



## REGULAR CITY COUNCIL MEETING

December 6, 2016

A G E N D A

Benton City Community Center  
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 – November 15, 2016
2. Special Meeting – November 2, 2016

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

1. Liquor License Application – Pik-a-Pop @2

**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. EDC Report
2. Staff Report
  - a) Treasurer Report
3. Engineer Report
4. Council Committee Reports

**H. ITEMS FOR APPROVAL:**

1. Second Reading – Ord. 956- Marijuana Establishments
2. First Reading – Ord. - 2017 Budget
3. First Reading – Ord. -2017 Wages & Salaries
4. Resolution #2016-20- Adopting Council Goals
5. Resolution #2016-21-ROW License Agreement – 1600 Dale Avenue
6. Special Presentation – Apollo Solutions Group
7. IGA Energy and IGA Solar Proposals- Apollo Solutions Group
8. Purchase Request – Well # 5 Gravel
9. Purchase Request – 2017 F5500 Truck
10. December 20<sup>th</sup> Council Meeting- Date Change?
11. Vouchers

**I. ITEMS FOR DISCUSSION:**

**J. GENERAL COUNCIL COMMENTS:**

**K. ADJOURNMENT**



**City of Benton City  
Regular Council Meeting Minutes  
November 15<sup>th</sup>, 2016**

**CALL TO ORDER** Mayor Lehman called the November 15<sup>th</sup>, 2016 Regular Council meeting to order at the Community Center at 7:00 p.m. 00:06:59\* Audio recording begins) Microphone check

**PRESENTATION OF THE COLORS** Mr. Kerr led the Council and audience in the Pledge of Allegiance. (00:07:51\*)

**ROLL CALL (00:08:27\*)** Council Members Present

Mary Lettau  
Dave Sandretto  
Jake Mokler  
Lisa Stade  
Vanessa Coates

City Staff Present

Stephanie Haug, City Clerk/Treasurer

Other Professionals Present

Alan Rainey, City Engineer, Spink Engineering LLC  
Lee Kerr, City Attorney, Kerr Law Group  
Lt. Steve Caughey, Benton County Sheriff's Office

**READING AND APPROVAL OF MINUTES (00:08:43\*) \* REGULAR MEETING NOVEMBER 1<sup>st</sup>, 2016**

**Councilmember Stade:** Madam Mayor, I'd like to make a motion to approve the Minutes as written.

**Councilmember Lettau:** I second.

**MOTION #1-C. L. Stade moved and C. M. Lettau seconded to approve the Minutes of the November 1<sup>st</sup>, 2016 Regular Council Meeting as amended.**

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

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

(00:09:05\*) None

**APPROVAL OF THE AGENDA (00:09:14\*)**

**Mayor Lehman:** I believe that we have some items to add to the Agenda; is that correct, Stephanie?

**Ms. Haug:** I believe so. There's been a request for an Executive Session on the same topic as previous Executive Sessions that have been held by the Council in the last month and then also the addition of Resolution 2016-19, that Mr. Kerr can go into more detail if you wish.

**Councilmember Stade:** And where would you like 2016-19, H.5? H.4.b? When we're approving everything?

**Ms. Haug:** It can go at H.6.

**Councilmember Stade:** Madam Mayor, I move to approve the Council Meeting Agenda with the items of two additions, such as H.6., Resolution 2016-19 as well as a request for an Executive Session.

**Councilmember Sandretto:** Second.

**MOTION #2-C. L. Stade moved and C. D. Sandretto seconded to approve the Agenda of the November 15<sup>th</sup>, 2016 Regular Council Meeting as amended.**

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

**VISITOR COMMENTS (00:10:45\*)**

**Jack Davis, 506 Carol Avenue** – Member of the American Legion – Flags for the City – Agreement – Prior to Memorial Day - Removed after Veteran's Day – Donating thirty flags each year \* **Council Discussion and Consensus** \*

**REGULAR REPORTS (00:13:30\*)**

**1. SHERIFF REPORT (00:13:32\*)**

Lt. Steve Caughey, Benton County Sheriff's Office – October 2016: 294 Calls for Service vs. 314 in 2015 - 41 Case Offenses vs. 32 in 2015 - 14 Infraction Offenses Issued

**2. STAFF REPORTS (00:15:02\*)**

Stephanie Haug, City Clerk/Treasurer - In packets a) Code Report b) Maintenance Report

**3. ENGINEER REPORT (00:15:09\*)**

Alan Rainey, City Engineer, Spink Engineering LLC – Energy Audit - Apollo Solutions projects – Two proposals to consider – 1) Solar panels at WWTP – 2) Energy Savings Projects – Total cost for solar panels would be \$583,000 – Two-thirds percent grant available – Plus PUD incentive – Loan would be about \$160,000 for just solar panels – Broken into two different projects due to funding – Energy Savings with lighting – Total of project is \$260,000 – Twenty-five percent grant match – Loan amount would be about \$160,000 – Total for the loan would be \$320,000 – Annual payment would be approximately \$22,000 – Savings would be about \$22,000 per year – Chart included – Estimated cost per history is about \$100,000 per year – Estimated savings is about \$22,000 – Cost of loan is about \$22,000 per year – If going forward with projects – Would still be putting out \$100,00 a year – Getting something in return – Once loan is paid off – City will be saving \$22,000 a year - Apollo to come December 6<sup>th</sup>, 2016 Presentation – Will have agreement for approval – At this point – No cost to City – Good opportunity – City Hall - Layouts from Architect – Will provide layout tonight – Approval December 6<sup>th</sup> – Draft copy \* Council Discussion \*

**4. COUNCIL COMMITTEE REPORTS (00:25:12\*)**

Councilmember Mokler – Mosquito Control Board – Job duties for each position

Councilmember Sandretto – PAC Meeting – Draft plans and updates to 2040 Plans – HOV and carpooling

Councilmember Stade – Planning and marketing – Benton Franklin Transit – Advertisements – Trolleys – Local Use – Got grant to get fifteen new vans – Surplus older vans

Mayor Lehman – Benton Franklin Transit – Transport elderly for Mayor's Ball – Red Trolley volunteered already – February 18<sup>th</sup> – About 5 p.m. – From homes to Catholic Church Hall and back home

Councilmember Lettau – Trolley Veteran's Day Parade in Prosser – Privilege to represent Benton City \* Council Discussion \*

**ITEMS FOR APPROVAL: (00:31:27\*)**

**1. PUBLIC HEARING – FINAL 2017 BUDGET (00:31:30\*)**

Ms. Haug – Review of Final 2017 Budget

Mayor Lehman: Open the Public Meeting for public comments on the 2017 Budget (00:34:14\*)

\* Public Hearing begins at 7:27 p.m. \*

Colby Welch: Is there money for the roads this coming year? There's like, on 3<sup>rd</sup> Street and Babs, there's a puddle there. It gets eight inches deep during a good rainstorm, I mean, it comes above my bumper, you know, it would be nice something like that (inaudible)... \* Council Discussion \*

\*\* Public Hearing ends at 7:30 p.m. \*

Mayor Lehman: I now close the Public Hearing and reopen the Regular Council Meeting at 7:30 p.m.

**2. SECOND READING – ORDINANCE 964 – SETTING 2017 AD VALOREM TAX (00:37:01\*)**

Councilmember Mokler: Madam Mayor, I move to approve Ordinance 964 of the Benton City, the City of Benton City, WA on its Second Reading, setting the tax levy for the City of Benton City, and fixing the amount of Ad Valorem Taxes for the year 2017.

Councilmember Stade: Second.

**MOTION #3-C.** J. Mokler moved and C. L. Stade seconded to approve on the Second Reading, Ordinance No. 964, an ordinance of the City of Benton City, Washington, setting the tax levy for the City of Benton City, and fixing the amount of ad valorem taxes for the year 2017.

**ROLL CALL VOTE #3-C.** V. Coates, C. D. Sandretto, C. J. Mokler, C. M. Lettau, C. L. Stade  
**ALL YEAS.** Motion carried.

**3. SECOND READING – ORDINANCE #965 – AMENDING B.C.M.C. SECTION 2.08.010 – SPECIAL MEETINGS (00:38:00\*) \* Council Discussion \***

**Councilmember Stade:** Madam Mayor, I'd like a motion to approve Ordinance 965 of the City of Benton City, Washington, on its Second Reading, amending Section 2.08.010 "Council Meetings" adding guidelines for calling special meetings.

**Councilmember Coates:** Second.

**MOTION #4-C.** L. Stade moved and C. V. Coates seconded to approve Ordinance 965 of the City of Benton City, Washington, on its Second Reading, amending Section 2.08.010 "Council Meetings" adding guidelines for calling special meetings.

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

**4. CONDITIONAL USE PERMIT – JACOBS ROADS (00:39:57\*)**

**Councilmember Coates:** Madam Mayor, I move to approve Conditional Use Application #41998, and application for a gas station, C-Store and fast food establishment on Jacobs Road, near its intersection with Weber Canyon Road in Benton City as recommended by the Benton City Planning Commission.

**Councilmember Lettau:** I second.

**MOTION #5-C.** V. Coates moved and C. M. Lettau seconded to approve Conditional Use Application #41998, and application for gas station, C-Store and fast food establishment on Jacobs Road, near its intersection with Weber Canyon Road in Benton City as recommended by the Benton City Planning Commission.

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

**5. VOUCHERS (00:40:42\*)**

**Councilmember Lettau:** Madam Mayor, I move to approve payment of Claim check numbers 28031 thru 28080 with EFTs as listed in the amount of \$47,179.47 and Payroll checks numbers 27982 thru 27984, and 28022 thru 28030 with EFTs as listed in the amount of \$64,327.91 this 15<sup>th</sup> day of November, 2016.

**Councilmember Sandretto:** Second.

**MOTION #6-C.** M. Lettau moved and C. D. Sandretto seconded approve payment of Claim check numbers 28031 thru 28080 with EFTs as listed in the amount of \$47,179.47 and Payroll checks numbers 27982 thru 27984, and 28022 thru 28030 with EFTs as listed in the amount of \$64,327.91 this 15<sup>th</sup> day of November, 2016.

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

**6. RESOLUTION 2016-19 – WIND TURBINE FARMS (00:41:56\*)**

**Mr. Kerr** – Summary of Resolution 2016-19

**Councilmember Sandretto:** Madam Mayor, I make a motion to approve Resolution 2016-19, a authorizing the Mayor to take action on the stakeholder meeting and submit the letter.

**Councilmember Stade:** Second.

**MOTION #7-C.** D. Sandretto moved and C. L. Stade seconded to approve Resolution 2016-19, a resolution authorizing the Mayor of the City of Benton City, Washington, to sign the letter to Benton County Commissioners regarding wind turbine farms.

**VOICE VOTE #7-C.** L. Stade, C. M. Lettau, C. D. Sandretto, C. J. Mokler, C. V. Coates  
**ALL YEAS.** Motion carried.

**ITEMS FOR DISCUSSION (00:44:58\*)**

1. **ROLES & RESPONSIBILITIES (00:45:03\*)** Lee Kerr, City Attorney, Kerr Law Group – Outline of Roles & Responsibilities
2. **ADVISORY VOTE – MARIJUANA (00:50:38\*)** Mayor Lehman – Preliminary results of General Election \* **Council and Audience Discussion** \* <<< December 6<sup>th</sup>, 2016 Second Reading - Regular Council Meeting >>>
3. **EXECUTIVE SESSION – R.C.W. 42.30.110(1b) – PURCHASE OF PROPERTY (01:12:52\*)**  
**Mayor Lehman:** At this point, we will close the pub, the Council Meeting and go into Executive Session for approximately fifteen minutes

Mr.Kerr: Add for the purpose of. (Inaudible) a purpose for the Executive Session; for consideration of sale? Purchase (inaudible), yeah, we need to identify that for the record. You need to be more specific. (01:14:09\*Audio recording ends)

\*\*\*\*\* Executive Session begins 8:06 p.m. \*\*\*\*\*

\*\*\*\*\* Executive Session ends at 8:21 p.m. \*\*\*\*\*

**Mayor Lehman:** *The Executive Session is over and we're back in the Council Meeting at 8:21p.m.*

**GENERAL COUNCIL COMMENTS** None (\*)

**ADJOURNMENT** Mayor Lehman (\*)

**Councilmember Stade:** *I make a motion we adjourn.*

**Councilmember Lettau:** *I second.*

**MOTION #8–C.** L. Stade moved and C. M. Lettau seconded to adjourn the November 15<sup>th</sup>, 2016 Regular Council Meeting at 8:21 p.m.

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

Meeting adjourned at 8:21 p.m. (\*)

\_\_\_\_\_  
Linda Lehman  
Mayor, City of Benton City

\_\_\_\_\_  
Stephanie Haug, CMC  
City Clerk-Treasurer

Date: \_\_\_\_\_

**City of Benton City  
Special Council Workshop Meeting Minutes  
November 2<sup>nd</sup>, 2016**

**A. CALL TO ORDER** – Mayor Lehman called the November 2<sup>nd</sup>, 2016 Special Council Workshop Meeting at the Community Center to order at 5:09 p.m. (00:00:58\*Audio recording begins)

**B. PRESENTATION OF THE COLORS** – (☺) None

**C. ROLL CALL** (☺) Not taken

Councilmembers Present – **Mary Lettau**

**Lisa Stade** (In at 5:17 p.m.)

**Vanessa Coates**

**Jake Mokler**

Councilmembers Absent – **Dave Sandretto** (Out of town)

City Staff Present – **Stephanie Haug**, City Clerk/Treasurer

**John Brown, Jr.**, Code Enforcement Officer

Other Professionals Present – **Alan Rainey**, Engineer, Spink Engineering, LLC

**Stan Strebel**, Deputy City Manager, City of Pasco

**Sue Jetter**, Grant Writer

**Stan Strebel**, Deputy City Manager, City of Pasco Brief introduction and suggestions (00:01:29\*)

**1. Importance of Goal Setting**

**2. Setting a Goal Setting Cycle**

**3. Continuity and High Level of Consistency** (Lisa Stade in at 5:17 p.m.)

**4. Importance of Measurement of Goals \* Council Discussion \***

**5. Preparation for Goal Setting Council Discussion \***

**D. GOALS DISCUSSION** (00:28:12\*)

**SPORTS COMPLEX/RECREATION OPPORTUNITIES \* Council and Audience Discussion \***

- Land for expanded skate park
- Extend bike/walk path
- Improve playground equipment
- Purchase land for ball fields/sports complex
- Splash pool in park

**QUALITY OF LIFE \* Council and Audience Discussion \***

- Improve and add City Events
- Large Community Center near library
- Improve entry to City

**SUSTAINED INFRASTRUCTURE \* Council and Audience Discussion \***

- Sidewalks from Downtown to High School
- Wider walkway/path across existing SR225 bridge

**E. ADJOURNMENT** (02:59:24\*) Mayor Lehman

Councilmember Coates: Motion to adjournment.

Councilmember Mokler: Second.

**MOTION #1-** C. V. Coates moved and C. J. Mokler seconded to adjourn the October 19<sup>th</sup>, 2016 Special Council Workshop Meeting at 8:07 p.m.

**VOICE VOTE #1-** C. J. Mokler, C. D. Sandretto, C. L. Stade, C. M. Lettau  
**ALL YEAS.** Motion carried.

Meeting adjourned at 8:07 p.m. (02:59:30\*Audio recording ends)

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Linda Lehman  
Mayor, City of Benton City

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Stephanie Haug  
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>

**RETURN TO: [localauthority@sp.lcb.wa.gov](mailto:localauthority@sp.lcb.wa.gov)**

TO: MAYOR OF BENTON CITY

RE: ASSUMPTION  
 From YOUNG & IN, INC  
 Dba PIK - A - POP #2

DATE: 11/14/16

APPLICANTS:

SUNSHINE NW, LLC

SINGH, PARMJIT

1965-02-20

PAWAR, KIRANDEEP

(Spouse) 1977-05-31

License: 367889 - 4D County: 03  
 UBI: 604-050-219-001-0001  
 Tradename: SUNSHINE NW  
 Loc Addr: 505 9TH  
 BENTON CITY WA 99320

Mail Addr: 505 9TH ST  
 BENTON CITY WA 99320-9702

Phone No.: 509-588-3333 PARMJIT SINGH

Privileges Applied For:  
 GROCERY STORE - BEER/WINE

**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



**TREASURERS REPORT**

**Fund Totals**

City Of Benton City  
MCAG #: 199

10/01/2016 To: 10/31/2016

Time: 13:46:37 Date: 11/30/2016  
Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 Current Expense Fund	1,228,157.32	106,585.23	87,987.90	1,246,754.65	1,089.42	21,514.66	-3,615.22	1,265,743.51
101 City Street Fund	247,630.06	22,408.20	42,193.90	227,844.36	0.00	3,976.65	-2,518.62	229,302.39
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	116,076.12	2,437.37	1,677.64	116,835.85	0.00	0.00	0.00	116,835.85
350 1-82 Business/Industrial Park	28,196.44	63.86		28,260.30	0.00	0.00	0.00	28,260.30
401 Water Fund	233,625.35	50,593.29	29,655.86	254,562.78	6,710.72	10,118.64	-2,025.71	269,366.43
402 Sewer Fund	840,560.74	50,429.16	58,192.59	832,797.31	35,111.02	9,087.67	-1,775.11	875,220.89
406 Sewer/water Capital Improvement	86,918.65	855.96		87,774.61	0.00	0.00	0.00	87,774.61
407 Sewer/water Capital Maint.	182,729.34	0.00		182,729.34	0.00	0.00	0.00	182,729.34
	<b>2,965,102.76</b>	<b>233,373.07</b>	<b>219,707.89</b>	<b>2,978,767.94</b>	<b>42,911.16</b>	<b>44,697.62</b>	<b>-9,934.66</b>	<b>3,056,442.06</b>

**TREASURERS REPORT**

**Account Totals**

City Of Benton City  
MCAG #: 199

10/01/2016 To: 10/31/2016

Time: 13:46:37 Date: 11/30/2016  
Page: 2

Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1 Checking	1,368,915.17	232,700.18	219,673.66	1,381,941.69	-9,934.66	87,608.78	1,459,615.81
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
<b>Total Cash:</b>	<b>1,369,215.17</b>	<b>232,700.18</b>	<b>219,673.66</b>	<b>1,382,241.69</b>	<b>-10,134.66</b>	<b>87,608.78</b>	<b>1,459,715.81</b>
Investment Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
2 LGIP	1,586,525.27	638.62	0.00	1,587,163.89	0.00	0.00	1,587,163.89
3 Money Market	9,562.32	0.04	0.00	9,562.36	0.00	0.00	9,562.36
<b>Total Investments:</b>	<b>1,596,087.59</b>	<b>638.66</b>	<b>0.00</b>	<b>1,596,726.25</b>	<b>0.00</b>	<b>0.00</b>	<b>1,596,726.25</b>
	<b>2,965,302.76</b>	<b>233,338.84</b>	<b>219,673.66</b>	<b>2,978,967.94</b>	<b>-10,134.66</b>	<b>87,608.78</b>	<b>3,056,442.06</b>

**TREASURERS REPORT**  
**Fund Investments By Account**

City Of Benton City  
 MCAG #: 199

10/01/2016 To: 10/31/2016

Time: 13:46:37 Date: 11/30/2016  
 Page: 3

Fund Totals:	Previous Balance	Purchases	Interest	Total Investments	Liquidated	Ending Balance
001 000 Current Expense Fund	484,897.15		127.72	127.72		485,024.87
101 000 City Street Fund	172,149.44		127.72	127.72		172,277.16
302 000 Park & Recreation Fund	40,264.81		63.86	63.86		40,328.67
350 000 I-82 Business/Industrial Park	21,483.89		63.86	63.86		21,547.75
401 000 Water Fund	44,496.49		127.72	127.72		44,624.21
402 000 Sewer Fund	657,003.43		127.74	127.74		657,131.17
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	1,586,525.27	0.00	638.62	638.62		1,587,163.89
001 000 Current Expense Fund	859.08		0.04	0.04		859.12
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	9,562.32	0.00	0.04	0.04		9,562.36
	1,596,087.59	0.00	638.66	638.66		1,596,726.25

**TREASURERS REPORT**  
**Fund Investment Totals**

City Of Benton City  
 MCAG #: 199

10/01/2016 To: 10/31/2016

Time: 13:46:37 Date: 11/30/2016  
 Page: 4

Fund Totals:	Previous Balance	Purchases	Interest	Ttl Investments	Liquidated	Investment Bal	Available Cash
001 Current Expense Fund	485,756.23		127.76	127.76		485,883.99	760,870.66
101 City Street Fund	174,950.15		127.72	127.72		175,077.87	52,766.49
103 Sos Archive Grant						0.00	1,208.74
302 Park & Recreation Fund	41,001.94		63.86	63.86		41,065.80	75,770.05
350 I-82 Business/Industrial Park	22,096.26		63.86	63.86		22,160.12	6,100.18
401 Water Fund	46,351.36		127.72	127.72		46,479.08	208,083.70
402 Sewer Fund	657,003.43		127.74	127.74		657,131.17	175,666.14
406 Sewer/water Capital Improvement	76,198.88					76,198.88	11,575.73
407 Sewer/water Capital Maint.	92,729.34					92,729.34	90,000.00
	1,596,087.59		638.66	638.66		1,596,726.25	1,382,041.69

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

2,978,767.94

**TREASURERS REPORT**  
**Outstanding Vouchers**

City Of Benton City  
MCAG #: 199

As Of: 10/31/2016 Date: 11/30/2016  
Time: 13:46:37 Page: 5

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2016	3749	10/26/2016	Util Pay			Xpress Bill-Pay	178.05	Xpress Bill Pay Import - EFT
2016	3750	10/26/2016	Util Pay			Xpress Bill-Pay	88.00	Xpress Bill Pay Import - Metavante
2016	3756	10/27/2016	Util Pay			Xpress Bill-Pay	98.33	Xpress Bill Pay Import - iPay
2016	3759	10/28/2016	Tr Rec			Faria, Carlos	330.00	
2016	3761	10/28/2016	Tr Rec			Benton Co. Treasurer-Property Taxes	3,169.60	Tax Dist.
2016	3779	10/28/2016	Util Pay			Batch Utility Customer	15.00	
2016	3781	10/28/2016	Util Pay			Xpress Bill Pay, Credit Card Payments	460.18	Xpress Bill Pay Import - CC
2016	3782	10/28/2016	Util Pay			Xpress Bill-Pay	81.15	Xpress Bill Pay Import - EFT
2016	3783	10/28/2016	Util Pay			Xpress Bill-Pay	10.50	Xpress Bill Pay Import - Metavante
2016	3784	10/29/2016	Util Pay			Xpress Bill Pay, Credit Card Payments	168.04	Xpress Bill Pay Import - CC
2016	3785	10/30/2016	Util Pay			Xpress Bill-Pay	86.89	Xpress Bill Pay Import - EFT
2016	3786	10/31/2016	Util Pay			Batch Utility Customer	628.96	
2016	3802	10/31/2016	Tr Rec			Vonage America, FEIN 20-2758841	4.66	
2016	3803	10/31/2016	Util Pay			Batch Utility Customer	304.52	PO Box
2016	3804	10/31/2016	Util Pay			Batch Utility Customer	15.00	
2016	3805	10/31/2016	Tr Rec			Benton Co. Treasurer-Property Taxes	2,305.65	Tax Dist.
2016	3807	10/31/2016	Tr Rec			Permitting, Customer	75.00	
2016	3815	10/31/2016	Tr Rec			Permitting, Customer	75.00	
2016	3816	10/31/2016	Util Pay			Xpress Bill Pay, Credit Card Payments	1,710.39	Xpress Bill Pay Import - CC
2016	3817	10/31/2016	Util Pay			Xpress Bill-Pay	89.74	Xpress Bill Pay Import - EFT
2016	3818	10/31/2016	Util Pay			Xpress Bill-Pay	40.00	Xpress Bill Pay Import - Metavante
Receipts Outstanding:							9,934.66	
2016	3811	10/31/2016	Payroll			EFT Department of Retirement Systems	675.00	10/16/2016 To 10/31/2016 - Deferred Comp.
2016	3798	10/31/2016	Payroll			EFT Nicholas Oscarson	1,803.81	
2016	3791	10/31/2016	Payroll			EFT Stephanie Haug	1,780.48	
2016	3787	10/31/2016	Payroll			EFT Jose Barragan	1,505.92	
2016	3801	10/31/2016	Payroll			EFT Diana Washburn	1,390.34	
2016	3809	10/31/2016	Payroll			EFT Aflac	599.58	10/01/2016 To 10/31/2016 - Aflac - Accident (Pre); 10/01/2016 To 10/31/2016 - Aflac - STD (Post); 10/01/2016 To 10/31/2016 - Aflac - Hospital IC (Pre)
2016	3788	10/31/2016	Payroll			EFT John Brown	1,441.68	
2016	3812	10/31/2016	Payroll			EFT IRS - EFT Processing System	10,383.50	941 Deposit For 10/01/2016 - 10/31/2016
2016	3790	10/31/2016	Payroll			EFT Krista Hammon	1,756.81	
2016	3792	10/31/2016	Payroll			EFT Paula Kauer	1,419.38	
2016	3797	10/31/2016	Payroll			EFT Sergio Munoz	1,124.83	
2016	3810	10/31/2016	Payroll			EFT Department of Retirement Systems	6,972.57	10/01/2016 To 10/31/2016 - PRS2
2016	1264	03/15/2016	Claims		27535	Blanca Zamora	100.00	Community Center Deposit Refund
2016	1698	04/19/2016	Claims		27593	Meghan Dodge	0.57	Refund inactive customer credit balance
2016	1707	04/19/2016	Claims		27602	Matthew Kincaid	157.09	Refund inactive customer credit balance

**TREASURERS REPORT**  
**Outstanding Vouchers**

City Of Benton City  
MCAG #: 199

As Of: 10/31/2016 Date: 11/30/2016  
Time: 13:46:37 Page: 6

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2016	2554	07/05/2016	Claims		27779	Antonio & Maria Mendoza	0.64	Re-Issue Check #23931- Credit On W/S Acct
2016	2945	08/16/2016	Claims		27828	Rebecca Bowie	57.43	Refund inactive customer credit balance
2016	3623	10/18/2016	Claims		27997	Columbia Pumping & Construction	35,000.00	Vactor Truck Purchase
2016	3625	10/18/2016	Claims		27999	Culbert Construction, Inc.	6,586.20	Well #5 Well House/site Work Pay Req. #5
2016	3636	10/18/2016	Claims		28010	Kent Parker	1,000.00	November 2016 - Rent - 1009 Dale Ave. A
2016	3639	10/18/2016	Claims		28013	Chase Roberts	9.23	Refund inactive customer credit balance
2016	3789	10/31/2016	Payroll		28022	Vanessa Coates	69.26	
2016	3794	10/31/2016	Payroll		28024	Linda Lehman	711.80	
2016	3795	10/31/2016	Payroll		28025	Mary Lettau	207.79	
2016	3796	10/31/2016	Payroll		28026	Jacob Mokler	187.79	
2016	3799	10/31/2016	Payroll		28027	David Sandretto	207.79	
2016	3800	10/31/2016	Payroll		28028	Lisa Stade	207.79	
2016	3813	10/31/2016	Payroll		28029	Teamsters Local 839	430.00	10/01/2016 To 10/31/2016 - TEAMSTERS 839
2016	3814	10/31/2016	Payroll		28030	Washington Teamsters Welfare Trust	11,821.50	10/01/2016 To 10/31/2016 - NW Admin
							87,608.78	

Fund	Claims	Payroll	Total
001 Current Expense Fund	1,089.42	21,514.66	22,604.08
101 City Street Fund	0.00	3,976.65	3,976.65
401 Water Fund	6,710.72	10,118.64	16,829.36
402 Sewer Fund	35,111.02	9,087.67	44,198.69
	42,911.16	44,697.62	87,608.78

**TREASURERS REPORT**

**Signature Page**

City Of Benton City  
MCAG #: 199

10/01/2016 To: 10/31/2016

Time: 13:46:37 Date: 11/30/2016  
Page: 7

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:** Second Reading - Ord. 956- Marijuana Establishments      **DATE/ITEM:** 12-06-2016- H 1

## BUDGET INFORMATION

**DEPT:** General

**BUDGETED?**

**FUND:** General

**EXPENDITURE:** N/A

## DESCRIPTION/SUMMARY

### ACTION

Consideration of adoption of Ordinance 956, on its second reading, creating a new Section 5.12.050 "Marijuana Businesses"; Amending Section 20.33.030 "Conditional Uses" In C-1 Commercial For Retail Marijuana; and Amending Section 20.36.030 "Conditional Uses" In II-Industrial, Light District For Manufacturing And Production Of Marijuana; and Creating A New Section 20.60.290 "Marijuana Control Regulations"

### HISTORY

First reading of this ordinance occurred on April 5, 2016 and the second reading was tabled until the results of an Advisory Vote could be received. A memo from the City Attorney was distributed to Council members and is included in the packet.

