



REGULAR CITY COUNCIL MEETING

October 18, 2016

A G E N D A

Ki-Be High School PAC
7pm

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

A. CALL TO ORDER/PRESENTATION OF COLORS

B. ROLL CALL

C. READING AND APPROVAL OF MINUTES

1. *Regular Meeting – October 4, 2016*

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

1. *Liquor License Application – 1601 Dale Avenue*
2. *Liquor License Renewal- 603 9th Street*

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) Maintenance Report
 - b) Code Report
 - c) Treasurer Report
3. Engineer Report
4. Council Committee Reports

SPECIAL PRESENTATION – Alicia Benitez

H. ITEMS FOR APPROVAL:

1. Public Hearing – Marijuana Moratorium
2. Resolution # 2016-16-Art in Public Facilities Policy
3. Task Order 2016-06 – Spink Engineering – Sewer Lining Specs
4. Crack Seal Project Acceptance – Spink Engineering
5. Well #5 Project Acceptance- Spink Engineering
6. Vouchers

I. ITEMS FOR DISCUSSION:

1. Council Goals
2. Executive Session – RCW 42.30.110-1b

J. GENERAL COUNCIL COMMENTS:

K. ADJOURNMENT



**City of Benton City
Regular Council Meeting Minutes
October 4th, 2016**

CALL TO ORDER (00:11:43*Audio recording begins) Mayor Lehman called the October 4th, 2016 Regular Council Meeting to order at the Community Center at 7:00 p.m.

PRESENTATION OF THE COLORS (00:11:53*) Eric Ferguson led the Council and the audience in the Pledge of Allegiance.

ROLL CALL (00:12:23*)

Council Members Present	City Staff Present	Other Professionals Present
Mary Lettau	Stephanie Haug, CCT	Alan Rainey, Spink Engineering LLC
Dave Sandretto	Kyle Kurth, Mtnc. Foreman	Eric Ferguson, Kerr Law Group
Jake Mokler		Other Professionals Absent –
Lisa Stade		Randy Rutledge, Benton City E.D.C.
Vanessa Coates		Larry Howell, Benton City E.D.C.

READING AND APPROVAL OF MINUTES (00:12:43*) - REGULAR MEETING SEPTEMBER 20th, 2016

Councilmember Sandretto: Madam Mayor, I move to approve the Minutes as written for this September 20th, 2016 Council Meeting.

Councilmember Mokler: Second.

MOTION #1-C D. Sandretto moved and C. J. Mokler seconded to approve the Minutes of the September 20th, 2016 Regular Council Meeting as presented.

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

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

(00:13:14*) None

APPROVAL OF AGENDA (00:13:22*)

Councilmember Mokler: I would like to add, I don't know if (inaudible) or not, but I would like to discuss the, I guess the direction we're going to go to approve the plans, the architect's plans for City Hall and discussion. I don't think we've ever discussed that.

Mayor Lehman: Alright, I guess we can.

Councilmember Sandretto: So we're going to add that as Item 5?

Councilmember Mokler: I.5.

Councilmember Stade: And I don't know, this is a big question mark; I don't know if the Planning Commission met or, regarding the land on the other side of the Interstate, regarding giving them a permit? I heard that there was, that they need some sort of permit?

Ms. Haug: They have not met on that. It'll be at the end of October.

Councilmember Sandretto: As I understand, they'll be meeting on it at the end of the month and then we'll probably see something in November sometime.

Councilmember Stade: And that would be their recommendations and then we can make a vote.

Councilmember Sandretto: Yes, correct.

Councilmember Sandretto: Madam Mayor, I make a motion to approve the Agenda as amended.

Councilmember Lettau: I second.

MOTION #2-C. D. Sandretto moved and C. M. Lettau seconded to approve the Agenda of the October 4th, 2016 Regular Council Meeting as amended.

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

VISITOR COMMENTS (00:14:53*) None

Mayor Lehman: Hearing none, at this time I'd like to have a moment of silence in recognition of Heather Duncan's passing, and since she was always here to give a comment, she certainly will be missed, so if we could have a few moments of silence.

REGULAR REPORTS

1. **EDC REPORT (00:15:48*)** Postponed until October 18th, 2016 regular Council Meeting due to Heather Duncan's passing.
2. **STAFF REPORT (00:15:55*)** **Stephanie Haug, City Clerk/Treasurer – Treasurer Report –** In packets
Ms. Haug: The Treasurer Report is in your packets and then I also want to address, I gave you a copy of the preliminary budget and so that will be discussed at the meeting on October 19th, but I gave you a paper form so you can take it home and go over it and then bring your questions to that meeting.
3. **ENGINEER REPORT (00:16:23*)** **Alan Rainey, City Engineer, Spink Engineering LLC – Crack Sealing Project –** Contractor started today – Should be finished Thursday or Friday – **King Beverage – Inspections * Council Discussion ***
4. **COUNCIL COMMITTEE REPORTS (00:18:15*)**
Councilmember Coates – Solid Waste – Past event advertising didn't go well – Will do better next meeting – End of January
Councilmember Mokler – Emergency Management Meeting – Benton County Mosquito Control Board – In packets
Mayor Lehman – Benton Franklin Council of Governments Small Cities Prosser Field Trip – In packets

ITEMS FOR APPROVAL (00:19:04*)

1. **PUBLIC HEARING – 2017 AD VALOREM TAX AND REVENUE SOURCES (00:19:07*)**

Ms. Haug – Explanation of Ad Valorem Tax

Mayor Lehman: Okay, so, shall we end this meeting (inaudible)...?

Ms. Haug: Open a Public Hearing.

Mayor Lehman: Okay, regular Council Meeting is adjourned, and I'll open the Public Hearing now.

**** Public Hearing begins at 7:09 p.m. ** (00:20:53*)**

No Comments

Mayor Lehman: Okay, well I guess then, that the Public Meeting is closed and we'll return to the Council.

**** Public Hearing ends at 7:09 p.m. ** (00:21:12*)**

Ms. Haug – No action will be taken tonight – Public Hearing only * **Council Discussion ***

2. **COMMUNITY CENTER WALL PROJECT (00:22:27*)**

Mr. Rainey – Explanation of Community Center Wall Project * **Council Discussion ***

Councilmember Mokler: Madam Mayor, I move to authorize Spink Engineering to prepare bid documents and advertise the Community Center Wall Project.

Councilmember Stade: Second.

MOTION #3-C. J. Mokler moved and C. L. Stade seconded to authorize Spink Engineering to prepare bid documents and advertise the Community Center Wall Project.

VOICE VOTE #3-C. D. Sandretto, C. M. Lettau, C. L. Stade, C. J. Mokler, C. V. Coates

ALL YEAS. Motion carries.

3. **WATER PLAN TASK ORDER (00:28:29*)**

Mr. Rainey – Explanation of sewer cleaning and inspection project * **Council Discussion ***

Councilmember Lettau: Madam Mayor, I move to approve Task Order 2016-05, authorizing Spink Engineering to complete the Comprehensive Water System Plan. Update as required by the Washington State Department of Health.

Councilmember Sandretto: Second.

MOTION #4-C. M. Lettau moved and C. D. Sandretto seconded to approve Task Order 2016-05, authorizing Spink Engineering to complete the Comprehensive Water System Plan. Update as required by the Washington State Department of Health.

**ROLL CALL VOTE #4-C. V. Coates, C. D. Sandretto, C. J. Mokler, C. M. Lettau, C. L. Stade
ALL YEAS. Motion carries.**

4. SET GOAL SETTING WORKSHOP (00:31:38*)

Ms. Haug – Update on available dates

Councilmember Sandretto: Madam Mayor, I move to approve a goal setting workshop for November 2nd, 2016 at 5:00 p.m.

Councilmember Stade: Second.

MOTION #5-C. D. Sandretto moved and C. L. Stade seconded to approve a goal setting workshop on November 2nd, 2016 at 5:00 p.m.

**VOICE VOTE #5-C. L. Stade, C. M. Lettau, C. D. Sandretto, C. V. Coates, C. J. Mokler
ALL YEAS. Motion carries.**

*** Council and Audience Discussion ***

5. CONDITIONAL USE APPROVAL – 1205 HORNE DRIVE (00:39:09*)

Councilmember Sandretto: Madam Mayor, I move to approve the Conditional Use Permit Application, submitted by Sprint, c/o, care of Hoss Consulting, to add 3 additional antennas and groundwork to an existing monopole located at 1205 Horne Drive, as recommended by the Benton City Planning Commission.

