



City Council Meeting Schedule August 2018

August 7, 2018
Tuesday, 6:30 p.m.

REGULAR COUNCIL MEETING - Canceled

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

August 14, 2018
Tuesday, 6:30 p.m.

WORKSHOP MEETING

1. Moderate Risk Waste Update
2. Arts Commission Update
3. Area-Wide Rezone for Agriculture Zoning District
4. Sit-Lie Law Update

August 21, 2018
Tuesday, 6:30 p.m.

REGULAR COUNCIL MEETING

August 28, 2018
Tuesday, 6:30 p.m.

WORKSHOP MEETING

1. Wellness and Workplace Safety Update
2. Citizen Budget Survey Update
3. Committee Update

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

August 2018
Updated 7/24/18

Council Workshop Coversheet



Agenda Item Number	1.	Meeting Date	08/28/2018
Agenda Item Type	Presentation		
Subject	Employee Safety and Wellness Update		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Employee & Community Relations		

Info Only	☒
Policy Review	☐
Policy DevMnt	☐
Other	☐

Summary

Human Resources Director Corey Osborn, Safety Coordinator Dan Lemieux, and Co-Chairs of the Wellness Committee Terri Wright and Michele Hamada will provide a joint update on employee safety and health.

Workplace safety topics will include:

The number and nature of workplace injuries through June 2018;
Proactive efforts to improve workplace safety; and
Receipt of the 2018 WorkSafe Employer Award.

Employee health and wellness topics will include:

WellCity program requirements and current programming;
Receipt of the 2018 WellCity Award; and
City Council's role in promoting employee health and wellness.

Through

Corey Osborn
Aug 23, 18:01:15 GMT-0700 2018

Dept Head Approval

City Mgr Approval

Marie Mosley
Aug 24, 08:05:16 GMT-0700 2018

Attachments:

Wellness Presentation
Safety Presentation

CITY OF KENNEWICK

WELLNESS PROGRAM UPDATE

Council Workshop
August 28, 2018



Partnership with AWC: WellCity Award

- Recognizes Trust members that implement comprehensive wellness programs
- Successful members receive a 2% discount on medical plan premiums
- The discount saved the City of Kennewick approximately \$150,000 in 2018



WellCity Award

Program Standard Examples

To receive the WellCity Award, the City must:

- develop and implement a Wellness Program operating plan and evaluate progress and outcomes
- adopt, implement, and communicate support for Wellness policies and procedures
- provide a mix of Wellness activities that focus on awareness, motivation, behavioral change, and cultural support
- conduct needs assessments and incorporate feedback into Wellness programming
- demonstrate meaningful commitment from and involvement of supervisors, managers, directors, and elected officials



WellCity Award

Wellness Activity Examples

- Programming and Wellness tips are communicated through monthly communication and a Wellness newsletter
- Recent programs have included:
 - Bike Safety & Education (Local Bike Shop Owner)
 - Healthy Eating (Trios Dietitian)
 - Situational Awareness & Everyday Survival (KPD)
 - Cancer Prevention (NW Cancer Clinic)
 - Back Safety and Care (local Chiropractor)
 - Blood Pressure Checks (KFD)
 - Bowling Competitions and Walking Challenges



Health Central / Jiff App

- In 2017, AWC rolled out an online Wellness platform
 - Employees can view their health documents and have access to a 24-hour nurse line and Telehealth
 - Employees can earn a \$35 e-card and participate in quarterly drawings for engaging in wellness activities
- AWC requires that 50% of enrolled employees and family members use Health Central and/or the Jiff App to maintain our WellCity Award



City Council Participation

“Elected officials must actively support employee well-being and the City’s Wellness Program.”

Request:

The Wellness Committee requests that City Council review and reaffirm the Wellness Program resolution at the next regular City Council meeting. This will help meet the standard for our 2018 WellCity application.



Questions?

