stacy Ave. Transit Center
Benton City
N
West Richland Transit Center
West Richland
Richland
Knight St. Transit Center
To Benton City & Prosser
West Pasco
Pasco
BFT MOA
22nd Ave. Transit Center
Columbia River
Three Rivers Transit Center
Dayton Transfer Point
Kennewick
Legend
New Bus Network Coverage
Eliminated Bus Network Segments
New Service Availability (1/2 Mile)
Transit Centers
0
1
2
3
4
5
6 miles

Council Workshop Coversheet

Agenda Item Number	2.	Meeting Date	08/22/2017
Agenda Item Type	Reports/Plans		
Subject	Parks and Recreation Update		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Employee & Community Relations		

Info Only	☒
Policy Review	☐
Policy DevMnt	☐
Other	☐

Summary

Staff will provide an update on the Playground of Dreams/Parks, Facilities, Events, and recreation programs. There continues to be an increase in events and programs as facilities and offerings expand. This presentation will show the increase from 2011 (before Southridge) to 2017 in community events, tournaments and infrastructure as well as the progress on the Playground of Dreams rebuild.

Through	Cheryl Bolin Aug 16, 11:22:14 GMT-0700 2017
Dept Head Approval	Terry Walsh Aug 16, 15:25:11 GMT-0700 2017
City Mgr Approval	Marie Mosley Aug 17, 10:15:42 GMT-0700 2017

Attachments: Parks & Recreation Presentation

City of Kennewick
Playground of Dreams Update

Council Workshop
August 22, 2017

KENNEWICK WASHINGTON

History – Playground of Dreams

- 1999 Original Build
- 2004 Rebuild
- Community Volunteer Project
- 2015 Playground Inspection
- 2017 Parks & Recreation Commission project

KENNEW!CK
WASHINGTON

Current Status

Playground Of Dreams

KENNEWICK
WASHINGTON

Concept Ideas

Inclusive

A playground where children of all abilities interact with each other and do what all kids want to do: ***Play!***

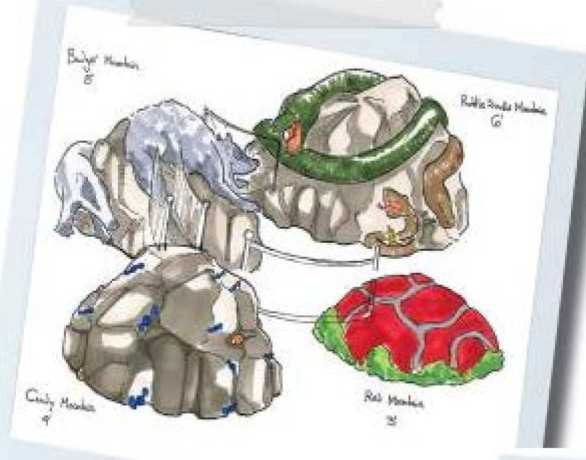
KENNEW!CK WASHINGTON

Key Themes

LEGACY
Playground of Dreams
Lampson
Where the Playground of Dreams will live on!
Cable Bridge
Crane
Hydroplane

Historical Landmarks

Lighthouse



Mountains

Train

Tribal

KENNEW!CK
WASHINGTON

Play Elements

Zip Line

Swings

Sensory

Climing Walls & Nets

Past Donor Recognition

- **Parks & Recreation Commission partnered with Arts Commission**
- **Art Design focus**
  - **Donors – Sponsors - Volunteers**
- **Public Art Piece integrated into playground**

Completed Project Steps

- **Interviewed key stake holders**
- **Education**
- **Completed RFP process**
- **Community Engagement**
  - **Pop-up**

