



City Council Meeting Schedule November 2019

November 5, 2019
Tuesday, 5:30 p.m.

REGULAR COUNCIL MEETING

November 12, 2019
Tuesday, 6:30 p.m.

WORKSHOP MEETING
1. Arts Commission Update
2. HB 1406 Housing Funds
3. Property Tax Levy
4. Mid-Biennium Review

November 19, 2019
Tuesday, 6:00 p.m.

WORKSHOP MEETING
1. Tri-Cities Sports Facility Feasibility Report

Tuesday, 6:30 p.m.

REGULAR COUNCIL MEETING

November 26, 2019
Tuesday, 6:30 p.m.

WORKSHOP MEETING - Cancelled

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

Council Workshop Coversheet



Agenda Item Number	1.	Meeting Date	11/12/2019
Agenda Item Type	Presentation		
Subject	Art Commission Workplan Update		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Employee & Community Relations		

Info Only	<input checked="" type="checkbox"/>
Policy Review	<input type="checkbox"/>
Policy DevMnt	<input type="checkbox"/>
Other	<input type="checkbox"/>

Summary

Dee Boyle, Chair of the City of Kennewick Arts Commission, along with Rohana Carmichael, Arts Commission Liaison for the City, will provide City Council with an update of activities and projects the Commission has been working on this year.

Through	Terry Walsh Nov 05, 16:37:47 GMT-0800 2019	Attachments: <input type="text" value="Presentation"/>
Dept Head Approval	Terry Walsh Nov 05, 16:37:49 GMT-0800 2019	
City Mgr Approval	Marie Mosley Nov 08, 08:53:12 GMT-0800 2019	

Arts Commission Council Workshop November 12, 2019



2019 Workplan

Quality of Life

- Support Arts Community
 - Identify local artists
 - Tour facilities
 - Connect artists to galleries, performing arts, etc.
 - Outreach efforts and engagement
- Art awards
 - Celebrate art in Kennewick
 - Addition of Partnership Award



Quality of Life, Cont.

- Community awareness

- 1st Thursday
- National Night Out
- Hometown Holiday

- Art Installation

- Happy Human Benches
- Happy Human Challenge Course Sign
- Traffic Box Wraps
- Blossoming Joy



Infrastructure and Growth

- Revenue Generation
 - Grant opportunities
 - Creative Arts District
- Roundabout retro-fit
 - 1st site selected
- Call for Artists
 - Traffic box art
 - Roundabout retro-fit
 - Silas Education Solar System project



SOLAR SYSTEM ACROSS KENNEWICK



Economic Development

- Art Opportunity Zone
 - Review zones for revision and updates
- Art Inventory Audit
 - [Interactive Art Map](#)
- Community Center
 - Increase art offerings
 - Demonstrations/classes
 - Featured Art Gallery wall



Questions?



**Council Workshop
Coversheet**



Agenda Item Number	2.	Meeting Date	11/12/2019
Agenda Item Type	Presentation		
Subject	HB 1406 Housing Funds		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Management Services		

- Info Only
- Policy Review
- Policy DevMnt
- Other

Summary

City Staff and Kyle Sullivan from Benton and Franklin Counties Department of Human Services will present an overview of HB1406 as well as available options and recommended path forward.

Through

Attachments: HB 1406 Presentation

Dept Head Approval

Christina Palmer
 Nov 06, 13:33:45 GMT-0800 2019

City Mgr Approval

Marie Mosley
 Nov 08, 08:56:53 GMT-0800 2019



HB 1406 Overview



Presented to City Council

November 5, 2019





Overview

This legislation provides a funding source for affordable housing projects through a sales tax revenue sharing program. The program provides a sales tax credit between 0.0073% to 0.0146% depending on whether an entity has enacted a “qualifying local tax” (QLT) by 7/27/2020 and whether the county also takes advantage of the program.



Overview

A QLT is a local property or sales tax that a city has imposed, separately from HB 1406, to address affordable housing or related issues. The QLT options are:

- An affordable housing levy (property tax) under RCW 84.52.105;
- A sales and use tax for affordable housing (RCW 82.14.530);
- A levy lid lift (property tax) that is restricted solely to affordable housing (RCW 84.55.050); or
- A mental health and chemical dependency sales tax (RCW 82.14.460), *which is only authorized by statute for those cities of at least 30,000 population located within Pierce County.*

All of the qualifying local taxes noted above, with the exception of the mental health and chemical dependency sales tax, require voter approval with a simple majority vote.

According to MRSC, there are currently only six cities that have implemented at least one of these qualifying local taxes: Bellingham, Ellensburg, Olympia, Seattle, Tacoma, and Vancouver.



