

City of Prosser
CITY COUNCIL
REGULAR MEETING AGENDA
Council Chambers, 601 7th Street, Prosser WA 99350
Tuesday, January 27, 2015 at 7:00 P.M.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. CITIZEN PARTICIPATION
5. MAYOR AND CITY COUNCIL REPORTS AND COMMENTS
 - a) City Attorney Training Dollars
 - b) Benton County Historical Museum Project Update Presentation (*LeRoy Gant, Architect*)
 - c) Police Department 4th Quarter Report.....**Page 3**
6. CONSENT AGENDA
 - a) Approve Payment of Payroll Check Nos. 600296 through 600299 in the amount of \$3,108.08 and Direct Deposits in the Amount of \$14,783.40 for the Period Ending January 15, 2015..... **Page 13**
 - b) Approve Payment of Claim Checks Nos. 11815 through 11837 and 11840 through 11880, in the Amount of \$242,906.34 and Electronic Payments in the Amount of \$12,743.57, for the Period Ending January 27, 2015..... **Page 15**
 - c) Approve Payment of Washington Trust Bank Claim check Nos. 1058 through 1060, in the Amount of \$215,553.17 for the Period Ending January 15, 2015 **Page 25**
 - d) Approve Progress Bill No. 8 in the Amount of \$9,358.35 for Work Performed by HLA, Inc., through December 31, 2014, for Preliminary Engineering and Design on the Old Inland Empire Highway Improvements Project and Authorize the Mayor to Sign the Documents **Page 27**
 - e) Approve Drinking Water State Revolving Fund (DWSRF) Invoice Voucher Request No. 11 in the Amount of \$12,079.09 for the Zone 2.5 Water supply Improvements Project and Authorize the Mayor to Sign the Documents **Page 32**
 - f) Adopt Resolution 15-_____ Surplusing City of Prosser Property..... **Page 42**
 - g) Approve January 6, 2015 Meeting Minutes..... **Page 45**

The first Ordinance passed will be Ordinance 15-2923
The first Resolution passed will be Resolution 15-1474

7. COUNCIL ACTION

- a.) Approval of Claim Check..... Page 48**

RECOMMENDATION: Approve Payment of Claim Check Nos. 11838 through 11839 in the Amount of \$7,921.20 for the Period Ending January 27, 2015.

- b.) Approval of Interagency Amendment No. 1 with State of Washington Department of Enterprise Services and the City of Prosser Page 50**

RECOMMENDATION: Approve Interagency Amendment No. 1, to the Approved Interagency Agreement between the State of Washington Department of Enterprise Services and the City of Prosser, and Authorize the Mayor to Sign the Documents.

- c.) Approval of Department of Enterprise Services Authorization No. 2015-056 A (1) Page 62**

RECOMMENDATION: Approve Department of Enterprise Services Authorization No. 2015-056 A (1), Approving of the Appropriation of Funds for the Design and Implementation of Energy Consideration Measures, First Year Measurement and Verification, and Sales Tax, and Authorize the Mayor to Sign the Document.

- d.) Approval of Department of Enterprise Services ESCO Contract No. 2015-056 G (1-1)..... Page 67**

RECOMMENDATION: Approve of the Appropriation of Funds for Department of Enterprise Services ESCO Contract No. 2015-056 G (1-1), in the Amount of \$647,086.85, and Authorize the Mayor to Sign the Documents.

8. COUNCIL DISCUSSION

9. ADJOURNMENT

*The first Ordinance passed will be Ordinance 15-2923
The first Resolution passed will be Resolution 15-1474*



Prosser Police Department

601 7th Street (Mailing Address) • 1227 Bennett Ave (Physical Address) Prosser, Washington 99350
(509) 786-1500 • Fax (509) 786-2292 • www.cityofprosser.com • www.crimetips@prosserpd.org

QUARTERLY REPORT, FOURTH QUARTER 2014

Patrol

During the 4th quarter of 2014 calls for service/self initiated activity increased 11% from the 4th quarter of 2013, from 2,443 to 2,713. Below is a possible reason for the 4th quarter 2014 increase.

The 4th quarter of the year typically sees an increase in activity due to the holiday season.

During the 4th Quarter of 2014 two new police vehicles were received and are projected to be in full service by mid to end January.

Police Department Overtime

Department overtime costs for fiscal year 2014 indicate a 32% decrease over 2013. We saw a cost savings of \$29,026.94, even though we were short one full time officer position for the first three quarters of the year.

This translates into a decrease of 637.25 hours in overtime use over the fiscal year 2014 as compared to the fiscal year of 2013. A 27% decrease over 2013.

2014	2013	2014	2013
Hours of OT	Hours of OT	Cost for OT	Cost for OT
1,726.25	2,363.50	61,940.79	90,967.73

Staff Meetings

During the 4th quarter, supervisory staff meetings were conducted on October 31st, November 26th, and December 22nd.

Training

Department personnel logged 543 hours of training for fiscal year 2014. Each member met the mandatory 24 hour training requirement for the State.

During the 4th quarter of 2014:

Officers Buck, Hellyer, Ohler, Driscoll, Detective Cole, Sergeant Blackburn and Sergeant Montelongo all completed ACCESS re-certifications.

Detective Cole completed FST's (BAC) re-certification.

Officer Pottle attended "Handgun Instructors Course".

All sworn officers completed mandatory quarterly firearms qualifications.

Investigations

During the 4th quarter of 2014, clearance rate of Part I Offenses are as follows:

- Clearance rate for Part I Offenses investigated in the 4th quarter of 2013 is 32%. Out of 53 cases, 17 were cleared.
- Clearance rate for Part I Offenses investigated in the 4th quarter of 2014 is 47%. Out of 68 cases, 32 were cleared.

See attachments (A) and (B) for a comparison of clearance rates between 4th quarters of fiscal year 2013 and 2014.

Clearance rates are dictated by the type of crime and the resources available to follow up the crime. It is anticipated that once the department is fully staffed and fully operational, a full time detective will be put in place, which should increase clearance rates.

Part I Offenses 2014		Part I Offenses 2013	
Offense	Amount	Offense	Amount
Sex Offenses	0	Sex Offenses	3
Assaults/Harassment	10	Assaults/Harassment	8
Burglary	12	Burglary	4
Larceny-Theft	19	Larceny-Theft	20
Arson	0	Arson	0
Motor Vehicle Theft	3	Motor Vehicle Theft	2
Counterfeiting/Forgery	0	Counterfeiting/Forgery	0
Fraud	1	Fraud	1
Stolen Property	1	Stolen Property	0
Destruction/Damage/Vandalism of Property	10	Destruction/Damage/Vandalism of Property	9
Drug Offenses	11	Drug Offenses	6
Violation of No Contract Order	1	Violation of No Contact Order	0
Weapons Offense	0	Weapons Offense	0
TOTAL PART I OFFENSES	68	TOTAL PART I OFFENSES	53
Part II Offenses	37	Part II Offenses	36
COMBINED TOTAL OFFENSES	105	COMBINED TOTAL OFFENSES	89

Chart shows the number of offenses. Cases can have multiple offenses which is why there is a difference between the number of cases and the number of offenses.

Reserve Officers

- Prosser Police Reserves contributed approximately 122 hours during the 4th quarter 2014.

P-40		P-41		P-42	
Dates Worked	Hours Worked	Dates Worked	Hours Worked	Dates Worked	Hours Worked
10/16	5	10/22	8	10/20	6.5
10/25	7	10/23	8	10/21	6.5
10/29	5.5	11/19	8	10/26	5.5
		11/20	8	11/13	7
		12/4	8	11/17	6
		12/23	8	11/18	5
				11/25	2
				12/18	1.75
				12/19	16
TOTAL	17.5	TOTAL	48		56.25

Traffic Infractions

- During the 4th quarter of 2014 the Prosser PD conducted 871 self initiated traffic stops/traffic complaints. As a result, 277 traffic citations were issued, which resulted in a traffic citation being issued 32% of the time, or approximately 3 out of every 10 traffic infractions encountered by patrol officers resulted in a traffic citation being issued.
- **Infractions Written- 4th Quarter of 2014 indicates a 16% increase over 4th quarter of 2013.**

2014	2013
277	232

Burglar Alarm Responses

- During the 4th quarter of 2014 the Prosser PD responded to 44 total burglar alarms, all of which were found to be false alarms.

Subsequently, the Department issued seven (7) infraction letters to those locations that were in violation of Prosser Municipal Code 9.20 False Alarms.

Domestic Violence Incidents

- Increase in domestic violence (DV) related incidents in the fourth quarter of 2014 by 56% from 4 incidents in 2013 to 7 in 2014. This statistic does not include outside law enforcement requests for DV assists that the Prosser PD has provided.

Summary

As stated earlier, during the 4th quarter of 2014, calls for service have increased by 11% from the 4th quarter of 2013, 2,443 to 2,713. We are seeing an increase in Part I Crimes by 18%, and a decrease in part II crimes of 3%. Felony arrests are up by 78%.

- **Part 1 Crime, - 4th Quarter 2014/2013.**

2014	2013
68	53

- **Part II Crimes, - 4th Quarter 2014/2013.**

2014	2013
37	36

Part II Offenses consist of the following incidents

- Bad Checks
- Curfew/Loitering/Vagrancy
- Disorderly Conduct
- Driving Under the Influence
- Drunkenness
- Family Offenses
- Liquor Laws Violations
- Peeping Tom
- Runaway
- Trespass of Real Property
- All Other Offenses

Criminal Citations Written- 4th Quarter of 2014 indicates a 35% increase over 4th quarter of 2013.

2014	2013
77	50

Felony Arrests- 4th Quarter of 2014 indicates a 78% increase over 4th quarter of 2013.

2014	2013
31	7

Total Year End Summary 2013/2014

Total calls for service for the fiscal year 2013 and 2014 indicate a 9% increase.

2014	2013
10,960	10,053

Total Part I Crimes for fiscal year 2013 and 2014 indicate a 7% increase.

2014	2013
297	275

Total Part II Crimes for fiscal year 2013 and 2014 indicate a 15% decrease.

2014	2013
98	115

Total infractions written for fiscal year 2013 and 2014 indicate a 38% increase in infractions written for 2014.

2014	2013
1131	705

Total criminal citations written for fiscal year 2013 and 2014 indicate a 7% increase in criminal citations written for 2014.

2014	2013
254	237

Total felony arrests for fiscal year 2013 and 2014 indicate a 59% increase in felony arrests for 2014.

2014	2013
65	27

Prosser PD - Summary of Offense
For 10/01/2014 through 12/31/2014

NIBRS Offenses	Attempt	Complete	Total	Arrest	Exception	Total Clear	Percent Cleared
Murder and Non-Negligent Manslaughter	0	0	0	0	0	0	0.00 %
Forcible Sex Offenses	0	0	0	0	0	0	0.00 %
Forcible Rape	0	0	0	0	0	0	0.00 %
Forcible Sodomy	0	0	0	0	0	0	0.00 %
Sexual Assault With Object	0	0	0	0	0	0	0.00 %
Forcible Fondling	0	0	0	0	0	0	0.00 %
Robbery	0	1	1	0	0	0	0.00 %
Aggravated Assault	0	0	0	0	0	0	0.00 %
Simple Assault	0	8	8	7	0	7	87.5%
Intimidation	0	2	2	0	0	0	0.00 %
Non-Forcible Sex Offenses	0	0	0	0	0	0	0.00 %
Incest	0	0	0	0	0	0	0.00 %
Statutory Rape	0	0	0	0	0	0	0.00 %
Kidnapping	0	0	0	0	0	0	0.00 %
Human Trafficking	0	0	0	0	0	0	0.00 %
Human Trafficking - Commercial Sex Acts	0	0	0	0	0	0	0.00 %
Human Trafficking - Involuntary Servitude	0	0	0	0	0	0	0.00 %
Burglary/Breaking And Entering	1	11	12	6	0	6	50.00 %
Arson	0	0	0	0	0	0	0.00 %
Larceny	1	18	19	1	0	1	5.3%
Pocket-Picking	0	0	0	0	0	0	0.00 %
Purse-Snatching	0	0	0	0	0	0	0.00 %
Shoplifting	0	1	1	0	0	0	0.00%
Theft From Building	0	4	4	0	0	0	0.00%
Theft From Coin-Operated Machine or Device	0	0	0	0	0	0	0.00 %
Theft From Motor Vehicles	1	5	6	0	0	0	0.00%
Theft From Motor Vehicles Parts/ Accessories	0	0	0	0	0	0	0.00 %
All Other Larceny	0	12	12	1	0	1	8.33%
Motor Vehicle Theft	0	3	3	2	0	2	66.67 %
Extortion/Blackmail	0	0	0	0	0	0	0.00 %
Counterfeiting/Forgery	0	0	0	0	0	0	0.00 %
Fraud	0	1	1	1	0	1	100.00 %
False Pretenses/Swindle/Confidence Game	0	1	1	1	0	1	100.00 %
Credit Card/Auto Teller Machine Fraud	0	0	0	0	0	0	0.00 %
Impersonation	0	0	0	0	0	0	0.00 %
Welfare Fraud	0	0	0	0	0	0	0.00 %
Wire fraud	0	0	0	0	0	0	0.00 %
Embezzlement	0	0	0	0	0	0	0.00 %
Stolen Property Offenses	0	1	1	0	0	0	0.00 %
Destruction/Damage/Vandalism of Property	0	10	10	3	0	3	30.00%
Drug/Narcotic Offenses	0	11	11	11	0	11	100.00%
Drug/Narcotic Violations	0	11	11	11	0	11	100.00%
Drug Equipment Violations	0	6	6	6	0	6	100.00%
Pornography/Obscene Material	0	0	0	0	0	0	0.00 %
Gambling Offenses	0	0	0	0	0	0	0.00 %