KENNEWICK
WASHINGTON

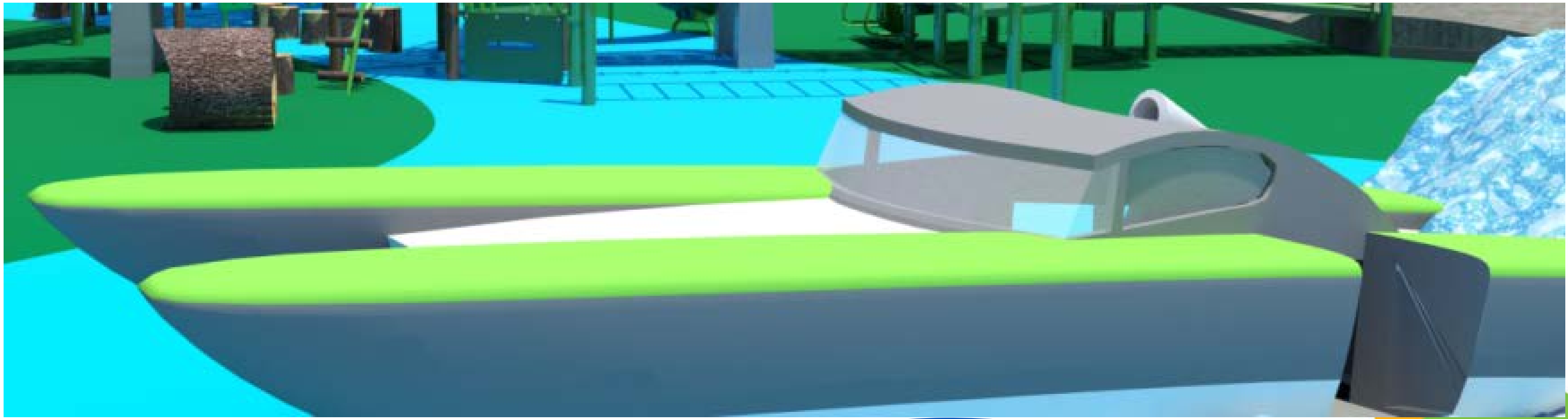
Design Schedule

- Community Engagement
  - September - Open House

- Design Development
  - October
- Final Draft Design Update
  - November - Parks & Recreation Commission
  - December - City Council

Funding

- 2017/2018 Budgeted Project
- 2004 Pledged Donations Balance
- Sponsorship Campaign



