



CITY COUNCIL REGULAR MEETING AGENDA February 21, 2023 at 6:30 p.m. City Hall Council Chambers and Virtual

The City of Kennewick broadcasts Council meetings on the City's website at <https://www.go2kennewick.com/CouncilMeetingBroadcasts> and via Zoom. If you are unable to attend in person and wish to comment during one of the Visitors sections or if applicable to provide public testimony for a Public Hearing, please register at https://us02web.zoom.us/webinar/register/WN_zKJYOqBfSoOQ1YUPnxut9Q. Registrations must be received by 4:00 p.m. on the day of the meeting.

The public can also submit comments by either filling out an online form at <https://www.go2kennewick.com/PublicComments> via e-mail to clerkinfo@ci.kennewick.wa.us, or submitting written comments to P.O. Box 6108, Kennewick, WA 99336. Comments must be received no later than 4:00 p.m. on the Monday before the meeting.

1. CALL TO ORDER

Pledge of Allegiance/Welcome/Invocation

HONORS & RECOGNITIONS

2. VISITORS

Public comments for item(s) on the agenda not covered under a public hearing. Comments are limited to three minutes. Records intended for Council (9 copies are required) must be given to the City Clerk by 4:00 p.m. on the Monday before the meeting.

3. APPROVAL OF AGENDA

4. CONSENT AGENDA

All matters listed within the Consent Agenda have been distributed to each member of the Kennewick City Council for reading and study, are considered to be routine, and will be enacted by one motion of the Council with no separate discussion.

- a. Motion to approve the Regular Meeting Minutes of February 7, 2023.
- b. (1) Motion to approve the Claims Roster for January 2023.
(2) Motion to approve the Claims Rosters for the Toyota Center Operations and Box Office Accounts for November 2022.
- c. Motion to approve Payroll Roster for January 31, 2023.
- d. Motion to authorize the City Manager to sign the professional services agreement with BerryDunn for the Parks and Recreation Comprehensive Plan.
- e. Motion to award Contract P2303-23 Furnishing & Applying Herbicide 2023-2024 Contract to Senske in the amount of \$106,138.05 plus a 10% contingency amount of \$10,613.81, for a total amount of \$116,751.86.
- f. Motion to award Contract P2305-23 2023 Bituminous Surface Treatment Seal Coat Contract to Tommer Construction in the amount of \$587,333.15 plus a 10% contingency amount of \$58,733.32, for a total amount of \$646,066.47.
- g. Motion to approve and authorize the Mayor and City Manager to sign the proposed Memorandum of Agreement (MOA) modifying the 2023 wage provision within the City's existing 2021-2024 collective bargaining agreement with the Police Support Specialists (PSS) Guild.

5. ORDINANCES/RESOLUTIONS

- a. Ordinance 6008: Change of Zone COZ 2022-0012 from Commercial, Community (CC) to Commercial, General (CG) at 400 & 420 S. Steptoe Street.
- b. Ordinance 6009: Change of Zone COZ 2022-0013 from Commercial, Community (CC) to Residential High Density (RH) at 8224 Bob Olson Parkway.
- c. Ordinance 6010: Amending KMC 2.16.930 Boards & Commission - Qualifications.
- d. Ordinance 6011: Amending KMC 10.04.130 Violating Court Orders.

*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 and Video Taped*

6. PUBLIC HEARINGS/MEETINGS

- a. Resolution 23-01: Vacation of 10' utility easement located at 607 E. Columbia Dr.

7. NEW BUSINESS

- a. Motion to award Contract P2012-23 Steptoe & Gage Intersection Improvements (RE-Bid) to Apollo, Inc. in the amount of \$3,043,970.26 plus a 10% contingency amount of \$304,397.03, for a total amount of \$3,348,367.29.

8. UNFINISHED BUSINESS

9. VISITORS

Public comments for any item(s) the public wants to bring to Council. Comments are limited to three minutes. Records intended for Council (9 copies are required) must be given to the City Clerk by 4:00 p.m. on the Monday before the meeting.

10. COUNCIL COMMENTS/DISCUSSION

11. ADJOURNMENT

DRAFT
CITY OF KENNEWICK
CITY COUNCIL
Regular Meeting
February 7, 2023

1. CALL TO ORDER

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

City Council and Staff Present:

Mayor Pro Tem Gretl Crawford	Marie Mosley	Nick Farline
John Trumbo	Anthony Muai	Chris Guerrero
Chuck Torelli	Christina Palmer	Chad Michael
Jim Millbauer	Lisa Beaton	Kylie Peel
Brad Beauchamp	Cary Roe	
Loren Anderson	Krystal Townsend	
Mayor Bill McKay	Dan Legard	

Matilda Hocking, Kennewick, provided the Invocation.

Mayor Pro Tem Crawford led the Pledge of Allegiance.

HONORS & RECOGNITIONS - None

2. VISITORS - None

3. APPROVAL OF AGENDA

Mr. Torelli moved, seconded by Mr. Anderson to approve the Agenda as presented. The motion passed unanimously.

4. APPROVAL OF CONSENT AGENDA

- a. Motion to approve the Regular Meeting Minutes of January 17, 2023.
- b. (1) Motion to approve Claims Roster for December 2022.
(2) Motion to approve the Columbia Golf Course Account for December 2022.
- c. Motion to approve Payroll Roster for January 15, 2023.
- d. Motion to authorize the City Manager to sign a License Agreement with the Port of Kennewick at 5 East Columbia Dr.
- e. Motion to accept the work of Sierra Santa Fe Corp. for Contract P2125-22, 2022 Bituminous Surface Treatment, in the amount of \$452,791.55.

Mr. Torelli moved, seconded by Mr. Millbauer to approve the Consent Agenda. The motion passed unanimously.

5. ORDINANCE/RESOLUTIONS – None

6. PUBLIC HEARINGS/MEETINGS – None

7. NEW BUSINESS

- a. HOME ARP Draft Plan

CDBG Coordinator Kylie Peel provided an informational staff report. Stephanie Jennings of Cloudburst Consulting, answered various Council questions. Council comments will be shared at the next Consortium staff meeting. Any additional Council comments should be submitted directly to the City of Richland prior to their final action date of March 7, 2023.

8. UNFINISHED BUSINESS – None

DRAFT

9. VISITORS

Tina Gregory, Kennewick – Commented on various topics and her opinion on same.

Nicole Carby, Kennewick – Commented on various topics and her opinion on same.

10. COUNCIL COMMENTS/DISCUSSION

Council members reported on their respective activities. Ms. Mosley provided a reminder of the importance of preventing ex-parte communications during the upcoming quasi-judicial change of zone process.

11. ADJOURNMENT

Meeting was adjourned at 7:32 p.m.

Krystal Townsend, CMC
Deputy City Clerk

Council Agenda Coversheet



Agenda Item Number	4.b.(1)	Council Date	02/21/2023
Agenda Item Type	General Business Item		
Subject	Claims Roster - January		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Finance		

Consent Agenda	<input checked="" type="checkbox"/>
Ordinance/Reso	<input type="checkbox"/>
Public Mtg / Hrg	<input type="checkbox"/>
Other	<input type="checkbox"/>
Quasi-Judicial	<input type="checkbox"/>

Recommendation

That Council approve the Claims Roster for January 2023.

Motion for Consideration

I move to approve the Claims Roster for January 2023 in the amount of \$6,369,089.52, comprised of electronic payments and check numbers 307954-308440.

Summary

The purchasing card detail is provided in a separate report following the claims roster. The payments on this Claims Roster are comprised of the following issuances during the period 01/01/2023-01/31/2023:

Check numbers 307954-308440:	\$ 6,160,435.97
Electronic payments (EFT):	208,653.55

Total \$	6,369,089.52

Alternatives

None.

Fiscal Impact

Total \$6,369,089.52.

Through	Denise Winters Feb 13, 11:59:57 GMT-0800 2023
Dept Head Approval	Dan Legard Feb 15, 09:23:20 GMT-0800 2023
City Mgr Approval	Marie Mosley Feb 16, 11:18:21 GMT-0800 2023

Attachments:

Recording Required?

City of Kennewick

Claims Roster

1/1/2023 - 1/31/2023

Check #	Check Date	Vendor #	Vendor Name	Description of Services	Amount
001 GENERAL FUND					
000 FUND ACTIVITY					
EFT	01/23/2023	167	WA STATE DEPT OF REVENUE	EXCISE TAX - DEC 2022	1,110.07
307957	01/11/2023	70001	BENTON COUNTY TREASURER	DECEMBER - 22	696.52
307959	01/11/2023	70000	WASHINGTON STATE TREASURER	DECEMBER - 22	37,954.57
308152	01/25/2023	99992	CIVIC REC REFUNDS	RECREATION REFUND	88.00
308153	01/25/2023	99992	CIVIC REC REFUNDS	RECREATION REFUND	150.00
308155	01/25/2023	528	ROYAL ROOFING INC	BLDR-2022-8547 INV#00004291	6.50
308156	01/26/2023	99990	MISC REFUNDS	SOLICITORS LICENSE REFUND	150.00
308411	01/27/2023	7942	US BANK NATIONAL ASSOCIATION	US BANK SERVICE CHARGE ANALYSIS 2022	65,042.42
Total amount by Division					\$105,198.08
011 CITY COUNCIL					
308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	280.07
308176	01/27/2023	471	B-F-WW GOOD ROADS	MEMBERSHIP DUES FOR GOOD ROADS - CITY COUNCIL	250.00
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	280.07
Total amount by Division					\$810.14
012 CITY MANAGER					
308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	87.12
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	87.50
Total amount by Division					\$174.62
023 RECREATION SERVICES					
EFT	01/03/2023	77146	GLOBAL PAYMENTS	CIVIC REC GLOBAL MERCHANT FEES	1,312.31
EFT	01/23/2023	167	WA STATE DEPT OF REVENUE	EXCISE TAX - DEC 2022	1,048.84
308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	164.24
308228	01/27/2023	7711	CULLIGAN WATER CONDITIONING	WATER DELIVERY	33.43
308394	01/27/2023	4028	TED BROWN MUSIC COMPANY	SERVICE CALL PA SYSTEM DIAGNOSIS	239.14
308412	01/27/2023	3564	US LINEN AND UNIFORM	LINEN FOR TRIOS HEALTH HOLIDAY EVENT	283.28
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	165.00
Total amount by Division					\$3,246.24
024 FACILITIES MAINTENANCE					
307956	01/10/2023	172	THE TRI-CITY HERALD	RFB UNION ST LIBRARY HVAC UPGRADES	195.33
307960	01/13/2023	8623	ACE SALES & SERVICE INC	PORTA POTTY	118.90
307960	01/13/2023	8623	ACE SALES & SERVICE INC	PORTA POTTY	1,181.50
307960	01/13/2023	8623	ACE SALES & SERVICE INC	PORTA POTTY	328.00
307971	01/13/2023	1568	ATOMIC SCREEN PRINT &, EMBROIDERY	CLOTHING	106.57
307971	01/13/2023	1568	ATOMIC SCREEN PRINT &, EMBROIDERY	CLOTHING	382.54

City of Kennewick

Claims Roster

1/1/2023 - 1/31/2023

Check #	Check Date	Vendor #	Vendor Name	Description of Services	Amount
307979	01/13/2023	9100	BLUE MOUNTAIN FIRE PROTECTION, INC	90% PAYMENT 5 YEAR FIRE INSPECTIONS	10,059.30
307979	01/13/2023	9100	BLUE MOUNTAIN FIRE PROTECTION, INC	BUTTERFLY VALVE REPLACED FIRE INSPECTIONS	869.60
308001	01/13/2023	9827	DAY WIRELESS SYSTEMS	F250 LIGHTING PACKAGE	927.43
308008	01/13/2023	5426	EWING IRRIGATION PRODUCTS, INC	ICE MELT	1,087.63
308018	01/13/2023	8066	FOODIES BRICK AND MORTAR, RBIZ, LLC	REIMBURSEMENT TO FOODIES FOR SERVICES DONE ON OUR	2,278.05
308038	01/13/2023	5322	ITW FOOD EQUIPMENT GROUP LLC, DBA HOBART SERVICE	DISHWASHER CHEMICAL FEED PUMP	662.58
308038	01/13/2023	5322	ITW FOOD EQUIPMENT GROUP LLC, DBA HOBART SERVICE	DISHWASHER	765.25
308043	01/13/2023	78	KENNEWICK INDUSTRIAL & ELEC	REPLACED BALLAST	71.11
308043	01/13/2023	78	KENNEWICK INDUSTRIAL & ELEC	HOSE BIBS FOR ENGINE BAY	16.99
308043	01/13/2023	78	KENNEWICK INDUSTRIAL & ELEC	LIGHT BULBS AND BATTERIES	111.23
308043	01/13/2023	78	KENNEWICK INDUSTRIAL & ELEC	REPAIR IN CEILING ABOVE KITCHEN	50.84
308057	01/13/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	BATTERY BOX FOR ICE MELT SPREADER ON QUAD	54.34
308061	01/13/2023	4217	O'REILLY AUTO PARTS	BATTERY FOR QUAD AND SPREADER	216.96
308061	01/13/2023	4217	O'REILLY AUTO PARTS	CAMBUCKLE RETURN	-9.77
308061	01/13/2023	4217	O'REILLY AUTO PARTS	CAMBUCKLE	9.77
308070	01/13/2023	957	RANCH & HOME INC	FLAG CLIPS	18.85
308077	01/13/2023	1990	ROTO ROOTER, CLEARWATER TECH LLC	KITCHEN SINK	466.98
308077	01/13/2023	1990	ROTO ROOTER, CLEARWATER TECH LLC	MUSEUM MAINLINE	1,152.76
308087	01/13/2023	680	SIERRA ELECTRIC, INC.	NEW EXTERIOR LIGHTS 5-PAVILION , 2-PLAZA	2,813.24
308087	01/13/2023	680	SIERRA ELECTRIC, INC.	REPLACE PANEL COVER IN PITS	420.40
308093	01/13/2023	1812	SUNBELT RENTALS	MAN LIFT FOR INSTALLING DECORATIONS DOWNTOWN	452.91
308111	01/13/2023	3564	US LINEN AND UNIFORM	LINEN SERVICE	285.22
308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	921.28
308120	01/13/2023	1035	WASHINGTON HARDWARE AND, FURNITURE CO	ANTI FREEZE	52.11
308120	01/13/2023	1035	WASHINGTON HARDWARE AND, FURNITURE CO	SNAP LINK FOR KEYS	4.34
308120	01/13/2023	1035	WASHINGTON HARDWARE AND, FURNITURE CO	PICTURE WIRE FOR STAFF PICTURE	30.37
308120	01/13/2023	1035	WASHINGTON HARDWARE AND, FURNITURE CO	LIGHT BULB	16.83
308120	01/13/2023	1035	WASHINGTON HARDWARE AND, FURNITURE CO	SPACE HEATER TO THAW DRAIN FROM BOILERS	106.50
308166	01/27/2023	3088	APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET META	2023-1 HVAC MAINT	3,184.82
308166	01/27/2023	3088	APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET META	SERVICE AND PUMP SEAL	3,326.08
308166	01/27/2023	3088	APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET META	RADIANT HEATERS	2,822.72
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	52.18
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	3,421.73
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	147.66
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	46.08
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	19.00
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	57.70
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	3,707.91
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	377.03
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	5,069.82

City of Kennewick

Claims Roster

1/1/2023 - 1/31/2023

Check #	Check Date	Vendor #	Vendor Name	Description of Services	Amount
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	1,089.79
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	218.12
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	291.44
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	16,553.07
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	18.50
308187	01/27/2023	9100	BLUE MOUNTAIN FIRE PROTECTION, INC	RETAINAGE RELEASE 5 YEAR FIRE INSPECTIONS	1,022.00
308200	01/27/2023	10584	CAMTEK INC	FIRE MONITORING	244.58
308204	01/27/2023	83	CASCADE NATURAL GAS	GAS SERVICE	15,289.81
308204	01/27/2023	83	CASCADE NATURAL GAS	GAS SERVICE	11,486.38
308206	01/27/2023	5050	CENTRAL HOSE & FITTINGS INC	INGROUND HOSE SYSTEM	261.16
308215	01/27/2023	1332	COFFEY REFRIGERATION	REFRIG SERVICE	440.46
308249	01/27/2023	5426	EWING IRRIGATION PRODUCTS, INC	INGROUND HOSE SYSTEM	83.47
308251	01/27/2023	166	FARMERS EXCHANGE	CHAINS FOR SAWS	110.85
308251	01/27/2023	166	FARMERS EXCHANGE	CHAINSAW REPAIR	3.87
308252	01/27/2023	8774	FASTENAL COMPANY	WINDOW SCREEN	1.96
308252	01/27/2023	8774	FASTENAL COMPANY	ANCHORS FOR DOOR STOPS	25.16
308253	01/27/2023	86	FERGUSON ENTERPRISES INC	HYDRANT REPAIR KIT	129.35
308253	01/27/2023	86	FERGUSON ENTERPRISES INC	CIRC PUMP	204.01
308253	01/27/2023	86	FERGUSON ENTERPRISES INC	IRRIGATION TOOLS	149.32
308255	01/27/2023	9237	FIKES NORTHWEST CORP	SCENT	40.35
308255	01/27/2023	9237	FIKES NORTHWEST CORP	SCENT	20.17
308255	01/27/2023	9237	FIKES NORTHWEST CORP	SCENT	40.35
308255	01/27/2023	9237	FIKES NORTHWEST CORP	SCENT	60.52
308255	01/27/2023	9237	FIKES NORTHWEST CORP	SCENT	40.35
308257	01/27/2023	409	FRONTIER FENCE INC	GATE TO GRAVE PILE AND REPAIR BY EAST GATE	3,532.75
308285	01/27/2023	303	INTERMOUNTAIN CLEANING SERVICE INC.	JANITORIAL SVC - DECEMBER 2022	13,608.00
308299	01/27/2023	78	KENNEWICK INDUSTRIAL & ELEC	BROKEN PIPES	194.07
308299	01/27/2023	78	KENNEWICK INDUSTRIAL & ELEC	LANDSCAPE FABRIC FOR ROUND ABOUTS	114.29
308299	01/27/2023	78	KENNEWICK INDUSTRIAL & ELEC	LANDSCAPE FABRIC FOR ROUND ABOUT	225.47
308299	01/27/2023	78	KENNEWICK INDUSTRIAL & ELEC	HOSE BOX FOR SOUTHRIDGE BALLFIELDS	423.69
308299	01/27/2023	78	KENNEWICK INDUSTRIAL & ELEC	IRRIGATION TOOLS	137.76
308299	01/27/2023	78	KENNEWICK INDUSTRIAL & ELEC	IRRIGATION REPAIR	688.45
308299	01/27/2023	78	KENNEWICK INDUSTRIAL & ELEC	IRRIGATION REPAIR	83.06
308299	01/27/2023	78	KENNEWICK INDUSTRIAL & ELEC	IRR. REPAIR	39.90
308299	01/27/2023	78	KENNEWICK INDUSTRIAL & ELEC	INGROUND HOSE SYSTEM	3.46
308299	01/27/2023	78	KENNEWICK INDUSTRIAL & ELEC	INGROUND HOSE SYSTEM	143.59
308299	01/27/2023	78	KENNEWICK INDUSTRIAL & ELEC	BALL FIELD HOSE INSTALL	100.66
308321	01/27/2023	484	MILNE NAIL,POWER TOOL & REPAIR	CORDLESS GREASE GUN FOR BI-FOLD GARAGE DOORS	326.68
308329	01/27/2023	7969	MUSTANG SIGN GROUP, WANG ENTERPRISES	PARK SIGN	138.05
308344	01/27/2023	241	PERFORMANCE SYSTEMS INTEGRATION	FIRE SYSTEM	235.89

City of Kennewick

Claims Roster

1/1/2023 - 1/31/2023

Check #	Check Date	Vendor #	Vendor Name	Description of Services	Amount
308348	01/27/2023	329	PLATT ELECTRIC SUPPLY COMPANY, REXEL USA INC	IRRIGATION REPAIR	36.60
308348	01/27/2023	329	PLATT ELECTRIC SUPPLY COMPANY, REXEL USA INC	UNI STRUT AND PIPE CLAMPS	117.37
308354	01/27/2023	957	RANCH & HOME INC	CORPS AUDIT REPAIRS	26.08
308354	01/27/2023	957	RANCH & HOME INC	BALL FIELD BOARDS	67.33
308354	01/27/2023	957	RANCH & HOME INC	BALL FIELD READER BOARDS	16.83
308354	01/27/2023	957	RANCH & HOME INC	TOOL BOX	11.15
308354	01/27/2023	957	RANCH & HOME INC	TRAILER TOWING FOR TRUCK	391.30
308388	01/27/2023	6811	SUPERIOR TREE SERVICE LLC	TREES	7,277.47
308401	01/27/2023	5945	TK ELEVATOR	ELEVATOR MAINTENANCE	55.73
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	1,096.65
Total amount by Division					\$125,375.99
026	ECONOMIC DEVELOPMENT				
308016	01/13/2023	7338	FOCAL POINT MARKETING &, MULTIMEDIA	ECONOMIC DEVELOPMENT MARKETING VIDEO	2,550.00
308093	01/13/2023	1812	SUNBELT RENTALS	MAN LIFT FOR INSTALLING DECORATIONS DOWNTOWN	452.92
308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	87.12
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	87.50
Total amount by Division					\$3,177.54
032	ACCOUNTING				
308358	01/27/2023	1314	REHN & ASSOCIATES, INC.	COBRA RIGHTS LETTERS	150.00
308419	01/27/2023	976	WA STATE AUDITOR'S OFFICE	ASSESSMENT AUDIT	116.10
308419	01/27/2023	976	WA STATE AUDITOR'S OFFICE	ACCOUNTABILITY AUDIT	591.60
Total amount by Division					\$857.70
033	HUMAN RESOURCES				
308058	01/13/2023	1030	NAVIA BENEFIT SOLUTIONS, CLIENT PAY	FLEX PLAN SERVICES	541.80
308125	01/13/2023	7879	WESLEY GROUP, THE, TWG CONSULTING CORP	LABOR RELATIONS CONSULTATION	400.00
308138	01/19/2023	5827	TALOGY INC	CALIPER ASSESSMENTS	2,000.10
308339	01/27/2023	7831	ON SCENE MEDICAL SERVICES PC	PD PRE EMPLOYMENT PHYSICAL, CDL PHYSICALS	330.00
308385	01/27/2023	8315	STERLING	ENHANCED CRIMINAL SEARCH	1,718.55
Total amount by Division					\$4,990.45
034	CIVIL SERVICE				
308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	87.12
308339	01/27/2023	7831	ON SCENE MEDICAL SERVICES PC	PD PRE EMPLOYMENT PHYSICAL, CDL PHYSICALS	815.00
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	87.50
Total amount by Division					\$989.62
035	CUSTOMER SERVICE				
EFT	01/04/2023	70016	U.S. BANK	MERCHANT FEES	21,621.57
308000	01/13/2023	3530	DATAPROSE INC	DECEMBER BILL PACKAGE AND POSTAGE EXPENSES	9,803.98

City of Kennewick

Claims Roster

1/1/2023 - 1/31/2023

Check #	Check Date	Vendor #	Vendor Name	Description of Services	Amount
308112	01/13/2023	1198	US POSTAL SERVICE	ANNUAL PO BOX CALLER SERVICE FEE	2,016.00
308123	01/13/2023	4479	WEBCHECK INC	WEBCHECK SERVICES - DEC LIEN SEARCH FEES	607.63
Total amount by Division					\$34,049.18
036	CODE ENFORCEMENT				
307971	01/13/2023	1568	ATOMIC SCREEN PRINT &, EMBROIDERY	UNIFORM ITEMS	422.30
307985	01/13/2023	509	C. WAYNE MAY	SERVICES REIMBURS FOR 109 E 13TH AVE ABATEMENT	16,016.86
307985	01/13/2023	509	C. WAYNE MAY	SERVICES REIMBURSEMENT - 109 E 13TH AVE ABATEMENT	4,935.00
307985	01/13/2023	509	C. WAYNE MAY	SERVICES REIMBURSEMENT - 109 E 13TH AVE ABATEMENT	2,218.06
307985	01/13/2023	509	C. WAYNE MAY	SERVICES REIMBURSEMENT - 109 E 13TH AVE ABATEMENT	1,640.80
307985	01/13/2023	509	C. WAYNE MAY	SERVICES REIMB FOR 109 E 13TH AVE ABATEMENT	1,195.71
307985	01/13/2023	509	C. WAYNE MAY	SERVICES REIMBURSEMENT - 109 E 13TH AVE ABATEMENT	2,209.00
308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	185.62
308175	01/27/2023	9813	B-F JUVENILE JUSTICE CTR	GRAFFITI ABATEMENT PROGRAM	3,100.87
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	227.05
Total amount by Division					\$32,151.27
042	CITY ATTORNEY				
307989	01/13/2023	2481	CI INFORMATION MANAGEMENT, CI SUPPORT LLC	RECURRING SHREDDING SERVICE	37.37
308017	01/13/2023	50387	FOLTZ, JESSICA	JESSICA FOLTZ MILEAGE REIMBURSEMENT NOV-DEC 2022	142.68
308068	01/13/2023	3467	PRONTO PROCESS SERVICE, INC	MONTHLY COURIER FEE (DECEMBER 2022)	52.50
308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	106.75
308174	01/27/2023	287	B-F COUNTY BAR ASSOCIATION	BF COUNTY BAR ASSOC. MEMBERSHIP RENEWALS (4 ATTY)	180.00
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	107.77
308427	01/27/2023	853	WEST GROUP PAYMENT CENTER	ONLINE SOFTWARE CHARGES - DECEMBER 2022	2,593.62
308427	01/27/2023	853	WEST GROUP PAYMENT CENTER	LIBRARY PLAN JANUARY 2023	64.29
Total amount by Division					\$3,284.98
051	CITY CLERK				
307956	01/10/2023	172	THE TRI-CITY HERALD	PUBLICATION - ORD 5986 SUMMARY	48.41
308212	01/27/2023	8131	CIVICPLUS, ICON ENTERPRISES INC	KMC ONLINE HOSTING SUBSCRIPTION	765.52
Total amount by Division					\$813.93
053	PURCHASING				
307954	01/04/2023	5727	COSTCO ANYWHERE CITI VISA	INTEREST CREDIT FROM JUNE STMT	-0.97
307982	01/13/2023	80	BRUTZMAN'S INC	OFFICE CHAIRS	831.32
308097	01/13/2023	172	THE TRI-CITY HERALD	ADVERTISEMENT RFQ 22-018 TRUCKVAULTS	142.96
308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	41.06
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	41.25
Total amount by Division					\$1,055.62
054	INFORMATION TECHNOLOGY				

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307962	01/13/2023	730	ADVANCE TRAVEL EXPENSE	REIMBURSE ADVANCE TRAVEL	528.60
307980	01/13/2023	10395	BMI SYSTEMS GROUP, BRIGGS MARKETING INC.	BMI COLLECT IT AND MUNIS INVENTORY COMMUNICATOR MA	590.00
307996	01/13/2023	6375	COMPUNET INC	NETWORK CONFIGURATIONS	562.50
308026	01/13/2023	4659	GOVERNMENT JOBS.COM INC	SUBSCRIPTION FEE FOR BACKGROUND CHECK INTERGRATION	1,630.50
308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	1,032.86
308135	01/13/2023	5471	ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	TELEPHONE SVC	7,008.70
308188	01/27/2023	3301	BMC SOFTWARE INC, NUMARA DIVISION	BMC SUPPORT CONTRACT SC-532774 FOR CITY OF KENNEWI	11,256.99
308207	01/27/2023	8295	CENTURYLINK	PS/ALI - ALI/SR PER 100 REC	7.02
308212	01/27/2023	8131	CIVICPLUS, ICON ENTERPRISES INC	CIVICPLUS WEBSITE MAINTENANCE	31,031.64
308219	01/27/2023	6375	COMPUNET INC	VMWARE RENEWAL 2023-2024	14,956.20
308219	01/27/2023	6375	COMPUNET INC	CORPORATE GENETEC 2023 MAINTENANCE RENEWAL	7,067.48
308219	01/27/2023	6375	COMPUNET INC	PALO ALTO RENEWAL 2023-2024	30,033.82
308219	01/27/2023	6375	COMPUNET INC	CISCO FLEX CONTACT CENTER - YEAR 2	11,397.85
308219	01/27/2023	6375	COMPUNET INC	VEEAM RENEWAL 2023-2024 (CORP)	22,545.78
308264	01/27/2023	491	GRANICUS LLC	PUBLIC RECORDS SOFTWARE ANNUAL CHARGES	10,841.18
308276	01/27/2023	1139	HDL SOFTWARE LLC	BUSINESS LICENSE SOFTWARE ANNUAL USE FEE	6,872.78
308320	01/27/2023	9453	MICRO FOCUS SOFTWARE INC	IDENTITY AND ACCESS MANAGEMENT ANNUAL RENEWAL 2023	1,619.48
308324	01/27/2023	8210	SMARSH INC	NET GUARD	1,436.55
308382	01/27/2023	485	SOLARWINDS NORTH AMERICA INC	2023 CORP SOLARWINDS RENEWAL	10,466.72
308389	01/27/2023	10003	SWAGIT PRODUCTIONS LLC	SWAG-IT - ENCODER	16,555.00
308408	01/27/2023	1566	TYLER TECHNOLOGIES INC	ENERGOV AND EAM SOFTWARE MAINTENANCE	52,034.14
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	1,004.80
308437	01/27/2023	5471	ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	TELEPHONE SVC	7,258.73
Total amount by Division					\$247,739.32
062	PLANNING				
308075	01/13/2023	10364	RINCON CONSULTANTS INC	HPC 2022 E. KENNEWICK SURVEY FINAL INVOICE PAID	1,300.00
308097	01/13/2023	172	THE TRI-CITY HERALD	LEGAL PUBLICATION - NOPH	123.46
308422	01/27/2023	5257	WAPRO	WAPRO 2023 MEMBERSHIP DUES	25.00
Total amount by Division					\$1,448.46
070	POLICE REVENUES				
EFT	01/10/2023	70008	WA. STATE DEPT OF LICENSING	FIREARMS LICENSE	1,189.00
EFT	01/23/2023	70008	WA. STATE DEPT OF LICENSING	FIREARMS LICENSING	1,236.00
308154	01/25/2023	99994	CPL REFUNDS	CPL REFUND	39.25
Total amount by Division					\$2,464.25
071	KPD-ADMINISTRATION				
307992	01/13/2023	422	CLARITY POINT PLLC	WELLNESS PROGRAM	1,234.35
308047	01/13/2023	2280	LANGUAGE LINE SERVICES, INC	INTERPRETATION SERVICES	537.60
308109	01/13/2023	4764	UNITED PARCEL SERVICE, UPS	SHIPPING	34.74

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308109	01/13/2023	4764	UNITED PARCEL SERVICE, UPS	SHIPPING	11.98
308109	01/13/2023	4764	UNITED PARCEL SERVICE, UPS	SHIPPING	8.68
308135	01/13/2023	5471	ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	TELEPHONE SVC	221.11
308195	01/27/2023	80	BRUTZMAN'S INC	CHAIR REPAIRS	103.45
308209	01/27/2023	2481	CI INFORMATION MANAGEMENT, CI SUPPORT LLC	SHRED SERVICES - DEC 2022	451.10
308211	01/27/2023	100	CITY OF RICHLAND	(JAG) 2021 CONTRACT #272-21	4,167.00
308213	01/27/2023	422	CLARITY POINT PLLC	WELLNESS PROGRAM	1,061.45
308343	01/27/2023	1459	PASCO KENNEWICK ROTARY CLUB	QUARTERLY DUES - GUERRERO	165.00
308410	01/27/2023	4764	UNITED PARCEL SERVICE, UPS	SHIPPING	52.01
308410	01/27/2023	4764	UNITED PARCEL SERVICE, UPS	SHIPPING	50.24
308418	01/27/2023	1433	W A S P C - WA ASSOC SHERIFF, & POLICE CHIEFS	CATEGORY F MEMBERSHIP RENEWAL	365.00
308437	01/27/2023	5471	ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	TELEPHONE SVC	237.36
Total amount by Division					\$8,701.07
072	KPD-CRIMINAL INVESTIGATION				
307955	01/04/2023	5213	REYNA, BLANCA	PETTY CASH	405.00
308102	01/13/2023	7228	TRANSUNION RISK ALTERNATIVE, DATA SOLUTIONS INC	PEOPLE SEARCH	260.88
308172	01/27/2023	5555	AYALA, MIGUEL	UNIFORM ALLOWANCE	1,500.00
308177	01/27/2023	2595	BENNETT, CHRIS	UNIFORM ALLOWANCE	1,500.00
308235	01/27/2023	2151	DORAME, JUAN	UNIFORM ALLOWANCE	1,500.00
308236	01/27/2023	4774	DRAMIS, WILLAM	UNIFORM ALLOWANCE	1,500.00
308265	01/27/2023	5199	GRANT, LIZ	UNIFORM ALLOWANCE	1,500.00
308267	01/27/2023	5403	GREENOUGH, JOHN	UNIFORM ALLOWANCE	1,500.00
308278	01/27/2023	3998	HENRY, REBECCA	UNIFORM ALLOWANCE	1,500.00
308298	01/27/2023	2598	KELLY, RYAN	UNIFORM ALLOWANCE	1,500.00
308308	01/27/2023	4712	LONG, DANIEL	UNIFORM ALLOWANCE	1,500.00
308313	01/27/2023	9592	MCCALMANT, RANDY	UNIFORM ALLOWANCE	1,500.00
308314	01/27/2023	6951	MCGEE, CORY	UNIFORM ALLOWANCE	1,500.00
308317	01/27/2023	3284	MEL'S INTER-CITY TOWING	TOW SERVICE	81.53
308317	01/27/2023	3284	MEL'S INTER-CITY TOWING	TOW SERVICE	81.53
308317	01/27/2023	3284	MEL'S INTER-CITY TOWING	TOW SERVICE	81.53
308319	01/27/2023	3091	MERKL, ISAAC	UNIFORM ALLOWANCE	1,500.00
308326	01/27/2023	2228	MONTEBLANCO, MARCO	UNIFORM ALLOWANCE	1,500.00
308327	01/27/2023	7694	MOORE, ZACHARIAH	UNIFORM ALLOWANCE	1,500.00
308332	01/27/2023	7576	NEBEKER, KIRK	UNIFORM ALLOWANCE	1,500.00
308349	01/27/2023	428	POCHERT, BRIAN	UNIFORM ALLOWANCE	1,500.00
308357	01/27/2023	3656	REES, REMIE	UNIFORM ALLOWANCE	1,500.00
308360	01/27/2023	6197	RILEY, JOSHUA	UNIFORM ALLOWANCE	1,500.00
308365	01/27/2023	10809	SAFRANEK, KRISTOFER	UNIFORM ALLOWANCE	1,500.00
308369	01/27/2023	5687	SANTOY, JOSE	UNIFORM ALLOWANCE	1,500.00

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308370	01/27/2023	2152	SCHWARTZ, KEITH	UNIFORM ALLOWANCE	1,500.00
308380	01/27/2023	2982	SLOCOMBE, CHRIS	UNIFORM ALLOWANCE	1,500.00
Total amount by Division					\$33,910.47
073	KPD-PATROL				
307955	01/04/2023	5213	REYNA, BLANCA	PETTY CASH	140.00
308014	01/13/2023	521	FLOCK GROUP INC	FALCON CAMERAS & SOFTWARE	17,392.00
308070	01/13/2023	957	RANCH & HOME INC	DOG FOOD - K9 IVAN	130.42
308099	01/13/2023	10229	TNVC INC	L3H-ATPIAL-BLK TARGET ILLUMINATOR	3,386.00
308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	10,477.32
308160	01/27/2023	10419	ALBERTIN, CODY	UNIFORM ALLOWANCE	1,500.00
308165	01/27/2023	331	ANTHONY DEGUIA	UNIFORM ALLOWANCE	1,500.00
308167	01/27/2023	9313	ARMITAGE, ZACHARIAH	UNIFORM ALLOWANCE	1,500.00
308186	01/27/2023	4965	BETTENDORF'S PRINTING & DESIGN, JUDY BETTENDORF	BUSINESS CARDS	65.22
308190	01/27/2023	333	BOWEN HADLEY	UNIFORM ALLOWANCE	1,500.00
308192	01/27/2023	7339	BRAKEBILL, MIKAEL	UNIFORM ALLOWANCE	1,500.00
308198	01/27/2023	10830	CAMPBELL, ERIN	UNIFORM ALLOWANCE	1,500.00
308199	01/27/2023	10829	CAMPBELL, JERED	UNIFORM ALLOWANCE	1,500.00
308205	01/27/2023	9441	CASTILLEJA, SEBASTIAN	UNIFORM ALLOWANCE	1,500.00
308214	01/27/2023	171	CLARY, KYLER	UNIFORM ALLOWANCE	1,500.00
308222	01/27/2023	9346	CONTRERAS, JESUS	UNIFORM ALLOWANCE	1,500.00
308230	01/27/2023	1695	DAVIS, JOHN M.	UNIFORM ALLOWANCE	1,500.00
308238	01/27/2023	1329	DUTY, BERRY	UNIFORM ALLOWANCE	1,500.00
308239	01/27/2023	9098	EALY-THOMAS, JAIR	UNIFORM ALLOWANCE	1,500.00
308242	01/27/2023	503	ELLIOT WEDDLE-MARTINEZ	UNIFORM ALLOWANCE	1,500.00
308250	01/27/2023	476	FABIAN MORENO-GOMEZ	UNIFORM ALLOWANCE	1,500.00
308256	01/27/2023	477	FRANCISCO ESPINDOLA	UNIFORM ALLOWANCE	1,500.00
308262	01/27/2023	11052	GOULET, BRANDON	UNIFORM ALLOWANCE	1,500.00
308268	01/27/2023	9095	GREGG, JARED	UNIFORM ALLOWANCE	1,500.00
308279	01/27/2023	170	HOLDEN, ALEXANDER	UNIFORM ALLOWANCE	1,500.00
308286	01/27/2023	479	ISAAH SEBO	UNIFORM ALLOWANCE	1,500.00
308291	01/27/2023	330	JOSEPH GARZA	UNIFORM ALLOWANCE	1,500.00
308293	01/27/2023	446	JOSHUA NACUA	UNIFORM ALLOWANCE	1,500.00
308294	01/27/2023	10849	JOYCE, DUSTIN	UNIFORM ALLOWANCE	1,500.00
308301	01/27/2023	2154	KUHN, JOSHUA	UNIFORM ALLOWANCE	1,500.00
308311	01/27/2023	10237	MARKLEY, DYLAN	UNIFORM ALLOWANCE	1,500.00
308312	01/27/2023	10939	MATA, JOSE	UNIFORM ALLOWANCE	1,500.00
308317	01/27/2023	3284	MEL'S INTER-CITY TOWING	TOW SERVICE	81.53
308317	01/27/2023	3284	MEL'S INTER-CITY TOWING	TOW SERVICE	81.53
308317	01/27/2023	3284	MEL'S INTER-CITY TOWING	TOW SERVICE	81.53

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308317	01/27/2023	3284	MEL'S INTER-CITY TOWING	TOW SERVICE	81.53
308317	01/27/2023	3284	MEL'S INTER-CITY TOWING	TOW SERVICE	81.53
308317	01/27/2023	3284	MEL'S INTER-CITY TOWING	TOW SERVICE	81.53
308317	01/27/2023	3284	MEL'S INTER-CITY TOWING	TOW SERVICE	101.91
308317	01/27/2023	3284	MEL'S INTER-CITY TOWING	TOW SERVICE	81.53
308317	01/27/2023	3284	MEL'S INTER-CITY TOWING	TOW SERVICE	108.16
308318	01/27/2023	2593	MELONE, KENNY	UNIFORM ALLOWANCE	1,500.00
308347	01/27/2023	199	PEYTON HANNAH	UNIFORM ALLOWANCE	1,500.00
308353	01/27/2023	9461	RAMOS, FERNANDO	UNIFORM ALLOWANCE	1,500.00
308354	01/27/2023	957	RANCH & HOME INC	K9 SUPPLIES	130.42
308362	01/27/2023	3788	ROSANE, MICHAEL	UNIFORM ALLOWANCE	1,500.00
308366	01/27/2023	3658	SAGEN, JEFFREY	UNIFORM ALLOWANCE	1,500.00
308367	01/27/2023	4629	SALTER, RON	UNIFORM ALLOWANCE	1,500.00
308371	01/27/2023	8308	SCOTT, JAMES	UNIFORM ALLOWANCE	1,500.00
308381	01/27/2023	9035	SMITH, AVERY	UNIFORM ALLOWANCE	1,500.00
308387	01/27/2023	3654	SULLIVAN, JOSHUA	UNIFORM ALLOWANCE	1,500.00
308392	01/27/2023	4174	TAYLOR, JEREMY	UNIFORM ALLOWANCE	1,500.00
308396	01/27/2023	7722	THATSANA, STEVE	UNIFORM ALLOWANCE	1,500.00
308397	01/27/2023	10971	THE BUNKER	ARMOR VEST	1,022.80
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	8,688.66
308429	01/27/2023	9033	WHITNEY, CHRISTOPHER	UNIFORM ALLOWANCE	1,500.00
308432	01/27/2023	10560	WITHAM, TRISTAN	UNIFORM ALLOWANCE	1,500.00
308434	01/27/2023	9629	WOLOSIN, STEPHEN	UNIFORM ALLOWANCE	1,500.00
308436	01/27/2023	9771	ZINSLI, BRIAN	UNIFORM ALLOWANCE	1,500.00
308438	01/30/2023	2153	COOPER, LEE	UNIFORM ALLOWANCE	750.00
308439	01/30/2023	1404	NEWTON, MATT	UNIFORM ALLOWANCE	750.00
308440	01/30/2023	4711	PETERSON, JUSTIN	UNIFORM ALLOWANCE	750.00
Total amount by Division					\$105,963.62
074	KPD-STAFF SERVICES				
EFT	01/04/2023	70016	U.S. BANK	MERCHANT FEES	119.98
307955	01/04/2023	5213	REYNA, BLANCA	PETTY CASH	16.31
308092	01/13/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	OFFICE SUPPLIES	199.95
308092	01/13/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	OFFICE SUPPLIES	42.38
308092	01/13/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	OFFICE SUPPLIES	54.30
308092	01/13/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	OFFICE SUPPLIES	2,141.86
308092	01/13/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	OFFICE SUPPLIES	76.17
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	29.41
308195	01/27/2023	80	BRUTZMAN'S INC	DESK FOR PD RECORDS	2,034.08
308196	01/27/2023	9595	BUROKER, CHRIS	UNIFORM ALLOWANCE	1,500.00

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308201	01/27/2023	2962	CANADA, JAMES	UNIFORM ALLOWANCE	1,500.00
308232	01/27/2023	2981	DENKE, DEBRA	UNIFORM ALLOWANCE	550.00
308241	01/27/2023	1063	EDMONSON, ELIZABETH	UNIFORM ALLOWANCE	550.00
308272	01/27/2023	4725	HARRINGTON, JASON	UNIFORM ALLOWANCE	1,500.00
308273	01/27/2023	4726	HARRIS, TIMOTHY J	UNIFORM ALLOWANCE	1,500.00
308296	01/27/2023	2853	KAPAONA, VANESSA	UNIFORM ALLOWANCE	550.00
308305	01/27/2023	191	LEIRA	ANNUAL MEMBERSHIP FEES - PSS WALTERS	50.00
308305	01/27/2023	191	LEIRA	ANNUAL MEMBERSHIP FEE - A WILLIAMS	50.00
308305	01/27/2023	191	LEIRA	ANNUAL MEMBERSHIP FEE - PSS POWELL	50.00
308322	01/27/2023	10360	MINUTEMAN PRESS OF KENNEWICK, WESTJAN ENTERPRISES	NARCOTICS REFERRAL FORMS	499.15
308322	01/27/2023	10360	MINUTEMAN PRESS OF KENNEWICK, WESTJAN ENTERPRISES	SELF-INKING STAMP	31.24
308333	01/27/2023	8355	NELSON, NICOLE	UNIFORM ALLOWANCE	550.00
308335	01/27/2023	10203	NINA WILLIAMS	UNIFORM ALLOWANCE	550.00
308350	01/27/2023	10006	POWELL, CINDY	UNIFORM ALLOWANCE	550.00
308368	01/27/2023	9097	SANDERS, RICHARD	UNIFORM ALLOWANCE	1,500.00
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	OFFICE SUPPLIES	50.84
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	OFFICE SUPPLIES	101.31
308407	01/27/2023	558	TRUJILLO, ROMAN	UNIFORM ALLOWANCE	1,500.00
308421	01/27/2023	1190	WALTERS, CHRISTINA	UNIFORM ALLOWANCE	550.00
308423	01/27/2023	1033	WASHINGTON STATE PATROL	CPL BACKGROUND CHECKS - DEC 2022	609.50
308428	01/27/2023	9315	WESTERFIELD, DAWN	UNIFORM ALLOWANCE	550.00
Total amount by Division					\$19,556.48
075	KPD-INTERGOVERNMENTAL				
307955	01/04/2023	5213	REYNA, BLANCA	PETTY CASH	124.00
308179	01/27/2023	14	BENTON COUNTY	JAIL SERVICE - DEC 2022	186,077.16
308180	01/27/2023	14	BENTON COUNTY	KIDS HAVEN - 3RD QUARTER 2022	4,511.57
308211	01/27/2023	100	CITY OF RICHLAND	SECOMM ASSESSMENT - DISPATCH SVCS	235,501.84
308211	01/27/2023	100	CITY OF RICHLAND	800 MHZ RADIOS	29,641.14
308211	01/27/2023	100	CITY OF RICHLAND	800 MHZ SUA II UPGRADE	55,010.00
308404	01/27/2023	9790	TRIOS HEALTH, RCCH TRIOS HEALTH LLC	PRISONER MEDICAL	6,822.46
Total amount by Division					\$517,688.17
076	KPD-SPECIAL SERVICES				
307960	01/13/2023	8623	ACE SALES & SERVICE INC	PORTABLE TOILET - SHOOTING RANGE	75.40
308079	01/13/2023	710	SANDY'S TROPHIES INC	RETIREMENT FLAG BOX	35.33
308096	01/13/2023	10971	THE BUNKER	QUARTERMASTER SUPPLIES	32.61
308096	01/13/2023	10971	THE BUNKER	QUARTERMASTER SUPPLIES	303.78
308096	01/13/2023	10971	THE BUNKER	QUARTERMASTER SUPPLIES	310.88
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	195.00
308231	01/27/2023	2159	DAVIS, TREVER	UNIFORM ALLOWANCE	1,500.00

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308307	01/27/2023	3914	LITTRELL, CHRISTOPHER	UNIFORM ALLOWANCE	1,500.00
308378	01/27/2023	9108	SIERRA PACIFIC SOFTWARE LLC	ANNUAL MAINTENANCE/SUPPORT AGREEMENT	329.00
308397	01/27/2023	10971	THE BUNKER	QUARTERMASTER SUPPLIES	171.17
Total amount by Division					\$4,453.17
081	FIRE ADMINISTRATION				
307966	01/13/2023	5681	AMERIGAS PROPANE LP	PROPANE - STATION #4	448.65
307966	01/13/2023	5681	AMERIGAS PROPANE LP	PROPANE TANK RENTAL FS#4	72.46
308009	01/13/2023	166	FARMERS EXCHANGE	PROPANE	24.67
308092	01/13/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	ADMIN OFFICE SUPPLIES	111.74
308100	01/13/2023	930	TOTAL ENERGY MANAGEMENT	90% PAYMENT NEDERMAN REPAIR - STATIONS 2, 4 & 5	11,563.69
308100	01/13/2023	930	TOTAL ENERGY MANAGEMENT	NEDERMAN REPAIR - STATIONS 2, 4 & 5	1,722.35
308106	01/13/2023	2861	TROPHY SHOPPE, THE, JEFFREY BRITTON	AWARDS	668.43
308109	01/13/2023	4764	UNITED PARCEL SERVICE, UPS	SHIPPING	6.25
308209	01/27/2023	2481	CI INFORMATION MANAGEMENT, CI SUPPORT LLC	SHRED SERVICES	23.98
308211	01/27/2023	100	CITY OF RICHLAND	BCEM ANNUAL ASSESSMENT	41,437.00
308218	01/27/2023	1308	COLUMBIA VALLEY DAYBREAK, ROTARY	ROTARY CLUB	87.50
308354	01/27/2023	957	RANCH & HOME INC	PROPANE	13.16
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	STATION #3 GARBAGE BAGS	19.09
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	STATION #4 GARBAGE BAGS	19.09
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	STATION #5 GARBAGE BAGS	19.09
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	STATION #1 OPERATING SUPPLIES	166.94
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	STATION #2 OPERATING SUPPLIES	360.18
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	STATION #3 OPERATING SUPPLIES	70.01
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	STATION #4 OPERATING SUPPLIES	105.74
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	STATION #5 OPERATING SUPPLIES	78.31
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	STATION #4 FLOOR MATS	233.94
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	STATION #2 FLOOR MATS	233.94
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	STATION - BROOMS	30.22
308394	01/27/2023	4028	TED BROWN MUSIC COMPANY	STATION #2 - SPEAKER SYSTEM	119.57
308403	01/27/2023	930	TOTAL ENERGY MANAGEMENT	FIRE STATION EXHAUST SYSTEM MAINTENANCE	3,369.70
Total amount by Division					\$61,005.70
082	FIRE SUPPRESSION				
307973	01/13/2023	362	AUTOSHADES INC	MO181 WINDOW TINTING	325.80
307995	01/13/2023	752	COMM TECH, INC.	RADIO BATTERIES	1,372.27
308022	01/13/2023	5823	GALLS, LLC	UNIFORMS - NEW HIRES	654.08
308022	01/13/2023	5823	GALLS, LLC	UNIFORMS - NEW HIRES	158.23
308022	01/13/2023	5823	GALLS, LLC	UNIFORMS - NEW HIRES	378.20
308022	01/13/2023	5823	GALLS, LLC	UNIFORMS - NEW HIRES	320.00
308022	01/13/2023	5823	GALLS, LLC	UNIFORMS - NEW HIRES	174.55

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308022	01/13/2023	5823	GALLS, LLC	CHIEF SHIRT	26.75
308022	01/13/2023	5823	GALLS, LLC	UNIFORM PANT	29.09
308022	01/13/2023	5823	GALLS, LLC	UNIFORMS - NEW HIRES	87.28
308046	01/13/2023	4244	L N CURTIS & SONS	SCBA COMPRESSOR SERVICE	543.50
308062	01/13/2023	7831	ON SCENE MEDICAL SERVICES PC	ANNUAL HAZMAT PHYSICAL	380.00
308081	01/13/2023	7872	SEA WESTERN INC	ACE GLOVES - LION COMMANDER	1,275.81
308088	01/13/2023	9797	SIGNS BY SUE	SIGNAGE - REFLECTIVE WHITE STRIP AND BADGE	1,003.30
308110	01/13/2023	5807	UPTOWN CLEANERS, SANDRA R NINEMIRE	UNIFORM - SEWING	5.32
308110	01/13/2023	5807	UPTOWN CLEANERS, SANDRA R NINEMIRE	UNIFORM CLEANING	14.47
308110	01/13/2023	5807	UPTOWN CLEANERS, SANDRA R NINEMIRE	UNIFORM CLEANING	11.99
308110	01/13/2023	5807	UPTOWN CLEANERS, SANDRA R NINEMIRE	UNIFORM CLEANING	13.70
308110	01/13/2023	5807	UPTOWN CLEANERS, SANDRA R NINEMIRE	UNIFORM CLEANING	16.47
308110	01/13/2023	5807	UPTOWN CLEANERS, SANDRA R NINEMIRE	UNIFORM CLEANING	16.26
308110	01/13/2023	5807	UPTOWN CLEANERS, SANDRA R NINEMIRE	UNIFORM CLEANING	13.98
308110	01/13/2023	5807	UPTOWN CLEANERS, SANDRA R NINEMIRE	UNIFORM CLEANING	13.70
308110	01/13/2023	5807	UPTOWN CLEANERS, SANDRA R NINEMIRE	UNIFORM CLEANING	16.19
308110	01/13/2023	5807	UPTOWN CLEANERS, SANDRA R NINEMIRE	UNIFORM CLEANING	15.41
308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	1,045.52
308126	01/13/2023	398	RENTOKIL NORTH AMERICA INC	FIRE STATION PEST CONTROL SERVICES	86.96
308126	01/13/2023	398	RENTOKIL NORTH AMERICA INC	FIRE STATION PEST CONTROL SERVICES	86.96
308211	01/27/2023	100	CITY OF RICHLAND	SECOMM ASSESSMENT - DISPATCH SVCS	25,614.91
308259	01/27/2023	5823	GALLS, LLC	UNIFORMS - NEW HIRES	929.84
308259	01/27/2023	5823	GALLS, LLC	SOFTSHELL JACKET	9.02
308259	01/27/2023	5823	GALLS, LLC	UNIFORM BELTS	14.17
308259	01/27/2023	5823	GALLS, LLC	UNIFORM PATCH	6.17
308263	01/27/2023	1775	GRAINGER	SCBA - STORAGE CONTAINERS	259.90
308271	01/27/2023	7790	HAGLUND'S TROPHIES LLC, PATRICK J HAGLUND	ACCOUNTABILITY TAGS	406.11
308354	01/27/2023	957	RANCH & HOME INC	UNIFORM BOOTS	16.31
308354	01/27/2023	957	RANCH & HOME INC	UNIFORM BOOTS	22.83
308391	01/27/2023	7617	TARGETSOLUTIONS LEARNING, LLC	VECTOR SOLUTIONS TRAINING SOFTWARE 2023/2024	9,860.97
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	1,177.97
Total amount by Division					\$46,403.99
090	ENGINEERING				
308083	01/13/2023	8804	SEATTLE DEPT OF TRANSPORTATION	UNDER BRIDGE INSPECTION TRUCK (UBIT) SERVICES	11,513.76
308083	01/13/2023	8804	SEATTLE DEPT OF TRANSPORTATION	UNDER BRIDGE INSPECTION TRUCK (UBIT) SERVICES	1,501.00
308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	595.76
308114	01/13/2023	30	VERIZON NORTHWEST	AIR CARD FOR CAMERA PROJECT	33.46
308338	01/27/2023	3700	OFFICE DEPOT INC	OFFICE SUPPLIES	20.37
308338	01/27/2023	3700	OFFICE DEPOT INC	OFFICE SUPPLIES	40.80

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308338	01/27/2023	3700	OFFICE DEPOT INC	OFFICE SUPPLIES	18.50
308338	01/27/2023	3700	OFFICE DEPOT INC	OFFICE SUPPLIES	16.29
308338	01/27/2023	3700	OFFICE DEPOT INC	OFFICE SUPPLIES	59.75
308338	01/27/2023	3700	OFFICE DEPOT INC	OFFICE SUPPLIES	58.38
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	652.00
Total amount by Division					\$14,510.07
100	GF-NONDEPARTMENTAL				
EFT	01/12/2023	511	WA STATE DEPT OF RETIREMENT, SYSTEMS	PRIOR SERVICE CONTRIBUTION	217.00
308052	01/13/2023	8208	MCBRIDE PUBLIC AFFAIRS LLC, THOMAS AND ANGELA MCB	LOBBYIST EXPENSES	4,120.00
308166	01/27/2023	3088	APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET META	2023-1 HVAC MAINT	254.72
308171	01/27/2023	4211	AWC	2023 AWC CITY MEMBERSHIP	64,300.00
308173	01/27/2023	8075	B-F COUNCIL OF GOVTS	DUES FOR BENTON FRANKLIN COUNCIL OF GOVERNMENTS	52,278.00
308178	01/27/2023	92	BENTON CLEAN AIR AGENCY	COK ASSESSMENT	19,327.04
308181	01/27/2023	34	BENTON COUNTY AUDITOR	ELECTION FEES	8,845.93
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	1,858.75
308204	01/27/2023	83	CASCADE NATURAL GAS	GAS SERVICE	2,308.92
308210	01/27/2023	435	CITY OF PASCO	AC SHELTERING SERVICE - JAN 2023	57,055.08
308228	01/27/2023	7711	CULLIGAN WATER CONDITIONING	WATER DELIVERY	463.87
308285	01/27/2023	303	INTERMOUNTAIN CLEANING SERVICE INC.	JANITORIAL SVC - DECEMBER 2022	5,070.00
Total amount by Division					\$216,099.31
Total amount by Fund					\$1,596,119.44
102	STREET FUND				
000	FUND ACTIVITY				
EFT	01/23/2023	167	WA STATE DEPT OF REVENUE	EXCISE TAX - DEC 2022	6.86
Total amount by Division					\$6.86
010	FUND ACTIVITY				
307970	01/13/2023	2181	ARROW CONSTRUCTION SUPPLY LLC	COLD MIX	3,255.43
307987	01/13/2023	5050	CENTRAL HOSE & FITTINGS INC	DE ICER STORAGE TANK HOSE	350.15
307999	01/13/2023	1373	C SAM DISTRIBUTING LLC	ROAD SALT	4,454.34
308006	01/13/2023	2160	ENVIROTECH SERVICES INC.	APEX DE-ICER	8,411.77
308006	01/13/2023	2160	ENVIROTECH SERVICES INC.	ROAD SALT	5,967.96
308006	01/13/2023	2160	ENVIROTECH SERVICES INC.	ROAD SALT	6,233.14
308011	01/13/2023	8774	FASTENAL COMPANY	HARDWEAR FOR DE ICER	13.01
308020	01/13/2023	9431	G & R AG PRODUCTS INC	DE ICER PARTS	20.25
308057	01/13/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	SNOW ICE TRUCK REPAIR PARTS	16.89
308070	01/13/2023	957	RANCH & HOME INC	FUEL ADDITIVE FOR SNOW AND ICE	54.33
308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	204.49

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Check #	Check Date	Vendor #	Vendor Name	Description of Services	Amount
308168	01/27/2023	2181	ARROW CONSTRUCTION SUPPLY LLC	COLD MIX FOR POTHOLES	3,261.42
308169	01/27/2023	459	ATK CONSTRUCTION INC	95% PAYMENT SALT STORAGE SHED	94,367.00
308226	01/27/2023	1373	C SAM DISTRIBUTING LLC	ROAD SALT	4,488.22
308246	01/27/2023	2160	ENVIROTECH SERVICES INC.	ROAD SALT	7,148.55
308246	01/27/2023	2160	ENVIROTECH SERVICES INC.	ROAD SALT	6,005.40
308246	01/27/2023	2160	ENVIROTECH SERVICES INC.	ROAD SALT	6,168.08
308246	01/27/2023	2160	ENVIROTECH SERVICES INC.	ROAD SALT	6,896.74
308246	01/27/2023	2160	ENVIROTECH SERVICES INC.	ROAD SALT	6,292.86
308246	01/27/2023	2160	ENVIROTECH SERVICES INC.	ROAD SALT	6,685.05
308246	01/27/2023	2160	ENVIROTECH SERVICES INC.	ROAD SALT	6,468.90
308246	01/27/2023	2160	ENVIROTECH SERVICES INC.	ROAD SALT	6,324.05
308283	01/27/2023	113	INLAND ASPHALT COMPANY, CPM DEVELOPMENT CORP	COLD MIX FOR CUTS	1,543.54
308297	01/27/2023	5148	KELLEY'S TELE-COMMUNICATIONS	ANSWERING SERVICE - DECEMBER 2022	163.61
308309	01/27/2023	475	LTI INC	ROAD SALT	30,231.49
308354	01/27/2023	957	RANCH & HOME INC	CORDS TO PLUG IN SNOW TRUCKS	195.63
308386	01/27/2023	923	METROPOLITAN TRANS. COMMISSION	STREET SAVER ANNUAL SUBSCRIPTION	3,500.00
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	328.58
308424	01/27/2023	10694	WEATHERNET, NARWHAL MET LLC	WEATHER SERVICE	575.00
Total amount by Division					\$219,625.88
110	TRAFFIC				
307984	01/13/2023	1817	RADIO SERVICE COMPANY INC	MAINTENANCE CHARGES	55.75
308011	01/13/2023	8774	FASTENAL COMPANY	CHOP SAW BLADES	68.99
308043	01/13/2023	78	KENNEWICK INDUSTRIAL & ELEC	BUSHINGS AND LOCK NUTS	8.30
308043	01/13/2023	78	KENNEWICK INDUSTRIAL & ELEC	SILICONE AND TORCH	260.89
308043	01/13/2023	78	KENNEWICK INDUSTRIAL & ELEC	PHOTO CELL, ELECTRICAL TAPE, DUCT SEAL	214.10
308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	459.26
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	205.78
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	54.33
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	568.27
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	767.97
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	1,745.56
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	66.57
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	4,423.91
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	72.52
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	55.54
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	279.85
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	17,179.46
308183	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY- SR395/RIDGELINE	88.79
308221	01/27/2023	35	CONSOLIDATED ELECTRICAL, DISTRIBUTORS INC	TYPE 2 QUAZITE JUNCTION BOX LIDS	751.12

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308244	01/27/2023	9221	ENGINEERING UNLIMITED INC.	JR. ONE SHOT LOCKS	546.50
308297	01/27/2023	5148	KELLEY'S TELE-COMMUNICATIONS	ANSWERING SERVICE - DECEMBER 2022	163.61
308299	01/27/2023	78	KENNEWICK INDUSTRIAL & ELEC	HEAD LAMPS AND STRAPS	51.08
308336	01/27/2023	4748	NORTH COAST ELECTRIC COMPANY	BREAKER AND BUT SPLICES	156.90
308348	01/27/2023	329	PLATT ELECTRIC SUPPLY COMPANY, REXEL USA INC	2 CONDUCTOR WIRE FOR PUSH BUTTONS AND WIRE STRIPPE	564.96
308348	01/27/2023	329	PLATT ELECTRIC SUPPLY COMPANY, REXEL USA INC	LED TUBES FOR SIGNS AND CONTROLLER CABINETS	298.71
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	371.53
Total amount by Division					\$29,480.25
Total amount by Fund					\$249,112.99
103	ARTERIAL STREET FUND				
010	FUND ACTIVITY				
308036	01/13/2023	113	INLAND ASPHALT COMPANY, CPM DEVELOPMENT CORP	P2123 PAY EST 6	116,062.92
Total amount by Division					\$116,062.92
Total amount by Fund					\$116,062.92
106	BI-PIN OPERATIONS FUND				
010	FUND ACTIVITY				
308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	128.18
308219	01/27/2023	6375	COMPUNET INC	BIPIN PURE 2023 MAINTENANCE RENEWAL	42,430.82
308219	01/27/2023	6375	COMPUNET INC	BIPIN VEEAM 2023 MAINTENANCE RENEWAL	6,871.32
308219	01/27/2023	6375	COMPUNET INC	BIPIN EXAGRID 2023 MAINTENANCE RENEWAL	10,813.95
308284	01/27/2023	2410	INTERGRAPH CORPORATION, HEXAGON SAFETY	2023 ILEADS MAINTENANCE RENEWAL	7,641.31
308395	01/27/2023	8	TELCO WIRING & REPAIR INC	BIPIN NETWORK CONNECTIONS	10,066.31
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	128.75
Total amount by Division					\$78,080.64
Total amount by Fund					\$78,080.64
107	COMMUNITY DEVELOPMENT FUND				
130	CDBG				
307990	01/13/2023	395	CITY OF KENNEWICK	'22 4TH QTR. INVOICE YOUTH SCHOLAR.	1,200.00
308084	01/13/2023	1129	SENIOR LIFE RESOURCES, INC.	2022 CDBG MEALS ON WHEELS	25,000.00
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	SUPPLIES	39.63
Total amount by Division					\$26,239.63
131	CARES-CDBG				
307969	01/13/2023	7859	ARC OF TRI-CITIES, THE	CV CARES ACT SCHOLARSHIPS	33,800.00
308084	01/13/2023	1129	SENIOR LIFE RESOURCES, INC.	CV CARES ACT MEALS ON WHEELS FOOD	57,582.50
308084	01/13/2023	1129	SENIOR LIFE RESOURCES, INC.	CV CARES ACT MEALS ON WHEELS	29,620.50

