

City of Connell, Washington
CITY COUNCIL PRELIMINARY AGENDA

104 E. Adams St.
Remote Regular Meeting
September 21, 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. In addition, a link to the live meeting can be accessed on the City’s website at 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 August 3, 2020
- b) Minutes of the Special Council Meeting August 6, 2020
- c) Minutes of the Regular Council Meeting August 17, 2020
- d) Application for Payment No.3 –5th Ave/Franklin St & Fulton St/Chelan Ave Water Line for \$143,896.64
- e) Accounts payable 9/21/20 for \$227,296.01
- f) Check Register 7/27/20 for \$600.00
- g) Check Register 8/3/20 for \$211.40
- h) Check Register 8/7/2020 for \$370.00
- i) Check Register 9/1/20 for \$212.80
- j) Check Register 9/8/20 for \$116,644.77
- k) Payroll Register 8/31/20 – 9/04/20 for \$106,661.23
- l) Payroll Register 9/15/20 – 9/18/20 for \$72,327.58

6. APPROVAL OF AGENDA

ORDER OF BUSINESS

7. 2021 Budget Timeline Discussion
8. Red Waggin’ Rescue Renewal Agreement
9. Request For Proposals For Solar Project
10. CRF Increased Funding and Deadline Extension

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.

11. COMMITTEE, CITY ADMINISTRATOR, AND DEPARTMENT REPORTS
12. CITIZEN COMMENT/NON-AGENDA ITEMS
13. CITY COUNCIL CLOSING REMARKS
14. EXECUTIVE SESSION – *To discuss with legal counsel potential litigation approx. 15 minutes.*
15. ADJOURNMENT



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
August 3, 2020

The Remote Regular meeting of the Connell City Council was called to order by Mayor Barrow at 6:00 pm in the City Hall.

ROLL CALL

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

PRESENT: Mayor Lee Barrow, City Administrator Maria Peña, City Clerk Marissa Ortiz, 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 presented:

- a) Minutes of the Remote Council Meeting July 20, 2020
- b) Application for Payment No.2 – 5th Ave/Franklin St. & Fulton St./Chelan Ave. Water Line project for \$92,293.64
- c) Accounts Payable 8/3/2020 for \$156,368.56
- d) Payroll Register 7/15/2020-7/20/2020 for \$70,919.17

Councilmember Escalera seconded motion. Motion carried unanimously.

APPROVAL OF AGENDA

Motion: Councilmember Kunkel moved to approve the agenda as amended:(item #9 – added wording to resolution, item #12 –wording updated to motion/added attachments, items #13 & #14 were added). Councilmember Harper seconded motion. Motion carried unanimously.

ORDER OF BUSINESS

SOLAR GRANT – REQUEST FOR PROPOSALS

City Administrator Maria Peña informed City Council that throughout the evaluation of our facilities for cost savings, an item of recommendation was the installation of solar panels at Well Pump #8. To maximize savings for this project would be to Request for Proposals instead of using the State's Energy Program. For this project to be feasible the City would need to obtain two grants to offset expenses. Preliminary numbers were provided to the Council, but the actual cost would depend on the outcome of the RFP's. Scott Lewis from Apollo Solutions joined remotely to provide Council with additional information.

Motion: Mayor Pro Tem Escalera moved to approve staff to place a Request for Proposal for Well Pump #8 Solar Project. Councilmember Barrera seconded motion. Motion carried unanimously.

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FRANKLIN PUD KIOSK

City Administrator Maria Peña stated she had been approached by Brian Johnson, Risk Mitigation/Auditor at Franklin PUD regarding 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 24/7. If the City chose to partner, then the kiosk would accept City utility payments as well. They requested to have the City make a weekly deposit for PUD in exchange for including the ability for customers to pay their City utility bills. Also requested was that we split the capitol cost of retrofitting the window for the kiosk, potentially a cost of \$5,000 to the City. They intended to have one kiosk placed in Connell and 3 in Pasco. If we partnered with them all their kiosks would include the City of Connell. Staff was exploring the kiosk company and our accounting software company to see how it would work for us. In conclusion City Administrator Peña pointed out that PUD advised that they likely would not continue to contract with the City for help with payments and application processing. This meant we would lose the \$24,000 compensation to the City for those services.

Consensus of the Council was to not move forward with splitting the capitol cost with Franklin PUD for retrofitting a window for a kiosk installation at the Desert Labor building.

RESOLUTION NO 2020-06 THE GENERAL SUPPORT FUND INTERFUND LOAN

Public Works Director Hallie Tuck stated in 2019 Council approved the 2020 budget and it included a \$200,000 interfund loan from the general support fund to the water fund to partially fund the 5th 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 would not exceed 10 years at 1.58% interest rate. This was the same interest rate for the Country Estates/Striker Sewer project with the Public Works Board.

Motion: Councilmember Harper moved 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 interest rate of 1.58%. Mayor Pro Tem Escalera seconded motion. Motion carried unanimously.

TASK ORDER ENGINEERING SERVICES COMMUNITY CENTER PARKING LOT

Provided for Council was a Task Order authorizing Anderson Perry & Associates, Inc. to provide the design, construction engineering services for the City's Community Center parking lot project. It would include spot repair, soil stabilization recommendations, grading, paving, stormwater improvements, and striping. This task order should not exceed \$32,000 for services provided.

Motion: Councilmember Kunkel moved to approve Task Order for the Community Center Parking Lot Engineering services not to exceed \$32,000 for services. Mayor Pro Tem Escalera seconded motion. Motion carried unanimously.

DISCUSSION ON STREET CLOSURE

Mayor Lee Barrow informed Council that the City had been looking into ways to help local business owners. One way was to allow for expanded outdoor service by businesses. A discussion was held to block North Columbia Avenue Main Street between Adams Street and

MEETING OF THE CITY OF CONNELL
Regular Remote Meeting – August 3, 2020

Borah Street on Fridays and Saturdays. City staff had spoken with the Health Department who advised that it was acceptable if only existing businesses expanded out. No outside vendors could come in and utilize the space. A Farmer’s Market was allowed as long they followed the requirements from the Health Department. Mayor Barrow encouraged the upper town businesses who are on private property to expand out in their area if they chose. Mayor Barrow also voiced masking up and social distancing.

Councilmember Kunkel abstained from voting.

Motion: Councilmember Barrera moved to authorize the Mayor the right to block North Columbia Ave. between Adams & Borah Streets as he sees fit. Mayor Pro Tem Escalera seconded motion. Motion carried unanimously.

SMALL BUSINESS GRANTS

Following discussion on how to find ways to help local businesses, City Administrator Peña gave an additional plan. She stated on March 17, 2020 the Washington Attorney General issued a memo to state and local governments clarifying the guidance on analyzing issues relating to gifts of public funds during COVID-19 pandemic. Likewise, on April 6, the Attorney General Office issued further guidance concluding that local governments would provide cash assistance to low-income individuals struggling due to COVID-19 consistent with gift of public fund restrictions. City Administrator Peña requested Council’s approval to provide small business grants out of our City Economic Development Reserve Fund not to exceed \$100,000. The Finance Meeting would need to meet to establish grant requirements. An outside party, such as Community Action Connections may perhaps manage the grant applications and approvals.

PURCHASE OF 911 PENDANTS

Provided for Council was information on 911 pendants. City Administrator Maria Peña was notified by the staff from Meals-on-Wheels program in Connell that they had come across someone who had fallen and was not able to get up. Not until staff stopped by to deliver their meal did, they find this elderly individual to get them the help they needed. These 911 pendants operated the same as 911 emergency calls, but cell phone service was needed for the call to be picked up. When the button was activated it would go directly to the local 911 dispatch. The person would provide their address or location, the 911 call center would not have access to it. There were no monthly fees, only a one-time purchase of fee of approximately \$65. City Administrator Peña requested to purchase 5 to 10 911 pendants and be given to the elderly or disabled. Guidelines would be set up using the criteria the City currently used for the low-income senior/disabled reduced utility fees.

Motion: Councilmember White moved to purchase 5, 911 pendants. Mayor Pro Tem Escalera seconded motion. Motion carried unanimously.

ORDINANCE NO. 1009-2020 TELECOMMUNICATIONS FRANCHISE AGREEMENT

Joseph Franell on behalf of Blue Mountain Networks, LLC an entity that included Eastern Oregon Telecom (EOT) and Gorge Networks (GN), had applied for a telecommunications franchise with the City of Connell. A telecommunication franchise was required of any telecommunication provider or carrier who desired to occupy public ways of the city and to provide telecommunication services to any person or area in the city (CMC 12.28.010). Anyone

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Regular Remote Meeting – August 3, 2020

who desired a telecommunication franchise was required to file an application with the City, requirements were found (CMC 12.28.020). Before a decision was made on the franchise agreement ordinance, per (CMC 12.28.030) a Public Hearing had to be conducted. It was scheduled to be held on August 17, 2020.

DEPARTMENT REPORTS

Mayor Lee Barrow –

1. Connell Swimming Pool was set to open soon, very restrictive on what would be allowed.

MEETING ADJOURNED

There being no further business before the City Council of Connell Mayor Barrow adjourned the meeting at 7:51 pm.