Prostitution Offenses	0	0	0	0	0	0	0.00 %
Prostitution	0	0	0	0	0	0	0.00 %
Assist or Promote Prostitution	0	0	0	0	0	0	0.00 %
Purchasing Prostitution	0	0	0	0	0	0	0.00 %
Violation of No Contact Order	0	1	1	1	0	1	100.00 %
Bribery	0	0	0	0	0	0	0.00 %
Weapon Law Violations	0	0	0	0	0	0	0.00 %

Prosser PD - Summary of Offense

For 10/01/2013 through 12/31/2013

NIBRS Offenses	Attempt	Complete	Total	Arrest	Exception	Total Clear	Percent Cleared
Murder and Non-Negligent Manslaughter	0	0	0	0	0	0	0.00 %
Forcible Sex Offenses	0	3	3	2	0	2	66.66 %
Forcible Rape	0	1	1	1	0	1	100.00 %
Forcible Sodomy	0	0	0	0	0	0	0.00 %
Sexual Assault With Object	0	0	0	0	0	0	0.00 %
Forcible Fondling	0	2	2	1	0	1	50.00 %
Robbery	0	0	0	0	0	0	0.00 %
Aggravated Assault	0	2	2	1	0	1	50.00%
Simple Assault	0	5	5	5	0	5	100.00%
Intimidation	0	1	1	0	0	0	0.00 %
Non-Forcible Sex Offenses	0	0	0	0	0	0	0.00 %
Incest	0	0	0	0	0	0	0.00 %
Statutory Rape	0	0	0	0	0	0	0.00 %
Kidnapping	0	0	0	0	0	0	0.00 %
Human Trafficking	0	0	0	0	0	0	0.00 %
Human Trafficking - Commercial Sex Acts	0	0	0	0	0	0	0.00 %
Human Trafficking - Involuntary Servitude	0	0	0	0	0	0	0.00 %
Burglary/Breaking And Entering	0	4	4	1	0	1	25.00%
Arson	0	0	0	0	0	0	0.00%
Larceny	0	20	20	1	0	0	5.00%
Pocket-Picking	0	0	0	0	0	0	0.00 %
Purse-Snatching	0	0	0	0	0	0	0.00 %
Shoplifting	0	2	2	0	0	0	0.00%
Theft From Building	0	3	3	1	0	0	33.33%
Theft From Coin-Operated Machine or Device	0	0	0	0	0	0	0.00 %
Theft From Motor Vehicles	0	5	5	0	0	0	0.00%
Theft From Motor Vehicles Parts/ Accessories	0	2	2	0	0	0	0.00%
All Other Larceny	0	8	8	0	0	0	0.00%
Motor Vehicle Theft	0	2	2	0	0	0	0.00%
Extortion/Blackmail	0	0	0	0	0	0	0.00 %
Counterfeiting/Forgery	0	0	0	0	0	0	0.00 %
Fraud	0	1	1	0	0	0	0.00%
False Pretenses/Swindle/Confidence Game	0	0	0	0	0	0	0.00%
Credit Card/Auto Teller Machine Fraud	0	1	1	0	0	0	0.00 %
Impersonation	0	0	0	0	0	0	0.00%
Welfare Fraud	0	0	0	0	0	0	0.00 %
Wire fraud	0	0	0	0	0	0	0.00 %
Embezzlement	0	0	0	0	0	0	0.00 %
Stolen Property Offenses	0	0	0	0	0	0	0.00 %
Destruction/Damage/Vandalism of Property	0	9	9	2	0	2	22.22%
Drug/Narcotic Offenses	0	6	6	6	0	6	100.00%
Drug/Narcotic Violations	0	5	5	5	0	5	100.00%
Drug Equipment Violations	0	1	1	1	0	1	100.00%
Pornography/Obscene Material	0	0	0	0	0	0	0.00 %
Gambling Offenses	0	0	0	0	0	0	0.00 %

Prostitution Offenses	0	0	0	0	0	0	0.00 %
Prostitution	0	0	0	0	0	0	0.00 %
Assist or Promote Prostitution	0	0	0	0	0	0	0.00 %
Purchasing Prostitution	0	0	0	0	0	0	0.00 %
Violation of No Contact Order	0	0	0	0	0	0	0.00 %
Bribery	0	0	0	0	0	0	0.00 %
Weapon Law Violations	0	0	0	0	0	0	0.00 %

CITY OF PROSSER, WASHINGTON

AGENDA BILL

Agenda Title: Approve payment of payroll check nos. 600296 through 600299 in the amount of \$3,108.08 and direct deposits in the amount of \$14,783.40 for the period ending January 15, 2015

Meeting Date:
January 27, 2015
Regular Meeting

Department:
Finance

Director:
Regina Mauras

Contact Person:
Toni Yost

Phone Number:
(509) 786-2332

Cost of Proposal:
\$17,891.48

Account Number:
Various

Amount Budgeted:
Various amounts in salaries, wages, and benefits.

Name and Fund#
Various

Reviewed by Finance Department:

RM

Attachments to Agenda Packet Item:

1. Payroll Check Register

Summary Statement:

Payroll check nos. 600296 through 600299 in the amount of \$3,108.08 and direct deposits in the amount of \$14,783.40 for the period ending January 15, 2015

Consistent with or Comparison to:

EXISTING ADOPTED OR PREVIOUS PLANS, POLICIES OR ACTIONS TAKEN BY THE COUNCIL

Recommended City Council Action/Suggested Motion:

Approve payment payroll check nos. 600296 through 600299 in the amount of \$3,108.08 and direct deposits in the amount of \$14,783.40 for the period ending January 15, 2015

Reviewed by Department

Director:

Regina Mauras

Date: 1-22-2015

Today's Date:

January 21, 2015

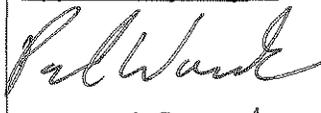
Reviewed by City Attorney:

N/A

Date:

Revision Number/Date:

Approved by Mayor:



Date: 1-22-15

File Name and Path:

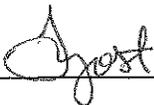
CHECK REGISTER

City Of Prosser
MCAG #: 0205

01/15/2015 To: 01/15/2015

Time: 16:01:16 Date: 01/21/2015
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
323	01/15/2015	Payroll	1	EFT		138.52	January Draws 15
324	01/15/2015	Payroll	1	EFT		858.95	January Draws 15
325	01/15/2015	Payroll	1	EFT		1,015.85	January Draws 15
326	01/15/2015	Payroll	1	EFT		554.10	January Draws 15
327	01/15/2015	Payroll	1	EFT		1,617.98	January Draws 15
328	01/15/2015	Payroll	1	EFT		642.90	January Draws 15
330	01/15/2015	Payroll	1	EFT		2,048.32	January Draws 15
334	01/15/2015	Payroll	1	EFT		554.10	January Draws 15
335	01/15/2015	Payroll	1	EFT		646.45	January Draws 15
336	01/15/2015	Payroll	1	EFT		1,371.50	January Draws 15
337	01/15/2015	Payroll	1	EFT		689.22	January Draws 15
338	01/15/2015	Payroll	1	EFT		1,937.50	January Draws 15
339	01/15/2015	Payroll	1	EFT		1,556.82	January Draws 15
340	01/15/2015	Payroll	1	EFT		1,151.19	January Draws 15
329	01/15/2015	Payroll	1	600296		704.63	January Draws 15
331	01/15/2015	Payroll	1	600297		411.75	January Draws 15
332	01/15/2015	Payroll	1	600298		1,385.25	January Draws 15
333	01/15/2015	Payroll	1	600299		606.45	January Draws 15
						12,936.92	
						3,665.21	
						1,289.35	
						17,891.48	Payroll:
							17,891.48



Signature

1/14/15

Date

CITY OF PROSSER, WASHINGTON
AGENDA BILL

Agenda Title: Approve payment of claim check nos. 11815 through 11837 and 11840 through 11880, in the amount of \$242,906.34 and Electronic Payments in the amount of \$12,743.57 for the period ending January 27, 2015.

Meeting Date:
January 27, 2015
Regular Meeting

Department:
Finance

Director:
Regina Mauras

Contact Person:
Toni Yost

Phone Number:
(509) 786-2332

Cost of Proposal:
\$255,649.91

Account Number:
See Attached

Amount Budgeted:
See 2014 and 2015 budget for each item listed.

Name and Fund#
See Attached

Reviewed by Finance Department:

RM

Attachments to Agenda Packet Item:

Check Register # 11815 through 11837 and 11840 through 11880

Summary Statement:

Check Payments	Amount	Check Payments	Amount
11815 through 11837	\$175,070.66		
11840 through 11880	\$67,835.68		
Electronic Payments	Amount		
IRS Federal Taxes	\$4,536.33		
WA Trust Bank	\$8,207.24		

Consistent with or Comparison to:

City's policy to pay bills in a timely manner.

Recommended City Council Action/Suggested Motion:

Approve payment of check nos. 11815 through 11837 and 11840 through 11880, in the amount of \$242,906.34 and Electronic Payments in the amount of \$12,743.57 for the period ending January 27, 2015

Reviewed by Department

Director: *Regina Mauras*
Date:

Reviewed by City Attorney:

Date: N/A

Approved by Mayor:

[Signature]
Date: *1-22-15*

Today's Date:
January 22, 2015

Revision Number/Date:

File Name and Path:

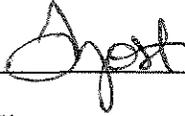
CHECK REGISTER

City Of Prosser
MCAG #: 0205

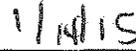
01/15/2015 To: 01/15/2015

Time: 07:57:50 Date: 01/14/2015
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
350	01/15/2015	Payroll	1	EFT	Irs Federal Taxes	4,536.33	01/15/2015 Draw Taxes
		001 General Fund				2,493.64	
		403 Water Fund				1,071.39	
		407 Sewer Fund				971.30	
						<u>4,536.33</u>	Payroll: 4,536.33



Signature



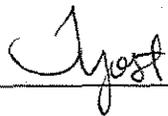
Date

2014

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
432	01/20/2015	Claims	1	11815	Abadan Inc	409.03	Annex Copy Machine Maintenance; Front Desk Copy Machine Maintenance
					001 - 514 23 48 000 - Repairs & Maintenance	350.67	Annex Copy Machine Maintenance
					001 - 514 23 48 000 - Repairs & Maintenance	39.81	Front Desk Copy Machine Maintenance
					403 - 534 80 48 000 - Repairs & Maintenance	1.88	Annex Copy Machine Maintenance
					403 - 534 80 48 000 - Repairs & Maintenance	2.68	Front Desk Copy Machine Maintenance
					407 - 535 80 48 000 - Repairs & Maintenance	1.88	Annex Copy Machine Maintenance
					407 - 535 80 48 000 - Repairs & Maintenance	2.68	Front Desk Copy Machine Maintenance
					448 - 537 80 48 000 - Repairs & Maintenance	1.88	Annex Copy Machine Maintenance
					448 - 537 80 48 000 - Repairs & Maintenance	2.68	Front Desk Copy Machine Maintenance
					403 - 539 20 48 000 - Repairs & Maintenance	1.87	Annex Copy Machine Maintenance
					403 - 539 20 48 000 - Repairs & Maintenance	2.67	Front Desk Copy Machine Maintenance
					102 - 542 90 48 000 - Repairs & Maintenance	0.32	Annex Copy Machine Maintenance
					102 - 542 90 48 000 - Repairs & Maintenance	0.01	Front Desk Copy Machine Maintenance
433	01/20/2015	Claims	1	11816	Benton Co Sheriff	110.58	Medical Supplies Cost Recovery-September; Medical Supplies Cost Recovery-October
					001 - 523 60 51 000 - Intergov't Professional Servic	3.65	Medical Supplies Cost Recovery-September
					001 - 523 60 51 000 - Intergov't Professional Servic	106.93	Medical Supplies Cost Recovery-October
434	01/20/2015	Claims	1	11817	Benton Franklin Dist Health	192.00	Drinking Water Bacteria
					403 - 534 80 41 000 - Professional Services	192.00	Drinking Water Bacteria
435	01/20/2015	Claims	1	11818	Benton PUD	33,525.61	Electric Bill; Electirc Bill-WCR
					001 - 518 31 47 000 - Public Utility Services	1,113.93	Electric Bill
					403 - 534 80 47 000 - Public Utility Services	13,983.50	Electric Bill
					407 - 535 80 47 000 - Public Utility Services	11,212.66	Electric Bill
					403 - 539 20 47 000 - Public Utility Services	69.39	Electric Bill
					102 - 542 63 47 000 - Public Utility Services	3,886.50	Electric Bill
					102 - 542 63 47 000 - Public Utility Services	844.66	Electirc Bill-WCR
					102 - 542 90 47 000 - Public Utility Services	522.61	Electric Bill
					001 - 569 21 47 000 - Public Utility Services	587.64	Electric Bill
					001 - 572 50 47 000 - Public Utility Services	213.70	Electric Bill
					001 - 572 50 47 000 - Public Utility Services	920.77	Electric Bill
					001 - 576 80 47 000 - Public Utility Services	170.25	Electric Bill
436	01/20/2015	Claims	1	11819	Bleyhl Farm Service Gas	3,880.61	Police Fuel Charges; Waste Water Fuel Charges; PW Fuel Charges
					001 - 521 20 32 000 - Fuel Consumed	2,127.30	Police Fuel Charges
					403 - 534 80 32 000 - Fuel Consumed	308.71	PW Fuel Charges
					407 - 535 80 32 000 - Fuel Consumed	518.44	Waste Water Fuel Charges
					403 - 539 20 32 000 - Fuel Consumed	308.72	PW Fuel Charges
					102 - 542 90 32 000 - Fuel Consumed	308.72	PW Fuel Charges
					001 - 576 80 32 000 - Fuel Consumed	308.72	PW Fuel Charges
437	01/20/2015	Claims	1	11820	CK Home Comfort Systems	389.88	Service Maintenance; Service Maintenance-PAC
					407 - 535 80 48 000 - Repairs & Maintenance	303.24	Service Maintenance
					001 - 576 20 48 000 - Repairs & Maintenance	86.64	Service Maintenance
438	01/20/2015	Claims	1	11821	Cascade Analytical	44.06	Kjeldahl Total Nitrogen
					407 - 535 80 41 000 - Professional Services	44.06	Kjeldahl Total Nitrogen
439	01/20/2015	Claims	1	11822	Cities Insurance Assoc	1,000.00	Deductible Reimbursement-Laws 40570
					102 - 542 90 46 000 - Insurance	1,000.00	Deductible Reimbursement-Laws 40570
440	01/20/2015	Claims	1	11823	Day Wireless Systems	26,698.94	Install Equipment In New Police Vehicles
					001 - 594 21 64 001 - Capital Expense - Police	1,989.59	Install Equipment In New Police Vehicles
					001 - 594 21 64 001 - Capital Expense - Police	2,951.24	Install Equipment In New Police Vehicles

