



# CITY OF MATTAWA COUNCIL MEETING AGENDA

January 15, 2026

5:30 P.M.

Call to Order:

Roll Call: Mayor Maria Celaya, Sun Hwang, Brian Berghout, Silvia Barajas, Tony Acosta,  
Alex Heredia, Fabiola Hernandez, Wendy Lopez

I. **Additions/Approval of Agenda:**

II. **Public Comments:**

III. **Presentation: Rate Study (continued)**

IV. **Consent Agenda/Informational:**

- Minutes- Council Meeting Minutes 12.18.25
- Gray & Osborne Project Summary 12.24.25
- SCJ Planning Monthly Update 01.09.26
- 2025 Claims EFT & Checks Approval #21409-21445 -- \$106,886.30
- 2025 Payroll EFT & Checks Approval #32083-32089 -- \$122,115.97
- 2026 Claims EFT & Checks Approval #21446-21461 -- \$785,640.14
- 2026 Payroll EFT Approval -- \$7,700.00
- Treasurer Report

V. **Reports:**

Mayor Report

Council Report

Police Department Report

Public Works Department Report

**VI. Council, Items for Motion (Old Business):**

**None.**

**VII. Council, Items for Motion (New Business):**

- 1. Palm Sunday Procession (March 29, 2026) - Catholic Church**
- 2. Procession of Silence (April 3, 2026) - Catholic Church**
- 3. 2025 Red Town Initiative: Final Progress #2 & Project Completion Acceptance**
- 4. Engineering Services Amendment #3 (Supplement 1) - WWTF Improvements - Additional Construction Administration**
- 5. Engineering Services Amendment #11 (Supplement 1) - Well 5 Siting Analysis & Drilling Design - Cultural Resources/Environmental Review Supplement**
- 6. Progress Estimate #18 - WWTF Improvements**
- 7. Progress Estimate # 3 - Sewer System Improvements**

**VIII. Adjournment:**

Water

Budget Summaries	2025	2026	2027	2028	2029	2030	2031	2032
<b>Planned Rate Structure</b>								
Rate Increase	8%	6%	6%	6%	6%	6%	6%	6%
Base Volume	14000	14000	14000	14000	14000	14000	14000	14000
Typical Residential Bill	\$45	\$48	\$50	\$54	\$57	\$60	\$64	\$68
Net Operating Revenues	(\$278,036.65)	(\$52,141.61)	-\$30,054.01	\$43,079.76	(\$119,731.47)	(\$96,589.75)	(\$250,974.04)	(\$231,710.40)
EOY Cash	\$843,898.49	\$791,756.88	\$761,702.87	\$804,782.63	\$685,051.16	\$588,461.41	\$337,487.37	\$105,776.97
<b>Alternative 1 - Variable Rate Increases</b>								
Rate Increase	8%	8%	8%	10%	10%	10%	10%	10%
Base Volume	14000	14000	14000	14000	14000	14000	14000	14000
Typical Residential Bill	\$45.00	\$49.00	\$53.00	\$59.00	\$65.00	\$69.00	\$77.00	\$84.00
Net Operating Revenues	(\$278,036.65)	(\$38,487.83)	\$ (610.68)	\$ 106,386.23	\$ (17,063.71)	\$ 51,360.48	(\$51,112.09)	\$ 27,481.43
EOY Cash	\$ 843,898.49	\$ 805,410.66	\$ 804,799.98	\$ 911,186.21	\$ 894,122.50	\$ 945,482.99	\$ 894,370.89	\$ 921,852.32
<b>Alternative 2 - Lower Base Volume</b>								
Rate Increase	8%	8%	8%	8%	8%	8%	8%	8%
Base Volume	14000	12000	10500	9000	7500	6000	4500	3000
Typical Residential Bill	\$45	\$50	\$55	\$60	\$66	\$72	\$79	\$87
Net Operating Revenues	(\$278,036.65)	(\$19,885.79)	\$22,394.66	\$118,690.25	(\$17,427.84)	\$36,286.96	(\$79,219.33)	(\$19,592.75)
EOY Cash	\$ 843,898.49	\$ 824,012.70	\$ 846,407.36	\$ 965,097.61	\$ 947,669.77	\$ 983,956.73	\$ 904,737.40	\$ 885,144.65
<b>Alternative 3 - Ready to Serve</b>								
Rate Increase	8%	6%	6%	6%	6%	6%	6%	6%
Base Volume	14000	10000	5000	0	0	0	0	0
Typical Residential Bill	\$45	\$53	\$58	\$66	\$70	\$74	\$79	\$84
Net Operating Revenues	(\$278,036.65)	\$11,411.69	\$43,414.10	\$156,761.83	\$1,359.23	\$31,773.79	(\$114,908.59)	(\$87,481.03)
EOY Cash	\$ 843,898.49	\$ 855,310.18	\$ 898,724.28	\$ 1,055,486.11	\$ 1,056,845.34	\$ 1,088,619.13	\$ 973,710.53	\$ 886,229.50
<b>Council Preferred Alternative</b>								
Rate Increase	8%	10%	10%	8%	8%	6%	6%	6%
Base Volume	14000	13000	12000	11000	10000	10000	10000	10000
Typical Residential Bill	\$45	\$50	\$56	\$61	\$66	\$70	\$74	\$78
Net Operating Revenues	(\$278,036.65)	(\$15,879.01)	\$39,059.93	\$133,350.86	(\$5,794.67)	\$24,481.92	(\$122,634.31)	(\$95,670.24)
EOY Cash	\$843,898.49	\$828,019.48	\$867,079.41	\$1,000,430.27	\$994,635.60	\$1,019,117.52	\$896,483.21	\$800,812.97

Sewer

Budget Summaries	2025	2026	2027	2028	2029	2030	2031	2032
<b>Planned Rate Structure</b>								
Rate Increase	3%	3%	3%	3%	3%	3%	3%	3%
Typical Residential Bill	\$54	\$55	\$57	\$59	\$61	\$62	\$64	\$66
Net Operating Revenues	\$239,570.68	\$246,038.59	\$262,683.59	\$328,682.84	\$113,958.97	(\$236,596.02)	(\$276,364.70)	(\$255,517.99)
EOY Cash	\$1,091,504.59	\$1,337,543.18	\$1,600,226.77	\$1,928,909.61	\$2,042,868.59	\$1,806,272.57	\$1,529,907.87	\$1,274,389.89
<b>Alternative 1 - Rate Increases</b>								
Rate Increase	3%	3%	6%	6%	8%	8%	10%	10%
Typical Residential Bill	\$54	\$55	\$57	\$61	\$64	\$69	\$75	\$82
Net Operating Revenues	\$239,570.68	\$246,038.59	\$262,683.59	\$351,877.87	\$162,696.98	(\$142,414.22)	(\$131,341.85)	(\$33,502.42)
EOY Cash	\$1,091,505	\$1,337,543	\$1,600,227	\$1,952,105	\$2,114,802	\$1,972,387	\$1,841,046	\$1,807,543
<b>Alternative 2 - Implement Base Volume</b>								
Rate Increase	3%	3%	6%	6%	6%	6%	6%	6%
Base Volume	N/A	20000	15000	10000	5000	5000	5000	5000
Typical Residential Bill	\$54	\$67	\$69	\$73	\$83	\$87	\$92	\$97
Net Operating Revenues	\$239,570.68	\$192,714.34	\$214,895.99	\$315,573.04	\$155,138.53	(\$179,590.41)	(\$201,672.41)	(\$161,113.52)
EOY Cash	\$1,091,505	\$1,284,219	\$1,499,115	\$1,814,688	\$1,969,827	\$1,790,236	\$1,588,564	\$1,427,450
<b>Alternative 3 - Ready to Serve</b>								
Rate Increase	3%	3%	3%	3%	3%	3%	3%	3%
Base Volume	N/A	20000	10000	5000	0	0	0	0
Typical Residential Bill	\$54	\$52	\$53	\$63	\$74	\$75	\$77	\$79
Net Operating Revenues	\$239,570.68	\$134,826.58	\$226,869.12	\$334,603.68	\$166,123.27	(\$193,883.98)	(\$243,527.09)	(\$232,967.68)
EOY Cash	\$1,091,505	\$1,226,331	\$1,453,200	\$1,787,804	\$1,953,927	\$1,760,043	\$1,516,516	\$1,283,548
<b>Council Preferred Alternative</b>								
Rate Increase	3%	6%	6%	6%	8%	8%	10%	10%
Typical Residential Bill	\$54	\$55	\$59	\$62	\$73	\$69	\$80	\$88
Net Operating Revenues	\$239,570.68	\$246,038.59	\$285,183.95	\$376,014.48	\$205,422.28	(\$95,782.04)	(\$60,831.43)	\$44,763.88
EOY Cash	\$1,091,505	\$1,337,543	\$1,622,727	\$1,998,742	\$2,204,164	\$2,108,382	\$2,047,550	\$2,092,314



**CITY OF MATTAWA  
COUNCIL MEETING MINUTES  
December 18, 2025  
5:30 PM**

**Call to Order/Roll Call**

Mayor Maria Celaya called the council meeting to order at 5:33 p.m. Council members present were Sun Hwang, Brian Berghout, Silvia Barajas, Tony Acosta, Alex Heredia, Fabiola Hernandez.

Staff present – Chief of Police Alex Zesati, Public Works Director Juan Ledezma, City Clerk Anabel Martinez.

Others present—City attorney Katherine Kenison, Jamin, Michael, Jared (G & O)

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**I. Additions/Approval of Agenda:**

\*\*M/s; Berghout / Hwang motion to add a rate study presentation, upgrading water meter at WSD as item #5, executive session RCW 42.30.110 section 1b at the end, and approve tonight's agenda. Motion carried.

**II. Public Comments:**

\*\*None

**III. Presentations: Water & Sewer Utility Rate Study 2025 by Gray & Osborne, Inc.**

- Gray & Osborne representatives presented on water & sewer existing rates, historical revenue & expenses, projections, future rates, and meeting capital improvement objectives.
- After a brief council discussion/interaction, the council decided to table for the next meeting for updated number projections.

**IV. Consent Agenda/Information:**

- Minutes – Council Meeting 12.04.25
- Gray & Osborne Project Summary 12.10.25
- 2025 Claims EFT & Checks Approval #21386-21408 -- \$182,922.85
- 2025 Payroll EFT Approval -- \$7,700.02
- Treasurer Report

\*\* Approval of Claims, Prepaid Claims, and Payroll Vouchers audited and certified by the City Clerk as required by RCW 42.24.080, and those expense reimbursement claims, certified as required by RCW 42.24.090, have been recorded on a listing which has been made available to the Council for approval and is retained for public inspection at city hall.

\*\* As of December 18<sup>th</sup>, 2025, the Council approved payment of 2025 Claims EFT & Checks Approval #21386-21408 in the amount of \$182,922.85, 2025 Payroll EFT Approval for \$7,700.02.

***\*\* M/s; Acosta / Barajas motion that bills, checks, payroll, 12.04.25 meeting minutes, and treasurer report be approved. Motion carried.***

## **V. Reports:**

### **Mayor's Report**

\*\*A People for People representative presented the routes of services provided. There is no current route in Mattawa, but that is something she will try to work on since there is a need.

\*\*The Winter Parade & festival went great, the Christmas trucks were very thankful. Around 300-400 people attended the festival, 19 booths and about 100 toys/gifts.

\*\* Mayor asked staff for feedback on 2025 accomplishments.

Public Works Dept. – Certifications of staff earned/completed, completion of project overlay street, well #2.

Police Dept. – Meeting public safety needs with staff shortages & solving homicide, removing fire arms from streets.

Clerk's Dept. – Notary Certification, issued 35 new home permits, no complaints, behind the scenes of community event preparations.

\*\*Mayor Celaya will leave for Mexico on vacation, and everything is set up with Mayor Pro Tem Sun Hwang.

### **Council Report**

\*\*None.

### **Police Department Report**

\*\* Surplus – one car is up and running, still working on the other one.

\*\* Calls for Service report

\*\*Councilman Acosta asked for an update on the new hire; chief said one candidate withdrew.

### **Public Works Department Report**

\*\*WWTF improvement is now connected to the system. The decommissioning of the square cluster has started. There is a lot of programming happening, & on-site troubleshooting.

\*\* The Lift Station Elimination project is on schedule. There is a planned road closure from January 5<sup>th</sup> through January 16<sup>th</sup>, 2026.

\*\* Well #2 punch list items are essentially complete; however, there are some warranty electrical components needed for the VFD.

**VI. Council, Items for Motion (Old Business):**

**None.**

**VII. Council, Items for Motion (New Business):**

- 1. Progress Estimate #13 – Well 2 Re-Equipping  
M/s; Berghout / Heredia motion to approve. Motion carried.**
- 2. Ord. 25-703 Amending Business License Threshold  
M/s; Heredia / Hwang motion to approve. Motion carried.**
- 3. Pavement Markings Re-Stripping – Ord. 25-704 budget Amendment & Change Order 1 for Red Town Initiative Project  
M/s; Berghout / Acosta motion to approve ordinance and change order. Motion carried.**
- 4. Chlorine Analyzer Purchase  
M/s; Hwang / Barajas motion to approve. Motion carried.**
- 5. WSD Water Meter Upgrade  
M/s; Berghout / Barajas moon to approve. Motion carried.**

**VIII. Executive Session RCW 42.30.110 1b Real Estate**

**- Session started at 7:17 pm for 10 minutes and a possible decision.**

**- Session ended at 7:27 pm.**

**M/s; Berghout / Hwang motion mayor to sign the purchase agreement for land acquisition.**

**IX. Adjournment:**

The council meeting was adjourned at 7:27 P.M. M/s; Berghout/ Barajas. Motion carried.

Respectfully submitted,

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Anabel Martinez, City Clerk

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Maria Celaya, Mayor

# Gray & Osborne/City of Mattawa Project Summary (12/24/25)

## Development Projects

### ***Bodrero Development – Jamin Ankney, Mike Meskimen***

Project Number: 21845.07/21845.21

Funded: Developer Contributions

- Preliminary subdivision review period complete
- Completed review of construction drawings
- Completed preconstruction conference
- Part-inspection will be provided during construction
- Infrastructure installation for Phases I&II is complete, including punch list items
- Phase III will likely not start until next year

### ***S4 Retail Development – Jamin Ankney, Mike Meskimen***

Project Number: 21845.14

Funded: Developer Contributions

- G&O's comments on the engineering plans have been satisfied
- Construction has started

### ***Portage Court (Balaggan) Development – Jamin Ankney, Mike Meskimen***

Project Number: 21845.16

Funded: Developer Contributions

- Completed first review of construction drawings
- Completed multiple reviews of construction drawings
- Have responded to multiple questions from the developer
- An updated submittal was received 8/27 and comments were provided to the City on 9/22.

## Transportation Projects

### ***TIB Applications – Michael Woodkey, Julio Renteria, Brandon Larson***

Project Number: TBD

- Applications were due August 2025
- TIB applications were submitted this cycle
- The City was not awarded funding

### ***UPWP Funding Application – Russ Powers, Michael Woodkey***

Project Number: OH250.39

- Opportunity to apply for transportation planning money
- Submission of funding application for Government Rd feasibility update with roundabout analysis
- Award announcements are anticipated for December

***CDBG Funding Applications – Russ Powers, Jamin Ankney***

- Opportunity to apply for CDBG funding for projects
- CDBG is primarily interested in funding community facilities or projects that facilitate housing and growth
- Preliminary estimates were prepared for CDBG’s consideration and the City was told that an application would be considered
- **Met on 10/22 with Catholic Charities and Port to discuss coordinated efforts**
- **CDBG Application will be started in January 2026**

***2025 RED Town Initiative – Michael Woodkey, Christian Weishaar, Brandon Larson***

Project Number: 24881

Project Completion: August 2025

Funded: TIB

- TIB has offered the City an out-of-call project
- Award of the project was awarded at the 5/1 council meeting
- **Construction is complete**
- **Total Budget: \$1,300,000**

***Government Road Feasibility Study Update – Mike Meskimen, Julio Renteria, Michael Woodkey***

- City may budget this effort for next year
- City to determine next steps desired
- Updated cost ranges provided by G&O for budgeting

**Water System Projects**

***Well 2 – Re-equipping Design and CA – Jamin Ankney, Jared McMeen***

Project Number 22867/24846

Project Completion: September 2024

Funded: City Water Fund/Public Works Board

- Final design and construction funding for the project will be from the PWB
- A funding scope change is being processed that will increase the grant to 50%
- Construction is nearing completion
- The well was started up on 10/20
- **The contractor is completing punchlist items and resolving an electrical issue**
- **Total Budget: \$2,900,000**

***Well 2 – Water Capacity Analysis Update – Jamin Ankney, Jared McMeen***

Project Number TBD

Project Completion: March 2026

Funded: Public Works Board

- **Council approved the scope for this project**
- **DOH has confirmed the proposed pump test protocol**
- **Total Budget: \$25,600**

***Water Rights Assistance – Dan Haller (Aspect Consulting), Jamin Ankney***

- Project Number: 24884
- Project Completion: 2025
- Funded: City
- The water rights application was submitted to Ecology
- The meeting with the School District Board was completed
- Draft agreement for the water rights issue was prepared and approved by the City Council
- **Aspect is proceeding with the work**
- **Total Budget: \$19,630**

***Water Telemetry System Upgrade – Jamin Ankney, Brad Bailey (Connetix Engineering)***

- Project Number: 24886
- Project Completion: 2026
- Funded: DWSRF
- DOH approved the contract documents
- The project was advertised on August 13 and opened bids on August 29
- One bid was received and the Council awarded the project on 9/4
- **The contractor has been issued a notice to proceed and has started work on the project**
- **Submittals have been reviewed**
- **Installation is anticipated early in 2026**
- **Total Budget: \$134,000**

***Well 5 Siting Analysis and Drilling Design – Jamin Ankney, Aspect Consulting***

- Project Number: TBD
- Project Completion: 2025
- Funded: DWSRF (future phases and property acquisition also funded by EPA)
- The siting analysis is complete and provides the City with a clear plan for the potential locations of Well 5
- City staff have been consulted on possible Well 5 locations
- **Drilling design will start once the City obtains site control of the proposed Well 5 location**
- **Total Budget: \$103,500**

***Well 5 Property Acquisition, Drilling, Equipping Design, and Equipping Construction – Jamin Ankney***

- Project Number: TBD
- Project Completion: 2028
- Funded: EPA/DWSRF
- A realtor has prepared market analysis for multiple potential locations for Well 5
- **The City is under contract on a parcel and is completing the feasibility and funding review**
- **The closing date is December 31, 2025**

- Tentative schedule is property acquisition Winter 2025, drilling bid Spring 2026, well drilling summer 2026, start equipping design Summer 2026, drilling bid spring 2027, project complete by early 2028.
- **Total Budget: \$4,500,000**

***Pressure Zone Improvements Design and Construction – Jamin Ankney***

- Project Number: TBD
- Project Completion: 2028
- Funded: EPA/DWSRF
- Project scope is dependent on selected location of Well 5
- **Design will start once Well 5 location is finalized**
- **Total Budget: \$2,000,000**

***Reservoir Coating Inspection – Jamin Ankney, Jared McMeen, Jared Ball***

- Project Number: TBD
- Project Completion: 2026
- Funded: City
- The City’s reservoir coats were last inspected in 2019
- The inspection at that time recommended reassessment in 5 year.
- **Council is budgeting for this project for 2026**
- **Total Budget: \$18,000**

