



# **CITY OF MATTAWA**

## **COUNCIL MEETING AGENDA**

**December 07, 2023**

**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. Presentations:**

- H2A Workers in Mattawa – Dr. Audrey Hudgins
- Mattawa/NCW Libraries Presentation – Barbara Walters

**IV. Consent Agenda/Informational:**

- Minutes- Council Meeting 11.16.23
- Gray & Osborne Project Summary 11.27.23
- SCJ Alliance Project Update 12.07.23
- Liquor License Renewal – Mattawa Mart
- 2023 Claims EFT & Checks Approval #20148-20177 - \$344,936.18
- 2023 Payroll EFT & Checks Approval #31905-91910 - \$106,516.25
- Treasurer Report

V. **Reports:**

Mayor Report

Council Report

Police Department Report

Public Works Department Report

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

1. None

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

1. SCJ Alliance Memo – Sonrise Orchards PUD Plat Extension
2. Progress Estimate 5 – WWTF Improvements
3. MPD Expenditure – Police Vehicle Upfitting
4. Ordinance 23-688 Final Budget Amendment 2023
5. Ordinance 23-689 Adoption Budget 2024
6. AWC Drug & Alcohol Consortium Agreement

VIII. **Adjournment:**



## A Report on H-2A workers and the Mattawa Community for the Mayor and Mattawa City Council

Presented by Seattle University,  
Universidad Iberoamericana Puebla,  
and Radio Huayacocotla

December 2023





## Table of Contents

<b>I. Executive Summary .....</b>	<b>2</b>
<b>II. What are the experiences of H-2A workers in/around Mattawa? .....</b>	<b>4</b>
Sample Demographics .....	4
Findings.....	5
<b>III. What are the transport needs and interests of H-2A workers in/around Mattawa? .....</b>	<b>6</b>
Sample Demographics .....	6
Findings.....	7
<b>IV. What are the community's experiences of H-2A workers in/around Mattawa? .....</b>	<b>10</b>
Sample demographics.....	11
Findings.....	11
<b>V. How can the experiences of H-2A workers be improved? .....</b>	<b>15</b>
<b>Key recommendations.....</b>	<b>15</b>
<b>Conclusion.....</b>	<b>18</b>
<b>Appendix.....</b>	<b>20</b>

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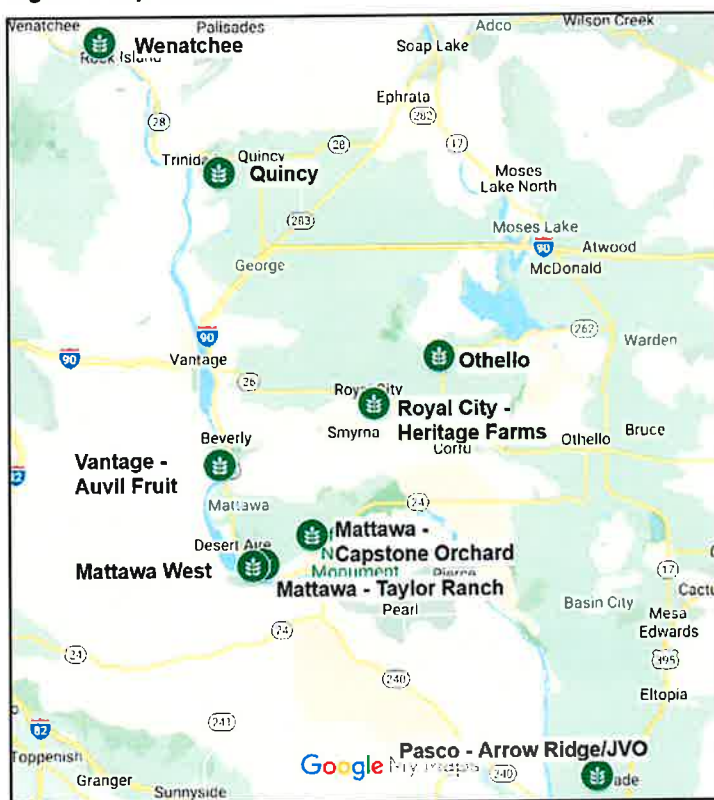
**Radio Huayacocotla:** Mónica Cuétara; Alfredo Zepeda, SJ; Jessica Mildred Hernández Hernández, Class of 2023

## I. Executive Summary

“I look at them and I see my immigrant history,” said one Mattawa community member when interviewed about their perspective on H-2A farmworkers. This sentiment, expressed by only a few community members, offers the hope of future integration efforts, a goal of Mattawa’s elected leadership. However, most community members, themselves immigrants, view H-2A workers as outsiders who are valued solely for the economic contributions they make.

In May and June of 2023, we conducted 78 interviews and 69 transportation surveys with H-2A farmworkers in and around Mattawa in central Washington state. We also conducted 31 interviews with community members, including city officials, service providers, business owners, and growers. All interviews and surveys<sup>1</sup> were conducted by a bilingual, binational, and multi-cultural team of university professors and students from Seattle University and Universidad Iberoamericana Puebla, two Jesuit universities located in the United States and Mexico, as well as staff from Radio Huayacocotla (Radio Huaya), a work of the Jesuits in Mexico that supports H-2A workers from Veracruz state who travel to central Washington each year for the harvest. Figure 1 shows the area in which interviews and surveys were conducted and the Appendix contains an interactive map of Mattawa and the study area.

**Figure 1 Map of Mattawa area and ranches in the study**



In this report we present our findings and recommendations for the Mattawa Mayor and City Council. We have organized our findings by the major questions agreed upon during the fieldwork planning phase, which included meetings between representatives from Mattawa and the research team. Mattawa representation included Maggie Celaya, Mattawa mayor; Wendy Lopez, Manager, Washington Growers League Mattawa Slope

<sup>1</sup> The questions and instruments followed the Institutional Review Board process and guidelines at Seattle University. All respondents participated voluntarily and anonymously without any incentive.

and Mattawa City Council Member; and Robert Salinas, Mattawa Chief of Police. The research team is represented by Audrey Hudgins, Clinical Professor at Seattle University, Guillermo Yrizar, Professor at Universidad Iberoamericana Puebla, and Mónica Lopez, Director of Radio Huaya.

The fieldwork was designed to answer four questions:

- *What are the experiences of H-2A workers in/around Mattawa?*
- *What are the perspectives of H-2A workers and the community on H-2A transportation and its dynamics in/around Mattawa?*
- *What are the community's experiences with H-2A workers in/around Mattawa?*
- *What recommendations from H-2A workers and the community would improve integration?*

The following sections of this report offer our findings and recommendations in response to these questions. In brief, our major findings are as follows:

- *Returning* H-2A workers experience higher levels of integration than their newer counterparts.
- The Mattawa community generally views H-2A workers as *economically necessary*, but community members express that the presence of H-2A workers evokes *safety concerns*, specifically around alcohol consumption.
- Most H-2A workers desire *greater access* to services and amenities, especially workers living in more remote areas.
- The expansion of *transportation options* for this population could meet pent-up demand while also enhancing economic outcomes for the city.
- Some H-2A workers stated that *Mattawa was not a preferred destination* for shopping because the prices were higher than they were in other places.