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Total amount by Division					\$121,003.00
140	HOME				
308184	01/27/2023	4125	BENTON-FRANKLIN TITLE CO.	DPA 6-YR OF AFFORD. 2K16-22 & 2K16-23	560.00
Total amount by Division					\$560.00
Total amount by Fund					\$147,802.63
111	ASSET FORFEITURE FUND				
000	FUND ACTIVITY				
308118	01/13/2023	1189	WA STATE TREASURER	2022 STATE 10% OF CITY FORFEITURES	800.55
Total amount by Division					\$800.55
010	FUND ACTIVITY				
308177	01/27/2023	2595	BENNETT, CHRIS	CAT REIMBURSEMENT	250.00
308177	01/27/2023	2595	BENNETT, CHRIS	CAT REIMBURSEMENT	200.00
Total amount by Division					\$450.00
Total amount by Fund					\$1,250.55
116	LODGING TAX FUND				
010	FUND ACTIVITY				
307958	01/11/2023	73761	TRI-CITIES VISITOR & CONV. BUR	DECEMBER - 22 TOURISM PROMOTION AREA DISTRIBUTION	79,427.00
308103	01/13/2023	176	TRI-CITIES VISITOR &, CONVENTION BUREAU	CONTRACT DUES 2022-DEC	21,829.00
Total amount by Division					\$101,256.00
Total amount by Fund					\$101,256.00
117	CRIMINAL JUSTICE SALES TAX FND				
042	CITY ATTORNEY				
307989	01/13/2023	2481	CI INFORMATION MANAGEMENT, CI SUPPORT LLC	RECURRING SHREDDING SERVICE	12.45
308068	01/13/2023	3467	PRONTO PROCESS SERVICE, INC	MONTHLY COURIER FEE (DECEMBER 2022)	17.50
308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	53.37
308174	01/27/2023	287	B-F COUNTY BAR ASSOCIATION	BF COUNTY BAR ASSOC. MEMBERSHIP RENEWALS (4 ATTY)	60.00
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	53.88
308427	01/27/2023	853	WEST GROUP PAYMENT CENTER	ONLINE SOFTWARE CHARGES - DECEMBER 2022	863.47
Total amount by Division					\$1,060.67
072	KPD-CRIMINAL INVESTIGATION				
308383	01/27/2023	7685	SPECIAL CONSULTING SERVICES, LLC	UNSOLVED HOMICIDE/MISSING PERSON CASES - JAN 2023	2,016.75
Total amount by Division					\$2,016.75
073	KPD-PATROL				
308069	01/13/2023	1997	PUBLIC SAFETY TESTING, INC.	SUBSCRIPTION FEES - 4TH QUARTER	1,200.00

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Check #	Check Date	Vendor #	Vendor Name	Description of Services	Amount
308069	01/13/2023	1997	PUBLIC SAFETY TESTING, INC.	VIRTUAL BACKGROUND INVESTIGATION	1,244.52
308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	1,364.27
308194	01/27/2023	270	BRIGHAM PAGE	UNIFORM ALLOWANCE	1,500.00
308225	01/27/2023	9712	CRISTELLI, STEFANIE	UNIFORM ALLOWANCE	1,500.00
308243	01/27/2023	8118	ENGEL, STEVEN	UNIFORM ALLOWANCE	1,500.00
308260	01/27/2023	10948	GARCIA, JOSE	UNIFORM ALLOWANCE	1,500.00
308292	01/27/2023	180	JOSEPH PURSLEY	UNIFORM ALLOWANCE	1,500.00
308295	01/27/2023	99	KALEB CHRISTENSEN	UNIFORM ALLOWANCE	1,500.00
308303	01/27/2023	8753	LEANDER, BRANDON	UNIFORM ALLOWANCE	1,500.00
308345	01/27/2023	8750	PERKINS, TROY	UNIFORM ALLOWANCE	1,500.00
308352	01/27/2023	8072	QUINONES, OSCAR	UNIFORM ALLOWANCE	1,500.00
308361	01/27/2023	3	ROGERS, DAKOTA	UNIFORM ALLOWANCE	1,500.00
308375	01/27/2023	11053	SEVERSON, COLTER	UNIFORM ALLOWANCE	1,500.00
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	1,119.97
308416	01/27/2023	10918	VOLLAND, BRADY	UNIFORM ALLOWANCE	1,500.00
308417	01/27/2023	8751	VOUGHT, JASON	UNIFORM ALLOWANCE	1,500.00
308433	01/27/2023	9496	WOLF, KEEGAN	UNIFORM ALLOWANCE	1,500.00
308435	01/27/2023	205	ZACHARY CAIN	UNIFORM ALLOWANCE	1,500.00
Total amount by Division					\$27,428.76
074	KPD-STAFF SERVICES				
308328	01/27/2023	10297	MORIN, ADAM	UNIFORM ALLOWANCE	550.00
Total amount by Division					\$550.00
076	KPD-SPECIAL SERVICES				
308164	01/27/2023	451	ANGEL PEREZ	TUITION REIMBURSEMENT	726.90
Total amount by Division					\$726.90
Total amount by Fund					\$31,783.08
118	HIDTA FIDUCIARY PROGRAM				
010	FUND ACTIVITY				
307963	01/13/2023	465	AFFIRMA CONSULTING LLC	WEBSITE IMPLEMENTATION	4,625.00
307963	01/13/2023	465	AFFIRMA CONSULTING LLC	WEBSITE IMPLEMENTATION	2,502.50
307963	01/13/2023	465	AFFIRMA CONSULTING LLC	WEBSITE IMPLEMENTATION	4,027.50
307963	01/13/2023	465	AFFIRMA CONSULTING LLC	WEBSITE IMPLEMENTATION	1,605.00
307972	01/13/2023	90	AUTHENTIC8 INC	SILO LICENSES	1,601.76
307988	01/13/2023	10777	CHRISTINE, JULIE KATHLEEN	NW HIDTA FINANCIAL MANAGER	5,538.04
308002	01/13/2023	10225	DURAN, MATTHEW LAWRENCE	NW HIDTA DEPUTY DIRECTOR	7,400.89
308007	01/13/2023	10912	EVANS, KEITH A	NW HIDTA INTELLIGENCE ANALYST	3,864.49
308021	01/13/2023	397	GABRIEL JOHNSTON VELASCO	NW HIDTA INTELLIGENCE ANALYST	3,750.76

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308032	01/13/2023	403	HAYLEY J. N. WEBSTER	NW HIDTA EXECUTIVE ASSISTANT	3,406.03
308056	01/13/2023	301	MICHAEL J MIZER	NW HIDTA DRUG INTELLIGENCE OFFICER	3,750.00
308056	01/13/2023	301	MICHAEL J MIZER	TRAVEL REIMBURSEMENT	88.25
308066	01/13/2023	10911	PEOPLESPLACE, INTERIOR OFFICE SOLUTIONS	FURNITURE FOR NW HIDTA OFFICE EXPANSION	17,687.64
308071	01/13/2023	10914	RASK, ANDREA ROBIN	NW HIDTA OPERATIONS MANAGER	5,089.08
308071	01/13/2023	10914	RASK, ANDREA ROBIN	TRAVEL REIMBURSEMENT	597.00
308076	01/13/2023	10915	ROSS, BRANDON R	NW HIDTA ADMIN/SURV TECH	4,860.01
308082	01/13/2023	402	SEAN CHRISTOPHER BLUMENKRANTZ	NW HIDTA PROGRAM ASSISTANT	3,406.03
308086	01/13/2023	396	SHAWN ALEXANDER MITCHELL	TRAVEL REIMBURSEMENT-SUPPORT INITIATIVES	279.76
308086	01/13/2023	396	SHAWN ALEXANDER MITCHELL	NW HIDTA INTELLIGENCE ANALYST	3,864.49
308124	01/13/2023	10001	WEINER, JONATHAN M	TRAVEL REIMBURSEMENT -WSIN AND CVC HIDTA DIRECTORS	586.90
308124	01/13/2023	10001	WEINER, JONATHAN M	NW HIDTA DIRECTOR	8,661.24
308208	01/27/2023	10777	CHRISTINE, JULIE KATHLEEN	NOTARY LICENSE AND SUPPLIES	255.89
308208	01/27/2023	10777	CHRISTINE, JULIE KATHLEEN	SQL/EXCEL TRAINING	58.40
308208	01/27/2023	10777	CHRISTINE, JULIE KATHLEEN	NW HIDTA FINANCIAL MANAGER	5,538.13
308237	01/27/2023	10225	DURAN, MATTHEW LAWRENCE	NW HIDTA DEPUTY DIRECTOR	7,400.86
308247	01/27/2023	10912	EVANS, KEITH A	NW HIDTA INTELLIGENCE ANALYST	3,864.40
308258	01/27/2023	397	GABRIEL JOHNSTON VELASCO	MILEAGE REIMBURSEMENT-HIDTA	126.28
308258	01/27/2023	397	GABRIEL JOHNSTON VELASCO	NW HIDTA INTELLIGENCE ANALYST	3,750.73
308274	01/27/2023	403	HAYLEY J. N. WEBSTER	NW HIDTA EXECUTIVE ASSISTANT	3,405.97
308323	01/27/2023	301	MICHAEL J MIZER	NW HIDTA DRUG INTELLIGENCE OFFICER	3,750.00
308355	01/27/2023	10914	RASK, ANDREA ROBIN	NW HIDTA OPERATIONS MANAGER	5,089.02
308363	01/27/2023	10915	ROSS, BRANDON R	NW HIDTA ADMIN/SURV TECH	4,860.13
308372	01/27/2023	402	SEAN CHRISTOPHER BLUMENKRANTZ	NW HIDTA PROGRAM ASSISTANT	3,405.97
308373	01/27/2023	262	SELIG FAMILY HOLDINGS LLC	MONTHLY RENT-HIDTA	20,028.00
308377	01/27/2023	396	SHAWN ALEXANDER MITCHELL	NW HIDTA INTELLIGENCE ANALYST	3,864.40
308425	01/27/2023	10001	WEINER, JONATHAN M	NW HIDTA DIRECTOR	8,661.36
Total amount by Division					\$161,251.91
Total amount by Fund					\$161,251.91
 119 CORONAVIRUS FISCAL RECOVERY FD					
010 FUND ACTIVITY					
308053	01/13/2023	319	MEIER ENTERPRISES INC	HVAC ENGINEERING SERVICES FOR	3,276.00
308053	01/13/2023	319	MEIER ENTERPRISES INC	HVAC ENGINEERING SERVICES FOR	5,756.50
308166	01/27/2023	3088	APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET META	RELOCATE GENERATOR STATION 3	7,101.37
Total amount by Division					\$16,133.87
Total amount by Fund					\$16,133.87
 300 CAPITAL IMPROVEMENTS FUND					

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010 FUND ACTIVITY					
307956	01/10/2023	172	THE TRI-CITY HERALD	INVITATION TO BID FOR P2206	488.14
307991	01/13/2023	435	CITY OF PASCO	1/3 COST OF NEW AS DESIGN	1,341.67
308004	01/13/2023	182	ELLISON EARTHWORKS LLC	P2207 PAY EST 2	73,026.21
308128	01/13/2023	2368	WESTERN SYSTEMS INC	BATTERY BACKUP SYSTEM	3,284.04
Total amount by Division					\$78,140.06
160 LAND & FACILITIES					
308094	01/13/2023	6811	SUPERIOR TREE SERVICE LLC	LIMB REMOVAL	326.10
308261	01/27/2023	1413	GOODMAN & MEHLENBACHER, INC.	K2109 PAY EST 6	127,142.37
Total amount by Division					\$127,468.47
170 CAPITAL PURCHASES					
308108	01/13/2023	1566	TYLER TECHNOLOGIES INC	EDEN REPLACEMENT PROJECT - CONTRACT 19-013	5,914.75
308108	01/13/2023	1566	TYLER TECHNOLOGIES INC	EDEN REPLACEMENT PROJECT - CONTRACT 19-013	2,750.00
308219	01/27/2023	6375	COMPUNET INC	PHYSICAL SECURITY MODIFICATIONS	6,597.16
308342	01/27/2023	3458	PARAMOUNT COMMUNICATIONS INC	90% PAYMENT LOW VOLTAGE CABLING FOR RED BUTTON	6,275.38
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	3,521.79
Total amount by Division					\$25,059.08
Total amount by Fund					\$230,667.61
371 GO BOND 2022 FUND					
010 FUND ACTIVITY					
307964	01/13/2023	10058	ALLIANCE MANAGEMENT &, CONSTRUCTION SOLUTIONS	CONTRACT 19-020 MOD.3 - FS #1 CONST. MGMT.	7,031.25
307975	01/13/2023	6720	BANLIN CONSTRUCTION LLC	FIRE STATION #1 CONSTRUCTION	666,558.18
308393	01/27/2023	7079	TCA ARCHITECTURE PLANNING INC	FIRE STATION #1 ARCHITECTURAL SERVICES	10,326.25
Total amount by Division					\$683,915.68
Total amount by Fund					\$683,915.68
402 MEDICAL SERVICES FUND					
000 FUND ACTIVITY					
EFT	01/23/2023	167	WA STATE DEPT OF REVENUE	EXCISE TAX - DEC 2022	45.15
308141	01/25/2023	99993	AMBULANCE REFUNDS	AMBULANCE REFUND 280-KFD2211759	290.00
308142	01/25/2023	99993	AMBULANCE REFUNDS	AMBULANCE REFUND 280-KFD2106046	95.71
308143	01/25/2023	99993	AMBULANCE REFUNDS	AMBULANCE REFUND 280-KFD2212033	103.63
308144	01/25/2023	99993	AMBULANCE REFUNDS	AMBULANCE REFUND 280-KFD2211436	138.00
308145	01/25/2023	99993	AMBULANCE REFUNDS	AMBULANCE REFUND 280-KFD2213169	238.64
308146	01/25/2023	99993	AMBULANCE REFUNDS	AMBULANCE REFUND 280-KFD2211505	102.67
308147	01/25/2023	99993	AMBULANCE REFUNDS	AMBULANCE REFUND 280-KFD2200996	908.93
308148	01/25/2023	99993	AMBULANCE REFUNDS	AMBULANCE REFUND 280-KFD2202130	100.42

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308149	01/25/2023	99993	AMBULANCE REFUNDS	AMBULANCE REFUND 280-KFD2206065	1,031.00
308150	01/25/2023	99993	AMBULANCE REFUNDS	AMBULANCE REFUND 280-KFD2207801	81.64
308151	01/25/2023	99993	AMBULANCE REFUNDS	AMBULANCE REFUND 280-KFD2106542	25.00
Total amount by Division					\$3,160.79
010	FUND ACTIVITY				
EFT	01/23/2023	167	WA STATE DEPT OF REVENUE	EXCISE TAX - DEC 2022	16,068.95
307966	01/13/2023	5681	AMERIGAS PROPANE LP	PROPANE - STATION #4	448.64
307966	01/13/2023	5681	AMERIGAS PROPANE LP	PROPANE TANK RENTAL FS#4	72.46
307981	01/13/2023	3495	BOUND TREE MEDICAL LLC	GENERAL MEDICAL SUPPLIES	163.84
307986	01/13/2023	7715	CARDINAL HEALTH 411, INC	MEDICATION	560.39
307986	01/13/2023	7715	CARDINAL HEALTH 411, INC	MEDICATION	34.14
307986	01/13/2023	7715	CARDINAL HEALTH 411, INC	MEDICATION	493.71
308009	01/13/2023	166	FARMERS EXCHANGE	PROPANE	24.68
308022	01/13/2023	5823	GALLS, LLC	UNIFORMS - NEW HIRES	3,706.44
308022	01/13/2023	5823	GALLS, LLC	UNIFORMS - NEW HIRES	896.67
308022	01/13/2023	5823	GALLS, LLC	UNIFORMS - NEW HIRES	2,143.06
308022	01/13/2023	5823	GALLS, LLC	UNIFORMS - NEW HIRES	1,813.37
308022	01/13/2023	5823	GALLS, LLC	UNIFORMS - NEW HIRES	989.11
308022	01/13/2023	5823	GALLS, LLC	CHIEF SHIRT	151.60
308022	01/13/2023	5823	GALLS, LLC	UNIFORM PANT	164.85
308022	01/13/2023	5823	GALLS, LLC	UNIFORMS - NEW HIRES	494.55
308027	01/13/2023	1775	GRAINGER	COLLARED OVERALLS	114.62
308049	01/13/2023	8868	LIFE-ASSIST	GENERAL MEDICAL SUPPLIES	982.23
308063	01/13/2023	917	OXARC, INC.	OXYGEN	116.75
308063	01/13/2023	917	OXARC, INC.	OXYGEN	136.21
308063	01/13/2023	917	OXARC, INC.	CYLINDER RENTAL	73.98
308095	01/13/2023	7618	TELEFLEX LLC	NEEDLES & STABILIZERS	1,828.66
308100	01/13/2023	930	TOTAL ENERGY MANAGEMENT	90% PAYMENT NEDERMAN REPAIR - STATIONS 2, 4 & 5	11,563.69
308100	01/13/2023	930	TOTAL ENERGY MANAGEMENT	NEDERMAN REPAIR - STATIONS 2, 4 & 5	1,722.36
308110	01/13/2023	5807	UPTOWN CLEANERS, SANDRA R NINEMIRE	UNIFORM - SEWING	27.29
308110	01/13/2023	5807	UPTOWN CLEANERS, SANDRA R NINEMIRE	UNIFORM CLEANING	82.00
308110	01/13/2023	5807	UPTOWN CLEANERS, SANDRA R NINEMIRE	UNIFORM CLEANING	67.90
308110	01/13/2023	5807	UPTOWN CLEANERS, SANDRA R NINEMIRE	UNIFORM CLEANING	77.61
308110	01/13/2023	5807	UPTOWN CLEANERS, SANDRA R NINEMIRE	UNIFORM CLEANING	93.32
308110	01/13/2023	5807	UPTOWN CLEANERS, SANDRA R NINEMIRE	UNIFORM CLEANING	92.17
308110	01/13/2023	5807	UPTOWN CLEANERS, SANDRA R NINEMIRE	UNIFORM CLEANING	79.23
308110	01/13/2023	5807	UPTOWN CLEANERS, SANDRA R NINEMIRE	UNIFORM CLEANING	77.60
308110	01/13/2023	5807	UPTOWN CLEANERS, SANDRA R NINEMIRE	UNIFORM CLEANING	91.69
308110	01/13/2023	5807	UPTOWN CLEANERS, SANDRA R NINEMIRE	UNIFORM CLEANING	87.31

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308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	772.77
308136	01/13/2023	6869	ZOLL MEDICAL CORPORATION	MEDICAL SUPPLIES	48.50
308136	01/13/2023	6869	ZOLL MEDICAL CORPORATION	GENERAL MEDICAL SUPPLIES	1,112.33
308189	01/27/2023	3495	BOUND TREE MEDICAL LLC	NEEDLES & GENERAL MEDICAL SUPPLIES	314.51
308189	01/27/2023	3495	BOUND TREE MEDICAL LLC	GENERAL MEDICAL SUPPLIES	188.57
308189	01/27/2023	3495	BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	101.98
308202	01/27/2023	7715	CARDINAL HEALTH 411, INC	MEDICATION	81.82
308202	01/27/2023	7715	CARDINAL HEALTH 411, INC	MEDICATION	126.24
308202	01/27/2023	7715	CARDINAL HEALTH 411, INC	MEDICATIONS	282.96
308202	01/27/2023	7715	CARDINAL HEALTH 411, INC	MEDICATION	181.18
308209	01/27/2023	2481	CI INFORMATION MANAGEMENT, CI SUPPORT LLC	SHRED SERVICES	23.99
308218	01/27/2023	1308	COLUMBIA VALLEY DAYBREAK, ROTARY	ROTARY CLUB	87.50
308259	01/27/2023	5823	GALLS, LLC	UNIFORMS - NEW HIRES	5,269.06
308259	01/27/2023	5823	GALLS, LLC	SOFTSHELL JACKET	51.09
308259	01/27/2023	5823	GALLS, LLC	UNIFORM BELTS	80.33
308259	01/27/2023	5823	GALLS, LLC	UNIFORM PATCH	34.98
308306	01/27/2023	8868	LIFE-ASSIST	GENERAL MEDICAL SUPPLIES	14.27
308306	01/27/2023	8868	LIFE-ASSIST	GENERAL MEDICAL SUPPLIES	102.53
308306	01/27/2023	8868	LIFE-ASSIST	GENERAL MEDICAL SUPPLIES	656.21
308306	01/27/2023	8868	LIFE-ASSIST	MEDICAL SUPPLIES	329.17
308306	01/27/2023	8868	LIFE-ASSIST	MEDICAL SUPPLIES	483.28
308306	01/27/2023	8868	LIFE-ASSIST	GENERAL MEDICAL SUPPLIES	1,230.15
308306	01/27/2023	8868	LIFE-ASSIST	GENERAL MEDICAL SUPPLIES	451.97
308306	01/27/2023	8868	LIFE-ASSIST	AIRSPLINTS	190.47
308306	01/27/2023	8868	LIFE-ASSIST	GENERAL MEDICAL SUPPLIES	1,031.10
308316	01/27/2023	1206	MED-TECH RESOURCE INC	VIDEO LARYNGOSCOPES	259.80
308340	01/27/2023	917	OXARC, INC.	OXYGEN	194.59
308354	01/27/2023	957	RANCH & HOME INC	UNIFORM BOOTS	92.38
308354	01/27/2023	957	RANCH & HOME INC	PROPANE	13.17
308354	01/27/2023	957	RANCH & HOME INC	UNIFORM BOOTS	129.34
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	STATION #3 GARBAGE BAGS	19.07
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	STATION #4 GARBAGE BAGS	19.07
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	STATION #5 GARBAGE BAGS	19.07
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	STATION #1 OPERATING SUPPLIES	166.94
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	STATION #2 OPERATING SUPPLIES	360.17
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	STATION #3 OPERATING SUPPLIES	70.02
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	STATION #4 OPERATING SUPPLIES	105.74
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	STATION #5 OPERATING SUPPLIES	78.30
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	STATION #4 FLOOR MATS	233.94
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	STATION #2 FLOOR MATS	233.94

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308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	STATION - BROOMS	30.22
308390	01/27/2023	10778	SYSTEMS DESIGN WEST LLC	EMS BILLING FOR DECEMBER 2022	11,590.46
308394	01/27/2023	4028	TED BROWN MUSIC COMPANY	STATION #2 - SPEAKER SYSTEM	119.57
308403	01/27/2023	930	TOTAL ENERGY MANAGEMENT	FIRE STATION EXHAUST SYSTEM MAINTENANCE	3,369.70
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	870.68
Total amount by Division					\$76,764.21
Total amount by Fund					\$79,925.00
 403 BUILDING SAFETY FUND					
000 FUND ACTIVITY					
308155	01/25/2023	528	ROYAL ROOFING INC	BLDR-2022-8547 INV#00004291	67.00
308411	01/27/2023	7942	US BANK NATIONAL ASSOCIATION	US BANK SERVICE CHARGE ANALYSIS 2022	10,877.04
Total amount by Division					\$10,944.04
010 FUND ACTIVITY					
EFT	01/04/2023	70016	U.S. BANK	MERCHANT FEES	2,190.58
308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	852.67
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	386.29
308420	01/27/2023	777	WABO WASHINGTON ASSOCIATION, OF BUILDING OFFICIAL	2023 ANNUAL EDUCATION INSTITUTE TRAINING SESSIONS	1,375.00
Total amount by Division					\$4,804.54
Total amount by Fund					\$15,748.58
 404 COLISEUM FUND					
010 FUND ACTIVITY					
308037	01/13/2023	220	IRWIN SEATING COMPANY	PAY APP 6 TOYOTA CENTER SEATING IMPROVEMENTS	130,289.45
Total amount by Division					\$130,289.45
Total amount by Fund					\$130,289.45
 405 STORMWATER UTILITY FUND					
010 FUND ACTIVITY					
EFT	01/23/2023	167	WA STATE DEPT OF REVENUE	EXCISE TAX - DEC 2022	4,148.93
307984	01/13/2023	1817	RADIO SERVICE COMPANY INC	MAINTENANCE CHARGES	55.75
308019	01/13/2023	5910	FRANKLIN CONSERVATION DISTRICT	QUAD-CITIES WATER RIGHT & NPDES PERMIT	4,365.06
308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	319.39
308135	01/13/2023	5471	ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	TELEPHONE SVC	64.60
308197	01/27/2023	1817	RADIO SERVICE COMPANY INC	MIC FOR TRUCK 4510	36.52
308206	01/27/2023	5050	CENTRAL HOSE & FITTINGS INC	HOSES FOR TRACK HOE	220.78
308354	01/27/2023	957	RANCH & HOME INC	TAPE MEASURE	21.73
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	368.16

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308437	01/27/2023	5471	ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	TELEPHONE SVC	71.03
Total amount by Division					\$9,671.95
Total amount by Fund					\$9,671.95
410 WATER AND SEWER FUND					
000 FUND ACTIVITY					
EFT	01/23/2023	167	WA STATE DEPT OF REVENUE	EXCISE TAX - DEC 2022	89.56
308140	01/25/2023	525	1DERFUL FOOD PARK C/O JOO SEOK BAEK	DPW-2022-6250 INV# 00001837	795.00
308253	01/27/2023	86	FERGUSON ENTERPRISES INC	302580 SENSUS SMARTPOINTS - S5396353752201MI M520M	78,802.07
308275	01/27/2023	865	HD FOWLER COMPANY INC	INV 300 QUICK JOINTS	1,636.48
Total amount by Division					\$81,323.11
010 FUND ACTIVITY					
EFT	01/23/2023	167	WA STATE DEPT OF REVENUE	EXCISE TAX - DEC 2022	78,758.38
307956	01/10/2023	172	THE TRI-CITY HERALD	ACCEPTANCE OF WORK AD P1908-21	29.15
307965	01/13/2023	6567	ALLIED ELECTRONICS INC	WTP-FIBER CONVERTERS FOR EMERGENCY BACKUP	395.24
307967	01/13/2023	7400	ANALYTICAL SERVICES INC	AEROBIC ENDOSPORE COUNT	265.00
307967	01/13/2023	7400	ANALYTICAL SERVICES INC	AEROBIC ENDOSPORE COUNT	265.00
307968	01/13/2023	3088	APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET META	TEN MIL RES. HVAC	123.92
307974	01/13/2023	316	B & B EXPRESS PRINTING, INC	WATER METER REPLACEMENT PROJECT NOTIFICATION CARD	521.52
307976	01/13/2023	4052	BATTERIES PLUS	SCADA CONTROL PANEL UPS REPLACEMENT	507.54
307977	01/13/2023	93	BENTON FRANKLIN DISTRICT, HEALTH	BAC T SAMPLE ANALYSIS	2,650.00
307978	01/13/2023	84	BENTON PUD NO. 1	PROVIDED NECESSARY ELECTRICAL INFRASTRUCTURE DURIN	2,620.06
307984	01/13/2023	1817	RADIO SERVICE COMPANY INC	MAINTENANCE CHARGES	55.74
307997	01/13/2023	13	CORE & MAIN LP	FITTINGS TO REPAIR SERVICE LINES	142.13
308009	01/13/2023	166	FARMERS EXCHANGE	HYPO GENERATOR SALT (6MIL)	52.11
308009	01/13/2023	166	FARMERS EXCHANGE	HEARING PROTECTION	38.03
308012	01/13/2023	4147	FEDEX	SHIPPING	10.95
308013	01/13/2023	86	FERGUSON ENTERPRISES INC	P1822 PAY EST 9	438,474.32
308019	01/13/2023	5910	FRANKLIN CONSERVATION DISTRICT	QUAD-CITIES WATER RIGHT & NPDES PERMIT	19,751.30
308029	01/13/2023	7234	GROUNDWATER SOLUTIONS INC, GSI WATER SOLUTIONS	P2119 CONSULTANT INVOICE	4,152.50
308031	01/13/2023	15	HARBOR FREIGHT TOOLS	BANDSAW BLADES FOR SLUDGE PUMP INSTALLATION IN FIL	52.14
308043	01/13/2023	78	KENNEWICK INDUSTRIAL & ELEC	PARTS FOR CHLORINE LINE REPLACEMENT CIP BUILDING	14.58
308043	01/13/2023	78	KENNEWICK INDUSTRIAL & ELEC	PARTS FOR CHLORINE LINE REPLACEMENT CIP BUILDING	37.73
308043	01/13/2023	78	KENNEWICK INDUSTRIAL & ELEC	VALVES FOR HYPO LINE REPAIR IN CIP ROOM	69.40
308043	01/13/2023	78	KENNEWICK INDUSTRIAL & ELEC	PARTS FOR HYPO LINE REPLACEMENT IN THE CIP ROOM	61.64
308043	01/13/2023	78	KENNEWICK INDUSTRIAL & ELEC	MAPP GAS TO THAW METERS	43.76
308059	01/13/2023	4466	NORTHSTAR CHEMICAL INC	WTP CHEMICALS RC 5	5,351.70
308063	01/13/2023	917	OXARC, INC.	SUPPLIES TO PLASMA CUT METER LIDS FOR RADIOS	218.61
308063	01/13/2023	917	OXARC, INC.	PLASMA CUTTER PARTS	6.09

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Check #	Check Date	Vendor #	Vendor Name	Description of Services	Amount
308070	01/13/2023	957	RANCH & HOME INC	PROPANE TORCH TO THAW FROZEN METERS AND BOXES	48.90
308070	01/13/2023	957	RANCH & HOME INC	ANTIFREEZE FOR WINTER VALVE TURNING TRUCK OPERATIO	65.09
308070	01/13/2023	957	RANCH & HOME INC	REFILL 5 GALLON PROPANE TANK TO THAW METERS	17.56
308072	01/13/2023	366	REESE CONCRETE PRODUCTS MFG, INC	ROUND LIDS FOR METER BOX'S	3,532.75
308074	01/13/2023	6065	RH2 ENGINEERING INC	P2102 CONSULTANT INVOICE	1,534.17
308097	01/13/2023	172	THE TRI-CITY HERALD	ACCEPTANCE OF WORK AD FOR P2025-21	31.56
308105	01/13/2023	393	TROJAN TECHNOLOGIES	SHIPPING FOR UV SENSOR	86.34
308107	01/13/2023	17	TWIN CITY METALS INC	PLUMBING FITTINGS FOR SED BASIN WASTE PUMP REPLACE	37.50
308107	01/13/2023	17	TWIN CITY METALS INC	WELDING ROOM MATERIALS	77.73
308109	01/13/2023	4764	UNITED PARCEL SERVICE, UPS	SHIPPING	98.39
308111	01/13/2023	3564	US LINEN AND UNIFORM	LINEN SERVICE	114.36
308113	01/13/2023	3881	UTILITIES UNDERGROUND, LOCATION CENTER	MONTHLY LOCATE FEES	121.26
308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	2,640.88
308120	01/13/2023	1035	WASHINGTON HARDWARE AND, FURNITURE CO	COLORLED TAPE FOR TOOL ORGANIZATION	39.05
308120	01/13/2023	1035	WASHINGTON HARDWARE AND, FURNITURE CO	18TH AND KELLOGG RESERVOIR HEATERS AND REPLACEMENT	134.74
308120	01/13/2023	1035	WASHINGTON HARDWARE AND, FURNITURE CO	OIL FOR 19TH AND OLY PUMP ROOM HEATER	8.67
308129	01/13/2023	355	WHITNEY EQUIPMENT CO INC	JEFFERSON & ARROWHEAD PUMP HMI REPLACEMENT	4,061.90
308135	01/13/2023	5471	ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	TELEPHONE SVC	426.87
308161	01/27/2023	6567	ALLIED ELECTRONICS INC	WTP- HIGH SERVICE PUMP 3 VFD FAN	434.02
308162	01/27/2023	7400	ANALYTICAL SERVICES INC	ENDOSPORE ANALYSIS	265.00
308163	01/27/2023	2738	ANATEK LABS INC	QUARTERLY METAL SAMPLE, PRE-TREATMENT	450.00
308166	01/27/2023	3088	APOLLO MECHANICAL CONTRACTORS, APOLLO SHEET META	2023-1 HVAC MAINT	720.58
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	53.54
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	32,470.39
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	13,863.24
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	18,267.76
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	2,770.94
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	32.04
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	15,139.10
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	307.54
308182	01/27/2023	84	BENTON PUD NO. 1	ELECTRICITY	11,978.84
308191	01/27/2023	6625	BRAIN, TREVOR	UNIFORM ALLOWANCE	56.48
308204	01/27/2023	83	CASCADE NATURAL GAS	GAS SERVICE	3,827.25
308204	01/27/2023	83	CASCADE NATURAL GAS	GAS SERVICE	447.06
308220	01/27/2023	4853	CONNELL OIL INC, 76 DISTRIBUTING	COUPLING GREASE BOOSTER STATION PUMPS	399.08
308227	01/27/2023	9791	CUEVAS, EDDIE	UNIFORM ALLOWANCE	138.56
308229	01/27/2023	8116	D&D TELECOMMUNICATIONS, PROPERTIES, LLC	INSPIRATION POINT - JANUARY 2023	782.87
308233	01/27/2023	7466	DEPARTMENT OF COMMERCE	CONTRACT# DCP2000-002	9,776.79
308245	01/27/2023	10299	ENVIRONMENTAL PRODUCTS AND, ACCESSORIES LLC	REPLACEMENT SPOT LIGHT FOR VACTOR	223.12
308248	01/27/2023	1790	EVERGREEN RURAL WATER, OF WASHINGTON	2023 ERWOW MEMBERSHIP DUES	700.00

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308253	01/27/2023	86	FERGUSON ENTERPRISES INC	THREADED ANGLE METER STOPS	458.08
308254	01/27/2023	6249	FERRELLGAS L P	PROPANE FOR TUMBLEWEED BURNING TRAILER	15.59
308263	01/27/2023	1775	GRAINGER	LABEL MAKER TAPE	29.96
308269	01/27/2023	7234	GROUNDWATER SOLUTIONS INC, GSI WATER SOLUTIONS	P2119 CONSULTANT AGREEMENT	7,052.50
308270	01/27/2023	1482	HACH COMPANY	TURBIDIMETER REPAIR RC4	1,368.00
308275	01/27/2023	865	HD FOWLER COMPANY INC	REPAIR KIT FOR HIT HYDRANT ON COLUMBIA CENTER BLVD	535.56
308275	01/27/2023	865	HD FOWLER COMPANY INC	18" WATER LINE PARTS FOR INVENTORY	2,350.54
308275	01/27/2023	865	HD FOWLER COMPANY INC	PVC BUSHINGS	3.47
308275	01/27/2023	865	HD FOWLER COMPANY INC	BREAK AWAY KIT TO STOCK INVENTORY	535.56
308282	01/27/2023	9099	IDEXX DISTRIBUTION INC	LAB FECAL SUPPLIES	1,423.12
308285	01/27/2023	303	INTERMOUNTAIN CLEANING SERVICE INC.	JANITORIAL SVC - DECEMBER 2022	487.50
308287	01/27/2023	4713	J-U-B ENGINEERS INC	P2114 CONSULTANT INVOICE	2,645.00
308287	01/27/2023	4713	J-U-B ENGINEERS INC	P2113 CONSULTANT INVOICE	26,255.14
308288	01/27/2023	4624	JCI JONES CHEMICALS INC	WTP CHEMICALS	6,704.81
308288	01/27/2023	4624	JCI JONES CHEMICALS INC	RC5 CHEMICALS	4,277.67
308288	01/27/2023	4624	JCI JONES CHEMICALS INC	RC5 CHEMICALS	5,664.38
308288	01/27/2023	4624	JCI JONES CHEMICALS INC	WTP CHEMICALS	4,604.01
308290	01/27/2023	3363	JIM'S PACIFIC GARAGES INC	VACTOR MAINTENANCE PARTS	16.72
308297	01/27/2023	5148	KELLEY'S TELE-COMMUNICATIONS	ANSWERING SERVICE - DECEMBER 2022	168.58
308299	01/27/2023	78	KENNEWICK INDUSTRIAL & ELEC	HEAT TAPE AND FITTINGS FOR LOW LIFT SAFETY SHOWER	46.78
308299	01/27/2023	78	KENNEWICK INDUSTRIAL & ELEC	WIRE MARKERS FOR 19TH AND OLY HEATER R@R	21.41
308299	01/27/2023	78	KENNEWICK INDUSTRIAL & ELEC	ZIP TIES (STOCK)	1.08
308299	01/27/2023	78	KENNEWICK INDUSTRIAL & ELEC	PVC REPAIR PARTS FOR LOW LIFT SAFETY SHOWER REPAIR	57.94
308299	01/27/2023	78	KENNEWICK INDUSTRIAL & ELEC	ZIP TIES (STOCK)	45.05
308299	01/27/2023	78	KENNEWICK INDUSTRIAL & ELEC	SAFETY SHOWER REPAIR PARTS FOR LOW LIFT	49.93
308299	01/27/2023	78	KENNEWICK INDUSTRIAL & ELEC	BUSHINGS FOR SERVICE LINE SADDLES	27.74
308304	01/27/2023	420	LEGACY POOL LLC	ACID FOR HYPO LINE BOIL OUT (CHEM ROOM)	80.33
308310	01/27/2023	3154	M & M BOLT COMPANY, LLC	BOLTS/RAGS FOR COMPACTOR BRUSH, SCREEN #1	50.57
308325	01/27/2023	1086	MONARCH MACHINE & TOOL CO INC	ROUND LIDS TO MOUNT SMART POINTS	1,361.25
308331	01/27/2023	1290	NCL OF WISCONSIN, INC.	LAB SUPPLIES	443.53
308338	01/27/2023	3700	OFFICE DEPOT INC	OFFICE SUPPLIES	47.19
308338	01/27/2023	3700	OFFICE DEPOT INC	OFFICE SUPPLIES	17.69
308338	01/27/2023	3700	OFFICE DEPOT INC	OFFICE SUPPLIES	59.97
308340	01/27/2023	917	OXARC, INC.	GROUNDING CLAMP AND TIPS FOR PLASMA CUTTER	277.05
308340	01/27/2023	917	OXARC, INC.	ELECTRODE'S FOR PLASMA CUTTER	186.98
308348	01/27/2023	329	PLATT ELECTRIC SUPPLY COMPANY, REXEL USA INC	SPARE FUSES FOR WATER BOOSTER PUMP STATIONS	318.19
308354	01/27/2023	957	RANCH & HOME INC	SPOT LIGHTS FOR MAINTENANCE TRUCKS	117.98
308374	01/27/2023	8114	SERV-A-PURE COMPANY	FILTER TANK FOR LAB WATER	275.00
308405	01/27/2023	393	TROJAN TECHNOLOGIES	UV LAMP REPLACEMENT AND ASSEMBLY PARTS (REACTOR 1@	8,607.01
308409	01/27/2023	3883	U R M CASH & CARRY	CLR & DISTILLED WATER FOR RC5 TRANSMITTANCE UNIT C	39.35

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308410	01/27/2023	4764	UNITED PARCEL SERVICE, UPS	SHIPPING	35.90
308410	01/27/2023	4764	UNITED PARCEL SERVICE, UPS	SHIPPING	49.59
308413	01/27/2023	7925	USA BLUEBOOK, HD SUPPLY FACILITIES MAIN	ACID ELECTRODE CLEANING SOLUTION (PH PROBES)	53.62
308413	01/27/2023	7925	USA BLUEBOOK, HD SUPPLY FACILITIES MAIN	CHLORINE SENSOR FILL SOLUTION, PH STANDARDS AND BU	689.89
308413	01/27/2023	7925	USA BLUEBOOK, HD SUPPLY FACILITIES MAIN	TURBIDIMETER CALIBRATION STANDARD AND CHLORINE RES	1,266.44
308413	01/27/2023	7925	USA BLUEBOOK, HD SUPPLY FACILITIES MAIN	PH VERIFICATION PEN	157.26
308413	01/27/2023	7925	USA BLUEBOOK, HD SUPPLY FACILITIES MAIN	POWER CORD FOR BOD DO METER	227.24
308413	01/27/2023	7925	USA BLUEBOOK, HD SUPPLY FACILITIES MAIN	VENT TUBE ASSEMBLIES FOR LIFT STATIONS	168.86
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	2,855.86
308437	01/27/2023	5471	ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	TELEPHONE SVC	462.87
Total amount by Division					\$763,546.20
205	SEWER AREA CHARGE				
308039	01/13/2023	4713	J-U-B ENGINEERS INC	P2209 CONSULTANT INVOICE	1,582.50
Total amount by Division					\$1,582.50
Total amount by Fund					\$846,451.81
411	W/S 2019 REVENUE BOND FUND				
010	FUND ACTIVITY				
308277	01/27/2023	6569	HDR INC	P1810 CONSULTANT INVOICE	3,440.47
Total amount by Division					\$3,440.47
Total amount by Fund					\$3,440.47
501	EQUIPMENT RENTAL FUND				
000	FUND ACTIVITY				
EFT	01/23/2023	167	WA STATE DEPT OF REVENUE	EXCISE TAX - DEC 2022	211.00
308025	01/13/2023	10783	GOODYEAR COMMERCIAL TIRE, GOODYEAR TIRE & RUBBER	INV 800 GOODYEAR	703.64
308045	01/13/2023	9379	KUSSMAUL ELECTRONICS CO., INC.	INV 700 AUTO CHARGER	1,521.60
308057	01/13/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	INV 700 NAPA	492.22
308057	01/13/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	INV 700 NAPA	268.68
308057	01/13/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	INV 700 NAPA	111.05
308064	01/13/2023	6241	PASCO TIRE FACTORY INC	INV 800 BFG K02	995.74
308064	01/13/2023	6241	PASCO TIRE FACTORY INC	INV 800 PASCO TIRE FACTORY	2,052.08
308067	01/13/2023	241	PERFORMANCE SYSTEMS INTEGRATION	FIRE EXTINGUISHER SERVICE	159.35
308220	01/27/2023	4853	CONNELL OIL INC, 76 DISTRIBUTING	INV 700 OIL	1,384.49
308224	01/27/2023	5727	COSTCO ANYWHERE CITI VISA	INV 700 MOTORCRAFT	122.28
308224	01/27/2023	5727	COSTCO ANYWHERE CITI VISA	INV 700 PUSH BUTTON SWITCHES	48.98
308330	01/27/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	INV 700 NAPA	1,319.78
308330	01/27/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	FLEET INVENTORY	164.65
308330	01/27/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	INV 700 NAPA	188.39

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308431	01/27/2023	5720	WINTER EQUIPMENT CO INC	INV 700 PLOW BLADES	3,130.36
Total amount by Division					\$12,874.29
010	FUND ACTIVITY				
307982	01/13/2023	80	BRUTZMAN'S INC	OFFICE CHAIRS	831.31
307993	01/13/2023	1310	COLEMAN OIL COMPANY	CITYWIDE FLEET FUEL	23,557.61
307993	01/13/2023	1310	COLEMAN OIL COMPANY	FLEET FUEL	19,256.69
307998	01/13/2023	7868	CORWIN FORD - TRI CITIES, CORWIN OF PASCO LLC	V3628 CLOCK SPRING	120.78
307998	01/13/2023	7868	CORWIN FORD - TRI CITIES, CORWIN OF PASCO LLC	V3628 AIR BAG MODULE	258.90
307998	01/13/2023	7868	CORWIN FORD - TRI CITIES, CORWIN OF PASCO LLC	V5313 HOSE KIT	40.06
307998	01/13/2023	7868	CORWIN FORD - TRI CITIES, CORWIN OF PASCO LLC	V2002 BOLTS	4.76
307998	01/13/2023	7868	CORWIN FORD - TRI CITIES, CORWIN OF PASCO LLC	V5708 SCREEN	37.10
307998	01/13/2023	7868	CORWIN FORD - TRI CITIES, CORWIN OF PASCO LLC	V5708 GASKET	20.79
307998	01/13/2023	7868	CORWIN FORD - TRI CITIES, CORWIN OF PASCO LLC	GEN OPERATIONS PARTS AND SUPPLIES	-550.96
307998	01/13/2023	7868	CORWIN FORD - TRI CITIES, CORWIN OF PASCO LLC	GEN OPERATIONS PARTS AND SUPPLIES	550.96
307998	01/13/2023	7868	CORWIN FORD - TRI CITIES, CORWIN OF PASCO LLC	V7826 HOSE KIT	36.33
307998	01/13/2023	7868	CORWIN FORD - TRI CITIES, CORWIN OF PASCO LLC	V7372 RESEVOIR TANK ASSEMBLY	118.42
307998	01/13/2023	7868	CORWIN FORD - TRI CITIES, CORWIN OF PASCO LLC	V5102 FILTERS	41.76
308005	01/13/2023	9818	ENVIRO-CLEAN EQUIPMENT INC	V5520 TROUBLESHOOT/REPAIR	27,679.32
308009	01/13/2023	166	FARMERS EXCHANGE	PIPE AND BRACKETS VEH C065	28.77
308035	01/13/2023	8711	HUGHES FIRE EQUIPMENT INC	ELECTRICAL REPAIR VEH 0228	2,820.32
308035	01/13/2023	8711	HUGHES FIRE EQUIPMENT INC	SEAL REPAIR VEH 0230	4,238.84
308035	01/13/2023	8711	HUGHES FIRE EQUIPMENT INC	GAUGES VEH 2802	465.17
308035	01/13/2023	8711	HUGHES FIRE EQUIPMENT INC	SHOCK VEH 2801	1,137.70
308035	01/13/2023	8711	HUGHES FIRE EQUIPMENT INC	MONITOR REPAIR VEH 2802	332.96
308035	01/13/2023	8711	HUGHES FIRE EQUIPMENT INC	HYDRAULIC REPAIR VEH 2802	3,577.59
308035	01/13/2023	8711	HUGHES FIRE EQUIPMENT INC	VALVE VEH 2307	141.15
308035	01/13/2023	8711	HUGHES FIRE EQUIPMENT INC	GAUGE VEH 2307	387.33
308040	01/13/2023	3363	JIM'S PACIFIC GARAGES INC	V2717 COOLANT THERMOSTAT SEAL	7.10
308040	01/13/2023	3363	JIM'S PACIFIC GARAGES INC	V2717 THERMOSTAT COOLANT	137.08
308040	01/13/2023	3363	JIM'S PACIFIC GARAGES INC	V4204 REPAIRS	11,311.59
308040	01/13/2023	3363	JIM'S PACIFIC GARAGES INC	V0228 RELAY	20.35
308040	01/13/2023	3363	JIM'S PACIFIC GARAGES INC	TRACTION SOCK VEH 0156	207.26
308054	01/13/2023	3284	MEL'S INTER-CITY TOWING	TOWING VEH 7812	81.53
308057	01/13/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	V5519 BRAKE PADS	44.56
308057	01/13/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	V2801 MINIATURE LAMP	3.74
308057	01/13/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	V0138 TAILGATE HANDLE	32.12
308057	01/13/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	V2801 MINIATURE LAMP	18.70
308057	01/13/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	V0401 FILTERS	36.06
308057	01/13/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	V0155 BOLT	15.48

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308057	01/13/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	V5904 COOLANT	10.79
308057	01/13/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	V4907 ROLLER CHAIN	29.38
308061	01/13/2023	4217	O'REILLY AUTO PARTS	BATTERY VEH 0086	235.70
308061	01/13/2023	4217	O'REILLY AUTO PARTS	BATTERY VEH 0059	235.70
308061	01/13/2023	4217	O'REILLY AUTO PARTS	BATTERY VEH 7367	186.87
308061	01/13/2023	4217	O'REILLY AUTO PARTS	BATTERY VEH 7824	186.87
308061	01/13/2023	4217	O'REILLY AUTO PARTS	BATTERY VEH 6305	186.87
308061	01/13/2023	4217	O'REILLY AUTO PARTS	BATTERIES VEH 0155	707.08
308061	01/13/2023	4217	O'REILLY AUTO PARTS	BATTERY VEH 3628	192.64
308061	01/13/2023	4217	O'REILLY AUTO PARTS	BATTERY VEH 5108	373.73
308061	01/13/2023	4217	O'REILLY AUTO PARTS	BATTERY VEH 2901	186.87
308061	01/13/2023	4217	O'REILLY AUTO PARTS	BATTERY VEH 5519	114.77
308064	01/13/2023	6241	PASCO TIRE FACTORY INC	V2717 TIRE REPAIR	264.49
308064	01/13/2023	6241	PASCO TIRE FACTORY INC	V5519 TIRES	700.94
308064	01/13/2023	6241	PASCO TIRE FACTORY INC	V5520 TIRES	1,161.76
308064	01/13/2023	6241	PASCO TIRE FACTORY INC	TIRE SERVICE VEH 0093	192.31
308064	01/13/2023	6241	PASCO TIRE FACTORY INC	TIRE SERVICE VEH 0094	192.31
308078	01/13/2023	9107	RWC INTERNATIONAL LTD	CLAMP VEH 0155	29.24
308078	01/13/2023	9107	RWC INTERNATIONAL LTD	V5116 CHAMBER BRAKE T24 SERVICE	158.29
308091	01/13/2023	2366	SPECK BUICK GMC OF TRICITIES, SPECK THREE INC	IDLE TROUBLESHOOTING VEH 2803	505.99
308098	01/13/2023	7982	TITAN TRUCK EQUIPMENT	CLUTCH AND GEARBOX VEH 4907	2,040.78
308111	01/13/2023	3564	US LINEN AND UNIFORM	LINEN SERVICE	128.64
308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	133.18
308116	01/13/2023	5777	PROFESSIONAL AUTOMOTIVE PAINT DISTRIBUTION LLC	V3904 BATTERY AND CORE	323.92
308127	01/13/2023	5380	WESTERN SYSTEMS FABRICATION, INC	BUSHINGS VEH 4204	136.06
308193	01/27/2023	10612	BRAUN INDUSTRIES INC	CYLINDER VEH 2512	69.84
308203	01/27/2023	3527	CASADAY BEE-LINE SERVICE, & TOWING LLC	ALIGNMENT VEH 7372	94.98
308203	01/27/2023	3527	CASADAY BEE-LINE SERVICE, & TOWING LLC	ALIGNMENT VEH 3522	94.98
308216	01/27/2023	1310	COLEMAN OIL COMPANY	CITYWIDE FLEET FUEL	21,890.34
308216	01/27/2023	1310	COLEMAN OIL COMPANY	FUEL CARD HOLDERS FOR FLEET	271.75
308234	01/27/2023	601	DIRECT AUTOMOTIVE DISTRIBUTING	BRAKE PARTS VEH 2001	642.60
308234	01/27/2023	601	DIRECT AUTOMOTIVE DISTRIBUTING	BRAKE PARTS VEH 2001	563.71
308263	01/27/2023	1775	GRAINGER	FILTER FOR VEH 2002	64.49
308280	01/27/2023	8711	HUGHES FIRE EQUIPMENT INC	HANDLES VEH 2003	95.13
308280	01/27/2023	8711	HUGHES FIRE EQUIPMENT INC	VALVES VEH 2801	1,585.39
308280	01/27/2023	8711	HUGHES FIRE EQUIPMENT INC	CYLINDER REPAIR VEH 0228	3,228.41
308281	01/27/2023	8226	IDENTIFIX INC	IDENTIFIX RENEWAL FOR FLEET 2023	1,428.00
308289	01/27/2023	2285	JIFFY CAR WASH, INC.	VSHOP GEN MONTHLY VEHICLE WASH	652.20
308290	01/27/2023	3363	JIM'S PACIFIC GARAGES INC	ENGINE REPAIR VEH 0228	3,961.58
308290	01/27/2023	3363	JIM'S PACIFIC GARAGES INC	HOSE VEH 0155	18.03

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308300	01/27/2023	6243	KIMBALL MIDWEST	HARDWARE FOR FLEET	251.64
308300	01/27/2023	6243	KIMBALL MIDWEST	HARDWARE FOR FLEET	170.39
308300	01/27/2023	6243	KIMBALL MIDWEST	CRIMP TOOL FOR FLEET	259.98
308315	01/27/2023	2254	MCMASTER-CARR SUPPLY COMPANY	VENT VEH 4907	38.38
308315	01/27/2023	2254	MCMASTER-CARR SUPPLY COMPANY	VENT VEH 4907	33.63
308321	01/27/2023	484	MILNE NAIL,POWER TOOL & REPAIR	IMPACT HEAT GUN	152.45
308330	01/27/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	BAR VEH 0477	20.72
308330	01/27/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	BAR KIT VEH 0477	35.44
308330	01/27/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	FLOOR JACK VEH 0477	336.96
308330	01/27/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	WINDSHIELD FLUID FOR FLEET	95.48
308330	01/27/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	HUB VEH 4802	328.39
308330	01/27/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	CREDIT HUB ASSY VEH 4802	-328.39
308330	01/27/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	CV AXLE VEH 7366	204.46
308330	01/27/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	TRANSMISSION MOUNT VEH 7827	174.77
308330	01/27/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	COOLANT VEH 7107	31.26
308330	01/27/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	CREDIT CV AXLE VEH 7366	-204.46
308330	01/27/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	AIR FILTER VEH 2002	23.10
308330	01/27/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	V4100 STARTER LUG	20.98
308330	01/27/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	V4100 HI AMP FLUSH MOUNT	50.08
308330	01/27/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	V2716 DEX COOLANT	21.59
308330	01/27/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	V4100 BATTERY CABLE LUG	7.91
308330	01/27/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	V2716 BELT TENSIONER ASSEMBLY	40.65
308330	01/27/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	V2105 FILTER	22.88
308330	01/27/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	V7939 FILTER	10.83
308330	01/27/2023	8875	NAPA PASCO AUTO PARTS, THM MANAGEMENT INC	V5315 FILTER	22.77
308337	01/27/2023	4217	O'REILLY AUTO PARTS	BATTERY VEH 7363	210.78
308337	01/27/2023	4217	O'REILLY AUTO PARTS	BATTERY VEH 1307	186.87
308337	01/27/2023	4217	O'REILLY AUTO PARTS	STRUTS VEH 5703	370.25
308337	01/27/2023	4217	O'REILLY AUTO PARTS	HUB VEH 4802	176.52
308337	01/27/2023	4217	O'REILLY AUTO PARTS	BATTERY VEH 1801	184.88
308337	01/27/2023	4217	O'REILLY AUTO PARTS	V2716 FLEETRANNER	34.87
308337	01/27/2023	4217	O'REILLY AUTO PARTS	V7924 BATTERY	183.84
308340	01/27/2023	917	OXARC, INC.	WELDING CUTTING TIPS FOR FLEET	918.48
308354	01/27/2023	957	RANCH & HOME INC	PROPANE REFILL	20.15
308354	01/27/2023	957	RANCH & HOME INC	VSHOP GEN PROPANE REFILL	22.75
308356	01/27/2023	5903	RIDENOW TRI CITIES LLC	OIL CHANGE AND TIRES VEH 7001	1,127.03
308364	01/27/2023	9107	RWC INTERNATIONAL LTD	EXHAUST PIPE VEH 0155	1,007.33
308364	01/27/2023	9107	RWC INTERNATIONAL LTD	MUFFLER VEH 0155	1,383.52
308398	01/27/2023	7370	THE FAB SHOP LLC	DUMP BODY FOR 2023 FREIGHTLINER 108SD CHASSIS	63,571.81
308400	01/27/2023	7982	TITAN TRUCK EQUIPMENT	SHAFTS AND SPROCKETS VEH 4907	123.04

City of Kennewick

Claims Roster

1/1/2023 - 1/31/2023

Check #	Check Date	Vendor #	Vendor Name	Description of Services	Amount
308402	01/27/2023	508	TOM DENCHEL FORD COUNTRY OF HERMISTON	TRANSMISSION REPAIR VEH 2512	10,517.66
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	133.75
Total amount by Division					\$222,321.26
Total amount by Fund					\$235,195.55
502 CENTRAL STORES FUND					
000 FUND ACTIVITY					
307954	01/04/2023	5727	COSTCO ANYWHERE CITI VISA	INV 200 TIRE DRESSING	294.00
308049	01/13/2023	8868	LIFE-ASSIST	INV 200 SANI HANDS	173.49
308049	01/13/2023	8868	LIFE-ASSIST	INV 200 SANIWIPES	114.14
308101	01/13/2023	367	TRAFFIC SAFETY SUPPLY CO INC	INV 200 SAFETY VESTS	641.66
308217	01/27/2023	175	COLUMBIA BASIN PAPER & SUPPLY	INV 200 COLUMBIA BASIN PAPER SUPPLY	377.67
308224	01/27/2023	5727	COSTCO ANYWHERE CITI VISA	INV 200 AUTO WASH	177.15
308249	01/27/2023	5426	EWING IRRIGATION PRODUCTS, INC	INV 500 EWING	763.63
308263	01/27/2023	1775	GRAINGER	INV 200 GRAINGER	738.77
308263	01/27/2023	1775	GRAINGER	INV GRAINGER	57.83
308263	01/27/2023	1775	GRAINGER	INV GRAINGER	827.52
308263	01/27/2023	1775	GRAINGER	CREDIT INV GRAINGER	-59.73
308263	01/27/2023	1775	GRAINGER	GRAINGER DISPOSAL BAGS	110.83
308263	01/27/2023	1775	GRAINGER	INV 200 GRAINGER	546.17
308263	01/27/2023	1775	GRAINGER	INV 200 GRAINGER	113.74
308263	01/27/2023	1775	GRAINGER	CREDIT INV GRAINGER	-119.47
308263	01/27/2023	1775	GRAINGER	TAPE	341.69
308263	01/27/2023	1775	GRAINGER	INV 200 GRAINGER	490.09
308306	01/27/2023	8868	LIFE-ASSIST	INV 200 NITRILE GLOVES	4,750.19
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	INV 200 LYSOL	336.31
308384	01/27/2023	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AND COMM	INV 200 BOTTLED WATER	893.91
308399	01/27/2023	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	INV 200 RENOWN TOWELS	3,171.00
Total amount by Division					\$14,740.59
010 FUND ACTIVITY					
308048	01/13/2023	6743	LEAF CAPITAL FUNDING LLC	12 COPIER LEASE - 2022	1,215.84
308048	01/13/2023	6743	LEAF CAPITAL FUNDING LLC	COPIER LEASE - 2022	519.59
308157	01/27/2023	1526	ABADAN	COPIER MAINTENANCE - 2022	121.58
308157	01/27/2023	1526	ABADAN	COPIER MAINTENANCE - 2022	108.31
308157	01/27/2023	1526	ABADAN	12 COPIER MAINTENANCE - 2022	609.08
308157	01/27/2023	1526	ABADAN	COPIER MAINT - 2022	256.81
308157	01/27/2023	1526	ABADAN	COPIER MAINTENANCE - 2022	124.18
308157	01/27/2023	1526	ABADAN	COPIER MAINT - 2022	456.56
308157	01/27/2023	1526	ABADAN	COPIER MAINTENANCE -2022/2023	157.95

City of Kennewick

Claims Roster

1/1/2023 - 1/31/2023

Check #	Check Date	Vendor #	Vendor Name	Description of Services	Amount
308302	01/27/2023	6743	LEAF CAPITAL FUNDING LLC	COPIER LEASE - 2022	537.13
308302	01/27/2023	6743	LEAF CAPITAL FUNDING LLC	COPIER LEASE - 2022	623.06
308302	01/27/2023	6743	LEAF CAPITAL FUNDING LLC	COPIER LEASE - 2022	210.87
308302	01/27/2023	6743	LEAF CAPITAL FUNDING LLC	COPIER LEASE - 2022	387.61
308302	01/27/2023	6743	LEAF CAPITAL FUNDING LLC	COPIER LEASE - 2022	181.53
308341	01/27/2023	3783	PACIFIC OFFICE AUTOMATION	CANON WIDE FORMAT QUARTERLY USAGE	19.95
Total amount by Division					\$5,530.05
Total amount by Fund					\$20,270.64
503	RISK MANAGEMENT FUND				
010	FUND ACTIVITY				
EFT	01/06/2023	70008	WA. STATE DEPT OF LICENSING	DRIVING ABSTRACTS	75.00
EFT	01/25/2023	70008	WA. STATE DEPT OF LICENSING	DRIVING ABSTRACTS	105.00
307994	01/13/2023	2899	COLUMBIA BASIN HEARING CENTER, LLC	ANNUAL HEARING EXAMS	2,800.00
307998	01/13/2023	7868	CORWIN FORD - TRI CITIES, CORWIN OF PASCO LLC	REIMBURSE FOR EXTRA PARTS ORDERED IN ERROR	-626.38
308015	01/13/2023	81	FNS COLLISION GROUP LLC	REPAIR DAMAGE TO KPD #7128	12,996.70
308030	01/13/2023	519	H&L AUTO GLASS LLC	WINDSHIELD INSTALL - KFD #2003	211.97
308030	01/13/2023	519	H&L AUTO GLASS LLC	REPLACE DAMAGED WINDSHIELD ON KPD #7936	527.96
308030	01/13/2023	519	H&L AUTO GLASS LLC	REPLACE WINDSHIELD AND DRIVER WINDOW - PARKS #3814	580.88
308035	01/13/2023	8711	HUGHES FIRE EQUIPMENT INC	REPLACE DAMAGED WINDSHIELD ON KFD# 2003	1,465.86
308087	01/13/2023	680	SIERRA ELECTRIC, INC.	REPLACE DAMAGED LIGHT POLE AT 10TH & STEPTOE	1,010.30
308087	01/13/2023	680	SIERRA ELECTRIC, INC.	REPLACE PED PUSHBUTTON AND POLE AT 1ST & 397	826.63
308087	01/13/2023	680	SIERRA ELECTRIC, INC.	DAMAGED TRAFFIC CABINET AT 10TH & VANCOUVER	100.55
308087	01/13/2023	680	SIERRA ELECTRIC, INC.	REPLACE DAMAGED LIGHT POLE AT CANYON LAKES & UNION	811.48
308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	41.06
308122	01/13/2023	1855	WCIA WASHINGTON CITIES, INSURANCE AUTHORITY	LIABILITY INSURANCE 1/1/2023 THRU 12/31/2023	1,459,004.00
308134	01/13/2023	186	YOUNG'S SERVICEMASTER	REPAIR WATER DAMAGE - OLD FIRE STATION #3	11,902.13
308134	01/13/2023	186	YOUNG'S SERVICEMASTER	REPAIR WATER DAMAGE - OLD FIRE STATION #3 (2023)	3,069.09
308159	01/27/2023	8615	ADVANCED TRAFFIC PRODUCTS INC	REPLACE TWO PED PUSHBUTTONS KENNEWICK YELLOWSTONE	885.45
308159	01/27/2023	8615	ADVANCED TRAFFIC PRODUCTS INC	REPLACE PED PUSHBUTTON AT CLEARWATER & UNION	442.72
308159	01/27/2023	8615	ADVANCED TRAFFIC PRODUCTS INC	REPLACE PEDESTRIAN PUSHBUTTON AT CANAL & YOUNG	442.72
308159	01/27/2023	8615	ADVANCED TRAFFIC PRODUCTS INC	REPLACE PEDESTRIAN PUSHBUTTONS AT 1ST & 397	442.72
308159	01/27/2023	8615	ADVANCED TRAFFIC PRODUCTS INC	REPLACE PED PUSHBUTTON AT OKANOGAN & CCB	442.72
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	41.25
Total amount by Division					\$1,497,599.81
Total amount by Fund					\$1,497,599.81

611 FIREMENS PENSION FUND

010 FUND ACTIVITY

City of Kennewick

Claims Roster

1/1/2023 - 1/31/2023

Check #	Check Date	Vendor #	Vendor Name	Description of Services	Amount
308185	01/27/2023	4065	BERNA, LETA	LEOFF 1 PENSION	354.81
308240	01/27/2023	5685	ECKERT, NANCY	LEOFF 1 PENSION	1,582.64
308266	01/27/2023	122	GRAVES, MARJORIE	LEOFF 1 PENSION	2,618.65
308351	01/27/2023	6700	PURDY, PAULA	LEOFF 1 PENSION	1,010.42
308359	01/27/2023	145	REMUS, LARRY J	LEOFF 1 PENSION	941.96
308376	01/27/2023	148	SHAW, LEONARD	LEOFF 1 PENSION	685.85
308379	01/27/2023	150	SLEATER, LARRY L	LEOFF 1 PENSION	1,483.25
308415	01/27/2023	152	VICKERMAN, THOMAS	LEOFF 1 PENSION	519.81
308426	01/27/2023	10500	WELCH, BETTY JEAN	LEOFF 1 PENSION	1,019.04
308430	01/27/2023	154	WILLEBY, DONALD R	LEOFF 1 PENSION	768.65

Total amount by Division \$10,985.08

Total amount by Fund \$10,985.08

612 OPEB TRUST FUND

010 FUND ACTIVITY

307961	01/13/2023	24	ADKINS, WILLIAM	RETIREE MEDICAL	170.10
307983	01/13/2023	185	BUCK, GARY E	RETIREE MEDICAL	170.10
308003	01/13/2023	1894	EASLING, CONNIE	RETIREE MEDICAL	170.10
308010	01/13/2023	41	FARNKOFF, ROBERT C	RETIREE MEDICAL	170.10
308023	01/13/2023	181	GIER, CHARLES W.	RETIREE MEDICAL	170.10
308024	01/13/2023	134	GONDERMAN, DAVID A	RETIREE MEDICAL	170.10
308028	01/13/2023	62	GROSS, ROBERT	RETIREE MEDICAL	170.10
308033	01/13/2023	455	HEIMBIGNER, MICHAEL	RETIREE MEDICAL	170.10
308033	01/13/2023	455	HEIMBIGNER, MICHAEL	RETIREE MEDICAL	1,098.96
308034	01/13/2023	6744	HIRSCHEL, ARTHUR D	RETIREE MEDICAL	104.90
308041	01/13/2023	3891	JOPLIN, ALAN	RETIREE MEDICAL	170.10
308042	01/13/2023	65	JUERGENS, CURT	RETIREE MEDICAL	170.10
308044	01/13/2023	60	KRAFT, JAMES	RETIREE MEDICAL	170.10
308050	01/13/2023	50	MACE, BILL	RETIREE MEDICAL	170.10
308051	01/13/2023	52	MAPLETHORPE, JOHN G., JR	RETIREE MEDICAL	170.10
308051	01/13/2023	52	MAPLETHORPE, JOHN G., JR	RETIREE MEDICAL	11.51
308060	01/13/2023	142	O'HAIR, RONALD L	RETIREE MEDICAL	170.10
308065	01/13/2023	5554	PENNEY, MICHAEL	RETIREE MEDICAL	134.00
308073	01/13/2023	145	REMUS, LARRY J	RETIREE MEDICAL	139.50
308080	01/13/2023	1821	SCHARNHORST, DEAN	RETIREE MEDICAL	170.10
308085	01/13/2023	148	SHAW, LEONARD	RETIREE MEDICAL	148.50
308089	01/13/2023	150	SLEATER, LARRY L	RETIREE MEDICAL	170.10
308090	01/13/2023	66	SOUTHWICK, JOHN J., JR.	RETIREE MEDICAL	170.10
308104	01/13/2023	1318	TRIPP, GREG	RETIREE MEDICAL	170.10

City of Kennewick

Claims Roster

1/1/2023 - 1/31/2023

Check #	Check Date	Vendor #	Vendor Name	Description of Services	Amount
308115	01/13/2023	152	VICKERMAN, THOMAS	RETIREE MEDICAL	170.10
308119	01/13/2023	8584	WAGNER, BRIAN	RETIREE MEDICAL	154.10
308121	01/13/2023	9944	WATERS, DENNIS	RETIREE MEDICAL	148.50
308130	01/13/2023	154	WILLEBY, DONALD R	RETIREE MEDICAL	170.10
308130	01/13/2023	154	WILLEBY, DONALD R	RETIREE MEDICAL	6,010.49
308131	01/13/2023	2997	WILLIAMS, GARY	RETIREE MEDICAL	170.10
308132	01/13/2023	1415	WILLIAMS, KEN	RETIREE MEDICAL	135.50
308133	01/13/2023	9776	YADEN, MARK	RETIREE MEDICAL	170.10
308137	01/19/2023	58	FEARING, DOUG	RETIREE MEDICAL	170.10
Total amount by Division					\$11,998.26
Total amount by Fund					\$11,998.26
 642 METRO DRUG FORFEITURE FUND					
010 FUND ACTIVITY					
308114	01/13/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	41.06
308117	01/13/2023	1189	WA STATE TREASURER	2022 STATE FORFEITURES - METRO	7,812.21
308135	01/13/2023	5471	ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	TELEPHONE SVC	158.93
308139	01/19/2023	1933	EMPLOYMENT SECURITY DEPARTMENT, TREASURY UNIT	EMPLOYMENT HISTORY CHECK - TF 22-064	9.50
308158	01/27/2023	5549	ADAPTIVE DIGITAL SYSTEMS INC	SURVEILLANCE EQUIPMENT	5,400.00
308170	01/27/2023	10439	ATWOOD LAW OFFICE	TF21-076 HEARINGS EXAMINER FEE	481.25
308228	01/27/2023	7711	CULLIGAN WATER CONDITIONING	CULLIGAN WATER SERVICE	48.10
308406	01/27/2023	457	TRUCKS & AUTO AUCTIONS	VEHICLE STORAGE FEE	825.00
308414	01/27/2023	30	VERIZON NORTHWEST	CITY WIDE CELL PHONES	41.25
308437	01/27/2023	5471	ZIPLY FIBER, NORTHWEST FIBER, LLC DBA	TELEPHONE SVC	158.93
Total amount by Division					\$14,976.23
Total amount by Fund					\$14,976.23
 888 RESIDUAL FUND					
000 FUND ACTIVITY					
EFT	01/27/2023	5000	COMMERCIAL CARD SOLUTIONS, JP MORGAN CHASE - VISA	PCARD PURCHASES- DECEMBER 2022	79,099.37
Total amount by Division					\$79,099.37
Total amount by Fund					\$79,099.37

City of Kennewick

Claims Roster

1/1/2023 - 1/31/2023

Check #	Check Date	Vendor #	Vendor Name	Description of Services	Amount
Grand Total:					<u><u>\$6,369,089.52</u></u>

I, Dan Legard, 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.