Councilmember Stade: Second.

MOTION #6-C. D. Sandretto moved and C. L. Stade seconded to approve the Conditional Use Permit Application submitted by Spring, c/o Hoss Consulting, to add three additional antennas and groundwork to an existing monopole located as 1205 Horne Drive, as recommended by the Benton City Planning Commission.

**VOICE VOTE #6-C. L. Stade, C. M. Lettau, C. D. Sandretto, C. V. Coates, C. J. Mokler
ALL YEAS. Motion carries.**

*** Council and Audience Discussion ***

4. VOUCHERS (00:41:07*)

Councilmember Sandretto: Madam Mayor, I move to approve payment of Claim Check Numbers 27962 to 27979 with EFTs as listed in the amount of \$51,821.21 this 4th day of October, 2016.

Councilmember Lettau: I second.

MOTION #7–C. D. Sandretto moved and C. M. Lettau seconded for the City Council of the City of Benton City, Washington, to hereby authorize payment of Claim Check Numbers 27962 to 27979 with EFTs as listed in the amount of \$51,821.21. These checks are approved for payment this 4th day of October, 2016.

**ROLL CALL VOTE #7–C. L. Stade, C. M. Lettau, C. D. Sandretto, C. V. Coates, C. J. Mokler,
ALL YEAS. Motion carries.**

ITEMS FOR DISCUSSION (00:41:48*)

- 1. SEWER LINING REPORT (00:41:51*) Alan Rainey, Spink Engineering LLC * Council Discussion ***
- 2. LIFT STATION REPORT (00:47:12*) Alan Rainey, Spink Engineering LLC * Council Discussion ***

- 3. **SKATE PARK BOUNDARY LINE ADJUSTMENT (00:57:14*)** Stephanie Haug, CCT * Council and Audience Discussion *
- 4. **ART IN PUBLIC FACILITIES POLICY (01:10:48*)** Eric Ferguson, Kerr Law Group * Council Discussion *

GENERAL COUNCIL COMMENTS (01:19:34*)

- 1. **PROCESS FOR CITY HALL LAYOUT (01:19:36*)** Councilmember Mokler * Council Discussion *
- 2. **MARIJUANA MORATORIUM/ADVISORY VOTE UPDATE (01:27:15)** Eric Ferguson, Kerr Law Group * Council Discussion *
- 3. **HEATHER DUNCAN – SERVICES AND RECOGNITION (01:28:41*)** * Council Discussion *
- 4. **FERAL CAT POPULATION CONTROL (01:30:51*)** Mayor Lehman * Council Discussion *

ADJOURNMENT (01:34:38*) Mayor Lehman
 Councilmember Coates: Madam Mayor, I make a motion to adjourn.
 Councilmember Mokler: Second.

MOTION #8—C. V. Coates moved and C. J. Mokler seconded to adjourn the October 4th, 2016 Regular Council Meeting at 8:23 p.m.

VOICE VOTE #8—C. L. Stade, C. M. Lettau, C. D. Sandretto, C. J. Mokler, C. V. Coates
ALL YEAS. Motion carries.

Meeting adjourned at 8:23 p.m. (01:34:49*Audio recording ends)

 Linda Lehman
 Mayor, City of Benton City

 Stephanie Haug, CMC
 City Clerk-Treasurer

Date: _____



NOTICE OF LIQUOR LICENSE APPLICATION

WASHINGTON STATE LIQUOR AND CANNABIS BOARD
 License Division - 3000 Pacific, P.O. Box 43075
 Olympia, WA 98504-3075
 Customer Service: (360) 664-1600
 Fax: (360) 753-2710
 Website: <http://lcb.wa.gov>

TO: MAYOR OF BENTON CITY

RETURN TO: localauthority@sp.lcb.wa.gov

RE: CHANGE OF LOCATION APPLICATION

DATE: 10/11/16

from KING BEVERAGE
 3105 E AINSWORTH AVE
 PASCO WA 99301

APPLICANTS:
 KING BEVERAGE, INC.

License: 423539 - 6F County: 03
 UBI: 600-370-429-001-0014
 Tradename: KING BEVERAGE

 New Loc: 1601 DALE AVE
 BENTON CITY WA 99320

 Mail: 6715 E MISSION AVE
 SPOKANE VALLEY WA 99212

 Phone No.: 509-444-3700 BRIAN KEHNE

RUSNAK, PETER WILLIAM
 1974-07-07
 RUSNAK, TENLEY
 (Spouse) 1987-04-07
 STEVENSON, CHRISTINE LEE
 1971-08-04
 STEVENSON, TOBY J
 (Spouse) 1973-04-11
 KEHNE, BRIAN J
 1978-07-26

Privileges Applied For:
 BEER DISTRIBUTOR
 WINE DISTRIBUTOR
 SPIRITS DISTRIBUTOR

As required by RCW 66.24.010(8), the Liquor and Cannabis Board is notifying you that the above has applied for a liquor license. You have 20 days from the date of this notice to give your input on this application. If we do not receive this notice back within 20 days, we will assume you have no objection to the issuance of the license. If you need additional time to respond, you must submit a written request for an extension of up to 20 days, with the reason(s) you need more time. If you need information on SSN, contact our CHRI desk at (360) 664-1724.

- | | YES | NO |
|---|--------------------------|--------------------------|
| 1. Do you approve of applicant? | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Do you approve of location? | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. If you disapprove and the Board contemplates issuing a license, do you wish to request an adjudicative hearing before final action is taken? | <input type="checkbox"/> | <input type="checkbox"/> |
| (See WAC 314-09-010 for information about this process) | | |
| 4. If you disapprove, per RCW 66.24.010(8) you MUST attach a letter to the Board detailing the reason(s) for the objection and a statement of all facts on which your objection(s) are based. | | |

DATE

SIGNATURE OF MAYOR, CITY MANAGER, COUNTY COMMISSIONERS OR DESIGNEE

C091080-2

WASHINGTON STATE LIQUOR AND CANNABIS BOARD
LICENSED ESTABLISHMENTS IN INCORPORATED AREAS CITY OF BENTON CITY
(BY ZIP CODE) FOR EXPIRATION DATE OF 20170131

DATE: 10/06/2016

LICENSEE

1. PALM TAVERN INC

BUSINESS NAME AND ADDRESS

PALM BAR & GRILL
603 9TH ST
BENTON CITY

WA 99320 9702

LICENSE
NUMBER

354469

PRIVILEGES

SPIRITS/BR/WN REST LOUNGE -
SPIRITS/BR/WN REST LOUNGE -

RECEIVED
OCT 07 2016



**BENTON COUNTY SHERIFF'S OFFICE
BENTON CITY
SEPTEMBER 2016**

During September 2016, the Benton County Sheriff's Office responded to 351 calls for service (269 in 2015). Attached is a schedule indicating the 36 case offenses resulting from the 351 calls for service (39 in 2015). During this month, 22 infraction offenses were issued.

Note: The attached table does not include clearances that occurred in subsequent months.

