

**City of Connell, Washington**  
**CITY COUNCIL PRELIMINARY AGENDA**  
**AMENDED**

**104 E. Adams St.**  
**Remote Regular Meeting**  
**August 3, 2020 6:00 PM**

1. Remote Meeting Instructions:

In compliance with Governor Inslee's Proclamation regarding the Open Public Meetings Act the City Council is holding remote meetings until further notice. The public may request to attend the meeting in "listen only" mode by contacting the City Clerk at 509-234-2701 ext. 1232 or by email at [mortiz@connellwa.org](mailto:mortiz@connellwa.org). In addition, a link to the live meeting can be accessed on the City's website at [www.cityofconnell.com](http://www.cityofconnell.com). Members of the public wishing to comment on agenda items may submit comments to the City Clerk. Comments and request to attend must be made by 4:00 pm on the day of the meeting. Written comments may also be made during the Citizen Comment portion of the meeting for those attending in "listen only" mode by typing in the chat box.

2. CALL TO ORDER

3. ROLL CALL

4. CORRESPONDENCE/PRESENTATIONS/APPOINTMENTS

5. CONSENT CALENDAR

All matter listed within the Consent Calendar have been distributed to each member of the Connell City Council for reading and study, are considered to be routine, and will be enacted by one motion of the Council with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Calendar and placed on the Regular Agenda by request.

a) Minutes of the Regular Council Meeting July 20, 2020

b) Application for Payment No.2 -5<sup>th</sup> Ave/Franklin St & Fulton St/Chelan Ave Water Line for \$92,293.64

c) Accounts payable 8/3/20 for \$156,368.56

d) Payroll Register 7/15/20 - 7/20/20 for \$70,919.17

6. APPROVAL OF AGENDA

ORDER OF BUSINESS

7. Solar Grant - Request For Proposals

8. Franklin PUD Kiosk

9. RESOLUTION NO. 2020-06 - General Support Fund Interfund Loan

10. Task Order - Engineering Services Community Center Parking Lot

11. Discussion on Street Closure

12. Small Business Grants

***The public is welcome and encouraged to attend this meeting. The City of Connell wishes to provide reasonable access to all public meetings for individuals with disabilities. Please contact the City Clerk at least three business days prior to the meeting for accommodations to be arranged.***

13. Purchase of 911 Pendants
14. ORDINANCE NO. 1009-2020 Telecommunications Franchise Agreement
  
15. COMMITTEE, CITY ADMINISTRATOR, AND DEPARTMENT REPORTS
16. CITIZEN COMMENT/NON-AGENDA ITEMS
17. CITY COUNCIL CLOSING REMARKS
18. EXECUTIVE SESSION
19. ADJOURNMENT

CITY OF

Washington

**THE MISSION OF THE CITY OF CONNELL IS:**

*To partner with the community, enriching the quality of life and delivering a range of services in a fiscally sustainable manner.*

*Engaging the public and embracing diversity, we maintain a focus on the future, remaining flexible and responsive, to foster a small-town character that supports growth.*

MEETING OF THE CITY OF CONNELL, WASHINGTON  
CONNELL, FRANKLIN COUNTY, WASHINGTON  
July 20, 2020

The Remote Regular meeting of the Connell City Council was called to order by Mayor Barrow at 6:15 pm in the City Hall and was interrupted with technical difficulties at 6:18 pm.

Mayor Barrow commenced the Remote Regular meeting of the Connell City Council at 6:40 pm.

ROLL CALL

ROLL CALL: (Remote) Councilmember's: John White, Pat Barrera, Shelly Harper, and Katrina Kunkel.

EXCUSED: Councilmember Kunkel moved to excuse Mayor Pro Tem Joe Escalera.  
Councilmember Barrera seconded motion. Motion carried unanimously.

PRESENT: Mayor Lee Barrow, City Administrator Maria Peña, City Clerk Marissa Ortiz, City Treasurer Genesis Bernal, and Police Chief Chris Turner.  
(Remote) -Public Works Director Hallie Tuck, Fire Chief Ken Woffenden and City Attorney Dan Hultgrenn.

CONSENT CALENDAR

**Motion:** Councilmember Barrera moved to approve the consent calendar as amended:

- a) Minutes of the Remote Council Meeting June 15, 2020
- b) Accounts Payable 7/20/2020 for \$183,168.46  
(amended total \$198,628.01)
- c) Check Register 6/15/2020 for \$1,717.20
- d) Check Register 7/1/2020 for \$213.08
- e) Check Register 7/6/2020 for \$112,900.39
- f) Payroll Register 6/30/2020-7/3/2020 for \$103,854.66

Councilmember White seconded motion. Motion carried unanimously.

APPROVAL OF AGENDA

**Motion:** Councilmember Barrera moved to approve the agenda as presented. Councilmember Kunkel seconded motion. Motion carried unanimously.

ORDER OF BUSINESS

SEASONAL POOL SALARY MATRIX AND POSITION UPDATE

City Treasurer Genesis Bernal informed City Council that in a recent review of the Seasonal Salary Matrix for pool employees there had been discussion about updating the salary matrix. It would align with the matrix steps for both the police department and city hall staff, placing all three departments on the exact same annual movement for step increases. For the current season, the city had not employed a certified lifeguard instructor position. A current employee was in the process of completing the certification and already had his WSI certification. City staff recommended adding this position to the list of positions for pool staff and setting it at a Range

MEETING OF THE CITY OF CONNELL  
Regular Remote Meeting – July 20, 2020

14, Step 1 with an annual increase that would follow the updated matrix. For the Pool manager position, the city had paid \$20.00 an hour in the past years. Staff recommended to start at a Range 16, Step 1 allowing an annual increase that would also follow the updated matrix if the pool manger returned.

**Motion:** Councilmember Harper moved to adopt the updated salary matrix with the addition of the new Head lifeguard with WSI/LGI position, and the addition of the pool manger position. Councilmember Barrera seconded motion. Motion carried unanimously.

INVESTMENT GRADE AUDIT AGREEMENT

Public Works Director Hallie Tuck provided Council with an Investment audit agreement with The Department of Enterprise Services. The agreement would authorize ESCO to perform a detailed investment grade energy audit on the Community Center HVAC system and our WELL #8 Pump. The compensation was capped at \$30,564.00 and it would be a 2021 budget item. Each project would have a 15-year payback from energy savings to be eligible. Chris McCarthy, Energy Engineer from Department of Enterprise Services joined remotely to help answer any questions.

**Motion:** Councilmember Barrera moved to approve the Investment Grade Audit Agreement between the City of Connell and the Department of Enterprise Services. Councilmember Harper seconded motion. Motion carried unanimously.

COLUMBIA BASIN HEALTH ASSOCIATION DONATION

Presented to Council was a donation from Columbia Basin Health Association in the amount of \$5,000 towards the Connell Park & Recreation Department. Every year Columbia Basin Health Association hosted an annual 5K Run for a Cause. The cause was designed to raise awareness of childhood conditions that affected families here in the Columbia Basin. At a Park & Recreation Board meeting, discussion was held on how the donated funds could be used. No official plans were set and plans to move forward for the season were unknown due the pandemic. Alex Bountharath, Community Relations Manager from CBHA joined remotely to provide Council with additional information. He clarified that CBHA had no script on what to allow the funds to go towards, but equipment was feasible. He requested to be informed on the outcome, CBHA intended to be part of the event.

**Motion:** Councilmember Kunkel moved to approve the donation of the CBHA 5K Color Run towards the Connell Park & Recreation Department in the amount of \$5,000. Councilmember White seconded motion. Motion carried unanimously.

DEPARTMENT REPORTS

City Administrator Maria Peña –

1. A Free drive through COVID-19 testing was held on July 16, 2020 at the Connell Pioneer Park. Roughly 80-90 individuals stopped by for testing.
2. Franklin County Emergency Management donated additional masks to the City of Connell & staff purchased another 1,000 masks. A mask give-a- away was proposed, volunteers were much appreciated.

MEETING OF THE CITY OF CONNELL  
Regular Remote Meeting – July 20, 2020

MEETING ADJOURNED

There being no further business before the City Council of Connell Mayor Barrow adjourned the meeting at 7:17 pm.

ATTEST: \_\_\_\_\_  
Marissa Ortiz, City Clerk

\_\_\_\_\_  
Lee Barrow, Mayor

**APPLICATION FOR PAYMENT NO. 2  
CITY OF CONNELL, WASHINGTON  
5TH AVENUE/FRANKLIN STREET WATER LINE AND  
FULTON STREET/CHELAN AVENUE WATER LINE**

TO City of Connell, Washington (OWNER)

FROM C & R Tractor and Landscaping, Inc. (CONTRACTOR)

For Work accomplished through the date of: July 15, 2020

1.	Original Contract Price	\$ 429,121.07
2.	Net Change by Change Orders and Written Amendments (+/-)	\$ -
3.	Current Contract Price (1 plus 2)	\$ 429,121.07
4.	Total Work Completed and Materials On Hand to Date*	\$ 207,746.82
5.	Retainage: N/A	\$ -
6.	Sales Tax @ 8.2% Schedule A Items Only	\$ 16,454.48
7.	Sales Tax @ 8.2% Schedule B Items Only	\$ -
8.	Liquidated Damages	( \$ - )
9.	Less Previous Application for Payments	\$ 131,907.66
10.	<b>DUE THIS APPLICATION (4 minus 5, plus 6 and 7, minus 8 and 9)</b>	<b>\$ 92,293.64</b>

\* Line 4 may not match Line 3 on final Application for Payment due to bid versus constructed quantity differences on unit price work.

Accompanying Documentation:

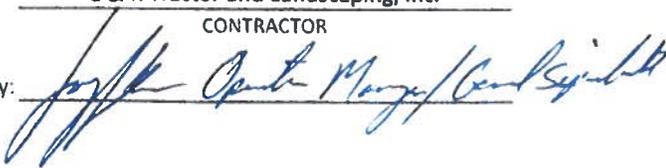
Contractor's Certification:

The undersigned Contractor certifies that (1) all previous progress payments received from Owner, if any, on account of Work done under the Contract referred to above have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Application; (2) title of all Work, materials, and equipment incorporated in said Work or otherwise listed in, or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Lien, security interest, or encumbrance); (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective; and (4) Record Drawings and required job photos are up-to-date, accurate, and complete for Work performed.

Dated \_\_\_\_\_

C & R Tractor and Landscaping, Inc.

CONTRACTOR

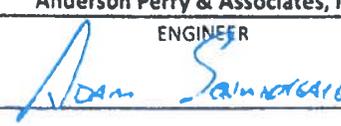
By: 

Payment of the above AMOUNT DUE THIS APPLICATION is recommended

Dated July 21, 2020

Anderson Perry & Associates, Inc.

ENGINEER

By: 

APPROVED by Owner:

City of Connell, Washington

OWNER

Dated \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

**APPLICATION FOR PAYMENT NO. 2**  
**CITY OF CONNELL, WASHINGTON**  
**5TH AVENUE/FRANKLIN STREET WATER LINE AND FULTON STREET/CHELAN AVENUE WATER LINE**

Date: July 21, 2020

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FROM: C & R Tractor and Landscaping, Inc.

