



City Council Meeting Schedule November 2021

City Council temporarily designated the location for regular, special and study session meetings to a virtual location until termination of the state of emergency or until rescinded. The City broadcasts City Council meetings on the City's website <https://www.go2kennewick.com/CouncilMeetingBroadcasts>.

November 2, 2021

Tuesday, 6:30 p.m.

REGULAR COUNCIL MEETING

November 9, 2021

Tuesday, 6:30 p.m.

WORKSHOP MEETING (the workshop meeting will be done via Zoom and broadcast on the City's website

<https://www.go2kennewick.com/CouncilMeetingBroadcasts>)

1. Fire Department Strategic Plan
2. City Manager's Strategic Plan Update
3. Mid-Biennium Review and Budget Adjustment
4. 2022 Property Tax Levy

November 16, 2021

Tuesday, 6:30 p.m.

REGULAR COUNCIL MEETING

November 23, 2021

Tuesday, 6:30 p.m.

WORKSHOP MEETING (the workshop meeting will be done via Zoom and broadcast on the City's website

<https://www.go2kennewick.com/CouncilMeetingBroadcasts>)

1. Council Meeting Policy Updates
2. Public Works Capital Update
3. WWTP Phase II Update
4. Code Amendments - Hearing Examiner & Comp Plan Appeals

November 30, 2021

Tuesday, 6:30 p.m.

NO MEETING SCHEDULED

To assure disabled persons the opportunity to participate in or benefit from City services, please provide twenty-four (24) hour advance notice for additional arrangements to reasonably accommodate special needs.

Please be advised that all Kennewick City Council Meetings are Audio and Video Taped

Council Workshop Coversheet



Agenda Item Number	1.	Meeting Date	11/23/2021
Agenda Item Type	Presentation		
Subject	Council Meeting Policy Development		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Management Services		

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

Summary

City staff will facilitate a discussion with Council to help determine the desired elements to be included in the policy for the use of virtual meeting technologies for City Council meetings.

Through

Attachments: Presentation

Dept Head Approval

Christina Palmer
Nov 17, 19:53:17 GMT-0800 2021

City Mgr Approval

Marie Mosley
Nov 19, 09:15:22 GMT-0800 2021

Remote Attendance Policy Development

CITY COUNCIL WORKSHOP
NOVEMBER 23, 2021

PRESENTED BY CHRISTINA PALMER, DIRECTOR OF MANAGEMENT SERVICES

Remote Participation Policy Discussion

- With the pending technology improvements allowing for hybrid meetings, Council needs to determine policy guidelines regarding usage
 - Frequency?
 - Notice Requirements?
 - Meeting Etiquette Expectations?
 - Connectivity Costs?
 - Technical Difficulties
 - Executive Sessions

Frequency

- Teleconference or videoconference participation by Council members may be allowed but is not preferred and is subject to reasonable technical availability at the meeting location. Requests to use teleconference or videoconference participation should be limited and will be granted barring any objections. [*City of Port Townsend*]
- Attendance via alternative electronic means should be the rare exception, not the rule, and is limited to two (2) times per year per Board Member. [*C-Tran*]
- A Commissions may attend a meeting via remote communication in limited instances (no more than 6 regular meetings per calendar year, with no more than 3 consecutive regular meetings) when the Commissioner cannot attend in person due to either an unforeseen circumstance beyond their control or a planned personal absence. [*Port of Longview*]
- Attendance from remote locations is intended to be an infrequently-used alternate method for participation by members of the Council and staff. [*City of Sequim*]

Notice Requirements

- Requests to participate in a Council meeting via telephone conference call must be made at least one week in advance, and shall be approved by Council by motion ... provided that a quorum of Councilmembers would physically attend the meeting. [*City of Spokane Valley*]
- Adequate notice for these requests must be conveyed to the City Clerk and the Presiding Officer to permit installation of the required equipment prior to the specified City Council meeting or meetings. [*City of Port Townsend*]
- A Commissioner ... must provide notice ... at least 24 hrs prior to the scheduled meeting for unforeseen circumstances or with 2 weeks prior notice for planned personal absence. [*Port of Longview*]

Meeting Etiquette Expectations

- Councilmembers must have video and audio capabilities and enable them during the meeting whenever possible. Any participant (Council, staff, or presenter) must enable their video and audio when speaking, unless technical difficulties do not allow. [*City of Edmonds*]
- Participants must attempt to contact the technology department in order to resolve any problems prior to the meeting. If the problem cannot be resolved, then the participant must inform the Mayor prior to the meeting. [*City of Edmonds*]

Connectivity Costs

- Teleconferencing or videoconferencing charges are to be at the Council member's own expense, unless waived by City Council motion. [*City of Port Townsend*]

Technical Difficulties

- any Councilmember using Remote Participation shall bear the exclusive risk that the virtual platform ... may malfunction or otherwise fail to operate properly in a manner that effectively prevents the Councilmember's attendance and participation at the meeting. Except to the extent necessary to ensure a quorum, no such malfunction or operational failure shall require the adjournment, continuation or cancelation of any Council meeting, or the postponement of any Council vote; provided, that the City Council may in its sole discretion vote to adjourn, continue or cancel a meeting, or postpone a Council vote, as deemed appropriate to respond to a malfunction or operational failure of the virtual platform. [*City of Monroe*]

Executive Sessions

- Executive Sessions are confidential meetings to discuss sensitive topics. As such, there are security risks associated with remote participation.
- In the case of executive sessions, the Council may permit participation from remote location(s) only when the Council on a case-by-case basis considers such participation to be necessary and the Council is confident in the security of such remote communications. [*City of Mukilteo*]

In-Person Meeting Requirements

- The CDC currently recommends that all individuals wear face coverings indoors and socially distance whenever possible.
- State of Washington Department of Health currently requires that all individuals wear face coverings indoors.
- L&I currently requires that employees (including Councilmembers) wear disposable surgical-style facemasks in indoor public spaces when social distancing is not consistently maintained.



Questions?

Council Workshop Coversheet



Agenda Item Number	2.	Meeting Date	11/23/2021
Agenda Item Type	Presentation		
Subject	Public Works Capital Update		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Public Works		

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

Summary

During the workshop, Public Works staff will provide a Powerpoint presentation of this year's Capital projects both completed and in the planning/design phase.

Through	Heath Mellotte Nov 16, 16:51:00 GMT-0800 2021	Attachments: <input type="text" value="Presentation"/>
Dept Head Approval	Cary Roe Nov 17, 10:27:39 GMT-0800 2021	
City Mgr Approval	Marie Mosley Nov 19, 09:25:45 GMT-0800 2021	

PUBLIC WORKS DEPARTMENT

Capital Improvement Program Update

November 23, 2021



US 395/Ridgeline Interchange



US-395/RIDGELINE DRIVE - CONSTRUCT INTERCHANGE INTERCHANGE PROJECT AND ADJACENT CORRIDOR PROJECTS



US 395/Ridgeline Interchange



US 395/Ridgeline Interchange - Key Milestones

Completed:

- Relocated Bofer Canyon Rd alignment
- Earthwork completed on east side of US395
- Relocated utilities
- US395 traffic bypass in place for winter

Now – May 2022

- Construct undercrossing of US395 and southbound on/off ramps

May 2022

Move traffic back onto US395 main route.

May – October 2022

- Remove bypass
- Construct northbound on/off ramps
- Additional northbound US395 lane
- Ridgeline/ Zintel roundabout
- US395/Hildebrand intersection expansion and new traffic signal



Washington St. Corridor

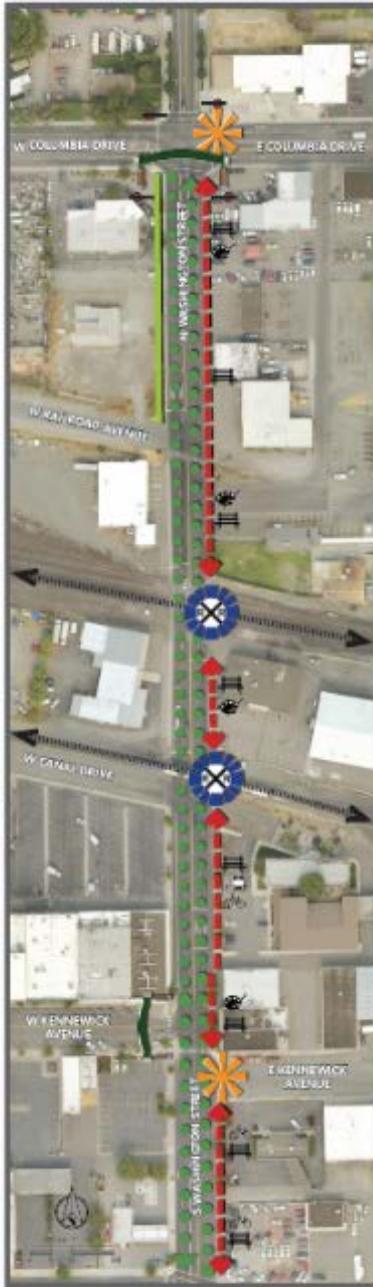
Washington Street Corridor Vision KENNEWICK, WASHINGTON