ATTEST: _____
Marissa Ortiz, City Clerk

Lee Barrow, Mayor

SPECIAL MEETING OF THE CITY OF CONNELL, WASHINGTON
CONNELL, FRANKLIN COUNTY, WASHINGTON
August 6, 2020

The Special meeting of the Connell City Council was called to order by Mayor Barrow at 6:00 pm in the City Hall.

ROLL CALL

ROLL CALL: (Remote) Councilmember's: Mayor Pro Tem Joe Escalera, Pat Barrera, Shelly Harper, and Katrina Kunkel.

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

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

APPROVAL OF AGENDA

Motion: Councilmember Kunkel moved to approve the agenda as presented. Mayor Pro Tem Escalera seconded motion. Motion carried unanimously.

ORDER OF BUSINESS

RESOLUTION NO 2020-07 AUTORIZING AN APPLICATION FOR GRANT FUNDS TO WA STATE RECREATION AND CONSERVATION OFFICE

Provided for Council was Resolution No. 2020-07, it provided for the authorization to submit a grant request to the WA State Recreation & Conservation Office for the Connell Pioneer Swimming Pool. Last year ALSC Architects provided a pool assessment to help determine what needed to be done with our pool facility. The recommendation was to make much needed repairs as opposed to constructing a new facility. It was expected that it would take approximately \$200,000 to make the necessary repairs to keep the pool operational. By submitting a grant application, the \$200,000 could be used towards a match. RCO could possibly provide a grant of \$500,000 which would allow us to do more. Since originally preparing the grant application where a splash park was included, priorities had changed. Instead what needed more work was the bathhouse, it needed renovations to provide adequate ADA compliance. It would also need safety measures to lessen the possible spread of COVID-19.

Motion: Councilmember Harper moved to approve Resolution No. 2020-07 authorizing an application for grant funds to WA State Recreation and Conservation Office. Mayor Pro Tem Escalera seconded motion. Motion carried unanimously.

RESOLUTION NO 2020-08 AMENDING SCHEDULE D OF THE MASTER FEE
SCHEDULE – SWIMMING POOL FEES

Presented was Resolution No. 2020-08 Amending Schedule D- Park & Recreation of the Master Fee Schedule. City Administrator Maria Peña reported that staff had been aiming to open the

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Special Council Meeting – August 6, 2020

swimming pool for the season and although paperwork still needed to be submitted and approved by the Health Department before opening, it was ready to go. However, the City would need to follow the recommendations of modified phase 1, with no open swim and limited activities. Lap swim was allowable and after discussion it was agreed not to charge for lap swim for the time being. Once opened and observing how things ran another resolution would be brought back before Council with modified fees.

Motion: Councilmember Barrera moved to approve Resolution No. 2020-08 amendment of Schedule D – Park & Recreation of the Master Fee Schedule to reflect no charges for the swimming pool. Mayor Pro Tem Escalera seconded motion. Motion carried unanimously.

MEETING ADJOURNED

There being no further business before the City Council of Connell Mayor Barrow adjourned the meeting at 6:28 pm.

ATTEST: _____
Marissa Ortiz, City Clerk

Lee Barrow, Mayor

MEETING OF THE CITY OF CONNELL, WASHINGTON
CONNELL, FRANKLIN COUNTY, WASHINGTON
August 17, 2020

The Remote Regular meeting of the Connell City Council was called to order by Mayor Barrow at 6:00 pm in the City Hall.

ROLL CALL

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

PRESENT: Mayor Lee Barrow, City Administrator Maria Peña,
(Remote) -Public Works Director Hallie Tuck, Fire Chief Ken Woffenden and City Attorney Dan Hultgrenn.

CONSENT CALENDAR

Motion: Councilmember Harper moved to approve the consent calendar as amended:

a) Accounts Payable 8/17/2020 for \$79,543.66

(amended total \$79,756.74)

b) Payroll Register 7/31/2020-8/05/2020 for \$104,292.91

Councilmember Barrera seconded motion. Motion carried unanimously.

APPROVAL OF AGENDA

Motion: Councilmember White moved to approve the agenda as presented. Mayor Pro Tem Escalera seconded motion. Motion carried unanimously.

ORDER OF BUSINESS

PUBLIC HEARING – TELECOMMUNICATIONS FRANCHISE AGREEMENT

Mayor Barrow recessed the regular meeting at 6:03 pm and opened a Public Hearing to allow for the purpose of considering granting a telecommunications franchise agreement to Blue mountain Networks, LLC.

STAFF REPORT: City Administrator Maria Peña reported Joseph Franell, on behalf of Blue Mountain Networks, LLC – an entity that included Eastern Oregon Telecom (EOT) and Gorge Networks (GN), had applied for a telecommunications franchise with the City of Connell. The applicant provided all the required information and based upon the standards set per CMC 12.28.030 the city recommended city council to approve the Franchise Agreement.

PUBLIC COMMENT:

None heard

COUNCILMEMBERS COMMENT PORTION OF THE HEARING:

Mayor Pro Tem Escalera questioned how this network compared to the current network in the city.

Mayor Barrow closed the hearing and opened the regular meeting at 6:27 p.m.

MEETING OF THE CITY OF CONNELL
Regular Remote Meeting – August 17, 2020

Motion: Councilmember Barrera moved 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. Councilmember Kunkel seconded motion. Motion carried unanimously.

ORDINANCE NO. 1009-2020 – TELECOMMUNICATIONS FRANCHISE AGREEMENT
Provided for Council was an ordinance granting a telecommunications franchise to Blue Mountain Networks, LLC. Joseph Franell of Blue Mountain Networks was in attendance to answer any questions concerning the franchise agreement.

Motion: Councilmember Kunkel moved to adopt Ordinance No. 1009-2020 providing for a telecommunications Franchise Agreement with Blue Mountain Networks, LLC. Councilmember White seconded motion. Motion carried unanimously.

EXTENSION OF FACILITY RESERVATION/USE AGREEMENT WITH VALIANT
HOTELS (CONNELL INN AND SUITES)

In June City Council approved a facility reservation use agreement to reserve rooms to be used for staff and first responders if there was a need for someone to quarantine away from their home. The agreement provided for a monthly fee of \$580 for use of three rooms during the weekday. There was an extra fee of \$58 per day per room for use during Saturday and Sunday. It also stipulated that the City would provide for laundry service and professional cleaning of the rooms between users if used. The Visitor Center had been set up as an emergency isolation/quarantine facility as well, but the Port of Pasco was ready to move on the remodel of the building in the following weeks. The current agreement had expired at the end of August, City Administrator Peña requested an extension to the contract. City Council agreed to extend until December 31, 2020.

Motion: Mayor Pro Tem Escalera moved to authorize the Mayor to sign an addendum to extend the Facility Reservation/Use Agreement until December 31, 2020. Councilmember Kunkel seconded motion. Motion carried unanimously.

SURPLUS 2009 FORD CROWN VICTORIA POLICE INTERCEPTOR

Police Chief Chris Turner requested to declare a 2009 Ford Crown Victoria Police Interceptor Sedan VIN# 2FAHP71V69X129303 as surplus city property. This 2009 Ford Crown Victoria Police Interceptor was no longer needed by the city and had been replaced by a 2020 Ford F150 Police Responder, which had already arrived.

Motion: Councilmember Barrera moved to approve the 2009 Ford Crown Victoria Police Interceptor Sedan as surplus city property. Councilmember Harper seconded motion. Motion carried unanimously.

DEPARTMENT REPORTS

City Administrator Maria Peña –

1. Announced the Connell Swimming Pool was open, lap swim was offered by appointment only.
2. Encouraged all who were interested in scheduling a lap swim to do so by going on to the city website.

MEETING OF THE CITY OF CONNELL
Regular Remote Meeting – August 17, 2020

MEETING ADJOURNED

There being no further business before the City Council of Connell Mayor Barrow adjourned the meeting at 6:51 pm.