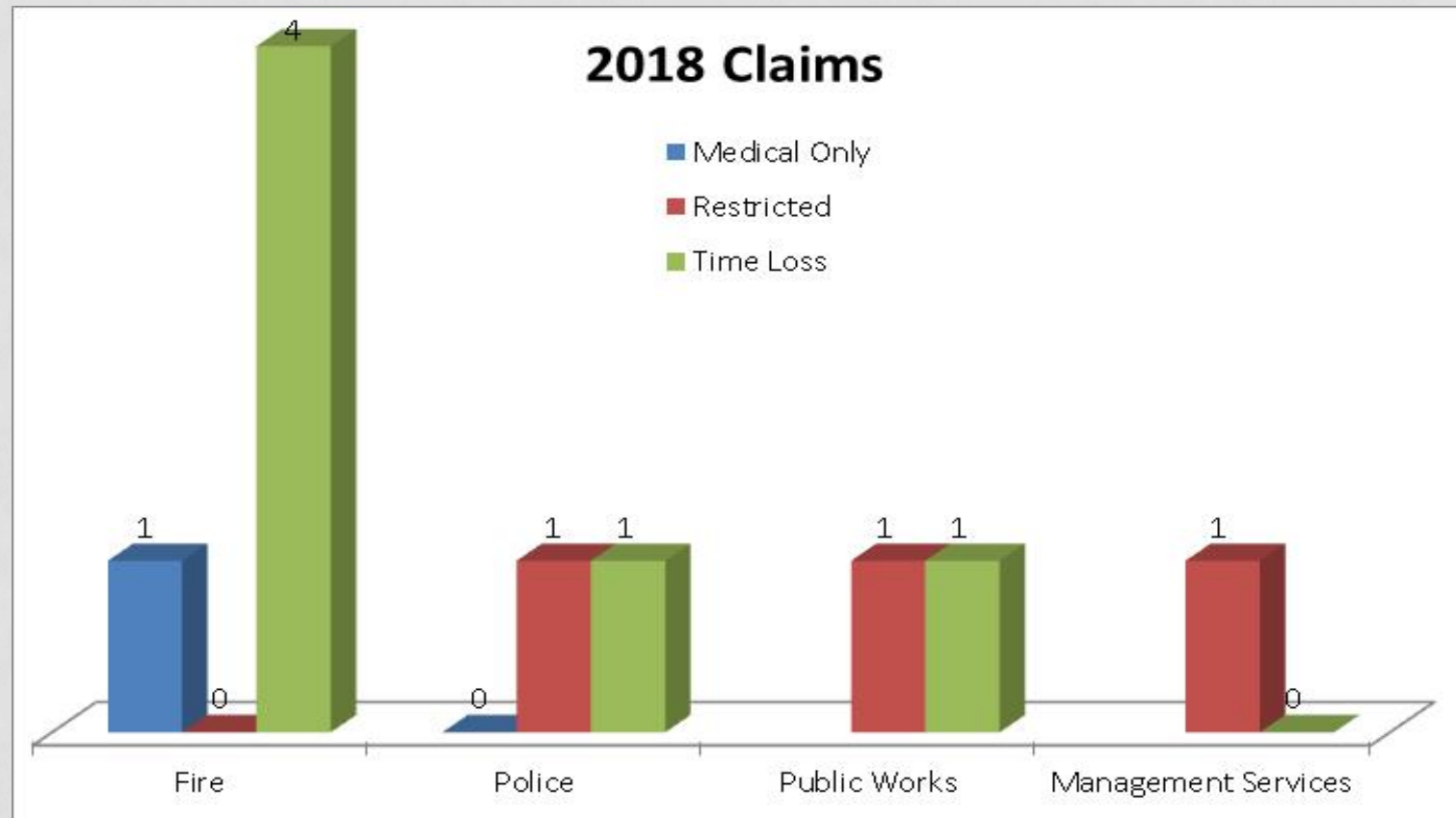


CITY OF KENNEWICK

SAFETY & OCCUPATIONAL HEALTH

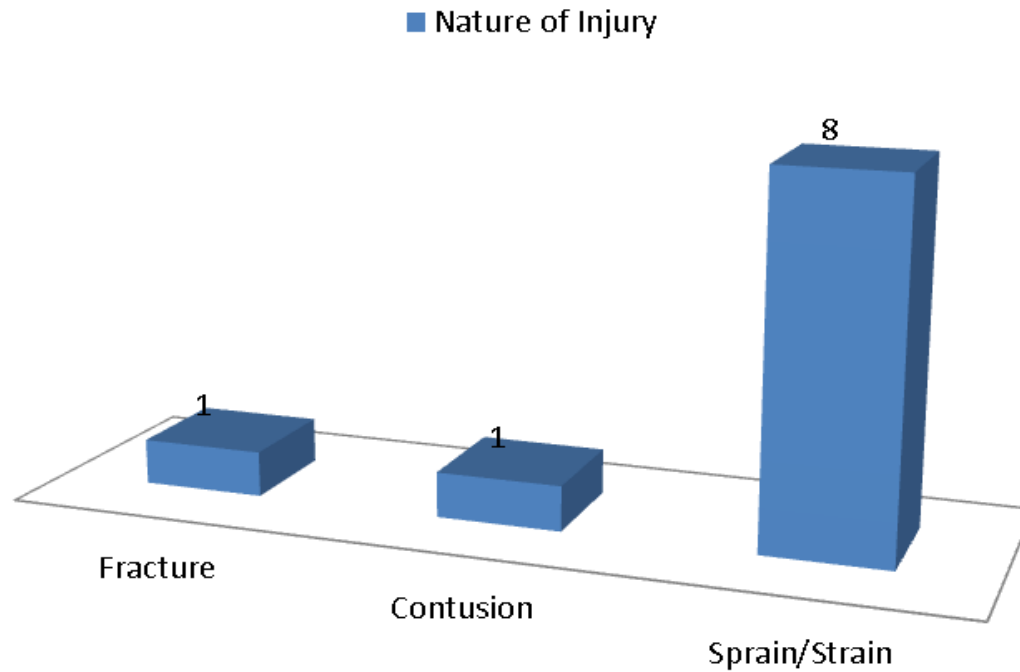
Council Workshop
August 28, 2018

2018 MID-YEAR



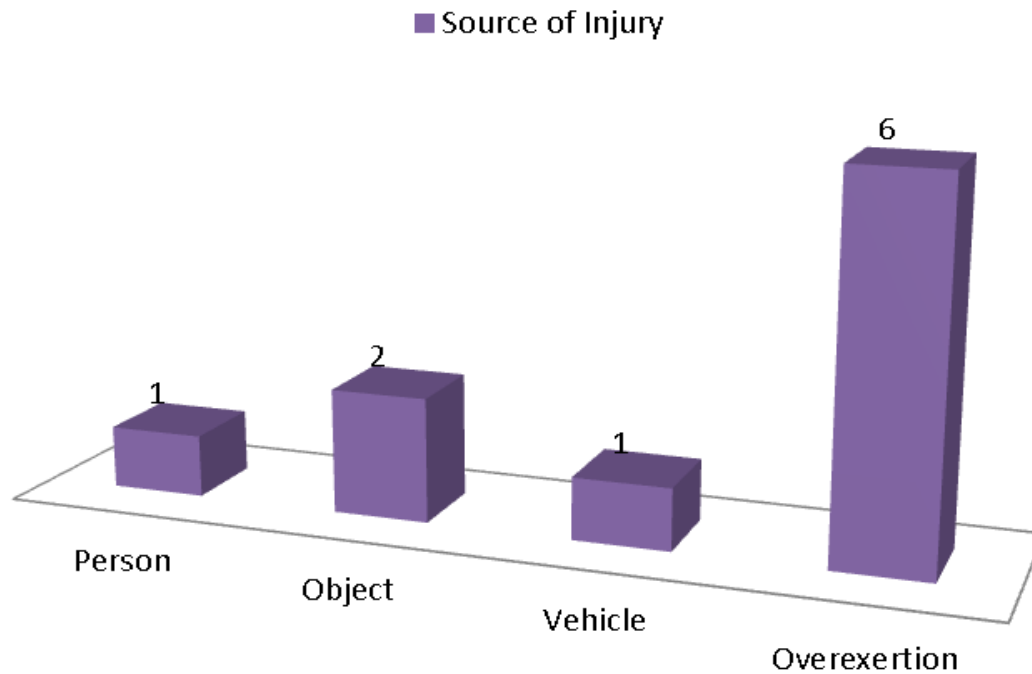
2018 MID-YEAR

2018 Nature of Injury



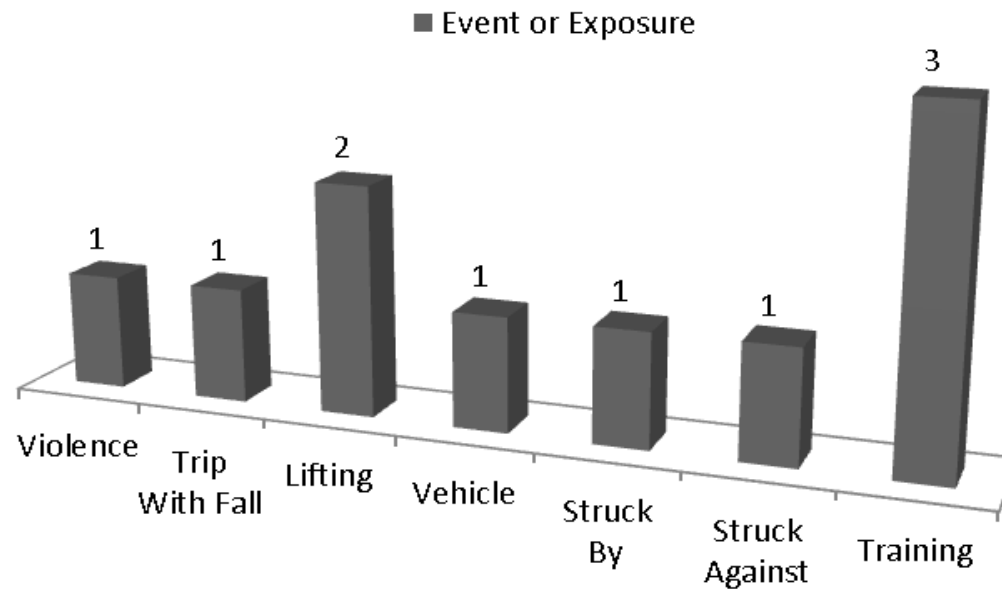
2018 MID-YEAR

2018 Source of Injury

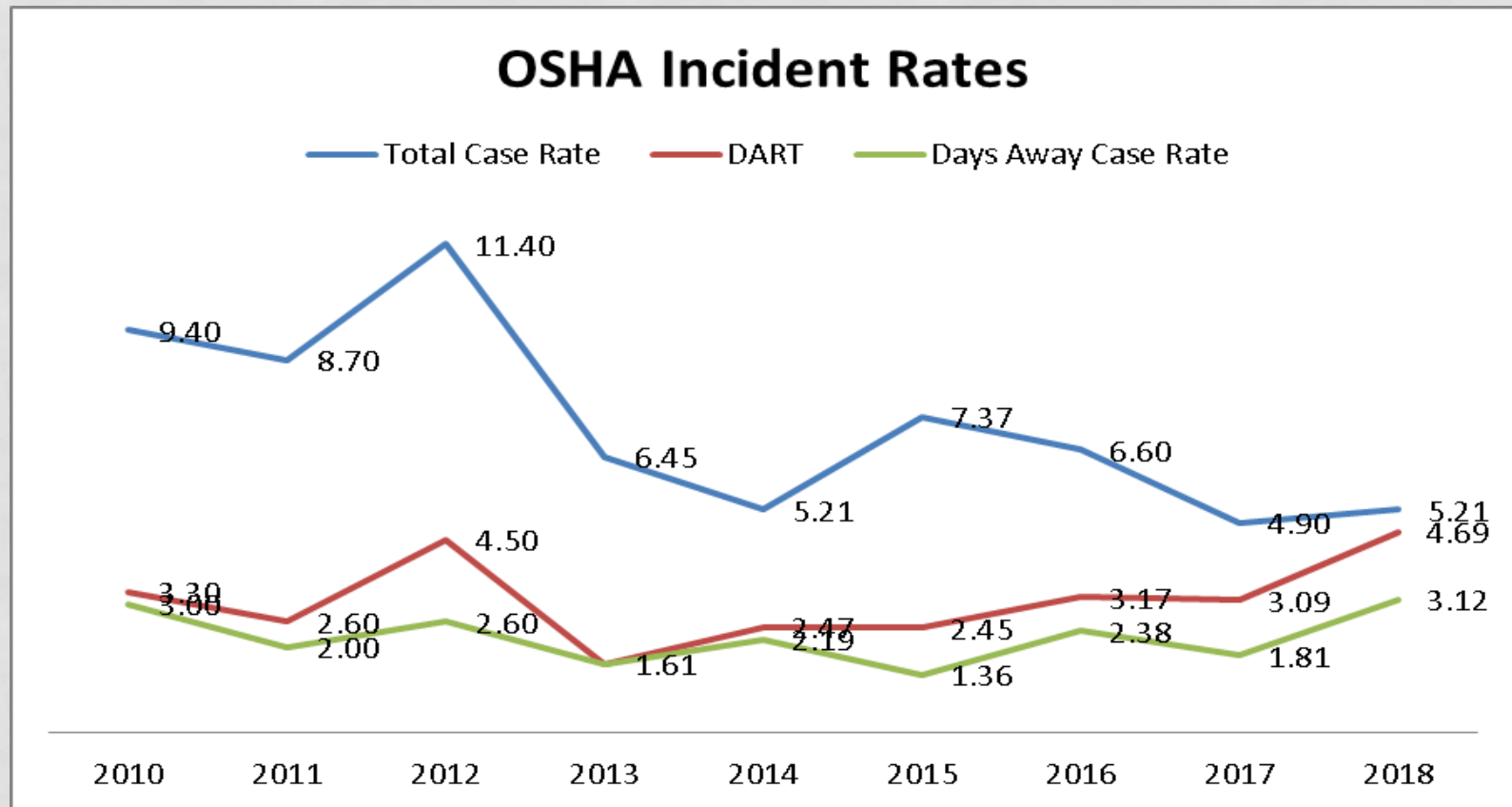


2018 MID-YEAR

2018 Event or Exposure



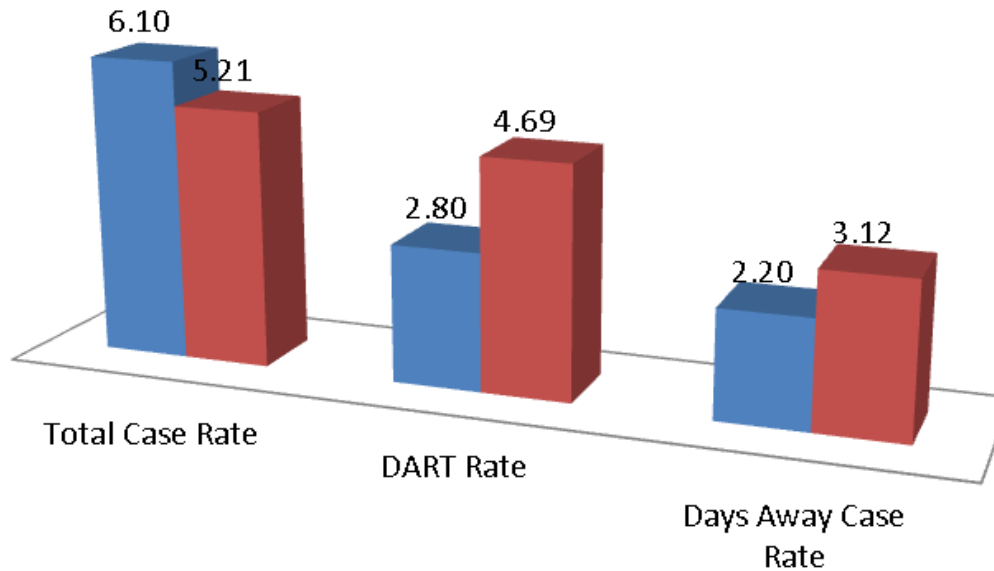
OSHA INCIDENT RATES 2010 THROUGH 2018



OSHA INCIDENT RATES 2018 MID-YEAR

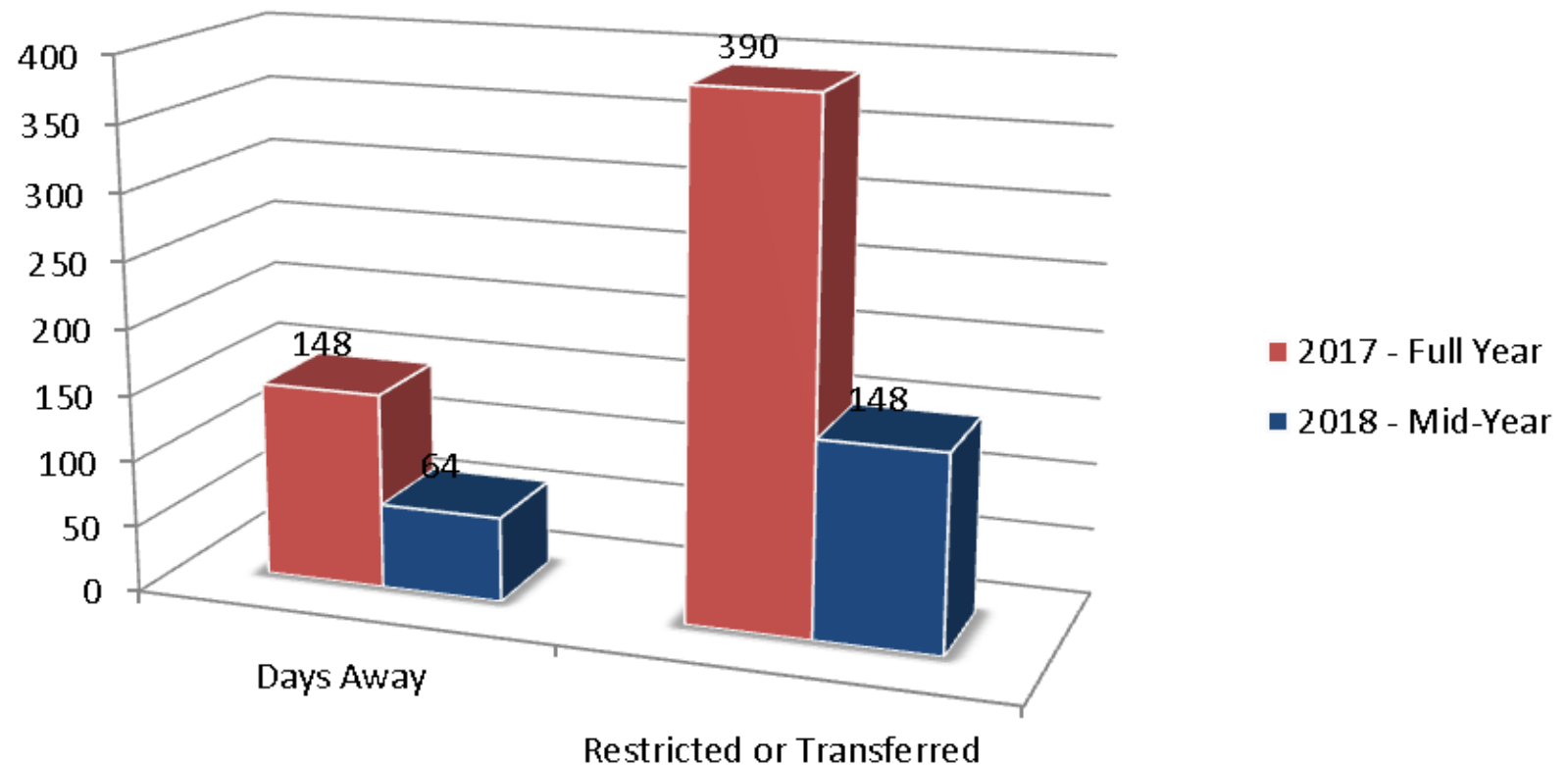
OSHA Incident Rate Comparison

■ Washington Average (Local Government 2016) ■ City of Kennewick 2018



DAYS AWAY, RESTRICTED, OR TRANSFERRED

2017-2018 DART Comparison



2018 MID-YEAR PERFORMANCE MEASURES

2018 Leading Indicators of Safety Performance

Logged Safety Training Hours	468
Safety Recognition Nominations	2
Safety Inspections	24
Hazards Recognized and Mitigated	6
Safety Meetings Held	44
AWC Safety Coordinators	15

2018 MID-YEAR SUCCESSES

- **\$89,355 In Savings from Reduced Experience Factor**
- **\$22,538 Received from Stay at Work Program**
- **5 Employees Trained to be Competent Persons in Trenching & Shoring Operations**
- **5 Employees Trained to be Competent Persons in Confined Space Entry**
- **6 New Hire Safety Orientations Completed**
 - With Safety Coordinator
- **WorkSafe Employer Award**
 - [Video](#)

QUESTIONS?

Council Workshop Coversheet



Agenda Item Number	2.	Meeting Date	08/28/2018
Agenda Item Type	Presentation		
Subject	Citizen Budget Survey Results		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Finance		

Info Only	☒
Policy Review	☒
Policy DevMnt	☒
Other	☐

Summary

At the August 28th City Council Workshop, City staff will provide a presentation on the results of the citizen budget survey conducted for the 2019/2020 biennial budget, which ran earlier this summer from June 13th through July 5th and received over 1,100 responses from the community.