BENTON CITY MONTHLY REPORT

Sep-16							Sep-15						
INCIDENT	TOTAL	AA	AJ	EA	EJ	U	INCIDENT	TOTAL	AA	AJ	EA	EJ	U
A/DUI							A/DUI						
A/FATAL							A/FATAL						
A/FTSID							A/FTSID	1					
A/IND							A/IND						
A/OTH							A/OTH						
A/PED							A/PED						
A/VEH	2						A/VEH	1					
ABDUCT							ABDUCT						
ADULT/OTH							ADULT/OTH						
ALARM							ALARM						
ANIMAL							ANIMAL						
ARSON							ARSON						
ASSIST							ASSIST	2					
ASLT/DV	4	3					ASLT/DV	1	1				
ASLT/OFC							ASLT/OFC						
ASSAULT	1	1					ASSAULT	4	1				
ATL							ATL						
AUTO/THEFT							AUTO/THEFT	1					
BIGAMY							BIGAMY						
BOMB/THR							BOMB/THR						
BURG/ATT							BURG/ATT						
BURGLARY	6						BURGLARY						
BUS/SCHL							BUS/SCHL						
CHILD/OTH							CHILD/OTH	2					1
CHILD/SEX							CHILD/SEX	1					1
CIVIL							CIVIL						
COUNTERF							COUNTERF						
D&T							D&T						
DEATH	1						DEATH						
DIS/COND							DIS/COND						
DISTURB							DISTURB						
DOG/WARN							DOG/WARN	1					
DOMESTIC							DOMESTIC						
DROWN							DROWN						
DUI	1	1					DUI	2	2				
DUMPING							DUMPING						
ELUDING							ELUDING						
EMBZL							EMBZL						
EXTORTION							EXTORTION						
FIREWORKS							FIREWORKS						
FLD/ARR	2	1	1				FLD/ARR	7	6	1			
FORGERY							FORGERY						
FRAUD	1						FRAUD	1					
FT/REG							FT/REG						
FUGITIVE							FUGITIVE						
GAM/VIO							GAM/VIO						
GAMBL							GAMBL						
GANG/GRAF							GANG/GRAF						
HARASS							HARASS						
HAZ/MAT							HAZ/MAT						
HOMICIDE							HOMICIDE						
ID/THEFT							ID/THEFT						
INFO							INFO						
INTIMIDATE							INTIMIDATE						
KIDNAP							KIDNAP						

BENTON CITY MONTHLY REPORT

Sep-16							Sep-15						
INCIDENT	TOTAL	AA	AJ	EA	EJ	U	INCIDENT	TOTAL	AA	AJ	EA	EJ	U
LEWD/COND							LEWD/COND						
LIQ/LAW							LIQ/LAW						
LITTER							LITTER						
LOIT							LOIT						
LURING							LURING						
MAL/HARAS							MAL/HARAS						
MAL/MISC	2		1				MAL/MISC	2					
MENTAL							MENTAL						
MINOR/TOB							MINOR/TOB						
MISSING							MISSING						
NARCOTICS	2	1					NARCOTICS	1	1				
NOISE ORD							NOISE ORD						
OBSTRUCT							OBSTRUCT						
ORDER/VIO	2						ORDER/VIO	1	1				
PHONE							PHONE						
POSS/SPROP							POSS/SPROP	1					
PROPERTY	1						PROPERTY						
PROSTIT							PROSTIT						
RAPE							RAPE						
REC/STLN							REC/STLN	1					
ROBBERY							ROBBERY						
RUNAWAY							RUNAWAY	1					
SEX/OFF							SEX/OFF						
SRCH/WRNT							SRCH/WRNT						
STALKING							STALKING						
SUICIDE							SUICIDE	1					
SUICIDE/AT							SUICIDE/AT						
SUSP/CIRCU	3						SUSP/CIRCU	2					
TATTOOING							TATTOOING						
THEFT	5		1				THEFT	2		1			
THEFT/SL							THEFT/SL	1		1			
THREATS							THREATS						
TMVWOP	1						TMVWOP						
TRAFFIC							TRAFFIC						
TRESPASS							TRESPASS	1					
UIBC							UIBC						
VEH/IMP	1						VEH/IMP						
VEH/PROWL							VEH/PROWL						
WARNT/OUT							WARNT/OUT						
WARNT/SER							WARNT/SER						
WEAPONS							WEAPONS	1					
WELF/CKS	1						WELF/CKS						
TOTAL	36	7	3	0	0	0	TOTAL	39	12	3	0	0	2



Kyle Kurth
Maintenance Forman

CITY OF BENTON CITY
OFFICE OF MAINTENANCE DEPARTMENT
P.O. Box 70, * Benton City * Washington 99320 * (509) 588-3322

August 1, 2016 – August 30, 2016

Streets

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Water

- 16 shut offs all back on
- 1 meter install
- Tested flow hydrant
- 1 meter set
- 3 Down loaded meter

Sewer

- Trimmed trees and bushes around plant
- Helped with cleaning 1 bank of UV bulbs
- Ongoing lab work
- Setting up new gas monitor

Equipment/ Shop

- Worked on big mower
- Serviced dump truck
- Put new blades on brush hog
- Fixed brake light on code truck

Facilities

- Constant trash pickup at recycle bins
- Lowered flags
- Smashed dumpsters
- Put together front desk at city hall
- Moved city hall to temp location
- Hung shelves and cabinets at city hall
- Moved stuff in basement of city hall for mold removal
- Put new blinds up in city hall
- Brought garbage cans to city hall
- Removed everything from women's bathroom in city hall for mold removal
- Brush hog library hill side
- Hung up door chime at city hall
- Inventoried janitorial supplies & made order
- Hung smoke detector and fire hydrant in city hall

Desk work

- Wrote up bullet point for Mayor to put in paper
- Maintenance report

- Made new time sheets
- Looked into how many library signs are in town
- Looking up excavators
- Looking up floor buffers
- Ordered floor buffer pads
- Ordered winter coats for crew

Spraying

- Spot sprayed all of town
- Spot sprayed all roads that were getting crack sealed

Locates

- 12 Locates

Meetings

- ~~Met with builder on curb cut~~
- Met with homeowner about meter box lids
- Met with homeowner about water leak
- Met with homeowner about moving dirt
- Meeting about re-staining library floor
- Met Gary with central Washington to get quotes

Parks

- Prep work for city park terracing
- Removed all sod from park
- Hauled dirt to park
- Repaired water lines in park
- Built and Installed new irrigation box and more zones to park
- Picked up all pallets from sod
- Moved all left over blocks from park
- grading of city park
- Finished setting blocks in park
- Got all roots and garbage out of city park terracing
- Reattached toilet and new wax ring in city park
- Picked up downed tree branches at skate park
- Final grading for city park
- Put up temp fence around hydro seeding
- Fixed sign at legion park
- Park facilities inventory

Inspections

- 3 curb cut inspection
- 3 side walk inspection
- 1 flow hydrant inspection
- 2 final meter box inspections

Events

- Ongoing setting up Com center
- Moved bleachers back from Benton city daze

Training

-

Kyle Kurth Maintenance Department

John Brown
Code Enforcement



CITY OF BENTON CITY
OFFICE OF CODE ENFORCEMENT

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

August 12, 2016 thru September 13, 2016

Public Contact: 58

Notice to Comply or Warning

- 5 - Dog Control**
- 2 – Dog License and Rabies Vaccination**
- 3 – Garbage Service**
- 8 – Debris, Trash and Weeds**
- 4 – Yards Sales (No Permit)**
- 1 – Abandoned Vehicle**
- 3 – Public Disturbance Noise Prohibited**
- 1 – Open Burning**

Impounded Animals: 4 DOA and 2 Dogs
Welfare Check: 3

Building Permits: 13

John Brown
Code Enforcement



CITY OF BENTON CITY
OFFICE OF CODE ENFORCEMENT

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

September 14, 2016 thru October 13, 2016

Public Contact: 64

Notice to Comply or Warning

- 4 – Dog Control**
- 2 – Dog License and Rabies Vaccination**
- 6 – Debris, Trash and Weeds**
- 1 – Selling Vehicle on City Street**
- 2 – Yards Sales (No Permit)**
- 1 – Abandoned Vehicle**
- 2 - Public Disturbance Noise Prohibited**
- 1 – Open Burning**

Impounded Animals: 3 DOA and 3 Dogs

Returned to Owner: 2

Welfare Check: 5

Permits: 7

TREASURERS REPORT

Fund Totals

City Of Benton City
MCAG #: 199

09/01/2016 To: 09/30/2016

Time: 13:25:41 Date: 10/12/2016
Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 Current Expense Fund	743,690.49	589,888.87	105,418.32	1,228,161.04	12,322.96	19,783.95	-1,571.63	1,258,696.32
101 City Street Fund	252,614.92	8,364.66	13,349.52	247,630.06	3,045.00	3,712.25	0.00	254,387.31
103 Sos Archive Grant	1,208.74	0.00		1,208.74	0.00	0.00	0.00	1,208.74
302 Park & Recreation Fund	121,203.06	2,452.28	7,579.22	116,076.12	558.65	0.00	0.00	116,634.77
350 I-82 Business/Industrial Park	28,129.08	67.36		28,196.44	0.00	0.00	0.00	28,196.44
401 Water Fund	219,077.07	49,523.76	34,997.92	233,602.91	1,097.51	10,065.13	-1,804.83	242,960.72
402 Sewer Fund	822,650.13	50,532.53	32,669.11	840,513.55	3,750.56	8,931.24	-1,681.64	851,513.71
406 Sewer/water Capital Improvement	86,525.29	393.36		86,918.65	0.00	0.00	0.00	86,918.65
407 Sewer/water Capital Maint.	182,729.34	0.00		182,729.34	0.00	0.00	0.00	182,729.34
	2,457,828.12	701,222.82	194,014.09	2,965,036.85	20,774.68	42,492.57	-5,058.10	3,023,246.00