ATTEST: _____
Marissa Ortiz, City Clerk

Lee Barrow, Mayor

**APPLICATION FOR PAYMENT NO. 3
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: August 25, 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*	\$	340,201.43
5.	Retainage: N/A	\$	-
6.	Sales Tax @ 8.2% Schedule A Items Only	\$	17,826.83
7.	Sales Tax @ 8.2% Schedule B Items Only	\$	10,069.68
8.	Liquidated Damages	(\$	-
9.	Less Previous Application for Payments	\$	224,201.30
10.	DUE THIS APPLICATION (4 minus 5, plus 6 and 7, minus 8 and 9)	\$	143,896.64

* 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 9/17/2020

C & R Tractor and Landscaping, Inc.
CONTRACTOR

By: *Paul Horvath*

Payment of the above AMOUNT DUE THIS APPLICATION is recommended

Dated September 17, 2020

Anderson Perry & Associates, Inc.
ENGINEER

By: *Alan Perry*

APPROVED by Owner:

City of Connell, Washington
OWNER

Dated _____

By: _____

Title: _____

**APPLICATION FOR PAYMENT NO. 3
CITY OF CONNELL, WASHINGTON
5TH AVENUE/FRANKLIN STREET WATER LINE AND FULTON STREET/CHELAN AVENUE WATER LINE**

Date: September 17, 2020
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:	July 16, 2020
Revised:		Change Orders: (+ or -)	\$ -	To:	August 25, 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	Qty.	Amount		
Schedule A - 5th Avenue/Franklin Street Water Line														
A1	Mobilization	All Req'd	LS	\$9,000.00	100%	\$9,000.00	0%	\$0.00	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	0%	0.00	0%	0.00
A3	SPCC Plan	All Req'd	LS	583.74	0%	0.00	100%	583.74	100%	583.74	100%	583.74	100%	583.74
A4	Project Temporary Traffic Control	All Req'd	LS	5,957.54	100%	5,957.54	0%	0.00	100%	5,957.54	0%	0.00	100%	5,957.54
A5	Removal of Structures and Obstructions	All Req'd	LS	7,066.54	100%	7,066.54	0%	0.00	100%	7,066.54	0%	0.00	100%	7,066.54
A6	Common Borrow, Incl. Haul	50	CY	30.65	50	1,532.50	0	0.00	50	1,532.50	0	0.00	50	1,532.50
A7	Unsuitable Foundation Excavation, Incl. Haul	50	CY	24.79	50	1,239.50	0	0.00	50	1,239.50	0	0.00	50	1,239.50
A8	Rock Excavation, Incl. Haul	200	CY	43.31	200	8,662.00	0	0.00	200	8,662.00	0	0.00	200	8,662.00
A9	Gravel Surface Restoration (6-In. Depth)	650	SY	8.35	400	3,340.00	0	0.00	400	3,340.00	0	0.00	400	3,340.00
A10	Crushed Surfacing (8-In. Depth in Road)	250	CY	65.67	250	16,417.50	0	0.00	250	16,417.50	0	0.00	250	16,417.50
A11	HMA Cl. 1/2 In. PG 64-28 (3-In. Depth)	180	TON	168.63	0	0.00	90.2	15,210.43	90.2	15,210.43	0	0.00	90.2	15,210.43
A12	Lean Concrete	20	CY	202.36	5	1,011.80	0	0.00	5	1,011.80	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	0	0.00	7,100	2,059.00
A14	Connection to Existing Water Main	7	EA	1,958.33	7	13,708.31	0	0.00	7	13,708.31	0	0.00	7	13,708.31
A15	Unmarked Utility Encounter	8	EA	323.24	8	2,585.92	0	0.00	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	0%	0.00	100%	5,368.68
A17	Additional Potholing	6	HR	206.49	6	1,238.94	0	0.00	6	1,238.94	0	0.00	6	1,238.94
A18	High Density Polyethylene Pipe for Water Main, 2-In. Diam.	80	LF	17.27	60	1,036.20	0	0.00	60	1,036.20	0	0.00	60	1,036.20
A19	PVC or Ductile Iron Pipe for Water Main, 6-In. Diam.	60	LF	26.31	31	815.61	0	0.00	31	815.61	0	0.00	31	815.61
A20	PVC or Ductile Iron Pipe for Water Main, 8-In. Diam.	1,520	LF	27.23	1,520	41,389.60	0	0.00	1,520	41,389.60	0	0.00	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	0	0.00	0	0.00
A22	Gate Valve, 6-In.	2	EA	1,419.06	2	2,838.12	0	0.00	2	2,838.12	0	0.00	2	2,838.12
A23	Gate Valve, 8-In.	10	EA	1,884.96	10	18,849.60	0	0.00	10	18,849.60	0	0.00	10	18,849.60
A24	Gate Valve, 12-In.	1	EA	2,964.99	1	2,964.99	0	0.00	1	2,964.99	0	0.00	1	2,964.99
A25	Remove Existing Valve and Valve Box	12	EA	63.84	12	766.08	0	0.00	12	766.08	0	0.00	12	766.08
A26	Adjust Valve Box	17	EA	33.07	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
A27	Hydrant Assembly	3	EA	5,115.02	3	15,345.06	0	0.00	3	15,345.06	0	0.00	3	15,345.06
A28	Fire Hydrant Barricade	6	EA	470.87	3	1,412.61	3	941.74	2	941.74	2	941.74	5	2,354.35

**APPLICATION FOR PAYMENT NO. 3
CITY OF CONNELL, WASHINGTON**

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

Date: September 17, 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	Qty.	Amount		
Schedule A - 5th Avenue/Franklin Street Water Line (cont.)														
A29	Remove Existing Hydrant	2	EA	\$577.05	2	\$1,154.10	0	\$0.00	2	\$1,154.10	2	\$1,154.10		
A30	Water Service Line, 1-In. Diam.	700	LF	7.48	700	5,236.00	0	0.00	700	5,236.00	700	5,236.00		
A31	Water Service Connection	21	EA	920.53	22	20,251.66	0	0.00	22	20,251.66	22	20,251.66		
A32	New Meter Box	12	EA	237.38	13	3,085.94	0	0.00	13	3,085.94	13	3,085.94		
A33	New Traffic Rated Meter Box	5	EA	250.39	5	1,251.95	0	0.00	5	1,251.95	5	1,251.95		
A34	New Meter Setter	17	EA	282.15	18	5,078.70	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	0	0.00		
A36	Landscape Restoration	All Req'd	LS	3,880.74	0%	0.00	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	0	0.00		
					Schedule A Total			\$ 200,664.45			\$ 16,735.91			
Schedule B - Fulton Street/Chelan Avenue Water Line														
B1	Mobilization	All Req'd	LS	\$5,000.00	0%	\$0.00	100%	\$5,000.00	100%	\$5,000.00	100%	\$5,000.00		
B2	Record Drawings	All Req'd	LS	292.88	0%	0.00	0%	0.00	0%	0.00	0%	0.00		
B3	SPCC Plan	All Req'd	LS	292.88	0%	0.00	100%	292.88	100%	292.88	100%	292.88		
B4	Project Temporary Traffic Control	All Req'd	LS	2,930.43	0%	0.00	100%	2,930.43	100%	2,930.43	100%	2,930.43		
B5	Removal of Structures and Obstructions	All Req'd	LS	9,489.57	0%	0.00	100%	9,489.57	100%	9,489.57	100%	9,489.57		
B6	Common Borrow, Incl. Haul	50	CY	20.50	0	0.00	50	1,025.00	50	1,025.00	50	1,025.00		
B7	Unsuitable Foundation Excavation, Incl. Haul	50	CY	24.88	0	0.00	50	1,244.00	50	1,244.00	50	1,244.00		
B8	Rock Excavation, Incl. Haul	200	CY	43.45	0	0.00	310	13,469.50	310	13,469.50	310	13,469.50		
B9	Crushed Surfacing (8-In. Depth in Road)	180	CY	49.78	0	0.00	161	8,014.58	161	8,014.58	161	8,014.58		
B10	HMA Cl. 1/2 In. PG 64-28 (3-In. Depth)	100	TON	187.44	0	0.00	73	13,683.12	73	13,683.12	73	13,683.12		
B11	Lean Concrete	20	CY	203.06	0	0.00	20	4,061.20	20	4,061.20	20	4,061.20		
B12	Shoring or Extra Excavation, Class B	5,800	SF	0.29	0	0.00	5,800	1,682.00	5,800	1,682.00	5,800	1,682.00		
B13	Connection to Existing Water Main	2	EA	1,824.48	0	0.00	2	3,648.96	2	3,648.96	2	3,648.96		
B14	Unmarked Utility Encounter	4	EA	324.35	0	0.00	4	1,297.40	4	1,297.40	4	1,297.40		
B15	Potholing All Connections and Known Utility Crossings	All Req'd	LS	2,693.57	0%	0.00	100%	2,693.57	100%	2,693.57	100%	2,693.57		
B16	Additional Potholing	6	HR	207.20	0	0.00	2	414.40	2	414.40	2	414.40		
B17	PVC or Ductile Iron Pipe for Water Main, 6-In. Diam.	100	LF	26.40	0	0.00	100	2,640.00	100	2,640.00	100	2,640.00		
B18	PVC or Ductile Iron Pipe for Water Main, 8-In. Diam.	900	LF	27.33	0	0.00	900	24,597.00	900	24,597.00	900	24,597.00		
B19	Gate Valve, 8-In.	1	EA	1,844.59	0	0.00	1	1,844.59	1	1,844.59	1	1,844.59		
B20	Remove Existing Valve and Valve Box	5	EA	47.46	0	0.00	3	142.38	3	142.38	3	142.38		
B21	Adjust Valve Box	3	EA	33.19	0	0.00	3	99.57	3	99.57	3	99.57		
B22	Hydrant Assembly	2	EA	5,301.42	0	0.00	2	10,602.84	2	10,602.84	2	10,602.84		
B23	Fire Hydrant Barricade	2	EA	472.49	0	0.00	2	944.98	2	944.98	2	944.98		
B24	Remove Existing Hydrant	3	EA	646.55	0	0.00	3	1,939.65	3	1,939.65	3	1,939.65		
B25	Water Service Line, 1-In. Diam.	150	LF	7.51	0	0.00	150	1,126.50	150	1,126.50	150	1,126.50		