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			105 - 594 21 64 105		Capital Expenditures/Expense	21,758.11	Install Equipment In New Police Vehicles
441	01/20/2015	Claims	1	11824	Denchel's Ford Country	85.98	Repair Trunk Electrical System; Works Fuel Saver Package
			001 - 521 20 48 000		Repairs & Maintenance	50.64	Repair Trunk Electrical System
			001 - 521 20 48 000		Repairs & Maintenance	35.34	Works Fuel Saver Package
442	01/20/2015	Claims	1	11825	Enterprise Holding, Inc	686.87	Property Damage-Claim #05876652
			001 - 521 20 48 000		Repairs & Maintenance	686.87	Property Damage-Claim #05876652
443	01/20/2015	Claims	1	11826	Harvest Valley Cleaners	10.68	Sew Two Patches
			001 - 521 20 21 000		Uniforms & Equipment	10.68	Sew Two Patches
444	01/20/2015	Claims	1	11827	Huibregtse, Louman & Assoc	103,054.34	Old Inland Empire; Zone 2.5; Zone 2.5; OIE Phase 2; 7th Street ADA Sidewalk Ramp Improvements; Wastewater Treatment Plant Improvements; 2014 General Services
			407 - 535 80 41 000		Professional Services	731.30	2014 General Services
			001 - 558 60 41 000		Professional Services	440.00	2014 General Services
			420 - 594 34 41 420		Professional Services	3,786.24	Zone 2.5
			420 - 594 34 41 420		Professional Services	8,292.85	Zone 2.5
			470 - 594 35 41 000		Engineering	61,800.00	Wastewater Treatment Plant Improvements
			303 - 595 10 41 000		Roads/Streets Const. & Other	3,280.93	7th Street ADA Sidewalk Ramp Improvements
			303 - 595 10 41 000		Roads/Streets Const. & Other	1,044.25	2014 General Services
			304 - 595 10 41 304		Roads/Streets Const. & Other	14,320.42	OIE Phase 2
			302 - 595 10 60 000		Engineering	9,358.35	Old Inland Empire
445	01/20/2015	Claims	1	11828	Office Depot	134.28	End Table; Partition Hanger; Calendar, Copy Paper, Plate Coated, Plastic Cups
			001 - 514 23 31 000		Office & Operating Supplies	75.80	End Table
			001 - 514 23 31 000		Office & Operating Supplies	12.21	Partition Hanger
			001 - 514 23 31 000		Office & Operating Supplies	25.17	Calendar, Copy Paper, Plate Coated, Plastic Cups
			001 - 518 31 31 000		Office & Operating Supplies	21.10	Calendar, Copy Paper, Plate Coated, Plastic Cups
446	01/20/2015	Claims	1	11829	Oxarc	49.93	Small Cylinders
			407 - 535 80 45 000		Operating Rentals & Leases	49.93	Small Cylinders
447	01/20/2015	Claims	1	11830	Pollard Water	664.63	Bacterial Supplement Cold Weather
			407 - 535 80 31 000		Office & Operating Supplies	664.63	Bacterial Supplement Cold Weather
448	01/20/2015	Claims	1	11831	The Print Guys Inc	157.44	#10 Regular Tinted Envelopes
			001 - 514 23 31 000		Office & Operating Supplies	94.49	#10 Regular Tinted Envelopes
			403 - 534 80 31 000		Office & Operating Supplies	12.59	#10 Regular Tinted Envelopes
			407 - 535 80 31 000		Office & Operating Supplies	12.59	#10 Regular Tinted Envelopes
			448 - 537 80 31 000		Office & Operating Supplies	12.59	#10 Regular Tinted Envelopes
			403 - 539 20 31 000		Office & Operating Supplies	12.59	#10 Regular Tinted Envelopes
			102 - 542 90 31 000		Office & Operating Supplies	12.59	#10 Regular Tinted Envelopes
449	01/20/2015	Claims	1	11832	Shi International Corp	430.60	Battery Back Up
			001 - 518 88 31 000		Office & Operating Supplies	430.60	Battery Back Up
450	01/20/2015	Claims	1	11833	Telquist Ziobro McMillen Clare, PLLC	1,074.34	Legal Fees: SEPA Issue
			001 - 558 60 41 000		Professional Services	1,074.34	Legal Fees: SEPA Issue
451	01/20/2015	Claims	1	11834	US Bank	28.00	Monthly Maintenance-Investments

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			001 - 514 23 49 000 -		Miscellaneous	28.00	Monthly Maintenance-Investments
452	01/20/2015	Claims	1	11835	Utilities Underground Loc	38.70	Excavation Notification
			403 - 534 80 41 000 -		Professional Services	19.35	Excavation Notification
			407 - 535 80 41 000 -		Professional Services	19.35	Excavation Notification
453	01/20/2015	Claims	1	11836	Verizon Wireless	300.13	Building Dept MiFi Card; Pool Internet Usage; 4G Mobile Broadband
			001 - 518 88 42 000 -		Communications	40.01	Building Dept MiFi Card
			403 - 534 80 42 000 -		Communications	60.01	4G Mobile Broadband
			407 - 535 80 42 000 -		Communications	60.02	4G Mobile Broadband
			001 - 576 20 42 000 -		Communications	140.09	Pool Internet Usage
454	01/20/2015	Claims	1	11837	WA Dept Of Enterprise Services	2,104.03	December Utility Statements
			403 - 534 80 41 000 -		Professional Services	526.01	December Utility Statements
			407 - 535 80 41 000 -		Professional Services	526.01	December Utility Statements
			448 - 537 80 41 000 -		Professional Services	526.00	December Utility Statements
			403 - 539 20 41 000 -		Professional Services	526.01	December Utility Statements
						14,136.18	001 General Fund
						6,575.41	102 Street Fund
						21,758.11	105 General Fund Small Projects Fund
						9,358.35	302 OIE Improvement Project Fund
						4,325.18	303 7th Street ADA Sidewalk Ramp Improvement Proje
						14,320.42	304 OIE Highway Improvements - Phase 2 Fund
						16,027.98	403 Water Fund
						14,146.79	407 Sewer Fund
						12,079.09	420 Zone 2.5 Water Supply Improv
						543.15	448 Garbage Fund
						61,800.00	470 Waste Water Treatment Plant Improvement
						<u>175,070.66</u>	Claims:
							175,070.66



Signature

1/20/2015

Date

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467	01/27/2015	Claims	1	EFT	Washington Trust Bank	8,207.24	North Prosser Loan Interest
			403 - 594 34 63 003		- Capital Other Improvements-1	8,207.24	North Prosser Loan Interest
468	01/27/2015	Claims	1	11840	AWC	3,631.00	2015 Membership Fee
			001 - 518 10 41 000		- Professional Services	3,631.00	2015 Membership Fee
469	01/27/2015	Claims	1	11841	Abadan Inc	12.22	Waste Water Copy Machine Maintenance
			407 - 535 80 48 000		-Repairs & Maintenance	12.22	Waste Water Copy Machine Maintenance
470	01/27/2015	Claims	1	11842	Benton Co Sheriff	1,000.00	2015 Interlocal Agreement
			001 - 521 20 51 000		- Intergov't Professional Servic	1,000.00	2015 Interlocal Agreement
471	01/27/2015	Claims	1	11843	Benton County Road Fund	271.75	Chip Seal
			103 - 542 30 51 103		- Intergov't Professional Servic	271.75	Chip Seal
472	01/27/2015	Claims	1	11844	Blumenthal	124.52	Polo Mens Black Shirt, Embroidering
			001 - 521 20 21 000		- Uniforms & Equipment	124.52	Polo Mens Black Shirt, Embroidering
473	01/27/2015	Claims	1	11845	Brown's Tire Co Inc	307.42	Tires
			407 - 535 80 31 000		- Office & Operating Supplies	307.42	Tires
474	01/27/2015	Claims	1	11846	Cascade Sign and Apparel, LLC	512.59	Printed Vinyl Signs
			001 - 558 60 31 000		- Office & Operating Supplies	512.59	Printed Vinyl Signs
475	01/27/2015	Claims	1	11847	Centurylink	2,397.24	Telephone Bill
			001 - 518 31 42 000		- Communications	1,153.84	Telephone Bill
			403 - 534 80 42 000		- Communications	320.85	Telephone Bill
			407 - 535 80 42 000		- Communications	354.41	Telephone Bill
			448 - 537 80 42 000		- Communications	94.23	Telephone Bill
			403 - 539 20 42 000		- Communications	94.23	Telephone Bill
			102 - 542 90 42 000		- Communications	259.01	Telephone Bill
			102 - 543 30 42 102		- Communication	94.23	Telephone Bill
			001 - 576 20 42 000		- Communications	26.44	Telephone Bill
476	01/27/2015	Claims	1	11848	Cities Insurance Assoc	3,246.00	Insurance For New Police Vehicles
			001 - 521 20 46 000		- Insurance	3,246.00	Insurance For New Police Vehicles
477	01/27/2015	Claims	1	11849	Cook's True Value	661.82	Masking Tape, Cutt Blade; Plas Anchor, Masonry Bit; Fasteners, 1/2 2Hole Emt Strap, Comp Connector; 1/2x 10 Sch 40 Conduit; Wire, 90 Deg Elbow, PVC Term Adapter, 2G Out Box; GT Turf Edger, Sidewalk Sc
			001 - 518 31 31 000		- Office & Operating Supplies	10.30	Plas Anchor, Masonry Bit
			001 - 518 31 31 000		- Office & Operating Supplies	16.91	Fasteners, 1/2 2Hole Emt Strap, Comp Connector
			001 - 518 31 31 000		- Office & Operating Supplies	1.73	1/2x 10 Sch 40 Conduit
			001 - 518 31 31 000		- Office & Operating Supplies	54.15	Wire, 90 Deg Elbow, PVC Term Adapter, 2G Out Box
			001 - 518 31 31 000		- Office & Operating Supplies	32.57	Big Ben Bender
			001 - 518 31 31 000		- Office & Operating Supplies	1.40	EMT Coump Coupling
			001 - 518 31 31 000		- Office & Operating Supplies	0.20	Fasteners
			001 - 518 31 31 000		- Office & Operating Supplies	0.30	Fasteners
			001 - 518 31 31 000		- Office & Operating Supplies	19.54	Scr Feed Tube Cutter
			001 - 518 31 31 000		- Office & Operating Supplies	6.61	Drill Bit, Fasteners
			403 - 534 80 31 000		- Office & Operating Supplies	31.39	Dawn Dish Soap, Lysoal Air, Fasteners, Magnetic Bit, Phillips Bit
			407 - 535 80 31 000		- Office & Operating Supplies	98.79	GT Turf Edger, Sidewalk Scraper, Manure Fork