***PWB Funding Applications – Russ Powers, Jamin Ankney***

- Opportunity to apply for PWB funding for infrastructure projects
- City applying for Reservoir 2 recoating and valve replacement projects
- The PWB funding applications have been submitted
- The City was not awarded funding

**Future/Pending Water System Projects**

***Reservoir Project – Jamin Ankney, Alex Quinn***

- Coating Project
- Reservoir No. 1 – No need to evaluate until 2029.
- Reservoir No. 2 – Need to evaluate in 2025 for potential coating project.
- **Total Budget: Not an active project**

**Wastewater System Projects**

***WWTF Fire Assistance – Nancy Wetch, Russ Powers***

- Project Number: 20827
- Project Completion: November 2023
- Funded: Insurance Reimbursement/City Funds (Ecology Emergency Funding)
  - Phase 1 – Blower Procurement
  - Phase 2 – Building Restoration

- Phase 3 – Equipment Installation
- **Total Budget: The total cost of the fire response, cleanup, design, construction, etc., is not completely known at this time as costs are still being assembled and approved by the insurance company.**

**Initial Emergency Response (G&O does not have total cost)**

**Engineering: \$414,840 (insurance will reimburse)**

**Phase I: \$93,505.84 (insurance will reimburse)**

**Phase II: \$320,864 (insurance will reimburse)**

**Phase III: \$1,189,148 (working on insurance reimbursement, City will be responsible for some costs – TBD)**

- The City will still need to pay the retainage to Apollo, but can request this from the insurance now
- Apollo has indicated that they will address the baseboard warranty issue
- Apollo has been notified about the filtrate pump issue
- **Apollo has been notified about the telemetry radio issue**
- **The City needs to file Notice of Completion paperwork for all three phases**

#### **WWTF Improvements Construction – Tim DeVries, Nancy Wetch, Jamin Ankney**

Project Number: 19044.01

Project Completion: 2025 (for construction completion)

Funded: Ecology Water Quality Funding

- Current schedule appears to extend beyond the allowed construction days – an updated schedule has been received and a response has been provided to the contractor
- The City's change order to add working days has been executed and the contractor has filed a protest
- G&O has responded to the contractor's protest, denying both of their requests
- The contractor resumed work the week of 4/14
- **A few outstanding change order options are being discussed**
- **The contractor's most recent schedule showed completion in early February 2026, but this is out of date**
- **The City has received an extension in the Ecology funding**
- **Total Budget \$5,883,000 (includes design, construction, construction administration)**

#### **WWTF Solids Handling Improvements Design – Nancy Wetch, Jamin Ankney**

Project Number: 25861

Project Completion: 2028

- The City is on the final Ecology funding list for this project
- An engineering agreement for the design was approved by council on 9/18
- **The Ecology funding should be contracted during the Winter 2025**
- **The Ecology funding scope was reviewed and comments were returned to Ecology**
- **A kickoff meeting with Ecology is scheduled for 12/29**
- **Total Budget \$637,000**

#### **Sewer System Improvements (Portage Avenue LS Elimination) – Jamin Ankney, Justin Wies**

Project Number: 24817

Project Completion: 2026

Funded: Ecology Grant/Loan

- Slight changes in the proposed route were made to better serve future development in the area
- Additional Ecology comments have been addressed
- Obtained approved from the County and WSDOT for the detour
- Easements have been finalized and signed by the property owners
- The project was awarded on 9/18
- Construction started on 9/16
- The SR 243 crossing was being completed 10/21-10/27.
- **Construction is ongoing and progressing well**
- **The contractor is taking two weeks off around Christmas**
- **Total Budget \$3,348,700**

## Other Projects

### ***City Hall Feasibility Analysis – Jamin Ankney, Aaron Pease***

Project Number: 23856

Project Completion: November 2023

Funded: City

- City could consider funding options for the selected alternative.
- City may consider proceeding with conceptual design to aid in future funding efforts.
- **Council is budgeting for additional work for this project next year.**
- **Total Budget \$27,700**

### ***Rate Study Update – Michael Woodkey***

Project Number: 25854

Project Completion: December 2026

Funded: City

- City would like to assess its rates, given current capital improvement funding packages
- **Work on this project is ongoing**
- **Presentation was made at the December 18 council meeting**
- **Based on council feedback, updated rate options will be presented at the January 15 council meeting**
- **Total Budget \$15,000**

*Next Meeting – January 14, 2026, 10 am*



## City of Mattawa Planning: Monthly Update

**Date:** January 9, 2026

**From:** Rachele Bradley, Mattawa Contract Planner SCJ Alliance

The purpose of this document is to provide the Mattawa City Council with a written monthly update regarding current planning development for those who have submitted an application and paid fees as well as general planning inquiries. This report will be provided in the Council packet as part of the consent agenda. SCJ Alliance Planning Consultants will provide a verbal update to the Council upon specific request.

### Development Review

	Project	Type	Status	Contact
1.	Bodrero Estates	Major Plat	Received series of questions about planned development process, replied to all. Awaiting updated materials.	Drew Scott, CAD Homes
2.	S4 Retail Development	CUP	No planning updates.	Hardeep Singh, Owner and Trav Story, Simpli Civil Engineering
3.	Balaggan Short Plat & Townhomes	Short Plat	SEPA process completed on 11/7/2025. Awaiting final plat application materials.	Milenko Kulasevic, Draftco Designs
4.	Balaggan Travel Plaza	CUP	No planning updates.	Shane O'Neill, Clover Planning
5.	McDonalds/S5 Retail Site Plan	Site Plan & Environmental Review	Awaiting updated materials from applicant. Last correspondence on 12/5/2025.	Hardeep Singh, Owner and Lori Timmons, Contract Planner
6.	Catholic Charities Housing Services	Annexation & Planned Development	Awaiting annexation application.	Camille Gallegos, Housing Developer CCHS
7.	Cruz Lot Consolidation	Boundary Line Adjustment	Received boundary line adjustment to consolidate two lots on 1/9/2026, in review for application completeness determination.	Jose Cruz, Applicant

## Administrative Inquiries

	Project	Type	Status	Contact
1.	103 Broadway Shed	Building Permit	Received building permit review request on 12/17/2025 and reviewed on 12/22/2025.	Jesus Ramirez, Applicant
2.	Well #5 Siting Review	Inquiry	Received inquiry to verify potential site location for new municipal well (well #5) was consistent with municipal and state code on 12/4/2025 and review sent 12/16/2025.	Juan Ledezma, Public Works Director
3.	508 3 <sup>rd</sup> Street Shed	Building Permit	Received building permit review request on 11/4/2025 and reviewed on 11/12/2025.	Joel Fabela, Applicant

## General Planning

	Project	Status	Contact
1.	Mattawa 2027 Comprehensive Plan periodic update	SCJ completed the project work plan and submitted to Commerce for deliverable 1. SCJ also completed the public participation plan draft and submitted to Commerce for deliverable 2. Continuing work on the periodic update checklist, policy audit, and engagement planning.	Rachelle Bradley
2.	Mattawa Climate & Resiliency Element	Incorporating climate policy revision recommendations into draft comprehensive plan update.	Rachelle Bradley

# ACCOUNTS PAYABLE

City Of Mattawa

Time: 14:44:39 Date: 01/13/2026

As Of: 12/31/2025

Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>18891</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>3627</b>		
			<b>ANATEK LABS INC-SPOKANE</b>	<b>540.00</b>	<b>RC Samples</b>
	535 10 41 02	Testing Samples	405 000 535 Sewer Operatin	540.00	WWTF RC Samples
<b>18890</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>43</b>		
			<b>ASSOCIATION OF WA CITIES</b>	<b>350.00</b>	<b>IACC Conference Reg.- Jose Fernandez</b>
	534 10 43 00	Travel & Training	401 000 534 Water Operatin	350.00	IACC Conference Reg.- Jose Fernandez
<b>18842</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>3924</b>		
			<b>CAD HOMES LLC</b>	<b>100.00</b>	<b>Refund Utility Deposit</b>
	589 30 01 00	Deposit Refunds - Custome	403 000 580 Customer Depo	100.00	Refund Utility Deposit
<b>18883</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>2994</b>		
			<b>CENTRAL WASHINGTON POLYGRAPH &amp; INVES'</b>	<b>603.25</b>	<b>MPD- Employment Polygraph- Saul Arrieta</b>
	521 10 49 00	Professional Services	001 000 521 Current Expens	603.25	MPD- Employment Polygraph- Saul Arrieta
<b>18878</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>1886</b>		
			<b>CENTURY LINK</b>	<b>79.32</b>	<b>WWTF SCADA System</b>
	535 10 42 00	Telephone	405 000 535 Sewer Operatin	79.32	WWTF SCADA System
<b>18879</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>1886</b>		
			<b>CENTURY LINK</b>	<b>142.49</b>	<b>Lift Station</b>
	535 10 42 00	Telephone	405 000 535 Sewer Operatin	142.49	Lift Station
<b>18917</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>443</b>		
			<b>CITY OF MATTAWA-PETTY CASH</b>	<b>49.69</b>	<b>Petty Cash</b>
	514 23 31 00	Postage	001 000 514 Current Expens	16.24	Clerks Postage
	521 20 31 02	Postage	001 000 521 Current Expens	33.45	MPD-Postage
<b>18874</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>1251</b>		
			<b>CITY OF MATTAWA-UTILITIES</b>	<b>358.64</b>	<b>City Of Mattawa Utilities Dec 2025</b>
	518 30 47 14	City Hall Utilities	001 000 518 Current Expens	108.63	City Hall
	534 10 47 01	Utilities	401 000 534 Water Operatin	108.63	Shop
	572 20 47 00	Library - Utility Services	001 000 572 Current Expens	141.38	Library
<b>18875</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>112</b>		
			<b>COLUMBIA BASIN HERALD</b>	<b>45.78</b>	<b>Ad. Ordinance 25-702</b>
	518 30 41 00	Publishing	001 000 518 Current Expens	45.78	Ad. Ordinance 25-702
<b>18876</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>112</b>		
			<b>COLUMBIA BASIN HERALD</b>	<b>42.76</b>	<b>Ad. Ordinance 25-701</b>
	518 30 41 00	Publishing	001 000 518 Current Expens	42.76	Ad. Ordinance 25-701
<b>18904</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>108</b>		
			<b>CONSOLIDATED DISPOSAL</b>	<b>22,863.23</b>	<b>Waste Services Dec. 2025</b>
	537 10 33 00	Consolidated Disposal	420 000 537 Solid Waste Fur	22,863.23	Waste Services Dec. 2025
<b>18884</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>3679</b>		
			<b>CORRECT EQUIPMENT, INC.</b>	<b>39,486.23</b>	<b>Parts/Supplies</b>

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534 10 48 01	Meter Installations		401 000 534 Water Operatin	11,751.00	Meters 1/2 Inch
534 10 48 01	Meter Installations		401 000 534 Water Operatin	2,883.41	WSD HS Meters
534 10 48 03	System Repair & Maintena		401 000 534 Water Operatin	3,999.98	Chlorine Gas Scale
594 34 64 02	Meters -- Radio Reads		401 000 534 Water Operatin	20,851.84	Harmony Allegro Meter Upgrade
<b>18881</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>462 DAY WIRELESS SYSTEMS</b>	<b>1,350.65</b>	<b>MPD-Add Cellular Antenna</b>
594 21 64 08	Police Vehicle Upfitting - A		102 000 594 Police Vehicle I	1,350.65	MPD-Add Cellular Antenna
<b>18882</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>462 DAY WIRELESS SYSTEMS</b>	<b>1,356.58</b>	<b>MPD- Docking Station For Dell Pro Rugged</b>
521 22 35 00	LE Equipment/Supplies		001 000 521 Current Expens	156.02	MPD- Docking Station For Dell Pro Rugged
594 21 64 08	Police Vehicle Upfitting - A		102 000 594 Police Vehicle I	1,200.56	MPD- Docking Station For Dell Pro Rugged
<b>18866</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>142 DESERT COMPUTER SERVICES INC.</b>	<b>298.10</b>	<b>SCADA PC Power Supply Replacement</b>
535 10 48 01	Computer Support/Mainten		405 000 535 Sewer Operatin	298.10	SCADA PC Power Supply Replacement
<b>18893</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>2304 FIRST BANKCARD</b>	<b>1,643.01</b>	<b>Credit Card Expenses- MPD</b>
521 10 49 00	Professional Services		001 000 521 Current Expens	94.35	Office Phones
521 10 49 00	Professional Services		001 000 521 Current Expens	121.72	Schedule Anywhere License
521 20 31 04	SRO Equipment & Supplie:		001 000 521 Current Expens	121.60	Righ Handed Single Pisol /Gear
521 20 31 04	SRO Equipment & Supplie:		001 000 521 Current Expens	76.30	Gear/Acoustic Tube Replacement/Handcuff
521 20 31 04	SRO Equipment & Supplie:		001 000 521 Current Expens	111.96	Battle Belt
521 20 32 03	Police Vehicle Fuel		107 000 521 Public Safety T:	40.00	Fuel
521 20 48 00	Vehicle Repair And Mainte		001 000 521 Current Expens	1,077.08	Vehicle Labor Repair
<b>18913</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>2304 FIRST BANKCARD</b>	<b>4,884.78</b>	<b>Credit Card Expenses-PW</b>
534 10 31 00	Office Supplies		401 000 534 Water Operatin	346.23	Data Plug/ethernet Cable/tester VDV/ Cat 6/netgear/data Cable/
534 10 31 01	Operating Supplies		401 000 534 Water Operatin	127.06	Hose
534 10 31 01	Operating Supplies		401 000 534 Water Operatin	34.47	Air Duster Cleaners
534 10 31 01	Operating Supplies		401 000 534 Water Operatin	346.22	Data Plug/ethernet Cable/tester VDV/ Cat 6/netgear/data Cable/
534 10 31 01	Operating Supplies		401 000 534 Water Operatin	120.29	Hose/water Sprayer
534 10 31 01	Operating Supplies		401 000 534 Water Operatin	300.00	Vacum./ Backup Batteries/ Iris Bin
534 10 35 00	Small Tools & Equipment		401 000 534 Water Operatin	100.00	Tool Kit/ Vacuum/battery
534 10 41 05	Professional Services		401 000 534 Water Operatin	2.99	Icloud Storage
534 10 41 05	Professional Services		401 000 534 Water Operatin	21.67	Acrobat Pro
534 10 41 05	Professional Services		401 000 534 Water Operatin	164.06	Shop Internet
534 10 48 01	Meter Installations		401 000 534 Water Operatin	160.00	Vacum./ Backup Batteries/ Iris Bin
534 10 48 02	Vehicle Repair & Maintena		401 000 548 Water Operatin	9.98	Duct Seal

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534 10 48 02	Vehicle Repair & Maintena		401 000 548 Water Operatin	98.62	Memory Foam/ Glass Treatment
534 10 48 03	System Repair & Maintena		401 000 534 Water Operatin	522.11	Cleaning Supplies/ Planters/wire Rack/string Light
535 10 31 00	Office Supplies		405 000 535 Sewer Operatin	34.09	Vacum./ Backup Batteries/ Iris Bin
535 10 31 00	Office Supplies		405 000 535 Sewer Operatin	13.03	Bin
535 10 35 00	Small Tools & Equipment		405 000 535 Sewer Operatin	580.47	Tool Kit/ Vacuum/battery
535 10 42 00	Telephone		405 000 535 Sewer Operatin	-545.01	Refund
535 10 43 00	Travel & Training		405 000 535 Sewer Operatin	39.21	Meal- Training Pesticide - Christian & Juan
535 10 43 00	Travel & Training		405 000 535 Sewer Operatin	12.19	Meal- Training Pesticide - Christian & Juan
535 10 43 00	Travel & Training		405 000 535 Sewer Operatin	29.81	Meal- Training Pesticide - Christian & Juan
535 10 43 00	Travel & Training		405 000 535 Sewer Operatin	17.19	Meal- Training Pesticide - Christian & Juan
535 10 48 01	Computer Support/Mainten		405 000 535 Sewer Operatin	160.00	Vacum./ Backup Batteries/ Iris Bin
535 10 48 02	Sewer Plant Maintenance		405 000 535 Sewer Operatin	882.04	Cleaning Supplies/ Planters/wire Rack/string Light
535 10 48 02	Sewer Plant Maintenance		405 000 535 Sewer Operatin	158.15	Plastic Sign/construction Pencils/chain Link Fence Mounts
537 10 31 00	Office Supplies		420 000 537 Solid Waste Fu	202.81	Toolbox Shell/ Pencil Holder/paper Towels/paper Towel Holder/file Folder
554 30 31 00	Animal Control / Supplies		001 000 554 Current Expens	277.39	Dog Food
572 20 31 00	Library Maintenance And C		001 000 572 Current Expens	23.13	Magnetic Tool Tray
572 20 31 00	Library Maintenance And C		001 000 572 Current Expens	37.94	Cordless Leaf Blower
572 20 31 00	Library Maintenance And C		001 000 572 Current Expens	541.99	Power Tool Organizer/ Clear Thermostat Cover/ Spray Can Holder
572 20 31 00	Library Maintenance And C		001 000 572 Current Expens	66.65	Power Tool/ Pen Holder
<b>18916 12/31/2025 12/31/2025 2304</b>				<b>4,788.59</b>	<b>Credit Card Expenses- Clerks</b>
514 23 31 02	Office Supplies		001 000 514 Current Expens	119.11	Sticky Notes/ Pens/ Boxes/ Tissue/folders
514 23 31 02	Office Supplies		001 000 514 Current Expens	29.84	Paper Towels
514 23 31 02	Office Supplies		001 000 514 Current Expens	16.97	Toilet Tissue
514 23 31 02	Office Supplies		001 000 514 Current Expens	32.09	Airdust
514 23 31 02	Office Supplies		001 000 514 Current Expens	28.17	1099 Nec
514 23 31 02	Office Supplies		001 000 514 Current Expens	29.80	W-2 Envelopes
514 23 49 02	Assoc. Dues/AWC		001 000 514 Current Expens	225.00	MRSC Roster Renewal
518 30 49 14	Professional Services		001 000 518 Current Expens	50.00	Monthly Web Fees
518 30 49 14	Professional Services		001 000 518 Current Expens	50.89	Office Phone Lines
518 30 49 14	Professional Services		001 000 518 Current Expens	150.72	CityHall Internet
518 70 31 00	Other Supplies And Furnitu		001 000 518 Current Expens	73.55	Mouse Pad/keyboard/notebook/ Notary Log
518 70 31 00	Other Supplies And Furnitu		001 000 518 Current Expens	27.09	Keyboard
518 70 31 00	Other Supplies And Furnitu		001 000 518 Current Expens	41.68	Calculator
518 70 31 00	Other Supplies And Furnitu		001 000 518 Current Expens	36.52	Holepunch
521 10 49 00	Professional Services		001 000 521 Current Expens	50.00	Monthly Web Fees
521 20 31 00	Office Supplies		001 000 521 Current Expens	29.84	Paper Towels