Create a pedestrian friendly corridor connecting downtown Kennewick

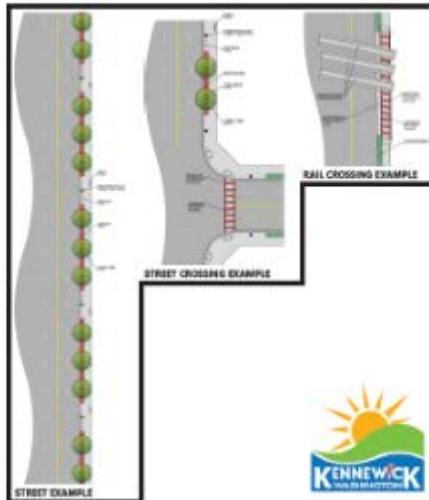
CITY OF KENNEWICK

Meier

PBS



- 
PEDESTRIAN PATHWAY
 The current pedestrian experience along St. Washington Street is enhanced with new paving at the back of the sidewalk on both sides of the corridor. There are light poles and other landscaping elements placed as well. The plan would have all construction during the paving and the installation. By creating the pedestrian and bicycle path, it would provide a safer and more enjoyable path for the pedestrians who go along the street.
- 
VEHICLE & BICYCLE TRAVEL
 Current conditions do not provide for a safe and enjoyable path for the bicycle and pedestrian. The plan would have all construction during the paving and the installation. By creating the pedestrian and bicycle path, it would provide a safer and more enjoyable path for the pedestrians who go along the street.
- 
LANDSCAPE IMPROVEMENTS
 The pedestrian pathway to the city is enhanced. The landscape improvements would create a more comfortable and welcoming space for pedestrians crossing the facility.
- 
RAILROAD CROSSING
 Current railroad crossings are not safe for the pedestrian. The plan would be to create a safe and enjoyable path for the pedestrian and bicycle.
- 
STREET CROSSING
 The plan would be to create a safe and enjoyable path for the pedestrian and bicycle.
- 
BUS STOP
 The plan would be to create a safe and enjoyable path for the pedestrian and bicycle.
- 
BICYCLE PARKING
 The plan would be to create a safe and enjoyable path for the pedestrian and bicycle.
- 
BENCHES
 The plan would be to create a safe and enjoyable path for the pedestrian and bicycle.
- 
ART PIECES
 The plan would be to create a safe and enjoyable path for the pedestrian and bicycle.
- 
GATEWAY ARCH
 The plan would be to create a safe and enjoyable path for the pedestrian and bicycle.
- 
WAY FINDING SIGNAGE
 The plan would be to create a safe and enjoyable path for the pedestrian and bicycle.



- Project Scope and Limits
 - Construct street-scape improvements for a bike & pedestrian link to Clover Island and the new wine venues.
 - \$500K Complete Streets Grant
 - \$500K Port of Kennewick
- Awarded to Ray Poland & Sons
- Project was Physically Complete on November 5, 2021.



KENNEWICK
WASHINGTON

Auburn Street Re-Opening

- Project Scope and Limits
 - *This project involved restoring an access from S. Auburn St. to West 10th Avenue at 900 South Auburn Street property and modifying striping on the east side of the parking lot. The improvements included removing sidewalk and installing new concrete curb, gutter, sidewalk, pedestrian ramps at the new access, removing and replacing pedestrian ramps between W. 8th Ave and W. 10th Ave.*
- Project was awarded to JM Pacific Construction
- Project Physically Complete as of June 18, 2021



Auburn Street Re-Opening



Before



After

2021 City-Wide Asphalt Overlay

- Project Scope and Limits
 - *This project is annually budgeted for and typically consists of two to three major arterial roadway overlays. For this year, the following streets are planned for milling and overlaying:*
 - *W. 27th Ave. (Union to SR-395)*
 - *W. 27th Ave. (SR-395 to Ely St.)*
 - *Southridge Blvd. (Hildebrand Blvd. to W. 27th Ave. RAB)*
 - *Project will also include upgrading ADA ramps at intersections, new striping and signage.*
- Project was awarded to Central Washington Asphalt
- Project Substantially Complete as of November 1, 2021



2022 City-Wide Pavement Preservation Projects

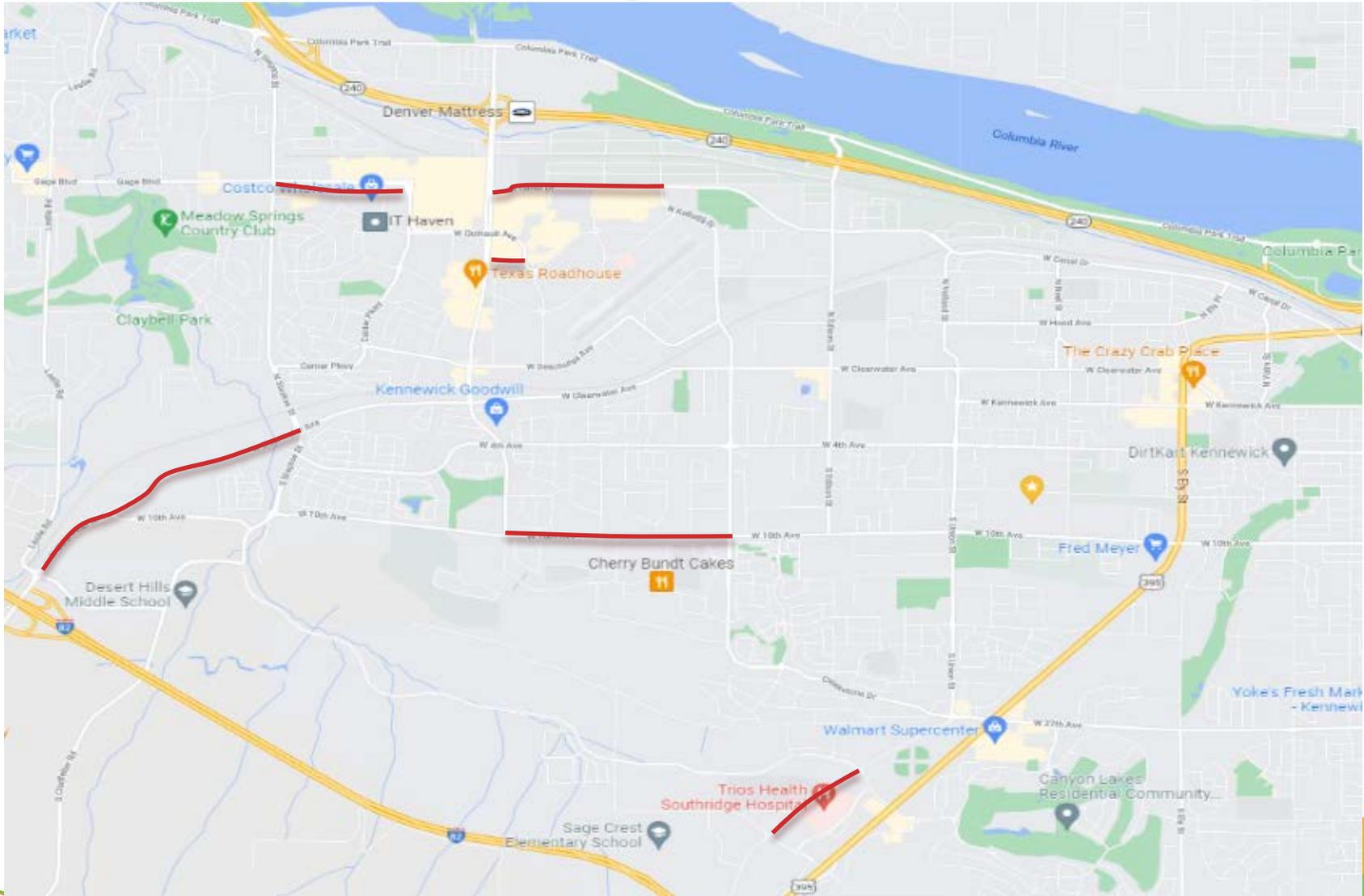
- Proposed 2022 Work:

Street	Limits	Cost
10 th Ave	CCB/Kellogg	765,000
Southridge	Ridgeline/Hildebrand	350,000
Clearwater	Ridgeline/Steptoe	1,185,000
Gage	Steptoe/Ctr Parkway	515,000
Canal	CCB/Kellogg	735,000
*Okanogan	CCB/Quinault	95,000
Patching Contract	Various locations	100,000
BST	Various	300,000
PE/CE		150,000
	TOTAL:	4,195,000