Overview

The rate a city would receive depends on whether it enacts a local qualifying tax prior to July 27, 2020, as well as whether or not their county participates:

- For cities that impose a qualifying local tax by the deadline, they will receive the maximum 0.0146% rate, regardless of whether the county participates.
- For cities that do not have a qualifying local tax, they will receive the 0.0073% “half share,” but only if the county also elects to participate. If the county declares it will not participate or does not adopt the required resolution of intent by the end of January 2020, the city would receive the full 0.0146% through July 27, 2020, but after that, no additional revenues would be received.



MRSC Revenue Estimates



Taxable Retail Sales for All Cities and Towns for Purposes of SHB 1406

The data below are for Q2 2018 to Q1 2019 (April 1, 2018 to March 31, 2019).

Actual distribution caps will be based on taxable retail sales for state fiscal year 2019 (July 1, 2018 to June 30, 2019)

CITY	COUNTY	TAXABLE RETAIL SALES					ESTIMATED MAXIMUM CAPS			
		Q2 2018	Q3 2018	Q4 2018	Q1 2019	Total, Q2 2018-Q1 2019	0.0073% annual cap	0.0073% over 20 years	0.0146% annual cap	0.0146% over 20 years
Kennewick	Benton	547,551,400	576,183,113	581,448,260	490,415,740	2,195,598,513	\$160,279	\$3,205,574	\$320,557	\$6,411,148



Use of Funds

The funds must serve those at or below 60% area median income (AMI) and may only be used for:

- (a) acquiring, rehabilitating, or constructing affordable housing, which may include new units within an existing structure or facilities providing supportive housing services under RCW 71.24.385 (behavioral health organizations); OR
- (b) operations and maintenance costs of new units of affordable or supportive housing; OR
- (c) providing rental assistance to tenants

Additionally, any participating city or county may enter into an interlocal agreement with other cities, counties, and/or housing authorities to pool and allocate the tax revenues received under HB 1406 to fulfill the intent of the legislation.

Note: In speaking with AWC regarding administration costs, they stated that “although the law expressly states that DOR’s administration of funds must be at no charge to local governments, the law does not state one way or the other if the revenues collected by cities can be spent on administration in carrying out the allowable purposes. The law does state what the only allowable expenses are in Sec. 6(a) and (b). It is then a matter of interpretation by your city attorney whether terms such as “acquiring, rehabilitation or constructing..”, “funding operations and maintenance costs,” or “providing rental assistance” would include administration costs.”



Timeline Considerations

This program has very tight timelines, especially considering that enacting a QLT requires a ballot measure. To receive the affordable housing sales tax credit for the length of the program, we would have to meet the following:

- Pass a resolution of intent by January 27, 2020 that indicates intention to impose the sales tax credit at the maximum capacity by a simple majority vote of the Council.
- Adopt an Ordinance by July 27, 2020 to levy the tax credit.
 - DOR requires a 30-day notice of adoption of sales tax credits. The credit will then take effect on the first day of the month following the 30-day period.
- Adopt a QLT by July 31, 2020

The only other elections between now and the July 2020 deadline are the special elections in February and April. DOR requires 75-days-notice of adoption of sales tax increases. Local sales tax increases may only take effect on the first day of the first, second, or third quarter – not the fourth (April 1, July 1, or October 1).



Other Considerations

The total amount of funding the region is eligible to receive is the same regardless of if all of the Cities and County participate. If only the County participates, they receive funding for all incorporated and unincorporated areas within the County. If a City within the County participates, the County's allocation is reduced by the amount the City receives.

The City of Kennewick does not have adequate staffing resources to administer this type of a program. We have historically passed such revenues on to the County through Interlocal Agreements as the County has established resources (Dept of Human Services) to administer these types of programs. Further, by pooling funding from the Cities, they are able to implement larger low income housing projects.

- Local portion of 2060 funds (for low income housing) are administered pursuant to an Interlocal Agreement between Benton County and the Cities of Kennewick, Richland, West Richland, Prosser and Benton City.
- We currently have representation on the Benton County 2060 Steering Committee which is responsible for reviewing applications, making funding recommendations, and ensuring that funds are distributed in a manner that provides long-term geographic equity.



Benton County Program Status

- Benton County has adopted the Resolution of Intent, indicating their intent to impose the sales tax credit.
- Currently working with Cities to determine everyone's participation status
- Intend to bring the Sales Tax Credit Ordinance to the Commissioners in late January 2020.
- Intend to have funding incorporated into the existing 2060 Steering Committee for review
- Will be bringing back Interlocal with the Cities similar to the existing Interlocal for management of the 2060 funds



Recommendations

- Not enact any legislation for HB1406 & allow the funding to be allocated directly to the County.
- Work with Benton County on developing a new Interlocal Agreement similar to the 2060 Agreement which would have funding allocations/project reviews conducted by the existing affordable housing projects Steering Committee.