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521 20 31 00	Office Supplies		001 000 521 Current Expens	16.97	Toilet Tissue
534 10 31 00	Office Supplies		401 000 534 Water Operatin	14.93	Paper Towels
534 10 31 00	Office Supplies		401 000 534 Water Operatin	8.49	Toilet Tissue
534 10 41 05	Professional Services		401 000 534 Water Operatin	25.00	Monthly Web Fees
534 10 41 05	Professional Services		401 000 534 Water Operatin	50.89	Office Phone Lines
535 10 31 00	Office Supplies		405 000 535 Sewer Operatin	14.93	Paper Towels
535 10 31 00	Office Supplies		405 000 535 Sewer Operatin	8.49	Toilet Tissue
535 10 41 04	Professional Services		405 000 535 Sewer Operatin	50.90	Office Phone Lines
535 10 41 05	Engineering -- W/S Rate St		405 000 535 Sewer Operatin	25.00	Monthly Web Fees
537 10 41 02	Professional Services		420 000 537 Solid Waste Fu	117.99	WWTP Internet
573 90 49 00	Community Events		001 000 573 Current Expens	10.84	Gift Bags-Winter Festival
573 90 49 00	Community Events		001 000 573 Current Expens	91.70	Cadies For Pinata- Winter Festival
573 90 49 00	Community Events		001 000 573 Current Expens	214.31	Bookmarks/ Ornaments/christmas Mask- Winter Festival
573 90 49 00	Community Events		001 000 573 Current Expens	46.38	Sticker Sheets-Winter Festival
594 34 60 00	Land Aquisition		401 000 594 Water Operatin	3,100.50	Appraisal Report Fee
<b>18860</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>1698 GRANT COUNTY PUD</b>	<b>1,886.12</b>	<b>Power Billing Nov. 2025</b>
518 30 47 14	City Hall Utilities		001 000 518 Current Expens	192.25	City Hall
534 10 47 01	Utilities		401 000 534 Water Operatin	22.85	Outlets
534 10 47 01	Utilities		401 000 534 Water Operatin	1,305.16	707 2nd
534 10 47 01	Utilities		401 000 534 Water Operatin	24.00	BoundaryAve
572 20 47 00	Library - Utility Services		001 000 572 Current Expens	95.18	Library
576 80 47 00	Park Utilities		001 000 576 Current Expens	23.48	Park
576 80 47 00	Park Utilities		001 000 576 Current Expens	28.42	Manson Lane
576 80 47 00	Park Utilities		001 000 576 Current Expens	27.80	Control Circuit
576 80 47 00	Park Utilities		001 000 576 Current Expens	166.98	106 Portage New Building
<b>18906</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>1698 GRANT COUNTY PUD</b>	<b>2,175.88</b>	<b>Power Billing Dec. 2025</b>
542 63 47 00	Street Lighting		101 000 542 Street Fund	193.08	St Light Park
542 63 47 00	Street Lighting		101 000 542 Street Fund	1,911.05	St Lights
542 63 47 00	Street Lighting		101 000 542 Street Fund	71.75	Government Rd Lights
<b>18922</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>602 GRANT COUNTY TREASURER</b>	<b>1,081.63</b>	<b>2% Liquor Tax 2025 - Mattawa</b>
566 00 51 00	2% Alcohol Distribution		001 000 566 Current Expens	1,081.63	2% Liquor Tax 2025 - Mattawa
<b>18887</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>237 H. D. FOWLER CO</b>	<b>571.63</b>	<b>Parts/ Supplies</b>
535 10 48 02	Sewer Plant Maintenance		405 000 535 Sewer Operatin	571.63	Elbow/ Gasketed
<b>18859</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>4011 HARVES COLLISION</b>	<b>8,833.06</b>	<b>PW- Chevy Silverado 3500 Repair</b>

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535 10 48 03	Vehicle Repair / Maintenan		405 000 535 Sewer Operatin	8,833.06	PW- Chevy Silverado 3500 Repair
<b>18914</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>1193</b>	<b>542.76</b>	<b>MARTY'S HARDWARE Parts/Supplies</b>
534 10 31 01	Operating Supplies		401 000 534 Water Operatin;	9.53	Paint
534 10 31 01	Operating Supplies		401 000 534 Water Operatin;	8.99	Bue Tape
534 10 31 01	Operating Supplies		401 000 534 Water Operatin;	21.13	Rod Caulker
534 10 41 02	Chemical Samples		401 000 534 Water Operatin;	34.51	Ice Block
534 10 48 03	System Repair & Maintenan		401 000 534 Water Operatin;	115.39	Deck Scrub/broom/lid/plas Pail
534 10 48 03	System Repair & Maintenan		401 000 534 Water Operatin;	33.60	Refuse Can
534 10 48 03	System Repair & Maintenan		401 000 534 Water Operatin;	35.77	Red Cooler
534 10 48 03	System Repair & Maintenan		401 000 534 Water Operatin;	92.28	Gaskets/kit/marker/knife
534 10 48 03	System Repair & Maintenan		401 000 534 Water Operatin;	6.81	Hooks
534 10 48 03	System Repair & Maintenan		401 000 534 Water Operatin;	3.43	Hooks
535 10 48 04	System Repairs / Maintenan		405 000 535 Sewer Operatin	81.28	Landscape Rake
535 10 48 04	System Repairs / Maintenan		405 000 535 Sewer Operatin	5.41	Battery
542 30 48 00	City Street Maintenance		101 000 542 Street Fund	12.96	Adapters
572 20 31 00	Library Maintenance And C		001 000 572 Current Expens	28.18	Bulbs
572 20 31 00	Library Maintenance And C		001 000 572 Current Expens	20.58	Bubls
572 20 31 00	Library Maintenance And C		001 000 572 Current Expens	29.34	Kitchen Bag/Cin Spray/
576 80 48 00	Park Maintenance		001 000 576 Current Expens	3.57	Lighter
<b>18877</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>2840</b>	<b>111.83</b>	<b>MATTAWA AUTO PARTS, LLC Parts/Supplies</b>
534 10 48 02	Vehicle Repair & Maintenan		401 000 548 Water Operatin;	39.00	Scrub Wipes
534 10 48 02	Vehicle Repair & Maintenan		401 000 548 Water Operatin;	55.50	Oil Filter/ Syb 0w20
534 10 48 02	Vehicle Repair & Maintenan		401 000 548 Water Operatin;	17.33	MIst Detaller
<b>18888</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>625</b>	<b>28.89</b>	<b>NORCO Chlorine Cylinder Rental</b>
534 10 31 02	Chlorine		401 000 534 Water Operatin;	28.89	Chlorine Cylinder Rental
<b>18869</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>434</b>	<b>48.10</b>	<b>OXARC Cylinder Rental</b>
534 10 31 02	Chlorine		401 000 534 Water Operatin;	48.10	Cylinder Rental
<b>18865</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>2798</b>	<b>241.69</b>	<b>PACIFIC OFFICE AUTOMATION Ink Usage Nov. 2025</b>
518 70 45 01	Copier Lease		001 000 518 Current Expens	60.42	Ink Usage Nov. 2025
521 20 31 00	Office Supplies		001 000 521 Current Expens	60.42	Ink Usage Nov. 2025
534 10 45 01	Copier Lease		401 000 534 Water Operatin;	60.42	Ink Usage Nov. 2025
535 10 45 01	Copier Lease		405 000 535 Sewer Operatin	60.43	Ink Usage Nov. 2025
<b>18871</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>2798</b>	<b>247.64</b>	<b>PACIFIC OFFICE AUTOMATION Monthly Equipment Rental Nov. 2025</b>

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591 14 70 01	Copier Machine Lease - Clk		001 000 591 Current Expens	49.52	Monthly Equipment Rental Nov. 2025	
591 21 70 01	Axon Body Cameras		001 000 591 Current Expens	49.52	Monthly Equipment Rental Nov. 2025	
591 34 70 01	Copier Machine Lease - PW		401 000 591 Water Operatin	49.52	Monthly Equipment Rental Nov. 2025	
591 35 70 02	Copier Machie Lease - PW		405 000 591 Sewer Operatin	49.52	Monthly Equipment Rental Nov. 2025	
591 37 70 01	Copier Machine Lease - PW		420 000 591 Solid Waste Fu	49.56	Monthly Equipment Rental Nov. 2025	
<b>18909</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>2798</b>	<b>PACIFIC OFFICE AUTOMATION</b>	<b>247.64</b>	<b>Monthly Equipmet Rental December 2025</b>
591 14 70 01	Copier Machine Lease - Clk		001 000 591 Current Expens	49.52	Monthly Equipmet Rental December 2025	
591 21 70 03	Copier Machine Lease - PD		001 000 591 Current Expens	49.52	Monthly Equipmet Rental December 2025	
591 34 70 01	Copier Machine Lease - PW		401 000 591 Water Operatin	49.52	Monthly Equipmet Rental December 2025	
591 35 70 02	Copier Machie Lease - PW		405 000 591 Sewer Operatin	49.52	Monthly Equipmet Rental December 2025	
591 37 70 01	Copier Machine Lease - PW		420 000 591 Solid Waste Fu	49.56	Monthly Equipmet Rental December 2025	
<b>18867</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>3341</b>	<b>PAPE MACHINERY</b>	<b>225.98</b>	<b>PW- Backhole Window Replacement</b>
535 10 48 03	Vehicle Repair / Maintenanc		405 000 535 Sewer Operatin	225.98	PW- Backhole Window Replacement	
<b>18857</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>2820</b>	<b>PETRO-USA MATTAWA MART</b>	<b>1,593.24</b>	<b>MPD Fuel Services December 2025</b>
521 20 32 03	Police Vehicle Fuel		107 000 521 Public Safety T	1,593.24	MPD Fuel Services December 2025	
<b>18858</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>2820</b>	<b>PETRO-USA MATTAWA MART</b>	<b>955.74</b>	<b>PW Fuel Services December 2025</b>
534 10 32 02	Fuel		401 000 535 Water Operatin	450.00	PW Fuel Services December 2025	
535 10 32 00	Fuel		405 000 535 Sewer Operatin	450.00	PW Fuel Services December 2025	
542 30 32 03	Fuel		101 000 542 Street Fund	55.74	PW Fuel Services December 2025	
<b>18861</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>3371</b>	<b>REYES, JOSE A</b>	<b>281.57</b>	<b>Reimbursement Boots 2025</b>
534 10 31 03	Uniforms		401 000 534 Water Operatin	281.57	Reimbursement Boots 2025	
<b>18885</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>1247</b>	<b>RIO'S AUTO AG SUPPLY</b>	<b>69.07</b>	<b>Parts/Supplies</b>
534 10 48 03	System Repair & Maintenanc		401 000 534 Water Operatin	69.07	Quic Link/ Snap Link/ Hose Clamp	
<b>18862</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>3931</b>	<b>RODRIGUEZ, CHRISTIAN</b>	<b>77.20</b>	<b>Reimbursement Pesticide Test And Money Order Purchase</b>
534 10 43 00	Travel & Training		401 000 534 Water Operatin	77.20	Reimbursement Pesticide Test And Money Order Purchase	
<b>18863</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>3931</b>	<b>RODRIGUEZ, CHRISTIAN</b>	<b>265.56</b>	<b>Reimbursement For Boots 2025</b>
534 10 31 03	Uniforms		401 000 534 Water Operatin	265.56	Reimbursement For Boots 2025	

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<b>18910</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>3416</b>	<b>SCJ ALLIANCE</b>	<b>1,924.00</b>	<b>Planning Review Period Of Nov 29-Dec 31,2025</b>
	558 60 41 00	Planning-Zoning & Land U	001 000 558	Current Expens	1,924.00	Planning Review Period Of Nov 29-Dec 31,2025
<b>18872</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>3923</b>	<b>SOFT WATER SPECIALISTS LLC, ESSENTIAL WA</b>	<b>59.84</b>	<b>Water Cooler Rental Dec. 2025</b>
	518 70 31 00	Other Supplies And Furnitu	001 000 518	Current Expens	19.94	Water Cooler Rental Dec. 2025
	521 20 31 00	Office Supplies	001 000 521	Current Expens	19.94	Water Cooler Rental Dec. 2025
	534 10 31 01	Operating Supplies	401 000 534	Water Operatin	19.96	Water Cooler Rental Dec. 2025
<b>18892</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>3299</b>	<b>SOILTEST FARM CONSULTANTS INC</b>	<b>374.00</b>	<b>RC Samples</b>
	535 10 41 02	Testing Samples	405 000 535	Sewer Operatin	374.00	WWTF RC Samples
<b>18915</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>3299</b>	<b>SOILTEST FARM CONSULTANTS INC</b>	<b>374.00</b>	<b>WWTF RC Samples</b>
	535 10 41 02	Testing Samples	405 000 535	Sewer Operatin	374.00	WWTF RC Samples
<b>18870</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>3405</b>	<b>STERICYCLE INC</b>	<b>172.71</b>	<b>Shredding Services 12/10/2025</b>
	518 30 49 14	Professional Services	001 000 518	Current Expens	86.35	Shredding Services 12/10/2025
	521 10 49 00	Professional Services	001 000 521	Current Expens	86.36	Shredding Services 12/10/2025
<b>18864</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>1979</b>	<b>THE BUILDING DEPARTMENT LLC</b>	<b>239.25</b>	<b>Building Permit Review Fees</b>
	558 50 41 00	Building Permit & Plan Rev	001 000 558	Current Expens	239.25	Building Permit Review Fees
<b>18905</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>1979</b>	<b>THE BUILDING DEPARTMENT LLC</b>	<b>100.00</b>	<b>Rental/Fire Inspection Fees</b>
	524 20 41 00	Rental/Fire Inspection Cost	001 000 524	Current Expens	100.00	Rental/Fire Inspection Fees
<b>18886</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>2140</b>	<b>THINK TANK SANITATION INC.</b>	<b>315.00</b>	<b>Portable Restrooms</b>
	576 80 47 00	Park Utilities	001 000 576	Current Expens	315.00	Portable Restrooms
<b>18880</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>732</b>	<b>U.S CELLULAR</b>	<b>499.73</b>	<b>PW &amp; Clerks/Mayor Cell Phone Services</b>
	518 23 42 14	Telephone/Internet Expense	001 000 518	Current Expens	158.97	Clerks/Mayor Cell Phone Services
	534 10 42 00	Telephone	401 000 534	Water Operatin	113.58	PW Cell Phone Services
	535 10 42 00	Telephone	405 000 535	Sewer Operatin	113.58	PW Cell Phone Services
	537 10 42 00	Telephone	420 000 537	Solid Waste Fu	113.60	PW Cell Phone Services
<b>18889</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>1807</b>	<b>USA BLUEBOOK</b>	<b>1,191.71</b>	<b>Chlorine</b>
	534 10 41 02	Chemical Samples	401 000 534	Water Operatin	1,191.71	Chlorine
<b>18912</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>613</b>	<b>UTILITIES UNDERGROUND</b>	<b>1.35</b>	<b>Excavation Notification (1)</b>

# ACCOUNTS PAYABLE

City Of Mattawa

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
534 10 41 05	Professional Services		401 000 534 Water Operatin	1.35	Excavation Notification (1)
<b>18923</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>431 WA STATE TREASURER</b>	<b>357.00</b>	<b>Bldg. State Code Fees 2025</b>
589 30 02 00	State Bldg Code Fee To Sta		639 000 580 Custodial Fund	357.00	Bldg. State Code Fees 2025
<b>18868</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>2957 WASTE MANAGEMENT</b>	<b>144.01</b>	<b>WWTF Garbage Disposal</b>
535 10 47 00	Utilities		405 000 535 Sewer Operatin	144.01	WWTF Garbage Disposal
<b>18911</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>2957 WASTE MANAGEMENT</b>	<b>144.01</b>	<b>WWTF Waste Services</b>
535 10 47 00	Utilities		405 000 535 Sewer Operatin	144.01	WWTF Waste Services
<b>18919</b>	<b>12/31/2025</b>	<b>12/31/2025</b>	<b>3971 WITHERSPOON BRAJCICH MCPHEE,PLLC</b>	<b>2,521.36</b>	<b>Labor Grievance - Pantaleon</b>
515 41 41 02	Legal Fees -- Civil Service		001 000 515 Current Expens	2,521.36	Labor Grievance - Pantaleon

Report Total: 106,886.30

Fund	
001 Current Expense Fund	12,556.59
101 Street Fund	2,244.58
102 Police Vehicle Fund	2,551.21
107 Public Safety Tax Fund	1,633.24
401 Water Operating Fund	50,030.10
403 Customer Deposit Fund	100.00
405 Sewer Operating Fund	14,016.83
420 Solid Waste Fund	23,396.75
639 Custodial Fund	357.00

This report has been reviewed by:

Anabel Martinez - City Clerk

1/13/26  
Date

REMARKS:

# ACCOUNTS PAYABLE

City Of Mattawa

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
<b>18901</b>	<b>01/15/2026</b>	<b>01/15/2026</b>	<b>26</b>	<b>AMERICAN WATER WORKS ASSOCIATION</b>	<b>443.00</b>	<b>2026 AWA Membership</b>
	534 10 41 05	Professional Services	401 000 534 Water Operatin	443.00	2026 AWA Membership	
<b>18908</b>	<b>01/15/2026</b>	<b>01/15/2026</b>	<b>43</b>	<b>ASSOCIATION OF WA CITIES</b>	<b>620.00</b>	<b>2026 AWC Drug &amp; Alcohol Consortium Service Fee</b>
	534 10 41 05	Professional Services	401 000 534 Water Operatin	155.00	2026 AWC Drug & Alcohol Consortium Service Fee	
	535 10 41 04	Professional Services	405 000 535 Sewer Operatin	155.00	2026 AWC Drug & Alcohol Consortium Service Fee	
	537 10 41 02	Professional Services	420 000 537 Solid Waste Fu	155.00	2026 AWC Drug & Alcohol Consortium Service Fee	
	542 30 41 00	Professional Services	101 000 542 Street Fund	155.00	2026 AWC Drug & Alcohol Consortium Service Fee	
<b>18918</b>	<b>01/15/2026</b>	<b>01/15/2026</b>	<b>43</b>	<b>ASSOCIATION OF WA CITIES</b>	<b>2,994.00</b>	<b>2026 AWC City Membership</b>
	534 10 41 05	Professional Services	401 000 534 Water Operatin	748.50	2026 AWC City Membership	
	535 10 41 04	Professional Services	405 000 535 Sewer Operatin	748.50	2026 AWC City Membership	
	537 10 41 02	Professional Services	420 000 537 Solid Waste Fu	748.50	2026 AWC City Membership	
	542 30 41 00	Professional Services	101 000 542 Street Fund	748.50	2026 AWC City Membership	
<b>18894</b>	<b>01/15/2026</b>	<b>01/15/2026</b>	<b>2701</b>	<b>ASSOCIATION OF GRANT CO. CITIES &amp; TOWNS</b>	<b>25.00</b>	<b>Annual Dues 2026</b>
	514 23 49 02	Assoc. Dues/AWC	001 000 514 Current Expens	25.00	Annual Dues 2026	
<b>18920</b>	<b>01/15/2026</b>	<b>01/15/2026</b>	<b>3616</b>	<b>BOSS CONTRUCTION, INC</b>	<b>76,761.86</b>	<b>Progress Estimate 18 - WWTF Improvements</b>
	594 35 63 05	WWTF Improvements Proj	412 000 594 Sewer Capital I	76,761.86	Progress Estimate 18 - WWTF Improvements	
<b>18924</b>	<b>01/15/2026</b>	<b>01/15/2026</b>	<b>3991</b>	<b>DW EXCAVATING, INC.</b>	<b>318,716.20</b>	<b>Progress #3 - Sewer System Improvements</b>
	594 35 63 01	Lift Station Upgrade	412 000 594 Sewer Capital I	318,716.20	Progress #3 - Sewer System Improvements	
<b>18899</b>	<b>01/15/2026</b>	<b>01/15/2026</b>	<b>173</b>	<b>EVERGREEN RURAL WATER</b>	<b>310.00</b>	<b>2026 Membership</b>
	534 10 41 05	Professional Services	401 000 534 Water Operatin	155.00	2026 Membership	
	535 10 41 04	Professional Services	405 000 535 Sewer Operatin	155.00	2026 Membership	
<b>18873</b>	<b>01/15/2026</b>	<b>01/15/2026</b>	<b>3316</b>	<b>FORD MOTOR CREDIT COMPANY</b>	<b>3,269.63</b>	<b>MPD Vehicle Lease 1/30/2026</b>
	591 21 70 00	Police Vehicles (3) 2021 Fo	102 000 594 Police Vehicle I	3,199.04	MPD Vehicle Lease 1/30/2026	
	592 21 80 00	Police Vehicles (3) 2021 Fo	102 000 594 Police Vehicle I	70.59	MPD Vehicle Lease 1/30/2026	
<b>18898</b>	<b>01/15/2026</b>	<b>01/15/2026</b>	<b>324</b>	<b>MULTI AGENCY COMMUNICATION CENTER</b>	<b>2,572.03</b>	<b>Dispatch Services January 2026</b>
	522 20 42 02	MACC - Communications	107 000 522 Public Safety T	2,572.03	Dispatch Services January 2026	
<b>18907</b>	<b>01/15/2026</b>	<b>01/15/2026</b>	<b>1712</b>	<b>Q. GLOBAL</b>	<b>930.00</b>	<b>Plan Reviews-WGL Phase 1 &amp; 2 Shop</b>
	558 50 41 00	Building Permit & Plan Rev	001 000 558 Current Expens	930.00	Plan Reviews-WGL Phase 1 & 2 Shop	