As the Council has held numerous public hearings on this topic, no public comment will be received on this topic at tonight's meeting. Please review the email sent on November 16, 2016 for the history of all public comment comments received to date, as well as previous packet information.

## ATTACHMENTS

- 1) Ord. 956
- 2) Memo- Kerr Law Group
- 3) Minutes from Prior Meetings and previous drafts of the ordinance (by reference)
- 4)

## RECOMMENDED ACTION/SAMPLE MOTION

I move to approve Ordinance 956, on its second reading, an Ordinance of the City Council of the City Of Benton City, Washington, creating a new Section 5.12.050 "Marijuana Businesses"; Amending Section 20.33.030 "Conditional Uses" In C-1 Commercial For Retail Marijuana; and Amending Section 20.36.030 "Conditional Uses" In II-Industrial, Light District For Manufacturing And Production Of Marijuana; and Creating A New Section 20.60.290 "Marijuana Control Regulations"

First Reading: 4/5/16

Second Reading: \_\_\_\_\_

**CORRECTED COPY**

**ORDINANCE NO. 956**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BENTON CITY, WASHINGTON, CREATING A NEW SECTION 5.12.050 "MARIJUANA BUSINESSES"; AMENDING SECTION 20.33.030 "CONDITIONAL USES" IN C-1 COMMERCIAL FOR RETAIL MARIJUANA; AND AMENDING SECTION 20.36.030 "CONDITIONAL USES" IN IL-INDUSTRIAL, LIGHT DISTRICT FOR MANUFACTURING AND PRODUCTION OF MARIJUANA; AND CREATING A NEW SECTION 20.60.290 "MARIJUANA CONTROL REGULATIONS"**

**WHEREAS**, the Washington Voters approved Initiative 502 (I-502) in 2012, which "authorizes the state liquor control board to regulate and tax marijuana for persons twenty-one years of age and older"; and

**WHEREAS**, I-502 allows the Washington State Liquor and Cannabis Board to license marijuana producers "to produce marijuana for sale at wholesale to marijuana processors and other marijuana producers" (I-502, Sec 4(1)); and

**WHEREAS**, I-502 allows the Washington State Liquor and Cannabis Board to license marijuana processors to "process, package and label useable marijuana and marijuana infused products for sale at wholesale to marijuana retailers" (I-502, Sec 4(2)); and

**WHEREAS**, I-502 allows the Washington State Liquor and Cannabis Board to license marijuana retailers to "sell useable marijuana and marijuana-infused products in retail outlets" (I-502, Sec 4(3)); and

**WHEREAS**, I-502 establishes certain siting limitations on the Washington State Liquor and Cannabis Board's issuance of such licenses for any premises that are within 1,000 feet of the perimeter of the grounds of any elementary or secondary school, playground, recreation center or facility, child care center, public park, public transit center or library, or any game arcade, admission to which is not restricted to persons aged twenty-one years or older (I-502, Sec. 8); and

**WHEREAS**, on July 3, 2013 the Washington State Liquor and Cannabis Board filed final proposed rules (Chapter 314-55 Washington Administrative Code) with the Code Reviser (CR 102) for applying for, obtaining, and maintaining licenses for the production, processing, and retailing of marijuana; and

**WHEREAS**, I-502 decriminalizes, for purposes of state law, the production, manufacture, processing, packaging, delivery, distribution, sale or possession of marijuana, as long as such activities are in compliance with I-502; and

**WHEREAS**, RCW 69.51A.140 authorizes cities to adopt and enforce zoning requirements, business licensing requirements, health and safety requirements, and business taxes pertaining to the production, processing, or dispensing of marijuana or marijuana products within their jurisdiction; and

**WHEREAS**, on January 28, 2015, the Planning Commission conducted a public meeting to discuss the proposed amendments; and

**WHEREAS**, on February 25, 2015, after publication of legal notice in a newspaper of general circulation and posting the required notices, the Planning Commission conducted a public hearing on the proposed code amendment; and

**WHEREAS**, on March 25, 2015, after publication of legal notice in a newspaper of general circulation and posting the required notices, the Planning Commission conducted an additional public hearing on the proposed code amendment; and

**WHEREAS**, on that same evening and after deliberating and considering the recommendations of staff and carefully reviewing all information in the public record, the Planning Commission voted to recommend approval of the proposed code amendment; and

**WHEREAS**, in accordance with the provisions and procedures of the Benton City Municipal Code, the City Council has received the recommendation of the Benton City Planning Commission, who has scheduled and held a hearing on such recommendation, and having received all evidence and testimony therein, adopts the following findings; and

**WHEREAS**, based upon the experiences both within the State of Washington and elsewhere that a concentration of such uses may have a deleterious impact upon the quality of life and the surrounding areas, and to insure their capability with other uses within the surrounding areas, that minimum distances be imposed to separate marijuana businesses from each other and such other uses as neighborhoods, daycare centers, religious facilities, public parks, schools, and other uses identified in WAC 314-55-050; and

**WHEREAS**, the City Council finds and determines that such enactment is in the best interests of residents of the City of Benton City and will promote the general health, safety and welfare. NOW, THEREFORE,

**THE CITY COUNCIL OF THE CITY OF BENTON CITY, WASHINGTON**, ordain as follows:

**Section 1.** That a new Section 5.12.050 entitled "Marijuana Businesses" of the Benton City Municipal Code shall be and hereby is created and shall read as follows:

**5.12.050 Marijuana Businesses.** Marijuana businesses shall include marijuana retailers, marijuana producers, and marijuana processors as defined by RCW 69.50.101, and dispensaries, collective gardens, cooperatives, or other enterprises which produce, process, or sell marijuana or marijuana-infused products. Marijuana businesses must have a state license pursuant to either Chapter 69.50 RCW or Chapter 69.51A RCW, as well as a conditional use permit before being issued a business license to operate a marijuana business in the City of Benton City. Any marijuana business that does not have a state license or conditional use permit is prohibited and designated as a nuisance subject to abatement.

**Section 2.** That Section 20.33.030 entitled "Conditional Uses" within the C-1 Commercial of the Benton City Municipal Code shall be and hereby is amended and shall read as follows:

**20.33.030 Conditional Uses.** The following uses are permitted subject to approval of a conditional use permit.

- A. Automobile service stations, drive-in eating and drinking establishments, and similar auto-oriented uses.
- B. Adult Entertainment Uses subject to compliance with the provisions and standards set forth in Section 20.60.260 of this Code.
- C. Congregate care center, residential care facilities and senior center.
- D. Any similar or compatible use not specifically permitted in this district.
- E. Mini storage and storage facilities.
- F. Outdoor theaters.
- G. Wireless communication facilities.
- H. Marijuana retailer or marijuana retailer with medical marijuana endorsement subject to compliance with the provisions and standards set forth in Section 20.60.290 of this Code. (Ord. 765, September 2003; Ord. 716, October 2000.)

**Section 3.** That Section 20.36.030 entitled "Conditional Uses" within the IL-Industrial Light District of the Benton City Municipal Code shall be and hereby is amended and shall read as follows:

**20.36.030** **Conditional Uses.** The following uses are permitted subject to approval of a conditional use permit:

- A. Grain storage facility.
- B. Port facility.
- C. Petroleum products storage or distribution facility.
- D. Heliport.
- E. Milling, hot-mix asphalt plants and concrete mixing plants.
- F. Mining or extraction of rock, stone, gravel, sand, earth and other minerals.
- G. Any similar and compatible use not specifically permitted in this district.
- H. Marijuana businesses including production or processing subject to the compliance with the provisions and standards set forth in Section 20.60.290 of this Code. (Ord. 861, September 2009; Ord. 765, September 2003.)

**Section 4.** That a new Section 20.60.290 entitled "Marijuana Control Regulations" of the Benton City Municipal Code shall be and hereby is created and shall read as follows:

**20.60.290** **Marijuana Control Regulations.**

- A. Authority. The provisions of Section 20.60.290 are implemented pursuant to Initiative-502 under the authority of RCW 69.51A.140.
- B. Purpose. The purpose of this section is to further clarify the provisions of Initiative-502 and RCW 69.51A.140 as it pertains to the use of land within the City, and to establish where marijuana businesses may locate in the City, and to describe the restrictions upon such uses.
- C. Definitions. The definitions in this section apply throughout this Chapter, and the City also adopts the definitions in WAC 314-55-010 and RCW 69.50.101.
  - 1. "Child Care Center" means an entity that regularly provides child day care and early learning services for a group of children for periods of less than twenty-four hours licensed by the Washington State Department of Early Learning, under chapter 170-295 WAC.

2. "Church" means a building that provides a place for public worship of God, or provides a place for a religious service.
3. "Cultivation" means the planting, growing, harvesting, drying or processing of marijuana plants or any part thereof.
4. "Elementary School" means a school for early education that provides the first four to eight years of basic education and is recognized by the Washington State Superintendent of Public Instruction.
5. "Game Arcade" means an entertainment venue featuring primarily video games, simulators, and/or other amusement devices where persons under twenty-one years of age are not restricted.
6. "Indoors" means within a fully enclosed and secure structure that complies with the Washington State Building Code, as adopted by the City, that has a complete roof enclosure supported by connecting walls extending from the ground to the roof, and a foundation, slab, or equivalent base to which the floor is securely attached. The structure must be secure against unauthorized entry, accessible only through one or more lockable doors, and constructed of solid materials that cannot easily be broken through, such as 2" by 4" or thicker studs overlain with 3/8" or thicker plywood or equivalent materials. Plastic sheeting, regardless of gauge, or similar products do not satisfy this requirement.
7. "Library" means an organized collection of resources made accessible to the public for reference or borrowing supported with money derived from taxation.
8. "Marijuana" means all parts of the plant Cannabis, whether growing or not, with a THC concentration greater than 0.3 percent on a dry weight basis; the seeds thereof; the resin extracted from any part of the plant; and every compound, manufacture, salt, derivative, mixture or preparation of the plant, its seeds or resin. For the purposes of this Ordinance, "cannabis" or "marijuana" does not include the mature stalks of the plant, fiber produced from the stalks, oil or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture or preparation of the mature stalks, except the resin extracted therefrom, fiber, oil, or cake, or the sterilized seed of the plant which is incapable of germination.
9. "Outdoors" means any location that is not "indoors" within a fully enclosed and secure structure as defined herein.

10. "Playground" means a public outdoor recreation area for children, usually equipped with swings, slides and other playground equipment, owned and/or managed by a city, county, state or federal government.
11. "Process" means to handle or process cannabis in preparation for medical or recreational use.
12. "Produce or Production" means to manufacture, plant, grow or harvest cannabis or marijuana.
13. "Public Park" means an area of land for the enjoyment of the public, having facilities for rest and/or recreation, such as a baseball diamond or basketball court, owned and/or managed by a city, county, state, federal government or metropolitan park district. Public park does not include trails or plazas.
14. "Public Transit Center" means a facility located outside of the public right of way that is owned and managed by a transit agency or city, county, state or federal government for the express purpose of staging people and vehicles where several bus or other transit routes converge. They serve as efficient hubs to allow bus riders from various locations to assemble at a central point to take advantage of express trips or other route to route transfers.
15. "Recreation center or facility" means a supervised center that provides a broad range of activities and events intended primarily for use by persons under twenty-one years of age, owned and/or managed by a charitable nonprofit organization, city, county, state or federal government.
16. "Retail, Marijuana" means the activity of selling usable marijuana and marijuana-infused products in a retail outlet.
17. "Retail outlet" means a location licensed by the Washington State Liquor and Cannabis Board for the retail sale of useable marijuana and marijuana-infused products.
18. "Secondary School" means a high and/or middle school: A school for students who have completed their primary education, usually attended by children in grades seven to twelve and recognized by the Washington State Superintendent of Public Instruction.

19. "Useable cannabis or usable marijuana" means dried flowers of the *Cannabis* plant. The term "usable cannabis or usable marijuana" does not include marijuana-infused products or cannabis products.

D. Marijuana Production.

1. The cultivation of marijuana is considered to be production of a product for resale. Production of marijuana is limited to the IL-industrial, light zoning districts wherein manufacturing uses are permitted.
2. All marijuana production shall occur within indoor facilities. Outdoor production as may be permitted by the State is expressly prohibited by this section.

E. Marijuana Processing. The processing of marijuana is considered to be a manufacturing activity. Processing of marijuana and marijuana products is limited to the IL-industrial, light zoning districts wherein manufacturing and industrial processing uses are permitted. All marijuana processing shall occur within indoor facilities. Outdoor processing as may be permitted by the State is expressly prohibited by this Section

F. Retail Marijuana Sales. The sale of marijuana is a retail activity. Sale of marijuana is limited to the C-1 commercial zoning districts wherein retail uses are permitted.

G. Locational Criteria.

1. No marijuana businesses may be located within one thousand (1,000) feet of any of the following:
  - a. Elementary or secondary school;
  - b. Playground;
  - c. Recreation center or facility;
  - d. Child care center;
  - e. Public park;
  - f. Public transit center;
  - g. Library; or



1. Nothing in this code section is intended to be, nor should be considered to be, an allowance for less restricted activity that is permitted by State law and the rules and regulations of the Washington State Liquor and Cannabis Board.
2. Nothing in this code section is intended to be, nor should be considered to be, a limitation on the City from protesting the granting of a permit(s) or the renewal of a permit(s).
3. No part of this Ordinance is intended to or shall be deemed to conflict with federal law, including but not limited to, the Controlled Substances Act, 21 U.S.C. Section 800 *et seq.*, the Uniform Controlled Substances Act (chapter 69.50 RCW) nor to otherwise permit any activity that is prohibited under either Act, or any other local, state or federal law, statute, rule or regulation. Nothing in this Ordinance shall be construed to supersede Washington state law prohibiting the acquisition, possession, manufacture, sale or use of medical cannabis or recreational marijuana in any manner not authorized by chapter 69.51A RCW or chapter 69.50 RCW. Nothing in this Ordinance shall be construed to supersede legislation prohibiting persons from engaging in conduct that endangers others, or that creates a nuisance, as defined herein.

**Section 5.** Applicability. This Ordinance shall apply to future development and building permit applications upon the expiration of the moratorium on marijuana businesses penalty in place.

**Section 6.** Severability. If any section, subsection, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance.

**Section 7.** This Ordinance shall be effective five (5) days after passage, approval and publication as required by law.

**PASSED** by the City Council of the City of Benton City, Washington, and approved as provided by law this 19 day of April, 2016.

\_\_\_\_\_  
Linda Lehman, Mayor

Attest:

Approved as to Form:

\_\_\_\_\_  
Stephanie Haug, CMC  
City Clerk-Treasurer

\_\_\_\_\_  
Kerr Law Group  
City Attorney

KERR LAW GROUP  
7025 Grandridge Blvd., Suite A  
Kennewick, Washington 99336-7724  
(509) 735-1542

**MEMORANDUM**

**TO:** City Council, City of Benton City  
Mayor Lehman, City of Benton City

**FROM:** Kerr Law Group

**DATE:** November 30, 2016

**RE:** MJ Advisory Vote and 2<sup>nd</sup> Ordinance Reading

---

This is a follow-up to the November 15, 2016 City Council meeting regarding the results of the advisory vote that was in place to address the regulation or banning of marijuana in Benton City, and the present posture of the tabled marijuana regulation ordinance.

The marijuana regulation ordinance, Ordinance No. 956, received first reading of the Council on April 5, 2016. Prior to the second reading, the Council had held a legislative hearing providing for the public input. The result was to place this issue on an advisory ballot and await the determination that would result. Additionally, Ordinance No. 956 was moved and voted to be "tabled."

The results of said advisory ballot voting as of November 30, 2016, with 100% of the Benton County votes counted, showed the Benton City Marijuana Advisory vote at 52.62% or 562 voters in favor of regulating marijuana businesses, and 47.38% or 506 voters wishing to ban marijuana. The election has now been certified.

At this point, there are three options that the City Council may take: (1) utilize all or part of the time remaining on the moratorium; (2) modify the tabled regulatory Ordinance No. 956 and then move forward; (3) move forward with the second reading of the tabled regulatory Ordinance No. 956 without modification, or (4) move forward with a new Ordinance aimed at banning marijuana.

In any event, action will need to be taken on one of the three remaining alternatives (either option 2, 3, or 4) prior to the expiration of the moratorium which is May 1, 2017. It is unlikely that another moratorium extension may be either factually or legally supported.

The Council has the option of either proceeding forward with Ordinance No. 956 in either its original form, or as corrected if the Council deems that modifications are appropriate. That would entail bringing the Ordinance back on a City Council agenda for

action on its second reading.

The remaining option is to enact a new Ordinance banning the production, processing or retail sales of marijuana within the City. That Ordinance would require presentation to the Council as an agenda-action item at a regular meeting for first reading, followed by a second reading at the next City Council meeting.

I recognize that a considerable time has passed since the Council had the terms of the proposed regulatory Ordinance before it. I assume that it may be helpful if everyone has an opportunity to refresh their recollection regarding its terms and perhaps consider additional changes.

As I indicated at the Council meeting, I can find no authority to suggest that the delay in time between the first reading and second reading creates legal challenge to the validity of the Ordinance. In this case, the delay was associated with a specific event (advisory ballot) to trigger taking it from the table for further action.

If you wish, we can take a fresh look at the Ordinance to see if further changes should be suggested. Likewise, if you wish, we can present an Ordinance banning marijuana as an alternative for discussion.

Please let us know how we might best assist you in this regard, and if you have any further questions regarding this matter, please let us know.

LBK/sla

# CITY OF BENTON CITY

*City Council Agenda Item*



## PROCESS INFORMATION

**SUBJECT:** First Reading – Ord. - 2017 Budget

**DATE/ITEM:** 12-06-2016- H 2

## BUDGET INFORMATION

**DEPT:** General

**BUDGETED?**

**FUND:** General

**EXPENDITURE:** Budget

## DESCRIPTION/SUMMARY

### ACTION

Consideration of adoption of an ordinance of the City of Benton City, Washington, on its first reading, adopting the budget for the fiscal year ending December 31, 2017.

### HISTORY

The City Council held a workshop to review the 2017 Budget on October 19, 2016 and held a public hearing on November 15th, 2016.

## ATTACHMENTS

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

## RECOMMENDED ACTION/SAMPLE MOTION

I move to approve an ordinance of the City of Benton City, Washington, on its first reading, adopting the budget for the fiscal year ending December 31, 2017.

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY OF BENTON CITY,  
WASHINGTON, ADOPTING THE BUDGET FOR THE  
FISCAL YEAR ENDING DECEMBER 31, 2017**

**WHEREAS**, the City Council of the City of Benton City, Washington, conducted a Public Hearing on November 15, 2016, and did consider the matter of the proposed budget, and no persons appearing to make objection to same and no objection having been filed with the City Clerk-Treasurer, and

**WHEREAS**, the proposed budget does not exceed the lawful limit of taxation to be allowed by law to be levied on the property in the City of Benton City for the purpose to set forth in said budget being all necessary to carry on the government of the City during said period,

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BENTON CITY, WASHINGTON, AS FOLLOWS:**

**SECTION I.** That required revenues and expenditures for the various departments and needs and the operation of government of the City of Benton City, Washington, for the fiscal year ending December 31, 2017, are fixed in the following amounts, to wit:

<b>FUND</b>	<b>NAME</b>	<b>REVENUES</b>	<b>EXPENDITURES</b>
001	Current Expense	2,169,516.96	2,169,516.96
101	City Street	477,411.82	477,411.82
103	Archive	10,696.41	10,696.41
302	Park & Rec Capital	197,543.57	197,543.57
350	I-82 Business/Industrial Park Capital	28,355.71	28,355.71
401	Water	944,763.10	944,763.10
402	Sewer	1,348,742.48	1,348,742.48
406	Water/Sewer Cap. Improvement	97,007.01	97,007.01
407	Water/Sewer Capital Maint	257,729.34	257,729.34
<b>TOTAL ALL FUNDS:</b>		<b>5,531,766.40</b>	<b>5,531,766.40</b>

**SECTION II.** The 2017 City Budget in its final form and content, as filed in the Office of the City Clerk-Treasurer, is hereby incorporated in its entirety by this reference.

**SECTION III.** This ordinance shall be in full force and effect by January 1, 2017 after passage, approval and publication as required by law.

**PASSED BY THE CITY COUNCIL OF THE CITY OF BENTON CITY, WASHINGTON,**

This \_\_\_ day of December, 2016, and signed in authentication of its passage this \_\_\_ day of December, 2016.

\_\_\_\_\_  
Linda Lehman  
Mayor

Attest:

Approved as to Form:

---

Stephanie Haug, CMC  
*City Clerk-Treasurer*

---

Kerr Law Group  
*City Attorney*



2017  
City of Benton City  
Budget



December 2016

# THE CITY OF BENTON CITY

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## ELECTED AND APPOINTED OFFICIALS

### City Council:

The City Council consists of five members who are elected at large by the voters of Benton City. Biennially, at the meeting of a new council, or periodically, the members thereof, by majority vote, may designate one of their members as the Mayor Pro Tempore or Deputy Mayor for such a period as the council may specify, to serve in the absence or temporary disability of the mayor. The City Council meets regularly on the first and third Tuesday of each month at 7:00 PM.

### 2016 City Council

Vanessa Coates, Mayor Pro Tem

Position #4 Term: 12/31/19

Lisa Stade

Position #1 Term: 12/31/17

Mary Lettau

Position #2 Term: 12/31/17

David Sandretto

Position #3 Term: 12/31/19

Jake Mokler

Position #5 Term: 12/31/19



### Mayor:

The Mayor is elected by the voters of Benton City and serves a four-year term. The Mayor is the Chief Administrative Officer for the City and is the Chairperson at City Council meetings.

### 2016 Mayor

Linda Lehman

Term: 12/31/19

### Planning Commission:

The Planning Commission is a five member whose members are appointed by the Mayor and confirmed by the City Council. Each member serves a five-year term.