**APPLICATION FOR PAYMENT NO. 3
CITY OF CONNELL, WASHINGTON**

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

Date: September 17, 2020

Item No.	CONTRACT ITEMS Description	BID PRICES			PREVIOUS		THIS PERIOD		TOTAL TO DATE	
		Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
Schedule B - Fulton Street/Chelan Avenue Water Line (cont.)										
B26	Water Service Line, 2-in. Diam.	60	LF	\$7.51	0	\$0.00	60	\$450.60	60	\$450.60
B27	Water Service Connection	7	EA	923.70	0	0.00	7	6,465.90	7	6,465.90
B28	New Meter Box	4	EA	238.20	0	0.00	2	476.40	2	476.40
B29	New Traffic Rated Meter Box	1	EA	251.25	0	0.00	1	251.25	1	251.25
B30	New Meter Setter	3	EA	283.12	0	0.00	3	849.36	3	849.36
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	15	790.80	15	790.80
B34	Cement Concrete Sidewalk Restoration	10	SY	52.72	0	0.00	12	632.64	12	632.64
Schedule B Total					\$	0.00	\$	122,801.07	\$	122,801.07
Schedule C - Prelevel										
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
Schedule C Total					\$	0.00	\$	0.00	\$	0.00

APPLICATION FOR PAYMENT NO. 3
CITY OF CONNELL, WASHINGTON

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

Date: September 17, 2020

Page 5 of 5

Change Orders:	Qty.	Unit	Unit Price	PREVIOUS		THIS PERIOD		TOTAL TO DATE	
				Qty.	Amount	Qty.	Amount	Qty.	Amount
Total All Change Orders				\$	0.00	\$	0.00	\$	0.00
Materials on Hand:									
B18 - PVC or Ductile Iron Pipe for Water Main, 8-in. Diam.	900	LF	6.91	900	6,219.00	(900)	(6,219.00)	0	0.00
B19 - Gate Valve, 8-in.	1	EA	863.37	1	863.37	(1)	(863.37)	0	0.00
Total Materials on Hand				\$	7,082.37	\$	(7,082.37)	\$	0.00
TOTAL WORK COMPLETED AND MATERIALS ON HAND				\$	207,746.82	\$	132,454.61	\$	340,201.43
SUMMARY									
1. Amount Earned				\$	207,746.82	\$	132,454.61	\$	340,201.43
2. Amount Retained (N/A)				\$	0.00	\$	0.00	\$	0.00
3. Sales Tax @ 8.2% Schedule A Items Only				\$	16,454.48	\$	1,372.35	\$	17,826.83
4. Sales Tax @ 8.2% Schedule B Items Only				\$	0.00	\$	10,069.68	\$	10,069.68
5. Liquidated Damages				\$	0.00	\$	0.00	\$	0.00
Amount Due for Payment				\$	224,201.30	\$	143,896.64	\$	368,097.94
Amount Due for Payment this Estimate									
Estimated % Job Completed:				83%					

ACCOUNTS PAYABLE

City Of Connell
MCAG #: 0286

As Of: 09/21/2020

Time: 16:49:24 Date: 09/18/2020
Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
22094	09/21/2020	09/21/2020 11	Action Medical, Inc.	139.52	First Aid Kit Re-stock
22119	09/21/2020	09/21/2020 4246	Alvarado, Lisa	300.00	Reimbursement For Student Laptop/Covid Expense- Distance Learning
22104	09/21/2020	09/21/2020 4085	America's Window Tinting & Graphics	120.00	#205 Window Tinting
22109	09/21/2020	09/21/2020 31	Anderson Perry & Assoc.	10,404.65	Project 68-261 Community Center Park - Services Through August 31,2020
22116	09/21/2020	09/21/2020 31	Anderson Perry & Assoc.	480.00	Project 68-256 5th Ave./Franklin St Water Line - Services Through August 31,2020
22091	09/21/2020	09/21/2020 5653	Backdraft OpCo LLC, Turnout TopCo LLC	1,766.91	Annual Fee For Emergency Reporting System CAD Software Support
22093	09/21/2020	09/21/2020 79	Basin Disposal Inc.	216.84	Sanitation Bills
22122	09/21/2020	09/21/2020 5091	Bernal, Genesis	600.00	Reimbursement For Student Laptop/Covid Expense- Distance Learning- 2 Students
22095	09/21/2020	09/21/2020 2672	Builders FirstSource Inc	129.84	Bike Trail Repair
22107	09/21/2020	09/21/2020 5594	C & R Tractor and Landscaping Inc	143,896.64	Application For Payment No. 3 - 5th Ave/Franklin ST & Fulton ST/Chelan Ave. Water Line Replacements
22096	09/21/2020	09/21/2020 5189	CR Solutions LLC	1,290.29	WW/Water Repair
22097	09/21/2020	09/21/2020 5564	Cascade Analytical Inc	582.00	WW/Water Labs
22123	09/21/2020	09/21/2020 153	Cities Ins. Assoc Of Wa	128.44	Credit To DELETE 2009 Crown Vic. And Add 2020 Ford F-150 POLICE DEPARTMENT
22127	09/21/2020	09/21/2020 155	City Of Connell	15,201.20	City Utility Bills, Utility Tax, Fire Suppression
22118	09/21/2020	09/21/2020 5654	ClearGov Inc	3,812.25	Financial Reporting
22102	09/21/2020	09/21/2020 180	Connell Grange Supply Co.	1,141.67	Misc Parts/Fuel
22105	09/21/2020	09/21/2020 4302	Corwin of Pasco LLC, Corwin Ford- Tri-Cities	108.58	#205 Splash Guards
22125	09/21/2020	09/21/2020 3640	Devfuzion, Rockwalla IT LLC	2,776.43	Monthly Backup, Office 365 Agreement, Service Agreement, Work On Maria's Computer, Remote Access
22098	09/21/2020	09/21/2020 4490	Fastenal	265.22	Misc Fasteners
22128	09/21/2020	09/21/2020 5623	Fiserv	800.90	August 2020 CC Fees
22103	09/21/2020	09/21/2020 284	Franklin Co Corrections	351.70	Inmate Medical
22092	09/21/2020	09/21/2020 292	Franklin Co Pud	29,562.22	Electric Bills 7/30-8/29
22117	09/21/2020	09/21/2020 5497	Franklin County Graphic LLC	435.45	Legal Notices - Public Hearing/RFP/SEPA-DNS/Classified Job Posting (Accounting Clerk)
22106	09/21/2020	09/21/2020 3351	JDT Sales and Repair	97.38	#205 Running Boards & Splash Guards Installation
22090	09/21/2020	09/21/2020 5622	Kelley Connect, Kelley Imaging Systems	457.10	Xerox AltaLink C8055 Copier Usage
22099	09/21/2020	09/21/2020 713	Nutrien Ag Solutions, Inc.	714.12	Pesticide
22120	09/21/2020	09/21/2020 5329	Pollock, Onna	900.00	Reimbursement For Student Laptop/Covid Expense- Distance Learning- 3 Students
22124	09/21/2020	09/21/2020 1829	Safeguard Business Systems	232.40	2020 1099, Envelopes, W-2, W-3

ACCOUNTS PAYABLE

City Of Connell
 MCAG #: 0286

As Of: 09/21/2020

Time: 16:49:24 Date: 09/18/2020
 Page: 2

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
22126	09/21/2020	09/21/2020 233	St.of Washington Dept Of Revenue-EFT	8,383.81	August 2020 Excise Tax Return
22121	09/21/2020	09/21/2020 2836	Turner, Chris	572.04	Reimbursement For Student Laptop/Covid Expense- Distance Learning- 2 Students
22100	09/21/2020	09/21/2020 3397	USABlueBook	323.11	CI2 Supplies
22101	09/21/2020	09/21/2020 4017	Verizon Wireless	1,105.30	City Cell Bill
Report Total:				227,296.01	

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

07/27/2020 To: 07/27/2020

Time: 12:59:38 Date: 08/27/2020

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2608	07/27/2020	Claims	7	EFT	Quadient- POSTAGE EFT	600.00	Postage For Meter Voided Previous Transaction For 8/3 Total Of 813.08 That Combined An EFT And A Check Payment For 213.08.
001 General Fund						600.00	
						<u>600.00</u>	Claims: 600.00
						600.00	

WE, the members of the City Council of the City of Connell, Washington, DO HEREBY certify that the merchandise or services listed above have been received and that the above listed vouchers and the related checks have been reviewed and approved for payment by the City of Connell Council. DATED this _____ day of _____ 20__.