We offer these key recommendations in response to these findings:

- Provide a *welcome orientation* to all H-2A workers upon arrival to Mattawa to introduce the city and its laws, provide important information about resources and services, and extend invitations to community events.
- Increase access to *transportation* from farms to the Mattawa community.
- Create a *WhatsApp* one-way messaging system to share community information with those who opt in.
- Organize *community engagement opportunities* tailored to maximize integration opportunities.

It is our hope that this report accurately illustrates the experiences of the area's H-2A farmworkers and the perspectives of Mattawa community members, and that this enhanced understanding will lead to tangible changes in H-2A workers' wellbeing while strengthening community relationships between H-2A workers and Mattawa residents.

## II. What are the experiences of H-2A workers in/around Mattawa?

**Summary:** From 78 interviews with H-2A workers, we have identified important factors that impact their experiences living in and around Mattawa. Of these factors, the opportunity to earn money and support their families while learning new skills was important to the workers, but the separation from family and community at home makes living in/around Mattawa more difficult. However, we found that workers who return to Mattawa over several seasons are generally more at ease and feel more integrated into the community.

### Sample Demographics

The 78 participants in this study are all Mexican men with an average age of 28.5 years. Nearly half are from Veracruz, but in total 15 states are represented (see Appendix). Most (79%) were recruited through CIERTO in collaboration with Radio Huaya, while 21 percent utilized other recruiting agencies including REDES, PIEPEL, CSI, and Visa Processing. Participants have worked an average of 3.69 seasons, ranging from one to six years. Our study includes workers living on twelve different ranches in mostly rural, agrarian areas of central Washington (see Table 1).

*Table 1 H-2A worker sample demographics*

Lodging location	Workers	Percentage
Othello	21	26.9
Mattawa Slope	19	24.3
Mattawa West	10	12.8
Quincy/Dippy	8	10.2
Wenatchee	4	5.1
Taylor	4	5.1
Capstone	3	3.8
Pasco	2	2.6
Chelan	2	2.6
Royal City	1	1.3
Arrow Ridge	1	1.3
JVO	1	1.3
Unknown	2	2.6
<b>TOTAL</b>	<b>78</b>	<b>100.0</b>

## Findings

### Lasting impacts

Receiving an H-2A visa is a lifechanging opportunity with lasting impacts, not only for the farmworkers but also their families and origin communities. When asked what they are taking away from their experience working in the US, many H-2A workers

responded that economic gain and improvements to their families' quality of life and future were positive aspects of their work. Some shared appreciation for learning new things like cooking and cleaning, living with others, and labor rights and laws. They also reflected positively on experiencing a new culture/way of life and meeting people from other parts of Mexico. There is a strong sense of camaraderie among H-2A workers; for the most part they get along very well while living, working, relaxing, cooking, and shopping together. They support one another and often form lasting friendships. H-2A workers gain new farming skills, experience, and knowledge that benefit them and their origin communities in both the short- and long-term. Finally, some workers described lessons in responsibility, sacrifice, and commitment. Many of them return home with heightened recognition of and gratitude for their partners and parents, their own personal efforts, and their visa access.

Figure 2 H-2A workers and research team members



Figure 3 portrays workers' responses to the question "How does it feel to be away from your family?" Feelings of sadness (*triste*), missing family (*los extraño*), and sacrifice (*sacrificio*) were the most common. Other words that were shared include *bad*, *difficult*, *heavy*, *uncomfortable*, *painful*, *lonely*, *nostalgic*, and *worried*. Clearly, these men miss their partners, children, and families and constantly have them on their minds, but they also recognize that these feelings come with the sacrifice they are making to improve their families' wellbeing in the short- and long-term.

Figure 3 How does it feel to be away from your family?





### **Community integration**

H-2A workers generally view locals as kind, welcoming, and respectful, and continue to feel more comfortable and integrated into the community over multiple years. Several shared that they didn't feel as comfortable around other H-2A workers, on the job, or in town during their first year because they lacked knowledge and confidence. A select few shared that they have made local friends, but for the most part newer H-2A workers don't feel integrated into the community or form relationships; there is a clearly marked separation. They feel this is partially because of isolation, infrequent transportation, and rushed time during shopping trips. In addition, workers from Mexico conceptualize community very differently than people in the US.

*Figure 4 H-2A worker and research team members*



While they may feel comfortable in Washington, it does not feel like home. Many are accustomed to a much stronger sense of collectivism and unity that is characteristic of their communities of origin. Indigenous Otomi in particular face additional integration struggles due to cultural and linguistic differences, not only with Mattawa residents, but also within their own working and living spaces with other H-2A workers. Finally, there were multiple comments about resentment from local workers towards H-2As causing division, though this dynamic was not intentionally investigated in our study.

### **III. What are the transport needs and interests of H-2A workers in/around Mattawa?**

**Summary:** While H-2A workers have free grower-provided transportation for shopping on a weekly basis or more, most of our participants feel that the current system has weaknesses. While Mattawa is the destination frequented by 52 percent of survey participants, many do not prefer shopping there due to high prices and would prefer visiting Wal-Mart. Most H-2A workers are only given 1-2 hours to do grocery shopping, send remittances back home to Mexico, and, if time permits, to engage in any personal or social relaxation in the community. These limitations contribute to the high demand for paid ride services. Survey participants were asked to name locations they would prefer to visit if more free transport were provided. H-2A workers offered several recommendations and preferences regarding transportation that could economically benefit the Mattawa community.

### **Sample Demographics**

Our research team conducted 69 surveys with H-2A farmworkers in and around Mattawa that addressed access to transportation and associated needs. H-2A workers

who participated in the survey were lodged in 12 locations across six geographic areas (See Table 2). Nearly half of respondents (n=35) were in and around Mattawa, including Mattawa (4.3%), Washington Growers League Mattawa Slope (26.1%), Mattawa West (9%), Taylor (4.3%), Capstone (2.9%). Another 23 percent were lodged in Othello, and 10 percent were in Quincy. Wenatchee includes Wenatchee (5.8%) and East Wenatchee (1.4%) and Pasco comprises Pasco (2.9%) and JVO (1.4%).