TREASURERS REPORT

Account Totals

City Of Benton City
MCAG #: 199

09/01/2016 To: 09/30/2016

Time: 13:25:41 Date: 10/12/2016
Page: 2

Cash Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1	Checking	862,380.06	701,003.80	194,468.69	1,368,915.17	-5,124.01	63,267.25	1,427,058.41
5	Petty Cash Fund	100.00	0.00	0.00	100.00	0.00	0.00	100.00
6	Cash Drawers	200.00	0.00	0.00	200.00	-200.00	0.00	0.00
	Total Cash:	862,680.06	701,003.80	194,468.69	1,369,215.17	-5,324.01	63,267.25	1,427,158.41
Investment Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
2	LGIP	1,585,851.68	673.59	0.00	1,586,525.27	0.00	0.00	1,586,525.27
3	Money Market	9,562.29	0.03	0.00	9,562.32	0.00	0.00	9,562.32
	Total Investments:	1,595,413.97	673.62	0.00	1,596,087.59	0.00	0.00	1,596,087.59
		2,458,094.03	701,677.42	194,468.69	2,965,302.76	-5,324.01	63,267.25	3,023,246.00

TREASURERS REPORT
Fund Investments By Account

City Of Benton City
 MCAG #: 199

09/01/2016 To: 09/30/2016

Time: 13:25:41 Date: 10/12/2016
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Fund Totals:	Previous Balance	Purchases	Interest	Total Investments	Liquidated	Ending Balance
001 000 Current Expense Fund	484,762.43		134.72	134.72		484,897.15
101 000 City Street Fund	172,014.72		134.72	134.72		172,149.44
302 000 Park & Recreation Fund	40,197.45		67.36	67.36		40,264.81
350 000 I-82 Business/industrial Park	21,416.53		67.36	67.36		21,483.89
401 000 Water Fund	44,361.77		134.72	134.72		44,496.49
402 000 Sewer Fund	656,868.72		134.71	134.71		657,003.43
406 000 Sewer/water Capital Improvement	74,534.06					74,534.06
407 000 Sewer/water Capital Maint.	91,696.00					91,696.00
2 - LGIP	1,585,851.68	0.00	673.59	673.59		1,586,525.27
001 000 Current Expense Fund	859.05		0.03	0.03		859.08
101 000 City Street Fund	2,800.71					2,800.71
302 000 Park & Recreation Fund	737.13					737.13
350 000 I-82 Business/industrial Park	612.37					612.37
401 000 Water Fund	1,854.87					1,854.87
406 000 Sewer/water Capital Improvement	1,664.82					1,664.82
407 000 Sewer/water Capital Maint.	1,033.34					1,033.34
3 - Money Market	9,562.29	0.00	0.03	0.03		9,562.32
	1,595,413.97	0.00	673.62	673.62		1,596,087.59

TREASURERS REPORT

Fund Investment Totals

City Of Benton City
MCAG #: 199

09/01/2016 To: 09/30/2016

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Page: 4

Fund Totals:	Previous Balance	Purchases	Interest	Ttl Investments	Liquidated	Investment Bal	Available Cash
001 Current Expense Fund	485,621.48		134.75	134.75		485,756.23	742,404.81
101 City Street Fund	174,815.43		134.72	134.72		174,950.15	72,679.91
103 Sos Archive Grant						0.00	1,208.74
302 Park & Recreation Fund	40,934.58		67.36	67.36		41,001.94	75,074.18
350 I-82 Business/Industrial Park	22,028.90		67.36	67.36		22,096.26	6,100.18
401 Water Fund	46,216.64		134.72	134.72		46,351.36	187,251.55
402 Sewer Fund	656,868.72		134.71	134.71		657,003.43	183,510.12
406 Sewer/water Capital Improvement	76,198.88					76,198.88	10,719.77
407 Sewer/water Capital Maint.	92,729.34					92,729.34	90,000.00
	<u>1,595,413.97</u>		<u>673.62</u>	<u>673.62</u>		<u>1,596,087.59</u>	<u>1,368,949.26</u>

Ending fund balance (Page 1) - Investment balance = Available cash.

2,965,036.85

TREASURERS REPORT

Outstanding Vouchers

City Of Benton City
MCAG #: 199

As Of: 09/30/2016 Date: 10/12/2016
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Year	Trans#	Date	Type	Acc#	War#	Vendor	Amount	Memo
2016	2504	06/28/2016	Stop Pmt	1			65.91	Stop Payment Check #27192 And 27249
2016	3451	09/28/2016	Util Pay	1		Xpress Bill-Pay	89.74	Xpress Bill Pay Import - EFT
2016	3453	09/29/2016	Tr Rec	1		Americool Heating & AC, LLC	65.00	
2016	3474	09/29/2016	Util Pay	1		Xpress Bill Pay, Credit Card Payments	459.82	Xpress Bill Pay Import - CC
2016	3475	09/29/2016	Util Pay	1		Xpress Bill-Pay	180.92	Xpress Bill Pay Import - EFT
2016	3476	09/29/2016	Util Pay	1		Xpress Bill-Pay	242.05	Xpress Bill Pay Import - iPay
2016	3456	09/30/2016	Util Pay	1		Batch Utility Customer	1,005.29	
2016	3470	09/30/2016	Tr Rec	1		Permitting, Customer	280.46	
2016	3471	09/30/2016	Tr Rec	1		T-Mobile West LLC, 36-4027581	177.23	
2016	3472	09/30/2016	Tr Rec	1		Sprint, SP52XC006	826.88	
2016	3473	09/30/2016	Tr Rec	1		Vonage America, FEIN 20-2758841	4.70	
2016	3477	09/30/2016	Tr Rec	1		Currans, Levi & Rachel	15.00	
2016	3499	09/30/2016	Util Pay	1		Xpress Bill Pay, Credit Card Payments	1,612.20	Xpress Bill Pay Import - CC
2016	3500	09/30/2016	Util Pay	1		Xpress Bill-Pay	88.31	Xpress Bill Pay Import - EFT
2016	3501	09/30/2016	Util Pay	1		Xpress Bill-Pay	10.50	Xpress Bill Pay Import - Metavante
							5,124.01	
Receipts Outstanding:								
2016	3460	09/30/2016	Payroll	1	EFT	Krista Harmon	1,663.51	
2016	3458	09/30/2016	Payroll	1	EFT	John Brown	1,440.50	
2016	3455	09/30/2016	Payroll	1	EFT	Sergio Munoz	1,133.00	
2016	3506	09/30/2016	Payroll	1	EFT	Department of Retirement Systems	675.00	09/16/2016 To 09/30/2016 - Deferred Comp.
2016	3461	09/30/2016	Payroll	1	EFT	Stephanie Haug	1,780.66	
2016	3504	09/30/2016	Payroll	1	EFT	Aflac	599.58	09/01/2016 To 09/30/2016 - Aflac - Accident (Pre); 09/01/2016 To 09/30/2016 - Aflac - STD (Post); 09/01/2016 To 09/30/2016 - Aflac - Hospital IC (Pre)
2016	3462	09/30/2016	Payroll	1	EFT	Paula Kauer	1,419.89	
2016	3466	09/30/2016	Payroll	1	EFT	Nicholas Oscarson	1,976.60	
2016	3505	09/30/2016	Payroll	1	EFT	Department of Retirement Systems	7,262.55	09/01/2016 To 09/30/2016 - PRS2
2016	3507	09/30/2016	Payroll	1	EFT	IRS - EFT Processing System	10,919.78	941 Deposit For 09/01/2016 - 09/30/2016
2013	3235	09/17/2013	Claims	1	25661	Dean Little	0.02	Refund Inactive Cust Credit Bal
2013	4181	12/17/2013	Claims	1	25833	Elyssa Guest	10.00	Refund inactive customer credit balance
2014	380	01/21/2014	Claims	1	25926	Melanie Marsh	1.00	Refund inactive customer credit balance
2016	1264	03/15/2016	Claims	1	27535	Blanca Zamora	100.00	Community Center Deposit Refund
2016	1698	04/19/2016	Claims	1	27593	Meghan Dodge	0.57	Refund inactive customer credit balance
2016	1707	04/19/2016	Claims	1	27602	Matthew Kincaid	157.09	Refund inactive customer credit balance
2016	2554	07/05/2016	Claims	1	27779	Antonio & Maria Mendoza	0.64	Re-Issue Check #23931- Credit On W/S Acct
2016	2555	07/05/2016	Claims	1	27780	Ray & Connie Meredith	100.00	Re-Issue Check #25469- Community Center Deposit Refund