### 2016 Planning Commission

Donald Allen

Position #1 Term: 12/31/20

Jeanne Wallace

Position #2 Term: 12/31/16

Michelle McLeod

Position #3 Term 12/31/17

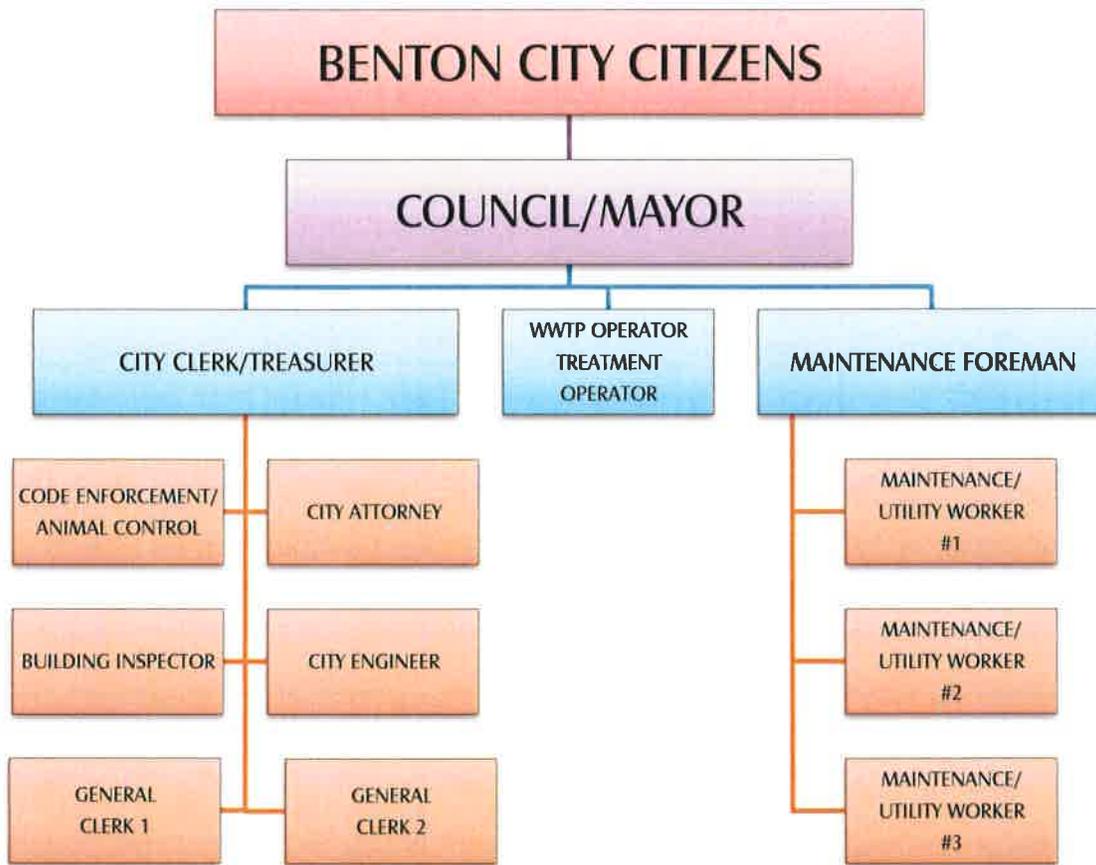
Gary Robins

Position #4 Term 12/31/18

Steve Zetz

Position #5 Term 12/31/19

# BENTON CITY ORGANIZATIONAL CHART



**City Employee Roster:**

Stephanie Haug ..... City Clerk/Treasurer  
 Diana Washburn ..... General Clerk #2  
 Paula Kauer ..... General Clerk #1  
 J. Brown ..... Code Enforcement Officer  
 Kyle Kurth ..... Maintenance Foreman  
 Krista Harmon ..... Maint./Utility Worker  
 Jose Barragan ..... Maint./Utility Worker  
 Sergio Munoz ..... Maint./Utility Worker  
 N. Wade Oscarson ..... Water/Sewer Operator #2

**Contracted City Officials:**

The City of Benton City contracts for law enforcement, engineering, legal and building inspection services. The City of Benton City has a current contract with Benton County Sheriff's Department for law enforcement. The City contracts with Kerr law Group for legal services, with The Building Department for building services and with Spink Engineering for engineering services.

Clay Vannoy ..... Bureau Captain  
 Lee Kerr ..... City Attorney  
 Eric Ferguson ..... City Attorney  
 Steve Wadsworth ..... Building Inspector  
 Alan Rainey ..... City Engineer

## HISTORY & GENERAL INFORMATION

Benton City was founded in 1909 by F. L. Pitman, engineer on the Oregon Washington Railroad and Navigation line. The OWR&N Co. erected freight and passenger depots, and the railway station in Benton City was built about 1910. Benton City was the early junction point of the Walla Walla, North Yakima line, which was built to help Yakima.

The town site passed into the hands of the Spokane and Eastern Trust Co. as trustees. S. J. Harrison, chief builder of Sunnyside, then organized the Benton Land Co. for handling the town site and adjoining acreage of Benton City.

An extension of the Sunnyside Canal brought water to much of the land in the area in 1947. The Benton City Hotel, built in the early days of the town, was owned jointly by S. J. Harrison and L. L. Todd. It was a large three-story structure, on the lot where the present Detloff A&M parts store is located across from City Hall. The Hotel burned in 1926.

Petition for Incorporation was filed March 26, 1945, after a vote of 76 to 32, and Benton City was incorporated on July 2, 1945. The first budget, in December 1945, was \$ 1,418.00.

### GENERAL INFORMATION:

Incorporated	1945
Form of Government	Mayor-Council
Type of Government	Non-Charter Code
Washington State Legislative District	16 <sup>th</sup>
U. S. Congressional District	4 <sup>th</sup>
2015 Population	3285
Rank in Size/State	139 of 281
Rank in Size/County	5 of 5
County	Benton
City Employees (2013)	9

### OTHER AGENCIES & DISTRICTS:

Schools:	Kiona-Benton School District No. 52
Library:	Mid-Columbia Library/ Benton City Capital Facilities District
Fire:	Benton County Fire District #2

### UTILITY SERVICE PROVIDERS:

Water:	City of Benton City
Sewer:	City of Benton City
Solid Waste:	Ed's Disposal
Electricity:	Benton PUD/Benton REA
Telephone:	Frontier
Cable TV:	Charter

### UTILITY TAX RATES:

Water, Sewer, Solid Waste, Electricity, Natural Gas, Telephone:	6%
Cable TV:	5%

### WATER UTILITY:

Service Accounts In-City:	964
Service Accounts Outside-City:	1
Total Water Service Account:	965

### SEWER UTILITY:

Service Accounts In-City:	1005
Service Accounts Outside-City:	36
Total Sewer Service Account:	1041



## READER'S GUIDE TO THE BUDGET

### Section 1 – Introduction

This chapter informs the reader about the makeup of the City and its operations. Included is the Budget Message, a list of elected and appointed officials, history and facts about the community, the Reader's Guide to the Budget, and information about the budget adoption process.

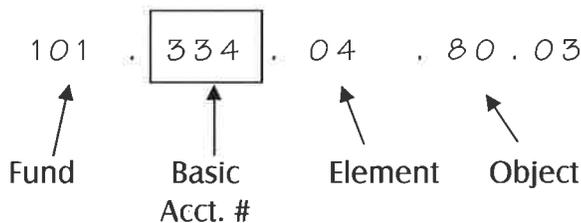
**City Organizational Chart.** The chart illustrates the organizational hierarchy of the City, and provides a current staff roster.

### Section 2 – Fund & Departmental Budgets

This section contains an estimated schedule of cash activity, narrative descriptions and summary revenues and expenditures for all funds and the primary Departments within each fund. The narratives include a Fund description and overview, information about the major work initiatives and activities of the Departments within the Fund, and summary budget information for the Fund and Department.

**Fund & Department Budget.** Revenues are summarized by the BARS Basic Account Number, and Expenditures are summarized by the BARS object number. Please see the examples following:

#### Sample Revenue Account Number State Rev. –TIB Ki-Be Road Project



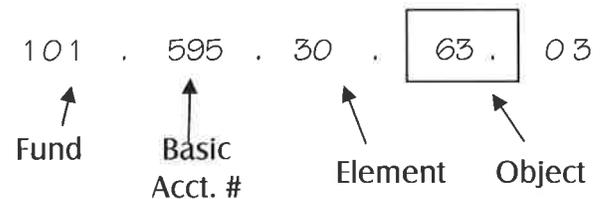
Basic Revenue Account Numbers are determined using the Washington State Budgeting & Accounting Reporting System (BARS). Revenue accounts are also called Resource Accounts and always start with a '3' in the Basic Account. The remaining numbers indicate the funding source for that revenue. The 330 Basic Account number series describes Intergovernmental Revenue, as is illustrated by the

grant being received from the Washington State Transportation Improvement Board (TIB) used in the example above.

### BARS BASIC REVENUE ACCOUNTS

- 310 Tax Revenues
- 320 License & Permits
- 330 Intergovernmental Services & Payments
- 340 Charges for Goods & Services
- 350 Fines & Forfeits
- 360 Miscellaneous Revenues
- 380 Non-Revenues
- 390 Other Financing Sources

#### Sample Expenditure Account Number State Rev. –TIB Ki-Be Road Project



Expenditure Object Numbers are determined using the Washington State Budgeting & Accounting Reporting System (BARS). The object number is assigned to identify expenditures according to the character and type of items purchased or services obtained. Expenditure account are also called Expense or Use Accounts, and always state with a '5' in the Basic Account number. The object series '60' describes Capital Outlays, as is illustrated by the street improvement construction BARS code for the Ki-Be Road Project used in the example above.

### EXPENDITURE OBJECT NUMBER CLASSIFICATION

- 10 **Salaries & Wages.** Accounts paid for personal services rendered by employees in accordance with the rates, hours, terms and conditions authorized by state law or employment contracts. Includes overtime, sick, vacation, on-call, holiday paid leave.
- 20 **Personnel Benefits.** Amounts paid by the employer as part of the conditions of employment. Includes employer paid portions of

Social Security, Medicare, Industrial Insurance, Unemployment Insurance, Retirement, and Health Insurance Benefits.

**30 Supplies.** Amounts paid for articles and commodities purchased for consumption or resale.

**40 Other Services & Charges.** Amounts paid for services other than personal services which are needed by the City.

Services may be provided by a public agency or private business. Includes the following type of expenses:

**50 Intergovernmental Services.** Amounts paid for intergovernmental purchases for specialized services typically performed by local governments.

**60 Capital Outlays.** Expenditures which result in the acquisition of, rights to, or additions to capital assets, including incidental costs such as legal, appraisal and brokerage fees, land preparation and demolishing buildings, fixtures and delivery costs. Includes all major purchases of capital assets and infrastructure.

**70/80 Debt Service-Principal/Interest**  
Repayment of loan principal and interest.

**90 Interfund Payments for Services.**  
Expenditures made to other funds for services rendered.

#### **Budget Organization & Fund Descriptions:**

The City of Benton City uses the revenue and expenditure classifications contained in the Budgeting, Accounting and Reporting System (BARS) manual. The manual is prescribed by the State Auditor's Office under the authority of Washington State law, Chapter 43.09 RCW.

The accounts of the city are organized on the basis of funds, each of which is considered a separate accounting entity. Each fund is accounted for with a separate set of single-entry accounts that comprises its cash, investments, revenues and expenditures, as appropriate. The city's resources are allocated to and accounted for in individual funds depending on their intended purpose.

The City of Benton City's Funds are separated into two of three available fund types:

**Governmental.** Funds that account for the activities of the City that are of a governmental nature.

**Proprietary.** Funds that account for the activities of the City that are proprietary or "business" in nature.

**Fiduciary fund.** Funds held by the City as a trustee, e.g. pension funds.

The three primary Fund types are further divided and identified by Fund Codes:

**General Funds (000-099).** Accounts for all financial resources except those required to be accounted for in another fund.

**Special Revenue Funds (100-199).** Accounts for the proceeds of specific revenue sources that are legally restricted to expenditure for specific purpose.

**Debt Service Funds (200-299).** Accounts for the accumulation of resources for, and the payment of, general long-term debt principal and interest. The City of Benton City does not have any Debt Service Funds.

**Capital Project Funds (300-399).** Accounts for the acquisition or construction of major capital facilities.

**Enterprise Funds (400-499).** Used to report any activity for which a fee is charged to external users for goods or services.

**Internal Service Funds (500-599).** Accounts for the financing of goods or services provided by one department or agency to other departments or agencies of the City, or to other governmental units, on a cost-reimbursement basis. The City of Benton City does not have any Internal Service Funds.

**Fiduciary Trust Funds (600-699).** Accounts for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds. The City of Benton City does not have any fiduciary funds.

**Permanent Funds (700-799).** Accounts for the resources that are legally restricted so only

earnings, not principal, may be used to support the reporting government programs for the benefit of the government or its citizens (public-purpose). The City of Benton City does not have any permanent funds.

The City of Benton City's budget consists of the following funds:

Fund Type	Bars Fund Type	Fund #	Benton City Fund Name
Government Funds	General Fund	001	Current Expense Fund
	Special Revenue Funds	101	City Street Fund
		103	Sos Archive Grant
		302	Park & Recreation Fund
		350	I-82 Business/Industrial Park
Proprietary Funds	Enterprise Funds	401	Water Fund
		402	Sewer Fund
		406	Sewer/Water Capital Improvement
		407	Sewer/Water Capital Maint.
		409	1982 Bond Redemption Fund
		410	1982 Bond Reserve Fund

**Basis of Accounting:**

This term refers to the revenues, expenditures and transfers and the related assets and liabilities that are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on either the cash or accrual method. The city uses single-entry, "cash basis" accounting which is a departure from the Generally Accepted Accounting Principle (GAAP). Under this cash basis method, revenues and other financial resource increments are recognized when they are received – that is, when they become both "measurable" and "available" to finance expenditures of the current period. Expenditures are recognized when the fund liability is paid.

**Financial Reporting Category:**

The Washington State Auditor's Office divided cities and counties into two categories as follows:

Category 1. Local governments in this category use a unique chart of accounts for budgeting and reporting in conformity with GAAP.

Category 2. Local governments in this category may follow single-entry accounting and cash-basis reporting procedures that are not intended to reflect financial condition and result in conformance with GAAP.

Benton City reports in Category 2.



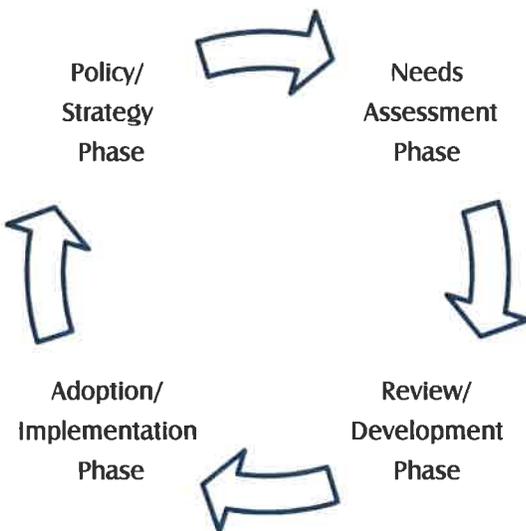
## THE BUDGET PROCESS

### BUDGET DEVELOPMENT & ADOPTION PROCESS

**Budget Development.** The general method by which budgets are developed is laid out in Washington State law, particularly in Chapter 35A.33 RCW. The law prescribes the basis for which forecasting revenue and preparing the budget; public access to the preliminary budget; and much of the budget content. The Mayor, who is charged with responsibility for preparing the preliminary budget to be reviewed by Council, has prepared the budget message.

State law also provides that “any taxpayer may appear and be heard for or against any part of the budget.” The Council must adopt the budget no later than December 26.

The primary groups who participate in the budget process are the City Council, Mayor, City Staff and interested citizens. Benton City’s budget is developed through the following process:



#### Policy/Strategy Phase:

- Goals, Policies and/or mission statements are used to accomplish direction.
- Council holds a workshop to discuss goals and strategies for the upcoming year.

#### Needs Assessment Phase:

- The City Clerk/Treasurer requests all department directors to prepare detailed estimates of revenues and expenditures for the next fiscal year.
- The property tax levy is established.
- The Mayor reviews department requests and the Mayor’s Preliminary Budget is prepared and filed with the Council.
- City Clerk/Treasurer publishes notice of Preliminary Budget and public hearing.

#### Review /Development Phase:

- Copies of Preliminary Budget are made available to the public.
- Final Hearing by first Monday in December and concludes by 26<sup>th</sup>.

#### Adoption/Implementation Phase:

- Council adopts final budget
- Books close. Budget documents finalized.
- Final budget document becomes available to the public.

#### Amendments

During the budget year, the City Council may make certain amendments to the budget as they become necessary. The general responsibility of administering the adopted budget is the Mayor.

## BUDGET ROLES & RESPONSIBILITIES

Every employee plays a part in budgeting, whether in the formulation, preparation, implementation, administration or evaluation. Ultimately, the Mayor is accountable to the City Council for the performance of meeting specific objectives within allocation resource limits. The financial aspects of the budget are monitored in regular monthly reports and published quarterly reports by the City Clerk/Treasurer. These reports compare actual revenues and expenditures with the budget. Additionally, the City Clerk/Treasurer coordinates the budget process on behalf of the Mayor, collecting department information, preparing revenue estimates, and assembling the budget document.

## BUDGET PURPOSE

The Annual Budget seeks to achieve four interrelated purposes:

**Policy Development.** The budget process allows the City Council and Mayor an opportunity to set and review the goals, objectives and strategies of the City, and the ability to direct its activities by allocation of financial resources. Decisions that are made may affect operations, service levels, and the financial well-being of the community. On this basis, the budget sets the policy for the following year and affords an ongoing opportunity to review and establish policy for future years.

**Operations Guide.** The budget is the blueprint that governs the amount of services to be provided during the year, and how that service is to be provided, e.g., by contract with another agency, the City's own personnel, or a combination. The budget provides financial control by setting forth both legislative and administrative guidance to employees regarding

the character and scope of their activities. This direction is presented throughout the document with Fund descriptions, staffing levels, key priorities, service levels, and other descriptions.

**Financial Planning.** The budget outlines the manner in which the financial resources of the City will be managed in the coming year. A formal revenue estimate provides a listing of the available financial resources, explaining the basis for estimating each source. Over time, the budget document will display a revenue history that improves understanding of both the current year's needs and a longer-term view of City fiscal resources.

**Communication Device.** The budget provides a way for the City's decision makers to communicate a great deal of information regarding the scope and nature of the City's activities. This information includes priorities for service delivery, rationale for the decisions made, and a vision for the future. The budget is intended to provide an effective tool in helping citizens understand their city government, reasons behind legislative decisions, and the basis for any change.

## WHERE DOES THE CITY MONEY COME FROM?



Revenues in the General Fund are typically general purpose, and taxes represent the largest source of General Fund revenue.

Sales tax is the City's largest General Fund revenue source, but other taxes, including property, admissions, criminal justice, and utility taxes are important revenue sources for the City.

Sales taxes are collected by the State and distributed to the City. The rate available to cities is made up of two components. The first is .5%. The second is also .5% of which .15% is provided to the county, resulting in a total amount for cities of .85%. There is a .01% sales tax for city criminal justice programs as well. The overall tax rate in Benton City is 8.3%.

### FUND REVENUE SOURCES

A brief overview of major revenues received by Benton City's various funds.

#### 001 – General Fund –

- General Property Taxes (60%)
- Sales and use Taxes
- Utility and Franchise Taxes
- Leasehold Excise Taxes
- Gambling taxes
- Business Licenses
- Building Permits
- Animal Licenses
- Criminal Justice Funds
- Liquor Excise Taxes
- Liquor Board Profits
- Investment Interest
- Other Misc. Revenue

#### 101 – Street Fund –

- General Property Taxes (40%)
- Grants/Loans
- Motor Vehicle Fuel Taxes
- Investment Interest

#### 302 – Park Fund –

- Sales and Use Taxes
- Grants/Loans
- Park Rental Fees
- Investment Interest

#### 350 – I-82 Business Park Fund –

- Grants/Loans

#### 401 – Water -

- Water User Fees
- Extra Services
- Investment Interest

#### 402 – Sewer –

- Sewer User Fees
- Extra Services
- Investment Interest

CITY LOANS/DEBT SERVICE

Loan #PW-98-78898-005

Benton City Zone 2 Tank

This loan was obtained to update the City drinking water.

Year Issue: 1998  
Approved Amount: \$ 177,084  
Draws Taken: \$ 177,084.00  
Project Status: Completed

Payoff Date: 2019  
Interest: 3.35%  
Balance (as of 12/31/2016): \$ 28,138.54

Loan #PW-00-691-006

System Chlorination & Zone 2 Tank

This loan was obtained to update Zone 2 Tank and the Chlorination System.

Year Issue: 2000  
Approved Amount: \$ 359,995.50  
Draws Taken: \$ 359,995.50  
Project Status: Completed

Payoff Date: 2020  
Interest: 1.0%  
Balance (as of 12/31/2016): \$ 72,598.71

Loan # L030025AP

WWTP Construction

This loan was obtained to build and update the City Wastewater Treatment Plant.

Year Issue: 2003  
Approved Amount: \$ 2,175,000  
Draws Taken: \$ 2,068,165.75  
Project Status: Completed

Payoff Date: 2024  
Interest: 0.0%  
Balance (as of 12/31/2016): \$ 795,448.39

Loan # L030025B

WWTP Construction

This loan was obtained to complete the second phase of the City Wastewater Treatment Plant.

Year Issue: 2008  
Approved Amount: \$ 206,834.25  
Draws Taken: \$106,318.91  
Project Status: Completed

Payoff Date: 2027  
Interest: 0.0%  
Balance (as of 12/31/2016): \$ 59,974.70

DWSRF Loan

Well No. 05

Construction of Well No. 5  
Year Issue: 2013  
Project Status: In Process

Payoff Date: \_\_\_\_\_  
Balance (as of 9/30/2016): \$ 479,283.38

## 2017 BUDGET POSITION

City Of Benton City  
MCAG #: 199

Time: 10:12:51 Date: 12/02/2016  
Page: 1

001 Current Expense Fund 01/01/2017 To: 12/31/2017

Revenues	Amt Budgeted	Revenues	Remaining	
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### 308 Beginning Balances

308 80 00 00	Beginning Fund Balance	1,072,077.96	0.00	1,072,077.96	0.0%
<b>308 Beginning Balances</b>		<b>1,072,077.96</b>	<b>0.00</b>	<b>1,072,077.96</b>	<b>0.0%</b>

### 310 Taxes

311 10 00 00	General Property Taxes (60%)	90,900.00	0.00	90,900.00	0.0%
313 11 00 01	Retail Sales /use Tax	350,000.00	0.00	350,000.00	0.0%
313 15 00 01	Public Safety Tax	90,000.00	0.00	90,000.00	0.0%
313 71 00 00	Criminal Justice Funding-lp	60,000.00	0.00	60,000.00	0.0%
316 42 00 01	Water Utility Tax	31,500.00	0.00	31,500.00	0.0%
316 44 00 01	Sewer Utility Tax	36,000.00	0.00	36,000.00	0.0%
316 45 00 01	Disposal Tax 6%	23,000.00	0.00	23,000.00	0.0%
316 46 00 00	Business Tax - Cable	6,000.00	0.00	6,000.00	0.0%
316 47 00 00	Business Tax-telephone	42,000.00	0.00	42,000.00	0.0%
316 48 00 00	Business Tax-electric	145,000.00	0.00	145,000.00	0.0%
<b>310 Taxes</b>		<b>874,400.00</b>	<b>0.00</b>	<b>874,400.00</b>	<b>0.0%</b>

### 320 Licenses & Permits

321 30 00 01	Fireworks Permit	50.00	0.00	50.00	0.0%
321 91 00 00	Franchise Fees-cable Tv	15,000.00	0.00	15,000.00	0.0%
321 99 00 00	Business Licenses	15,000.00	0.00	15,000.00	0.0%
322 10 01 00	Building Permits	35,000.00	0.00	35,000.00	0.0%
322 30 00 00	Animal Licenses	4,200.00	0.00	4,200.00	0.0%
322 90 00 01	Special Event Permits	100.00	0.00	100.00	0.0%
<b>320 Licenses &amp; Permits</b>		<b>69,350.00</b>	<b>0.00</b>	<b>69,350.00</b>	<b>0.0%</b>

### 330 State Generated Revenues

335 00 91 00	Privilage Tax/Energy Northwest/WPPS	26,000.00	0.00	26,000.00	0.0%
336 00 98 00	City Assistance	70,000.00	0.00	70,000.00	0.0%
336 06 21 00	Criminal Justice - Violent Crime	1,000.00	0.00	1,000.00	0.0%
336 06 25 00	Criminal Justice-contract	6,000.00	0.00	6,000.00	0.0%
336 06 26 00	Cj Special Programs	3,000.00	0.00	3,000.00	0.0%
336 06 51 00	Dui-cities	500.00	0.00	500.00	0.0%
336 06 94 00	Liquor Excise Tax	15,000.00	0.00	15,000.00	0.0%
336 06 95 00	Liquor Board Profits	20,000.00	0.00	20,000.00	0.0%
<b>330 State Generated Revenues</b>		<b>141,500.00</b>	<b>0.00</b>	<b>141,500.00</b>	<b>0.0%</b>

### 340 Charges For Services

341 75 00 00	Sale Of City Maps	3.00	0.00	3.00	0.0%
341 81 00 01	Photostating/copies	25.00	0.00	25.00	0.0%
341 95 40 01	Notary Services	250.00	0.00	250.00	0.0%
344 10 00 00	City Crew Services	200.00	0.00	200.00	0.0%
345 23 00 01	Animal Fines/impound	250.00	0.00	250.00	0.0%
345 23 00 02	Animal Board/care	150.00	0.00	150.00	0.0%
345 81 00 00	Zoning / Subdivision Fees	2,000.00	0.00	2,000.00	0.0%
345 83 00 00	Plan Checking Fee	21,000.00	0.00	21,000.00	0.0%

## 2017 BUDGET POSITION

City Of Benton City  
MCAG #: 199

Time: 10:12:51 Date: 12/02/2016  
Page: 2

001 Current Expense Fund 01/01/2017 To: 12/31/2017

Revenues	Amt Budgeted	Revenues	Remaining	
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340 Charges For Services

<b>340 Charges For Services</b>	<b>23,878.00</b>	<b>0.00</b>	<b>23,878.00</b>	<b>0.0%</b>
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350 Fines & Forfeitures

359 00 00 01 Business License Late Fees	500.00	0.00	500.00	0.0%
359 00 00 02 Animal License Late Fees	1,200.00	0.00	1,200.00	0.0%
359 90 00 00 Code Violation Penalty	500.00	0.00	500.00	0.0%
359 90 00 03 NSF Fee- Non-Utility	100.00	0.00	100.00	0.0%
<b>350 Fines &amp; Forfeitures</b>	<b>2,300.00</b>	<b>0.00</b>	<b>2,300.00</b>	<b>0.0%</b>

360 Misc Revenues

361 11 00 00 Interest- General Fund	1,200.00	0.00	1,200.00	0.0%
361 40 00 00 Local Sales Interest	250.00	0.00	250.00	0.0%
362 40 01 00 Facilities Rentals	3,000.00	0.00	3,000.00	0.0%
362 50 00 00 Space Lease	32,000.00	0.00	32,000.00	0.0%
369 10 00 00 Sale Of Scrap And Junk	100.00	0.00	100.00	0.0%
<b>360 Misc Revenues</b>	<b>36,550.00</b>	<b>0.00</b>	<b>36,550.00</b>	<b>0.0%</b>

380 Non Revenues

386 00 01 00 Bldg. Surcharge State Portion	250.00	0.00	250.00	0.0%
386 10 00 00 Facilities Deposits	2,500.00	0.00	2,500.00	0.0%
<b>380 Non Revenues</b>	<b>2,750.00</b>	<b>0.00</b>	<b>2,750.00</b>	<b>0.0%</b>

390 Other Revenues

<b>390 Other Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
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**001**

380 Non Revenues

<b>380 Non Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
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<b>001</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
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<b>Fund Revenues:</b>	<b>2,222,805.96</b>	<b>0.00</b>	<b>2,222,805.96</b>	<b>0.0%</b>
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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511 Legislative