Dan Legard, Finance Director

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

Check numbers 307954 through 308440:	\$6,160,435.97
Electronic Payments (EFT) :	<u>\$ 208,653.55</u>
Total	\$6,369,089.52

Exceptions:

City of Kennewick

Pcard Roster

Paid by EFT - 01/27/23

Fund/Division	Vendor #	Vendor Name	Description of Services	Amount
001 GENERAL FUND				
CITY COUNCIL	11079	PROCARD, OUR COOKIE HOUSE	COUNCIL MEETING SUPPLIES.	81.52
CITY COUNCIL	2861	TROPHY SHOPPE, THE, JEFFREY BRITTON	RETIREMENT PLAQUES.	257.27
CITY COUNCIL	2861	TROPHY SHOPPE, THE, JEFFREY BRITTON	NAME PLATES FOR COUNCIL CHAMBERS.	71.74
CITY COUNCIL	999998	P-CARD OTP	PRA CASE LAW HIGHLIGHT WEBINAR - CTORELLI.	40.00
CITY COUNCIL	3700	OFFICE DEPOT INC	2023 CALENDARS FOR COUNCIL CHAMBERS.	129.05
CITY COUNCIL	115	LANDS END CORPORATE SALES	CITY OF KENNEWICK SUPPLIES.	172.30
CITY COUNCIL	2861	TROPHY SHOPPE, THE, JEFFREY BRITTON	COUNCIL CHAMBERS NAME PLATES.	13.04
CITY MANAGER	3700	OFFICE DEPOT INC	TISSUES FOR CITY MANAGER'S OFFICE	63.74
CITY MANAGER	10158	PROCARD, CANVA	CANVA SUBSCRIPTION FOR EXECUTIVE ASSISTANT	12.99
CITY MANAGER	3700	OFFICE DEPOT INC	OFFICE SUPPLIES.	38.03
CITY MANAGER	6006	ADOBE SYSTEMS, INC	ADOBE SUITE FOR EXECUTIVE ASSISTANT.	32.60
CITY MANAGER	3700	OFFICE DEPOT INC	2023 CALENDARS FOR CONFERENCE ROOMS.	70.59
CITY MANAGER	904	COUNTRY GENTLEMAN RESTAURANT, AND CA	NEW EMPLOYEE BREAKFAST.	540.94
RECREATION SERVICES	6620	STK*SHUTTERSTOCK.COM	IMAGES FOR MARKETING PURPOSES	31.53
RECREATION SERVICES	999998	P-CARD OTP	ADOBE PRO - 4 SEATS - KYLIE P(1) PARKS (3)	191.62
RECREATION SERVICES	3717	AMAZON.COM	HOLIDAY DECORATIONS FOR KCC	52.15
RECREATION SERVICES	3717	AMAZON.COM	HOLIDAY DECORATIONS FOR THE KCC	48.75
RECREATION SERVICES	3717	AMAZON.COM	HOLIDAY DECORATIONS FOR KCC	38.97
RECREATION SERVICES	3717	AMAZON.COM	CLEANING SUPPLIES FOR THE KCC	10.85
RECREATION SERVICES	3717	AMAZON.COM	CLEANING SUPPLIES FOR THE KCC	9.32
RECREATION SERVICES	3883	U R M CASH & CARRY	POPCORN SUPPLIES FOR THE KCC	18.99
RECREATION SERVICES	3717	AMAZON.COM	CLEANING SUPPLIES FOR THE KCC	27.78
RECREATION SERVICES	1211	FRED MEYER	HEATER FOR OFFICE AT KCC	97.82
RECREATION SERVICES	172	THE TRI-CITY HERALD	NEWSPAPER SUBSCRIPTION	15.99
RECREATION SERVICES	3883	U R M CASH & CARRY	KITCHEN DISHWASHER DETERGENT AND POPCORN SUP	200.87
RECREATION SERVICES	3883	U R M CASH & CARRY	SANITIZER FOR THE KCC DISHWASHER	86.95
RECREATION SERVICES	7217	FACEBOOK	FACEBOOK BOOST POST	100.00
RECREATION SERVICES	3717	AMAZON.COM	SPACE HEATER FOR M HALE	70.64
RECREATION SERVICES	3581	ANTHEM SPORTS, LLC	SOCCER GOAL WEIGHTS	1,652.09
RECREATION SERVICES	3717	AMAZON.COM	YEARLY CALANDERS	81.21
RECREATION SERVICES	999998	P-CARD OTP	HOLIDAY STAFF PARTY - COOKIE PLATTER	230.00
RECREATION SERVICES	3647	DOLLARTREE	TABLE COVERS FOR STAFF PARTY	25.82
RECREATION SERVICES	3681	GOOGLE CUSTODIAN OF RECORDS, GOOGLE IN	YOUTUBE TV FOR PAVILION	59.77
RECREATION SERVICES	7680	PANDORA*INTERNET RADIO	PANDORA RADIO FOR PAVILION	29.29

City of Kennewick

Pcard Roster

Paid by EFT - 01/27/23

Fund/Division	Vendor #	Vendor Name	Description of Services	Amount
RECREATION SERVICES	3717	AMAZON.COM	GOAL ANCHORS FOR FUTSAL GOALS	616.32
RECREATION SERVICES	9183	PROCARD, OFFICE SIGN COMPANY	NAME TAGS FOR NEW STAFF	115.66
RECREATION SERVICES	999998	P-CARD OTP	MARKETING & EVENT COORDINATOR JOB LISTING	124.00
RECREATION SERVICES	93	BENTON FRANKLIN DISTRICT, HEALTH	HEALTH PERMIT FOR PAVILION CAFE	200.00
RECREATION SERVICES	2877	SCHOOL OUTFITTERS	CHAIRS FOR HIGHLANDS GRANGE BUILDING	2,574.94
RECREATION SERVICES	999998	P-CARD OTP	JULIA'S DESK	396.73
RECREATION SERVICES	3292	BEST BUY	PROJECTOR FOR PAVILION CONFERENCE ROOM	923.94
RECREATION SERVICES	2877	SCHOOL OUTFITTERS	HIGHLANDS GRANGE CHAIRS	4,307.98
RECREATION SERVICES	3717	AMAZON.COM	JULIA OFFICE SUPPLIES	34.76
RECREATION SERVICES	3717	AMAZON.COM	OFFICE SUPPLIES	11.12
RECREATION SERVICES	3717	AMAZON.COM	OFFICE SUPPLIES	28.53
RECREATION SERVICES	3717	AMAZON.COM	OFFICE SUPPLIES	7.64
RECREATION SERVICES	3717	AMAZON.COM	OFFICE SUPPLIES	6.29
RECREATION SERVICES	3717	AMAZON.COM	OFFICE SUPPLIES	110.49
RECREATION SERVICES	10600	PROCARD, IN *WASHINGTON ASPHALT PA	2023 WRPO MEMBERSHIP FOR DREA	25.00
RECREATION SERVICES	1211	FRED MEYER	HOLIDAY SUPPLIES	37.36
RECREATION SERVICES	3323	BIG LOTS #044600044693	HOLIDAY SUPPLIES	57.44
RECREATION SERVICES	1211	FRED MEYER	HOLIDAY SUPPLIES	10.91
RECREATION SERVICES	3323	BIG LOTS #044600044693	HOLIDAY SUPPLIES	19.57
RECREATION SERVICES	999998	P-CARD OTP	HOLIDAY SUPPLIES	65.17
RECREATION SERVICES	3546	WRPA	WRPA 2023 ANNUAL CONFERENCE	1,530.00
RECREATION SERVICES	3502	THE DAVENPORT HOTEL	NICK F HOTEL FOR WRPA TRAINING	243.09
FACILITIES MAINTENANCE	7237	GOTPRINT.COM	BUSINESS CARDS	29.47
FACILITIES MAINTENANCE	299	WA STATE DEPT OF AGRICULTURE	PESTICIDE LICENSE RENEWAL CODY BLUNDON	50.00
FACILITIES MAINTENANCE	299	WA STATE DEPT OF AGRICULTURE	PESTICIDE LICENSE RENEWAL DAMIEN W	50.00
FACILITIES MAINTENANCE	299	WA STATE DEPT OF AGRICULTURE	PESTICIDE LICENSE RENEWAL DANIEL H	50.00
FACILITIES MAINTENANCE	299	WA STATE DEPT OF AGRICULTURE	PESTICIDE LICENSE RENEWAL JOE L	50.00
FACILITIES MAINTENANCE	299	WA STATE DEPT OF AGRICULTURE	PESTICIDE LICENSE RENEWAL JOHN S	50.00
FACILITIES MAINTENANCE	999998	P-CARD OTP	PROCESSING FEE	1.50
FACILITIES MAINTENANCE	999998	P-CARD OTP	PROCESSING FEE	1.50
FACILITIES MAINTENANCE	999998	P-CARD OTP	PROCESSING FEE	1.50
FACILITIES MAINTENANCE	999998	P-CARD OTP	PROCESSING FEE	1.50
FACILITIES MAINTENANCE	999998	P-CARD OTP	PROCESSING FEE	1.50
FACILITIES MAINTENANCE	10214	DURA-SHINE CLEAN LLC	BUILDING CLEANING 2701 COL PARK TRL	950.00
FACILITIES MAINTENANCE	299	WA STATE DEPT OF AGRICULTURE	PESTICIDE LICENSE RENEWAL IAN	50.00
FACILITIES MAINTENANCE	299	WA STATE DEPT OF AGRICULTURE	PESTICIDE LICENSE RENEWAL KEN	50.00
FACILITIES MAINTENANCE	299	WA STATE DEPT OF AGRICULTURE	PESTICIDE LICENSE RENEWAL LUKAS	50.00

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FACILITIES MAINTENANCE	299	WA STATE DEPT OF AGRICULTURE	PESTICIDE LICENSE RENEWAL MARK K	50.00
FACILITIES MAINTENANCE	299	WA STATE DEPT OF AGRICULTURE	PESTICIDE LICENSE RENEWAL PAUL C	50.00
FACILITIES MAINTENANCE	299	WA STATE DEPT OF AGRICULTURE	PESTICIDE LICENSE RENEWAL RAMON	50.00
FACILITIES MAINTENANCE	299	WA STATE DEPT OF AGRICULTURE	PESTICIDE LICENSE RENEWAL ROGER	50.00
FACILITIES MAINTENANCE	299	WA STATE DEPT OF AGRICULTURE	PESTICIDE LICENSE RENEWAL RYAN	50.00
FACILITIES MAINTENANCE	299	WA STATE DEPT OF AGRICULTURE	PESTICIDE LICENSE RENEWAL STEVE	50.00
FACILITIES MAINTENANCE	299	WA STATE DEPT OF AGRICULTURE	PESTICIDE LICENSE RENEWAL THOMAS	50.00
FACILITIES MAINTENANCE	299	WA STATE DEPT OF AGRICULTURE	PESTICIDE LICENSE RENEWAL CHAD	85.00
FACILITIES MAINTENANCE	999998	P-CARD OTP	PROCESSING FEE	1.50
FACILITIES MAINTENANCE	999998	P-CARD OTP	PROCESSING FEE	1.50
FACILITIES MAINTENANCE	999998	P-CARD OTP	PROCESSING FEE	1.50
FACILITIES MAINTENANCE	999998	P-CARD OTP	PROCESSING FEE	1.50
FACILITIES MAINTENANCE	999998	P-CARD OTP	PROCESSING FEE	1.50
FACILITIES MAINTENANCE	999998	P-CARD OTP	PROCESSING FEE	1.50
FACILITIES MAINTENANCE	999998	P-CARD OTP	PROCESSING FEE	1.50
FACILITIES MAINTENANCE	999998	P-CARD OTP	PROCESSING FEE	1.50
FACILITIES MAINTENANCE	999998	P-CARD OTP	PROCESSING FEE	1.50
FACILITIES MAINTENANCE	999998	P-CARD OTP	PROCESSING FEE	2.55
FACILITIES MAINTENANCE	999998	P-CARD OTP	GREASE TRAP CLEANING	416.18
FACILITIES MAINTENANCE	9877	PROCARD, WASTE MGMT WM EZPAY	GARBAGE SERVICE AT TRIPLEX	368.80
FACILITIES MAINTENANCE	104	WA STATE LABOR & INDUSTRIES	RENEWAL FOR ANNUAL OPERATING CERT.	79.70
FACILITIES MAINTENANCE	94	BENTON COUNTY TREASURER	PROCESSING FEE	3.95
FACILITIES MAINTENANCE	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	STEPPING STONES FOR CITY HALL	309.93
FACILITIES MAINTENANCE	3546	WRPA	WRPA 2023 ANNUAL CONFERENCE	1,890.00
FACILITIES MAINTENANCE	5122	USPS (STAMPS.COM)	POSTAGE/CERTIFIED MAIL	17.88
FACILITIES MAINTENANCE	444	IFEA	IFEA MEMBERSHIP RENEWAL	340.00
FACILITIES MAINTENANCE	3502	THE DAVENPORT HOTEL	NICK F HOTEL FOR WRPA TRAINING	243.09
ECONOMIC DEVELOPMENT	9708	EIG	EMAIL MANAGEMENT FOR MARKETING PURPOSES	244.58
HUMAN RESOURCES	1211	FRED MEYER	ITEMS FOR WELLNESS EVENT	86.67
HUMAN RESOURCES	999998	P-CARD OTP	PICKLEBALL NET FOR WELLNESS COMMITTEE	69.26
HUMAN RESOURCES	999998	P-CARD OTP	HR TRAINING BOOKS	190.20
HUMAN RESOURCES	3700	OFFICE DEPOT INC	2023 WALL CALENDARS	162.98
HUMAN RESOURCES	999998	P-CARD OTP	HR DIRECTOR POSTING	100.00
HUMAN RESOURCES	6701	RED APPLE MARKET	LUNCH FOR WELLNESS EVENT.	156.87
CUSTOMER SERVICE	3717	AMAZON.COM	TONER CARTRIDGE HP 26A	80.20
CUSTOMER SERVICE	3717	AMAZON.COM	OFFICE SUPPLIES.	17.36

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CUSTOMER SERVICE	3717	AMAZON.COM	OFFICE SUPPLIES.	34.48
CODE ENFORCEMENT	3717	AMAZON.COM	OFFICE SUPPLIES.	14.25
CODE ENFORCEMENT	3717	AMAZON.COM	OFFICE SUPPLIES.	38.89
CITY ATTORNEY	10600	PROCARD, IN *WASHINGTON ASPHALT PA	JESSICA FOLTZ WAPRO MEMBERSHIP RENEWAL 2023	25.00
CITY ATTORNEY	8196	PROCARD, WF4WASBASSOC	LISA BEATON WSBA LICENSE RENEWAL 2023 - CREDIT C.	11.95
CITY ATTORNEY	732	WSBA - WASHINGTON STATE, BAR ASSOCIATIO	LISA BATON WSBA LICENSE RENEWAL 2023	478.00
CITY ATTORNEY	999998	P-CARD OTP	JESSICA FOLTZ WSAMA MEMBERSHIP RENEWAL 2023	30.00
CITY ATTORNEY	8196	PROCARD, WF4WASBASSOC	SARAH ZIMMERMAN WSBA LICENSE RENEWAL 2023 - CR	11.95
CITY ATTORNEY	732	WSBA - WASHINGTON STATE, BAR ASSOCIATIO	SARAH ZIMMERMAN WSBA LICENSE RENEWAL 2023	478.00
CITY ATTORNEY	999998	P-CARD OTP	SARAH ZIMMERMAN WSAMA MEMBERSHIP FEE 2023	30.00
CITY CLERK	5257	WAPRO	WAPRO RENEWAL - PALMER	25.00
CITY CLERK	10600	PROCARD, IN *WASHINGTON ASPHALT PA	WAPRO RENEWAL - WRIGHT	25.00
CITY CLERK	8131	CIVICPLUS, ICON ENTERPRISES INC	KMC CODE EXTERNAL LINK ADDITION	5.44
PURCHASING	3292	BEST BUY	(2) PC CAMERAS - PURCHASING	130.42
PURCHASING	3292	BEST BUY	ERGO KEYBOARD - PURCHASING	54.34
PURCHASING	3292	BEST BUY	REPLACEMENT ERGO KEYBOARD - STEVE LAUDENSLAG	43.47
PURCHASING	6357	THREE RIVERS WINDOW FASHIONS, BUDGET BI	OFFICE BLIND REPLACEMENT 75% DOWN	723.00
INFORMATION TECHNOLOGY	229	DELL MARKETING L.P., C/L DELL USA L.P.	DELL MOBILE PRECISION 3570 LAPTOP - KYLIE PEEL	1,855.89
INFORMATION TECHNOLOGY	10459	PROCARD, PAYFLOW/PAYPAL	MONTHLY CREDIT CARD PROCESSING FEES	591.45
INFORMATION TECHNOLOGY	3717	AMAZON.COM	(2) HID SCANNER USB READER FOR LAPTOP	141.28
INFORMATION TECHNOLOGY	3717	AMAZON.COM	18 PACK FACIAL TISSUE - IT	32.87
INFORMATION TECHNOLOGY	9303	PROCARD, ESRI	DEVELOPER SUMMIT 2023 - AARON LOWE	1,350.00
INFORMATION TECHNOLOGY	3717	AMAZON.COM	2 24 PAKS OF AA BATTERIES - IT	39.14
INFORMATION TECHNOLOGY	39	BRIDGEPAY NETWORK SOLUTIONS	MONTHLY CREDIT CARD PROCESSING FEES	65.90
INFORMATION TECHNOLOGY	3717	AMAZON.COM	2 PORT USB DISPLAYPORT KVM SWITCH - MAURICE - IT	84.79
INFORMATION TECHNOLOGY	1566	TYLER TECHNOLOGIES INC	TYLER CONNECT 2023 REGISTRATION - PAT SPARKS	1,099.00
INFORMATION TECHNOLOGY	3292	BEST BUY	10' DISPLAYPORT TO HDMI CABLE - JOHN K 1/2	29.34
INFORMATION TECHNOLOGY	3292	BEST BUY	10' DISPLAYPORT TO HDMI CABLE - STEVE L 2/2	29.33
INFORMATION TECHNOLOGY	3292	BEST BUY	(2) 43" MONITOR - FLEET & WAREHOUSE	543.48
INFORMATION TECHNOLOGY	1476	TECHSMITH	SNAGIT MAINTENANCE RENEWAL	11.68
INFORMATION TECHNOLOGY	8107	PROCARD, SKYPE.COM	SKYPE MONTHLY SUBSCRIPTION	8.52
INFORMATION TECHNOLOGY	10195	ENOM.COM	VINTAGEATTHE RIDGE.COM DOMAIN NAME RENEWAL	33.00
INFORMATION TECHNOLOGY	10646	NEXVORTEX	MONTHLY PHONE LINE CHARGES	383.51
INFORMATION TECHNOLOGY	3717	AMAZON.COM	(10) HDMI TO DISPLAYPORT ADAPTERS	76.07
INFORMATION TECHNOLOGY	3717	AMAZON.COM	(10) HDMI TO DISPLAYPORT CABLES	106.20
INFORMATION TECHNOLOGY	115	LANDS END CORPORATE SALES	UNIFORM SHIRT FOR TRACY T	48.40
PLANNING	3700	OFFICE DEPOT INC	MISC. OFFICE SUPPLIES: BATTERIES, PENS	70.67

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PLANNING	3700	OFFICE DEPOT INC	OFFICE SUPPLIES - POST IT NOTES 3" X 5"	14.50
PLANNING	7851	GREAT HARVEST BREAD, SUNRISE BAKERY LL	DECEMBER PERMIT PROCESS LUNCH CATERING	168.09
PLANNING	7070	PROCARD, SQUARE INC	HPC 2022 EBCHSM MUSEUM MEMBERSHIP	50.00
PLANNING	999998	P-CARD OTP	HPC HISTORIC REGISTER PLAQUE - SCHUSTER RESIDENC	445.49
KPD-ADMINISTRATION	999998	P-CARD OTP	TRANSPORTATION FOR HIDTA EXECUTIVE BOARD MEET	58.96
KPD-ADMINISTRATION	999998	P-CARD OTP	TRANSPORTATION FOR HIDTA EXECUTIVE BOARD MEET	11.79
KPD-ADMINISTRATION	4913	RPS - PASCO	PARKING FOR HIDTA EXECUTIVE BOARD MEETING	13.00
KPD-ADMINISTRATION	999998	P-CARD OTP	BASIC CABLE SERVICE	248.92
KPD-ADMINISTRATION	16	POLICE EXECUTIVE RESEARCH FORUM	ANNUAL MEMBERSHIP DUES - CHIEF GUERRERO	200.00
KPD-ADMINISTRATION	3717	AMAZON.COM	OPERATING TRAINING SUPPLIES	43.36
KPD-ADMINISTRATION	1748	FBI-LEEDA	TRAINING - MOOS	795.00
KPD-ADMINISTRATION	3542	FBI ACADEMY	ANNUAL MEMBERSHIP DUES - CHIEF GUERRERO	120.00
KPD-CRIMINAL INVESTIGATION	3717	AMAZON.COM	EVIDENCE EQUIPMENT FOR SEIZED VEHICLE MAINTENA	101.62
KPD-CRIMINAL INVESTIGATION	10424	MOULTRIE MOBILE	INVESTIGATIVE CAMERA FEE	36.92
KPD-CRIMINAL INVESTIGATION	999998	P-CARD OTP	PLASTIC TIES FOR EVIDENCE	83.64
KPD-CRIMINAL INVESTIGATION	999998	P-CARD OTP	2 NIGHT HOTEL DEPOSIT FOR WSNIA-SGT BENETT	301.64
KPD-CRIMINAL INVESTIGATION	999998	P-CARD OTP	HOTEL FOR DET MCGEE AND DET SCHWARTZ FOR WSNL	175.77
KPD-CRIMINAL INVESTIGATION	999998	P-CARD OTP	HOTEL ROOM FOR WSNIA-SGT BENNETT	150.82
KPD-CRIMINAL INVESTIGATION	999998	P-CARD OTP	TRAINING TUITION FOR SGT REES	325.00
KPD-CRIMINAL INVESTIGATION	999998	P-CARD OTP	TUITON CHARGE FOR SGT SANTOY FOR WHIA	400.00
KPD-CRIMINAL INVESTIGATION	999998	P-CARD OTP	TRAINING TUITION FOR DET SAFRANEK	400.00
KPD-CRIMINAL INVESTIGATION	999998	P-CARD OTP	TUITION FOR TRAINING FOR DET NEBEKER	400.00
KPD-CRIMINAL INVESTIGATION	999998	P-CARD OTP	TRAINING TUITION FOR DET DORAME-WHIA	400.00
KPD-CRIMINAL INVESTIGATION	999998	P-CARD OTP	HOMICIDE TOW SERVICE	480.06
KPD-CRIMINAL INVESTIGATION	999998	P-CARD OTP	ICAC LAB INTERNET SERVICE	239.98
KPD-PATROL	3717	AMAZON.COM	CASE FOR IPAD PRO 12.9 - KPD MEDIA ROOM	69.53
KPD-PATROL	229	DELL MARKETING L.P., C/L DELL USA L.P.	DELL PRECISION 3460 - KPD MEDIA ROOM	1,942.53
KPD-PATROL	10944	PROCARD, STREETPARKING	DEPARTMENT FITNESS APP	16.31
KPD-PATROL	999998	P-CARD OTP	BIOHAZARD UNIFORM CLEANING 22-91542	38.51
KPD-PATROL	999998	P-CARD OTP	BIOHAZARD UNIFORM CLEANING	53.21
KPD-PATROL	8867	PROCARD, AMERICAN POLYGRAPH ASSOCI	POLYGRAPH ASSOCIATION ANNUAL MEMBERSHIP	150.00
KPD-STAFF SERVICES	5746	4IMPRINT	DARE SUPPLIES	1,874.76
KPD-STAFF SERVICES	999998	P-CARD OTP	RECORDS TRAINING CLASSES	677.00
KPD-STAFF SERVICES	10642	5.11, INC.	UNIFROM PANT	71.30
KPD-STAFF SERVICES	10642	5.11, INC.	UNIFORM PANTS	71.31
KPD-STAFF SERVICES	3717	AMAZON.COM	OFFICE EQUIPMENT	26.00
KPD-STAFF SERVICES	3717	AMAZON.COM	COMPUTER HARDWARE	40.20

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KPD-SPECIAL SERVICES	3542	FBI ACADEMY	MEMBERSHIP DUES	120.00
KPD-SPECIAL SERVICES	5746	4IMPRINT	PADFOLIO FOR CHIPS	783.23
KPD-SPECIAL SERVICES	10642	5.11, INC.	UNIFORM PANTS	178.26
KPD-SPECIAL SERVICES	999998	P-CARD OTP	NEW HIRE UNIFORM FOR OFC WEDDLE	602.38
KPD-SPECIAL SERVICES	999998	P-CARD OTP	RETIREMENT AWARD	56.71
KPD-SPECIAL SERVICES	3630	SYMBOLARTS,LLC	CHIEF CHALLENGE COINS	1,120.17
KPD-SPECIAL SERVICES	10971	THE BUNKER	QUARTERMASTER FOR NEW HIRES	1,536.40
KPD-SPECIAL SERVICES	10971	THE BUNKER	QUARTERMASTER FOR NEW HIRES	44.02
KPD-SPECIAL SERVICES	1568	ATOMIC SCREEN PRINT &, EMBROIDERY	CHIPS UNIFORMS	1,887.88
KPD-SPECIAL SERVICES	999998	P-CARD OTP	CHIPS DEPARTMENT IDS	250.00
KPD-SPECIAL SERVICES	999998	P-CARD OTP	DEPARTMENT ID CARDS	100.00
KPD-SPECIAL SERVICES	3332	NORCAN	NORCAN CONFERENCE - CLEM	295.00
KPD-SPECIAL SERVICES	999998	P-CARD OTP	RETIREMENT AWARD	84.81
KPD-SPECIAL SERVICES	10971	THE BUNKER	QUARTERMASTER SUPPLIES	463.62
KPD-SPECIAL SERVICES	10971	THE BUNKER	QUARTERMASTER SUPPLIES	195.05
KPD-SPECIAL SERVICES	10971	THE BUNKER	QUARTERMASTER SUPPLIES	14.67
KPD-SPECIAL SERVICES	11071	COSTCO	TRAINING OPERATING SUPPLIES	101.96
KPD-SPECIAL SERVICES	10971	THE BUNKER	QUARTERMASTER SUPPLIES FOR NEW HIRES	547.58
KPD-SPECIAL SERVICES	10971	THE BUNKER	QUARTERMASTER SUPPLIES FOR NEW HIRES	32.61
KPD-SPECIAL SERVICES	11079	PROCARD, OUR COOKIE HOUSE	RETIREMENT SUPPLIES	195.66
KPD-SPECIAL SERVICES	10971	THE BUNKER	QUARTERMASTER SUPPLIES	127.16
KPD-SPECIAL SERVICES	3717	AMAZON.COM	QUARTERMASTER SUPPLIES	19.06
KPD-SPECIAL SERVICES	3717	AMAZON.COM	QUARTERMASTER SUPPLIES	71.70
FIRE ADMINISTRATION	3700	OFFICE DEPOT INC	FILE STORAGE BOXES	28.24
FIRE ADMINISTRATION	3717	AMAZON.COM	HEAVY-DUTY 3-HOLE PUNCH	20.96
FIRE ADMINISTRATION	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	STATION OPERATING SUPPLIES	54.33
FIRE SUPPRESSION	3883	U R M CASH & CARRY	BOTTLED WATER-REHAB	43.37
FIRE SUPPRESSION	4553	ICE HARBOR BREWING CO, MICHAEL J HALL	FIRE REHAB - CLOVER ISLAND FIRE	70.00
FIRE SUPPRESSION	3700	OFFICE DEPOT INC	DIVIDER TABS (QTY.4)	20.39
FIRE SUPPRESSION	3700	OFFICE DEPOT INC	DIVIDER TABS (QTY.4)	20.39
FIRE SUPPRESSION	3700	OFFICE DEPOT INC	ACTIVE SHOOTER INCIDENT MGMT CHECKLISTS	146.75
FIRE SUPPRESSION	3717	AMAZON.COM	3-RING BINDERS - CAPT. COLLEGE	19.56
FIRE SUPPRESSION	999998	P-CARD OTP	MONTHLY LIBRARY SUBSCRIPTION	6.00
FIRE PREVENTION/INVESTIGATION	999998	P-CARD OTP	GESA GRANT-CO/SMOKE DETECTORS	2,464.40
FIRE PREVENTION/INVESTIGATION	5526	VISTAPR*VISTAPRINT.COM	BUSINESS CARDS - FIRE PREVENTION SPECIALIST	51.84
FIRE PREVENTION/INVESTIGATION	999998	P-CARD OTP	NFPA SUBSCRIPTION	949.99
ENGINEERING	488	APWA	CONSTRUCTION MANUAL	138.50

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ENGINEERING	10943	PROCARD, LSAW	RENEWAL OF MEMBERSHIP-S.SZENDRE	230.00
ENGINEERING	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AN	ENGINEERING CONF. ROOM CHAIRS	1,086.89
ENGINEERING	2536	STAPLES ADVANTAGE, STAPLES CONTRACT AN	MICROSOFT KEYBOARD & MOUSE	52.17
ENGINEERING	3717	AMAZON.COM	USB EXTENSION CABLE	23.36
ENGINEERING	999998	P-CARD OTP	AUTODESK MONTHLY AUTOCAD CHARGE - PUBLIC WOR	347.84
ENGINEERING	7237	GOTPRINT.COM	BUSINESS CARDS	88.39
GF-NONDEPARTMENTAL	999998	P-CARD OTP	REGIONAL CHAMBER LUNCHEONS.	270.00
Fund Total:				\$57,084.56
102 STREET FUND				
TRAFFIC	999998	P-CARD OTP	WEBINAR REGISTRATION - SORIN JUSTER	20.00
TRAFFIC	4636	ASCE MEMBERSHIP	RENEWAL OF MEMBERSHIP-SORIN JUSTER	135.00
TRAFFIC	999998	P-CARD OTP	FIRE RESISTANT HIGH VIS TOP - JONATHAN WILSON	313.01
TRAFFIC	172	THE TRI-CITY HERALD	SUBSCRIPTION RENEWAL FOR C. ROE	90.00
Fund Total:				\$558.01
107 COMMUNITY DEVELOPMENT FUND				
CDBG	999998	P-CARD OTP	ADOBE PRO - 4 SEATS - KYLIE P(1) PARKS (3)	63.87
CDBG	999998	P-CARD OTP	K. PEEL TRAVEL EXPENSE - CDBG CONFERENCE.	30.00
CDBG	999998	P-CARD OTP	K. PEEL TRAVEL EXPENSE - CDBG CONFERENCE.	30.00
CDBG	3711	SHERATON HOTELS	K. PEEL HOTEL - CDBG CONFERENCE.	509.94
CDBG	3700	OFFICE DEPOT INC	2023 CALENDARS FOR COUNCIL CHAMBERS.	28.99
Fund Total:				\$662.80
117 CRIMINAL JUSTICE SALES TAX FND				
CITY ATTORNEY	8196	PROCARD, WF4WASBASSOC	LAURENCIO SANGUINO WSBA LICENSE RENEWAL 2023 -	11.95
CITY ATTORNEY	732	WSBA - WASHINGTON STATE, BAR ASSOCIATIO	LAURENCIO SANGUINO WSBA LICENSE RENEWAL 2023	478.00
CITY ATTORNEY	999998	P-CARD OTP	LAURENCIO SANGUINO WSAMA MEMBERSHIP RENEWAL	30.00
KPD-PATROL	999998	P-CARD OTP	REDUNDANT INTERNET CONNECTION	580.00
KPD-STAFF SERVICES	3717	AMAZON.COM	2 HP TONER CARTRIDGES - PUBLIC RECORDS KPD	399.78
KPD-STAFF SERVICES	10600	PROCARD, IN *WASHINGTON ASPHALT PA	WAPRO RENEWAL - HANSEN	25.00
KPD-SPECIAL SERVICES	10971	THE BUNKER	CADET QUARTERMASTER SUPPLIES	352.44
KPD-SPECIAL SERVICES	10971	THE BUNKER	CADET QUARTERMASTER SUPPLIES	184.21
Fund Total:				\$2,061.38
118 HIDTA FIDUCIARY PROGRAM				
FUND ACTIVITY	999998	P-CARD OTP	NW HIDTA PLAQUES	2,195.17

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				Fund Total:
300 CAPITAL IMPROVEMENTS FUND				\$2,195.17
CAPITAL PURCHASES	3717	AMAZON.COM	RUGGEDIZED KEYBOARD CASE FOR IPAD - ERP -EAM PR	110.82
CAPITAL PURCHASES	3292	BEST BUY	(3) APPLE IPADS FOR ERP - EAM PROJECT	913.05
				Fund Total:
402 MEDICAL SERVICES FUND				\$1,023.87
FUND ACTIVITY	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	STATION OPERATING SUPPLIES	54.33
FUND ACTIVITY	3223	WALMART SUPERCENTER	EMS TRAINING CONTAINERS	55.87
				Fund Total:
403 BUILDING SAFETY FUND				\$110.20
FUND ACTIVITY	3717	AMAZON.COM	RECEIPT PRINTER - CUST SERVICE	274.41
FUND ACTIVITY	3700	OFFICE DEPOT INC	MISC. OFFICE SUPPLIES: BATTERIES, PENS	70.67
FUND ACTIVITY	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	L. MEDINA & N. POTKIN: MISC BLDG SUPPLIES - TAPE ME	54.55
FUND ACTIVITY	2093	INTERNATIONAL CODE COUNCIL, SO.CENTRAL	ICC STORE: NEW BUILDING CODE BOOKS & TABS - TONY	2,561.19
FUND ACTIVITY	2093	INTERNATIONAL CODE COUNCIL, SO.CENTRAL	ICC: BUILDING CODE BOOKS - TONY OSTOJA	2,705.00
FUND ACTIVITY	2093	INTERNATIONAL CODE COUNCIL, SO.CENTRAL	ICC: 2021 IBC CODE BOOKS & TABS - TONY OSTOJA	1,676.08
FUND ACTIVITY	2093	INTERNATIONAL CODE COUNCIL, SO.CENTRAL	ICC BUILDING CODE BOOKS - REFUND TONY OSTOJA	(2,705.00)
FUND ACTIVITY	2093	INTERNATIONAL CODE COUNCIL, SO.CENTRAL	ICC BUILDING CODE BOOKS - REFUND TONY OSTOJA	(1,676.08)
FUND ACTIVITY	777	WABO WASHINGTON ASSOCIATION, OF BUILDING	WABO: PLUMBING CODE BOOKS FOR BUILDING DEPART	1,362.75
FUND ACTIVITY	2093	INTERNATIONAL CODE COUNCIL, SO.CENTRAL	ICC 2021 BUILDING CODE BOOKS - TONY OSTOJA	3,194.64
FUND ACTIVITY	2093	INTERNATIONAL CODE COUNCIL, SO.CENTRAL	ICC STORE: 2-5 RENEWALS & RE-INSTATEMENT FEE - DA	226.00
FUND ACTIVITY	2093	INTERNATIONAL CODE COUNCIL, SO.CENTRAL	ICC STORE: WEBINAR TRAINING FOR LUIS MEDINA	177.00
FUND ACTIVITY	2093	INTERNATIONAL CODE COUNCIL, SO.CENTRAL	ICC PLUMBING STUDY GUIDE - ADAM M	69.00
FUND ACTIVITY	2093	INTERNATIONAL CODE COUNCIL, SO.CENTRAL	ICC 2021 STUDY GUIDES - N. POTVIN	158.00
FUND ACTIVITY	2093	INTERNATIONAL CODE COUNCIL, SO.CENTRAL	ICC STUDY GUIDES THOMAS WOODS	69.00
FUND ACTIVITY	3717	AMAZON.COM	AMAZON WIRELESS MOUSE COMBO KEYBOARD ORDERE	35.86
FUND ACTIVITY	6030	WSAPT, C/O KIM O'HARA	WASPT RENEWAL - DIANE K.	45.00
FUND ACTIVITY	6030	WSAPT, C/O KIM O'HARA	WSAPT RENEWAL - MARCIA F.	45.00
				Fund Total:
405 STORMWATER UTILITY FUND				\$8,343.07
FUND ACTIVITY	299	WA STATE DEPT OF AGRICULTURE	ANNUAL PESTICIDE LICENSE RENEWAL FOR 11 PUBLIC V	250.00
FUND ACTIVITY	999998	P-CARD OTP	SERVICE FEE FOR ANNUAL PESTICIDE LICENSE RENEWA	7.50
				Fund Total:
				\$257.50

City of Kennewick

Pcard Roster

Paid by EFT - 01/27/23

Fund/Division	Vendor #	Vendor Name	Description of Services	Amount
410 WATER AND SEWER FUND				
FUND ACTIVITY	10999	PROCARD, GRC EPAY	2023 WATERWORKS CERTIFICATION RENEWAL FOR LUK	42.00
FUND ACTIVITY	10999	PROCARD, GRC EPAY	2023 WATERWORKS CERTIFICATION RENEWAL FOR DAR	42.00
FUND ACTIVITY	10999	PROCARD, GRC EPAY	2023 WATERWORKS CERTIFICATION RENEWAL FOR CHR	42.00
FUND ACTIVITY	10999	PROCARD, GRC EPAY	2023 WATERWORKS CERTIFICATION RENEWAL FOR ROB	42.00
FUND ACTIVITY	10999	PROCARD, GRC EPAY	2023 WATERWORKS CERTIFICATION RENEWAL FOR AUS'	42.00
FUND ACTIVITY	3717	AMAZON.COM	2 QTY. 1/2" LABEL TAPE CARTRIDGES - WTP	42.18
FUND ACTIVITY	3717	AMAZON.COM	2 QTY. 3/4" LABEL TAPE CARTRIDGES - WTP	57.26
FUND ACTIVITY	3426	THE HOME DEPOT PRO, DBA SUPPLY WORKS	CLEANING SUPPLIES TO CLEAN TRUCKS - WATER DISTRI	172.77
FUND ACTIVITY	9860	PROCARD, PAYPAL	2023 WWCPA CERTIFICATION RENEWAL FEE'S FOR 16 EM	320.00
FUND ACTIVITY	299	WA STATE DEPT OF AGRICULTURE	ANNUAL PESTICIDE LICENSE RENEWAL FOR 11 PUBLIC V	300.00
FUND ACTIVITY	999998	P-CARD OTP	SERVICE FEE FOR ANNUAL PESTICIDE LICENSE RENEWA	9.00
FUND ACTIVITY	1775	GRAINGER	ASBESTOS BAGS & BOOT PROTECTORS FOR WELDING/PI	473.63
FUND ACTIVITY	172	THE TRI-CITY HERALD	SUBSCRIPTION RENEWAL FOR C. ROE	89.99
FUND ACTIVITY	1775	GRAINGER	ASBESTOS BAGS & BOOT PROTECTORS FOR WELDING/PI	38.87
FUND ACTIVITY	7237	GOTPRINT.COM	BUSINESS CARDS	58.92
Fund Total:				\$1,772.62
501 EQUIPMENT RENTAL FUND				
FUND ACTIVITY	3717	AMAZON.COM	SWITCHES VEH 3316	17.37
FUND ACTIVITY	754	DEPARTMENT OF LICENSING	LICENSE REGISTRATION VEH 3207	64.00
FUND ACTIVITY	9192	INTERNATIONAL TRANSACTION	INTERNATIONAL TRANSACTION FEE FOR DISPLAYFUSIO	0.46
FUND ACTIVITY	10179	PROCARD, BINARY FORTRESS SOFTWARE	DISPLAYFUSION SOFTWARE FOR JOHN K/STEVE L - FLEE	30.60
FUND ACTIVITY	10389	ONESTEPGPS.COM	DEC MONTHLY GPS SERVICE	1,766.38
FUND ACTIVITY	999998	P-CARD OTP	PROFESSIONAL MEMBERSHIP	40.00
FUND ACTIVITY	6357	THREE RIVERS WINDOW FASHIONS, BUDGET BI	OFFICE BLIND REPLACEMENT 25%	241.60
Fund Total:				\$2,160.41
502 CENTRAL STORES FUND				
FUND ACTIVITY	9192	INTERNATIONAL TRANSACTION	INTERNATIONAL TRANSACTION FEE FOR DISPLAYFUSIO	0.46
FUND ACTIVITY	10179	PROCARD, BINARY FORTRESS SOFTWARE	DISPLAYFUSION SOFTWARE FOR JOHN K/STEVE L - FLEE	30.60
Fund Total:				\$31.06
503 RISK MANAGEMENT FUND				
FUND ACTIVITY	999998	P-CARD OTP	BOARD OF CERTIFIED SAFETY PROFESSIONALS RENEWA	180.00
FUND ACTIVITY	10569	PROCARD, FMCSA D&A CLEARINGHOUSE	CDL DRUG ALCOHOL TESTING	125.00

City of Kennewick

Pcard Roster

Paid by EFT - 01/27/23

Fund/Division	Vendor #	Vendor Name	Description of Services	Amount
FUND ACTIVITY	8679	PROCARD, AMERICAN SOCIETY OF SA	ASSP RENEWAL DLEMEIUX	230.00
Fund Total:				\$535.00
634 BI-COUNTY POLICE INFO NETWORK				
FUND ACTIVITY	6183	DIGICERT	BIPINSUPPORT.COM SSL CERTIFICATE	291.32
Fund Total:				\$291.32
642 METRO DRUG FORFEITURE FUND				
FUND ACTIVITY	999998	P-CARD OTP	WSNIA ROOM HOLD CAVAZOS	150.82
FUND ACTIVITY	999998	P-CARD OTP	WSNIA ROOM HOLD MERKL	150.82
FUND ACTIVITY	999998	P-CARD OTP	WSNIA ROOM HOLD NASH	150.82
FUND ACTIVITY	999998	P-CARD OTP	WSNIA ROOM HOLD MAGANA	150.82
FUND ACTIVITY	999998	P-CARD OTP	WSNIA ROOM HOLD AYALA	150.82
FUND ACTIVITY	999998	P-CARD OTP	WSNIA ROOM HOLD DODSON	150.82
FUND ACTIVITY	999998	P-CARD OTP	WSNIA ROOM HOLD BETANCOURTH	150.82
FUND ACTIVITY	999998	P-CARD OTP	WSNIA ROOM HOLD SLOCOMBE	150.82
FUND ACTIVITY	1512	WSNIA	WSNIA 2023 CLASS REGISTRATION	495.00
FUND ACTIVITY	5122	USPS (STAMPS.COM)	POSTAGE EXPENSE TF 22-040, TF 22-065	9.20
FUND ACTIVITY	999998	P-CARD OTP	WSNIA ROOM HOLD DOWNER	150.82
FUND ACTIVITY	999998	P-CARD OTP	WSNIA ROOM HOLD LONG	150.82
Fund Total:				\$2,012.40
Pcard Grand Total:				\$79,099.37

Council Agenda Coversheet



Agenda Item Number	4.b.(2)	Council Date	02/21/2023
Agenda Item Type	General Business Item		
Subject	Toyota Center/Arena Accounts		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Finance		

Consent Agenda	<input checked="" type="checkbox"/>
Ordinance/Reso	<input type="checkbox"/>
Public Mtg / Hrg	<input type="checkbox"/>
Other	<input type="checkbox"/>
Quasi-Judicial	<input type="checkbox"/>

Recommendation

Staff recommends that Council approve the Claims Rosters for the Toyota Center Operations and Box Office Accounts for November 2022.

Motion for Consideration

I move to approve the Claims Rosters for the Toyota Center Operations and Box Office Accounts for November 2022 in the amount of \$1,522,438.11, comprised of check numbers 25757-25855 in the amount of \$410,085.53 and electronic transfers in the amount of \$1,112,352.58.

Summary

None.

Alternatives

None.

Fiscal Impact

Total \$1,522,438.11.

Through	Denise Winters Feb 06, 16:01:35 GMT-0800 2023
Dept Head Approval	Dan Legard Feb 07, 16:42:20 GMT-0800 2023
City Mgr Approval	Marie Mosley Feb 16, 11:20:54 GMT-0800 2023

Attachments:

Recording Required?

**Toyota Center and Arena
Claims Roster
November 2022**

<u>Date</u>	<u>Check</u>	<u>Method</u>	<u>Name</u>		<u>Amount</u>
<u>TOYO Sterling Operating Account</u>					
11/04/2022		Wire Transfer	Southern Glazer's of WA (00002855)		1,133.26
11/04/2022	4194316		Liquor Order 11/2/22	1,133.26	
	101415	• Inventory - Liquor	Liquor Order 11/2/22	1,133.26	
11/04/2022	25757	Auto Check	8x8, INC (00002829)		1,645.31
11/04/2022	3603266		Phone Services Oct 22	1,645.31	
	107204	• Other Utilities	Phone Services Oct 22	822.65	
			Due To/From TRCC	822.66	
11/04/2022	25758	Auto Check	Advanced Protection Services, Inc. (00002751)		303.01
11/04/2022	R138801		Com Security Monitoring NOV22	43.43	
	107209	• Security & Fire Alarm System	Com Security Monitoring NOV22	43.43	
11/04/2022	R138800		Temp Security Monitoring NOV22	43.43	
	107209	• Security & Fire Alarm System	Temp Security Monitoring NOV22	43.43	
11/04/2022	R138799		Com Fire Monitoring NOV22	73.86	
	107209	• Security & Fire Alarm System	Com Fire Monitoring NOV22	73.86	
11/04/2022	R138798		Com Ammonia Monitoring NOV22	68.43	
	107209	• Security & Fire Alarm System	Com Ammonia Monitoring NOV22	68.43	
11/04/2022	R138797		Arena Fire Monitoring NOV22	73.86	
	107209	• Security & Fire Alarm System	Arena Fire Monitoring NOV22	73.86	
11/04/2022	25759	Auto Check	Ann Doherty (00003036)		120.00
11/04/2022	LTS October 2022		LTS October 2022	120.00	
	107304	• Contracted Services	LTS October 2022	120.00	
11/04/2022	25760	Auto Check	Apex Marketing Group, Inc. (00003083)		6,500.00
11/04/2022	Client Fee		Analysis Service Agreement	6,500.00	
	107302	• Venue Marketing & Non-Event Advertising	Analysis Service Agreement	6,500.00	
11/04/2022	25761	Auto Check	Apollo Heating and Air Conditioning (00002933)		2,307.33
11/04/2022	KS-940044258		HVAC Repair	289.14	
	107210	• HVAC Repairs & Maintenance	HVAC Repair	289.14	
11/04/2022	KS-940045521		Maintenance Contract NOV22	2,018.19	
	107210	• HVAC Repairs & Maintenance	Maintenance Contract NOV22	2,018.19	
11/04/2022	25762	Auto Check	Backstage Electric, Inc. (00002752)		7,347.50
11/04/2022	2429		Labor for Los Tigres	7,347.50	
	104370	• Reimbursed Outside Event Expense	Labor for Los Tigres	7,347.50	
11/04/2022	25763	Auto Check	Baskin Robbins (00002754)	VOID	0.00
11/04/2022	25764	Auto Check	Brashear Electric, Inc. (00002756)		1,793.56
11/04/2022	38705		Stage Set-Up for Junior H	896.78	
	104327	• Reimbursed Contract Labor	Stage Set-Up for Junior H	896.78	
11/04/2022	38767		Stage Set Up for CoComelon	896.78	
	104327	• Reimbursed Contract Labor	Stage Set Up for CoComelon	896.78	
11/04/2022	25765	Auto Check	Builders Hardware Supply (00002792)		34.78
11/04/2022	S3840747.001		Interchangeable Core	34.78	
	107201	• Tools & Supplies	Interchangeable Core	34.78	

**Toyota Center and Arena
Claims Roster
November 2022**

<u>Date</u>	<u>Check</u>	<u>Method</u>	<u>Name</u>		<u>Amount</u>
11/04/2022	25766	Auto Check	Bustos Media Holdings LLC (00003051)		5,955.10
11/04/2022	22100576		Junior H Radio Ads	1,944.80	1,944.80
107402	• Event Advertising		Junior H Radio Ads	1,944.80	
11/04/2022	22100577		Junior H Radio Ads	1,647.30	1,647.30
107402	• Event Advertising		Junior H Radio Ads	1,647.30	
11/04/2022	22100578		Fuerza Radio Ads	435.20	435.20
107402	• Event Advertising		Fuerza Radio Ads	435.20	
11/04/2022	2210579		Fuerza Radio Ads	397.80	397.80
107402	• Event Advertising		Junior H Radio AdsFuerza Radio Ads	397.80	
11/04/2022	22100580		Fuerza Radio Ads	765.00	765.00
107402	• Event Advertising		Fuerza Radio Ads	765.00	
11/04/2022	22100581		Fuerza Radio Ads	765.00	765.00
107402	• Event Advertising		Fuerza Radio Ads	765.00	
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11/04/2022	25767	Auto Check	Central Washington Refrigeration, LLC (00002949)		2,064.70
11/04/2022	46475		Maintenance	2,064.70	2,064.70
107212	• Building Repairs & Maintenance		Maintenance	2,064.70	
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11/04/2022	25768	Auto Check	Chapala Express (00002758)	VOID	0.00
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11/04/2022	25769	Auto Check	Chisholm's Saw & Supply, Inc. (00002760)		291.27
11/04/2022	80377		Zamboni Knives Maintenance	291.27	291.27
107201	• Tools & Supplies		Zamboni Knives Maintenance	291.27	
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11/04/2022	25770	Auto Check	City of Kennewick - Grounds Maintenance (00002761)		3,663.66
11/04/2022	15266		Grounds Maintenance 3rd QTR 22	3,663.66	3,663.66
107213	• Grounds Repairs & Maintenance		Grounds Maintenance 3rd QTR 22	3,663.66	
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11/04/2022	25771	Auto Check	City of Kennewick - Misc (00002830)		2,669.88
11/04/2022	15255		Lease Tri City Americans QTR 2	1,334.94	1,334.94
102330	• Leasehold Tax Payable - COK		Lease Tri City Americans QTR 2	1,334.94	
11/04/2022	15256		Lease Tri City Americans QTR 3	1,334.94	1,334.94
102330	• Leasehold Tax Payable - COK		Lease Tri City Americans QTR 3	1,334.94	
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11/04/2022	25772	Auto Check	City of Kennewick - Water (00002858)		6,567.42
11/04/2022	08/23/2022-10/24/2022		Water Service 8/23-10/24/22	6,567.42	6,567.42
107219	• Water		Water Service 8/23-10/24/22	6,567.42	
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11/04/2022	25773	Auto Check	Coca-Cola (00000213)		4,602.45
11/04/2022	132764		Beverage Order 11/2/22	4,602.45	4,602.45
101411	• Inventory - Food		Beverage Order 11/2/22	4,602.45	
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11/04/2022	25774	Auto Check	Coffee Crush (00002762)	VOID	0.00
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11/04/2022	25775	Auto Check	Columbia Safety LLC (00002876)		2,189.00
11/04/2022	KP2022-963		EMT Services Sept-Oct 22	2,189.00	2,189.00
107304	• Contracted Services		EMT Services	198.00	
107304	• Contracted Services		EMT Services	154.00	
107304	• Contracted Services		EMT Services	407.00	
107304	• Contracted Services		EMT Services	363.00	
107304	• Contracted Services		EMT Services	363.00	
107304	• Contracted Services		EMT Services	385.00	
107304	• Contracted Services		EMT Services	187.00	
107304	• Contracted Services		EMT Services	132.00	
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11/04/2022	25776	Auto Check	Concessions Supply (00002860)		254.14
11/04/2022	90061		Food Order 11/1/22	254.14	254.14
101411	• Inventory - Food		Food Order 11/1/22	254.14	
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11/04/2022	25777	Auto Check	Craig Bond (00002810)		560.00
11/04/2022	LTS October 2022		LTS October 2022	560.00	560.00
107304	• Contracted Services		LTS October 2022	560.00	

**Toyota Center and Arena
Claims Roster
November 2022**

Date	Check	Method	Name	Amount
11/04/2022	25778	Auto Check	Culligan Water Conditioning (00002766)	132.35
11/04/2022	125260		Cooler Rental 10/19-11/18/22	27.19
107201	• Tools & Supplies		Cooler Rental 10/19-11/18/22	27.19
11/04/2022	125895		Bottle Water 11/2/22	48.10
107201	• Tools & Supplies		Bottle Water 11/2/22	48.10
11/04/2022	125913		Bottle Water 10/5/22	57.06
107201	• Tools & Supplies		Bottle Water 10/5/22	57.06
11/04/2022	25779	Auto Check	DevFuzion (00000278)	5,445.43
11/04/2022	20458		IT Services Nov 22	5,445.43
107104	• IT Support Services		IT Services Nov 22	2,722.71
			Due To/From TRCC	2,722.72
11/04/2022	25780	Auto Check	Doggie Style Gourmet (00002767)	2,225.88
11/04/2022	44855.9657		Third Party Sales 10/21/22	995.52
104690	• Concession Sales - Third Party Expense		Third Party Sales 10/21/22	995.52
11/04/2022	44856.8942		Third Party Sales 10/22/22	1,230.36
104690	• Concession Sales - Third Party Expense		Third Party Sales 10/22/22	1,230.36
11/04/2022	25781	Auto Check	Enterprise Rent A Car (00002931)	408.73
11/04/2022	31174113		Car Rental for Junior H	408.73
107410	• Event Rental Equipment		Car Rental	408.73
11/04/2022	25782	Auto Check	Janine Adamson (00002809)	100.00
11/04/2022	LTS October 2022		LTS October 2022	100.00
107304	• Contracted Services		LTS October 2022	100.00
11/04/2022	25783	Auto Check	Jennifer Bond (00002941)	1,320.00
11/04/2022	LTS October 2022		LTS October 2022	1,320.00
107304	• Contracted Services		LTS October 2022	1,320.00
11/04/2022	25784	Auto Check	Jessica Boyd (00002812)	30.00
11/04/2022	LTS October 2022		LTS October 2022	30.00
107304	• Contracted Services		LTS October 2022	30.00
11/04/2022	25785	Auto Check	KC Brand (00002773)	2,726.31
11/04/2022	44855.9477		Third Party Sales 10/21/22	1,053.45
104690	• Concession Sales - Third Party Expense		Third Party Sales 10/21/22	1,053.45
11/04/2022	44856.8955		Third Party Sales 10/22/22	1,392.86
104690	• Concession Sales - Third Party Expense		Third Party Sales 10/22/22	1,392.86
11/04/2022	094		Kettle Corn	280.00
104690	• Concession Sales - Third Party Expense		Kettle Corn	280.00
11/04/2022	25786	Auto Check	Lowe's Commercial Services (00002776)	1,835.85
11/04/2022	907854		PO3969 - Tools	103.05
107201	• Tools & Supplies		Tools	103.05
11/04/2022	916837		PO3969 - Tools	372.55
107201	• Tools & Supplies		Tools	372.55
11/04/2022	916222		PO3697 - Tools	67.09
107201	• Tools & Supplies		Tools	67.09
11/04/2022	916635		PO3953 - Paint & Supplies	44.85
107201	• Tools & Supplies		Paint & Supplies	44.85
11/04/2022	916036		PO3953 - Paint & Supplies	53.76
107201	• Tools & Supplies		Paint & Supplies	53.76
11/04/2022	916756		PO3966 - Supplies	473.99
107201	• Tools & Supplies		Supplies	473.99
11/04/2022	910988		PO3978 - Supplies	143.69
107201	• Tools & Supplies		Supplies	143.69
11/04/2022	908560		PO3978 - Supplies	68.34
107201	• Tools & Supplies		Supplies	68.34
11/04/2022	916820		PO3983 - Supplies	351.46
107201	• Tools & Supplies		Supplies	351.46
11/04/2022	916157		PO3983 - Supplies	17.83
107201	• Tools & Supplies		Supplies	17.83
11/04/2022	916219		PO3989 - Supplies	139.24
107201	• Tools & Supplies		Supplies	139.24

