Linda Lehman- Mayor
Stephanie Haug, CMC- City Clerk/Treasurer
Spink Engineering- City Engineer
Kerr Law Group-City Attorney

BENTON CITY

Lisa Stade-Councilwoman
Mary Lettau- Councilwoman
Vanessa Coates- Councilwoman
David Sandretto- Councilman
Jake Mokler- Councilman

REGULAR CITY COUNCIL MEETING

January 19, 2016 | **AGENDA** | **Council Chambers 7pm**

TURN OFF ALL CELL PHONES & PAGERS-EMERGENCY PERSONNEL USE SILENT ALERT

*****OATH OF OFFICE –COUNCILMAN MOKLER*****

A. CALL TO ORDER/PRESENTATION OF COLORS

B. ROLL CALL

C. READING AND APPROVAL OF MINUTES

1. *Regular Meeting – January 19, 2015*

D. OPENING REMARKS, "HOUSEKEEPING" ITEMS, EXECUTIVE SESSION REQUESTS, ETC.

1. Liquor License Renewal- Los Tereros Tienda Y Carniceria *(no action needed unless the Council objects to renewal)*

E. APPROVAL OF AGENDA (Only essential changes not requiring preparation, review, public notice, or action may be added)

F. VISITOR COMMENTS- *for non-agenda items.*

Council will not take action on an item not already on agenda without time to research, read, and receive staff report. Items may be added on future agenda, but not current agenda. Please do not speak or make remarks unless recognized by the Chair, then if you are called, come forward to microphone, give name and address for minutes recorder. Council chamber over-flow will be moved to City Community Center.

G. REGULAR REPORTS:

1. Sheriff Report
2. Staff Report
   a) Code Report
3. Engineer Report
4. Council Committee Reports
   a) Committee Assignments

H. ITEMS FOR APPROVAL:

1. Designate Mayor Pro-Tem
2. Resolution #2016-02- Auth. Mayor to sign EDC Contract for 2016 Services
3. Purchase Request- Library Heat Pump replacement
4. Vouchers

I. ITEMS FOR DISCUSSION:

1. Maintenance Reporting

J. GENERAL COUNCIL COMMENTS:

K. ADJOURNMENT

12

Updated 1/15/2016

City of Benton City
Regular Council Meeting Minutes
January 12th, 2016

CALL TO ORDER - Mayor Lehman called the January 12th, 2016 Regular Council meeting to order at 7:00 p.m. (02:00:56*Audio recording begins)

OATH OF OFFICE – COUNCILMAN SANDRETTO & COUNCILWOMAN COATES (02:00:33*)

PRESENTATION OF THE COLORS – Councilwoman Coates led the Council and the audience in the Pledge of Allegiance. (01:58:05*)

ROLL CALL - (01:57:32*)

Council Members Present
Lisa Stade
Mary Lettau
David Sandretto
Vanessa Coates

Council Members Absent
Jake Mokler (Excused – Work Conflict)

City Staff Present –
Stephanie Haug, City Clerk/Treasurer
Kyle Kurth, Maintenance Foreman

Other Professionals Present –
Alan Rainey, City Engineer, Spink Engineering LLC
Eric Ferguson, City Attorney, Kerr Law Group
Randy Rutledge, Consultant, Benton City EDC

Councilwoman Stade: I make a motion; I move to excuse Councilperson Mokler.

Councilwoman Lettau: I second.

MOTION #1- C. L. Stade moved and C. M. Lettau seconded to excuse Councilman Mokler from the January 5th, 2016 Regular Council Meeting due to work conflict.

VOICE VOTE #1- C. V. Coates, C. M. Lettau, C. L. Stade, C. D. Sandretto
ALL YEAS. Motion carried.

READING AND APPROVAL OF MINUTES (01:56:51*)
- **REGULAR MEETING DECEMBER 15th, 2015**

Councilwoman Stade: Madame Mayor, I move to accept the Agenda as written.

Councilwoman Lettau: I second.

Mayor Lehman: All in favor?

Ms. Haug: Sorry, the Minutes, you said Agenda.

Councilwoman Stade: The Minutes, the Minutes as written.

MOTION #2- C. L. Stade moved and C. M. Lettau seconded to approve the Minutes of the December 15th, 2015 Regular Council Meeting as presented.

VOICE VOTE #2- C. V. Coates, C. M. Lettau, C. L. Stade, C. D. Sandretto
ALL YEAS. Motion carried.

OPENING REMARKS, "HOUSEKEEPING" ITEMS, EXECUTIVE SESSION REQUESTS, ETC.
None (01:55:39*)

APPROVAL OF AGENDA (01:55:29*)

Councilwoman Lettau: Madame Mayor, I make a motion we approve the Agenda as presented.

Councilwoman Coates: I second.

MOTION #3- C. M. Lettau moved and C. V. Coates seconded to approve the Agenda as presented.

VOICE VOTE #3- C. V. Coates, C. M. Lettau, C. L. Stade, C. D. Sandretto
ALL YEAS. Motion carried.

VISITOR COMMENTS (01:54:57*)

Wade Haun, Superintendent & Joe Lloyd, Assistant Superintendent, Ki-Be School District Maintenance & Operations Levy – Ballots due February 9th – Summarize what levy is about – Replacement levy – Two year – Levies are for learning – Asking $300,000 less in levy funding – Pays for Maintenance and Operations - Camp Wooten – Supervision – Music and extracurricular activities - Sports Programs – Cover state and federal shortfalls – Eastside/Westside disparity - $2.2 million levy – Please vote

Heather Duncan, Benton City Chamber of Commerce – City reps always welcome – **Networking Event** – Rustic Barrel – Thursday, January 14th from 5:30 p.m. to 7:30 p.m. – **Monthly luncheon** – Thursday, January 21st – Jenn Nanz, Executive Director, Red Mountain AVA – What RMAVA doing in 2016 - At Wild Boar Grill – Please RSVP

Mayor Lehman – Thanks to Elaine Coates and Quail Crossing – Beautiful flowers

Michelle McCloud – Bring back Code book – Congratulations to new council members – Reminder to assign Benton Franklin Mosquito Patrol and YES program – Respectfully request Council review my application for Benton City Planning Commission – Appreciate your support

REGULAR REPORTS

1. **EDC REPORT** (01:45:59*)
   Randy Rutledge, Consultant, Benton City EDC * Written report provided *
   Robert Dunlap, Hanford REACH, Kennewick – Historical exhibit

2. **STAFF REPORTS** (01:29:14*)
   Stephanie Haug, City Clerk/Treasurer – ***Treasurer Report – Public Works Report*** – In packets

3. **ENGINEER REPORT** (01:29:06*)
   Alan Rainey, City Engineer, Spink Engineering LLC – ***Roundabout*** – Weather related delay – Relocation of water and sewer – ***Well #5 Pumphouse*** – Opening bids Friday

   Kyle Kurth, City Maintenance Foreman – Maintenance Report

   Mayor Lehman – Agenda Item for January 19th meeting

4. **COUNCIL COMMITTEE REPORTS** (01:20:22*)
   Councilwoman Stade – Fire Commission Meeting - Ben Franklin Transit – Thursday

a) Committee Assignments

Mr. Ferguson – Will need motion to move to next meeting – Code states first meeting with new council requires making Committee Assignments

Councilwoman Stade: Madame Mayor, I would make a motion to move the discussion and planning of Benton City Committee Assignments to the next meeting.

Councilwoman Lettau: Second.

MOTION #4- C. L. Stade moved and C. M. Lettau seconded to move the discussion of Committee Assignments to the January 19th, 2016 Regular Council Meeting.

VOICE VOTE #4- C. V. Coates, C. L. Stade, C. M. Lettau, C. D. Sandretto
ALL YEAS. Motion carried.

Mr. Ferguson – Also in Code to appoint Mayor Pro tem during first meeting with new council

Councilwoman Lettau: Madame Mayor, I make a motion that we table the Pro tem Mayor to next meeting.

Councilwoman Coates: I second.