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			407 - 535 80 31 000		Office & Operating Supplies	18.44	Clr De Halo Bulb
			407 - 535 80 31 000		Office & Operating Supplies	117.09	Fluo Tube Light Bulb
			407 - 535 80 31 000		Office & Operating Supplies	32.34	Auto Plug, 2' Extend Blow Gun
			407 - 535 80 31 000		Office & Operating Supplies	97.70	Trash Bags, Bisque Wastebasket
			403 - 539 20 31 000		Office & Operating Supplies	31.39	Dawn Dish Soap, Lysoal Air, Fasteners, Magnetic Bit, Phillips Bit
			102 - 542 90 31 000		Office & Operating Supplies	28.21	Masking Tape, Cutt Blade
			102 - 542 90 31 000		Office & Operating Supplies	31.38	Dawn Dish Soap, Lysoal Air, Fasteners, Magnetic Bit, Phillips Bit
			001 - 576 80 31 000		Office & Operating Supplies	31.38	Dawn Dish Soap, Lysoal Air, Fasteners, Magnetic Bit, Phillips Bit
478	01/27/2015	Claims	1	11850	DataPro Solutions Inc	6,036.73	Redbeam Asset Tracking
			001 - 518 88 31 000		Office & Operating Supplies	1,509.18	Redbeam Asset Tracking
			403 - 534 80 31 000		Office & Operating Supplies	1,509.18	Redbeam Asset Tracking
			407 - 535 80 31 000		Office & Operating Supplies	1,509.18	Redbeam Asset Tracking
			102 - 542 90 31 000		Office & Operating Supplies	1,509.19	Redbeam Asset Tracking
479	01/27/2015	Claims	1	11851	Denchel's Ford Country	2,054.95	Brake Repair, Filter Replacement, Works Fuel Saver Package; QCM Inspection, Interior Detail, Oil Change; Works Fuel Saver Package; Brake Service
			001 - 521 20 48 000		Repairs & Maintenance	1,338.69	Brake Repair, Filter Replacement,
			001 - 521 20 48 000		Repairs & Maintenance	35.34	Works Fuel Saver Package
			001 - 521 20 48 000		Repairs & Maintenance	247.77	QCM Inspection, Interior Detail, Oil Change
			001 - 521 20 48 000		Repairs & Maintenance	35.34	Works Fuel Saver Package
			001 - 521 20 48 000		Repairs & Maintenance	397.81	Brake Service
480	01/27/2015	Claims	1	11852	Evergreen Rural Water Of Wa	700.00	Annual Membership
			403 - 534 80 49 000		Miscellaneous	700.00	Annual Membership
481	01/27/2015	Claims	1	11853	Fred Pryor Seminars	398.00	Management Conference; Management Conference
			001 - 521 20 49 000		Miscellaneous	199.00	Management Conference
			001 - 521 20 49 000		Miscellaneous	199.00	Management Conference
482	01/27/2015	Claims	1	11854	Grainger Inc	148.96	High Pressure Sodium Lamp
			102 - 542 63 31 000		Office & Operating Supplies	148.96	High Pressure Sodium Lamp
483	01/27/2015	Claims	1	11855	Grant Management USA	595.00	Emergency Management And Grant Writing-Training
			001 - 514 23 49 000		Miscellaneous	595.00	Emergency Management And Grant Writing-Training
484	01/27/2015	Claims	1	11856	Havis Inc	199.00	Docking Station With HGD Antenna
			001 - 521 20 48 000		Repairs & Maintenance	199.00	Docking Station With HGD Antenna
485	01/27/2015	Claims	1	11857	Robert & Ginger Hysell	18.80	Refund inactive customer credit balance
			403 - 343 41 00 000		Water Revenues	-18.80	
486	01/27/2015	Claims	1	11858	ICMA Retirement Corporation	125.00	Anual Plan Fee 1st Qtr
			001 - 511 60 49 000		Miscellaneous	125.00	Anual Plan Fee 1st Qtr
487	01/27/2015	Claims	1	11859	International Institute	280.00	IIMC-Annual Memebership-Murphey
			001 - 514 30 49 000		Miscellaneous	280.00	IIMC-Annual Memebership-Murphey
488	01/27/2015	Claims	1	11860	The Janitor's Closet	399.75	Nitrile Glove, Furniture Polish
			001 - 518 31 31 000		Office & Operating Supplies	279.82	Nitrile Glove, Furniture Polish
			001 - 572 50 31 000		Office & Operating Supplies	119.93	Nitrile Glove, Furniture Polish

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489	01/27/2015	Claims	1	11861	City of Kennewick	2,304.25	Bi-Pin Comp Support, Law Enforcement
					001 - 521 20 51 000 - Intergov't Professional Servic	2,304.25	Bi-Pin Comp Support, Law Enforcement
490	01/27/2015	Claims	1	11862	Leaf	391.85	Front Desk Copy Machine Lease
					001 - 514 23 45 000 - Operating Rentals & Leases	308.71	Front Desk Copy Machine Lease
					403 - 534 80 45 000 - Operating Rentals & Leases	20.76	Front Desk Copy Machine Lease
					407 - 535 80 45 000 - Operating Rentals & Leases	20.76	Front Desk Copy Machine Lease
					448 - 537 80 45 000 - Operating Rentals & Leases	20.76	Front Desk Copy Machine Lease
					403 - 539 20 45 000 - Operating Rentals & Leases	20.76	Front Desk Copy Machine Lease
					102 - 542 90 45 000 - Operating Rentals & Leases	0.10	Front Desk Copy Machine Lease
491	01/27/2015	Claims	1	11863	The Markets LLC	50.78	Dry Ice; Super Chill Water; Super Chill Water; Super Chill Water
					403 - 534 80 31 000 - Office & Operating Supplies	13.90	Super Chill Water
					407 - 535 80 31 000 - Office & Operating Supplies	3.96	Dry Ice
					407 - 535 80 31 000 - Office & Operating Supplies	16.68	Super Chill Water
					407 - 535 80 41 000 - Professional Services	16.24	Super Chill Water
492	01/27/2015	Claims	1	11864	Mgm Targets	188.55	Cardboard Targets Box
					001 - 521 20 31 000 - Office & Operating Supplies	111.96	Cardboard Targets Box
					001 - 521 20 31 000 - Office & Operating Supplies	76.59	Cardboard Targets Box
493	01/27/2015	Claims	1	11865	Murphey Brothers	573.41	Gravel
					102 - 542 30 31 000 - Office & Operating Supplies	573.41	Gravel
494	01/27/2015	Claims	1	11866	Outwest Pet Rescue	1,480.00	Animal Control Services; Animal Control Services
					001 - 524 20 41 000 - Professional Services	480.00	Animal Control Services
					001 - 524 20 41 000 - Professional Services	1,000.00	Animal Control Services
495	01/27/2015	Claims	1	11867	Benkomatic / Owen Equipment	1,448.48	Brooms For The Sweeper
					102 - 542 67 31 000 - Office & Operating Supplies	1,448.48	Brooms For The Sweeper
496	01/27/2015	Claims	1	11868	Oxarc	2,943.06	Sodium Hypochlorite
					403 - 534 80 31 000 - Office & Operating Supplies	2,943.06	Sodium Hypochlorite
497	01/27/2015	Claims	1	11869	Arturo Perez	208.00	CDL Physical; WW Operator Exam Fee
					407 - 535 80 49 000 - Miscellaneous	115.00	CDL Physical
					407 - 535 80 49 000 - Miscellaneous	93.00	WW Operator Exam Fee
498	01/27/2015	Claims	1	11870	Platt Electric Company	592.00	Electrical Repair Parts; Cenral Fixed Clam Shell; 1/2 In Steel Strap; Watt Standard Metal Halide Bulb; L-FSE FLSR 020ID; Screw Set, 90 Deg Elbow, Box Ext Ring
					001 - 518 31 31 000 - Office & Operating Supplies	31.06	Cenral Fixed Clam Shell
					001 - 518 31 31 000 - Office & Operating Supplies	11.90	Screw Set, 90 Deg Elbow, Box Ext Ring
					403 - 534 80 31 000 - Office & Operating Supplies	112.09	Watt Standard Metal Halide Bulb
					407 - 535 80 31 000 - Office & Operating Supplies	305.75	L-FSE FLSR 020ID
					102 - 542 63 31 000 - Office & Operating Supplies	130.35	Electrical Repair Parts
					102 - 542 63 31 000 - Office & Operating Supplies	0.85	1/2 In Steel Strap
499	01/27/2015	Claims	1	11871	Pollard Water	678.21	Bacterial Supplement High Grease Food
					407 - 535 80 31 000 - Office & Operating Supplies	678.21	Bacterial Supplement High Grease Food
500	01/27/2015	Claims	1	11872	Prosser Napa	18.65	Oil Cap; Oil Filter
					403 - 534 80 31 000 - Office & Operating Supplies	11.90	Oil Cap
					407 - 535 80 31 000 - Office & Operating Supplies	6.75	Oil Filter
501	01/27/2015	Claims	1	11873	Rainwater Water Co	16.74	Water; Cooler Rent
					407 - 535 80 31 000 - Office & Operating Supplies	6.00	Water

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			407 - 535 80 45 000 -		Operating Rentals & Leases	10.74	Cooler Rent
502	01/27/2015	Claims	1	11874	City Of Richland	29,350.00	Annual Emergency Management Assessment; 10 Annual Fee Access Monitor; 10 Dispatch Services
			001 - 521 20 51 000 -		Intergov't Professional Servic	4,463.00	Annual Emergency Management Assessment
			001 - 521 20 51 000 -		Intergov't Professional Servic	1,200.00	10 Annual Fee Access Monitor
			001 - 522 21 51 000 -		Intergovmnt Professional Ser	23,687.00	10 Dispatch Services
503	01/27/2015	Claims	1	11875	South Central Wa Mun Clerks	25.00	2015 SCWMCA Membership
			001 - 514 30 49 000 -		Miscellaneous	25.00	2015 SCWMCA Membership
504	01/27/2015	Claims	1	11876	Valley Publishing Co Inc	157.37	Notice Ordinance Summary 15-2921; 2015 MRSC Rosters; Self Inking Dater
			001 - 514 23 31 000 -		Office & Operating Supplies	70.37	Self Inking Dater
			001 - 514 30 41 000 -		Professional Services	30.00	Notice Ordinance Summary 15-2921
			001 - 514 30 41 000 -		Professional Services	57.00	2015 MRSC Rosters
505	01/27/2015	Claims	1	11877	WA Assoc Bldg Officials	95.00	WABO- 2015 Membership Renewal
			001 - 524 20 49 000 -		Miscellaneous	95.00	WABO- 2015 Membership Renewal
506	01/27/2015	Claims	1	11878	WA Assoc Sheriffs & Chiefs	180.00	Active Dues Category C
			001 - 521 20 49 000 -		Miscellaneous	180.00	Active Dues Category C
507	01/27/2015	Claims	1	11879	WA Dept Ecology	3,997.08	Wastewater Permit Invoice
			407 - 535 80 49 000 -		Miscellaneous	3,997.08	Wastewater Permit Invoice
508	01/27/2015	Claims	1	11880	WA Patrol Budget & Fiscal Srvc	16.50	Police Background Check
			001 - 586 00 01 000 -		Concealed Pistol Lic Disburse	16.50	Police Background Check
			511 Legislative			125.00	
			514 Financial, Recording & Elections			1,366.08	
			518 Centralized Services			6,760.51	
			521 Law Enforcement			15,358.27	
			522 Contracted Services			23,687.00	
			524 Protective Inspections			1,575.00	
			558 Planning & Community Devel			512.59	
			572 Libraries			119.93	
			576 Park Facilities			57.82	
			580 Non Expenditures			16.50	
			001 General Fund			49,578.70	
			542 Streets - Maintenance			4,129.94	
			543 Streets Admin & Overhead			94.23	
			102 Street Fund			4,224.17	
			542 Streets - Maintenance			271.75	
			103 Transportation Benefit Distric			271.75	
			340 Charges For Goods & Services			18.80	
			534 Water Utilities			5,663.13	
			539 Irrigation And Reclamation			146.38	
			594 Capital Expenditures			8,207.24	
			403 Water Fund			14,035.55	
			535 Sewer			7,817.76	
			407 Sewer Fund			7,817.76	
			537 Garbage & Solid Waste			114.99	

CITY OF PROSSER, WASHINGTON

AGENDA BILL

Agenda Title: Approve payment of Washington Trust Bank claim Check nos. 1058 through 1060 in the amount of \$215,553.17 for the period ending January 15, 2015		Meeting Date: January 27, 2015 Regular Meeting	
Department: Finance	Director: Regina Mauras	Contact Person: Toni Yost	Phone Number: (509) 786-2332
Cost of Proposal: \$215,553.17		Account Number: See Attached	
Amount Budgeted: See 2014 budget for each item listed.		Name and Fund# See Attached	
Reviewed by Finance Department: RM			
Attachments to Agenda Packet Item: 1. Check Register			
Summary Statement: Checks have been reviewed and approved by department heads, the Finance Director, and Mayor as necessary. Washington Trust Bank claim Check nos. 1058 through 1060 in the amount of \$215,553.17 for the period ending January 15, 2015			
Consistent with or Comparison to: EXISTING ADOPTED OR PREVIOUS PLANS, POLICIES OR ACTIONS TAKEN BY THE COUNCIL			
Recommended City Council Action/Suggested Motion: Approve payment of Washington Trust Bank claim Check nos. 1058 through 1060 in the amount of \$215,553.17 for the period ending January 15, 2015			
Reviewed by Department Director: Regina Mauras Date: 1-22-2015	Reviewed by City Attorney: N/A Date:	Approved by Mayor:  Date: 1-22-15	
Today's Date: January 21, 2015	Revision Number/Date:	File Name and Path:	

2014

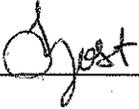
CHECK REGISTER

City Of Prosser
MCAG #: 0205

01/15/2015 To: 01/15/2015

Time: 14:32:30 Date: 01/15/2015
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
378	01/15/2015	Claims	7	1058	Huibregtse, Louman & Assoc	22,244.11	Telemetry System Improvements; Filter Plant Operations Manual; Filter Plant Operations Manual
379	01/15/2015	Claims	7	1059	Prosser, City Of	186,348.98	North Prosser Expense Reimbursements
380	01/15/2015	Claims	7	1060	Total Energy Management	6,960.08	Telemetry Upgrades Retainage
403 Water Fund						215,553.17	
						<u>215,553.17</u>	Claims: 215,553.17
						215,553.17	



Signature



Date

CITY OF PROSSER, WASHINGTON

AGENDA BILL

Agenda Title: Approve Progress Bill No. 8 in the amount of \$9,358.35 for work performed by HLA, Inc., through December 31, 2014, for preliminary engineering and design on the Old Inland Empire Highway Improvements Project and authorize the Mayor to sign the documents.		Meeting Date: January 27, 2015 Regular Meeting	
Department: Public Works	Director: L.J. Da Corsi	Contact Person: L.J. Da Corsi	Phone Number: (509) 786-2332
Cost of Proposal: \$284,700.00 (Total) 9,358.35 (Bill No. 8)		Account Number:	
Amount Budgeted: N/A \$285,700		Name and Fund# #302	
Reviewed by Finance Department: 1-7 = 91,621.76 8 = 8094.97 = 99,716.73		Remaining = 146,518.27 	
Attachments to Agenda Packet Item: 1. Local Programs Progress Billing Form - STPUS-B030(001) Progress Billing No. 8 2. Invoice 13093E-009 from HLA, Inc., to the City of Prosser in the amount of \$9,358.35, dated 01/01/2015 3. Project Costs To Date Sheet, dated 01/15/2015			
Summary Statement: HLA, Inc., has performed work in connection with their contract for preliminary engineering and design of the Old Inland Empire Highway Improvements Project. The amount due, \$9,358.35, must have Council approval prior to this invoice being sent to WSDOT for processing and subsequent payment to HLA, Inc.			
Consistent with or Comparison to: Payment as per contractual agreements require City Council approval.			