ATTEST:

Councilmember

Councilmember

Mayor

Finance Director

CHECK REGISTER

City Of Connell
MCAG #: 0286

08/03/2020 To: 08/03/2020

Time: 11:34:19 Date: 07/29/2020

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2439	08/03/2020	Claims	7	40411	U.S. Post Office	211.40	08/01/2020 Utility Billing Postage August
		401 Water Fund				105.70	
		402 Sewer Fund				105.70	
						<u>211.40</u>	Claims: 211.40

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ATTEST:

Councilmember

Councilmember

Mayor

Finance Director

CHECK REGISTER

City Of Connell
MCAG #: 0286

08/07/2020 To: 08/07/2020

Time: 15:10:15 Date: 08/06/2020

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2551	08/07/2020	Claims	7	40450	Benton Franklin District Health	370.00	Pool Permit Renewal
		001 General Fund				370.00	
						<u>370.00</u>	Claims: 370.00

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ATTEST:

Councilmember

Councilmember

Mayor

Finance Director

CHECK REGISTER

City Of Connell
MCAG #: 0286

09/01/2020 To: 09/01/2020

Time: 12:51:05 Date: 08/27/2020
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2784	09/01/2020	Claims	7	40497	U.S. Post Office	212.80	Utility Billing Postage 09/01/2020 (sept.)
		401 Water Fund				106.40	
		402 Sewer Fund				106.40	
						<u>212.80</u>	Claims: 212.80

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ATTEST:

Councilmember

Councilmember

Mayor

Finance Director

CHECK REGISTER

City Of Connell
MCAG #: 0286

09/08/2020 To: 09/08/2020

Time: 15:16:12 Date: 09/09/2020
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2861	09/08/2020	Claims	7	EFT	Centurytel of Washington CenturyLink	408.99	CenturyLink Bills
2862	09/08/2020	Claims	7	EFT	Community First Bank-Mastercard	3,834.83	Mastercard- Onna Pollock; Mastercard- Ivan Barragan; Mastercard- Chris Turner; Mastercard- Marissa Ortiz; Mastercard- Maria Pena; Mastercard- Lisa Alvarado; Mastercard- Ken Woffenden- Postage: Masterc
2863	09/08/2020	Claims	7	40509	Action Medical, Inc.	351.60	Swimming Pool First Aid Kit Refill
2864	09/08/2020	Claims	7	40510	AmeriFuel, LLC	2,824.22	Fuel Consumed; City Fuel; PD Fuel
2865	09/08/2020	Claims	7	40511	American Water Works Assn	366.00	Membership Dues
2866	09/08/2020	Claims	7	40512	Dionicio G Arteaga	155.87	Uniform Equip Reimbursement
2867	09/08/2020	Claims	7	40513	Avista Corporation Avista Utilities	241.97	Natural Gas Bills
2868	09/08/2020	Claims	7	40514	Benton-Franklin Counties	404.95	2nd Quarter Liquor Tax 2020
2869	09/08/2020	Claims	7	40515	Big Bend Electric Cooperative, INC.	3,211.01	Big Bend Electric Bill August 2020 Communication Tower, Sewer, And Well
2870	09/08/2020	Claims	7	40516	CR Solutions LLC	2,650.90	Aerator Repair - WWTP
2871	09/08/2020	Claims	7	40517	Cardio Partners	344.07	AED Recondition
2872	09/08/2020	Claims	7	40518	Cascade Analytical Inc	124.00	Water Samples
2873	09/08/2020	Claims	7	40519	Cascade Earth Sciences Ltd	3,075.00	2020 Soil Mgmnt
2874	09/08/2020	Claims	7	40520	Connell Auto Parts	494.95	Misc Auto Parts; Antifreeze
2875	09/08/2020	Claims	7	40521	Attn: Accounts Receivable Consolidated Technology Services/	17.45	Monthly VPN
2876	09/08/2020	Claims	7	40522	Core & Main	3,321.05	Water Parts
2877	09/08/2020	Claims	7	40523	Corwin Ford- Tri-Cities Corwin of Pasco LLC	298.65	Running Boards #205
2878	09/08/2020	Claims	7	40524	Day Wireless Systems	10,555.23	#205 Emergency Equipment & Install
2879	09/08/2020	Claims	7	40525	Dept Of Ecology - Permit	780.00	Stormwater Permit
2880	09/08/2020	Claims	7	40526	Dept Of Licensing-Firearm	18.00	CPL
2881	09/08/2020	Claims	7	40527	Dooley Enterprises, Inc.	727.56	Ammunition
2882	09/08/2020	Claims	7	40528	Fastenal	364.85	Misc Fasteners
2883	09/08/2020	Claims	7	40529	Ferguson Enterprises, Inc.	15,275.89	Touchless Upgrades - Covid
2884	09/08/2020	Claims	7	40530	Ford Motor Credit Co. LLC	7,901.17	PW Ford Explorer 8760106 Lease Payment #2
2885	09/08/2020	Claims	7	40531	Franklin Co Corrections	4,633.20	July & August Inmate Housing. July Inmate Medical.
2886	09/08/2020	Claims	7	40532	Franklin County Planning	13,909.72	Building Plan Reviews And Inspections.
2887	09/08/2020	Claims	7	40533	Franklin County Treasurer	2,587.65	District Court And Prosecutor's Office
2888	09/08/2020	Claims	7	40534	Treasurer Franklin County	18.08	Criminal Victim Assesment August 2020
2889	09/08/2020	Claims	7	40535	Galls, LLC	1,031.25	Robertson Vest
2890	09/08/2020	Claims	7	40536	Intermedia.net Inc.	129.91	VOIP August 2020
2891	09/08/2020	Claims	7	40537	Irrigation Specialists, Inc	512.81	Circle Parts -WWTP
2892	09/08/2020	Claims	7	40538	JDT Sales and Repair	219.04	#173 LOF & Fan Repair
2893	09/08/2020	Claims	7	40539	Jiffy Car Wash, Inc.	39.38	Car Washes
2894	09/08/2020	Claims	7	40540	Jordan Mechanical Group	57.56	Tax On Pool Heater Repair
2895	09/08/2020	Claims	7	40541	Hultgrenn, Kuffel	1,128.00	M-8358 Attorney Professional Services

CHECK REGISTER

City Of Connell
MCAG #: 0286

09/08/2020 To: 09/08/2020

Time: 15:16:12 Date: 09/09/2020
Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2896	09/08/2020	Claims	7	40542	Legend Data Systems, Inc.	26.51	Commission Card
2897	09/08/2020	Claims	7	40543	Lep-Re-Kon Mart #4	10.93	Store Charge
2898	09/08/2020	Claims	7	40544	Steven Howard Sharp Mesa Crossroads Service Station LLC	223.56	Evidence Impound 20-01030
2899	09/08/2020	Claims	7	40545	Northstar Chemical, Inc.	3,930.69	Chlorine Wells/Pool
2900	09/08/2020	Claims	7	40546	Department of Health Office of Drinking Water	24,585.84	Final DWSRF Loan Payment- 2020
2901	09/08/2020	Claims	7	40547	Connell Inn and Suites Raj Patel, Valiant Hotels LLC	580.00	Reservation For Covid-19 Use
2902	09/08/2020	Claims	7	40548	Safeguard Business Systems	283.35	Laser Checks
2903	09/08/2020	Claims	7	40549	Sharp Shooter Firearms LLC	120.00	Ammunition
2904	09/08/2020	Claims	7	40550	Shred-it USA LLC	46.76	Shred Services
2905	09/08/2020	Claims	7	40551	Quill LLC Staples Inc	225.28	Office Supplies
2906	09/08/2020	Claims	7	40552	TWG Consulting Corp. The Wesley Group	400.00	Police Labor Relations
2907	09/08/2020	Claims	7	40553	USABlueBook	1,186.65	Well C12 Parts
2908	09/08/2020	Claims	7	40554	Utilities Underground	9.03	Utility Locates
2909	09/08/2020	Claims	7	40555	Verizon Wireless	1,172.83	City Cell Bill
2910	09/08/2020	Claims	7	40556	WA St Treasurer Office	1,051.55	State Of WA Remit- August 2020
2911	09/08/2020	Claims	7	40557	White Security Systems, INC.	282.40	Fire Monitoring C.C./FH
2912	09/08/2020	Claims	7	40558	Xerox Corporation	494.58	Xerox Usage For 6/21/2020-07/20/2020
						62,440.23	
						4,441.16	
						10,930.37	
						13,159.54	
						24,585.84	
						1,087.63	
						116,644.77	Claims: 116,644.77

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ATTEST:

Councilmember

Councilmember

Mayor

Finance Director

CHECK REGISTER

City Of Connell
MCAG #: 0286

08/31/2020 To: 09/04/2020

Time: 15:48:19 Date: 09/09/2020
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2794	08/31/2020	Payroll	7	EFT		26.91	
2795	08/31/2020	Payroll	7	EFT		1,201.22	
2796	08/31/2020	Payroll	7	EFT		1,955.04	
2797	08/31/2020	Payroll	7	EFT		1.91	
2798	08/31/2020	Payroll	7	EFT		1,346.76	
2799	08/31/2020	Payroll	7	EFT		1,836.66	
2800	08/31/2020	Payroll	7	EFT		1,405.67	
2801	08/31/2020	Payroll	7	EFT		26.91	
2802	08/31/2020	Payroll	7	EFT		465.16	
2804	08/31/2020	Payroll	7	EFT		1,806.95	
2805	08/31/2020	Payroll	7	EFT		80.76	
2807	08/31/2020	Payroll	7	EFT		53.84	
2808	08/31/2020	Payroll	7	EFT		1,409.27	
2809	08/31/2020	Payroll	7	EFT		1,001.87	
2810	08/31/2020	Payroll	7	EFT		134.60	
2811	08/31/2020	Payroll	7	EFT		26.91	
2812	08/31/2020	Payroll	7	EFT		400.09	
2813	08/31/2020	Payroll	7	EFT		2,390.49	
2814	08/31/2020	Payroll	7	EFT		67.30	
2815	08/31/2020	Payroll	7	EFT		13.46	
2817	08/31/2020	Payroll	7	EFT		1,691.22	
2819	08/31/2020	Payroll	7	EFT		1,428.20	
2820	08/31/2020	Payroll	7	EFT		1,930.77	
2821	08/31/2020	Payroll	7	EFT		1,001.87	
2822	08/31/2020	Payroll	7	EFT		67.30	
2823	08/31/2020	Payroll	7	EFT		26.91	
2824	08/31/2020	Payroll	7	EFT		53.84	
2825	08/31/2020	Payroll	7	EFT		1,878.64	
2826	08/31/2020	Payroll	7	EFT		26.91	
2827	08/31/2020	Payroll	7	EFT		1,944.32	
2828	08/31/2020	Payroll	7	EFT		2,594.17	
2829	08/31/2020	Payroll	7	EFT		1,547.25	
2830	08/31/2020	Payroll	7	EFT		1,445.73	
2831	08/31/2020	Payroll	7	EFT		1,923.62	
2832	08/31/2020	Payroll	7	EFT		1,906.23	
2833	08/31/2020	Payroll	7	EFT		67.30	
2834	08/31/2020	Payroll	7	EFT		1,206.41	
2835	08/31/2020	Payroll	7	EFT		67.30	
2836	08/31/2020	Payroll	7	EFT		67.30	
2837	08/31/2020	Payroll	7	EFT		121.14	
2838	08/31/2020	Payroll	7	EFT		107.69	
2839	08/31/2020	Payroll	7	EFT		26.91	
2840	08/31/2020	Payroll	7	EFT		1,682.19	
2841	08/31/2020	Payroll	7	EFT		2,679.64	
2842	08/31/2020	Payroll	7	EFT		2,361.89	
2843	09/04/2020	Payroll	7	EFT	Community First Bank	14,534.07	941 Deposit for Pay Cycle(s) 08/31/2020 - 08/31/2020
2844	09/04/2020	Payroll	7	EFT	Department Of Retirement	9,885.64	Pay Cycle(s) 08/31/2020 To 08/31/2020 - PERS 2; Pay Cycle(s) 08/31/2020 To 08/31/2020 - LEOFF 2; Pay Cycle(s) 08/31/2020 To 08/31/2020 - Deferred Comp; Pay Cycle(s) 08/31/2020 To 08/31/2020 - PERS 3
2845	09/04/2020	Payroll	7	EFT	MT457-306685	200.00	Pay Cycle(s) 08/31/2020 To 08/31/2020 - ICMA-457
2803	08/31/2020	Payroll	7	40498		998.09	
2806	08/31/2020	Payroll	7	40499		402.70	

CHECK REGISTER

City Of Connell
MCAG #: 0286

08/31/2020 To: 09/04/2020

Time: 15:48:19 Date: 09/09/2020

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2816	08/31/2020	Payroll	7	40500		838.59	
2818	08/31/2020	Payroll	7	40501		30.60	
2846	09/04/2020	Payroll	7	40502	AFLAC	320.85	Pay Cycle(s) 08/15/2020 To 08/31/2020 - AFLAC Addtl (AT); Pay Cycle(s) 08/15/2020 To 08/31/2020 - AFLAC Pre-Tax
2847	09/04/2020	Payroll	7	40503	AWC Employee Benefits Trst	24,686.32	Pay Cycle(s) 08/15/2020 To 08/31/2020 - AWC; Pay Cycle(s) 08/15/2020 To 08/31/2020 - AWC Dental; Pay Cycle(s) 08/15/2020 To 08/31/2020 - AWC-Life
2848	09/04/2020	Payroll	7	40504	Wesley Graham American Legal Services	21.72	Pay Cycle(s) 08/15/2020 To 08/31/2020 - ALS
2849	09/04/2020	Payroll	7	40505	Colonial Life	217.92	Pay Cycle(s) 08/15/2020 To 08/31/2020 - Colonial Life Pretax; Pay Cycle(s) 08/15/2020 To 08/31/2020 - Colonial Life-aftertax
2850	09/04/2020	Payroll	7	40506	NW Admin. Transfer Acct.	10,105.20	Pay Cycle(s) 08/15/2020 To 08/31/2020 - NW Administrator
2851	09/04/2020	Payroll	7	40507	Teamsters Local Union # 839	413.00	Pay Cycle(s) 08/15/2020 To 08/31/2020 - Union # 839
2852	09/04/2020	Payroll	7	40508	WSECU	500.00	Pay Cycle(s) 08/31/2020 To 08/31/2020 - WSECU
						68,965.04	001 General Fund
						4,755.92	101 Street
						16,996.62	401 Water Fund
						15,943.65	402 Sewer Fund
						106,661.23	Payroll: 106,661.23

WE, the members of the City Council of the City of Connell, Washington, DO HEREBY certify that the merchandise or services listed above have been received and that the above listed vouchers and the related checks have been reviewed and approved for payment by the City of Connell Council. DATED this _____ day of _____ 20__.

ATTEST:

Councilmember

Councilmember

Mayor

Finance Director

CHECK REGISTER

City Of Connell
MCAG #: 0286

09/15/2020 To: 09/18/2020

Time: 16:32:27 Date: 09/17/2020
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2993	09/15/2020	Payroll	7	EFT		1,191.27	
2994	09/15/2020	Payroll	7	EFT		2,195.66	
2995	09/15/2020	Payroll	7	EFT		1,815.35	
2996	09/15/2020	Payroll	7	EFT		160.94	
2997	09/15/2020	Payroll	7	EFT		549.86	
2999	09/15/2020	Payroll	7	EFT		1,837.89	
3000	09/15/2020	Payroll	7	EFT		1,359.65	
3001	09/15/2020	Payroll	7	EFT		174.44	
3003	09/15/2020	Payroll	7	EFT		1,812.83	
3005	09/15/2020	Payroll	7	EFT		160.94	
3006	09/15/2020	Payroll	7	EFT		1,305.46	
3007	09/15/2020	Payroll	7	EFT		917.20	
3008	09/15/2020	Payroll	7	EFT		2,502.51	
3009	09/15/2020	Payroll	7	EFT		160.94	
3011	09/15/2020	Payroll	7	EFT		1,692.46	
3012	09/15/2020	Payroll	7	EFT		1,635.71	
3013	09/15/2020	Payroll	7	EFT		2,131.23	
3014	09/15/2020	Payroll	7	EFT		917.20	
3015	09/15/2020	Payroll	7	EFT		160.94	
3016	09/15/2020	Payroll	7	EFT		1,874.98	
3017	09/15/2020	Payroll	7	EFT		841.28	
3018	09/15/2020	Payroll	7	EFT		2,595.52	
3019	09/15/2020	Payroll	7	EFT		1,761.05	
3020	09/15/2020	Payroll	7	EFT		1,447.17	
3022	09/15/2020	Payroll	7	EFT		2,106.16	
3023	09/15/2020	Payroll	7	EFT		2,710.99	
3024	09/15/2020	Payroll	7	EFT		1,206.46	
3025	09/15/2020	Payroll	7	EFT		1,683.99	
3026	09/15/2020	Payroll	7	EFT		2,679.64	
3027	09/15/2020	Payroll	7	EFT		160.94	
3028	09/15/2020	Payroll	7	EFT		2,349.13	
3029	09/18/2020	Payroll	7	EFT	Community First Bank	15,238.95	941 Deposit for Pay Cycle(s) 09/15/2020 - 09/15/2020
3030	09/18/2020	Payroll	7	EFT	Department Of Retirement	10,063.33	Pay Cycle(s) 09/15/2020 To 09/15/2020 - PERS 2; Pay Cycle(s) 09/15/2020 To 09/15/2020 - LEOFF 2; Pay Cycle(s) 09/15/2020 To 09/15/2020 - Deferred Comp; Pay Cycle(s) 09/15/2020 To 09/15/2020 - PERS 3
3031	09/18/2020	Payroll	7	EFT	MT457-306685	200.00	Pay Cycle(s) 09/15/2020 To 09/15/2020 - ICMA-457
2992	09/15/2020	Payroll	7	40559		73.45	
2998	09/15/2020	Payroll	7	40560		428.44	
3002	09/15/2020	Payroll	7	40561		473.12	
3004	09/15/2020	Payroll	7	40562		289.44	
3010	09/15/2020	Payroll	7	40563		419.29	
3021	09/15/2020	Payroll	7	40564		541.77	
3032	09/18/2020	Payroll	7	40565	WSECU	500.00	Pay Cycle(s) 09/15/2020 To 09/15/2020 - WSECU
						47,301.03	001 General Fund
						4,827.61	101 Street
						10,615.31	401 Water Fund
						9,583.63	402 Sewer Fund

72,327.58 Payroll: 72,327.58



MEMORANDUM

DATE: SEPTEMBER 21, 2020
TO: MAYOR AND COUNCILMEMBERS
FROM: MARISSA ORTIZ, CITY CLERK
RE: 2021 BUDGET TIMELINE DISCUSSION

Once again it is time to plan for the next fiscal year budget.

Attached is a timeline for the City of Connell 2021 budget preparation and adoption. I have also attached MRSC's compliance timeline calendar for your review.