Through

Dept Head Approval

City Mgr Approval

Dan Legard
Aug 23, 16:32:21 GMT-0700 2018

Marie Mosley
Aug 24, 07:22:36 GMT-0700 2018

Attachments: Presentation

Citizen Budget Survey for 2019/2020 Biennial Budget

June 13th – July 5th, 2018

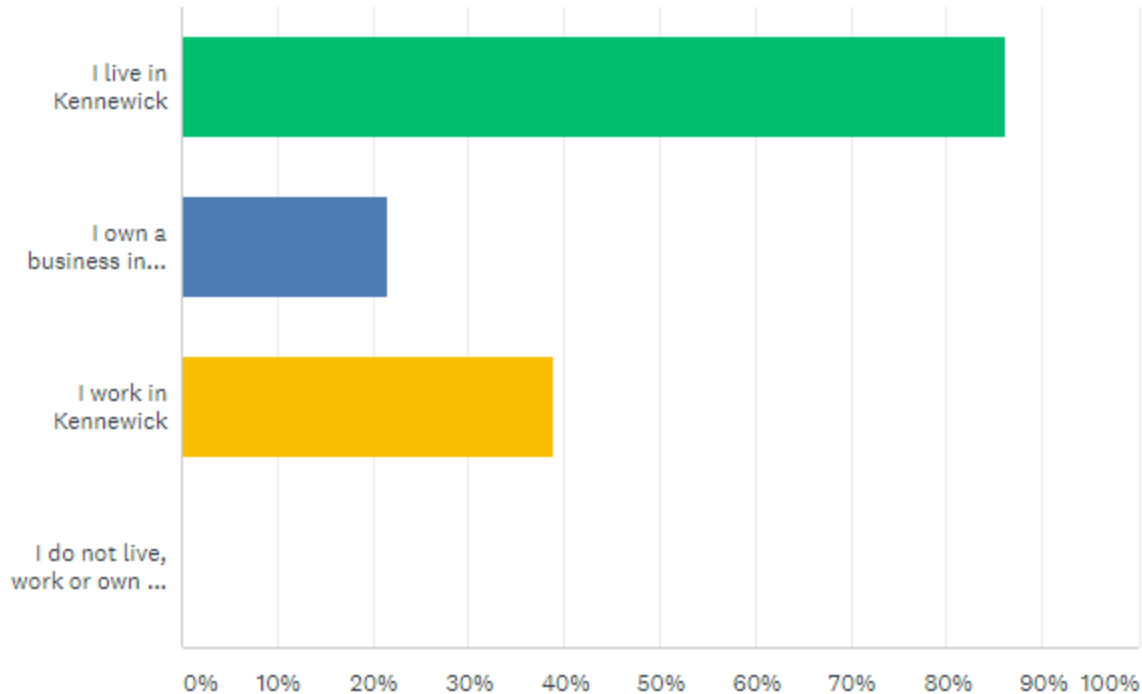
1,120 Total Responses

**Council Workshop
August 28, 2018**



Do you live or work in the City of Kennewick?

(check all that apply)



Rank the following services by how they make the City of Kennewick better for you.

Answer Options	One of the Most Important	Very Important	Somewhat Important	Not too Important
Business Recruitment & Job Creation	174	463	298	108
Easy Access to Public Information	165	501	307	67
City-Sponsored Special Events	66	350	423	199
Fire & Ambulance Services	684	291	50	18
Good Standards for Residential & Commercial Development	290	550	175	32
Maintenance of High-Quality Streets	402	530	99	12
Nice Neighborhoods/No Dilapidated Buildings or Run-Down Housing	398	475	153	22
Police Services	692	249	58	25
Quality Entertainment & Recreation Options	191	458	306	94
Quality Parks	255	505	247	31
Reliable Sewer System	563	404	52	23
Safe Drinking Water	803	223	15	7



If you were to make changes to the existing budget, what funding changes would you make in the following operational areas? (current allocations are noted)

Answer Options	Increase	No Change	Reduce
Water (14%)	124	816	57
Police Services (37%)	348	524	125
Fire Services (15%)	330	626	36
Recreation (3%)	295	572	124
Planning/Development (2%)	248	650	94
Parks & Facilities (6%)	307	591	91
Fire Department Ambulance - Advanced Life Support (5%)	412	554	33
Streets (5%)	392	580	34
Sewer (13%)	122	795	82

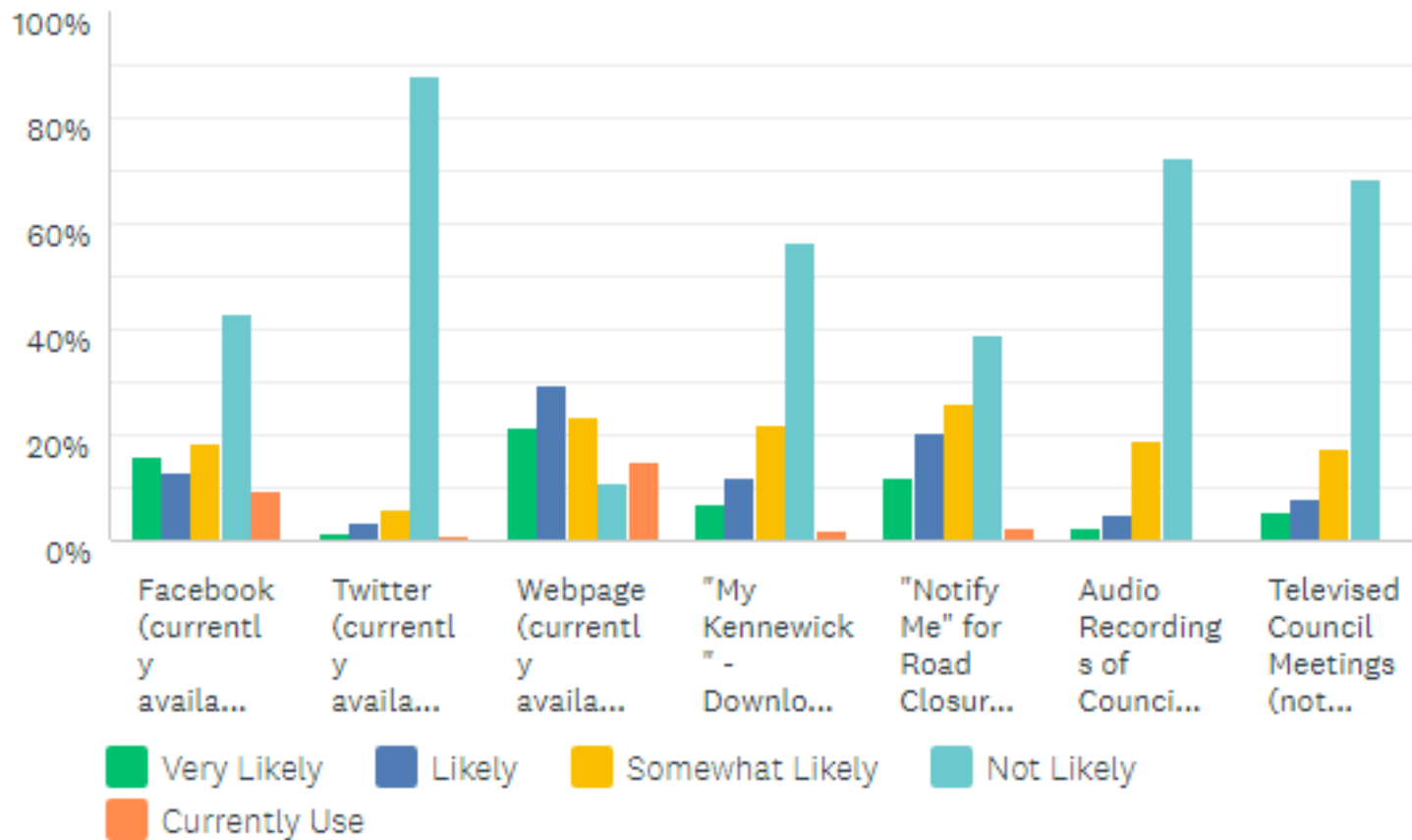


If reducing or eliminating some service areas were required to balance the budget, how would you feel about the following service level changes?