Recommended City Council Action/Suggested Motion:

Approve Progress Bill No. 8 in the amount of \$9,358.35 for work performed by HLA, Inc., through December 31, 2014, for preliminary engineering and design on the Old Inland Empire Highway Improvements Project and authorize the Mayor to sign the documents.

<u>Reviewed by Department Director:</u> <i>Not Available</i>	<u>Reviewed by City Attorney:</u>  Date: <i>1/16/14</i>	<u>Approved by Mayor:</u>  Date: <i>1-22-15</i>
<u>Today's Date:</u> 01/16/15	<u>Revision Number/Date:</u>	<u>File Name and Path:</u>

City of Prosser
 601 7th Street
 Prosser, WA 99350
 Fed Tax ID No.: 91-6001268
 Agency Use:

Local Programs Progress Billing

Federal Aid Project: STPUS-B030(001)
 Agreement Number: LA-8286
 Last Supplement :
 Project Title: Old Inland Empire Highway Improvements

Progress Bill No: 8
 Final Progress Bill? No
 Billing Period from: 12/1/2014
 through: 12/31/2014

	1	2	3	4	5	6	7	8
	Total Eligible This Period	Total Eligible To Date	Participation Rate	Amount Claimed This Period <i>Col 1 x Col 3</i>	Amount Claimed Prior Periods	Total Claimed To Date <i>Col 4 + Col 5</i>	Amount Authorized Per Agreement	Remaining Federal Funds <i>Col 7 - Col 6</i>
PE				0.00		0.00		0.00
TA-5331								
10 Consultant	9,358.35	115,921.10	86.5000%	8,094.97	91,621.76	99,716.73	246,235.00	146,518.27
<i>Total Preliminary Engineering</i>	9,358.35	115,921.10		8,094.97	91,621.76	99,716.73	246,235.00	146,518.27
RW				0.00		0.00		0.00
				0.00		0.00		0.00
<i>Total Right of Way</i>	0.00	0.00		0.00	0.00	0.00	0.00	0.00
CN				0.00	0.00	0.00	0.00	0.00
30 Contract	0.00	0.00	86.5000%	0.00	0.00	0.00	0.00	0.00
				0.00		0.00		0.00
				0.00		0.00		0.00
				0.00		0.00		0.00
CE				0.00	0.00	0.00	0.00	0.00
31 Consultant	0.00	0.00	86.5000%	0.00	0.00	0.00	0.00	0.00
				0.00		0.00		0.00
<i>Total Construction</i>	0.00	0.00		0.00	0.00	0.00	0.00	0.00
TOTAL PROJECT	9,358.35	115,921.10		8,094.97	91,621.76	99,716.73	246,235.00	146,518.27

Submission of this request for payment certifies that in accordance with the laws of the State of Washington and under the conditions of approval for the project identified above, actual costs claimed have been incurred and are eligible for the purposes specified; also, that no other claims have been presented to, or payment made by, the State of Washington for those costs claimed for reimbursement.

 Signee - Paul Warden Title _____ Date _____

 Approved by Regional Local Programs Office Date _____

Return to Regional Local Programs Office

Revised 09/2008



Huibregtse, Louman Associates, Inc.
 2803 River Road
 Yakima, WA 98902

City of Prosser
 601 Seventh St.
 Prosser, WA 99350

Invoice number 13093E-009
 Date 01/01/2015

Project 13093E Prosser - Old Inland Empire
 Highway Improvements

Payment is Due within 30 Days of the Date of this Invoice.

FOR:

Professional Engineering and Land Surveying Services in connection with the Old Inland Empire Highway Improvements project, per your request, for services performed December 1 through December 31, 2014.

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Design Plans, Specifications and Estimate	284,700.00	40.49	105,921.10	115,279.45	9,358.35
Total	284,700.00	40.49	105,921.10	115,279.45	9,358.35

Invoice total 9,358.35

HUIBREGTSE, LOUMAN ASSOCIATES, INC.

Jeffrey T. Louman, PE
 President

CITY OF PROSSER, WASHINGTON

AGENDA BILL

<p>Agenda Title: Approve Drinking Water State Revolving Fund (DWSRF) Invoice Voucher Request No.11 in the amount of \$12,079.09 for the Zone 2.5 Water Supply Improvements Project and authorize the Mayor to sign the documents.</p>	<p>Meeting Date: January 27, 2015 Regular Meeting</p>
--	--

<p>Department: Public Works</p>	<p>Director: L.J. DaCorsi</p>	<p>Contact Person: L.J. DaCorsi</p>	<p>Phone Number: (509) 786-2332</p>
--	--	--	--

<p>Cost of Proposal: Estimated Total Project Cost - \$881,500.00 DWSRF Invoice Voucher Request No. 11 - \$12,079.09</p> <p>Amount Budgeted: Funding derived through an approved low-interest loan from the Drinking Water State Revolving Fund (DWSRF)</p>	<p>Account Number:</p> <p>Name and Fund# Zone 2.5 Water Supply Improvements Fund 420</p>
--	--

Reviewed by Finance Department:
 1-10 = \$109,195.25
 11 = 12,079.09 = 121,274.34
 Remaining = \$760,225.66
By

- Attachments to Agenda Packet Item:**
1. Public Works Board - DWSRF Project Status Report
 2. WA State Department of Commerce Form A19-1A Voucher Distribution for \$12,079.090 dated 12/01/14 - 12/31/14
 3. HLA Invoice Number 13109C-001 for \$8,292.85, dated 01/01/2015
 4. HLA Invoice Number 13109E- 01/01/2015 for \$3,786.24, dated 01/01/2015
 5. Project Cost To Date Breakdown Sheet, dated 01/15/2015

Summary Statement:

The City of Prosser applied for and received 2013 Drinking Water State Revolving Fund (DWSRF) loan monies to construct 4,000 linear feet of new 12" water transmission main from the Water Treatment Plant on SR 22 to the Painted Hills Booster Station. Included in the project is the demolition of the Booster Station and retiring of service of the Painted Hills Reservoir which will no longer be necessary upon project completion. The total original contract amount is \$890,315.00. The project budget is \$881,500.00 and the loan fee is \$8,815.00.

Expenses to Date - \$109,195.25
 Loan Balance - \$760,225.66

This Agenda Bill is to approve the DWSRF Invoice Voucher Request No. 11 in the amount of \$12,079.09 for engineering services to date on this project and authorize the Mayor to sign the documents. This cost includes Project Administration, Design, Final Plans and Specifications. Design engineering and environmental compliance required for the project are complete. The construction contract was awarded to Mountain States Construction. Construction began on January 5, 2015 and is anticipated to be completed by March 30, 2015.

As with standard procedures for other City utility projects funded by state and federal agencies, Council must approve the pay voucher requests before the funding agency can release any monies.

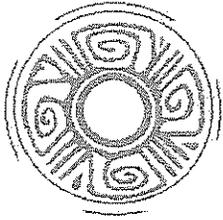
Consistent with or Comparison to:

EXISTING ADOPTED OR PREVIOUS PLANS, POLICIES OR ACTIONS TAKEN BY THE COUNCIL

Recommended City Council Action/Suggested Motion:

Approve Drinking Water State Revolving Fund (DWSRF) Invoice Voucher Request No.11 in the amount of \$12,079.09 for the Zone 2.5 Water Supply Improvements Project and authorize the Mayor to sign the documents.

<p><u>Reviewed by Department Director:</u> Not Available</p> <p><u>Date:</u></p>	<p><u>Reviewed by City Attorney:</u> </p> <p><u>Date:</u> 1/18/15</p>	<p><u>Approved by Mayor:</u> </p> <p><u>Date:</u> 1-22-15</p>
<p><u>Today's Date:</u> January 16, 2015</p>	<p><u>Revision Number/Date:</u></p>	<p><u>File Name and Path:</u></p>



**Washington State
Public Works Board**

1011 Plum Street SE
Post Office Box 42525
Olympia, Washington 98504-2525

DWSRF PROJECT STATUS REPORT

Submitter: Paul Warden - Mayor

Date of Submission: _____

This form must be completed each time you submit a reimbursement request. Reimbursement requests will not be processed unless accompanied by a current Project Status Report.

Client Name:	City of Prosser
Contract Number:	DM13-952-140
Project Name:	Zone 2.5 Water Supply Improvements
Scheduled Project Completion Date:	9/30/2017

1) Project Progress

Please describe the progress you have made to date on your project's scope of work (see Attachment A in your contract).

Design engineering, and environmental compliance required for the project are complete. The construction contract was awarded to Mountain States Construction. Construction began on January 5th and is anticipated to be complete March 30, 2015.

Approximately, what percentage of the project is complete?	13 %
--	------

When do you expect the project to be completed (month/day/year)?	12/01/2015
--	------------

if the anticipated completion date is different from the one above, what factors led to the change in the completion date?

2) Disadvantaged Business Enterprises (DBEs)

Did you award any DBE contracts this Quarter? NO

Total DBE contracted out this Quarter or Reporting Period: \$ 0.00

Type of Business	Contract Total	Award Date	Indicate Type of Service * construction * supplies * services * equipment	Contractor Name	Contractor Address
Minority Owned Business					
Women Owned Business					
Small Business in Rural Area					
Small Business Enterprise (SBE)					
Historically Underutilized Business (HUB) Zone Small Business Concerns					
Labor Surplus Area Firms (LSAF)					
Other Entities Meeting EPA's DBE Rule Criteria					

3) Federal Funds Expenditures

What is your jurisdiction's fiscal year? January To: December

During the fiscal year, how much has your system expended in (all sources) federal funds? \$2,018,363.08
(2014)

(Fiscal year is your fiscal year as determined by your organization)

Note: Borrowers that expend \$500,000 or more in federal funds (all sources) in their fiscal year must have an audit conducted in accordance with Office of Management and Budget (OMB) revised Circular A-133. The audit must be conducted within nine months of the end of the fiscal year in which the audit was "triggered." The applicable federal category for the DWSRF is CFDA 66.468.

4) Dedicated Repayment Account (Private Systems Only)

Please enter the current account balance for the repayment account: \$ 0.00



Huibregtse, Louman Associates, Inc.
 2803 River Road
 Yakima, WA 98902

City of Prosser
 601 Seventh St.
 Prosser, WA 99350

Invoice number 13109C-001
 Date 01/01/2015

Project **13109C Prosser - Zone 2.5 Water Supply Improvements - Construction Services**

Payment is Due within 30 Days of the Date of this Invoice.

FOR:

Professional Engineering and Land Surveying Services in connection with the Zone 2.5 Water Supply Improvements project for services during construction, per your request, for services performed December 1 through December 31, 2014.

Phase 5 - Services During Construction

	Hours	Rate	Billed Amount
Licensed Professional Engineer	13.50	145.00	1,957.50
Licensed Professional Land Surveyor	4.00	132.00	528.00
Project Engineer	6.00	119.00	714.00
Resident Engineer/Inspector	26.00	99.00	2,574.00
Contract Administrator	15.00	109.00	1,635.00
Engineering Technician	8.00	70.00	560.00
Word Processing Technician	2.00	70.00	140.00
	Units	Rate	Billed Amount
Reproduction			45.75
Vehicle Miles	252.00	0.55	138.60
Phase subtotal			8,292.85

Invoice total 8,292.85

Invoice Summary

Description	Contract Amount	Total Billed	Remaining
Phase 5 - Services During Construction	92,500.00	8,292.85	84,207.15
Total	92,500.00	8,292.85	84,207.15

HUIBREGTSE, LOUMAN ASSOCIATES, INC.



Jeffrey T. Louman, PE
President



Civil Engineering • Land Surveying • Planning

Huibregtse, Louman Associates, Inc.
 2803 River Road
 Yakima, WA 98902

City of Prosser
 601 Seventh St.
 Prosser, WA 99350

Invoice number 13109E-013
 Date 01/01/2015

Project **13109E Prosser - Zone 2.5 Water Supply Improvements**

Payment is Due within 30 Days of the Date of this Invoice.

FOR:

Professional Engineering Services in connection with the Zone 2.5 Water Supply Improvements project, per your request, for services performed December 1 through December 31, 2014.

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Current Billed
Phase 4 - Design and Final Plans and Specifications	92,900.00	100.00	91,971.00	92,900.00	929.00
Total	92,900.00	100.00	91,971.00	92,900.00	929.00

Phase 2 - Project Administration

	Hours	Rate	Billed Amount
Licensed Principal Engineer	3.00	176.00	528.00
Licensed Professional Engineer	2.50	145.00	362.50
Project Engineer	10.00	119.00	1,190.00
Contract Administrator	2.50	109.00	272.50
Phase subtotal			2,353.00

Phase 6 - Telemetry System Improvements

	Cost Amount	Multiplier	Billed Amount
Conley Engineering, Inc.	471.25	1.07	504.24
Subtotal	471.25		504.24
Phase subtotal			504.24

Invoice total 3,786.24

HUIBREGTSE, LOUMAN ASSOCIATES, INC.