*Alternative Site



2022 City-Wide Pavement Preservation Projects – HMA Overlay

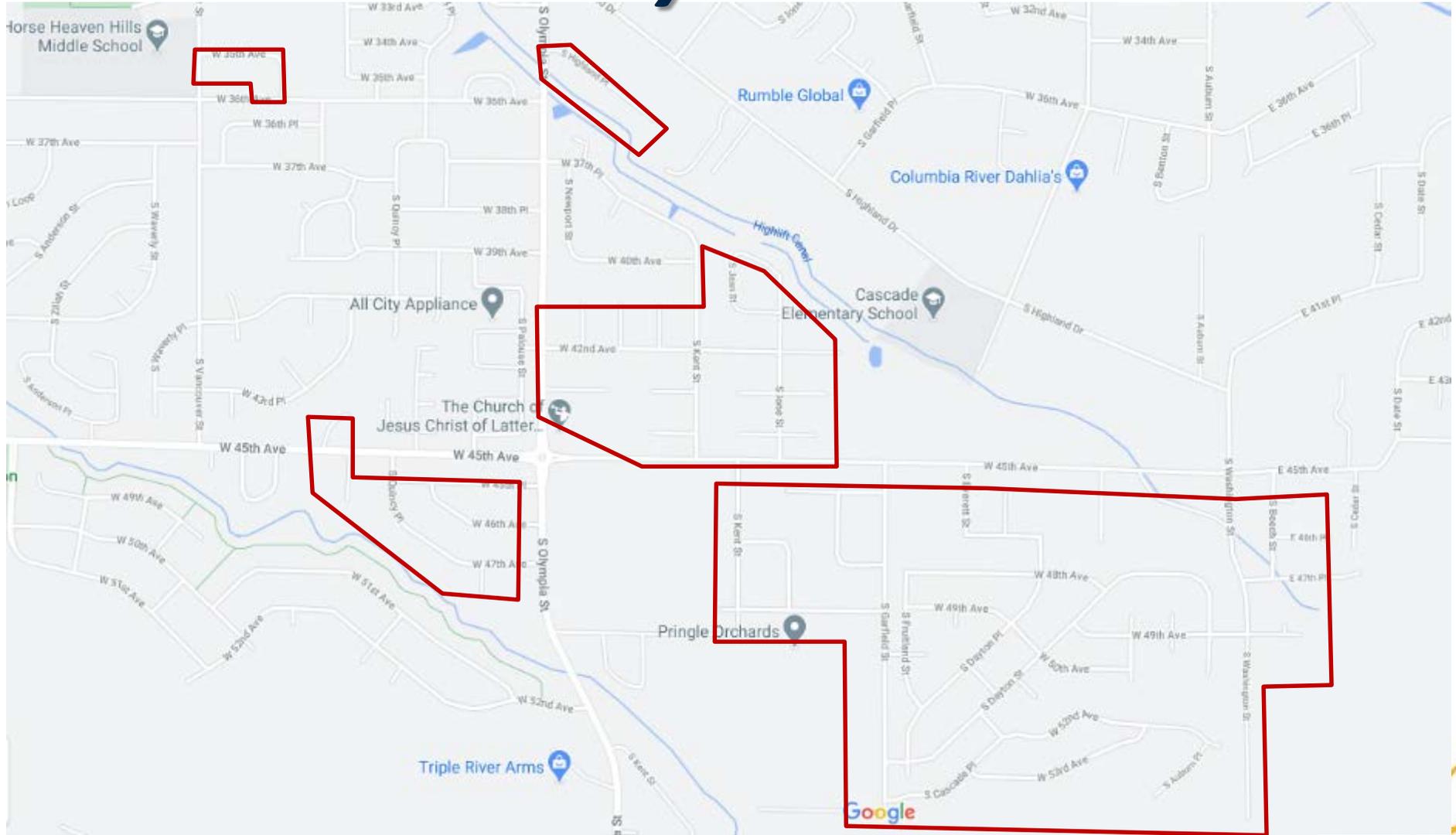


2021 City-Wide BST

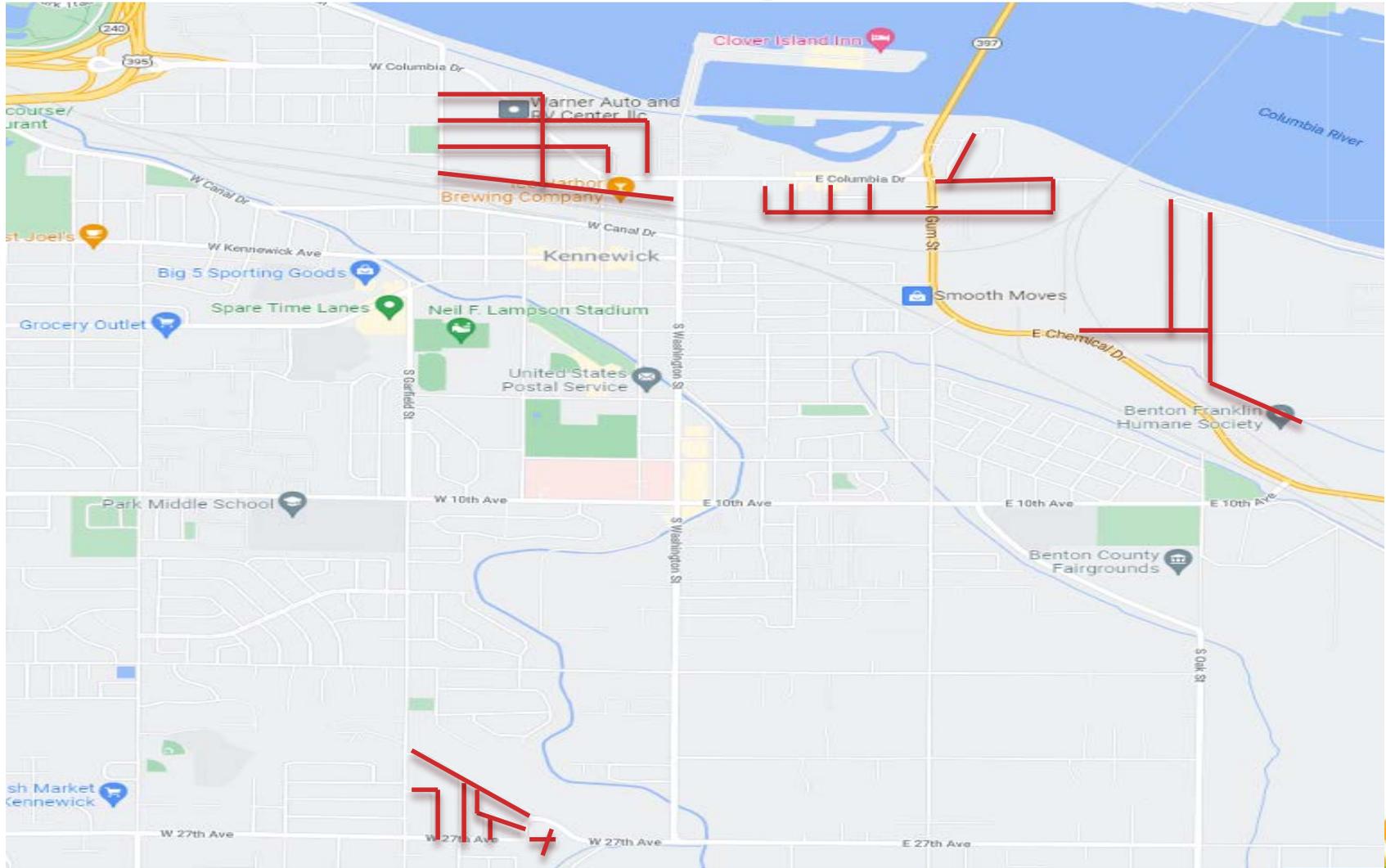
- Project Scope and Limits
 - *This project consists of the application of bituminous surface treatment (BST) seal coat of paved arterial streets within the Kennewick city limits. A quickset fog seal will be applied following the post-BST application.*
- *Contract was awarded in December to Tommer Construction of Ephrata, WA.*
- *Project Physically Complete on August 16, 2021*