**Toyota Center and Arena
Claims Roster
November 2022**

Date	Check	Method	Name	Amount
11/04/2022	25787	Auto Check	Michelle Gustafson (00002670)	266.97
	11/04/2022	Reimbursement: F&B Expenses	Reimbursement: F&B Supplies	266.97
			Due To/From TRCC	48.89
			Due To/From TRCC	22.74
			Due To/From TRCC	39.93
			Due To/From TRCC	9.09
			Due To/From TRCC	116.98
	107510	F&B Tools, Supplies & Equipment	Reimbursement: Backstage	29.34
11/04/2022	25788	Auto Check	Mid Columbia Hockey Officials Association (00002777)	2,560.00
	11/04/2022	22-013	Games Worked 8/29-10/2/2022	2,560.00
	107304	Contracted Services	Games Worked 8/29-10/2/2022	2,560.00
11/04/2022	25789	Auto Check	Oxarc (00002929)	694.73
	11/04/2022	0031655556	CO2 for Junior H	662.39
	104370	Reimbursed Outside Event Expense	CO2	662.39
	11/04/2022	0031659418	CO2 Return	32.34
	104370	Reimbursed Outside Event Expense	CO2 Return	32.34
11/04/2022	25790	Auto Check	Pearson, Corey (00000007)	129.13
	11/04/2022	REIMB 10/27/22	Reimbursement: Finance Lunch	129.13
	107112	Travel & Entertainment	Reimbursement: Finance Lunch	64.56
			Due To/From TRCC	64.57
11/04/2022	25791	Auto Check	Performance Digital (00002778)	2,000.00
	11/04/2022	3748	Junior H Advertising	2,000.00
	107402	Event Advertising	Junior H Advertising	2,000.00
11/04/2022	25792	Auto Check	Purchase Power (00002904)	100.00
	11/04/2022	Postage: October 2022	Postage Fees: Oct 22	100.00
	107101	Postage & Shipping	Postage Fees: Oct 22	50.00
			Due To/From TRCC	50.00
11/04/2022	25793	Auto Check	Reign Drop LLC (00003211)	524.24
	11/04/2022	S4176-22-8654	Pizza Order 10/22/22	76.29
	101411	Inventory - Food	Pizza Order 10/22/22	76.29
	11/04/2022	S4176-22-8653	Pizza Order 10/22/22	113.79
	101411	Inventory - Food	Pizza Order 10/22/22	113.79
	11/04/2022	S4176-22-8651	Pizza Order 10/21/22	92.79
	101411	Inventory - Food	Pizza Order 10/21/22	92.79
	11/04/2022	S4176-22-8652	Pizza Order 10/21/22	76.29
	101411	Inventory - Food	Pizza Order 10/21/22	76.29
	11/04/2022	S4176-22-8656	Pizza Order 10/26/22	63.79
	101411	Inventory - Food	Pizza Order 10/26/22	63.79
	11/04/2022	S4176-22-8655	Pizza Order 10/26/22	101.29
	101411	Inventory - Food	Pizza Order 10/26/22	101.29
11/04/2022	25794	Auto Check	Rocky Mountain Rigging (00002781)	5,614.40
	11/04/2022	Tigre De Norte	Rigging for Los Tigres	5,614.40
	104370	Reimbursed Outside Event Expense	Rigging for Los Tigres	5,614.40
11/04/2022	25795	Auto Check	Roto-Rooter (00002782)	2,615.32
	11/04/2022	41997139	Plumbing Repair	1,114.72
	107212	Building Repairs & Maintenance	Plumbing Repair	1,114.72
	11/04/2022	41958735	Plumbing Repair	1,500.60
	107212	Building Repairs & Maintenance	Plumbing Repair	1,500.60
11/04/2022	25796	Auto Check	Springhill Suites of Kennewick (00002726)	534.52
	11/04/2022	Folio: 84512	Room Rental: CoComelon	267.26
	104370	Reimbursed Outside Event Expense	Room Rental: CoComelon	267.26
	11/04/2022	Folio: 84513	Room Rental: CoComelon	267.26
	104370	Reimbursed Outside Event Expense	Room Rental: CoComelon	267.26
11/04/2022	25797	Auto Check	StageRight (00003123)	83,474.00
	11/04/2022	296788	TC New Staging	83,474.00
	109010	Capital Improvements	TC New Staging	83,474.00

**Toyota Center and Arena
Claims Roster
November 2022**

Date	Check	Method	Name		Amount
11/04/2022	25798	Auto Check	Sunbelt Rentals, Inc. (00002783)		492.18
	11/04/2022	131856690-0001	Manlift for Junior H		492.18
	104370	• Reimbursed Outside Event Expense	Manlift for Junior H	492.18	
11/04/2022	25799	Auto Check	Tim Berry (00002808)		120.00
	11/04/2022	LTS October 2022	LTS October 2022		120.00
	107304	• Contracted Services	LTS October 2022	120.00	
11/04/2022	25800	Auto Check	Tri-City Americans (00000851)		55,449.35
	11/04/2022	Red Lion 9/16-18/22	Red Lion 9/16-18/22		5,603.15
	102150	• A/P Settlements	Red Lion 9/16-18/22	5,603.15	
	11/04/2022	Ams v Edmonton 10/8	Ams v Edmonton 10/8		18,948.79
	102150	• A/P Settlements	Ams v Edmonton 10/8	18,948.79	
	11/04/2022	Ams v Med Hat 10/12	Ams v Med Hat 10/12		2,434.89
	102150	• A/P Settlements	Ams v Med Hat 10/12	2,434.89	
	11/04/2022	Ams v Kamloops 10/14	Ams v Kamloops 10/14		6,604.25
	102150	• A/P Settlements	Ams v Kamloops 10/14	6,604.25	
	11/04/2022	Ams v Everett 10/21	Ams v Everett 10/21		8,403.20
	102150	• A/P Settlements	Ams v Everett 10/21	8,403.20	
	11/04/2022	Ams v Portland 10/22	Ams v Everett 10/21		13,455.07
	102150	• A/P Settlements	Ams v Everett 10/21	13,455.07	
11/04/2022	25801	Auto Check	US Foods (00002786)		6,862.66
	11/04/2022	5044478	Food Order 10/20/22		5,770.07
	101411	• Inventory - Food	Food Order 10/20/22	5,770.07	
	11/04/2022	5156533	Food Order 10/25/22		772.91
	101411	• Inventory - Food	Food Order 10/25/22	772.91	
	11/04/2022	4583461	Food Order 10/1/22		319.68
	101411	• Inventory - Food	Food Order 10/1/22	319.68	
11/04/2022	25802	Auto Check	VenuWorks, Inc. (00000894)		52,958.60
	11/04/2022	2022 Season Settlement			3,106.38
	104720	• Co-Promotion Income	2022 Season Settlement	3,106.38	
	11/04/2022	18023	2nd qtr Ad commissions		19,410.62
	102140	• Accrued Expenses - Other	2nd qtr Ad commissions	19,410.62	
	11/04/2022	18025	2nd qtr F&B commissions		30,441.60
	102140	• Accrued Expenses - Other	2nd qtr F&B commissions	30,441.60	
11/04/2022	25803	Auto Check	Vistar Corporation (00002787)		934.09
	11/04/2022	66313616	Food Order 11/2/22		934.09
	101411	• Inventory - Food	Food Order 11/2/22	934.09	
11/04/2022	25804	Auto Check	WCP Solutions (00002788)		1,347.53
	11/04/2022	12984880	PO3992 - Janitorial Supplies		77.83
	107203	• Janitorial Supplies	Janitorial Supplies	77.83	
	11/04/2022	12984879	PO3992 - Janitorial Supplies		1,269.70
	107203	• Janitorial Supplies	Janitorial Supplies	1,269.70	
11/04/2022	25805	Auto Check	Baskin Robbins (00002754)	VOID	0.00
11/04/2022	25806	Auto Check	Chapala Express (00002758)	VOID	0.00
11/04/2022	25807	Auto Check	Coffee Crush (00002762)	VOID	0.00
11/04/2022	25808	Auto Check	Baskin Robbins (00002754)		2,057.46
	11/04/2022	44855.9417	Third Party Sales 10/21/22		787.12
	104690	• Concession Sales - Third Party Expense	Third Party Sales 10/21/22	787.12	
	11/04/2022	44856.8923	Third Party Sales 10/22/22		1,006.00
	104690	• Concession Sales - Third Party Expense	Third Party Sales 10/22/22	1,006.00	
	11/04/2022	44861.4356	Third Party Sales 10/26/22		264.34
	104690	• Concession Sales - Third Party Expense	Third Party Sales 10/26/22	264.34	

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Date	Check	Method	Name	Amount
11/04/2022	25809	Auto Check	Chapala Express (00002758)	2,660.06
11/04/2022	44856.8933		Third Party Sales 10/22/22	1,369.34
104690	• Concession Sales - Third Party Expense		Third Party Sales 10/22/22	1,369.34
11/04/2022	44855.9493		Third Party Sales 10/21/22	1,290.72
104690	• Concession Sales - Third Party Expense		Third Party Sales 10/21/22	1,290.72
11/04/2022	25810	Auto Check	Coffee Crush (00002762)	832.90
11/04/2022	44856.8971		Third Party Sales 10/22/22	463.97
104690	• Concession Sales - Third Party Expense		Third Party Sales 10/22/22	463.97
11/04/2022	936		Expresso Machine Maintenance	-46.16
107508	• F&B Equipment Repairs & Maintenance		Expresso Machine Maintenance	-46.16
11/04/2022	44855.9522		Third Party Sales 10/21/22	415.09
104690	• Concession Sales - Third Party Expense		Third Party Sales 10/21/22	415.09
11/10/2022		Wire Transfer	Premier Productions (00002686)	32,598.80
11/10/2022			Cocomelon settlement 10/26	32,598.80
102150	• A/P Settlements		Cocomelon settlement 10/26	32,598.80
11/07/2022		Wire Transfer	King Beverage (00000486)	8,575.65
11/07/2022	2580652		Beer Order 11/3/22	8,575.65
101413	• Inventory - Beer		Beer Order 11/3/22	8,575.65
11/07/2022		Wire Transfer	The Odom Corporation (00002856)	711.00
11/07/2022	14605177		Beer Order 11/3/22	711.00
101413	• Inventory - Beer		Beer Order 11/3/22	711.00
11/10/2022	25811	Auto Check	Backstage Electric, Inc. (00002752)	11,088.00
11/10/2022	2441		Labor for Fuerza	7,842.00
104370	• Reimbursed Outside Event Expense		Labor for Fuerza	7,842.00
11/10/2022	2440		Labor for Midland	3,246.00
104370	• Reimbursed Outside Event Expense		Labor for Midland	3,246.00
11/10/2022	25812	Auto Check	Ford Audio Service (00003049)	5,971.57
11/10/2022	Midland		Audio Rental for Midland	5,971.57
104370	• Reimbursed Outside Event Expense		Audio Rental for Midland	5,971.57
11/10/2022	25813	Auto Check	Impact Lighting Systems, LLC (00003291)	5,040.00
11/10/2022	Midland		Lighting Production - Midland	5,040.00
104370	• Reimbursed Outside Event Expense		Lighting Production - Midland	5,040.00
11/10/2022	25814	Auto Check	Rocky Mountain Rigging (00002781)	6,834.00
11/10/2022	Fuerza		Rigging for Fuerza	5,214.40
104370	• Reimbursed Outside Event Expense		Rigging for Fuerza	5,214.40
11/10/2022	Midland		Rigging for Midland	1,619.60
104370	• Reimbursed Outside Event Expense		Rigging for Midland	1,619.60
11/10/2022	25815	Auto Check	Ryan Overholt (00002955)	0.00
			VOID	0.00
11/11/2022	25816	Auto Check	Paul Boskovich (00002984)	0.00
			VOID	0.00
11/11/2022	25817	Auto Check	Paul Boskovich (00002984)	550.00
11/11/2022	22-1112365		Runner for Midland	250.00
107404	• Event Contracted Labor		Runner for Midland	250.00
11/11/2022	22-1113365		Runner for Fuerza Regida	300.00
107404	• Event Contracted Labor		Runner for Fuerza	300.00
11/14/2022		Wire Transfer	King Beverage (00000486)	540.85
11/14/2022	2585071		Beer Order 11/10/22	540.85
101413	• Inventory - Beer		Beer Order 11/10/22	540.85
11/14/2022		Wire Transfer	King Beverage (00000486)	11,212.65
11/14/2022	2583767		Beer Order 11/9/22	11,212.65
101413	• Inventory - Beer		Beer Order 11/9/22	11,212.65

**Toyota Center and Arena
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<u>Date</u>	<u>Check</u>	<u>Method</u>	<u>Name</u>		<u>Amount</u>
11/17/2022		Wire Transfer	King Beverage (00000486)		243.60
11/17/2022	2586223		Beer Order 11/11/22	78.00	
101413	• Inventory - Beer		Beer Order 11/11/22	78.00	
11/17/2022	2585665		Beer Order 11/11/22		165.60
101413	• Inventory - Beer		Beer Order 11/11/22	165.60	
11/18/2022		Wire Transfer	King Beverage (00000486)		11,363.51
11/18/2022	2587519		Beer Order 11/16/22		11,667.11
101413	• Inventory - Beer		Beer Order 11/16/22	11,667.11	
11/18/2022	40010138		Beer Credit 11/16/22		-303.60
101413	• Inventory - Beer		Beer Credit 11/16/22	-303.60	
11/14/2022		Wire Transfer	Southern Glazer's of WA (00002855)		1,245.70
11/14/2022	4200575		Liquor Order 11/9/22		1,245.70
101415	• Inventory - Liquor		Liquor Order 11/9/22	1,245.70	
11/14/2022		Wire Transfer	The Odom Corporation (00002856)		1,241.72
11/14/2022	14643271		Beer Order 11/9/22		1,241.72
101413	• Inventory - Beer		Beer Order 11/9/22	1,241.72	
11/18/2022		Wire Transfer	The Odom Corporation (00002856)		1,475.76
11/18/2022	14357502		Beer Order 11/16/22		1,475.76
101413	• Inventory - Beer		Beer Order 11/16/22	1,475.76	
11/14/2022		Wire Transfer	Zamora Live (00002664)		253,626.46
11/14/2022			Tigres Norte Settlement		253,626.46
102150	• A/P Settlements		V-3381 Zamora Live/Tigres Norte Settlement	253,626.46	
11/25/2022		Wire Transfer	Washington State Department of Revenue (00002989)		20,269.73
11/25/2022			Oct 2022 B&O payment TOYO		20,269.73
102325	• B&O Tax Payable		Oct 2022 B&O payment	993.46	
102310	• Sales Tax Payable - State		Oct 2022 B&O payment	16,777.83	
107603	• B&O Taxes		Oct 2022 B&O payment	2,498.44	
11/22/2022	25818	Auto Check	Abbott & Abbott LLC (00002770)		391.32
11/22/2022	448-009940		FiltaFry Service 11/10/22		195.66
107508	• F&B Equipment Repairs & Maintenance		FiltaFry Service 11/10/22	195.66	
11/22/2022	448-009975		Fryer Service 11/16/22		195.66
107508	• F&B Equipment Repairs & Maintenance		Fryer Service 11/16/22	195.66	
11/22/2022	25819	Auto Check	Apollo Heating and Air Conditioning (00002933)		1,055.26
11/22/2022	KS-940045685		HVAC Repair		1,055.26
107210	• HVAC Repairs & Maintenance		HVAC Repair	1,055.26	
11/22/2022	25820	Auto Check	Ascentis Corporation (00002983)		1,444.12
11/22/2022	SI-134362		NOVA 5000 Series - OCT 22		1,444.12
107070	• Payroll Processing		NOVA 5000 Series - OCT 22	722.06	
			Due To/From TRCC	722.06	
11/22/2022	25821	Auto Check	Baskin Robbins (00002754)		1,984.49
11/22/2022	44876.9367		Third Party Sales 11/11/22		1,012.28
104690	• Concession Sales - Third Party Expense		Third Party Sales 11/11/22	1,012.28	
11/22/2022	44877.9277		Third Party Sales 11/12/22		59.26
104690	• Concession Sales - Third Party Expense		Third Party Sales 11/12/22	59.26	
11/22/2022	44884.5586		Third Party Sales 11/18/22		912.95
104690	• Concession Sales - Third Party Expense		Third Party Sales 11/18/22	912.95	
11/22/2022	25822	Auto Check	Becker Arena Products, Inc (00002755)		589.61
11/22/2022	606948		PO3998 - Ice Supplies		422.51
107601	• Ice-Related Expenses		PO3998 - Ice Supplies	422.51	
11/22/2022	607084		PO3998 - Sockets		167.10
107601	• Ice-Related Expenses		PO3998 - Sockets	167.10	

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Date	Check	Method	Name	Amount
11/22/2022	25823	Auto Check	Benton Franklin District Health (00000118)	1,525.00
11/22/2022	107505	0301-3066	Permit Renewal - Funky Chicken	200.00
		• F&B Licenses, Fees & Permits	Permit Renewal - Funky Chicken Stand	200.00
11/22/2022	107505	0309-13209	Permit Renewal - Stand B	100.00
		• F&B Licenses, Fees & Permits	Permit Renewal - Stand B	100.00
11/22/2022	107505	0301-3074	Permit Renewal - Stand A	200.00
		• F&B Licenses, Fees & Permits	Permit Renewal - Stand A	200.00
11/22/2022	107505	0301-3067	Permit Renewal - Kiosk/Kona	200.00
		• F&B Licenses, Fees & Permits	Permit Renewal - Kiosk/Kona	200.00
11/22/2022	107505	0301-3070	Permit Renewal - Main Kitchen	725.00
		• F&B Licenses, Fees & Permits	Permit Renewal - Main Kitchen	725.00
11/22/2022	107505	0304-108893	Permit Renewal - Toyota Arena	100.00
		• F&B Licenses, Fees & Permits	Permit Renewal - Toyota Arena	100.00
11/22/2022	25824	Auto Check	Benton PUD (00000121)	20,359.96
11/22/2022	107216	10/8/22-11/8/22	Large Gen Service 10/8-11/8/22	20,010.25
		• Electricity	Large Gen Service 10/8-11/8/22	20,010.25
11/22/2022	107216	10/8/22-11/08/2022	Large Gen Service 10/8-11/8/22	349.71
		• Electricity	Large Gen Service 10/8-11/8/22	349.71
11/22/2022	25825	Auto Check	Canon Financial Services, Inc (00002793)	350.50
11/22/2022	107105	29496026	Copier Contract - Nov 22	350.50
		• Printing / Copying	Copier Contract - Nov 22	175.25
			Due To/From TRCC	175.25
11/22/2022	25826	Auto Check	Canon Solutions (00002757)	51.99
11/22/2022	107105	6002316215	QHM Copier Maintenance	33.89
		• Printing / Copying	QHM Copier Maintenance	33.89
11/22/2022	107105	6002367048	UMT Copier Maintenance	18.10
		• Printing / Copying	UMT Copier Maintenance	18.10
11/22/2022	25827	Auto Check	Cascade Natural Gas (00000161)	3,616.00
11/22/2022	107217	10/11/2022-11/07/2022	Gen Com Service 10/11-11/7/22	3,616.00
		• Natural Gas	Gen Com Service 10/11-11/7/22	3,616.00
11/22/2022	25828	Auto Check	Cascade Natural Gas (00000161)	2,220.63
11/22/2022	107217	10/22/2022-11/7/2022	Gen Com Service 10/11-11/7/22	2,220.63
		• Natural Gas	Gen Com Service 10/11-11/7/22	2,220.63
11/22/2022	25829	Auto Check	Central Washington Refrigeration, LLC (00002949)	1,076.25
11/22/2022	107212	46560	Jet Pump Motor	1,076.25
		• Building Repairs & Maintenance	Jet Pump Motor	1,076.25
11/22/2022	25830	Auto Check	Chapala Express (00002758)	3,119.75
11/22/2022	104690	44876.9373	Third Party Sales 11/11/22	1,634.90
		• Concession Sales - Third Party Expense	Third Party Sales 11/11/22	1,634.90
11/22/2022	104690	44884.5601	Third Party Sales 11/18/22	1,484.85
		• Concession Sales - Third Party Expense	Third Party Sales 11/18/22	1,484.85
11/22/2022	25831	Auto Check	Charlie's Produce (00002739)	410.31
11/22/2022	101411	825295	Food Order 11/10/22	410.31
		• Inventory - Food	Food Order 11/10/22	410.31
11/22/2022	25832	Auto Check	Coca-Cola (00000213)	5,238.45
11/22/2022	101411	133014	Beverage Order 11/9/22	1,274.00
		• Inventory - Food	Beverage Order 11/9/22	1,274.00
11/22/2022	101411	133269	Beverage Order 11/16/22	3,964.45
		• Inventory - Food	Beverage Order 11/16/22	3,964.45
11/22/2022	25833	Auto Check	Coffee Crush (00002762)	952.68
11/22/2022	104690	44876.9442	Third Party Sales 11/11/22	484.77
		• Concession Sales - Third Party Expense	Third Party Sales 11/11/22	484.77
11/22/2022	104690	444884.5642	Third Party Sales 11/18/22	467.91
		• Concession Sales - Third Party Expense	Third Party Sales 11/18/22	467.91

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<u>Date</u>	<u>Check</u>	<u>Method</u>	<u>Name</u>		<u>Amount</u>
11/22/2022	25834	Auto Check	Columbia Basin Ice, LLC (00003116)		960.00
	11/22/2022	00-217341	F&B Trailer Rental		960.00
	107510	• F&B Tools, Supplies & Equipment	Trailer Rental		960.00
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11/22/2022	25835	Auto Check	Concessions Supply (00002860)		142.93
	11/22/2022	90193	Food Order 11/15/22		142.93
	101411	• Inventory - Food	Food Order 11/15/22		142.93
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11/22/2022	25836	Auto Check	Cougar Digital Marketing & Design (00002861)		182.75
	11/22/2022	10518	TA Monthly Website Maintenance		182.75
	107302	• Venue Marketing & Non-Event Advertising	TA Monthly Website Maintenance		182.75
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11/22/2022	25837	Auto Check	Culligan Water Conditioning (00002766)		92.94
	11/22/2022	126149	Bottle Water 11/17/22		92.94
	107201	• Tools & Supplies	Bottle Water 11/17/22		92.94
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11/22/2022	25838	Auto Check	Doggie Style Gourmet (00002767)		2,446.06
	11/22/2022	44876.9387	Third Party Sales 11/11/22		1,263.45
	104690	• Concession Sales - Third Party Expense	Third Party Sales 11/11/22		1,263.45
	11/22/2022	44884.5610	Third Party Sales 11/18/22		1,182.61
	104690	• Concession Sales - Third Party Expense	Third Party Sales 11/18/22		1,182.61
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11/22/2022	25839	Auto Check	Ferrell Gas (00002769)		529.87
	11/22/2022	1120736244	Propane		529.87
	107204	• Other Utilities	Propane		264.93
			Due To/From TRCC		264.94
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11/22/2022	25840	Auto Check	Kayla Lytton (00003300)		70.00
	11/22/2022	Refund: LTS	Refund: LTS		70.00
	105004	• Learn to Skate	Refund: LTS		70.00
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11/22/2022	25841	Auto Check	KC Brand (00002773)		3,055.31
	11/22/2022	44876.9404	Third Party Sales 11/11/22		1,674.59
	104690	• Concession Sales - Third Party Expense	Third Party Sales 11/11/22		1,674.59
	11/22/2022	44884.5628	Third Party Sales 11/18/22		1,380.72
	104690	• Concession Sales - Third Party Expense	Third Party Sales 11/18/22		1,380.72
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11/22/2022	25842	Auto Check	Loomis (00002895)		248.42
	11/22/2022	13127678	Armored Car Service OCT 22		248.42
	107304	• Contracted Services	Armored Car Service OCT 22		124.21
			Due To/From TRCC		124.21
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11/22/2022	25843	Auto Check	Oxarc (00002929)		689.80
	11/22/2022	0061319843	CO2 for CoComelon		27.41
	104370	• Reimbursed Outside Event Expense	CO2's		27.41
	11/22/2022	0031675926	CO2's for Midland		662.39
	104370	• Reimbursed Outside Event Expense	CO2's for Midland		662.39
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11/22/2022	25844	Auto Check	Patriot Electric & Lighting (00003301)		2,826.20
	11/22/2022	4845	Scoreboard Power Repair		2,826.20
	107211	• Equipment Repairs & Maintenance	Scoreboard Power Repair		2,826.20
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11/22/2022	25845	Auto Check	Performance Digital (00002778)		3,000.00
	11/22/2022	3772	Fuerza Advertising		3,000.00
	107402	• Event Advertising	Fuerza Advertising		3,000.00

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Date	Check	Method	Name	Amount
11/22/2022	25846	Auto Check	Potts, Joe (0000006)	1,386.11
11/22/2022	107409	• Backstage Catering	Midland backstage supplies	359.00
11/22/2022	104655	• Catering Sales - Backstage	Fuerza backstage supplies	1,307.30
11/22/2022	101110	• Vault Cash - F&B	Draw \$1000 from vault for catering reimb	-1,000.00
11/22/2022	107201	• Tools & Supplies	Laundry Detergent & Sanitizer 4/3/22	22.78
11/22/2022	101620	• Cash Advances for Events	MercyMe Cash Advance 4/7/22	400.00
			Due To/From TRCC	22.83
11/22/2022	104655	• Catering Sales - Backstage	Backstage Food for Justin Moore 5/6/22	17.64
11/22/2022	107201	• Tools & Supplies	Harbor Freight Calipers 6/2/22	43.42
11/22/2022	107201	• Tools & Supplies	Gasoline 6/3/22	50.00
11/22/2022	107201	• Tools & Supplies	Ice Gaskets 6/14/22	10.00
11/22/2022	107201	• Tools & Supplies	Gasoline 8/12/22	49.00
11/22/2022	101670	• Prepaid Expenses - Auto	Advertising for Mannheim 8/17/22	25.00
11/22/2022	107201	• Tools & Supplies	Square Readers for Tablets 9/8/22	39.14
11/22/2022	107201	• Tools & Supplies	Gas for Edgers 10/5/22	20.00
			Due To/From TRCC	20.00
11/22/2022	25847	Auto Check	Reign Drop LLC (00003211)	770.32
11/22/2022	101411	• Inventory - Food	Pizza Order 11/5/22	89.29
11/22/2022	101411	• Inventory - Food	Pizza Order 11/5/22	122.29
11/22/2022	101411	• Inventory - Food	Pizza Order 11/11/22	97.29
11/22/2022	101411	• Inventory - Food	Pizza Order 11/13/22	110.29
11/22/2022	101411	• Inventory - Food	Pizza Order 11/13/22	57.79
11/22/2022	101411	• Inventory - Food	Pizza Order 11/11/22	113.79
11/22/2022	101411	• Inventory - Food	Pizza Order 11/18/22	86.79
11/22/2022	101411	• Inventory - Food	Pizza Order 11/18/22	86.79
11/22/2022	101411	• Inventory - Food	Pizza Order 11/18/22	92.79
11/22/2022	25848	Auto Check	Staples Advantage (00002740)	859.93
11/22/2022	107102	• Office Supplies	PO3993 - Office Supplies	303.88
11/22/2022	107102	• Office Supplies	PO4002 - Office Supplies	556.05
			Due To/From TRCC	151.94
			Due To/From TRCC	278.02
			Due To/From TRCC	278.03
11/22/2022	25849	Auto Check	Sunbelt Rentals, Inc. (00002783)	2,964.79
11/22/2022	104370	• Reimbursed Outside Event Expense	CoComelon Forklift	528.21
11/22/2022	104370	• Reimbursed Outside Event Expense	CoComelon Manlifts	1,377.51
11/22/2022	104370	• Reimbursed Outside Event Expense	Manlifts for Tigres	840.53
11/22/2022	104370	• Reimbursed Outside Event Expense	Tigres Foklift	218.54
11/22/2022	104370	• Reimbursed Outside Event Expense	Tigres Foklift	218.54
11/22/2022	25850	Auto Check	The UPS Store (00002801)	101.41
11/22/2022	107102	• Office Supplies	PO3861 - Valuation Booklets	101.41
11/22/2022	25851	Auto Check	Tri City Regional Chamber of Commerce (00002846)	372.00
11/22/2022	107106	• Dues & Subscriptions	Annual Entrepreneur Membership	372.00

**Toyota Center and Arena
Claims Roster
November 2022**

<u>Date</u>	<u>Check</u>	<u>Method</u>	<u>Name</u>	<u>Amount</u>
11/22/2022	25852	Auto Check	US Foods (00002786)	14,564.55
11/22/2022	5393704		Food Order 11/3/22	5,144.32
101411	• Inventory - Food		Food Order 11/3/22	5,144.32
11/22/2022	5502972		Food Order 11/8/22	3,313.63
101411	• Inventory - Food		Food Order 11/8/22	3,313.63
11/22/2022	5577877		Food Order 11/10/22	146.28
101411	• Inventory - Food		Food Order 11/10/22	146.28
11/22/2022	5674617		Food Order 11/15/22	1,188.99
101411	• Inventory - Food		Food Order 11/15/22	1,188.99
11/22/2022	5738171		Food Order 11/17/22	4,771.33
101411	• Inventory - Food		Food Order 11/17/22	4,771.33
11/22/2022	25853	Auto Check	VenuWorks, Inc. (00000894)	10,103.31
11/22/2022	18249		Management Fee - NOV 22	10,103.31
107306	• VenuWorks Management Fee		Management Fee - NOV 22	10,103.31
11/22/2022	25854	Auto Check	Vistar Corporation (00002787)	2,619.05
11/22/2022	66396571		Food Order 11/9/22	240.84
101411	• Inventory - Food		Food Order 11/9/22	240.84
11/22/2022	66468590		Food Order 11/16/22	2,378.21
101411	• Inventory - Food		Food Order 11/16/22	2,378.21
11/22/2022	25855	Auto Check	WCP Solutions (00002788)	1,774.83
11/22/2022	13014306		PO4022 - Housekeeping Supplies	1,354.16
107203	• Janitorial Supplies		Housekeeping Supplies	1,354.16
11/22/2022	13014308		PO4022 - Housekeeping Supplies	102.83
107203	• Janitorial Supplies		PO4022 - Housekeeping Supplies	102.83
11/22/2022	13014307		PO4022 - Housekeeping Supplies	244.27
107203	• Janitorial Supplies		Housekeeping Supplies	244.27
11/22/2022	13017052		PO4022 - Housekeeping Supplies	73.57
107203	• Janitorial Supplies		Housekeeping Supplies	73.57
11/30/2022		Wire Transfer	Southern Glazer's of WA (00002855)	3,191.97
11/30/2022	4206818		Liquor Order 11/16/22	3,191.97
101415	• Inventory - Liquor		Liquor Order 11/16/22	3,191.97
11/30/2022		Wire Transfer	Fintech (00003296)	21.64
11/30/2022	11659680 TOYO Nov 22			21.64
107514	• F&B Credit Card & Banking Fees		11659680 TOYO Nov 22	21.64
11/30/2022		Wire Transfer	American Payment Solutions - APS (00002969)	502.00
11/30/2022	APS CC fees TOYO Nov 2022			502.00
107310	• Credit Card Fees		APS CC fees TOYO Nov 22	502.00
11/30/2022		Wire Transfer	Revel Systems (00003299)	2,179.53
11/30/2022	Revel POS fees Nov 2022			2,179.53
107510	• F&B Tools, Supplies & Equipment		POS system fees for Nov 2022	2,179.53
11/30/2022		Wire Transfer	Revel Systems (00003299)	6,477.08
11/30/2022	Revel CC fees Nov 2022			6,477.08
107514	• F&B Credit Card & Banking Fees		Revel CC fees Nov 2022	6,477.08
11/30/2022		Wire Transfer	Three Rivers Convention Center (00000820)	371,018.05
11/30/2022	Payroll transfer @10/23			371,018.05
102400	• Due To / (From) Convention Center		Payroll transfer @10/23	371,018.05
			Due To/From TRCC	-371,018.05
			Due To/From TRCC	371,018.05
11/30/2022		Wire Transfer	Live Nation (00000517)	67,403.62
11/30/2022	Midland Settle 11/12		Midland Settle 11/12	67,403.62
102150	• A/P Settlements		Midland Settle 11/12	67,403.62
11/30/2022		Wire Transfer	Live Nation (00000517)	318,389.33
11/30/2022	Fuerza Regida Settle 11/13		Fuerza Regida Settle 11/13	318,389.33
102150	• A/P Settlements		Fuerza Regida Settle 11/13	318,389.33

**Toyota Center and Arena
Claims Roster
November 2022**

<u>Date</u>	<u>Check</u>	<u>Method</u>	<u>Name</u>	<u>Amount</u>
<u>TOYO Sterling Box Office Account</u>				
11/30/2022		Wire Transfer	American Express Card Processing (00003298)	63.93
11/30/2022	107310	• Credit Card Fees	AMEX box office fees Nov 2022	63.93
			AMEX box office fees Nov 2022	63.93
			Credit Card Fees	63.93
Total Paid:				<u>1,522,438.11</u>

I, Dan Legard, 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



Dan Legard, Finance Director

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

Check numbers 25757-25855	\$ 410,085.53
Electronic transfers - Operations	1,112,288.65
Electronic transfers - Box Office	63.93
Total	<u>\$ 1,522,438.11</u>

Exceptions:

Council Agenda Coversheet



Agenda Item Number	4.c.	Council Date	02/21/2023
Agenda Item Type	General Business Item		
Subject	Payroll Roster for PPE 1/31/2023		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Finance		

Consent Agenda	<input checked="" type="checkbox"/>
Ordinance/Reso	<input type="checkbox"/>
Public Mtg / Hrg	<input type="checkbox"/>
Other	<input type="checkbox"/>
Quasi-Judicial	<input type="checkbox"/>

Recommendation

That Council approve the Payroll Roster.

Motion for Consideration

I move to approve the Payroll Roster for 1/31/2023 in the amount of \$2,226,426.22 comprised of check numbers 76363 through 76406 and direct deposit numbers 210156 through 210567.

Summary

None.

Alternatives

None.

Fiscal Impact

Total: \$2,226,426.22.

Through

Dept Head Approval

City Mgr Approval

Dan Legard	
Feb 06, 15:04:14 GMT-0800 2023	
Marie Mosley	
Feb 16, 11:21:48 GMT-0800 2023	

Attachments:

Payroll Roster

Recording Required?

February 21, 2023

All Departments:

January 31, 2023

ADMINISTRATIVE TEAM		3,728.18
CITY COUNCIL		4,787.50
CITY MANAGER		13,416.50
CIVIL SERVICE		7,833.96
COMMUNITY PLANNING & ECONOMIC DEVELOPMENT		27,208.36
EMPLOYEE & COMMUNITY RELATIONS		83,997.61
ENGINEERING		63,047.20
FACILITIES & GROUNDS		71,013.23
FINANCE		57,164.14
FIRE		110,399.08
LEGAL SERVICES		24,448.91
MANAGEMENT SERVICES		104,791.59
POLICE		555,223.42
	Subtotal General Fund	<u>1,127,059.68</u>
STREETS		23,779.95
TRAFFIC		21,347.31
	Subtotal Street Fund	<u>45,127.26</u>
BI-PIN		11,226.08
BUILDING SAFETY		46,163.26
COMMUNITY DEVELOPMENT		3,232.95
CRIMINAL JUSTICE		84,550.28
EQUIPMENT RENTAL		15,018.03
MEDICAL SERVICES		388,677.63
RISK MANAGEMENT		4,276.88
STORMWATER UTILITY		24,280.95
WATER & SEWER		166,604.21
	Subtotal Other Funds	<u>744,030.27</u>
	Total Salaries and Wages	<u>1,916,217.21</u>
<u>Benefits:</u>		
Industrial Insurance		54,105.03
Medical Retirement Account		3,225.00
Retirement		135,874.44
Social Security		43.88
Social Security (FICA)		112,967.80
WA Family Leave		3,992.86
	Total Benefits	<u>310,209.01</u>
	Grand Total	<u><u>\$2,226,426.22</u></u>

I, Dan Legard, Finance Director, at the direction of the Council, do hereby certify that the Payroll hereinabove specified is approved for payment in the amount of \$2,226,426.22 comprised of check numbers 76363 through 76406 and direct deposit numbers 210156 through 210567.

Approved for payment:



Dan Legard, Finance Director

Council Agenda Coversheet



Agenda Item Number	4.d.	Council Date	02/21/2023
Agenda Item Type	Contract/Agreement/Lease		
Subject	Parks and Recreation Comprehensive Plan		
Ordinance/Reso #		Contract #	23-013
Project #		Permit #	
Department	Parks & Recreation		

Consent Agenda

Ordinance/Reso

Public Mtg / Hrg

Other

Quasi-Judicial

Recommendation

That the City Council authorize the City Manager to sign the professional services agreement with BerryDunn, McNeil & Parker LLC (dba BerryDunn) for the Parks and Recreation Comprehensive Plan.

Motion for Consideration

I move to authorize the City Manager to sign the professional services agreement with BerryDunn for the Parks and Recreation Comprehensive Plan

Summary

The previous Parks and Recreation Comprehensive Plan was adopted in 2018 and is required to be updated every five years for state funding purposes and industry best practice. This agreement provides for an in depth comprehensive review to define mission, vision, values, goals and objectives for Parks and Recreation divisions. The Plan will establish priorities and recommendations for existing and future parks and facility development, including types of parks, surplus, and timing of future development. It will also address appropriate staffing needs to support current level of service and future growth. A deferred maintenance plan will be developed to assist Park Maintenance in their strategic prioritization of maintenance projects. This plan will allow the Parks and Recreation divisions to be competitive in Recreation Conservation Office grants and provide the road map for best meeting the communities recreational needs. The Comprehensive Plan will span from 2023-2028.

Alternatives

None recommended

Fiscal Impact

Capital Improvement Fund	Park Impact Fee/Com Plan	\$110,400
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Through	Nick Farline Feb 14, 07:15:09 GMT-0800 2023
Dept Head Approval	Nick Farline Feb 14, 07:15:13 GMT-0800 2023
City Mgr Approval	Marie Mosley Feb 16, 11:25:37 GMT-0800 2023

Attachments:

Recording Required?



CONTRACT BETWEEN CITY AND CONSULTANT

THIS CONTRACT, is made between the City of Kennewick, PO Box 6108, 210 W. 6th Ave., Kennewick, Washington, (hereinafter referred to as the "City"), and Berry, Dunn, McNeil & Parker, LLC (dba BerryDunn) 4722 North 24th St. Phoenix, AZ 85016 (hereinafter referred to as the "Consultant").

WITNESSETH:

1) SCOPE OF WORK AND CONTRACT CONTENTS

- a) The Consultant shall furnish all services, labor and related equipment necessary to conduct and complete the work as designated in this Contract. The Consultant shall provide through the City of Kennewick Parks and Recreation Comprehensive Plan Update; define mission, vision, values, goals and objectives for Parks and Recreation divisions. Establish priorities and recommendations for existing and future parks and facility development, including types of parks, surplus, and timing of future development and a capital improvement plan. Address appropriate staffing needs to support current level of service and future growth. Create a maintenance assessment and analysis report.
- b) This Contract consists of other documents listed below issued prior to the execution of this contract and all modifications and change orders issued subsequent thereto. These form the entire Contract and all are as fully a part of the Contract as if attached to this Contract or repeated herein. In the event of a conflict between documents the order of precedence will be the order listed below. An enumeration of the Contract documents is set forth below:
 - (i) This Contract No. 23-013 between the City and Consultant.
 - (ii) Exhibit A: Scope of Work
 - (iii) City Kennewick RFP 22-017
 - (iv) Exhibit B: RFP 22-017 proposal response submitted by BerryDunn dated [December 15th, 2022]

2) GENERAL REQUIREMENTS

- a) The Consultant shall attend status, progress, and coordination meetings with the designated City of Kennewick representatives, community, state, city or county officials, groups or individuals as may be requested by the City. If additional meetings are requested, the City will provide the Consultant sufficient notice prior to those meetings requiring Consultant participation.

- b) The Consultant shall prepare a monthly progress report if requested, in a form approved by the City, that will outline in written and/or graphical form the various phases and the order of performance of the work in sufficient details so that the progress of the work can easily be evaluated.

3) TIME FOR BEGINNING AND COMPLETION

The Consultant shall not begin any work under the terms of this Contract until authorized in writing by the City. Consultant agrees to use best efforts to complete all work described under this Contract by August 31st 2023.

4) PAYMENT

- a) The City shall pay the Consultant an amount not to exceed one hundred and ten thousand and four hundred dollars (\$110,400) to complete the services rendered under this Contract. Payment shall be made on a "time and materials" basis. Payment as identified in this section shall be full compensation for all work performed or services rendered, and for all labor, materials, supplies, equipment, and incidentals necessary to complete the work specified in Exhibit A, Scope of Work.
- b) Invoices not in dispute by the City will be paid net thirty (30) days and shall reference the contract number and/or purchase order applicable to the work. The invoice shall provide sufficient detail on the work being billed and include detailed receipts for any invoices
- c) Partial payments to cover the percentage of work completed may be requested by the Consultant. These payments shall not be more than one (1) per month.
- d) Pre-approved travel, meals and lodging will be reimbursed at cost and only when consultant travels at least 150 miles per one way trip. Reimbursable expenses are limited to the following: coach airfare, ground transportation (taxi, shuttle, car rental), hotel accommodations at the government rate, personal or company vehicle use at the then-current federal mileage rate, and meals at the current federal per-diem meal allowance.
- e) Reimbursement for extra services/reimbursable expenses are not authorized under this Contract unless detailed in the Scope of Work or agreed upon in writing as a modification to this Contract.
- f) The Consultant will allow access to the City, the State of Washington, the Federal Grantor Agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers, and records which are directly pertinent to the specific contract for the purpose of making audit, examination, excerpts, and transcriptions. Unless otherwise provided, said records must be retained for three years from the date of receipt of final payment. If any litigation, claim, or audit arising out of, in connection with, or relating to this contract is initiated before the expiration of the three-year period, the records shall be retained until such litigation, claim, or audit involving the records is completed.

5) INDEPENDENT CONTRACTOR

- a) The Consultant, and any and all employees of the Consultant or other persons engaged in the performance of any work or services required of the Consultant under this Contract, are independent contractors and shall not be considered employees of the City. Any and all claims that arise at any time under any Workers' Compensation Act on behalf of said employees or other persons while so engaged, and any and all claims made by a third party as a consequence of any act or omission on the part of the Consultant's employees or other persons engaged in any of the work or services required to be provided herein, shall be the sole obligation and responsibility of the Consultant.

6) OWNERSHIP OF DOCUMENTS

- a) All designs, drawings, specifications, documents, reports and other work products prepared pursuant to this Contract, shall become the property of the City upon payment to the Consultant of the fees set forth in this Contract. The City acknowledges the Consultant's plans and specifications, including all documents on electronic media, as instruments of professional services. The plans and specifications prepared under this Contract shall become the property of the City upon completion of the services and payment in full of all payment due to the Consultant. The City may make or permit to be made any modifications to the plans and specifications without the prior written authorization of the Consultant. The City agrees to waive any claim against the Consultant arising from any unauthorized reuse of the plans and specifications, and to indemnify and hold the Consultant harmless from any claim, liability or cost arising or allegedly arising out of any reuse of the plans and specifications by the City or its agent not authorized by the Consultant.

7) TERMINATION

- a) This Contract may be terminated by either party upon thirty (30) days' written notice. Consultant shall be given a written notice and opportunity to cure before this Contract is canceled for poor performance. If the consultant has not cured the performance issue to the satisfaction of the City within thirty (30) days of the written notice, the City shall have the right to terminate the contract without further notice. In the event this contract is terminated by the Consultant, the City shall be entitled to reimbursement of costs occasioned by such termination by the Consultant. In the event the City terminates this Contract, the City shall pay the Consultant for the work performed, which shall be an amount equal to the percentage of completion of the work as mutually agreed between the City and the Consultant.
- b) If any work covered by this Contract shall be suspended or abandoned by the City before the Consultant has completed the assigned work, the Consultant shall be paid an amount equal to the costs incurred up to the date of termination or suspension as mutually agreed upon between the City and the Consultant.

8) DISPUTE RESOLUTION

- a) The City and the Consultant agree to negotiate in good faith for a period of thirty (30) days from the date of notice of all disputes between them prior to exercising their rights under this Contract, or under law.
- b) All disputes between the City and the Consultant not resolved by negotiation between the parties may be arbitrated only by mutual agreement of the City and the Consultant. If not mutually agreed to resolve the claim by arbitration, the claim will be resolved by legal action.

9) DEBARMENT CERTIFICATION

- a) The Consultant certifies that neither the Consultant nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this contract by any federal or state department or agency. Further, the Consultant agrees not to enter into any arrangements or contracts related to completion of the work contemplated under this Contract with any party that is on the "General Service Administration List of Parties Excluded from Federal Procurement or Non-procurement Programs" which can be found at:
www.sam.gov and
<http://www.ini.wa.gov/TradesLicensing/PrevWage/AwardingAgencies/default.asp>

10) VENUE, APPLICABLE LAW AND PERSONAL JURISDICTION

- a) In the event that either party deems it necessary to initiate a legal action to enforce any right or obligation under this Contract, the parties agree that any such action shall be initiated in the Superior Court of the State of Washington situated in Benton County. The parties agree that all questions shall be resolved by application of Washington law, and that the parties to such action shall have the right of appeal from such decision of the Superior Court in accordance with the laws of the State of Washington. The Consultant hereby consents to the personal jurisdiction of the Superior Court of the State of Washington situated in Benton County.

11) ATTORNEY'S FEES

- a) The parties agree that should legal action be necessary to enforce any of the provisions of this Contract, that the prevailing party will be awarded its reasonable attorney's fees and costs in action, including costs and attorney's fees on appeal if appeal is taken.

12) INSURANCE

The Consultant shall procure and maintain for the duration of the Contract insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

- a) No Limitation. Consultant's maintenance of insurance as required by this Contract shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.
- b) Minimum Scope of Insurance. Consultant shall obtain insurance of the types described below:
1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
 2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors and personal injury and advertising injury. The City shall be named as

an insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City.

3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
 4. Professional Liability insurance appropriate to the Consultant's profession.
- c) Minimum Amounts of Insurance. Consultant shall maintain the following insurance limits:
1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
 2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
 3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.
- d) Other Insurance Provisions. The Consultant's insurance coverage shall be primary insurance with respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.
- e) Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. best rating of not less than A:VII.
- f) Verification of Coverage. Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements evidencing the insurance requirements of the Consultant before commencement of the work, including, but not limited to, the additional insured endorsement.
- g) Notice of Cancellation. The Consultant shall provide the City with written notice of any policy cancellation within two (2) business days of Consultant's receipt of such notice.
- h) Failure to Maintain Insurance. Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five (5) business days' notice to the Consultant to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.
- 13) INDEMNIFICATION / HOLD HARMLESS**
- a) Consultant shall defend, indemnify, and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant

or the Consultant's employees or agents in performance of this Contract, except for injuries and damages caused by the sole negligence of the City.

- b) Should a court of competent jurisdiction determine that this Contract is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Contract.

14) STANDARD OF CARE

- a) The professional services will be furnished in accordance with the care and skill ordinarily used by members of the same profession practicing under similar conditions at the same time and in the same locality.

15) SUCCESSORS OR ASSIGNS

- a) All of the terms, conditions and provisions hereof shall inure to the benefit of and be binding upon the parties hereto, and their respective successors and assigns; provided, however, that no assignment of the Contract shall be made without written consent of the parties to the Contract.

16) EQUAL OPPORTUNITY CONTRACT

- a) The Consultant agrees that s/he will not discriminate against any employee or job applicants for work under this Contract for reasons of race, sex, nationality, religious creed, or sexual orientation.

17) PARTIAL INVALIDITY

- a) Any provision of this Contract which is found to be invalid or unenforceable shall be ineffective to the extent of such invalidity or unenforceability, and the invalidity or unenforceability of such provision shall not affect the validity or enforceability of the remaining provisions hereof.

18) AMENDMENTS

- a) All amendments must be in writing and be approved and signed by both parties.

19) CHANGE IN LAW

- a) The parties hereto agree that in the event legislation is enacted or regulations are promulgated, or a decision of court is rendered, or any interpretive policy or opinion of any governmental agency charged with the enforcement of any such law or regulation is published that affects or may affect the legality of this Contract or any part thereof or that materially and adversely affects the ability of either party to perform its obligations or receive the benefits intended hereunder ("Adverse Change in Law"), then within fourteen (14) days following written notice by either party to the other party of such adverse change in law, the parties shall meet to negotiate in good faith an amendment which will carry out the original intention of the parties to the extent possible. If, despite good faith attempts,

the parties cannot reach agreement upon an amendment within sixty (60) days after commencing negotiation, then this Contract may be terminated by either party as of the earlier of: (i) the effective date of the adverse change in law, or (ii) the expiration of a period of sixty (60) days following written notice of termination provided by one party to the other.

20) CONFIDENTIALITY

- a) In the course of performing under this Contract, Consultant, including its employees, agents or representatives, may receive, be exposed to, or acquire confidential information. Confidential information may include, but is not limited to, patient information, contract terms, sensitive employee information, or proprietary data in any form, whether written, oral, or contained in any computer database or computer readable form. Consultant shall:
- i) not disclose confidential information except as permitted by this Contract;
 - ii) only permit use of such confidential information by employees, agents and representatives having a need to know in connection with performance under this Contract; and
 - iii) advise each of its employees, agents, and representatives of their obligations to keep such information confidential.

21) CHANGES OF WORK

- a) When required to do so, and without any additional compensation, the Consultant shall make such changes and revisions in the completed work of this Contract as necessary to correct or revise any errors, omissions, or other deficiencies specifications, reports, and other similar documents which the Consultant is responsible for preparing or furnishing under this Contract.
- b) Should the City find it desirable for its own purposes to have previously satisfactorily completed work or parts thereof changed or revised, the Consultant shall make such revisions as directed by the City. This work shall be considered as Extra Work and will be paid for as herein provided under Section 22, Extra Work.

22) EXTRA WORK

- a) The City may desire to have the Consultant perform work or render additional services within the general scope of this Contract. Such work shall be considered as extra work and will be specified in a written supplement to this Contract which will set forth the nature of the scope, schedule for additional work, additional fees and the method of payment. Work under a supplemental Contract shall not proceed until authorized in writing by the City.

23) PUBLIC DISCLOSURE

- a) The parties to this Contract understand and acknowledge that the City is subject to the Public Records Act, RCW 42.56 et seq. If the City receives a public records request for this Contract and/or for documents and/or materials provided to the City under this Contract, generally such information will be a public record and must be disclosed to the public records requester. However, the City agrees to notify the Consultant if it receives such a public records request and the date the City plans to release the records. If the Consultant fails to obtain a protective order from the applicable court prior to the time the City releases

Contract No. 23-013

the records to the public records requester, the Consultant shall be deemed to have given the City full authority to release the records on the date specified, and the Consultant understands it has thereby given up all rights to challenge the disclosure in any forum.

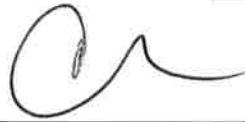
Signature Page Follows

This Contract may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. This Contract may be delivered by facsimile or other electronic means and those signatures shall be treated as original signatures for all applicable purposes. The person signing this Contract for Consultant represents that he or she has full and proper authority to do so and to bind the party which they are representing. This Contract will become binding on the date of last execution hereon:

CITY OF KENNEWICK, WASHINGTON

BERRYDUNN

Contract No. 23-013



Marie E. Mosley
City Manager

Chad Snow
Principal-in-Charge

Date Signed: _____

Date Signed: 2/14/2023

ATTEST:

Charles Snow
Printed Name & Title

Terri L. Wright
City Clerk

2211 Congress Street
Address

Portland ME 04102
City, State Zip

Date Signed: _____

Phone: 207-541-2294

APPROVED AS TO FORM:

Email: csnow@berrydunn.com

Lisa Beaton
City Attorney

Date Signed: _____

EXHIBIT A: Detailed Scope of Work

Exhibit A

City of Kennewick: Parks and Recreation Comprehensive Plan Update

Scope of Work

The City of Kennewick desires assistance in updating its Parks and Recreation Comprehensive Plan. Since completion of the 2019-2024 plan in 2019, the City has changed its operations, primarily due to the impact of COVID-19. The City is interested in reassessing its parks and recreation system to determine how needs have changed and how to best meet them moving forward.

The City has experienced steady residential and commercial growth over the past several years and is expected to grow to over 116,000 residents by 2040. The City wants to maintain its existing infrastructure and build new infrastructure to support economic development and expansion. Goals for this plan include:

- Define mission, vision, values, goals and objectives for Parks and Recreation divisions.
- Establish priorities and recommendations for existing and future parks and facility development, including types of parks, surplus, and timing of future development.
- Address appropriate staffing needs to support current level of service and future growth.

Phase One: Initial Project Planning

1.1 Conduct Initial Planning Call.

We will conduct an initial planning teleconference between BerryDunn's team and applicable staff to confirm project goals, objectives, and expectations and develop a Project Work Plan and Schedule. During this meeting, we will discuss methods of creating effective communication between BerryDunn and City staff, such as ongoing telephone/teleconference/ email check-ins and project status reports.

DELIVERABLE 1: Project Work Plan and Schedule

1.2 Conduct a Data Review.

One of the most important elements of this process will be our team's ability to gain a breadth of knowledge about plans, structure, operations, and systems, as well as staff and communities. To start the process, we will submit an information request to key stakeholders. As part of the information gathering phase, we will integrate information from other recent and current planning work.

1.3 Facilitate a Kickoff Meeting.

We will conduct a virtual project kickoff with the Kennewick project team that will serve as an opportunity to introduce our project team members, discuss goals, present our project approach and methodology, review the final schedule of key project dates, and answer questions.

1.4 Review Demographics and Population Projections.

To provide insight into the potential market for the City's parks, recreation facilities, open space, and trails, we will conduct a demographic analysis and market profile of the study area including population projections for the next 20-years.

Our team will utilize all information available from the U.S. Census Bureau, Esri, and other national and local sources. A detailed demographic analysis based on service areas will outline trends and information that could affect the need for land acquisition, development, and regional planning.

1.5 Analyze Trends

Trends analysis helps evaluate demographic shifts and their impact on future parks and recreation. This analysis helps identify regional interest and participation levels for a variety of activities; how services are provided through both administrative and planning trends; and how parks and recreation, amenities, programs, and events compare to national and regional trends.

DELIVERABLE 2: Demographics and Trends Report

Phase 2: Engagement

2.1 Develop a Comprehensive Engagement Strategy.

Our team understands how important engagement is to Kennewick. We will facilitate a robust community involvement process among Kennewick's stakeholders, partners, other service providers, and community members to seek consensus regarding community priorities for:

- Current park, trail, and open space inventory and uses
- Facility use and needs
- Desired system improvements, and
- Expectations and preferences from various user groups

The Needs Assessment will also evaluate and consider the availability of existing community recreational facilities (public and private) that may be available for community use over a 10-year planning horizon. Based on previous successes, the following engagement strategy is suggested to assure residents, user groups, associations, and other stakeholders are provided an opportunity to participate in the plan's development, and is recommended for this project:

- On-line Strengths, Weaknesses, Opportunities, and Threats (SWOT) Exercise: Staff perspectives are extremely important, and our approach intentionally involves staff throughout the entire process, as they will have responsibility for implementing the recommendations. A SWOT analysis is an effective and realistic way of identifying the market strengths and internal and external weaknesses, and of examining the opportunities and threats faced by the organization in the provision recreation venues and services.
- Engage Internal Leaders and Staff: Internal engagement with the City will include interviews and focus groups with Parks and Recreation Department leadership, management, and staff to conduct fact-finding activities, focusing on recreation programs, services, and facility operations.
- Focus Group Session(s): Focus group sessions will draw from user individuals and established groups. The purpose of these meetings is to gain insight into the current strengths, opportunities, and priorities, and to better understand if the Department is adequately meeting the needs of its residents. This method ensures a nucleus of participants with vested interest.
- Open House: We will hold a community-wide open house meetings to provide information and to validate and round out the qualitative information received from the focus groups.
- Stakeholder Interviews: We will conduct stakeholder interviews with those who can contribute specific information in a more detailed manner (might include representatives from neighboring communities, sister agencies, Recreation and Parks Commission members, etc.).
- Booth Engagement: One of the strategies for in-person engagement is through booths that are organized and staffed at special events. The purpose of booth engagement is to provide in-person input opportunities for stakeholders that are meaningful, efficient, and inviting.
- Project Website and Engagement Portal: We will create a project Social Pinpoint site that will keep the community informed of the project and provide citizens a means to share valuable input. Using this interactive online tool can strengthen the Department's relationship with its stakeholders, resulting in a diverse collection of feedback that will inform better planning outcomes. We will collaboratively determine which Social Pinpoint tools will best serve the desired outreach outcomes. We anticipate that the City will see value in utilizing Social Pinpoint's online polls, mapping, forums, and ideas wall. Publicly accessible findings will be available throughout the project.

As we develop a Comprehensive Engagement Strategy with the City, we will discuss both virtual and in-person options, identify and describe methods of community involvement, identify key stakeholders, create a schedule for public input events and surveys, develop a schedule for the promotion and

coordination of stakeholder input events, and identify specific stakeholder interview and focus group questions.

DELIVERABLE 3: Comprehensive Engagement Strategy

2.2 Statistically-Valid Survey

To get feedback from users and non-users of parks, recreation, and open space in the City, we will work with ETC to conduct a statistically-valid survey. ETC Institute will develop and administer a mailed survey. ETC will follow-up with residents who receive the mailed survey by sending texts, postcards, and a second mailing (if needed) to maximize participation in the survey. ETC Institute's fees including printing and mailing up to 3,000 surveys and 3,000 postcards. The goal will be to obtain completed surveys from 400 households. A sample of 400 completed surveys will provide results that have a margin of error of +/-5.0% at the 95% level of confidence at the City level. ETC services include:

- Survey design and sampling plan
- Administration of 15-20 minute survey
- Analysis and final report
- Goals by sub areas (city council district, planning area, etc.)
- Translation of online survey into other languages
- On-site presentation

2.3 Prepare an Engagement Feedback Summary.

Our team will summarize all input collected during Phase 2 and create an Engagement Feedback Summary.

DELIVERABLE 4: Engagement Feedback Summary

Phase 3: Analysis

3.1 Create a Parks, Trails and Open Space Inventory.

Our team will utilize all available base GIS materials to compile a thorough, updated assessment of parks, trails, and open space. We will supplement the inventory with various tasks including (but not limited to) research, mapping, and personal inspection and conditions of key parks, as needed.

DELIVERABLE 5: Park, Trails, and Open Space Inventory

3.2 Prepare a Level of Service Analysis and Maps.

Our team will build in the inventory to assess the level of service provided to City residents. The available capacity-style approach will be enhanced with on-site component data collection and analysis to create a complete data set and determine current conditions for:

- Quantity of all relevant system components
- Quality of components (three-point scaling along with aesthetic attributes)
- Functionality of components for their intended purpose for this plan life cycle

This GRASP® analysis builds upon the traditional capacity analysis, but is unique in its ability to analyze both the quantity (capacity) and quality of individual components of an entire system.

The process has been developed to provide detailed customized analyses of your system based on the unique assets of your community, to determine how effectively the current system is serving residents and visitors.

We will collect and classify park components. Using this predetermined list allows us to compare Kennewick to other agencies who have completed the GRASP® system and allows for a very efficient and budget minded inventory process. We are happy to share a complete list of GRASP® components in advance if requested. By combining these metrics with demographics information and findings from the survey, public engagement, and other tasks, we will tailor our deliverables to target issues, needs, and community goals specific to the Department.

DELIVERABLE 6: Level of Service Analysis and Mapping

3.3 Recreation Programs Assessment Report

We will develop an inventory of existing programs and subsequently compare the inventory to survey results and public input. This will help ensure program offerings are aligned appropriately with community needs. The analysis process will begin with an interactive workshop with Kennewick staff to review issues, challenges, strengths, and weaknesses of programs and services. An inventory of core programs will be developed and analyzed according to program life cycle distribution and age segment analysis. Other areas of review may include:

- Listing of the program inventory for the most recent year
- Program alignment with community need
- Programming trends within offerings as well as regional and national trends
- Assessing an equitable distribution of programs
- Developing key performance measures based on national best practice approaches

DELIVERABLE 7: Recreation Programs Assessment Report

3.7 Budget, Operations and Staffing Assessment.

We will use the most current NRPA ParkMetrics information to compile customized Agency Effectiveness Ratios based on your population size and geographic region to gather relevant benchmarking data from all other agencies in NRPA's dataset meeting those same parameters. We will provide the City with a comprehensive profile of our findings with analysis of how they may apply for your community.