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<b>18902</b>	<b>01/15/2026</b>	<b>01/15/2026</b>	<b>2963 SMARSH INC</b>	<b>9,588.25</b>	<b>2026 Archiving Web Annual</b>
518 30 49 14	Professional Services		001 000 518 Current Expens	3,196.08	2026 Archiving Web Annual
521 10 49 00	Professional Services		001 000 521 Current Expens	3,196.08	2026 Archiving Web Annual
534 10 41 05	Professional Services		401 000 534 Water Operatin	1,598.04	2026 Archiving Web Annual
535 10 41 04	Professional Services		405 000 535 Sewer Operatin	1,598.05	2026 Archiving Web Annual
<b>18897</b>	<b>01/15/2026</b>	<b>01/15/2026</b>	<b>3923 SOFT WATER SPECIALISTS LLC, ESSENTIAL WA</b>	<b>59.84</b>	<b>Water Cooler Rental January 2026</b>
518 70 31 00	Other Supplies And Furnitu		001 000 518 Current Expens	19.94	Water Cooler Rental January 2026
521 20 31 00	Office Supplies		001 000 521 Current Expens	19.94	Water Cooler Rental January 2026
534 10 31 01	Operating Supplies		401 000 534 Water Operatin	19.96	Water Cooler Rental January 2026
<b>18903</b>	<b>01/15/2026</b>	<b>01/15/2026</b>	<b>3297 SPRINGBROOK HOLDING COMPANY LLC</b>	<b>12,668.77</b>	<b>Annual Support Software Services 2026</b>
518 80 41 01	Computer Support/Mainten		001 000 518 Current Expens	3,167.20	Annual Support Software Services 2026
534 10 48 00	Computer Support/Mainten		401 000 534 Water Operatin	3,167.19	Annual Support Software Services 2026
535 10 48 01	Computer Support/Mainten		405 000 535 Sewer Operatin	3,167.19	Annual Support Software Services 2026
537 10 41 01	Computer Support/Mainten		420 000 537 Solid Waste Fu	3,167.19	Annual Support Software Services 2026
<b>18900</b>	<b>01/15/2026</b>	<b>01/15/2026</b>	<b>3372 TEXTMYGOV</b>	<b>2,100.00</b>	<b>2026 Software Support</b>
518 30 49 14	Professional Services		001 000 518 Current Expens	700.00	2026 Software Support
521 10 49 00	Professional Services		001 000 521 Current Expens	700.00	2026 Software Support
534 10 41 05	Professional Services		401 000 534 Water Operatin	275.00	2026 Software Support
535 10 41 04	Professional Services		405 000 535 Sewer Operatin	275.00	2026 Software Support
537 10 41 02	Professional Services		420 000 537 Solid Waste Fu	150.00	2026 Software Support
<b>18921</b>	<b>01/15/2026</b>	<b>01/15/2026</b>	<b>2144 TOMMER CONSTRUCTION COMPANY INC</b>	<b>101,323.91</b>	<b>Final Progress #2 - 2025 Pavement Preservation</b>
595 95 63 07	TIB Grant - 2025 Multiple		101 000 594 Street Fund	101,323.91	Final Progress #2 - 2025 Pavement Preservation
<b>18896</b>	<b>01/15/2026</b>	<b>01/15/2026</b>	<b>3362 VISION MUNICIPAL SOLUTIONS LLC</b>	<b>18,377.05</b>	<b>Annual Vcare 2026</b>
518 80 41 01	Computer Support/Mainten		001 000 518 Current Expens	10,485.52	Annual Vcare 2026
521 10 49 00	Professional Services		001 000 521 Current Expens	4,734.91	Annual Vcare 2026
534 10 41 05	Professional Services		401 000 534 Water Operatin	1,052.20	Annual Vcare 2026
535 10 41 04	Professional Services		405 000 535 Sewer Operatin	1,052.20	Annual Vcare 2026
537 10 41 02	Professional Services		420 000 537 Solid Waste Fu	1,052.22	Annual Vcare 2026
<b>18895</b>	<b>01/15/2026</b>	<b>01/15/2026</b>	<b>3052 WA CITIES INSURANCE AUTHORITY</b>	<b>234,112.00</b>	<b>LIability Insurance 2026</b>
518 30 46 00	Insurance		001 000 518 Current Expens	45,546.25	LIability Insurance 2026
521 20 46 00	Insurance		001 000 521 Current Expens	54,640.25	LIability Insurance 2026
534 10 46 00	Insurance		401 000 534 Water Operatin	54,358.75	LIability Insurance 2026

# ACCOUNTS PAYABLE

City Of Mattawa

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
535 10 46 00	Insurance		405 000 535 Sewer Operatin	54,358.75	LIability Insurance 2026
537 10 46 00	Insurance		420 000 537 Solid Waste Fu	1,200.00	LIability Insurance 2026
542 90 46 00	Insurance		101 000 542 Street Fund	600.00	LIability Insurance 2026
576 80 46 00	Park Insurance		001 000 576 Current Expens	23,408.00	LIability Insurance 2026

Report Total: 784,871.54

Fund	
001 Current Expense Fund	150,769.17
101 Street Fund	102,827.41
102 Police Vehicle Fund	3,269.63
107 Public Safety Tax Fund	2,572.03
401 Water Operating Fund	61,972.64
405 Sewer Operating Fund	61,509.69
412 Sewer Capital Improvement	395,478.06
420 Solid Waste Fund	6,472.91

This report has been reviewed by:

Anabel Martinez - City Clerk

1/13/26  
Date

REMARKS:



**City of Mattawa**  
**521 E Government Rd / P.O. Box 965**  
**(509)932-4037**  
**Mattawa WA. 99349**

**Event Permit**  
**Ordinance 15-566**

1. Certificate of coverage in the amount of two-million dollars combined –one-million per occurrence, two-million dollars aggregate, AND an Endorsement naming the City of Mattawa as an additional insured must be provided at the time of application. Please also include the policy # on both of these forms.
2. Fill out application & submit all paperwork to the city clerk at **least 45 days** prior to the date on which the event is to occur.
3. The park was developed for City of Mattawa residents to use for family outings, picnics and as a children's playground. It may also be used for events or social functions of City of Mattawa individuals, children, family and their guest or non-profit organization at little or no expense.
4. If the Police Department or Public Works in reviewing this application requires extra help to be in attendance then the applicant will reimburse the City of Mattawa for the cost including over time of Police personnel and/ or Public Works employees.
5. The applicant shall pay for all additional garbage cans and all additional portable toilets that are needed for this event.
6. In the event that City of Mattawa property is destroyed because of this event, then the applicant shall be billed and will pay for all costs of the repair (s).
7. The Mattawa Municipal Noise Ordinance and the applicable sections of the State Law will be enforced at all times.
8. Parking attendants may be required for large groups.
9. Licensed Security Company may be required at the event.
10. The fee for issuance of a special event permit shall be set by resolution of the city council.
11. Site Plan (if applicable)

**Office Use Only**

Reviewed by: \_\_\_\_\_

Received by date: \_\_\_\_\_

Council Approval date: \_\_\_\_\_

Conditions of Approval

\_\_\_\_\_  
\_\_\_\_\_

Event Title: Palm Sunday Procession Event Date March 29, 2026

**Summary of Event**

The Palm Sunday Procession will commence at Hund Park. From the park, we will travel eastbound Road, turn southbound onto S. Selkirk Avenue, and then head westbound on 8th Street. The process conclude at our parish, located at 301 8th Street.

**Location (be specific)**

Our Lady of the Desert/City Roadways see details above

**DATE/TIME**

Setup	Date	<u>March 29, 2026</u>	Time	<u>10:30 A.M.</u>	Day of Week	<u>Sunday</u>
Event Starts	Date	<u>March 29, 2026</u>	Time	<u>10:50 A.M</u>	Day of Week	<u>Sunday</u>
Event Ends	Date	<u>March 29, 2026</u>	Time	<u>12:00 P.M.</u>	Day of Week	<u>Sunday</u>
Dismantle	Date	<u>                    </u>	Time	<u>                    </u>	Day of Week	<u>                    </u>

Estimated Attendance 400

Will there be a paid admission? Yes/ No

Is your event open to the public?  Yes/ No

Is this an event involving political or religious activity intended primarily for the communication or expression of ideas? (Please circle)  YES  NO

If Applicant is an organization, corporation, limited liability company, other entity please provide following additional information:

**Name of organization/corporation/limited liability company or other entity:**

Our Lady of the Desert Parish

**Name and title of person signing on behalf of the organization/corporation/limited liability company or other entity:**  
Very Rev. Lalo Barragán

(This person must have the legal authority to sign and bind the organization, corporation, Limited Liability Company or other entity. Additional documentation may be required to confirm such signing authority if requested by the City.)

**Applicant's Mailing Address**

301 8th St, Mattawa WA 99349

**Applicant's Email**

Office@ourladyofthedesperparish.org

**Name of Applicant's On-Site Contact (to be available during event)**

Very Rev. Lalo Barragán

**Phone Number of Applicant's On-Site Contact (to be available during event)**

509-932-5424

**Mark all that apply**

- |  |  |   |   |
|--|--|---|---|
| <input type="checkbox"/> Alcohol                     | <input type="checkbox"/> Distribution/Sales    | <input type="checkbox"/> Food                       | <input type="checkbox"/> Tables/Chairs  |
| <input type="checkbox"/> Amplified Sound             | <input type="checkbox"/> Drawing/Raffles       | <input type="checkbox"/> P.A. System                | <input type="checkbox"/> Tents/Canopies |
| <input checked="" type="checkbox"/> Animals - Donkey | <input type="checkbox"/> Dunk Tank             | <input type="checkbox"/> Race                       | <input type="checkbox"/> Vehicles       |
| <input type="checkbox"/> Bleachers                   | <input type="checkbox"/> Electricity/Generator | <input type="checkbox"/> Rally/Protest              | <input type="checkbox"/> Water          |
| <input type="checkbox"/> Boats                       | <input type="checkbox"/> Entertainment         | <input checked="" type="checkbox"/> Street Closures | <input type="checkbox"/> Other          |
| <input type="checkbox"/> Carnival Rides              | <input type="checkbox"/> Exhibits/Displays     | <input type="checkbox"/> Signage/Banners            | <input type="checkbox"/> Other _____    |
| <input type="checkbox"/> Company Picnic              | <input type="checkbox"/> Fencing (temporary)   | <input type="checkbox"/> Sporting Event             | <input type="checkbox"/> Other _____    |
| <input type="checkbox"/> Concert/Live Music          | <input type="checkbox"/> Festival              | <input type="checkbox"/> Stage                      | <input type="checkbox"/> Other _____    |
| <input type="checkbox"/> Cooking/Barbecue            | <input type="checkbox"/> Fireworks             | <input type="checkbox"/> Vendors                    | <input type="checkbox"/> Other _____    |

Provide details for all checked items and describe any "other" items. If there will be food or merchandise/vendors at event please indicate if food, merchandise or services will be provided free of charge or if they will be sold:

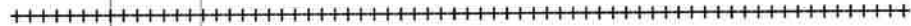
N/A

**AVAILABLE FOR AN ADDITIONAL FEE (these items may be an event requirement.)**

**Garbage Disposal** [ ]

**Police Department Public Service** [ ]

**Public Work Public Service** [X]



**INSURANCE** – The City does not maintain insurance that will respond to claims against the Applicant/Organization in connection with the permitted event by the Applicant/Organization, its members, or those attending the event. Applicant/Organization is required to obtain occurrence-based liability insurance in accordance with City policy, name the City as an **additional insured** on the policy.

**HOLD HARMLESS** – Applicant/Permittee/Organization shall defend, indemnify and hold harmless the City, its officers, officials, employees and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of the acts or omissions of the Applicant/Permittee/User, its employees, volunteers, representatives or vendors, or from any activity, work or thing done, permitted, or suffered by Applicant/Permittee/Organization, related to the permitted activity, except only such injury or damage as shall have been occasioned by the sole negligence of the City.

**Date:** 12/26/2025

**Signature of Applicant:** 

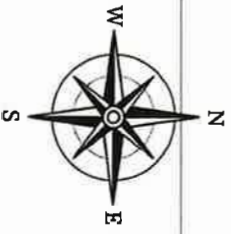
**Organization/Title:** Our Lady of the Desert Parish/ Very Rev. Lalo Barragán

# Palm Sunday Procession

Government Rd

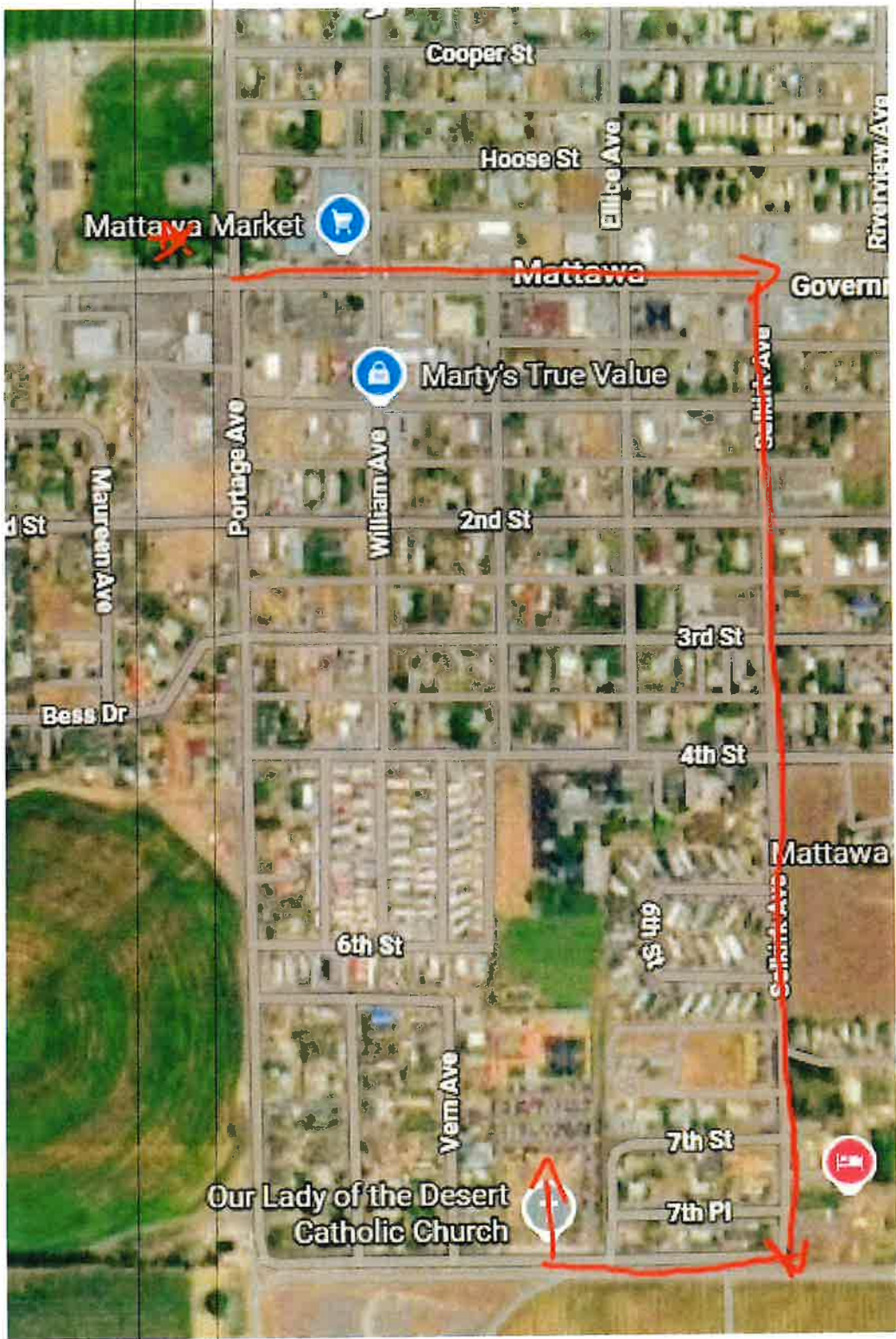


S. Selkirk Ave



8th Street





NOTE: CATHOLIC MUTUAL MUST RECEIVE APPLICATION AT LEAST 15 DAYS PRIOR TO EVENT. DO NOT SUBMIT APPLICATIONS MORE THAN 6 MONTHS IN ADVANCE.

**DIOCESE OF YAKIMA - 0166**

**APPLICATION FOR SPECIAL EVENTS COVERAGE**

Coverage Limit: \$1,000,000 Combined Single Limit Bodily Injury and Host Liquor Liability, \$500,000 Property Damage Liability.

Includes \$100,000 for Defense Costs for Sexual Misconduct, excluding overnight events (see below for purchase options).

Coverage provided is per event (not per claim). Submission of application does not bind coverage - all events are subject to approval.

Coverage underwritten by Nationwide Mutual Insurance Company; Policy No. on file with C.M.G. Agency, Inc.