511 30 30 01 Civic Awards, Proclamations, Keys To The City	500.00	0.00	500.00	0.0%
511 30 31 00 Official Publications- Ord/Mtng Notices	5,000.00	0.00	5,000.00	0.0%
511 50 45 00 Off Site Council Facility Rental	100.00	0.00	100.00	0.0%
511 60 10 00 Council Wages	11,000.00	0.00	11,000.00	0.0%

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### 511 Legislative

511 60 20 00	Council Personnel Benefits	800.00	0.00	800.00	0.0%
511 60 35 01	Council Chamber -Equipment	5,000.00	0.00	5,000.00	0.0%
511 60 43 00	Council Travel	100.00	0.00	100.00	0.0%
511 60 43 01	Council Lodging/meals	500.00	0.00	500.00	0.0%
511 60 49 02	Training	2,500.00	0.00	2,500.00	0.0%
<b>511 Legislative</b>		<b>25,500.00</b>	<b>0.00</b>	<b>25,500.00</b>	<b>0.0%</b>

### 513 Executive

513 10 10 00	Mayor Salary/wages	9,600.00	0.00	9,600.00	0.0%
513 10 20 00	Mayor Personnel Benefits	900.00	0.00	900.00	0.0%
513 10 31 00	Supplies-mayor	100.00	0.00	100.00	0.0%
513 10 43 00	Travel	500.00	0.00	500.00	0.0%
513 10 43 02	Lodging/meals	500.00	0.00	500.00	0.0%
513 10 49 00	Misc Expense	100.00	0.00	100.00	0.0%
513 10 49 01	Training	2,000.00	0.00	2,000.00	0.0%
513 10 49 03	Misc & Other Memberships	850.00	0.00	850.00	0.0%
513 10 49 05	AWC Membership	1,700.00	0.00	1,700.00	0.0%
513 10 49 06	Bfgc Membership	1,600.00	0.00	1,600.00	0.0%
<b>513 Executive</b>		<b>17,850.00</b>	<b>0.00</b>	<b>17,850.00</b>	<b>0.0%</b>

### 514 Administration

514 23 10 00	Admin Salaries/Wages	110,000.00	0.00	110,000.00	0.0%
514 23 20 00	Fin/adm Personnel Benefits	50,000.00	0.00	50,000.00	0.0%
514 23 31 00	Office Supplies	4,500.00	0.00	4,500.00	0.0%
514 23 41 01	Software Mtc Agreement(50%)	3,000.00	0.00	3,000.00	0.0%
514 23 42 01	Telephone-land (40%)	6,300.00	0.00	6,300.00	0.0%
514 23 42 02	Postage (5%)	425.00	0.00	425.00	0.0%
514 23 42 03	Telephone - Mobile (10%)	500.00	0.00	500.00	0.0%
514 23 43 01	Travel/mileage	1,000.00	0.00	1,000.00	0.0%
514 23 43 02	Lodging/meals	1,000.00	0.00	1,000.00	0.0%
514 23 49 03	Training/seminars	2,500.00	0.00	2,500.00	0.0%
514 27 41 00	Bank Charges	5,500.00	0.00	5,500.00	0.0%
514 27 41 01	Visa/mastercard Charges 20%	1,000.00	0.00	1,000.00	0.0%
514 30 49 01	Filing Fees	500.00	0.00	500.00	0.0%
514 40 51 00	Election Expenditures	5,000.00	0.00	5,000.00	0.0%
<b>514 Administration</b>		<b>191,225.00</b>	<b>0.00</b>	<b>191,225.00</b>	<b>0.0%</b>

### 515 Legal Services

515 30 41 00	Legal Services	80,000.00	0.00	80,000.00	0.0%
515 30 41 01	Hearing Examiner Services	1,000.00	0.00	1,000.00	0.0%
<b>515 Legal Services</b>		<b>81,000.00</b>	<b>0.00</b>	<b>81,000.00</b>	<b>0.0%</b>

### 518 Central Services

518 10 31 04	Water Cooler/Supplies	850.00	0.00	850.00	0.0%
518 20 44 00	City Property Assessments - General	100.00	0.00	100.00	0.0%
518 20 45 01	City Hall Rent	12,000.00	0.00	12,000.00	0.0%

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<b>518 Central Services</b>				
518 30 31 00 Janitorial Supplies	3,000.00	0.00	3,000.00	0.0%
518 30 31 01 City Hall-Operating Supplies	500.00	0.00	500.00	0.0%
518 30 31 02 City Hall-Repair/mtc Supplies	1,000.00	0.00	1,000.00	0.0%
518 30 31 03 City American Flags	400.00	0.00	400.00	0.0%
518 30 31 04 City Hall- Operating Equipment	2,000.00	0.00	2,000.00	0.0%
518 30 41 01 Administrative Costs-Graffiti Abatement	1,500.00	0.00	1,500.00	0.0%
518 30 46 01 WCIA Pool Insurance General (12%)	6,000.00	0.00	6,000.00	0.0%
518 30 47 00 Solid Waste - Maint. Shop	5,000.00	0.00	5,000.00	0.0%
518 30 47 01 City Hall- Electricity	4,000.00	0.00	4,000.00	0.0%
518 30 47 02 City Hall-Water/sewer	1,000.00	0.00	1,000.00	0.0%
518 30 48 01 City Hall-Repair/mtc By Others	5,000.00	0.00	5,000.00	0.0%
518 76 49 01 Metered Copies	1,700.00	0.00	1,700.00	0.0%
518 80 42 00 City Website Development & Maintenance	1,750.00	0.00	1,750.00	0.0%
518 81 41 01 Grant Writer Agreement	15,000.00	0.00	15,000.00	0.0%
<b>518 Central Services</b>	<b>60,800.00</b>	<b>0.00</b>	<b>60,800.00</b>	<b>0.0%</b>
<b>521 Law Enforcement</b>				
521 20 51 00 B C S O Contract	325,000.00	0.00	325,000.00	0.0%
<b>521 Law Enforcement</b>	<b>325,000.00</b>	<b>0.00</b>	<b>325,000.00</b>	<b>0.0%</b>
<b>522 Fire Control</b>				
522 20 49 01 Emergency Mgt Membership	3,000.00	0.00	3,000.00	0.0%
522 30 41 00 Fire Inspections (Contracted)	1,000.00	0.00	1,000.00	0.0%
<b>522 Fire Control</b>	<b>4,000.00</b>	<b>0.00</b>	<b>4,000.00</b>	<b>0.0%</b>
<b>524 Protective Inspections</b>				
524 10 31 00 Bldg/Code-Office Supplies	200.00	0.00	200.00	0.0%
524 10 42 01 Bldg./Code- Postage (15%)	1,200.00	0.00	1,200.00	0.0%
524 10 49 00 Bldg/Code- Memberships	50.00	0.00	50.00	0.0%
524 10 49 01 Bldg/Code- Uniforms	1,000.00	0.00	1,000.00	0.0%
524 10 49 02 Bldg/Code- Training/seminars	1,000.00	0.00	1,000.00	0.0%
524 60 10 01 Salary-code Enfcmnt Officer	55,000.00	0.00	55,000.00	0.0%
524 60 20 01 Code Enforcement- Personnel Benefits	30,000.00	0.00	30,000.00	0.0%
<b>524 Protective Inspections</b>	<b>88,450.00</b>	<b>0.00</b>	<b>88,450.00</b>	<b>0.0%</b>
<b>537 Garbage &amp; Solid Waste Utilities</b>				
537 00 49 00 Solid Waste Management- Contract	2,000.00	0.00	2,000.00	0.0%
<b>537 Garbage &amp; Solid Waste Utilities</b>	<b>2,000.00</b>	<b>0.00</b>	<b>2,000.00</b>	<b>0.0%</b>
<b>539 Other Environment Services</b>				
<b>539 Other Environment Services</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>553 Veterans Services</b>				

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### 553 Veterans Services

553 70 51 00	Clean Air Assessment	3,000.00	0.00	3,000.00	0.0%
<b>553 Veterans Services</b>		<b>3,000.00</b>	<b>0.00</b>	<b>3,000.00</b>	<b>0.0%</b>

### 554 Child Care Services

554 30 31 00	Animal Control Supplies	500.00	0.00	500.00	0.0%
554 30 31 01	Animal Control Equipment	1,000.00	0.00	1,000.00	0.0%
554 30 31 03	Animal Control-board/care	400.00	0.00	400.00	0.0%
554 30 41 00	Animal Control- Euthenasia	200.00	0.00	200.00	0.0%
554 30 48 01	Animal Control Kennel Improvements	500.00	0.00	500.00	0.0%
554 50 48 01	Animal Control - Repair/Maintenance By Others	2,000.00	0.00	2,000.00	0.0%
<b>554 Child Care Services</b>		<b>4,600.00</b>	<b>0.00</b>	<b>4,600.00</b>	<b>0.0%</b>

### 558 Planning & Community Devel

558 20 41 00	Comprehensive Plan Update	30,000.00	0.00	30,000.00	0.0%
558 50 41 00	Bldg. Inspections-contracted	40,000.00	0.00	40,000.00	0.0%
558 60 41 01	Engineering	40,000.00	0.00	40,000.00	0.0%
558 60 41 02	Engineering - City Hall Feasibility	30,000.00	0.00	30,000.00	0.0%
558 60 41 03	Water Front Plan	15,000.00	0.00	15,000.00	0.0%
558 70 41 00	Administrative Costs-EDC	35,000.00	0.00	35,000.00	0.0%
<b>558 Planning &amp; Community Devel</b>		<b>190,000.00</b>	<b>0.00</b>	<b>190,000.00</b>	<b>0.0%</b>

### 566 Substance Abuse

566 00 51 00	Substance Abuse-alcoholism	1,000.00	0.00	1,000.00	0.0%
<b>566 Substance Abuse</b>		<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.0%</b>

### 572 Libraries

572 10 46 01	WCIA Pool Insurance- Library (12%)	6,000.00	0.00	6,000.00	0.0%
572 50 31 01	Library - Landcaping Supplies	1,000.00	0.00	1,000.00	0.0%
572 50 41 01	Library - Annual Alarm Monitoring	700.00	0.00	700.00	0.0%
572 50 45 01	Libraries - Mat Rental	200.00	0.00	200.00	0.0%
572 50 47 00	Library-Garbage Service	1,000.00	0.00	1,000.00	0.0%
572 50 47 02	Library- Electricity	5,000.00	0.00	5,000.00	0.0%
572 50 47 03	Library Water /Sewer	1,000.00	0.00	1,000.00	0.0%
572 50 53 00	Library- Irrigation Assessment	750.00	0.00	750.00	0.0%
<b>572 Libraries</b>		<b>15,650.00</b>	<b>0.00</b>	<b>15,650.00</b>	<b>0.0%</b>

### 573 Spectator & Community Events

573 80 47 00	Parks- Irrigation Assessment	2,500.00	0.00	2,500.00	0.0%
573 90 31 01	City Celebrations	2,500.00	0.00	2,500.00	0.0%
573 90 31 02	Downtown Flowers	500.00	0.00	500.00	0.0%
573 90 40 01	Annual Fireworks Contract	4,500.00	0.00	4,500.00	0.0%
<b>573 Spectator &amp; Community Events</b>		<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.0%</b>

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<b>575 Cultural &amp; Recreational Fac</b>					
575 50 40 01 Community Center-Mat Rental	200.00	0.00	200.00	0.0%	
575 50 47 01 Community Center- Water/Sewer	2,000.00	0.00	2,000.00	0.0%	
575 50 47 02 Community Center- Electricity	200.00	0.00	200.00	0.0%	
<b>575 Cultural &amp; Recreational Fac</b>	<b>2,400.00</b>	<b>0.00</b>	<b>2,400.00</b>	<b>0.0%</b>	
<b>576 Park Facilities</b>					
576 80 10 00 Park Facilities - Salary/wages	64,000.00	0.00	64,000.00	0.0%	
576 80 20 00 Park Facilities - Personnel Benefits	34,000.00	0.00	34,000.00	0.0%	
576 80 31 01 Parks Facilities- Operating Supplies	5,000.00	0.00	5,000.00	0.0%	
576 80 31 02 Parks Facilities-Repair Supplies	7,500.00	0.00	7,500.00	0.0%	
576 80 31 04 Park Facilities - Landscaping Supplies	7,500.00	0.00	7,500.00	0.0%	
576 80 32 01 Park Facilities - Fuel	500.00	0.00	500.00	0.0%	
576 80 35 01 Parks Facilities- Operating Equipment	1,000.00	0.00	1,000.00	0.0%	
576 80 45 02 Parks Facilities - Equipment Rental	1,000.00	0.00	1,000.00	0.0%	
576 80 46 01 WCIA Insurance Park Facilities (3%)	2,000.00	0.00	2,000.00	0.0%	
576 80 47 01 Parks Facilities - Electricity	4,500.00	0.00	4,500.00	0.0%	
576 80 47 02 Parks Facilities - Water/Sewer	5,000.00	0.00	5,000.00	0.0%	
576 80 48 01 Parks Facilities- Repair/mtnce. By Others	20,000.00	0.00	20,000.00	0.0%	
576 80 49 01 Park Facilities - Sanitation Services	6,000.00	0.00	6,000.00	0.0%	
<b>576 Park Facilities</b>	<b>158,000.00</b>	<b>0.00</b>	<b>158,000.00</b>	<b>0.0%</b>	
<b>580 Non Expenditures</b>					
589 40 00 02 Cmmnity Center Deposit Refun	1,500.00	0.00	1,500.00	0.0%	
<b>580 Non Expenditures</b>	<b>1,500.00</b>	<b>0.00</b>	<b>1,500.00</b>	<b>0.0%</b>	
<b>594 Capital Expenditures</b>					
594 18 41 00 City Hall Remodel Feasibility	5,000.00	0.00	5,000.00	0.0%	
594 18 41 01 City Hall Remodel	420,000.00	0.00	420,000.00	0.0%	
594 18 60 01 Capital Outlay- Truck	35,000.00	0.00	35,000.00	0.0%	
594 18 63 01 Temporary City Hall Improvement Costs	2,500.00	0.00	2,500.00	0.0%	
594 18 64 01 Capital-lease-copier	2,000.00	0.00	2,000.00	0.0%	
594 18 64 02 Capital-lease-postage Meter	4,000.00	0.00	4,000.00	0.0%	
594 18 64 04 Capital Outlay- Furniture/safe	3,000.00	0.00	3,000.00	0.0%	
594 18 64 06 Capital Outlay-comp Upgrades	5,000.00	0.00	5,000.00	0.0%	
594 72 62 01 Capital Facility Bc-library	20,000.00	0.00	20,000.00	0.0%	
594 76 64 00 Capital Exp, Equipment/Mower	45,000.00	0.00	45,000.00	0.0%	
<b>594 Capital Expenditures</b>	<b>541,500.00</b>	<b>0.00</b>	<b>541,500.00</b>	<b>0.0%</b>	
<b>597 Interfund Transfers</b>					
597 00 08 06 Transfer #302- Parks	100,000.00	0.00	100,000.00	0.0%	
597 00 08 07 Transfer To #103 -archive Fu	2,500.00	0.00	2,500.00	0.0%	
597 42 01 02 Transfer To Streets - #101	100,000.00	0.00	100,000.00	0.0%	
<b>597 Interfund Transfers</b>	<b>202,500.00</b>	<b>0.00</b>	<b>202,500.00</b>	<b>0.0%</b>	

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<b>999 Ending Balance</b>				
508 80 01 00 Ending Fund Balance	296,530.96	0.00	296,530.96	0.0%
999 Ending Balance	296,530.96	0.00	296,530.96	0.0%

**001**

**580 Non Expenditures**

586 01 00 00 Bldg. Surcharge-state Portio	300.00	0.00	300.00	0.0%
580 Non Expenditures	300.00	0.00	300.00	0.0%
<b>001</b>	<b>300.00</b>	<b>0.00</b>	<b>300.00</b>	<b>0.0%</b>
<b>Fund Expenditures:</b>	<b>2,222,805.96</b>	<b>0.00</b>	<b>2,222,805.96</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

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Revenues	Amt Budgeted	Revenues	Remaining	
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### 308 Beginning Balances

308 80 01 01 Beginning Fund Balance	364,265.58	0.00	364,265.58	0.0%
<b>308 Beginning Balances</b>	<b>364,265.58</b>	<b>0.00</b>	<b>364,265.58</b>	<b>0.0%</b>

### 310 Taxes

311 10 01 01 General Property 40%	70,700.00	0.00	70,700.00	0.0%
<b>310 Taxes</b>	<b>70,700.00</b>	<b>0.00</b>	<b>70,700.00</b>	<b>0.0%</b>

### 320 Licenses & Permits

322 40 00 00 Street/curb Permits	1,000.00	0.00	1,000.00	0.0%
<b>320 Licenses &amp; Permits</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.0%</b>

### 330 State Generated Revenues

336 00 71 00 MultiModal Transpo City	5,000.00	0.00	5,000.00	0.0%
336 00 87 00 Motor Vehicle Fuel Tax	65,000.00	0.00	65,000.00	0.0%
<b>330 State Generated Revenues</b>	<b>70,000.00</b>	<b>0.00</b>	<b>70,000.00</b>	<b>0.0%</b>

### 360 Misc Revenues

361 11 01 01 Interest- Streets	1,200.00	0.00	1,200.00	0.0%
<b>360 Misc Revenues</b>	<b>1,200.00</b>	<b>0.00</b>	<b>1,200.00</b>	<b>0.0%</b>

### 380 Non Revenues

386 41 63 01 Deposit- In Lieu Of Sidewalk Construction	1,000.00	0.00	1,000.00	0.0%
<b>380 Non Revenues</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.0%</b>

### 397 Interfund Transfers

397 00 01 02 Transfer From #001	100,000.00	0.00	100,000.00	0.0%
<b>397 Interfund Transfers</b>	<b>100,000.00</b>	<b>0.00</b>	<b>100,000.00</b>	<b>0.0%</b>

<b>Fund Revenues:</b>	<b>608,165.58</b>	<b>0.00</b>	<b>608,165.58</b>	<b>0.0%</b>
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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### 542 Streets - Maintenance

542 30 10 00 Streets Salaries/wages	42,000.00	0.00	42,000.00	0.0%
542 30 20 00 Streets Personnel Benefits	22,000.00	0.00	22,000.00	0.0%
542 30 31 00 Operating Supplies	1,000.00	0.00	1,000.00	0.0%
542 30 31 01 Cold Mix-Asphalt Patching	3,000.00	0.00	3,000.00	0.0%
542 30 31 02 Vehicle Supplies/Maintenance	3,000.00	0.00	3,000.00	0.0%
542 30 31 03 Repair & Maintenance Supplie	5,000.00	0.00	5,000.00	0.0%
542 30 32 01 Street Maintenance- Fuel Consumed	4,000.00	0.00	4,000.00	0.0%
542 30 45 00 Equipment Rental	2,000.00	0.00	2,000.00	0.0%

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<b>542 Streets - Maintenance</b>				
542 30 48 00 Repair & Maint. By Others	14,000.00	0.00	14,000.00	0.0%
542 63 41 01 Street Lighting -Maintenance	1,000.00	0.00	1,000.00	0.0%
542 63 47 00 Street Lighting-Electricity	8,200.00	0.00	8,200.00	0.0%
542 64 31 00 Traffic Control Devices	3,000.00	0.00	3,000.00	0.0%
542 64 31 01 Street Signs	750.00	0.00	750.00	0.0%
542 64 63 00 Striping On Roads/street	15,000.00	0.00	15,000.00	0.0%
542 66 31 01 Snow Removal- Sand	2,000.00	0.00	2,000.00	0.0%
542 66 31 02 Snow Removal - Vehicle Supplies	1,000.00	0.00	1,000.00	0.0%
542 67 40 01 Street Sweeping	6,000.00	0.00	6,000.00	0.0%
542 70 31 01 Roadside - Gravel	4,000.00	0.00	4,000.00	0.0%
542 70 31 02 Roadside-Weed Control Supplies	4,000.00	0.00	4,000.00	0.0%
<b>542 Streets - Maintenance</b>	<b>140,950.00</b>	<b>0.00</b>	<b>140,950.00</b>	<b>0.0%</b>
<b>543 Streets Admin &amp; Overhead</b>				
543 30 10 00 Rd/st Adm. Salaries/wages	16,000.00	0.00	16,000.00	0.0%
543 30 20 00 Rd/st. Adm. Personnel Benefi	9,000.00	0.00	9,000.00	0.0%
543 30 41 00 Engineering	15,000.00	0.00	15,000.00	0.0%
543 30 49 01 Street Employee Certifications	3,500.00	0.00	3,500.00	0.0%
<b>543 Streets Admin &amp; Overhead</b>	<b>43,500.00</b>	<b>0.00</b>	<b>43,500.00</b>	<b>0.0%</b>
<b>580 Non Expenditures</b>				
<b>580 Non Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>594 Capital Expenditures</b>				
595 42 35 01 Street Equipment ( Small)	20,000.00	0.00	20,000.00	0.0%
595 50 63 01 Crack Seal(roads & Streets)	35,000.00	0.00	35,000.00	0.0%
595 61 63 03 NorthEnd Street Improvements	100,000.00	0.00	100,000.00	0.0%
595 70 31 00 Cap Exp-banners/h Decor	2,000.00	0.00	2,000.00	0.0%
<b>594 Capital Expenditures</b>	<b>157,000.00</b>	<b>0.00</b>	<b>157,000.00</b>	<b>0.0%</b>
<b>999 Ending Balance</b>				
508 80 01 01 Ending Fund Balance	266,715.58	0.00	266,715.58	0.0%
<b>999 Ending Balance</b>	<b>266,715.58</b>	<b>0.00</b>	<b>266,715.58</b>	<b>0.0%</b>
<b>Fund Expenditures:</b>	<b>608,165.58</b>	<b>0.00</b>	<b>608,165.58</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

## 2017 BUDGET POSITION

City Of Benton City  
 MCAG #: 199

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103 Sos Archive Grant 01/01/2017 To: 12/31/2017

Revenues	Amt Budgeted	Revenues	Remaining
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**308 Beginning Balances**

308 80 01 03 Beginning Fund Balance	1,208.74	0.00	1,208.74 0.0%
308 Beginning Balances	1,208.74	0.00	1,208.74 0.0%

**397 Interfund Transfers**

397 00 09 01 Transfer From #001	2,500.00	0.00	2,500.00 0.0%
397 Interfund Transfers	2,500.00	0.00	2,500.00 0.0%

<b>Fund Revenues:</b>	<b>3,708.74</b>	<b>0.00</b>	<b>3,708.74 0.0%</b>
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Expenditures	Amt Budgeted	Expenditures	Remaining
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**514 Administration**

514 30 30 00 Archive Supplies	2,500.00	0.00	2,500.00 0.0%
514 Administration	2,500.00	0.00	2,500.00 0.0%

**999 Ending Balance**

508 80 01 03 Ending Fund Balance	1,208.74	0.00	1,208.74 0.0%
999 Ending Balance	1,208.74	0.00	1,208.74 0.0%

<b>Fund Expenditures:</b>	<b>3,708.74</b>	<b>0.00</b>	<b>3,708.74 0.0%</b>
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<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>	
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## 2017 BUDGET POSITION

City Of Benton City  
MCAG #: 199

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302 Park & Recreation Fund 01/01/2017 To: 12/31/2017

Revenues	Amt Budgeted	Revenues	Remaining	
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### 308 Beginning Balances

308 80 03 02 Beginning Fund Balance	149,474.56	0.00	149,474.56	0.0%
<b>308 Beginning Balances</b>	<b>149,474.56</b>	<b>0.00</b>	<b>149,474.56</b>	<b>0.0%</b>

### 310 Taxes

318 34 00 00 Real Estate Excise Tax	30,000.00	0.00	30,000.00	0.0%
<b>310 Taxes</b>	<b>30,000.00</b>	<b>0.00</b>	<b>30,000.00</b>	<b>0.0%</b>

### 360 Misc Revenues

361 11 03 02 Interest -Parks/ Capital Projects	750.00	0.00	750.00	0.0%
367 11 00 00 Memorial Bench Application	500.00	0.00	500.00	0.0%
<b>360 Misc Revenues</b>	<b>1,250.00</b>	<b>0.00</b>	<b>1,250.00</b>	<b>0.0%</b>

### 390 Other Revenues

<b>390 Other Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
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### 397 Interfund Transfers

397 00 07 00 Transfer-in From General Fun	100,000.00	0.00	100,000.00	0.0%
<b>397 Interfund Transfers</b>	<b>100,000.00</b>	<b>0.00</b>	<b>100,000.00</b>	<b>0.0%</b>

### **Fund Revenues:**

	<b>280,724.56</b>	<b>0.00</b>	<b>280,724.56</b>	<b>0.0%</b>
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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### 576 Park Facilities

576 80 40 00 Skate Park Improvements	50,000.00	0.00	50,000.00	0.0%
576 80 41 01 Skate Park Engineering	5,000.00	0.00	5,000.00	0.0%
576 80 41 02 Parks Engineering	4,000.00	0.00	4,000.00	0.0%
<b>576 Park Facilities</b>	<b>59,000.00</b>	<b>0.00</b>	<b>59,000.00</b>	<b>0.0%</b>

### 594 Capital Expenditures

594 73 62 02 Community Center Wall Project	20,000.00	0.00	20,000.00	0.0%
594 73 64 01 Community Center- Furnishings	1,000.00	0.00	1,000.00	0.0%
594 76 60 02 Memorial Bench	600.00	0.00	600.00	0.0%
594 76 61 01 City Wide Bike Trail -Gravel	5,000.00	0.00	5,000.00	0.0%
594 76 61 02 Butterfly Garden-Landscaping	500.00	0.00	500.00	0.0%
594 76 61 03 City Park Upgrades	20,000.00	0.00	20,000.00	0.0%
594 76 62 01 Tennis Court Improvements	5,000.00	0.00	5,000.00	0.0%
594 76 62 03 Park Improvements	20,000.00	0.00	20,000.00	0.0%
594 76 62 04 Legion Park Improvements	10,000.00	0.00	10,000.00	0.0%
594 76 64 02 City Park Benches	3,000.00	0.00	3,000.00	0.0%
<b>594 Capital Expenditures</b>	<b>85,100.00</b>	<b>0.00</b>	<b>85,100.00</b>	<b>0.0%</b>

## 2017 BUDGET POSITION

City Of Benton City  
 MCAG #: 199

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302 Park & Recreation Fund 01/01/2017 To: 12/31/2017

Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>999 Ending Balance</b>				
508 80 03 02 Ending Fund Balance	136,624.56	0.00	136,624.56	0.0%
999 Ending Balance	136,624.56	0.00	136,624.56	0.0%
<b>Fund Expenditures:</b>	<b>280,724.56</b>	<b>0.00</b>	<b>280,724.56</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

## 2017 BUDGET POSITION

City Of Benton City  
MCAG #: 199

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305 City Hall Construction Fund 01/01/2017 To: 12/31/2017

Revenues	Amt Budgeted	Revenues	Remaining
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**308 Beginning Balances**

308 Beginning Balances	0.00	0.00	0.00 0.0%
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**397 Interfund Transfers**

397 Interfund Transfers	0.00	0.00	0.00 0.0%
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<b>Fund Revenues:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 0.0%</b>
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Expenditures	Amt Budgeted	Expenditures	Remaining
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**999 Ending Balance**

999 Ending Balance	0.00	0.00	0.00 0.0%
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<b>Fund Expenditures:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00 0.0%</b>
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<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>	
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## 2017 BUDGET POSITION

City Of Benton City  
MCAG #: 199

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350 I-82 Business/industrial Park

01/01/2017 To: 12/31/2017

Revenues	Amt Budgeted	Revenues	Remaining	
<b>308 Beginning Balances</b>				
308 80 03 50 Beginning Fund Balance	28,365.77	0.00	28,365.77	0.0%
308 Beginning Balances	28,365.77	0.00	28,365.77	0.0%
<b>330 State Generated Revenues</b>				
330 State Generated Revenues	0.00	0.00	0.00	0.0%
<b>360 Misc Revenues</b>				
361 11 03 50 Interest -I -82 Business Park	750.00	0.00	750.00	0.0%
360 Misc Revenues	750.00	0.00	750.00	0.0%
<b>397 Interfund Transfers</b>				
397 Interfund Transfers	0.00	0.00	0.00	0.0%
<b>Fund Revenues:</b>	<b>29,115.77</b>	<b>0.00</b>	<b>29,115.77</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>551 Welfare</b>				
558 70 41 01 I-82 Feasibility Study	10,000.00	0.00	10,000.00	0.0%
551 Welfare	10,000.00	0.00	10,000.00	0.0%
<b>591 Debt Service</b>				
591 Debt Service	0.00	0.00	0.00	0.0%
<b>594 Capital Expenditures</b>				
594 Capital Expenditures	0.00	0.00	0.00	0.0%
<b>999 Ending Balance</b>				
508 80 03 50 Ending Fund Balance	19,115.77	0.00	19,115.77	0.0%
999 Ending Balance	19,115.77	0.00	19,115.77	0.0%
<b>Fund Expenditures:</b>	<b>29,115.77</b>	<b>0.00</b>	<b>29,115.77</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

## 2017 BUDGET POSITION

City Of Benton City  
MCAG #: 199

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401 Water Fund 01/01/2017 To: 12/31/2017

Revenues	Amt Budgeted	Revenues	Remaining	
<b>308 Beginning Balances</b>				
308 80 04 01 Beginning Fund Balance	300,386.94	0.00	300,386.94	0.0%
<b>308 Beginning Balances</b>	<b>300,386.94</b>	<b>0.00</b>	<b>300,386.94</b>	<b>0.0%</b>
<b>320 Licenses &amp; Permits</b>				
321 50 00 01 Hydrant Meter Rental	150.00	0.00	150.00	0.0%
<b>320 Licenses &amp; Permits</b>	<b>150.00</b>	<b>0.00</b>	<b>150.00</b>	<b>0.0%</b>
<b>330 State Generated Revenues</b>				
<b>330 State Generated Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>340 Charges For Services</b>				
343 40 00 00 Water Application Fees	400.00	0.00	400.00	0.0%
343 40 00 01 Water Hookup Fees	16,000.00	0.00	16,000.00	0.0%
343 40 00 02 Water Sales	528,000.00	0.00	528,000.00	0.0%
343 40 00 03 Water Reconnect/adm. Fees	8,000.00	0.00	8,000.00	0.0%
343 40 00 05 Water Sales- Bulk	500.00	0.00	500.00	0.0%
343 81 12 00 New Account Service Fee	1,500.00	0.00	1,500.00	0.0%
344 30 00 01 Water Line/ Meter Repair	1,000.00	0.00	1,000.00	0.0%
<b>340 Charges For Services</b>	<b>555,400.00</b>	<b>0.00</b>	<b>555,400.00</b>	<b>0.0%</b>
<b>350 Fines &amp; Forfeitures</b>				
359 90 00 04 Water Late Fees	6,000.00	0.00	6,000.00	0.0%
<b>350 Fines &amp; Forfeitures</b>	<b>6,000.00</b>	<b>0.00</b>	<b>6,000.00</b>	<b>0.0%</b>
<b>360 Misc Revenues</b>				
361 11 04 01 Interest -Water	1,200.00	0.00	1,200.00	0.0%
<b>360 Misc Revenues</b>	<b>1,200.00</b>	<b>0.00</b>	<b>1,200.00</b>	<b>0.0%</b>
<b>380 Non Revenues</b>				
386 10 00 02 Water Meter Deposit	4,000.00	0.00	4,000.00	0.0%
<b>380 Non Revenues</b>	<b>4,000.00</b>	<b>0.00</b>	<b>4,000.00</b>	<b>0.0%</b>
<b>390 Other Revenues</b>				
<b>390 Other Revenues</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Fund Revenues:</b>	<b>867,136.94</b>	<b>0.00</b>	<b>867,136.94</b>	<b>0.0%</b>
<b>Expenditures</b>	<b>Amt Budgeted</b>	<b>Expenditures</b>	<b>Remaining</b>	

## 2017 BUDGET POSITION

City Of Benton City  
MCAG #: 199

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01/01/2017 To: 12/31/2017

Expenditures	Amt Budgeted	Expenditures	Remaining	
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### 514 Administration

<b>514 Administration</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
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### 534 Water Utilities

534 11 10 00	Mtc/adm. Salaries/wages	125,000.00	0.00	125,000.00	0.0%
534 11 20 00	Mtc/adm. Personnel Benefits	60,000.00	0.00	60,000.00	0.0%
534 11 31 01	Office Supplies	500.00	0.00	500.00	0.0%
534 11 42 01	Telephone-land (30%)	5,000.00	0.00	5,000.00	0.0%
534 11 42 02	Postage (40%)	3,500.00	0.00	3,500.00	0.0%
534 11 42 03	Employee Uniforms	2,000.00	0.00	2,000.00	0.0%
534 11 42 04	Telephone - Mobile (45%)	2,000.00	0.00	2,000.00	0.0%
534 11 43 00	Travel	200.00	0.00	200.00	0.0%
534 11 43 01	Meals/lodging	200.00	0.00	200.00	0.0%
534 11 47 01	Electricity	14,000.00	0.00	14,000.00	0.0%
534 11 47 02	Water/sewer (Shop/Lab 50%)	600.00	0.00	600.00	0.0%
534 11 47 03	Water - Well #5	300.00	0.00	300.00	0.0%
534 11 49 01	Filing Fees	500.00	0.00	500.00	0.0%
534 11 49 05	Memberships	450.00	0.00	450.00	0.0%
534 11 53 01	Excise Tax	30,000.00	0.00	30,000.00	0.0%
534 11 53 02	Irrigation Assessments	800.00	0.00	800.00	0.0%
534 11 53 03	Property Taxes	30.00	0.00	30.00	0.0%
534 12 41 02	Software Maintenance Agreement (25%)	1,500.00	0.00	1,500.00	0.0%
534 12 41 03	Water Testing	13,000.00	0.00	13,000.00	0.0%
534 12 41 06	Well Monitoring/testing	1,500.00	0.00	1,500.00	0.0%
534 14 49 01	Training	500.00	0.00	500.00	0.0%
534 15 31 01	Repair/mtc. Supplies-vehicle	3,000.00	0.00	3,000.00	0.0%
534 15 31 02	Repair/mtc. Supplies-system	7,000.00	0.00	7,000.00	0.0%
534 15 48 00	Repair/mtc. By Others	20,000.00	0.00	20,000.00	0.0%
534 16 31 02	Operating Supplies - System	5,000.00	0.00	5,000.00	0.0%
534 18 51 02	Operating Permit-water Syste	2,000.00	0.00	2,000.00	0.0%
534 40 49 00	Water Training Certifications	1,500.00	0.00	1,500.00	0.0%
534 60 42 01	Online Payment Processing	2,000.00	0.00	2,000.00	0.0%
534 70 31 02	Water Billing Supplies	1,200.00	0.00	1,200.00	0.0%
534 80 31 00	Water Meter Parts	15,000.00	0.00	15,000.00	0.0%
534 80 31 01	Operating Supplies- Chlorine	5,000.00	0.00	5,000.00	0.0%
534 80 32 01	Operating Supplies - Fuel	2,500.00	0.00	2,500.00	0.0%
534 80 40 01	U-Dig Utility Locate Services (50%)	150.00	0.00	150.00	0.0%
534 80 46 01	WCIA Pool Insurance-Water Facilities (27%)	15,000.00	0.00	15,000.00	0.0%
534 91 41 01	Visa\mastercard Charges-40%	1,700.00	0.00	1,700.00	0.0%
<b>534 Water Utilities</b>		<b>342,630.00</b>	<b>0.00</b>	<b>342,630.00</b>	<b>0.0%</b>

### 580 Non Expenditures

589 10 00 01	Bulk Water Deposit Disbursement	5,000.00	0.00	5,000.00	0.0%
591 34 70 01	Loan Principal-pwtf	18,149.68	0.00	18,149.68	0.0%
591 34 70 02	Loan Principal-dwsrf	9,379.52	0.00	9,379.52	0.0%
<b>580 Non Expenditures</b>		<b>32,529.20</b>	<b>0.00</b>	<b>32,529.20</b>	<b>0.0%</b>

### 591 Debt Service

591 34 70 03	Loan Principal - DM12-952-125	25,000.00	0.00	25,000.00	0.0%
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## 2017 BUDGET POSITION

City Of Benton City  
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401 Water Fund 01/01/2017 To: 12/31/2017

Expenditures	Amt Budgeted	Expenditures	Remaining
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**591 Debt Service**

592 34 80 01	Loan Interest-98-78898-005-DWSRF	1,500.00	0.00	1,500.00	0.0%
592 34 80 02	Loan Interest-PW-00-691-006- PWTF	900.00	0.00	900.00	0.0%
592 34 80 03	Loan Interest - DM12-952-125	5,800.00	0.00	5,800.00	0.0%
<b>591 Debt Service</b>		<b>33,200.00</b>	<b>0.00</b>	<b>33,200.00</b>	<b>0.0%</b>

**594 Capital Expenditures**

594 34 41 01	Engineering H2O	5,000.00	0.00	5,000.00	0.0%
594 34 60 04	Water Meter Upgrades	50,000.00	0.00	50,000.00	0.0%
594 34 63 05	Well Upgrades	5,000.00	0.00	5,000.00	0.0%
594 34 64 01	Capital Outlay- Large Equipment	17,500.00	0.00	17,500.00	0.0%
594 34 64 03	Water System Management Plan	71,000.00	0.00	71,000.00	0.0%
594 34 64 06	Capital Outlay- Truck	20,000.00	0.00	20,000.00	0.0%
594 34 64 08	Cap Outlay-computer Upgrades	1,000.00	0.00	1,000.00	0.0%
<b>594 Capital Expenditures</b>		<b>169,500.00</b>	<b>0.00</b>	<b>169,500.00</b>	<b>0.0%</b>

**597 Interfund Transfers**

597 00 03 01	Transfer New Acct. Fee To #402	750.00	0.00	750.00	0.0%
<b>597 Interfund Transfers</b>		<b>750.00</b>	<b>0.00</b>	<b>750.00</b>	<b>0.0%</b>

**999 Ending Balance**

508 80 04 01	Ending Fund Balance	288,527.74	0.00	288,527.74	0.0%
<b>999 Ending Balance</b>		<b>288,527.74</b>	<b>0.00</b>	<b>288,527.74</b>	<b>0.0%</b>

<b>Fund Expenditures:</b>	<b>867,136.94</b>	<b>0.00</b>	<b>867,136.94</b>	<b>0.0%</b>
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<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>	
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## 2017 BUDGET POSITION

City Of Benton City  
MCAG #: 199

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402 Sewer Fund 01/01/2017 To: 12/31/2017

Revenues	Amt Budgeted	Revenues	Remaining	
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### 308 Beginning Balances

308 80 01 02 Beginning Fund Balance	655,393.13	0.00	655,393.13	0.0%
<b>308 Beginning Balances</b>	<b>655,393.13</b>	<b>0.00</b>	<b>655,393.13</b>	<b>0.0%</b>

### 330 State Generated Revenues

337 90 04 03 Rural County Tax- Benton City Portion	765,000.00	0.00	765,000.00	0.0%
<b>330 State Generated Revenues</b>	<b>765,000.00</b>	<b>0.00</b>	<b>765,000.00</b>	<b>0.0%</b>

### 340 Charges For Services

343 50 00 00 Sewer Application Fees	450.00	0.00	450.00	0.0%
343 50 00 01 Sewer Hookup Fees	3,500.00	0.00	3,500.00	0.0%
343 50 00 02 Sewer Sales	612,000.00	0.00	612,000.00	0.0%
343 50 00 03 Sewer Line Repair	500.00	0.00	500.00	0.0%
<b>340 Charges For Services</b>	<b>616,450.00</b>	<b>0.00</b>	<b>616,450.00</b>	<b>0.0%</b>

### 350 Fines & Forfeitures

359 90 00 05 Lien Fees	3,000.00	0.00	3,000.00	0.0%
359 90 00 06 Sewer Late Fees	10,000.00	0.00	10,000.00	0.0%
<b>350 Fines &amp; Forfeitures</b>	<b>13,000.00</b>	<b>0.00</b>	<b>13,000.00</b>	<b>0.0%</b>

### 360 Misc Revenues

361 11 04 02 Investment-Sewer	1,500.00	0.00	1,500.00	0.0%
<b>360 Misc Revenues</b>	<b>1,500.00</b>	<b>0.00</b>	<b>1,500.00</b>	<b>0.0%</b>

### 397 Interfund Transfers

397 50 12 01 New Acct. Service Fee (from #401)	750.00	0.00	750.00	0.0%
<b>397 Interfund Transfers</b>	<b>750.00</b>	<b>0.00</b>	<b>750.00</b>	<b>0.0%</b>

<b>Fund Revenues:</b>	<b>2,052,093.13</b>	<b>0.00</b>	<b>2,052,093.13</b>	<b>0.0%</b>
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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### 514 Administration

<b>514 Administration</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
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### 535 Sewer

535 11 10 01 Mtc. / Admin Salaries & Wages	120,000.00	0.00	120,000.00	0.0%
535 11 20 01 Mtc./Admin. Personnel Benefits	60,000.00	0.00	60,000.00	0.0%
535 11 31 02 Office Supplies	1,500.00	0.00	1,500.00	0.0%
535 11 42 05 Telephone - Land (30%)	3,000.00	0.00	3,000.00	0.0%
535 11 42 06 Postage (40%)	3,000.00	0.00	3,000.00	0.0%
535 11 42 07 Employee Uniforms	2,000.00	0.00	2,000.00	0.0%

## 2017 BUDGET POSITION

City Of Benton City  
MCAG #: 199

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402 Sewer Fund 01/01/2017 To: 12/31/2017

Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>535 Sewer</b>				
535 11 42 08 Telephone- Mobile (45%)	2,000.00	0.00	2,000.00	0.0%
535 11 43 02 Travel	200.00	0.00	200.00	0.0%
535 11 43 03 Meals/Lodging	500.00	0.00	500.00	0.0%
535 11 47 03 Electricity- Sewer Plant & Lift Stations	45,000.00	0.00	45,000.00	0.0%
535 11 47 04 Water/Sewer (Shop/Lab 50%)	1,000.00	0.00	1,000.00	0.0%
535 11 49 06 Filing Fees	1,000.00	0.00	1,000.00	0.0%
535 11 53 04 Sewer Excise Tax	12,000.00	0.00	12,000.00	0.0%
535 11 53 05 Irigation Assessments	100.00	0.00	100.00	0.0%
535 11 53 06 Property Tax Assessment (misq., Etc.)	30.00	0.00	30.00	0.0%
535 12 41 04 Software Agreement (25%)	1,500.00	0.00	1,500.00	0.0%
535 14 49 02 Training	700.00	0.00	700.00	0.0%
535 15 31 03 Repair/mtc. Supplies - Vehicles	3,500.00	0.00	3,500.00	0.0%
535 15 31 04 Repair/mtc. Supplies - System	20,000.00	0.00	20,000.00	0.0%
535 15 31 05 Repair/Mtc. By Others	10,000.00	0.00	10,000.00	0.0%
535 15 31 07 Operating Supplies - System	10,000.00	0.00	10,000.00	0.0%
535 18 51 01 Discharge Permit-doe	3,000.00	0.00	3,000.00	0.0%
535 18 51 03 Lab Accreditation Fee	600.00	0.00	600.00	0.0%
535 40 49 00 Sewer Employee Certifications	500.00	0.00	500.00	0.0%
535 60 41 01 Sewer Testing	5,000.00	0.00	5,000.00	0.0%
535 60 42 02 Online Payment Processing	2,000.00	0.00	2,000.00	0.0%
535 70 31 02 Sewer Billing Supplies	1,200.00	0.00	1,200.00	0.0%
535 80 32 01 Sewer System- Diesel Fuel	4,000.00	0.00	4,000.00	0.0%
535 80 32 02 Operating Supplies - Fuel	3,000.00	0.00	3,000.00	0.0%
535 80 40 01 Sewer Install By City	1,200.00	0.00	1,200.00	0.0%
535 80 40 02 U-Dig Utility Services (50%)	150.00	0.00	150.00	0.0%
535 80 46 02 WCIA Pool Insurance- Sewer Facilities (46%)	25,000.00	0.00	25,000.00	0.0%
535 91 41 02 VISA / MC Charges - 40%	2,000.00	0.00	2,000.00	0.0%
<b>535 Sewer</b>	<b>344,680.00</b>	<b>0.00</b>	<b>344,680.00</b>	<b>0.0%</b>
<b>580 Non Expenditures</b>				
591 35 78 01 Loan-prin-doe-wwtp 2003	106,059.78	0.00	106,059.78	0.0%
591 35 78 03 Loan Principal- DOE Loan #Lo30025B	5,452.26	0.00	5,452.26	0.0%
<b>580 Non Expenditures</b>	<b>111,512.04</b>	<b>0.00</b>	<b>111,512.04</b>	<b>0.0%</b>
<b>594 Capital Expenditures</b>				
594 35 41 01 Engineering-Sewer	30,000.00	0.00	30,000.00	0.0%
594 35 41 04 Engineering - Force Main	75,000.00	0.00	75,000.00	0.0%
594 35 41 05 Engineering- Sewer Lining	20,000.00	0.00	20,000.00	0.0%
594 35 41 06 Engineering - Lift Stations	60,000.00	0.00	60,000.00	0.0%
594 35 60 01 Edith Avenue Sewer Project	40,000.00	0.00	40,000.00	0.0%
594 35 63 01 Cap Outlay-sewer Lining Project	100,000.00	0.00	100,000.00	0.0%
594 35 63 02 Capital Outlay- Force Main	365,000.00	0.00	365,000.00	0.0%
594 35 64 00 Cap. Outlay- Equipment	37,500.00	0.00	37,500.00	0.0%
594 35 64 06 Cap. Outlay - Truck	20,000.00	0.00	20,000.00	0.0%
594 35 64 09 Cap-outlay-upgrade Lift Stat	400,000.00	0.00	400,000.00	0.0%
594 35 64 10 Cap. Outlay - Computer Upgrades	1,000.00	0.00	1,000.00	0.0%
<b>594 Capital Expenditures</b>	<b>1,148,500.00</b>	<b>0.00</b>	<b>1,148,500.00</b>	<b>0.0%</b>

## 2017 BUDGET POSITION

City Of Benton City  
MCAG #: 199

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402 Sewer Fund		01/01/2017 To: 12/31/2017			
Expenditures	Amt Budgeted	Expenditures	Remaining		
<b>597 Interfund Transfers</b>					
597 00 01 03 Transfer To #407	75,000.00	0.00	75,000.00	0.0%	
597 Interfund Transfers	75,000.00	0.00	75,000.00	0.0%	
<b>999 Ending Balance</b>					
508 80 04 11 Ending Fund Balance	372,401.09	0.00	372,401.09	0.0%	
999 Ending Balance	372,401.09	0.00	372,401.09	0.0%	
<b>Fund Expenditures:</b>	<b>2,052,093.13</b>	<b>0.00</b>	<b>2,052,093.13</b>	<b>0.0%</b>	
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>			

## 2017 BUDGET POSITION

City Of Benton City  
 MCAG #: 199

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**406 Sewer/water Capital Improvment**

01/01/2017 To: 12/31/2017

Revenues	Amt Budgeted	Revenues	Remaining	
<b>308 Beginning Balances</b>				
308 80 04 06 Beginning Fund Balance	89,434.43	0.00	89,434.43	0.0%
<b>308 Beginning Balances</b>	<b>89,434.43</b>	<b>0.00</b>	<b>89,434.43</b>	<b>0.0%</b>
<b>340 Charges For Services</b>				
343 40 00 04 Water Area Charge @.02	4,000.00	0.00	4,000.00	0.0%
343 50 00 04 Sewer Area Charge @.01	2,300.00	0.00	2,300.00	0.0%
<b>340 Charges For Services</b>	<b>6,300.00</b>	<b>0.00</b>	<b>6,300.00</b>	<b>0.0%</b>
<b>Fund Revenues:</b>	<b>95,734.43</b>	<b>0.00</b>	<b>95,734.43</b>	<b>0.0%</b>
<b>Expenditures</b>				
<b>594 Capital Expenditures</b>				
594 Capital Expenditures	0.00	0.00	0.00	0.0%
<b>999 Ending Balance</b>				
508 10 04 06 Ending Fund Balance	95,734.43	0.00	95,734.43	0.0%
<b>999 Ending Balance</b>	<b>95,734.43</b>	<b>0.00</b>	<b>95,734.43</b>	<b>0.0%</b>
<b>Fund Expenditures:</b>	<b>95,734.43</b>	<b>0.00</b>	<b>95,734.43</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

## 2017 BUDGET POSITION

City Of Benton City  
 MCAG #: 199

Time: 10:12:51 Date: 12/02/2016  
 Page: 22

407 Sewer/water Capital Maint.

01/01/2017 To: 12/31/2017

Revenues	Amt Budgeted	Revenues	Remaining	
<b>308 Beginning Balances</b>				
308 80 04 07 Beginning Fund Balance	257,729.34	0.00	257,729.34	0.0%
<b>308 Beginning Balances</b>	<b>257,729.34</b>	<b>0.00</b>	<b>257,729.34</b>	<b>0.0%</b>
<b>397 Interfund Transfers</b>				
397 00 01 03 Transfer From #402	75,000.00	0.00	75,000.00	0.0%
<b>397 Interfund Transfers</b>	<b>75,000.00</b>	<b>0.00</b>	<b>75,000.00</b>	<b>0.0%</b>
<b>Fund Revenues:</b>	<b>332,729.34</b>	<b>0.00</b>	<b>332,729.34</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>999 Ending Balance</b>				
508 10 04 07 Ending Fund Balance	332,729.34	0.00	332,729.34	0.0%
<b>999 Ending Balance</b>	<b>332,729.34</b>	<b>0.00</b>	<b>332,729.34</b>	<b>0.0%</b>
<b>Fund Expenditures:</b>	<b>332,729.34</b>	<b>0.00</b>	<b>332,729.34</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		

## 2017 BUDGET POSITION TOTALS

City Of Benton City  
 MCAG #: 199

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 Current Expense Fund	2,222,805.96	0.00	0.0%	2,222,805.96	0.00	0.0%
101 City Street Fund	608,165.58	0.00	0.0%	608,165.58	0.00	0.0%
103 Sos Archive Grant	3,708.74	0.00	0.0%	3,708.74	0.00	0.0%
302 Park & Recreation Fund	280,724.56	0.00	0.0%	280,724.56	0.00	0.0%
305 City Hall Construction Fund	0.00	0.00	0.0%	0.00	0.00	0.0%
350 I-82 Business/industrial Park	29,115.77	0.00	0.0%	29,115.77	0.00	0.0%
401 Water Fund	867,136.94	0.00	0.0%	867,136.94	0.00	0.0%
402 Sewer Fund	2,052,093.13	0.00	0.0%	2,052,093.13	0.00	0.0%
406 Sewer/water Capital Improvement	95,734.43	0.00	0.0%	95,734.43	0.00	0.0%
407 Sewer/water Capital Maint.	332,729.34	0.00	0.0%	332,729.34	0.00	0.0%
	6,492,214.45	0.00	0.0%	6,492,214.45	0.00	0.0%

# CITY OF BENTON CITY

*City Council Agenda Item*



## PROCESS INFORMATION

**SUBJECT:** First Reading – Ord. -2017 Wages & Salaries

**DATE/ITEM:** 12-06-2016- H 3

## BUDGET INFORMATION

**DEPT:** General

**BUDGETED?**

**FUND:** General, Streets, Water/S

**EXPENDITURE:**

## DESCRIPTION/SUMMARY

### ACTION

Consideration of adoption of an ordinance of the City of Benton City, Washington, on its first reading, approving the salaries and benefits to be paid to employees of the City of Benton City, WA for the calendar year 2017.

### HISTORY

## ATTACHMENTS

1) Ordinance

3)

2)

4)

## RECOMMENDED ACTION/SAMPLE MOTION

I move to approve an ordinance of the City of Benton City, Washington, on its first reading, approving the salaries and benefits to be paid to employees of the City of Benton City, WA for the calendar year 2017.