*Table 2 H-2A worker lodging locations*

Lodging location	Count	Percentage
Mattawa	35	50.7
Othello	16	23.2
Quincy	7	10.1
Wenatchee	5	7.2
Pasco	3	4.3
Royal City	2	2.9
Unknown	1	1.4
<b>TOTAL</b>	<b>69</b>	<b>100.0</b>

## Findings

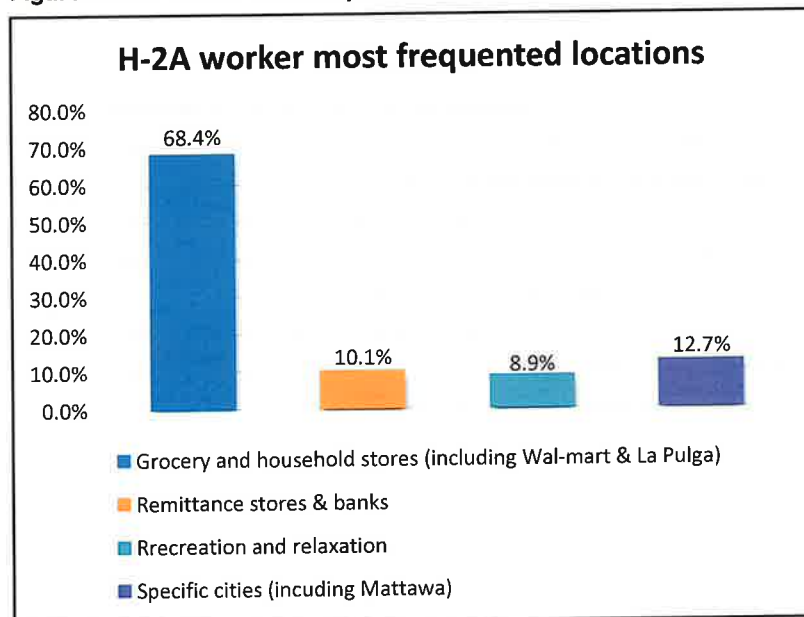
### *Most frequented cities and destinations*

The city most visited by H-2A survey participants is Mattawa, with nearly 52 percent (n=34). The city next most visited is Pasco, with just over 39 percent (n=26). Othello, Sunnyside, and Wenatchee each were named by 22 to 27 percent of respondents. Many H-2A workers said Mattawa was not a preferred destination because prices in stores are often higher.

The perception (or reality) of higher prices in Mattawa may limit demand at stores in the town.

As shown in Figure 5, most respondents (68.4%) indicated that grocery and household items were the focus of trips to the locations most visited. Wal-Mart was a clear favorite among workers due to its lower priced goods, with almost 47 percent specifically

*Figure 5 H-2A worker most frequented locations*



naming the store as a destination. Nearly 30 percent of respondents named *La Pulga* (flea market) as a frequent destination, with many mentioning it as a desirable location to spend their time and money as well as a form of entertainment and community engagement opportunity. Trips for purposes of relaxation or recreation, such as restaurants, family, or the park, were mentioned by 9 percent of respondents. Remittances and finances were mentioned by 10 percent. Of the 13 percent that mentioned specific cities, Mattawa and Wenatchee were most frequently named (just over 4 percent and 2 percent, respectively).

### ***Transportation frequency and demand***

When asked how they felt about the frequency of the free grower-provided transportation, nearly half of survey participants said that the weekly frequency is enough. A smaller number of workers stated that their growers only provide bi-weekly transportation for shopping trips. Workers who felt the frequency of the shopping trips was sufficient often had a shared concern related to the insufficient time they had for shopping during those weekly/bi-weekly trips. Many expressed that 3-4 hours would provide more time to shop at a relaxed pace and enjoy a meal or other form of socializing. The other half of participants said they would prefer more frequent trips, but it is unclear if this would remain true if the existing weekly trips were longer.

Workers expressed a desire for additional vans to allow more workers to go at once and provide more space for purchases on the return trips. Some workers reported not being able to take part in the shopping trips each time because of the limited capacity of the vans. Workers also mentioned cramped rides back to their dormitories in full 12-passenger vans packed with everyone's purchases.

Demand for additional transportation is evident in the use of paid ride services (see Figure 6). A small number of H-2A workers have cars, and locals sometimes known as *rateros* also provide informal ride-for-hire services. Space and time limitations on the free, grower-provided shopping trips and the desire to spend time away from the farms fuel this demand. Prices for these rides range from USD \$5 to \$40, depending on factors like distance and number of passengers, with 80 percent of workers paying between \$5 and \$16 round trip. In total, about 90 percent of

Figure 6 Poster for paid ride services



workers interviewed pay for additional rides to locations for shopping, sending remittances, and/or relaxation. We observed only a few bicycles near some dormitories; members of the research team wondered about the feasibility of this option, considering factors like weather conditions and the roads and highways being designed for cars and lacking proper bicycle lanes. However, this mode of transportation was not mentioned by H-2A workers in surveys.

### ***Worker-preferred general destinations with more transport availability***

H-2A workers were shown a list of general locations and asked to share which ones they would visit if more transport were offered. As shown in Table 3, there is a clear preference for having transportation for recreation purposes. Grocery stores and restaurants were also preferred destinations. Seattle, Wenatchee, and the Mexican Consulate were named options on the list, garnering 7.6, 6.2, and 3.8 percent, respectively. Church was noted by 7.3 percent of respondents; religious denomination preferences were not solicited. Most respondents suggested that a variety of destinations would be preferred, an action that might spread the economic benefit throughout several communities.

*Table 3 H-2A worker-preferred general destinations with more transport availability*

<b>Preferred destination</b>	<b>Percentage</b>
Park/Recreation Center/Soccer	22.8
Grocery	15.6
Restaurant	11.4
Seattle	7.6
Bank	7.6
Church	7.3
Wenatchee	6.2
Library	4.5
Friends/Family	4.8
Mexican Consulate	3.8
Other	8.3
<b>TOTAL</b>	<b>100.0</b>

### ***Worker-preferred Mattawa destinations with more transport availability***

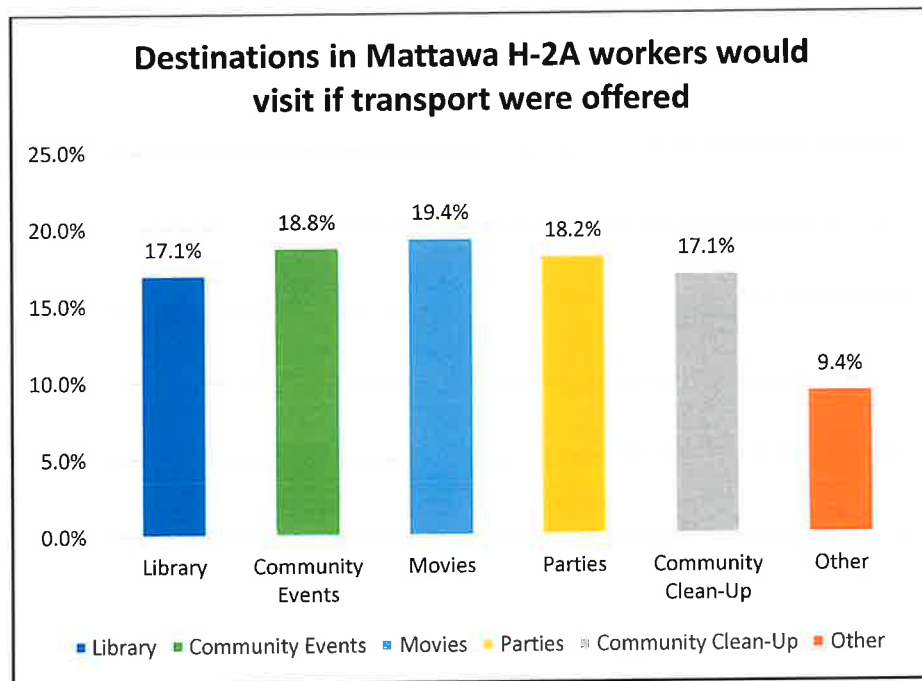
Respondents were shown a list of locations and activities in Mattawa and asked to share which ones they would visit if more transport were offered. The interests were varied among the activities offered, with no clear favorite. Figure 7 shows that nearly 20 percent of survey respondents expressed various community activities. This ranged from a low of 29 H-2A workers with an interest in going to the library (17.1%) and community clean-ups (17.1%), to a high of 33 H-2A workers with an interest in going to the movies (19.4%). It is important to note that some respondents were unaware that