Council Workshop Coversheet



Agenda Item Number	3.	Meeting Date	11/12/2019
Agenda Item Type	Presentation		
Subject	2020 Property Tax Levy		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Finance		

Info Only	<input type="checkbox"/>
Policy Review	<input checked="" type="checkbox"/>
Policy DevMnt	<input type="checkbox"/>
Other	<input type="checkbox"/>

Summary

The City is required to hold a public hearing each year by November 30th to adopt the property tax levy for the following year. The public hearing for the 2019 property tax levy is scheduled to occur on November 19th. During the November 12th workshop, staff will provide a presentation outlining the proposed 2020 property tax levy.

Through

Attachments: PowerPoint

Dept Head Approval

Dan Legard
 Nov 06, 11:50:40 GMT-0800 2019

City Mgr Approval

Marie Mosley
 Nov 08, 09:04:03 GMT-0800 2019



2020 Property Tax Levy

Kennewick City Council Workshop

November 12, 2019

Property Tax Distribution

School District - 34¢

State - 27¢

City - 19¢

County - 12¢

Other - 7¢



2019 Total Property Tax Levy – \$10.18 per \$1,000 AV

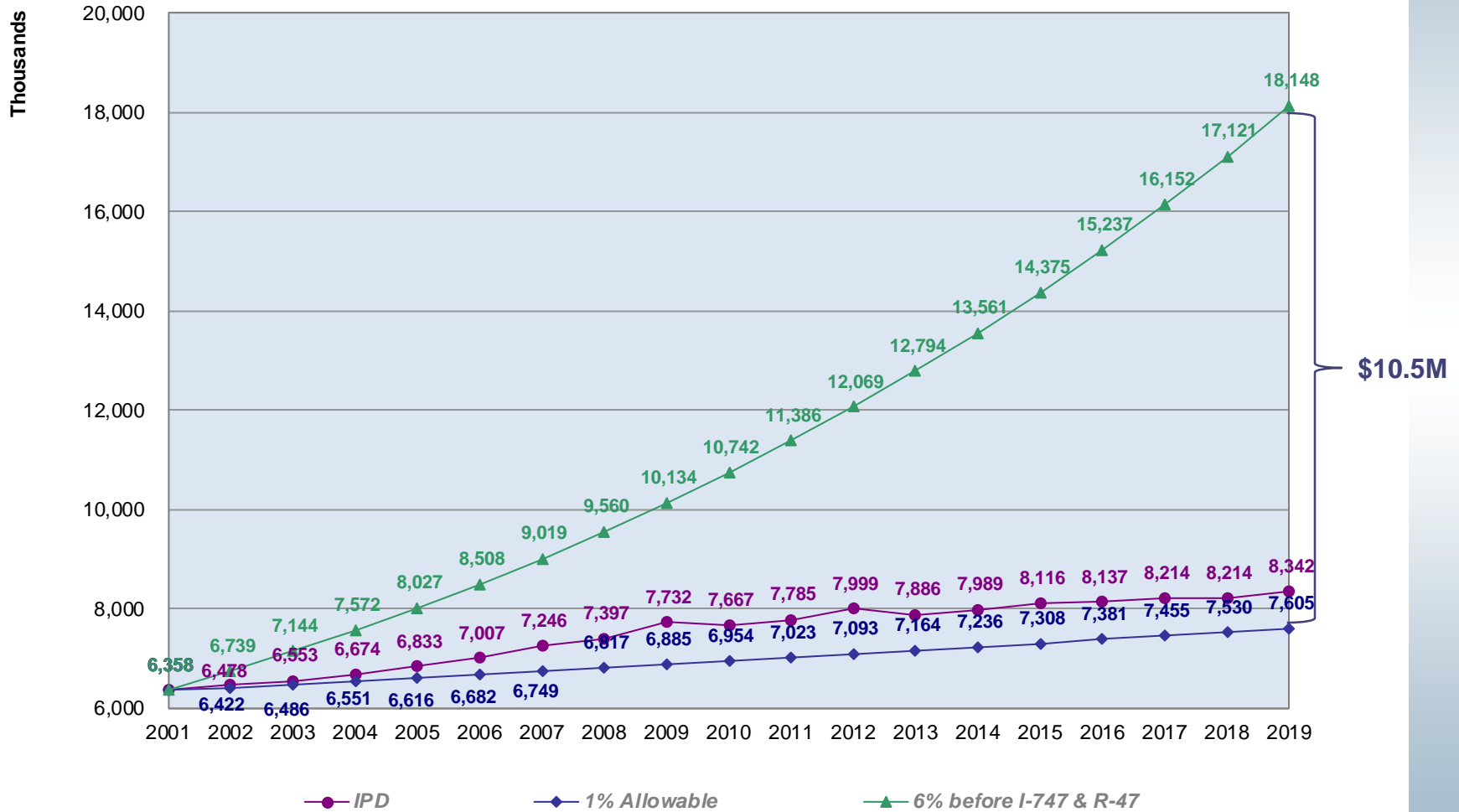
Tri-City 2019 Levy Rate Comparison

	<u>Kennewick</u>	<u>Pasco</u>	<u>Richland</u>
Regular Levy	\$ 1.9894	\$ 1.9394	\$ 2.4360
Voted G.O. Bonds	0.0000	0.0000	0.2852
Library District	<u>0.3443</u>	<u>0.0000</u>	<u>0.0000</u>
Total Rate Per \$1,000	<u><u>\$ 2.3337</u></u>	<u><u>\$ 1.9394</u></u>	<u><u>\$ 2.7212</u></u>