MOTION #5- C. M. Lettau moved and C. V. Coates seconded to approve moving the appointment of the Mayor Pro tem to the January 19th, 2016 Regular Council Meeting.

VOICE VOTE #5- C. M. Lettau, C. L. Stade, C. V. Coates, C. D. Sandretto
ALL YEAS. Motion carried.

**** SPECIAL PRESENTATION – SUE JETTER & DEB HEINTZ ****
(01:13:02*)

Mayor Lehman - Item for Approval on next meeting Agenda - $15,000 per year

ITEMS FOR APPROVAL:

1. **RESOLUTION 2016-01 – PROCLAMATIONS, CERTIFICATES & KEYS TO CITY** (00:49:26*)
   ***Council Discussion**

   Councilwoman Lettau: Madame Mayor, I would like to move to approve Resolution #2016-01, a resolution adopting policies and procedures concerning Proclamations, Certificates and Keys to the City.

   Councilwoman Stade: I second.

   MOTION #6- C. M. Lettau moved and C. L. Stade seconded to approve Resolution #2016-01, a resolution adopting policies and procedures concerning Proclamations, Certificates and Keys to the City.

   VOICE VOTE #6- C. M. Lettau, C. L. Stade, C. V. Coates, C. D. Sandretto
   ALL YEAS. Motion carried.

2. **PURCHASE REQUEST - COUNCIL EMAIL & CITY TECHNOLOGY – GOOGLE APPS FOR WORK & APPLE iPADS** (00:45:14*)
   Ms. Haug – Explanation of purchase request

   ***Council discussion**

   Councilwoman Coates: I move to approve the purchase of Google Apps in the amount of $2,299.00 for City email and document services, and the purchase of 7 iPads for Benton City elected officials and the City Clerk in an amount not to exceed $3,000.00.

   Councilman Sandretto: I second.

   MOTION #7- C. V. Coates moved and C. D. Sandretto seconded to approve the purchase of Google Apps in the amount of $2,299.00 for City email and document services, and the purchase of 7 iPads for Benton City elected officials and the City Clerk in an amount not to exceed $3,000.00.

   ROLL CALL VOTE #7- C. D. Sandretto, C. L. Stade, C. V. Coates, C. M. Lettau
   ALL YEAS. Motion carried.

3. **PLANNING COMMISSION APPOINTMENT** (00:36:44*)
   Ms. Haug – Explanation of Planning Commission appointment

   Mr. Ferguson – Procedure for consideration of candidates

   Connie Meredith – Candidate for appointment to Planning Commission

   Michelle McLeod – Candidate for appointment to Planning Commission

   ***Council Discussion**

   Councilwoman Lettau: Madame Mayor, I would have to say, preface this motion that I think both of you guys would do a wonderful job but I'm going to move to appoint Connie Meredith to the Benton City Planning Commission Position #2 whose term expires December 31, 2016.

   Mayor Lehman: Do I have a second?

Mr. Ferguson: No second, the motion fails

MOTION #8- C. M. Lettau moved and there was no second to appoint to the Benton City Planning Commission Position #2 whose term expires December 31, 2016. Motion failed.

Mayor Lehman: Okay, I will entertain another motion for the remaining candidate.

Councilwoman Coates: Madame Mayor, I move to appoint Michelle McLeod to the Benton City Planning Commission Position #2, whose term expires December 31, 2016.

Councilman Sandretto: I second.

MOTION #9- C. V. Coates moved and C. D. Sandretto seconded to appoint Michelle McLeod to the Benton City Planning Commission Position #2 whose term expires December 31, 2016.

VOICE VOTE #9- C. L. Stade, C. V. Coates, C. D. Sandretto – YEAS;
C. M. Lettau – Abstain. Motion carried.

4. **CITY HALL BUILDING IMPROVEMENTS** (00:29:06*)
Mayor Lehman – Discussion of City Hall Building improvements

***Council Discussion**

Mr. Ferguson: Just for Council's background; this is an administrative function that typically the Mayor could go ahead and ask Spink Engineering to do, but because it's for a specific item and the amount is over, probably going to be well over $500, I believe Madame Mayor's coming to the Council to make sure that they're aware that that's a specific expenditure she's requesting Council approval to be able to start that process; to be able to get essentially, give that chunk of work, since it's so sizeable and specific, to Spink Engineering to do that, I think that's the posture of it.

Councilwoman Stade: I move to approve the authorization of Spink Engineering to conduct an architectural/structural feasibility report and obtain estimates for accomplishing the re-ordering of work space and evaluate and estimate the cost of eliminating water ingress at City Hall.

Councilman Sandretto: Second.

MOTION #10- C. L. Stade moved and C. D. Sandretto seconded to approve the authorization of Spink Engineering to conduct an architectural/structural feasibility report and obtain estimates for accomplishing the re-ordering of work space and evaluate and estimate the cost of eliminating water ingress at City Hall.

ROLL CALL VOTE #10- C. V. Coates, C. D. Sandretto, C. M. Lettau, C. L. Stade,
ALL YEAS. Motion carried.

5. **EMPLOYEE INCENTIVES PLAN** (00:25:24*)
Mayor Lehman – Explanation of Employee Incentives Program

***Council Discussion**

6. **VOUCHERS** (00:19:37*)
Councilwoman Lettau: Madame Mayor, I move to approve payment of Claim check numbers 27340 thru 27346 with EFTs as listed in the amount of $100,583.46 this 5th day of January, 2016, and should I go ahead and do the other one, too? All right, and I move to approve payment of Claim check numbers 27365 thru 27271 with EFTs as listed in the amount of $56,989.55 this 5th day, or I should say this 12th day of January, 2016.

Councilman Sandretto: Second.

MOTION #11- C. M. Lettau moved and C. D. Sandretto seconded to approve payment of Claim check numbers 27340 thru 27364 with EFTs as listed in the amount of $100,583.46, and payment of Claim check numbers 27365 thru 27271 with EFTs as listed in the amount of $56,989.55 this 12th day of January, 2016.

ROLL CALL VOTE #11- C. M. Lettau, C. D. Sandretto, C. L. Stade, C. V. Coates
ALL YEAS. Motion carried.

ITEMS FOR DISCUSSION (00:18:29*)

1. **MEMORANDUM FROM MAYOR LEHMAN**
   Summary: 1) After school and summer programs for youth;
   2) Creating space in City Hall for Mayor's office

   ***Council Discussion**

2. **NEWLY ELECTED OFFICIALS DISCUSSION**
   Ms. Haug – City facilities tour offer

GENERAL COUNCIL COMMENTS – None (00:01:21)

ADJOURNMENT – Mayor Lehman (00:01:19*)

Councilwoman Stade: Madame Mayor, I move to adjourn.

Councilwoman Lettau: I second.

MOTION #12– C. L. Stade moved and C. M. Lettau seconded to adjourn the January 12th, 2016 Regular Council Meeting at 8:59 p.m.

VOICE VOTE #12– C. V. Coates, C. M. Lettau, C. D. Sandretto, C. L. Stade
ALL YEAS. Motion carried.

Meeting adjourned at 8:59 p.m. (00:01:10*)

_____
Linda Lehman
Mayor, City of Benton City

_____
Stephanie Haug, CMC
City Clerk-Treasurer

Date:_____

Washington State
Liquor and Cannabis Board
PO Box 43098, 3000 Pacific Ave. SE, Olympia WA 98504-3098, (360) 664-1600
www.liq.wa.gov Fax #: (360) 753-2710

January 07, 2016

Dear Local Authority:
RE: Liquor License Renewal Applications in Your Jurisdiction - Your Objection Opportunity

Enclosed please find a list of liquor-licensed premises in your jurisdiction whose liquor licenses will expire in about 90 days. This is your opportunity to object to these license renewal requests as authorized by RCW 66.24.010 (8).

1) Objection to License Renewal

To object to a liquor license renewal: fax or mail a letter to the Washington State Liquor and Cannabis Board (WS-LCB) Licensing Division. This letter must:

- Detail the reason(s) for your objection, including a statement of all the facts upon which your objection or objections are based. You may include attachments and supporting documents which contain or confirm the facts upon which your objections are based.