First Reading: \_\_\_\_\_

Second Reading: \_\_\_\_\_

**ORDINANCE NO. \_\_\_\_**

**AN ORDINANCE OF THE CITY OF BENTON CITY, WASHINGTON, APPROVING THE SALARIES AND BENEFITS TO BE PAID TO EMPLOYEES OF THE CITY OF BENTON CITY, WASHINGTON, FOR THE CALENDAR YEAR OF 2017**

**THE CITY COUNCIL OF THE CITY OF BENTON CITY, WASHINGTON, DOES HEREBY ORDAIN AS FOLLOWS:**

**Section 1.**

A. The following shall be the maximum annual salary exclusive of overtime payments, if any, for the calendar year of 2017, for the employees of the City of Benton City, in the position listed:

City Clerk-Treasurer 3	\$ 67,808.00
General Clerk –Purchasing 2	\$ 52,716.80
General Clerk- Accounts Payable 3	\$ 54,246.40
WWTP Supervising Operator 1	\$ 71,614.40
Maintenance Foreman 2	\$ 60,457.60
Maintenance Utility Worker-Parks 3	\$ 49,192.00
Maintenance Utility Worker -2	\$ 47,528.00
Maintenance Utility Worker – Meter Reader -	\$ 42,429.36
Code Enforcement Officer/Animal Control 2	\$ 53,268.80
	<b>\$ 499,261.36</b>

B. Benefits in addition to the annual salary for some of the positions listed above may include the following: (1) social security; (2) workman’s compensation; (3) unemployment compensation; (4) retirement; and (5) medical, dental and vision with employees paying 10% of the premium as agreed upon by the City Council for employee/dependent coverage.

**Section 2.** Overtime payments when authorized in advance by the Mayor at employee’s option shall be either, time and one-half pay or be compensatory time off at a time and one-half rate.

**Section 3.** This ordinance shall be in full force and effect by January 1, 2017, after the passage and posting as required by law.

**PASSED** by the City Council of the City of Benton City, Washington, and approved as provided by law this \_\_\_\_ day of December, 2016.

\_\_\_\_\_  
Linda Lehman  
Mayor

Attest:

Approved as to Form:

\_\_\_\_\_  
Stephanie Haug, CMC  
City Clerk-Treasurer

\_\_\_\_\_  
Kerr Law Group  
City Attorneys

# CITY OF BENTON CITY

*City Council Agenda Item*



## PROCESS INFORMATION

**SUBJECT:** Resolution #201-20- Adopting Council Goals

**DATE/ITEM:** 12-06-2016- H 4

## BUDGET INFORMATION

**DEPT:** General

**BUDGETED?**

**FUND:** N/A

**EXPENDITURE:** N/A

## DESCRIPTION/SUMMARY

### ACTION

Consideration of adoption of Resolution #2016-20, a resolution establishing primary goals of the City of Benton City for the calendar years 2016-2017.

### HISTORY

The City Council held a goals workshop on November 2 and selected the goals listed in the resolution in the order as listed.

## ATTACHMENTS

1) Res. 2016-20

3)

2)

4)

## RECOMMENDED ACTION/SAMPLE MOTION

I move to approve Resolution #2016-20, a resolution establishing primary goals of the City of Benton City for the calendar years 2016-2017.

RESOLUTION NO. 2016-20

**A RESOLUTION ESTABLISHING PRIMARY GOALS OF  
THE CITY OF BENTON CITY FOR THE CALENDAR  
YEARS 2016-2017**

**WHEREAS**, the City of Benton City organization desires to focus the allocation of its resources toward primary goals selected to fulfill the vision of Benton City's future, as held by its elected representatives; and

**WHEREAS**, the City Council conducted a goal setting workshop on November 2, 2016 to discuss all the various concerns for the present as well as visions for the future; NOW, THEREFORE,

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

That the following goals shall be considered primary goals for the City of Benton City for the calendar years 2016 and 2017:

- 1. Splash Pad:** The citizens of Benton City have shown an interest in an aquatic play area in Benton City for a number of years. Although a pool has been talked about, a splash pad seems to be the most cost effective project for a City of our size to meet the desires of the Citizens. The City will work with other jurisdictions that have these types of facilities to learn what works, what doesn't, and how much they cost to build and operate, and ***create a local aquatic play area in Benton City.***
- 2. Community Outreach/Communication:** The City currently utilizes a website to communicate important dates, documents announcements and news to its citizens. This is updated periodically by the City Clerk/Treasurer. The Mayor submits an article to the Kiona-Benton Sentinel each month. The City could hire a designate Public Relations person to create additional stories, articles and news releases on the City's behalf. This position would most likely be a part time position, based on the size of our jurisdiction. The City would also need to evaluate the Public Records liability of expanding onto social media platforms, and the cost of implementing systems to capture any records created through those sites. A policy for what and when information is published should also be created. ***The City will implement a plan that communicates the City's story & celebrates the City's accomplishments to its citizens.***
- 3. Purchase Land for Sports Complex:** The addition of a sports complex will not only give more opportunities for the youth of Benton City to participate in sports, but can also boost the City's economy when hosting tournaments. The City does not currently possess land adequate for development into ball fields. The City should consider the type of ball fields desired will determine the amount of land

needed, what parking facilities will need to be constructed to serve the new complex, and if the complex be multi-sport? ***The City will acquire a large section of land to construct ball fields/create a sports complex.***

- 4. Improve and Add City Events:** Although there are several events occurring in Benton City each year, the City itself only sponsors the 4<sup>th</sup> of July fireworks event and the Halloween carnival. The City lends its resources to help the Benton City Chamber of Commerce put on Benton City Daze, the 4<sup>th</sup> of July parade and Winterfest. The City also hosts monthly meetings to help groups coordinate their events and resources, and creates a Community Calendar (attached) from the events each group presents. These meetings are held the second Thursday of each month at 4pm. The City should consider: events require a lot of manpower, and most events are put on by volunteers, with the improvements of the stage area at City Park, additional events could take place there, including movies and concerts, if the City wishes to host these events themselves, a substantial investment in manpower and overhead costs will need to be budgeted. ***The City will utilize existing venues to bring additional activities and events to Benton City.***
- 5. Improve Entry to City:** The Right of Way (ROW) is approximately 60' wide from the bridge to the downtown area and is owned by the State. The State has several regulations as to what can be done along the roadway. The process to develop a plan and implement projects will take some time. The City will need to work with WSDOT to determine what can be done in the ROW. The City will also need to work with Washington State Fish & Wildlife, as it leases the boat launch area from them. The City will need to develop a common vision for the area. Disagreements on what should happen have slowed progress in the past. The process should include public hearings and opportunities to hear from the public as to what should be done. ***The City will develop a plan for improvement of the area from South entrance of the City to Downtown, including lighting, a wall, directional signs, art and branding.***
- 6. Develop Main Street program:** A few years ago, students from Eastern Washington University prepared a report entitled "Benton City Action Plan" and presented it to the Benton City EDC. This plan outlines the steps needed to develop a Main Street program in Benton City. The City shall consider how it can utilize the report created by EWU and work with the Benton City EDC and Benton City Chamber of Commerce to implement the steps outlined in the report. ***The City will develop a Main Street Program.***
- 7. Develop Pathway Plan:** The City has pathways for walking and biking, but these can be expanded. The trail that winds through town on the Kiona Irrigation ROW was built in collaboration with Kiona Irrigation and STP money through WSDOT. Developing a comprehensive trail plan will prepare the City for future projects and funding opportunities. It will also help identify needed right of way for future paths that can be addressed during land use application review. The

City has a map of existing sidewalks that can be used as a starting point for developing the plan. It will probably take substantial time to develop the plan and it is proposed that the City form a committee with participants from Spink Engineering, the City Council, Kiona-Benton School District, WSDOT, Ridges to Rivers/Tapteal Greenway and City Staff to help determine what is needed and points to connect within the City and outside its borders. The City will ***develop a plan that identifies continuity between existing walking/biking paths and new opportunities, including equestrian, to connect key points within the City and beyond its borders.***

8. **Expand Skate Park:** A request has been made by some of Benton City's youth to provide additional skate space and different features that can be used by skaters of all skill levels and ages. The area the current skate park is located is near the existing property lines of the park. A property line adjustment would need to happen in order to expand the skate park area. Things to consider include: more land will need to be acquired in order to expand the existing park, issues with the noise from the park will need to be addressed when working with adjacent property owner, the City must accept additional liability when expanding the features, and additional input on what features are needed/wanted is needed. The City will ***provide additional skate space and equipment for participants of all ages and abilities.***
9. **Improve Playground Equipment:** The playground equipment was replaced and updated in Legion Park in 2010. Additional play equipment was added in 2016. The play equipment in City Park was installed several years ago. The City should consider that the play equipment at City Park to be replaced with newer equipment. Input on what is desired will need to be gathered by the City. The new equipment will need to meet current safety standards. The proximity of the play area to the alley should be addressed with fencing, and any changes to the play area should incorporate the use of the stage area for events. The City will ***replace/upgrade playground equipment at City Park.***
10. **Construct Large Community Center near library:** The City owns the land to the west of the Benton City Library. It was donated to the City for the construction of the library, a community center as well as City Hall. In 2012, a design for the City Hall was completed by the same architect that designed the library building. A joint use facility was incorporated to use as City Council Chambers, as well as a multi-purpose room for community classes and events. More information is needed on what type of facility is desired, and what features should be included. A new building of this caliber will require additional manpower and security. This building should add opportunities for Benton City youth and adults to participate in their community. The City will ***construct community center near library.***

**ADOPTED** this 6 day of December, 2016, by the City Council of the City of Benton City, Washington, and signed in authentication of its passage this 6 day of December, 2016.

Resolution 2016-20 filed and recorded in the office of the City Clerk of the City of Benton City, Washington, this 6 day of December, 2016.

\_\_\_\_\_  
Linda Lehman, Mayor

Attest:

Approved as to Form:

\_\_\_\_\_  
Stephanie Haug, CMC  
City Clerk/Treasurer

\_\_\_\_\_  
Kerr Law Group  
City Attorney

# CITY OF BENTON CITY

*City Council Agenda Item*



## PROCESS INFORMATION

**SUBJECT:** Resolution #2016-21- ROW License Agreement - 1600 Dale Avenue      **DATE/ITEM:** 12-06-2016- H 5

## BUDGET INFORMATION

**DEPT:** Streets

**BUDGETED?**

**FUND:** N/A

**EXPENDITURE:** N/A

## DESCRIPTION/SUMMARY

### ACTION

Consideration of adoption of Resolution #2016-21, authorizing the Mayor of the City of Benton City to sign the Right of Way agreement between Bryce Hillman, owner of the property located at 1600 Dale Avenue, and the City of Benton City.

## HISTORY

## ATTACHMENTS

- |                                       |    |
|---------------------------------------|----|
| 1) Res. 2016-21 with exhibit          | 3) |
| 2) Information from Spink Engineering | 4) |

## RECOMMENDED ACTION/SAMPLE MOTION

I move to approve Resolution #2016-21, authorizing the Mayor of the City of Benton City to sign the Right of Way agreement between Bryce Hillman, owner of the property located at 1600 Dale Avenue, and the City of Benton City.

**RESOLUTION NO. 2016-21**

**A RESOLUTION AUTHORIZING THE MAYOR OF THE CITY OF BENTON CITY TO SIGN THE RIGHT-OF-WAY LICENSE AGREEMENT BETWEEN BRYCE HILLMAN OWNER OF PROPERTY LOCATED AT 1600 DALE AVENUE AND THE CITY OF BENTON CITY**

**WHEREAS**, Mr. Bryce Hillman, owner of real property at 1600 Dale Avenue in Benton City, Washington, desires to improve and utilize a certain 60' area of the City's right-of-way adjacent to his property as a large vehicle and equipment storage area/lay down yard; and

**WHEREAS**, the City does not currently foresee any plans to use this area of right-of-way in the near future and agrees to allow Mr. Hillman to use said property until such time as the City makes plans to develop it. 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 Right-of-Way License Agreement between Mr. Bryce Hillman and the City of Benton City, a copy of which is attached hereto as Exhibit A and incorporated herein by this reference; and to take all necessary steps required to complete this agreement.

**ADOPTED** this 6 day of December, 2016, by the City Council of the City of Benton City, Washington, and signed in authentication of its passage this 6 day of December, 2016.

Resolution 2016-21 filed and recorded in the office of the City Clerk of the City of Benton City, Washington, this 6 day of December, 2016.

\_\_\_\_\_  
Linda Lehman  
Mayor

Attest:

Approved as to Form:

\_\_\_\_\_  
Stephanie Haug  
City Clerk/Treasurer

\_\_\_\_\_  
Leland B. Kerr  
City Attorney

**FILED FOR RECORD AT REQUEST OF:**

City of Benton City, Washington

**WHEN RECORDED RETURN TO:**

City of Benton City, Washington  
708 9<sup>th</sup> Street  
Benton City, WA 99320

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**RIGHT-OF-WAY ENCROACHMENT  
LICENSE AGREEMENT**

**THIS AGREEMENT** entered into this \_\_\_ day of \_\_\_\_\_, 2016, by and between Bryce Hillman, owner of the property located at 1600 Dale Avenue known as Parcel #113964020014000, hereinafter referred to as "Licensee", and the City of Benton City, Washington, a Municipal Corporation, hereafter referred to as "City."

**WHEREAS**, the Licensee desires to construct certain improvements which encroach upon the right-of-way and/or easement described herein, and desires to maintain such improvements within the City's right-of-way; and

**WHEREAS**, the Licensee recognizes that said improvements are subject to, and secondary to the City's primary public use of the right-of-way, and that such improvements may be required to be removed by Licensee or may be damaged as a result of the City's future use of its right-of-way/easement, per the terms of this Agreement; and

**WHEREAS**, the City is desirous to allow Licensee to make beneficial use of their improvements without creating a risk of adverse possession or easement by prescription, and without exposing the City to any liability arising out of such beneficial use; and

**WHEREAS**, the City and Licensee both agree that Licensee desires to make certain improvements to the right-of-way adjacent to Licensee's property and to use said right-of-way as a "lay down yard" to use for storage of certain large vehicles and equipment relating to Licensee's business; and

**WHEREAS**, the City and Licensee both agree that the City at any point in the future may choose to develop and use the right-of-way at this location for public use and at such time may require Licensee to remove all or part of improvements made to the right-of-way as a result of this Agreement and may require Licensee to vacate any use of said right-of-way.

**NOW, THEREFORE**, and in consideration of the mutual terms and covenants contained herein, this License is granted by the City to Licensee according to the following terms and conditions.

1. **Grant of License.** The City does hereby grant to Licensee a License to modify and maintain a lay down yard for the storage of large vehicles and equipment upon real property more particularly described as the sixty (60) foot right-of-way adjacent to Benton County Parcel No. 113964020014000, which right-of-way is described and depicted in Exhibit A to this Agreement.

2. **Term of License.** This License shall commence upon execution and shall be for a term of ten (10) years from the date of execution. After said ten (10) year term, this License shall renew on the anniversary of the date of execution each year for a one (1) year term, until such time as either party chooses to terminate this Agreement as provided in Section 3 below.

3. **Termination.** This Agreement may be terminated at any time by the City should the City choose to utilize the right-of-way that is the subject of this Agreement, at which time the City shall have the right to terminate this Agreement and require Licensee to remove any or all of Licensee's improvements at Licensee's cost, within ninety (90) days of written notice. In the event the Licensee does not complete removal of improvements and all encroachments upon right-of-way within the specified time, the City shall have the right to remove such improvements and encroachments, and the costs thereof shall be the responsibility of Licensee and shall be placed as a lien upon the parcel of property that is listed in Section 1 above. In the event the Licensee violates any term of this Agreement, this Agreement and the City's promises herein shall be null and void.

4. **Development.** Upon execution of this Agreement, the Licensee may improve the right-of-way by leveling the ground, laying gravel, and constructing a security fence around said right-of-way. Licensee shall make no other improvements upon the land other than what is described within this Agreement. Construction shall be completed within ninety (90) days of the execution of this Agreement. All modifications to the land shall be made in accordance with all provisions of Benton City Municipal Code. Prior to commencing construction of said improvements, Licensee shall provide detailed plans to the City Engineer for review. Licensee agrees that plans

must be approved by the City Engineer prior to commencing construction of improvements.

5. **Maintenance of Right-of-Way.** Licensee shall maintain the right-of-way encroachment areas as designated on Exhibit A, including maintaining the improvement thereon in a well maintained and working condition, free of defects, deterioration or damage which may pose a risk to users of the adjacent properties and any City utilities or property located thereon or adjacent thereto. Landscaped areas within the encroached licensed areas shall be maintained in a clean and litter-free condition with all landscaping kept in an attractive and pest-free condition. Failure to maintain the encroachment area and landscaping as herein described, shall constitute a default of this Agreement, resulting in its termination by the City and the removal of all improvements within the right-of-way, as determined by the Mayor with consent of the City Council

6. **Hold Harmless.** Licensee does hereby agree to hold harmless, defend and indemnify the City for any loss, claim, or damage arising out of Licensee's construction, maintenance, and use of the property subject to this License. In furtherance of this obligation, Licensee shall pay all costs and reasonable attorney fees associated with this obligation of indemnification.

7. **License Runs With the Land.** The terms and conditions of this License, while personal to the Licensee, shall run with the land described in the attached Exhibit A, for the benefit of its successors in interest, subject to the terms of this Agreement including the rights of termination as provided in Section 3 above, and shall not be assignable by the Licensee to any other party except on the prior written consent of the City. In the event a sale is negotiated of the real property and/or business subject to this License, the Agreement shall remain intact, and shall run with the land. To that effect, this Agreement shall be recorded with the Benton County Auditor upon its execution, and attached with the parcel of land that is the subject of the Agreement.

8. **Binding Terms.** All terms and conditions of this License shall be binding upon the parties hereto, their officers, employees, agents, subcontractors, heirs and assigns

9. **General Provisions.** Except for actions for injunctive relief or specific performance, should any dispute arise between the parties as a result of breach, interpretation, or performance of this Agreement, the parties shall first meet in a good faith effort to resolve such dispute. If the dispute is unresolved, with or without the assistance of mediation, the dispute shall be resolved by arbitration pursuant to RCW 7.04A, with venue being placed in Benton County, Washington, and the prevailing party shall be awarded its attorney fees and costs against the other as an additional judgment.





1045 Jadwin Ave. Suite E ▪ 509.946.1581 ▪ Richland, WA 99352 ▪ [www.spinkeng.com](http://www.spinkeng.com)

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## LICENSE AGREEMENT PROPOSAL

DATE: October 27, 2016

TO: Mayor Lehman  
City Council  
City of Benton City

JOB#: BCPR=025-2016

FROM: Alan Rainey  
Spink Engineering

PROJECT: 1600 Dale Ave  
License Agreement Proposal

### MESSAGE:

The owner of 1600 Dale Avenue inquired about the possibility of using or buying the right-of-way at the west end of Dale Avenue, running essentially north and south. The proposed use of the right-of-way would be for large vehicle and equipment storage. The proposed surface is gravel. The site would be fenced to provide security for the equipment. The property owner is Bryce Hillman. He is relocating his construction company headquarters to 1600 Dale Ave. Attached is a schematic map for the proposal and photos of the site.

This proposal information is provided for Mayor and Council review. If the City agrees to move forward with the License Agreement with Bryce Hillman, a License Agreement will need to be drafted by Lee Kerr's office for the next Council meeting for approval.

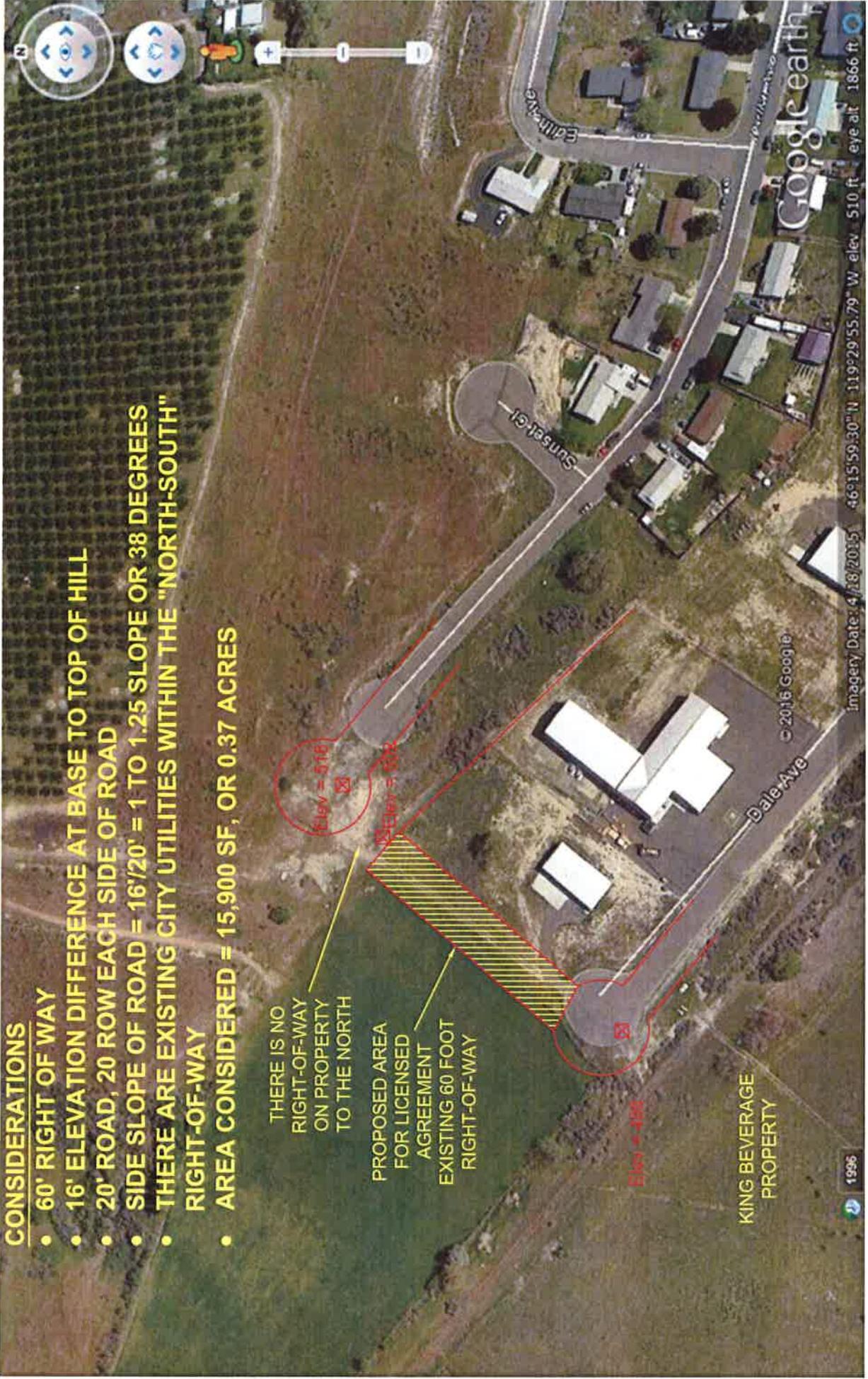
## PROPOSED LICENSE AGREEMENT - WEST END OF DALE AVE

### CONSIDERATIONS

- 60' RIGHT OF WAY
- 16' ELEVATION DIFFERENCE AT BASE TO TOP OF HILL
- 20' ROAD, 20 ROW EACH SIDE OF ROAD
- SIDE SLOPE OF ROAD = 16'/20' = 1 TO 1.25 SLOPE OR 38 DEGREES
- THERE ARE EXISTING CITY UTILITIES WITHIN THE "NORTH-SOUTH" RIGHT-OF-WAY
- AREA CONSIDERED = 15,900 SF, OR 0.37 ACRES

THERE IS NO RIGHT-OF-WAY ON PROPERTY TO THE NORTH

PROPOSED AREA FOR LICENSED AGREEMENT EXISTING 60 FOOT RIGHT-OF-WAY



CALL 1-800-424-5555 AND NON-MEMBER UTILITIES FOR UTILITY LOCATE 2 WORKING DAYS PRIOR TO EXCAVATION

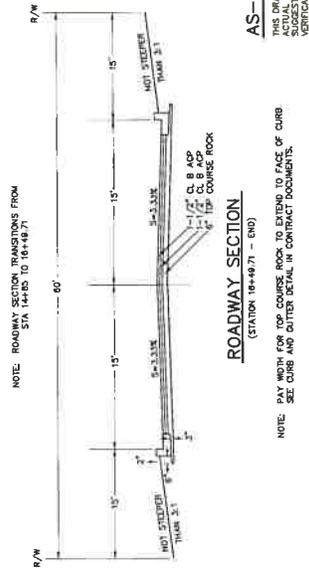
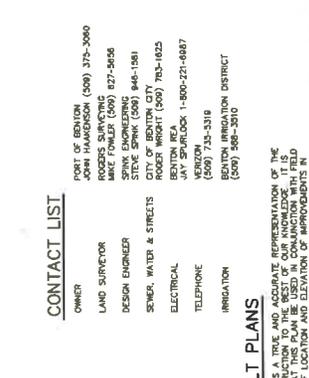
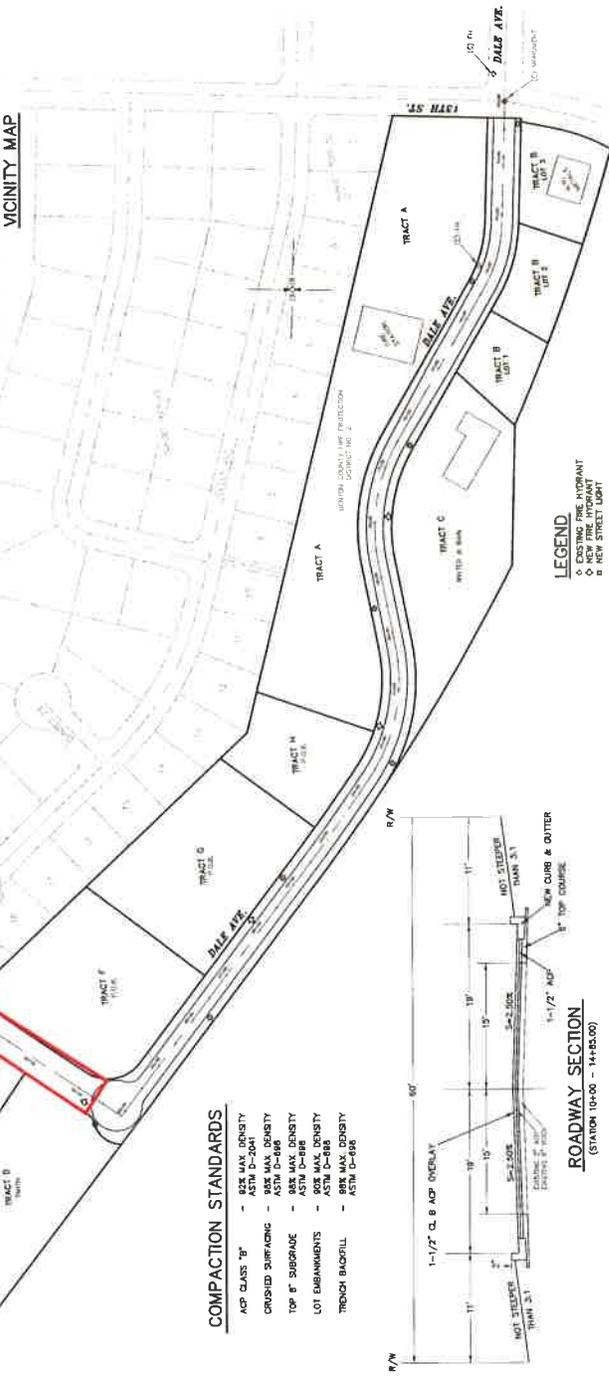
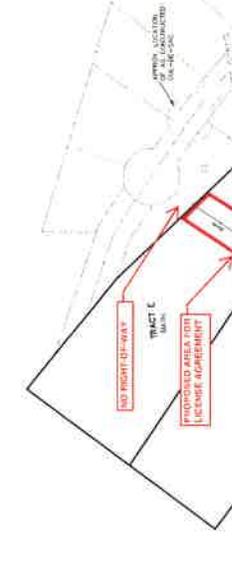
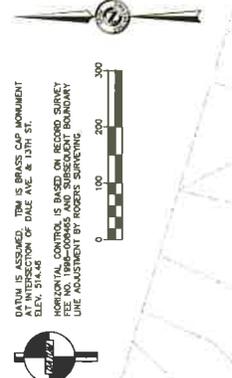
# DALE AVE. EXTENSION