3.8 Benchmarking Review

Our team will compile relevant benchmarking and comparison data of commonly accepted success indicators across four peer parks and recreation agencies, selected in partnership with the Kennewick project team. Typically, benchmarking compares population, operations, and/or capital improvement budgets, full-time employees (FTEs), and land acreage.

Deliverable 8: Budget, Staffing Assessment and Benchmarking Review

3.8 Maintenance Assessment and Analysis

At the heart of our project will be a thorough assessment of the Department's operations and maintenance characteristics. This will help our team identify opportunities for strengthening future service development and delivery—and, ultimately, quality of service and community impact.

We will assess the Department's maintenance capacity, efficiencies, growth areas, and other important characteristics. We will assess current equipment and projected future equipment needs. This will involve reviewing equipment and vehicle inventories, equipment replacement plans and schedules, capital investment into new equipment, maintenance and repair processes, and training for equipment use. We will review regular and preventative maintenance schedules, equipment management systems, and work request processes. Throughout the assessment, we will highlight opportunities to better leverage technology in order to improve maintenance operations. The resulting plan will help guide future service levels and inform future fiscal needs.

BerryDunn will interview supervisors and staff to review operations and maintenance practices. These interviews will inform our overall assessment of the Department's practices and policies. By engaging stakeholders in this way, we will help to ensure the resulting Maintenance Assessment and Analysis Report is grounded in reality and reflects the perspectives of those providing and supporting maintenance services on a regular basis. Additionally our team will assess the Department's current investments into parks maintenance and determine community satisfaction with current maintenance levels.

BerryDunn we also classify service levels for each park and trail classification. We will prepare park maintenance standards for up to 35 park components and amenities— such as playgrounds, walking paths, open areas, bathrooms, drinking fountains, etc.—and determine the cost per component to operate and maintain.

Based the information gathered and developed we will develop service level recommendations by park classification; recommendations for park standards and efficiencies; and suggested best practices.

DELIVERABLE 9: Maintenance Assessment and Analysis Report

Phase 4: Findings and Strategy Development

4.1 Compile, Validate, and Document Findings

BerryDunn will compile initial findings from the inventory, demographics, and needs assessments and will prepare a summary findings presentation for staff, decision makers, stakeholders, and the public to validate the accuracy of the findings. During this stage, we will confirm that all information identified and collected thus far is correct, and we will ask all stakeholders to share any additional issues or opportunities for consideration as we prepare to move forward into analysis and recommendations. During the findings phase of each project, BerryDunn project managers will compile a Key Findings Analysis Matrix that helps identify focus areas from the various tools and methodologies used to collect information.

DELIVERABLE 10: Key Findings Analysis Matrix

4.2 Conduct Visioning Workshops.

We will fully analyze identified findings to create implementable recommendations for Kennewick’s future. We want to be respectful of the staff’s time, while thoughtfully contributing our identified ideas, suggestions, qualitative, and quantitative findings. We also want to engage all interested members and key stakeholders in determining future vision and action plan steps for the City’s parks, recreation, and open space needs.

Following review of the Findings, we will facilitate three virtual Strategy Development Workshops that will include an analysis of all findings, including operational feasibility, political or historical constraints, and any other potential challenges. We will also identify opportunities for implementation steps, work plans, and funding implications. This workshop will help provide an articulated strategies for future acquisition, development, and maintenance of parks, trails, and open space, with goals, desired outcomes, and standards identified to direct policy and acquisition for existing and proposed facilities.

DELIVERABLE 11: Visioning Workshop Summary

4.3 Develop an Action/Implementation Plan.

We will work with the Kennewick project team to rank and prioritize action items, balancing needs and cost/benefit analyses, capacity of the City, and budgetary realities. The product of this task will be a set of recommendations with strategies, priorities, and identification of budget support funding mechanisms phased into immediate, near-term, and long-term time frames addressing needs regarding land acquisition, along with the development of parks and recreation programs and facilities.

DELIVERABLE 12: Focus Areas, Goals, and Action Items

4.4 Create Capital Improvement Plan.

The BerryDunn team will summarize and synthesize all research and citizen input, developing recommendations and priorities covering the next 20 years (2024–2044). We will start with the existing 6-Year Capital Improvement Plan and update it in a way that is consistent with the long- range needs assessment and reflective of goals and policies.

DELIVERABLE 13: Capital Cost Estimates

Phase Five: Draft and Final Plan

5.1 Develop a Draft Plan.

The BerryDunn team will summarize and synthesize all research and stakeholder input and develop recommendations and priorities into a Draft Parks, Recreation, and Open Space Comprehensive Plan. The product of this task will be a set of recommendations phased into immediate, near-term, and long-term timeframes that address goals and action strategies.

DELIVERABLE 14: Draft Parks, Recreation, and Open Space Comprehensive Plan

5.2 Update draft and develop the Final Parks, Recreation, and Open Space Comprehensive Plan.

After implementing edits and submitting to Kennewick for review after our presentation, we will develop a final Parks, Recreation, and Open Space Comprehensive Plan. The final plan will be placed on the City's website for public access, and we will encourage additional public announcement methodology as well as provide recommendations for tools to communicate with residents about ongoing implementation updates. We will also complete a standalone executive summary of the plan which will include a graphic display of data appropriate for the website.

DELIVERABLE 15: Final Parks, Recreation, and Open Space Comprehensive Plan

The final complete PROS Plan product will include:

- Level of Service data summaries, that depicts various levels of service and associated operation costs for both physical assets and recreation services
- Capital Improvement Program with a 10-year planning horizon and a more specific 6-year suggested Capital Improvement Plan
- Executive summary of the PROS Plan

5.3 Deliver a Final Presentation to City Council.

Team leadership will present the Parks, Recreation, and Open Space Comprehensive Plan to the Kennewick City Council. This presentation will give City leadership the opportunity to ask questions, and request final changes.

5.4 Lead an Implementation Workshop.

Following the final presentation, we will hold a virtual meeting to discuss techniques to effectively deploy the plan. The Final Parks, Recreation, and Open Space Comprehensive Plan will include a section providing a detailed sequence of steps needed for successful implementation. Our team not only brings extensive strategic planning consulting experience, but also experience leading implementation through our work as staff members with multiple agencies.

This plan can help to create a strategic culture of ownership and accountability all through the organization. The workshop will Provide strategies for collecting, tracking, and applying key performance indicators for park and recreation services.

Cost of Service

6.1 Proposed Cost of Services

We are pleased to propose a firm, fixed fee of \$110,400 to complete Kennewick's desired scope of work. We propose a firm, fixed fee inclusive of all time, materials, and travel. We do not bill hourly, therefore, hourly rates are not applicable. We will progress invoice on a monthly basis against each deliverable. Table 1 presents an itemized cost breakdown of this fee for the City's review.

These costs were developed based on several key factors, including the following:

- Our detailed work plan tailored to the City's unique specifications
- Our thorough deliverable review and quality management processes
- Our staffing plan and resource allocation, which provides the City with the appropriate number of resources and a level of expertise to complete the tasks defined in the RFP
- Our experience conducting projects of similar scope and size

Table 1: BerryDunn's Proposed Fees

Phase Cost	
Phase 1: Initial Project Planning	\$ 9,040
Phase 2: Engagement	\$ 31,814
Phase 3: Analysis	\$ 42,457
Phase 4: Findings and Strategy Development	\$ 14,107
Phase 5: Draft and Final Plan	\$ 11,782
Phase 6: Implementation	\$ 1,200
Total	\$ 110,400



City of Kennewick

Parks and Recreation Comprehensive Plan- Update Request for Proposal (RFP) 22-017

Send Proposal Packets via email to:

Jon Correio – jon.correio@ci.kennewick.wa.us

City of Kennewick Purchasing Dept

Submittal deadline:

Thursday, December 15th, 2022

No Later Than 2:00 pm Pacific Time

Projected Timeline:

Issue Request for Proposal	November 1, 2022
Deadline for Proposal Submission:	December 15, 2022
Oral Presentations/Interviews with the City Team	January 5, 2023
Potential Approval of Firm	January 17, 2023
Project Start Date	January 23, 2023
Complete Project with Council Adoption	by August 1, 2023

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I. *Introduction*

The City of Kennewick Parks, Recreation and Facilities Department is requesting proposals from qualified firms to provide consulting services to the City to update a Parks and Recreation Comprehensive Plan. The selected firm will have excellent proven experience and knowledge in parks and recreation planning, project management and will be effective in soliciting public involvement, will work closely with City staff, Parks & Recreation Commission in preparing the Plan.

The Plan drives City parks long-range and near-term planning and directs decision-making and resources towards a clearly defined vision for its future, including development and redevelopment of the parks, facilities and recreation system over the next six years. The plan will define mission, vision, values, goals and objectives for Parks and Recreation divisions. Establish priorities and recommendations for existing and future parks and facility development, including types of parks, surplus, and timing of future development. This plan will address appropriate staffing needs to support current level of service and identify future growth staffing needs.

The City utilizes comprehensive planning to develop a consistent future vision and strategic priorities. The goal of the comprehensive plan update is to provide the City a roadmap for desired future of its services, and develop an action plan to make the desired future a reality.

II. *Background*

The City of Kennewick's 2020 population estimate was 84,606. Kennewick has experienced steady residential and commercial growth over the past several years. Kennewick's population in 2000 was 54,571 and in 2010 the population had grown to 73,917 and a projected growth to 91,785 in 2025. Kennewick is the largest city in the region and the growth is expected to continue with 2037 population estimates are projected to be 112,044.

The City is a full-service municipality employing approximately 365 people to provide general government, public works, public safety, planning and community development, and recreational services.

The City of Kennewick currently maintains 25 developed city neighborhood/community parks, two regional parks – Columbia Park which is a 387-acre park and a regional 1.5-mile riverfront linear 70-acre park, and the Southridge Sports and Events Complex that includes 49 acres. These parklands are owned and/or leased by the City. In addition, the City is responsible for city right-of-ways, and an additional 164+ acres of urban natural open space and three park sites that are maintained by others.

The City of Kennewick offers recreational programs on a year-round basis across the city using both City of Kennewick and Kennewick School District sites. Participation in various types of recreation programs fluctuates from year to year with local interest, trends and established demand.

The Special Events program has been in existence for over 15 years. The program began due to an increased trend in the use of Columbia Park and other selected parks in the Kennewick Park System for special events. The continued success of the program is due to staff's ability to attract regional tournaments and the city's desirability as a tourism destination.

III. *Desired Qualifications of Consultant Firm:*

- Experience in working with citizens, boards, commissions, council, special interest groups and volunteer organizations.
- Expertise in visioning or similar public involvement programs and consensus building among diverse interest groups.
- Knowledge and experience in the preparation of comprehensive plans, including recreational

- land use, park design, economic development and capital facilities elements.
- Knowledge and experience in preparing plan implementation strategies including park land needs assessments.
- Knowledge and experience in the analysis and development cost of services, and comparator agency review.
- Innovation in the design of policies for incentivizing park zones in which revitalization and redevelopment is encouraged along with infill project areas.
- Proven track record of customer service and responsiveness to clients in a high contact setting.

IV. *Services Requested*

The City seeks a qualified consulting firm to develop a six year comprehensive parks and recreation plan as required by RCW 36.70a.07(8) and WAC 365-196-440.

V. *Scope of Work*

The project consists of furnishing all personnel, materials, supervision and travel to generally undertake and complete the tasks identified above.

The responsive submittal will include methods, means, and costs associated with achieving the above stated project goals and outcomes and a clear delineation of how the bidder intends to meet each of the desired qualifications outlined above.

Submissions of proposal should be no longer than 10 pages excluding appendices, consultant bios and include, but not necessarily be limited to, the following:

- Description of overall project approach;
- A brief narrative describing your firm and/or team;
- Background and qualifications of specific staff who will work on this project, resumes may be included in the appendices;
- Descriptions of relevant experience, including examples of similar work and related outcomes;
- Identify the individual in charge of contractual arrangements or managing contracts (i.e. project manager);
- Proposed fees and charges for the scope of work described;
- Include timeline for project;
- Methodology (including citizen participation program);
- A proposed schedule for project completion, with significant milestones;
- List of at least four references with contact information, may be included in the appendices.

VI. *Evaluation & Selection*

Proposals will be evaluated on the basis of both the consultant(s) and individual team member's experience and expertise on similar projects, as well as upon the team/firm's capacity (personnel and other resources) to complete the project within the proposed schedule. Factors that will be considered in the evaluation of the Scope of Work submitted will include:

- Responsiveness of the written proposal to the purpose and scope of services;
- Qualifications of key individuals in terms of what personnel will be committed to this project and what their qualifications are in producing the end product;
- Cost/Budget;
- Ability and history of successfully completing contracts of this type, meeting projected deadlines and experience in similar work;
- Successful and timely public participation;
- Park and Recreation Comprehensive plan development, regulations, and guideline experience.

Written technical questions regarding this RFP are required and should be directed to Parks, Recreation & Facilities Director, Nick Farline at City of Kennewick, via email at nick.farline@ci.kennewick.wa.us. Please allow a minimum of 3-business day's response time. No questions will be accepted 4 days prior to submittal deadline.

A selection committee consisting of three (3) City staff will evaluate proposal independently on the above factors. A short list of consultants will be invited to participate in interviews. An electronic version of the consultant's submittal packet is required. The submittal of the RFP is interpreted by the City as permission by the consultant for the City to verify all information contained therein. Failure to comply with such requests may automatically disqualify the consultant from further consideration. Additional information may be requested from the City by email nick.farline@ci.kennewick.wa.us

The selected consultant(s) will be required to certify compliance with applicable local, federal and state requirements and regulations. The City reserves the right to waive informalities, and to reject any and all proposals. All proposal materials shall become the property of the City of Kennewick.

It is anticipated that the contract will be an hourly rate with a not to exceed maximum amount. A cost proposal is required as part of the submission. During the final selection process, the City will discuss available project funds and a firm scope of work that will obtain the City's objectives within the funds available.

VII. Schedule:

The City requires all work performed under the contract completed by the consultant/vendor within the timelines specified above, after receiving the notice to proceed, with interim reports or draft results available for earlier consideration. This schedule shall be negotiated and discussed with the finalist.

Nothing contained in this RFP request shall create any contractual relationship with the City of Kennewick. Consultants are solely responsible for any costs incurred in the development and submission of the Proposal or any other presentation, in response to this RFP.



PROPOSAL TO THE

City of Kennewick, Washington

FOR A

Parks and Recreation Comprehensive Plan Update

RFP No. 22-017

BerryDunn

4722 North 24th St.
Phoenix, AZ 85016
207-541-2200

Chad Snow, PMP®

Principal-in-Charge
csnow@berrydunn.com

Teresa Jackson, CPO

Project Manager
teresa.jackson@berrydunn.com

Submittal Deadline:
December 15, 2022 at 2:00 PM

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Appendix A: Resumes

1. Executive Summary Letter



December 15, 2022

City of Kennewick
Attn: Jon Correio, Buyer II
210 W. 6th Ave.
Kennewick, WA 99336

Dear Jon Correio and Members of the Selection Committee:

On behalf of Berry Dunn McNeil & Parker, LLC (BerryDunn), thank you for the opportunity to submit our proposal in response to the City of Kennewick's (the City's) Request for Proposals (RFP #22-017) to conduct a Parks and Recreation Comprehensive Plan. Our proposal is a firm and irrevocable offer valid for 120 days from the submission deadline of December 15, 2022. We have received and acknowledge addenda 1-3.

BerryDunn is a leading consulting firm founded in 1974 with a specialized Parks, Recreation, Libraries Practice led by industry experts and former practitioners, who use their backgrounds to provide grounded and actionable recommendations to clients like the City. Collectively, our 21 parks, recreation, and libraries consultants provide specialized expertise across a full spectrum of related services.

The City is looking for a with relevant experience creating parks and recreation master plans as well as experience facilitating broad engagement working with citizens, boards, commissions, council, special interest groups, and volunteer organizations, to guide this planning effort.

As the City evaluates the best partner with which to collaborate on this important initiative, we ask that you consider a few of BerryDunn's key qualifications:

As parks and recreation professionals, we have navigated this same process.

- In particular, our project manager, Teresa Jackson, has managed multiple similar projects with diverse stakeholder and community engagement. She has also worked as an administrator for parks and recreation agencies, and will use this knowledge to inform recommendations.
- Our proposed engagement manager, Pat O'Toole, has worked on over 300 similar projects throughout his career. He will bring his experience to the City to help inform recommendations.
- Assisting consultant Jeff Milkes lives in Gresham, Oregon, and has managed similar projects in the Pacific Northwest. He is also experienced in cultural arts and will use this experience to inform recommendations within this Parks and Recreation Comprehensive Plan.

We will provide the City with an improved inventory and level of service analysis. We have added our GRASP® team to this project. This GRASP® methodology takes level of service to the next level. It combines inventory with GIS software to produce analytical maps and data that show usable access to recreation components and amenities across the City. We can also use this tool to assess the system with an equity lens related to parks and recreation access.

We will work closely with stakeholders to outline next steps. Our approach is built on providing actionable recommendations and a clear path forward. We will work with the City to help ensure the final report is put to use and not put on a shelf. We do this by building momentum and community support for the project from the very beginning, detailing next steps, grounding our recommendations in our practical experience, and leading an implementation workshop.

Introducing our Subconsultants

We are proud to partner with Bernardo Wills Architects (BWA), a full-service architecture, landscape architecture, and planning firm with experience across the Pacific Northwest. BWA will update the existing capital improvement plan and assist with landscape architectural needs. Our team also includes RRC Associates (RRC), who will design and implement a statistically-valid survey as part of the engagement process.

As a principal in BerryDunn's Local Government Practice Group, and chief operating officer of the Consulting Services Team, I am authorized to bind BerryDunn to the commitments made in this proposal. We appreciate this opportunity to propose and look forward to partnering with the City on this important undertaking. If you have any questions, please feel free to contact me directly using the information provided.

Sincerely,



Charles (Chad) Snow, PMP®, Principal
Chief Operating Officer, Consulting Services Team
4722 North 24th St.
Phoenix, AZ 85016
207.541.2294 | csnow@berrydunn.com

2. Project Understanding

2.1. Your Vision for this Plan

The City of Kennewick desires assistance in updating its Parks and Recreation Comprehensive Plan. Since completion of the 2019-2024 plan in 2019, the City has changed its operations, primarily due to the impact of COVID-19. The City is interested in reassessing its parks and recreation system to determine how needs have changed and how to best meet them moving forward.

The City has experienced steady residential and commercial growth over the past several years and is expected to grow to over 116,000 residents by 2040. The City wants to maintain its existing infrastructure and build new infrastructure to support economic development and expansion. Goals for this plan include:

- Define mission, vision, values, goals and objectives for Parks and Recreation divisions.
- Establish priorities and recommendations for existing and future parks and facility development, including types of parks, surplus, and timing of future development.
- Address appropriate staffing needs to support current level of service and future growth.

We are excited to bring our expertise as former administrators and our team to this project. We know our team can work hand in hand with the City of Kennewick to create an update to the Parks and Recreation Comprehensive Plan that embraces the City's culture and helps prepare for the future.

2.2. How the BerryDunn Team Can Help You Achieve This Vision

When it comes to assessing parks, recreation, and open space systems, we see distinct focus areas and mindsets.

- **Thorough Planning** – The City is interested in a plan that involves visioning and consensus building. Our team has experience assembling and engaging diverse interest groups with conflicting interests. We can help the City prioritize community needs.
- **Recommendations Based in Engagement** – Recommendations are centered around community needs and desires. We will use multiple virtual and in-person engagement tools to reach out to all members of the community and determine their needs. We have tools to evaluate barriers to access and will help the City as it strives to provide programs, services, and facilities to all Kennewick residents. We will work with stakeholders to help ensure that recommendations allow the City to realize this vision.
- **Outcome-Focused Vision** – We will help drive a vision for Kennewick parks, recreation, open spaces, and trails. This plan will align with requirements of the State of Washington's Recreation and Conservation Office (RCO). It will offer recommendations that allow the City to align its parks, recreation, open space, and trails system with the City's core mission and goals. We will also consider how this plan fits into the City's broader land use and development goals to revitalize and redevelop the community.

2.3. Highlights of Our Approach

Below, we outline highlights of our project approach. For ease of reading within the 10-page limit, we have presented an overview of our scope.

Phase One
Initial Project Planning
January 2023

Phase Two
Engagement
February - June 2023

Phase Three
Analysis
March - June 2023

Our Approach at a Glance

Objective:
To establish the foundation for the Parks and Recreation Comprehensive Plan and come to an agreement on facilitation, key stakeholders, and expected timelines.

- Key Tasks:**
1. Conduct initial project planning and a project kickoff call with the City's project team
 2. Develop a Project Work Plan and Schedule and facilitate a work session to review prior to finalizing
 3. Develop regular Project Status Updates and host progress meetings with the City and interested stakeholders
 4. Conduct a kickoff meeting with the City and interested stakeholders
 5. Develop and issue an information request to the City and review background documents
 6. Conduct a demographics assessment and prepare a report of results

Deliverables

1. Project Work Plan and Schedule
2. Demographics Report

Objective:
To engage all facets of the Kennewick community to paint an accurate picture of needs and desires.

- Key Tasks:**
7. Create a project-specific website with Social Pinpoint to engage residents who may not come to public meetings
 8. Host focus group sessions to address specific topics
 9. Meet with City Parks and Recreation leadership to conduct a strengths, weaknesses, opportunities, and threats (SWOT) analysis
 10. Host public meetings for information gathering
 11. Administer a statistically valid survey to reach users and non users of the parks and recreation system

Deliverables

3. Comprehensive Engagement Strategy
4. Engagement Feedback Summary

Objective:
To leverage existing conditions findings in guiding inventory and assessment of parks, trails, and open spaces.

- Key Tasks:**
12. Conduct an inventory of parks, recreation facilities, and open spaces
 13. Prepare a report of relevant trends that could impact parks, recreation, trails, and open space within the City
 14. Prepare an inventory and conduct a level of services analysis using GRASP® component based methodology
 15. Assess operations and maintenance to make recommendations and project annual costs
 16. Create maps of land use and infill opportunities

Deliverables

5. Park, Facility, and Open Space Inventory
6. Level of Service Analysis and Mapping
7. Recreation Programs Assessment Report
8. Budget, Operations, and Staffing Assessment

Phase Four
Findings and Visioning
July - August 2023

Phase Five
Draft and Final Plans
September - October 2023

Phase Six
Implementation
November 2023

Our Approach at a Glance

Objective:
To draft goals that set the stage for Kennewick's future parks and recreation system.

To help the City set future priorities and understand funding and other outstanding information needed to meet these goals.

Key Tasks:

17. Prepare and present a Key Issues Analysis Matrix
18. Conduct a visioning workshop
19. Present findings to the Parks and Recreation Commission
20. Develop goals, objectives, and action items
21. Review prioritization criteria
22. Create a capital improvement plan
23. Prepare RCO application for review

Objective:
To draft and finalize goals, policies, and actions and present to various boards, stakeholders, and the City Council for approval and adoption.

Key Tasks:

24. Develop draft Parks and Recreation Comprehensive Plan
25. Host presentations with the Parks and Recreation Commission and the City Council
26. Edit and format the Draft Plan with City and stakeholder edits
27. Finalize the Plan
28. Present the Final Parks and Recreation Comprehensive Plan Update to the City Council and the Parks and Recreation Commission

Objective:
To guide the City forward in plan implementation and create buy-in for recommendations.

Key Tasks:

29. Facilitate an Implementation workshop. The workshop will begin with discussion relating to the leadership system and cultural elements required to successfully deploy the plan. Other areas of discussion will include:

- Internal communication plans
- Identification of a plan champion or team of champions
- Methods of monitoring progress
- Ways to operationalize the mission, vision and values
- Employee and Council engagement
- Ongoing plan adjustments
- Connection to the community

Deliverables

- 9. Key Issues Analysis Matrix
- 10. Workshop Summary
- 11. Focus Areas, Goals, and Action Items
- 12. Capital Costing

Deliverables

- 13. Draft Parks and Recreation Comprehensive Plan Update
- 14. Final Parks and Recreation Comprehensive Plan Update

Deliverables

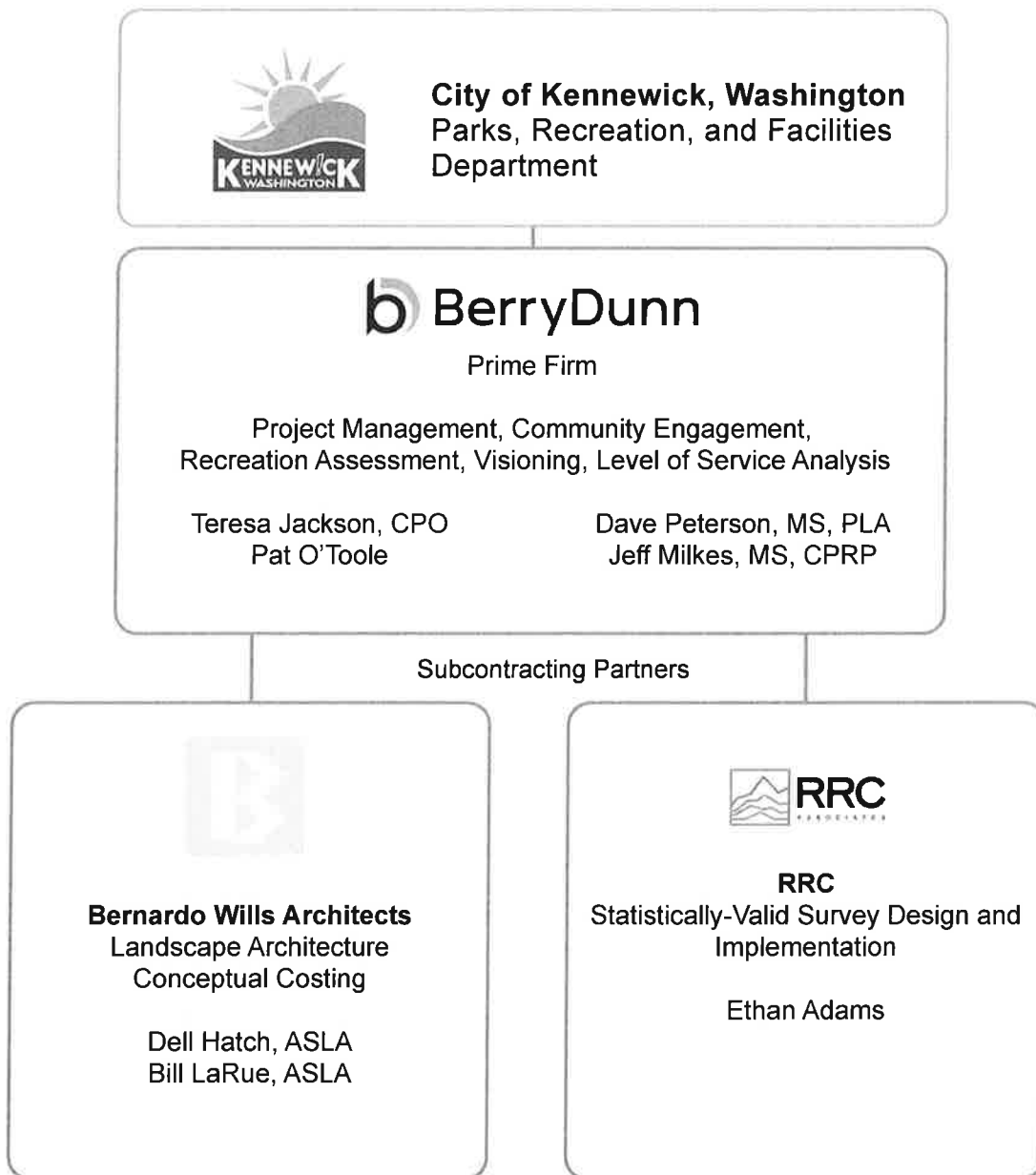
- 15. Implementation Workshop

3. Proposed Project Team

3.1. Proposed Project Team

The primary strength of our assembled team, illustrated in Figure 1, is our combined interdisciplinary experience, which will provide the City a comprehensive perspective throughout the project. We also believe that project success is inextricably linked to a “one project, one team” mentality, and a commitment to consistent communication with our clients. This aligned philosophy helps our clients to receive clear messaging, recommendations, and guidance from each team member, regardless of their role.

Figure 1: Project Team Organizational Chart



3.2. Team Members, Roles and Responsibilities

Below are biographies for key team members. For ease of reading within the core 10-page limit, resumes are included as Appendix A.



Teresa Jackson, CPO
Project Manager

As **project manager**, Teresa will be responsible for organizing and directing all aspects of this project. She will dedicate 189 hours to this project. Teresa is a senior consultant for BerryDunn's Parks, Recreation, Libraries practice. She has subject matter expertise in cost recovery, programming, marketing and operational assessments. She brings with her an extensive background in community outreach, facilities management, public policy, project management and programming. Teresa received a BS in Recreation Administration at Sacramento State University with a focus in Recreation Administration. Her experience in building strong relationships with team members, elected officials, partner organization, and community members makes her an ideal consultant on a variety of type projects.



Pat O'Toole
Engagement Manager

As **engagement manager**, Pat will provide project oversight and quality control. He will also assist with various planning elements. He will dedicate 16 hours to the Plan. Pat O'Toole is a manager for BerryDunn's Parks, Recreation, Libraries Practice. He brings over 40 years of management planning for parks and recreation agencies in a management role and as a consultant. He worked for many years as a Principal for Leon Younger and PROS. Pat also has previous management experience as both a director and an assistant director for several progressive agencies in four different states. He brings to BerryDunn extensive expertise in planning, needs assessments, operations, budgeting, pro formas, cost recovery and activity-based costing, funding sources, customer service, partnerships, efficiencies, public process, and all other facets of park and recreation agency management. He is skilled at leading forward-focused projects and teams, specifically related to creating vision and implementation.



Jeff Milkes, MS, CPRP
Supporting Consultant

As **supporting consultant**, Jeff Milkes will assist with various components of the project. He will dedicate approximately 80 hours to the project. Based in Gresham, Oregon, Jeff is a senior consultant with BerryDunn's Parks, Recreation, and Libraries Practice. He is a successful parks and recreation professional with over 35 years of progressively responsible experience with municipalities, special districts, and military recreation organizations. His work has focused on strategic planning, leadership development, performance management, non-traditional financing opportunities, and the provision of athletic and special events. Jeff brings with him extensive experience managing aquatic and recreation facilities, sports and fitness programs, and park operations. Jeff has served in a variety of capacities in the parks and recreation field: Recreation Coordinator, Sports Director, Community Center Manager, Aquatics Facility Manager, Recreation and Parks Manager, and Director of Parks & Recreation.



Dave Peterson, PLA
GRASP® Team Leader

As **GRASP® team leader**, Dave will manage the inventory and level of service analysis. He will spend 64 hours on this plan. Dave is a senior consultant with BerryDunn's Parks, Recreation, Libraries practice. His leadership in the science of parks and recreation planning embraces innovative techniques for incorporating demographics data into GIS analyses and determining needs beyond traditional broad-brush allocation strategies. Dave is a Registered Landscape Architect in Colorado and is a CLARB Certified Landscape Architect.

Subcontracting Partner - BWA



Dell Hatch, ASLA
Managing Director of Landscape Architecture

As **managing director of landscape architecture**, Dell Hatch will oversee the landscape architecture team for this project. For the majority of Dell's extensive career as a landscape architect, his conscious, deliberate approach to addressing the client's desired goals yields extraordinary, responsive design solutions. His outstanding graphics capabilities allow clients to clearly envision proposed designs. Dell has been a practicing landscape architect in the Eastern Washington and North Idaho regions for over 30 years and has produced site-specific designs for municipal, county, and state parks, public spaces and urban planning and design. His background and experience also includes large-scale recreational and land-use master planning. Dell routinely facilitates and participates in public informational presentations and public/stakeholder participatory workshops for planning related projects.



Bill LaRue, ASLA, Landscape Architect

As **landscape architect**, Bill will be the primary project landscape architect. He is an associate with BWA in Spokane, Washington, and specializes in parks and recreation master planning and design, community parks, athletic fields, trails, and playgrounds. With 35 years of experience, Bill provides our team with a full range of services related to parks and recreation, urban planning, neighborhood planning, and more. His expertise includes site analysis, schematic design, design development, and preparation of construction documents through construction observation services.

Subcontracting Partner - RRC



Ethan Adams, Research Analyst

As **research analyst**, Ethan will design and implement the statistically-valid survey. Based in Kaysville, Utah, Ethan is a highly skilled data analyst and social scientist with diverse work history and experience. With a Master of Arts in Applied Sociology, Ethan has a demonstrated history of applying academic theory and statistical research methodology to grounded public issues faced by community leaders. At RRC Associates, Ethan has applied his extensive knowledge of online survey design platforms and data management software to strengthen RRC's existing procedures while expanding the scope and capabilities of customized data collection methods. Ethan has worked on a wide variety of municipal research projects, including surveys that have informed parks and recreation services, housing issues, and city-wide master plan developments.

4. Representative Project Experience

4.1. Previous Project Examples

Below, we provide a list of regional clients for whom our team members have provided comparable services.

Parks and Recreation Master Plans:

- Bend Park and Recreation District, OR
- Canby, OR
- Kirkland, WA
- Moses Lake, WA
- Oregon City, OR
- Sherwood, OR
- Shoreline, WA
- Spokane, WA
- Metro Parks Tacoma, WA
- Peninsula Metropolitan Park District, WA
- Tualatin Hills Recreation District, OR
- Umatilla, OR
- Willamalane Park & Recreation District, OR
- Wilsonville, OR
- Woodburn, OR



4.2. References

Below and on the following pages, we present reference information for past clients who can speak to the quality of our work.

Willamalane Park & Recreation District, Springfield, Oregon
Comprehensive Parks and Recreation Master Plan Update

Reference:

Kristina Bao, Landscape Architect
250 S. 32nd St., Springfield, OR 97478-6302
541-736-4050 | kristinak@willamalane.org
Cost: \$124,999



Currently underway, this project includes a significant engagement effort with greater than 5,000 individual inputs, inventory, GRASP® analysis and level of service. Emphasis was placed on a high response rate for the survey, engagement with the tribal communities, teens and Latino communities. The master plan will include an in-depth analysis into the delivery of recreation services, parks maintenance and operations, and organizational and financial analysis. A key part of this master plan update is the focus on trails, trail management, regional connections, and opportunities for expansion. This master plan will guide policy and planning efforts for the next 10 to 20 years for this accredited and NRPA gold medal agency.

Georgetown, Texas
Parks and Recreation Master Plan

Reference:

Kimberly Garrett, CPRP, Parks and Recreation Director
512-930-3542 | kimberly.garrett@georgetown.org
Cost: \$229,798

Prior to merging with BerryDunn, GreenPlay completed a Parks and Recreation Master Plan for the City of Georgetown, Texas. Georgetown is an important community in Central Texas marking the Northern Boundary of the Austin Metro, one of the fastest growing population centers in all of the United States. The City's character is defined by its historic square and the cherished San Gabriel River. With a population of approximately 80,000 people, Georgetown is an important provider of housing, workforce, and entertainment opportunities within the region. Our team assessed the City's parks and recreation system, engaged the community, created a benchmarking analysis, and developed recommendations and an action plan to guide the city forward. Teresa Jackson was project manager.



Fruita, Colorado
Parks, Health, Recreation, Open Space, and Trails Master Plan

Reference:

Ture Nycum, Director of Parks and Recreation
324 N. Coulson St., Fruita, CO 81521
970-858-0360 | tnycum@fruita.org
Cost: \$109,999

Prior to merging with BerryDunn, GreenPlay worked with the City of Fruita to conduct a Parks, Health, Recreation, Open Space, and Trails Master Plan. This plan updated the previous POST Master Plan completed in 2009. It also included analysis of recreation and public health elements within the City. In the decade since the previous plan, Fruita has experienced a high level of growth with many new residents and businesses moving into the City. As such, it was necessary to evaluate the parks, open space, trails, and recreation system. Our team conducted an extensive public engagement process, which also included Bang the Table online engagement tools. We conducted GRASP® Active level of service analysis to evaluate the system with regard to public health, and preparing a connectivity analysis. Fruita manages 181 acres of open space and 2.65 miles of trails. Through this process, we found that satisfaction was high with the open space system. The City had recently completed initiatives to increase connectivity between parks and open space assets, and residents were satisfied with these efforts. Our team used the information gathered to provide recommendations for the short-term and long-term use of the system. Team members included DHM Design and RRC Associates. Teresa Jackson was project manager.



Renton, Washington
Recreation Strategic Plan

Reference:

Maryjane Van Cleve, Director
1055 South Grady Way
Renton, WA 98057
425-430-6713
mvancleave@rentonwa.gov

Prior to merging with BerryDunn, GreenPlay undertook a strategic planning for effort for the City of Renton, WA's (pop. 101,000) recreational programs and services. This plan included an operational assessment and a services assessment, as well as a cost recovery policy and procedure review and update, building on the Division's existing Cost Recovery Guidelines. The goals for this update were to maximize the effectiveness of the Recreation Division assuring the framework for future planning, programming, budgeting, pricing, and resource allocation for the City's recreation programs and services. This resulted in a more focused public outreach effort to facilitate an outcome that reflects City Council goals, the mission and vision of the Department and Recreation Division, and values of the community. The plan provided justifiable, articulated and agreed upon service delivery strategy and pricing rationale that can be used to allocate resources and establish pricing levels that most effectively meet community needs. Most importantly, the plan linked strategic and tactical intents to overall goals and desired outcomes through an easily understood and implementable measurable approach.



Moses Lake, Washington
Comprehensive Master Plan for Parks and Recreation

Reference:

Allison Williams, City Manager
401 S. Balsam St.
Moses Lake, WA 98837
509-764-3702 | citymanager@cityofml.com

Our team recently completed a Comprehensive Master Plan for Parks and Recreation for the City of Moses Lake. This project serves as a long-range planning guide and a resource for clearly defining the City's vision. Moses Lake is home to one of the state's largest freshwater lakes and provides residents and visitors with active and passive water based recreation opportunities in its parks and natural areas. The City offers over 30 parks with various amenities and activities, including boating, swimming, walking trails, wildlife viewing, playgrounds, picnic tables, and more. This plan was built on a goal of effective alignment of the goals and providing for the timely collection of needs assessment data. Our team completed a thorough community engagement process, an inventory and level of service analysis, development of values and vision, and development of goals and action items. Team members included BWA and RRC. Jeff Milkes was project manager.



5. Cost Proposal

5.1. Proposed Cost of Services

We are pleased to propose a firm, fixed fee of \$99,900 to complete the City's desired scope of work. We propose a firm, fixed fee inclusive of all time, materials, and travel. We will progress invoice on a monthly basis against each deliverable. Table 1 presents an itemized cost breakdown of this fee for the City's review.

These costs were developed based on several key factors, including the following:

- ▀ Our detailed work plan tailored to the City's unique specifications
- ▀ Our thorough deliverable review and quality management processes
- ▀ Our staffing plan and resource allocation, which provides the City with the appropriate number of resources and a level of expertise to complete the tasks defined in the RFP
- ▀ Our experience conducting projects of similar scope and size

Table 2: Proposed Fee Breakdown

PHASE	COST
Phase 1: Initial Project Planning	
	\$9,040
Phase 2: Engagement	
	\$31,814
Phase 3: Analysis	
	\$31,957
Phase 4: Findings and Visioning	
	\$14,107
Phase 5: Draft and Final Plans	
	\$11,782
Phase 6: Implementation	
	\$1,200
TOTAL	\$99,900



Appendix
Team Resumes



TERESA JACKSON, CPO
Project Manager

EDUCATION

Bachelor of Science in
Recreation Administration,
California State University, 2000
Certified Aquatics Facility
Operator (AFO)
Certified Pool Operator (CPO)

KEY QUALIFICATIONS

- Certified Aquatics Facility Operator & Certified Pool Operator
- More than 15 years of experience in Parks & Recreation
- Subject matter expertise in cost recovery, programming, marketing and operational assessments

Teresa Jackson is a Senior Consultant with BerryDunn’s Parks, Recreation and Libraries Practice. She has an extensive background in community outreach, facilities management, public policy, project management and programming. During Teresa’s extensive 25 years of public service she collaborated with non-profits, community based organizations and neighboring municipalities to deliver activities and programs in small, mid-sized and large communities. Teresa received a BS in Recreation Administration at Sacramento State University with a focus in Recreation Administration. Her experience in building strong relationships with team members, elected officials, partner organizations and community members make her an ideal consultant on a variety of type projects.

CURRENT/PRIOR POSITION SUMMARY

BerryDunn, Consultant, 2022 – Present

GreenPlay, LLC, Project Consultant, 2019 – 2021 (Merged with BerryDunn in January 2022)

Community Center Operations Manager, Estes Valley Recreation and Park District, CO, 2016 - 2019

Event Manager, Boulder Parks & Recreation Dept., CO, 2015 - 2016.

Recreation Superintendent, City of Sacramento, Department of Parks and Recreation, CA, 2007 - 2015

City of Sacramento, Department of Parks and Recreation, CA

HIGHLIGHTED EXPERIENCE

Brighton, CO – Parks, Recreation, Open Space, and Trails Master Plan

Canton, MI – Recreation Center Feasibility Study

Chandler, AZ – Multipurpose Recreation Center Feasibility Study

El Paso County, CO – Parks and Recreation Master Plan

Georgetown, TX – Parks and Recreation Master Plan/Cost Recovery Study

Glendale, AZ – Parks and Recreation Master Plan

Grover Beach, CA – Senior Center Needs Assessment & Feasibility Study

Hurst, TX – Cost Recovery Study

Kingman, AZ – Parks, Recreation, and Trails Master Plan

Mesa, AZ – Parks and Recreation Master Plan

Mesa, AZ – Climate Action Plan Community Action Study

Renton, WA – Recreation Strategic Plan and Resource Allocation Study

Tulsa, OK – Parks and Recreation Master Plan and Cost Recovery Study

Valley Wide Recreation & Park District, CA – Master Plan Update; Cost Recovery, Resource Allocation and Revenue Enhancement Study

Valdez, AK – Parks and Recreation Master Plan

Victorville, CA – Parks and Recreation Master Plan



PAT O'TOOLE

Engagement Manager

EDUCATION

Bachelor of Science in
Recreation Administration,
Kansas State
University, 1978

NRPA Pacific Revenue Sources
Management School, 1986-1989

NRPA Revenue Sources
Management School, Board of
Regents, 1993-1995

PROFESSIONAL AFFILIATIONS

Member of National Recreation
and Park Association,
1979-Present

Certified Leisure Professional,
1979-1994

National Register's Who's Who
in Executives and Professionals,
2006, 2007

Member of Indiana Park &
Recreation Association, 1992-
2002

Member of Ohio Park and
Recreation Association, 1989-
1992; Board of Trustees, 1991-
1992

Member of Missouri Park and
Recreation Association, 1985,
1986, 2000-2002

Member of Kansas Recreation
and Park Assoc., 1977-1984,
2001, 2002

Pat O'Toole is a Manager for BerryDunn's Parks, Recreation, Libraries Practice. He brings over 40 years of management planning for parks and recreation agencies in a management role and as a consultant. He worked for many years as a Principal for Leon Younger and PROS. Pat also has previous management experience as both a director and an assistant director for several progressive agencies in four different states. He brings to BerryDunn extensive expertise in planning, needs assessments, operations, budgeting, pro formas, cost recovery and activity-based costing, funding sources, customer service, partnerships, efficiencies, public process, and all other facets of park and recreation agency management. He is skilled at leading forward-focused projects and teams, specifically related to creating vision and implementation.

CURRENT/PRIOR POSITION SUMMARY

BerryDunn, Manager: 2022 - Present

GreenPlay LLC, Principal, 2003 - 2021 (Merged with BerryDunn in January 2022)

OATS, LLC, President, 2002 - 2008

Leon Younger & PROS, Principal, 1995 - 2002

Public Parks and Recreation Administration from 1979-1995:

Indy Parks & Recreation, Indianapolis, IN – Assistant Director 1992-1995

Lake Metroparks, Cleveland, OH – Assistant Director 1988-1992

Jackson County Parks & Recreation, Kansas City, MO – Asst. Director
1984-1988

Kingman Recreation Commission, Kingman, KS – Director 1979-1984

REPRESENTATIVE PROJECT EXPERIENCE

Pat has worked on over 300 projects in 46 states since 1995.

Mississippi State Parks – Financial Operations Assessment

Arizona State Parks – Cattail Cove Master Plan Operations Assessment

Charleston County Parks and Recreation Commission, SC – ADA
Transition Plan

Colchester, VT – Parks and Recreation Needs Assessment and Master
Plan

Coconino County, AZ – Parks and Recreation Master Plan

Forest Preserve District of Cook County, IL – Master Plan

Los Alamos County, NM – Parks, Recreation, and Open Space Master
Plan

Mesa, AZ – Parks, Recreation, and Cultural Facilities Master Plan and
Climate Action Plan

Oakland County, MI – Cost Recovery and Resource Allocation Study and
Waterpark Operations Assessment

Stafford County, VA – Park Utilization Assessment Phases I and II



DAVE PETERSON, MS, RLA
GRASP® Team Leader

EDUCATION

M.S., Exercise and Sports
Science, University of Arizona,
Tucson, Arizona

B.S., Landscape Architecture,
Colorado State University, Fort
Collins, Colorado

B.S., Education, University of
Nebraska, Lincoln, Nebraska

CERTIFICATIONS

Registered Landscape Architect
in Colorado (#977), 2012

CLARB Certified Landscape
Architect

Dave Peterson is a Senior Consultant and leader of the BerryDunn GRASP® Team. His leadership in the science of parks and recreation planning embraces innovative techniques for incorporating demographics data into GIS analyses and determining needs beyond traditional broad-brush allocation strategies.

Dave started his career in community development and planning but expanded to park and school design. This provided an excellent transition into park and recreation master planning. This variety of experience, as well as his diverse background in education and sports medicine make him a valuable team member.

Dave loves the latest in software and technology and is always looking for the newest computer graphic technique or process to incorporate into his projects. He also enjoys the opportunity to visit hundreds of parks each year as part of GRASP® inventory and assessment. Parks and recreation master planning and comprehensive GIS mapping using composite values methodology incorporates both detailed and broad thinking and therefore is a good match for his skills. Dave is a Registered Landscape Architect in Colorado and is a CLARB Certified Landscape Architect.

REPRESENTATIVE PROJECT EXPERIENCE:

Park & Recreation Master Planning

- Angleton, Texas
- Arlington County, Virginia
- Aurora, Colorado
- Barrington, New Hampshire
- Brookline, Massachusetts
- Bloomington, Illinois
- Cary, North Carolina
- Charleston County, South Carolina
- Cook County Forest Preserve District, River Forest, Illinois
- Commerce City, Colorado
- Corvallis, Oregon
- Denver, Colorado
- Desert Recreation District, Indio, California
- El Paso County, Colorado
- Encinitas, California
- Farmington, New Mexico
- Glendale, Arizona
- Greater Vallejo Recreation District, California
- Green Valley Ranch Metro District, Denver, Colorado
- Hampton, Virginia
- Hamilton County, Tennessee
- Henderson, Nevada
- Kirkland, Washington
- Lakewood, Colorado
- Lathrop, California
- Littleton, Colorado
- Louisville, Colorado
- Palm Springs, California
- Pearland, Texas
- Perris, California
- Plainfield Park District, Illinois
- Post Falls, Idaho
- Sandpoint, Idaho
- Springfield Park District, Springfield, Illinois
- Stafford County, Virginia
- Stonecrest, Georgia
- Tualatin Hills Park and Recreation District, Beaverton, Oregon
- Tulsa, Oklahoma
- Valdez, Alaska
- Valleywide Rec. District, California
- Victorville, California
- Wake Forest, North Carolina
- Wheat Ridge, Colorado
- Wilsonville, Oregon
- Windsor, Colorado

Healthy Communities Planning

- Arlington Heights Park Dist., Arlington Heights, Illinois
- Liberty, Missouri
- South Bend, Indiana

Statewide Comprehensive Outdoor Recreation Plan (SCORP)

- Maryland Department of Natural Resources
- State of New Mexico

Parks Asset Inventory/Assessment

- City and County of Denver, Colorado



JEFFREY MILKES, MS, CPRP
Supporting Consultant

EDUCATION:

M.S., Recreation and Resource Development, Texas A&M University, 1987

B.S., Recreation & Park Management, University of Oregon 1985

CERTIFICATIONS

Certified Park & Recreation Professional (CPRP),

National Recreation and Park Association

Graduate, Parks & Recreation Director's School, National Executive Leadership School & Supervisors Management School, National Recreation & Parks Association

Numerous presentations at NRPA Conference, Oregon Recreation and Parks Association, Washington Recreation and Parks Association, and the International Livable Cities Conference

Medal for Superior Civilian Service and the Commander's Award for Civilian Service, US Army

Jeff Milkes is a Senior Consultant for BerryDunn and is a successful parks and recreation professional with over 35 years of progressively responsible experience with municipalities, special districts, and military recreation organizations. His work has focused on leadership development, performance management, non-traditional financing opportunities, and the provision of athletic and special events. Jeff brings with him extensive experience managing aquatic and recreation facilities, sports and fitness programs, and park maintenance. He is passionate about developing community offerings with a high level of creativity and imagination.

During his long and successful career, Jeff has served in a variety of capacities in the parks & recreation field. He worked his way up from Recreation Coordinator, Sports Director, Community Center Manager, Aquatics Facility Manager, Recreation and Parks Manager to Director of Parks & Recreation. He has delivered recreation services in small, mid-sized and large communities in Oregon and California. Jeff's professional view of the field and judgement are often seen through the unique lens of an individual who has spent over fifteen years working overseas, supporting our active duty military and their family members. He served as a Supervisory Recreation Specialist, Athletic Director and finally as Chief of Community Recreation, working on both Army and Navy bases in Germany, Korea, Guam, and Spain. Jeff earned numerous awards and medals for his service.

BerryDunn, Senior Consultant, 2022-Present

GreenPlay, LLC, Project Manager/Consultant, 2019-2021 (Merged with BerryDunn in January 2022)

Director, Parks & Recreation: City of Cupertino, California

Southeast Services Manager: Portland, Oregon Parks & Recreation

Chief, Community Recreation Division: Dept. of Army, Baumholder, Germany

Recreation and Aquatics Manager: North Clackamas Parks Rec. District, Milwaukie, OR

Supervisory Recreation Specialist: US Army & US Navy, Rota, Spain, Dededo, Guam, Taegu, Korea and Stuttgart, Germany

REPRESENTATIVE PROJECT EXPERIENCE:

Canby, OR – Parks and Recreation Master Plan

Fountain Hills, AZ – Community Services Parks, Trails and Recreation Master Plan

Greater Vallejo Recreation District, CA – 10-Year Master Plan

Kirkland, WA – Parks and Recreation Master Plan

Montebello, CA – Park Facilities Master Plan

Moses Lakes, WA – Parks Master Plan

Newport, OR – Recreation Business Plan

Perris, CA – Parks and Recreation Master Plan

Umatilla, OR – Park Master Plan

Windsor, CO – Impact Fee Methodology Study

Winnemucca, NV – Aquatic Center Feasibility Study



Dell Hatch, ASLA
PRINCIPAL | MANAGING DIRECTOR OF LANDSCAPE ARCHITECTURE

For the majority of Dell's extensive career as a landscape architect, his conscious, deliberate approach to addressing the client's desired goals yields extraordinary, responsive design solutions. His outstanding graphics capabilities allow clients to clearly envision proposed designs. Dell has been a practicing landscape architect in the Eastern Washington and North Idaho regions for over 30 years and has produced site-specific designs for municipal, county, and state parks, public spaces and urban planning and design, streetscape/town revitalization projects, design of community gateways and monument signage, and K-12 schools and universities. His background and experience also includes large-scale recreational and land-use master planning. Dell routinely facilitates and participates in public informational presentations and public/stakeholder participatory workshops for planning related projects.

EDUCATION

Bachelor of Landscape Architecture
University of Idaho

CREDENTIALS

Licensed Landscape Architect:
WA | ID | AZ | NV

AFFILIATIONS

Member, American Society of Landscape Architects

“Dell was someone I counted on regularly to help solve problems that occurred, it was one of the best projects that I worked on and I give credit to Dell for making that project so enjoyable.”

-Bill Greenwood
DIRECTOR, PARKS & RECREATION
CITY OF COEUR D'ALENE

ADDITIONAL RELEVANT PROJECTS

- * Riverfront Park North Bank Playground, City of Spokane, WA
- * Place of Truths Urban Plaza, City of Spokane, WA
- * Atlas Mill Waterfront Development, City of Coeur d'Alene, ID
- * War Memorial Field, City of Sandpoint, ID
- * Liberty Lake Regional Park Master Plan, Spokane County, WA
- * McEuen Park Redevelopment Masterplan, City of Coeur d'Alene, ID
- * Four Corners/Bureau of Land Management Corridor Master Plan, City of Coeur d'Alene, ID
- * Farragut State Park and Brig Visitor Center Master Plan, Idaho Department of Parks and Recreation, Athol, ID
- * Hell's Gate State Park Lewis & Clark Interpretive Center, Idaho Department of Parks and Recreation, Lewiston, ID
- * Indian Hills and Itani Parks Master Plans, City of Moscow, ID
- * Town Square Plaza, City of Liberty Lake, WA
- * Harvard Road Landscape Enhancements and City Entry, City of Liberty Lake, WA
- * Ferris High School Replacement - Site Design and Landscape Architecture, Spokane Public Schools, Spokane, WA
- * Shadle Park High School Athletic Fields Improvements Phases I and II, Spokane Public Schools, Spokane, WA
- * Hart Field Renovations and Improvements, Spokane Public Schools, Spokane, WA
- * Performing Arts and Sports Complex Conceptual Master Plan, Mead School District, Mead, WA
- * University of Idaho Campus Gateways, Moscow, ID
- * University of Idaho Kibbie Synthetic Sports Fields, Moscow, ID
- * University of Idaho Kibbie Dome East End Expansion, Moscow, ID



Bill LaRue, ASLA

ASSOCIATE | LANDSCAPE ARCHITECT

Bill is an Associate with BWA in Spokane, Washington, and specializes in parks and recreation master planning and design, community parks, athletic fields, trails, and playgrounds. With 35 years of experience, Bill provides our team with a full range of services related to parks and recreation, urban planning, neighborhood planning, streetscapes, land-use and master planning, gateway and signage studies, planting, and irrigation design. His expertise includes site analysis, schematic design, design development, and preparation of construction documents through construction observation services. He excels in site layout and production of presentation drawings, grading plans, and construction details.

EDUCATION

Bachelor of Landscape Architecture,
University of Idaho

CREDENTIALS

Licensed Landscape Architect:
Washington, #723

AFFILIATIONS

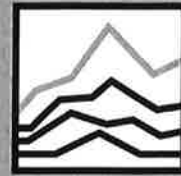
Member, American Society of Landscape
Architects

ADDITIONAL RELEVANT PROJECTS

- * Liberty Lake Regional Park Master Plan, Spokane County, WA
- * Flora Property Master Plan, City of Spokane Valley, WA
- * Riverfront Park North Bank Regional Playground, City of Spokane, WA
- * CSO Tank 26 - A Place of Truths Urban Plaza, City of Spokane, WA
- * Union Stadium, Performing Arts and Athletic Fields, Mead School District, Mead, WA
- * Ridgeline High School Sports Complex, Central Valley School District, Liberty Lake, WA
- * Sports Complex, East Valley School District, Spokane Valley, WA
- * Balfour Park Master Plan Update, City of Spokane Valley, WA
- * McEuen Park Redevelopment Master Plan and Implementation Plan, City of Coeur d'Alene, ID
- * Mirabeau Point Master Plan, Spokane County, WA
- * Mirabeau Springs and Mirabeau Meadows Park Implementation Plans, Spokane County, WA
- * Memorial Park/Mullan Road Redevelopment, City of Coeur d'Alene, ID
- * North Lewiston Gateway, City of Lewiston, ID
- * Indian Hills and Itani Park Master Plans, City of Moscow, ID
- * Lola Clyde and Milton Arthur Parks Master Plans, City of Moscow, ID
- * Edible Food Forest Park Master Plan, City of Moscow, ID
- * Latah-Hangman Creek Trail, National Park Service, Spokane County, WA
- * Riverfront Park Improvements, City of Spokane, WA

“Dell, Bill, and the Bernardo Wills team have continuously met our expectations, and we recommend them as a highly reputable firm...”

-Marcia Davis
PRINCIPAL ENGINEER
CITY OF SPOKANE



RRC
ASSOCIATES



CONTACT

P: 303-396-1619

E: Ethan@rrcassociates.com

W: rrcassociates.com

Ethan Adams

Senior Data Analyst

ABOUT

Based in Kaysville, Utah, Ethan is a highly skilled data analyst and social scientist with diverse work history and experience. With a Master of Arts in Applied Sociology, Ethan has a demonstrated history of applying academic theory and statistical research methodology to grounded public issues faced by community leaders. At RRC Associates, Ethan has applied his extensive knowledge of online survey design platforms and data management software to strengthen RRC's existing procedures while expanding the scope and capabilities of customized data collection methods. Ethan has worked on a wide variety of municipal research projects, including surveys that have informed parks and recreation services, housing issues, and city-wide master plan developments. Additionally, he's skilled in conducting tourism, employment, and event focused economic analyses for resorts, communities, and destinations across the country.

EDUCATION

Master of Arts in Applied Sociology, University of Northern Colorado 2018

Bachelor of Arts in Sociology, Minor in Psychology, University of Northern Colorado 2016

PROFESSIONAL EXPERIENCE

<i>2021 to present</i>	Senior Data Analyst, RRC Associates, Boulder, CO
<i>2018 to 2021</i>	Data Analyst, RRC Associates, Boulder, CO
<i>2017 to 2018</i>	Social Research Associate, UNC Social Research Lab, Greeley, CO
<i>2016 to 2018</i>	Research Assistant, University of Northern Colorado, Greeley, CO
<i>2014 to 2017</i>	Asset and Profit Protection Manager, Sears Holdings, Greeley, CO

RELEVANT WORK EXPERIENCE

Parks & Recreation Needs Assessments

Canon City, CO
Coconino County, AZ
Desert Recreation District, CA
Frisco, CO
Hampton, VA
Orlando, FL

Citizen/Comprehensive Plan Surveys

Grand Junction, CO
Gunnison, CO
Lafayette, CO
Meeker, CO
Vail, CO

Tourism/ Visitor Research

Aspen Skiing Company, CO
Beaver Creek Tourism and Event, CO
Bend, OR
Breckenridge Tourism Office, CO
Golden Isles Convention & Visitors, GA
Sierra-at-Tahoe, CA
Town of Vail, CO
Visit Estes Park, CO

Affordable Housing Survey

Roaring Fork Valley, CO
Boulder, CO
San Miguel County, CO



BERRDUN-03

HCTALBOT

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/1/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Clark Insurance 1945 Congress Street, Bldg A PO Box 3543 Portland, ME 04104-3543	CONTACT NAME: Heather Caston-Talbot, AAI, CIIP, CIC PHONE (A/C, No, Ext): _____ FAX (A/C, No): _____ E-MAIL ADDRESS: hcaston-talbot@clarkinsurance.com
	INSURER(S) AFFORDING COVERAGE
INSURED Berry Dunn McNeil & Parker LLC PO Box 1100 Attn: Jodi Coffee Portland, ME 04104	INSURER A : Hanover American NAIC # 36064
	INSURER B : Massachusetts Bay NAIC # 22306
	INSURER C : The Hanover Insurance Company NAIC # 22292
	INSURER D : Maine Employers Mutual Ins Co NAIC # 11149
	INSURER E : _____
	INSURER F : _____

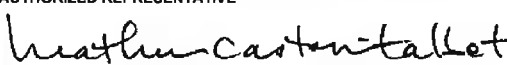
COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> ISO form CG 00 01 GEN'L AGGREGATE LIMIT APPLIES PER: POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER: _____	X		ZZP D240054	4/30/2022	4/30/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 _____ \$ _____
B	<input type="checkbox"/> AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			ADPD240058	4/30/2022	4/30/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ _____ BODILY INJURY (Per accident) \$ _____ PROPERTY DAMAGE (Per accident) \$ _____ Hired Auto P.D. \$ 50,000
C	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			UHP D240055	4/30/2022	4/30/2023	EACH OCCURRENCE \$ 8,000,000 AGGREGATE \$ 8,000,000 _____ \$ _____
D	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	5101800149	1/1/2023	1/1/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E L EACH ACCIDENT \$ 1,000,000 E L DISEASE - EA EMPLOYEE \$ 1,000,000 E L DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
30 day notice of cancellation with 10 days notice for non-payment of premium, if required by written contract/agreement.

The City of Kennewick is additional insured with respect to general liability if required by written contract per the attached endorsement. Employers' Liability only (not Workers' Comp) applies in the state of WA per form WC 99 03 27.

CERTIFICATE HOLDER City of Kennewick PO Box 6108 210 W 6th Avenue Kennewick, WA 99336	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

COMMERCIAL GENERAL LIABILITY BROADENING ENDORSEMENT

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SUMMARY OF COVERAGES

1.	Additional Insured by Contract, Agreement or Permit	Included
2.	Additional Insured – Primary and Non-Contributory	Included
3.	Blanket Waiver of Subrogation	Included
4.	Bodily Injury Redefined	Included
5.	Broad Form Property Damage – Borrowed Equipment, Customers Goods & Use of Elevators	Included
6.	Knowledge of Occurrence	Included
7.	Liberalization Clause	Included
8.	Medical Payments – Extended Reporting Period	Included
9.	Newly Acquired or Formed Organizations - Covered until end of policy period	Included
10.	Non-owned Watercraft	51 ft.
11.	Supplementary Payments Increased Limits	
	- Bail Bonds	\$2,500
	- Loss of Earnings	\$1000
12.	Unintentional Failure to Disclose Hazards	Included
13.	Unintentional Failure to Notify	Included

This endorsement amends coverages provided under the Commercial General Liability Coverage Part through new coverages, higher limits and broader coverage grants.

1. Additional Insured by Contract, Agreement or Permit

The following is added to **SECTION II – WHO IS AN INSURED:**

Additional Insured by Contract, Agreement or Permit

- a. Any person or organization with whom you agreed in a written contract, written agreement or permit that such person or organization to add an additional insured on your policy is an additional insured only with respect to liability for "bodily injury", "property damage", or "personal and advertising injury" caused, in whole or in part, by your acts or omissions, or the acts or omissions of those acting on your behalf, but only with respect to:

- (1) "Your work" for the additional insured(s) designated in the contract, agreement or permit;

- (2) Premises you own, rent, lease or occupy; or

- (3) Your maintenance, operation or use of equipment leased to you.

- b. The insurance afforded to such additional insured described above:

- (1) Only applies to the extent permitted by law; and

- (2) Will not be broader than the insurance which you are required by the contract, agreement or permit to provide for such additional insured.