- Please note that whether a hearing will be granted or not is within the Board's discretion per RCW 66.24.010 (8)(d).

Your letter or fax of objection must be received by the Board's Licensing Division at least 30 days prior to the license expiration date. If you need additional time you must request that in writing. Please be aware, however, that it is within the Board's discretion to grant or deny any requests for extension of time to submit objections. Your request for extension will be granted or denied in writing. If objections are not timely received, they will not be considered as part of the renewal process.

A copy of your objection and any attachments and supporting materials will be made available to the licensee, therefore, it is the Local Authority's responsibility to redact any confidential or non-disclosable information (see RCW 42.56) prior to submission to the WSLCB.

2) Status of License While Objection Pending

During the time an objection to a renewal is pending, the permanent liquor license is placed on hold. However, temporary licenses are regularly issued to the licensee until a final decision is made by the Board.

3) Procedure Following Licensing Division Receipt of Objection

After we receive your objection, our licensing staff will prepare a report for review by the Licensing Director. The report will include your letter of objection, as well as any attachments and supporting documents you send. The Licensing Director will then decide to renew the liquor license, or to proceed with non-renewal.

4) Procedure if Board Does Not Renew License

If the Board decides not to renew a license, we will notify the licensee in writing, stating the reason for this decision. The licensee also has the right to request a hearing to contest non-renewal of their liquor license. RCW 66.24.010 (8)(d). If the licensee makes a timely request for a hearing, we will notify you.

The Board's Licensing Division will be required to present evidence at the hearing before an administrative law judge to support the non-renewal recommendation. You may present evidence in support of your objection or objections. The administrative law judge will consider all of the evidence and issue an initial order for the Board's review. The Board members have final authority to renew the liquor license and will enter a final order announcing their decision.

5) Procedure if Board Renews License Over Your Objection

If the Board decides to renew the license over your objection, you will be notified in writing. At that time, you may be given an opportunity to request a hearing. An opportunity for a hearing is offered at the Board's discretion. If a hearing is held, you will be responsible for presenting evidence before an Administrative Law Judge in support of your objection to license renewal. The Board's Licensing Division will present evidence in support of license renewal. The Licensee may also participate and present evidence if the licensee desires. The administrative law judge will consider all of the evidence, and issue an initial order for the Board's review. The Board members have final authority to renew the liquor license and will enter a final order announcing their decision.

For questions about this process, contact the WSLCB Licensing Division at (360) 664-1600 or email us at wslcb@liq.wa.gov.

Sincerely,

Rebecca Smith

Rebecca Smith, Director,
Licensing and Regulation Division

LIQ 864 07/10

C091080-2 WASHINGTON STATE LIQUOR AND CANNABIS BOARD DATE: 01/07/2016

LICENSED ESTABLISHMENTS IN INCORPORATED AREAS CITY OF BENTON CITY
(BY ZIP CODE) FOR EXPIRATION DATE OF 20160430

	LICENSEE	BUSINESS NAME AND ADDRESS	LICENSE NUMBER	PRIVILEGES
1.	GONZALES, EMELIA C	LOS TOREROS TIENDA Y CARNICERIA 616 9TH ST BENTON CITY WA 99320 0000	089233	GROCERY STORE - BEER/WINE

John Brown
Code Enforcement

CITY OF BENTON CITY

OFFICE OF CODE ENFORCEMENT

P.O. Box 70, * Benton City * Washington 99320 * (509) 588-3322

December 11, 2015 thru January 14, 2016

Public Contact: 44

Notice to Comply or Warning:
7 - Dog Control
1 – City License and Rabies Vaccination
1 – Stop Work Order (No Permit)
1 – Garbage Service
2 Open Burning

Impounded Animals: 4 DOA, 6 dogs
Released to Owner: 5
Sent to Rescue: 1
Welfare check: 3

Building Permits: 6

City of Benton City-Committee Assignments-2015

	Committee	Meeting Day/Time	Assigned	Alternate	Paid Membership
1	Benton Franklin Council of Governments-Board	Third Friday of each month- Noon			Yes
	Benton Franklin Council of Governments-PAC	Second Thursday of the month- 7am			Yes
	Benton Franklin Council of Governments-TAC	First Thursday of each month -11:30am			Yes
2	Good Roads Association	Third Wednesday of every other month starting in February. 5:30pm	Stade		Yes
3	Ben Franklin Transit	Second Thursday of each month - 7pm	Stade		No
5	Emergency Management	Fourth Thursday of Each Month- 7:30am		No Alt. Allowed	Yes
6	Benton County Mosquito Control	4th Monday at each Month at 7pm		No Alt. Allowed	No
7	Yakima Basin Fish & Wildlife Recovery Board	Board of Directors-voting-multiple Mayor's			No
8	Benton Clean Air Authority-	multiple Mayors' Cities Appointment			Yes
9	TRIDEC	Wednesday Afternoon - Quarterly?			No
10	Benton Franklin Solid Waste Management	Second Wednesday of each Month - afternoon			Yes
11	Red Mtn. Regional Vision Group			Stade	No
12	Small Cities	4th Wednesday of each month - 1pm		Stade	No
13	Ridges to Rivers	Meets about every 6 months, usually in the afternoon		Stade	No
14	Benton Co. Fire District #2	First Monday of each Month- 6pm Third Monday of Each month - 3:30PM	Stade	Lettau	No
15	Benton And Franklin Counties Continuum Of Care Task Force	Tuesdays Every other month, at 3pm			No
16	Finance & Budget	Springtime, as needed to review Annual Finance reports		Lettau	No

	Local Committees - Open Participation	Currently Attending	
1	Benton City EDC	Lehman	No
2	Benton City Chamber		Yes

CITY OF BENTON CITY

City Council Agenda Item

PROCESS INFORMATION

SUBJECT: Designate Mayor Pro-Tem

DATE/ITEM: 01-19-2016- H 1

BUDGET INFORMATION

DEPT: Council

BUDGETED? ☐

FUND: N/A

EXPENDITURE: N/A

DESCRIPTION/SUMMARY

ACTION

Nominate a councilmember to serve as Mayor Pro Tem for a length of time as designated by the Council. The next time a Mayor Pro Tem is to be selected per the municipal code will be after the next Council election for the term beginning in 2018.

HISTORY

From the Benton City Municipal Code:

Mayor pro tempore. Biennially at the first meeting of a new council, or periodically, the members thereof, by majority vote, may designate one of their numbers as mayor pro tempore or deputy mayor for such period as the council may specify, the serve in the absence or temporary disability of the mayor; or, in lieu thereof, the council may, as the need may arise, appoint any qualified person to serve as mayor pro tempore in, the absence or temporary disability of the mayor. In the event of the extended excused absence or disability of a councilman, the remaining members by majority vote may appoint a councilman pro tempore to serve during the absence or disability.

ATTACHMENTS

1)

2)

3)

4)

RECOMMENDED ACTION

SAMPLE MOTION:

I move to designate councilperson _____ as the Benton City Mayor Pro Tempore for the term beginning this date and ending _____ .

CITY OF BENTON CITY

City Council Agenda Item

PROCESS INFORMATION

SUBJECT: Resolution #2016-02- Auth. Mayor to sign EDC Contract for 2016 Services

DATE/ITEM: 01-19-2016- H 2

BUDGET INFORMATION

DEPT: General

FUND: General

BUDGETED? ☑

EXPENDITURE: 35,000

DESCRIPTION/SUMMARY

ACTION

Consideration of adoption of a resolution authorizing the Mayor of the City of Benton City to sign the agreement for services between the City of Benton City and the Benton City Economic Development Council

HISTORY

Each year, the City contracts with the Benton City Economic Development Council for services.