the Mattawa library contains Spanish language books, a knowledge gap that may have affected the frequency of this response.

This data indicates that if transport is offered, H-2A workers might be inclined to attend events and further integrate within the Mattawa community. It also reinforces the foregoing assertion that recreation and relaxation are important to respondents.

**Figure 7 H-2A worker-preferred Mattawa destinations with more transport availability**



#### **IV. What are the community's experiences of H-2A workers in/around Mattawa?**

**Summary:** “[In Mattawa] I migrated illegally two seasons, for cherry and apple picking; (...) [but] it was not that difficult to cross [back then]”, said a community leader. Originally from the Central Western region of Mexico, this person came to the United States for the first time in the late 1970s as an agricultural worker, then became a manager, and now serves as a trusted advisor to a large agro-industrial company. This community member connected the 2007-2008 global financial crisis to the sharp decline in Mexican migrant farmworkers in Mattawa in 2009, which also marked the first year a group of H-2A workers from the states of Colima, Michoacán, and Jalisco arrived in the area. “[The H-2A program] was a success” because the workers “arrive, work, and go back to Mexico... they have transportation or food and it’s free.” In over thirty face-to-face community interviews, participants were first invited to respond to the question, “How do you feel about H-2A worker’s presence in Mattawa?” While this community leader’s response was, “[It] makes me happy,” not all community participants shared this feeling and perspective.

Figure 8 Mattawa community artifacts: Agricultural mural (left) and the library sign (right)

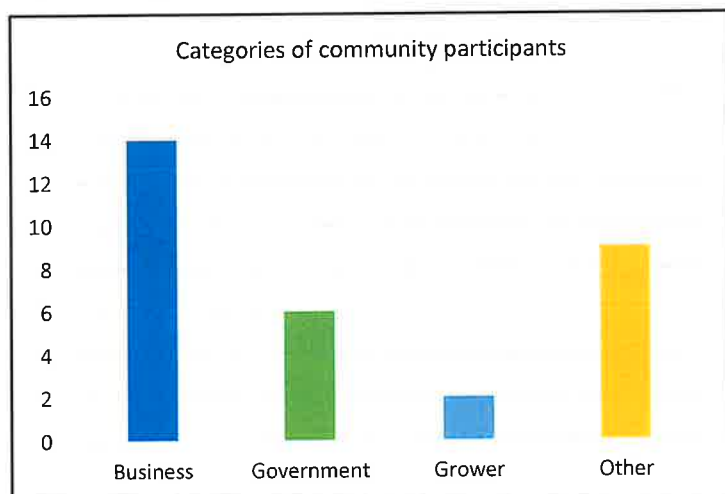


### Sample demographics

The community sample consisted of 31 in-person interviews with four different groups of participants (see Figure 9).<sup>2</sup>

Almost half of the interviewees were categorized as businesses (14), followed by government officials (6), and two growers. Nine interviewees were identified as *Other*, a category that includes healthcare providers, community-based organizations, churches, experts on agro-industrial activities, and non-agricultural workers. Interviews were conducted using a short ethno-survey consisting of 12 open-ended questions.

Figure 9 Categories of community participants



### Findings

As suggested in the previous section on transportation, a clear linkage exists between expanded transportation access and greater integration of H-2A workers. That said, the community expressed tensions and contradictions about this particular migrant farmworker population. H-2A workers in Mattawa are pejoratively referred to by locals as *maltratados*, a reference in Spanish to those who are being mistreated or exploited, which also serves as a play on the word *contratados* because these workers have a labor contract. H-2A workers are simultaneously envied (“they have everything”), blamed (“[they] bring more [foot] traffic”), and distrusted (“they take away our women”). They also present safety concerns for some, including public intoxication and a

<sup>2</sup> There are at least two more interviews under review that might be included in future analyses. Logistical challenges with data collection and time constraints prevented adding them into our current databases.

perceived risk to young women and girls in the community. While these perceptions and issues may have merit, it is worth noting that attitudes and perspectives may be impacted by long-lasting division and gossip.

### ***Economically necessary***

H-2A workers are key customers and drivers of the economy in Mattawa. They are integrated as consumers; however, H-2A workers are not included, integrated, or invited

**Figure 10 H-2A workers and research team member**



to be part of the community in the social, cultural, or religious activities, primarily due to their transportation needs. Many interviewees claimed the economy of Mattawa is dependent on the *contratados*. Between February and November, grocery stores, restaurants, *La Pulga*, and most local businesses are highly dependent on H-2A worker purchases. Community

members expressed, “the town is dead in winter,” describing it as a “ghost town,” and “when the workers leave, the economy slows down.” Some even added that “we need them to survive.” This case creates a strong argument that better transportation services and more inclusion of H-2A workers could further extend the positive economic impacts on the community as well as improve integration.

### ***Committed and costly, yet increasingly important***

The director of a local institution providing healthcare services declared, “we are proud of our H-2A workers ... they are great workers; they are grateful and loyal.” This perceived loyalty to growers contrasts with the rest of the local agricultural work force (potentially undocumented, non-H-2A visa holders) who tend to move from farm to farm or have the option to skip work. This person observed that H-2A workers usually don’t skip work, adding that “the large farms need them... [but] small farms [or family farms] can’t afford the cost of having H-2A [workers].” Small growers cannot afford to pay for the workers’ trips from Mexico or for lodging, both requirements of the H-2A contract. The challenge of high hiring costs for H-2A workers was affirmed by two other participants whose families own small farms.

Growers large and small need labor and H-2A workers meet a long-standing demand for agricultural workers in Washington and throughout the country. One grower stated, “If it weren’t for them, I don’t know where we would get the people to do the work... it would be impossible to harvest without them.” Younger generations of Mattawa residents do not want to work in agriculture; most of them choose to leave Mattawa, but

in cases where they do remain local, they work in other activities such as small business, education, and the service sector. This is a key trend observed among US-born and Mexican-origin study participants. In one example, a couple (undocumented, from Mexico, with US-born children) has been working for nearly 25 years as agricultural workers. Their oldest son went to college and works with a healthcare provider in a city near Mattawa while their younger son attends a technical school. Mexican couples like this one are proud that due to their sacrifices, their children are US citizens who have better job opportunities and will avoid the hard work in the fields.