TO: City of Connell, Washington

Date of Completion		Contract Amount		Date of Estimate						
Original: July 20, 2020		Original Amount of Contract: \$ 429,121.07		From: June 10, 2020						
Revised:		Change Orders: (+ or -) \$ -		To: July 15, 2020						
On Schedule: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Current Contract Amount \$ 429,121.07								
Item No.	CONTRACT ITEMS Description	BID PRICES		PREVIOUS		THIS PERIOD		TOTAL TO DATE		
		Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>Schedule A - 5th Avenue/Franklin Street Water Line</b>										
A1	Mobilization	All Req'd	LS	\$9,000.00	100%	\$9,000.00	0%	\$0.00	100%	\$9,000.00
A2	Record Drawings	All Req'd	LS	583.74	0%	0.00	0%	0.00	0%	0.00
A3	SPCC Plan	All Req'd	LS	583.74	0%	0.00	0%	0.00	0%	0.00
A4	Project Temporary Traffic Control	All Req'd	LS	5,957.54	100%	5,957.54	0%	0.00	100%	5,957.54
A5	Removal of Structures and Obstructions	All Req'd	LS	7,066.54	0%	0.00	100%	7,066.54	100%	7,066.54
A6	Common Borrow, Incl. Haul	50	CY	30.65	0	0.00	50	1,532.50	50	1,532.50
A7	Unsuitable Foundation Excavation, Incl. Haul	50	CY	24.79	0	0.00	50	1,239.50	50	1,239.50
A8	Rock Excavation, Incl. Haul	200	CY	43.31	160	6,929.60	40	1,732.40	200	8,662.00
A9	Gravel Surface Restoration (6-In. Depth)	650	SY	8.35	0	0.00	400	3,340.00	400	3,340.00
A10	Crushed Surfacing (8-In. Depth in Road)	250	CY	65.67	200	13,134.00	50	3,283.50	250	16,417.50
A11	HMA Cl. 1/2 In. PG 64-28 (3-In. Depth)	180	TON	168.63	0	0.00	0	0.00	0	0.00
A12	Lean Concrete	20	CY	202.36	0	0.00	0	0.00	5	1,011.80
A13	Shoring or Extra Excavation, Class B	7,100	SF	0.29	7,100	2,059.00	0	0.00	7,100	2,059.00
A14	Connection to Existing Water Main	7	EA	1,958.33	0	0.00	7	13,708.31	7	13,708.31
A15	Unmarked Utility Encounter	8	EA	323.24	8	2,585.92	0	0.00	8	2,585.92
A16	Potholing All Connections and Known Utility Crossings	All Req'd	LS	5,368.68	100%	5,368.68	0%	0.00	100%	5,368.68
A17	Additional Potholing	6	HR	206.49	0	0.00	6	1,238.94	6	1,238.94
A18	High Density Polyethylene Pipe for Water Main, 2-in. Diam.	80	LF	17.27	0	0.00	60	1,036.20	60	1,036.20
A19	PVC or Ductile Iron Pipe for Water Main, 6-in. Diam.	60	LF	26.31	0	0.00	31	815.61	31	815.61
A20	PVC or Ductile Iron Pipe for Water Main, 8-in. Diam.	1,520	LF	27.23	1,433	39,020.59	87	2,369.01	1,520	41,389.60
A21	PVC or Ductile Iron Pipe for Water Main, 12-in. Diam.	10	LF	443.58	0	0.00	0	0.00	0	0.00
A22	Gate Valve, 6-In.	2	EA	1,419.06	1	1,419.06	1	1,419.06	2	2,838.12
A23	Gate Valve, 8-In.	10	EA	1,884.96	9	16,964.64	1	1,884.96	10	18,849.60
A24	Gate Valve, 12-In.	1	EA	2,964.99	0	0.00	1	2,964.99	1	2,964.99
A25	Remove Existing Valve and Valve Box	12	EA	63.84	0	0.00	12	766.08	12	766.08
A26	Adjust Valve Box	17	EA	33.07	0	0.00	0	0.00	0	0.00
A27	Hydrant Assembly	3	EA	5,115.02	0	0.00	3	15,345.06	3	15,345.06
A28	Fire Hydrant Barricade	6	EA	470.87	0	0.00	3	1,412.61	3	1,412.61

**APPLICATION FOR PAYMENT NO. 2  
CITY OF CONNELL, WASHINGTON**

**5TH AVENUE/FRANKLIN STREET WATER LINE AND FULTON STREET/CHELAN AVENUE WATER LINE**

Date: July 21, 2020

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Item No.	CONTRACT ITEMS Description	BID PRICES			PREVIOUS		THIS PERIOD		TOTAL TO DATE	
		Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>Schedule A - 5th Avenue/Franklin Street Water Line (cont.)</b>										
A29	Remove Existing Hydrant	2	EA	\$577.05	0	\$0.00	2	\$1,154.10	2	\$1,154.10
A30	Water Service Line, 1-in. Diam.	700	LF	7.48	0	0.00	700	5,236.00	700	5,236.00
A31	Water Service Connection	21	EA	920.53	0	0.00	22	20,251.66	22	20,251.66
A32	New Meter Box	12	EA	237.38	0	0.00	13	3,085.94	13	3,085.94
A33	New Traffic Rated Meter Box	5	EA	250.39	0	0.00	5	1,251.95	5	1,251.95
A34	New Meter Setter	17	EA	282.15	0	0.00	18	5,078.70	18	5,078.70
A35	Erosion/Water Pollution Control	EST	FA	1,500.00	0	0.00	0	0.00	0	0.00
A36	Landscape Restoration	All Req'd	LS	3,880.74	0%	0.00	0%	0.00	0%	0.00
A37	Cement Concrete Curb and Gutter Restoration	20	LF	52.54	0	0.00	0	0.00	0	0.00
				<b>Schedule A Total</b>			\$	<b>98,225.42</b>	\$	<b>200,664.45</b>
<b>Schedule B - Fulton Street/Cheelan Avenue Water Line</b>										
B1	Mobilization	All Req'd	LS	\$5,000.00	0%	\$0.00	0%	\$0.00	0%	\$0.00
B2	Record Drawings	All Req'd	LS	292.88	0%	0.00	0%	0.00	0%	0.00
B3	SPCC Plan	All Req'd	LS	292.88	0%	0.00	0%	0.00	0%	0.00
B4	Project Temporary Traffic Control	All Req'd	LS	2,930.43	0%	0.00	0%	0.00	0%	0.00
B5	Removal of Structures and Obstructions	All Req'd	LS	9,489.57	0%	0.00	0%	0.00	0%	0.00
B6	Common Borrow, Incl. Haul	50	CY	20.50	0	0.00	0	0.00	0	0.00
B7	Unsuitable Foundation Excavation, Incl. Haul	50	CY	24.88	0	0.00	0	0.00	0	0.00
B8	Rock Excavation, Incl. Haul	200	CY	43.45	0	0.00	0	0.00	0	0.00
B9	Crushed Surfacing (8-in. Depth in Road)	180	CY	49.78	0	0.00	0	0.00	0	0.00
B10	HMA Cl. 1/2 In. PG 64-28 (3-in. Depth)	100	TON	187.44	0	0.00	0	0.00	0	0.00
B11	Lean Concrete	20	CY	203.06	0	0.00	0	0.00	0	0.00
B12	Shoring or Extra Excavation, Class B	5,800	SF	0.29	0	0.00	0	0.00	0	0.00
B13	Connection to Existing Water Main	2	EA	1,824.48	0	0.00	0	0.00	0	0.00
B14	Unmarked Utility Encounter	4	EA	324.35	0	0.00	0	0.00	0	0.00
B15	Potholing All Connections and Known Utility Crossings	All Req'd	LS	2,693.57	0%	0.00	0%	0.00	0%	0.00
B16	Additional Potholing	6	HR	207.20	0	0.00	0	0.00	0	0.00
B17	PVC or Ductile Iron Pipe for Water Main, 6-in. Diam.	100	LF	26.40	0	0.00	0	0.00	0	0.00
B18	PVC or Ductile Iron Pipe for Water Main, 8-in. Diam.	900	LF	27.33	0	0.00	0	0.00	0	0.00
B19	Gate Valve, 8-in.	1	EA	1,844.59	0	0.00	0	0.00	0	0.00
B20	Remove Existing Valve and Valve Box	5	EA	47.46	0	0.00	0	0.00	0	0.00
B21	Adjust Valve Box	3	EA	33.19	0	0.00	0	0.00	0	0.00
B22	Hydrant Assembly	2	EA	5,301.42	0	0.00	0	0.00	0	0.00
B23	Fire Hydrant Barricade	2	EA	472.49	0	0.00	0	0.00	0	0.00
B24	Remove Existing Hydrant	3	EA	646.55	0	0.00	0	0.00	0	0.00
B25	Water Service Line, 1-in. Diam.	150	LF	7.51	0	0.00	0	0.00	0	0.00

**APPLICATION FOR PAYMENT NO. 2  
CITY OF CONNELL, WASHINGTON**

**5TH AVENUE/FRANKLIN STREET WATER LINE AND FULTON STREET/CHELAN AVENUE WATER LINE**

Date: July 21, 2020

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CONTRACT ITEMS		BID PRICES		PREVIOUS		THIS PERIOD		TOTAL TO DATE		
Item No.	Description	Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>Schedule B - Fulton Street/Chelan Avenue Water Line (cont.)</b>										
B26	Water Service Line, 2-In. Diam.	60	LF	\$7.51	0	\$0.00	0	\$0.00	0	\$0.00
B27	Water Service Connection	7	EA	923.70	0	0.00	0	0.00	0	0.00
B28	New Meter Box	4	EA	238.20	0	0.00	0	0.00	0	0.00
B29	New Traffic Rated Meter Box	1	EA	251.25	0	0.00	0	0.00	0	0.00
B30	New Meter Setter	3	EA	283.12	0	0.00	0	0.00	0	0.00
B31	Erosion/Water Pollution Control	EST	FA	500.00	0	0.00	0	0.00	0	0.00
B32	Landscape Restoration	All Req'd	LS	3,894.09	0%	0.00	0%	0.00	0%	0.00
B33	Cement Concrete Curb and Gutter Restoration	50	LF	52.72	0	0.00	0	0.00	0	0.00
B34	Cement Concrete Sidewalk Restoration	10	SY	52.72	0	0.00	0	0.00	0	0.00
				<b>Schedule B Total</b>	\$	<b>0.00</b>	\$	<b>0.00</b>	\$	<b>0.00</b>
<b>Schedule C - Prelevel</b>										
C1	Mobilization	All Req'd	LS	\$4,000.00	0%	\$0.00	0%	\$0.00	0%	\$0.00
C2	HMA For Preleveling Cl. 3/8-In. PG 64-28	90	TON	135.00	0	0.00	0	0.00	0	0.00
				<b>Schedule C Total</b>	\$	<b>0.00</b>	\$	<b>0.00</b>	\$	<b>0.00</b>

APPLICATION FOR PAYMENT NO. 2  
CITY OF CONNELL, WASHINGTON

5TH AVENUE/FRANKLIN STREET WATER LINE AND FULTON STREET/CHELAN AVENUE WATER LINE

Date: July 21, 2020

Change Orders:	Qty.	Unit	Unit Price	PREVIOUS		THIS PERIOD		TOTAL TO DATE	
				Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>Total All Change Orders</b>				\$	0.00	\$	0.00	\$	0.00
<b>Materials on Hand:</b>	<b>Qty.</b>	<b>Unit</b>	<b>Unit Price</b>	<b>PREVIOUS</b>		<b>THIS PERIOD</b>		<b>TOTAL TO DATE</b>	
A19 - PVC or Ductile Iron Pipe for Water Main, 6-in. Diam.	60	LF	\$6.59	60	\$395.40	(60)	(\$395.40)	0	\$0.00
A21 - PVC or Ductile Iron Pipe for Water Main, 12-in. Diam.	10	LF	75.52	10	755.20	(10)	(755.20)	0	0.00
A22 - Gate Valve, 6-in.	2	EA	\$651.55	1	651.55	(1)	(651.55)	0	0.00
A23 - Gate Valve, 8-in.	10	EA	965.15	1	965.15	(1)	(965.15)	0	0.00
A24 - Gate Valve, 12-in.	1	EA	2,100.34	1	2,100.34	(1)	(2,100.34)	0	0.00
A27 - Hydrant Assembly	3	EA	3,039.54	3	9,118.62	(3)	(9,118.62)	0	0.00
B18 - PVC or Ductile Iron Pipe for Water Main, 8-in. Diam.	900	LF	6.91	900	6,219.00	0	0.00	900	6,219.00
B19 - Gate Valve, 8-in.	1	EA	863.37	1	863.37	0	0.00	1	863.37
<b>Total Materials on Hand</b>				\$	<b>21,068.63</b>	\$	<b>(13,986.26)</b>	\$	<b>7,082.37</b>
<b>TOTAL WORK COMPLETED AND MATERIALS ON HAND</b>				\$	<b>123,507.66</b>	\$	<b>84,239.16</b>	\$	<b>207,746.82</b>

SUMMARY

	PREVIOUS	THIS PERIOD	TOTAL TO DATE
1. Amount Earned	\$ 123,507.66	\$ 84,239.16	\$ 207,746.82
2. Amount Retained (N/A)	\$ 0.00	\$ 0.00	\$ 0.00
3. Sales Tax @ 8.2% Schedule A Items Only	\$ 8,400.00	\$ 8,054.48	\$ 16,454.48
4. Sales Tax @ 8.2% Schedule B Items Only	\$ 0.00	\$ 0.00	\$ 0.00
5. Liquidated Damages	\$ 0.00	\$ 0.00	\$ 0.00
<b>Amount Due for Payment</b>	\$ 131,907.66	\$ 92,293.64	\$ 224,201.30
<b>Amount Due for Payment this Estimate</b>		\$ 92,293.64	
Estimated % Job Completed:	51%		