- (3) Applies on a primary basis if that is required by the written contract, written agreement or permit.
 - (4) Will not be broader than coverage provided to any other insured.
 - (5) Does not apply if the "bodily injury", "property damage" or "personal and advertising injury" is otherwise excluded from coverage under this Coverage Part, including any endorsements thereto.
- c. This provision does not apply:
- (1) Unless the written contract or written agreement was executed or permit was issued prior to the "bodily injury", "property damage", or "personal injury and advertising injury".
 - (2) To any person or organization included as an insured by another endorsement issued by us and made part of this Coverage Part.
 - (3) To any lessor of equipment:
 - (a) After the equipment lease expires; or
 - (b) If the "bodily injury", "property damage", "personal and advertising injury" arises out of sole negligence of the lessor
 - (4) To any:
 - (a) Owners or other interests from whom land has been leased which takes place after the lease for the land expires; or
 - (b) Managers or lessors of premises if:
 - (i) The occurrence takes place after you cease to be a tenant in that premises; or
 - (ii) The "bodily injury", "property damage", "personal injury" or "advertising injury" arises out of structural alterations, new construction or demolition operations performed by or on behalf of the manager or lessor.
 - (5) To "bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of or the failure to render any professional services.
- This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage" or the offense which caused the "personal and

advertising injury" involved the rendering of or failure to render any professional services by or for you.

- d. With respect to the insurance afforded to these additional insureds, the following is added to **SECTION III – LIMITS OF INSURANCE**:

The most we will pay on behalf of the additional insured for a covered claim is the lesser of the amount of insurance:

- 1. Required by the contract, agreement or permit described in Paragraph a.; or
- 2. Available under the applicable Limits of Insurance shown in the Declarations.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

2. Additional Insured – Primary and Non-Contributory

The following is added to **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**, Paragraph 4. **Other insurance**:

Additional Insured – Primary and Non-Contributory

If you agree in a written contract, written agreement or permit that the insurance provided to any person or organization included as an Additional Insured under **SECTION II – WHO IS AN INSURED**, is primary and non-contributory, the following applies:

If other valid and collectible insurance is available to the Additional Insured for a loss covered under Coverages **A** or **B** of this Coverage Part, our obligations are limited as follows:

a. Primary Insurance

This insurance is primary to other insurance that is available to the Additional Insured which covers the

Additional Insured as a Named Insured. We will not seek contribution from any other insurance available to the Additional Insured except:

- (1) For the sole negligence of the Additional Insured;
- (2) When the Additional Insured is an Additional Insured under another primary liability policy; or
- (3) when **b.** below applies.

If this insurance is primary, our obligations are not affected unless any of the other insurance is also primary. Then, we will share with all that other insurance by the method described in **c.** below.

b. Excess Insurance

(1) This insurance is excess over any of the other insurance, whether primary, excess, contingent or on any other basis:

- (a) That is Fire, Extended Coverage, Builder's Risk, Installation Risk or similar coverage for "your work";
- (b) That is Fire insurance for premises rented to the Additional Insured or temporarily occupied by the Additional Insured with permission of the owner;
- (c) That is insurance purchased by the Additional Insured to cover the Additional Insured's liability as a tenant for "property damage" to premises rented to the Additional Insured or temporarily occupied by the Additional with permission of the owner; or
- (d) If the loss arises out of the maintenance or use of aircraft, "autos" or watercraft to the extent not subject to Exclusion g. of **SECTION I – COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY.**

(2) When this insurance is excess, we will have no duty under Coverages A or B to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

(3) When this insurance is excess over other Insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:

- (a) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and
- (b) The total of all deductible and self insured amounts under all that other insurance.

We will share the remaining loss, if any, with any other insurance that is not described in this Excess Insurance provision and was not bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage Part.

c. Method Of Sharing

If all of the other insurance permits contribution by equal shares, we will follow this method also. Under this approach each

insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first. If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers

3. Blanket Waiver of Subrogation

The following is added to **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS, Paragraph 8. Transfer Of Rights Of Recovery Against Others To Us:**

We waive any right of recovery we may have against any person or organization with whom you have a written contract that requires such waiver because of payments we make for damage under this coverage form. The damage must arise out of your activities under a written contract with that person or organization. This waiver applies only to the extent that subrogation is waived under a written contract executed prior to the "occurrence" or offense giving rise to such payments.

4. Bodily Injury Redefined

SECTION V – DEFINITIONS, Definition 3. "bodily injury" is replaced by the following:

3. "Bodily injury" means bodily injury, sickness or disease sustained by a person including death resulting from any of these at any time. "Bodily injury" includes mental anguish or other mental injury resulting from "bodily injury".

5. Broad Form Property Damage – Borrowed Equipment, Customers Goods, Use of Elevators

a. **SECTION I – COVERAGES, COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY, Paragraph 2. Exclusions** subparagraph j. is amended as follows:

Paragraph (4) does not apply to "property damage" to borrowed equipment while at a jobsite and not being used to perform operations.

Paragraphs (3), (4) and (6) do not apply to "property damage" to "customers goods" while on your premises nor do they apply to the use of elevators at premises you own, rent, lease or occupy.

b. The following is added to **SECTION V – DEFINITIONS:**

24. "Customers goods" means property of your customer on your premises for the purpose of being:

- a. worked on; or
- b. used in your manufacturing process.
- c. The insurance afforded under this provision is excess over any other valid and collectible property insurance (including deductible) available to the insured whether primary, excess, contingent

6. Knowledge of Occurrence

The following is added to **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**, Paragraph 2. **Duties in the Event of Occurrence, Offense, Claim or Suit:**

- e. Notice of an "occurrence", offense, claim or "suit" will be considered knowledge of the insured if reported to an individual named insured, partner, executive officer or an "employee" designated by you to give us such a notice.

7. Liberalization Clause

The following is added to **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS:**

Liberalization Clause

If we adopt any revision that would broaden the coverage under this Coverage Form without additional premium, within 45 days prior to or during the policy period, the broadened coverage will immediately apply to this Coverage Part.

8. Medical Payments – Extended Reporting Period

- a. **SECTION I – COVERAGES, COVERAGE C – MEDICAL PAYMENTS**, Paragraph 1. **Insuring Agreement**, subparagraph a.(3)(b) is replaced by the following:

- (b) The expenses are incurred and reported to us within three years of the date of the accident; and

- b. This coverage does not apply if **COVERAGE C – MEDICAL PAYMENTS** is excluded either by the provisions of the Coverage Part or by endorsement.

9. Newly Acquired Or Formed Organizations

SECTION II – WHO IS AN INSURED, Paragraph 3.a. is replaced by the following:

- a. Coverage under this provision is afforded until the end of the policy period.

10. Non-Owned Watercraft

SECTION I – COVERAGES, COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY, Paragraph 2. **Exclusions**, subparagraph g.(2) is replaced by the following:

g. Aircraft, Auto Or Watercraft

- (2) A watercraft you do not own that is:

- (a) Less than 51 feet long; and
- (b) Not being used to carry persons or property for a charge;

This provision applies to any person who, with your consent, either uses or is responsible for the use of a watercraft.

11. Supplementary Payments Increased Limits

SECTION I – SUPPLEMENTARY PAYMENTS COVERAGES A AND B, Paragraphs 1.b. and 1.d. are replaced by the following:

- 1.b. Up to \$2,500 for cost of bail bonds required because of accidents or traffic law violations arising out of the use of any vehicle to which the Bodily Injury Liability Coverage applies. We do not have to furnish these bonds.

- 1.d. All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the claim or "suit", including actual loss of earnings up to \$1000 a day because of time off from work.

12. Unintentional Failure to Disclose Hazards

The following is added to **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**, Paragraph 6. **Representations:**

We will not disclaim coverage under this Coverage Part if you fail to disclose all hazards existing as of the inception date of the policy provided such failure is not intentional.

13. Unintentional Failure to Notify

The following is added to **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**, Paragraph 2. **Duties in the Event of Occurrence, Offense, Claim or Suit:**

Your rights afforded under this policy shall not be prejudiced if you fail to give us notice of an "occurrence", offense, claim or "suit", solely due to your reasonable and documented belief that the "bodily injury" or "property damage" is not covered under this policy.

ALL OTHER TERMS, CONDITIONS, AND EXCLUSIONS REMAIN UNCHANGED.

Council Agenda Coversheet



Agenda Item Number	4.e.	Council Date	02/21/2023
Agenda Item Type	Contract/Agreement/Lease		
Subject	Furnishing & Applying Herbicide 2023-2024		
Ordinance/Reso #		Contract #	
Project #	P2303	Permit #	
Department	Public Works		

Consent Agenda	<input checked="" type="checkbox"/>
Ordinance/Reso	<input type="checkbox"/>
Public Mtg / Hrg	<input type="checkbox"/>
Other	<input type="checkbox"/>
Quasi-Judicial	<input type="checkbox"/>

Recommendation

That City Council award Contract P2303-23 Furnishing & Applying Herbicide 2023-2024 Contract to Senske Services in the amount of \$106,138.05 plus a 10% contingency amount of \$10,613.81, for a total amount of \$116,751.86.

Motion for Consideration

I move to award Contract P2303-23 Furnishing & Applying Herbicide 2023-2024 Contract to Senske Services in the amount of \$106,138.05 plus a 10% contingency amount of \$10,613.81, for a total amount of \$116,751.86.

Summary

Only one (1) bid was received on February 7, 2023 at 2:00 p.m.

Senske Services	\$ 106,138.05
Engineer's Estimate	\$ 88,703.60

This project is for the furnishing and applying of herbicide to approximately 5.6 million square feet of city property in years 2023 and 2024. The various application locations include curb and gutter, gravel shoulders, gravel maintenance roads, storm basins, vacant ROW and medians city-wide.

State law requires that we award contracts to a responsible bidder with the lowest responsive bid. We have reviewed the bid and determined it to be responsive. We are recommending award of this project to Senske Services, who we have determined to be a responsive bidder with the lowest responsive bid.

Alternatives

None recommended.

Fiscal Impact

Streets (P2542700.531026):	\$106,000*	*Will require a budget increase of \$22,000
Sewer (W1594350.565005):	\$ 1,800	
Parks (K2576810.531021):	\$ 9,100	

Through

Heath Mellotte
Feb 09, 10:15:00 GMT-0800 2023

Dept Head Approval

Cary Roe
Feb 15, 14:17:01 GMT-0800 2023

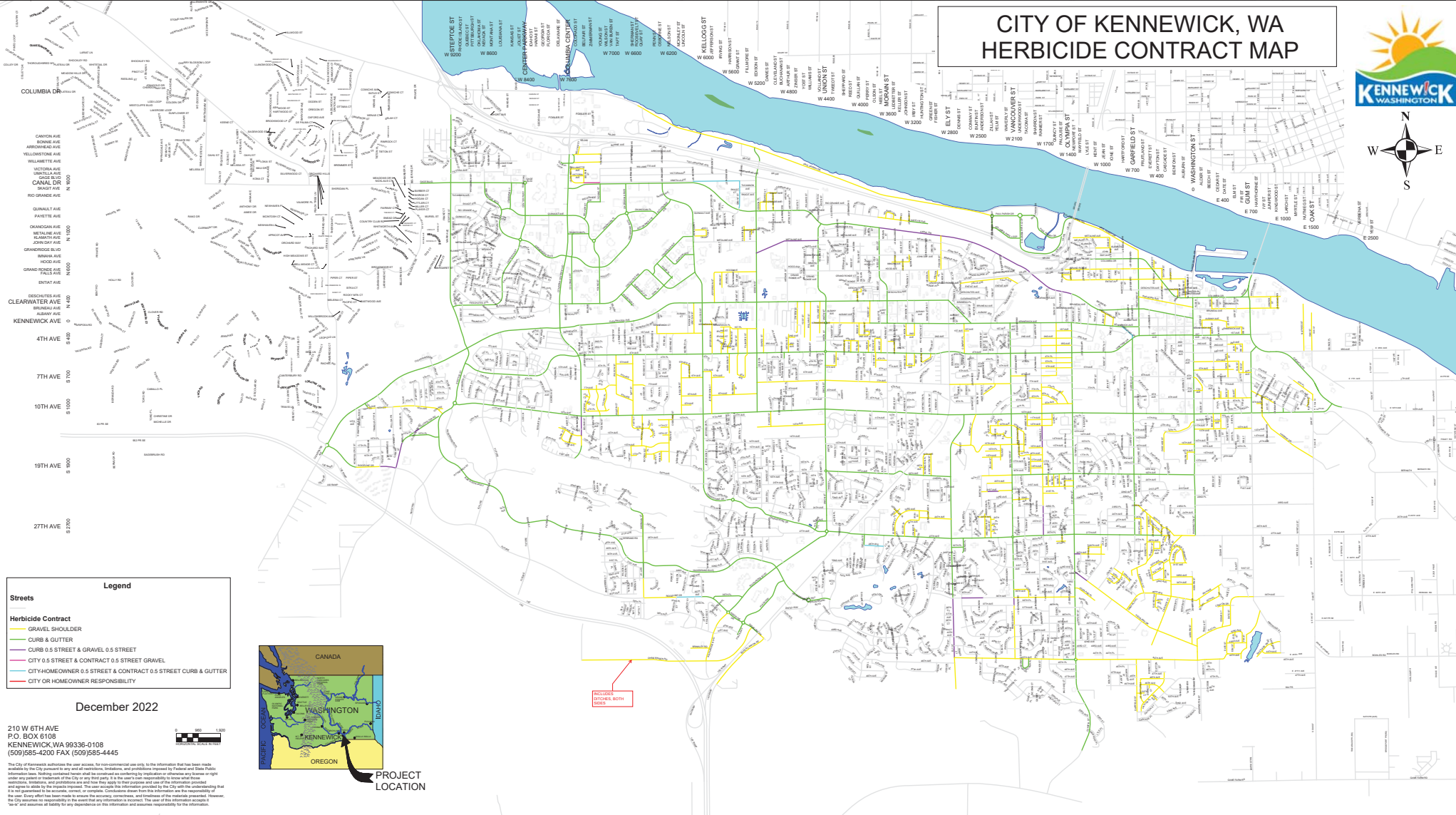
City Mgr Approval

Marie Mosley
Feb 16, 11:30:24 GMT-0800 2023

Attachments: Map

Recording
Required?

CITY OF KENNEWICK, WA HERBICIDE CONTRACT MAP



Legend

Streets

- GRAY LINE

Herbicide Contract

- GRAY SHOULDER
- CURB & GUTTER
- CURB 0.5 STREET & GRAVEL 0.5 STREET
- CITY 0.5 STREET & CONTRACT 0.5 STREET GRAVEL
- CITY/HOMEOWNER 0.5 STREET & CONTRACT 0.5 STREET CURB & GUTTER
- CITY OR HOMEOWNER RESPONSIBILITY

December 2022

210 W 6TH AVE
P.O. BOX 6108
KENNEWICK, WA 99336-0108
(509)585-4200 FAX (509)585-4445



PROJECT LOCATION

INCLUDES BOTH SIDES

The City of Kennewick authorizes the user access for non-commercial use only to the information that has been made available by the City pursuant to any and all ordinances, resolutions, and decisions issued by the Mayor and City Council. Information shown herein is provided as a service to the user and does not constitute a warranty or any other form of liability. The user assumes full responsibility for the use of the information provided. The user agrees to indemnify the City of Kennewick from and hold the City harmless from any and all claims, damages, losses, and expenses, including reasonable attorneys' fees, that may be incurred by the City as a result of the user's use of the information provided. The user agrees to release the City of Kennewick from and hold the City harmless from any and all claims, damages, losses, and expenses, including reasonable attorneys' fees, that may be incurred by the City as a result of the user's use of the information provided. The user agrees to release the City of Kennewick from and hold the City harmless from any and all claims, damages, losses, and expenses, including reasonable attorneys' fees, that may be incurred by the City as a result of the user's use of the information provided.

Council Agenda Coversheet 	Agenda Item Number	4.f.	Council Date	02/21/2023	Consent Agenda	<input checked="" type="checkbox"/>	
	Agenda Item Type	Contract/Agreement/Lease				Ordinance/Reso	<input type="checkbox"/>
	Subject	2023 BST Seal Coat				Public Mtg / Hrg	<input type="checkbox"/>
	Ordinance/Reso #		Contract #		Other	<input type="checkbox"/>	
	Project #	P2305-23	Permit #		Quasi-Judicial	<input type="checkbox"/>	
	Department	Public Works					

Recommendation

That City Council award Contract P2305-23 2023 Bituminous Surface Treatment Seal Coat Contract to Tommer Construction in the amount of \$587,333.15 plus a 10% contingency amount of \$58,733.32, for a total amount of \$646,066.47.

Motion for Consideration

I move to award Contract P2305-23 2023 Bituminous Surface Treatment Seal Coat Contract to Tommer Construction in the amount of \$587,333.15 plus a 10% contingency amount of \$58,733.32, for a total amount of \$646,066.47.

Summary

Six (6) bids were received on February 14, 2023 at 10:00 a.m.

Tommer Construction	\$ 587,333.15	Engineer's Estimate	\$ 709,481.75
Sierra Santa Fe Corp.	\$ 614,000.00		
Granite Construction	\$ 651,228.00		
American Rock Products	\$ 738,736.50		
Doolittle Const.	\$ 789,195.75		
Central WA Asphalt	\$ 848,947.00		

This project includes the application of bituminous surface treatment (BST) seal coat of paved residential streets and arterial streets within the Kennewick City limits. All work and materials shall be in accordance with WSDOT Standard Specifications Sections 5-02, except as modified, or supplemented by the Special Provisions. Work includes, but is not necessarily limited to pavement patching of select areas for BST streets, pre-project sweeping by City crews, traffic control, covering and uncovering of utilities, removal and re-application of plastic pavement markings, and application of paint markings.

State law requires that we award contracts to a responsible bidder with the lowest responsive bid. We have reviewed the bids and determined them to be responsive. We are recommending award of this project to Tommer Construction, who we have determined to be a responsive bidder with the lowest responsive bid.

Alternatives

None recommended.

Fiscal Impact

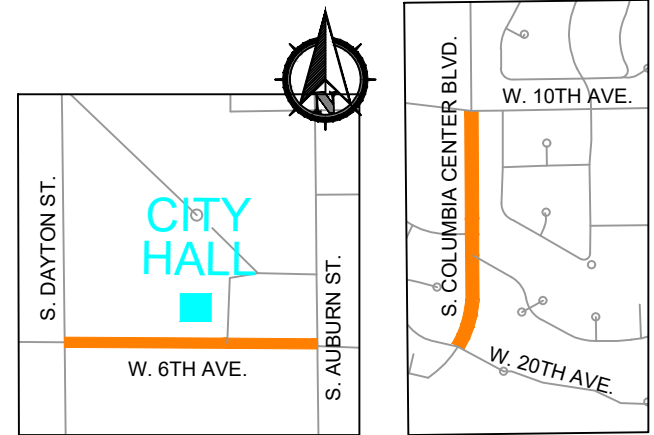
Streets-Pavement Preservation (P3595300.563164): \$800,000

Through	Heath Mellotte Feb 14, 11:49:00 GMT-0800 2023	Attachments: 
Dept Head Approval	Cary Roe Feb 15, 14:07:24 GMT-0800 2023	
City Mgr Approval	Marie Mosley Feb 16, 11:41:20 GMT-0800 2023	

Recording Required?

SCHEDULE 1 AREA-1		
S Ledbetter St	W 27th Ave	S Ledbetter Pl
S Ledbetter Pl	S Ledbetter St	End
W 23rd Pl	End	End
W 23rd Ave	S Ledbetter Pl	S Huntington
S Keller St	W 27th Ave	S Irby St
S Johnson St	End	End
S Irby St	S Keller St	W 23rd Ave
S Huntington St	W 24th Ave	W 23rd Ave
W 24th Ave	S Irby St	S Ely St
S Anderson St	W 27th Ave	W 24th Ave
W 24th Ave	S Buntin Lp	S Zillah St
S Anderson Pl	W 24th Ave	End
W 24th Pl	S Zillah St	End
W 25th Pl	S Zillah St	End
W 26th Pl	S Zillah St	End
S Zillah St	W 27th Ave	W 24th Ave
W 19th Ave	S Vancouver St	S Buntin St
W 20th Ave	S Vancouver St	End
W 21st Ave	S Vancouver St	S Buntin St
S Buntin St	W 19th Ave	End
W 15th Ave	S Ely St	S Tacoma St
S Conway St	W 15th Ave	W 10th Ave
S Yelm St	W 15th Ave	End
W 15th Pl	S Yelm St	End
W 16th Ave	S Yelm St	End
S Zillah St	W 16th Ave	End
W 13th Ave	S Vancouver St	S Zillah St
W 12th Pl	S Zillah St	End
S Zillah St	W 13th Ave	W 12th Ave
W 12th Ave	S Zillah St	S Tacoma St
S Yelm Pl	W 12th Ave	End
S Underwood St	W 12th Ave	W 16th Ave

S Tacoma St	W 12th Ave	W 15th Pl
W 15th Pl	S Tacoma St	S Underwood St
W 16th Ave	S Underwood St	S Rainier St
W 17th Ave	S Sharron St	S Rainier St
W 18th Ave	S Sharron St	S Rainier St
S Sharron St	W 16th Ave	W 19th Ave
S Rainier St	W 27th Ave	W 7th Ave
W 15th Ave	S Rainier St	End
W 12th Ave	S Sharron St	S Quincy Pl
W 11th Ave	S Sharron St	S Quincy Pl
S Sharron St	W 12th Ave	W 10th Ave
S Quincy Pl	W 12th Ave	W 10th Ave
SCHEDULE 1 AREA-2		
W 6th Ave	S Dayton St	S Auburn St
SCHEDULE 1 AREA-3		
S Columbia Center Blvd	W 10th Ave	W 20th Ave

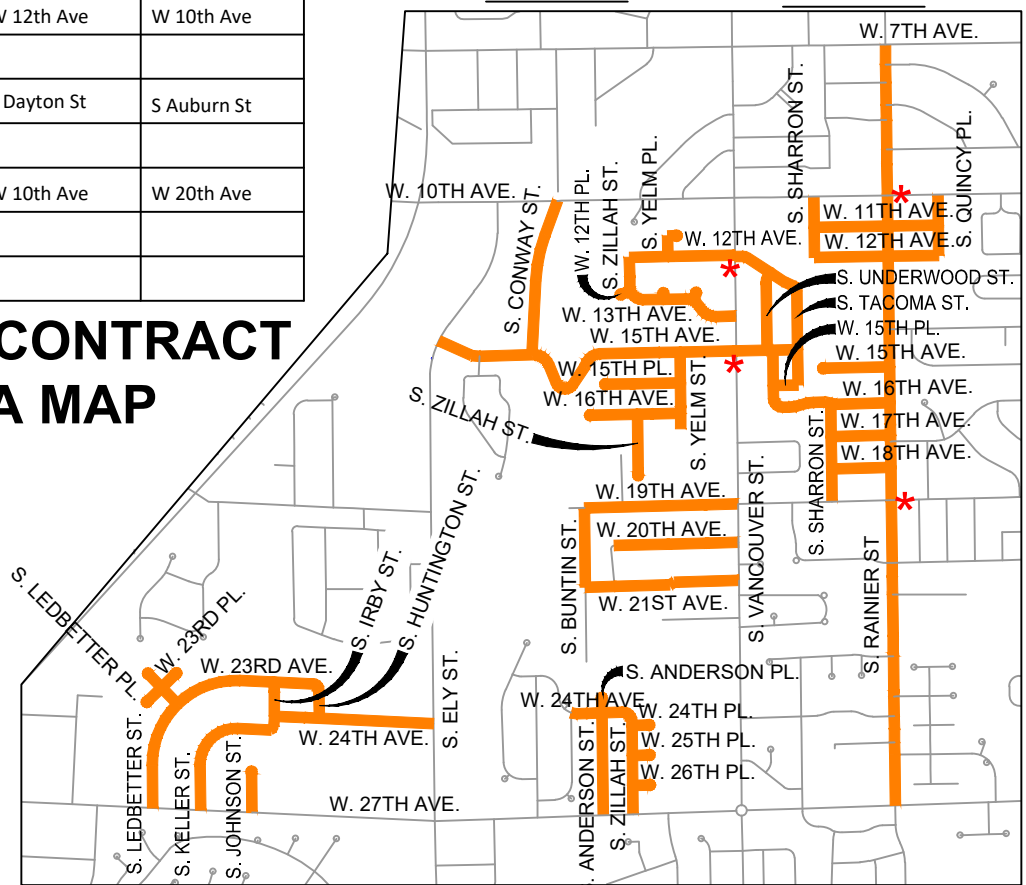


AREA-2

AREA-3

2023 BST CONTRACT AREA MAP

*** DO NOT PULL BST APPLICATIONS THROUGH MAJOR INTERSECTIONS**



AREA-1

— SINGLE SHOT BST

Council Agenda Coversheet



Agenda Item Number	4.g.	Council Date	02/21/2023
Agenda Item Type	Contract/Agreement/Lease		
Subject	PSS Guild Collective Bargaining Agreement MOU		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Finance		

Consent Agenda	<input checked="" type="checkbox"/>
Ordinance/Reso	<input type="checkbox"/>
Public Mtg / Hrg	<input type="checkbox"/>
Other	<input type="checkbox"/>
Quasi-Judicial	<input type="checkbox"/>

Recommendation

Staff recommends that City Council approve the proposed Memorandum of Agreement (MOA) modifying the 2023 wage provision within the City's existing 2021-2024 collective bargaining agreement with the Police Support Specialists (PSS) Guild.

Motion for Consideration

I move to approve and authorize the Mayor and City Manager to sign the proposed Memorandum of Agreement (MOA) modifying the 2023 wage provision within the City's existing 2021-2024 collective bargaining agreement with the Police Support Specialists (PSS) Guild.

Summary

In November of 2021, City Council approved a four-year collective bargaining agreement between the City of Kennewick and the Kennewick Police Department Police Support Specialists (PSS) Guild covering the period of 2021-2024. This terms of this agreement included a 2% wage increase for 2023, with a contract reopener for this wage increase if the average percentage change in the consumer price index for urban wage earners and clerical workers (CPI-W), U.S. Cities, exceeded 4%, or fell below 2%, for the 24-month period ending in July of the preceding year. The CPI-W, All-Cities average for the period of July of 2020 through July on 2022 was 7.8%, which automatically triggered the contractor reopener for 2023 wages. City staff and the Kennewick Police Department Police Support Specialists Guild have reached a tentative agreement on a 4% increase to 2023 base wages, which would be retroactive to January 1, 2023.

Alternatives

None recommended.

Fiscal Impact

The total estimated costs associated with the proposed change to the 2023 wage rates for the ten positions within the Police Support Specialists Guild is estimated at \$33,800 including variable benefit costs, which is approximately \$8,500 higher than the projected personnel costs for this group for 2023 included within the City's 2023/2024 adopted budget. However, staff believes that this increase can be offset by savings in other areas of the budget.

Through	
Dept Head Approval	Dan Legard Feb 15, 09:07:18 GMT-0800 2023
City Mgr Approval	Marie Mosley Feb 16, 13:43:19 GMT-0800 2023

Attachments: MOA

Recording Required?

MEMORANDUM OF AGREEMENT
Between the City of Kennewick and the Police Support Specialists Guild

I. Parties

The parties to this agreement are the City of Kennewick (“the City”) and the Kennewick Police Support Specialists Guild (“the PSS”) (collectively “the Parties”).

II. Agreement

All bargaining unit members will receive a four percent (4%) base salary increase effective January 1, 2023. Retro payments will be issued in conjunction with the March 5th payday.

Agreed to this 1st day of February, 2023.

**Police Support Specialists
Guild**

City of Kennewick




[NAME]
President

W.D. McKay
Mayor



[NAME]
Executive Secretary

Marie E. Mosley
City Manager

Council Agenda Coversheet 	Agenda Item Number	5.a.	Council Date	02/21/2023	Consent Agenda	<input type="checkbox"/>
	Agenda Item Type	Ordinance			Ordinance/Reso	<input checked="" type="checkbox"/>
	Subject	Change of Zone from CC to CG			Public Mtg / Hrg	<input type="checkbox"/>
	Ordinance/Reso #	6008	Contract #		Other	<input type="checkbox"/>
	Project #		Permit #	COZ-2022-0012	Quasi-Judicial	<input checked="" type="checkbox"/>
	Department	Planning				

Recommendation

The Planning Commission recommends City Council concur with the findings and conclusions contained within staff report COZ-2022-0012 by adopting Ordinance 6008.

Motion for Consideration

I move to adopt Ordinance 6008.

Summary

Ford Group LLC has applied to change the zoning of two parcels totaling 2.97 acres from Commercial, Community (CC) to Commercial, General (CG). The CG zone is an implementing zoning district of the Commercial Land Use Designation. The request is consistent with the Comprehensive Plan.

The subject property is located at 400 and 420 S Steptoe Street, and is currently vacant. The adjacent properties to the north and south are zoned Industrial, Light (IL). The neighborhood to the east is zoned Residential, Low Density (RL), while the neighborhood to the west is zoned Residential, Medium Density (RM), with Commercial, Community (CC) beyond.

The Planning Commission held a public hearing to review the proposal on 6 February 2023. At the hearing, staff presented an overview of the staff report and findings. No public testimony either for or against the proposed Change of Zone was received. The Planning Commission voted unanimously to recommend approval of COZ-2022-0012 to City Council.

Alternatives

None recommended.

Fiscal Impact

None.

Through	Matt Halitsky Feb 08, 14:31:14 GMT-0800 2023	Attachments: <input type="checkbox"/> Vicinity Map <input type="checkbox"/> Minutes <input type="checkbox"/> Staff Report <input type="checkbox"/> PC Action Summary <input type="checkbox"/> Ordinance <input type="checkbox"/> Presentation
Dept Head Approval	Anthony Muai Feb 08, 15:23:54 GMT-0800 2023	
City Mgr Approval	Marie Mosley Feb 16, 13:51:09 GMT-0800 2023	

Recording Required?



COMMUNITY PLANNING DEPARTMENT

**STAFF REPORT AND RECOMMENDATION TO
THE PLANNING COMMISSION**

FILE No: COZ-2022-0012

Staff Report Date: 19 January 2023
Hearing Date & Location: 6 February 2023, City Council Chambers
Report Prepared By: Matt Halitsky, AICP
 Senior Planner
Report Reviewed By: Steve Donovan, AICP
 Planning Manager

Summary

Recommendation: The City of Kennewick Planning Staff RECOMMENDS APPROVAL of Change of Zone 2022-0012

Summary of Proposal: A Change of Zone from Commercial, Community (CC) to Commercial, General (CG) for 2.97 acres.

Proposal Location: 400 & 420 S Steptoe Street

Legal Description: Parcel 1-0188-4BP-5063-013:

THAT PORTION OF LOT 13, BINDING SITE PLAN 5063, ACCORDING TO THE SURVEY THEREOF RECORDED IN VOLUME 1, PAGE 5063, UNDER AUDITOR'S FILE NO. 2018-26507, RECORDS OF BENTON COUNTY, WASHINGTON, LYING NORTHERLY OF THE FOLLOWING DESCRIBED LINE:

COMMENCING AT THE NORTHEAST CORNER OF SAID LOT 13; THENCE SOUTH 0°44'23" EAST 152.15 FEET ALONG THE EAST LINE THEREOF TO THE POINT OF BEGINNING; THENCE NORTH 69°15'58" WEST 174.76 FEET TO THE WEST LINE OF SAID LOT 13 AND TERMINUS OF SAID DESCRIBED LINE:

TOGETHER WITH THAT PORTION OF THE SOUTHWEST QUARTER OF SECTION 8, TOWNSHIP 8 NORTH, RANGE 29 EAST, W.M., KENNEWICK, BENTON COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 13; THENCE SOUTH 0°44'23" EAST 152.15 FEET; THENCE SOUTH 69°15'58" EAST 134.64 FEET TO THE BEGINNING OF A 1539.00 FOOT RADIUS NON-TANGENT CURVE CONCAVE TO THE EAST AND THE EAST RIGHT-OF-WAY MARGIN OF SOUTH CLODFELTER ROAD (THE LONG CHORD OF WHICH BEARS NORTH 18°02'16" EAST 2.95 FEET); THENCE NORTHERLY THE FOLLOWING FOUR COURSES ALONG SAID EAST RIGHT-OF-WAY MARGIN AND ALONG THE ARC OF SAID NON-TANGENT CURVE 2.95 FEET THROUGH A CENTRAL ANGLE OF 0°06'35" TO THE BEGINNING OF A 1480.16 FOOT RADIUS COMPOUND CURVE CONCAVE TO THE EAST; THENCE NORTHERLY ALONG THE ARC OF SAID COMPOUND CURVE 102.73 FEET THROUGH A CENTRAL ANGLE OF 3°58'36" TO THE BEGINNING OF A 1540.00 FEET RADIUS

EXHIBIT 1

COMPOUND CURVE CONCAVE TO THE EAST; THENCE NORTHERLY ALONG THE ARC OF SAID COMPOUND CURVE 19.03 FEET THROUGH A CENTRAL ANGLE OF 0°42'29" TO THE BEGINNING OF 1539.47 FOOT RADIUS COMPOUND CURVE CONCAVE TO THE EAST; THENCE ALONG THE ARC OF SAID COMPOUND CURVE 17.03 FEET THROUGH A CENTRAL ANGLE 0°38'01"; THENCE LEAVING SAID EAST RIGHT-OF-WAY MARGIN NORTH 69°16'53" WEST 189.55 FEET TO THE POINT OF BEGINNING.

Parcel 1-0689-300-0002-010:

LOT 13, BINDING SITE PLAN 5063, ACCORDING TO THE SURVEY THEREOF RECORDED IN VOLUME 1, PAGE 5063, UNDER AUDITOR'S FILE NO. 2018-26507, RECORDS OF BENTON COUNTY, WASHINGTON:

EXCEPT THAT PORTION THEREOF LYING NORTHERLY OF THE FOLLOWING DESCRIBED LINE:

COMMENCING AT THE NORTHEAST CORNER OF SAID LOT 13; THENCE SOUTH 0°44'23" EAST 152.15 FEET ALONG THE EAST LINE THEREOF TO THE POINT OF BEGINNING; THENCE NORTH 69°15'58" WEST 174.76 FEET TO THE WEST LINE OF SAID LOT 13 AND TERMINUS OF SAID DESCRIBED LINE:

TOGETHER WITH THAT PORTION OF THE SOUTHWEST QUARTER OF SECTION 8, TOWNSHIP 8 NORTH, RANGE 29 EAST, W.M., KENNEWICK, BENTON COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF SAID LOT 13; THENCE NORTH 0°44'23" WEST 249.02 FEET ALONG THE EAST LINE THEREOF; THENCE SOUTH 69°15'58" EAST 134.64 FEET TO THE BEGINNING OF A 1539.00 FOOT RADIUS NON-TANGENT CURVE CONCAVE TO THE EAST (FROM WHICH CHORD BEARS SOUTH 17°33'06" WEST 23.16 FEET) AND THE EAST RIGHT-OF-WAY MARGIN OF SOUTH CLODFELTER ROAD; THENCE SOUTHERLY THE FOLLOWING FOUR COURSES ALONG SAID EAST RIGHT-OF-WAY MARGIN AND ALONG THE ARC OF SAID NON-TANGENT CURVE 23.16 FEET THROUGH A CENTRAL ANGLE OF 0°51'44"; THENCE SOUTH 17°07'13" WEST 24.90 FEET; THENCE SOUTH 15°12'41" WEST 120.03 FEET; THENCE SOUTH 17°07'13" WEST 40.57 FEET; THENCE LEAVING SAID RIGHT-OF-WAY MARGIN SOUTH 89°14'23" WEST 64.96 FEET TO THE POINT OF BEGINNING.

**Property Owner &
Applicant:**

Ford Group LLC
4818 W 20th Court
Kennewick, WA 99338

Regulatory Controls:

1. Comprehensive Plan – Land Use
2. KMC Title 4 – Administrative Procedures
3. KMC Title 18 – Zoning
4. Washington State Environmental Policy Act

COZ Key Application Processing Dates:

Application Submittal	5 December 2022
Determination of Completeness Issued	6 December 2022
Notice of Application Posted	6 December 2022
Date of Mailed Notice of Public Hearing	19 January 2023
Property Posting Sign for Public Hearing	19 January 2023
Date of Published Notice of Public Hearing	22 January 2023

Exhibits:

1. Staff Report
2. Supplemental Questionnaire
3. Vicinity Map
4. Comprehensive Plan Map
5. Zoning Map
6. Notice of Mailing
7. SEPA Determination of Non-significance
8. Dept of Ecology Comment Letter
9. Kennewick Irrigation District Comment Letter

Zoning Adjacent to the Site:

North: Industrial, Light (IL)

East: Residential, Low Density (RL)

South: Industrial, Light (IL)

West: Commercial, Community (CC); Residential, Medium Density (RM)

Applicable Goals and Policies of the Comprehensive Plan:

Commercial Goals and Policies:

- Goal 2: Sustain and enhance viable commercial areas.
- Goal 3: Create a balanced system of commercial facilities reflecting neighborhood, community, and regional needs.

Kennewick Municipal Code Findings:

The following findings shall be met in order to approve a Change of Zone:

KMC 18.51.070(2): Findings:

Findings Required. In order to amend the zoning map, the City Council must find that:

- a. *The proposed amendment conforms with the comprehensive plan; and*

The proposed Change of Zone conforms to the Comprehensive Plan as the CG zoning district is an implementing zoning district of the site's current Commercial land use designation.

- b. *Promotes the public necessity, convenience and general welfare; and*

The proposed Change of Zone promotes public necessity, convenience, and welfare by establishing a zoning district that is compatible with surrounding properties.

- c. *The proposed amendment does not impose a burden upon public facilities beyond their capacity to serve or reduce such services to lands, which are deemed unacceptable by the City; and*

The proposed Change of Zone will not impose an additional burden on public facilities. Future development shall be required to meet applicable levels of service.

- d. *The proposed amendment is consistent with all applicable provisions of the Kennewick Municipal Code, including those adopted by reference from the Comprehensive Plan; and*

The proposed amendment will maintain a zoning district that complies with the Comprehensive Plan. The CG zone is an implementing zone of the site's Commercial land use designation.

- e. *Single Family Residential zoned properties only; Property is adjacent and contiguous (which shall include corner touches and property located across a public right-of-way) to property of the same proposed zoning classification or higher zoning classification.*

The finding is not applicable; the proposed zoning district is not a single-family residential zone. That said, the subject property is adjacent to the Industrial, Light (IL) zone, which is more intensive than the proposed Commercial, General (CG) zone.

Public Comments:

To date, there are no public comments either for or against the requested Change of Zone.

Agency Comments:

In a letter dated 19 December 2022, the Washington Department of Ecology provided advisory comments to the applicant relative to the use of well water for dust control.

Additionally, the Kennewick Irrigation District indicates the subject property is not considered irrigable land in a letter dated 13 December 2022.

Staff Analysis of Proposal & Discussion:

The subject property was annexed by the City on 3 January 1995 via Ordinance 3603 and established the zoning as Industrial, Light (IL). This original action was amended by Ordinance 4040 in May 2002 to correct an error. In December 2011, the land use designation for 420 S Steptoe (originally named Clodfelter Road) was changed to

Commercial via Ordinance 5383. Subsequently, the zoning for this parcel was changed to Commercial, Community (CC) in May 2012 via Ordinance 5413.

Separately, the land use designation for 400 S Steptoe was changed from Industrial to Commercial in October 2015 (Ordinance 5616). Shortly thereafter, the zoning was changed from IL to CC in January 2016 via Ordinance 5638.

The proposed Change of Zone (COZ-2022-0012) is a request to change the zoning district of two adjacent parcels totaling 2.97 acres, located at 400 and 420 S Steptoe Street, from CC to CG. Pursuant to Table 1 of the Comprehensive Plan, the CG zoning district is an implementing zoning district of the Commercial land use designation. RCW 36.70A, Growth Management Act, requires that a City's development regulations implement its comprehensive plan.

Per KMC 18.03.040(21) the purpose of CG zoning district is as follows:

CG - The purpose of the CG district is to provide areas for heavy commercial use, wholesaling and warehousing, services supporting the primary activities of the other commercial and industrial districts, and uses which are not compatible with retail commercial zoning districts.

The CG zone allows for warehousing and contractor lay-down yards, while the CC zone does not. It is the applicant's intent to develop the subject property with a new warehouse, office, and lay-down yard to support their current electrical distribution business presently located in Richland. The anticipated use is currently not allowed within the CC zone, however it would have been had the properties not been rezoned from IL to CC in 2012/2016. Properties to the immediate north and south of the subject property remain IL, a more intensive zone than the CG proposed.

Access to the site is from S Steptoe Street. Curb, gutter, and sidewalk currently abut the property. Streetscape improvements will be required at time of future site plan approval. Municipal water and sewer are present at S Steptoe. It is anticipated that future development of the site will not place an undue burden on existing public facilities.

The proposed findings meet the requirements of KMC 18.51.070(2).

Findings:

1. The applicant is Ford Group LLC, 4818 W 20th Ct, Kennewick, WA 99338.
2. The property owner is also Ford Group LLC, 4818 W 20th Ct, Kennewick, WA 99338.
3. The proposed change of zone is located at 400 and 420 S Steptoe Street. Parcel Numbers 1-0188-4BP-5063-013 and 1-0689-300-0002-010.
4. The City's Comprehensive Plan Land Use Designation for the subject property is Commercial.
5. The request is to change the zoning from Commercial, Community (CC) to Commercial, General (CG).
6. The Commercial, General zoning district is an implementing zone of the Commercial Comprehensive Plan Land Use Map Designation.
7. On 5 December 2022, the application was submitted, and declared complete for processing on 6 December 2022.
8. The application was routed for review to City Departments and outside agencies for comment on 6 December 2022.
9. Access to the site is via S Steptoe Street.

10. The Environmental Determination of Non-Significance (ED-2022-0046) was issued on 22 December 2022.
11. The Property Posting sign for the public hearing was posted on site 19 January 2023.
12. Notice of the public hearing for this application was published in the Tri-City Herald on 22 January 2023. Notices were also mailed to property owners within 300 feet of the site on 19 January 2023.
13. The proposed amendment is consistent with the Comprehensive Plan.
14. The proposed amendment promotes the public necessity, convenience and general welfare.
15. The proposed amendment does not impose a burden upon public facilities beyond their capacity to serve or reduce such services to lands, which are deemed unacceptable by the City.
16. The proposed amendment is consistent with all applicable provisions of the Kennewick Municipal Code, including those adopted by reference from the Comprehensive Plan.

Conclusions:

1. Approval will implement the Comprehensive Plan Land Use Designation of Commercial.
2. Approval will not result in an increase of adverse environmental impacts.
3. Approval will implement Commercial Land Use Goals and Policies 2 and 3 of the City of Kennewick Comprehensive Plan.
4. Approval will result in the promotion of public necessity, convenience and/or general welfare.
5. The proposed Change of Zone complies with KMC 18.51.070(2).

Recommendation:

Staff has reviewed the application and recommends that the Planning Commission concur with the findings and conclusions contained within staff report COZ-2022-0012 and recommend approval to City Council.

Proposed Motion:

I move that the Planning Commission concur with the findings and conclusions contained within staff report COZ-2022-0012 and recommend approval of the request to City Council.

Change-of-Zone Supplemental Information

The following questions will be reviewed by both the Planning Commission and City Council as a means of assisting in their consideration of change-of-zone requests. Use additional pages if necessary.

1. Does the public necessity, convenience, and general welfare require the adoption of the proposed amendment? Please explain:

Re-zoning these 2 parcels will bring 17-25 employees from the City of Richland to the City of Kennewick. The employment will produce more tax base for the City of Kennewick and could potentially create home sales in Kennewick as new staff are added. The location of these parcels will allow for the business to grow and expand. We have a second business that would like to build a 10,000-sf building on the other parcel. The business type is similar and has no retail aspect. It is a national account that will be new to the Tri-Cities and will also add to the City of Kennewick tax base.

2. Are there sites presently available on the market which are correctly zoned for the proposed use? Are these sites within a 1/2 mile of the proposed site? Within 1 mile of the proposed site? If yes, please indicate the general location of the site(s) and the reasons why these sites are not proposed to be utilized:

No.

3. Is the proposed amendment consistent with the existing land use pattern in the area? Please explain

Within a one-mile radius there are several businesses with similar building concepts for distribution businesses with similar business structures, such as; Columbia River Plumbing, Commercial Tire, Basin Feed, Sunbelt Rental, Tri-City Lumber, Platinum Auto and Excalibur Auto.

4. Are the existing uses, in the area, in conformance with the area's zoning classification? If no, please explain the differences:

Yes

5. Will the proposed amendment create an isolated district, or introduce a more intense land use to the area? Please explain.

No. The business proposed and the land use is consistent with the existing uses within a one-mile radius. The proposed business will inject no noise to the surrounding areas.

6. Does the existing zoning prohibit reasonable use of the property? Please explain.

The existing zoning prohibits the use for the business type planned for the parcels in question. CC zoning is more in line with retail which restricts warehouse building types. The proposed business will have less impact on traffic count than a retail business.

7. Will any residential character, in the immediate area, be adversely affected by the proposed amendment? If yes or maybe, please explain:

There will be no adverse affect to the residential character in the immediate area. The adjacent residential neighborhoods are elevated above the parcels being requested for zoning change and are across Steptoe St. The residential area near the parcels already view the existing businesses. The proposed building will be aesthetically pleasing with low traffic count impact and no noise injection to the area.

8. Will property values in the vicinity be changed by the proposed amendment? If yes or maybe, please explain:

Property values will naturally increase with the land improvements that will be made. This will benefit the City of Kennewick's tax base for business and will add value to the immediate area with the new development.

9. Will approval of the proposed amendment set a precedent for other similar proposals or uses? Will this deter the use, improvement or development of adjacent property in accordance with the existing Zoning Districts? Please explain:

These are the last 2 parcels available in the area between Clearwater, S. Steptoe and the roundabout at 10TH. This business will be like in kind to other surrounding businesses within a one-mile radius. These parcels have had difficulty selling in the past due to the power line, Amon Wasteways and current parceling. We can make these lots productive if allowed a zoning change.

These are the last that are developable in this area.

10. Will the proposed amendment encourage more private investments which will be beneficial to the redevelopment of a deteriorated area? Please explain:

We are private investors. We currently have 3 lots in the City of Richland that we have developed and 1 that we are in permitting phase and will develop in 2023. We would like to invest and develop commercial property in the City of Kennewick. These 2 parcels are our first choice to develop and bring new business to the City of Kennewick. The development of these 2 parcels will also create new tax base for the City of Kennewick. These 2 parcels have had difficulty selling in the past due to the PUD power line that runs along the current property line, Amon Wasteway and current parceling. We can make these lots productive if allowed a zoning change to CG.

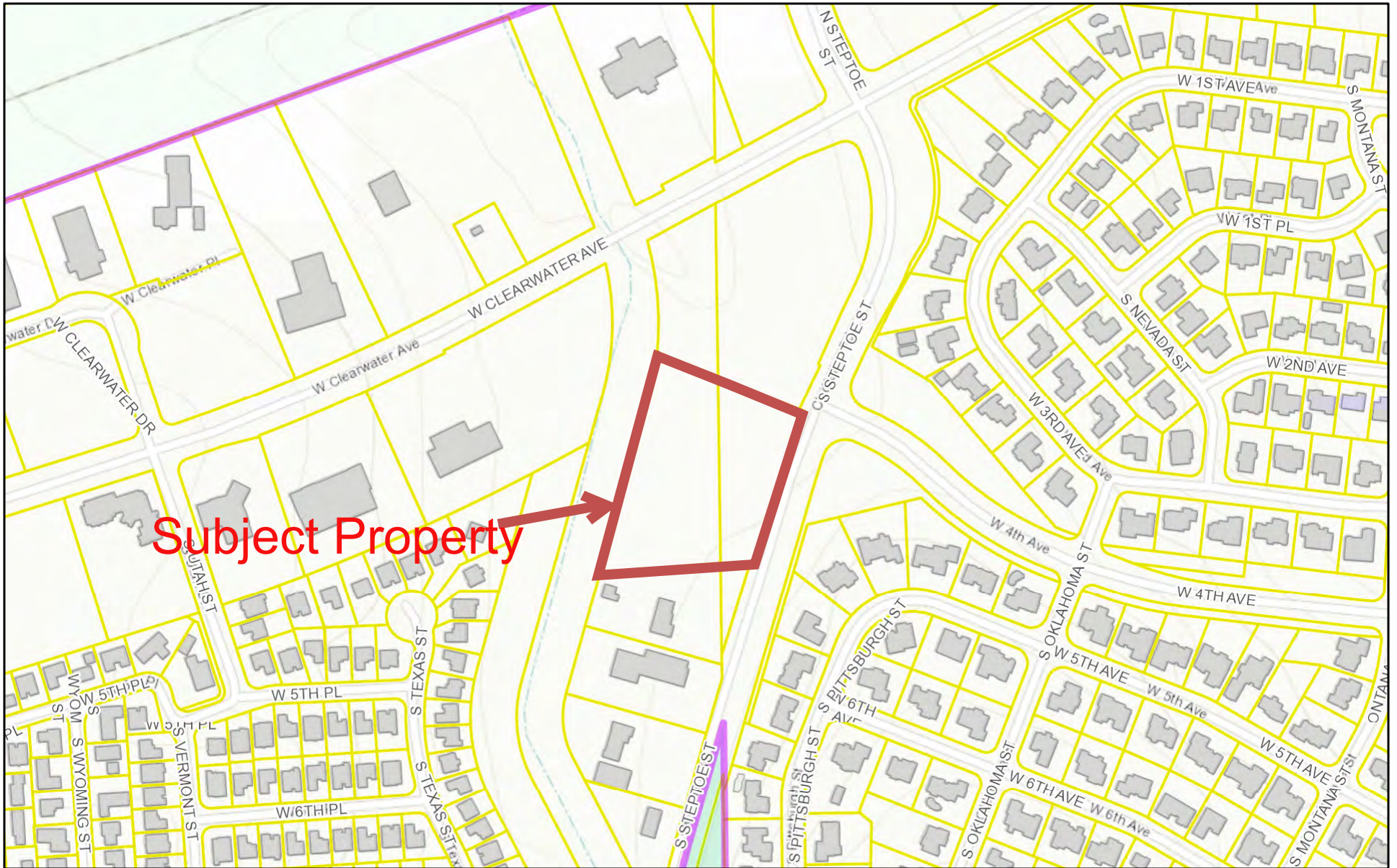
11. Will the proposed amendment combat any economic segregation and allow greater choice in the market? Please explain.

The zoning change would a line the parcels to be consistent with the surrounding business types. These 2 parcels currently zoned as CC are located between parcels that are zoned IL on either side. The rezoning would offer more opportunity for businesses of this type to come to the City of Kennewick.

12. Will the proposed amendment create conflict between potential land uses and transportation patterns? Or safety concerns? Please explain:

N/A

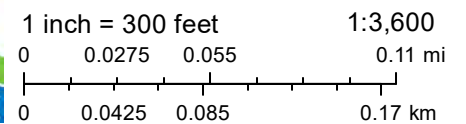
Vicinity Map



Subject Property

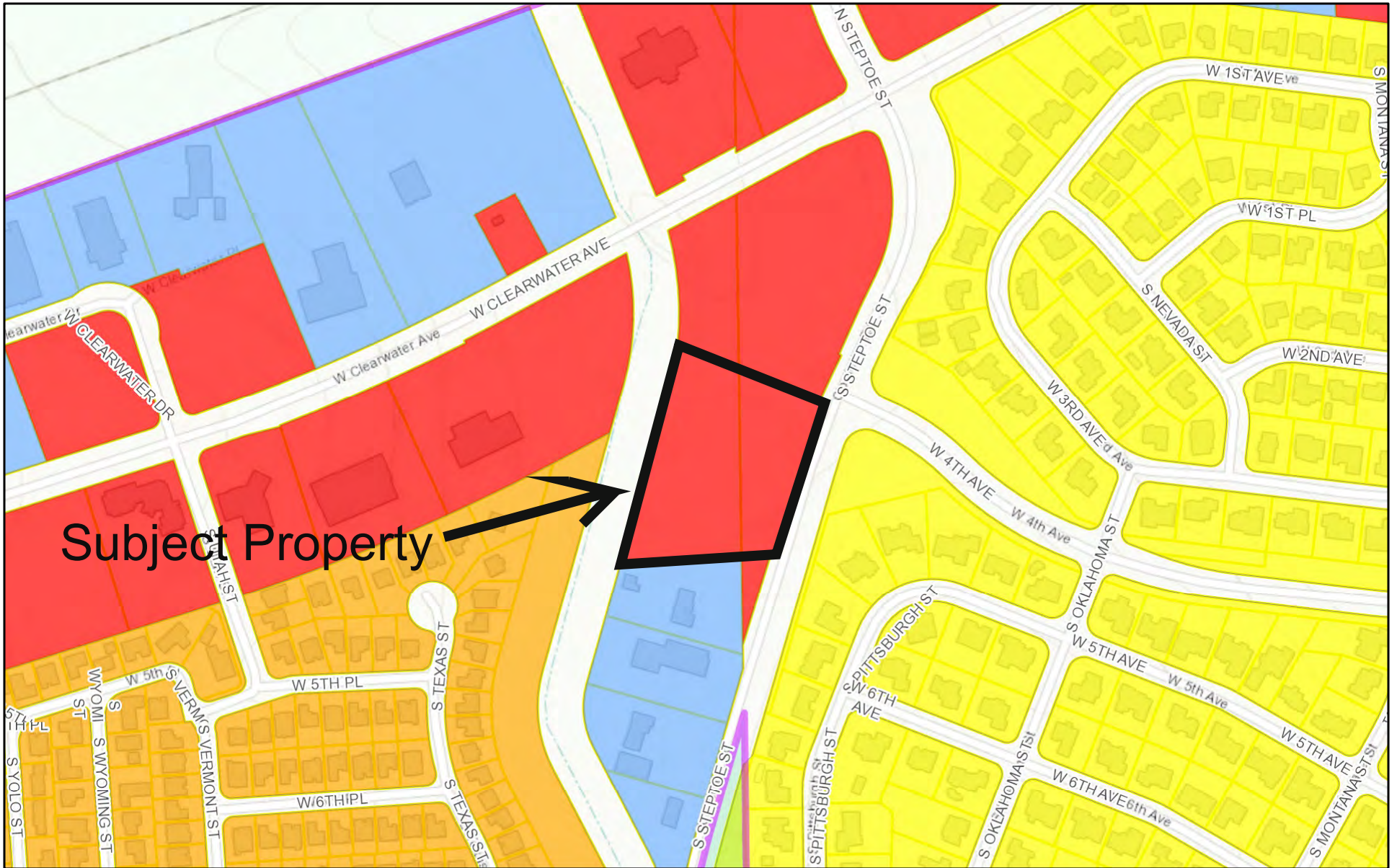
January 26, 2023 This plan is suitable for informational use only. City of Kennewick accepts no liability for any error whatsoever.

- | | | | | |
|---------------------------|-----------|-------------|-------------------------|-------------------|
| StreetName | Apartment | Mobile Home | SurveyCityLimits | SV_CI_COUNTY_10 |
| SurveyAddressPoint | Building | Parcel | SV_CI_KENNEWICK_10 | SV_CI_RICHLAND_10 |
| <all other values> | Condo | | | |



Sources: Esri, HERE, Garmin, Intermap, increment P Corp.,

Land Use Map



January 26, 2023

This plan is suitable for informational use only. City of Kennewick accepts no liability for any error whatsoever.

- | | | | | |
|---------------------------|-----------|-------------|-------------------------|-------------------|
| StreetName | Apartment | Mobile Home | SurveyCityLimits | SV_CI_COUNTY_10 |
| SurveyAddressPoint | Building | Parcel | SV_CI_KENNEWICK_10 | SV_CI_RICHLAND_10 |
| <all other values> | Condo | | | |



1 inch = 300 feet

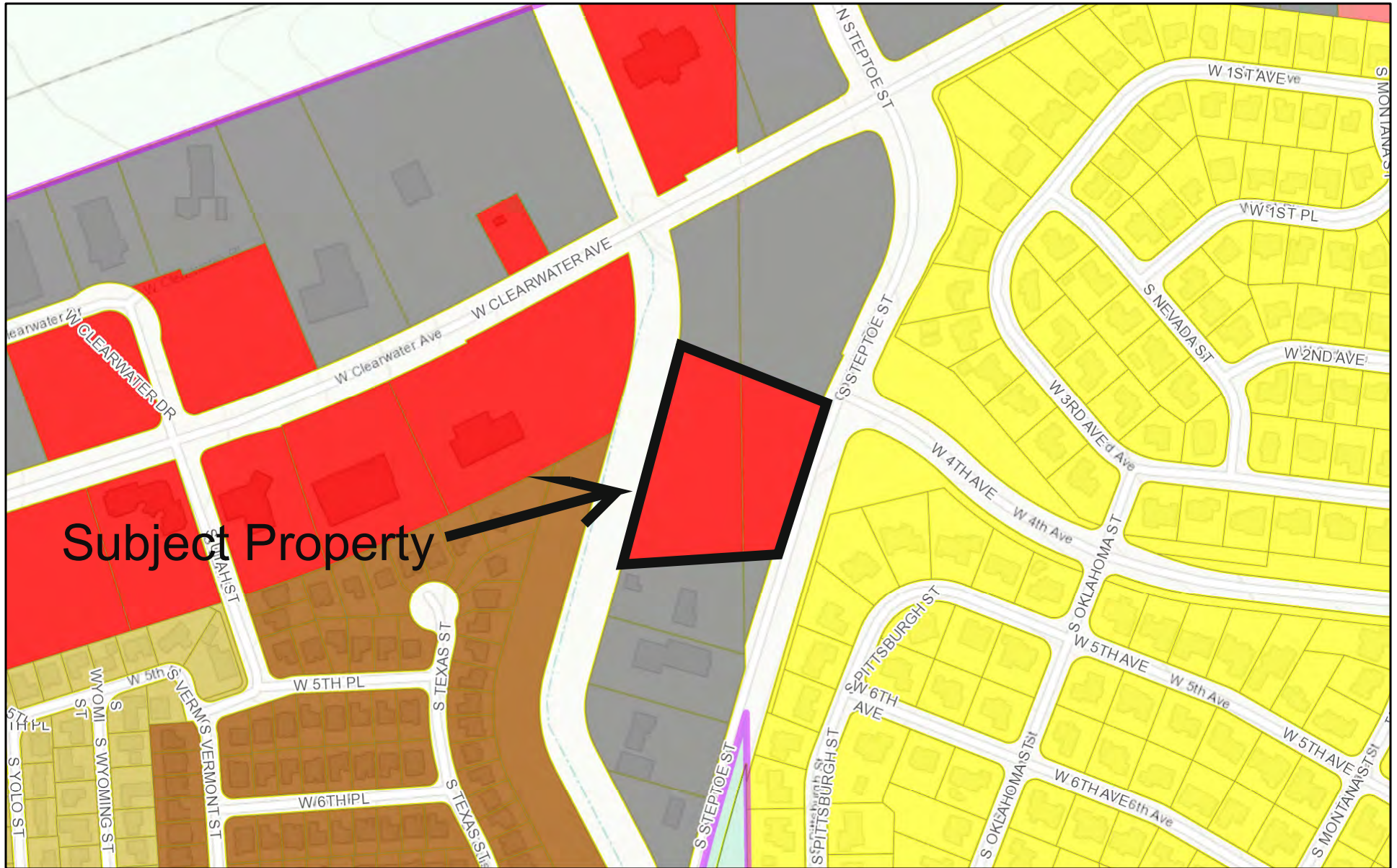
1:3,600

0 0.0275 0.055 0.11 mi

0 0.0425 0.085 0.17 km

Sources: Esri, HERE, Garmin, Intermap, increment P Corp.,

Zoning Map



Subject Property

January 26, 2023

This plan is suitable for informational use only. City of Kennewick accepts no liability for any error whatsoever.

- | | | | | |
|---------------------------|-----------|-------------|-------------------------|----------------|
| StreetName | Apartment | Mobile Home | SurveyCityLimits | SV_CI_COUNTY_1 |
| SurveyAddressPoint | Building | Parcel | SV_CI_KENNEWICK_10 | |
| <all other values> | Condo | | SV_CI_RICHLAND_10 | |



1 inch = 300 feet

1:3,600

0 0.0275 0.055 0.11 mi

0 0.0425 0.085 0.17 km

Sources: Esri, HERE, Garmin, Intermap, increment P Corp.,

KENNEWICK PLANNING COMMISSION**NOTICE OF PUBLIC HEARING**

February 6, 2023 6:30 p.m.

The Kennewick Planning Commission will hold a Public Hearing on Monday, February 6, 2023, at City Hall Council Chambers, 210 West 6th Avenue, at 6:30 p.m. or as soon as possible thereafter, to receive public comment on a proposed Change of Zone. Staff will be presenting their analysis and the Planning Commission will make a recommendation to the City Council on the item. The public hearing will be conducted in a hybrid setting which will allow interested parties to participate in person or virtually. To participate virtually in the hearing, use the link found at <https://www.go2kennewick.com/598/Planning-Commission>.

Project# COZ-2022-0012 – A Change in Zone of 2.97 acres from Commercial, Community (CC) to Commercial, General (CG), located at 400 and 420 S Steptoe Street. The property has a Comprehensive Plan land use designation of Commercial. See site map on back.

Submit written comments to Matt Halitsky at matt.halitsky@ci.kennewick.wa.us or mail to PO Box 6108, Kennewick, WA 99336. For questions about this project, please call Matt Halitsky (509) 585-4416

The City of Kennewick welcomes full participation in public meeting by all citizens. No qualified individual with a disability shall be excluded or denied the benefit of participating in such meetings. If you wish to use auxiliary aids or require assistance to comment at this public meeting, please contact Matt Halitsky at (509) 585-4416 or TDD (509) 585-4425 or through the Washington Relay Service Center TTY at #711 at least ten days prior to the date of the meeting to make arrangements for special needs.



NOTIFICATION OF MAILING

I, Matt Halitsky, on 19 January, 20 23

Mailed 15 copies of Notice of Public Hearing w/ Map
for COZ-2022-0012

to Property owners per attached list.

as shown on the attached list.