### ***Voiceless yet visible***

A local leader who worked as a manager in the fields for more than 30 years and currently works for local- and state-level agricultural agencies pointed out that “hired people [H-2A workers] don’t talk because they are in need ... they are thinking about their family [in Mexico] ... they are afraid to talk [i.e. say something about their working conditions] because if they do it, they won’t get hired again.” Further, this participant observed, “their houses are out of town... they really have no voice or vote.” This “voiceless” condition, or fear of being pointed out as “complainers,” limits the possibility of H-2A workers talking about their needs within and outside their workplace, and potentially impacts their level of integration in the community.

Despite this voicelessness, large, white passenger vans transporting agricultural workers provide everyday visibility of H-2A workers in the Mattawa community (see Figure 11 below). About one third of the 31 community members we interviewed mentioned the movement of workers in Mattawa and surrounding areas. “Friday and Saturday are when they are seen the most, they come to do their shopping,” declared a person at a store.

**Figure 11 Vans used for transport of H-2A workers**



“[Besides that] you don’t see them much.” Some interviewees claimed the workers have access to everything they might need, while others acknowledged their limited transportation and the burden it can have: “There is not much ease of transportation” for H-2A workers.

Community members who believe that H-2As have all their needs met, including transportation, probably considered the fact that they are offered vans to go to the fields on workdays and to buy



food or other supplies during breaks. Those who said that they need more support to move around most likely observed that H-2A workers need more time, flexibility, and autonomy to run errands or just “to be” in the community when they are not working.

***(Mis)judged and excluded***

Community residents who have been living in Mattawa for several decades tended to express moral judgments about H-2A workers, who are perceived as causing social problems in town. The arguments include the high consumption of alcohol, soliciting of prostitutes, and improper relationships between H-2A workers and women from the community [“taking women by force or [provoking them to] cheat on their partner or husband”]. On the alcohol concern, workers can be discharged if they drink in the dormitories, per H-2A program regulations. Some interviewees said that there is an “increase in consumption of alcohol, not only [during the] weekends ... even though it’s forbidden [to have] alcohol in dormitories ... they [H-2A workers] do drink on weekdays.” It is likely that some of these perceptions could increase specific anxieties or tensions in community members when contemplating integration, but they also point to a deeply embedded amnesia or denial of the challenges H-2A workers face. Psychological and geographic isolation, family separation, loneliness, and simply boredom can manifest as “drinking problems.” Access to and participation in community activities (cultural or otherwise) may serve as an antidote to these challenges by increasing integration and recreation opportunities.

***Figure 12 H-2A workers playing soccer***



According to some community participants, H-2A workers usually don’t participate in community parties (*fiestas*) and most are not integrated into local churches. During a Sunday mass at a large Catholic church, our research team identified only local residents and families. Most H-2A workers indicate that they are not usually invited to Mattawa’s social or religious activities. An exceptional case was that of a small business owner who belongs to a non-Catholic church and noted that some H-2A workers attend church services there. These interactions create opportunities for integration and better relationships among residents and H-2A workers. For example, this small business owner states, “I’m friends with an H-2A worker who comes every season... sometimes I offer him a job during the weekends.”

## V. How can the experiences of H-2A workers be improved?

The recommendations that are shared here are offered in the spirit of enhanced community integration and are broadly applicable to non-H-2A migrant farmworkers as well as other populations. Most could be enacted in collaboration with local businesses and growers, a strategy that may improve effectiveness and outcomes. Proposed recommendations will be offered first as brief points, followed by detailed descriptions.

### Key recommendations

- Provide a *welcome orientation* to all H-2A workers upon arrival to Mattawa to introduce the city and its laws, provide important information about resources and services, and extend invitations to community events.
- Increase access to *transportation* from farms to the Mattawa community.
- Create a *WhatsApp* one-way messaging system to share community information with those who opt in.
- Organize *community engagement opportunities* tailored to maximize integration opportunities.

### **Community welcome orientations**

Many H-2A workers we interviewed were not aware of the variety of services, support, and opportunities for them in Mattawa. Further, several expressed their need to understand the differences between the systems and resources available in Mattawa compared to their hometowns in Mexico. This unfamiliarity creates conditions for both challenges and opportunities. For example, Mattawa's police department notes a lack of awareness among H-2A workers regarding basic road laws, and familiarity with the community can contribute to economic and integration opportunities.

A welcome orientation upon H-2A workers' arrival would provide the information they need to be successful, integrated members of the Mattawa community who are well informed about the local systems and resources available to them. While an in-person orientation would offer the greatest possibility for connection and effective communication, it may not be a practical solution. A holistic video orientation, building on previous and current city initiatives in this vein, could be offered through the growers, a Mattawa community WhatsApp account (see recommendation below), or at community events. Flyers in Spanish and other indigenous languages could be distributed to growers, businesses, and service providers to promote the video.

### **Transportation**

The lack of access to transportation stands out as a pivotal concern of most H-2A workers. Transportation that allows H-2A workers to spend their free time in the community rather than in their dormitories or on farms would enable workers to become more involved and more aware of the Mattawa community. Easier access to Mattawa and all it has to offer is one way to increase community involvement and integration

while also creating economic benefits for local businesses. While some H-2A workers have family in the area and spend their down time with them, most are separated from their families and feel very socially isolated due to the separation from their families and home communities. More frequent engagement with Mattawa would allow workers to feel more comfortable in the city and encourage them to integrate, giving them the opportunity to explore the range of services and amenities, from the health clinic and Spanish language books at the library to restaurants, parks, and shops.

Mattawa has no public transport system beyond the Grant County DART (Dial-A-Ride Transportation) service that serves as a shared ride transportation option.<sup>3</sup> While this system can offer transportation opportunities to H-2A workers, we recommend expanding transportation options where possible. Our recommendations center on informal and formal options, as discussed below, both of which could benefit local residents as well.

*Informal transport options.* Ride shares are a means of leveraging transport that is already occurring in the community. For example, informal ride shares offered by church goers to workers would support integration and enhance the experience of community for both workers and residents. Community members might be invited to volunteer their time to transport others for grocery shopping and household items. Mattawa community events might include an advertised ride share program that could match community members with those in need of transport. Finally, a bike share program involving locations within biking distance of Mattawa might also increase connections.

*Formal transport options.* H-2A workers' willingness to pay for rides suggests there may be demand for a public transport system, particularly on days such as *La Pulga* or community events. In fact, 83 percent of respondents (n=53) stated that they would go into town more frequently if more frequent trips were offered at lower or no cost. A weekend shuttle to Mattawa from remote areas to in-town businesses and services is one possibility that would allow for more engagement with the community and the economy in Mattawa. A weekly or bi-weekly shuttle would be able to loop around outlying areas to Mattawa; for example, one loop in the morning and one in the evening, perhaps with predetermined stops and times. The shuttle could operate using a small boarding fee like on a public bus and WhatsApp could be used for communicating transportation schedules.