Cost of Coverage: \$100 Per Event (Overnight Stays - \$125)

**TO AVOID DELAY OR DENIAL OF COVERAGE, PLEASE ENSURE THAT EVERY FIELD IS COMPLETED.**

Name of Parish or Institution:

Our Lady of the Desert Parish  
301 8th St

Street (Physical) Address (NO P.O. BOXES):

City/State: Mattawa ZIP Code: 99349

Phone No.: 509-932-5424

Lessee (Additional Insured) Information:

Name of Sponsoring Organization or Individual Requesting Coverage

City of Mattawa  
(Please Print Lessee Name(s) or Organization)

Lessee (Additional Insured) Contact Person:

Name: City of Mattawa

Street Address: 521 E. Government Rd

City/State: Mattawa/WA ZIP Code: 99349

Telephone: 509-932-4037

To receive approval notification please print e-mail(s):

(Please Print E-mail(s) Clearly)

Office @ ourladyofthedesertparish.org

Date of Event: March 29, 2026

Type of Special Event (Example: wedding reception, anniv. party, etc. If it's a FUNDRAISER, be specific about what is occurring):

Palms Sunday Procession

Time of Event: From 10:30AM to 12:00 PM

Is this an overnight event? Yes  No

Approx. Number of Participants: 600

Is Food Being Served? Yes  No

Is Liquor Being Served? Yes  No

If liquor is to be sold (or cost included in ticket price) and/or a license or permit is required in order for you to serve or furnish alcohol, you must obtain LIQUOR LIABILITY coverage by separate application.

Does this event require the additional coverage? Yes  No

To Note: If liquor liability coverage is NOT purchased and an alcohol related claim results, the claim will be excluded if it is determined that a liquor liability policy should have been purchased.

**DEFENSE COSTS FOR SEXUAL MISCONDUCT FOR OVERNIGHT EVENTS - \$100,000 LIMIT**

Coverage does not automatically apply for overnight events, however, you have the option to purchase this coverage by separate application. Additional charge may apply.

Do you want to apply for this coverage? Yes  No

**ADDITIONAL CHARGES WILL APPLY FOR:**

- Events which exceed 3 days in duration (charge TBD)
- Inflatable Amusement Device (Must be pre-approved, picture required. Minimum charge of \$100 per inflatable applies; each device is underwritten; charge is determined by size and potential risk.)
- Events that exceed 1,000 in attendance (charge TBD)

**MAKE CHECK PAYABLE TO:**

**DIOCESE OF YAKIMA &**

**RETURN WITH FORM TO:**

Diocese of Yakima  
Attn: Sue Schoolcraft  
5301-A Tieton Drive  
Yakima, WA 98908

**RETURN A COPY OF FORM TO:**

Catholic Mutual Group  
Attn: Nichol Farnan  
10843 Old Mill Rd.  
Omaha, NE 68154

[memberservices@catholicmutual.org](mailto:memberservices@catholicmutual.org)

**COVERAGE DOES NOT APPLY TO CERTAIN EVENTS, SUCH AS, BUT NOT LIMITED TO:**

- Any carnival event
- Fireworks & fireworks displays
- Events involving 'BYOB' (Bring your own bottle)
- Events involving pool or lake activities
- Events involving recreational vehicles
- Rap/Hip-Hop/Alternative music (non-religious bands)
- Events organized or operated by professional promoters/performers
- Organized sporting events, including tournaments & camps (some sporting activities are allowed and must be pre-approved).
- Events where a fee or admission is charged, unless all proceeds go to charity
- Political Rallies
- Amusement rides, including mechanically operated devices, trampolines, & rebounding devices

IN THE EVENT OF A CLAIM, PLEASE CONTACT C.M.G. AGENCY CLAIMS DEPT: 800-228-6108

SE 3/24/24

# Certificate of Coverage

Date: 12/29/2025

<b>Certificate Holder</b> Corporation of the Roman Catholic Bishop of Yakima Chancery Office P.O. Box 2189 101 South 12th Avenue Yakima, WA 98902	<p><b>This Certificate is issued as a matter of information only and confers no rights upon the holder of this certificate. This certificate does not amend, extend or alter the coverage afforded below.</b></p> <p><b>Company Affording Coverage</b>                  THE CATHOLIC MUTUAL RELIEF SOCIETY OF AMERICA                  10843 OLD MILL RD                  OMAHA, NE 68154</p>
<b>Covered Location</b> Our Lady of the Desert Mission P.O. Box 1185 Mattawa, WA 99349	

**Coverages**

**This is to certify that the coverages listed below have been issued to the certificate holder named above for the certificate indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded described herein is subject to all the terms, exclusions and conditions of such coverage. Limits shown may have been reduced by paid claims.**

	Type of Coverage	Certificate Number	Coverage Effective Date	Coverage Expiration Date	Limits	
	Property				Real & Personal Property	
	<b>D. General Liability</b>  <input checked="" type="checkbox"/> Occurrence <input type="checkbox"/> Claims Made	8509	7/1/2025	7/1/2026	Each Occurrence	
					General Aggregate	1,000,000
					Products-Comp/OP Agg	
					Personal & Adv Injury	
					Fire Damage (Any one fire)	
					Med Exp (Any one person)	
	Excess Liability				Each Occurrence	
					Annual Aggregate	
	Other				Each Occurrence	
					Claims Made	
					Aggregate	
					Annual Aggregate	
					Limit/Coverage	

**Description of Operations/Locations/Vehicles/Special Items (the following language supersedes any other language in this endorsement or the Certificate in conflict with this language)**  
 Our Lady of the Desert's use of city roadways and/or city park for their Palm Sunday Procession on March 29, 2026.

<b>Holder of Certificate</b>  Additional Protected Person(s)  City of Mattawa 521 E Government Rd. PO Box 965 Mattawa, WA 99349	<b>Cancellation</b>  Should any of the above described coverages be cancelled before the expiration date thereof, the issuing company will endeavor to mail <u>30</u> days written notice to the holder of certificate named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.  Authorized Representative <i>Paul A. Peterson</i>
--	---

0166003988

## ENDORSEMENT

(TO BE ATTACHED TO CERTIFICATE)

Effective Date of Endorsement 3/29/2026 Charge \_\_\_\_\_ Credit \_\_\_\_\_

Cancellation Date of Endorsement 3/30/2026

Certificate Holder Corporation of the Roman Catholic Bishop of Yakima Chancery Office P.O. Box 2189 101 South 12th Avenue Yakima, WA 98902

Location Our Lady of the Desert Mission P.O. Box 1185 Mattawa, WA 99349

Certificate No. 8509 of The Catholic Mutual Relief Society of America is amended as follows:

### SECTION II - ADDITIONAL PROTECTED PERSON(S)

It is understood and agreed that Section II - Liability (only with respect to Coverage D - General Liability), is amended to include as an **Additional Protected Person(s)** the organization(s) shown in the schedule below.

#### Schedule - ADDITIONAL PROTECTED PERSON(S)

City of Mattawa  
521 E Government Rd.  
PO Box 965  
Mattawa, WA 99349  
Remarks:  
Our Lady of the Desert's use of city roadways and/or city park for their Palm Sunday Procession on March 29, 2026.

However, the following limitations apply to coverage:

1. The maximum limits of coverage provided by Catholic Mutual Relief Society of America to the **Additional Protected Person(s)** named in this endorsement shall not exceed the coverage dollar amount specifically required by contract or agreement and agreed to by the **Protected Person(s)**. In the absence of specific coverage limits within a referenced contract or agreement, the limits of liability afforded to the **Additional Protected Person(s)** must be listed on a separate Certificate of Coverage form attached to this endorsement. All limits of liability extended by this endorsement are inclusive of both Section II Coverage D and Section VII coverages (if applicable).
2. Unless specifically agreed to by contract or agreement, the coverage extended to the **Additional Protected Person(s)** by this endorsement is excess and non-contributory over any other available coverage or insurance.
3. This endorsement does not apply to any **Occurrence** outside the specific date(s) of a facility use agreement or terms of a lease.
4. This endorsement does not extend coverage to the **Additional Protected Person(s)** for **Occurrences** which cannot be attributed to primary acts or omissions of the **Protected Person(s)**.
5. Provided that a premises is utilized by the **Protected Person(s)** in a manner consistent with its intended purpose and in accordance with the applicable contract, agreement, or lease, this endorsement does not extend coverage to the **Additional Protected Person(s)** for premises defects or other **Occurrences** which could not be discovered by the **Protected Person(s)** with reasonable diligence.
6. The limited coverage afforded to the **Additional Protected Person(s)** by this endorsement only applies to the extent permissible by law and shall not apply to non-delegable duties unless specifically agreed to by contract or agreement.

This extension of coverage shall not enlarge the scope of coverage provided to the **Certificate Holder** under this Certificate nor increase the limit of liability thereunder. Unless otherwise agreed by contract or agreement, coverage extended under this endorsement to the **Additional Protected Person(s)** will not precede the effective date of this endorsement or extend beyond the cancellation date.



**City of Mattawa**  
**521 E Government Rd / P.O. Box 965**  
**(509)932-4037**  
**Mattawa WA. 99349**

**Event Permit**  
**Ordinance 15-566**

1. **Certificate of coverage** in the amount of two-million dollars combined –one-million per occurrence, two-million dollars aggregate, AND an **Endorsement** naming the City of Mattawa as an additional insured must be provided at the time of application. Please also include the policy # on both of these forms.
2. Fill out application & submit all paperwork to the city clerk at **least 45 days** prior to the date on which the event is to occur.
3. The park was developed for City of Mattawa residents to use for family outings, picnics and as a children's playground. It may also be used for events or social functions of City of Mattawa individuals, children, family and their guest or non-profit organization at little or no expense.
4. If the Police Department or Public Works in reviewing this application requires extra help to be in attendance then the applicant will reimburse the City of Mattawa for the cost including over time of Police personnel and/ or Public Works employees.
5. The applicant shall pay for all additional garbage cans and all additional portable toilets that are needed for this event.
6. In the event that City of Mattawa property is destroyed because of this event, then the applicant shall be billed and will pay for all costs of the repair (s).
7. The Mattawa Municipal Noise Ordinance and the applicable sections of the State Law will be enforced at all times.
8. Parking attendants may be required for large groups.
9. Licensed Security Company may be required at the event.
10. The fee for issuance of a special event permit shall be set by resolution of the city council.
11. Site Plan (if applicable)

**Office Use Only**

Reviewed by: \_\_\_\_\_

Received by date: \_\_\_\_\_

Council Approval date: \_\_\_\_\_

Conditions of Approval

\_\_\_\_\_

\_\_\_\_\_

**Event Title:** Procession of Silence **Event Date** April 3, 2026

**Summary of Event**

The Procession of Silence will begin at Our Lady of the Desert Parish, located at 301 8th Street. From the church, we will travel westbound on 8th Street, turn north onto S. Portage Avenue, and continue east along 4th Street. The route then turns south onto S. Selkirk Avenue before returning west on 8th Street. The procession will conclude back at the Parish.

**Location (be specific)**

Our Lady of the Desert/City Roadway (See Map)

**DATE/TIME**

Setup	Date	April 3, 2026	Time	6:30 P.M.	Day of Week	Friday
Event Starts	Date	April 3, 2026	Time	7:00 P.M.	Day of Week	Friday
Event Ends	Date	April 3, 2026	Time	9:00 P.M.	Day of Week	Friday
Dismantle	Date		Time		Day of Week	

**Estimated Attendance** 1/200

**Will there be a paid admission?** Yes/No  
**Is your event open to the public?** Yes/No

**Is this an event involving political or religious activity intended primarily for the communication or expression of ideas?** (Please circle) YES NO

If Applicant is an organization, corporation, limited liability company, other entity please provide following additional information:

**Name of organization/corporation/limited liability company or other entity:**  
Our Lady of the Desert Parish

**Name and title of person signing on behalf of the organization/corporation/limited liability company or other entity:**  
Very Rev. Lalo Barragán

(This person must have the legal authority to sign and bind the organization, corporation, Limited Liability Company or other entity. Additional documentation may be required to confirm such signing authority if requested by the City.)

**Applicant's Mailing Address**

301 8th Street

**Applicant's Email**

Office@ourladyofthedesperparish.org

**Name of Applicant's On-Site Contact (to be available during event)**

Very Rev. Lalo Barragán

**Phone Number of Applicant's On-Site Contact (to be available during event)**

509-932-5424

**Mark all that apply**

- |   |  |   |   |
|---|--|---|---|
| <input type="checkbox"/> Alcohol            | <input type="checkbox"/> Distribution/Sales    | <input type="checkbox"/> Food                       | <input type="checkbox"/> Tables/Chairs  |
| <input type="checkbox"/> Amplified Sound    | <input type="checkbox"/> Drawing/Raffles       | <input type="checkbox"/> P.A. System                | <input type="checkbox"/> Tents/Canopies |
| <input type="checkbox"/> Animals            | <input type="checkbox"/> Dunk Tank             | <input type="checkbox"/> Race                       | <input type="checkbox"/> Vehicles       |
| <input type="checkbox"/> Bleachers          | <input type="checkbox"/> Electricity/Generator | <input type="checkbox"/> Rally/Protest              | <input type="checkbox"/> Water          |
| <input type="checkbox"/> Boats              | <input type="checkbox"/> Entertainment         | <input checked="" type="checkbox"/> Street Closures | <input type="checkbox"/> Other _____    |
| <input type="checkbox"/> Carnival Rides     | <input type="checkbox"/> Exhibits/Displays     | <input type="checkbox"/> Signage/Banners            | <input type="checkbox"/> Other _____    |
| <input type="checkbox"/> Company Picnic     | <input type="checkbox"/> Fencing (temporary)   | <input type="checkbox"/> Sporting Event             | <input type="checkbox"/> Other _____    |
| <input type="checkbox"/> Concert/Live Music | <input type="checkbox"/> Festival              | <input type="checkbox"/> Stage                      | <input type="checkbox"/> Other _____    |
| <input type="checkbox"/> Cooking/Barbecue   | <input type="checkbox"/> Fireworks             | <input type="checkbox"/> Vendors                    | <input type="checkbox"/> Other _____    |

Provide details for all checked items and describe any "other" items. If there will be food or merchandise/vendors at event please indicate if food, merchandise or services will be provided free of charge or if they will be sold:

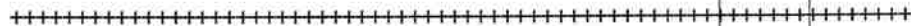
N/A

**AVAILABLE FOR AN ADDITIONAL FEE (these items may be an event requirement.)**

**Garbage Disposal** [ ]

**Police Department Public Service** [ ]

**Public Work Public Service** [x]



**INSURANCE** – The City does not maintain insurance that will respond to claims against the Applicant/Organization in connection with the permitted event by the Applicant/Organization, its members, or those attending the event. Applicant/Organization is required to obtain occurrence-based liability insurance in accordance with City policy, name the City as an **additional insured** on the policy.

**HOLD HARMLESS** – Applicant/Permittee/Organization shall defend, indemnify and hold harmless the City, its officers, officials, employees and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of the acts or omissions of the Applicant/Permittee/User, its employees, volunteers, representatives or vendors, or from any activity, work or thing done, permitted, or suffered by Applicant/Permittee/Organization, related to the permitted activity, except only such injury or damage as shall have been occasioned by the sole negligence of the City.

**Date:** 12/26/2025

**Signature of Applicant:** 

**Organization/Title:** Our Lady of the Desert Parish/Very Rev.

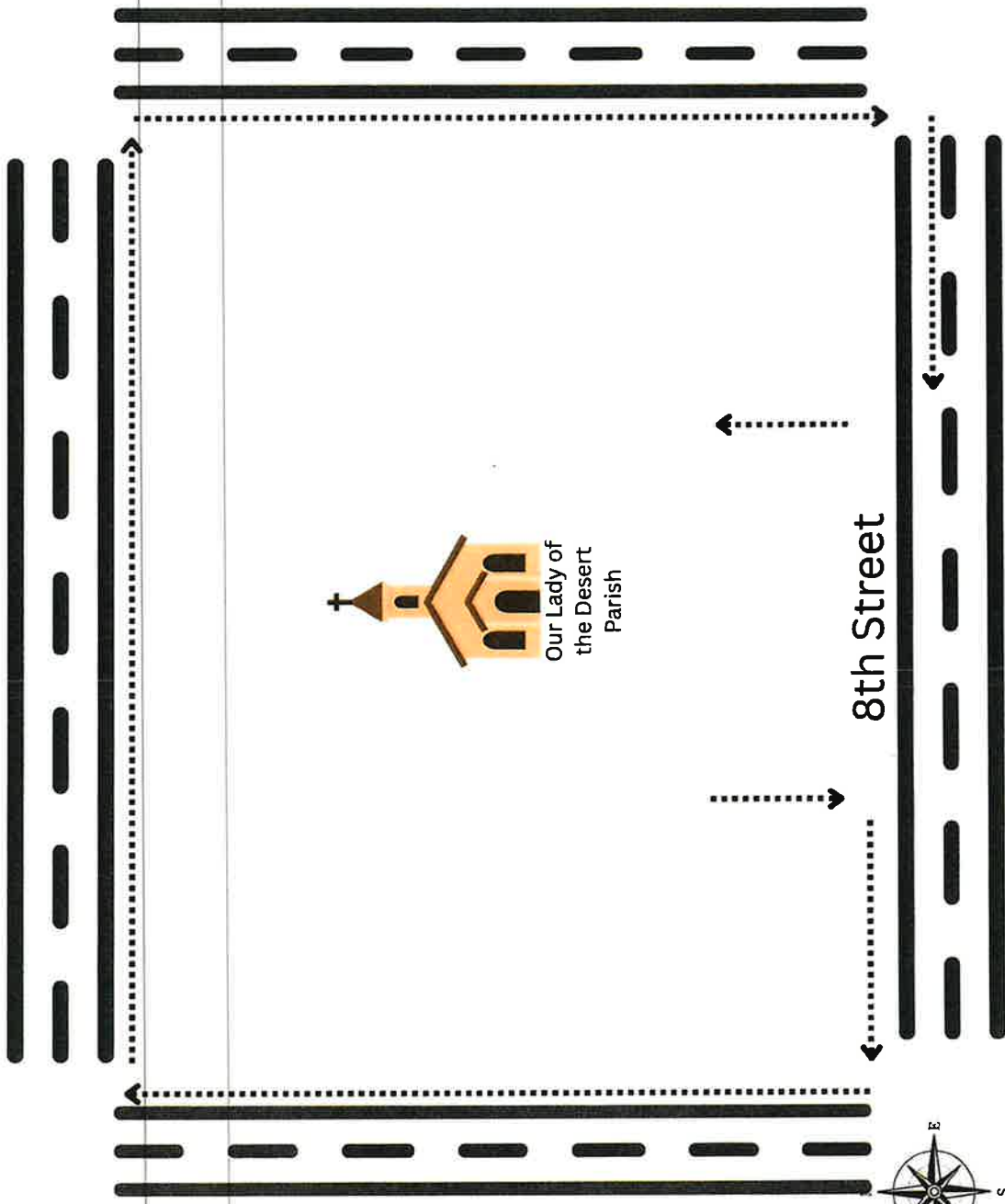
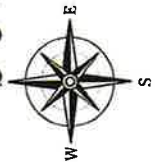
S. Selkirk Ave

Procession of Silence

4th Street

8th Street

S. Portage Ave





NOTE: CATHOLIC MUTUAL MUST RECEIVE APPLICATION AT LEAST 15 DAYS PRIOR TO EVENT. DO NOT SUBMIT APPLICATIONS MORE THAN 6 MONTHS IN ADVANCE.