2021 City-Wide BST



2022 City-Wide Pavement Preservation Projects - BST

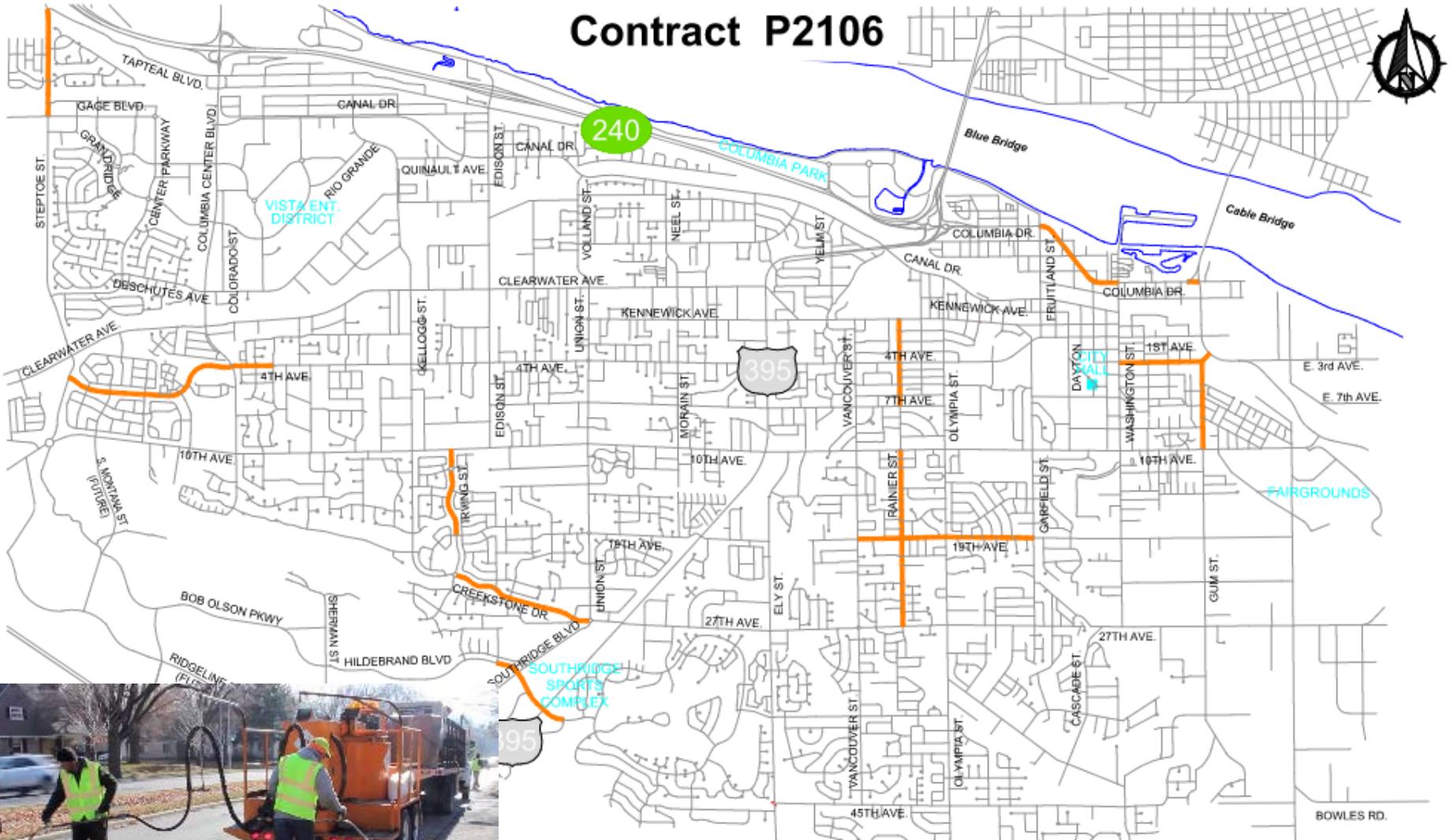


2021 Crackseal Project

- Project Scope and Limits
 - *Project consists of the application of almost 40 Tons of rubberized asphalt on the major arterial City streets as part of the City's ongoing preventive maintenance program.*
 - *Parks & Facilities has teamed up with Public Works on this contract, in which they have included several parking lots as well as pathways in their scope of work.*
- *Contractor (Pavement Surface Control) was selected off of the Small Works Roster.*
- Project Schedule
 - *Contractor is working on the final sites before winter and should be wrapped up by the end of November*



2021 Crackseal Contract P2106



Creekstone Settlement Repair

- Project Scope and Limits
 - *Several streets within the Creekstone Subdivision have been experiencing settlement over the trenches over the last several years, and in particular over the sewer lines. This project will implement an assessment from a geotechnical study which recommended that the existing backfill material over the settled sewer lines be removed and replaced with compacted Crushed Surfacing Top Course.*
- *Contractor (Double J Excavating) has been selected for this work using the Small Works Roster.*
- *Project was Physically Complete on July 23, 2021*



Creekstone Settlement Repair– cont.



2021 City Safety Selections

Pedestrian Crossing Improvements

- Project Scope and Limits
 - *Install pedestrian crossing improvements including Rectangular Rapid Flashing Beacons (RRFBs), pedestrian refuge islands, and pavement markings at fifteen (15) locations City-wide.*
- Financing
 - *Successful in receiving \$855,300 through the Federal Highway Safety Improvement Program (HSIP)*
 - *If the construction phase is authorized by April 30, 2023, then the construction phase is eligible for 100% funding (no local match required).*
- Estimated Project Schedule
 - *Currently in Design Phase.*
 - *Complete construction in Summer 2022.*



2021 City Safety Selections

Pedestrian Crossing Improvements

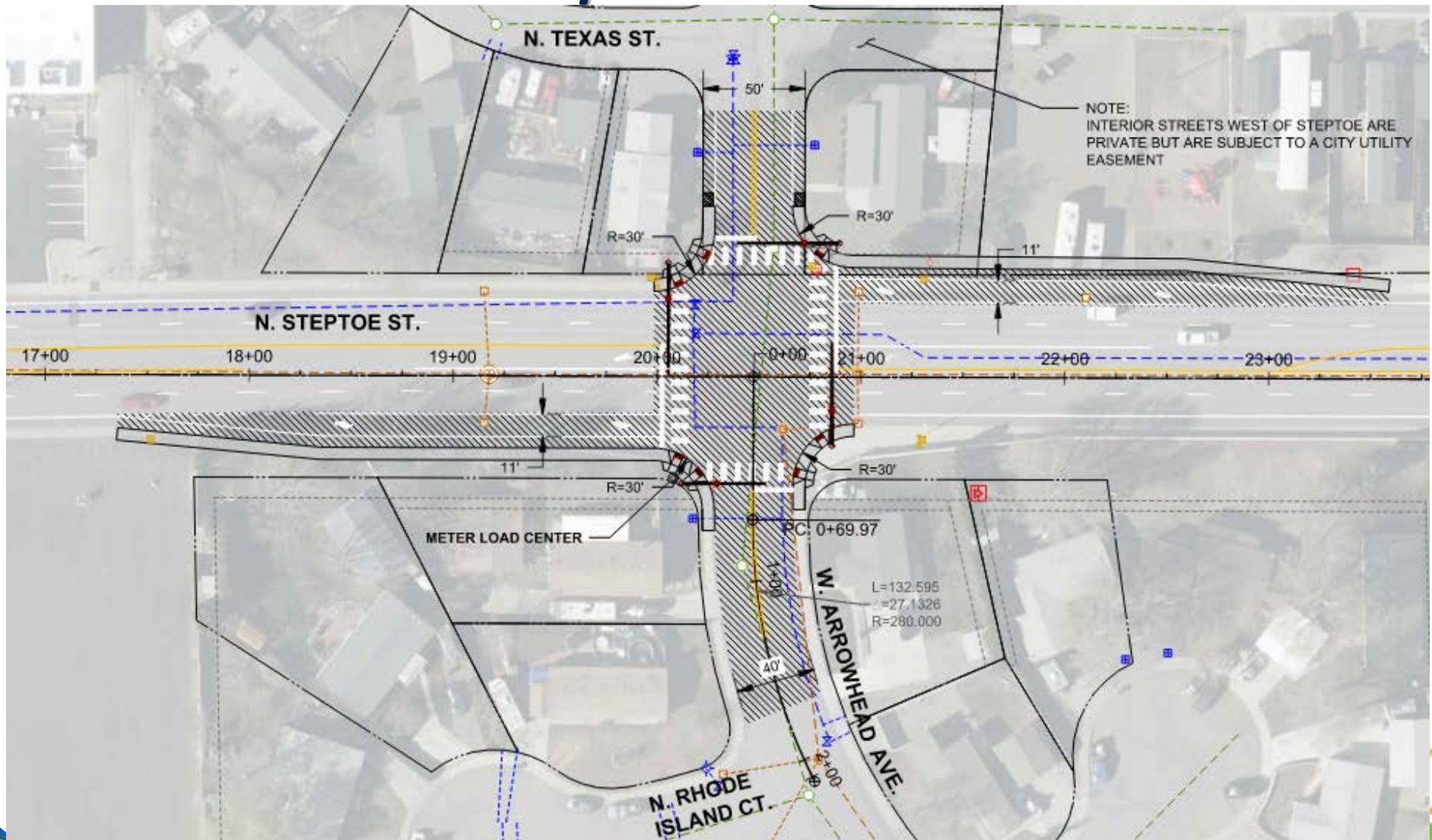


Steptoe St. & Arrowhead Intersection Improvements

- Project Scope and Limits
 - *Project consists of installing a new signal at this intersection.*
 - *Right-turn deceleration lanes for both north-bound and south-bound traffic.*
 - *Signal will be interconnected with the existing Steptoe/Gage and future Steptoe/Tapteal signals.*
 - *All phases of project are locally funding.*
- Estimated Project Schedule
 - *Design and ROW phases currently underway.*
 - *Estimated construction in Spring/Summer 2023.*



Steptoe St. & Arrowhead Intersection Improvements



Steptoe St. & Gage Blvd. Intersection Improvements

- Project Scope and Limits
 - *Project consists of constructing double left turn lanes and single right turn lanes at all approaches (where not existing). Also will eliminate split phase timing.*
 - *Joint project with the City of Richland.*
 - *All phases of project were awarded Federal funding.*
- Estimated Project Schedule
 - *Design and ROW phases currently underway.*
 - *Estimated construction in Summer of 2022.*
 - *ROW and easement purchase will be required for this project.*



Steptoe St. & Gage Blvd. Intersection Improvements



Columbia Center Blvd. & Deschutes Ave. Intersection Improvements

- Project Scope and Limits
 - *Project consists of constructing a right-turn lane for added turning capacity for west-bound traffic turning north from Deschutes Ave. and onto Columbia Center Blvd. In addition, proposed work will be in preparation for extending a third lane for north and south-bound traffic on Columbia Center Blvd.*
- Estimated Project Schedule
 - *Design currently underway.*
 - *ROW purchase will be required for this project.*
 - *Construction phase not yet funded. (Submitted for a TIB Grant)*



Columbia Center Blvd. & Quinault Ave. Intersection Improvements

- Project Scope and Limits
 - *Project consists of constructing a second left-turn lane for added turning capacity for east-bound traffic turning north from Quinault Ave. and onto Columbia Center Blvd. A second through-lane is also being provided for west-bound traffic on Quinault Ave. Design will include preparation for extending a third lane south of the intersection for north and south-bound traffic on Columbia Center Blvd.*
- Estimated Project Schedule
 - *Design currently underway.*
 - *ROW purchase will be required for this project.*
 - *Construction phase not yet funded.*