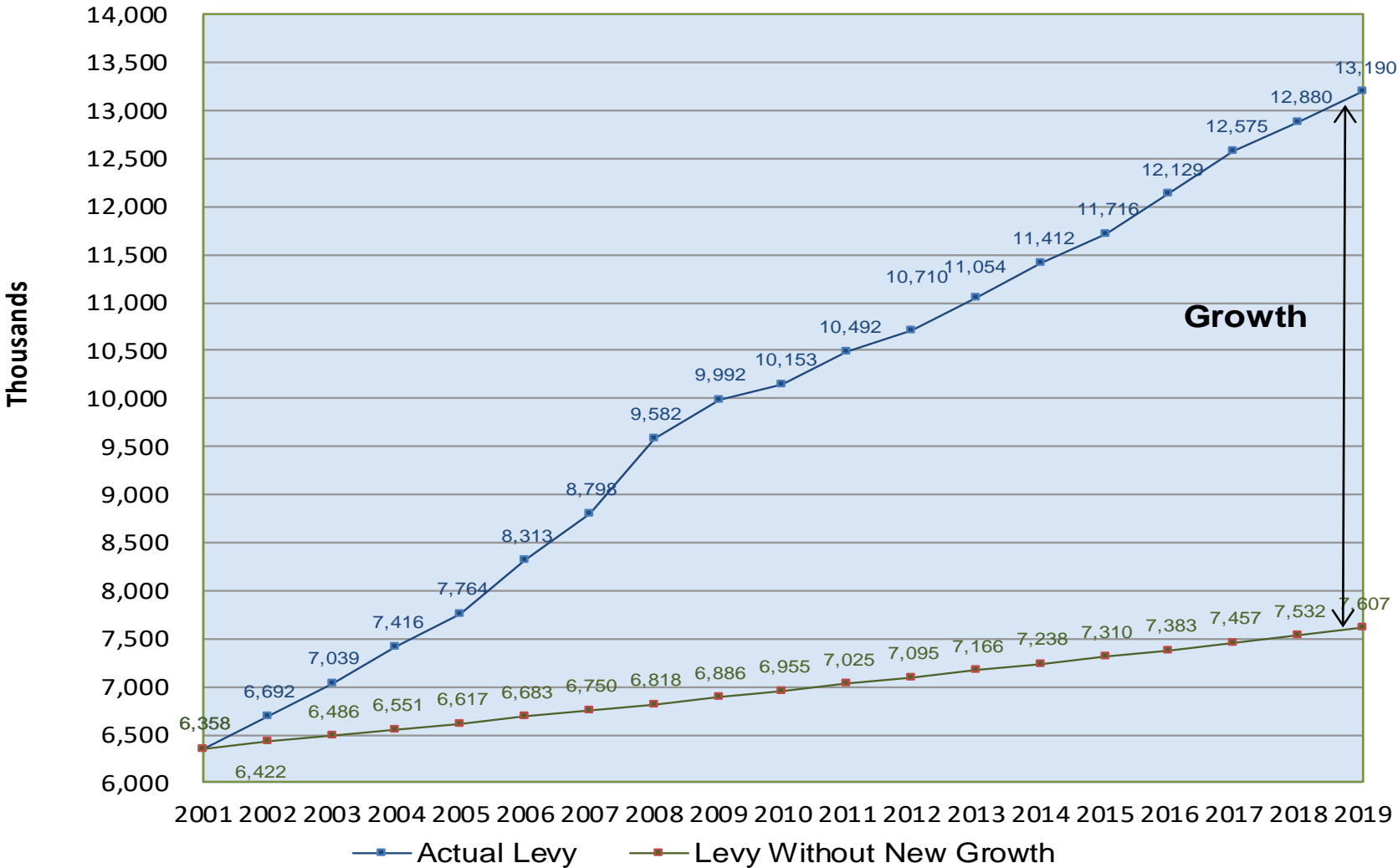
Property Tax Overview

- Statutory Maximum Levy Rate is \$3.325 for Kennewick (\$3.825 less \$.50 library district) without voter approval
- Prior to November, 1997 the base limit factor was 106%
- Referendum 47 (1997) reduced limit to Implicit Price Deflator (IPD) but allowed for up to a 6% increase if approved by a super-majority vote of the Council
- I-747 (2001) reduced the limit to the lesser of IPD or 1%
 - Revenue derived from New Construction & Annexations are above limit
 - I-747 declared unconstitutional in 2007, but was then added to state law