TREASURERS REPORT

Outstanding Vouchers

City Of Benton City
MCAG #: 199

As Of: 09/30/2016 Date: 10/12/2016
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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo	
2016	2945	08/16/2016	Claims	1	27828	Rebecca Bowie	57.43	Refund inactive customer credit balance	
2016	3154	08/31/2016	Payroll	1	27881	David Sandretto	69.26		
2016	3189	09/06/2016	Claims	1	27894	Stephanie Haug	34.06	US Cellular Reimbursement	
2016	3195	09/06/2016	Claims	1	27900	Michelle McLeod	138.52	Reissue Check #26544	
2016	3344	09/20/2016	Claims	1	27921	Arculus Design & Technical Svcs. PLLC	600.00	BC Library Shade Structure Bid Inv No. 15-34	
2016	3349	09/20/2016	Claims	1	27926	Central Washington Asphalt, Inc.	385.97	Acct No. 16032/Inv No. 13956; Acct No. 16032/Inv No. 13948	
2016	3356	09/20/2016	Claims	1	27933	Evergreen Rural Water of Washington	250.00	PO#16-031/Confirmation #e10177-462269/N.W. Oscarson	
2016	3358	09/20/2016	Claims	1	27935	Stephanie Haug	191.70	Mileage Reim Sept. 8-9, 2016 Leavenworth	
2016	3368	09/20/2016	Claims	1	27945	David & Sherri Pierce	4.60	Refund inactive customer credit balance	
2016	3369	09/20/2016	Claims	1	27946	Spink Engineering	18,570.40	Inv No. 2016-09 August	
2016	3376	09/20/2016	Claims	1	27953	West Richland Rentals	172.68	Acct No. 14945/Inv No. 81800	
2016	3459	09/30/2016	Payroll	1	27955	Vanessa Coates	138.52		
2016	3465	09/30/2016	Payroll	1	27958	Jacob Mokler	173.93		
2016	3467	09/30/2016	Payroll	1	27959	David Sandretto	138.52		
2016	3468	09/30/2016	Payroll	1	27960	Lisa Stade	138.52		
2016	3508	09/30/2016	Payroll	1	27980	Teamsters Local 839	484.50	09/01/2016 To 09/30/2016 - TEAMSTERS 839	
2016	3509	09/30/2016	Payroll	1	27981	Washington Teamsters Welfare Trust	12,478.25	09/01/2016 To 09/30/2016 - NW Admin	
							63,267.25		
Fund							Claims	Payroll	Total
001 Current Expense Fund							12,322.96	19,783.95	32,106.91
101 City Street Fund							3,045.00	3,712.25	6,757.25
302 Park & Recreation Fund							558.65	0.00	558.65
401 Water Fund							1,097.51	10,065.13	11,162.64
402 Sewer Fund							3,750.56	8,931.24	12,681.80
							20,774.68	42,492.57	63,267.25

City Of Benton City
MCAG #: 199

TREASURERS REPORT
Signature Page

09/01/2016 To: 09/30/2016

Time: 13:25:41 Date: 10/12/2016
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I the undersigned officer for the City of Benton City have reviewed the foregoing report and acknowledge that to the best of my knowledge this report is accurate and true:

Signed: _____
Clerk/Treasurer / Date



CITY OF BENTON CITY

City Council Agenda Item



PROCESS INFORMATION

SUBJECT: Public Hearing - Marijuana Moratorium

DATE/ITEM: 10-18-2016- H 1

BUDGET INFORMATION

DEPT: General

BUDGETED?

FUND: N/A

EXPENDITURE: N/A

DESCRIPTION/SUMMARY

ACTION

Conduct a public hearing to receive public comment on renewing the current moratorium on the siting of any marijuana production, processing or retail sale establishments.

HISTORY

ATTACHMENTS

- | | |
|----|----|
| 1) | 3) |
| 2) | 4) |

RECOMMENDED ACTION/SAMPLE MOTION

NO ACTION TO BE TAKEN

CITY OF BENTON CITY

City Council Agenda Item



PROCESS INFORMATION

SUBJECT: Resolution #2016-16- Art in Public Facilities Policy

DATE/ITEM: 10-18-2016- H 2

BUDGET INFORMATION

DEPT: General

BUDGETED?

FUND: General

EXPENDITURE: N/A

DESCRIPTION/SUMMARY

ACTION

Consideration of adoption of Resolution #2016-16, a resolution of the City of Benton City, Washington, creating a policy for the display of public works of art within City facilities.

HISTORY

ATTACHMENTS

- | | |
|--|----|
| 1) Resolution 2016-16 with attachments | 3) |
| 2) | 4) |

RECOMMENDED ACTION/SAMPLE MOTION

I move to approve Resolution #2016-16, a resolution of the City of Benton City, Washington, creating a policy for the display of public works of art within City facilities.

RESOLUTION NO. 2016-16

**A RESOLUTION OF THE CITY OF BENTON CITY,
WASHINGTON, CREATING A POLICY FOR THE
DISPLAY OF PUBLIC WORKS OF ART WITHIN CITY
FACILITIES**

WHEREAS, the City of Benton City recognizes the value to a quality environment that works of art may add; and

WHEREAS, the establishment of policy setting guidelines governing the display of public works of art within City facilities is necessary to give both the City and potential artists guidance regarding all aspects of such display; NOW, THEREFORE,

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

Section 1. The City shall enter into agreements with certain artists in order to facilitate the display of certain artwork within City facilities. Such display shall be subject both to said Agreement and the City's Public Art Display Policy attached hereto as Exhibit A.

Section 2. The attached Public Art Display Policy is hereby adopted as the Public Art Display Policy of the City of Benton City.

ADOPTED this 18 day of October, 2016, by the City Council of the City of Benton City, Washington, and signed in authentication of its passage this 18 day of October, 2016.

Resolution 2016-16 filed and recorded in the office of the City Clerk of the City of Benton City, Washington, this 18 day of October, 2016.

Linda Lehman, Mayor

Attest:

Approved as to Form:

Stephanie Haug, City Clerk-Treasurer

Leland B. Kerr, City Attorney

CITY OF BENTON CITY PUBLIC ART DISPLAY POLICY

The City of Benton City recognizes the value to a quality environment that works of art may add. The City also recognizes the broad range of patrons, including children, that enter or use the City's facilities which may make it inappropriate for certain subject matter, medium, and content to be displayed therein. This may result in the limitation of certain pieces of art within the City's facilities that may be inappropriate for certain audiences. As a result, specific guidelines are necessary to assist the City in determining, within their sole discretion, which artwork shall be displayed within a designated facility.

The City's goal is to maintain a venue for presentation of public art of exceptional quality and diversity which may be inspiring and pleasing to all those who participate in the activities at the City's facilities. The City in no way wishes to censor the subject matter, medium, or content of the artwork displayed in its facilities, so long as the art does not contain any of the items listed in (C) below, which items may be inappropriate for certain age groups or individuals with varying levels of sensitivity. By entering into agreements with certain artists to display their artwork within City facilities, the City in no way intends to create a public forum in a certain City-owned facility that is not already established as a traditional public forum. The City does not own any facilities, including City Hall, that has a primary purpose as an art exhibit. Individuals of the public visit City of Benton City facilities for varying purposes depending on the facility, none of which are for the primary purpose of viewing artwork. As such, the City does not intend to create within any of its facilities a non-restricted public forum for free expression through the display of artwork.