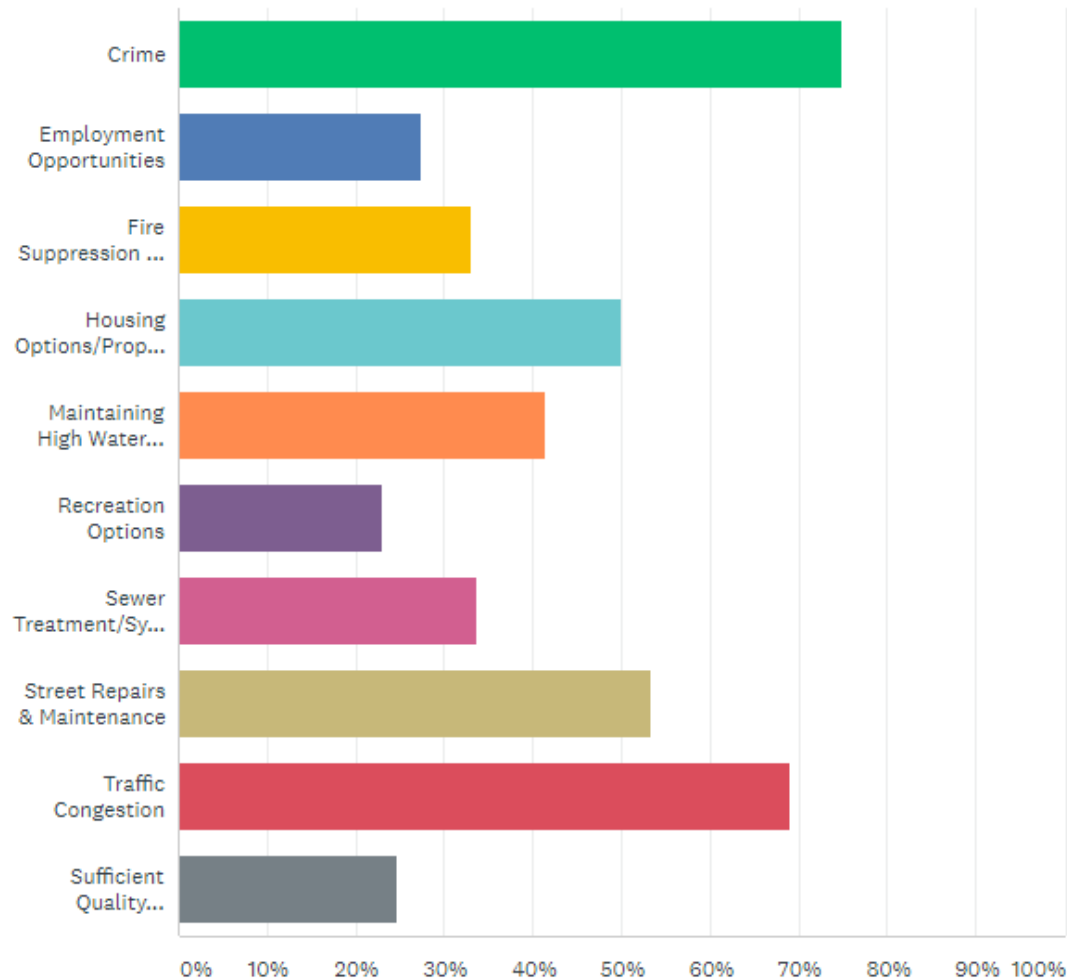
Answer Options	Acceptable	Unacceptable	Undecided
Increasing processing time for plan reviews and permit issuance (Building, Planning, Public Works & Business Licensing)	432	349	210
Reduce operating hours at recreation facilities and community centers.	449	376	166
Reducing level of road maintenance.	120	764	100
Reducing level of maintenance on City greenways.	417	388	189
Eliminating 4 th of July celebration or other City-sponsored special events.	492	338	166



How likely are you to use the following City communication tools?



What do you think will be the biggest challenges facing our City as we grow?



Is there anything else that you would like to tell us about your budget priorities?

- Over 250 comments

Employees New Homes Development Affordable Housing Live
Traffic Congestion Community Enforcement Tax Survey
Businesses Staff Money Schools Kennewick
Sidewalks Services Amount Park Resources Roads Green
Increase Entertainment Facilities Safety Police Dept Kids Private Sector



QUESTIONS?

“I have lived in many cities and I am actually very impressed with how Kennewick has planned for the future development. Roads make sense. Housing makes sense. It’s very nice to see. Keep it up!” - Survey Comment



Council Workshop Coversheet



Agenda Item Number	3.	Meeting Date	08/28/2018
Agenda Item Type	Presentation		
Subject	Council Committee Updates		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Employee & Community Relations		

Info Only	☒
Policy Review	☐
Policy DevMnt	☐
Other	☐

Summary

Staff will provide the full council with an update of the activities and topics discussed during the monthly committee meetings of Infrastructure and Operations, Budget and Administrative, and Planning and Economic Development council committees.

Through

Terry Walsh
Aug 22, 11:38:27 GMT-0700 2018

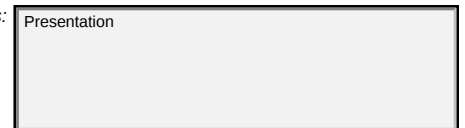
Dept Head Approval

Terry Walsh
Aug 22, 11:38:30 GMT-0700 2018

City Mgr Approval

Marie Mosley
Aug 24, 07:32:41 GMT-0700 2018

Attachments: Presentation



Committee Updates

Council Workshop
August 28, 2018



Budget & Administrative



State Business Licensing Partnership – Model Ordinance

- Partner cities required to adopt model ordinance for business licensing.
- Definitions developed through AWC task force of city business license officials and business community.
- Model Ordinance has two pieces –
 - (1) Definitions for “engaging in business”
 - (2) Licensing thresholds



Planning & Economic Development Committee



Planning & Building Updates

- Monthly review of Planning, Building, and Express Permitting volume
- 54% increase in permit valuation year-to-date
- 12% increase in permit activity year-to-date
- Higher overall project value in 2018 vs. 2017
- 36 Commercial Tenant Improvements took advantage of express permitting year-to-date



Economic Development Marketing Plan

- Based on City Council Economic Development Priority
 - Sustainable family wage jobs
 - Economic Vitality and Diversity
 - Tourism
 - Infrastructure Funding
 - Efficient/Expedited Development Review
 - Partnership



Business Climate

- Held City Sustainability Forum at Three Rivers Convention Center in July
- 65 Ribbon Cuttings and Community Economic Development Events Attended Year-to-Date
- 1,113 New Business Licenses year-to-date, accounting for nearly 2,000 jobs



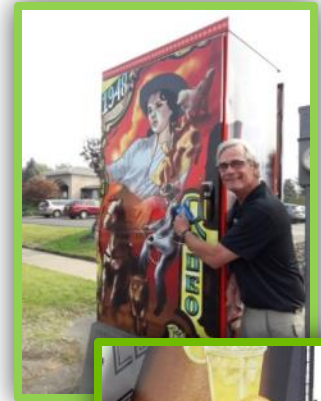
Education and Workforce

- Partnership with Mid-Columbia SCORE for small business workshops
- Participation in Regional Revolving Loan Fund
- Working with Community Center to expand programming and opportunities



Quality of Life

- Promote BB/RR Revitalization Plan and Implementation Strategies
 - Met with BNSF to discuss projects for further aesthetic integration with Downtown BB/RR routes
 - Promote business support within Hometown Holiday Parade activities
 - Beautify Downtown in collaboration with HDKP and other sponsors to add traffic box art wraps in key areas
- Promote Vista Field vision and sense of place



Sites and Infrastructure

- Partner with Public Works and others to identify funding and projects within revitalization areas, particularly funding for BB/RR area
- Support Urban Growth Area realignment, and partner with TRIDEC to support outcomes



Business Retention and Expansion

- Recruitment at ICSC Recon tradeshow
- Alignment of CDBG Economic Development funds to eligible projects
- Support Urban Mixed Use zoning designation
- Attend Development Feasibility and Pre-Application meetings
- Support Food Truck policies that enable this microenterprise development



Tourism Promotion

- Partnership and integration of Downtown 1st Thursday activities into the City's Community Center
- Attraction of events featuring local trades and commerce to City assets
- Continued work to support TREC Wayfinding Recommendations