ATTACHMENTS

1) Resolution with attachment

2)

3)

4)

RECOMMENDED ACTION

SAMPLE MOTION:

I move to approve Resolution #2016-02, resolution authorizing the Mayor of the City of Benton City to sign the agreement for services between the City of Benton City and the Benton City Economic Development Council.

RESOLUTION NO. 2016-02

A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF BENTON CITY TO SIGN THE AGREEMENT FOR SERVICES BETWEEN THE CITY OF BENTON CITY AND THE BENTON CITY ECONOMIC DEVELOPMENT COUNCIL

WHEREAS, it is a public purpose for all cities to engage in economic development programs, and in addition, pursuant to RCW 35.21.703, cities may contract with nonprofit corporations in furtherance of State and Federal acts relating to economic development; and

WHEREAS, the Benton City Economic Development Council (BCEDC) is a nonprofit corporation created for the purpose of developing and promoting economic development in the greater Benton City areas of Benton County, with the objectives of: (1) maintaining and strengthening a sound and healthy economic climate; (2) sponsoring aggressive programs of work and services; (3) providing leadership and coordination in solving economic development problems; and (4) fostering membership of individuals, groups and organizations who share the goals of the BCEDC; and

WHEREAS, the BCEDC has for several years, by contract for services, promoted economic development within and around Benton City;

WHEREAS, the City has determined that it is appropriate to enter into another agreement with BCEDC for the year 2016 to provide continuing services to the City for economic development programs within the City limits of Benton City NOW, THEREFORE,

THE CITY COUNCIL OF THE CITY OF BENTON CITY, WASHINGTON, hereby resolves as follows:

That the Mayor of the City of Benton City, Washington, is hereby authorized and directed to sign the original Agreement for Services Between the City of Benton City, Washington, and the Benton City Economic Development Council, a copy of which is attached hereto and incorporated herein by this reference as Exhibit A; and to take all necessary steps required to complete this transaction.

ADOPTED this 19 day of January, 2016, by the City Council of the City of Benton City, Washington, and signed in authentication of its passage this 19 day of January, 2016.

Resolution 2016-02 filed and recorded in the office of the City Clerk of the City of Benton City, Washington, this 19 day of January, 2016.

_____
Linda Lehman
Mayor

Attest:

_____
Stephanie Haug, CMC
City Clerk/Treasurer

Approved as to Form:

_____
Kerr Law Group
City Attorney

2016 AGREEMENT FOR SERVICES BETWEEN THE CITY OF BENTON CITY, WASHINGTON AND BENTON CITY ECONOMIC DEVELOPMENT COUNCIL

THIS AGREEMENT is entered into this ____ day of January, 2016, by and between the City of Benton City, a Washington Municipal Corporation (*"City"*) and the Benton City Economic Development Council (*"BCEDC"*), a nonprofit Corporation of the State of Washington.

WHEREAS, it is a public purpose for all cities to engage in economic development programs and, in addition, pursuant to RCW 35.21.703, cities may contract with nonprofit corporations in furtherance of State and Federal acts relating to economic development; and

WHEREAS, *BCEDC* is a nonprofit corporation created for the purpose of developing and promoting economic development in the greater Benton City areas of Benton County, with the objectives of: (1) maintaining and strengthening a sound and healthy economic climate; (2) sponsoring aggressive programs of work and services; (3) providing leadership and coordination in solving economic development problems; and (4) fostering membership of individuals, groups and organizations who share the goals of *BCEDC*; and,

WHEREAS, the *City* has determined that it is appropriate to enter into an agreement with *BCEDC* to provide certain services to the *City* for economic development programs within the *City* limits of Benton City.

NOW, THEREFORE, in consideration of the mutual agreements and covenants contained, it is hereby agreed between the parties as follows:

1. The schedule of economic development services, which *BCEDC* shall provide to the *City* pursuant to this Agreement, shall be as set forth on the Annual Work Plan (attached hereto as Exhibit A). Deliverables identified in the Plan shall be transmitted by *BCEDC* to the *City* as they are completed for *City* review and acceptance.
2. A designated *BCEDC* representative shall be available at least monthly at a regular City Council meeting to report on projects and coordinate with the *City* for implementation of the annual Work Plan. In addition, the designated representative of the *BCEDC* shall present to the City Council, at a regular City Council Meeting on a quarterly basis a written report to the City Council of the performance by *BCEDC* of the services set forth in the Annual Work Plan which are the basis of the quarterly invoice, and to receive further direction or information from the *City.*
3. The parties by mutual agreement may amend or modify the Work Plan to accommodate changes in circumstances, which may make it desirable to change the manner in which the goals and objectives of the parties may be accomplished. Either party may propose a modification of the Work Plan and the other party agrees to consider the proposal in good faith and respond promptly.
4. This Agreement shall be for a period of one (1) year commencing on the 1 day of January, 2016, and ending on the 31st day of December, 2016, unless earlier

terminated with or without cause by either party upon giving ninety (90) days advanced written notice to the other.

5. In consideration of the performance of services specified in this Agreement, the *City* shall pay to *BCEDC* for progress payments for those services provided in the Annual Work Plan for 2016 in an amount not to exceed Thirty-Five Thousand Dollars ($35,000.00) to be paid quarterly upon invoice containing a detailed statement of services performed, monthly meeting minutes, and a monthly treasurer's report. First invoice shall be submitted on or by April 1, 2016; invoice for second quarter shall be submitted by July 1, 2016; third quarter submitted by October 1, 2016; and the final invoice shall be submitted by December 31, 2016. *BCEDC* shall maintain accurate financial records of its work relating to this Agreement and its use of funds paid by the *City* and to make the financial records available to the City Clerk, the City Council, and/or the State Auditor for a period of five (5) years. If the amount of funds exceeds the work performed, the *BCEDC* will return any unearned funds to the *City*.

6. The *City* and the *BCEDC* agree not to disclose confidential documents and other records relating to this Agreement unless mutually agreed upon by the *City* and the *BCEDC*, subject, however, to the Open Public Records laws of the State of Washington, RCW 42.56.

7. *BCEDC* agrees that it shall not discriminate against any person on the grounds of race, creed, color, religion, national origin, sex, age, marital status, political affiliation or belief, or the presence of any sensory, mental or physical handicap in violation of any applicable Federal or State law or regulation in rendering the services of this Agreement.

8. The relationship of *BCEDC* is that of an independent contractor to the *City* and no other relationship is created hereby, nor is *BCEDC* authorized to act as an agent of the *City*, nor bind the *City* for any purposes.

9. *BCEDC* agrees to defend, indemnify and hold the *City*, its officers, employees, agents and assigns harmless from and against any and all liability, claims, damages, losses, costs, charges or expenses, whether to persons or property, including any costs, expenses, or attorney fees in defense of any claims therefore, which the *City* may incur by reason of any act, action, neglect, omission or fault on the part of *BCEDC* in the performance of this Agreement. In the event any of the services provided under this Agreement are subcontracted to other providers, that agreement shall be in writing, and shall include a release of the *City* against all claims and damages, executed by the subcontractor requiring such subcontractor shall defend, indemnify, and hold the *City* harmless from all claims and damages that may arise from their performance of the subcontract.

10. For the purpose of this Agreement, time is of the essence. Should any dispute arise concerning the enforcement, interpretation, or breach of this Agreement, the parties shall first meet in a good faith effort to resolve the dispute. In the event the dispute cannot be resolved by agreement of the parties or by mediation, the dispute shall be resolved by binding arbitration pursuant to RCW 7.04A, the Mandatory Rules of Arbitration (MAR). Venue shall be placed in Benton County, Washington; the laws

of the State of Washington shall apply; and the prevailing party shall be entitled to its reasonable attorney fees and costs.

11. All documents and other work product prepared pursuant to this Agreement will become the property of the *City* upon delivery to the *City*. The *City* will have full authority to use, reuse and modify the documents without limitation by *BCEDC* nor additional compensation.

12. From time to time, changes may be requested to this Agreement. Any such changes that are mutually agreed upon by the *City* and *BCEDC* shall be incorporated herein by written amendment to this Agreement. It is mutually agreed and understood that no alteration or variation of the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto, and that any oral understanding or agreements not incorporated herein, shall not be binding.