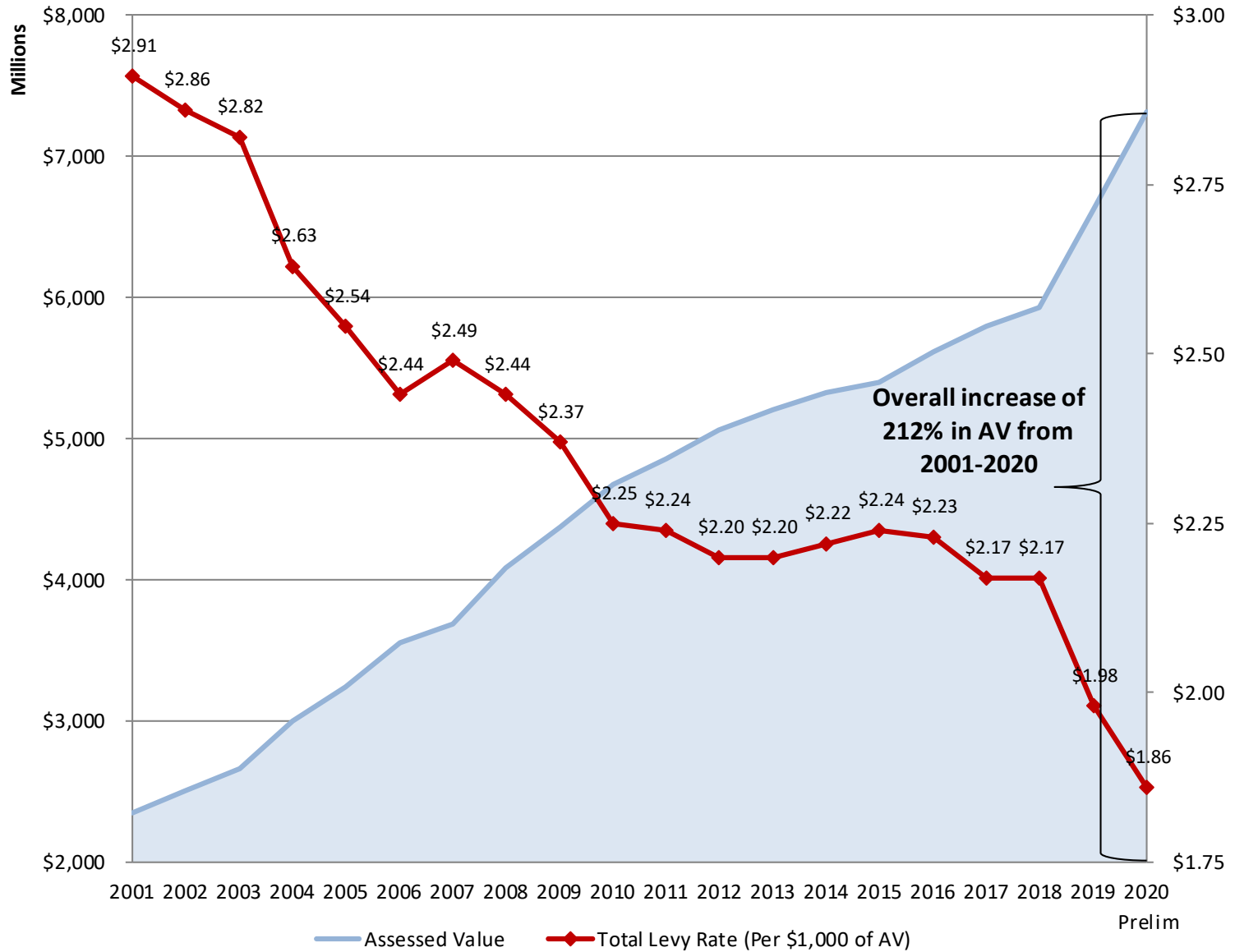
Reduced Levy Capacity



Property Tax Levy History 2001-2019



AV & Levy Rate 2001-2020



2020 Property Tax Levy Proposal

- **Property Tax Levy Rate** – Reduction of 12¢ to \$1.86 (per \$1,000 AV)
 - Reduction of \$24 annually to the owner of a \$200K home, assuming home value remains constant
- **Assessed Valuation**– Increased by \$687M (Total of \$7.3B)
 - \$161M from new construction.
 - \$45M in Southridge LRA (75% dedicated to LRF program)
 - \$526M from revaluation of existing property – 8% incr.
- **Property Tax Levy** – Overall increase of \$404k to \$13,594,098
 - New Construction/Annexation (\$161M in AV) - \$320k (\$66k to LRF)
 - Change to Base Levy - \$133k (1%)
 - July 2019 IPD = 1.396%

Questions?

Council Workshop Coversheet



Agenda Item Number	4.	Meeting Date	11/12/2019
Agenda Item Type	Presentation		
Subject	2019/2020 Mid-Biennium Review		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Finance		

Info Only	<input type="checkbox"/>
Policy Review	<input checked="" type="checkbox"/>
Policy DevMnt	<input checked="" type="checkbox"/>
Other	<input type="checkbox"/>

Summary

The City of Kennewick is nearing completion of the first year of the 2019/2020 biennium. State law requires municipalities that prepare a biennial budget to have a mid-biennium review and public hearing sometime between September 1st and December 31st of the first year of the biennium. Staff will be providing a presentation at the November 12th workshop that satisfies this requirement. A budget adjustment ordinance will also be presented for Council's consideration following a public hearing at the City Council meeting on November 19th.

The mid-biennium presentation will include a discussion of the following items:

- Updated assumptions for major revenues and expenditures and revised financial projections for the City's General and Street Funds for the 2019/2020 biennium.
- An overview of significant budget opportunities and vulnerabilities.
- Mid-Biennium recommendations.