**DIOCESE OF YAKIMA - 0166  
APPLICATION FOR SPECIAL EVENTS COVERAGE**

**Coverage Limit:** \$1,000,000 Combined Single Limit Bodily Injury and Host Liquor Liability, \$500,000 Property Damage Liability.  
Includes \$100,000 for Defense Costs for Sexual Misconduct, excluding overnight events (see below for purchase options).  
Coverage provided is per event (not per claim). Submission of application does not bind coverage - all events are subject to approval.  
Coverage underwritten by Nationwide Mutual Insurance Company; Policy No. on file with C.M.G. Agency, Inc.  
**Cost of Coverage: \$100 Per Event (Overnight Stays - \$125)**

**TO AVOID DELAY OR DENIAL OF COVERAGE, PLEASE ENSURE THAT EVERY FIELD IS COMPLETED.**

**Name of Parish or Institution:**  
Our Lady of the Desert Parish  
301 8th St

**Street (Physical) Address (NO P.O. BOXES):**  
**City/State:** Mattawa **ZIP Code:** 99349  
**Phone No.:** 509-932-5424

**Lessee (Additional Insured) Information:**  
**Name of Sponsoring Organization or Individual Requesting Coverage**  
City of Mattawa  
*(Please Print Lessee Name(s) or Organization)*

**Lessee (Additional Insured) Contact Person:**  
**Name:** City of Mattawa  
**Street Address:** 521 E. Government Rd  
**City/State:** Mattawa, WA **ZIP Code:** 99349  
**Telephone:** 509-932-4037

**To receive approval notification please print e-mail(s):**  
*(Please Print E-mail(s) Clearly)*  
Office @ ourladyofthedesertparish.org

**Date of Event:** April 3, 2026  
**Type of Special Event (Example: wedding reception, anniv. party, etc. If it's a FUNDRAISER, be specific about what is occurring):**  
Procession of Silence

**Time of Event:** From 6:30 PM to 9:00 PM

**Is this an overnight event?**  
Yes  No

**Approx. Number of Participants:** 400

**Is Food Being Served?**  
Yes  No

**Is Liquor Being Served?**  
Yes  No

If liquor is to be sold (or cost included in ticket price) and/or a license or permit is required in order for you to serve or furnish alcohol, you must obtain **LIQUOR LIABILITY** coverage by separate application.  
Does this event require the additional coverage? Yes  No

**To Note:** If liquor liability coverage is NOT purchased and an alcohol related claim results, the claim will be excluded if it is determined that a liquor liability policy should have been purchased.

- COVERAGE DOES NOT APPLY TO CERTAIN EVENTS, SUCH AS, BUT NOT LIMITED TO:**
- Any carnival event
  - Fireworks & fireworks displays
  - Events involving 'BYOB' (Bring your own bottle)
  - Events involving pool or lake activities
  - Events involving recreational vehicles
  - Rap/Hip-Hop/Alternative music (non-religious bands)
  - Events organized or operated by professional promoters/performers
  - Organized sporting events, including tournaments & camps (some sporting activities are allowed and must be pre-approved).
  - Events where a fee or admission is charged, unless all proceeds go to charity
  - Political Rallies
  - Amusement rides, including mechanically operated devices, trampolines, & rebounding devices

**DEFENSE COSTS FOR SEXUAL MISCONDUCT FOR OVERNIGHT EVENTS - \$100,000 LIMIT**

Coverage does not automatically apply for overnight events, however, you have the option to purchase this coverage by separate application. Additional charge may apply.  
Do you want to apply for this coverage? Yes  No

**ADDITIONAL CHARGES WILL APPLY FOR:**

- Events which exceed 3 days in duration (charge TBD)
- Inflatable Amusement Device (Must be pre-approved, picture required. Minimum charge of \$100 per inflatable applies; each device is underwritten; charge is determined by size and potential risk.)
- Events that exceed 1,000 in attendance (charge TBD)

**MAKE CHECK PAYABLE TO:**  
**DIOCESE OF YAKIMA & RETURN WITH FORM TO:**  
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5301-A Tieton Drive  
Yakima, WA 98908

**RETURN A COPY OF FORM TO:**  
Catholic Mutual Group  
Attn: Nichol Farnam  
10843 Old Mill Rd.  
Omaha, NE 68154  
[memberservices@catholicmutual.org](mailto:memberservices@catholicmutual.org)

# Certificate of Coverage

Date: 12/29/2025

<b>Certificate Holder</b> Corporation of the Roman Catholic Bishop of Yakima Chancery Office P.O. Box 2189 101 South 12th Avenue Yakima, WA 98902	<p><b>This Certificate is issued as a matter of information only and confers no rights upon the holder of this certificate. This certificate does not amend, extend or alter the coverage afforded below.</b></p> <p><b>Company Affording Coverage</b>                  THE CATHOLIC MUTUAL RELIEF SOCIETY OF AMERICA                  10843 OLD MILL RD                  OMAHA, NE 68154</p>
<b>Covered Location</b> Our Lady of the Desert Mission P.O. Box 1185 Mattawa, WA 99349	

**Coverages**

**This is to certify that the coverages listed below have been issued to the certificate holder named above for the certificate indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded described herein is subject to all the terms, exclusions and conditions of such coverage. Limits shown may have been reduced by paid claims.**

Type of Coverage	Certificate Number	Coverage Effective Date	Coverage Expiration Date	Limits
Property				Real & Personal Property
<b>D. General Liability</b>  <input checked="" type="checkbox"/> Occurrence <input type="checkbox"/> Claims Made	8509	7/1/2025	7/1/2026	Each Occurrence
				General Aggregate
				Products-Comp/OP Agg
				Personal & Adv Injury
				Fire Damage (Any one fire)
				Med Exp (Any one person)
Excess Liability				Each Occurrence
				Annual Aggregate
Other				Each Occurrence
				Claims Made
				Aggregate
				Annual Aggregate
				Limit/Coverage

**Description of Operations/Locations/Vehicles/Special Items (the following language supersedes any other language in this endorsement or the Certificate in conflict with this language)**  
 Our Lady of the Desert's use of City roadways and/or city park for their Procession of Silence on April 3, 2026.

<b>Holder of Certificate</b>  Additional Protected Person(s)  City of Mattawa 521 E Government Rd. PO Box 965 Mattawa, WA 99349	<b>Cancellation</b>  <p>Should any of the above described coverages be cancelled before the expiration date thereof, the issuing company will endeavor to mail <u>30</u> days written notice to the holder of certificate named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.</p> <p>Authorized Representative <i>Paul A. Peterson</i></p>
--	--

0166003989

# ENDORSEMENT

(TO BE ATTACHED TO CERTIFICATE)

Effective Date of Endorsement 4/3/2026 Charge \_\_\_\_\_ Credit \_\_\_\_\_

Cancellation Date of Endorsement 4/4/2026

Certificate Holder Corporation of the Roman Catholic Bishop of Yakima Chancery Office P.O. Box 2189 101 South 12th Avenue Yakima, WA 98902

Location Our Lady of the Desert Mission P.O. Box 1185 Mattawa, WA 99349

Certificate No. 8509 of The Catholic Mutual Relief Society of America is amended as follows:

## SECTION II - ADDITIONAL PROTECTED PERSON(S)

It is understood and agreed that Section II - Liability (only with respect to Coverage D - General Liability), is amended to include as an **Additional Protected Person(s)** the organization(s) shown in the schedule below.

### Schedule - ADDITIONAL PROTECTED PERSON(S)

City of Mattawa  
521 E Government Rd.  
PO Box 965  
Mattawa, WA 99349  
Remarks:  
Our Lady of the Desert's use of City roadways and/or city park for their Procession of Silence on April 3, 2026.

However, the following limitations apply to coverage:

1. The maximum limits of coverage provided by Catholic Mutual Relief Society of America to the **Additional Protected Person(s)** named in this endorsement shall not exceed the coverage dollar amount specifically required by contract or agreement and agreed to by the **Protected Person(s)**. In the absence of specific coverage limits within a referenced contract or agreement, the limits of liability afforded to the **Additional Protected Person(s)** must be listed on a separate Certificate of Coverage form attached to this endorsement. All limits of liability extended by this endorsement are inclusive of both Section II Coverage D and Section VII coverages (if applicable).
2. Unless specifically agreed to by contract or agreement, the coverage extended to the **Additional Protected Person(s)** by this endorsement is excess and non-contributory over any other available coverage or insurance.
3. This endorsement does not apply to any **Occurrence** outside the specific date(s) of a facility use agreement or terms of a lease.
4. This endorsement does not extend coverage to the **Additional Protected Person(s)** for **Occurrences** which cannot be attributed to primary acts or omissions of the **Protected Person(s)**.
5. Provided that a premises is utilized by the **Protected Person(s)** in a manner consistent with its intended purpose and in accordance with the applicable contract, agreement, or lease, this endorsement does not extend coverage to the **Additional Protected Person(s)** for premises defects or other **Occurrences** which could not be discovered by the **Protected Person(s)** with reasonable diligence.
6. The limited coverage afforded to the **Additional Protected Person(s)** by this endorsement only applies to the extent permissible by law and shall not apply to non-delegable duties unless specifically agreed to by contract or agreement.

This extension of coverage shall not enlarge the scope of coverage provided to the **Certificate Holder** under this Certificate nor increase the limit of liability thereunder. Unless otherwise agreed by contract or agreement, coverage extended under this endorsement to the **Additional Protected Person(s)** will not precede the effective date of this endorsement or extend beyond the cancellation date.


# Final Contract Voucher Certificate

Contractor <b>Tommer Construction Company, Inc.</b>			
Street Address <b>5720 Highway 28 West</b>			
City <b>Ephrata</b>	State <b>WA</b>	Zip <b>98823</b>	Date <b>December 12, 2025</b>
Project Number (Owner) <b>24881</b>			
Job Description (Title) <b>2025 Pavement Preservation</b>			
Date Work Physically Completed <b>November 25, 2025</b>		Final Amount (including Sales Tax) <b>\$896,549.91</b>	

### Contractor's Certification

I, the undersigned, certify and declare, under penalty of perjury under the laws of the State of Washington, that the foregoing is true and correct: I am authorized to sign for the claimant; that in connection with the work performed and, to the best of my knowledge, no loan, gratuity or gift in any form whatsoever has been extended to any employee of the City of Mattawa nor have I rented or purchased any equipment or materials from any employee of the City of Mattawa; that the attached final estimate is a true and correct statement showing all the monies due claimant from the City of Mattawa for work performed and material furnished under this Contract; that I have carefully examined said final estimate and understand the same and; that I, on behalf of the claimant, hereby release and forever discharge the City of Mattawa from any and all claims of whatsoever nature which I or the claimant may have, arising out of the performance of said Contract, which are not set forth in said estimate.

Date at EPHRATA, WA this 22<sup>ND</sup> day of DECEMBER, 2025  
(City, State)

  
 Contractor Authorized Signature Required  
PROJECT MANAGER  
 Title  
CHRIS EDEN  
 Type Signature Name

### City of Mattawa Certification

I, certify the attached final estimate to be based upon actual measurements, and to be true and correct.

Approved Date \_\_\_\_\_

  
 Project Engineer

\_\_\_\_\_  
 City of Mattawa

This Final Contract Voucher Certification is to be prepared by the Engineer and the original forwarded to the City of Mattawa for acceptance and payment.

Contractors Claims, if any, must be included and the Contractors Certification must be labeled indicating a claim attached.



December 15, 2025

Ms. Anabel Martinez  
Clerk - Treasurer  
City of Mattawa  
521 East Government Road  
Mattawa, Washington 99349

SUBJECT: FINAL PROGRESS ESTIMATE 2, PROJECT ACCEPTANCE, AND  
RELEASE OF RETAINAGE, 2025 PAVEMENT PRESERVATION  
CITY OF MATTAWA, GRANT COUNTY, WASHINGTON  
G&O #24881.00

Dear Ms. Martinez:

This letter provides the City with guidance regarding the final progress estimate, accepting the project as complete, and release of the retainage.

**1. FINAL PROGRESS ESTIMATE**

We have attached the signed Final Contract Voucher and Progress Estimate 2, which is the final progress estimate for this project. The amount due the contractor and the amount to be deposited in the retainage account are as follows:

<u>Payment to Contractor</u>	<u>Amount to be Deposited in Retainage Account</u>
\$101,323.91	\$5,332.84

**2. PROJECT COMPLETION ACCEPTANCE**

The project has been completed in compliance with the Contract, with the exception of the contractor submitting Affidavits of Wages Paid for all subcontractors on the project. After the contractor has submitted documentation that all required Affidavits of Wages Paid forms have been submitted to the Department of Labor and Industries, we recommend the City accept the project as complete and submit the "Notice of Completion of Public Works Contract" form online via the Awarding Agency Portal (<https://lni.wa.gov/licensing-permits/public-works-projects/awarding-agencies/awarding-agency-portal>).

Ms. Anabel Martinez  
 December 15, 2025  
 Page 2



Note that the form will not be available if the prime contractor has not filed their affidavit or if it is still pending approval by the Department of Labor and Industries. The following data is provided to assist with the form submittal:

		Date Work Completed October 22, 2025	Date Work Accepted November 25, 2025
Is this a Federally Funded Transportation Project? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Have Subcontractors been used? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
<input checked="" type="checkbox"/> Contract/Payment Bond    Waived? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> Retainage Bond    Waived? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Detailed Description of Work Completed <b>Citywide pavement preservation and gravel street conversion.</b>			
<b>DOR Tax Information</b>			
Contract Amount	\$912,101.00	Liquidated Damages	\$0
Additions (+)	\$71,790.83	Amount Disbursed	\$851,722.41
Reductions (-)	\$87,341.92	Amount Retained	\$44,827.50
Subtotal	\$896,549.91	Other	\$0
Sales Tax Amount	\$0	Sales Tax Rate	0%
<b>Total</b>	<b>\$896,549.91</b>	<b>Total</b>	<b>\$896,549.91</b>

After the City has accepted the project, please sign the attached “Final Contract Voucher” and forward a copy to the contractor and Gray & Osborne, Inc.

**3. RELEASE OF RETAINAGE**

The retainage amount for this project has been included within the final progress estimate. The retainage should be released to the contractor contingent upon the following requirements being fulfilled:

1. Sixty days have elapsed since the Contract Completion Date.
2. The City receives the Washington State Department of Revenue “Certificate of Payment of State Excise Taxes by Public Works Contractor” (RCW 60.28).
3. The City receives the “Certificate of Payment of Contribution Penalties and Interest on Public Works Contract” from the Washington State Employment Security Department.
4. There are no claims or liens filed for labor and materials furnished on this Contract.

Ms. Anabel Martinez  
December 15, 2025  
Page 3



5. The City receives notification from the Washington State Department of Labor and Industries that the contractor and their subcontractors are current with payments of industrial insurance and medical aid premiums.

Please contact me if you have any questions or concerns regarding these matters.

Sincerely,

GRAY & OSBORNE, INC.

A handwritten signature in blue ink that reads 'Michael Woodkey'. The signature is fluid and cursive.

Michael Woodkey, P.E.

MW/js  
Encl.  
By email

cc: Mr. Jeff Tincher, P.E., Tommer Construction Company, Inc.

**FINAL PROGRESS ESTIMATE 2**  
**DECEMBER 10, 2025**

CITY OF MATTAWA  
 GRANT COUNTY  
 WASHINGTON

PROGRESS ESTIMATE PERIOD  
 JUNE 28, 2025 TO NOVEMBER 6, 2025

PROJECT:  
 CITY OF MATTAWA  
 2025 PAVEMENT PRESERVATION  
 G&O JOB NUMBER #24881

CONTRACTOR:  
 TOMMER CONSTRUCTION COMPANY, INC.  
 5720 HIGHWAY 28 WEST  
 EPHRATA, WA 98823

BID ITEMS				QUANTITIES		PROJECT COSTS		PERCENT OF CONTRACT QUANTITY	
NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL THIS PERIOD	TOTAL TO DATE	AMOUNT THIS PERIOD		AMOUNT TO DATE
1	Mobilization, Cleanup, and Demobilization	1	LS	\$45,499.10	10.00%	100.00%	\$4,549.91	\$45,499.10	100%
2	SPCC Plan	1	LS	\$500.00	0.00%	100.00%	\$0.00	\$500.00	100%
3	Project Temporary Traffic Control	1	LS	\$80,000.00	20.00%	100.00%	\$16,000.00	\$80,000.00	100%
4	Pulverize Existing Asphalt	41,890	SY	\$1.38	0.00	43,179.00	\$0.00	\$59,587.02	103%
5	Excavation, Embankment and Grading, Incl. Haul	880	CY	\$24.33	0.00	880.00	\$0.00	\$21,410.40	100%
6	Crushed Surfacing Top Course for Prelevel	6,790	TN	\$32.13	0.00	7,158.00	\$0.00	\$229,986.54	105%
7	Crushed Surfacing Repair	1,970	TN	\$28.80	294.60	566.60	\$8,484.48	\$16,318.08	29%
8	Aggregate for Seal Coat	83,780	SY	\$2.03	0.00	88,547.00	\$0.00	\$179,750.41	106%
9	Emulsified Asphalt for Seal Coat	220	TN	\$800.00	0.00	191.72	\$0.00	\$153,376.00	87%
10	Emulsified Asphalt for Fog Seal	20	TN	\$1,250.00	25.80	25.80	\$32,250.00	\$32,250.00	129%
11	Adjust Manhole	22	EA	\$1,100.00	0.00	10.00	\$0.00	\$11,000.00	45%
12	Adjust Valve Box	6	EA	\$1,100.00	0.00	5.00	\$0.00	\$5,500.00	83%
13	Cast-In-Place Monument	13	EA	\$2,000.00	0.00	8.00	\$0.00	\$16,000.00	62%
14	Painted Stop Line	140	LF	\$14.40	334.00	334.00	\$4,809.60	\$4,809.60	239%
15	Paint Line	1,940	LF	\$1.08	11,129.00	11,129.00	\$12,019.32	\$12,019.32	574%
<b>Change Order 1</b>									
16	Pavement Marking Restriping – City Funded	1	LS	\$15,867.60	100.00%	100.00%	\$15,867.60	\$15,867.60	100%
17	Pavement Marking Restriping – TIB Funded	1	LS	\$6,204.00	100.00%	100.00%	\$6,204.00	\$6,204.00	100%
18	Additional Traffic Control for Fog Seal	1	LS	\$6,471.84	100.00%	100.00%	\$6,471.84	\$6,471.84	100%

**FINAL PROGRESS ESTIMATE 2**  
**DECEMBER 10, 2025**

CITY OF MATTAWA  
 GRANT COUNTY  
 WASHINGTON

PROGRESS ESTIMATE PERIOD  
 JUNE 28, 2025 TO NOVEMBER 6, 2025

PROJECT:  
 CITY OF MATTAWA  
 2025 PAVEMENT PRESERVATION  
 G&O JOB NUMBER #24881

CONTRACTOR:  
 TOMMER CONSTRUCTION COMPANY, INC.  
 5720 HIGHWAY 28 WEST  
 EPHRATA, WA 98823

	PROJECT COSTS	
	AMOUNT THIS PERIOD	AMOUNT TO DATE
<b>SUBTOTAL EARNED TO DATE</b>	<b>\$106,656.75</b>	<b>\$896,549.91</b>
SALES TAX (PER W.S. REVENUE RULE 171)	0.00%	\$0.00
MATERIALS ON HAND	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$106,656.75</b>	<b>\$896,549.91</b>
LESS 5% RETAINED (BEFORE TAX)	5%	\$44,827.50
<b>TOTAL EARNED TO DATE LESS RETAINAGE</b>		<b>\$851,722.41</b>
<b>LESS AMOUNTS PREVIOUSLY PAID</b>		
PROGRESS ESTIMATE 1		\$750,398.50
<b>TOTAL PAYMENT NOW DUE:</b>		<b>\$101,323.91</b>
ORIGINAL CONTRACT AMOUNT (WITHOUT TAX)	\$912,101.00	
CONTRACT AMOUNT WITH CHANGE ORDER 1	\$940,644.44	
CONTRACT PERCENTAGE TO DATE	95%	

**FINAL PROGRESS ESTIMATE 2  
DECEMBER 10, 2025**

CITY OF MATTAWA  
GRANT COUNTY  
WASHINGTON

PROGRESS ESTIMATE PERIOD  
JUNE 28, 2025 TO NOVEMBER 6, 2025

PROJECT:  
CITY OF MATTAWA  
2025 PAVEMENT PRESERVATION  
G&O JOB NUMBER #24881

CONTRACTOR:  
TOMMER CONSTRUCTION COMPANY, INC.  
5720 HIGHWAY 28 WEST  
EPHRATA, WA 98823

I HEREBY CERTIFY THE ABOVE ESTIMATE IS A TRUE AND CORRECT STATEMENT OF THE WORK PERFORMED UNDER THIS CONTRACT.