H-2A workers and others would not only gain the ability to explore Mattawa and its neighboring towns more freely, but these transport options also have the potential to improve public safety. Public transportation would make the roads and communities safer by providing individuals with safe and regulated forms of travel and offers the possibility of a decrease in unlicensed driving, a concern identified the Mattawa police department.

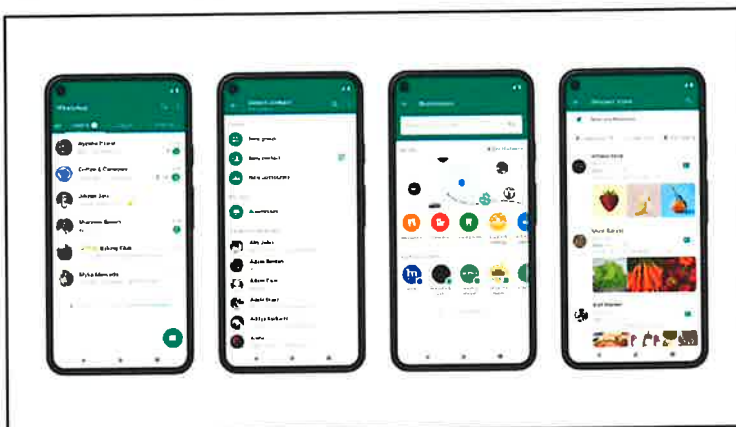
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<sup>3</sup> For more information on DART, see <https://www.granttransit.com/gta-rider-programs>.

### ***Information sharing through WhatsApp***

The most common form of communication used by H-2A workers to check in with their families and each other is through *WhatsApp*, which allows workers to easily communicate if they have access to Wi-Fi, which most do through grower-provided internet or paid mobile phone plans. The high usage of WhatsApp by this population makes possible its use as a structured system for sharing information and announcements. We recommend the city investigate the use of a WhatsApp Business account<sup>4</sup> managed

**Figure 13 WhatsApp Business accounts**



by the City Council or Mayor's office that would allow for private, one-way, mailing-list-type communication with workers. With this system in place, the city would be able send messages directly to the workers regarding community events, news and emergency alerts, and resources such as the welcome video and changes in hours for public services. Additionally, this opens the possibility for local businesses to promote (perhaps for a small fee) sales events, discounts, or coupons. Another option is *Facebook*, which is also a highly utilized form of social media among H-2A workers. Ultimately, any form of direct communication using social media channels would help close the gap between H-2A workers and residents.

### ***Community engagement opportunities***

Mattawa has a rich tradition of community events sponsored by the city, churches, the library, schools, and clinics. Making these opportunities more known and accessible to H-2A workers increases integration possibilities. Our findings show that H-2A workers have a clear interest in relaxation and recreation opportunities, and that expanded transportation opportunities might result in greater economic benefits for the community as well.

**Figure 14 Mattawa residents enjoying an event at Our Lady of the Desert church**



<sup>4</sup> Information WhatsApp Business accounts can be found [here](#). This [article](#) describes the differences between WhatsApp groups and WhatsApp broadcasts. See also this [article](#) about business directories.



Suggestions for community engagement aimed at integration include providing evening/weekend English classes, perhaps in collaboration with the library and volunteers in the community. A community soccer league is another option to create spaces for relaxation and community integration. Many workers already use soccer as a form of interaction and entertainment on their farms but giving them the opportunity to play with workers from different farms or members of the community creates an opportunity to cultivate long lasting connections. Given the shared Mexican heritage of H-2A workers and most Mattawa residents, a community event that celebrates Mexico, perhaps associated with Mexico's Independence Day, could provide a space for interaction and connection. The event could be a potluck with tables or areas by Mexican state where attendees could share food representative of their home.

A final suggestion for community engagement is oriented on interaction with growers and workers by the Mattawa City Council. A quarterly community roundtable between growers and city representatives would offer opportunities to exchange information, promote interaction and engagement opportunities, and address emerging issues. A similar organizing structure might be used with H-2A workers themselves to enhance communication with city officials and community members.

*Figure 15 Research team members and Mattawa residents working together for a community clean-up day*



## Conclusion

After 31 interviews with Mattawa community members and 78 interviews with H-2A workers in/around Mattawa, we can conclude that opportunities for integration are ripe for the picking, no pun intended. H-2A workers, separated from their families and home communities, are eager for engagement. Community members would benefit from interactions that serve to enhance the local economy while also humanizing this population, possibly contributing to enhanced integration.

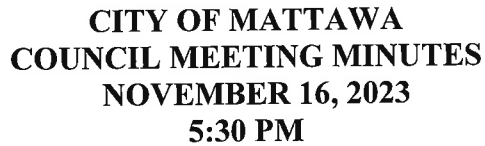
This report has responded to four information needs identified by city leaders: (1) H-2A worker experiences, (2) H-2A transportation dynamics, (3) community experiences with

H-2A workers, and (4) recommendations for integration. First, H-2A workers appreciate the economic and skill development opportunities the work offers, but most feel the effects of family separation and aren't at ease in the Mattawa community until they have returned for several seasons. Second, most H-2A workers live in isolated locations quite far from city centers and rely on grower-provided transportation. This system has weaknesses, such as insufficient space in vans, little time to shop and send money, and a lack of trips for rest and recreation, which has led to the development of an informal *railero* system to fill the gap. Third, the community sees that H-2A workers have significant socioeconomic impacts on the Mattawa community and satisfy increasing demands for local agricultural labor. Although Mattawa depends on these workers, there is a deep separation due to transportation challenges, limited efforts toward community integration, and the presence of prejudice and negative attitudes, even though most residents are themselves Hispanic/Latino and immigrants or descendants of immigrants.

Finally, our findings and recommendations centered on the desire among H-2A workers for greater access to services and amenities, a challenge that could be resolved using creative information and transportation solutions. Additionally, community members appear to distrust H-2A workers, a finding that appears to be based on issues more imagined than real. In fact, most residents we spoke to were once migrants or have a recent familial history of migration, which points to the two groups having much in common. A variety of recommendations to address integration were offered that may serve to bridge this gap.

We hope that this report raises awareness of the experiences of H-2A workers and community members and leads to enhanced integration in the Mattawa community.





**CITY OF MATTAWA  
COUNCIL MEETING MINUTES  
NOVEMBER 16, 2023  
5:30 PM**

The council meeting was called to order by Mayor Maria Celaya at 5:35 p.m. Council members present were Sun Hwang, Brian Berghout, Tony Acosta, Alex Heredia, Fabiola Hernandez. M/s; Acosta / Hwang motion to excuse Silvia Barajas & Wendy Lopez. Motion carried.