## BENTON CITY INDUSTRIAL SITE

BENTON CITY, WASHINGTON

### GENERAL CONSTRUCTION NOTES

- ALL MATERIALS AND WORKMANSHIP SHALL BE IN CONFORMANCE WITH THESE PLANS, SPECIFICATIONS, AND THE STANDARD SPECIFICATIONS FOR HIGHWAY CONSTRUCTION, STANDARD SPECIFICATIONS FOR ROAD, BRIDGE, AND MUNICIPAL CONSTRUCTION.
- THE LOCATIONS OF ALL EXISTING UNDERGROUND UTILITIES AS SHOWN ON THESE PLANS ARE APPROXIMATE. CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL UTILITIES RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE ASSOCIATED WITH THE FAILURE TO EXACTLY LOCATE AND PREPARE ANY AND ALL UNDERGROUND UTILITIES.
- ALL TRAFFIC CONTROL DEVICES SHALL BE IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES. CONTRACTOR SHALL BE RESPONSIBLE FOR ANY AND ALL CONSTRUCTION DEPENDENCIES FOR A PERIOD OF ONE YEAR FROM THE DATE OF FINAL ACCEPTANCE BY OWNER.
- THE CONTRACTOR SHALL BE REQUIRED TO CALL 1-800-424-5555 A MINIMUM OF 48 HOURS PRIOR TO THE DATE OF EXCAVATION ACTIVITIES TO DETERMINE FIELD LOCATIONS OF ALL UNDERGROUND UTILITIES.
- THE FACE OF CURB SHALL BE STAMPED AT ALL UTILITY CROSSINGS, MAIN LINES AND SERVICE LINES AS FOLLOWS:  
 "S" - SANITARY SEWER  
 "W" - WATER  
 "I" - IRRIGATION  
 "C" - CONDITS  
 "G" - GAS
- COST FOR GENERAL CONSTRUCTION ITEMS WHICH ARE NOT SHOWN ON THESE PLANS BUT ARE NECESSARY TO COMPLETE THE PROJECT SHALL BE INCLUDED IN THE CONTRACTOR'S UNIT PRICES AND OR LUMP SUM BID FOR THE PROJECT.
- ANY CHANGES OR MODIFICATIONS TO THESE PLANS SHALL FIRST BE APPROVED BY THE ENGINEER OR HIS/HER REPRESENTATIVE.
- CONTRACTOR TO PROVIDE INFORMATION TO THE ENGINEER FOR USE IN MAINTAINING RECORD DRAWINGS AT COMPLETION OF PROJECT.
- THE CONTRACTOR AND ALL SUBCONTRACTORS SHALL BE LICENSED BY THE STATE OF WASHINGTON. CONTRACTOR SHALL HAVE A CURRENT BENTON CITY BUSINESS LICENSE.
- WATER MAINS SHALL CROSS OVER THE TOP OF SEWER MAINS WITH A MINIMUM SEPARATION OF 18" BETWEEN CROSSINGS WITH A MINIMUM CLEARANCE BELOW THE SEWER MAIN SHALL BE IN ACCORDANCE WITH WASHINGTON STATE DEPARTMENT OF ECOLOGY STANDARDS.
- ALL SANITARY WATER MAINS SHALL HAVE WRITING COVER. CONTRACTOR SHALL NOT REMOVE WRITING COVER UNLESS IT HAS BEEN TESTED AND WATER SAMPLES HAVE BEEN REVIEWED. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES. CONTRACTOR TO CONNECT NEW WATERLINES TO EXISTING WATERLINES AFTER TESTING.
- ALL FIRE HYDRANTS AND GUARD POSTS SHALL BE PAINTED ORSA SAFETY YELLOW. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES. CONTRACTOR TO CONNECT NEW WATERLINES TO EXISTING WATERLINES AFTER TESTING.
- A RECESSED BLUE REFLECTORIZED HYDRANT MARKER SHALL BE INSTALLED AT THE SAME STATION AS EACH FIRE HYDRANT AT ONE FOOT OFFSET FROM THE ROADWAY CENTERLINE ON THE SIDEWAYS OF EACH HYDRANT. AT STREET INTERSECTIONS A HYDRANT SHALL BE INSTALLED AT THE CORNER OF THE INTERSECTION.
- PRE HYDRANTS AND STREET LIGHTS SHALL BE INSTALLED AT 2 FEET BEHIND THE BACK OF SIDEWALK TO THE FACE OF EQUIPMENT WHERE THE SIDEWALK IS ADJACENT TO THE ROADWAY. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES.
- CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES.
- THE CONTRACTOR SHALL COORDINATE LOCATION AND CONSTRUCTION OF POWER AND TELEPHONE SERVICES WITH UTILITIES.
- CONTRACTOR TO FURNISH TRENCH AND VAULT EXCAVATION AND BACKFILL FOR POWER AND TELEPHONE SERVICES IN ACCORDANCE WITH THE REQUIREMENTS OF THE BENTON CITY AND WASHINGTON STATE DEPARTMENT OF ECOLOGY. CONTRACTOR TO INSTALL 18" CONDUIT, SWEDGES AND PULL STRINGS IN ACCORDANCE WITH WASHINGTON STATE DEPARTMENT OF ECOLOGY STANDARDS. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES.
- CONTRACTOR TO ADJUST NEW AND EXISTING VALVE BOXES TO GRADE AFTER FINISHING.
- SANITARY WATERLINES TO BE PVC CLASS 150. DATA MEETING THE REQUIREMENTS OF AWWA C900. SANITARY SEWER LINES TO BE PVC SR 35 PIPE MEETING THE REQUIREMENTS OF AWWA C900. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES.
- SEWER SERVICE LINES SHALL BE 6" STEEL PIPE WITH 45° AND 90° ELBOWS. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES.
- CONSTRUCT WATERLINES DEEPER TO MAINTAIN A MIN. 12" VERTICAL SEPARATION BETWEEN WATER AND STORM DRAIN PIPES.
- WHERE NEW SANITARY SEWER OR STORM DRAIN LINES ARE TO BE CONNECTED TO EXISTING MAINS, CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES.
- WATER SERVICES ARE TO BE 2" DIA. AND SHALL BE CONSTRUCTED PER ENCLOSED DETAIL. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES.
- COMPLETE STREET LIGHTS SHALL BE CONSTRUCTED PER CITY OF RICHLAND STANDARD 4.01-4.03. WITH THE EXCEPTION THAT CONCRETE BUCKETS ARE NOT REQUIRED. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES. CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES.
- GRASS MULCHING SHALL BE PERFORMED PER THE STORM DRAIN MANUALS.



### SIGNING SCHEDULE

STA 10+50 TO 24' LT.	30" X 30" SIGN SR-1	W-1
STA 11+40 TO 24' RT.	12" X 12" NO. 10 SIGN SR-1	W-1
STA 11+40 TO 24' RT.	12" X 12" NO. 10 SIGN SR-1	W-1
STA 24+50 TO 24' LT.	12" X 12" NO. 10 SIGN SR-1	W-1
STA 30+52 EXT.	(3) END OF ROADWAY SIGN W8-1	

### SHEET INDEX

SHEET 1	COVER SHEET
SHEET 2	DALE AVE PLAN & PROFILE
SHEET 3	DALE AVE PLAN & PROFILE
SHEET 4	DALE AVE PLAN & PROFILE
SHEET 5	DETAILS
SHEET 6	DETAILS
SHEET 7	SEWER LINE "A" PLAN & PROFILE

### CONTACT LIST

OWNER	PORT OF BENTON	(509) 375-2000
LAND SURVEYOR	JOHN HANSEN	(509) 375-2000
DESIGN ENGINEER	ROBERTS SURVEYING	(509) 627-5858
SEWER, WATER & STREETS	MIKE FOWLER	(509) 627-5858
ELECTRICAL	STEVE SPINK	(509) 846-1981
TELEPHONE	CITY OF BENTON CITY	(509) 375-2000
IRRIGATION	ROBERT WRIGHT	(509) 793-1625
	JAY SPRUELOCK	1-800-221-6887
	BENTON IRRIGATION DISTRICT	(509) 720-5316
		(509) 388-3010

### AS-BUILT PLANS

THIS DRAWING IS A TRUE AND ACCURATE REPRESENTATION OF THE AS-BUILT CONDITIONS OF THE PROJECT. CONTRACTOR SHALL BE RESPONSIBLE FOR THE VERIFICATION OF LOCATION AND ELEVATION OF IMPROVEMENTS IN SECTION.

### COMPACTION STANDARDS

- ASD CLASS 'B'
- 92% MAX. DENSITY ASTM D-2041
- CRUSHED SURFACING 92% MAX. DENSITY ASTM D-2041
- TOP 8" SUBGRADE 92% MAX. DENSITY ASTM D-2041
- LOT EMBANKMENTS 92% MAX. DENSITY ASTM D-2041
- TRENCH BACKFILL 92% MAX. DENSITY ASTM D-2041

### ROADWAY SECTION

(STATION 0+00 - 14+25.00)  
 NOTE: ROADWAY DESIGN TRANSFERS FROM STA. 0+00 TO 0+40.71

### ROADWAY SECTION

(STATION 16+49.71 - END)

NOTE: PAY WIDTH FOR TOP COURSE ROCK TO EXTEND TO FACE OF CURB. SEE CURB AND OUTER DETAIL IN CONTRACT DOCUMENTS.

EDA PROJECT NO. 07-01-04957

DATE: 12/27/01  
 DRAWN BY: SWS  
 SHEET 1 OF 7  
 JOB # 01-112

SPINK ENGINEERING  
 601 NIGHT STREET  
 RICHLAND, WASHINGTON 99352  
 (509) 949-1051

# CITY OF BENTON CITY

*City Council Agenda Item*



## PROCESS INFORMATION

**SUBJECT:** Special Presentation – Apollo Solutions Group

**DATE/ITEM:** 12-06-2016- H 6

## BUDGET INFORMATION

**DEPT:**

**BUDGETED?**

**FUND:**

**EXPENDITURE:**

## DESCRIPTION/SUMMARY

ACTION

HISTORY

## ATTACHMENTS

1)

3)

2)

4)

## RECOMMENDED ACTION/SAMPLE MOTION

# CITY OF BENTON CITY

City Council Agenda Item



## PROCESS INFORMATION

**SUBJECT:** IGA Energy and IGA Solar Proposals-Apollo Solutions Group

**DATE/ITEM:** 12-06-2016- H 7

## BUDGET INFORMATION

**DEPT:** General, Water, Sewer

**BUDGETED?**

**FUND:** General, Water, Sewer

**EXPENDITURE:** \$32,000

## DESCRIPTION/SUMMARY

### ACTION

Consideration of approval of two proposals , s submitted by Apollo Solutions Group, one for Energy Improvemtns, including New VFDs & DO sensors at the WWTP, lights upgrades at the WWTP, the Library, the Community Center, the restrooms at the park, the well pumps and the booster station. The other proposal is for solar upgrades at the WWTP.

### HISTORY

## ATTACHMENTS

- |                         |    |
|-------------------------|----|
| 1) IGA proposal- Energy | 3) |
| 2) IGA proposal- Solar  | 4) |

## RECOMMENDED ACTION/SAMPLE MOTION

I move to approve the Investment Grade Audit proposal(s) from Apollo Solutions group for the proposed Energy Projects(and) the proposed Solar Project.



*People.  
Partnerships.  
Performance.*

1201 W. Columbia Dr.  
Kennewick, WA 99336  
ph: 509.821.0379  
www.apollosolutionsgroup.com

Linda Lehman  
Mayor  
Benton City  
708 9<sup>th</sup> Street  
Benton City, WA 99320

Alysa Wyrick  
Department of Enterprise Services  
PO Box 11098  
Spokane Valley, WA 99211-1098

Date: December 1, 2016

**SUBJECT** Investment Grade Audit Proposal - Energy  
Energy Services Performance Contract  
Benton City, WA

Dear Mrs. Lehman,

Apollo Solutions Group is pleased to submit this proposal for the Investment Grade Audit phase of an Energy Services Performance Contract for Benton City, in Benton, WA. As you are aware, an interagency agreement was entered into between the Department of Enterprise Services and Benton City. The City has chosen Apollo Solutions Group as their ESCO.

The result of the Preliminary Assessment conducted by Apollo Solutions Group has provided a reasonable certainty that further development will result in an Energy Savings Performance Contract satisfying the state's requirements in terms of both energy savings and code compliance/safety.

The buildings and facilities included in the Investment Grade audit are as follows:

Waste Water Treatment Plant – 1,584 sqft  
Library – 6,156 sqft  
Community Center – 3,885 sqft  
Public Restroom – 140 sqft  
Well Pumps (1, 2, & 3) – 320 sqft each  
Booster Pump Station – 896 sqft

The focus of this Investment Grade Audit (IGA) is the FIMs that are outlined in **Table 1: Facility Improvement Measures (FIMs) List**. The FIMs in Table 1 will be further developed both from energy and operational savings perspective as well as their respective costs and Rebate Incentive potential. The IGA Fee Breakdown of specific task and their associated hours can be found in **Table 3: Investment Grade Audit (IGA) Hours Estimate**.

Apollo Solutions group will provide energy services for Benton City, in accordance with the following tasks:

## **ENGINEERING SERVICES**

Apollo Solutions Group (ASG) shall undertake a Detailed Investment Grade Audit (IGA) of the facilities mentioned above. The IGA shall identify all cost effective Facility Improvement Measures (FIMs) as listed in the FIM list in this document. The IGA estimate and Fee are predicated on this FIM list. If the client wishes to add additional FIMs, ASG will provide a proposal and amendment to add scope or change cost. ASG shall present to Benton City, a written Energy Services Proposal (ESP), which will include the IGA documentation, within the time specified in the Energy Services authorization and commencing on the date of the authorization to proceed. The ESP shall include the following elements.

1. A description of the facilities and a description of the buildings and systems which shall receive equipment and services.
2. The cost effective FIMs to be installed or caused to be installed by ASG, and a description of the FIMs analyzed but disqualified under the cost effective criteria.
3. The services that ASG will perform or caused to be performed on or in the facility, including but not limited to engineering, construction management, the operations and maintenance procedures for use on equipment installed as a part of this project, training for facility personnel, providing warranty service, and equipment maintenance.
4. The Maximum Allowable Project Cost, itemized in detail, which may be amended to represent actual cost.
5. Recommendations for replacement of existing equipment, along with recommendations for improvements to existing equipment and operating conditions.
6. The standards of comfort and service appropriate for the facility.
7. The baseline energy consumption for the facility, including the data, methodology and variables used to compute the baseline, and the baseline calendar period, which shall not be less than (12) months.
8. The estimated energy savings and energy cost savings that are expected to result from the installation of equipment installed under the proposed project, and from ASG, and an explanation of the method, used to make the estimate.

9. The method by which the energy savings and energy cost savings will be calculated during the term of the Energy Services Authorization.
10. A description of how ASG will finance the project, and when title of equipment installed as a part of the proposed project will transfer to the owner.
11. A description of how energy savings will be guaranteed by ASG.
12. A description of how ASG proposes to be compensated.
13. The term of the energy savings guarantee period.
14. The termination value for each year during the term of the energy savings guarantee period.
15. Schedule for the project completion.
16. The nature and extent of the work and equipment that ASG anticipates it will receive from other firms under subcontract.
17. ASG's Measurement and Verification (M&V) Plan for documenting energy savings.

The Facility Improvement Measures (FIMs) will include items that save energy, water, or other resources including, but not limited to, various cost saving measures. The Investment Grade Audit will provide detailed documentation of field work for the audit, calculation input and output in support of the recommendations made in the Energy Services Proposal, economic and engineering assumptions, sketches, floor plans and any other information developed in the course of the audit.

Benton City agrees to provide Apollo Solutions Group with access to materials pertinent to this audit.

- a. Minimum of 24 Months of Utility Bills.
- b. Access to the complete sets of as-built drawings and O&M manuals.
- c. Access to the facilities and staff.

## FACILITY IMPROVEMENT MEASURES (FIMs)

The scope of this IGA will include the development of guaranteed cost and savings for the following Facility Improvement Measures (FIMs).

Table 1: Facility Improvement Measures (FIMs) List

FIM	FIM Description
1	WWTP New VFDs & DO sensor
3a	WWTP Lighting Upgrade
3b	Library Lighting Upgrade
3c	Community Center Lighting Upgrade
3d	Public Restroom Lighting Upgrade
3e	Well Pumps Lighting Upgrade
3f	Booster Pump Lighting Upgrade

## PRELIMINARY MEASUREMENT & VERIFICATION PLAN

Measurement and verification (M&V), along with commissioning, is a process by which the achievement of savings and system performance is proven and documented.

There are a great number of uncontrolled variables that affect energy usage at each site, such as weather, occupant population and schedules, equipment runtimes, plug loads, etc.

Therefore, verification methods have been recommended that will isolate energy usage down to the affected equipment for pre and post measurement. This will allow for the maximum of savings to be utilized for implementation of the measures.

The proposed M&V strategies for each type of savings measure are listed below in M&V Matrix table. ASG believes these are the most cost effective ways to verify savings at this time.

**Table 2: FIM Measurement & Verification Matrix**

FIM	Description	IPMVP Option	Measured Variable(s)	Stipulated Variables	Measurement Frequency	Guaranteed Savings Methodology
1	WWTP New VFDs & DO sensor	B	Pre and Post Retrofit Measurements	All Others	Pre and 3 yrs of Post Retrofit	Measured
3a	WWTP Lighting Upgrade	A	Pre and Post Retrofit Wattages & Oper Hours	All Others	Pre and Post Retrofit Only	Measured
3b	Library Lighting Upgrade	A	Pre and Post Retrofit Wattages & Oper Hours	All Others	Pre and Post Retrofit Only	Measured
3c	Community Center Lighting Upgrade	A	Pre and Post Retrofit Wattages & Oper Hours	All Others	Pre and Post Retrofit Only	Measured
3d	Public Restroom Lighting Upgrade	A	Pre and Post Retrofit Wattages & Oper Hours	All Others	Pre and Post Retrofit Only	Measured
3e	Well Pumps Lighting Upgrade	A	Pre and Post Retrofit Wattages & Oper Hours	All Others	Pre and Post Retrofit Only	Measured
3f	Booster Pump Lighting Upgrade	A	Pre and Post Retrofit Wattages & Oper Hours	All Others	Pre and Post Retrofit Only	Measured

ASG has prepared the IGA schedule and cost estimate under the assumption that the final M&V plan will be consistent with the details of this section. During the IGA, ASG prefers to hold a workshop with our customers to discuss M&V; the tradeoffs between measurement cost and performance risk, and empower our customers to collaborate with ASG in developing a plan to meet our shared goals. Should the customer and ASG agree to a different M&V plan that what is proposed here, ASG reserves the right to adjust the IGA fee and IGA schedule to account for costs and delays associated with any additional measurements.

Table 3: Investment Grade Audit (IGA) Hours Estimate

Investment Grade Audit	Account Executive	Development Engineer	Energy Engineer	Construction Manager	Project Manager	Commissioning Engineer	Performance Specialist	Administrative Assistant	Hours
Data Collection (Utility Bills, Ops Costs)									
Utility Bills Analysis			4						4
Site Survey / Client Interviews									
Financial Criteria									
Field Notes, System Write-ups, Issues									
Preliminary FIM List									
Investment Grade Audit Proposal Development									
Client Meeting		8							8
Site Investigation, Walk Through, Interviews		8	6						14
Pre-retrofit Measurements, Logging, Trends		8							8
ROM Energy Savings									
ROM O&M Budget Savings, Emerg. Repairs									
ROM Scope of Work, Equipment BOD, Pre-Design									
ROM FIM Budgets									
ROM Estimated Rebate Incentives									
ROM Presentation to DES									
ROM Presentation to the Client									
GMAX M&V Methodology - DES/Client Review		6				4			10
GMAX Energy Savings		8	8						16
GMAX O&M Budget Savings, Emerg. Repairs		8							8
GMAX Scope of Work, Equip BOD, Pre-Design		12		6					18
GMAX FIM Budgets	2	4		4					10
GMAX Estimated Rebate Incentives			2						2
Scope / Risk Review	2	4		4					10
GMAX Presentation to DES	2	4		2					8
GMAX Presentation to the Client	8	4							12
Development of the Energy Services Proposal		24	12	2					38
<b>Total Hours</b>									<b>166</b>

### FINANCIAL CRITERIA

The IGA Fee for performing the services mentioned above will not exceed **\$17,000**. Should ASG not provide an Energy Services Proposal (ESP) for a project that meets the cost effective criteria set by Benton City, the City would have no obligation to pay ASG for the IGA. If ASG does present a project that meets Benton City's financial criteria but decides not to move forward with the project, then ASG would be paid the actual cost incurred to date, but not to exceed the audit amount, upon final receipt of the Energy Services Proposal.

ASG will work with the local utility companies in order to secure any energy rebate incentives for the City.

ASG will assist Benton City in applying for a State of Washington Department of Commerce Energy Grant, if they so choose to pursue the grant. ASG cannot guarantee the success of receiving a Commerce Energy Grant. The City understands that the project financials are dependent on getting the grant. If the City is not awarded the grant in this current round, Apollo agrees to suspend invoicing the City for the IGA and re-apply for the Grant in the following biennium. If the City chooses not to re-apply for the Grant, then Apollo would request to get paid for the IGA. The suspension of the project may increase the cost of the project slightly to reflect changes in market value, which will be reassessed prior to submittal of the new grant.

The project must meet the following cost effective criteria:

- The project will include any operational savings into the City's cash flow analysis. The operational savings will consist of hard cost operational savings, and will be agreed upon by DES, the City, and ASG.
- The maximum term of potential financing will be 15 years or less. The financing will be self-funded through the guaranteed energy and operational savings, plus any available utility rebates or incentives.
- All utility rebates and/or incentives will be sent back to Benton City and will be part of the project's cash flow analysis.
- The project must have a simple payback that is equal to or less than the aggregate equipment's rated useful service life.

#### **TIMELINE**

- ASG proposes to deliver the Energy Services Proposal in 120 days or less from the time a Notice to Proceed from DES is received. Detailed timeline will be provided at the kickoff meeting.

We at Apollo Solutions Group appreciate the opportunity to provide these services, and look forward to working with Benton City and the Department of Enterprise Services.

Sincerely,

*Scott Lewis*

Scott Lewis  
Business Development Account Manager  
Apollo Solutions Group



*People.  
Partnerships.  
Performance.*

1201 W. Columbia Dr.  
Kennewick, WA 99336  
ph: 509.821.0379  
[www.apollosolutionsgroup.com](http://www.apollosolutionsgroup.com)

Linda Lehman  
Mayor  
Benton City  
708 9<sup>th</sup> Street  
Benton City, WA 99320

Alysa Wyrick  
Department of Enterprise Services  
PO Box 11098  
Spokane Valley, WA 99211-1098

Date: December 1, 2016

**SUBJECT** Investment Grade Audit Proposal - Solar  
Energy Services Performance Contract  
Benton City, WA

Dear Mrs. Lehman,

Apollo Solutions Group is pleased to submit this proposal for the Investment Grade Audit phase of an Energy Services Performance Contract for Benton City, in Benton, WA. As you are aware, an interagency agreement was entered into between the Department of Enterprise Services and Benton City. The City has chosen Apollo Solutions Group as their ESCO.

The result of the Preliminary Assessment conducted by Apollo Solutions Group has provided a reasonable certainty that further development will result in an Energy Savings Performance Contract satisfying the state's requirements in terms of both energy savings and code compliance/safety.

The buildings and facilities included in the Investment Grade audit are as follows:

Waste Water Treatment Plant – 1,584 sqft

The focus of this Investment Grade Audit (IGA) is the FIMs that are outlined in **Table 1: Facility Improvement Measures (FIMs) List**. The FIMs in Table 1 will be further developed both from energy and operational savings perspective as well as their respective costs and Rebate Incentive potential. The IGA Fee Breakdown of specific task and their associated hours can be found in **Table 3: Investment Grade Audit (IGA) Hours Estimate**.

Apollo Solutions group will provide energy services for Benton City, in accordance with the following tasks:

## **ENGINEERING SERVICES**

Apollo Solutions Group (ASG) shall undertake a Detailed Investment Grade Audit (IGA) of the facilities mentioned above. The IGA shall identify all cost effective Facility Improvement Measures (FIMs) as listed in the FIM list in this document. The IGA estimate and Fee are predicated on this FIM list. If the client wishes to add additional FIMs, ASG will provide a proposal and amendment to add scope or change cost. ASG shall present to Benton City, a written Energy Services Proposal (ESP), which will include the IGA documentation, within the time specified in the Energy Services authorization and commencing on the date of the authorization to proceed. The ESP shall include the following elements.