I HEREBY CERTIFY THAT THE WAGES HAVE BEEN PAID IN ACCORDANCE WITH RCW 39.12 (PREVAILING WAGES).

GRAY & OSBORNE, INC.

TOMMER CONSTRUCTION COMPANY, INC.

  
MICHAEL WOODKEY, P.E.

  
12-11-2025  
CONTRACTOR'S REPRESENTATIVE

**SUMMARY AND DISTRIBUTION OF PAYMENTS**

PAY EST NO.	PROGRESS ESTIMATE PERIOD DATES	TOTAL		SALES TAX		MATERIALS ON HAND	RETAINAGE (5%)	TOTAL PAYMENT
		EARNED PER PERIOD	PERIOD	RATE	AMOUNT			
1	JUNE 2, 2025 TO JUNE 27, 2025	\$789,893.16		0.00%	\$0.00	\$0.00	\$39,494.66	\$750,398.50
2	JUNE 28, 2025 TO NOVEMBER 6, 2025	\$106,656.75		0.00%	\$0.00	\$0.00	\$5,332.84	\$101,323.91
<b>TOTAL:</b>		\$896,549.91			\$0.00	\$0.00	\$44,827.50	\$851,722.41

**AMENDMENT NO. 3 (SUPPLEMENT 1)  
TO  
CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES**

THIS AMENDMENT, by and between the City of Mattawa, Washington, hereinafter referred to as the Agency, and Gray & Osborne, Inc., hereinafter referred to as the Engineer, hereby modifies the contract for On-Call Engineering Services dated (by Agency) July 17, 2025.


Wastewater Treatment Facility Improvements – Additional Construction  
Administration

See attached Exhibits A and B for scope and fee. Original Amendment 3  
\$179,700 plus this Amendment 3 (Supplement 1) \$76,293 for a total not-to-  
exceed cost of \$255,993.

IN WITNESS WHEREOF, the parties hereto have executed, or cause to be executed by their duly authorized officials, this AMENDMENT to the Contract for Engineering Services in duplicate on the respective dates indicated below.

**GRAY & OSBORNE, INC.**

**CITY OF MATTAWA**

By:   
(Signature)

By: \_\_\_\_\_  
(Signature)

Name: Michael B. Johnson, P.E., President  
GRAY & OSBORNE, INC.

Name: \_\_\_\_\_  
(Print)

Date: 1/9/26

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

"Equal Opportunity/Affirmative Action Employer"

## **EXHIBIT A**

### **SCOPE OF WORK**

#### **CITY OF MATTAWA WASTEWATER TREATMENT FACILITY IMPROVEMENTS – ADDITIONAL CONSTRUCTION ADMINISTRATION**

This Scope of Work presents the professional engineering services requested by the City of Mattawa for additional construction administration services for the City's Wastewater Treatment Facility Improvements. This Scope of Work amends the existing engineering services agreement between the City and Gray & Osborne for the construction administration of the project, as outlined below.

The work associated with the construction administration and programming of the City's proposed influent and filtrate pump stations is removed from the Scope of Work for the project, as the City's approach to the project has changed. The budget associated with this work has been reallocated to offset the increased budget required, as described herein. The budget for this Scope of Work represents the net increase in the budget required for the project.

#### **BACKGROUND**

The construction of the Wastewater Treatment Facility Improvements is currently ongoing. The construction contract originally provided for 230 working days to substantially complete the work. Change orders have increased the days for substantial completion to 283. The contractor's current schedule appears to show substantial completion being achieved in approximately 478 working days, around March 6, 2026. This Scope of Work provides for the additional project management, construction contract administration, office engineering, and resident construction inspection services required for the additional construction time, based on the contractor achieving substantial completion on March 6, 2026. If the construction schedule is further extended an additional amendment to the engineering services agreement may be required.

This project is funded by the Department of Ecology's Water Quality Funding Program.

#### **SCOPE OF WORK**

##### **Task 1 – Project Management**

Provide overall project management and oversight of resources and deliverables to ensure timely delivery and coordination of project elements. Work includes procuring and maintaining sufficient resources, overseeing budget and schedule, and assisting in timely delivery of engineering products per the contract.

## **Task 2 – Construction Contract Administration**

- A. Coordinate and conduct an estimated seven additional weekly construction meetings with the Contractor and the City. Prepare and distribute minutes of each meeting to all attendees.
- B. Review the Contractor's monthly progress payment requests and prepare an additional three monthly progress estimates based on the resident construction inspector's judgment of the value of work completed during the pay period.

## **Task 3 – Office Engineering**

Provide additional office engineering associated with the extended project schedule, as described above. The work included in this task is in accordance with the work described in the original agreement for the project, but is increased due to the extension of the project schedule by the contractor.

## **Task 4 – Resident Construction Inspection**

Provide resident construction inspection associated with the extended project schedule, as described above. The work included in this task is in accordance with the work described in the original agreement for the project, but is increased due to the extension of the project schedule by the contractor. This Scope of Work adds 300 hours of resident construction inspection, which is intended to augment the existing inspection budget so as to provide full-time inspection through currently-scheduled end of the project, with the exception of part-time inspection during the commissioning period.

## **SERVICES NOT INCLUDED**

The following work is not included in this Scope of Work:

1. Review of Contractor's certified payrolls.
2. Conducting wage rate interviews of Contractor's staff.
3. Participation in dispute resolution process.
4. Review of or responsibility for the adequacy of safety measures at or near the project site.
5. Providing the services of a testing laboratory to conduct compaction testing.
6. Providing special inspections required by the City's building permit.
7. Providing property boundary, right-of-way or easement work.

8. Resident construction inspection in excess of the currently budgeted effort.

### **PROJECT BUDGET**

The maximum amount payable to the Engineer for completion of all work associated with this scope of work, including contingencies, salaries, overhead, direct non-salary costs, and net fee shall be as shown in the attached Exhibit B. This amount shall not be exceeded without the prior written authorization of the City.

**EXHIBIT B**

**ENGINEERING SERVICES  
SCOPE AND ESTIMATED COST**

**CITY OF MATTAWA - WWTF IMPROVEMENTS - ADDITIONAL CONSTRUCTION ADMINISTRATION**

<b>Tasks</b>	<b>Principal-In-Charge Hours</b>	<b>Project Manager Hours</b>	<b>Project Engineer Hours</b>	<b>Field Inspector Hours</b>	<b>Engineer-In-Training Hours</b>
1 Project Management	4	8			20
2 Construction Contract Administration	8	8	20		40
3 Office Engineering	8	8	40		
4 Resident Construction Inspection				300	
Hour Estimate:	20	24	60	300	60
Fully Burdened Billing Rate Range:*	\$170 to \$270	\$170 to \$270	\$150 to \$210	\$120 to \$200	\$110 to \$180
Estimated Fully Burdened Billing Rate:*	\$240	\$220	\$180	\$150	\$130
Fully Burdened Labor Cost:	\$4,800	\$5,280	\$10,800	\$45,000	\$7,800

Total Fully Burdened Labor Cost: \$ 73,680  
 Direct Non-Salary Cost:  
 Mileage & Expenses (Mileage @ current IRS rate) \$ 2,613  
**TOTAL ESTIMATED COST: \$ 76,293**

\* Actual labor cost will be based on each employee's actual rate. Estimated rates are for determining total estimated cost only. Fully burdened billing rates include direct salary cost, overhead, and profit.

**AMENDMENT NO. 11 (SUPPLEMENT 1)  
TO  
CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES**

THIS AMENDMENT, by and between the City of Mattawa, Washington, hereinafter referred to as the Agency, and Gray & Osborne, Inc., hereinafter referred to as the Engineer, hereby modifies the contract for On-Call Engineering Services dated (by Agency) July 20, 2023.

Well 5 – Siting Analysis and Drilling Design – Cultural Resources/Environmental Review Supplement

See attached Exhibits A and B for scope and fee. Original Amendment 11 \$103,500 plus this Amendment 11 (Supplement 1) \$14,500 for a total not-to-exceed cost of \$118,000 without written approval.

IN WITNESS WHEREOF, the parties hereto have executed, or cause to be executed by their duly authorized officials, this AMENDMENT to the Contract for Engineering Services in duplicate on the respective dates indicated below.

**GRAY & OSBORNE, INC.**

**CITY OF MATTAWA**

By:   
(Signature)

By: \_\_\_\_\_  
(Signature)

Name: Michael B. Johnson, P.E., President  
GRAY & OSBORNE, INC.

Name: \_\_\_\_\_  
(Print)

Date: 1/9/26

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

"Equal Opportunity/Affirmative Action Employer"

## **EXHIBIT A**

### **SCOPE OF WORK**

#### **CITY OF MATTAWA WELL 5 – SITING ANALYSIS AND DRILLING DESIGN CULTURAL RESOURCES/ENVIRONMENTAL REVIEW SUPPLEMENT**

This Scope of Work presents the additional services requested by the City of Mattawa (City) for cultural resources survey and critical areas assessment for the City's new Well 5. This agreement amends the existing agreement between G&O and the City for the siting analysis and drilling design of Well 5. Grette Associates and Plateau CRM will be Gray & Osborne's subconsultants in these efforts.

It is understood that this project is funded by the Department of Health (DOH) Drinking Water State Revolving Fund (DWSRF).

### **SCOPE OF WORK**

The project will include the following elements:

#### **Task 1 – Project Management**

Provide overall project management and oversight of resources and deliverables to ensure timely delivery and coordination of project elements. Work includes procuring and maintaining sufficient resources, overseeing budget and schedule, and assisting in timely delivery of engineering products per the contract.

Coordinate the work of Grette Associates and Plateau CRM who will provide professional services included in this amendment.

#### **Task 2 – Cultural Resource Survey**

Provide cultural resource survey by Gray & Osborne's archeological subconsultant, Plateau CRM. This work will include background research, field investigation of the project area, research of public documents, and preparation of a report. The report will include an inadvertent discovery plan to meet the anticipated requirements of the Department of Archaeology and Historic Preservation (DAHP) and the DWSRF. The final report will be uploaded to the DAHP's WISAARD portal.

#### **Task 3 – Critical Areas Assessment**

Provide critical areas assessment by Gray & Osborne's environmental subconsultant, Grette Associates. This work will include a habitat assessment and wildlife survey, including a site visit. The results of this analysis will be presented in a Critical Areas Report, prepared to meet Grant County Critical Areas Code 24.080, that will address the existing conditions, habitat assessment, and proposed development and actions. This Scope of Work does not include a formal Habitat Management and Mitigation Plan

(HMMP), as the need for this work will depend on the outcomes of the work included herein. If a HMMP is required, a supplemental scope of work will be prepared to add this work to the agreement.

### **DELIVERABLES**

The following deliverables shall be provided to the City and the appropriate agencies, as noted below, for review and approval:

- City of Mattawa, DWSRF, DAHP – Cultural Resource Survey.
- City of Mattawa, DWSRF, Grant County, Washington Department of Fish and Wildlife – Critical Areas Report.

### **PROJECT BUDGET**

The maximum amount payable to the Engineer for completion of work associated with this Scope of Work, including contingencies, salaries, overhead, direct non-salary costs and net fee shall be as shown in Exhibit B. This amount shall not be exceeded without prior written authorization of the City.

## EXHIBIT B

### ENGINEERING SERVICES SCOPE AND ESTIMATED COST

#### CITY OF MATTAWA - WELL 5 - SITING ANALYSIS AND DRILLING DESIGN CULTURAL RESOURCES/ENVIRONMENTAL REVIEW SUPPLEMENT

Tasks	Principal Hours	Project Manager Hours	Civil Engineer Hours	Environmental Specialist Hours
1 Project Management	2	2		
2 Cultural Resource Survey		2	3	2
3 Critical Areas Assessment		2	3	2
Hour Estimate:	2	6	6	4
Fully Burdened Billing Rate Range:*	\$165 to \$265	\$148 to \$265	\$115 to \$190	\$100 to \$185
Estimated Fully Burdened Billing Rate:*	\$230	\$190	\$160	\$150
Fully Burdened Labor Cost:	\$460	\$1,140	\$960	\$600

Total Fully Burdened Labor Cost:	\$ 3,160
Direct Non-Salary Cost:	
Mileage & Expenses (Mileage @ current IRS rate)	\$ 37
Subconsultants:	
Grette Associates	\$ 3,175
Plateau CRM	\$ 7,100
Subconsultant Overhead (10%)	\$ 1,028
<b>TOTAL ESTIMATED COST:</b>	<b>\$ 14,500</b>

\* Actual labor cost will be based on each employee's actual rate. Estimated rates are for determining total estimated cost only. Fully burdened billing rates include direct salary cost, overhead, and profit.



January 7, 2026

Ms. Anabel Martinez  
Clerk-Treasurer  
City of Mattawa  
521 Government Road  
Mattawa, Washington 99349

SUBJECT: PROGRESS ESTIMATE 18, WWTF IMPROVEMENTS  
CITY OF MATTAWA, GRANT COUNTY, WASHINGTON  
G&O #19044.01

Dear Ms. Martinez:

We have enclosed Progress Estimate 18 for this project. Please retain a copy for the City files and also provide a copy to the Contractor with the payment. The amount due the Contractor is indicated below. Because the City has accepted the Contractor's retainage bond, no funds are to be retained.

Payment to Contractor: \$76,761.86

Please call me if you have any questions or concerns regarding this matter.

Sincerely,

GRAY & OSBORNE, INC.

A handwritten signature in cursive script that reads 'Tim DeVries'.

Tim DeVries, P.E.

TDV/js  
Encl.  
By email

**PROGRESS ESTIMATE 18**  
**JANUARY 5, 2026**

CITY OF MATTAWA  
 GRANT COUNTY  
 WASHINGTON

PROGRESS ESTIMATE PERIOD  
 NOVEMBER 22, 2025 TO DECEMBER 19, 2025

PROJECT:  
 CITY OF MATTAWA  
 WWTF IMPROVEMENTS  
 G&O JOB NUMBER #19044.01

CONTRACTOR:  
 BOSS CONSTRUCTION, INC.  
 4945 GUIDE MERIDIAN  
 BELLINGHAM, WA 98226

BID ITEMS				QUANTITIES		PROJECT COSTS		PERCENT OF CONTRACT QUANTITY
NO.	DESCRIPTION	QUANTITY UNIT	UNIT PRICE	TOTAL THIS PERIOD	TOTAL TO DATE	AMOUNT THIS PERIOD	AMOUNT TO DATE	
1	Mobilization	1 LS	\$451,783.00	0.00%	75.00%	\$0.00	\$338,837.25	75%
2	Minor Changes	1 CALC	\$40,000.00	0.00%	57.64%	\$0.00	\$23,055.54	58%
3	Trench Safety	1 LS	\$9,669.00	0.00%	100.00%	\$0.00	\$9,669.00	100%
4	Unsuitable Excavation	50 CY	\$120.49	0.00	0.00	\$0.00	\$0.00	0%
5	WWTF Improvements	1 LS	\$3,641,812.00	4.42%	95.12%	\$160,917.31	\$3,464,111.91	95%
6	Rock Excavation	100 CY	\$184.53	0.00	375.00	\$0.00	\$69,198.75	375%
<b>CHANGE ORDERS:</b>								
CO1	Added Working Days							
CO2	Non-Potable Water Pump Station Revisions	1 LS	\$18,763.23	0.00%	100.00%	\$0.00	\$18,763.23	100%
CO3	Additional Conduit (Unmarked Handhole and Future Control Panel Upgrades)	1 LS	\$17,264.47	0.00%	100.00%	\$0.00	\$17,264.47	100%
CO4	Installation of Power Conduit to the Hot Box	1 LS	\$4,259.97	0.00%	0.00%	\$0.00	\$0.00	0%

**PROGRESS ESTIMATE 18**  
**JANUARY 5, 2026**

CITY OF MATTAWA  
 GRANT COUNTY  
 WASHINGTON

PROGRESS ESTIMATE PERIOD  
 NOVEMBER 22, 2025 TO DECEMBER 19, 2025

PROJECT:  
 CITY OF MATTAWA  
 WWTF IMPROVEMENTS  
 G&O JOB NUMBER #19044.01

CONTRACTOR:  
 BOSS CONSTRUCTION, INC.  
 4945 GUIDE MERIDIAN  
 BELLINGHAM, WA 98226

	PROJECT COSTS	
	AMOUNT THIS PERIOD	AMOUNT TO DATE
<b>SUBTOTAL EARNED TO DATE</b>		\$160,917.31
<b>SALES TAX</b> 8.40%	\$13,517.05	\$331,035.61
<b>MATERIALS ON HAND</b>	(\$79,672.50)	\$22,477.50
<b>TOTAL</b>	\$94,761.86	\$4,294,413.26
<b>CONTRACTOR HAS RETAINAGE BOND</b>	\$0.00	\$0.00
<b>LESS LIQUIDATED DAMAGES (18 DAYS)</b>	(\$18,000.00)	(\$146,000.00)
<b>TOTAL EARNED TO DATE</b>		<b>\$4,148,413.26</b>
<b>LESS AMOUNTS PREVIOUSLY PAID</b>		
PROGRESS ESTIMATE 1		\$212,740.22
PROGRESS ESTIMATE 2		\$197,874.62
PROGRESS ESTIMATE 3		\$152,050.04
PROGRESS ESTIMATE 4		\$303,336.73
PROGRESS ESTIMATE 5		\$221,060.80
PROGRESS ESTIMATE 6		\$69,092.85
PROGRESS ESTIMATE 7		\$226,007.89
PROGRESS ESTIMATE 8		\$543,631.86
PROGRESS ESTIMATE 9		\$488,326.97
PROGRESS ESTIMATE 10		\$23,759.11
PROGRESS ESTIMATE 11		\$48,195.77
PROGRESS ESTIMATE 12		\$470,968.45
PROGRESS ESTIMATE 13		\$351,338.03
PROGRESS ESTIMATE 14		\$195,832.48
PROGRESS ESTIMATE 15		\$317,427.85
PROGRESS ESTIMATE 16		\$127,205.60
PROGRESS ESTIMATE 17		\$122,802.13
<b>TOTAL PAYMENT NOW DUE:</b>		<b>\$76,761.86</b>
<b>ORIGINAL CONTRACT AMOUNT (WITHOUT TAX)</b>	\$4,167,741.50	
<b>CONTRACT AMOUNT WITH CHANGE ORDERS 1-4</b>	\$4,208,029.17	
<b>CONTRACT PERCENTAGE TO DATE</b>	94.6%	

**PROGRESS ESTIMATE 18**  
**JANUARY 5, 2026**

CITY OF MATTAWA  
 GRANT COUNTY  
 WASHINGTON

PROGRESS ESTIMATE PERIOD  
 NOVEMBER 22, 2025 TO DECEMBER 19, 2025

PROJECT:  
 CITY OF MATTAWA  
 WWTF IMPROVEMENTS  
 G&O JOB NUMBER #19044.01

CONTRACTOR:  
 BOSS CONSTRUCTION, INC.  
 4945 GUIDE MERIDIAN  
 BELLINGHAM, WA 98226

I HEREBY CERTIFY THE ABOVE ESTIMATE IS A TRUE  
 AND CORRECT STATEMENT OF THE WORK  
 PERFORMED UNDER THIS CONTRACT.