BENTON CITY ECONOMIC DEVELOPMENT COUNCIL

By: _____
Larry Howell, President

ATTEST:

_____
Vanessa Coates, Secretary

CITY OF BENTON CITY

By: _____
Linda Lehman, Mayor

ATTEST:

_____
Stephanie Haug, CMC
City Clerk-Treasurer

APPROVED AS TO FORM:

_____
Kerr Law Group, City Attorney

BCEDC

Benton City Economic Development Council

"YOUR PARTNERS IN PROGRESS & PROSPERITY"

RECEIVED
DEC 31 2015
BY:.....

2016 Work Plan

Benton City Economic Development Council

P.O. Box 1038 · 513 Ninth St. · Benton City, WA 99320
· bcedc@bentonrea.com
www.bentoncityedc.org

BCEDC

Benton City Economic Development Council

"YOUR PARTNERS IN PROGRESS & PROSPERITY"

Partners

City of Benton City
Benton City Chamber of Commerce
Port of Benton
Port of Kennewick
Benton County
Benton REA
Benton PUD

Coordinator

Randal Advisory Services, LLC

2016 Officers

Larry Howell, President
John Haakenson, Vice President
Vanessa Coates, Secretary
Lorna Deckert, Treasurer

2016 Work Plan

The 2016 Work Plan serves to advance the Benton City Economic Development Council's mission to expand existing and recruit new businesses to enhance employment opportunities, diversify the local tax base, and create a self-reliant service sector while maintaining Benton City's unique country atmosphere. BCEDC's successes contribute to the overall economic development of our program area and the region, and improve the quality of life of area residents. This mission is accomplished through community partnerships with government, business, industry, and individuals who commit time and resources to the cause.

In 2016, BCEDC will continue to build upon past successes while looking to the future and working to establish Benton City's place in a competitive economic climate. The 2016 Work Plan will focus on five key areas:

1. Business Development
2. Marketing Benton City
3. Community Revitalization
4. Promotion of Greater Benton City
5. Organizational Development and Administration

The following sections of this work plan will briefly outline each of these key areas including tasks necessary to accomplish identified objectives.

Business Development

Building a unified, healthy business community offering a good consumer-driven mix of goods and services in Benton City encourages residents and visitors to make more local purchases, thereby supporting local merchants and boosting sales tax revenue. Currently, the majority of consumer spending by Benton City residents is external. Goals:

- Continued recruitment of new businesses
- Encourage retention and growth of existing businesses

BCEDC will focus on the following projects to support business development within Benton City and its greater community:

1) Consult with the City Council and Mayor of Benton City

2) Support the Existing and Emerging Business Community:

A. Consult closely with strategic entrepreneurial support partners.
B. Investigate potential funding sources.
C. Investigate public/private resources for businesses such as Business Incentive Districts, Tax Increment Financing, B&O Tax Credits, and micro-loan programs
D. Provide basic business workshops and seminars to assist current and potential business owners with relevant issues when requested
E. Support and promote efforts to clean, beautify, and upgrade common areas in the downtown core.

3) Support and Promote Development of the I-82 Business District:

The I-82 interchange is the primary gateway to Benton City and the Red Mountain American Viticulture Area (AVA). The approximately 460-acre area included in Benton City's Urban Growth Area (UGA) and designated as a future business park affords the city unique opportunities to capitalize on the expanding wine and tourism industries. With good highway visibility and ready access to rail and freeway transport, this area offers excellent potential for development of visitor services, ancillary services for the winery industry, and other light industry.

4) Information, Referral, and Business Assistance:

BCEDC has the unique ability to hold business inquiries in confidence, unlike cities and counties which, as public entities, are subject to freedom of information requirements.

- Provide confidential expertise to businesses potentially starting, purchasing, relocating, or expanding operations
- Assist our partnering jurisdictional entities with business leads within our service area. advocacy, assistance with permitting and regulatory issues, and identification of potential funding sources
- Continued partnership with the Columbia Basin College Small Business Development Center.

5) Recruit New Businesses:

BCEDC will identify and target recruitment of businesses which fit in with the character of Benton City and will strengthen the draw of our market area. This development will also create additional employment opportunities, a critical need for a city with a considerable percent of its population classed as Low and Moderate Income (LMI).

Marketing Benton City

Benton City's unique strategic location in the center of the county with ready access to both east-west and north-south transportation corridors as well as newly installed fiber optic cable provides great opportunity for light industrial development as well as professional offices and continued growth of the retail and service sectors. The wine and agribusiness tourism industries attract growing numbers of visitors to the area but currently, most tourists pass by Benton City and may not realize that businesses are available to serve their needs. Furthermore, a significant portion of consumer spending by local residents is spent outside our community.

1) Promote and Support Special Events:

Special events are a unique way of advertising our community and are valuable tools for building community pride as well as attracting visitors with their accompanying influx of dollars to our business community. We promote and support community activities.

2) Communicate Our Story:

BCEDC will promote the Benton City area and its business community through strategic employment of communication tools such as community maps and on-line resources.

Community Revitalization

Benton City has many charming buildings and quiet neighborhoods. BCEDC will also continue to promote and support proactive beautification efforts including painting and updating of buildings, landscaping, and use of uniform design elements to produce the following benefits:

- Create a wholesome image for Benton City
- Increase community pride
- Develop grants, funding and partnerships to support these efforts
- Improve quality of life

Promotion of the Greater Benton City Business Community

BCEDC was developed and continues to support economic development throughout the Kiona-Benton School District and to promote the greater Benton City business district.

Developing relationships with elected officials, government agencies, and supporting organizations is key to achieving progress for Benton City. Relationship building and communication will be fostered through both formal and informal means.

- Conduct primary and general election voters forums in Benton City
- Attend networking events sponsored by organizations including local/regional Chambers of Commerce, Tri-Cities Visitor and Convention Bureau, TRIDEC, and Tri-Cities Legislative Council
- Participate in special tours, and other events conducted to help connect officials with the community and development issues when invited
- Sponsor Town Hall meetings
- Contact legislators when issues pertinent to Benton City arise.
- Develop a process for utilization of services for a community grant writer.

Organizational Development and Administration

Backed by solid funding sources, a strong BCEDC is actively engaged in promoting greater Benton City and strengthening relations with our funding partners, providing outstanding return on their investment. BCEDC will continue to work to identify and follow up on issues and opportunities for economic development in our area by developing a strategic plan.

Deliverables

1. Expand and update website by listing programs and grant information, etc.

2. Provide links to available resources on website

3. Investigate and report potential grants

4. Continue assisting new and established businesses by providing helpful information on our website, ie business plan, banking and other useful information

5. Provide training information for potential new businesses and established businesses

6. Continue working on development of I-82 commercial and industrial site along with the City pad through signage and meeting with potential investors

7. Organize Earth Month activities in Benton City by bringing together organizations, churches and businesses to help clean up and beautify our community

8. Attend meetings to include:
    - TRIDEC Case Management
    - Benton Franklin Council of Governments Small Cities Association
    - Credit Board, USDA Rural Revolving Loan Fund administered by the Council of Governments
    - Vineyard City Arts Council
    - Benton City Spring Opener Car & Bike Show
    - Kiona-Benton City School District No. 52 Board
    - Benton County Jr. Fair & Rodeo Association
    - Benton City City Council
    - Benton City Faith Council
    - Benton County Commission
    - Port of Benton
    - Port of Kennewick
    - Benton City Planning Commission
    - Red Mountain AVA Alliance
    - Benton PUD
    - Benton REA

9. Maintain Butterfly Garden

10. Provide monthly reports to City of Benton City

11. Provide quarterly reports to City of Benton City, Benton County

12. Provide annual reports to Port of Benton

CITY OF BENTON CITY

City Council Agenda Item

PROCESS INFORMATION

SUBJECT: Purchase Request- Library Heat Pump replacement **DATE/ITEM:** 01-19-2016-H 3