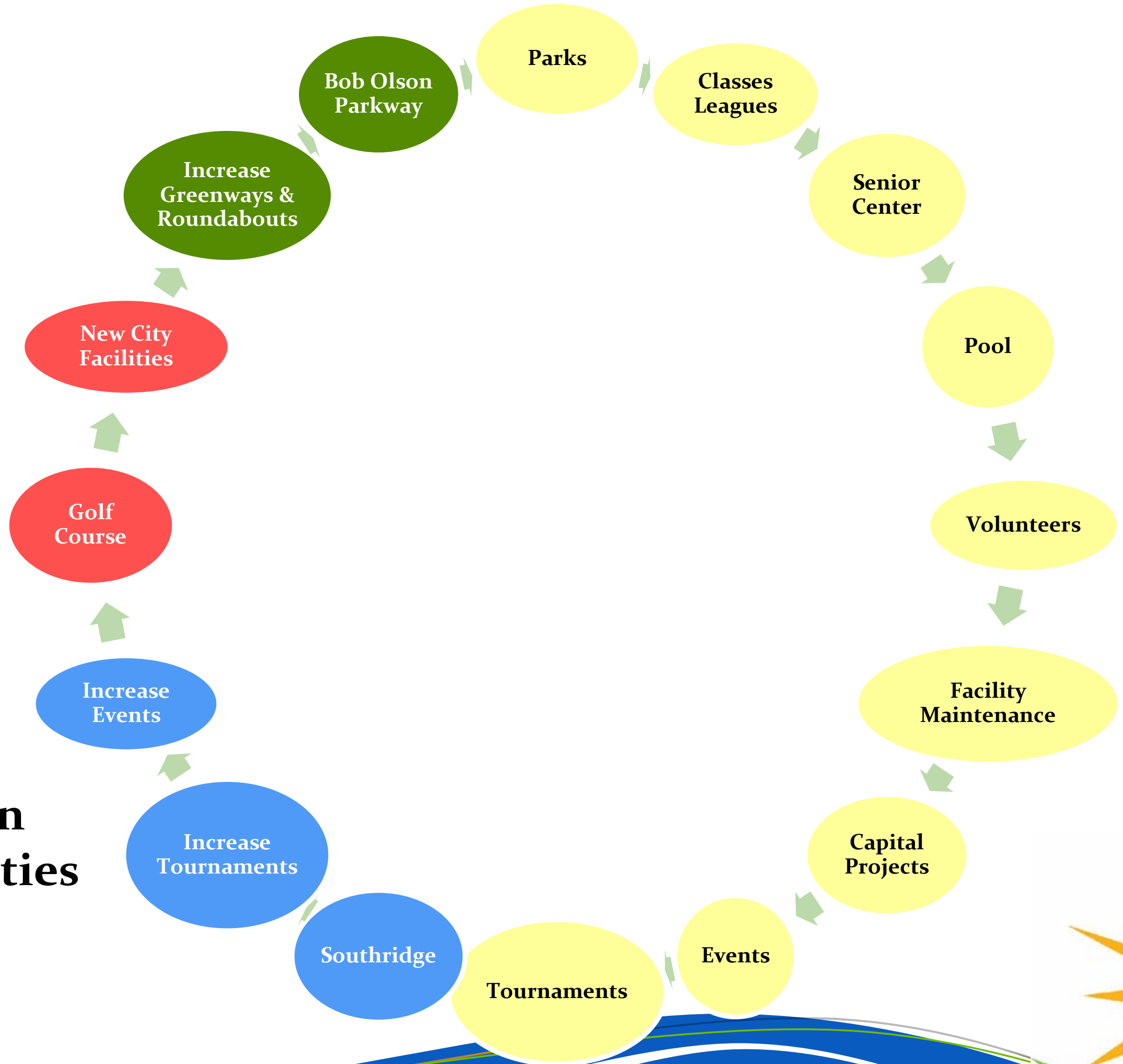
Questions

City of Kennewick

Parks & Recreation Update

Council Workshop
August 22, 2017

Scope of Service Increase



Yellow	Prior 2011
Blue	Recreation
Red	City Facilities
Green	Parks

Recreation Growth

2011 to 2017

- Increase in offerings and coverage times
- Quality Facilities & Operations
- High Customer Return Rate
  - 7 Day Week Operations
  - Concierge Service
- Staffing Levels

	2017
FTE's	8

KENNEW!CK WASHINGTON

Increased Resource Demands 2011 to 2017

Recreation

	Year	
	2011	2017
▪ 17% Events	*101*	*121*
▪ 4 new Regional Events		
▪ 17% Tournaments	*25*	*30*

- Preventive Maintenance
- Up to 100 sports field preps in a weekend
- Staffing up to 3 different locations in one day
- Turf management of approximately 300 acres
- Irrigation repairs
- Facility prep & set-up
- Trash & Janitorial

KENNEW!CK WASHINGTON

Level of Growth
2011 to 2017

- 17 % Events & Tournaments Growth

- Infrastructure Growth
  - 14% Square Footage Increase (sq.)
  - 23% Increase in Roundabouts(5)
  - Bob Olson Pky. - 8.5 linear miles of greenway with 632 trees