I HEREBY CERTIFY THAT THE WAGES HAVE BEEN PAID IN  
 ACCORDANCE WITH RCW 39.12 (PREVAILING WAGES) AND THE  
 FEDERAL DAVIS-BACON AND RELATED ACTS (DBRA).

GRAY & OSBORNE, INC.

BOSS CONSTRUCTION, INC.

\* BOSS is executing this pay application to obtain payment of undisputed amounts but notes that BOSS disputes any assessment of liquidated damages included herein, which is the subject of currently pending claims and changes. BOSS continues to reserve and pursue such claims for cost and time extension and nothing herein waives such claims.

  
 \_\_\_\_\_  
 TIM DEVRIES, P.E.

  
 \_\_\_\_\_  
 CONTRACTOR'S REPRESENTATIVE

**SUMMARY AND DISTRIBUTION OF PAYMENTS**

PAY EST NO.	PROGRESS ESTIMATE PERIOD DATES	TOTAL EARNED PER PERIOD	SALES TAX RATE	SALES TAX AMOUNT	MATERIALS ON HAND	RETAINAGE (5%)	LIQUIDATED DAMAGES	TOTAL PAYMENT
1	JUNE 19, 2023 TO JUNE 30, 2023	\$205,744.89	8.40%	\$17,282.57	\$0.00	\$10,287.24	\$0.00	\$212,740.22
2	JULY 1, 2023 TO JULY 21, 2023	\$173,051.09	8.40%	\$14,536.29	\$0.00	(\$10,287.24)	\$0.00	\$197,874.62
3	JULY 22, 2023 TO AUGUST 25, 2023	\$131,184.75	8.40%	\$11,019.52	\$9,845.77	\$0.00	\$0.00	\$152,050.04
4	AUGUST 26, 2023 TO OCTOBER 20, 2023	\$199,822.80	8.40%	\$16,785.12	\$86,728.81	\$0.00	\$0.00	\$303,336.73
5	OCTOBER 21, 2023 TO NOVEMBER 24, 2023	\$120,339.32	8.40%	\$10,108.50	\$90,612.98	\$0.00	\$0.00	\$221,060.80
6	NOVEMBER 25, 2023 TO DECEMBER 22, 2023	\$63,738.79	8.40%	\$5,354.06	\$0.00	\$0.00	\$0.00	\$69,092.85
7	DECEMBER 23, 2023 TO JANUARY 26, 2024	\$104,712.08	8.40%	\$8,795.81	\$112,500.00	\$0.00	\$0.00	\$226,007.89
8	JANUARY 27, 2024 TO MARCH 22, 2024	\$342,333.62	8.40%	\$28,756.03	\$172,542.21	\$0.00	\$0.00	\$543,631.86
9	MARCH 23, 2024 TO JUNE 28, 2024	\$570,393.50	8.40%	\$47,913.05	(\$129,979.58)	\$0.00	\$0.00	\$488,326.97
10	JUNE 29, 2024 TO JULY 26, 2024	\$21,918.00	8.40%	\$1,841.11	\$0.00	\$0.00	\$0.00	\$23,759.11
11	JULY 27, 2024 TO MARCH 31, 2025	\$15,402.00	8.40%	\$1,293.77	\$31,500.00	\$0.00	\$0.00	\$48,195.77
12	MARCH 31, 2025 TO MAY 23, 2025	\$545,407.06	8.40%	\$45,814.19	(\$115,252.80)	\$0.00	(\$5,000.00)	\$470,968.45
13	MAY 24, 2025 TO JULY 8, 2025	\$330,053.67	8.40%	\$27,724.51	\$25,559.85	\$0.00	(\$32,000.00)	\$351,338.03
14	JULY 9, 2025 TO JULY 25, 2025	\$192,649.89	8.40%	\$16,182.59	\$0.00	\$0.00	(\$13,000.00)	\$195,832.48
15	JULY 26, 2025 TO SEPTEMBER 26, 2025	\$391,914.29	8.40%	\$32,920.80	(\$69,407.24)	\$0.00	(\$38,000.00)	\$317,427.85
16	SEPTEMBER 27, 2025 TO OCTOBER 31, 2025	\$140,411.07	8.40%	\$11,794.53	\$0.00	\$0.00	(\$25,000.00)	\$127,205.60
17	NOVEMBER 1, 2025 TO NOVEMBER 21, 2025	\$230,906.02	8.40%	\$19,396.11	(\$112,500.00)	\$0.00	(\$15,000.00)	\$122,802.13
18	NOVEMBER 22, 2025 TO DECEMBER 19, 2025	\$160,917.31	8.40%	\$13,517.05	(\$79,672.50)	\$0.00	(\$18,000.00)	\$76,761.86
<b>TOTAL:</b>		<b>\$3,940,900.15</b>		<b>\$331,035.61</b>	<b>\$22,477.50</b>	<b>\$0.00</b>	<b>-\$146,000.00</b>	<b>\$4,148,413.26</b>



January 12, 2026

Ms. Anabel Martinez  
Clerk - Treasurer  
City of Mattawa  
521 East Government Road  
Mattawa, Washington 99349

SUBJECT: PROGRESS ESTIMATE 3, SEWER SYSTEM IMPROVEMENTS  
CITY OF MATTAWA, GRANT COUNTY, WASHINGTON  
G&O #24817.00

Dear Ms. Martinez:

We have enclosed Progress Estimate 3 for this project. Please retain a copy for the City files and also provide a copy to the Contractor with the payment. The amount due the Contractor is indicated below. Because the City has accepted the Contractor's retainage bond, no funds are to be retained.

Payment to Contractor:       \$318,716.20

Please call me if you have any questions or concerns regarding this matter.

Sincerely,

GRAY & OSBORNE, INC.

A handwritten signature in blue ink that reads 'Jamin Ankney'.

Jamin Ankney, P.E.

JA/js  
Encl.  
By email

**PROGRESS ESTIMATE 3**  
**JANUARY 12, 2026**

CITY OF MATTAWA  
 GRANT COUNTY  
 WASHINGTON

PROGRESS ESTIMATE PERIOD  
 NOVEMBER 24, 2025 TO JANUARY 9, 2026

PROJECT:  
 CITY OF MATTAWA  
 SEWER SYSTEM IMPROVEMENTS  
 G&O JOB NUMBER #24817

CONTRACTOR:  
 DW EXCAVATING, INC.  
 P.O. BOX 1089  
 DAVENPORT, WA 99122

NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	QUANTITIES		PROJECT COSTS		PERCENT OF CONTRACT QUANTITY
					TOTAL THIS PERIOD	TOTAL TO DATE	AMOUNT THIS PERIOD	AMOUNT TO DATE	
<b>SCHEDULE A: SEWER IN CITY LIMITS</b>									
1	Mobilization and Demobilization	1	LS	\$19,000.00	0.00%	75.00%	\$0.00	\$14,250.00	75%
2	Minor Change	1	CALC	\$25,000.00	0.00%	5.98%	\$0.00	\$1,495.16	6%
3	SPCC and Erosion Control	1	LS	\$3,400.00	35.00%	90.00%	\$1,190.00	\$3,060.00	90%
4	Trench Excavation Safety Systems	1	LS	\$5,400.00	35.00%	90.00%	\$1,890.00	\$4,860.00	90%
5	Temporary Traffic Control	1	LS	\$46,800.00	0.00%	95.00%	\$0.00	\$44,460.00	95%
6	Abandon Lift Station and Force Main	1	LS	\$13,300.00	0.00%	0.00%	\$0.00	\$0.00	0%
7	Temporary Bypass Pumping	1	LS	\$6,300.00	100.00%	100.00%	\$6,300.00	\$6,300.00	100%
8	PVC Sanitary Sewer Pipe and Fittings, 12 In. Diam. (Incl. Bedding Material)	825	LF	\$87.32	143.00	825.00	\$12,486.76	\$72,039.00	100%
9	Manhole, 48 In. Diam.	4	EA	\$7,300.00	2.00	4.00	\$14,600.00	\$29,200.00	100%
10	Manhole, 48 In. Diam., Additional Height	13	FT	\$57.00	0.00	12.00	\$0.00	\$684.00	92%
11	Rock Excavation	220	CY	\$91.00	0.00	105.00	\$0.00	\$9,555.00	48%
12	Quarry Spalls	70	TN	\$64.00	70.00	70.00	\$4,480.00	\$4,480.00	100%
13	Foundation Gravel	30	CY	\$29.00	0.00	0.00	\$0.00	\$0.00	0%
14	Bank Run Gravel for Trench Backfill	1,500	CY	\$26.00	0.00	1,100.00	\$0.00	\$28,600.00	73%
15	Crushed Surfacing Repair	80	SY	\$125.00	0.00	73.00	\$0.00	\$9,125.00	91%
16	Commercial HMA Pavement Repair, Type 1	800	SY	\$79.00	0.00	0.00	\$0.00	\$0.00	0%
17	Commercial HMA Pavement Repair, Type 2	100	SY	\$151.00	0.00	70.00	\$0.00	\$10,570.00	70%
18	Cement Concrete Sidewalk Repair	10	SY	\$122.00	0.00	0.00	\$0.00	\$0.00	0%

**PROGRESS ESTIMATE 3**  
**JANUARY 12, 2026**

CITY OF MATTAWA  
 GRANT COUNTY  
 WASHINGTON

PROGRESS ESTIMATE PERIOD  
 NOVEMBER 24, 2025 TO JANUARY 9, 2026

PROJECT:  
 CITY OF MATTAWA  
 SEWER SYSTEM IMPROVEMENTS  
 G&O JOB NUMBER #24817

CONTRACTOR:  
 DW EXCAVATING, INC.  
 P.O. BOX 1089  
 DAVENPORT, WA 99122

BID ITEMS				QUANTITIES		PROJECT COSTS		PERCENT OF CONTRACT QUANTITY
NO.	DESCRIPTION	QUANTITY UNIT	UNIT PRICE	TOTAL THIS PERIOD	TOTAL TO DATE	AMOUNT THIS PERIOD	AMOUNT TO DATE	
19	Cement Concrete Traffic Curb and Gutter Repair	15 LF	\$146.00	0.00	0.00	\$0.00	\$0.00	0%
20	Restoration and Cleanup	1 LS	\$7,900.00	25.00%	75.00%	\$1,975.00	\$5,925.00	75%
<b>Subtotal, Schedule A</b>						<b>\$42,921.76</b>	<b>\$244,603.16</b>	
<b>SCHEDULE B: SEWER OUTSIDE CITY LIMITS</b>								
1	Mobilization and Demobilization	1 LS	\$73,900.00	20.00%	75.00%	\$14,780.00	\$55,425.00	75%
2	Minor Change	1 CALC	\$25,000.00	0.00%	0.00%	\$0.00	\$0.00	0%
3	SPCC and Erosion Control	1 LS	\$1,300.00	35.00%	90.00%	\$455.00	\$1,170.00	90%
4	Trench Excavation Safety Systems	1 LS	\$13,600.00	35.00%	90.00%	\$4,760.00	\$12,240.00	90%
5	PVC Sanitary Sewer Pipe and Fittings, 12 In. Diam. (Incl. Bedding Material)	4,350 LF	\$75.00	2,312.00	4,330.00	\$173,400.00	\$324,750.00	100%
6	Manhole, 48 In. Diam.	11 EA	\$7,500.00	6.00	15.00	\$45,000.00	\$112,500.00	136%
7	Manhole, 48 In. Diam., Additional Height	57 FT	\$57.00	15.00	64.00	\$855.00	\$3,648.00	112%
8	Sewer Cleanout	3 EA	\$6,300.00	0.00	0.00	\$0.00	\$0.00	0%
9	Rock Excavation	1,150 CY	\$91.00	375.00	646.00	\$34,125.00	\$58,786.00	56%
10	Foundation Gravel	130 CY	\$29.00	0.00	0.00	\$0.00	\$0.00	0%
11	Bank Run Gravel for Trench Backfill	1,400 CY	\$29.00	0.00	0.00	\$0.00	\$0.00	0%
12	Crushed Surfacing Repair	660 SY	\$39.00	0.00	0.00	\$0.00	\$0.00	0%
13	Restoration and Cleanup	1 LS	\$31,300.00	90.00%	90.00%	\$28,170.00	\$28,170.00	90%
<b>Change Order 1</b>								
14	Side Sewer Stub	14 EA	\$2,500.00	0.00	14.00	\$0.00	\$35,000.00	100%
<b>Subtotal, Schedule B</b>						<b>\$301,545.00</b>	<b>\$631,689.00</b>	

**PROGRESS ESTIMATE 3**  
**JANUARY 12, 2026**

CITY OF MATTAWA  
 GRANT COUNTY  
 WASHINGTON

PROGRESS ESTIMATE PERIOD  
 NOVEMBER 24, 2025 TO JANUARY 9, 2026

PROJECT:  
 CITY OF MATTAWA  
 SEWER SYSTEM IMPROVEMENTS  
 G&O JOB NUMBER #24817

CONTRACTOR:  
 DW EXCAVATING, INC.  
 P.O. BOX 1089  
 DAVENPORT, WA 99122

BID ITEMS				QUANTITIES		PROJECT COSTS		PERCENT OF CONTRACT QUANTITY	
NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL THIS PERIOD	TOTAL TO DATE	AMOUNT THIS PERIOD		AMOUNT TO DATE
<b>SCHEDULE C: WATER MAIN CASING</b>									
1	Mobilization and Demobilization	1	LS	\$5,900.00	0.00%	100.00%	\$0.00	\$5,900.00	100%
2	Minor Change	1	CALC	\$10,000.00	0.00%	0.00%	\$0.00	\$0.00	0%
3	Trench Excavation Safety Systems	1	LS	\$680.00	0.00%	100.00%	\$0.00	\$680.00	100%
4	Steel Casing, 20 In. Diam. (Incl. Bedding Material)	220	LF	\$200.00	0.00	220.00	\$0.00	\$44,000.00	100%
5	Bank Run Gravel for Trench Backfill	70	CY	\$31.00	0.00	70.00	\$0.00	\$2,170.00	100%
6	Commercial HMA Pavement Repair, Type 2	60	SY	\$155.00	0.00	30.00	\$0.00	\$4,650.00	50%
<b>Subtotal, Schedule C</b>							<b>\$0.00</b>	<b>\$57,400.00</b>	

**PROGRESS ESTIMATE 3**  
**JANUARY 12, 2026**

CITY OF MATTAWA  
 GRANT COUNTY  
 WASHINGTON

PROGRESS ESTIMATE PERIOD  
 NOVEMBER 24, 2025 TO JANUARY 9, 2026

PROJECT:  
 CITY OF MATTAWA  
 SEWER SYSTEM IMPROVEMENTS  
 G&O JOB NUMBER #24817

CONTRACTOR:  
 DW EXCAVATING, INC.  
 P.O. BOX 1089  
 DAVENPORT, WA 99122

	PROJECT COSTS	
	AMOUNT THIS PERIOD	AMOUNT TO DATE
<b>SUBTOTAL EARNED TO DATE</b>	\$344,466.76	\$933,692.16
SALES TAX (SCHEDULES A AND C ONLY) 8.40%	\$3,605.42	\$25,368.27
SALES TAX (SCHEDULE B ONLY) 8.20%	\$24,726.69	\$51,798.50
MATERIALS ON HAND	(\$54,082.67)	\$0.00
<b>TOTAL</b>	\$318,716.20	\$1,010,858.92
CONTRACTOR HAS RETAINAGE BOND	\$0.00	\$0.00
<b>TOTAL EARNED TO DATE LESS RETAINAGE</b>		<b>\$1,010,858.92</b>
<b>LESS AMOUNTS PREVIOUSLY PAID</b>		
PROGRESS ESTIMATE 1		\$492,099.71
PROGRESS ESTIMATE 2		\$200,043.01
<b>TOTAL PAYMENT NOW DUE:</b>	<b>\$318,716.20</b>	<b>\$318,716.20</b>
ORIGINAL CONTRACT AMOUNT (WITHOUT TAX)	\$1,207,969.00	
CONTRACT AMOUNT WITH CHANGE ORDER 1	\$1,242,969.00	
CONTRACT PERCENTAGE TO DATE	75%	

**PROGRESS ESTIMATE 3**  
**JANUARY 12, 2026**

CITY OF MATTAWA  
 GRANT COUNTY  
 WASHINGTON

PROGRESS ESTIMATE PERIOD  
 NOVEMBER 24, 2025 TO JANUARY 9, 2026

PROJECT:  
 CITY OF MATTAWA  
 SEWER SYSTEM IMPROVEMENTS  
 G&O JOB NUMBER #24817

CONTRACTOR:  
 DW EXCAVATING, INC.  
 P.O. BOX 1089  
 DAVENPORT, WA 99122

I HEREBY CERTIFY THE ABOVE ESTIMATE IS A TRUE AND CORRECT STATEMENT OF THE WORK PERFORMED UNDER THIS CONTRACT.

I HEREBY CERTIFY THAT THE WAGES HAVE BEEN PAID IN ACCORDANCE WITH RCW 39.12 (PREVAILING WAGES) AND THE FEDERAL DAVIS-BACON AND RELATED ACTS (DBRA).

GRAY & OSBORNE, INC.

DW EXCAVATING, INC.

 1/12/2026  
 JAMIN ANKNEY, P.E.

Digitally signed by Van D. DW  
 DN: C=US, E=van@dwexcavating.net, O=DW  
 Excavating Inc., CN=Van D. DW  
 Date: 2026.01.12 11:24:21-08'00'

CONTRACTOR'S REPRESENTATIVE

**SUMMARY AND DISTRIBUTION OF PAYMENTS**

PAY EST NO.	PROGRESS ESTIMATE PERIOD DATES	TOTAL			TOTAL PAYMENT
		EARNED PER PERIOD	SALES TAX AMOUNT	MATERIALS ON HAND	
1	OCTOBER 9, 2025 TO NOVEMBER 13, 2025	\$404,355.40	\$33,661.64	\$54,082.67	\$492,099.71
2	NOVEMBER 14, 2025 TO NOVEMBER 24, 2025	\$184,870.00	\$15,173.01	\$0.00	\$200,043.01
3	NOVEMBER 24, 2025 TO JANUARY 9, 2026	\$344,466.76	\$28,332.11	(\$54,082.67)	\$318,716.20
<b>TOTAL:</b>		\$933,692.16	\$77,166.76	\$0.00	\$1,010,858.92