BUDGET INFORMATION

DEPT: Library **BUDGETED?** ☑

FUND: General **EXPENDITURE:** $7,389 + WSST

DESCRIPTION/SUMMARY

ACTION

Consideration of approval of the purchase of a new heat pump and indoor unit at the Benton City Library

HISTORY

Please see letter from Kyle Kurth

ATTACHMENTS

1) Letter from Kyle Kurth
2) 3 quotes
3)
4)

RECOMMENDED ACTION

SAMPLE MOTION:

I move to approve the purchase of a new heat pump and indoor unit for the Benton City Library from Dayco Heating, Air & Electric for $7,389 plus Washington State Sales Tax

Council,

I have provided three quotes to replace a heat pump and indoor unit at the library. Last month we were having nothing but problems with this unit. It was recommended by Dayco to just replace the system. After further review we looked back at our records and found out we had 5 service calls on this one unit in 2015. The total cost for service calls and repairs to this one unit were $3392.90 in the year of 2015. So I asked Dayco to give me a quote to fix the system again and also to just replace it. As you can see the quote to fix it would be $3895. My recommendation to council would be to spend the $7389 for a new system then to keep throwing money at a 15yr old system over and over. Also with buying a new system we will get a 5yr warranty on the compressor and a 1yr on parts and labor. With fixing the old system we will get 90 Days.

Thanks

Kyle Kurth

Maintenance Forman

Dayco
Heating, Air & Electric
11 N. Auburn St.
Kennewick, WA. 99336
(509) 586-9464
www.daycoheating.com

CITY OF BENTON CITY
LIBRARY
810 HORN
BENTON CITY

PROPOSAL INCLUDES
REMOVEL AND DISPOSAL OF THE OLD EQUIPMENT

REPLACING THE 5 TON YORK 3 PHASE HEAT PUMP WITH A TRANE 13 SEER
5 TON HEAT PUMP 3 PHASE
REPLACING THE INDOOR AIR HANDLER WITH A 15 KW HEAT STRIP
THIS NEW AIR HANDLER IS A TRANE TEM4AOC60S
ELECTRICAL TO RECONNECT THE INDOOR AND OUTDOOR UNIT
WE WILL BE ABLE TO REUSE THE LINE SET THAT IS RAN

5 yr Compressor
1 yr Parts & labor

PRICE----------$7,389.00 PLUS TAX

PRICE TO REPLACE THE COMPRESSOR
PROPOSAL INCLUDES
REMOVEL AND DISPOSAL OF THE OLD COMPRESSOR
INSTALLING A FILTER DRYER
FLUSHING OUT THE SYSTEM

90 DAYS

PRICE----------$3,895.00 PLUS TAX

THIS UNIT HAS HAD PREVIOUS COMPRESSOR FAILERS DO NOT
RECOMMEND REPLACEING THE COMPRESSOR

Hermiston
80385 N. HIGHWAY 395
HERMISTON, OR 97838
PH: (541) 567-6813
FX: (541) 564-7644

Bruce Inc.
HEATING AND AIR-CONDITIONING

Tri-Cities
5115 W. BRINKLEY RE., STE. C
KENNEWICK, WA 99338
PH: (509) 734-0669
FX: (509) 783-8903

Proposal

January 8, 2016

City of Benton City
Bento City, WA.

Attn: Krista

Re: Benton City Library

Bruce Heating & Air Conditioning are pleased to submit this estimate for the proposed Heat Pump replacement. We shall provide 5-ton Lennox heat pump unit. The new equipment will have R410A refrigerant. The unit will be placed in the existing location and tie into existing ductwork. All equipment, material and labor is included to provide the following:

City of Benton City Library – Split System Replacement

Lennox 5-ton split heat pump unit
Reconnect air handler to existing ductwork system
Removal and disposal of existing equipment
Tie-in to existing controls
Tie-in to exiting electrical service
Equipment start up
Labor & Material (Benton County Prevailing Wage)
Permits

Job Cost: $ 9,528.29
(state sales tax not included)

I appreciate the opportunity to work with you on this project and if there are any further questions please call.

Sincerely,

Chad Sugden
Bruce HVAC Inc.
(509) 727-8496

LENNOX

CCB LICENSE # 153376

All Material is guaranteed to be as specified. Any alteration or deviation from specifications involving extra costs will be executed by the owner and the salesperson or job foreman prior to additional work commencement. This work will either be an extra cost-payable upon completion of work-or as a credit to the overall price of the job. Payment is to be made upon completion of work, or if agreed to in writing, by progress payments. Financing by a third party will be approved prior to the work beginning. All workers are fully covered by workmen's Compensation insurance. Homeowner to carry normal and customary insurance.

Authorized Bruce, Inc. Signature Chad Sugden Note: This proposal may be withdrawn by us if not accepted within 60 days.

ACCEPTANCE OF PROPOSAL. The above prices, specifications and conditions are satisfactory and herby accepted. **Bruce, Inc.** is authorized to do the work as specified. Payment will be made as outlined above.

Signature_____ Signature_____ Date of Acceptance_____

TOTAL ENERGY MANAGEMENT, INC.
HVAC • ELECTRICAL • CONTROLS

PRESIDENTS AWARD

1975 Butler Loop
Richland, WA 99354
(509) 946-4500
Fax 946-9383
TOTALEM121ON

ATTN: KRISTA HARMON

JOB #	14836
DATE	1-8-16

NAME: BENTON CITY LIBRARY	HOME PHONE: CITY OF BENTON CITY	WORK PHONE: 588-3322	CELL PHONE: 366-8062
ADDRESS: 810 HORNE RD B.C. WA	CITY: BENTON CITY	STATE: WA	ZIP: 99320
E-MAIL: BCPARCS@CI.BENTON-CITY.WA.US	BILLING ADDRESS: PARKS + FACILITIES DEPT. 708 9TH ST 99320		

	BASE	GOOD	BETTER	SUPREME
FURNACE/AHU TYPE				
BRAND		Carrier	Carrier	Carrier
SERIES		COMFORT		
EFFICIENCY	%	N/A%	%	%
MODEL #		FB4CNP060		
COIL MODEL #		N/A		
AHRI #				
AC/HEAT PUMP		1 STAGE		
HSPF		8.2		
SEER		13.0		
SIZE/TONNAGE		5.0		
MODEL#		25HCD360		
		3 PHASE		
INVESTMENT	$	$	$	$
INDOOR AIR QUALITY				
AIR CLEANER		INCLUDES PREVAILING WAGE		
HUMIDIFIER				
INVESTMENT	$	$ 7,709.00	$	$
TAXES 8.6%	$	$ 662.97	$	$
TOTAL	$	$ 8,371.97	$	$
UTILITY REBATES	-$	-$ 0	-$	-$
TOTAL INVESTMENT	$	$ 8,371.97	$	$

FURNACE Includes Equipment & Materials

- ☐ Programmable Thermostat EXISTING
- ☐ Gaspipe _____ Ft.
- ☐ Exhaust Venting (Liner)
- ☒ Electrical
- ☐ Condensate Removal
- ☐ Ductwork N/A S/A N/A R/A
- ☒ Removal of Existing Equip.
- ☒ 15 KW Heat Strips 3 PHASE

A/C HEAT PUMP Includes

- ☒ Condenser
- ☒ Coil
- ☒ Electrical DISCON/RECON
- ☐ Pad EXISTING
- ☒ Lineset X Flush/test
- ☐ Lineset Replace
- ☒ Permit

WARRANTIES

- ☒ 1 year Warranty on Labor
- ☒ 5 year Warranty on Parts
- ☐ 80% 20 year War. on Heat Exch.
- ☐ 90+ Lim. Lifetime Warn. on Heat Exch.
- ☐ 5-10 year Warranty on Compressor
- ☐ TEM Extended 10 year Parts & Labor*

*See reverse for conditions

PAYMENT

- ☐ Cash
- ☐ Credit Card, Add 3%
- ☐ Financing (Type _____)
- ☐ Check # _____

Total Investment	
Taxes	
TOTAL Amount	
Down Payment	
Balance Due Upon Completion	

AGREEMENT

Approval By: _____ **Date:** ___/___/___

Acceptance By: _____ **Date:** ___/___/___

By signing this form you agree to TERMS AND CONDITIONS listed on the back.