Garfield St. Storm Drain Extension – Blackberry Canyon to Park Hills Drive

- Project Scope and Limits
 - *Project will pipe the storm outfall flows from Blackberry Canyon to Park Hills Drive, eventually flowing into the Frog Pond off 10th Avenue. This pipes the west side ditch along Garfield.*
- Project was awarded to Allstar Construction Group
- Project Schedule
 - *Project currently under construction*
 - *Contractor intends to button up the project for the winter and begin work again in Spring 2022*

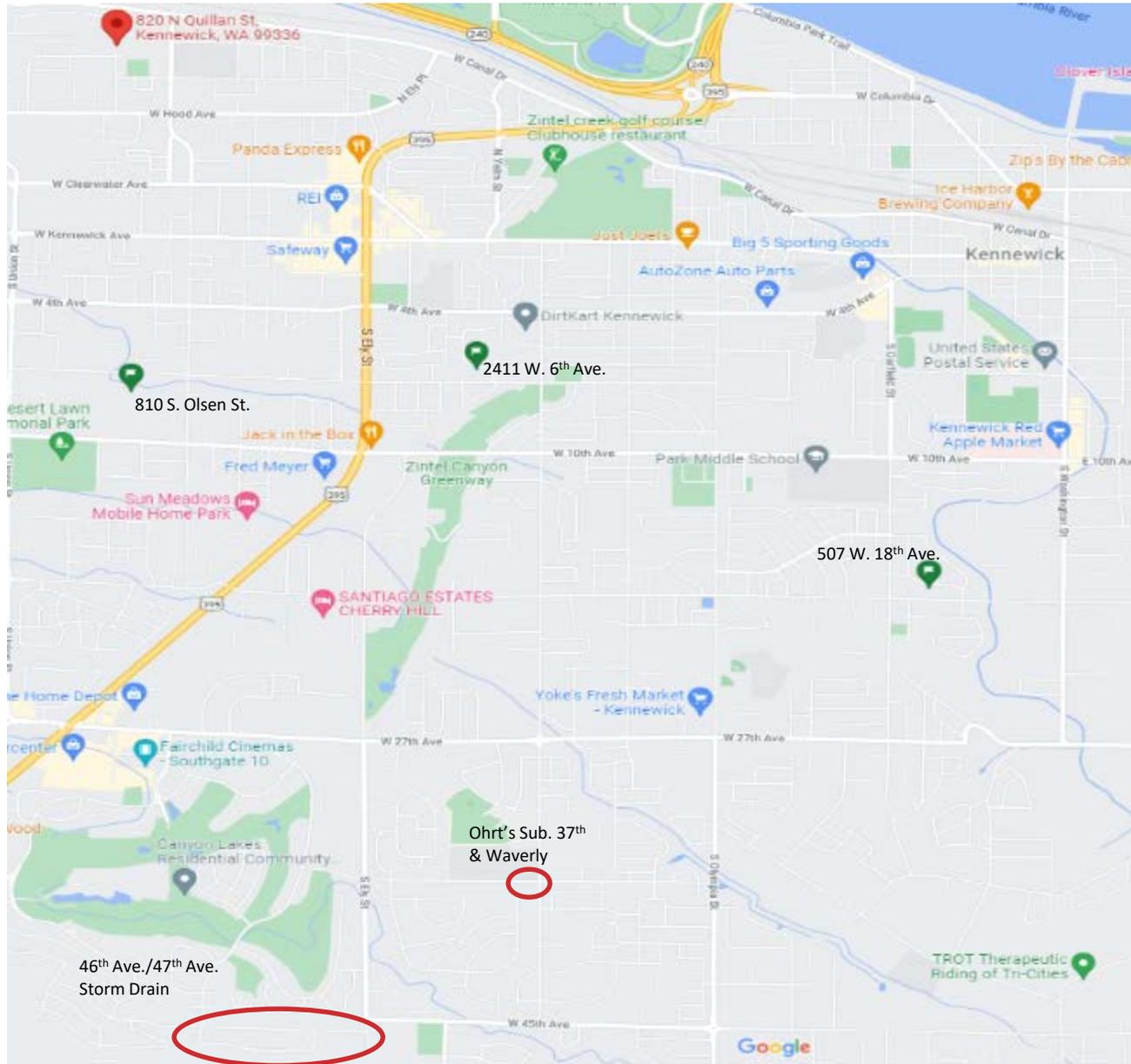


2022 Misc. Storm Drain Projects

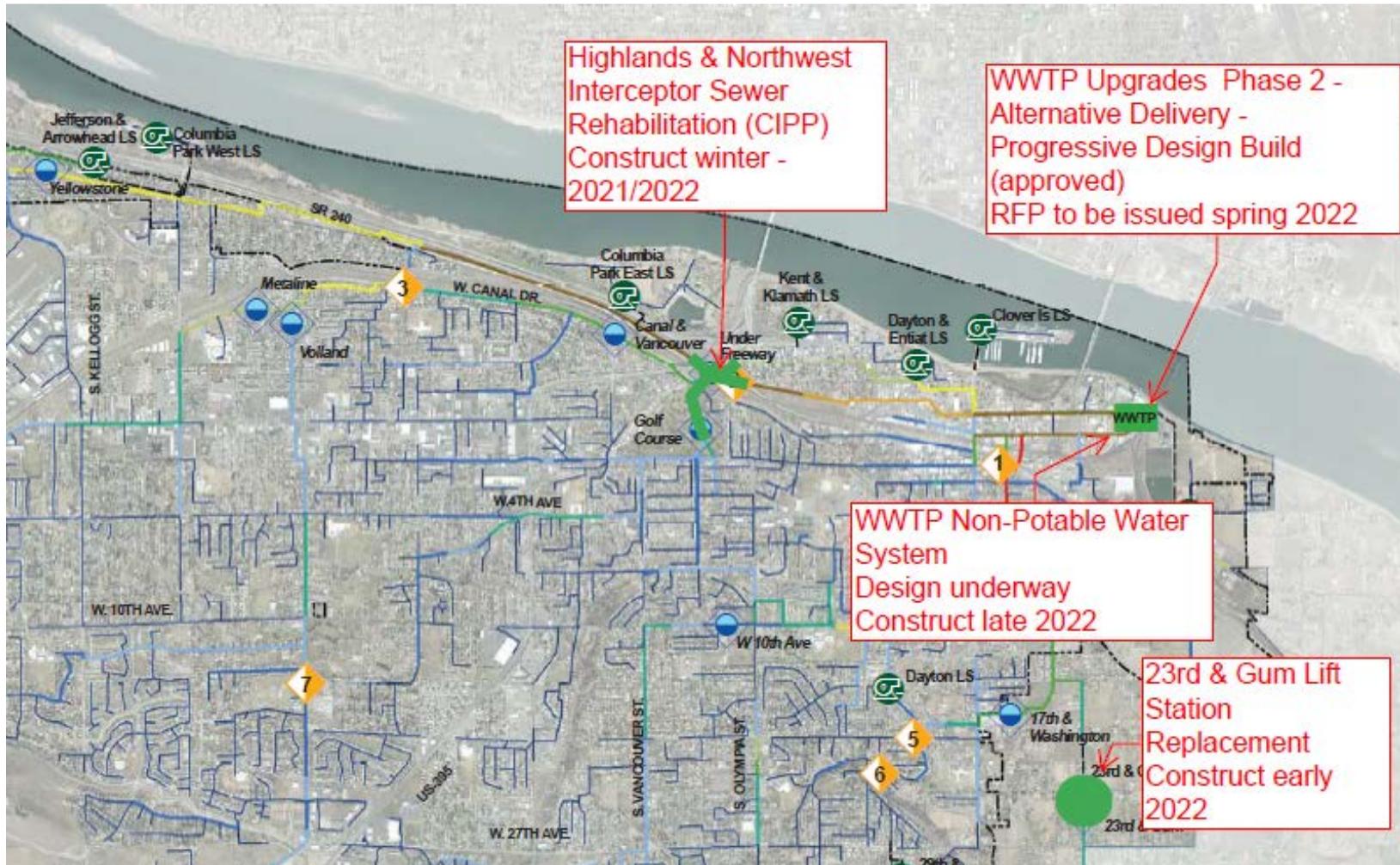
- Project Scope and Limits
 - *Project consists of refurbishing, repairing, replacing or installing new stormwater management systems at several areas city-wide.*
 - *810 S. Olsen Street – replace French drain w/ drywell system*
 - *2411 W. 6th Ave. – install drywell*
 - *507 W. 18th Ave. – install possibly infiltration drain*
 - *Ohrt's Addition Phase I*
 - *46th Ave./47th Ave. Storm Drain*
- Estimated Project Schedule
 - *Design through Winter 2021.*
 - *Advertisement early Spring 2022.*
 - *Construction early Summer 2022.*



2022 Misc. Storm Drain Projects



Various City-Wide Sewer Projects for 2021/ 2022



Orchard Estates Sewer Replacement

- Project Scope and Limits
 - *Replace ~700 linear feet of existing sewer and replace in the same general alignment*
 - *Existing sewer is flat, bellies, and root intrusion*
 - *New sewer will have an increased slope*
- *Contractor (Double J Excavating) selected off the Small Works Roster.*
- *Project was Physically Complete on June 28, 2021*