Jeffrey T. Louman, PE
President

PHASE 1 - ENVIRONMENTAL COMPLIANCE
Contract Amount: \$10,000.00
Total Amount Billed to Date: \$8,974.70
Contract Balance Remaining: \$1,025.30

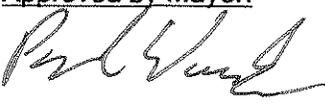
PHASE 2 - PROJECT ADMINISTRATION
Contract Amount: \$10,000.00
Total Amount Billed to Date: \$5,837.30
Contract Balance Remaining: \$4,162.70

PHASE 3 - EASEMENT ACQUISITION ASSISTANCE
Contract Amount: \$5,000.00
Total Amount Billed to Date: \$3,987.25
Contract Balance Remaining: \$1,012.75

PHASE 6 - TELEMETRY SYSTEM IMPROVEMENTS
Addendum No. 1 Contract Amount: \$12,300.00
Total Amount Billed to Date: \$504.24
Contract Balance Remaining: \$11,795.76

CITY OF PROSSER, WASHINGTON

AGENDA BILL

<u>Agenda Title:</u> Consideration of a Resolution Surplusing City of Prosser Property.		<u>Meeting Date:</u> January 27, 2015 Regular Meeting	
<u>Department:</u> Public Works	<u>Director:</u> L.J. Da Corsi	<u>Contact Person:</u> L.J. Da Corsi	<u>Phone Number:</u> (509) 786-7300
<u>Cost of Proposal:</u> N/A		<u>Account Number:</u> N/A	
<u>Amount Budgeted:</u> N/A		<u>Name and Fund#:</u> N/A	
<u>Reviewed by Finance Department:</u> 			
<u>Attachments to Agenda Packet Item:</u> 1. Surplus Property Resolution. (1 page) 2. Exhibit "A" (list of items to surplus). (1 page)			
<u>Summary Statement:</u> The Resolution declares surplus certain property which has been used by the City of Prosser and which occupies space which it desires to more efficiently use. The Resolution directs the Mayor to sell the assets if the cost of sale is less than the value of the property and authorizes him to dispose of the property otherwise.			
<u>Consistent with or Comparison to:</u> EXISTING ADOPTED OR PREVIOUS PLANS, POLICIES OR ACTIONS TAKEN BY THE COUNCIL			
<u>Recommended City Council Action/Suggested Motion:</u> Adopt Resolution Number 15-_____ Surplusing City of Prosser property as described in Exhibit "A".			
<u>Reviewed by Department Director:</u> NOT AVAILABLE	<u>Reviewed by City Attorney:</u>  Date: 1/23/15	<u>Approved by Mayor:</u>  Date: 1-23-15	
<u>Today's Date:</u> January 21, 2015	<u>Revision Number/Date:</u>	<u>File Name and Path:</u> U:\Public Works Dept\Project Files\Agendas	

CITY OF PROSSER, WASHINGTON
RESOLUTION NO. 15-_____

A RESOLUTION DECLARING CERTAIN PROPERTY OF THE CITY OF PROSSER TO BE SURPLUS AND AUTHORIZING THE DISPOSAL OF SAID PROPERTY.

WHEREAS, the City of Prosser has accumulated certain items of personal property which items are listed on the attached exhibit "A", which items are no longer needed by the City of Prosser; and,

WHEREAS, the City Council of the City of Prosser believes that such property is surplus to the needs of the City and disposal of such property is for the common benefit;

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Prosser as follows:

1. That the property listed on the attached Exhibit "A" is hereby declared surplus to the needs of the City of Prosser;
2. That it is deemed to be for the common benefit of the Citizens of the City of Prosser to dispose of such surplus property; and
3. That the Mayor or his designee is authorized to dispose of the items listed on Exhibit "A" in a commercially reasonable manner which will be in the best interest of the City of Prosser, including but not limited to negotiation by private sale, auction or if the cost of sale exceeds the value of the property by disposal or donation to a charitable organization.

ADOPTED by the City Council of the City of Prosser and **APPROVED** by the Mayor of the City of Prosser this _____ day of January, 2015.

MAYOR PAUL WARDEN

ATTEST:

RACHEL SHAW, CITY CLERK

APPROVED AS TO FORM



HOWARD SAXTON, CITY ATTORNEY

EXHIBIT "A"

- | | |
|--|-----------|
| 1. Metal fabric chair (garbage-broken) | COP# 293 |
| 2. Metal fabric chair (garbage-broken) | COP# 294 |
| 3. Metal fabric chair (garbage-broken) | COP# 1798 |
| 4. Metal fabric chair (garbage-broken) | COP# 1799 |
| 5. Metal fabric chair (garbage-broken) | COP# 1800 |
| 6. Metal fabric chair (garbage-broken) | COP# 924 |
| 7. Metal fabric chair (garbage-broken) | COP# 925 |
| 8. Metal fabric chair (garbage-broken) | COP# 3642 |
| 9. Metal fabric chair (garbage-broken) | COP# 3643 |
| 10. Metal fabric chair (garbage-broken) | COP# 3644 |
| 11. Metal fabric chair (garbage-broken) | COP# 3645 |
| 12. Metal fabric chair (garbage-broken) | COP# 3646 |
| 13. Fabric dual chair and table combo (garbage-broken) | COP# 350 |
| 14. BOD Incubator from WWTP (garbage-broken) | COP# 2929 |

**CITY OF PROSSER, WASHINGTON
601 7TH STREET
CITY COUNCIL CHAMBERS
CITY COUNCIL SPECIAL MEETING
TUESDAY, JANUARY 6, 2015**

CALL TO ORDER

Mayor Pro-Tem Taylor called the Special Meeting of the Prosser City Council to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Prosser Heights Elementary "Kid that Cares" award recipient Dominik Chavez.

ROLL CALL

Council Members Aubrey, Hamilton, Everett, Ward, Becken, and Elder were present. Mayor Warden requested an excused absence.

Others in attendance were City Clerk Shaw, Finance Director Mauras, and City Attorney Saxton.

CITIZEN PARTICIPATION (None)

MAYOR AND COUNCIL REPORTS AND COMMENTS

Council Member Elder reported the Regional Fire Authority Board Members have been sworn in and Council Member Everett was voted in as the Board Chair.

Council Member Becken said he recently attended a Wine and Food Fair Event planning meeting and advised there will be several changes coming for future events.

Council Member Aubrey said he received a citizen complaint regarding the lack of lighting at the recycling and dumpster site and will be working with Mayor Warden to see what it would take to get lighting at the that location.

Grant Writer Quarterly Report

Sue Jetter, Grant Writer thanked Council for their continued support and advised that 2014 marks the tenth year of partnership. Ms. Jetter handed out the 2014 Annual Report and reviewed the highlights and discussed the status of pending grant applications including the City Park Restroom Remodel Project.

Council Member Everett asked to clarify if the USDA Police Patrol Vehicle grant was awarded since it was not included in the grant award section of the report.

Ms. Jetter confirmed yes, the City had been awarded the grant and advised she would make the amended to the report to accurately reflect the award.

Mayor Pro Tem Taylor thanked Ms. Jetter for the report.

Prosser Economic Development Association Quarterly Report

Deb Heintz, Executive Director thanked Council for their ongoing support and partnership. Ms. Heintz reported on growth statistics over the last ten years and reviewed current demographics. Ms. Heintz thanked Council Member Ward for his attendance at the “Young Entrepreneur” event that was recently held at the Walter Clore Wine and Culinary Center and summarized the event’s highlights. Ms. Heintz also provided Council with the Food and Beverage Retention and Expansion Opportunities (FABREO) 2014 survey results, booklet as presented by Tri-City Development Council (TRIDEC) and pointed out observations found throughout the publication. Additionally Ms. Heintz advised she would like to invite Gary White, TRIDEC to present his findings in greater detail at a future City Council meeting.

Mayor Pro Tem Taylor thanked Ms. Heintz for the report and encouraged her to make arrangements for Mr. White to come speak to Council.

CONSENT AGENDA

A motion was made by Council Member Everett, seconded by Council Member Becken to approve Consent Agenda Items “A – G.” Motion passed 7 YES, 0 NO, 0 ABSENT.

- a) Approve Payment of Payroll Checks Nos. 600280 through 600295 in the Amount of \$24,029.08 and Direct Deposits in the Amount of \$121,980.35 for the Period Ending December 31, 2014
- b) Approve Payment of Claim Checks Nos. 11665 through 11697 and 11669 through 11772 and 11774 through 11779, in the Amount of \$653,646.70 and Electronic Payments in the Amount of \$89,949.36, for the Period Ending January 6, 2015
- c) Accept Invoice for Operation of the Visitor Information Center and Reimbursable Tourism and Promotional Expenses for the Month of December 2014 and Authorize Payment for those Services in the Amount of \$6,500.00
- d) Accept Invoice for Operation of the Visitor Information Center and Reimbursable Tourism and Promotional Expenses for the Month of January 2015 and Authorize Payment for those Services in the Amount of \$31,000.00
- e) Approve the November 2014 Financial Statement
- f) Adopt the PEDA Grant Writer Agreement Extension Order for 2015 in the Amount of \$17,000 and authorize the Mayor to Sign the Grant Writer Extension Order
- g) Adopt Resolution 15-1471 Designating the Official Newspaper for the City of Prosser for 2015 as Prosser Record Bulletin and Authorize the Mayor to Sign the Contract

COUNCIL ACTION

APPROVE PAYMENT OF CLAIM CHECK NO. 11698, 11773, AND 11780 IN THE AMOUNT OF \$69,701.89 FOR THE PERIOD ENDING JANUARY 6, 2015

Council Member Hamilton recused himself due to a conflict of interest. A motion was made by Council Member Everett, seconded by Council Member Aubrey to approve payment of claim check no. 11698, 11773, and 11780 in the amount of \$69,701.89 for the period ending January 6, 2015. Motion passed 6 YES, 0 NO, 0 ABSENT, 1 ABSENTION (Hamilton).

CONSIDERATION OF ORDINANCE NO. 15-2921 AMENDING THE 2015 BUDGET

A motion was made by Council Member Aubrey, seconded by Council Member Ward to adopt Ordinance No. 15-2921 amending the 2015 Budget for Fund 105, General Fund Small Projects Fund. Motion passed 7 YES, 0 NO, 0 ABSENT.

COUNCIL DISCUSSION

Loud Music at the City Park

This item would be discussed at a later date when all necessary staff members are present for the discussion.

MAYOR AND COUNCIL REPORTS AND COMMENTS CONTINUED

Council Member Aubrey expressed his gratitude to City Clerk Shaw and Finance Manager Yost for taking care of the American flag that hangs outside of City Hall that was recently damaged in a wind storm.

ADJOURNMENT

There being no further business before the City Council at this time, the Special Meeting of the Prosser City Council was adjourned at 7:34 p.m.



Mayor Paul Warden

Attest:

City Clerk Rachel Shaw

CITY OF PROSSER, WASHINGTON

AGENDA BILL

Agenda Title: Approve payment of claim
Check no. 11838 through 11839 in the
amount of \$7,921.20 for the period ending
January 27, 2015

Meeting Date:
January 27, 2015
Regular Meeting

Department:
Finance

Director:
Regina Mauras

Contact Person:
Toni Yost

Phone Number:
(509) 786-2332

Cost of Proposal:
\$7,921.20

Account Number:
See Attached

Amount Budgeted:
See 2015 budget for each item listed.

Name and Fund#
See Attached

Reviewed by Finance Department:

RM

Attachments to Agenda Packet Item:

1. Check Register # 11838 through 11839

Summary Statement:

Approve payment of claim check no.11838 through 11839 in the amount of \$7,921.20 for the period ending January 27, 2015.

Consistent with or Comparison to:
City's policy to pay bills in a timely manner.

Recommended City Council Action/Suggested Motion:

Approve payment of claim Approve payment of claim check no.11838 through 11839 in the amount of \$7,921.20 for the period ending January 27, 2015.

Reviewed by Department Director:

Regina Mauras

Date: 1-22-2015

Today's Date:

Reviewed by City Attorney:

N/A

Date:

Revision Number/Date:

Approved by Mayor:

Paul Warden

Date: 1-22-15

File Name and Path:

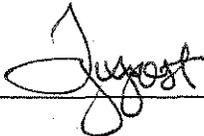
CHECK REGISTER

City Of Prosser
MCAG #: 0205

01/21/2015 To: 01/21/2015

Time: 15:03:37 Date: 01/20/2015
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
456	01/21/2015	Claims	1	11838	Senior Health Insurance	1,101.40	Long Term Care Insurance
					117 - 517 91 20 001 - Personnel Benefits	1,101.40	Long Term Care Insurance
457	01/21/2015	Claims	1	11839	Transamerica Life Insurance Co	6,819.80	Long Term Care Insurance; Long Term Care Insurance
					117 - 517 91 20 001 - Personnel Benefits	2,917.95	Long Term Care Insurance
					117 - 517 91 20 001 - Personnel Benefits	3,901.85	Long Term Care Insurance
117 Employee Benefits Security						7,921.20	
						<u>7,921.20</u>	Claims: 7,921.20
						7,921.20	



Signature

1/20/15

Date

CITY OF PROSSER, WASHINGTON

AGENDA BILL

<u>Agenda Title:</u> Approve Interagency Amendment No. 1, to the approved Interagency Agreement Between The State of Washington Dept. of Enterprise Services and City of Prosser, and authorize the Mayor to sign the document.		<u>Meeting Date:</u> January 27, 2015 Regular Meeting	
<u>Department:</u> Public Works	<u>Director:</u> L.J. Da Corsi	<u>Contact Person:</u> L.J. Da Corsi	<u>Phone Number:</u> (509) 786-2332
<u>Cost of Proposal:</u> \$39,600 DES Project Management Fee		<u>Account Number:</u>	
<u>Amount Budgeted:</u> N/A		<u>Name and Fund#</u> General Fund - Small Project Fund 105	
<u>Reviewed by Finance Department:</u> <i>Budget Amendment will be necessary. Will be presented on a future agenda.</i>			
<u>Attachments to Agenda Packet Item:</u>			
<ol style="list-style-type: none"> 1. Interagency Amendment (No. 1) to Interagency Agreement Between the State of WA Dept. of Enterprise Services and City of Prosser No. K2853 2. Original Interagency Agreement between the State of WA Dept. of Enterprise Services and City of Prosser Agreement No. K2853, dated May 21, 2014 including Attachments "A" and "C" 			
<u>Summary Statement:</u>			
<p>The Department Of Enterprise Services will be performing all fiscal and program responsibilities as set forth in Attachments "A" and "C" of the original Interagency Agreement between the City and DES. This amendment modifies the basic services of the original agreement. The addition of Project Management Services, provided by DES, shall be by the amendment to the original Interagency Agreement.</p> <p>The DES Project Management Fee for work as described in the Statement of Work 1.1 (Street and Facility Lighting and Well Pump 5 Upgrades outlined in the City of Prosser Energy Services Proposal dated October 23, 2014.) is \$39,600.</p>			

Recommended City Council Action/Suggested Motion:

Approve Interagency Amendment No. 1, to the approved Interagency Agreement Between The State of Washington Dept. of Enterprise Services and City of Prosser, and authorize the Mayor to sign the document.