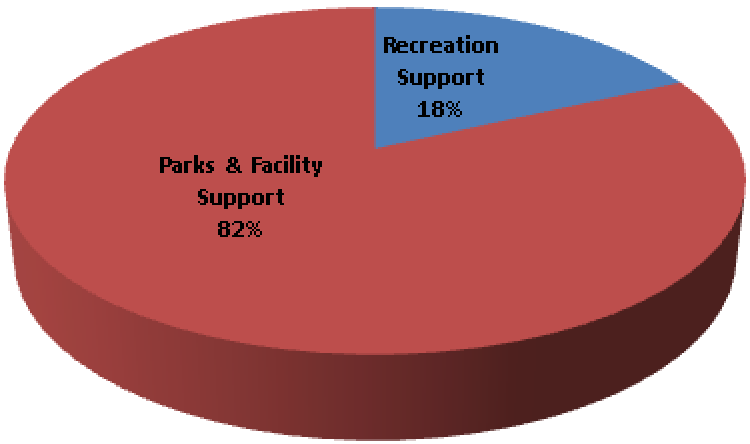
- Aging Infrastructure

- 14% O&M Resource Levels

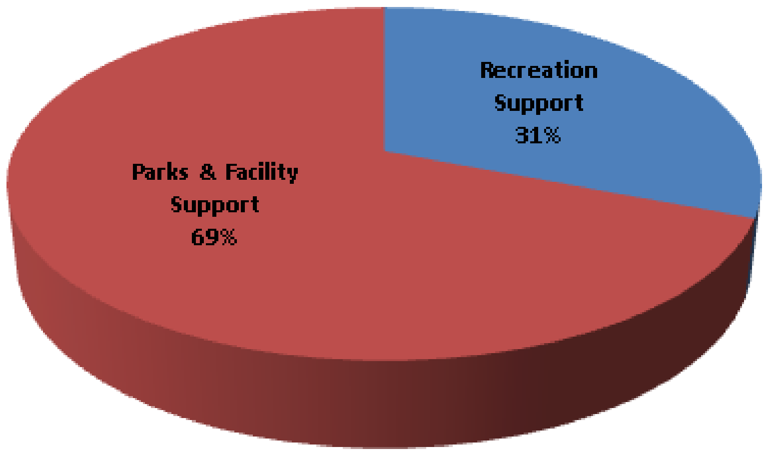
	2011	2017
FTE Staffing	17	20

Maintenance & Operations Resource Distribution

2011

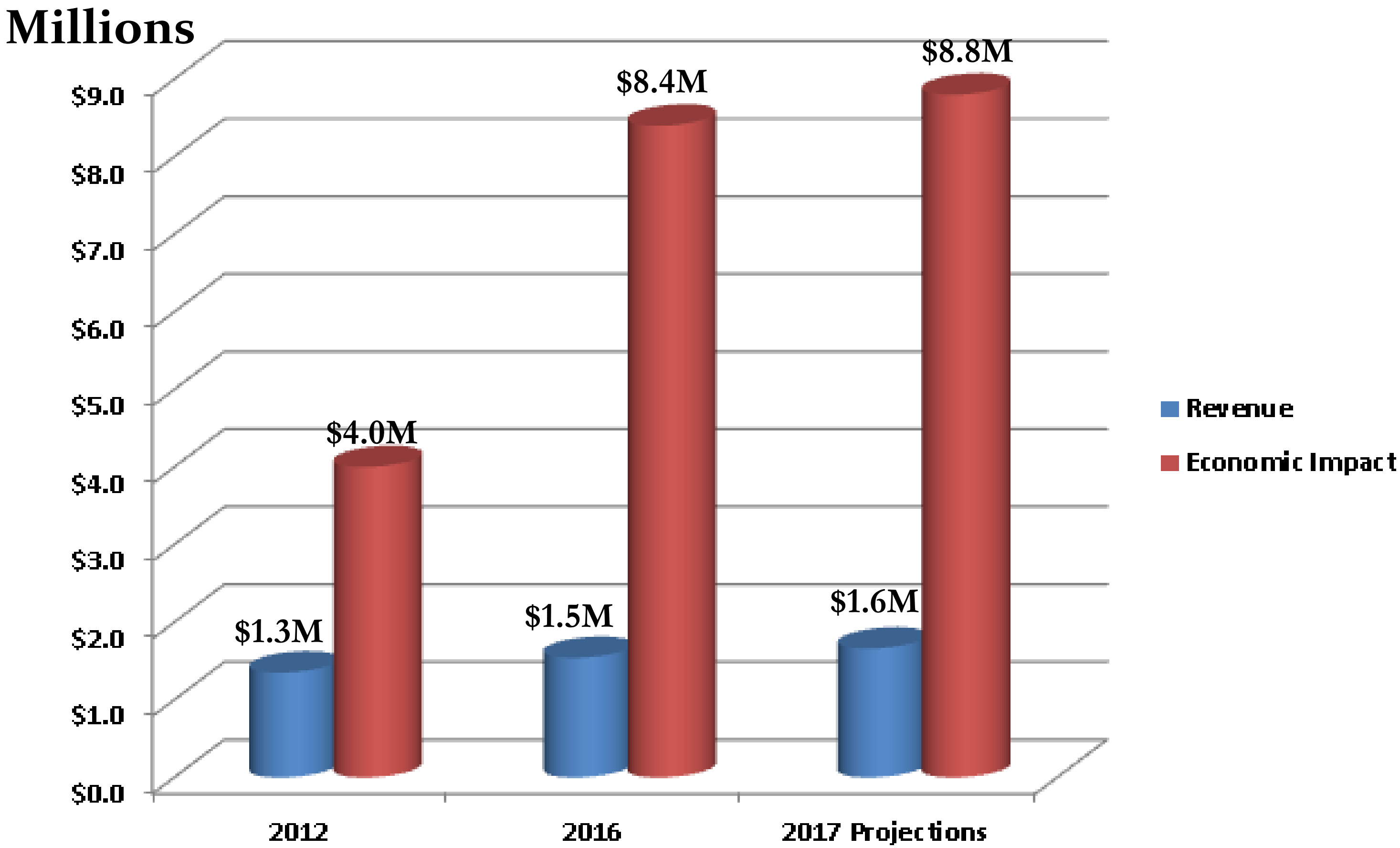


2017 *(to date)*

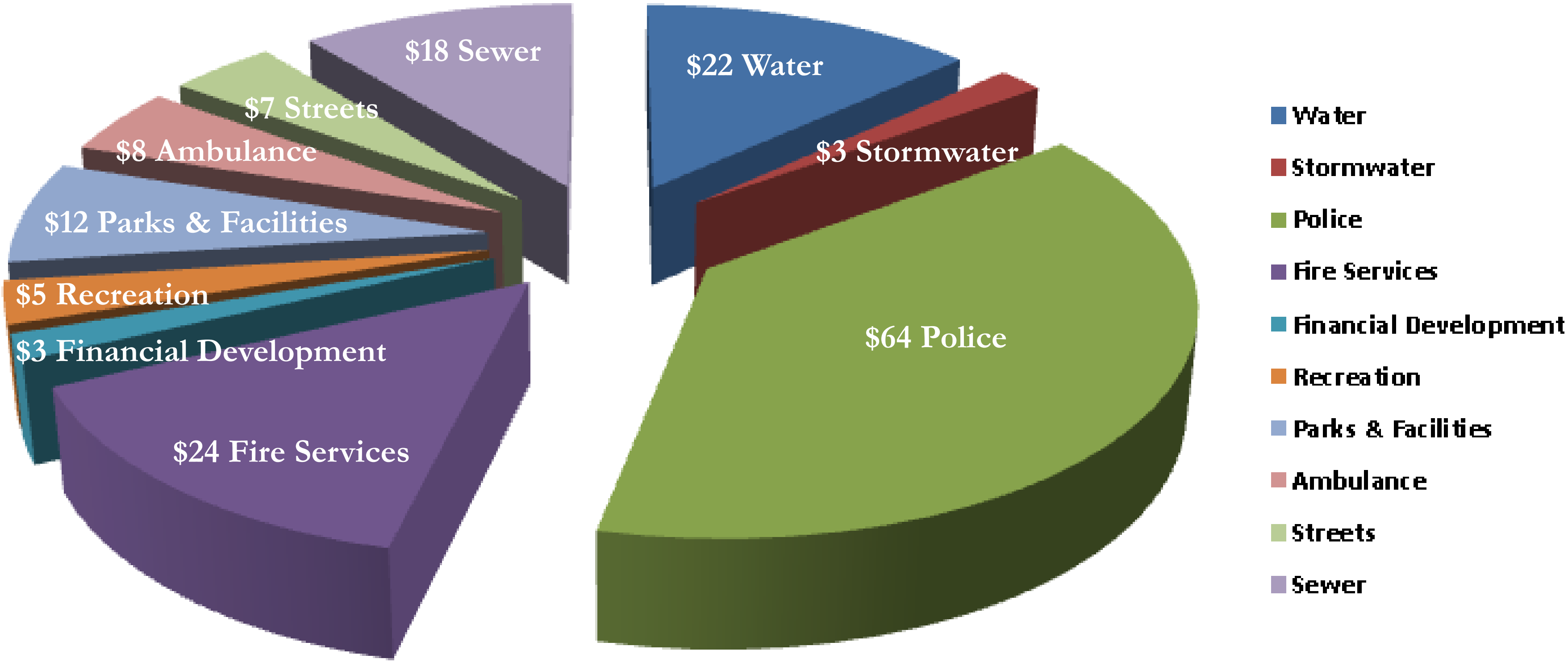


- **Recreation Support**
  - Events – Tournaments – Leagues - Classes
- **Parks & Facility Support**
  - Open Space – Amenities - Facilities

Revenue & Economic Impact 2012 to 2016



Questions



For just $166 per month, the average household in the City of Kennewick receives these services.

Council Workshop Coversheet

KENNEWICK WASHINGTON

Agenda Item Number	3.
Meeting Date	08/22/2017
Agenda Item Type	Presentation
Subject	Alarm Licenses
Ordinance/Reso #	
Contract #	
Project #	
Permit #	
Department	Police Department

- Info Only ☒
- Policy Review ☒
- Policy DevMnt ☐
- Other ☐

Summary

Since 1985 the City has licensed security (alarm) systems. The purpose of the ordinance is to help reduce the number of false alarm calls through education and enforcement. Licensing also allows staff to maintain a list of current contacts for alarm locations in the event of activation so Police Officers can notify a responsible party.

In 2016, Kennewick Officers responded to 1,248 alarm calls; 99.99% of which were false alarms. Currently there are 2,754 licensed alarm locations in the City of Kennewick with an average of 300 new alarm licenses issued each year.