M. Halitsky
Signature

Exhibit 6

37
FORD GROUP, LLC
4818 W 20TH CT
KENNEWICK, WA 99338

37
TDKJ COMMERCIAL PROPERTY, LLC
PO BOX 903
RICHLAND, WA 99352

37
MATTHEW STUDER
439 S TEXAS ST
KENNEWICK, WA 99336

37
VANESSA BAILEY
475 S TEXAS ST
KENNEWICK, WA 99336

37
BRENT & JODI GILLIPIE
504 S PITTSBURGH ST
KENNEWICK, WA 99337

37
HANSEN PARK HOMEOWNERS
ASSOCIATION
6855 CLEARWATER AVE # A 101-160
KENNEWICK, WA 99336

37
HANSEN PARK LLC
21611 AHTANUM RD
YAKIMA, WA 98908

37
ANGEL CARIDAD JR
451 S TEXAS ST
KENNEWICK, WA 99336

37
DONALD & GAYLA LAPIERRE
512 S PITTSBURGH ST
KENNEWICK, WA 99337

37
MARTIN & KATHRYN ZIZZI
500 S PITTSBURGH ST
KENNEWICK, WA 99337

37
BENTON COUNTY CLEAN AIR AGENCY
526 S CLODFELTER RD
KENNEWICK, WA 99336

37
ROY KINTZLEY
640 S YOUNG PL
KENNEWICK, WA 99337

37
MATTHEW & AMY DURST
463 S TEXAS ST
KENNEWICK, WA 99336

37
TIMOTHY & MIRIAM PORTLOCK
508 S PITTSBURGH ST
KENNEWICK, WA 99337

37
MICHAEL & KATHRYN HUMPHREYS
8901 W 3RD AVE
KENNEWICK, WA 99337



Community Planning Department

210 West 6th Avenue
Kennewick, WA 99336
Phone: (509) 585-4280
cedinfo@ci.kennewick.wa.us

DETERMINATION OF NON-SIGNIFICANCE

FILE/PROJECT NUMBER: ED-2022-0046

DESCRIPTION OF PROPOSAL: Change of zone from Commercial, Community (CC) to Commercial, General (CG); construction of a 25,000 sf warehouse/office.

PROPONENT: Ford Group, LLC

LOCATION OF PROPOSAL, INCLUDING STREET ADDRESS, IF ANY: 420 S Steptoe Street

LEAD AGENCY: City of Kennewick

DETERMINATION: The City of Kennewick has determined that this proposal does not have a probable significant adverse impact on the environment. An Environmental Impact Statement (EIS) will not be required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the City. This information is available to the public on request. Application for other required permits may require further review under SEPA procedures.

- There is no comment period for this DNS.
This DNS is issued after using the optional DNS process in WAC 197-11-355. There is no further comment period on the DNS.
This DNS is issued under 197-11-340(2); the City will not act on this proposal for fifteen days from the date below. Comments must be submitted by... After the review period has elapsed, all comments received will be evaluated and the DNS will be retained, modified, or withdrawn as required by SEPA regulations.

RESPONSIBLE OFFICIAL: Steve Donovan, AICP
POSITION/TITLE: Community Planning Manager
ADDRESS: 210 W 6th Ave., P.O. Box 6108, Kennewick, WA 99336
PHONE: (509) 585-4361

- Changes, modifications and /or additions to the checklist have been made on the attached Environmental Checklist Review.

This DNS is subject to the attached conditions:

- No conditions.
See attached condition(s).

Handwritten signature of Steve Donovan.

Date: 22 December 2022 Signature:

Appeal: An appeal of this determination must be submitted to the Community Planning Department within fourteen (14) calendar days after the date issued. This appeal must be written and make specific factual objections to the City's threshold determination. Appeals shall be conducted in conformance with Section 4.12.090(9) of the Kennewick Municipal Code and the required fees pursuant to the City's adopted Fee Schedule shall be paid at time of appeal submittal.

Copies of this DNS were emailed to Benton Clean Air Authority, Confederated Tribes of Umatilla Indian Reservation, Department of Ecology SEPA Register, Department of Fish & Wildlife, Department of Natural Resources, Washington State Department of Transportation.



STATE OF WASHINGTON
DEPARTMENT OF ECOLOGY

Central Region Office

1250 West Alder St., Union Gap, WA 98903-0009 • 509-575-2490

December 19, 2022

Matthew Halitsky
Kennewick Development Services
PO Box 6108
Kennewick, WA 99336

Re: 202206032, ED-2022-0046

Dear Matthew Halitsky:

Thank you for the opportunity to comment on the Pre-Threshold Consultation for the Ford Change of Zone. We have reviewed the environmental checklist and have the following comment.

WATER RESOURCES

Dust Control from a Well

If you plan to use water for dust suppression at your project site, be sure that you have a legal right. In Washington State, prospective water users must obtain authorization from the Department of Ecology before diverting surface water or withdrawing ground water, with one exception. Ground water withdrawals of up to 5,000 gallons per day used for single or group domestic supply, up to 5,000 gallons per day used for industrial purposes, stock watering, and for the irrigation of up to one-half acre of non-commercial lawn and garden are exempt from the permitting process. Water use under the RCW 90.44.050 exemption establishes a water right that is subject to the same privileges, restrictions, laws and regulations as a water right permit or certificate obtained directly from Ecology. Temporary permits may be obtainable in a short time-period. The concern of Water Resources is for existing water rights. In some instances water may need to be obtained from a different area and hauled in or from an existing water right holder.

If you have any questions or would like to respond to these Water Resources comments, please contact Christopher Kossik at (509) 379-1826 or email at christopher.kossik@ecy.wa.gov.
Sincerely,

Lucila Cornejo

Lucila Cornejo
SEPA Coordinator
Central Regional Office
(509) 208-4590
crosepacoordinator@ecy.wa.gov



2015 South Ely Street
Kennewick, WA 99337
Phone 509-586-9111
FAX 509-586-7663
www.kid.org

December 13, 2022

Matthew Halitsky, AICP, Planner
City of Kennewick - Development Services Division
PO Box 6108
Kennewick, WA 99336

Subject: ED-2022-0046 - COZ-2022-0012 - 400 S Steptoe Street

Dear Mr. Halitsky:

The Kennewick Irrigation District has received the application for an Environmental Determination and Change of Zone submitted by the Ford Group, LLC. This project is generally located at 400 and 420 S. Steptoe Street in Kennewick, WA. The parcel numbers are 1-0689-300-0002-010 and 1-0188-4BP-5063-013.

1. This parcel is within the Kennewick Irrigation District (KID) boundaries, but is not considered irrigable lands; therefore, the Kennewick Irrigation District does not assess them.
 - a. A water allotment is not assigned to this property. Water for a new allotment is unavailable at this location.
2. Please note that permanent structures are not allowed within irrigation easements.
3. Please protect all KID infrastructure.
4. Stormwater systems for the project shall be designed to retain, at minimum, a 100-year storm event above the Amon Wasteway and minimize the introduction of water into the soils up-gradient of the canal.

If you have any questions regarding these comments, please contact me at the address/phone number listed below.

Sincerely,

A handwritten signature in black ink, appearing to read "Dan Tissell".

Daniel Tissell, P.E.
Assistant Engineering Manager

cc: LB\correspondence\File: [6-8-28]
Applicant via mail – Ford Group, LLC, Amy Ford, 4818 W 20th CT, Kennewick, WA 99338

City Council Public Meeting

Change of Zone COZ-2022-0012

21 FEBRUARY 2023



Application Summary



Applicant & Owner: Ford Group, LLC

Proposal: Rezone two parcels totaling 2.97-acres from Commercial, Community (CC) to Commercial, General (CG)

Comprehensive Plan Designation: Commercial

Location: 400 and 420 S Steptoe Street

Zoning Map



Permitted Uses



The CC zone is intended for a wide range of uses to serve the neighborhoods in which they are located. Examples include bars, restaurants, grocery stores, and auto-oriented uses.

The purpose of the CG zone is to provide areas for heavier commercial uses, those that support the primary activities of other commercial and industrial districts, as well as uses which are generally not compatible with retail commercial zoning districts. Examples include warehouses, lumber yards, construction yards, and vehicle repair and service shops.

Change of Zone Findings

KMC 18.51.070(2)

- (a) The proposed amendment conforms with the comprehensive plan.
- (b) Promotes the public necessity, convenience and general welfare.
- (c) The proposed amendment does not impose a burden upon public facilities beyond their capacity to serve or reduce such services to lands which are deemed unacceptable by the City.
- (d) The proposed amendment is consistent with all applicable provisions of the Kennewick Municipal Code, including those adopted by reference from the Comprehensive Plan.
- (e) Single Family Residential zoned properties only; Property is adjacent and contiguous (which shall include corner touches and property located across a public right-of-way) to property of the same proposed zoning classification or higher zoning classification.

Recommendation



The Planning Commission recommends City Council concur with the Findings and Conclusions contained within staff report COZ-2022-0012 and approve the Change of Zone.

CITY OF KENNEWICK
ORDINANCE NO. 6008

AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF CERTAIN REAL PROPERTY WITHIN THE CITY OF KENNEWICK LOCATED AT 400 & 420 S. STEPTOE STREET FROM COMMERCIAL, COMMUNITY (CC) TO COMMERCIAL, GENERAL (CG) (COZ 2022-0012, Ford Group, LLC)

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

Section 1. Ordinance No. 3001, as amended, the zoning ordinance of the City of Kennewick and the accompanying zoning map of the City of Kennewick being part of said ordinance shall be and hereby is changed from Commercial, Community (CC) to Commercial, General (CG) for the real property described as follows:

Parcel 1-0188-4BP-5063-013:

THAT PORTION OF LOT 13, BINDING SITE PLAN 5063, ACCORDING TO THE SURVEY THEREOF RECORDED IN VOLUME 1, PAGE 5063, UNDER AUDITOR'S FILE NO. 2018-26507, RECORDS OF BENTON COUNTY, WASHINGTON, LYING NORTHERLY OF THE FOLLOWING DESCRIBED LINE:

COMMENCING AT THE NORTHEAST CORNER OF SAID LOT 13; THENCE SOUTH 0°44'23" EAST 152.15 FEET ALONG THE EAST LINE THEREOF TO THE POINT OF BEGINNING; THENCE NORTH 69°15'58" WEST 174.76 FEET TO THE WEST LINE OF SAID LOT 13 AND TERMINUS OF SAID DESCRIBED LINE:

TOGETHER WITH THAT PORTION OF THE SOUTHWEST QUARTER OF SECTION 8, TOWNSHIP 8 NORTH, RANGE 29 EAST, W.M., KENNEWICK, BENTON COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 13; THENCE SOUTH 0°44'23" EAST 152.15 FEET; THENCE SOUTH 69°15'58" EAST 134.64 FEET TO THE BEGINNING OF A 1539.00 FOOT RADIUS NON-TANGENT CURVE CONCAVE TO THE EAST AND THE EAST RIGHT-OF-WAY MARGIN OF SOUTH CLODFELTER ROAD (THE LONG CHORD OF WHICH BEARS NORTH 18°02'16" EAST 2.95 FEET); THENCE NORTHERLY THE FOLLOWING FOUR COURSES ALONG SAID EAST RIGHT-OF-WAY MARGIN AND ALONG THE ARC OF SAID NON-TANGENT CURVE 2.95 FEET THROUGH A CENTRAL ANGLE OF 0°06'35" TO THE BEGINNING OF A 1480.16 FOOT RADIUS COMPOUND CURVE CONCAVE TO THE EAST; THENCE NORTHERLY ALONG THE ARC OF SAID COMPOUND CURVE 102.73 FEET THROUGH A CENTRAL ANGLE OF 3°58'36" TO THE BEGINNING OF A 1540.00 FEET RADIUS COMPOUND CURVE CONCAVE TO THE EAST; THENCE NORTHERLY ALONG THE ARC OF SAID COMPOUND CURVE 19.03 FEET THROUGH A CENTRAL ANGLE OF 0°42'29" TO

THE BEGINNING OF 1539.47 FOOT RADIUS COMPOUND CURVE CONCAVE TO THE EAST; THENCE ALONG THE ARC OF SAID COMPOUND CURVE 17.03 FEET THROUGH A CENTRAL ANGLE 0°38'01"; THENCE LEAVING SAID EAST RIGHT-OF-WAY MARGIN NORTH 69°16'53" WEST 189.55 FEET TO THE POINT OF BEGINNING.

Parcel 1-0689-300-0002-010:

LOT 13, BINDING SITE PLAN 5063, ACCORDING TO THE SURVEY THEREOF RECORDED IN VOLUME 1, PAGE 5063, UNDER AUDITOR'S FILE NO. 2018-26507, RECORDS OF BENTON COUNTY, WASHINGTON:

EXCEPT THAT PORTION THEREOF LYING NORTHERLY OF THE FOLLOWING DESCRIBED LINE:

COMMENCING AT THE NORTHEAST CORNER OF SAID LOT 13; THENCE SOUTH 0°44'23" EAST 152.15 FEET ALONG THE EAST LINE THEREOF TO THE POINT OF BEGINNING; THENCE NORTH 69°15'58" WEST 174.76 FEET TO THE WEST LINE OF SAID LOT 13 AND TERMINUS OF SAID DESCRIBED LINE:

TOGETHER WITH THAT PORTION OF THE SOUTHWEST QUARTER OF SECTION 8, TOWNSHIP 8 NORTH, RANGE 29 EAST, W.M., KENNEWICK, BENTON COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHEAST CORNER OF SAID LOT 13; THENCE NORTH 0°44'23" WEST 249.02 FEET ALONG THE EAST LINE THEREOF; THENCE SOUTH 69°15'58" EAST 134.64 FEET TO THE BEGINNING OF A 1539.00 FOOT RADIUS NON-TANGENT CURVE CONCAVE TO THE EAST (FROM WHICH CHORD BEARS SOUTH 17°33'06" WEST 23.16 FEET) AND THE EAST RIGHT-OF-WAY MARGIN OF SOUTH CLODFELTER ROAD; THENCE SOUTHERLY THE FOLLOWING FOUR COURSES ALONG SAID EAST RIGHT-OF-WAY MARGIN AND ALONG THE ARC OF SAID NON-TANGENT CURVE 23.16 FEET THROUGH A CENTRAL ANGLE OF 0°51'44"; THENCE SOUTH 17°07'13" WEST 24.90 FEET; THENCE SOUTH 15°12'41" WEST 120.03 FEET; THENCE SOUTH 17°07'13" WEST 40.57 FEET; THENCE LEAVING SAID RIGHT-OF-WAY MARGIN SOUTH 89°14'23" WEST 64.96 FEET TO THE POINT OF BEGINNING.

Section 2. The City Council finds the amendments described in Section 1 above are in conformance with the Comprehensive Plan of the City.

Section 3. Severability Clause. If any provision of this amendatory ordinance or its application to any persons or circumstances is held invalid, the remainder of the act or the application of the provision to other persons or circumstances is not affected.

Section 4. The Responsible Official for the State Environmental Policy Act has determined that the proposal will not have a probable significant adverse impact on the quality of the environment.

Section 5. 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, this 21st day of February, 2023, and signed in authentication of its passage this 21st day of February, 2023.

Attest:

W.D. MCKAY, Mayor

TERRI L. WRIGHT, City Clerk

ORDINANCE NO. 6008 filed and recorded in the office of the City Clerk of the City of Kennewick, Washington this 22nd day of February, 2023.

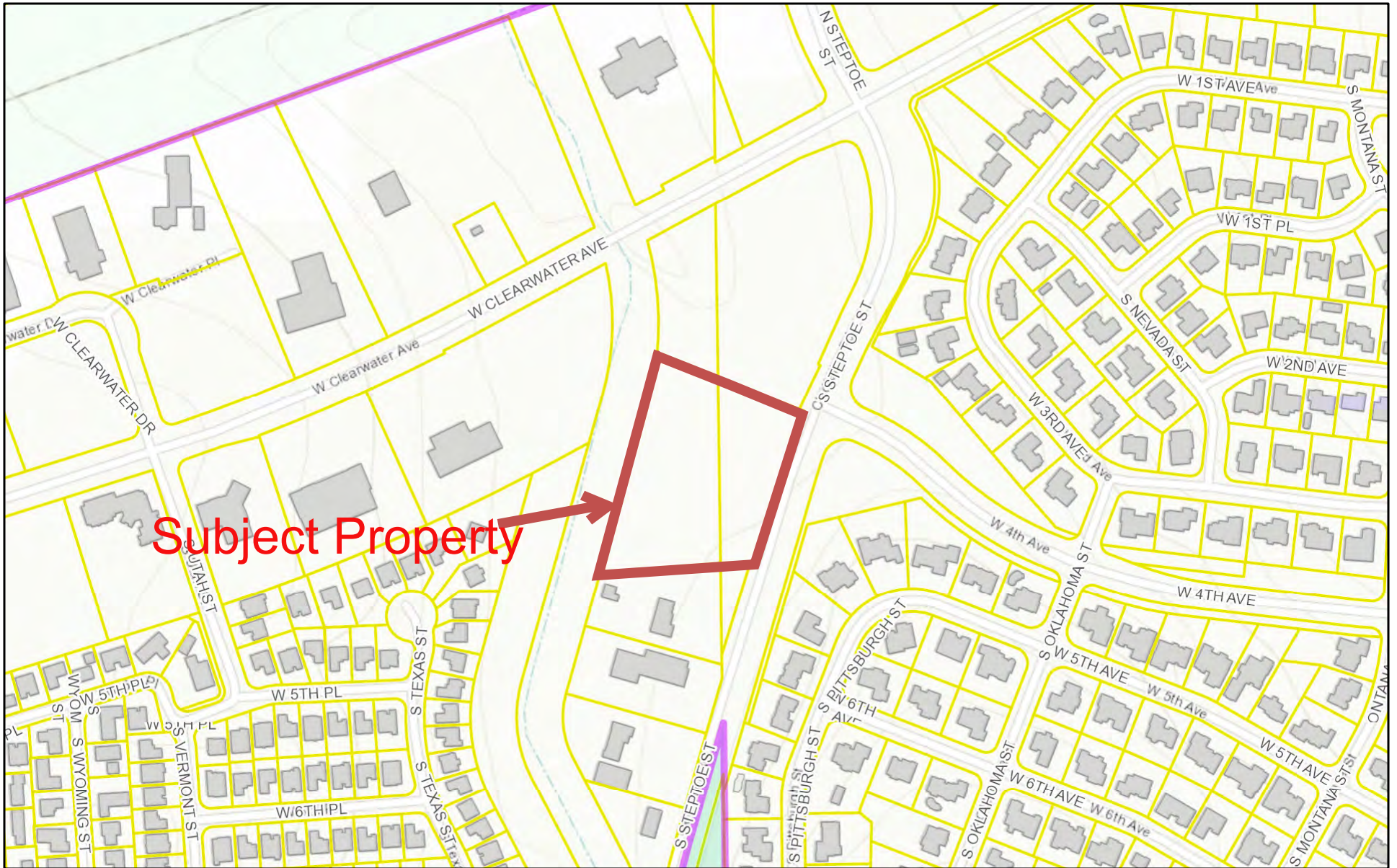
Approved as to form:

LISA BEATON, City Attorney

TERRI L. WRIGHT, City Clerk

DATE OF PUBLICATION: _____

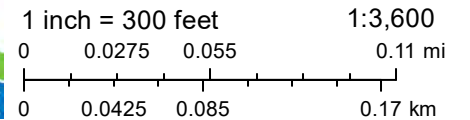
Vicinity Map



January 26, 2023

This plan is suitable for informational use only. City of Kennewick accepts no liability for any error whatsoever.

- | | | | | |
|---------------------------|-----------|-------------|-------------------------|-------------------|
| StreetName | Apartment | Mobile Home | SurveyCityLimits | SV_CI_COUNTY_10 |
| SurveyAddressPoint | Building | Parcel | SV_CI_KENNEWICK_10 | SV_CI_RICHLAND_10 |
| <all other values> | Condo | | | |



Sources: Esri, HERE, Garmin, Intermap, increment P Corp.,

Planning Commission Action Summary

COZ-2022-0012 (CC to CG)

The Kennewick Planning Commission conducted a virtual public hearing on 6 February 2023. All interested parties were notified to come before the Commission and be heard. After reviewing the staff report and all oral and written facts and opinions, Commissioner Hempstead moved that the Planning Commission concur with the findings and conclusions contained within staff report COZ-2022-0012 and recommend to City Council approval of the proposed Change of Zone.

Findings:

1. The applicant is Ford Group LLC, 4818 W 20th Ct, Kennewick, WA 99338.
2. The property owner is also Ford Group LLC, 4818 W 20th Ct, Kennewick, WA 99338.
3. The proposed change of zone is located at 400 and 420 S Steptoe Street. Parcel Numbers 1-0188-4BP-5063-013 and 1-0689-300-0002-010.
4. The City's Comprehensive Plan Land Use Designation for the subject property is Commercial.
5. The request is to change the zoning from Commercial, Community (CC) to Commercial, General (CG).
6. The Commercial, General zoning district is an implementing zone of the Commercial Comprehensive Plan Land Use Map Designation.
7. On 5 December 2022, the application was submitted, and declared complete for processing on 6 December 2022.
8. The application was routed for review to City Departments and outside agencies for comment on 6 December 2022.
9. Access to the site is via S Steptoe Street.
10. The Environmental Determination of Non-Significance (ED-2022-0046) was issued on 22 December 2022.
11. The Property Posting sign for the public hearing was posted on site 19 January 2023.
12. Notice of the public hearing for this application was published in the Tri-City Herald on 22 January 2023. Notices were also mailed to property owners within 300 feet of the site on 19 January 2023.
13. The proposed amendment is consistent with the Comprehensive Plan.
14. The proposed amendment promotes the public necessity, convenience and general welfare.
15. The proposed amendment does not impose a burden upon public facilities beyond their capacity to serve or reduce such services to lands, which are deemed unacceptable by the City.
16. The proposed amendment is consistent with all applicable provisions of the Kennewick Municipal Code, including those adopted by reference from the Comprehensive Plan.

Conclusions:

1. Approval will implement the Comprehensive Plan Land Use Designation of Commercial.
2. Approval will not result in an increase of adverse environmental impacts.
3. Approval will implement Commercial Land Use Goals and Policies 2 and 3 of the City of Kennewick Comprehensive Plan.
4. Approval will result in the promotion of public necessity, convenience and/or general welfare.
5. The proposed Change of Zone complies with KMC 18.51.070(2).

The motion was seconded by Commission Helgeson. The motion passed unanimously, with Commissioners Hempstead, Helgeson, Gregory, Griffith, Short, and Chair Morris all in favor.

**KENNEWICK PLANNING COMMISSION
FEBRUARY 6, 2023
MEETING MINUTES**

1. CALL TO ORDER

Chairman Morris called the meeting to order at 6:30 p.m. and noted technical issues with remote audio.

Chairman Morris led the Pledge of Allegiance.

Deputy City Clerk Krystal Townsend called the roll and found the following present:

PRESENT: Commissioners James Hempstead, Thomas Helgeson, Tina Gregory, Ken Short, Nikki Griffith and Chairman Victor Morris. (*Commissioner Nikki Griffith joined remotely*).

STAFF: Steve Donovan, AICP Planning Manager; Matt Halitsky, Senior Planner; and Krystal Townsend, Deputy City Clerk.

All commissioners were present; Ms. Townsend declared a quorum was established.

2. CONSENT AGENDA

- a. Approval of the minutes dated December 19, 2022.
- b. Approval of the agenda.
- c. Motion to enter Staff Report(s) into the Record.

MOTION: Commissioner Hempstead moved to approve the Consent Agenda; Commissioner Helgeson seconded the motion.

DISCUSSION: None.

VOTE: The motion passed on a unanimous roll call vote.

3. PUBLIC HEARINGS:

Chairman Morris made the following statement:

“Good evening and welcome to the February 6, 2023, Kennewick Planning Commission meeting.

It is important that everyone who wishes to do so has an opportunity to speak. Each person who has either signed-in (in person) or registered (via Zoom) will have one, three-minute opportunity to address the Planning Commission.

If you are attending via Zoom, please confirm your microphone has been unmuted before you begin your comments.

Please state your name and address for the record; once you begin your remarks the countdown timer will start. At the end of your time, please mute your microphone.

The order of the hearings shall be as follows:

1. Planning staff shall provide a staff report; the Commission may ask questions of staff;
2. The Applicant or Applicant’s Representative(s) Presentation;

3. Testimony in Favor of the Request;
4. Testimony Either Neutral or Against the Request;
5. Final Applicant Comments;
6. Final Staff Comments;
7. Close the public hearing and discuss the request.”

A. CHANGE OF ZONE (COZ) #2022-0012

Chairman Morris opened the public hearing at 6:35 pm for Change of Zone (COZ) 2022-0012.

1. Mr. Halitsky described the application, presented the staff report, and recommended the Planning Commission forward a recommendation for approval of COZ #2022-0012 to City Council.

Planning Commission Questions: None

2. Testimony of Applicant/Applicant’s Representative: None
3. Testimony in Favor of the Request: None
4. Testimony Neutral/Against the Request: None
5. Testimony of Those Registered on Virtual Format: Not applicable.
6. Applicant/Owner Final Testimony: None
7. Staff Final Comments: None
8. Public Testimony Closed at 6:38 p.m.

MOTION: Commissioner Hempstead moved to concur with the findings and conclusions in staff report COZ 2022-0012 and recommend City Council approval of the request. Commissioner Helgeson seconded the motion.

DISCUSSION: None.

VOTE: The motion passed on a unanimous roll call vote.

B. CHANGE OF ZONE (COZ) #2022-0013

Chairman Morris opened the public hearing at 6:40 pm for Change of Zone (COZ) 2022-0013.

1. Mr. Donovan described the application, presented the staff report, and recommended the Planning Commission forward a recommendation for approval of COZ #2022-0013 to City Council.

Planning Commission Questions:

Commissioner Gregory inquired about Council and Commission history for previous planning changes of zone in the area. Mr. Donovan answered her concerns and explained the Commission’s actions have been proper.

Chairman Morris inquired about the site’s specific location. Mr. Donovan referred to the map to clarify the location.

Chairman Morris inquired about the goals for high-density residential. Mr. Donovan explained this would help relieve the deficit of available high-density residential. This change helps to meet the Comprehensive Plan goals.

2. Testimony of Applicant/Applicant's Representative: Bob Garrison (remote attendee) and Nathan Machiela, representing the applicants, offered to answer questions.
3. Testimony in Favor of the Request: None
4. Testimony Neutral/Against the Request: None
5. Testimony of Those Registered on Virtual Format: Not applicable.
6. Applicant/Owner Final Testimony: Mr. Garrison expressed excitement about the project and are looking forward to site plan review as the project progresses through the approval process.
7. Staff Final Comments: None
8. Public Testimony Closed at 6:51 p.m.

MOTION: Commissioner Hempstead moved to concur with the findings and conclusions in staff report COZ 2022-0013 and recommend City Council approval of the request. Commissioner Helgeson seconded the motion.

DISCUSSION: None.

VOTE: The motion passed on a unanimous roll call vote.

4. VISITORS NOT ON AGENDA: None

5. OLD BUSINESS:

- a. City Council Action Updates: Mr. Donovan stated there are no updates and remarked items from tonight's agenda will be forwarded for Council consideration February 21, 2023.

6. NEW BUSINESS: None

7. REPORTS, COMMENTS, OR DISCUSSION OF COMMISSIONERS AND STAFF:

Chairman Morris announced upcoming absences in April.

Following an inquiry from Commissioner Griffith, Mr. Donovan announced the next regularly-scheduled meeting, February 20, 2023, falls on a holiday and the meeting will be canceled.

Mr. Donovan explained the process to fill the Commission vacancy is ongoing and staff will provide updates as progress is made.

8. ADJOURNMENT: The meeting concluded at 6:56 p.m.

Council Agenda Coversheet



Agenda Item Number	5.b.	Council Date	02/21/2023
Agenda Item Type	Ordinance		
Subject	Change of Zone from CC to RH		
Ordinance/Reso #	6009	Contract #	
Project #		Permit #	COZ-2022-0013
Department	Planning		

Consent Agenda	<input type="checkbox"/>
Ordinance/Reso	<input checked="" type="checkbox"/>
Public Mtg / Hrg	<input type="checkbox"/>
Other	<input type="checkbox"/>
Quasi-Judicial	<input checked="" type="checkbox"/>

Recommendation

The Planning Commission recommends City Council concur with the findings and conclusions contained in staff report COZ-2022-0013 by adopting Ordinance 6009.

Motion for Consideration

I move to adopt Ordinance 6009.

Summary

Murow Development Consultants, c/o Bob Garrison has applied to change the zoning of a 13.76 acre lot from Commercial, Community (CC) to Residential, High Density (RH). The RH Zone is an implementing zoning district of the High Density Residential Comprehensive Plan Land Use Designation and the request is consistent with the comprehensive plan.

The subject parcel is vacant and 8224 Bob Olson Parkway. The surrounding properties to the north and east are zoned Residential, Low Density (RL) and the properties to the south and west are zoned CC. Additionally, in 2022 the land use designation for the site was changed from Commercial to High Density Residential.

The Planning Commission held a public hearing to review the proposal on February 6, 2023. At the hearing, staff presented an overview of the staff report and findings. The applicant and applicant's representative provided testimony in favor of the proposal. The Planning Commission voted unanimously to recommend approval of COZ-2022-0013 to City Council.

Alternatives

None Recommended.

Fiscal Impact

None.

Through	Steve Donovan Feb 13, 11:26:54 GMT-0800 2023
Dept Head Approval	Anthony Muai Feb 13, 14:40:30 GMT-0800 2023
City Mgr Approval	Marie Mosley Feb 16, 13:53:23 GMT-0800 2023

Attachments:

Staff Report
Presentation
Ordinance
PC Action Summary
Minutes
City Manager

Recording Required?



COMMUNITY PLANNING DEPARTMENT

**STAFF REPORT AND RECOMMENDATION TO
THE PLANNING COMMISSION**

FILE No: COZ-2022-0013

Staff Report Date: January 24, 2023

Hearing Date & Location: February 6, 2023

Report Prepared By: Steve Donovan, AICP
Planning Manager

Report Reviewed By: Matt Halitsky, AICP
Senior Planner

Summary

Recommendation: The City of Kennewick Planning Staff RECOMMENDS APPROVAL of Change of Zone 2022-0013.

Summary of Proposal: A Change of Zone from Commercial, Community (CC) to Residential, High Density (RH) for 13.76 acres.

Proposal Location: 8224 Bob Olson Parkway

Legal Description: See Exhibit 3

Property Owner: Bauder Young
c/o Nick Wright
1955 Jadwin Avenue
Richland, WA 99352

Applicant: Murow Development Consultants
c/o Bob Garrison
16800 Aston Street, Suite 200
Irvine, CA 92606

Regulatory Controls:

1. Comprehensive Plan – Land Use
2. KMC Title 4 – Administrative Procedures
3. KMC Title 18 – Zoning
4. Washington State Environmental Policy Act

COZ Key Application Processing Dates:

Pre-Application/Feasibility Meeting	N/A
Application Submittal	December 6, 2022
Determination of Completeness Issued	December 20, 2022
Notice of Application Posted	December 20, 2022
SEPA Threshold Determination Issued	July 18, 2022
Property Posting Sign for SEPA Determination	July 18, 2022
SEPA Appeal Period	August 1, 2022
Date of Mailed Notice of Public Hearing	January 19, 2023
Property Posting Sign for Public Hearing	January 19, 2023
Date of Published Notice of Public Hearing	January 22, 2023

Exhibits:

1. Staff Report
2. Supplemental Questions
3. Legal Description
4. Vicinity/Site Map
5. Comprehensive Plan Map
6. Zoning Map
7. Notice of Mailing
8. SEPA DNS
9. Washington State Department of Fish and Wildlife Letter
10. Benton-Franklin Health District Email
11. Bonneville Power Administration Email
12. Applicant response to agency comments.

Zoning adjacent to the site:

North: Residential, Low Density (RL)

East: RL

South: Commercial, Community (CC)

West: CC

Applicable Goals and Policies of the Comprehensive Plan:

Residential Goals and Policies:

- Goal 1: Provide for attractive, walkable, and well-designed residential neighborhoods, with differing densities and compatible with neighboring areas.
- Policy 2 Require multi-family housing to incorporate architectural forms and features compatible with the surrounding neighborhood. Features that promote compatibility include landscaping, setbacks, rooflines and building forms that reduce the appearance of bulk.
- Policy 3 Require that multi-family structures be located near a collector street with transit, or near an arterial street, or near a neighborhood center.
- Policy 4 Use natural and man-made features to separate different residential densities.

Policy 5 Encourage adequate pedestrian connections with nearby neighborhood and transit facilities in all residential site development.

Goal 3: Promote a variety of residential densities with a minimum density target of 3 units per acre as averaged throughout the urban area.

Policy 4 Residential High Density – Designate land for Residential High Density (HD) where access, topography, and adjacent land uses create conditions appropriate for a variety of unit types, or where there is existing multi-family development.

Goal 4: Provide more housing opportunities near commercial, transit and employment.

Policy 1 Locate the highest density residential areas close to shops and services and transportation hubs.

Policy 2 Encourage residential development within commercial areas.

Housing Goals and Policies:

Goal 1: Support and develop a variety of housing types and densities to meet the diverse needs of the population.

Policy 6 Maintain Design Guidelines to ensure new residential development is consistent with the character of existing neighborhoods.

Kennewick Municipal Code Findings:

The following findings shall be met in order to approve a change of zone:

KMC 18.51.070(2): Findings:

Findings Required. In order to amend the zoning map, the City Council must find that:

- a. The proposed amendment conforms with the comprehensive plan; and
Staff Response: The proposed Change of Zone conforms to the comprehensive plan because the RH Zoning District is an implementing zoning district of the site's current High Density Residential Land Use Designation.
- b. Promotes the public necessity, convenience and general welfare; and
Staff Response: The proposed Change of Zone promotes public necessity, convenience and welfare by establishing a zoning district that is compatible with the surrounding properties.
- c. The proposed amendment does not impose a burden upon public facilities beyond their capacity to serve or reduce such services to lands, which are deemed unacceptable by the City; and
Staff Response: The proposed Change of Zone will not impose additional burdens on public facilities. Future development will be required to meet applicable levels of service.
- d. The proposed amendment is consistent with all applicable provisions of the Kennewick Municipal Code, including those adopted by reference from the Comprehensive Plan; and
Staff Response: The proposed amendment will establish a zoning district that complies with Comprehensive Plan. The RH Zone is an implementing zone of the site's High Density Residential Land Use Designation.
- e. Single Family Residential zoned properties only; Property is adjacent and contiguous (which shall include corner touches and property located across a

public right-of-way) to property of the same proposed zoning classification or higher zoning classification.

Staff Response: *Not applicable to proposal.*

Public Comments:

The public did not submit comments on the proposal.

Agency Comments:

Staff received comments from the Washington State Department of Fish and Wildlife, the Benton-Franklin Health District and the Bonneville Power Administration. All comments were for the future development of the site into an apartment complex, see Exhibits 9-11. Future development of the site will subject to applicable requirements of public agencies.

The applicant provided responses to each of the comments, see Exhibit 12.

Staff Analysis of Proposal & Discussion:

The City annexed the site on January 3, 1996 by Ordinance 3674. In 2011, the site was rezoned to its current zoning district. The City approved the amendment to change the site's land use designation from Commercial to High Density Residential during the City's 2022 Comprehensive Plan Amendment Cycle.

The proposed Change of Zone (COZ-2022-0013) is a request to change the zoning district for 13.76-acres. Pursuant to Table 1 of the Comprehensive Plan, the RH Zoning District is an implementing zoning district of the High Density Residential Land Use Designation. RCW 36.70A, Growth Management Act, requires that a City's development regulations implement its comprehensive plan.

Per KMC 18.03.040 (4), the purpose of RH zoning district is as follows:

RH - The purpose of the RH District is to establish areas for multiple residential buildings and promote a suitable residential environment. The district is a transitional use between commercial, low and medium density residential uses.

Future development of the entire site will be limited to only the permitted uses of the RH Zoning District. Development will be subject to meeting applicable concurrency requirements, which include utility and street improvements.

The proposed findings meet the requirements of KMC 18.51.070(2).

Findings:

1. The applicant is Murow Development Consultants, c/o Bob Garrison, 16800 Aston Street, Suite 200, Irvine, CA 92606.
2. The property owner is Bauder Young, c/o Nick Wright, 1955 Jadwin Avenue, Richland, WA 99352.
3. The proposed change of zone is located at 8224 Bob Olson Parkway. Parcel Number: 1-0789-400-0001-X08.
4. The City's Comprehensive Plan Land Use Designation for the subject property is High Density Residential.
5. The City changed the land use designation for the site on November 15, 2022 as part of the 2022 Comprehensive Plan Amendment Cycle.
6. The request is to change the zoning from Commercial, Community to Residential, High Density.

7. The Residential, High Density Zoning District is an implementing zone of the High Density Residential Comprehensive Plan Land Use Map Designation.
8. The application was submitted on December 6, 2022.
9. The application was declared complete, routed for review to City Departments and outside agencies on December 20, 2022.
10. Access to the site is via Bob Olson Parkway.
11. The Environmental Determination of Non-Significance, ED-2022-0016, was issued July 18, 2022.
12. The Property Posting sign for the public hearing was posted on site January 19, 2023.
13. Notice of the public hearing for this application was published in the Tri-City Herald on January 22, 2023. Notices were mailed to property owners within 300 feet of the site on January 19, 2023.
14. The proposed amendment conforms to the comprehensive plan.
15. The proposed amendment promotes the public necessity, convenience and general welfare.
16. The proposed amendment does not impose a burden upon public facilities beyond their capacity to serve or reduce such services to lands, which are deemed unacceptable by the City.
17. The proposed amendment is consistent with all applicable provisions of the Kennewick Municipal Code, including those adopted by reference from the Comprehensive Plan.

Conclusions:

1. Approval will implement the Comprehensive Plan Land Use Designation of High Density Residential.
2. Approval will not result in an increase of adverse environmental impacts.
3. Approval will implement Residential Goals 1, 3 and 4 and Housing Goal 1 of the City of Kennewick Comprehensive Plan.
4. Approval will result in the promotion of public necessity, convenience and/or general welfare.
5. The proposed Change of Zone complies with KMC 18.51.070(2).

Recommendation:

Staff has reviewed the application and recommends that the Planning Commission concur with the findings and conclusions contained in staff report COZ-2022-0013 and recommend approval to City Council.

Motion:

I move that the Planning Commission concur with the findings and conclusions in staff report COZ-2022-0013 and recommend approval of the request to City Council.

City Council Meeting

CHANGE of ZONE COZ-2022-0013

FEBRUARY 21, 2023



Application Summary



Applicant: Murow Development Consultants, c/o Bob Garrison

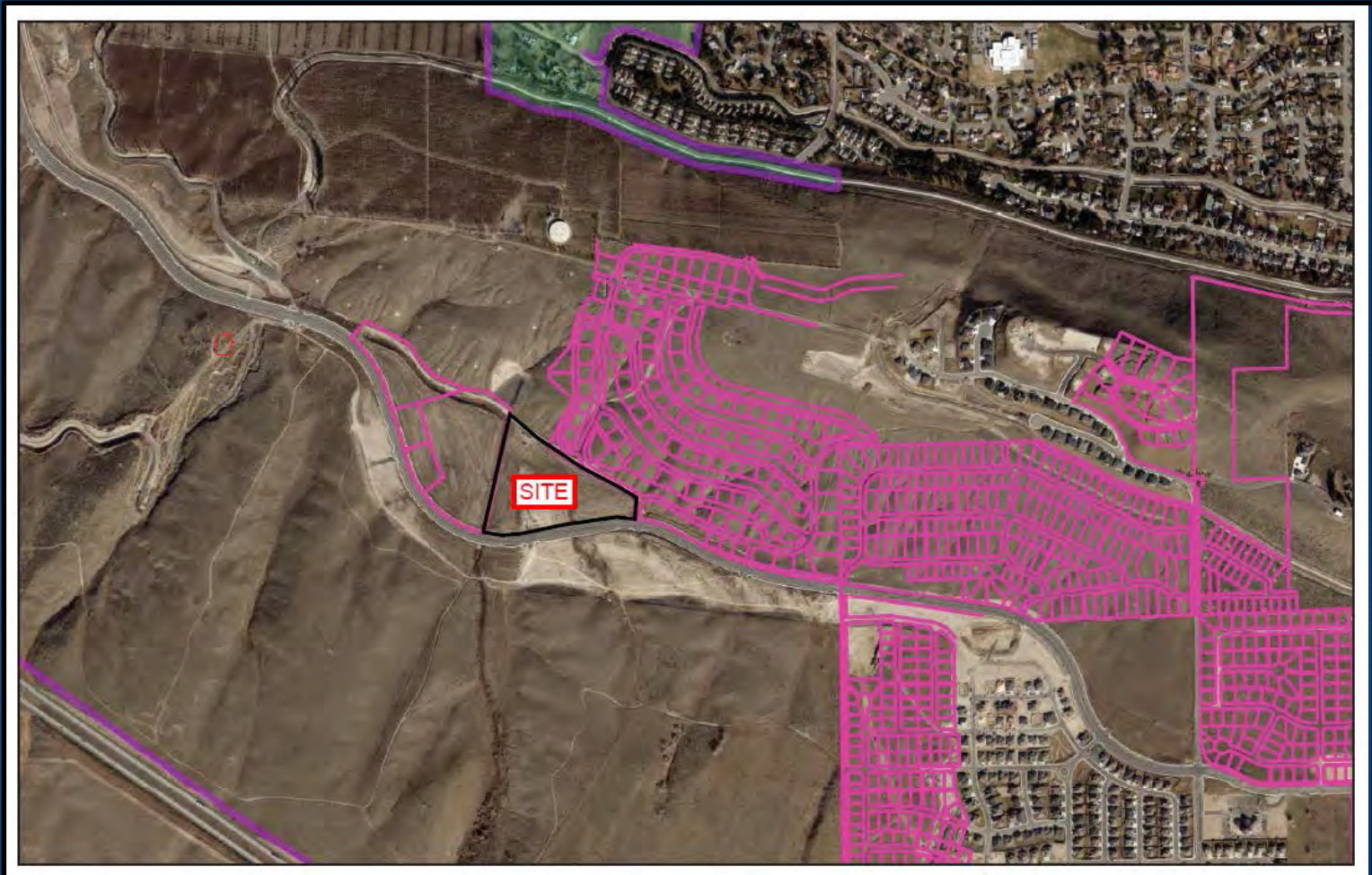
Owner(s): Bauder Young Properties

Proposal: Rezone 13.76 acres from Commercial, Community (CC) to Residential, High Density (RH)

Comprehensive Plan Designation: High Density Residential

Location: 8224 Bob Olson Parkway

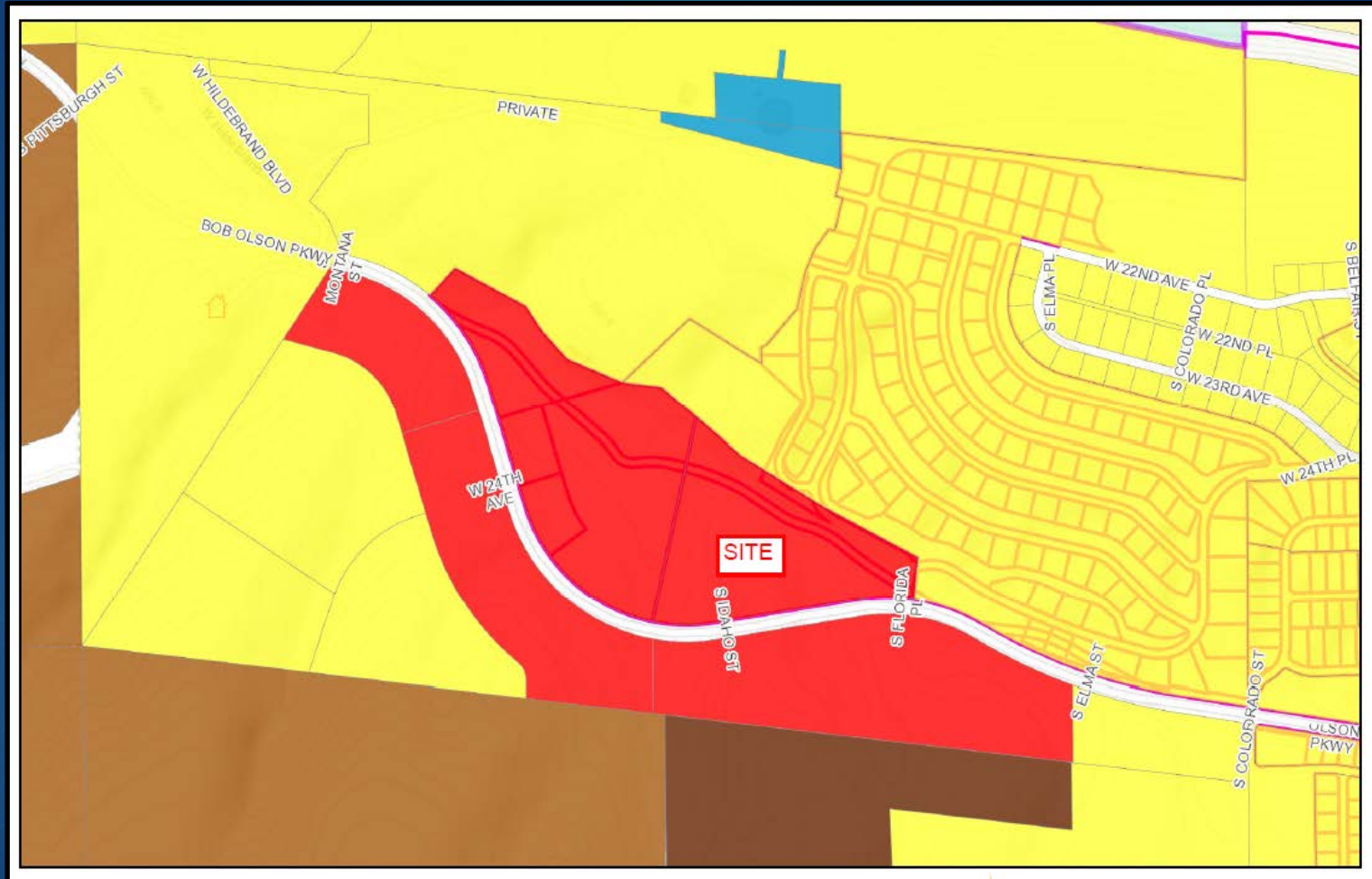
Vicinity Map



Land Use Map



Zoning Map



Property History

The City annexed the site on January 3, 1996 by Ordinance 3674. In 2011, the site was rezoned to its current zoning district. The City approved the amendment to change the site's land use designation from Commercial to High Density Residential during the City's 2022 Comprehensive Plan Amendment Cycle.

Permitted Uses

The CC District allows mainly commercial uses and the RH District permits residential uses with some commercial uses.

Change of Zone Findings

KMC 18.51.070(2)

- (a) The proposed amendment conforms with the comprehensive plan.
- (b) Promotes the public necessity, convenience and general welfare.
- (c) The proposed amendment does not impose a burden upon public facilities beyond their capacity to serve or reduce such services to lands which are deemed unacceptable by the City.
- (d) The proposed amendment is consistent with all applicable provisions of the Kennewick Municipal Code, including those adopted by reference from the Comprehensive Plan.
- (e) Single Family Residential zoned properties only; Property is adjacent and contiguous (which shall include corner touches and property located across a public right-of-way) to property of the same proposed zoning classification or higher zoning classification.

Hearing Summary

- ▶ The Planning Commission held a public hearing for the proposed Change of Zone on February 6, 2023.
- ▶ The applicant and his representative spoke in favor of the proposal.
- ▶ No additional testimony was submitted by the public.

Recommendation

The Planning Commission recommends approval of COZ-2022-0013.

CITY OF KENNEWICK
ORDINANCE NO. 6009

AN ORDINANCE AMENDING THE ZONING CLASSIFICATION OF CERTAIN REAL PROPERTY WITHIN THE CITY OF KENNEWICK LOCATED AT 8224 BOB OLSON PARKWAY FROM COMMERCIAL, COMMUNITY (CC) TO RESIDENTIAL, HIGH DENSITY (RH) (COZ 2022-0013, Murow Development Consultants, c/o Bob Garrison)

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

Section 1. Ordinance No. 3001, as amended, the zoning ordinance of the City of Kennewick and the accompanying zoning map of the City of Kennewick being part of said ordinance shall be and hereby is changed from Commercial, Community (CC) to Residential, High Density (RH) for the real property described as follows:

Parcel 1-0789-400-0001-X08:

LOT 2, SHORT PLAT 3622, RECORDED IN VOLUME 1 OF SHORT PLATS AT PAGE 3622 UNDER AUDITOR'S FILE NUMBER 2019-026230, RECORDS OF BENTON COUNTY, WASHINGTON; TOGETHER WITH REAL PROPERTY SITUATED IN THE CITY OF KENNEWICK, BENTON COUNTY, WASHINGTON, LYING IN THE SOUTHEAST QUARTER AND THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 7, TOWNSHIP 8 NORTH, RANGE 29 EAST, W.M. BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF SECTION 7; THENCE NORTH 83° 26' 01" WEST ALONG THE SOUTH LINE OF SECTION 7 A DISTANCE OF 791.86 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING NORTH 83° 26' 01" WEST ALONG THE SOUTH LINE OF THE SECTION 7 A DISTANCE OF 1891.06 FEET; THENCE NORTH 00° 23' 14" WEST A DISTANCE OF 325.32 FEET TO A POINT ON THE PROPOSED SOUTH RIGHT OF WAY LINE OF HILDEBRAND BOULEVARD SAID POINT BEING A POINT ON THE ARC OF A 831.00 FOOT RADIUS CURVE; THENCE ALONG THE PROPOSED SOUTH RIGHT OF WAY LINE THE FOLLOWING COURSES; FROM A TANGENT BEARING OF NORTH 79° 39' 08" WEST ALONG SAID CURVE TO THE RIGHT THROUGH A CENTRAL ANGLE OF 62° 48' 16" AN ARC DISTANCE OF 910.90 FEET TO A POINT OF TANGENCY; THENCE NORTH 16° 50' 52" WEST A DISTANCE OF 553.59 FEET TO THE POINT OF CURVATURE OF A 757.00 FOOT RADIUS CURVE; THENCE ALONG SAID CURVE TO THE LEFT THROUGH A CENTRAL ANGLE OF 30°14'10" AN ARC DISTANCE OF 399.49 FEET TO A POINT ON A NON-TANGENT LINE SAID POINT BEARS SOUTH 52° 31' 42" EAST A DISTANCE OF 1972.07 FEET FROM THE WEST QUARTER CORNER OF SAID SECTION 7; THENCE

LEAVING THE PROPOSED SOUTH RIGHT OF WAY LINE NORTH 42° 54' 58" EAST A DISTANCE OF 203.65 FEET; THENCE SOUTH 61° 54' 57" EAST A DISTANCE OF 313.72 FEET; THENCE SOUTH 33° 42' 17" EAST A DISTANCE OF 126.81 FEET; THENCE SOUTH 42° 20' 25" EAST A DISTANCE OF 177.61 FEET; THENCE SOUTH 67° 00' 36" EAST A DISTANCE OF 283.17 FEET; THENCE SOUTH 82° 52' 43" EAST A DISTANCE OF 170.19 FEET; THENCE SOUTH 49° 36' 23" EAST A DISTANCE OF 455.81 FEET; THENCE SOUTH 58° 34' 11" EAST A DISTANCE OF 431.57 FEET; THENCE SOUTH 62° 07' 52" EAST A DISTANCE OF 456.37 FEET; THENCE SOUTH 05° 07' 26" WEST A DISTANCE OF 159.12 FEET TO A POINT ON THE PROPOSED NORTH RIGHT OF WAY OF HILDEBRAND BOULEVARD SAID POINT BEING A POINT ON THE ARC OF A 831.00 FOOT RADIUS CURVE; THENCE ALONG THE PROPOSED NORTH RIGHT OF WAY LINE THE FOLLOWING COURSES: FROM A TANGENT BEARING OF SOUTH 84° 52' 34" EAST ALONG SAID CURVE TO THE RIGHT THROUGH A CENTRAL ANGLE OF 25° 36' 13" AN ARC DISTANCE OF 371.35 FEET TO A POINT OF REVERSE CURVATURE WITH A 2463.00 FOOT RADIUS CURVE; THENCE ALONG SAID CURVE TO THE LEFT THROUGH A CENTRAL ANGLE OF 10° 25' 16" AN ARC DISTANCE OF 447.98 FEET TO A NON TANGENT LINE; THENCE LEAVING THE PROPOSED NORTH RIGHT OF WAY LINE SOUTH 00° 21' 55" EAST A DISTANCE OF 417.71 FEET TO THE SOUTH LINE OF SAID SECTION 7 AND THE POINT OF BEGINNING.

EXCEPT ANY PORTION THEREOF LYING SOUTHERLY OF THE NORTHERLY RIGHT OF WAY LINE OF BOB OLSON PARKWAY AS DEDICATED TO THE CITY OF KENNEWICK BY DOCUMENT RECORDED UNDER AUDITOR'S FILE NUMBER 2011-036131, RECORDS OF BENTON COUNTY, WASHINGTON.

ALSO EXCEPT ANY PORTION THEREOF LYING WESTERLY OF THE FOLLOWING DESCRIBED LINE: COMMENCING AT THE NORTHEASTERLY CORNER OF SAID LOT 2; THENCE NORTH 62°07'52" WEST ALONG THE NORTH LINE THEREOF A DISTANCE OF 484.91 FEET TO AN ANGLE POINT IN SAID NORTH LINE; THENCE NORTH 58°34'11" WEST ALONG SAID NORTH LINE A DISTANCE OF 426.64 FEET TO AN ANGLE POINT IN SAID NORTH LINE; THENCE NORTH 49°36'23" WEST ALONG SAID NORTHERLY LINE A DISTANCE OF 261.68 FEET TO THE TRUE POINT OF BEGINNING: THENCE SOUTH 12°11'33" WEST A DISTANCE OF 930.20 FEET, MORE OR LESS, TO THE NORTHERLY MARGIN OF BOB OLSON PARKWAY AND THE END OF THIS LINE DESCRIPTION.

(ALSO KNOWN AS NEW PARCEL 2 OF RECORD SURVEY 5516 RECORDED UNDER AUDITOR'S FILE NO. 2021-28228)

Section 2. The City Council finds the amendments described in Section 1 above are in conformance with the Comprehensive Plan of the City.

Section 3. Severability Clause. If any provision of this amendatory ordinance or its application to any persons or circumstances is held invalid, the remainder of the act or the application of the provision to other persons or circumstances is not affected.

Section 4. The Responsible Official for the State Environmental Policy Act has determined that the proposal will not have a probable significant adverse impact on the quality of the environment.

Section 5. 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, this 21st day of February, 2023, and signed in authentication of its passage this 21st day of February, 2023.

Attest:

W.D. MCKAY, Mayor

TERRI L. WRIGHT, City Clerk

ORDINANCE NO. 6009 filed and recorded in the office of the City Clerk of the City of Kennewick, Washington this 22nd day of February, 2023.

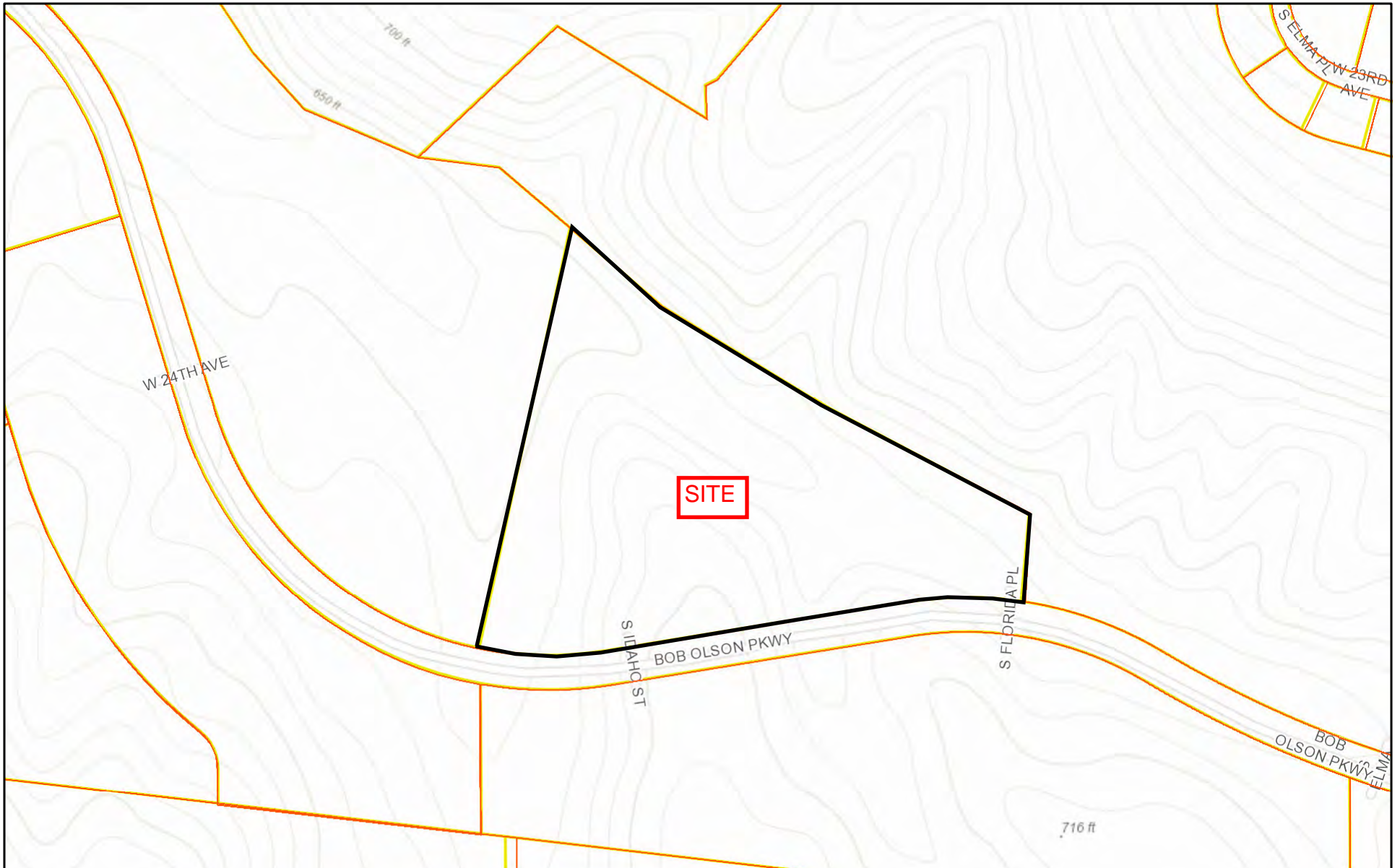
Approved as to form:

LISA BEATON, City Attorney

TERRI L. WRIGHT, City Clerk

DATE OF PUBLICATION: _____

Site Map



February 9, 2023 This plan is suitable for informational use only. City of Kennewick accepts no liability for any error whatsoever.



1 inch = 300 feet 1:3,600
0 0.0275 0.055 0.11 mi
0 0.0425 0.085 0.17 km

Sources: Esri, HERE, Garmin, Intermap, increment P Corp.,

Planning Commission Action Summary
COZ-2022-0013 – Murow Development Consultants, c/o Bob Garrison

The Kennewick Planning Commission conducted a public hearing on February 6, 2023. All interested parties were notified to come before the commission and be heard. After reviewing the staff report and all oral and written facts and opinions, the Commission passed a motion on the proposed Change of Zone, concurring with the findings and conclusions in the staff report COZ-2022-0013 and recommends to City Council approval of the proposed Change of Zone contained in the staff report.

Findings of Fact

1. The applicant is Murow Development Consultants, c/o Bob Garrison, 16800 Aston Street, Suite 200, Irvine, CA 92606.
2. The property owner is Bauder Young, c/o Nick Wright, 1955 Jadwin Avenue, Richland, WA 99352.
3. The proposed change of zone is located at 8224 Bob Olson Parkway. Parcel Number: 1-0789-400-0001-X08.
4. The City's Comprehensive Plan Land Use Designation for the subject property is High Density Residential.
5. The City changed the land use designation for the site on November 15, 2022 as part of the 2022 Comprehensive Plan Amendment Cycle.
6. The request is to change the zoning from Commercial, Community to Residential, High Density.
7. The Residential, High Density Zoning District is an implementing zone of the High Density Residential Comprehensive Plan Land Use Map Designation.
8. The application was submitted on December 6, 2022.
9. The application was declared complete, routed for review to City Departments and outside agencies on December 20, 2022.
10. Access to the site is via Bob Olson Parkway.
11. The Environmental Determination of Non-Significance, ED-2022-0016, was issued July 18, 2022.
12. The Property Posting sign for the public hearing was posted on site January 19, 2023.
13. Notice of the public hearing for this application was published in the Tri-City Herald on January 22, 2023. Notices were mailed to property owners within 300 feet of the site on January 19, 2023.
14. The proposed amendment conforms to the comprehensive plan.
15. The proposed amendment promotes the public necessity, convenience and general welfare.
16. The proposed amendment does not impose a burden upon public facilities beyond their capacity to serve or reduce such services to lands, which are deemed unacceptable by the City.
17. The proposed amendment is consistent with all applicable provisions of the Kennewick Municipal Code, including those adopted by reference from the Comprehensive Plan.

Conclusions of Law

1. Approval will implement the Comprehensive Plan Land Use Designation of High Density Residential.
2. Approval will not result in an increase of adverse environmental impacts.
3. Approval will implement Residential Goals 1, 3 and 4 and Housing Goal 1 of the City of Kennewick Comprehensive Plan.
4. Approval will result in the promotion of public necessity, convenience and/or general welfare.
5. The proposed Change of Zone complies with KMC 18.51.070(2).

The motion to approve was moved by Commissioner Hempstead and seconded Commissioner Helgeson. The motion passed unanimously, with Commissioners Hempstead, Helgeson, Gregory, Griffith, Short and Chairman Morris all in favor.

**KENNEWICK PLANNING COMMISSION
FEBRUARY 6, 2023
MEETING MINUTES**

1. CALL TO ORDER

Chairman Morris called the meeting to order at 6:30 p.m. and noted technical issues with remote audio.

Chairman Morris led the Pledge of Allegiance.

Deputy City Clerk Krystal Townsend called the roll and found the following present:

PRESENT: Commissioners James Hempstead, Thomas Helgeson, Tina Gregory, Ken Short, Nikki Griffith and Chairman Victor Morris. (*Commissioner Nikki Griffith joined remotely*).

STAFF: Steve Donovan, AICP Planning Manager; Matt Halitsky, Senior Planner; and Krystal Townsend, Deputy City Clerk.

All commissioners were present; Ms. Townsend declared a quorum was established.

CHANGE OF ZONE (COZ) #2022-0013

Chairman Morris opened the public hearing at 6:40 pm for Change of Zone (COZ) 2022-0013.

1. Mr. Donovan described the application, presented the staff report, and recommended the Planning Commission forward a recommendation for approval of COZ #2022-0013 to City Council.