- A summary by fund type of the proposed mid-biennium budget adjustment as well as a description of the major individual items contained in the proposal.

Through

Attachments: PowerPoint

Dept Head Approval

Dan Legard
 Nov 06, 11:59:00 GMT-0800 2019

City Mgr Approval

Marie Mosley
 Nov 08, 09:17:36 GMT-0800 2019



2019/2020 MID BIENNIUM REVIEW

COUNCIL WORKSHOP NOVEMBER 12, 2019

AGENDA

- 2019/2020 General Governmental Projections
- Opportunities and Vulnerabilities
- Mid-Biennium Recommendations
- Overview of Mid-Biennium Budget Adjustment

CITY TAXES & FEES

AVERAGE FAMILY HOUSEHOLD

Assuming a median annual household income of \$54,420 and home value of \$182,900 per the U.S. Census Bureau (2017 data)

Property Taxes

The 2019 Property Tax Levy is \$10.18 per \$1,000 in assessed valuation. The City receives 19¢ per \$1.00 paid.

Sales Taxes

The City receives just 0.85% of the 8.6% Sales Tax rate. In addition, the criminal justice sales tax of 0.10% and a voter approved public safety sales tax is distributed back to all jurisdictions in Benton County based on population through State Shared Revenues.

Utility Taxes

The City levies an 8.5% utility tax on electric, natural gas & telephone services, 7% on cable & garbage, and 15.5% on water/sewer services (6.5% is added to customer's bill).

Gambling Taxes

The City currently levies a 10% tax for punch-board, pull-tab, and card room activities; 5% for bingo; and 2% for amusement games.



How much does the City of Kennewick receive from the average household?



	Estimated Annual Spending	Estimated Annual Tax	Amount Distributed to the City
Property Tax	\$ 1,862	\$ 1,862	\$ 364
Water/Sewer	\$ 665	\$ 89	\$ 576
Utilities	\$ 4,250	\$ 411	\$ 411
Retail Sales	\$ 15,863	\$ 1,364	\$ 135
Admissions/Entertainment	\$ 2,000	\$ 100	\$ 100
Gambling/Arcade Games	\$ 500	\$ 10	\$ 10
State Shared Revenues	\$ 6,420	\$ 1,487	\$ 73
Ambulance Utility	\$ 129	\$ 129	\$ 129
Stormwater Utility	\$ 65	\$ 65	\$ 65
TOTALS:	\$ 31,754	\$ 5,517	\$ 1,863

Admissions Taxes

The City collects a 5% admissions tax on admission charges to any place or event, except school events.