I/We have authority to order the work as outlined above. It is agreed that the seller will retain title or ownership to any equipment or material that may be furnished until final payment is made, and if settlement is not made as agreed, the seller shall have the right to remove same and the seller will be harmless for any damages resulting from the removal thereof. I/We agree to pay all costs and reasonable attorney's fee if this invoice is placed in the hands of an attorney for collection. TERMS: Net due upon completion, subject to terms on reverse side.

P715

CITY OF BENTON CITY
Voucher Summary Sheet
Fiscal Year 2015- 13th Month (2)

FUND NAME	FUND NO.	PAYROLL	CLAIMS	TOTAL
CURRENT EXPENSE	001	32,577.34	16,995.25	49,572.59
CITY STREET	101	7,897.92	303.49	8,201.41
ARCHIVE	103			0.00
PARK & RECREATION CAPITAL IMPROVEMENT	302			0.00
I-82 BUSINESS PARK	350			0.00
WATER	401	20,775.95	852.45	21,628.40
SEWER	402	20,039.81	491.93	20,531.74
W/S CAPITAL IMPROVEMENT	406			0.00
W/S CAPITAL MAINTENANCE	407			0.00
'82/97 W/S BOND REDEMPTION	409			0.00
'82/97 W/S BOND RESERVE	410			0.00
TOTALS		**81,291.02**	**18,643.12**	**99,934.14**

I, Stephanie Haug , Audit Officer for the City of Benton City, hereby submit for approval vouchers as listed below and recommend these vouchers to be authorized for payment this 19th day of January, 2016.

VOUCHER APPROVAL

I move to approve payment of Claim check numbers:

27374 thru 27391 with EFTs as listed in the amount of **$ 18,643.12**

And Payroll Check numbers:

27330 thru 27339 with EFTs as listed in the amount of **$ 81,291.02**

this 19th day of January, 2016.

COUNCIL MEMBER **COUNCIL MEMBER**

COUNCIL MEMBER **CITY CLERK/TREASURER**

CHECK REGISTER

City Of Benton City
MCAG #: 199

Time: 14:19:19 Date: 01/15/2016
12/01/2015 To: 12/31/2015
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1	12/31/2015	Payroll	1	0	Voided Payroll Transaction - Jose Barragan		Voided Payroll Transaction - Jose Barragan
2	12/31/2015	Payroll	1	0	Voided Payroll Transaction - John Brown		Voided Payroll Transaction - John Brown
4	12/31/2015	Payroll	1	0	Voided Payroll Transaction - Krista Harmon		Voided Payroll Transaction - Krista Harmon
5	12/31/2015	Payroll	1	0	Voided Payroll Transaction - Stephanie Haug		Voided Payroll Transaction - Stephanie Haug
6	12/31/2015	Payroll	1	0	Voided Payroll Transaction - Paula Kauer		Voided Payroll Transaction - Paula Kauer
12	12/31/2015	Payroll	1	0	Voided Payroll Transaction - Nicholas Oscarson		Voided Payroll Transaction - Nicholas Oscarson
13	12/31/2015	Payroll	1	0	Voided Payroll Transaction - Ronnie Shumate		Voided Payroll Transaction - Ronnie Shumate
15	12/31/2015	Payroll	1	0	Voided Payroll Transaction - Diana Washburn		Voided Payroll Transaction - Diana Washburn
4149	12/15/2015	Payroll	1	EFT		1,495.52	
4150	12/15/2015	Payroll	1	EFT		1,436.81	
4151	12/15/2015	Payroll	1	EFT		1,675.85	
4152	12/15/2015	Payroll	1	EFT		1,767.49	
4153	12/15/2015	Payroll	1	EFT		1,381.91	
4155	12/15/2015	Payroll	1	EFT		102.67	
4156	12/15/2015	Payroll	1	EFT		1,572.56	
4157	12/15/2015	Payroll	1	EFT		2,035.34	
4158	12/15/2015	Payroll	1	EFT		1,374.94	
4163	12/17/2015	Payroll	1	EFT	Department of Retirement Systems	450.00	
4255	12/31/2015	Payroll	1	EFT		1,374.78	
4256	12/31/2015	Payroll	1	EFT		1,572.00	
4258	12/31/2015	Payroll	1	EFT		196.33	
4259	12/31/2015	Payroll	1	EFT		1,517.27	
4260	12/31/2015	Payroll	1	EFT		1,921.79	
4261	12/31/2015	Payroll	1	EFT		1,196.66	
4267	12/31/2015	Payroll	1	EFT		1,725.12	
4268	12/31/2015	Payroll	1	EFT		2,401.88	
4270	12/31/2015	Payroll	1	EFT		1,514.17	
4273	12/30/2015	Payroll	1	EFT		2,128.07	2015 Vacation Buyout
4274	12/30/2015	Payroll	1	EFT		4,507.88	2015 Vacation Buyout
4275	12/31/2015	Payroll	1	EFT	Aflac	407.70	12/01/2015 To 12/31/2015 - Aflac - Accident (Pre); 12/01/2015 To 12/31/2015 - Aflac - STD (Post); 12/01/2015 To 12/31/2015 - Aflac - Hospital IC (Pre)
4276	12/31/2015	Payroll	1	EFT	IRS - EFT Processing System	16,020.88	941 Deposit For 12/01/2015 - 12/31/2015
4277	12/31/2015	Payroll	1	EFT	Department of Retirement Systems	7,787.87	12/01/2015 To 12/31/2015 - PRS2

CHECK REGISTER

City Of Benton City
MCAG #: 199

12/01/2015 To: 12/31/2015

Time: 14:19:19 Date: 01/15/2016

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4278	12/31/2015	Payroll	1	EFT	Department of Retirement Systems	450.00	12/16/2015 To 12/31/2015 - Deferred Comp.
4316	12/31/2015	Payroll	1	EFT	Department Of Labor & Ind	3,786.99	4TH Quarter 10/01/2015 - 12/31/2015
4317	12/31/2015	Payroll	1	EFT	WA Employment Security	1,608.65	Unemployment Quarterly Report
3	12/31/2015	Payroll	1	26583	Voided Payroll Transaction - Lloyd Carnahan		Voided Payroll Transaction - Lloyd Carnahan
7	12/31/2015	Payroll	1	26584	Voided Payroll Transaction - Kyle Kurth		Voided Payroll Transaction - Kyle Kurth
8	12/31/2015	Payroll	1	26585	Voided Payroll Transaction - Linda Lehman		Voided Payroll Transaction - Linda Lehman
9	12/31/2015	Payroll	1	26586	Voided Payroll Transaction - Mary Lettau		Voided Payroll Transaction - Mary Lettau
10	12/31/2015	Payroll	1	26587	Voided Payroll Transaction - Michelle McLeod		Voided Payroll Transaction - Michelle McLeod
11	12/31/2015	Payroll	1	26588	Voided Payroll Transaction - Connie Meredith		Voided Payroll Transaction - Connie Meredith
14	12/31/2015	Payroll	1	26589	Voided Payroll Transaction - Lisa Stade		Voided Payroll Transaction - Lisa Stade
4154	12/15/2015	Payroll	1	27330		1,924.18	
4257	12/31/2015	Payroll	1	27331		604.62	
4262	12/31/2015	Payroll	1	27332		2,316.11	
4263	12/31/2015	Payroll	1	27333		138.52	
4264	12/31/2015	Payroll	1	27334		138.52	
4265	12/31/2015	Payroll	1	27335		138.52	
4266	12/31/2015	Payroll	1	27336		138.52	
4269	12/31/2015	Payroll	1	27337		212.40	
4271	12/31/2015	Payroll	1	27338	Teamsters Local 839	447.00	12/01/2015 To 12/31/2015 - TEAMSTERS 839
4272	12/31/2015	Payroll	1	27339	Washington Teamsters Welfare Trust	11,821.50	12/01/2015 To 12/31/2015 - NW Admin