Selection Procedure. Any proposed placement, gifts, loans or displays of artwork within the City shall be presented to the City for determination of whether such artwork is consistent with the goals of the City and a determination of placement based on the following evaluation criteria:

- A. The quality of artwork.
- B. Context of the artwork with other artwork within the facilities.
- C. The subject matter, medium and presentation does not display human nudity, violence, depictions of oppressive, discriminatory or unlawful behavior.
- D. Availability of an appropriate site.
- E. Artist conditions or requests.
- F. Condition of the artwork.
- G. Durability of the artwork.
- H. Ability of Artist to maintain the artwork.

All artwork shall be placed only after an Art Use Agreement has been signed by the Parties setting forth the length of the use term and such other terms and conditions as may be required by the City.

Siting decisions will be made by the City. This Policy shall be adopted by the City Council of the City of Benton City by Resolution.

ARTWORK USE AGREEMENT

THIS ARTWORK USE AGREEMENT ("Agreement") is made this ____ day of _____, 2016, by and between _____ ("Artist") and the City of Benton City, Washington, a Municipal Corporation ("City").

WHEREAS, the City desires to display artwork created by the Artist for use as part of the interior furnishings of its City Hall; and

WHEREAS, Artist desires to allow the City the temporary use of certain artwork ("Artwork"), and the City desires to accept such Artwork from Artist, pursuant to the City's policy regarding the display of Artwork on City property; and

WHEREAS, the parties desire to set forth the terms and conditions of the Artwork in this Agreement.

NOW, THEREFORE, for and in good and valuable consideration, the receipt of which is hereby acknowledged, the parties hereto agree as follows:

1. **The Artwork.** Artist agrees to allow the City to use for display purposes, and the City agrees to accept from Artist, a certain piece of art as is described and identified in Exhibit A to this Agreement, and the exclusive and full rights to display such artwork for the term of this Agreement.

2. **Placement of Artwork.** During the term of this Agreement, Artist may place the following described pieces of art for display within the City's facility at _____ located at _____, Benton City, Washington.

The artwork subject to this Agreement is described as follows:

Title/Description of Artwork

3. **Value of Artwork.** The Artist claims that a reasonable estimate of the total value of the Artwork, including all materials attached to or part of said Artwork, is estimated to be \$ _____. The City makes no representations, warranties or guaranties relating to the value of such Artwork.

4. **Consideration.** The parties agree that there shall be no consideration given to the Artist by the City. The Artist agrees to loan the City the use of the Artwork to display in its facilities for the term defined below.

5. **Term.** The term of this Agreement shall commence effective _____, 20____, and shall continue unless terminated with the thirty (30) day written notice of either party.

6. **Warranty: Title.** The Artist warrants that the Artwork is an original and that the work does not infringe upon any copyright. Artist further warrants that he/she solely owns title and all rights to the Artwork. Exclusive title and all of the Artist's rights to the Artwork that is the subject of this Agreement shall remain 100% with the Artist, except as provided in Section 16.

7. **Liability Release.** Artist acknowledges that the Artwork will be displayed in an area open to the public and will be subject to inherent risks associated therewith. Artist acknowledges that the City is not responsible for any damage, loss, theft, vandalism, or other natural or manmade events that may alter, damage, or destroy the Artwork. The City shall use reasonable efforts to maintain and protect the Artwork during the period of its possession. The City shall not be liable for any injury to Artist, their personnel, agents or employees, equipment or other personal property, at any time, including during the mounting and/or any other activities involved in the preparation and/or presentation of the Art. Artist agrees to assume all risk of damage to or loss of the Artwork from whatever cause. Artist further agrees to release and to hold harmless the City, its officers, directors, employees, volunteers and agents from any and all liabilities and damages to Artwork, property, and/or persons as a result of any part of City's use of Art.

8. **Insurance.** Artist shall be solely and exclusively responsible to properly and accurately obtain insurance for their property. Artist may obtain such insurance at their own discretion. City shall in no way be responsible to obtain insurance for Artwork. Artist shall not be designated as an additional insured of any policy of the City.

9. **Counterparts.** This Agreement may be executed in one or more counterparts, each of which will be deemed to be an original, and all of which together will constitute one and the same instrument.

10. **Governing Law.** This Agreement is governed by and shall be construed according to the laws of the State of Washington. Venue for any dispute arising hereunder shall be in Benton County, Washington.

11. **Dispute Resolution.** In the event of a dispute regarding the enforcement, breach, default or interpretation of this Agreement, the parties shall first meet in a good faith effort to resolve such dispute. In the event the dispute cannot be resolved by agreement of the parties, said dispute shall be resolved by binding arbitration pursuant to RCW 7.04A, as amended, and the Court Rules of Mandatory Arbitration (MAR), with both parties waiving the right of a jury trial upon trial de novo, with venue placed in Benton County, Washington. The substantially prevailing party shall be entitled to its reasonable attorney fees and costs as additional award and judgment against the other.

12. **Assignment.** Neither Party shall assign to transfer any of its rights or obligations under this Agreement nor any attempt to do so shall be void and of no effect.

13. **Entire Agreement; Amendment.** This Agreement sets for the final and entire Agreement between the parties hereto and neither they nor their agents shall be bound by any terms, conditions, statements, warranties or representations, oral or written, not herein contained. No amendment or modification of this Agreement will be effective unless in writing and signed by the City and Artist.

14. **Display.** The City shall use this Artwork to display in the interior of its facility described in Section 2 above. Artist agrees to display, pack, transport and provide for the return of his/her Artwork at his/her own risk and expense. If Artist is not available on-site to display, re-pack or re-transport his/her work, he/she gives permission to the City to do so on his/her behalf at his/her own risk and expense. Risk of loss shall be borne by the Artist.

15. **Abandonment.** In the case that Artwork is left within City facilities over ninety (90) days after the termination of this Agreement, after reasonable attempt by the City to make contact with Artist, such Artwork shall be determined abandoned the property of the City.

16. **Indemnification.** Artist shall protect, defend, indemnify and hold harmless the City, its officers, employees, and agents, from any and all costs, claims, liabilities, judgments or awards of damages, including attorney's fees, arising out of or in any way resulting from Artist's and/or Artist's officers' agents', employees', and subcontractors' performance of this Agreement.

17. **Public Art Display Policy.** By execution of this Agreement, both Parties agree to comply with all provisions of the City's Public Art Display Policy. Artist contractually agrees to abide by all provisions within the Public Art Display Policy, including those that refer to the types of content that are prohibited from display within certain City facilities, due in part to the presence of certain age-specific audiences (children). Artist further agrees, that the City's agreement to the display of Artist's Artwork within City facilities, does in no way constitute the creation of a public forum.

18. **Notices.** All notices required or allowed to be given pursuant to this Agreement shall be in writing, and either (i) delivered in person to the party; or (ii) delivered by U.S. Mail or private courier, postage prepaid; or (iii) transmitted by facsimile machine to the facsimile number of the receiving party (if any) stated in this Agreement. Notices will be deemed received the earlier of: (a) when actually delivered, if personally delivered; (b) when transmitted if sent by facsimile or email; or (c) three days after placement in the U.S. Mail or delivery to private courier, property addressed to the recipient.

If to Artist:

If to City:

City of Benton City
Attn: City Clerk
708 East 9th Street/PO Box 70
Benton City WA 99320

Either party may, by like written notice, designate a new address and/or addresses to which such notices shall be directed.

WHEREFORE, the parties have executed this Agreement as of the date stated above.

ARTIST:

THE CITY:
CITY OF BENTON CITY

By: _____

Linda Lehman, Mayor

Attest:

Stephanie Haug, City Clerk

Approved as to Form:

Leland B. Kerr, City Attorney

CITY OF BENTON CITY

City Council Agenda Item



PROCESS INFORMATION

SUBJECT: Task Order 2016-06- Spink Engineering - Sewer Lining Project **DATE/ITEM:** 10-18-2016- H 3

BUDGET INFORMATION

DEPT: Sewer

BUDGETED?

FUND: Sewer

EXPENDITURE: 20,000

DESCRIPTION/SUMMARY

ACTION

Consideration of approval of Task Order 2016-06, authorizing Spink Engineering to A- complete plans, specifications and bid documents for sewer relining for critical areas determined in sewer cleaning and video recording, B- Complete bidding process and recommendation of award, and C- Provide construction monitoring and project administration.