# ACCOUNTS PAYABLE

City Of Connell  
 ICAG #: 0286

As Of: 08/03/2020

Time: 15:09:43 Date: 07/31/2020  
 Page: 1

City #	Received	Date Due	Vendor	Amount	Memo
1897	08/03/2020	08/03/2020 704	Avista Utilities, Avista Corporation	282.28	Natural Gas Bills
1924	08/03/2020	08/03/2020 99	Big Bend Electric Cooperative, INC.	3,789.65	Electric Valve, Communication Tower And Waste Treatment Plant July 2020 Billing
1925	08/03/2020	08/03/2020 5175	Booker, Kara	936.84	Hotel Motel Reimbursement COVID 19 Impact. Connell Community Float 2020.
1892	08/03/2020	08/03/2020 5594	C & R Tractor and Landscaping Inc	92,293.64	Application For Payment No.2 - 5th Ave/Franklin ST & Fulton ST/Chelan Ave Water Line Replacements
1906	08/03/2020	08/03/2020 5189	CR Solutions LLC	833.14	Telemetry Work
1904	08/03/2020	08/03/2020 5564	Cascade Analytical Inc	1,373.00	Water/WW Labs
1910	08/03/2020	08/03/2020 140	Cascade Earth Sciences Ltd	778.36	Repair Of Monitoring Equipment
1896	08/03/2020	08/03/2020 515	CenturyLink, Centurytel of Washington	346.50	Century Link Bills
1922	08/03/2020	08/03/2020 2348	City Of Kennewick	2,626.00	3rd QTR BI-PIN
1923	08/03/2020	08/03/2020 5016	City of Richland, WA	13,373.75	3rd QTR SECOMM Dispatch Services
1898	08/03/2020	08/03/2020 5309	Community First Bank-Mastercard	120.00	Mastercard- Genesis Bernal
1899	08/03/2020	08/03/2020 5309	Community First Bank-Mastercard	45.00	Mastercard- Maria Pena
1900	08/03/2020	08/03/2020 5309	Community First Bank-Mastercard	946.18	Mastercard- Lisa Alvarado
1901	08/03/2020	08/03/2020 5309	Community First Bank-Mastercard	156.36	Mastercard- Ivan Barragan
1902	08/03/2020	08/03/2020 5309	Community First Bank-Mastercard	16.57	Mastercard- Chris Turner
1903	08/03/2020	08/03/2020 5309	Community First Bank-Mastercard	35.25	Mastercard- Onna Pollock
1913	08/03/2020	08/03/2020 5309	Community First Bank-Mastercard	16.21	Mastercard- Marissa Ortiz
1919	08/03/2020	08/03/2020 5309	Community First Bank-Mastercard	91.74	Mastercard- Ed Brown
1926	08/03/2020	08/03/2020 5309	Community First Bank-Mastercard	12.50	CDL Query Package
1905	08/03/2020	08/03/2020 4356	Core & Main	937.92	Water/Sewer Parts
1920	08/03/2020	08/03/2020 229	Dept Of Licensing-Firearm	18.00	CPL
1907	08/03/2020	08/03/2020 4490	Fastenal	420.68	Misc. Fasteners
1930	08/03/2020	08/03/2020 3058	Franklin County Treasurer	2,587.65	August 2020 Franklin County District Court. And Prosecutor's Office
929	08/03/2020	08/03/2020 4436	Intermedia.net Inc.	125.55	VOIP Services July2020
908	08/03/2020	08/03/2020 364	Irrigation Specialists, Inc	126.50	Sewer Parts
909	08/03/2020	08/03/2020 3083	JWC Environmental Inc	18,310.23	Repair Of Muffin Monster-WWTP
911	08/03/2020	08/03/2020 384	Kennewick Ind & Elec Sup	9,760.32	Covid-19 Touchless Equipment
927	08/03/2020	08/03/2020 400	Kuffel, Hultgrenn,	296.00	Attorney Professional Services- File No. M-8358
912	08/03/2020	08/03/2020 401	Kuo Testing Labs Inc.	186.00	Water/WW Labs
914	08/03/2020	08/03/2020 442	Mount's Lock and key, Inc	1,248.63	Keypad Dorrhandle For City Hall
915	08/03/2020	08/03/2020 479	Pacific Steel & Recycling	23.99	Metal For Shop
895	08/03/2020	08/03/2020 5525	Quadient	600.00	Postage For Meter
928	08/03/2020	08/03/2020 5525	Quadient	213.08	Postage Meter Lease 8/16/2020-1/15/2020
894	08/03/2020	08/03/2020 520	Quill LLC	148.37	Office Supplies
921	08/03/2020	08/03/2020 3007	Quinton, James B	92.30	Boot Reimbursement
891	08/03/2020	08/03/2020 5593	Raj Patel, Valiant Hotels LLC, Connell Inn and Sui	580.00	Reservation For COVID-19 Use
893	08/03/2020	08/03/2020 667	The Wesley Group, TWG Consulting Corp.	600.00	Labor Relations Consultation
916	08/03/2020	08/03/2020 331	Timken Motor & Crane Service LLC	1,101.37	VFD Repair Well 8 Booster
917	08/03/2020	08/03/2020 3397	USABlueBook	81.52	C12 Test DPD

# ACCOUNTS PAYABLE

City Of Connell  
VCAG #: 0286

As Of: 08/03/2020

Time: 15:09:43 Date: 07/31/2020  
Page: 2

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
21918	08/03/2020	08/03/2020	4133 White Security Systems, INC.	837.48	Fire Alarm Inspection
Report Total:				156,368.56	

CERTIFICATION: I, the undersigned do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described and that the claim is a due and unpaid obligation against the City of Connell and that I am authorized to authenticate and certify to said claim.

( ) Finance Director ( ) Auditing Officer \_\_\_\_\_ Date: \_\_\_\_\_

( ) Deputy Finance Director

# CHECK REGISTER

City Of Connell  
MCAG #: 0286

07/15/2020 To: 07/20/2020

Time: 14:29:36 Date: 07/16/2020  
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2270	07/15/2020	Payroll	7	EFT		1,191.37	
2271	07/15/2020	Payroll	7	EFT		2,057.72	
2272	07/15/2020	Payroll	7	EFT		1,337.30	
2273	07/15/2020	Payroll	7	EFT		160.94	
2274	07/15/2020	Payroll	7	EFT		549.86	
2275	07/15/2020	Payroll	7	EFT		1,837.85	
2276	07/15/2020	Payroll	7	EFT		1,430.73	
2277	07/15/2020	Payroll	7	EFT		1,816.44	
2278	07/15/2020	Payroll	7	EFT		160.94	
2279	07/15/2020	Payroll	7	EFT		1,303.65	
2280	07/15/2020	Payroll	7	EFT		917.20	
2281	07/15/2020	Payroll	7	EFT		2,008.66	
2282	07/15/2020	Payroll	7	EFT		2,499.17	
2283	07/15/2020	Payroll	7	EFT		160.94	
2284	07/15/2020	Payroll	7	EFT		1,695.57	
2285	07/15/2020	Payroll	7	EFT		1,408.04	
2286	07/15/2020	Payroll	7	EFT		2,131.23	
2287	07/15/2020	Payroll	7	EFT		917.20	
2288	07/15/2020	Payroll	7	EFT		160.94	
2289	07/15/2020	Payroll	7	EFT		1,876.89	
2290	07/15/2020	Payroll	7	EFT		1,277.20	
2291	07/15/2020	Payroll	7	EFT		2,505.76	
2292	07/15/2020	Payroll	7	EFT		1,731.95	
2293	07/15/2020	Payroll	7	EFT		1,448.46	
2294	07/15/2020	Payroll	7	EFT		2,263.54	
2295	07/15/2020	Payroll	7	EFT		1,914.34	
2296	07/15/2020	Payroll	7	EFT		1,211.68	
2297	07/15/2020	Payroll	7	EFT		1,687.61	
2298	07/15/2020	Payroll	7	EFT		2,679.64	
2299	07/15/2020	Payroll	7	EFT		160.94	
2300	07/15/2020	Payroll	7	EFT		2,349.13	
2302	07/20/2020	Payroll	7	EFT	Community First Bank	14,902.43	941 Deposit for Pay Cycle(s) 07/15/2020 - 07/15/2020
2303	07/20/2020	Payroll	7	EFT	Department Of Retirement	10,438.85	Pay Cycle(s) 07/15/2020 To 07/15/2020 - PERS 2: Pay Cycle(s) 07/15/2020 To 07/15/2020 - LEOFF 2: Pay Cycle(s) 07/15/2020 To 07/15/2020 - Deferred Comp: Pay Cycle(s) 07/15/2020 To 07/15/2020 - PERS 3
2304	07/20/2020	Payroll	7	EFT	MT457-306685	225.00	Pay Cycle(s) 07/15/2020 To 07/15/2020 - ICMA-457
2305	07/20/2020	Payroll	7	40363	WSECU	500.00	Pay Cycle(s) 07/15/2020 To 07/15/2020 - WSECU
						46,248.60	
						4,867.91	
						9,416.43	
						10,386.23	
						70,919.17	Payroll:
							70,919.17



**MEMORANDUM**

**DATE: AUGUST 3, 2020**  
**TO: MAYOR AND COUNCILMEMBERS**  
**FROM: MARIA PEÑA, CITY ADMINISTRATOR**  
**RE: SOLAR GRANT REQUEST FOR PROPOSALS**

In evaluating our facilities for cost savings, one of the items that was recommended was the installation of solar panels at Well Pump 8. In order to maximize savings for this project it would be best to go out for an RFP instead of using the State's Energy Program.

This is a good project but to make this project feasible the City would need to obtain two grants to offset expenses, see attached info from Apollo. The numbers in the attached breakout are preliminary, actual cost will depend on outcome of the RFP's.

Scott Lewis, from Apollo, will be participating in the meeting on Monday to answer any questions.

**Recommendation: Council approve staff place a Request for Proposal for the Well 8 Solar Project.**



**City of Connell – Solar Array**

The Department of Commerce has updated their criteria for what qualifies for Solar Grant funding in this next grant round. One of the biggest changes is the simple payback (total price / annual savings) before grant funding. In past grant rounds it needed to be under 100 years, and now it is under 50 years. With that, we need to be competitive and try to reduce costs across the board.

FIM Descriptions	Preliminary Range of Project Costs		Range of Annual Utility Savings	
	Low	High	Low	High
FIM-6 PV SOLAR	\$ 444,600	\$ 568,100	\$ 9,500	\$ 12,100
Estimate Totals:	\$ 444,600	\$ 568,100	\$ 9,500	\$ 12,100

~Payback (Years): before grant contribution and w/ raw-full savings value

46.78
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<b>\$ 494,034</b>	<b>Cost</b>
\$200,000	TransAlta Energy Technology Grant
\$200,000	DOC Solar Grant
<b>\$94,034</b>	<b>Out of Pocket</b>
8.90	Simple Payback



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**MEMORANDUM**

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**DATE: AUGUST 3, 2020**  
**TO: MAYOR AND COUNCILMEMBERS**  
**FROM: MARIA PEÑA, CITY ADMINISTRATOR**  
**RE: FRANKLIN PUD KIOSK**

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I have been approached by Brian Johnson, Risk Mitigation/Auditor at Franklin PUD, in regard to partnering in the installation of a kiosk at the Desert Labor building. The kiosk would allow customers to pay their PUD bills by cash, credit card, and check. The customer would receive a receipt for their payment and would allow payments to be made 24 x 7. If the City were to partner with them then the kiosk would accept City utility payments as well.

What they have asked is that the City make a weekly deposit for PUD in exchange for including the ability for customers to pay their City utility bills. They have also asked that we split the capitol cost of retrofitting the window for the kiosk, potentially a cost of \$5,000 to the City. They intend to have one kiosk in Connell and 3 in Pasco. If we partnered with them all of their kiosks would include the City of Connell.

Staff is currently working with the kiosk company and our accounting software company to see how this would work for us.

One other thing that I will mention is that they have advised that PUD would likely not continue to contract with the City for help with PUD payments and applications. This would mean that we would lose the \$24,000 that they currently pay us for those services.



**MEMORANDUM**

**DATE: AUGUST 3, 2020**  
**TO: MAYOR AND COUNCILMEMBERS**  
**FROM: HALLIE TUCK, PUBLIC WORKS DIRECTOR**  
**RE: RESOLUTION NO 2020-06 - THE GENERAL SUPPORT FUND  
INTERFUND LOAN**

In 2019 Council approved the 2020 budget. Included in that budget council approved a \$200,000 interfund loan from the general support fund to the water fund to partially fund the 5<sup>th</sup> and Franklin/Chelan and Almira waterline project. This was done so that the water budget would maintain reserves for emergency use. The term of this loan will not exceed 10 years at 1.58% interest. This is the same interest rate we currently have for the Country Estates/Striker Sewer Project with the Public Works Board.