001 Current Expense Fund	32,577.34		
101 City Street Fund	7,897.92		
401 Water Fund	20,775.95		
402 Sewer Fund	20,039.81		
	81,291.02	Payroll:	81,291.02

CHECK REGISTER

City Of Benton City
MCAG #: 199

Time: 14:22:39 Date: 01/15/2016
12/01/2015 To: 12/31/2015
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4328	12/31/2015	Claims	1	EFT	Wright Express FSC Fleet Conoco	296.04	Acct No. 0203-00-107379-0/Inv No. 43576848
4329	12/31/2015	Claims	1	27374	Able Tank & Toilet	144.00	Acct No. 3961456/Inv No. 1782609; Acct No. 3001321/Inv No. 1782607
4330	12/31/2015	Claims	1	27375	Benton City EDC	8,750.00	Inv No 20150004
4331	12/31/2015	Claims	1	27376	Benton Co.Treasurer-Solid Waste Fund	834.61	Inv No 13-06-BC - Billing #6 - Final
4332	12/31/2015	Claims	1	27377	Benton REA	478.55	Inv. Group #602 (11/06/15 - 12/07/15)
4333	12/31/2015	Claims	1	27378	Canon Solutions America, Inc.	153.34	Acct No. 1847649/Inv No. 4017992831
4334	12/31/2015	Claims	1	27379	Central Washington Asphalt, Inc.	109.25	Acct No. 16032/Inv No. 11557
4335	12/31/2015	Claims	1	27380	City Of Benton City	693.89	December Water/Sewer
4336	12/31/2015	Claims	1	27381	Crystal Springs	31.61	Acct No.30112065416923/Inv No. 5416923 010216
4337	12/31/2015	Claims	1	27382	Detloff A&M	100.17	December Charges
4338	12/31/2015	Claims	1	27383	Ed's Disposal	932.65	Acct No. 2901037/Inv No. 1768606; Acct No. 2007139/Inv No. 1768479
4339	12/31/2015	Claims	1	27384	Red Mountain RV Rentals, LLC	59.57	December Charges
4340	12/31/2015	Claims	1	27385	Staples Credit Plan	599.36	Acct No. 6035 5178 2017 4653
4341	12/31/2015	Claims	1	27386	The Building Department Inc.	2,746.54	2016-01-05 Outstanding Permits/Plan Reviews 2015
4342	12/31/2015	Claims	1	27387	The Building Department Inc.	1,986.60	Inv No. 717
4343	12/31/2015	Claims	1	27388	Tri-City Herald	94.17	Acct No. 447464 - 11/30/15-12/27/15
4344	12/31/2015	Claims	1	27389	US Bank - Visa	164.29	Acct No. 4798 1758 4500 0205
4345	12/31/2015	Claims	1	27390	US Linen	460.74	Acct No. 150450 - December Charges; Acct No. 150550/December Charges
4346	12/31/2015	Claims	1	27391	Utilities Underground	7.74	Acct No. 144600/Inv No. 5120102

001 Current Expense Fund	16,995.25	
101 City Street Fund	303.49	
401 Water Fund	852.45	
402 Sewer Fund	491.93	
	18,643.12	Claims: 18,643.12

CITY OF BENTON CITY
Voucher Summary Sheet
January 6th thru Janury 19th, 2016

FUND NAME	FUND NO.	PAYROLL	CLAIMS	TOTAL
CURRENT EXPENSE	001		8,645.20	8,645.20
CITY STREET	101		429.88	429.88
ARCHIVE	103			0.00
PARK & RECREATION CAPITAL IMPROVEMENT	302			0.00
I-82 BUSINESS PARK	350			0.00
WATER	401		429.34	429.34
SEWER	402		1,707.97	1,707.97
W/S CAPITAL IMPROVEMENT	406			0.00
W/S CAPITAL MAINTENANCE	407			0.00
'82/97 W/S BOND REDEMPTION	409			0.00
'82/97 W/S BOND RESERVE	410			0.00
TOTALS				**11,212.39**

I, Stephanie Haug , Audit Officer for the City of Benton City, hereby submit for approval vouchers as listed below and recommend these vouchers to be authorized for payment this 19th day of January, 2016.

VOUCHER APPROVAL

I move to approve payment of Claim check numbers:

27392 thru 27405 with EFTs as listed in the amount of **$ 11,212.39**

this 19th day of January, 2016.

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

CITY CLERK/TREASURER

CHECK REGISTER

City Of Benton City
MCAG #: 199

01/06/2016 To: 01/19/2016

Time: 14:38:32 Date: 01/15/2016
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
283	01/19/2016	Claims	1	EFT	Benton PUD	38.52	Acct No. 2898300000
284	01/19/2016	Claims	1	27392	Association of WA Cities	1,658.00	Invoice No. 39762
285	01/19/2016	Claims	1	27393	B.F. Council of Governments	1,562.00	Cust ID Benton City/Inv No. 2016-11
286	01/19/2016	Claims	1	27394	Canon Financial Services	152.05	Acct No. 672589/Inv No. 15642627
287	01/19/2016	Claims	1	27395	Kevin & Lauren Doody	75.91	Refund inactive customer credit balance
288	01/19/2016	Claims	1	27396	Frontier	1,132.35	City Landlines
289	01/19/2016	Claims	1	27397	Inland Alarm LLC	396.00	2016 Annual Fees/Inv No. M16-034
290	01/19/2016	Claims	1	27398	Arturo Lucatero	68.99	Refund inactive customer credit balance
291	01/19/2016	Claims	1	27399	Mount's	135.48	Inv. No. 209120
292	01/19/2016	Claims	1	27400	SCWMCA	50.00	2016 Membership Renewal
293	01/19/2016	Claims	1	27401	Star Rentals	407.25	Acct No. 126143/Inv No. 76826-11
294	01/19/2016	Claims	1	27402	Treasury Management Svcs. US Bank	3,693.56	Acct No. 1-535-0300-7749
295	01/19/2016	Claims	1	27403	WA Finance Officers Assn.	50.00	Reg. ID: 63737223 S. Haug
296	01/19/2016	Claims	1	27404	WA St Dept of Ecology	1,367.28	2016-WA0051349/Permit #: WA0051349
297	01/19/2016	Claims	1	27405	Washington Municipal Clerks Assoc	425.00	Inv. No. 01435 Stephanie Haug

001 Current Expense Fund	8,645.20		
101 City Street Fund	429.88		
401 Water Fund	429.34		
402 Sewer Fund	1,707.97		
		Claims:	11,212.39
* Transaction Has Mixed Revenue And Expense Accounts	11,212.39		

CITY OF BENTON CITY

City Council Agenda Item

PROCESS INFORMATION

SUBJECT: Maintenance Reporting

DATE/ITEM: 01-19-2016-I 1

BUDGET INFORMATION

DEPT: All

FUND: All

BUDGETED?

EXPENDITURE: N/A

DESCRIPTION/SUMMARY

ACTION

Discussion and direction to staff regarding the level of participation of the Maintenance foreman at City Council meetings.

HISTORY

At the previous meeting, Council discussed the participation level of maintenance at City Council meetings. Several points were discussed, including cost to the city vs the benefits. Here are a few things to consider:

1- When Kyle attends meetings, he does not claim overtime. He claims comp. time., which does not increase the amount of money paid out of the City's pocket.

2- in the months Kyle did not attend City Council meetings, there were discussion and approval items that were delayed because Council requested his input. Regular attendance would eliminate this issue.

3-We cannot predict what topics citizens will bring up during "Visitor's Comments." Having the department head of the maintenance department at the meeting would allow faster response time to issues facing citizens.

ATTACHMENTS

1)

2)

3)

4)

RECOMMENDED ACTION

SAMPLE MOTION:

N/A- Discussion Only