Planning Commission Questions:

Commissioner Gregory inquired about Council and Commission history for previous planning changes of zone in the area. Mr. Donovan answered her concerns and explained the Commission's actions have been proper.

Chairman Morris inquired about the site's specific location. Mr. Donovan referred to the map to clarify the location.

Chairman Morris inquired about the goals for high-density residential. Mr. Donovan explained this would help relieve the deficit of available high-density residential. This change helps to meet the Comprehensive Plan goals.

2. Testimony of Applicant/Applicant's Representative: Bob Garrison (remote attendee) and Nathan Machiela, representing the applicants, offered to answer questions.
3. Testimony in Favor of the Request: None
4. Testimony Neutral/Against the Request: None
5. Testimony of Those Registered on Virtual Format: Not applicable.
6. Applicant/Owner Final Testimony: Mr. Garrison expressed excitement about the project and are looking forward to site plan review as the project progresses through the approval process.


7. Staff Final Comments: None

8. Public Testimony Closed at 6:51 p.m.

MOTION: Commissioner Hempstead moved to concur with the findings and conclusions in staff report COZ 2022-0013 and recommend City Council approval of the request. Commissioner Helgeson seconded the motion.

DISCUSSION: None.

VOTE: The motion passed on a unanimous roll call vote.

	Agenda Item Number	5.c.	Council Date	02/21/2023	Consent Agenda	<input type="checkbox"/>
	Agenda Item Type	Ordinance			Ordinance/Reso	<input checked="" type="checkbox"/>
	Subject	KMC 2.16 Board & Commission Updates			Public Mtg / Hrg	<input type="checkbox"/>
	Ordinance/Reso #	6010	Contract #		Other	<input type="checkbox"/>
	Project #		Permit #		Quasi-Judicial	<input type="checkbox"/>
	Department	City Manager				

Recommendation

Staff recommends council adopt ordinance 6010.

Motion for Consideration

I move to adopt ordinance 6010.

Summary

During the council retreat and the board and commission interviews in 2022, councilmembers discussed potential changes to the board and commission selection process criteria. Subsequent to the board and commission interviews the Interview Committee, consisting of Mayor McKay, Councilmember Trumbo and Councilmember Torelli, provided some recommendations to modify Kennewick Municipal Code (KMC) 2.16 that outlines the criteria for selecting board and commission members.

At the workshop on September 13th, Council reviewed the recommendations from the Interview Committee on modifications to the KMC relating to Boards and Commission appointments. Several questions were asked and the following were the results from the majority of the Council:

1. Should applicants be required to be residents of Kennewick? No
2. Should Planning Commission & Public Facilities District Board members to required to be US Citizens? No
3. Should we allow only two terms on a Boards or Commissions (unless there are no other qualified candidates)? No
4. Should we prohibit immediate family members of Council from being appointed to the Planning Commission? Yes
5. Should we require that councilmembers recuse themselves from voting on appointment of family members? Yes

Some rationale for not changing the code was that the existing code requires an applicant to be either a resident of Kennewick or owner of a business in Kennewick. Also, since the City Council makes the final determination on all appointments, the majority of Council decided that there is flexibility to appoint someone new to a position without mandating term limits. Finally, due to the quasi-judicial nature of the work in front of the Planning Commission, it was decided that an immediate family member of an existing councilmember should be prohibited from being appointed to that commission.

Alternatives

Reject or further modify the changes to the KMC.

Fiscal Impact

N/A

Through		Attachments: <input type="checkbox"/> Redlined Ordinance <input type="checkbox"/> Ordinance
Dept Head Approval		
City Mgr Approval	Marie Mosley Feb 16, 11:17:02 GMT-0800 2023	

Recording Required?

CITY OF KENNEWICK
ORDINANCE NO. 6010

AN ORDINANCE RELATING TO BOARDS AND COMMISSIONS AND
AMENDING SECTION 2.16.930 OF THE KENNEWICK MUNICIPAL CODE

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

Section 1. Section 2.16.930 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

2.16.930: - Qualifications.

Unless otherwise provided, members of boards, commissions or agencies shall be residents
of the City or an owner of a business whose primary office is located within the City, not
employees or appointed or elected officers of the City, and qualified by experience or
education to effectively perform their duties as members.

Immediate family members of sitting council members may not serve on the Planning
Commission. If a sitting Planning Commissioner has a family member elected to City Council
after his/her appointment to Planning Commission, the balance of the term may be completed.

Council members shall recuse themselves from voting on family member assignment to a
board, commission, or committee.

(Ord. 6010 Sec. 1, 2023; Ord. 5607 Sec. 1, 2015; Ord. 2363 Sec. 1(part), 1979)

Section 2. 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, this
21st day of February, 2023, and signed in authentication of its passage this 21st day of February,
2023.

W.D. MCKAY, Mayor

Attest:

ORDINANCE NO. 6010 filed and
recorded in the office of the City Clerk of

TERRI L. WRIGHT, City Clerk

the City of Kennewick, Washington this
22nd day of February, 2023

Approved as to Form:

LISA BEATON, City Attorney

TERRI L. WRIGHT, City Clerk

DATE OF PUBLICATION _____

CITY OF KENNEWICK
ORDINANCE NO. 6010

AN ORDINANCE RELATING TO BOARDS AND COMMISSIONS AND
AMENDING SECTION 2.16.930 OF THE KENNEWICK MUNICIPAL CODE

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

Section 1. Section 2.16.930 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

2.16.930: - Qualifications.

Unless otherwise provided, members of boards, commissions or agencies shall be residents
of the City or an owner of a business whose primary office is located within the City, not
employees or appointed or elected officers of the City, and qualified by experience or
education to effectively perform their duties as members.

Immediate family members of sitting council members may not serve on the Planning
Commission. If a sitting Planning Commissioner has a family member elected to City Council
after his/her appointment to Planning Commission, the balance of the term may be completed.

Council members shall recuse themselves from voting on family member assignment to a
board, commission, or committee.

(Ord. 6010 Sec 1, 2023; Ord. 5607 Sec. 1, 2015; Ord. 2363 Sec. 1(part), 1979)

Section 2. 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, this
21st day of February, 2023, and signed in authentication of its passage this 21st day of February,
2023.

W.D. MCKAY, Mayor

Attest:

TERRI L. WRIGHT, City Clerk

ORDINANCE NO. 6010 filed and
recorded in the office of the City Clerk of
the City of Kennewick, Washington this
22nd day of February, 2023

Approved as to Form:

LISA BEATON, City Attorney

TERRI L. WRIGHT, City Clerk

DATE OF PUBLICATION _____

Council Agenda Coversheet	Agenda Item Number	5.d.	Council Date	02/21/2023	Consent Agenda	<input type="checkbox"/>
	Agenda Item Type	Ordinance			Ordinance/Reso	<input checked="" type="checkbox"/>
	Subject	Amending KMC 10.04.130			Public Mtg / Hrg	<input type="checkbox"/>
	Ordinance/Reso #	6011	Contract #		Other	<input type="checkbox"/>
	Project #		Permit #		Quasi-Judicial	<input type="checkbox"/>
	Department	City Attorney				

Recommendation

Staff recommends that Council adopt Ordinance 6011.

Motion for Consideration

I move to adopt Ordinance 6011.

Summary

In 2022, legislation took effect that harmonized and improved the efficacy and accessibility of laws concerning civil protection orders. As a result of this legislation, a new chapter, 7.105, was added to the Revised Code of Washington (RCW) that combined the legal authority and procedures for certain types of civil protection orders that were previously contained in several different RCW chapters.

The City Attorney's Office prosecutes violations of most types of civil protection orders as criminal offenses pursuant to Kennewick Municipal Code (KMC) section 10.04.130. Ordinance 6011 modifies KMC 10.04.130 to add orders issued pursuant to RCW 7.105 to the list of types of orders that can be prosecuted by the City. A violation of these types of orders is already a crime under State law, but a reference to RCW 7.105 needs to be included in KMC 10.04.130 to ensure that the City Attorney's Office can continue to prosecute offenders for violations of civil protection orders that occur in Kennewick. Although many of the existing RCWs referenced in KMC 10.04.130 have been repealed and in effect recodified into RCW 7.105, which became effective July 1, 2022, they are not being removed from KMC 10.04.130 because orders issued under those sections prior to that date may still be in effect and valid. If approved, this ordinance will operate retroactively and will apply to all cases arising on or after July 1, 2022.

Alternatives

None

Fiscal Impact

None

Through	Kristi Johnson Feb 15, 10:37:36 GMT-0800 2023
Dept Head Approval	Lisa Beaton Feb 15, 10:46:40 GMT-0800 2023
City Mgr Approval	Marie Mosley Feb 16, 13:55:45 GMT-0800 2023

Attachments:

Ordinance
Ordinance Redline

Recording Required?

CITY OF KENNEWICK
ORDINANCE NO. 6011

AN ORDINANCE RELATING TO VIOLATING COURT ORDERS AND
AMENDING SECTION 10.04.130 OF THE KENNEWICK MUNICIPAL CODE

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

Section 1. Section 10.04.130 of the Kennewick Municipal Code, be, and the same hereby is,
amended to read as follows:

10.04.130 – VIOLATING COURT ORDERS.

- (1) (a) Whenever an order is granted under RCW Chapter 7.90, 7.92, 9A.46, 9.94A, 10.99, 26.09, 26.10, 26.26, 26.50, ~~or~~ 74.34, or 7.105 RCW, or there is a —valid foreign protection order as defined in RCW Chapter 26.52-~~020~~, and —the —respondent or person to be restrained knows of the order, a violation —of —any of the following provisions of the order is a gross misdemeanor:
- (i) The restraint provisions prohibiting acts or threats of violence against, or stalking of, a protected party, or restraint provisions prohibiting contact with a protected party;
 - (ii) A provision excluding the person from a residence, workplace, school, or day care;
 - (iii) A provision prohibiting a person from knowingly coming within, or knowingly remaining within, a specified distance of a location;
 - (iv) A provision prohibiting interfering with the protected party's efforts to remove a pet owned, possessed, leased, kept, or held by the petitioner, respondent, or a minor child residing with either the petitioner or the respondent; or
 - (v) A provision of a foreign protection order specifically indicating that a violation will be a crime.
- (b) Upon conviction, and in addition to any other penalties provided by law, the court may require that the respondent submit to electronic monitoring. The court shall specify who shall provide the electronic monitoring services, and the terms under which the monitoring shall be performed. The order also may include a requirement that the respondent pay the costs of the monitoring. The court shall consider the ability of the convicted person to pay for electronic monitoring.
- (2) Whenever a civil anti-harassment protection order is issued under RCW 10.14 or 7.105 —or a criminal no-harassment order is issued under RCW 9A.46 by a —court of —competent jurisdiction any respondent or person to be restrained who —willfully —disobeys the order shall be guilty of a gross misdemeanor.

- (3) Whenever an order is issued under RCW 26.44 on behalf of an abused child or adult dependent person by a court of competent jurisdiction, any respondent or person to be restrained who willfully disobeys the order shall be guilty of a misdemeanor.

([Ord. 6011 Sec. 1, 2023](#); Ord. 5548 Sec. 1, 2014; Ord. 5426 Sec. 1, 2012; Ord. 3697 Sec. 1, 1996; Ord. 2880 Sec. 2, 1984)

Section 2. ~~This ordinance is remedial and retroactive, and shall be in full force and effect five (5) days from and after its approval, passage, and publication as required by law, and shall be applicable to all proceedings pending on or commenced after the effective date.~~ This ordinance shall be in full force and effect five (5) days from and after its approval, passage, and publication as required by law, and applies retroactively to all cases arising on or after July 1, 2022.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, this 21st day of February, 2023, and signed in authentication of its passage this 21st day of February, 2023.

W.D. MCKAY, Mayor

Attest:

TERRI L. WRIGHT, City Clerk

ORDINANCE NO. 6011 filed and recorded in the office of the City Clerk of the City of Kennewick, Washington this 22nd day of February, 2023

Approved as to Form:

LISA BEATON, City Attorney

TERRI L. WRIGHT, City Clerk

DATE OF PUBLICATION _____

CITY OF KENNEWICK
ORDINANCE NO. 6011

AN ORDINANCE RELATING TO VIOLATING COURT ORDERS AND
AMENDING SECTION 10.04.130 OF THE KENNEWICK MUNICIPAL CODE

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

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amended to read as follows:

10.04.130 – VIOLATING COURT ORDERS.

- (1) (a) Whenever an order is granted under RCW Chapter 7.90, 7.92, 9A.46, 9.94A, 10.99, 26.09, 26.10, 26.26, 26.50, 74.34, or 7.105 RCW, or there is a valid foreign protection order as defined in RCW Chapter 26.52, and the respondent or person to be restrained knows of the order, a violation of any of the following provisions of the order is a gross misdemeanor:
 - (i) The restraint provisions prohibiting acts or threats of violence against, or stalking of, a protected party, or restraint provisions prohibiting contact with a protected party;
 - (ii) A provision excluding the person from a residence, workplace, school, or day care;
 - (iii) A provision prohibiting a person from knowingly coming within, or knowingly remaining within, a specified distance of a location;
 - (iv) A provision prohibiting interfering with the protected party's efforts to remove a pet owned, possessed, leased, kept, or held by the petitioner, respondent, or a minor child residing with either the petitioner or the respondent; or
 - (v) A provision of a foreign protection order specifically indicating that a violation will be a crime.
 - (b) Upon conviction, and in addition to any other penalties provided by law, the court may require that the respondent submit to electronic monitoring. The court shall specify who shall provide the electronic monitoring services, and the terms under which the monitoring shall be performed. The order also may include a requirement that the respondent pay the costs of the monitoring. The court shall consider the ability of the convicted person to pay for electronic monitoring.
- (2) Whenever a civil anti-harassment protection order is issued under RCW 10.14 or 7.105 or a criminal no-harassment order is issued under RCW 9A.46 by a court of competent jurisdiction any respondent or person to be restrained who willfully disobeys the order shall be guilty of a gross misdemeanor.

- (3) Whenever an order is issued under RCW 26.44 on behalf of an abused child or adult dependent person by a court of competent jurisdiction, any respondent or person to be restrained who willfully disobeys the order shall be guilty of a misdemeanor.

(Ord. 6011 Sec. 1, 2023; Ord. 5548 Sec. 1, 2014; Ord. 5426 Sec. 1, 2012; Ord. 3697 Sec. 1, 1996; Ord. 2880 Sec. 2, 1984)

Section 2. This ordinance shall be in full force and effect five (5) days from and after its approval, passage, and publication as required by law, and applies retroactively to all cases arising on or after July 1, 2022.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, this 21st day of February, 2023, and signed in authentication of its passage this 21st day of February, 2023.

W.D. MCKAY, Mayor

Attest:

TERRI L. WRIGHT, City Clerk

ORDINANCE NO. 6011 filed and recorded in the office of the City Clerk of the City of Kennewick, Washington this 22nd day of February, 2023

Approved as to Form:

LISA BEATON, City Attorney

TERRI L. WRIGHT, City Clerk

DATE OF PUBLICATION _____

Council Agenda Coversheet



Agenda Item Number	6.a.	Council Date	02/21/2023
Agenda Item Type	Resolution		
Subject	Easement Vacation at 607 E Columbia Dr		
Ordinance/Reso #	23-01	Contract #	
Project #		Permit #	ENG-2023-0136
Department	Public Works		

Consent Agenda	<input type="checkbox"/>
Ordinance/Reso	<input checked="" type="checkbox"/>
Public Mtg / Hrg	<input checked="" type="checkbox"/>
Other	<input type="checkbox"/>
Quasi-Judicial	<input type="checkbox"/>

Recommendation

Staff recommends that Council adopt Resolution 23-01 declaring surplus a portion of a 10 foot utility easement located at 607 East Columbia Drive.

Motion for Consideration

I move to adopt Resolution 23-01.

Summary

Lampson International LLC is requesting the vacation of a 10 foot utility easement at 607 East Columbia Drive.

The vacation is part of their plan to consolidate their 8 lots to construct a large building.

The portion of the 10 foot utility easement they propose to be vacated is not being used.

Affected City Utility companies and City Staff have reviewed the request and have no objection to the proposed vacation.

Alternatives

None recommended.

Fiscal Impact

None.

Through	John Cowling Feb 06, 10:30:50 GMT-0800 2023
Dept Head Approval	Cary Roe Feb 10, 15:30:37 GMT-0800 2023
City Mgr Approval	Marie Mosley Feb 16, 13:56:57 GMT-0800 2023

Attachments:

Resolution
Deed
Map

Recording Required?

CITY OF KENNEWICK
RESOLUTION NO. 23-01

A RESOLUTION OF THE CITY OF KENNEWICK DECLARING SURPLUS
A PORTION OF A 10.00 FOOT WIDE UTILITY EASEMENT WITHIN 607
EAST COLUMBIA DRIVE

WHEREAS, NEIL F LAMPSON INC, A Washington Corporation have requested the vacation of a certain utility easement located on their property; and

WHEREAS, RCW 35.94.040 provides for the disposal of surplus property originally required for public utility purposes; and

WHEREAS, notice has been published on February 10, 2023, that a public hearing would be held on this date concerning disposal of this property; NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON that property originally acquired for the purpose of a utility easement and described as follows:

Parcel Numbers: 1-0680-103-0002-002, 1-0680-103-0002-003, 1-0680-103-0002-005, 1-0680-103-0002-006, 1-0680-103-0002-013, 1-0680-103-0002-014

That portion of the 10.00 foot Public Utility Easement as shown on the Plat of Jensen's Addition to Kennewick, Recorded in Volume 4 of Plats, Page 11, Records of Benton County, Washington, being more particularly described as follows:

The east 5.00 feet of lot 2, lot 14, and lot 13, block 2 of said plat and the west 5.00 feet of lot 3, lot 5 and lot 6, block 2 of said plat.

is hereby found to be surplus to the City's needs and not required for the providing of continued services; and

BE IT FURTHER RESOLVED that the consideration to be paid for the release of this easement shall be \$50.00; and

BE IT FURTHER RESOLVED that the Mayor of the City of Kennewick is authorized to deed by quit claim to NEIL F LAMPSON, INC, A Washington Corporation the above-described easement and deliver the same upon payment.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENNEWICK, WASHINGTON, this 21st day of February, 2023, and signed in authentication of its passage this 21st day of February, 2023.

Attest:

W.D. MCKAY, Mayor

TERRI L. WRIGHT, City Clerk

RESOLUTION NO. 23-01 filed and recorded in the office of the City Clerk of the City of Kennewick, Washington, this 22nd day of February, 2023.

Approved as to Form:

LISA BEATON, City Attorney

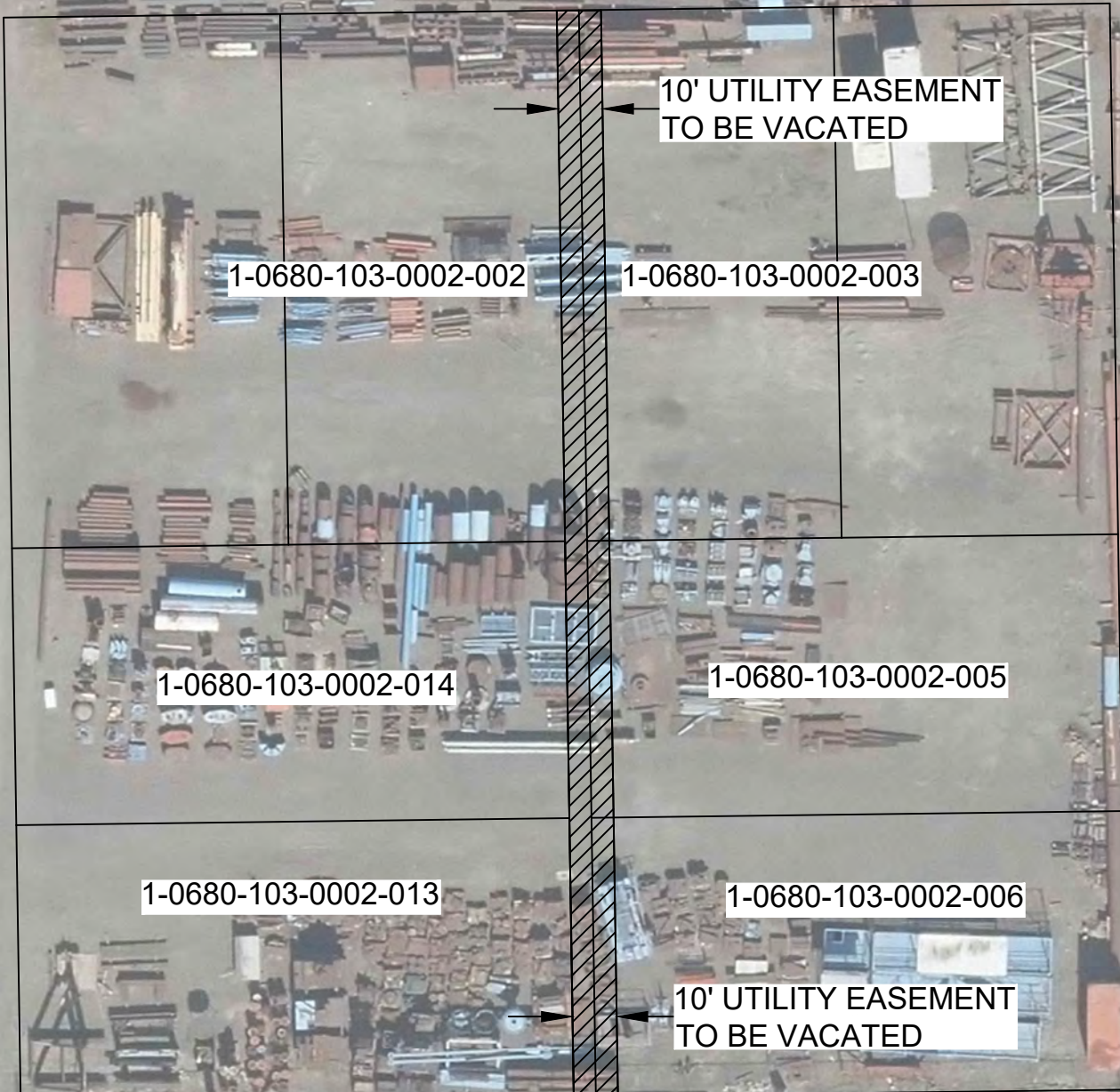
TERRI L. WRIGHT, City Clerk

E. COLUMBIA DR.


N. JUNIPER ST.

N. KINGWOOD ST.

E. BRUNEAU AVE.



N.T.S.

Council Agenda Coversheet 	Agenda Item Number	7.a.	Council Date	02/21/2023	Consent Agenda	<input type="checkbox"/>
	Agenda Item Type	Contract/Agreement/Lease			Ordinance/Reso	<input type="checkbox"/>
	Subject	Steptoe & Gage Intersection Improvements (Re-bid)			Public Mtg / Hrg	<input type="checkbox"/>
	Ordinance/Reso #		Contract #		Other	<input checked="" type="checkbox"/>
	Project #	P2012	Permit #		Quasi-Judicial	<input type="checkbox"/>
	Department	Public Works				

Recommendation

That City Council award Contract P2012-23 Steptoe & Gage Intersection Improvements (Re-Bid) to Apollo, Inc. in the amount of \$3,043,970.26 plus a 10% contingency amount of \$304,397.03, for a total amount of \$3,348,367.29.

Motion for Consideration

I move to award Contract P2012-23 Steptoe & Gage Intersection Improvements (Re-Bid) to Apollo, Inc. in the amount of \$3,043,970.26 plus a 10% contingency amount of \$304,397.03, for a total amount of \$3,348,367.29.

Summary

This project was originally advertised last June, 2022, with only one bidder responding to the call. Council, with concurrence from WSDOT and Staff, moved to reject this bid and re-advertise in January, 2023, in the hopes of receiving a more competitive bid as well as avoiding the intersection being under construction during the winter months.

Two (2) bids were received on February 7, 2023 at 10:00 am for the re-bid.

Apollo, Inc.:	\$3,043,970.26	Engineer's Estimate:	\$2,580,000.00
Culbert Construction:	\$3,152,019.01		

Improvements consist of providing dual left turn lanes on each approach as well as new dedicated right turn lanes on the south-bound and eastbound legs of the intersection. Richland and Kennewick water inter tie meter and valves will be relocated at the SW corner of the intersection. The existing traffic signal will be replaced with a new traffic signal system and optimized timing along with the elimination of split phase timing. Additional work includes installation of curb, gutter, sidewalk and retaining walls, storm drainage catch basin relocations and utility adjustments. The entire intersection will be overlaid with hot mix asphalt.

State law requires that we award contracts to a responsible bidder with the lowest responsive bid. We have reviewed all bids and determined them all to be responsive. There appeared to be some discrepancies with Apollo's bid and also a Formal Protest from Culbert Const., but this was resolved with WSDOT earlier last week (see attached memo). We are recommending award of this project to Apollo, Inc., who we have determined to be a responsive bidder with the lowest responsive bid.

Alternatives

None recommended.

Fiscal Impact

Capital Improvement Fund: \$770,000 (City of Richland is partnering with a 25% match, not to exceed \$125,888)
 Federal Match: \$2,580,000

Anticipate a budget adjustment to account for the difference between the contract award and the Engineer's Estimate.

Through	Heath Mellotte Feb 13, 15:50:48 GMT-0800 2023	Attachments: <input type="text" value="Memo Attachments"/>
Dept Head Approval	Cary Roe Feb 15, 14:15:50 GMT-0800 2023	
City Mgr Approval	Marie Mosley Feb 16, 17:21:53 GMT-0800 2023	
		<input type="checkbox"/> Recording Required?



Memorandum

Public Works

To: Cary M. Roe, P.E.
Public Works Director

From: Heath Mellotte, PE
Design Services Manager

Date: 2/15/23

Subject: P2012 Steptoe/Gage Intersection Improvements Project (Re-bid)
Review of Apollo, Inc. Bid

On February 7, 2023 at 10:00 am, we opened two bids for the P2012 Steptoe/Gage Intersection Improvements Project (Re-bid) project. One bid was submitted by Culbert Construction in the amount of \$3,152,019.01. The second bid was submitted by Apollo, Inc. in the amount of \$3,043,970.26, which was determined to be the apparent low.

Omission of Bid Item

Staff, during further evaluation of the bids, noticed that Apollo's bid did not include a dollar amount for Mobilization; it was left blank. The actual cost for Mobilization, though, was calculated into both the Schedule Subtotal as well as the Project Total. This omission was forwarded to WSDOT's Highways & Local Programs (H&LP) for further direction. H&LP staff responded that even though the Proposal does not include a price per unit for Mobilization, since the price per unit is able to be determined from the Bid Proposal, it is not required that the Proposal be considered irregular or that it must be rejected.

Since Kennewick is a Certification Acceptance agency, it is the City's decision whether or not to reject the bid. If the City does not choose not to reject the bid, the only option for the Mobilization bid item price is to fill-in the amount by subtracting out all of the other bid item prices in Schedule A. H&LP also stated that if the City does choose to move forward with the apparent low bidder, the City shall inform the bidder of the omission of the bid item price, the amount that the City has determined from the Proposal and ask them if they want to proceed with their bid. Staff contacted Apollo, and they agreed with the calculated Mobilization amount and to move forward for award.

Formal Written Protest

On February 10th, at 3:50 pm, I received an e-mailed notice from Dan DeRousie of Culbert Construction for a Formal Written Protest (Exhibit 'A'). The protest identified two items in Apollo's bid package which had the following errors: 1) Description of work stated on DOT Form 422-031 is not consistent with entries on DOT Form 272-056, and 2) The Non-Collusion Declaration form was not filled out properly since it was not notarized.

The protest further requests Apollo's bid to be considered irregular because of these findings, and therefore rejected.

Staff forwarded both bid packages to H&LP for review along with Culbert's Formal Written Protest. They have concluded the following:

1. Description of work stated on DOT Form 422-031 is not consistent with entries on DOT Form 272-056.

WSDOT responded that the difference in DBE work descriptions between the Utilization Cert and Written Confirmation are not significant enough to require rejection of the bid. The fact that the Utilization Cert. does not include "concrete paving" may mean that work on BI 22 will not be counted toward the DBE goal. However, that is only \$4,200 and would not reduce the commitment below the goal.

2. The Non-Collusion Declaration form was not filled out properly since it was not notarized.

The signature line and Notary information are not present on the current form DOT 272-036I (Exhibit 'B') and an older form was inadvertently left in the proposal. Furthermore, Section 1-02.8(1) of the 2023 WSDOT Standard Specifications does allow an "unsworn" Noncollusion Declaration (Exhibit 'C'). WSDOT sees no reason that the bid should be rejected based on this.

Based on these responses from WSDOT Highways and Local Programs, it is the intent for City Staff to continue to move forward in presenting this to City Council for recommending award to Apollo, Inc.

From: [Dan DeRousie](#)
To: [Heath Mellotte](#)
Subject: Steptoe & Gage Intersection - Formal Written Protest
Date: Thursday, February 9, 2023 4:52:53 PM
Attachments: [image001.jpg](#)
[Attachment 001.pdf](#)
[Attachment 002.pdf](#)
[Attachment 003.pdf](#)
Importance: High

Heath:

We have reviewed Apollo's Bid Packet and have identified the following errors:

Please reference Attachments 001 and 002 for clarity.

Error 001

Attachment 001 DOT Form 422-031 – Part A is clear in stating the following:

The entries below shall be consistent with what is shown on the Bidder's Disadvantaged Business Enterprise Utilization Certification. Failure to do so will result in Bid Rejection.

Apollo failed to provide consistent entries on DOT Form 422-031 and DOT Form 272-056.

We have attached both forms, with the highlighted portions that are clearly inconsistent with each other.

Please reference Attachment 003 for clarity

Error 002

Attachment 003 (Page P-14)

Apollo failed to properly complete the Non-Collusion Declaration Page. The bottom portion of this page contains a notary, which was never notarized by Apollo.

Because of these errors, Apollo's bid shall be deemed non-responsive and **must** be rejected by the City of Kennewick.

With the above information at hand, Culbert Construction, Inc. hereby submits our formal Written Protest in direct accordance with RCW 39.04.105.

As supported above, Apollo's proposal shall be considered irregular and therefore rejected, as detailed in Section 1-02.13 of the Contract.

Should you disagree with the information provided in this correspondence and elect to proceed with a formal Notice of Award to Apollo, we request at least two full business days' written notice of the awarding agency's intent to do so. Furthermore, we reserve our right to protest the award and execution of the contract.

Please review and get back to us at your earliest convenience.

Respectfully submitted,

Dan DeRousie

Culbert Construction, Inc.

3905 E. 'A' Street Pasco, Wa 99301

509-544-0229 x 206 Office

509-412-5356 Cell

dan@culbertconstruction.com

Red and Orange CCI





See Contract Provisions: DBE Document Submittal Requirements
Disadvantaged Business Enterprise Participation

THIS FORM SHALL ONLY BE SUBMITTED TO A DBE THAT IS LISTED ON THE CONTRACTOR'S
DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION CERTIFICATION.

THE CONTRACTOR SHALL COMPLETE PART A PRIOR TO SENDING TO THE DBE.

PART A: To be completed by the bidder

The entries below shall be consistent with what is shown on the Bidder's Disadvantaged Business Enterprise Utilization Certification. Failure to do so will result in Bid rejection.

Contract Title: Step toe & Gage Intersection Improvements (Re-Bid)

Bidder's Business Name: Apollo, Inc.

DBE's Business Name: Total Site Services, LLC

Description of DBE's Work: Concrete Paving, Sidewalks, Ramps, Curbs, Retaining Wall

Dollar Amount to be Applied Towards DBE Goal: \$ 462,777.72

Dollar Amount to be Subcontracted to DBE*: \$ 462,777.72
*Optional Field

PART B: To be completed by the Disadvantaged Business Enterprise

As an authorized representative of the Disadvantaged Business Enterprise, I confirm that we have been contacted by the Bidder with regard to the referenced project for the purpose of performing the Work described above. If the Bidder is awarded the Contract, we will enter into an agreement with the Bidder to participate in the project consistent with the information provided in Part A of this form.

Name (printed): Landon Kafentzis

Signature:

Title: Vice President

Address: 2780 Salk Ave
Richland WA
99354

Date: 2/7/2023

Failure to return this Declaration as part of the bid proposal package will make the bid non-responsive and ineligible for award.

NON-COLLUSION DECLARATION

I, by signing the proposal, hereby declare, under penalty of perjury under the laws of the United States that the following statements are true and correct:

1. That the undersigned person(s), firm, association or corporation has (have) not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the project for which this proposal is submitted.
2. That by signing the signature page of this proposal, I am deemed to have signed and have agreed to the provisions of this declaration.

NOTICE TO ALL BIDDERS

To report bid rigging activities call:

1-800-424-9071

The U.S. Department of Transportation (USDOT) operates the above toll-free "hotline" Monday through Friday, 8:00 a.m. to 5:00 p.m., eastern time. Anyone with knowledge of possible bid rigging, bidder collusion, or other fraudulent activities should use the "hotline" to report such activities.

The "hotline" is part of USDOT's continuing effort to identify and investigate highway construction contract fraud and abuse and is operated under the direction of the USDOT Inspector General. All information will be treated confidentially and caller anonymity will be respected.



Bidder's Signature

I certify that I know or have satisfactory evidence that Dave Haight signed this instrument, on oath stated that (he/she) was authorized to execute the instrument and acknowledged it as the VICE PRESIDENT (title) of APOLLO, INC. to be the free and voluntary act of such party of the uses and purposes mentioned in the instrument.

Dated: _____	_____ Signature of Notary Public
(Seal or stamp)	My appointment expires: _____

Failure to return this Declaration as part of the bid proposal package will make the bid nonresponsive and ineligible for award.

NON-COLLUSION DECLARATION

I, by signing the proposal, hereby declare, under penalty of perjury under the laws of the United States that the following statements are true and correct:

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Most current Non-Collusion Declaration which should have replaced the Non-Collusion Declaration w/ the Notary that was included in the Bid documents.

The Bidder shall submit with their Bid a completed Contractor Certification Wage Law Compliance form (WSDOT Form 272-009). Failure to return this certification as part of the Bid Proposal package will make this Bid Nonresponsive and ineligible for Award. A Contractor Certification of Wage Law Compliance form is included in the Proposal Forms.

Proposals of corporations shall be signed by the officer or officers having authority to sign them. If a Bidder is a copartnership, the Proposal shall be signed by an authorized member of the copartnership. When the Bidder is a joint venture, the Proposal shall be signed by one or more individuals as authorized by the Joint Venture.

1-02.7 Bid Deposit

A deposit of at least 5 percent of the total Bid shall accompany each Bid. This deposit may be cash, certified check, cashier's check, or a proposal bond (Surety bond). For projects that are selected by the Contracting Agency to be Bid electronically, the proposal bond may be in either a physical format, or an electronic format via Surety2000.com or Insurevision.com and BidExpress®. When a physical Bid deposit or proposal bond is furnished to accompany an electronic Proposal Form, the Bid deposit shall be received by the Contracting Agency at the location specified for receipt of Bids prior to the time set for receipt of Bids. Proposal bonds shall be on a form acceptable to the Contracting Agency and shall be signed by the Bidder and the Surety. A proposal bond shall not be conditioned in any way to modify the minimum 5 percent required. The Surety shall: (1) be registered with the Washington State Insurance Commissioner, and (2) appear on the current Authorized Insurance List in the State of Washington published by the Office of the Insurance Commissioner.

The failure to furnish a Bid deposit of a minimum of 5 percent with the Bid or as a physical supplement to the electronic Proposal Form shall make the Bid nonresponsive and shall cause the Bid to be rejected by the Contracting Agency.

1-02.8 Noncollusion Declaration and Lobbying Certification

1-02.8(1) Noncollusion Declaration

When required by Section 112(c) Title 23, United States Code, a declaration shall be provided certifying that the Bidder has not taken part in collusion or other action that would restrain competitive Bidding.

The Code of Federal Regulations 23 CFR 635.112(f)(1) requires that: "Each Bidder shall file a sworn or unsworn statement executed by, or on behalf of the person, firm, association, or corporation submitting the Bid, certifying that such persons, firm, association, or corporation has not either directly or indirectly, entered into any agreement, participated in collusion, or otherwise taken action in restraint of free competitive Bidding in connection with the submitted Bid. Failure to submit the sworn or unsworn statement as part of the Bid Proposal package will make the Bid nonresponsive and not eligible for Award consideration". In addition, 23 CFR 635.112(f)(1) requires that the Contracting Agency provide the form for the declaration to prospective Bidders and that the declaration shall be executed by such persons, firm, association, or corporation under penalty of perjury under the laws of the United States.

Therefore, by including the Non-collusion Declaration as part of the signed bid Proposal, the Bidder is deemed to have certified and agreed to the requirements of the Declaration.

1-02.8(2) Lobbying Certification

Section 319 of Public Law 101-121 prohibits payment of Federal Funds for contract lobbying by the Contractor and any subcontractor whose contract exceeds \$100,000. A Certification for Federal-Aid Contracts (WSDOT Form 272-040) is provided in the Proposal Form for Contracts exceeding \$100,000 to address this requirement.

Terri Wright

From: Dan DeRousie <Dan@CULBERTCONSTRUCTION.COM>
Sent: Friday, February 17, 2023 9:47 AM
To: Kristi Johnson
Cc: Lisa Beaton; Marie Mosley; John Cowling; Cary Roe; Heath Mellotte; Sandra Quandt
Subject: RE: Response to February 9, 2023 Formal Written Protest
Attachments: Protest Correspondence 002 (Response) 02.17.2023 to LB.pdf

Importance: High

Kristi:

Attached is our formal response to your February 15, 2023, letter.

Please provide a response at your earliest convenience.

Thank you,

Dan DeRousie

From: Kristi Johnson <Kristi.Johnson@ci.kennewick.wa.us>
Sent: Wednesday, February 15, 2023 10:32 AM
To: Dan DeRousie <Dan@CULBERTCONSTRUCTION.COM>
Cc: Lisa Beaton <Lisa.Beaton@ci.kennewick.wa.us>; Marie Mosley <Marie.Mosley@ci.kennewick.wa.us>; John Cowling <John.Cowling@ci.kennewick.wa.us>; Cary Roe <Cary.Roe@ci.kennewick.wa.us>; Heath Mellotte <Heath.Mellotte@ci.kennewick.wa.us>; Sandra Quandt <Sandra.Quandt@ci.kennewick.wa.us>
Subject: Response to February 9, 2023 Formal Written Protest

Mr. DeRousie,

Please see the attached letter from City Attorney, Lisa Beaton, in response to your February 9, 2023 Formal Written Protest.

Sincerely,



Kristi Johnson

Kennewick City Attorney's Office
Legal Secretary – Civil Division
Phone: 509.585.4271 | Fax: 509.585.4424
Kristi.johnson@ci.kennewick.wa.us

This e-mail may include protected confidential information. If you are not the intended recipient, you are hereby notified that any review, disclosure, copying, dissemination, distribution or use of this communication is strictly prohibited. If you have received this e-mail in error, please notify the sender and delete the e-mail from your system immediately. Thank you.



February 17, 2023

Lisa Beaton, City Attorney
City of Kennewick
PO Box 6108
Kennewick, WA 99336-0108

RE: Steptoe & Gage Intersection Improvements (Re-Bid)
Contract P2012-23
Continuation of Formal Written Protest

Ms. Beaton:

We have reviewed your February 15, 2023 letter providing confirmation of the City's intentions to move forward with Contract Award to Apollo, Inc. (Apollo). We disagree with this decision and maintain our Formal Written Protest based on our previous correspondence as well as the below justification.

Apollo's total bid amount for the project is \$3,043,970.26. Section 1-07.11 of the contract mandates a DBE COA Goal of 15%. The minimum value of Apollo's DBE COA Goal is to be \$456,595.54. Apollo listed a total DBE Commitment Dollar Amount of \$462,777.72, on their Disadvantaged Business Enterprise Utilization Certification (DOT Form 272-056) – See Exhibit 001.

As mentioned in our first correspondence of this Formal Written Protest, Apollo failed to provide consistent entries on DOT Forms 422-031 and 272-056. Apollo neglected to list all required Descriptions of Work on Form 272-056. These errors were acknowledged and confirmed by WSDOT (See Exhibit 002). In this correspondence, WSDOT concedes that a portion of the work Apollo submitted for their DBE COA Goal was to be deleted due to the errors included in Forms 422-031 and 272-056. The work WSDOT referenced to be deleted was Bid Item 022 (Schedule A) and is valued at \$4,200.00. Bid Item 022 was not the only item of work Apollo failed to list on Form 272-056. They also failed to list ADA Ramps. The ADA Ramps Work, covers Bid Items 054 through 062 of Schedule A. The value of these bid items is \$43,875.00 and cannot be counted towards Apollo's DBE COA Goal (See Exhibit 003). This is in addition to Bid Item 022. The total amount that must be deducted from Apollo's DBE COA Goal is \$48,075.00. This deduction lowers Apollo's DBE Commitment Dollar Amount to \$414,702.72 or 13.6%.

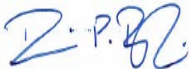
Apollo's errors mandates that their DBE COA Goal is lowered to 13.6%, and therefore renders their bid as non-responsive.

Should the City continue to proceed with a formal Notice of Award to Apollo, Culbert Construction, Inc will pursue and move forward with action to file a formal TRO to stop the award of the Contract.

We demand the City provides a response to this correspondence as soon as possible.

Should you have questions regarding this correspondence, I am available by way of phone and can be reached at (509)412-5356.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "D. P. DeRousie".

Dan DeRousie
Project Leader

Enc: - Corr. 002 Supporting Documents

Heath Mellotte

From: Nugent, Phil <NugentP@wsdot.wa.gov>
Sent: Friday, February 10, 2023 12:28 PM
To: Heath Mellotte
Cc: Cary Roe; John Cowling; Sandra Quandt; Giles, Randy
Subject: RE: [EXTERNAL] FW: Steptoe & Gage Intersection - Formal Written Protest

Heath,

I spoke to HQ about this today. They agree that the difference in DBE work descriptions between the Utilization Cert and Written Confirmation are not significant enough to require rejection of the bid. The fact that the Utilization Cert does not include “concrete paving” may mean that work on BI 22 will not be counted toward the DBE goal. However, that is only \$4,200 and would not reduce the commitment below the goal.

As far as the Non-Collusion Declaration, as long as the city does not have a provision somewhere in the Contract requiring rejection of the bid if the form is not notarized, HQ sees no reason that the bid would have to be rejected. As stated below the current form does not include the signature and notary section.

Hope this helps.

Thanks,
Phil Nugent
WSDOT SCR Local Programs
Office (509) 577-1781
Mobile (509) 961-5639
nugentp@wsdot.wa.gov

From: Nugent, Phil
Sent: Friday, February 10, 2023 7:06 AM
To: Heath Mellotte <Heath.Mellotte@ci.kennewick.wa.us>
Cc: Cary Roe <Cary.Roe@ci.kennewick.wa.us>; John Cowling <John.Cowling@ci.kennewick.wa.us>; Sandra Quandt <Sandra.Quandt@ci.kennewick.wa.us>; Giles, Randy <GilesR@wsdot.wa.gov>
Subject: RE: [EXTERNAL] FW: Steptoe & Gage Intersection - Formal Written Protest

Heath,

I will discuss this with Randy and possibly HQ. It is my opinion that the descriptions on the two DBE forms, while not verbatim, are basically describing the same work. As far as the signature and notary on the Non-Collusion Declaration, that information is not present on the current form DOT 272-036I (7/2011). I don’t know if that is something the city added or if you’re using an old version of the form. I probably should have caught that during my PS&E review. The top of the form in the contract and the current DOT form states that by signing the proposal the bidder declares the statements to be true and correct. So, I think it would be up to the city as to whether they want to reject the bid for this reason. I don’t think HQ or FHWA would consider the bid non-responsive for this reason.

Like I mentioned above, I would like to discuss it with Randy and maybe HQ to confirm my thoughts. I’ll let you know if they agree with my conclusions.

Thanks,
Phil Nugent

WSDOT SCR Local Programs
Office (509) 577-1781
Mobile (509) 961-5639
nugentp@wsdot.wa.gov

From: Heath Mellotte <Heath.Mellotte@ci.kennewick.wa.us>

Sent: Thursday, February 9, 2023 5:00 PM

To: Nugent, Phil <NugentP@wsdot.wa.gov>

Cc: Cary Roe <Cary.Roe@ci.kennewick.wa.us>; John Cowling <John.Cowling@ci.kennewick.wa.us>; Sandra Quandt <Sandra.Quandt@ci.kennewick.wa.us>; Giles, Randy <GilesR@wsdot.wa.gov>

Subject: [EXTERNAL] FW: Steptoe & Gage Intersection - Formal Written Protest

Importance: High

WARNING: This email originated from outside of WSDOT. Please use caution with links and attachments.

Hi Phil:

Attached is a formal written protest from Culbert Construction, the second bidder to our Steptoe & Gage Intersection Project.

Thanks,



Heath Mellotte, P.E.

City of Kennewick

Design Services Manager

O: 509.585.4287 | C 509.405.5857

heath.mellotte@ci.kennewick.wa.us



This communication (and any reply) is subject to the public records act, RCW 42.56. The City of Kennewick is committed to transparency in government and we will provide our customers the fullest assistance possible when they request access to public records. Individuals wishing to obtain public records shall submit their requests in accordance with the [City's Public Records Policy](#).

From: Dan DeRousie <Dan@CULBERTCONSTRUCTION.COM>

Sent: Thursday, February 9, 2023 4:53 PM

To: Heath Mellotte <Heath.Mellotte@ci.kennewick.wa.us>

Subject: Steptoe & Gage Intersection - Formal Written Protest

Importance: High

Heath:

We have reviewed Apollo's Bid Packet and have identified the following errors:

Please reference Attachments 001 and 002 for clarity.

Error 001

Attachment 001 DOT Form 422-031 – Part A is clear in stating the following:

The entries below shall be consistent with what is shown on the Bidder's Disadvantaged Business Enterprise Utilization Certification. Failure to do so will result in Bid Rejection.

Apollo failed to provide consistent entries on DOT Form 422-031 and DOT Form 272-056.

We have attached both forms, with the highlighted portions that are clearly inconsistent with each other.

**Please reference Attachment 003 for clarity
Error 002**

Attachment 003 (Page P-14)

Apollo failed to properly complete the Non-Collusion Declaration Page. The bottom portion of this page contains a notary, which was never notarized by Apollo.

Because of these errors, Apollo's bid shall be deemed non-responsive and **must** be rejected by the City of Kennewick.

With the above information at hand, Culbert Construction, Inc. hereby submits our formal Written Protest in direct accordance with RCW 39.04.105.

As supported above, Apollo's proposal shall be considered irregular and therefore rejected, as detailed in Section 1-02.13 of the Contract.

Should you disagree with the information provided in this correspondence and elect to proceed with a formal Notice of Award to Apollo, we request at least two full business days' written notice of the awarding agency's intent to do so. Furthermore, we reserve our right to protest the award and execution of the contract.

Please review and get back to us at your earliest convenience.

Respectfully submitted,

Dan DeRousie

Culbert Construction, Inc.

3905 E. 'A' Street Pasco, Wa 99301

509-544-0229 x 206 Office

509-412-5356 Cell

dan@culbertconstruction.com



ITEM	ITEM WITH UNIT PRICE BID	APPROX. QTY	UNIT	Engineer's Estimate		Apollo, Inc.		Culbert Construction	
				UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
51	CONCRETE SIDEWALK (6-Inch Depth)	141	SY	\$ 77.00	\$ 10,857.00	\$ 95.00	\$ 13,395.00	\$ 112.59	\$ 15,875.19
52	CONCRETE SIDEWALK (Cobble Stone Stamped, 6-Inch Depth)	298	SY	\$ 130.00	\$ 38,740.00	\$ 130.00	\$ 38,740.00	\$ 152.24	\$ 45,367.52
53	CONCRETE DRIVEWAY (6-Inch Depth, Includes Bypass)	135	SY	\$ 100.00	\$ 13,500.00	\$ 118.00	\$ 15,930.00	\$ 177.29	\$ 23,934.15
54	PEDESTRIAN RAMP (Type Parallel "A", CoK STD 2-12, SHT 1)	3	EA	\$ 3,700.00	\$ 11,100.00	\$ 2,355.00	\$ 7,065.00	\$ 3,013.45	\$ 9,040.35
55	PEDESTRIAN RAMP (Type Parallel "B", CoK STD 2-12, SHT 1)	1	EA	\$ 2,500.00	\$ 2,500.00	\$ 1,830.00	\$ 1,830.00	\$ 2,514.27	\$ 2,514.27
56	PEDESTRIAN RAMP (Type Perpendicular "A", CoK STD 2-12, SHT 3)	1	EA	\$ 3,200.00	\$ 3,200.00	\$ 2,320.00	\$ 2,320.00	\$ 2,982.70	\$ 2,982.70
57	PEDESTRIAN RAMP - Modified (Type Perpendicular "A", CoK STD 2-12, SHT 3)	8	EA	\$ 2,700.00	\$ 21,600.00	\$ 1,990.00	\$ 15,920.00	\$ 2,664.94	\$ 21,319.52
58	PEDESTRIAN RAMP - Modified (Type Single Directional "A", CoK STD 2-12, SHT 4)	1	EA	\$ 3,900.00	\$ 3,900.00	\$ 2,300.00	\$ 2,300.00	\$ 2,931.45	\$ 2,931.45
59	PEDESTRIAN RAMP - Modified (Type Single Directional "B", CoK STD 2-12, SHT 4)	2	EA	\$ 4,200.00	\$ 8,400.00	\$ 3,400.00	\$ 6,800.00	\$ 4,007.71	\$ 8,015.42
60	48-Inch x 24-Inch DETECTABLE WARNING SURFACE	13	EA	\$ 375.00	\$ 4,875.00	\$ 356.00	\$ 4,628.00	\$ 337.23	\$ 4,383.99
61	60-Inch x 24-Inch DETECTABLE WARNING SURFACE	4	EA	\$ 400.00	\$ 1,600.00	\$ 405.00	\$ 1,620.00	\$ 383.35	\$ 1,533.40
62	24-Inch RADIAL DETECTABLE WARNING SURFACE	16	LF	\$ 75.00	\$ 1,200.00	\$ 87.00	\$ 1,392.00	\$ 82.00	\$ 1,312.00
63	MODIFIED RETAINING WALL	110	LF	\$ 402.00	\$ 44,220.00	\$ 170.00	\$ 18,700.00	\$ 139.11	\$ 15,302.10
64	REINFORCED CONCRETE RETAINING WALL (Includes Structural Excavation, Drainage and Backfill)	1,198	SF	\$ 80.00	\$ 95,840.00	\$ 115.00	\$ 137,770.00	\$ 123.43	\$ 147,869.14
65	HAND RAILING (In-set, 42-Inch High)	419	LF	\$ 65.00	\$ 27,235.00	\$ 310.00	\$ 129,890.00	\$ 144.29	\$ 60,457.51
66	HAND RAILING (Wall Plates, 42-Inch High)	79	LF	\$ 95.00	\$ 7,505.00	\$ 378.00	\$ 29,862.00	\$ 186.90	\$ 14,765.10
67	PRECAST CONCRETE BLOCK RETAINING WALL (Includes Structural Excavation, Drainage & Backfill)	943	SF	\$ 70.00	\$ 66,010.00	\$ 71.00	\$ 66,953.00	\$ 100.13	\$ 94,422.59

TOTAL VALUE = \$43,875.00

Terri Wright

Sent: Tuesday, February 21, 2023 3:30 PM
Subject: FW: [EXTERNAL] FW: Response to February 9, 2023 Formal Written Protest [Steptoe & Gage Intersection]

From: Giles, Randy
Sent: Tuesday, February 21, 2023 2:50 PM
To: Ryan Durham <Ryan.Durham@ci.kennewick.wa.us>; Nugent, Phil <NugentP@wsdot.wa.gov>
Cc: Heath Mellotte <Heath.Mellotte@ci.kennewick.wa.us>; John Cowling <John.Cowling@ci.kennewick.wa.us>; Cary Roe <Cary.Roe@ci.kennewick.wa.us>
Subject: RE: [EXTERNAL] FW: Response to February 9, 2023 Formal Written Protest [Steptoe & Gage Intersection]

Ryan,
I have reviewed the protest letter from Culbert Construction. It will be the City's decision on proceeding with the award and any potential legal action needed to defend against the protest, but I offer the following opinion:

The argument that ADA ramps should be deducted from Apollo's commitment because they were not specifically listed on Form 272-056 has little to no merit. The form instructions do not call for specific bid items, only a description of work that is consistent with the firm's DBE certification. Concrete Curb and Sidewalk is consistent with the description of work that Total Site Services is certified to perform. Furthermore, ADA ramps are an integral part of sidewalk construction that is mandated by federal law. It should also be noted that section 8-14 of the Std Specs, titled 'Cement Concrete Sidewalks', contains the specifications related to the construction of curb ramps.

Per 1-02.6 of the Std Specs, the DBE Item Breakdown, Form 272-054, actually defines the scope of the work to be performed by each DBE firm. Form 272-054 has the specific bid items and the respective amount from the bid item to be applied towards the commitment. The two forms are consistent with each other. Two amounts from form 272-054 were carried over to Form 272-056 under the general descriptions of Concrete Curb and Sidewalk for \$354,031.78 and Concrete Retaining Walls for \$108,745.49. It is readily apparent that the list of specific bid items contributing to the Concrete Curb and Sidewalk total amount included the ADA ramp bid items 54 through 62.

Headquarters Local Programs has already concurred with the award to Apollo. No new information has been presented that would change WSDOT concurrence.

Sincerely,

Randy Giles, P.E.
Local Programs Engineer
WSDOT South Central Region
(509) 577-1780

From: Ryan Durham <Ryan.Durham@ci.kennewick.wa.us>
Sent: Tuesday, February 21, 2023 8:09 AM
To: Nugent, Phil <NugentP@wsdot.wa.gov>
Cc: Giles, Randy <GilesR@wsdot.wa.gov>; Heath Mellotte <Heath.Mellotte@ci.kennewick.wa.us>; John Cowling <John.Cowling@ci.kennewick.wa.us>; Cary Roe <Cary.Roe@ci.kennewick.wa.us>

Subject: [EXTERNAL] FW: Response to February 9, 2023 Formal Written Protest [Steptoe & Gage Intersection]

Importance: High

WARNING: This email originated from outside of WSDOT. Please use caution with links and attachments.

Hi Phil,

Re: STPUL-9903(019), Contract P2012-23 Steptoe & Gage Intersection

Attached is a continuation of Formal Written Protest addressed to Lisa Beaton, City Attorney, from Culbert Construction regarding Apollo, Inc. bid and DBE requirements. The letter was sent last Friday, February 17. Could you please review as soon as possible. **We are anticipated to award at tonight's City council meeting.**

Thank you for your help,

Ryan

City of Kennewick
Public Works Dept., Engineering Div.

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**Disadvantaged Business Enterprise
(DBE) Bid Item Breakdown Form**

1. Contract Number P2012-23		2. Contract Name Steptoe Street & Gage Blvd Intersection Improvements ReBid	
3. Prime Contractor Apollo, Inc.		4. Prime Contractor Representative Name David Haight	
5. Prime Contractor Representative Phone Number 1-509-713-4082		6. Prime Contractor Representative Email david.haight@apollo-gc.com	

Column 1 Name of UDBE (See Instructions)	Column 2 Bid Item # (See Instructions)	Column 3 Full/Partial (See Instructions)	Column 4 Quantity (See Instructions)	Column 5 Description (See Instructions)	Column 6 Unit Price (See Instructions)	Column 7 Total Unit Cost (See Instructions)	Column 8 Dollar Amount to be Applied Towards Goal (See Instructions)
Total Site Services	1	Partial	1	Mobilization	\$ 24,562.00	\$ 24,562.00	\$ 24,562.00
Total Site Services	22	Partial	13	Rein Concrete Pavement	\$ 322.13	\$ 4,187.69	\$ 4,187.69
Total Site Services	43	Partial	3446	Conc Curb Gutter	\$ 19.54	\$ 67,334.84	\$ 67,334.84
Total Site Services	44	Partial	1124	Duel Faced Conc Traffic	\$ 32.23	\$ 36,226.52	\$ 36,226.52
Subtotal:						\$ 132,311.05	\$ 132,311.05
Name of UDBE	Bid Item #	Full/Partial	Quantity	Description	Unit Price	Total Unit Cost	Dollar Amount to be Applied Towards Goal
Total Site Services	45	Partial	685	Type E1 Curb	\$ 27.98	\$ 19,166.30	\$ 19,166.30
Total Site Services	46	Partial	323	Conc Ped Curb	\$ 25.92	\$ 8,372.16	\$ 8,372.16
Total Site Services	47	Partial	21	Conc Ped Curb w Dowels	\$ 57.95	\$ 1,216.95	\$ 1,216.95
Total Site Services	48	Partial	60	Concrete Valley Gutter	\$ 77.07	\$ 4,624.20	\$ 4,624.20
Subtotal:						\$ 33,379.61	\$ 33,379.61
Name of UDBE	Bid Item #	Full/Partial	Quantity	Description	Unit Price	Total Unit Cost	Dollar Amount to be Applied Towards Goal
Total Site Services	49	Partial	354	Conc Sidewalk Drop Back	\$ 75.05	\$ 26,567.70	\$ 26,567.70
Total Site Services	50	Partial	1517	Concrete Sidewalk 4"	\$ 47.83	\$ 72,558.11	\$ 72,558.11
Total Site Services	51	Partial	141	Concrete Sidewalk 6"	\$ 72.49	\$ 10,221.09	\$ 10,221.09
Total Site Services	52	Partial	298	Concrete Sidewalk Cobble	\$ 104.34	\$ 31,093.32	\$ 31,093.32
Subtotal:						\$ 140,440.22	\$ 140,440.22
Name of UDBE	Bid Item #	Full/Partial	Quantity	Description	Unit Price	Total Unit Cost	Dollar Amount to be Applied Towards Goal
Total Site Services	53	Partial	135	Conc Driveway 6"	\$ 94.94	\$ 12,816.90	\$ 12,816.90
Total Site Services	54	Partial	3	Ped Ramp Type Parallel	\$ 1,838.00	\$ 5,514.00	\$ 5,514.00
Total Site Services	55	Partial	1	Ped Ramp Type Parallel E	\$ 1,351.00	\$ 1,351.00	\$ 1,351.00
Total Site Services	56	Partial	1	Ped Ramp Perp Type A	\$ 1,808.00	\$ 1,808.00	\$ 1,808.00
Subtotal:						\$ 21,489.90	\$ 21,489.90
TOTAL UDBE Dollar Amount:						\$ 327,620.78	\$ 327,620.78



**Disadvantaged Business Enterprise
(DBE) Bid Item Breakdown Form**

1. Contract Number P2012-23		2. Contract Name Steptoe Street & Gage Intersection Improvements Rebid	
3. Prime Contractor Apollo, Inc.		4. Prime Contractor Representative Name David Haight	
5. Prime Contractor Representative Phone Number 1-509-713-4082		6. Prime Contractor Representative Email david.haight@apollo-gc.com	

Column 1 Name of UDBE (See Instructions)	Column 2 Bid Item # (See Instructions)	Column 3 Full/Partial (See Instructions)	Column 4 Quantity (See Instructions)	Column 5 Description (See Instructions)	Column 6 Unit Price (See Instructions)	Column 7 Total Unit Cost (See Instructions)	Column 8 Dollar Amount to be Applied Towards Goal (See Instructions)
Total Site Services	57	Partial	8	Red Ramp Perp Type Mo	\$ 1,498.00	\$ 11,984.00	\$ 11,984.00
Total Site Services	58	Partial	1	Red Ramp Modified Single	\$ 1,758.00	\$ 1,758.00	\$ 1,758.00
Total Site Services	59	Partial	2	Red Ramp Modified Single	\$ 2,808.00	\$ 5,616.00	\$ 5,616.00
Total Site Services	60	Partial	13	8"x24" Detectable Surfac	\$ 329.00	\$ 4,277.00	\$ 4,277.00
Subtotal:						\$ 23,635.00	\$ 23,635.00

Name of UDBE	Bid Item #	Full/Partial	Quantity	Description	Unit Price	Total Unit Cost	Dollar Amount to be Applied Towards Goal
Total Site Services	61	Partial	4	8"x24" Detectable Surfac	\$ 374.00	\$ 1,496.00	\$ 1,496.00
Total Site Services	62	Partial	16	24" Radial Detectable	\$ 80.00	\$ 1,280.00	\$ 1,280.00
Total Site Services	63	Partial	110	Modified Retaining Wall	\$ 117.00	\$ 12,870.00	\$ 12,870.00
Total Site Services	64	Partial	1198	Reinforced Wall	\$ 80.03	\$ 95,875.94	\$ 95,875.94
Subtotal:						\$ 111,521.94	\$ 111,521.94

Name of UDBE	Bid Item #	Full/Partial	Quantity	Description	Unit Price	Total Unit Cost	Dollar Amount to be Applied Towards Goal
Subtotal:						\$ 0.00	\$ 0.00

Name of UDBE	Bid Item #	Full/Partial	Quantity	Description	Unit Price	Total Unit Cost	Dollar Amount to be Applied Towards Goal
Subtotal:						\$ 0.00	\$ 0.00

TOTAL UDBE Dollar Amount:						\$ 135,156.94	\$ 135,156.94
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City Council Meeting Schedule February 2023

The City broadcasts City Council meetings on the City's website

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

February 7, 2023

Tuesday, 6:30 p.m.

REGULAR COUNCIL MEETING

February 14, 2023

Tuesday, 6:30 p.m.

WORKSHOP MEETING

1. CourseCo & Columbia Park Tri-Plex Update
2. Behavioral Health and Recovery Center Update
3. Public Employee Benefits

February 21, 2023

Tuesday, 6:30 p.m.

REGULAR COUNCIL MEETING

February 28, 2023

Tuesday, 6:30 p.m.

WORKSHOP MEETING

1. Economic Development Strategic Plan

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 and Video Taped

February 2023
Updated 01/17/23



City Council Meeting Schedule March 2023

The City broadcasts City Council meetings on the City's website

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

March 7, 2023

Tuesday, 6:30 p.m.

REGULAR COUNCIL MEETING

March 14, 2023

Tuesday, 6:30 p.m.

WORKSHOP MEETING

1. CivicClerk Training
2. Fireworks Regulations
3. Industrial Area Utilities Extensions

March 21, 2023

Tuesday, 6:30 p.m.

REGULAR COUNCIL MEETING

March 28, 2023

Tuesday, 6:30 p.m.

WORKSHOP MEETING

1. Kennewick Public Facilities District (KPF) Annual Update
2. Council Ethics Policy
3. Tumbleweed Trailer Demo

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 and Video Taped