**OPTIONS:** 1) Move to approve Resolution No. 2020-06 authorizing an interfund loan from the General Support Fund to the Water Fund in the amount of \$200,000 for a term of 10 years at the annual rate of interest of 1.58%; 2) Do not approve Resolution No. 2020-06; 3) Defer action to a later date.

**RECOMMENDATION:** Approve Resolution No. 2020-06 authorizing the interfund loan.

**CITY OF CONNELL  
CONNELL, WASHINGTON  
RESOLUTION NO. 2020-06**

**A RESOLUTION OF THE CITY OF CONNELL, WASHINGTON,  
AUTHORIZING A LOAN BY THE GENERAL SUPPORT FUND TO THE  
WATER FUND FOR THE PURPOSE OF FUNDING THE 5<sup>TH</sup> &  
FRANKLIN/CHELAN & ALMIRA WATER LINE PROJECT.**

**WHEREAS**, the city water fund is requesting a Two Hundred Thousand (\$200,000) interfund loan from the general support fund for a term of 10 years at 1.58% to partially fund the Franklin & 5<sup>th</sup>/Chelan & Almira water line project, and

**WHEREAS**, the City Council of the City of Connell approved this loan in passing the 2020 budget, and

**WHEREAS**, repayment of this loan is secured by revenue generated through the City's water utility and deposited in the City's water fund, and

**NOW, THEREFORE, THE CITY COUNCIL FOR THE CITY OF CONNELL, WASHINGTON, do hereby resolve as follows:**

**Section 1.** The City Council of the City of Connell hereby approves the borrowing of the total sum of Two Hundred Thousand dollars (\$200,000) by the Water Fund from the General Support Fund to partially fund the Franklin & 5<sup>th</sup>/Chelan & Almira water line project for a term of 10 years at 1.58%.

**ADOPTED** by the City Council of the City of Connell of the State of Washington and **APPROVED** by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Lee Barrow, Mayor

ATTEST:

\_\_\_\_\_  
Marissa Ortiz, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Dan Hultgrenn, City Attorney

INTRODUCED: \_\_\_\_\_

ADOPTED: \_\_\_\_\_

APPROVED: \_\_\_\_\_

# LOAN CALCULATOR

City Of Connell

Time: 13:30:55 Date: 07/31/2020

Page: 1

Loan Length: 10.00  
Payment Period: Yearly  
Interest Rate: 1.58%

Principle: 200,000.00  
Valuation  
Cost/1000/Year: 0.00000

Payment	Principle	Interest	Payment	Balance
1	18,618.85	3,160.00	21,778.85	181,381.15
2	18,913.03	2,865.82	21,778.85	162,468.12
3	19,211.85	2,567.00	21,778.85	143,256.27
4	19,515.40	2,263.45	21,778.85	123,740.87
5	19,823.74	1,955.11	21,778.85	103,917.13
6	20,136.96	1,641.89	21,778.85	83,780.17
7	20,455.12	1,323.73	21,778.85	63,325.05
8	20,778.31	1,000.54	21,778.85	42,546.74
9	21,106.61	672.24	21,778.85	21,440.13
10	21,440.13	338.75	21,778.88	0.00
	<u>200,000.00</u>	<u>17,788.53</u>	<u>217,788.53</u>	



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**MEMORANDUM**

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**DATE: AUGUST 3, 2020**  
**TO: MAYOR AND COUNCILMEMBERS**  
**FROM: HALLIE TUCK, PUBLIC WORKS DIRECTOR**  
**RE: TASK ORDER FOR COMMUNITY CENTER PARKING LOT  
ENGINEERING SERVICES – ANDERSON PERRY &  
ASSOCIATES**

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Attached is the Task Order authorizing Anderson Perry to provide design and construction engineering services for the parking lot at the Community Center.

With this Task Order Anderson Perry will provide design and construction engineering services to repair the parking lot at the Community Center. This task order shall not exceed \$32,000 for services provided.

**OPTIONS:** 1) Move to approve. 2) Do not approve Applications. 3) Defer action to a later date.

**RECOMMENDATION:** Move to approve Task Order for the Community Center Parking Lot Engineering services not to exceed \$32,000 for services.

## TASK ORDER

### CITY OF CONNELL, WASHINGTON COMMUNITY CENTER PARKING LOT Design and Construction Engineering Services

This Task Order shall be attached to and become a permanent part of the Agreement for Engineering Services entered into by and between the City of Connell (CITY) and Anderson Perry & Associates, Inc. (ENGINEER), dated December 5, 2016.

#### Scope of Work

This project includes the repair and rehabilitation of the CITY's Community Center parking lot. The project will include spot repairs, soil stabilization recommendations, grading, paving, stormwater improvements, and striping of the Community Center parking lot.

Services covered by this Task Order include: 1) design engineering services, including a site survey, bid documents, and bidding assistance and 2) construction engineering services, including construction administration, attending the preconstruction conference, submittal reviews, preparation of pay estimates, two site visits, and project closeout.

#### Design Engineering Services

The ENGINEER will:

1. Provide project management services to coordinate activities with the CITY.
2. Complete a topographic design survey.
3. Complete design drawings for project features, including repair details and typical sections, site grading, drainage and paving details, parking lot striping, stormwater improvements, etc., as requested by the CITY.
4. Prepare project specifications, identify estimated quantities, prepare a construction cost estimate, and identify a reasonable number of working days to complete construction.
5. Review project plans and specifications with CITY staff and make the necessary modifications.
6. Assemble and prepare bidding documents and lead the public bidding process for the CITY.
7. Provide construction and design experts who worked on the project to be available to respond to contractor questions during the bidding process. Prepare and issue addendums during the bidding process and provide assistance during bid review, as requested by the CITY.

## **Construction Engineering Services**

The ENGINEER will:

1. Prepare Bid Tabulation sheets and assist the CITY with evaluating Bids or proposals and assembling and awarding contracts for the work.
2. Meet with the selected contractor and the CITY in a preconstruction conference to discuss project schedules, procedures, equal employment opportunity, traffic control, and other project related items. A written record of these meetings will be kept and distributed.
3. The ENGINEER will assist the CITY in responding to contractor requests and resolving problems as required.
4. Provide general office engineering services including reviewing contractor submittals. Contractor submittals are anticipated to include material source approvals, shop drawings, and other items as required by the construction contract.
5. Provide up to two construction site visits of the work as construction progresses. While on site the ENGINEER will review the work and keep the CITY informed of any known deviations from the Contract Documents or agreements made at the preconstruction conference. The ENGINEER will interpret the intent of the Drawings and Specifications. The ENGINEER's undertaking hereunder shall not relieve the contractor of his/her obligations to perform the work in conformity with the Drawings and Specifications and in a workmanlike manner; shall not make the ENGINEER an insurer of the contractor's performance; and shall not impose upon the ENGINEER any obligation to see that the work is performed in a safe manner.
6. Review the contractor's requests for progress payments and based upon information provided by the CITY, site visits, and measurement and payment records, advise the CITY as to the ENGINEER's opinion of the extent of the work completed in accordance with the terms of the construction contract as of the date of the contractor's payment request.
7. Prepare Change Orders that are necessary for the proper completion of the work for the CITY's approval. Measurement of the Change Order quantities shall be as outlined in the Specifications and Change Order.
8. Provide construction staking as needed to facilitate the construction. Any additional staking or re-staking of the work will be the responsibility of the contractor.
9. Provide testing services as the work progresses to monitor the contractor's compliance with the Contract Documents. Such tests may include soils gradation and compaction tests, asphalt compaction and sample tests, etc. (this service will be provided by a subconsultant). The testing provided by the ENGINEER will not replace the contractor's Quality Control Program.
10. Provide the CITY with Record Drawings. These drawings will be based on information provided by the CITY, engineering representative, and contractor. The drawings may contain some discrepancies and omissions and will not necessarily represent exact field conditions.

## **Compensation**

The CITY will compensate the ENGINEER for performing the services outlined in this Task Order on a time and materials basis not to exceed \$32,000. Refer to Exhibit A for a detailed budget summary.

This Task Order is executed on the date shown below.

This Task Order is executed on the date shown below.

CITY: City of Connell, Washington

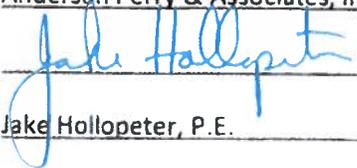
By: \_\_\_\_\_

Name: Lee Barrow

Title: Mayor

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

ENGINEER: Anderson Perry & Associates, Inc.

By:  \_\_\_\_\_

Name: Jake Hollopeter, P.E.

Title: Vice President

Date: July 31, 2020

**EXHIBIT A**  
**CITY OF CONNELL, WASHINGTON**  
**COMMUNITY CENTER PARKING LOT**  
**Design and Construction Engineering Services**

Task Description	Principal \$190	Project Manager/ Engineer \$160	Surveyor \$160	Survey Crew \$190	CADD \$110	Total Cost
<b>TASK 1 - PROJECT ADMINISTRATION</b>						
1.1 Contract Administration, Invoicing, Progress Reports, and Project Meetings	2	8				
- Invoicing and Progress Reports						
- Overall Project Management						
- Maintain and Provide Project Documentation						
- Project Meetings						
<b>TASK 2 - DATA COLLECTION</b>						
2.1 Topographic Survey			4	12	8	
- Field Survey						
- Base Map Preparation						
<b>TASK 3 - DESIGN</b>						
3.1 Construction Plans	4	40			30	
- Prepare 75 Percent Design Plans						
- Prepare Final Design Plans						
3.2 Specifications	1	16				
- Prepare 75 Percent Specifications						
- Prepare Final Specifications						
3.3 ENGINEER's Opinion of Probable Costs	1	4				
- Prepare Preliminary Construction Cost Estimate at 75 Percent						
- Prepare Final Construction Cost Estimate						
3.4 Quality Assurance	2					
- Conduct QA/QC Review at 75 Percent Submittal						
- Conduct QA/QC Review of Final Bid Documents						
<b>TASK 4 - BID AND AWARD PHASE</b>						
4.1 Bid and Award Phase Services	2	4				
- Answer Questions During Bidding						
- Prepare Addendums						
- Review Bids						
<b>TASK 5 - CONSTRUCTION ADMINISTRATION</b>						
5.1 Construction Management, Administration, and Observation	2	25	2	12	4	
- Attend Preconstruction Conference						
- Review and Approve Material Submittals						
- Review and Approve Contractor Schedule						
- Review Contractor's Monthly Pay Estimates						
- Provide Two Site Visits						
- Provide Construction Staking						
- Provide Materials Testing						
- Conduct Pre-Final and Final Inspections						
- Prepare and Submit Construction Record Drawings						
<b>TOTAL HOURS</b>	<b>14</b>	<b>97</b>	<b>6</b>	<b>24</b>	<b>42</b>	
<b>TOTAL COST</b>	<b>\$2,660</b>	<b>\$15,520</b>	<b>\$960</b>	<b>\$4,560</b>	<b>\$4,620</b>	<b>\$28,320</b>

Total Estimated Labor Costs      **\$28,320**

**DIRECT COSTS**

Materials Testing      **\$2,000**

Mileage, Equipment, Etc.      **\$1,680**

**TOTAL PROPOSED PROJECT BUDGET      \$32,000**



**City of Connell**

**EASTERN  
WASHINGTON'S  
HARVESTLAND**

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**MEMORANDUM**

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**DATE: AUGUST 3, 2020**  
**TO: COUNCILMEMBERS**  
**FROM: MAYOR LEE BARROW**  
**RE: DISCUSSION ON STREET CLOSURE**

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The City is looking into ways we can help local business owners. One of the things that the city could help with is closing a portion of the street and parking to allow for expanded outdoor service by businesses.

Mayor Barrow would like to hold a discussion to consider blocking North Columbia Main Street between Adams Street and Borah Street on Fridays and Saturdays. This would allow the businesses along this street access to expand their services. Staff has spoken with the Health Department who advised that this was acceptable as long as only existing businesses expanded out, no outside vendors could come in and utilize the space.

**MEMORANDUM**

**DATE: AUGUST 3, 2020**  
**TO: MAYOR AND COUNCILMEMBERS**  
**FROM: MARIA PEÑA, CITY ADMINISTRATOR**  
**RE: SMALL LOCAL BUSINESS GRANTS**

As mentioned earlier, the City is looking into ways on how to help local businesses that have been negatively impacted by the COVID pandemic. Typically, the city is prohibited from gifting of public funds. However, on March 17 the Washington Attorney General issued a memo to state and local governments clarifying that public funds may be spent "for the primary purpose of protecting and promoting public health which may have an incidental benefit on private citizens and entities." Furthermore, on April 6, the Attorney General's Office issued further guidance concluding that local governments may provide cash assistance to low-income individuals struggling due to COVID-19 consistent with gift of public funds restrictions. The memo also concludes that under the present circumstances, with sufficient safeguards in place, small business "loans or grants are likely permissible if a local government can establish a clear nexus between such programs and either protecting the local economy or promoting compliance with public health guidelines."