PUBLIC WORKS DEPARTMENT

Capital Improvement Program Overview

August 14, 2018

IOC Presentation

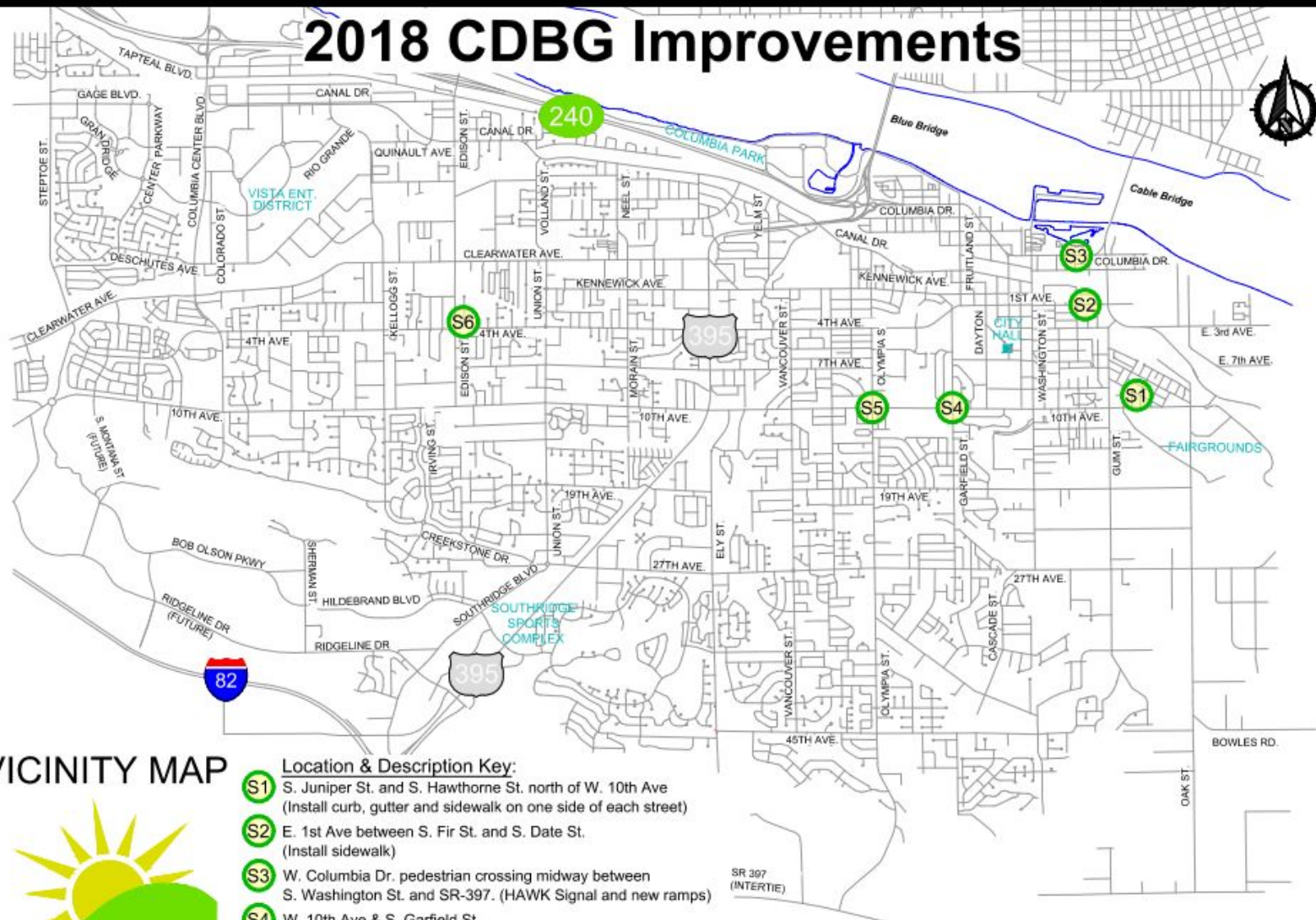


2018 CDBG Projects

- Project Scope and Limits
 - *Projects include several areas for sidewalk enhancements to improve links between schools and neighborhoods.*
 - *Installation of a High-intensity Activated crossWalkK (HAWK) pedestrian crossing system on Columbia Drive to serve the Wine Village.*
- Estimated project cost is \$720K
- Funding
 - *US Dept. of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) Program.*
- Project Schedule
 - *Advertise for bids May 2018*
 - *Award & Notice to Proceed June 2018*
 - *Complete December 2018*



2018 CDBG Improvements



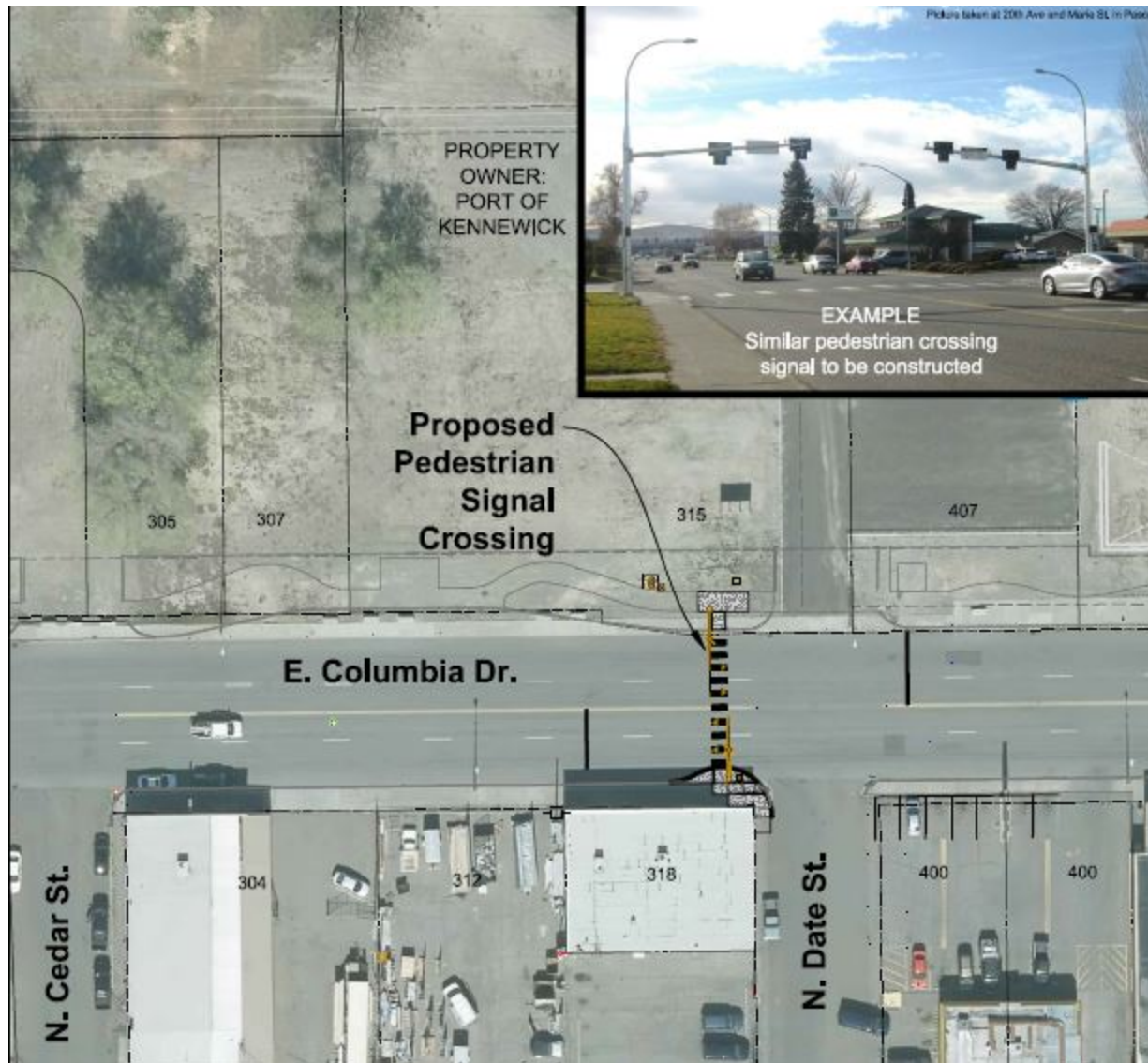
VICINITY MAP



- Location & Description Key:**
- S1** S. Juniper St. and S. Hawthorne St. north of W. 10th Ave (Install curb, gutter and sidewalk on one side of each street)
 - S2** E. 1st Ave between S. Fir St. and S. Date St. (Install sidewalk)
 - S3** W. Columbia Dr. pedestrian crossing midway between S. Washington St. and SR-397. (HAWK Signal and new ramps)
 - S4** W. 10th Ave & S. Garfield St. (Replace substandard pedestrian ramps at the intersection).
 - S5** W. 10th Ave & S. Olympia St. (Replace substandard pedestrian ramps at the intersection).
 - S6** S. Dawes St. north of W. 4th Ave (Install curb, gutter and sidewalk on east side of Dawes St.)