HISTORY

ATTACHMENTS

- | | |
|-----------------------|----|
| 1) Task Order 2016-06 | 3) |
| 2) | 4) |

RECOMMENDED ACTION/SAMPLE MOTION

I move to approve Task Order 2016-06 from Spink Engineering in the amount of \$20,000 for the Sewer Lining Project.



1045 Jadwin Ave. Suite E ▪ 509.946.1581 ▪ Richland, WA 99352 ▪ www.spinkeng.com

City of Benton City
Engineering Services Agreement
TASK ORDER NO. 2016 - 6

PROJECT: Sewer Relining, Job #13-113

Submitted to: Linda Lehman
Mayor
City of Benton City

Reference: "Renewing Engineering Services Agreement " between City of Benton City (Owner) and Spink Engineering (Engineer), City Resolution NO. 2015 - 26.

Upon execution of this Task Order by the Owner and the Engineer in the space provided below, this Task Order will serve as authorization for the Engineer to carry out and complete the services set forth below in accordance with the referenced agreement between the Owner and Engineer.

1. Scope of Services:
A) Complete plans, specifications and bid documents for sewer relining for critical areas determined in sewer cleaning and video recording. B) Complete bidding process and recommendation of award. C) Provide construction monitoring and project administration.
2. Time for Performance of Services:
Scope A: December 30, 2016. Scope B: February 7, 2017. Scope C: through April 2017.
3. Fees for Services: SPINK ENGINEERING shall be paid on a "Time-plus-expense" basis for the performance of services under this agreement using the rates indicated in the attached fee schedule, dated September 27, 2016, included as part of this agreement.

The maximum compensation shall be Twenty Thousand Dollars (\$20,000), or such greater amounts when authorized by written notice from the Owner.

ENGINEER:
Spink Engineering, LLC

OWNER:
City of Benton City

By Alan Rainey

By: Linda Lehman

Signed: _____

Signed: _____

Title: Principal Engineer

Title: Mayor

Date: 10/18/16

Date: 10/18/16

(Authorization Date)



1045 Jadwin Ave. Suite E ▪ 509.946.1581 ▪ Richland, WA 99352 ▪ www.spinkeng.com

Effective September 27, 2016

FEE SCHEDULE

Principal Engineer	\$100/hour
Project Engineer II	\$95/hour
Design Engineer	\$90/hour
Engineering Technician	\$90/hour
CAD Draftsman	\$85/hour
Secretarial/Clerical	\$ No Charge
Mileage Rate	\$0.55/mile

CITY OF BENTON CITY

City Council Agenda Item



PROCESS INFORMATION

SUBJECT: Crack Seal Project Acceptance – Spink Engineering

DATE/ITEM: 10-18-2016- H 4

BUDGET INFORMATION

DEPT: Streets

BUDGETED?

FUND: Streets

EXPENDITURE:

DESCRIPTION/SUMMARY

ACTION

Project Acceptance of the 2016 Crack Seal Project as completed by BCV in the amount of \$33,140.00.

HISTORY

ATTACHMENTS

- | | |
|----------------------------------|----|
| 1) Letter from Spink Engineering | 3) |
| 2) | 4) |

RECOMMENDED ACTION/SAMPLE MOTION

I move to accept the 2016 Crack Seal Project in the amount of \$33,140.00 as completed by BCV.



1045 Jadwin Ave. Suite E ▪ 509.946.1581 ▪ Richland, WA 99352 ▪ www.spinkeng.com

October 13, 2016

Linda Lehman

Mayor
City of Benton City
P.O. Box 70
Benton City, WA 99320

RE: 2016 Crack Sealing Project – Recommendation of Acceptance
Job #15-139

Dear Madam Mayor:

This project was completed in apparent compliance with the specifications on October 6, 2016. This will be the date for the one year warranty.

I recommend the City accept the project in the amount of \$33,140.00 and I recommend payment of the full amount.

Please call if you have any questions or need additional information.

Sincerely,

A handwritten signature in blue ink that reads "Alan Rainey".

Alan Rainey, PE
SPINK ENGINEERING LLC

Enclosures: BCV Invoice #1612

CITY OF BENTON CITY

City Council Agenda Item



PROCESS INFORMATION

SUBJECT: Well #5 Project Acceptance- Spink Engineering

DATE/ITEM: 10-18-2016- H 5

BUDGET INFORMATION

DEPT: Water

BUDGETED?

FUND: Water

EXPENDITURE:

DESCRIPTION/SUMMARY

ACTION

Conditional Project Acceptance of the Well # 5 project, as completed by Culbert Construction in the amount of \$275,103.08, contingent on Culbert completing all final closeout paperwork.

HISTORY

ATTACHMENTS

- | | |
|----------------------------------|----|
| 1) Letter from Spink Engineering | 3) |
| 2) | 4) |

RECOMMENDED ACTION/SAMPLE MOTION

I move to conditionally accept the Well # 5 project, as completed by Culbert Construction in the amount of \$275,103.08, contingent on Culbert completing all final closeout paperwork.



1045 Jadwin Ave. Suite E ▪ 509.946.1581 ▪ Richland, WA 99352 ▪ www.spinkeng.com

October 13, 2016

Mayor Lehman
City of Benton City
P.O. Box 70
Benton City, WA 99320

RE: Well #5 – Well House and Site Work
Project Acceptance
Job #09-132

Dear Mayor Lehman:

Culbert Construction has completed Well #5 – Well House and Site Work in apparent compliance with the plans and specifications. Final closeout paper work is needed from Culbert Construction. The project total without tax is \$253,317.75 (this includes \$4,498.52 in change order work). With tax, the project total is \$275,103.08. There is an unpaid balance of \$6,586.20.

I recommend the City conditionally accept the project in the amount of \$275,103.08. This amount includes sales tax.

Once all final closeout paper work has been completed by Culbert, a check for the unpaid balance can be released.

Please call or send me an e-mail if you have any questions or need additional information.

Sincerely,

A handwritten signature in blue ink that reads "Alan Rainey".

Alan Rainey, P.E.
Spink Engineering, LLC

Cc: Dan DeRousie, Culbert Construction

CITY OF BENTON CITY
Voucher Summary Sheet

October 5 - October 18, 2016

FUND NAME	FUND NO.	PAYROLL	CLAIMS	TOTAL
CURRENT EXPENSE	001	28,210.56	15,034.84	43,245.40
CITY STREET	101	6,204.49	34,574.27	40,778.76
ARCHIVE	103			0.00
PARK & RECREATION CAPITAL IMPROVEMENT	302		1,373.29	1,373.29
I-82 BUSINESS PARK	350			0.00
WATER	401	14,483.69	11,387.64	25,871.33
SEWER	402	13,364.03	39,823.88	53,187.91
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		62,262.77	102,193.92	164,456.69

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 18th day of October, 2016.

VOUCHER APPROVAL

I move to approve payment of Claim check numbers:

27985 thru 28021 with EFTs as listed in the amount of \$ 102,193.92

And Payroll Check numbers:

27918, 27954 thru 27961, and 27980 thru 27981 with EFTs as listed in the amount of \$ 62,262.77

this 18th day of October, 2016.