Others Present: City Attorney Katherine Kenison, Jamin/Mike with Gray & Osborne, Mike Manning (SCJ Alliance), German Godinez, Sara Prather

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

**\*\* M/s; Acosta / Hwang motion to add to agenda Resolution 23.11.18 Approval & Adoption of Water System Plan, Winter Festival donations, CBHA 5k run donation. Motion carried.**

**\*\* M/s; Acosta / Hwang motion to approve tonight's agenda. Motion carried.**

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** None.
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\*\* Sara Prather gave an update on the development of CAD Homes. The Bodrero Estates Project engineer plans will be ready by November 23<sup>rd</sup>. They will be sent for agency review, then proceed for final plat. They are working with the Bureau and the district for irrigation permitting. They will have prices for homes available to the public by January of 2024.

**\*\* SCJ Alliance representative Mike Manning circled back with council on feedback from last meeting's workshop. The council was to decide on future land use and parking regulations.**



There was a discussion on the future land use map. The council's direction is to follow Rachelle's recommendations and to consolidate parking regulations and eliminate Chapter 15.08 & keep Chapter 17.

**V. Public Hearings:**

- 2024 Final Budget Hearing
  - \*\* Hearing started at 6:38 pm
  - \*\* No public comment.
  - \*\* Hearing closed at 6:39pm

**VI. Consent Agenda/Information**

- Minutes- Council Meeting 11.02.23
- 2023 Claims EFT & Checks Approval #20116-20147 - \$160,106.26
- 2023 Payroll EFT Approval - \$12,300.00
- 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 November 16, 2023, the Council approved payment of 2023 Claims EFT & checks approval #20116-20147 in the amount of \$160,106.26, 2023 Payroll EFT approval in the amount of \$12,300.00.

**\*\* M/s; Acosta / Berghout motion that bills, checks, payroll, 11.02.23 meeting minutes, treasurer report be approved. Motion carried.**

**VII. Reports:**

**Mayor's Report**

\*\* Currently working on planning the winter festival. The parade will be on December 8<sup>th</sup> and the winter festival will be collaborating with eh school on December 14<sup>th</sup>. We are still in need of donations for toys and candies for pinatas.

\*\* Working with contract for the library.

**Council Report**

\*\* Councilman Heredia suggested making road 25 through road R and alternate road for trucks. Juan explained the before those conversations we will need to focus on the current state route which is Government Rd. / Rd. 24. Acquiring funding for future road improvements.

#### **Police Department Report**

\*\* Alejandro is continuing to do well.  
\*\* Edgar attended an instructor development training on defensive tactics.  
\*\* We will be participating in "Shop with a Cop". Councilwoman Hernandez asked if they were able to participate like giving donations.

#### **Public Works Department Report**

\*\* Staff attended training on new public works contracting laws for cities.  
\*\* Replaced faulty water meters.  
\*\* Winterized  
\*\* Paving at Basketball court and parking lot striping completed.  
\*\* Sprinkler blowout at park.  
\*\* Road Striping project on Government Rd. is complete.  
\*\* WWTF Improvements is ongoing.  
\*\* WWTF fire rebuilt is essentially complete.  
\*\* John Deere backhoe 310 is repaired and now fully operational.  
\*\* Volvo truck – starter was replaced, transfer cage needs work.  
\*\* Dump truck – snowplow was installed.

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

None.

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

1. **Parks Plan Advisory Committee (Selection)**  
M/s; Acosta / Heredia motion to select Brian Berghout & Fabiola Hernandez as part of parks plan committee. Motion carried.
2. **WWTF Improvements – Minor Change Order #1 – 90 Degree fitting to Effluent Line, Minor change order #2 – Portable hoist Supply, minor change order #3 – clarifier isolation valves.**  
M/s; Berghout / Heredia motion to approve all 3 minor change orders. Motion carried.
3. **WWTF Fire Rebuilt – Project Closeout**  
M/s; Acosta / Berghout motion to approve the final progress estimate & change order #13 for this project to be completed. Motion carried.
4. **Basketball Court & Parking – Ratify Expenditure**  
M/s; Berghout / Heredia motion to ratify this expenditure. Motion carried.

**5. Resolution 23.11.18 Adoption & Approval of Water System Plan**

**An approved water system plan is needed in order to apply for the DWSRF funding.**

**M/s; Acosta / Heredia motion to approve & adopt the water system plan via resolution.**

**Motion carried.**

**6. Winter Festival Donations**

**We have received \$800 from CBHA.**

**M/s; Berghout / Hernandez motion to approve the donation and future donations for winter festival 2023. Motion carried.**

**7. CBHA 5k Run Donation**

**The city will be awarded a 5k donation check for parks department.**

**M/s; Berghout / Hernandez motion to accept the donation. Motion carried.**

**XI. Adjournment:**

The council meeting was adjourned at 7:17 P.M. M/s; Berghout / Hwang. 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 (11/27/23)**

### **Development Projects**

#### ***Hwang Subdivision – Mike Meskimen, Julio Renteria***

Project Number: 21845.05

Funded: Developer Contributions

- Preliminary subdivision approval granted
- Future development agreement required
- No active review requirements
- **Currently undergoing environmental review process**

#### ***Bodrero Development – Mike Meskimen, Nancy Wetch***

Project Number: 21845.07

Funded: Developer Contributions

- Preliminary subdivision review period complete
- **Developer updating conceptual plans based on City feedback**

#### ***Mattawa Community Medical Clinic – Julio Renteria, Mike Meskimen***

Project Number: 21845.11

Funded: Developer Contributions

- **No active review requirements**

#### ***WGL Mattawa Slope Phase III – Mike Meskimen, Jamin Ankney***

Project Number: 21845.12

Funded: Developer Contributions

- **Progress has started on the Phase III of this project**
- **G&O reviewed building permit documents and provided comments**

#### ***Lopez Subdivision – Jamin Ankney, Mike Meskimen***

Project Number: 21845.15

Funded: Developer Contributions

- **G&O reviewed subdivision and provided comments.**

### **Transportation Projects**

#### ***Government Road Multi-Use Pathway – Julio Renteria, Mike Meskimen, Russ Powers (funding)***

Project Number: 20854

Funded: CDBG/City Funds (Developer Contributions)

- 10-foot-wide path from Steven Street to Mansion.
- **Construction closeout ongoing**
- **Total Budget: \$715,000**



### ***Riverview Avenue Improvements***

Project Number: 23844

Project Completion: TBD

Funded: TIB

- Design completed
- Bid received was significantly over the City's budget
- Considering options for the project
- **Total Budget: \$100,000**

### ***TIB Applications – Mike Meskimen, Julio Renteria, Michael Woodkey***

Project Number: OH230.42

- Applications were due August 11, 2023
- Funding applications were submitted and are under TIB review
- Funding will be announced in soon.