S# PROJECT SITE LOCATION

2018 CDBG Projects



KENNEWICK
WASHINGTON

Juniper & Hawthorne Half Street - CDBG Project

- Project Scope and Limits
 - *Construct half street improvements including sidewalk to improve links between schools and neighborhoods.*
 - *Project limits: East side of S. Hawthorne Street and west side of S. Juniper Street between East 10th Avenue and East 8th Avenue*
- Contract cost: \$375K
- Funding
 - *US Dept. of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) Program.*
- Project Schedule
 - *Contract awarded to Moreno & Nelson on June 19, 2018*
 - *Notice to Proceed issued on July 9, 2018*
 - *Scheduled to be completed September 2018*



Juniper & Hawthorne Half Street – cont.



Juniper Street



KENNEWICK
WASHINGTON

W. 10th Ave. Widening

- Project Scope and Limits
 - *Project will complete south half of W. 10th Ave. from S. Joliet St. to Columbia Center Blvd.*
 - *Improvements include 3-lane street section, curb, gutter, separated sidewalk, drywells, catch basins, sewer, street lights and new asphalt roadway.*
- Estimated project cost is \$1.97 Million
- Funding
 - *\$1.28 Million STP (Surface Transportation Program)*
 - *\$ 695K Urban Arterial Street Fund*
- Project Schedule
 - *Advertise for bids December 2018*
 - *Award January 2019*
 - *Notice to Proceed February 2019*
 - *Complete October 2019*



W. 10th Ave. Widening – cont.



2018 City-Wide Pedestrian Improvements

- Project Scope and Limits
 - *Complete missing sidewalk sections and damaged or settled sidewalk panels*
- Estimated project cost – Remaining funds from 2017 Pedestrian Improvements Project
- Funding
 - *Budgeted in the Capital Improvements Funds*
- Project Schedule
 - *Advertised for bids August 2018*
 - *Award and Notice to Proceed September 2018*
 - *Complete November 2018*



2018 City-Wide Ped. Improvements – Cont.



Metaline Ave. Widening

- Project Scope and Limits
 - *3-lane section from Kellogg Street to Edison Street*
 - *Upgrade waterline and install sewer line*
- Contract cost: \$2,120,151
- Funding
 - *\$1.671 Million STP (Surface Transportation Program)*
 - *\$ 464K Urban Arterial Street Fund*
 - *\$ 837K and the Water & Sewer Fund*
- Project Schedule
 - *Contract awarded to Premier Excavation on May 15, 2018*
 - *Notice to Proceed on June 4, 2018*
 - *Scheduled to be completed November 2018*



Metaline Ave. Widening – cont.



Metaline Ave. Widening – cont.



Waterline Installation

2018 City-Wide Asphalt Restoration

- Project Scope and Limits
 - *Grind, patch and overlay of City Streets*
 - *1) Columbia Center Boulevard – Quinault to SR240*
 - *2) Washington Street - 19th Avenue to 10th Avenue*
 - *3) Quillan Street – W. 27th Ave. to W. 28th Ave.*
- Contract cost: \$1.2 M
- Funding
 - *Arterial Street Fund*
- Project Schedule
 - *Contract awarded to Central Washington Asphalt on June 19, 2018*
 - *Notice to Proceed issued on July 18, 2018*
 - *Scheduled to be completed October 2018*



2018 City-Pavement Preservation – cont.



2018 City-Pavement Preservation – Cont.



Grinding on CCB

Bituminous Surface Treatment

- Project Scope and Limits
 - *Bituminous Surface Treatment of City Streets*
 - 1) *Highland Drive – Olympia to Washington*
 - 2) *Washington Street - 45th to north of Highland intersection*
 - 3) *45th Avenue – Olympia (east of roundabout) to Date/44th intersection*
 - 4) *Garfield Street – 45th south to end*
- Contract cost: \$190,670
- Funding
 - *Arterial Street Fund*
- Project Schedule
 - *Contract awarded to Granite Construction Company June 19, 2018*
 - *Notice to Proceed June 2018*
 - *Complete September 2018*



Bituminous Surface Treatment – Cont.



Highland Drive

Bituminous Surface Treatment – Cont.



Highland Drive

Bituminous Surface Treatment – Cont.



45th Avenue



KENNEWICK
WASHINGTON

Vactor/Street Waste Facility

- Project Scope and Limits
 - *Design and construct a vactor (vacuum excavator) waste disposal site in the west end of the City capable of processing 2,000 tons of waste for both vactor truck and street sweepings collection.*
- Estimated project cost is \$935,000
- Funding
 - *Washington State DOE 2014 Stormwater Grant Program Proviso*
- Project Schedule
 - *Advertise for bids September 2018*
 - *Award November 2018*
 - *Notice to Proceed January 2019*
 - *Complete May 2019*



Vactor/Street Waste Facility– cont.



Vista Field Water Line Improvements

- Project Scope and Limits
 - *Construct new 12" waterlines in N. Colorado Street and N. Young Street north of Deschutes as well as construct a system PRV vault to allow higher pressure Zone 3 water to supply water into Zone 2 during peak hour and fire flow events.*
 - *N. Colorado and N. Young Streets to be overlaid following the installation of the water main.*
- Contract cost: \$1,451,973
- Funding
 - *Water and Sewer Fund*
- Project Schedule
 - *Contract awarded to C & E Trenching on July 10, 2018*
 - *Complete Early 2019*



Vista Field Water Line Improvements – cont.



- Project Description
 - Existing 24" reinforced concrete pipe is showing signs of heavy deterioration and has collapsed several times in the past few years.

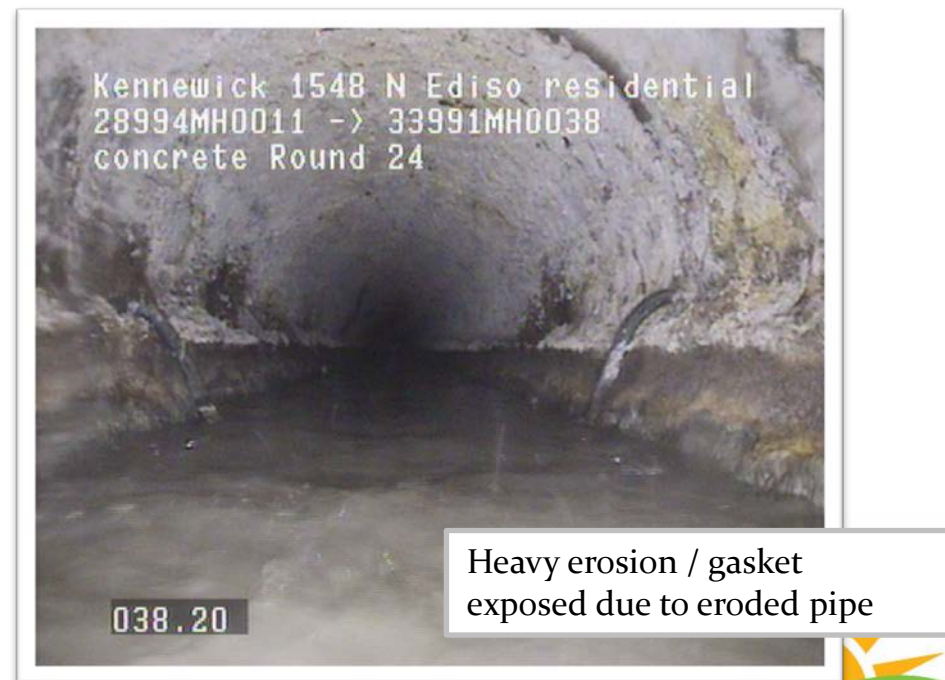
The map displays a section of a city with a grid of streets. A red line traces the path of the 24-inch reinforced concrete pipe, which runs parallel to the Union Pacific Railroad (UPRR) tracks. The pipe is highlighted in green. The UPRR tracks are shown as a series of parallel lines. The map also shows various local streets, including W. Yellowstone Ave, W. Skagit Ave, W. Tucannon Ave, W. Skagit Pl, W. Rio Grande Ave, W. Northurst, W. Union St, W. Condon St, W. Perry Loop, W. Need Loop, and W. Rain Loop. The map is oriented with North at the top.