I would like to request Council's approval to provide small business grants out of our Economic Development Reserve not to exceed \$100,000. I would ask that the Finance Committee meet to set out the grant requirements and that we have an outside party, such as Community Action Connections, manage the grant applications and approvals.

No one expected this pandemic to carry on as long as it has, and we have businesses that may not make it through this. We may not be able to make these businesses whole, but hopefully we can help get them by.

**Recommendation: Council authorize staff to prepare a resolution to support \$100,000 for small business grants.**



**Bob Ferguson**  
**ATTORNEY GENERAL OF WASHINGTON**

Administration Division  
PO Box 40100 • Olympia, WA 98504-0100 • (360) 753-6200

**MEMORANDUM**

DATE: March 17, 2020

TO: State Agencies and Local Governments

FROM: Bob Ferguson, Attorney General

SUBJECT: **Guidance on Analyzing Issues Related to Gifts of Public Funds During the COVID-19 Pandemic**

In recent weeks our Office has received a number of inquiries related to steps state agencies and local governments can take to combat the COVID-19 pandemic. Some agencies and local governments have questioned whether certain steps being considered would violate the prohibitions in Washington's Constitution against making gifts of public funds (those steps range from making payments to nonprofits to support childcare services to providing employees with paid leave when they are ordered not to come to work, to give just a few examples). To provide helpful guidance to state agencies and local governments about how to analyze these types of issues in this time of crisis, we are sharing a brief overview of our Office's expert guidance on this question.

In general, constitutional restrictions on use of public funds should not be an impediment to state and local efforts to combat COVID-19, because expenditures being made in furtherance of this effort in this time of crisis further fundamental public purposes, such as protecting the public health and welfare.

Article VIII, sections 5 and 7 of the Washington Constitution each restrict government from giving or loaning public funds to private individuals, companies, or associations. The purpose of the provisions is to prevent public funds from being used to benefit private interests where the public interest is not primarily served. *CLEAN v. State*, 130 Wn.2d 782, 797, 928 P.2d 1054 (1996).

Washington courts "use a two-pronged analysis to determine whether a gift of public funds has occurred." *In re Recall of Burnham*, 194 Wn.2d 68, 77, 448 P.3d 747 (2019); *Brower v. State*, 137 Wn.2d 44, 62, 969 P.2d 42 (1998). "First, courts must ask whether the funds were expended to carry out a fundamental purpose of the government." *Burnham*, 194 Wn.2d at 77. If they were used to carry out a fundamental public purpose, the analysis ends, and there is no gift of public funds. *Id.*; *Brower*, 137 Wn.2d at 62. If they were not used to carry out a fundamental public

ATTORNEY GENERAL OF WASHINGTON

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purpose, then the court asks whether the funds were given with donative intent, and what the public received in exchange. *CLEAN*, 130 Wn.2d at 797-98.

While we cannot endeavor to address every situation which may implicate this issue, protecting public health is without question a fundamental purpose of government. *See, e.g., Hudson v. City of Wenatchee*, 94 Wn. App. 990, 995, 974 P.2d 342 (1999) (describing “the preservation of the public health” and “promotion of the public welfare” as fundamental purposes of government). Given the public health crisis our state is facing, there is a strong basis for state and local governments to make expenditures for the primary purpose of protecting and promoting public health which may have an incidental benefit on private citizens and entities.

To give just a few examples, if a local government is concerned about ensuring that healthcare providers or first responders have childcare in order to enable them to continue working to protect the public during the COVID-19 crisis, it seems clear that it would further a fundamental purpose of the government to subsidize childcare for those individuals, whether by contracting with a childcare provider or otherwise. Similarly, if a local government wants to use public funds to subsidize healthcare screening or testing for community members during the COVID-19 pandemic, that would likewise further a fundamental purpose of government. Similarly, if a local government owned underutilized property and wanted to temporarily lend it to a local healthcare facility so that it could expand its capacity to deal with this crisis, that would further a fundamental purpose of government.

This memo is not intended to provide legal advice about any specific factual situation, but rather is intended to highlight that, in general, state agencies and local governments have broad authority to make expenditures to fight the COVID-19 pandemic without fear of violating the constitutional prohibition on gifts of public funds.

Sincerely,

A handwritten signature in blue ink that reads "Bob Ferguson". The signature is written in a cursive style with a long, sweeping underline.

BOB FERGUSON  
Attorney General

RWF/jlg



**Bob Ferguson**  
**ATTORNEY GENERAL OF WASHINGTON**

**MEMORANDUM**

**DATE:** April 6, 2020

**TO:** Local Governments in Washington

**FROM:** The Attorney General's Office

**SUBJECT:** **Legality of Options for Supporting Small Businesses and Low-Income Individuals During a Public Health Crisis**

**I. INTRODUCTION**

Washington State and the nation are in the midst of a public health and economic crisis related to COVID-19. The Governor recently ordered all non-essential businesses generally to cease operations. The Governor also ordered all people in Washington State to stay home, with limited exceptions. In the midst of this unprecedented crisis, our office has heard from many local governments looking for ways to help the residents and businesses in their communities.

Several local governments have contacted our office to seek guidance about their aid efforts. Our office recently published general guidance that constitutional restrictions on use of public funds should not be an impediment to local efforts to combat COVID-19, as local government expenditures made in furtherance of the effort to combat the virus further fundamental public purposes, such as protecting public health and welfare.

This memorandum follows up on that general guidance by evaluating two potential initiatives some are considering to assist low-income residents and small businesses affected by the crisis. The first initiative would provide cash assistance to low-income individuals who lost their jobs due to COVID-19, or who are struggling financially as a result. The second initiative would provide grants or loans to small businesses struggling to survive the closure of their businesses. The stated goal of the initiatives is to ensure compliance with public health guidelines and to prevent economic hardship in the region.

We conclude that cash grants can be provided to low-income individuals consistent with our state constitution's restriction on gifts of public funds. We also conclude that grants or loans can likely be provided to impacted small businesses, so long as reasonable safeguards are in place to prevent fraud or abuse.

## ATTORNEY GENERAL OF WASHINGTON

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### II. ISSUES

1. Under article VIII, section 7 of the state constitution, may a local government provide cash assistance to low-income individuals who have lost their jobs or are struggling financially due to COVID-19?
2. Under article VIII, section 7 of the state constitution, may a local government provide grants or loans to small businesses struggling with the State-ordered closure of their businesses?

### III. SHORT ANSWERS

1. Yes. Article VIII, section 7 of the state constitution allows local governments to give money to provide necessary support for the “poor.” Temporary cash assistance to low-income individuals who have lost their jobs or are struggling financially would fit in this category. More broadly, when government carries out its fundamental purposes with public funds, it does not violate article VIII, section 7. Preserving public health and promoting public welfare are fundamental purposes of government. Temporary financial assistance for low-income residents during a public health crisis advances public welfare, so a court would likely not consider it to be an unconstitutional gift.
2. Probably, with sufficient safeguards in place. Given the unprecedented health crisis that Washington faces, loans or grants are likely permissible if a local government can establish a clear nexus between such programs and either protecting the local economy or promoting compliance with public health guidelines.

### IV. FACTUAL BACKGROUND

#### A. **The Governor Ordered People to Stay Home and Non-Essential Businesses to Close to Limit the Spread of COVID-19**

Washington State faces an unprecedented public health and economic crisis related to COVID-19. On January 21, 2020, the Centers for Disease Control and Prevention (CDC) and the Washington State Department of Health announced the first case of COVID-19 in the State. *See* 2019 Novel Coronavirus Outbreak (COVID-19), <https://www.doh.wa.gov/Emergencies/Coronavirus> (last visited April 6, 2020). Since then, the virus has spread rapidly throughout the State. As of April 4, 2020, the State Department of Health has documented 7,984 cases and 338 deaths. *Id.*

The Governor has acted to limit the spread of COVID-19. Most relevant here, on March 23, 2020, the Governor issued the Stay Home – Stay Healthy Proclamation 20-25. *See* Proclamation

## ATTORNEY GENERAL OF WASHINGTON

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by the Governor Amending Proclamation 20-05. The proclamation described the virus's impact on public health and the economy: "the worldwide COVID-19 pandemic and its progression in Washington State continues to threaten the life and health of our people as well as the economy of Washington State, and remains a public disaster affecting life, health, property or the public peace." *Id.* at 1. The proclamation also described the challenges faced by the state's health care system: "models predict that many hospitals in Washington State will reach capacity or become overwhelmed with COVID-19 patients within the next several weeks unless we substantially slow down the spread of COVID-19 throughout the state." *Id.*

To slow the spread of COVID-19, the Governor ordered people to stop leaving their homes, with limited exceptions, and he ordered non-essential businesses to close:

**All people in Washington State shall immediately cease leaving their home or place of residence except: (1) to conduct or participate in essential activities, and/or (2) for employment in essential business services.** This prohibition shall remain in effect until midnight on April 6, 2020, unless extended beyond that date.

.....

**Effective midnight on March 25, 2020, all non-essential businesses in Washington State shall cease operations except for performing basic minimum operations. All essential businesses are encouraged to remain open and maintain operations, but must establish and implement social distancing and sanitation measures established by the United States Department of Labor or the Washington State Department of Health Guidelines.** This prohibition shall remain in effect until midnight on April 8, 2020, unless extended beyond that date.

Proclamation by the Governor Amending Proclamation 20-05 at 3, 4. The Governor has since extended all provisions in this order through May 4, 2020. Proclamation by the Governor Amending Proclamations 20-05 and 20-25 at 2.

COVID-19 is also causing devastating economic effects in Washington and nationwide. During the two weeks from March 15 to March 28, Washingtonians filed 310,937 new claims for unemployment benefits. <https://www.esd.wa.gov/newsroom/news-releases?ReleaseYear=All> (last visited April 6, 2020). Across the nation, workers filed nearly ten million initial unemployment claims from March 15 to March 28. See <https://www.dol.gov/ui/data.pdf> (last visited April 6, 2020) Many small businesses in Washington have already announced plans to close permanently.

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### **B. State and Local Governments Are Looking for Ways to Combat the COVID-19 Pandemic**

In recent weeks, our office has received a number of inquiries related to steps state agencies and local governments can take to combat the COVID-19 pandemic and its economic consequences. Our office recently published general guidance on these inquiries. *See* Guidance on Analyzing Issues Related to Gifts of Public Funds During the COVID-19 Pandemic (March 17, 2020), available at [http://mrsc.org/getmedia/37fa7cc7-fb7f-4dc4-88d4-4ad6a8887318/w3agcorona\\_gopf.pdf.aspx](http://mrsc.org/getmedia/37fa7cc7-fb7f-4dc4-88d4-4ad6a8887318/w3agcorona_gopf.pdf.aspx). This memo analyzes two specific ideas some local governments are considering to further ameliorate the effects of the crisis: (i) providing cash assistance to low-income individuals who have become unemployed or are otherwise struggling financially due to COVID-19, and (ii) providing government grants to small businesses that are struggling with government-ordered shut downs.

## V. ANALYSIS

### **A. Background Principles Related to Gifts of Public Funds Under Washington's Constitution**

Before addressing the specific policies at issue, this memorandum briefly summarizes the constitutional limits on local governments' ability to give or loan money to individuals or companies. Article VIII, section 7 of the state constitution reads:

No county, city, town or other municipal corporation shall hereafter give any money, or property, or loan its money, or credit to or in aid of any individual, association, company or corporation, except for the necessary support of the poor and infirm, or become directly or indirectly the owner of any stock in or bonds of any association, company or corporation.<sup>1</sup>

Const. art. VIII, § 7.

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<sup>1</sup> The state constitution places similar limits on the State's use of its "credit." *See* Const. art. VIII, § 5. "The credit of the state shall not, in any manner be given or loaned to, or in aid of, any individual, association, company or corporation." *Id.* Because the present inquiry is from a local government, article VIII, section 7 applies, although courts interpret the two provisions "identically." *See Citizens for Clean Air v. City of Spokane*, 114 Wn.2d 20, 39 n. 8, 785 P.2d 447 (1990).