Currently staff tracks false alarms through an in-house Microsoft Access program which requires all reports be entered manually. Billing reports are sent by adobe file to Finance on a monthly basis where the information is entered manually into the city's finance system for billing. This process is very time consuming for both the Crime Prevention Specialist and the Finance Department.

Staff proposes to outsource the licensing, invoice processing and payment collections of false alarms activations which require police response to a private company called CryWolf. This partnership will give our officers more accurate information since CryWolf is intergraded with our CAD/ RMS system and will significantly reduce staff time processing and billing alarm violations. Staff will still work directly with customers to reduce false alarm activations.

Through	
Dept Head Approval	Ken Hohenberg Aug 17, 09:33:09 GMT-0700 2017
City Mgr Approval	Marie Mosley Aug 17, 10:22:35 GMT-0700 2017

Attachments: Council Summary- False Alarm Management Proposal

Outsourcing Alarm Licensing & Billing
Executive Summary

Background- Since 1985 the City of Kennewick has licensed employees of Alarm Companies and required that all security systems installed in a business or residence be licensed prior to the alarm being installed. The number of alarm systems in Kennewick has grown to the point that on average 313 new installations annually and officers responded to just fewer than 1,400 alarm calls in 2015. Of those 99.7% were false alarms which resulted in $14,650 in false alarm fines.

In 2016, Kennewick Officers responded to 1,248 alarm calls, with 99.99% false alarms. There are currently 2,754 licensed alarm locations in the City of Kennewick.

Residents and businesses are required to update their alarm permits annually in order to maintain updated contacts, addresses and verifying they still have a security system. In 2016 over 2,689 renewals were sent out by mail and 872 failed to return the renewals. These renewals are free if returned by March 1st each year. We do not have staffing to send invoices to those that fail to renew their annual license.

At present we track false alarms through an in-house Microsoft Access program which requires all reports be entered manually. Billing reports are sent by adobe file to Finance on a monthly basis where it is entered manually into the city's finance system for billing. A conservative estimate is that handling of paperwork and data entry of this current system as well as violations for not having or renewing alarm license takes about 20 hours a month of the Crime Prevention Specialists work time. This does not take into consideration the amount of time it takes to handle the finance part of the alarm licensing and billing.