- Parallel to UPRR adding project complexity and construction difficulties
- Requires coordination and permitting through UPRR

- *Parallel to UPRR adding project complexity and construction difficulties*
- *Requires coordination and permitting through UPRR*

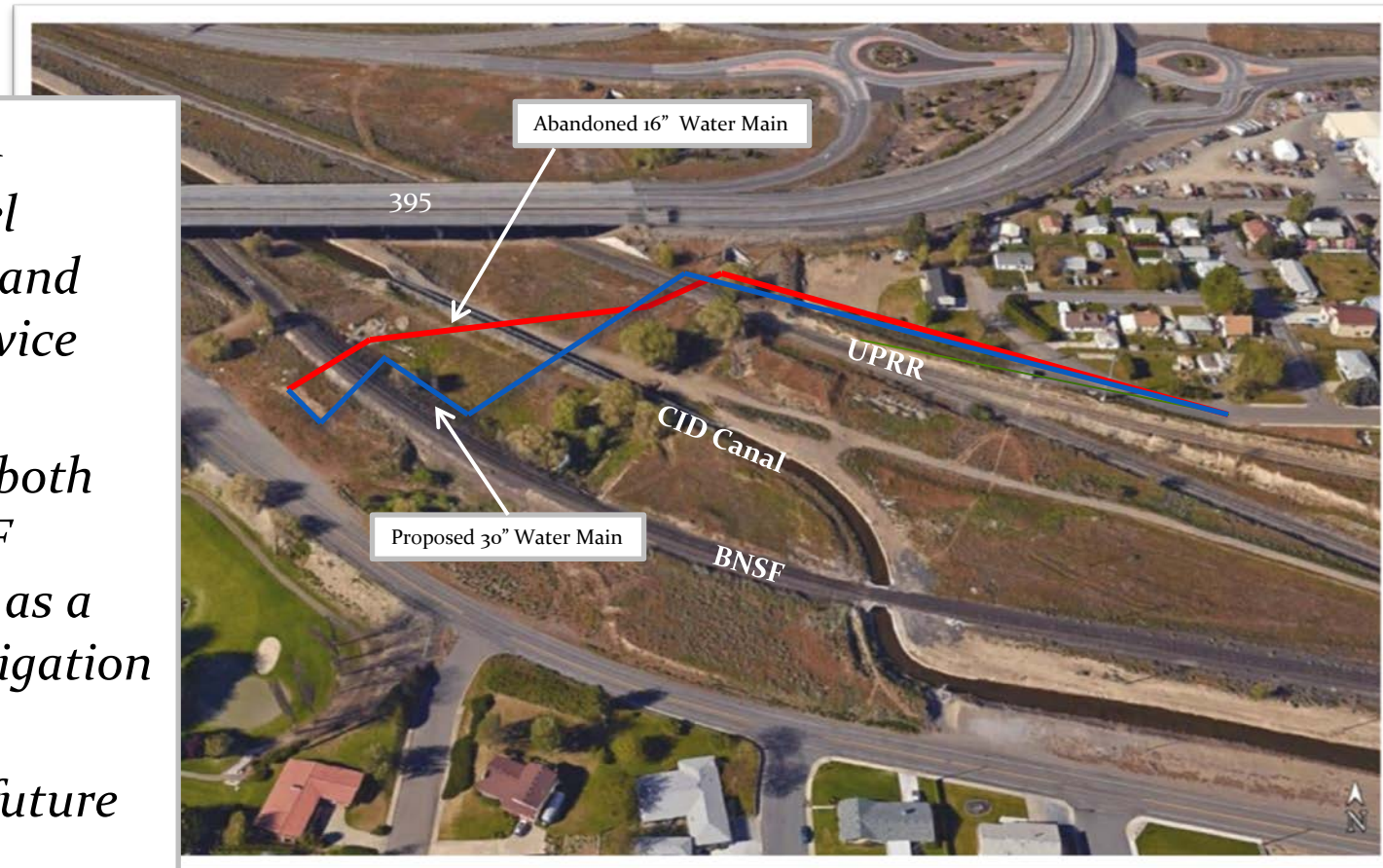
Union Pacific Railroad Sewer Interceptor

- Improvement Plan
 - *Design currently underway*
 - *Phase 1 - Trenchless rehabilitation using Cured-In-Place Pipe Lining process for portion along UPRR (trenchless considered maintenance).*
 - *Phase 2 - Design for separate construction contract for force main replacement and new boring under UPRR west of Edison St.*
- Estimated project cost: *\$1.4 Million*
- Funding
 - *Water and Sewer Fund*
- Project Schedule
 - *Advertise for bids Nov. 2018*
 - *Award Dec. 2018*
 - *Complete June 2019*



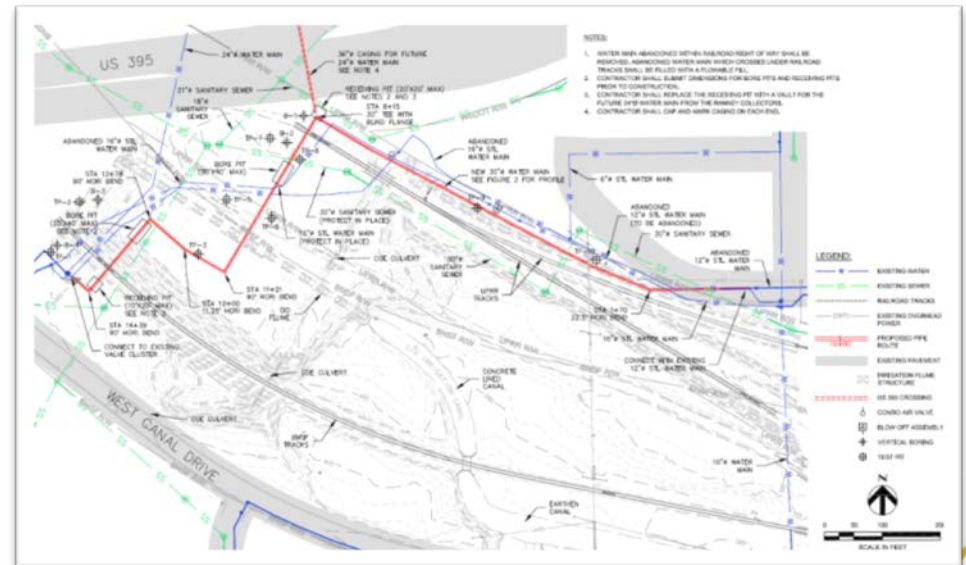
Entiat to Canal Water Transmission Main

- Project Description
 - Existing 16" steel waterline failed and taken out of service
 - One 24" supply remains across both UPRR and BNSF railways as well as a CID elevated irrigation canal.
 - Inadequate for future demand and redundancy



Entiat to Canal Water Transmission Main

- Improvement Plan
 - *Contracted with HDR Engineers to begin design and permitting of new 30" water transmission main to convey water from the Ranney Collectors*
 - *Construction to include open cut as well as boring under BNSF, UPRR*
 - *New 30" main will provide capacity for future growth demands*
- Estimated project cost: *\$1.7 Million*
- Funding
 - *Water and Sewer Fund*
- Project Schedule
 - *Advertise for bids Nov. 2018*
 - *Award Dec. 2018*
 - *Complete May 2019*



Loan / Grant Projects and Programs

Grant/Loan Projects and Programs			
Project	Source	Amount	Status
Automatic Meter Reading (AMR) / Automated Meter Infrastructure (AMI)	Public Works Trust Fund Loan	6,000,000 (design & construction)	Construction 2020-21
Wastewater Treatment Plant Phase II	State Revolving Fund Loan	2,347,000 (design)	Design 2019-20
US395/Ridgeline Interchange	Connecting WA NHFP PWTF Loan	15,000,000 1,944,259 6,000,000	Construction 2020-21
10th Avenue (Joliet to Columbia Center Blvd)	STP	1,279,335	Construction 2019
West Side Vector Site	Ecology Proviso	980,000	Construction 2019
Regional Stormwater Pond	Ecology Proviso	800,000	Construction 2019
E. 47th Place Stormwater Repair	FEMA	70,000	Construction 2018



Questions?





City Council Meeting Schedule September 2018

September 4, 2018
Tuesday, 6:30 p.m.

REGULAR COUNCIL MEETING

September 11, 2018
Tuesday, 6:30 p.m.

WORKSHOP MEETING

1. Police Department Update
2. Fire Department Update
3. City Attorney Department Update

September 18, 2018
Tuesday, 6:30 p.m.

REGULAR COUNCIL MEETING

September 25, 2018
Tuesday, 6:30 p.m.

WORKSHOP MEETING

1. Annual Comp Plan Amendments
2. Urban Growth Area: Benton County Comp Plan Amendment
3. Community Planning Department Update
4. Budget Assumptions

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September 2018
Updated 8/7/18