COUNCIL MEMBER

COUNCIL MEMBER

COUNCIL MEMBER

CITY CLERK/TREASURER

CHECK REGISTER

City Of Benton City
MCAG #: 199

10/05/2016 To: 10/18/2016

Time: 11:27:25 Date: 10/14/2016

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3552	10/10/2016	Claims	1	EFT	WA St Dept of Revenue	3,668.69	September Excise Tax
3609	10/18/2016	Claims	1	EFT	Benton PUD	38.36	Acct No.2898300000
3610	10/18/2016	Claims	1	EFT	Wright Express FSC Fleet Conoco	125.50	Acct No. 0203-00-107379-0 / Inv No. 47077174
3611	10/18/2016	Claims	1	27985	Able Tank & Toilet	144.00	Acct No. 3961456/Inv No. 2039054
3612	10/18/2016	Claims	1	27986	Advanced Analytical Solutions, LLC	383.00	Omv Mp/ 18230
3613	10/18/2016	Claims	1	27987	B.F. District Health Dept.	125.00	Acct No. 0101-340 September 2016 Charges
3614	10/18/2016	Claims	1	27988	BCV INC	1,168.45	Job 15-139 / Inv No. 1611
3615	10/18/2016	Claims	1	27989	BCV INC	33,140.00	Job No. 15-139 / Inv No. 1612
3616	10/18/2016	Claims	1	27990	Benton REA	261.04	Inv Group #602
3617	10/18/2016	Claims	1	27991	Canon Financial Services	152.05	Acct No. 672589/Inv No. 16546778
3618	10/18/2016	Claims	1	27992	Canon Solutions America, Inc.	115.98	Acct No. 1847649/Inv No. 4020364000
3619	10/18/2016	Claims	1	27993	Cascade Analytical, Inc.	1,075.32	Acct No. 5444/Inv No. 232883
3620	10/18/2016	Claims	1	27994	Cascade Fire & Safety	563.10	Inv No. 114716
3621	10/18/2016	Claims	1	27995	Cintas Corporation #608	274.93	Acct No. 608-01838
3622	10/18/2016	Claims	1	27996	City Of Benton City	963.22	City Water/Sewer Charges For September 2016
3623	10/18/2016	Claims	1	27997	Columbia Pumping & Construction	35,000.00	Vactor Truck Purchase
3624	10/18/2016	Claims	1	27998	Crystal Springs	146.18	Acct No. 30112065416923/Inv No 5416923 100816
3625	10/18/2016	Claims	1	27999	Culbert Construction, Inc.	6,586.20	Well #5 Well House/site Work Pay Req. #5
3626	10/18/2016	Claims	1	28000	Detloff A&M	2.00	Acct No. CITY 34/Sept. Charges
3627	10/18/2016	Claims	1	28001	Ed's Disposal	329.11	Acct No. 2901037/Inv No. 2050491; Acct No. 2148806/Inv No 2050423; Acct No. 2007139/Inv No. 2050360
3628	10/18/2016	Claims	1	28002	Frontier	1,332.47	City Landlines
3629	10/18/2016	Claims	1	28003	Inland Alarm LLC	319.28	Inv No. A16-6791
3630	10/18/2016	Claims	1	28004	Irrigation Specialist Inc	827.04	Acct No BENT33
3631	10/18/2016	Claims	1	28005	Kuo Testing Labs Inc	31.50	Acct No BEN3322/Inv No. 16-09-674
3632	10/18/2016	Claims	1	28006	Les Schwab Tires	10.86	Acct No. 78300455/Inv No 78300096627
3633	10/18/2016	Claims	1	28007	Lowe's	4,103.85	Acct No. 990 136491 0
3634	10/18/2016	Claims	1	28008	North Central Labs	740.91	Acct No. 4701/PO#16-036/Inv No. 379526
3635	10/18/2016	Claims	1	28009	Pallet Services, Inc.	488.70	Order No. 86783/PO#16-030/Inv No. 101802
3636	10/18/2016	Claims	1	28010	Kent Parker	1,000.00	November 2016 - Rent - 1009 Dale Ave. A
3637	10/18/2016	Claims	1	28011	Patnode's True Value Hardware	428.87	Acct No 140 September Charges
3638	10/18/2016	Claims	1	28012	Platt Electric Supplies	140.52	Acct No. 158669/Inv No. K393196/PO#16-033
3639	10/18/2016	Claims	1	28013	Chase Roberts	9.23	Refund inactive customer credit balance
3640	10/18/2016	Claims	1	28014	Staples Credit Plan	442.84	Acct No. 6035 5178 2017 4653
3641	10/18/2016	Claims	1	28015	The Building Department Inc.	5,383.10	Inv No 835
3642	10/18/2016	Claims	1	28016	Tri-City Herald	183.95	Acct No. 447464
3643	10/18/2016	Claims	1	28017	US Bank - Visa	546.00	Acct No. 4798 1758 4500 0205
3644	10/18/2016	Claims	1	28018	US Linen	45.12	Acct No. 150450
3645	10/18/2016	Claims	1	28019	USABlueBook	478.01	Acct No. 955481/Inv No. 069822/PO#16-035

CHECK REGISTER

City Of Benton City
 MCAG #: 199

10/05/2016 To: 10/18/2016

Time: 11:27:25 Date: 10/14/2016
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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3646	10/18/2016	Claims	1	28020	Utilities Underground Location Ctr.	21.93	Acct No. 144600/Inv No. 6090113
3647	10/18/2016	Claims	1	28021	WA St Dept of Ecology	1,397.61	Permit No. BA0051349/Inv No. 2017-BA0051349
						15,034.84	
001 Current Expense Fund						34,574.27	
101 City Street Fund						1,373.29	
302 Park & Recreation Fund						11,387.64	
401 Water Fund						39,823.88	
402 Sewer Fund							
						102,193.92	Claims: 102,193.92
* Transaction Has Mixed Revenue And Expense Accounts						102,193.92	

CHECK REGISTER

City Of Benton City
MCAG #: 199

09/01/2016 To: 09/30/2016

Time: 15:48:02 Date: 10/12/2016

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3295	09/15/2016	Payroll	1	EFT		1,546.39	
3296	09/15/2016	Payroll	1	EFT		1,442.22	
3297	09/15/2016	Payroll	1	EFT		1,496.76	
3298	09/15/2016	Payroll	1	EFT		1,780.31	
3299	09/15/2016	Payroll	1	EFT		1,420.29	
3301	09/15/2016	Payroll	1	EFT		967.11	
3302	09/15/2016	Payroll	1	EFT		1,862.03	
3303	09/15/2016	Payroll	1	EFT		1,390.67	
3455	09/30/2016	Payroll	1	EFT		1,133.00	
3458	09/30/2016	Payroll	1	EFT		1,440.50	
3460	09/30/2016	Payroll	1	EFT		1,663.51	
3461	09/30/2016	Payroll	1	EFT		1,780.66	
3462	09/30/2016	Payroll	1	EFT		1,419.89	
3466	09/30/2016	Payroll	1	EFT		1,976.60	
3504	09/30/2016	Payroll	1	EFT	Aflac	599.58	09/01/2016 To 09/30/2016 - Aflac - Accident (Pre); 09/01/2016 To 09/30/2016 - Aflac - STD (Post); 09/01/2016 To 09/30/2016 - Aflac - Hospital IC (Pre)
3505	09/30/2016	Payroll	1	EFT	Department of Retirement Systems	7,262.55	09/01/2016 To 09/30/2016 - PRS2
3506	09/30/2016	Payroll	1	EFT	Department of Retirement Systems	675.00	09/16/2016 To 09/30/2016 - Deferred Comp.
3507	09/30/2016	Payroll	1	EFT	IRS - EFT Processing System	10,919.78	941 Deposit For 09/01/2016 - 09/30/2016
3590	09/15/2016	Payroll	1	EFT	Department of Retirement Systems	675.00	09/01/2016 To 09/15/2016 - Deferred Comp.
3300	09/15/2016	Payroll	1	27918		2,098.33	
3457	09/30/2016	Payroll	1	27954		1,301.49	
3459	09/30/2016	Payroll	1	27955		138.52	
3463	09/30/2016	Payroll	1	27956		1,756.97	
3464	09/30/2016	Payroll	1	27957		711.80	
3465	09/30/2016	Payroll	1	27958		173.93	
3467	09/30/2016	Payroll	1	27959		138.52	
3468	09/30/2016	Payroll	1	27960		138.52	
3469	09/30/2016	Payroll	1	27961		1,390.09	
3508	09/30/2016	Payroll	1	27980	Teamsters Local 839	484.50	09/01/2016 To 09/30/2016 - TEAMSTERS 839
3509	09/30/2016	Payroll	1	27981	Washington Teamsters Welfare Trust	12,478.25	09/01/2016 To 09/30/2016 - NW Admin
						28,210.56	
						6,204.49	
						14,483.69	
						13,364.03	

62,262.77 Payroll: 62,262.77

CITY OF BENTON CITY

City Council Agenda Item



PROCESS INFORMATION

SUBJECT: Council Goals

DATE/ITEM: 10-18-2016- I 1

BUDGET INFORMATION

DEPT:

BUDGETED?

FUND:

EXPENDITURE:

DESCRIPTION/SUMMARY

ACTION

Conitnued Discussion and clarification on the City's three main goals:

- 1- Sports Complex
- 2- City Infrastructure
- 3- Quality of Life

HISTORY

ATTACHMENTS

- | | |
|----|----|
| 1) | 3) |
| 2) | 4) |

RECOMMENDED ACTION/SAMPLE MOTION

DISCUSSION ONLY