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Our Supreme Court has recognized that when the constitutional convention adopted article VIII, section 5, the related provision that limits the state's lending of credit, it did not intend to hinder state government from carrying out its "essential function to secure the health and welfare of the state's citizens." *See Wash. State Hous. Fin. Comm'n v. O'Brien*, 100 Wn.2d 491, 495, 671 P.2d 247 (1983). The purpose of article VIII, sections 5 and 7 is "to prevent state funds from being used to benefit private interests where the public interest is not primarily served." *Wash. Pub. Ports Ass'n v. Dep't of Revenue*, 148 Wn.2d 637, 653, 62 P.3d 462 (2003) (quoting *Japan Line, Ltd. v. McCaffree*, 88 Wn.2d 93, 98, 558 P.2d 211 (1977)). A government's use of public funds is presumed constitutional, and the burden of overcoming that presumption lies with the individual making the challenge. *City of Tacoma v. Taxpayers of Tacoma*, 108 Wn.2d 679, 702, 743 P.2d 793 (1987).

Washington courts "use a two-pronged analysis to determine whether a gift of public funds has occurred." *In re Recall of Burnham*, 194 Wn.2d 68, 77, 448 P.3d 747 (2019). First, the court asks whether the funds were expended "to carry out a fundamental purpose of the government." *Id.* If the answer to that question is yes, the analysis ends, and there is no gift of public funds. *Id.*; *CLEAN v. State*, 130 Wn.2d 782, 797-98, 928 P.2d 1054 (1996). If the answer to that question is no, the court asks whether the funds were given with donative intent, and what the public received in exchange (also called "consideration"). *CLEAN*, 130 Wn.2d at 797-98. The consideration that the public receives is the "key factor." *City of Tacoma*, 108 Wn.2d at 703 (quoting *Adams v. Univ. of Wash.*, 106 Wn.2d 312, 327, 722 P.2d 74 (1986)). Unless there is a proof of donative intent or a grossly inadequate return, courts do not inquire into the adequacy of consideration. *City of Tacoma*, 108 Wn.2d at 703.

State courts have not offered a complete list or definition of what constitutes a "fundamental purpose" of government. However, case law applying article VIII, sections 5 and 7 of the state constitution provides several examples. Fundamental purposes of government include collecting taxes, furthering higher education, acquiring real property, controlling floods, enforcing child support obligations, disposing of solid waste, providing and administering workers' compensation, and obtaining and defending guardians ad litem.<sup>2</sup> In contrast, building baseball

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<sup>2</sup> *In re Burnham*, 194 Wn.2d at 77 (acquire real property); *Washington Pub. Ports Ass'n*, 148 Wn.2d at 653 (tax collection for use of public property); *Hadley v. Dep't of Labor & Indus.*, 116 Wn.2d 897, 907, 810 P.2d 500 (1991) (administer industrial insurance); *Citizens for Clean Air*, 114 Wn.2d at 39; *Johnson v. Johnson*, 96 Wn.2d 255, 263-64, 634 P.2d 877 (1981) (enforcing child support obligations); *Citizens Protecting Res. v. Yakima Cnty.*, 152 Wn. App. 914, 922, 219 P.3d 730 (2009) (flood control); *West v. Osborne*, 108 Wn. App. 764, 771, 34 P.3d 816 (2001) (obtaining guardians ad litem); *Major Prods. Co. v. Nw. Harvest Products, Inc.*, 96 Wn. App. 405, 410, 979 P.2d 905 (1999) (furthering higher education); *Dep't of Labor and Indus. v. Wendi*, 47 Wn. App. 427, 435, 735 P.2d 1334 (1987) (providing industrial insurance).

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stadiums, constructing parking garages, and allowing a railroad to use tracks rent free are not fundamental purposes of government.<sup>3</sup>

Entitlement payments are an acceptable means to accomplish a fundamental government purpose. “No unconstitutional gift of public property occurs when funds are expended as entitlement payments, made by the government in carrying out its fundamental purposes.” *City of Tacoma*, 108 Wn.2d at 702. The Court defines “entitlements” as “a form of assistance provided to the public, or a segment of the public, as cash or services, in carrying out a program to further an overriding public purpose or satisfy a moral obligation.” *Id.* at 702 n.15 (quoting *City of Seattle v. State*, 100 Wn.2d 232, 241, 668 P.2d 1266 (1983)). Examples of entitlement payments include payments for day-care services, vaccinations, fare-free bus zones, crime victim compensation, and relocation assistance payments to people or businesses displaced by condemnation. *Id.*

Article VIII, section 7 also allows local governments to give or loan money for the “necessary support of the poor and infirm.” The phrase “poor and infirm” in article VIII, section 7 is read in the disjunctive, meaning the benefitted individual must be “poor” or “infirm,” but does not need to be both. *Wash. Health Care Facilities v. Ray*, 93 Wn.2d 108, 116, 605 P.2d 1260 (1980). State courts generally do not assess who “belongs in the benefitted class” of the “poor and infirm.” *O’Brien*, 100 Wn.2d at 497. Instead, they defer to the legislative determination of what constitutes need, and they assess the reasonableness of that determination. *Id.*

Finally, courts will likely consider a local government’s motive when it gives or loans money, property, or credit to individuals or companies. When analyzing the Legislature’s actions under article VIII, section 5, our Supreme Court has stated that it gives great weight to the government’s stated declaration of purpose. *Id.* at 495–96. The Court does not accept the government’s declaration as conclusive, but it will accept it unless it is arbitrary or unreasonable. *Id.* at 496.

Summarizing these principles, when a local government gives or loans money, property, or credit to an individual or company, the courts are most likely to uphold the local government’s action if one of the following is true: (1) the action is necessary to accomplish a fundamental governmental purpose, (2) the public is receiving something in exchange, (3) the action is necessary to support the poor, or (4) the action is necessary to support the infirm. Additionally, it

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<sup>3</sup> *CLEAN v. City of Spokane*, 133 Wn.2d 455, 469, 947 P.2d 1169 (1997) (parking garage); *CLEAN*, 130 Wn.2d at 797-98 (baseball stadium); *Peterson v. Dep’t of Revenue*, 9 Wn. App. 2d 220, 228, 443 P.3d 818 (2019), review granted *sub nom. Peterson v. Port of Benton*, 194 Wn.2d 1001, 451 P.3d 326 (2019) (rent free use of railroad tracks).

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is advisable for the local government to state why it is taking the action, explain what it expects to accomplish, and describe the benefit the public will receive.

**B. Cash Assistance to Low-Income Individuals Who Have Lost Their Jobs or Are Struggling Financially Due to COVID-19 Comply with Washington's Constitutional Limitations on Gifts of Public Funds**

Local governments do not violate Washington's constitutional prohibition on gifts of public funds by providing cash assistance to low-income individuals who have lost their jobs or are struggling financially because of the COVID-19 crisis. This is clear for two independent reasons.

First, Washington's Constitution does not prohibit local governments from expending resources for "the necessary support of the poor." Const. art. VIII, § 7. If the local government's program uses reasonable means to assess who is "poor" when providing cash assistance, a court would almost certainly conclude that such assistance is "the necessary support of the poor" and so not barred by article VIII, section 7. The courts have not clearly defined what "poor" means for purposes of article VIII, section 7, but they generally defer to governmental determinations on this point. *O'Brien*, 100 Wn.2d at 497.

Even if financial assistance to low-income individuals affected by the COVID-19 pandemic would not qualify as "the necessary support of the poor," it would still not be a gift of public funds because it furthers a fundamental purpose of government. State courts have stated that a core purpose of government is ensuring public health and promoting public welfare. *See, e.g., O'Brien*, 100 Wn.2d at 495 (securing the health and welfare of the state's citizens is an essential government function); *Hudson v. City of Wenatchee*, 94 Wn. App. 990, 995-96, 974 P.2d 342 (1999) (describing "the preservation of the public health" and "promotion of the public welfare" as fundamental purposes of government).

Temporary cash assistance to the jobless can help to promote public welfare by lessening the financial impact caused by sudden job loss and preventing potentially more intractable problems like long-term unemployment, hunger, and homelessness. Our Supreme Court has concluded that cash assistance can accomplish a fundamental purpose of government when it "further[s] an overriding public purpose or satisf[ies] a moral obligation." *City of Tacoma*, 108 Wn.2d at 702 n.15 (quoting *City of Seattle*, 100 Wn.2d at 241). The overriding public purpose of temporary cash assistance in this context would be to ameliorate the economic hardship caused by the COVID-19 pandemic and the closure of non-essential businesses, which left many people

## ATTORNEY GENERAL OF WASHINGTON

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without work, at least temporarily.<sup>4</sup> This in turn could help address local governments' concerns about the economic collapse of the region.

### **C. Grants or Loans to Small Businesses That Are Struggling with Government Shutdowns Can Also Likely Be Provided in a Way that Complies With Washington's Constitution**

This question is a closer call than the first one, but we believe there are ways that grants or loans to small businesses affected by the COVID-19 crisis could be provided that would likely comply with Washington's constitutional prohibition on gifts of state funds.

The reason this question is a closer call than the first one is that our state constitution explicitly recognizes the importance of government support for "the poor," but also expresses concern about improper gifts to private businesses. For example, our Supreme Court found a violation of article VIII, section 7 when a county gave money directly to a private corporation for an agricultural fair and maintained "no direct control over how the money was . . . spent." *CLEAN*, 130 Wn.2d at 798 (discussing *Johns v. Wadsworth*, 80 Wash. 352, 355, 141 P. 892 (1914)).

That said, context matters. The context for local governments' proposed programs of small business loans and grants here is not "to enhance the private sector's profit at the taxpayer's expense"—which is clearly impermissible under the state constitution—but to prevent small businesses from having to close permanently due to the hardship associated with government-mandated closure of their businesses. *O'Brien*, 100 Wn.2d at 495. "[T]he health of the state's economy [has] traditionally been [a] concern[] of state government." *Id.* at 496. "The range of remedies available to meet these state problems must necessarily be wide. We leave the wisdom of a chosen remedy in the legislative arena." *Id.*

Local governments' stated purposes for providing grants and loans to small businesses are to prevent the region's economic collapse from the unprecedented COVID-19 crisis and to ensure compliance with public health guidelines. A local government would need to provide a clear nexus between any proposed grants and loans to small businesses and public health and welfare to help explain to a reviewing court why these local efforts accomplish a fundamental government purpose. It seems reasonable to conclude that helping small businesses survive temporary closure will help reduce the economic hardship caused by this crisis and encourage small businesses to comply fully with public health guidelines, but including statements to that effect in authorizing legislation would be helpful. Because there is no case law directly on point,

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<sup>4</sup> This analysis is limited to the context of the COVID-19 crisis. A different analysis might apply if a local government wanted to provide cash assistance at another time.



**MEMORANDUM**

**DATE: AUGUST 3, 2020**  
**TO: MAYOR AND COUNCILMEMBERS**  
**FROM: MARIA PEÑA, CITY ADMINISTRATOR**  
**RE: PURCHASE OF 911 PENDANTS**

I have attached some information on 911 pendants. It was brought to my attention that staff from the Meals-on-Wheels program had come across someone that had fallen and was not able to get up. It wasn't until staff from the Meals-on Wheels stop by to deliver their meals that they found this elderly individual and got them the help they needed. Had this person had one of these pendants they would have been able to get help right away.

These pendants operate the same as emergency 911 calls, there just needs to be cell service for the call to be picked up. When they hit the button, it goes directly to the local 911 dispatch, the person would then need to be able to provide them their address or location since the 911 Call Center will not be able to access that. There are no monthly fees, only the one-time purchase fee of approximately \$65.

I would like to request that we purchase some 911 pendants to be given to the elderly or disabled. I would like to set up the guidelines using the criteria we currently use for the low-income senior/disabled reduced utility fees. My thought was to purchase 5 to 10 pendants to start off with.

ATTORNEY GENERAL OF WASHINGTON

April 3, 2020

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this conclusion is somewhat uncertain, but courts would likely recognize the unique circumstances here and the need for strong action.

If the court does not see small business grants and loans as accomplishing a fundamental government purpose, the court would next ask whether the funds were given with donative intent, and what the public received in exchange. *CLEAN*, 130 Wn.2d at 797-98.

A court would analyze the issue of donative intent by asking whether the local government intended to give money to small businesses without receiving anything in return for the public. A gift is a voluntary transfer of property without consideration. *City of Bellevue v. State*, 92 Wn.2d 717, 720, 600 P.2d 1268 (1979). "If intent to give a gift is lacking the elements of a gift are not present, and article 8, section 7 does not apply." See *CLEAN*, 130 Wn.2d at 798 (quoting *Scott Paper Co. v. City of Anacortes*, 90 Wn.2d 19, 33, 578 P.2d 1292 (1978)). If the court found that the local government intended to receive something in return for the public, it would then ask whether what the public received was "grossly inadequate." *CLEAN*, 133 Wn.2d at 469.