The 2021 budget has been created in the city's software; each department head has begun working on their proposed budget.



Memo

To: Mayor, Council, City Administrator, and Department Heads

From: Marissa Ortiz, City Clerk

Date: September 1, 2020

Re: Budget Dates for **FY 2021 Budget**

Please take note of the budget dates for developing the 2021 FY Budget. This proposed schedule and dates may be changed if needed, but for now please consider them as prescribed. The dates proposed either meet or exceed the state requirements for meeting deadlines for adoption of the next fiscal year budget. If you have questions or concerns, please let me know. The dates are as follows:

RCW 35A.33.030 **September 14th** - Request by City Clerk to all department heads to prepare detailed estimates of revenues and expenditures for next fiscal year budget. (Must be done by or before second Monday in September)

RCW35A.33.030 **September 28th** - Estimates are to be filed with City Clerk. (Within 14 days of the receipt of request for budget estimates)

RCW 35A.33.050 **October 1st** - Proposed preliminary budget presented to City Administrator. (On or before the first business day in the October)

RCW 35A.33.052 **October 5th** - City Administrator presents preliminary budget & provides update on current revenues to city council.

RCW 35A.33.135

October 5th - Send notice to Graphic for public hearing to be published on **Oct 8th**.

October 8th - Published notice of public hearing to be held **October 19th** for revenue sources and property taxes.

October 19th - **Public Hearing** on revenue sources and property taxes.

October 19th – Send notice to Graphic for public hearing on preliminary budget to be published on **October 22nd & October 29th**.

RCW 35A.33.055 **October 30th** - City Administrator *prepares* preliminary budget with budget message and files with the city legislative and clerks' office. (On or by Nov 2nd)

RCW 35A.33.060 **November 2nd** - Send notice to Graphic of filing of preliminary budget and hearing for final budget for **November 16th** to be published **Nov 5th & Nov 12th**.

November 2nd - **Public Hearing** on Preliminary Budget

November 3rd or November 17th – Adoption of Property tax levies by Ordinance if not done by October 15. (Must be adopted prior to November 30th)

November 5th & Nov 12th - Published notice of public hearing to be held **November 16th** for Final Budget.

RCW 35A.33.070 **November 16th** - **Final Public Hearing** on proposed budget. By first Monday of December (Dec 7) and may be continued up to 25 days prior to next fiscal year, (Dec.7)

November 20th – Copies of proposed (preliminary) budget made available to the public. (Nov 20 – Six weeks before next fiscal year)

RCW 35A.33.075 **November 16th or December 7th** - Adoption of final budget by ordinance and publication. (Must be adopted prior to beginning of next fiscal year)

After budget adoption – Copy of final budget to be transmitted to the State Auditor's Office & MRSC.

2021 Budget Calendar for Cities and Towns

The annual budget preparation procedures and deadlines for cities are found in [chapter 35A.33 RCW](#) (code cities) and [chapter 35.33 RCW](#) (all other cities and towns except Seattle) and outlined below.

The pre-budget items listed below are recommendations only and are not required by statute. The rest of the items are statutory deadlines only – cities and towns can take these steps earlier than listed or adopt different deadlines for some of these steps by ordinance or charter.

We recommend that each city and town develop a timeline that best meets its needs, assures compliance with the statutes, and provides sufficient time to prepare this vital plan.

For recent examples of budget preparation calendars created by cities and towns, as well as a downloadable calendar that will load all of this information directly into your Outlook calendar, see our webpage [2021 Budget Calendar for Cities and Towns](#).

For a detailed explanation of the budget requirements, as well as some helpful practice tips, see our webpage [Budget Preparation Procedures for Cities and Towns](#).

<p>March– August</p>	<p>Pre-Budget Items Council retreat Update and/or adopt financial policies Public hearings for capital facility plan updates Public forums or community outreach (ex: community priorities) Mayor/Manager communicates budget objectives to staff</p>
<p>September</p>	<p>Sept 14 Budget request to all department heads. Sept 14–27 Department heads prepare estimates of revenues and expenditures. Clerk prepares estimates for debt service and all other estimates. Sept 25 Implicit price deflator calculated (only applies to cities of 10,000+ population) Sept 28 Budget estimates from department heads filed with clerk</p>
<p>October</p>	<p>Oct 1 Clerk provides estimates filed by department heads to Mayor/Manager showing complete financial program. Oct 5 Mayor/Manager provides Council with estimates of revenues from all sources including estimates prepared by clerk for consideration of setting property tax levy. Mid-October to Mid-November (suggested) Public hearing on revenue sources including possible increases in property tax.</p>
<p>November</p>	<p>Nov 2 Mayor/Manager prepares preliminary budget and budget message. Files with clerk and council. Nov 1–18 Publication notice of preliminary budget and final hearing. Nov 1–25 Public hearing(s) on preliminary budget. Public hearing on revenue sources for levy setting. Nov 20 Copies of budget available to public Nov 30 Property tax levies set by ordinance and filed with the County</p>
<p>December</p>	<p>Dec 7 Final budget hearing Dec 31 Budget adoption</p>

MEMORANDUM

DATE: SEPTEMBER 21, 2020
TO: MAYOR AND COUNCILMEMBERS
FROM: MARIA PEÑA, CITY ADMINISTRATOR
RE: RED WAGGIN' RESCUE AGREEMENT RENEWAL

Attached for your review and approval is the renewal for the Red Waggin' Rescue Agreement. Red Waggin' provides placement of impounded dogs after the required 72-hour hold. There is a change from the previous 2-year agreement regarding the length of the agreement.

Carrie from Red Waggin' Rescue has requested that the agreement be ongoing and only be updated when needed. She has made no request to update any of the fees or any other terms.

The following has been stricken from the agreement:

~~This Agreement is for a term of two (2) years commencing on the first day of August, 2016, on the following terms and conditions:~~

The following has been included:

The term of this contract will commence on date signed by both parties and shall continue in its fullness and effect until terminated. Either party, by giving 30 days' written notice to the other party, may terminate this contract.

This agreement has been reviewed by Attorney Hultgrenn as well as by Carrie Adams of Red Waggin' Rescue.

RECOMMENDATION: Council move to authorize the Mayor to sign the renewal agreement with Red Waggin' Rescue.

AGREEMENT

THIS AGREEMENT made this _____ day of _____, ~~2016~~ 2020, by and between the CITY OF CONNELL, a municipal corporation of the State of Washington, hereinafter referred to as "City", and the RED WAGGIN' RESCUE, a Washington non-profit corporation, hereinafter referred to as "Contractor",

WITNESSETH:

For and in consideration of the covenants to be performed by the Contractor, City hereby agrees to allow the Contractor access and nonexclusive use of the property known as 990 South Fifth Avenue, Connell, Washington, (the "Premises").

~~This Agreement is for a term of two (2) years commencing on the first day of August, 2016, on the following terms and conditions:~~

The term of this contract will commence on date signed by both parties and shall continue in its fullness and effect until terminated. Either party, by giving 30 days' written notice to the other party, may terminate this contract.

Contractor and City acknowledge that Contractor is using the Premises to provide the service here described. Contractor is not the exclusive occupant of the Premises.

City may access the Premises at any time, and use the Premises for any use that does not interfere with Contractor's access and use in carrying out its obligations under this Agreement.

Contractor agrees to provide all care of the dogs brought to the Premises as described below. Contractor also agrees to be responsible to maintain the Premises in a clean, presentable, and sanitary condition as described below.

Contractor is familiar with the Premises and does not rely on any representation made by City as to its condition. The following responsibilities will be assumed by each party.

City:

- Will provide for casualty insurance for the Premises.
- Will pay Contractor \$100.00 for every dog that remains on the Premises for more than seventy-two (72) hours.
- Will provide a 50 lb bag of dog food per month.
- Will pay up to \$ 2,000 per calendar year for emergency veterinary medical services for injured dogs brought to the premises that are still within the City's 72 hour impoundment period as authorized by the Chief of Police and as deemed necessary by Contractor with confirmation by a veterinarian.

Contractor:

- Will volunteer to keep Premises in clean, presentable, and sanitary condition.
- Will volunteer to help the facility not to be overcrowded.
- Will volunteer to help dogs taken to the facility, including by any third party or an employee of the Contractor, upon arrival. This includes food, water, and shelter.
- Will be responsible to care for and dispose of dogs that remain on the Premises for more than seventy-two hours. Disposal is intended to be by adoption, but could include other methods in rare circumstances.

Contractor's use of the Premises shall be to volunteer its services to help the City operate its' kennel, and to dispose of (i.e., adopt out) dogs for the referenced \$ 100.00 fee, and shall not have a predominant commercial purpose associated with its use.

Contractor in utilizing the Premises shall comply with all state and federal laws and City ordinances affecting the occupancy and use of the Premises, and shall never use the Premises for any illegal or immoral purposes, or do or suffer any act which might increase a fire hazard or increase premiums for fire insurance, or make any insurance void or voidable.

In the event a dog gets picked up by its owner within seventy-two (72) hours of being at the Premises, any costs and fees collected from the owner will be paid to the City. If the City determines that there is not sufficient capacity on the Premises to accept an animal, then the City may hold the animal and/or dispose of it elsewhere. The Contractor shall bill the City on a monthly basis with an invoice that identifies each animal. The City will remit payment within thirty (30) days of receipt of invoice.