<u>Reviewed by Department Director:</u> <i>Not Available</i>	<u>Reviewed by City Attorney:</u>  Date: <i>1/21/15</i>	<u>Approved by Mayor:</u>  Date: <i>1-22-15</i>
<u>Today's Date:</u> January 20, 2015	<u>Revision Number/Date:</u>	<u>File Name and Path:</u>

INTERAGENCY Amendment

Department of Enterprise Services

Date: January 8, 2015
Agreement No: K2853
Project No.: 2015-056
Amendment No: 1

**Interagency Agreement Between the
State of Washington
Department of Enterprise Services
and
City of Prosser**

The parties to this Agreement, the Department of Enterprise Services, Facilities Division, Engineering & Architectural Services, hereinafter referred to as "DES", and City of Prosser, hereinafter referred to as the "CLIENT AGENCY", hereby amend the Agreement as follows:

1. Statement of Work

DES shall furnish the necessary personnel and services and otherwise do all things necessary for or incidental to the performance of the work set forth in Attachment "A" and Attachment "C", attached hereto and incorporated herein by reference. Unless otherwise specified, DES shall be responsible for performing all fiscal and program responsibilities as set forth in Attachment "A" and Attachment "C".

Energy/Utility Conservation projects shall be authorized by Amendment to this Agreement.

1.1 Street and Facility Lighting and Well Pump 5 Upgrades outlined in the City of Prosser Energy Services Proposal dated October 23, 2014.

4. Consideration

Compensation under this Agreement shall be by Amendment to this Agreement for each authorized project. Each Amendment will include a payment schedule for the specific project.

For Project Management Services provided by DES under Attachment "A" of this Agreement, the CLIENT AGENCY will pay DES a Project Management Fee for services based on the total project value per Project Management Fees Schedule set forth in Attachment "B".

If the CLIENT AGENCY decides not to proceed with an Energy/Utility Conservation project that meets the CLIENT AGENCY's cost effective criteria, then the CLIENT AGENCY will be charged a Termination Fee per Attachment "B". The Termination Fee will be based on the estimated Total Project Value outlined in the Energy Audit and Energy Services Proposal prepared by the Energy Services Company (ESCO).

If measurement and verification services are requested by the CLIENT AGENCY and provided by DES under Attachment "C" of this Agreement, the CLIENT AGENCY will pay DES \$2,000.00 annually for each year of monitoring and verification services requested.

Compensation for services provided by the ESCO shall be paid directly to the ESCO by the CLIENT AGENCY, after DES has reviewed, approved and sent the invoices to the CLIENT AGENCY for payment.

4.1 Energy Project Management Fee for the work described in Section 1.1 is \$39,600.00. Anticipated billing date for this Amendment is December 1, 2015.

The new total Agreement value is \$39,600.00.

All sections above have been fully amended and are shown in their entirety.

All other terms and conditions of this Agreement remain in full force and effect. The requirements of RCW 39.34.030 are satisfied by the underlying Agreement and are incorporated by reference herein.

Each party signatory hereto, having first had the opportunity to read this Amendment and discuss the same with independent legal counsel, in execution of this document hereby mutually agree to all terms and conditions contained herein, and as incorporated by reference in the original Agreement.

City of Prosser

**Department of Enterprise Services
Facilities Division
Engineering & Architectural Services**

Title Date

William J. Frare, P.E.
Public Works Administrator

Title Date

K2853am1em

Interagency Agreement

Date: May 21, 2014

Department of Enterprise Services

Interagency Agreement No: K2853

**Interagency Agreement Between the
State of Washington
Department of Enterprise Services
and the
City of Prosser**

This Agreement, pursuant to Chapter 39.34 RCW, is made and entered into by and between the Department of Enterprise Services, Facilities Division, Engineering & Architectural Services, hereinafter referred to as "DES", and the City of Prosser, hereinafter referred to as the "CLIENT AGENCY".

The purpose of this Agreement is to establish a vehicle for DES to provide future Energy/Utility Conservation Project Management and Monitoring Services to the CLIENT AGENCY and to authorize the development of the energy services proposal.

Now therefore, in consideration of the terms and conditions contained herein, or attached and incorporated by reference and made a part hereof, the above-named parties mutually agree as follows:

1. Statement of Work

DES shall furnish the necessary personnel and services and otherwise do all things necessary for or incidental to the performance of the work set forth in Attachment "A" and Attachment "C", attached hereto and incorporated herein by reference. Unless otherwise specified, DES shall be responsible for performing all fiscal and program responsibilities as set forth in Attachment "A" and Attachment "C".

Energy/Utility Conservation projects shall be authorized by Amendment to this Agreement.

2. Terms and Conditions

All rights and obligations of the parties to this Agreement shall be subject to and governed by the terms and conditions contained in the text of this Agreement.

The CLIENT AGENCY shall provide the Energy Services Company (ESCO) with any additional contract language necessary to comply with the requirements established under federal grants, the American Recovery & Reinvestment Act of 2009 (ARRA) and the Energy Efficiency and Conservation Block Grant (EECBG). The ESCO and their subcontractors are required to comply with all applicable federal regulations and reporting procedures.

3. Period of Performance

Subject to its other provisions, the period of performance of this master Agreement shall commence when this Agreement is properly signed, and be completed on **December 31, 2017** unless altered or amended as provided herein.

4. Consideration

Compensation under this Agreement shall be by Amendment to this Agreement for each authorized project. Each Amendment will include a payment schedule for the specific project.

For Project Management Services provided by DES under Attachment "A" of this Agreement, the CLIENT AGENCY will pay DES a Project Management Fee for services based on the total project value per Project Management Fees Schedule set forth in Attachment "B".

If the CLIENT AGENCY decides not to proceed with an Energy/Utility Conservation project that meets CLIENT AGENCY's cost effective criteria, then the CLIENT AGENCY will be charged a Termination Fee per Attachment "B". The Termination Fee will be based on the estimated Total Project Value outlined in the Energy Audit and Energy Services Proposal prepared by the ESCO.

If monitoring and verification services are requested by the CLIENT AGENCY and provided by DES under Attachment "C" of this Agreement, the CLIENT AGENCY will pay DES \$2,000.00 annually for each year of monitoring and verification services requested.

Compensation for services provided by the ESCO shall be paid directly to the ESCO by the CLIENT AGENCY, after DES has reviewed, approved and sent the invoices to the CLIENT AGENCY for payment.

5. Billing Procedure

DES shall submit a single invoice to the CLIENT AGENCY upon substantial completion of each authorized project, unless a project specified a Special Billing Condition in the Amendment. Substantial completion of the project will include the delivery and acceptance of closeout documents and commencement of energy savings notification. Each invoice will clearly indicate that it is for the services rendered in performance under this Agreement and shall reflect this Agreement and Amendment number.

DES will invoice for any remaining services within 60 days of the termination of this Agreement.

6. Payment Procedure

The CLIENT AGENCY shall pay all invoices received from DES within 90 days of receipt of properly executed invoice vouchers. The CLIENT AGENCY shall notify DES in writing if the CLIENT AGENCY cannot pay an invoice within 90 days.

7. Non-Discrimination

In the performance of this Agreement, DES shall comply with the provisions of Title VI of the Civil Rights Act of 1964 (42 USC 200d), Section 504 of the Rehabilitation Act of 1973 (29 USC 794), and Chapter 49.60 RCW, as now or hereafter amended. DES shall not discriminate on the grounds of race, color, national origin, sex, religion, marital status, age, creed, Vietnam-Era and Disabled Veterans status, or the presence of any sensory, mental, or physical disability in:

- a) Any terms or conditions of employment to include taking affirmative action necessary to accomplish the objectives of this part and
- b) Denying an individual the opportunity to participate in any program provided by this Agreement through the provision of services, or otherwise afforded others.

In the event of DES's non-compliance or refusal to comply with the above provisions, this Agreement may be rescinded, canceled, or terminated in whole or in part, and DES declared ineligible for further Agreement with the CLIENT AGENCY. DES shall, however, be given a reasonable time in which to cure this noncompliance. Any dispute may be resolved in accordance with the "Disputes" procedure set forth therein.

8. Records Maintenance

The CLIENT AGENCY and DES shall each maintain books, records, documents, and other evidence that sufficiently and properly reflect all direct and indirect costs expended by either party in the performance of the services described herein. These records shall be subject to inspection, review, or audit by personnel of both parties, other personnel duly authorized by either party, the Office of the State Auditor, and federal officials so authorized by law. DES will retain all books, records, documents, and other material relevant to this agreement for six years after expiration; and the Office of the State Auditor, federal auditors, and any persons duly authorized by the parties shall have full access and the right to examine any of these materials during this period.

9. Contract Management

- a. The CLIENT AGENCY Representative on this Agreement shall be:

L. J. Dacorsi, Public Works Director
City of Prosser
601 7th Street
Prosser, WA 99350
Telephone (509) 786-3717

The Representative shall be responsible for working with DES, approving billings and expenses submitted by DES, and accepting any reports from DES.

b. The DES Project Manager on this Agreement shall be:

Alysa Wyrick
Department of Enterprise Services
Facilities Division
Engineering and Architectural Services
PO Box 41476
Olympia, WA 98504-1476
Telephone 509) 279-5024

Alysa Wyrick will be the contact person for all communications regarding the conduct of work under this Agreement.

10. Hold Harmless

Each party to this Agreement shall be responsible for its own acts and/or omissions and those of its officers, employees and agents. No party to this Agreement shall be responsible for the acts and/or omissions of entities or individuals not a party to this Agreement.

11. Agreement Alterations and Amendments

The CLIENT AGENCY and DES may mutually amend this Agreement. Such Amendments shall not be binding unless they are in writing and signed by personnel authorized to bind the CLIENT AGENCY and DES or their respective delegates.

12. Termination

Except as otherwise provided in this Agreement, either party may terminate this Agreement upon thirty (30) days written notification. If this Agreement is so terminated, the terminating party shall be liable only for performance in accordance with the terms of this Agreement for performance rendered prior to the effective date of termination.

13. Disputes

If a dispute arises under this Agreement, it shall be determined in the following manner: The CLIENT AGENCY shall appoint a member to the Dispute Board. The Director of DES shall appoint a member to the Dispute Board. The CLIENT AGENCY and DES shall jointly appoint a third member to the Dispute Board. The Dispute Board shall evaluate the dispute and make a determination of the dispute. The determination of the Dispute Board shall be final and binding on the parties hereto.

14. Order of Precedence

In the event of an inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order:

- a) Applicable Federal and State Statutes and Regulations
- b) Terms and Conditions
- c) Attachment "A", Project Management Scope of Work; Attachments "B", Project Management Fees; and Attachment "C", Monitoring Services Scope of Work, and
- d) Any other provisions of the Agreement incorporated by reference.

15. All Writings Contained Herein

This Agreement contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

AUTHORIZATION TO PROCEED

Agreed to and signed by:

City of Prosser

**Department of Enterprise Services
Facilities Division
Engineering & Architectural Services**

Signature

Signature

Name

William J. Frare, P.E.

Name

Title

Public Works Administrator

Title

Date

Date

The Department of Enterprise Services provides equal access for all people without regard to race, creed, color, religion, national origin, age, gender, sex, marital status, or disability. Contract information is available in alternative formats. For more information, please call Eddie Miller at (360) 407-9363.

K2853CityofProsserem

ATTACHMENT A

Scope of Work Energy/Utility Conservation Projects Management Services

Statewide Energy Performance Contracting Program Master Energy Services Agreement No. 2013-133

DES will provide the following project management services for each specific project for the CLIENT AGENCY. Each individual project shall be authorized by Amendment to this Agreement.

1. Assist the CLIENT AGENCY in the selection of an Energy Service Company (ESCO) consistent with the requirements of RCW 39.35A for local governments; or 39.35C for state agencies and school districts.
2. Assist in identifying potential energy/utility conservation measures and estimated cost savings.
3. Negotiate scope of work and fee for ESCO audit of the facility(s).
4. Assist in identifying appropriate project funding sources and assist with obtaining project funding.
5. Assist in negotiating the technical, financial and legal issues associated with the ESCO's Energy Services Proposal.
6. Review and recommend approval of ESCO energy/utility audits and Energy Services Proposals.
7. Provide assistance during the design, construction and commissioning processes.
8. Review and approve the ESCO invoice vouchers for payment.
9. Assist with final project acceptance.
10. Provide other services as required to complete a successful energy performance contract.

ATTACHMENT B

Fee Schedule

2013-15 Interagency Reimbursement Costs
for Project Management Fees to Administer
Energy/Utility Conservation Projects

<u>TOTAL PROJECT VALUE</u>	<u>PROJECT MANAGEMENT FEE</u>	<u>TERMINATION</u>
5,000,001.....6,000,000.....	\$66,000.....	25,700
4,000,001.....5,000,000.....	65,000.....	25,400
3,000,001.....4,000,000.....	64,000.....	25,000
2,000,001.....3,000,000.....	60,000.....	23,400
1,500,001.....2,000,000.....	56,000.....	21,800
1,000,001.....1,500,000.....	49,500.....	19,300
900,001..... 1,000,000.....	42,000.....	16,400
800,001..... 900,000.....	39,600.....	15,400
700,001..... 800,000.....	36,800.....	14,400
600,001..... 700,000.....	35,000.....	13,700
500,001..... 600,000.....	32,400.....	12,600
400,001..... 500,000.....	29,000.....	11,300
300,001..... 400,000.....	24,800.....	9,700
200,001..... 300,000.....	19,800.....	7,700
100,001..... 200,000.....	13,800.....	5,400
50,001..... 100,000.....	7,500.....	3,500
20,001..... 50,000.....	4,000.....	2,000
0.....20,000	2,000.....	1,000

The project management fee on projects over \$6,000,000 is 1.1% of the project cost. The maximum DES termination fee is \$25,700.