The current tracking system does not provide us with information that could assist us in identifying and working with locations that have repeated false alarms. In addition we are not able at this time to offer alarm companies or individuals to obtain and pay for alarm permits online nor can they pay for alarm violations on line.

Proposal- As the use of security systems by home owners and businesses has increased over the years, law enforcement agencies have struggled to deal with the issue of tracking false alarms, billing and collection of false alarm fines. Many have turned to out sourcing the process so time can be better spent on working with repeat false alarm offenders, leaving alarm licensing of locations, billing and collection of fines to companies such as Cry Wolf- False Alarm Solutions.

During the past 12 months we have been working with Se-Com and Cry Wolf, and alarm management company that works with local law enforcement agencies to better manage, track, license and bill for false alarms. Cry Wolf would take information from Intergraph CAD and downloaded that information on a daily basis, updating a robust data base that would allow us to better track false alarms. This would allow responding officers to quickly note in CAD any comments and select if the alarm was false alarm, valid or cancelled prior to arrival. We would also have the option of eliminating our current false alarm reports, copies of which are left at the alarm location, providing additional savings.

Based on Cry Wolfs analysis they believe $34,000 in Gross Revenue would be generated annually with 55% to the City and 45% to Cry Wolf.

Cost-

Initial costs for implementation total no more than $ 3,000 which includes software, data import, web page linked to the Kennewick Police Page & payment portal, Intergraph CAD interface, software install, training, one year software license. We would have the option of paying the $3,000 costs up front or have $285.00 monthly reduced from the City payments for the first year to cover the upfront costs.

This program also includes a Cry Wolf App that would allow Officers and Dispatchers access to information concerning alarm locations. Information such as responsible parties, special note such as dogs on site, or other collected information.

Initial work contracted by Se-Comm and covered by the startup costs will include developing a link to Cry Wolf and setting up the template for False Alarm Calls. For example we would want officers to be able to enter a Final Clearance Code such as V-Valid; OE- Operator Error; EM- Equipment Malfunction and U- Unknown Cause. This will eliminate the need for an officer to write and leave alarm reports and the resident/business returning that report.

Conclusion-

Outsourcing false alarm tracking and billing will in the long run save the city money by reducing the amount of time spent on administering the false alarm program. The new program will allow us to concentrate on reducing false alarms using the gained time to work with business and home owners who have frequent false alarms.

This proposal allows alarm companies to obtain new alarm licenses, annual renewals, updates to responsible lists and false alarm payments to be made on line providing easier use by the public. At this time we do not offer any of this service.

Our responsibility under this agreement would be assist with the monthly reconciliation of funds, continue to accept payments paid locally and support the appeals system for those filing appeals to the billing.

Our goal would be to implement this program prior to the end of 2017 so that Cry Wolf would handle the 2018 Alarm License Renewal. Se-Comm has also asked that the project be completed prior to the merger of Se-Comm and Franklin County Dispatch.

Cry Wolf estimates the project time of 6-12 weeks depending on time necessary to get software in place, approval of documents and processes to be used and establishing lock box and payment protocols.

Prepared by-
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Crime Prevention Specialist
06/12/2017

City Council
Meeting Schedule
September 2017

September 5, 2017
Tuesday, 6:30 p.m. — REGULAR COUNCIL MEETING

September 12, 2017
Tuesday, 6:30 p.m. — WORKSHOP MEETING

1. Gesa Carousel Update
2. Parklets
3. Workplace Safety Update

September 19, 2017
Tuesday, 6:30 p.m. — REGULAR COUNCIL MEETING

September 26, 2017
Tuesday, 6:30 p.m. — WORKSHOP MEETING

1. Parks & Recreation Comp Plan Update
2. Regulatory Roadmap Project
3. Bridge to Bridge Implementation

To assure disabled persons the opportunity to participate in or benefit from City services, please provide twenty-four (24) hour advance notice for additional arrangements to reasonably accommodate special needs.

Please be advised that all Kennewick City Council Meetings are Audio Taped