1. A description of the facilities and a description of the buildings and systems which shall receive equipment and services.
2. The cost effective FIMs to be installed or caused to be installed by ASG, and a description of the FIMs analyzed but disqualified under the cost effective criteria.
3. The services that ASG will perform or caused to be performed on or in the facility, including but not limited to engineering, construction management, the operations and maintenance procedures for use on equipment installed as a part of this project, training for facility personnel, providing warranty service, and equipment maintenance.
4. The Maximum Allowable Project Cost, itemized in detail, which may be amended to represent actual cost.
5. Recommendations for replacement of existing equipment, along with recommendations for improvements to existing equipment and operating conditions.
6. The standards of comfort and service appropriate for the facility.
7. The baseline energy consumption for the facility, including the data, methodology and variables used to compute the baseline, and the baseline calendar period, which shall not be less than (12) months.
8. The estimated energy savings and energy cost savings that are expected to result from the installation of equipment installed under the proposed project, and from ASG, and an explanation of the method, used to make the estimate.
9. The method by which the energy savings and energy cost savings will be calculated during the term of the Energy Services Authorization.

10. A description of how ASG will finance the project, and when title of equipment installed as a part of the proposed project will transfer to the owner.
11. A description of how energy savings will be guaranteed by ASG.
12. A description of how ASG proposes to be compensated.
13. The term of the energy savings guarantee period.
14. The termination value for each year during the term of the energy savings guarantee period.
15. Schedule for the project completion.
16. The nature and extent of the work and equipment that ASG anticipates it will receive from other firms under subcontract.
17. ASG's Measurement and Verification (M&V) Plan for documenting energy savings.

The Facility Improvement Measures (FIMs) will include items that save energy, water, or other resources including, but not limited to, various cost saving measures. The Investment Grade Audit will provide detailed documentation of field work for the audit, calculation input and output in support of the recommendations made in the Energy Services Proposal, economic and engineering assumptions, sketches, floor plans and any other information developed in the course of the audit.

Benton City agrees to provide Apollo Solutions Group with access to materials pertinent to this audit.

- a. Minimum of 24 Months of Utility Bills.
- b. Access to the complete sets of as-built drawings and O&M manuals.
- c. Access to the facilities and staff.

## FACILITY IMPROVEMENT MEASURES (FIMs)

The scope of this IGA will include the development of guaranteed cost and savings for the following Facility Improvement Measures (FIMs).

**Table 1: Facility Improvement Measures (FIMs) List**

FIM	FIM Description
1	100 kW Solar Photovoltaic Collection System

## PRELIMINARY MEASUREMENT & VERIFICATION PLAN

Measurement and verification (M&V), along with commissioning, is a process by which the achievement of savings and system performance is proven and documented.

There are a great number of uncontrolled variables that affect energy usage at each site, such as weather, occupant population and schedules, equipment runtimes, plug loads, etc.

Therefore, verification methods have been recommended that will isolate energy usage down to the affected equipment for post measurement. In cases where savings isolation is more difficult, less accurate and cost prohibitive, the recommendation is to stipulate the savings. This will allow for the maximum of savings to be utilized for implementation of the measures.

The proposed M&V strategies for each type of savings measure are listed below in M&V Matrix table. ASG believes these are the most cost effective ways to verify savings at this time.

**Table 2: FIM Measurement & Verification Matrix**

FIM	Description	IPMVP Option	Measured Variable(s)	Stipulated Variables	Measurement Frequency	Guaranteed Savings Methodology
1	100 kW Solar Photovoltaic Collection System	A	Array kW Output	All Others	3 yrs of Post Retrofit	Calculated with measured kW

ASG has prepared the IGA schedule and cost estimate under the assumption that the final M&V plan will be consistent with the details of this section. During the IGA, ASG prefers to hold a workshop with our customers to discuss M&V; the tradeoffs between measurement cost and performance risk, and empower our customers to collaborate with ASG in developing a plan to meet our shared goals. Should the

customer and ASG agree to a different M&V plan that what is proposed here, ASG reserves the right to adjust the IGA fee and IGA schedule to account for costs and delays associated with any additional measurements.

**Table 3: Investment Grade Audit (IGA) Hours Estimate**

Investment Grade Audit	Account Executive	Development Engineer	Energy Engineer	Construction Manager	Project Manager	Commissioning Engineer	Performance Specialist	Administrative Assistant	Hours
Data Collection (Utility Bills, Ops Costs)									
Utility Bills Analysis			4						4
Site Survey / Client Interviews									
Financial Criteria									
Field Notes, System Write-ups, Issues									
Preliminary FIM List									
Investment Grade Audit Proposal Development									
Client Meeting		8							8
Site Investigation, Walk Through, Interviews		8	6						14
Pre-retrofit Measurements, Logging, Trends		8							8
ROM Energy Savings									
ROM O&M Budget Savings, Emerg. Repairs									
ROM Scope of Work, Equipment BOD, Pre-Design									
ROM FIM Budgets									
ROM Estimated Rebate Incentives									
ROM Presentation to DES									
ROM Presentation to the Client									
GMAX M&V Methodology - DES/Client Review		6				4			10
GMAX Energy Savings		6	6						12
GMAX O&M Budget Savings, Emerg. Repairs		8							8
GMAX Scope of Work, Equip BOD, Pre-Design		8		6					14
GMAX FIM Budgets	2	4		4					10
GMAX Estimated Rebate Incentives			2						2
Scope / Risk Review	2	4		4					10
GMAX Presentation to DES	2	4		2					8
GMAX Presentation to the Client	8	4							12
Development of the Energy Services Proposal		16	6	2					24
<b>Total Hours</b>									<b>144</b>

### FINANCIAL CRITERIA

The IGA Fee for performing the services mentioned above will not exceed **\$15,000**. Should ASG not provide an Energy Services Proposal (ESP) for a project that meets the cost effective criteria set by Benton City, the City would have no obligation to pay ASG for the IGA. If ASG does present a project that meets Benton City's financial criteria but decides not to move forward with the project, then ASG would be paid

the actual cost incurred to date, but not to exceed the audit amount, upon final receipt of the Energy Services Proposal.

ASG will work with the local utility companies in order to secure any energy rebate incentives for the City.

ASG will assist Benton City in applying for a State of Washington Department of Commerce Energy Grant, if they so choose to pursue the grant. ASG cannot guarantee the success of receiving a Commerce Energy Grant. The City understands that the project financials are dependent on getting the grant. If the City is not awarded the grant in this current round, Apollo agrees to suspend invoicing the City for the IGA and re-apply for the Grant in the following biennium. If the City chooses not to re-apply for the Grant, then Apollo would request to get paid for the IGA. The suspension of the project may increase the cost of the project slightly to reflect changes in market value, which will be reassessed prior to submittal of the new grant.

The project must meet the following cost effective criteria:

- The maximum term of potential financing will be 15 years or less. The financing will be self-funded through the guaranteed energy and operational savings, plus any available utility rebates or incentives.
- All utility rebates and/or incentives will be sent back to Benton City and will be part of the project's cash flow analysis.
- The project must have a simple payback that is equal to or less than 100 years.

#### **TIMELINE**

- ASG proposes to deliver the Energy Services Proposal in 120 days or less from the time a Notice to Proceed from DES is received. Detailed timeline will be provided at the kickoff meeting. ASG will make the March 9<sup>th</sup> deadline for the Solar Grant Application.

We at Apollo Solutions Group appreciate the opportunity to provide these services, and look forward to working with Benton City and the Department of Enterprise Services.

Sincerely,

*Scott Lewis*

Scott Lewis

Business Development Account Manager  
Apollo Solutions Group

# CITY OF BENTON CITY

*City Council Agenda Item*



## PROCESS INFORMATION

**SUBJECT:** Purchase Request – Well # 5 Gravel

**DATE/ITEM:** 12-06-2016- H 8

## BUDGET INFORMATION

**DEPT:** Water

**BUDGETED?**

**FUND:** Water

**EXPENDITURE:** \$13,320.06

## DESCRIPTION/SUMMARY

### ACTION

Consideration of approval of a purchase request to gravel the access road around the large resevoir and Well # 5.

### HISTORY

Please see letter from Alan Rainey

## ATTACHMENTS

- |                                       |    |
|---------------------------------------|----|
| 1) information from Spink Engineering | 3) |
| 2) Bid Tabulation                     | 4) |

## RECOMMENDED ACTION/SAMPLE MOTION

I move to award the contract for the Reservoir Access Road Graveling to Central Washingt n Asphalt in the amoun tof \$13,260.06.



1045 Jadwin Ave. Suite E ▪ 509.946.1581 ▪ Richland, WA 99352 ▪ [www.spinkeng.com](http://www.spinkeng.com)

December 1, 2016

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

RE: Well #5 – Well House and Site Work  
Additional Gravel  
Job #09-132

Dear Mayor Lehman:

Two bids were received for the Reservoir Access Road Graveling request for bids. The City received a quote from Culbert Construction during the Well 5 project of approximately \$17,100. At that time, we estimated the cost of doing it later would be approximately \$11,100. The low bid received was \$13,260.06. Total savings by delaying the work is approximately \$3,800.

We recommend the City award the contract to Central Washington Asphalt in the amount of \$13,260.06.

Sincerely,

Alan Rainey, P.E.  
Spink Engineering, LLC



1045 Jadwin Ave. Suite E ▪ 509.946.1581 ▪ Richland, WA 99352 ▪ [www.spinkeng.com](http://www.spinkeng.com)

## MEMORANDUM

August 11, 2016

Well #5 – Well House and Site Work  
Change Order 5 – Additional Gravel  
Job #09-132

### Discussion:

The additional gravel area shown on the map is 12,800 sf in size. The proposed price of \$1.23/sf from Culbert Construction is higher than was expected. I discuss the cost with a paving company in the Tri-City area. They indicated that all the paving and excavation companies are extremely busy right now and the price of \$1.23/sf seems fair at this time.

I discussed the option of doing this work during the winter months when contractors will be slower. He said you could expect the price to be around \$0.80/sf.

### Doing it Now:

Cost with tax:	\$17,097.98
Funding source:	DWSRF Loan

### Doing it Later:

Cost with Tax:	\$11,120.64
Funding Source:	City Water Fund

Is this a critical item? No, but the additional gravel will make the area more passible for Public Works staff, make it an “all season access road” and help keep weeds and dust down in the area. This area was left off the original project to help ensure the funding amount would cover the cost of the essential items of the project first.

**The question is does the City want to add \$17,097.98 to the loan amount and pay it off over 20 years, or pay \$11,120.64 out of the water fund in six months?**

Reservoir Access Road Graveling  
 BID TABULATION

**Note:** 3 contractors were contacted. Inland Asphalt declined to bid on December 1, 2016, due to work schedule.

Item	Qty	Unit	Central Washington		Goodman	
			Unit Price	Amount	Unit Price	Amount
1 Mobilization	1	LS	1,000.00	1,000.00	3,000.00	3,000.00
2 Subgrade Preparation	1	LS	3,500.00	3,500.00	5,000.00	5,000.00
3 3" Crushed Surfacing top Course	12,850	SF	0.60	7,710.00	0.80	10,280.00

Subtotal

12,210.00

18,280.00

Tax (8.6%)

1,050.06

1,572.08

TOTAL

13,260.06

19,852.08

I certify these bids are correct. Bids were received on Thursday, December 1, 2016 at the office of Spink Engineering LLC.



Alan Rainey

12/1/2016

# CITY OF BENTON CITY

*City Council Agenda Item*



## PROCESS INFORMATION

**SUBJECT:** Purchase Request - 2017 F5500 Truck

**DATE/ITEM:** 12-06-2016- H 9

## BUDGET INFORMATION

**DEPT:** Maintenance

**BUDGETED?**

**FUND:** General, Water, Sewer

**EXPENDITURE:** \$79,155.39

## DESCRIPTION/SUMMARY

### ACTION

Consideration of a purchase request for a new truck, to be outfitted with a service body, including a crane.

### HISTORY

This item was budgeted for 2016, but with ordering timeframes, it will come from the 2017 Budget, which includes \$75,000 for the truck. The additional service equipment would come from the water/sewer operating supplies budget.

## ATTACHMENTS

- |                             |    |
|-----------------------------|----|
| 1) Letter from Kyle Kurth   | 3) |
| 2) Purchase Request Details | 4) |

## RECOMMENDED ACTION/SAMPLE MOTION

I move to approve the purchase of a new work truck through the Department of Enterprise Services contract for \$79,155.39.

Council,

I have provided a state bid quote for a new work truck with a service box and crane attachment. We have been looking at wanting to get another service truck to add to the city crew. Right now we only have one service truck which is my truck and there are times I want the guys to go take care of something and they will have to take my truck to complete these task which then makes it so I cannot go work on anything That would require all the tools of the work truck. If we had two work truck we would be able to spilt into two groups and complete little task faster verses only having the one truck and only one crew. Also we will have a crane on this truck so we will be able to pull lift pumps out with the truck instead of driving the back hoe all over town. This will reduce the wear and tear on the back hoe tremendously and will make jobs a lot easier to complete. This truck is also being set up to eventually be able to add a welder and air compressor. This will make it so we can be able to do more repairs in the field by our self's then to worry about having to hire someone cause we don't have the right equipment. With this purchase of the truck we will be selling the dodge. The dodge is a 99 1 ton dually that we are pretty sure the tranny is starting to go out of it. So it would be best to get rid of it while it's still going strong.

I know that this is a big expense up front for this truck but we are trying our best to get updated equipment so we are able to do our job safer, quicker, and easier which then results in saving the city money. When it comes to pulling the lift pumps out this crane will make things a lot safer and easier on us. When operating the back hoe the operator cannot see what going on him/her have to rely on another crew member to tell them what they need to do. With this crane the operator will be able to be right over the hole seeing what's going on and be able to cut out the middle man which will cut down on communication errors that can hurt or kill someone or destroy equipment.

With this truck being on the state bid contract we are not obligated to go out for quotes cause this is already the lowest price that the state found. I did go ahead and test that and called to get a quote for the same service box and crane from a company and they were in fact \$3000 more to do the same thing.

Thank you

Kyle Kurth

## Organization Purchase Request Details

### Organization Information

[Return to Org Requests](#)

<b>Contract #:</b> 03813 - Trucks - Cab & Chassis (2WD - 4WD)	<b>Submit Date:</b> 11-10-2016
<b>Status:</b> Submitted To Dealer	<b>Order Date:</b>
<b>Organization:</b> 20301 - BENTON CITY CITY OF - 20301	<b>Expected Delivery Date:</b>
<b>Order Contact:</b> Kyle Kurth	<b>Delivery Date:</b>
<b>Contact Phone:</b> 509-366-3467	<b>Cancel Date:</b>
<b>Contact Email:</b> kkurth@ci.benton-city.wa.us	<b>Organization Reference #:</b> 20301
	<b>Organization PO #:</b>

**Organization** bed options we would like- led compartment lights, led/t/t, master lock, rock guard, steel  
**Comments:** mechanics draws, cargo tie downs

**Dealer Reference #:** 16-0971 G669

**Dealer Comments:** 11/10/16 Revised to delete #040 Towing Package (Aftermarket trailer brake wiring kit)(N/A with Trailer Brake Controller)(531) \$42.00. 11/17/16 Added #908 Knapheide Service Body Upgrades (include LED compartment lights installed in each cabinet and wired to factory upfitter switch \$1168; Master Locking Installed \$558; Rock Guards Installed \$224, and 7-Drawer Cabinet \$2299; (DLR/Allied) \$4,249.00

### Color Options

Color Name	Quantity
Oxford White	1

Tax Exempt: N

### Vehicle Options

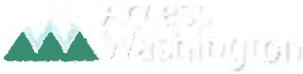
Order Code	Order Code Description	Qty	Unit Price	Ext. Price
2017-906-001	2017 Ford F550 4WD Regular Cab & Chassis, 145WB, 60CA, DRW, 18,000# GVWR (F5H/660A/145WB)	1	\$35,398.00	\$35,398.00
2017-906-002	Credit for pickup from Dealer (Orders for Eastern Washington) (Deduct)(DLR) (Customer to provide mud flaps & trip permit)	1	(\$130.00)	(\$130.00)
2017-906-004	Alternative Wheelbase, Regular Cab, 169WB, 84CA, 18,000# GVWR (F5H/169WB)	1	\$152.00	\$152.00
2017-906-022	NEW - Utility Lighting System (LED Side-Mirror Security Lights) (63A)	1	\$151.00	\$151.00
2017-906-024	NEW - 110V/400W Outlet (includes one in-dash mounted outlet (43C)	1	\$71.00	\$71.00
2017-906-034	Power Take-Off (PTO) Provision with Mobile and Stationary PTO Modes (Available with 6.8L Gas or 6.7L Diesel) (62R)	1	\$262.00	\$262.00
2017-906-039	Trailer Brake Controller (verified to be compatible with electronic actuated drum brakes only, includes Smart Trailer Tow Connector) (N/A with Trailer Brake Wiring Kit #531)(52B)	1	\$254.00	\$254.00
2017-906-041	Limited Slip Rear Axle (4.88 RAR w/ gas, 4.10 RAR w/ diesel)(if also ordering 19,500# GVWR, 4.88 RAR Limited Slip axle is already included)(X8L/X4N)	1	\$339.00	\$339.00
2017-906-048	Cab Steps, Regular Cab (6" Angular Black Running Boards) (18B)	1	\$301.00	\$301.00
2017-906-050	Cruise Control (525)	1	\$221.00	\$221.00
2017-906-056	AM/FM/CD/MP3(585)	1	\$258.00	\$258.00
2017-906-063	Alternative Seat, Cloth 40/20/40 (Reg/Ext Cab Only)(TT1)	1	\$94.00	\$94.00
2017-906-201	One (1) Extra Remote Keyless Entry (RKE) Fob with Integrated Key, programmed (Not available with Power Group Delete) (DLR)	1	\$135.00	\$135.00
2017-906-500	Upfits Available, installed prior to delivery, by Allied Body Works, Seattle (contact Columbia Ford or Allied Body Works for product specs/brochures). UPFIT pricing listed is effective for orders received before 12/31/2016.	1	\$0.00	\$0.00
2017-906-554	Knapheide 11' 30J Series crane body with curb side raised front compartment 60" tall with single door, and crane reinforcement for max 30,000 ft-lbs. crane. (inc. DL Series Crane body bumper with through compartment, two square receivers for vise stand (included), and 12,000 lbs capacity receiver hitch, Body and bumper painted white, DOES NOT INCLUDE CRANE OR OUTRIGGERS SEE ADDITIONAL OPTIONS) (84CA, DRW, F-450 or F-550 only) (Knap 6132DLR-30J) (ABW141)	1	\$16,809.00	\$16,809.00
2017-906-562		1	\$14,525.00	\$14,525.00

Venturo 12,000 ft.-lbs. electric service crane package including 3,500 lbs. lifting capacity, electric winch, elevation, rotation, power extension, manual out/crank down outriggers, and boom rest. (requires DRW) (Must also order Knapheide Service Body Upfit with Crane reinforcement option) (VEN ET12KX) (ABW150)

2017-906-908 Knapheide Service Body Upgrades (include LED compartment lights installed in each cabinet and wired to factory upfitter switch \$1168; Master Locking Installed \$558; Rock Guards Installed \$224, and 7-Drawer Cabinet \$2299; (DLR/Allied) (Benton City Quote #2016-11-126) 1 \$4,249.00 \$4,249.00

**Request Totals**

Total Vehicles: 1  
Sub Total: **\$73,089.00**  
8.3 % Sales Tax: **\$6,066.39**  
Request Total: **\$79,155.39**





# CITY OF BENTON CITY

*City Council Agenda Item*



## PROCESS INFORMATION

**SUBJECT:** December 20th Council Meeting- Date Change?

**DATE/ITEM:** 12-06-2016- H 10

## BUDGET INFORMATION

**DEPT:** Legislative

**BUDGETED?**

**FUND:** N/A

**EXPENDITURE:** N/A

## DESCRIPTION/SUMMARY

### ACTION

Consideration of rescheduling the December 20th Regular Council meeting to December 13th.

### HISTORY

Due to the proximity to the holidays, some members of the Council will be out of town on December 20th. If the majority of the City Council concurs, the meeting could be moved to Tuesday, December 13th at 7pm.

## ATTACHMENTS

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

## RECOMMENDED ACTION/SAMPLE MOTION

I move to change the regularly scheduled Benton City Council meeting from December 20th, 2016 at 7pm to December 13th, 2016 at 7pm.

**CITY OF BENTON CITY**  
**Voucher Summary Sheet**  
*November 16 - December 6, 2016*

FUND NAME	FUND NO.	PAYROLL	CLAIMS	TOTAL
CURRENT EXPENSE	001		57,970.33	57,970.33
CITY STREET	101		3,199.59	3,199.59
ARCHIVE	103			0.00
PARK & RECREATION CAPITAL IMPROVEMENT	302		9,455.39	9,455.39
I-82 BUSINESS PARK	350			0.00
WATER	401		17,621.80	17,621.80
SEWER	402		14,156.86	14,156.86
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
<b>TOTALS</b>		<b>0.00</b>	<b>102,403.97</b>	<b>102,403.97</b>

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 6th day of December, 2016.

**VOUCHER APPROVAL**

I move to approve payment of Claim check numbers:

28044 and 28091 thru 28121 with EFTs as listed in the amount of \$ 102,403.97  
this 6th day of December, 2016.

\_\_\_\_\_  
COUNCIL MEMBER

\_\_\_\_\_  
COUNCIL MEMBER

\_\_\_\_\_  
COUNCIL MEMBER

\_\_\_\_\_  
CITY CLERK/TREASURER

# CHECK REGISTER

City Of Benton City  
MCAG #: 199

11/16/2016 To: 12/06/2016

Time: 13:12:55 Date: 12/02/2016

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4104	12/06/2016	Claims	1	EFT	Benton PUD	13.71	Acct No. 1628300000
4105	12/06/2016	Claims	1	EFT	Benton PUD	423.26	Acct No. 6958300000
4106	12/06/2016	Claims	1	EFT	Benton PUD	2.48	Acct No. 4708300000
4107	12/06/2016	Claims	1	EFT	Benton PUD	6,063.54	Acct No. 8297300000
4108	12/06/2016	Claims	1	EFT	Home Depot Credit Services	1,659.31	6035 3220 2492 1912
3953	11/16/2016	Claims	1	28044	Benton Co. Auditor	3,057.25	Transfer Title - Vactor Truck
4109	12/06/2016	Claims	1	28091	AWC-Conferences	45.00	Customer ID#20469/2016 Kennewick Regional Mtg-L Lehman
4110	12/06/2016	Claims	1	28092	Ace Sales & Service, Inc	276.00	Acct No. CITYOFBENT/Inv No. A-33841
4111	12/06/2016	Claims	1	28093	B.F. District Health Dept.	175.00	Acct No. 0101-340
4112	12/06/2016	Claims	1	28094	Benton City EDC	8,750.00	3rd Quarter Partnership Contribution
4113	12/06/2016	Claims	1	28095	Benton Co. Sheriff Office	25,807.88	November 2016 Contract Law Enforcement Svcs.
4114	12/06/2016	Claims	1	28096	Benton REA	218.79	Inv Group No:602
4115	12/06/2016	Claims	1	28097	Berkey Engineering	1,300.00	Inv No. 16-557
4116	12/06/2016	Claims	1	28098	Cascade Recreation, Inc.	7,082.89	Inv No. 7500/PO#16-041
4117	12/06/2016	Claims	1	28099	Central Washington Asphalt, Inc.	180.28	Acct No. 16032Inv No. 14385
4118	12/06/2016	Claims	1	28100	Choice Communications	2,291.46	Inv No. 2814
4119	12/06/2016	Claims	1	28101	City Of Benton City	857.74	November/December City Water/Sewer Charges
4120	12/06/2016	Claims	1	28102	Columbia Basin Paper & Supply	326.45	Inv No. M00768
4121	12/06/2016	Claims	1	28103	Detloff A&M	148.47	Acct No. 34 CITY
4122	12/06/2016	Claims	1	28104	Jaime Garcia	71.16	Refund inactive customer credit balance
4123	12/06/2016	Claims	1	28105	HD Supply Waterworks, LTD.	11,533.32	Acct No. 110448
4124	12/06/2016	Claims	1	28106	Just A Minute Mart	673.41	November 2016 Fuel Charges
4125	12/06/2016	Claims	1	28107	Kuo Testing Labs Inc	400.00	Client #BEN3322/Inv No. 16-11-226
4126	12/06/2016	Claims	1	28108	Linda Lehman	410.41	Frames & Framing Costs/Red Mtn Food Dr. Keys To City
4127	12/06/2016	Claims	1	28109	Oneza & Associates	3,356.02	Inv No. 3/ August 1, 2016 - October 31, 2016
4128	12/06/2016	Claims	1	28110	Patnode's True Value Hardware	139.37	Acct No. 140/November Charges
4129	12/06/2016	Claims	1	28111	Platt Electric Supplies	80.30	Acct No. 158669/PO#16-048/Inv No K861221
4130	12/06/2016	Claims	1	28112	Prosser Economic Development Assoc.	3,750.00	3Q-Inv No. 2396 Grant Writer Agreement
4131	12/06/2016	Claims	1	28113	Quality Control Services Inc	105.00	Acct No BENWWTP01/Inv No. 46629
4132	12/06/2016	Claims	1	28114	Rotschy Inc	427.21	Bulk Water Deposit Refund
4133	12/06/2016	Claims	1	28115	Spink Engineering	21,355.05	Inv No. 2016-11/October Charges
4134	12/06/2016	Claims	1	28116	Staples Credit Plan	384.65	Acct No. 6035 5178 2017 4653
4135	12/06/2016	Claims	1	28117	Total Energy Management Inc.	354.20	Inv No. 85174
4136	12/06/2016	Claims	1	28118	U.S. Cellular	451.68	Acct No. 952635344/Inv No. 0162931159
4137	12/06/2016	Claims	1	28119	WA State Dept. of Agriculture	33.00	License No. 87043-Krista Harmon 2017 Pesticide License Renewal
4138	12/06/2016	Claims	1	28120	Jeremy Watkins	99.68	Refund inactive customer credit balance
4139	12/06/2016	Claims	1	28121	Connie Williams	100.00	Community Center Deposit Refund
						57,970.33	
001 Current Expense Fund							
101 City Street Fund						3,199.59	
302 Park & Recreation Fund						9,455.39	