1. These fees cover project management services for energy/utility conservation projects managed by DES's Energy Program.
2. Termination fees cover the selection and project management costs associated with managing the ESCO's investment grade audit and proposal that identifies cost effective conservation measures if the CLIENT AGENCY decides not to proceed with the project through DES.
3. If the project meets the CLIENT AGENCY's cost effectiveness criteria and the CLIENT AGENCY decides not to move forward with a project, then the CLIENT AGENCY will be invoiced per Attachment B Termination or \$25,700 whichever is less. If the CLIENT AGENCY decides to proceed with the project then the Agreement will be amended per Attachment B for Project Management Fee.
4. If the audit fails to produce a project that meets the CLIENT AGENCY's established Cost Effectiveness Criteria, then there is no cost to the CLIENT AGENCY and no further obligation by the CLIENT AGENCY.

ATTACHMENT C

Scope of Work Energy/Utility Conservation Projects Monitoring Services

Statewide Energy Performance Contracting Program Master Energy Services Agreement No. 2013-133

If requested DES will provide the following monitoring services for each specific project for the CLIENT AGENCY.

1. Monitor actual energy use and dollar costs, compare with the ESCO's annual Measurement and Verification (M&V) report and any ESCO guarantee, resolve differences, if needed, and approve any vouchers for payment.
2. Monitor facility operations including any changes in operating hours, changes in square footage, additional energy consuming equipment and negotiate changes in baseline energy use which may impact energy savings.
3. Provide annual letter report describing the ESCO's performance, equipment performance and operation, energy savings and additional opportunities, if any, to reduce energy costs.

CITY OF PROSSER, WASHINGTON

AGENDA BILL

<u>Agenda Title:</u> Approve Department of Enterprise Services Authorization No. 2015-056 A (1), approving of the appropriation of funds for the Design & Implementation of Energy Conservation Measures, First Year Measurement & Verification, and Sales Tax, and authorize the Mayor to sign the document.		<u>Meeting Date:</u> January 27, 2015 Regular Meeting	
<u>Department:</u> Public Works	<u>Director:</u> L.J. Da Corsi	<u>Contact Person:</u> L.J. Da Corsi	<u>Phone Number:</u> (509) 786-2332
<u>Cost of Proposal:</u> \$213,416.15		<u>Account Number:</u>	
<u>Amount Budgeted:</u> \$213,416.15 (Through DES Energy Conservation Grant Funding)		<u>Name and Fund#</u> General Fund - Small Project Fund 105	
<u>Reviewed by Finance Department:</u> <i>Budget Amendment will be needed. Will Be Presented on a Future Agenda. Jgn</i>			
<u>Attachments to Agenda Packet Item:</u>			
<ol style="list-style-type: none"> 1. Authorization No. 2015-056 A (1) for \$213,416.15. 2. Energy Services Authorization Amendment No. 1 Approvals Form 3. Scope of Work 			
<u>Summary Statement:</u>			
<p>In conjunction with the Department Of Enterprise Services original Interagency Agreement with the City and Amendment No. 1 modifying the basic services of said original agreement, authorization for funding approval is in accordance with the provisions of RCW 43.88.</p> <p>Funding approval in the amount of \$213,416 is required by the Dept. of Enterprise Services, Engineering & Architectural Services, Facilities Division. The total amount includes design and implementation of Energy Conservation Measures, First Year Measurement & Verification, and 8.6% WA State Sales Tax.</p>			

Recommended City Council Action/Suggested Motion:

Approve Department of Enterprise Services Authorization No. 2015-056 A (1), approving of the appropriation of funds for the Design & Implementation of Energy Conservation Measures, First Year Measurement & Verification, and Sales Tax, and authorize the Mayor to sign the document.

<u>Reviewed by Department Director:</u> <i>Not Available</i>	<u>Reviewed by City Attorney:</u> 	<u>Approved by Mayor:</u> 
<u>Date:</u>	<u>Date:</u> <i>1/21/15</i>	<u>Date:</u> <i>1-22-15</i>
<u>Today's Date:</u> January 20, 2015	<u>Revision Number/Date:</u>	<u>File Name and Path:</u>



STATE OF WASHINGTON
DEPARTMENT OF ENTERPRISE SERVICES

1500 Jefferson St. SE, Olympia, WA 98501
PO Box 41476, Olympia, WA 98504-1476

January 8, 2015

TO: L. J. DaCorsi, City of Prosser
FROM: Eddie Miller, Contracts Specialist, (360) 407-9363
RE: Authorization No. 2015-056 A (1)
Amendment No. 1
Project Title Street and Facility Lighting and Well Pump 5 Upgrades

Apollo Sheet Metal, Inc. DBA Apollo Solutions Group

SUBJECT: Funding Approval

The Department of Enterprise Services, E&AS, requires funding approval for the above referenced contract document(s). The amount required is as follows:

Design & Implementation of Energy Conservation Measures	\$192,015.00
First Year Measurement & Verification	\$ 2,917.00
Sales Tax (8.6%) (includes tax on audit & proposal)	<u>\$ 18,484.15</u>
TOTAL	<u>\$213,416.15</u>

In accordance with the provisions of RCW 43.88, the signature affixed below certifies to the Facilities Division, Engineering & Architectural Services that the above identified funds are appropriated, allotted or that funding will be obtained from other sources available to the using client/agency. The using/client agency bears the liability for any issues related to the funding for this project.

By _____ Date _____
Name / Title

Please sign and return this form to E&AS. If you have any questions, please call me.

2015056Aam1fundem

ENERGY SERVICES AUTHORIZATION AMENDMENT NO. 1

Project Title Street and Facility Lighting and Well Authorization No. 2015-056 A (1)
Pump 5 Upgrades
 Facility City of City of Prosser Date January 8, 2015

This Amendment, when properly signed, shall be the basis on which the Subject Authorization shall be modified.

Authorization (this sheet) Project Completion and Compensation
 Scope of Work Options: Modify Basic Services

Approvals

Energy Services Company:

Owner:

Apollo Sheet Metal, Inc.
 DBA Apollo Solutions Group
 1201 SW Columbia Drive
 Kennewick, WA 99336

City of Prosser
 acting through the
 Department of Enterprise Services,
 Facilities Division,
 Engineering and Architectural Services

By: _____
 Name: _____
 Title: _____
 Date: _____

 Roger Wigfield, P.E.
 Energy Program Manager

Compensation for Energy Services

Basic Services	COMPENSATION		
	Current	New	Previous
Energy Audit and Energy Services Proposal	\$ 20,000.00	\$ 0.00	\$ 20,000.00
Design	\$ 56,120.00	\$ 56,120.00	\$ 0.00
Construction Management	\$ 33,974.00	\$ 33,974.00	\$ 0.00
Overhead and Profit	\$ 101,921.00	\$ 101,921.00	\$ 0.00
Measurement & Verification Year 1	\$ 2,917.00	\$ 2,917.00	\$ 0.00
Grand Total (Plus WSST as applicable)	\$ 214,932.00	\$ 194,932.00	\$ 20,000.00

Value of this Amendment = \$194,932.00 (Plus Washington State Sales Tax)

Scope of Work

Energy efficiency measures under Contract No. 2015-056 G (1-1) will include street lighting and facility interior and exterior lighting upgrades, and upgrades to well pump five, including any and all necessary ancillary equipment. The ESCO will perform a detailed engineering design as needed to obtain Owner review and approval of the proposed systems and to obtain bids as required. The ESCO will provide construction management, as-built drawings, and O&M manuals. All work is per the City of Prosser Energy Services Proposal dated October 23, 2014.

Schedule For Completion

Final completion, including 1st year M&V, 682 days from execution of this Amendment.

2015056Aam1em

CITY OF PROSSER, WASHINGTON

AGENDA BILL

<u>Agenda Title:</u> Approve of the appropriation of funds for Department of Enterprise Services ESCO Contract No. 2015-056 G (1-1), in the amount of \$647,086.85, and authorize the Mayor to sign the documents.		<u>Meeting Date:</u> January 27, 2015 Regular Meeting	
<u>Department:</u> Public Works	<u>Director:</u> L.J. Da Corsi	<u>Contact Person:</u> L.J. Da Corsi	<u>Phone Number:</u> (509) 786-2332
<u>Cost of Proposal:</u> \$647,086.85		<u>Account Number:</u>	
<u>Amount Budgeted:</u> \$647,086.85 (Through DES Energy Conservation Grant Funding)		<u>Name and Fund#</u> General Fund - Small Project Fund 105	
<u>Reviewed by Finance Department:</u> <i>Budget Amendment will be necessary. Will be presented on a future agenda.</i>			
<u>Attachments to Agenda Packet Item:</u> 1. DES Funding Approval for ESCO Contract No. 2015-056 G (1-1) for \$647,086.85. 2. ESCO Construction Contract No. 2015-056 G (1-1) 3. DES Retainage Investment Form			
<u>Summary Statement:</u> Funding approval for the Street & Facility Lighting and Well Pump 5 Upgrades Project in the amount of \$647,086.85 is required by the Dept. of Enterprise Services, Engineering & Architectural Services, Facilities Division. The total includes ESCO Contract Amount, 8.6% Sales Tax, and Contingency (with tax). The ESCO Contractor for this project is Apollo Sheet Metal, Inc. DBA Apollo Solutions Group.			
<u>Recommended City Council Action/Suggested Motion:</u> Approve of the appropriation of funds for Department of Enterprise Services ESCO Contract No. 2015-056 G (1-1), in the amount of \$647,086.85, and authorize the Mayor to sign the documents.			

<u>Reviewed by Department Director:</u> <i>Not Available</i> <u>Date:</u>	<u>Reviewed by City Attorney:</u>  <u>Date:</u> <i>1/21/15</i>	<u>Approved by Mayor:</u>  <u>Date:</u> <i>1-22-15</i>
<u>Today's Date:</u> January 20, 2015	<u>Revision Number/Date:</u>	<u>File Name and Path:</u>



STATE OF WASHINGTON
 DEPARTMENT OF ENTERPRISE SERVICES

1500 Jefferson St. SE, Olympia, WA 98501
 PO Box 41476, Olympia, WA 98504-1476

January 8, 2015

TO: L. J. LaCorsi, City of Prosser

FROM: Eddie Miller, Contracts Specialist, (360) 407-9363

RE: Contract No. 2015-056 G (1-1)
 Street and Facility Lighting and Well Pump 5 Upgrades

Apollo Sheet Metal, Inc. DBA Apollo Solutions Group

SUBJECT: Funding Approval

The Department of Enterprise Services, E&AS, requires funding approval for the above referenced contract document. The amount required is as follows:

ESCO Contract Amount	\$ 571,948.00
Sales Tax (8.6%)	\$ 49,187.53
Contingency Amount (with Tax)	\$ 25,951.32
Total	\$ 647,086.85

In accordance with the provisions of RCW 43.88, the signature affixed below certifies to the Facilities Division, Engineering & Architectural Services that the above identified funds are appropriated, allotted or that funding will be obtained from other sources available to the using client/agency. The using/client agency bears the liability for any issues related to the funding for this project.

By _____ Date _____
 Name / Title

Please sign and return this form to E&AS. If you have any questions, please call me.

2015056Gfundem

ESCO Contract No. 2015-056 G (1-1)
Project Street and Facility Lighting and Well
Pump 5 Upgrades
Agency City of Prosser
Date January 8, 2015

STATE OF WASHINGTON
ENERGY SERVICE COMPANY (ESCO) CONSTRUCTION CONTRACT
For the FACILITIES DIVISION, ENGINEERING & ARCHITECTURAL SERVICES

This Energy Service Company (ESCO) Construction Contract, made and entered into this 8th day of January, 2015, shall be the agreed basis of performing the following work by and between the State of Washington, City of Prosser acting through the Department of Enterprise Services, Facilities Division, Engineering & Architectural Services, hereinafter referred to as the Owner, and

Apollo Sheet Metal, Inc. DBA
Apollo Solutions Group
1201 SW Columbia Drive
Kennewick, WA 99336
Telephone (503) 720-5690
Fax (800) 688-8814

hereinafter referred to as the ESCO or Contractor.

WITNESSETH: Whereas the parties hereto have mutually covenanted and by these presents do covenant and agree with each other as follows:

FIRST: The said ESCO agrees to furnish all permits, material, labor, tools, equipment, apparatus, facilities, etc., necessary to perform and complete in a workmanship like manner the work called for in the attached Scope of Work, Energy Services Proposal dated October 23, 2014, for:

Energy Services Authorization No. 2015-056 A (1)
Master Energy Services Agreement No. 2013-133 C (3)

Audits and Proposals for this project were prepared by the ESCO according to the terms of the Contract Documents which include, but are not limited to, the Master Energy Services Agreement, Energy Services Authorization(s), the accepted Proposal, *Conditions of the Master Energy Services Agreement, Instructions to Bidders/General Conditions/Supplemental Conditions For State Facility Construction, EPC Modifications to Instructions to Bidders/General Conditions/Supplemental Conditions For State Facility Construction, Addenda, Specifications, Drawings, Bond, and this Construction Contract.*

January 8, 2015

SCOPE OF WORK

ESCO No. 2015-056 G (1-1)

Street and Facility Lighting and Well Pump 5 Upgrades
City of Prosser

Furnish and install the energy efficiency measures, including any and all necessary ancillary equipment, as described in the City of Prosser Energy Services Proposal dated October 23, 2014.