State Shared Revenue

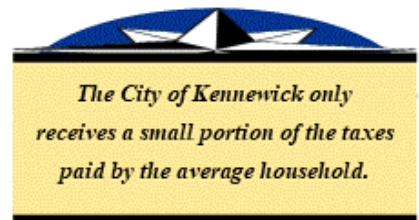
State shared revenues are collected by the State and include Gas Tax, Liquor Tax, PUD Privilege Tax, and Criminal Justice funding. Distributions are made on a per capita basis.

Ambulance Utility Fee

Kennewick citizens pay \$10.72 per month for ambulance services.

Stormwater Utility Fee

Kennewick residents pay \$5.41 per month to help fund the stormwater program.



What does your \$155 per month get you?

For just \$155 per month, the average household in the City of Kennewick receives these basic services.



2019/2020 REVENUE ASSUMPTIONS

Item	Adopted Budget Assumptions	Revised Assumptions
Sales Tax	Incr. of 3% in '19 & '20 plus impacts of Marketplace Fairness Act (Remote/Internet Sales)	Incr. of 3.5% in '19 & 3% in '20 plus impacts of Marketplace Fairness Act
Electric Utility Tax	Incr. of 4% in '19 & '20 from projected rate incr. and incr. customer/consumption	Incr. of 3.5% in '19 (incl. 2.9% rate incr.) and 1% growth in '20
Telephone Utility Tax	7% decr. in '19 & '20	10% in '19 & '20
Water/Sewer Utility Tax	Incr. with approved water and sewer rate modifications	No Change
Other Utility Taxes	Growth of 1.5% - 3% per year	No Change
Property Taxes	Prelim '19 levy & proj. '20 levy (\$100M new construction)	Actual '19 levy & prelim '20 levy (\$161M new construction)
Gambling Taxes	2% growth in '19 & '20	2% decline in '19 and '20

2019/2020 REVENUE ASSUMPTIONS (CONT'D)

Item	Adopted Budget Assumptions	Revised Assumptions
Civil Permits	Maintain 2018 levels	Significant growth in '19, returning to 2018 levels for '20
State Shared Revenues	No reductions of liquor excise tax or other state shared revenues during the 2019 or 2020 legislative sessions	No Change
Recreation Charges	2% growth in '19 and '20	10% decline in '19, moderate growth of 2% in '20
Fines & Forfeitures	No change in '19 or '20	1% incr. in '19 and '20 plus improved results for '18
Transfers In	See Utility Tax Items	See Utility Tax Items

2019/2020 EXPENDITURE ASSUMPTIONS

Salaries & Wages – Per actual/anticipated contract terms (no change)

Retirement Contributions– Per State Actuary (no change)

Medical Insurance– 0% premium increase in '20 (vs. 5% in budget)

Vacancy Savings – Projecting \$170K less than \$2.5M budgeted

Major Contracts– Projected based on actual 2019 and 2020 budgets

- + Jail Services – No Change (17.26% allocation for '19 and 16.26% for '20)
- + BCES (Dispatch/800MHz/EM) – 4% decr. to assessment in '20 (vs. 7.5% incr.)
- + District Court/OPD – Reduction in % allocation for 2020 (vs. no change)

Winter Weather – “Normal” weather conditions/service levels for '20

2019/2020 REVISED BUDGET PROJECTIONS

	2019/2020 Adj Budget	2019/2020 Projections	Variance
Revenues:			
Taxes	\$ 79,824,188	\$ 79,909,509	\$ 85,321
Licenses & Permits	2,204,100	2,576,200	372,100
Intergovernmental Revenues	9,089,954	9,137,923	47,969
Charges for Services	10,377,201	10,065,521	(311,680)
Fines & Forfeitures	2,056,400	2,244,100	187,700
Miscellaneous Revenue	1,093,900	1,304,496	210,596
Transfers In	4,878,517	4,753,084	(125,433)
Total Revenues	\$ 109,524,260	\$ 109,990,833	\$ 466,573
Expenditures:			
City Council/City Manager	\$ 1,429,751	\$ 1,429,751	\$ -
Finance	4,924,145	4,938,445	14,300
Management Services	7,773,787	7,786,062	12,275
City Attorney	1,685,950	1,717,950	32,000
Civil Service	73,230	73,230	-
Community Planning	1,790,350	1,803,350	13,000
Police	43,392,803	43,463,094	70,291
Fire	7,863,703	7,959,623	95,920
Public Works - Engineering	4,384,330	4,384,330	-
Employee & Community Relations	14,047,489	14,091,789	44,300
Non-Departmental	17,744,701	17,841,201	96,500
Public Works - Streets	4,936,402	4,941,892	5,490
Total Expenditures	\$ 110,046,641	\$ 110,430,717	\$ 384,076
Revenues above (below) Expenditures	\$ (522,381)	\$ (439,884)	\$ 82,497
Beginning Fund Balance	\$ 3,275,166	\$ 3,275,166	\$ -
Ending Fund Balance	\$ 2,752,785	\$ 2,835,282	\$ 82,497
Estimated Required Ending Fund Balance	\$ 2,751,166	\$ 2,760,768	\$ 9,602
Amount Above (Below) Req Reserve	\$ 1,619	\$ 74,514	\$ 72,895