Orchard Estates Replacement

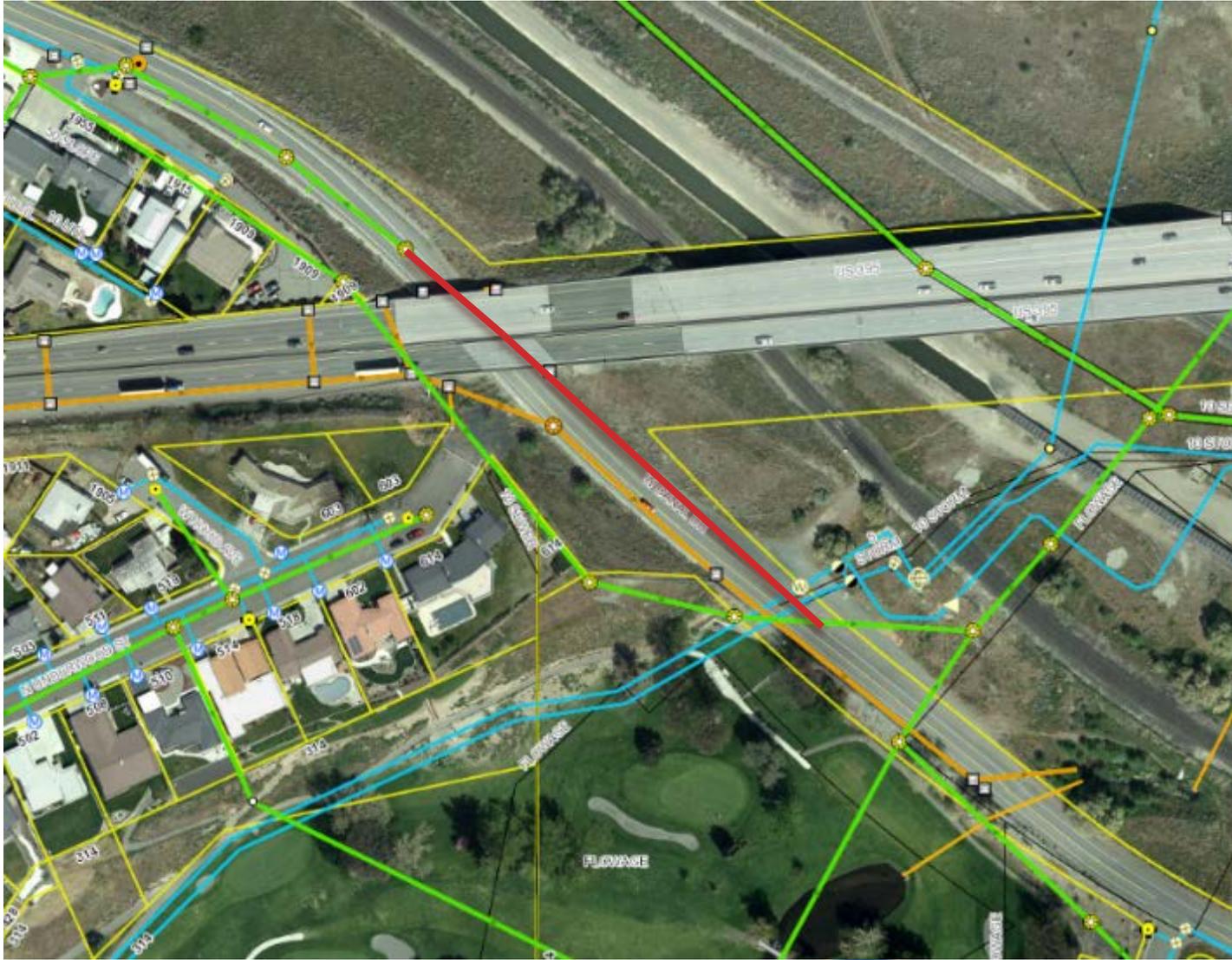


Canal Drive Sewer Replacement

- Project Scope and Limits
 - *Installation of a new 12-inch dia. sewer line down Canal Drive from the US 395 bridge 600 LF eastward to replace failing concrete line on the south side of roadway.*
 - *Emergency repairs were completed in December 2019, enabling this project to be designed under non-emergency conditions.*
- *Project was awarded to Sharpe & Preszler Const.*
- *Project was Physically Complete on October 22, 2021*



Canal Drive Sewer Replacement



Highlands & Northwest Interceptor Sewer Rehabilitation (CIPP)

- Project Scope and Limits
 - *Using cured-in-place pipe (CIPP) trenchless methods, reline approximately 3,500 linear feet of sewer interceptors.*
 - *North across Zintel Golf Course (Highlands Interceptor) & under US 395 near the UPRR tracks (Northwest Interceptor)*
 - *Spray line all manholes with H2S protective coating*
- Project Schedule
 - *Awarded to Insituform on 10/19.*
 - *Construction during winter 2021/2022.*



23rd & Gum Lift Station

- Project Scope and Limits
 - *Demolition of existing lift station*
 - *Construct new wet well sump, submersible pumps and appurtenances, valve vault with flowmeter, bypass pumping and site restoration.*
- Estimated Project Schedule
 - *Awarded to Industrial Construction of Washington as the low bid on 10/19.*
 - *Construction to begin early 2022.*

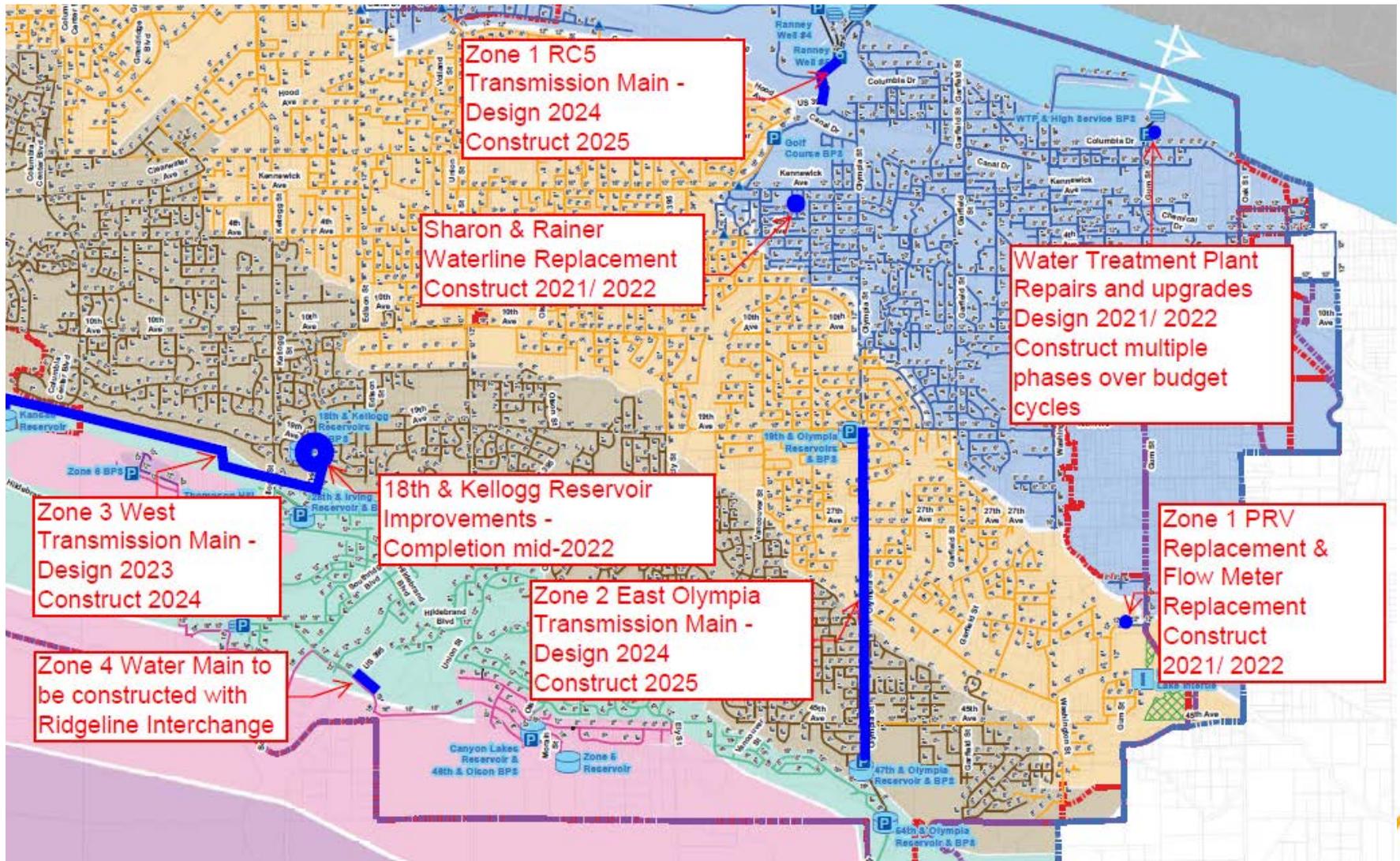


WWTP Non-Potable Water System

- Project Scope and Limits
 - *Design a variable flow pump station that will convey treated effluent water through out the plant site for utility water usage*
 - *Currently all onsite utility water comes from the potable water system with an annual volume ranging from 100-150 MG/ year*
- Estimated Project Schedule
 - *Currently in design*
 - *Construction estimated to occur in late 2022*
 - *Estimated ROI ~ 4-5 years*