For the courts to analyze these questions, it would be helpful if local governments identified the specific economic benefits that the public would receive from the grants or loans. Local governments would be wise to ask any small business seeking funds for evidence of public benefit. This could include information like the number of jobs created or saved, the amount of tax revenue created or maintained, whether the business would pay wages or benefits to workers during the government shutdown, whether temporary funding would avoid risks like bankruptcy or permanent closure, or any other relevant information to assess public benefit. If a local government could document benefits to the public along these lines, a court could certainly find that state aid to this circumscribed class of the public (small businesses), in furtherance of legitimate state objectives, provided the necessary "consideration" for the aid. *Id.*

## Mysafe Pendant

FAQ's How do I signal for help? Press the center button with the Plus Sign. The plastic shield should remain on the device when not in use to avoid accidental activations. Please do not discard.

Does the unit work everywhere? Anywhere you are in the US with cellular coverage, if you press the button, it will connect you within 15-20 seconds to the local 911 Dispatch for that location.

How can they hear me? You simply speak into the device.

Are there any hidden fees associated with the Mysafe Emergency Pendant? No. There are no hidden fees and no monthly payments. Just a one-time fee to purchase the device.

Is there a dedicated phone number to the Mysafe Emergency Pendant? No. The device is programmed to call 911 in case of an emergency. Just press the center button and 911 will be called and answer!

How often do I need to charge it? You don't need to charge it. It works with 3 AAA Batteries. There is a battery strength check button that lets you know when the batteries are running low. It will be red if you need to change the batteries; green if they are good.

Do we have to buy batteries from you when the device batteries die? No. The Mysafe Emergency Pendant is the only medical alert with AAA interchangeable batteries.

What happens when we press the help button? The Mysafe Emergency Pendant calls 911 immediately. The 911 emergency services answers and assess the situation with you and sends the necessary Emergency Services.

How do I know when the batteries need to be replaced? On the right side of the Mysafe Emergency medical Alert Pendant there is a button with a small battery icon on it. Press the button and if it shows as red you need to replace your batteries.

Does the Mysafe Emergency Pendant support GPS tracking? Can they locate my exact location? The Mysafe Emergency Pendant does not support GPS tracking and GPS location. In order to give our customers an alternative to high monthly fees we designed the device so that no monthly cellular service was needed. In order to support GPS location services, there would have to be a monthly fee paid to a cellular carrier.

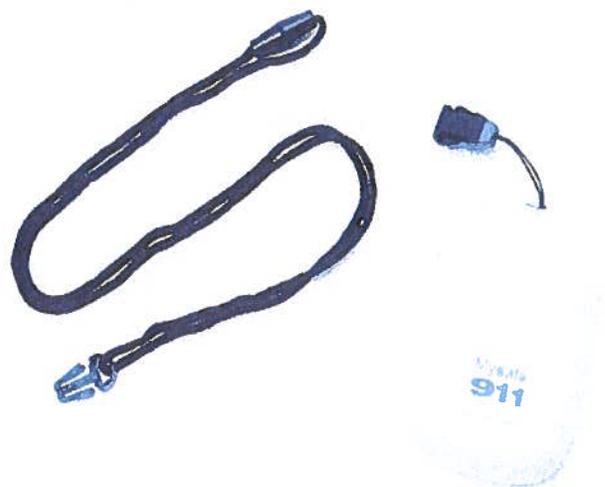
Information provided by TechSmart USA, Inc.

E233959

## MYSafe 911 Waterproof Emergency Communication Pendant



2.5 (24) [Read Reviews](#)



**\$55.00**

-S&H, \$5.50

or 3 Easy Pays of \$18.33

- S&H and tax

[Offer Details >](#)

We're working hard to safely ship, so orders may be delayed

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Option:



Quantity:



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See It in Action



### Description

[User Guide](#)

[Coverage Map](#)

[FAQs](#)

Always have emergency services on standby with this mobile medical alert pendant. One push of the button will put you in touch with a 911 response team, whether you're inside or outside of your home.

The MySafe Pendant has been tested to an IPX6 Waterproof Rating to provide protection against running water. Do not submerge in water.

- Includes Medical Alert pendant with removable belt clip, lanyard, and 3 AAA batteries
- One-touch system provides direct connection to local 911 operator
- 24-hour 911 emergency response connection
- Two-way voice
- Measures 3" x 2" x 1"
- Imported



**MEMORANDUM**

**DATE: AUGUST 3, 2020**  
**TO: MAYOR AND COUNCILMEMBERS**  
**FROM: MARIA PEÑA, CITY ADMINISTRATOR**  
**RE: ORDINANCE NO. 1009-2020 TELECOMMUNICATIONS FRANCHISE AGREEMENT**

Please see the attached staff report from Nicole Stickney at AHBL.

**Procedural Notes:**

Per CMC 12.28.030, the city must:

- Conduct a public hearing before making a decision on a franchise agreement ordinance.

Per RCW 35A.47.040 the city must:

- Submit the proposed franchise agreement ordinance to its city attorney before taking action (*this was completed*)
- Introduce the franchise agreement ordinance in a regular meeting without taking action (*August 3, 2020*)
- Wait at least 5 days after that to take action and take action at a regular meeting (*scheduled for consideration on August 17, 2020*)
- Publish the ordinance a newspaper of general circulation before becoming effective (*the ordinance itself describes the processes and Sec. 22 details the actions the applicant must take*)



104 E. Adams, P.O. Box 1200 ♦ Connell WA 99326  
(509) 234-2701 ♦ Fax: (509) 234-2704 ♦ [www.cityofconnell.com](http://www.cityofconnell.com)

**FACT SHEET/STAFF REVIEW**  
**Connell City Council**

- Topic:** Blue Mountain Networks, LLC Telecommunications Franchise Agreement
- First Reading:** August 3, 2020
- Public Hearing Date:** August 17, 2020
- Applicant:** Joseph Franel, Blue Mountain Networks, LLC-an entity that includes Eastern Oregon Telecom (EOT) and Gorge Networks (GN)
- Location:** The franchise agreement would apply to the City of Connell as shown in Attachment A of the Franchise Application (attached).
- SEPA Determination:** The franchise agreement is exempt from SEPA per WAC 197-11-800 (23)(h)
- Recommended Action (8/3):** A "first reading" of the ordinance is required before a public hearing can be conducted. This staff report and the draft ordinance should be brought to the Council at their regular meeting on August 3, 2020, with no action to follow.
- Recommended Action (8/17):** In accordance with CMC 12.28.030, the City Council shall hold a public hearing to consider the telecommunications franchise agreement. Pending the public hearing, staff recommend approval of the Telecommunications Franchise Agreement between Blue Mountain Networks, LLC and the City of Connell, WA based on the analysis.
- Attachments:**
1. Application materials
  2. Draft ordinance, which the city attorney has reviewed

## **APPLICATION DESCRIPTION:**

Joseph Franell, on behalf of Blue Mountain Networks, LLC-an entity that includes Eastern Oregon Telecom (EOT) and Gorge Networks (GN), has applied for a telecommunications franchise with the city.

A telecommunications franchise is required of any telecommunications provider or carrier who desires to occupy public ways of the city and to provide telecommunications services to any person or area in the city (CMC 12.28.010). Further, anyone who desires a telecommunications franchise must file an application with the City meeting all the requirements found in CMC 12.28.020.

- Blue Mountain Networks, LLC filed an application for a telecommunications franchise with the City, dated May 5, 2020. The City received the application on or around May 11, 2020.
- The applicant provided all the required information including the following:
  - Name, legal entity, and contact information;
  - The applicant's intention to provide telecommunication services;
  - A statement that no existing telecommunication facilities exist in the city;
  - A statement that the applicant will provide Fiber to the Premise (FTTP) Internet Access; local and long-distance telephone service via Voice Over Internet Protocol (VOIP) and will offer these services to homes, businesses, public entities, governmental agencies, and educational facilities in Connell;
  - A description of the applicant's access and line extension policies;
  - The required application fee;
  - An exhibit showing the area of the city the applicant desires to serve, a statement of intent to begin construction of the FTTX network in 2021, and an estimate of project completion by year-end 2022. The applicant also stated their intent to inform the City Manager (Administrator) of any changes to the schedule.

## **Background:**

Per CMC 12.28.030, "the city shall issue a written determination granting or denying the [franchise] application in whole or in part. If the application is denied, the written determination shall include substantial evidence of the reason(s) for denial. Prior to granting or denying a franchise under this chapter, the city shall conduct a public hearing and make a decision based upon the standards set below:

- (a) Whether the applicant has received all requisite licenses, certificates and authorizations from the Federal Communications Commission, the Washington Utilities and Transportation Commission, and any other federal or state agency with jurisdiction over the activities proposed by the applicant.
- (b) The capacity of the public ways to accommodate the applicant's proposed activities.
- (c) The capacity of the public ways to accommodate additional utility and telecommunications facilities if the franchise is granted.
- (d) The damage or disruption, if any, to public or private facilities, improvements, service, travel or landscaping if the franchise is granted.

- (e) The public interest in minimizing the cost and disruption of construction within the public ways.
- (f) Applicant's proposed compliance with other applicable city laws, rules, regulations and guidelines.
- (g) The effect, if any, on public health, safety and welfare if the franchise requested is granted.
- (h) The availability of alternate routes and/or locations for the proposed facilities.
- (i) Applicable federal and state telecommunications laws, regulations, and policies.
- (j) Such other factors as may demonstrate that the grant to use the public ways will serve the community interest."

### **Analysis:**

The following statements are provided by staff, to fulfill the requirement for a written determination:

1. The applicant agrees to acquire all requisite licenses, certificates and authorizations from the Federal Communications Commission, the Washington Utilities and Transportation Commission, and any other federal or state agency with jurisdiction over the activities proposed by the applicant. Section 5 of the franchise agreement states,  
"At all times during the term of this Franchise, Grantee shall fully comply with all applicable regulations of the Washington Utilities and Transportation Commission as well as all applicable federal telecommunications laws, regulations, and policies."
2. The City will determine whether the capacity of the public ways is enough to accommodate the applicant's proposed activities when the applicant applies for a Right-of-Way permit and any other required permits.
3. The City will determine whether the capacity of the public ways is enough to accommodate the applicant's proposed activities and additional utility and telecommunications facilities when the applicant applies for a Right-of-Way permit and any other required permits.
4. The applicant agrees to remedy damage or disruption, if any, to public or private facilities, improvements, service, travel, or landscaping if the franchise is granted. Section 7 of the franchise agreement states,  
"All earth, materials, sidewalks, paving, crossings or improvements of any kind disturbed, injured or removed by the Grantee shall be fully repaired or replaced promptly by the Grantee, and the Grantee shall protect and save said City of Connell harmless from any loss or damages thereon."
5. The public interest will be considered in minimizing the cost and disruption of construction within the public ways as evidenced by the procedures for laying lines located in Section 6 of the franchise agreement.

6. The applicant proposes compliance with other applicable city laws, rules, regulations and guidelines as evidenced in Section 5 of the Franchise Agreement which states,  
"The Grantee agrees to comply with all existing ordinances and any ordinances hereafter enacted pertaining to the obtaining of permits and permission for the installation of improvements and additions, and to comply with all building and fire codes and ordinances of the City of Connell, Washington."
7. The franchise agreement addresses methods to avoid impacts to public health, safety, and welfare if the franchise requested is granted. Section 6 of the Franchise Agreement establishes that the City has the discretion to require specific procedures and methods to protect public health and safety. This section also establishes consequences for non-compliance with these City regulations.
8. The franchise agreement provides for availability of alternate routes and/or locations for the proposed facilities. Section 9 of the Agreement states,  
  
"The Grantee shall at all times during the term of this franchise install and maintain, at its own expense, facilities appropriate for supplying service to the consumers of said City of Connell."  
  
Also, in Section 10,  
" The Grantee for telecommunication of this franchise is not limited to a specific geographic area of the City. "
9. The franchise agreement stipulates that all applicable federal and state telecommunications laws, regulations, and policies will be met. Section 5 of the Agreement states,  
  
"At all times during the term of this Franchise, Grantee shall fully comply with all applicable regulations of the Washington Utilities and Transportation Commission as well as all applicable federal telecommunications laws, regulations, and policies."
10. The grant to use the public ways will serve the community interest as there are currently no other telecommunications facilities with Fiber to the Home (FTTH) in the city and the applicant intends to provide high-speed internet access at commercially competitive rates.

### **Procedural Notes:**

Per CMC 12.28.030, the city must:

- Conduct a public hearing before making a decision on a franchise agreement ordinance.