BUDGET OPPORTUNITIES & VULNERABILITIES

Major Tax Revenues:

- Sales
- Utility (Telephone & Electric)
- Property Tax Model

State Budget (Operating & Capital)

Labor Relations:

- 2 open bargaining units operating under expired contracts

Interlocal Services – Jail, SeComm, District Court/OPD

Capital Project/Pavement Preservation Funding

Winter Weather Conditions

MID-BIENNIUM RECOMMENDATIONS

Water/Sewer & Station #3 LTGO Bond Delegation Ordinances

- Implements planned & budgeted bond issues for 18th & Kellogg Reservoir and Fire Station #3 replacement
- Establishes parameters under which the City Manager (or in her absence the Finance Director) can sell bonds
- Provides greater flexibility to approach bond market when conditions are more beneficial
- Establishes Parameters for Final Bond Terms:
 - Principal Amount
 - Tax Status (Tax-Exempt and/or Taxable)
 - Maximum Interest Rates
 - Final Maturity & Redemption Rights (Call Provision)
 - Price (Premium/Discount)
 - Other Terms & Conditions
- Proposed Adoption Date for Ordinances – November 19, 2019

MID-BIENNIUM RECOMMENDATIONS (CONT'D)

City Council Compensation Schedule

- Implement planned modifications to Council's monthly compensation of \$25 in both 2022 and 2023
 - Necessary to retain ability to receive Department of Retirement (DRS) service credit due to I-1433
 - Changes required to be staggered due to constitutional prohibition against elected officials approving a change to their compensation during their current term
 - Most immediately impacts Council positions up for election in 2019
- Proposed Ordinance Adoption Date – November 19, 2019

MID-BIENNIUM BUDGET ADJUSTMENT (IN THOUSANDS)

	2019/2020 Adjusted Budget	Mid-Biennium Budget Adjustment	Revised Budget
General/Street Funds	\$ 112,799	\$ 168	\$ 112,967
Special Revenue Funds	24,901	-	24,901
Debt Service Funds	7,295	-	7,295
Capital Projects Funds	86,520	656	87,176
Enterprise/Internal Svc Funds	153,171	1,782	154,953
Trust Funds	6,787	-	6,787
Totals:	\$ 391,473	\$2,606	\$ 394,079

Major items included:

(0.7% Incr.)

- To appropriate for a \$500K state TIB grant received for Washington Street corridor improvements
- To appropriate for a new Field Engineer position funded through the Water/Sewer Fund to assist on several upcoming major capital projects, which will reduce contracted costs that would otherwise be required
- To appropriate for Ground Emergency Medical Transport (GEMT) payments received in the Medical Services Fund for transports during state FY 2017 and 2018
- To appropriate for additional 2019 operating contribution projected for the Toyota Center & Arena
- To appropriate for the purchase of a 2nd ambulance in 2020 previously scheduled for replacement in 2021 to take advantage of price incentives and reduce other costs associated with the purchase
- To appropriate for addt'l claims paid from the Risk Mgmt. Fund, most of which were reimbursed by 3rd parties



Questions?



City Council Meeting Schedule December 2019

December 3, 2019
Tuesday, 6:30 p.m. REGULAR COUNCIL MEETING

December 10, 2019
Tuesday, 6:30 p.m. WORKSHOP MEETING
1. HDKP Update
2. Committee Updates

December 17, 2019
Tuesday, 6:30 p.m. REGULAR COUNCIL MEETING

December 24, 2019
Tuesday, 6:30 p.m. WORKSHOP MEETING -Cancelled

December 31, 2019
Tuesday, 6:30 p.m. NO MEETING SCHEDULED

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.

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