Various City-Wide Water Projects for 2021/ 2022



18th & Kellogg Reservoir Replacement

- Project Scope and Limits
 - *Replace structurally deficient 10 MG reservoir with new 6 MG reservoir and booster pump station with provisions for a second future twin reservoir for capacity and redundancy*
- Estimated Project Schedule
 - *New 6 MG reservoir placed online October 2021*
 - *Construction estimated to be complete mid-2022*



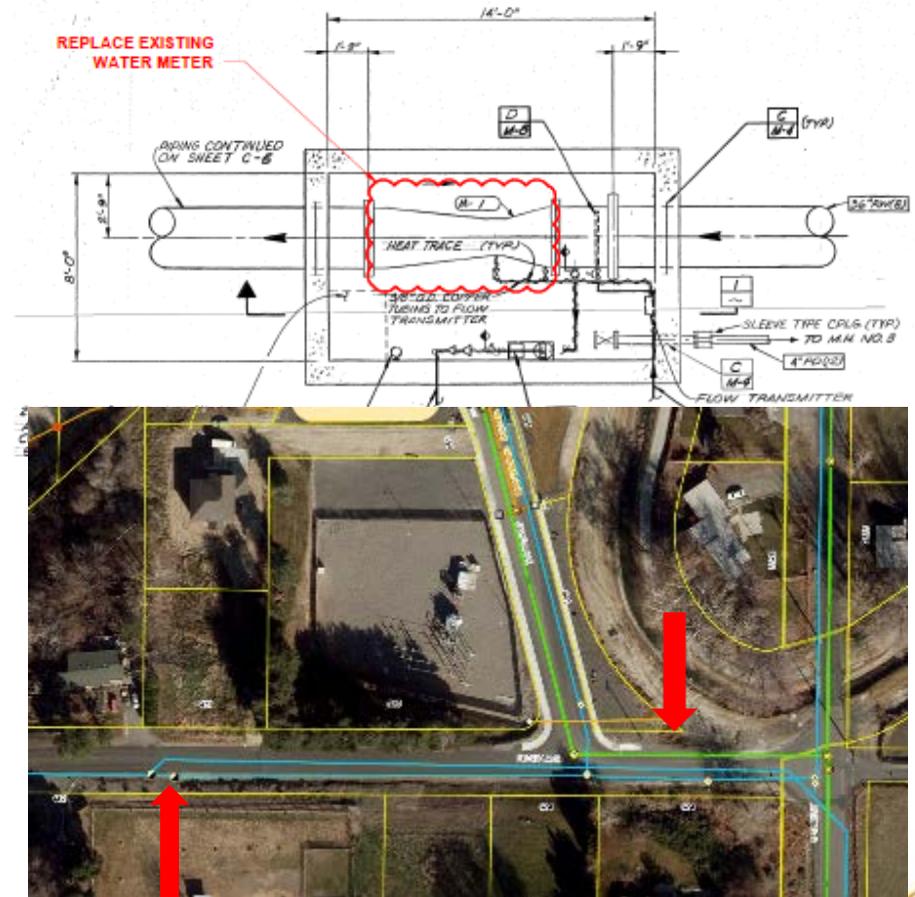
Zone 3 West Transmission Main

- Project Scope
 - The Zone 3 West Transmission Main project will construct a dedicated 20" water main between the new booster pump station at 18th and Kellogg to the Kansas Reservoir.
 - The City hired HDR to perform an alignment study to assess the best route between the new pump station and the existing Kansas reservoir. Below is the preferred alignment.



Water Pump Station Meter & PRV Replacement

- Project Scope and Limits
 - Replace existing source water flow meters at the WTP and Ranney Collector 5 to improve accuracy
 - Replace existing pressure reducing valve (PRV) and vault, maintenance & condition based.
- Estimated Project Schedule
 - Construction winter 2021 thru spring 2022



P2018 Sharron/Rainier Waterline Project

- Project Scope and Limits
 - *Project will include abandoning an existing leaky 3" steel line that resides in an easement in the backyard of the residents on Rainier and Sharron, just south of Kennewick Ave. Improvements will include installing a new water main in Sharron St. and W. 3rd Ave., and moving the water meters out from the back yards to the front yards of the residents.*
- Project was awarded to Double J Excavating
- Project Schedule
 - *Construction to begin Spring 2022*



Water Treatment Plant Upgrades & Repairs

- Project Scope and Limits
 - 30% Design for the following:
 - Replacement membranes
 - Membrane filter cell coating
 - Pump equipment increased capacity
 - Chem storage tank replacement
 - Surge tank upsize & relocation
 - Filter gallery piping recoating
- Estimated Project Schedule
 - Currently in Design
 - Construction estimated to occur in 2022-2025 with several individual design packages

Key Project Challenges

The City has identified the need to expand WTP capacity to 20 mgd to meet projected growth demands. In addition to the design of upgrades required for capacity expansion, the City has identified operational and facility-specific issues that need to be addressed during the expansion including for following:



1. Replace existing Memcor S10N membranes that are too damaged to continue pinning, and replace existing spacers with new membranes
2. Evaluate upstream and downstream pumping capacity (low lift, filtrate, and high service)
3. Replace filter cell coatings
4. Replace 12.5% sodium hypochlorite (SHC) bulk storage tankage
5. Relocate/replace 12.5% SHC pump
6. Replace membrane clean-in-place (CIP) tanks
7. Replace permanganate system
8. Replace bisulfate system
9. Replace sedimentation sludge collector
10. Replace intake structure roof
11. Recoat filter gallery piping
12. Upsize and relocate plant discharge surge tank

Questions?



Council Workshop Coversheet



Agenda Item Number	3.	Meeting Date	11/23/2021
Agenda Item Type	Presentation		
Subject	WWTP Phase II Update		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	Public Works		

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

Summary

The Utility Services Division of Public Works will be giving a brief update on the status of the Wastewater Treatment Plant Phase II project.

Through	John Cowling Nov 16, 07:21:12 GMT-0800 2021	Attachments: <input type="text" value="Presentation"/>
Dept Head Approval	Cary Roe Nov 16, 07:29:10 GMT-0800 2021	
City Mgr Approval	Marie Mosley Nov 19, 09:27:18 GMT-0800 2021	

Wastewater Treatment Plant Upgrade Council Workshop Update

November 23, 2021

John A. Cowling, PE, Utility Services Manager



Wastewater Treatment Biosolids Management

- Florida Green Concept
 - *On October 20th, 2020 Council adopted Resolution 20-12 authorizing the design and construction of the Wastewater Treatment Plant Upgrade Project in accordance with the Florida Green treatment option*
 - *After assessing various design options best suited for the project the Progressive Design Build process was selected*

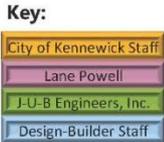
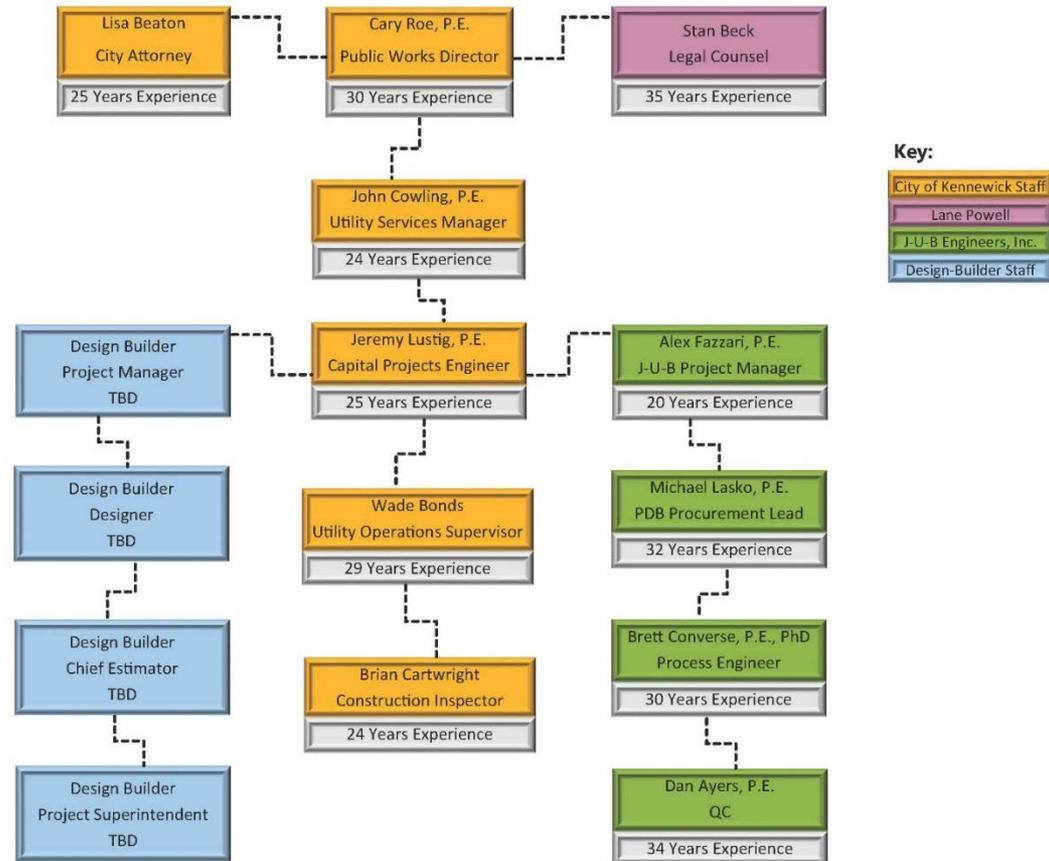