Title 12 does not specify the notice requirements for such public hearing. The public hearing is scheduled for August 17, 2020. Notice will be published on August 6, 2020 in the Franklin County Graphic, which provides reasonable notice.

Per RCW 35A.47.040 the city must:

- Submit the proposed franchise agreement ordinance to its city attorney before taking action *(this was completed)*

- Introduce the franchise agreement ordinance in a regular meeting without taking action *(August 3, 2020)*
- Wait at least 5 days after that to take action and take action at a regular meeting *(scheduled for consideration on August 17, 2020)*
- Publish the ordinance a newspaper of general circulation before becoming effective *(the ordinance itself describes the processes and Sec. 22 details the actions the applicant must take)*

The RCW does not specify that at public hearing is required, so only the city's specifications on such hearing applies.

In accordance with RCW 35A.12.120 and 35A.13.170, the passage of an ordinance for a franchise agreement requires an affirmative vote of a **least a majority of the whole membership** of the council.

### **Discussion and Recommendation:**

In addition to the criteria listed above, CMC 12.28.090 says that an annual franchise fee may be charged if the required compensation is consistent with RCW 35.21.860 however, RCW 35.21.860 says that a franchise fee may not be charged for use of the right-of-way except by a tax authorized by RCW 35.21.865.

The franchise agreement **does** establish that Blue Mountain Networks must agree to pay any registration fees and taxes in Section 21.

The City of Connell requires permits for construction in the Right-of-Way, and such work will be subject to future review by the City, and will require application and construction plan review fees per the City's Master Fee Schedule.

The following suggested motion is prepared for the August 17, 2020 meeting, to be used after a public hearing is held, where public comment or testimony can be provided on the matter.

#### **Suggested Motion (for 8/17/2020 meeting):**

"I move to accept the written materials of record as provided by the City Administrator, and grant approval to the Franchise Agreement between Blue Mountain Networks, LLC and the City of Connell, WA based on the analysis contained in staff's report, and pass ordinance # \_\_\_\_\_."

Maria Pena  
City Manager  
City of Connell  
P.O. Box 1200  
Connell, WA 99326

May 5, 2020

Dear Ms. Pena,

Attached you will find Blue Mountain Network's application for a franchise with the City of Connell. Included is a check for \$500 or the application fee.

While Blue Mountain Networks is a newly formed entity, it includes Eastern Oregon Telecom (EOT) and Gorge Networks (GN). Both EOT and GN have been providing internet service for more than 20 years and have reputations for excellence. Collectively, we serve 27 communities in Washington and Oregon and are beginning construction of fiber to the home (FTTH) networks in three more.

It is our hope to bring ultra-high-speed internet access and telephone service to your community by constructing and operating a FTTH network that will serve the needs of residents and businesses there for decades to come.

I look forward to hearing from you and am available to answer any questions you may have.

Respectfully,

A handwritten signature in black ink, appearing to read 'J. Franell', with a stylized flourish at the end.

Joseph Franell  
President  
Blue Mountain Networks and Eastern Oregon Telecom





City of Connell

EASTERN  
WASHINGTON'S  
HARVESTLAND

### Franchise Application Form

Please complete and return form to the city clerk, City of Connell, P.O. Box 1200, Connell, WA, 99326, with fees and additional information on the instructions.

NAME: Blue Mountain Networks, LLC TELEPHONE: (541) 289-7000

MAILING ADDRESS: PO Box 848, Hermiston, OR 97838  
STREET P.O. BOX CITY STATE ZIP

EMAIL ADDRESS: JFRANELL@BLUEMOUNTAINNET.COM

TYPE OF LEGAL ENTITY: LIMITED LIABILITY CORPORATION

TYPE OF SERVICE TO BE PROVIDED: \_\_\_\_\_

- CABLE  VIDEO DIAL TONE
- VIDEO PROGRAMMING  OTHER (DESCRIBE): FIBER TO THE PREMISE (FTTX) INTERNET ACCESS; LOCAL, AND LONG DISTANCE TELEPHONE SERVICE VIA VOICE OVER INTERNET PROTOCOL (VOIP)

PLEASE PROVIDE A DESCRIPTION OF THE SERVICES OR FACILITIES THAT YOU WILL OFFER OR MAKE AVAILABLE TO THE CITY AND OTHER PUBLIC, EDUCATIONAL AND GOVERNMENTAL INSTITUTIONS: WE WOULD MAKE ALL SERVICES OFFERED TO HOMES AND BUSINESSES IN CONNELL ALSO AVAILABLE TO PUBLIC, GOVERNMENTAL, AND EDUCATIONAL FACILITIES AT COMMERCIALY COMPETITIVE RATES.

Please provide a description of your access and line extension policies: We make access available to persons and entities without regard to race, religion, age, or any other protected class.

Please provide the following:

- An accurate map showing the location of any existing telecommunications facilities in the city that you intend to use or lease, if any. **(There are none)**
- A map indicating the area or areas of the city you desire to serve **(See Attachment A)**
- A schedule for building out (offering services to) the entire franchise area. **(See attachment B)**



ATTACHMENT A





## **ATTACHMENT B**

Blue Mountain Networks is currently involved in strategy planning that includes a build schedule for calendar year 2021. Our intent would be to begin construction of the FTTH network in Connell sometime in 2021 and completing it by year-end 2022. As our planning is not yet complete, that timeframe may change. Upon approval of the franchise agreement and as our schedule firms up, we will inform the City Manager.





Maria Peña, City Administrator

104 E. Adams, P.O. Box 1200 ♦ Connell WA 99326  
(509) 234-2701 ext 1234 ♦ Fax: (509) 234-2704  
[www.cityofconnell.com](http://www.cityofconnell.com)

August 3, 2020

## CITY ADMINISTRATOR'S REPORT

The following City Administrator's Report, while respectfully submitted to the Mayor and City Council, is provided and available to the general public to inform them of the status of City projects and activities. This report, as well as the monthly department reports, is placed on the City's website.

While City Hall and other city facilities continue to be closed to the public, staff is still at work. At times staff does work from home so I ask for your patience if you are not able to get through to them right away.

Here is what I have been working on for the month of July:

- COVID-19
  - Participated in weekly Local Decision Makers Briefing with BFHD
  - Participated in weekly North Franklin calls with Emergency Management & BFHD
  - Participated in weekly Aquatics call
  - Listen to daily AM briefings from BFHD
  - Participated in the Municipality Advisory Council for the Franklin/Benton counties who's goal is to move our counties forward.
  - Participated in a mask give away with the mobile testing "pop up" site. Staff handed out 600 masks and 77 people were tested. There was a 5% positivity rate.
  - Monitoring revenue loss due to COVID-19.
- Participated in training with ClearGov for their transparency platform.
- Participated in the Local Pastors meetings.
- RFP's went out from the Port of Pasco for the Visitor's Center remodel project with bids due on August 11.
- Working with AHBL on the final presentation of the Connell Swimming Pool Renovation and Splash Park project to be presented to the Recreation and Conservation Office.
- Working with staff and AHBL in regards to the Dollar General.
- Participated in meeting for the EcSA (Economic Security for All) program.
- Working on getting pool ready to open!
- August 6<sup>th</sup>, mobile community covid testing at Pioneer Park from 10:00-3:00 and mask give away!

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## FIRE DEPARTMENT CITY ADMINISTRATOR REPORT

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DATE: July 31, 2020  
TO: MARIA PENA, CITY ADMINISTRATOR  
FROM: KEN WOFFENDEN, FIRE CHIEF  
RE: Monthly Staff Report Fire Department activities.

**REPORTING PERIOD:** This report covers activities that have occurred or are in progress for the month of July 2020.

- Maintaining Social distancing as a top priority to sustain a healthy crew.
- Fire training's have resumed
- Arrange hearing testing for Firefighters
- Perform minor maintenance on fire engines
- Perform minor maintenance on SCBA compressor
- Send air sample to lab for testing
- Attend multiple meeting's (Webinars)
- Paid Fire Dept. bills.
- Respond to several incidents

/s/ Ken Woffenden  
Fire Chief/City of Connell



## Connell Public Works

104 E. Adams, P.O. Box 1200 ♦ Connell WA 99326

(509) 234-6431 ♦ Fax: (509) 234-2704

E-Mail: [htuck@connellwa.org](mailto:htuck@connellwa.org)



### April 2020

### P.W. Director's Report

What's happening in Public Works:

- 4/1/20 Teleconference call with BFHD, CBHA, Lamb Weston, NFSD, City of Mesa and City of Kahlotus
- 4/6/20 Department Head Meeting
- 4/6/20 City Council Meeting
- 4/7/20 Teleconference call with local decision makers
- 4/8/20 Teleconference call with BFHD, CBHA, Lamb Weston, NFSD, City of Mesa and City of Kahlotus
- 4/13/20 Met with CRCC staff on teleconference call for monthly meeting
- 4/14/20 Teleconference call with local decision makers
- 4/15/20 Teleconference call with BFHD, CBHA, Lamb Weston, NFSD, City of Mesa and City of Kahlotus
- 4/21/20 Teleconference call with local decision makers
- 4/22/20 Teleconference call with BFHD, CBHA, Lamb Weston, NFSD, City of Mesa and City of Kahlotus
- 4/22/20 Conference call with Cascade Energy on water power savings cohort
- 4/28/20 Teleconference call with local decision makers
- 4/29/20 Teleconference call with BFHD, CBHA, Lamb Weston, NFSD, City of Mesa and City of Kahlotus
- 4/30/20 Teleconference with Anderson Perry and C&R Tractor for Pre-Construction meeting for water line project slated to start May 11<sup>th</sup>
- 4/30/20 Teleconference with FCS on water sewer rate study
- Hosted 4 Saturdays for city wide clean-up at Public Works shop, It was a huge success
- Public Works crew has done a great job at keeping the cities "normal" operations running throughout this pandemic while being short staffed



## OFFICE OF THE CITY CLERK AND TREASURER

**Marissa Ortiz, City Clerk**

(509) 234-2701 ext. 1232 ♦ Fax: (509) 234-2704 ♦ [mortiz@connellwa.org](mailto:mortiz@connellwa.org)

### July Monthly Report

This monthly report will emphasize some of the key functions that have been completed by this office.

- Prepared, published, and posted City Council Meeting Agendas/Notices.
- City Offices were closed to observe Independence Day on July 3, 2020.
- Received 1 Public Record request for the month of July, in progress of completing a current request.
- 11 active business license applications submitted for July 2020, including 1 home-based business.
- City Staff participated in distributing more Free Masks during a Free drive-through COVID-19 testing, held at Connell Pioneer Park on July 16.
- City of Connell partook in a weekly observational masking survey at Lep-re-kon Harvest Foods, counting both those who are masked and those who are not masked.
- On July 20<sup>th</sup> joined a refresher webinar course on MRSC Rosters for Public Agency Members.
- Working together with Accounting Clerk Barragan on managing customer utility billing accounts during the COVID-19 pandemic.
- City Staff continues to work to address both the everyday operations during this health emergency and the future after the pandemic. Thank you for ALL your help!



# CONNELL POLICE DEPARTMENT

104 E Adams Street / P.O. Box 187  
Connell, WA 99326  
Tel: (509) 234-4141 / Fax: (509) 234-4140  
Email: [cpd@connellwa.org](mailto:cpd@connellwa.org)  
Chris G. Turner, Chief of Police



## July 2020 Department Report

### 280 Calls for Service

5-Vehicle Unlocks	21-Animal	17-Assists for other agencies	5-Field Contacts
12-Extra Patrol	1-Theft	2-MVA	2-Assault
23-Follow-up	3-Domestic	3-Fireworks	4-Alarm
1-Lost/Found Property	7-Disturbances	2-Malicious Mischief	2-Loud Music/Noise
2-Hazard	23-Parking	6-Welfare Check	15-Suspicious
13-Citizen Assists	1-Trespass	5-Juvenile	2-Disabled Vehicle
2-Civil			

### 65-Traffic (3-Criminal Citations & 8-Infractions)

#### Criminal

2-DWLS  
1-CDL Required

#### Infractions

2-No Insurance  
3-Speeding  
1-Fail to Stop at Stop Sign  
2-Dog at Large

In between counter contacts, phone calls, emails, visits, and patrolling we also did the following:

- 7/1 Attended teleconference with Emergency Management.
- 7/7 Attended teleconference with Benton Franklin Health.
- 7/8 Attended BAC refresher training at Pasco WSDOT & teleconference with Emergency Management.
- 7/14 Attended teleconference with Benton Franklin Health.
- 7/20 Attended council meeting.
- 7/21 Attended teleconference with Benton Franklin Health.
- 7/22 Attended teleconference with Emergency Management.
- 7/28 Attended teleconference with Benton Franklin Health.