Each party hereto agrees to indemnify and save the other harmless against and from any and all claims by or on behalf of person or persons, firm or firms, corporation or corporations arising from the negligent conduct or omission of its employees, volunteers and agents. Said indemnification to include costs, attorney fees, and other expenses associated with the defense of any such claim.

City shall provide fire insurance upon the building located upon the Premises. Loss payee under said policy shall be the City of Connell. Contractor shall be responsible to insure the Contractor's property kept on the Premises.

In the event the Premises are partially or totally destroyed by fire or other casualty, this Agreement shall terminate.

The rights hereby granted to Contractor are personal. They shall not be subject to involuntary transfer by execution, bankruptcy or operation of law.

Contractor shall have no right to assign the Agreement or any interest therein, or permit management or operation of all or any part of the activities of Contractor on the Premises by another without first obtaining written consent of the City, which City may withhold in its sole discretion. On any such approved assignment or subletting, Contractor, and every person claiming under this Agreement, shall be and remain

liable for the performance of all its obligations. On any alleged violation or attempted violation of these provisions, at the option of City, this Agreement may be declared in default.

One or more waivers of any breach of covenants or conditions by City shall not be construed as a waiver of any subsequent breach of the same covenant or condition. Contractor shall permit no refuse to accumulate upon or damage to the Premises arising out of its use of the Premises. Contractor will take reasonable care to not damage the Premises, and as part of its volunteer efforts, will endeavor to improve the Premises.

Upon any default by either party under any condition or provision of this Agreement, or for no reason whatsoever, either party, after thirty (30) days written notice, may declare the Agreement terminated. Should any action be commenced to enforce any of the terms of this Agreement, to cancel this Agreement or should any claim under this Agreement be placed in the hands of an attorney for enforcement, the successful party shall be entitled to a reasonable sum for attorney fees, in addition to statutory costs. Any such action shall be commenced and maintained in Franklin County, Washington.

Time is of the essence of each and every provision herein.

If the Premises are at any time taken by condemnation or by sale to the Federal, State or Municipal Government, or any agency having the right of eminent domain, this Agreement may be cancelled upon thirty (30) days written notice addressed to Contractor.

All notices from one party to the Agreement to the other party must be sent by certified mail addressed to the party at the address stated below.

IN WITNESS HEREOF, the parties have hereunto set their hands the day and year first above-written.

CITY OF CONNELL ADDRESS:

P.O. Box 1200
Connell, WA 99326

BY: _____
TITLE: _____

CONTRACTOR ADDRESS:

RED WAGGIN' RESCUE
Red Waggin' Rescue
dba Connell Pet Rescue
P.O. Box 236
Connell, WA 99326

BY: _____
TITLE: _____



MEMORANDUM

DATE: SEPTEMBER 21, 2020
TO: MAYOR AND COUNCILMEMBERS
FROM: MARIA PEÑA, CITY ADMINISTRATOR
RE: REQUEST FOR PROPOSALS FOR SOLAR PROJECT

Attached for your review and approval is the request for proposal from Apollo for the solar project at Well 8. In August, the City issued an RFP requesting qualification and proposals from energy services providers licensed in the State of Washington for the purpose of implementing a solar project. As you may recall we have already been working with Apollo on an energy savings project.

The goal of this project is to reduce the energy consumption at Well 8 through the installation of a photovoltaic solar array (solar panels).

Here are some of the specifics of the proposal:

Total Cost of a 100kW solar array: \$419,845
Total Grant Impact: \$354,595
Out of Pocket for the City of Connell: \$65,250
Annual Savings: \$7,671
Payback: 8.5 years

Recommendation: Council move to approve the proposal submitted by Apollo and request staff issue a notice to proceed.



MEMORANDUM

DATE: SEPTEMBER 21, 2020
TO: MAYOR AND COUNCILMEMBERS
FROM: GENESIS BERNAL, CITY TREASURER
RE: AMENDMENT- CORONAVIRUS RELIEF FUND FOR LOCAL GOVERNMENT

Washington State Department of Commerce notified us on 9/16/2020 that they were amending our contract for CARES funding. The amendment is an increase of \$82,500.00 from the original contract amount of \$165,000.00. The current contract is now \$247,500.00.

The contract end date has been extended from October 31, 2020 to November 30, 2020. Final reimbursement requests must be received by December 15, 2020.

Recommendation: Council move to authorize the contract amendment not to exceed \$247,500.00 for reimbursable expenses for the Coronavirus Relief Fund for Local Government.



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

September 8, 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 August:

- 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.
 - Monitoring revenue loss due to COVID-19
- Participated in training with ClearGov for their transparency platform.
- Worked on Telecommunications Franchise Agreement.
- RFP's went out from the Solar project at Well 8.
- 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.
- Port of Pasco awarded the Visitors Center project to S&K, work on the facility began late August.
- Participated in meeting for the EcSA (Economic Security for All) program.
- Opened our pool August 13th!
- Advertised for an Accounting Clerk – Ivan is now working for the City of Pasco, we wish him all the best!



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
Chris G. Turner, Chief of Police



August 2020 Department Report

275 Calls for Service

9-Vehicle Unlocks	13-Animal	15-Assists for other agencies	12-Field Contacts
6-Extra Patrol	2-Theft	1-MVA	5-Assault
10-Follow-up	4-Domestic	1-Warrants	1-Alarm
1-Lost/Found Property	3-Disturbances	2-Burglary	3-Loud Music/Noise
1-Hazard	16-Parking	8-Welfare Check	12-Suspicious
18-Citizen Assists	2-Recovered Stolen	4-Juvenile	6-Disabled Vehicle
6-Civil			

75-Traffic (4-Criminal Citations & 6-Infractions)

<u>Criminal</u>	<u>Infractions</u>
1-DWLS	1-No Insurance
1-Reckless Driving	4-Speeding
2-NVOL w/o ID	1-NVOL w/ID

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

- 8/3 Attended council meeting.
- 8/4 Attended teleconference with Benton Franklin Health.
- 8/5 Attended teleconference with Emergency Management.
- 8/10 Meeting with Teamsters.
- 8/12 Attended teleconference with Emergency Management.
- 8/17 SWAT Callout 300 block of N. Burke Ave.
- 8/18 Attended teleconference with Benton Franklin Health.
- 8/25 Attended teleconference with Benton Franklin Health.
- 8/26 Attended teleconference with Emergency Management.

FIRE DEPARTMENT CITY ADMINISTRATOR REPORT



DATE: August 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 August, 2020.

- Maintaining Social distancing as a top priority to sustain a healthy crew.
- Fire training's have resumed
- Start reconditioning process for 120v electric evacuation fan
- Perform minor maintenance on fire engines
- Received final approval for generator grant funds
- Attend multiple meeting's (Webinars)
- Paid Fire Dept. bills.
- Respond to several incidents

/s/ Ken Woffenden
Fire Chief/City of Connell



OFFICE OF THE CITY CLERK AND TREASURER

Marissa Ortiz, City Clerk

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August 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.
- Received 1 Public Record request for the month of August, continue to fulfill an in-progress request.
- 13 active business license applications submitted for August 2020.
- Accounting Clerk Alvarado continues to actively order supplies for prevention measures from COVID-19.
- The City pool officially opened for lap swim this month; staff obeyed all COVID-19 guidelines.
- Forwarded Department Head staff the budget dates timeline for developing the 2021 FY Budget.
- Connected to MRSC training webinar events.
- Staff joined and wished Ivan Barragan farewell; we wished him well on his new endeavors.
- Announced employment for a permanent full-time position of Accounting Clerk.
- City Staff remains working on addressing both the everyday operations during this health emergency and the future after the pandemic.



Connell Public Works

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July 2020

P.W. Director's Report

What's happening in Public Works:

- 8/3/20 City Council Meeting
- 8/4/20 Teleconference call with local decision makers
- 8/6/20 Teleconference TAC meeting
- 8/6/20 Met with possible developers on phase 2 of Oasis
- 8/11/20 Meeting with Les Savitch concerning property above the Elementary School
- 8/11/20 Teleconference call with local decision makers
- 8/12/20 Teleconference call with BFHD, CBHA, Lamb Weston, NFSD, City of Mesa and City of Kahlotus
- 8/13/20 Met with Apollo Solutions Group and had a walk through regarding well 8 solar project and community center HVAC upgrade
- 8/17/20 City Council Meeting
- 8/18/20 Teleconference call with local decision makers
- 8/19/20 Teleconference call with BFHD, CBHA, Lamb Weston, NFSD, City of Mesa and City of Kahlotus
- 8/24/20 Visitor center project started
- 8/25/20 Teleconference call with local decision makers
- 8/26/20 Teleconference call with BFHD, CBHA, Lamb Weston, NFSD, City of Mesa and City of Kahlotus
- 8/27/20 Lee and myself attended Zoom meeting with BCOG concerning the Transportation Improvement Plan
- Crew got the pool ready and open
- Water project on 5th and Franklin finished up minus some clean up and landscaping
- Public Works crew has continued doing a great job at keeping the cities "normal" operations running throughout this pandemic while being short staffed