Merrell Brother Biosolids Plant, Pasco County, FL



Wastewater Treatment Biosolids Management

- Progressive Design Build:
 - Cities are required to obtain State approval for Progressive Design Build (PDB)
 - Staff assembled a team comprised of City Staff, JUB Engineers, and Stanton Beck with Lane Powell to develop and present the project to the Capital Projects Advisory Review Board (CPARB)
 - Presentation was delivered via Zoom to CPARB on July 22, 2021 who subsequently approved the project to utilize Progressive Design Build



Wastewater Treatment Biosolids Management

- *Funding Options*
 - *In coordination with Department of Ecology Staff, the City applied for a State Revolving Fund (SRF) loan application on October 12, 2021 for the full Progressive Design Build amount estimated to be \$29,000,000*
 - *SRF Terms (20 years ~1% interest rate)*
 - *Successful projects will be notified in Jan/Feb 2022*
 - *If an SRF Loan is not obtained City staff will pursue Bonding for the full project amount (as assumed in the 21/22 Rate Study)*



Wastewater Treatment Biosolids Management

- *Schedule (assuming SRF Loan)*

- *CPARB PRC Presentation* *Complete*
- *Ecology Funding Application* *Complete*
- *Ecology Funding Announcements* *January 2022*
- *PDB RFQ Announcement* *March 2022*
- *PDB SOQs Due* *April 2022*
- *RFP Announce/Shortlist* *May 2022*
- *Proposals Due* *June 2022*
- *Selection* *July 2022*
- *Notice to Proceed* *September 2022*
- *Start Construction* *Spring 2023*
- *Anticipated Construction Duration* *12-18 months*



Questions?



Council Workshop Coversheet



Agenda Item Number	4.	Meeting Date	11/23/2021
Agenda Item Type	Ordinance		
Subject	Title 4 Code Amendments		
Ordinance/Reso #		Contract #	
Project #		Permit #	
Department	City Attorney		

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

Summary

The proposed code amendments are housekeeping in nature. The first proposed code amendment is intended to address future hearings held by the Hearing Examiner once the emergency proclamation is repealed. Similar to City Council meetings, hearings before the Hearing Examiner are currently held through the virtual format as required by the emergency proclamation. In discussing the virtual format with staff, it appears participants, staff, and the hearing examiner like the virtual format as an option for conducting hearings. Per our current code public hearings with the Examiner are held in person. The code amendment will provide the option for hearings to be held through the virtual format with the consent of the applicant.

The second code amendment will clarify the process for SEPA appeals related to Comprehensive Plan Amendments. Under state law, the City Planning Director is required to issue a SEPA determination as a part of the review process for an application to amend the Comprehensive Plan. Our code is not clear on how to process an appeal of that SEPA determination. Amendments to the Comprehensive Plan are considered non-project actions under SEPA, are legislative in nature, and within the discretion of City Council to approve, reject or modify. The SEPA determination is a step in the review process for a proposed Comp Plan Amendment, it is not a separate decision on a project permit, therefore, the appeal should not go to the Hearing Examiner but rather the Planning Commission and ultimately City Council. As noted above, the current code fails to specify the correct process. The law does not allow for an appeal of a SEPA determination separate from the underlying application, they are required to be combined. The Growth Board has exclusive jurisdiction to decide appeals of a local agency's decision on a Comprehensive Plan Amendment including its SEPA determination. See, RCW 36.70A.280. By clarifying the process, we avoid having an appeal for the SEPA determination that is separate from the Comp Plan Amendment process. The code amendments clarify that the appeal of the SEPA determination for a Comp Plan Amendment will be considered by the Planning Commission at the same time they hold the public hearing on the amendment.

Through	Lisa Beaton Nov 17, 14:55:09 GMT-0800 2021	Attachments: Amendments
Dept Head Approval	Lisa Beaton Nov 17, 14:53:02 GMT-0800 2021	
City Mgr Approval	Marie Mosley Nov 19, 09:38:24 GMT-0800 2021	

4.02.080: Duties of the Examiner—Applications and Decisions.

The Hearing Examiner shall have the following duties with respect to applications of matters submitted before him or her.

- (1) Decisions of the Hearing Examiner. The Hearing Examiner shall receive and examine available information, conduct open record appeal hearings or open record public hearings, prepare a record thereof, and enter findings of fact and conclusions based upon these facts, which conclusions shall represent the final action on the application, unless appealed further to Superior Court, as specified in this Section for the following:
 - (a) Open record appeal hearings on the following applications and/or administrative decisions:
 - (i) Lot Line Adjustment;
 - (ii) Accessory Apartment;
 - (iii) Parcel Combination;
 - (iv) Home Occupation;
 - (v) Additional Animals;
 - (vi) Comparable Use;
 - (vii) Manufactured Housing In-fill;
 - (viii) Conditional Use Permit;
 - (ix) Site Plan Approval;
 - (x) Short Plat;
 - (xi) Appeals of SEPA determinations, excluding SEPA determinations on Comprehensive Plan Amendment Applications;
 - (xii) Business license denials, revocations;
 - (xiii) Appeals from sign permit decisions; and
 - (xiv) Appeals from administrative land use interpretation decisions.
 - (b) Open record public hearings on the following applications:
 - (i) Variance; applications for variances from the terms of the zoning code and subdivision code;
 - (ii) Preliminary Plats;
 - (iii) Shoreline Permits; and
 - (iv) Planned Development Permits.
 - (c) Such other matters as may be designated by the Council.
 - (d) Open record appeal hearing of a department director's administrative decision when provided in the Kennewick Municipal Code.
- (2) The Examiner shall have the power to prescribe rules and regulations for the conduct of hearings under this Chapter, subject to review by the City Council. The Examiner shall have the authority to conduct public hearings and appeal hearings through a virtual format with the consent of the applicant or appellant.

(Ord. 5391 Sec. 1, 2011; Ord. 5321 Sec. 1, 2010)

4.02.110: Public Hearing.

- (1) Before rendering a decision on any application for which a public hearing is required, the Examiner shall hold a public hearing thereon. Unless otherwise required by the Kennewick Municipal Code, all hearings conducted by the Examiner shall be open record hearings. Notice of the place and time of the public hearing shall be given as provided in the ordinance governing the application. If none is specifically set forth, such notice shall be given in accordance with KMC Chapter 4.12. Per KMC 4.02.080(2) the Examiner may conduct the public hearing through a virtual format upon consent of the applicant or appellant and the public notice will provide the link through which the public may view or participate in the hearing.
- (2) During the public hearing, the Examiner shall have the authority to administer oaths and preserve order. At the close of the testimony the Examiner may close the public hearing, continue the hearing to a time and date certain, or close the public hearing pending the submission of additional information on or before a date certain.
- (3) Until a final action on the application is taken, the Examiner may dismiss the application for failure to diligently pursue the application after notice is given to all parties of record.
- (4) If a project consists of different actions which require separate hearings to be held for each action, one consolidated hearing shall be held as required by KMC Chapter 4.12.

(Ord. 5391 Sec. 3, 2011; Ord. 5321 Sec. 1, 2010)

4.08.430: Appeals.

- (1) Relief from a decision of the Responsible Official is to the Hearing Examiner if no other review is provided or to review a determination of significance. Where applicable, and consistent with RCW 36.70B.120, and the permit procedures found at KMC 4.12, the appeal of the decision of the Responsible Official shall be heard at the same time as the application for the underlying land use permit in a single, consolidated hearing. Relief from a SEPA decision of the Responsible Official regarding a Comprehensive Plan Amendment is to the Planning Commission to be heard at the same time as the application for the Comprehensive Plan Amendment.
- (2) An application for review from a decision of the Hearing Examiner must be made to the Benton County Superior Court within 21 days of issuance unless a different time period applies to the underlying governmental action. Review of procedural decisions must be initiated within ten days.

(Ord. 5392 Sec. 2, 2011; Ord. 5322 Sec. 16, 2010; Ord. 3644 Sec. 5, 1996; Ord. 2873 Sec. 1(part), 1984; Ord. 2814 Sec. 3, 1984; Ord. 2486 Sec. 1, 1980)



City Council Meeting Schedule December 2021

City Council temporarily designated the location for regular, special and study session meetings to a virtual location until termination of the state of emergency or until rescinded. The City broadcasts City Council meetings on the City's website <https://www.go2kennewick.com/CouncilMeetingBroadcasts>.

December 7, 2021

Tuesday, 6:30 p.m.

REGULAR COUNCIL MEETING

December 14 2021

Tuesday, 6:30 p.m.

WORKSHOP MEETING (the workshop meeting will be done via Zoom and broadcast on the City's website

<https://www.go2kennewick.com/CouncilMeetingBroadcasts>)

1. KMC Amendments - Park Rules & Public Camping
2. KMC Amendment - Public Records Policy
3. Legislative Priorities

December 21, 2021

Tuesday, 6:30 p.m.

REGULAR COUNCIL MEETING

December 28, 2021

Tuesday, 6:30 p.m.

WORKSHOP MEETING - CANCELLED

To assure disabled persons the opportunity to participate in or benefit from City services, please provide twenty-four (24) hour advance notice for additional arrangements to reasonably accommodate special needs.

Please be advised that all Kennewick City Council Meetings are Audio and Video Taped