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

- Cost ranges for update provided by G&O
- City to determine next steps desired
- City may budget this effort for next year

## **Water System Projects**

### ***Water System Plan – Jamin Ankney, Jared McMeen***

Project Number: 20854

Project Completion: November 2023

Funded: City Water Fund

- Completed response to all DOH comments
- DOH has approved, but discussion of approval conditions is needed.
- City is eligible to apply for DWSRF funding.
- **Total Budget \$62,700**

### ***Well 2 Rehabilitation – Jared McMeen, Steve Wagner, Jamin Ankney, Aspect Consulting***

Project Number 22867

Project Completion: September 2023

Funded: City Water Fund

- Rehabilitation efforts are ongoing
- Work is substantially complete
- Initial pump test results were positive
- Aspect Consulting has prepared a summary report and recommendations based on rehabilitation results
- **Engineering Budget: \$266,237 (combined between rehabilitation and design)**
- **Construction Budget: \$157,000**

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

Project Number 22867

Project Completion: June 2024

Funded: City Water Fund

- Design will start once well rehabilitation is complete
- **Total Budget: \$266,237**

**Re-equipping Well 2 Construction/Well 5/Pressure Zone Improvements – Jamin Ankney, Jared McMeen, Russ Powers (funding)**

- Applied for Congressional Funding Application – May receive funding
- Applied for Legislative Appropriation – Did not receive funding
- Applied to CDBG – Did not receive funding
- Applied to PWB – Received funding
- Will apply to DWSRF Fall 2023
- Adding SCADA upgrades to funding application to DWSRF
- **Total Budget: \$7,000,000**

**Future/Pending Water System Projects**

**Water Rights – Aspect Consulting, Jamin Ankney**

- **Total Budget: Not an active project**

**Reservoir Project – Jamin Ankney, Myron Basden**

- 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**

**SCADA – Jamin Ankney, Brad Bailey (Conley Engineering)**

- **Total Budget: Not an active project**
- City has had recent issues with the SCADA system and is working with Connetix to address the issues.
- Based on results of troubleshooting, a SCADA upgrade may be required in the future.
- Connetix provided a cost estimate for improvements for use in procuring future funding

**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)**
- City has all costs in hand and can proceed with closeout.
- The City will still need to pay the retainage to Apollo, but can request this from the insurance now.
- A few warranty items remain for Apollo to complete.

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

Project Number: 19044.01

Project Completion: 2024 (for construction completion)

Funded: Ecology Water Quality Funding

- Construction is ongoing – project is going well
- **Total Budget \$5,883,000 (includes design, construction, construction administration)**

#### **WWTF Solids Handling Analysis – Nancy Wetch, Arn Combs**

Project Number: 23813

Project Completion: November 2023

- This work is currently ongoing
- Will have draft for City review in the next few months
- **Total Budget \$24,200**

#### **Portage Avenue Lift Station Elimination – Nancy Wetch, Jamin Ankney**

Project Number: OH220.72

Project Completion: 2025

- Ecology funding approved
- Waiting for funding agreement, likely Winter 2023
- GMA compliance will be required for this funding to be received. SCJ is working to make sure GMA compliance is obtained.
- **Total Budget \$2,417,000**

## **Other Projects**

#### **Construction Standards Update – Jamin Ankney, Jared McMeen**

Project Number: 23826

Project Completion: November 2023

Funded: City Funds

- A draft of the updated construction standards are currently under City review.
- The draft was updated to include stricter stormwater requirements.
- **Total Budget \$3,000**

***Park Planning – SCJ, Russ Powers, Jamin Ankney***

- City has received funding from RCO.
- Needs to be in City's Comprehensive Plan (SCJ Discussions)
- Currently completing contracting with RCO
- Combined project for SCJ + G&O
- SCJ has started work on this project.
- **Total Budget \$60,000**

***Basketball Courts – Julio Renteria***

Project Number 22861

Project Completion: TBD

Funded: Foundation Grant

- Bids received exceed funding
- City reduced the scope and obtained additional quotes for paving.
- Work on this project is ongoing.
- **Total Budget \$125,000**

***City Hall Feasibility Analysis – Jamin Ankney, Myron Basden***

Project Number 23856

Project Completion: November 2023

Funded: City

- The 60-day due diligence period ends on November 14
- Electrical review was completed Monday, September 18
- Structural/HVAC review was completed Monday, October 2
- Memo report was submitted today for staff and council review prior to the November 2 council meeting.
- City could consider funding options for the selected alternative.
- **Total Budget \$27,700**

**Action Items:**

**Funding News:**

*Next Meeting – December 13, 2023, 3:30 p.m.*





## City of Mattawa Planning: Monthly Update

**Date:** December 7<sup>th</sup>, 2023

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

The purpose of this document is to provide the Mattawa City Council with a written 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. SCJ Alliance Planning Consultants will provide a verbal update to the Council as substantive project updates are available.

### *Development Review*

	Project	Type	Status	Contact	SCJ Lead
1.	Lopez Short Plat	Short Subdivision – Preliminary Plat	SEPA and comment period completed on 11/22 and preliminary plat approval issued 11/29.	Macario Lopez	Mike Manning
2.	Madrigal Short Plat	Short Subdivision – Preliminary Plat	No status update.	Madrigal	Rachelle Bradley
3.	Hwang Subdivision	Major Subdivision – Preliminary Plat	Development agreement negotiations started on 11/08 and underway.	Sun Hwang	Rachelle Bradley
4.	Pavon Subdivision	Short Subdivision – Preliminary Plat	Additional correspondence with applicant on 11/15. Waiting on additional materials for complete application.	Marcela Celestino	Victor Ramos
5.	Celestino Subdivision	Short Subdivision – Preliminary Plat	Additional correspondence with applicant on 11/15. Waiting on additional materials for complete application.	Marcela Celestino	Victor Ramos
6.	Hwang Zone Change	Rezone from Residential 1 to Commercial 2	Zone change application received on 11/21. Application determination of completeness underway.	Sun Hwang	Rachelle Bradley
7.	Sonrise Orchards PUD – Minor Amend	PUD – Plat Extension	Letter received from developer dated 10/20 to extend plat period by one year through November 2024.	Jim Roberts	Rachelle Bradley

### *Administrative Inquiries*

	Project	Type	Status	Contact	SCJ Lead
1.	203 Priest Rapids Remodel -	Building Permit Planning Review	Building permit received on 11/14 to remodel building and add a classroom.	Jef Gallacci, Mattawa Seminal Association	Rachelle Bradley

	Add Classroom		Review complete on 11/28 to move forward in process.		
2.	308 Govt Road – Walk In Coolers	Building Permit Planning Review	Building permit received on 11/28 to add two walk-in coolers. Review complete on 12/4 and approved to move forward in process.	Tirso Macias “El Valle Market”	Victor Ramos
3.	311 Third Street – Chiprez Residence	Zoning Code Compliance	Request from city to review zoning code compliance for project at 311 Third Street on 11/30. Letter to residence of permitted uses issued 12/4.	Jesse Chiprez	Rachelle Bradley

## ***General Planning***

	<b>Project</b>	<b>Status</b>	<b>Contact</b>	<b>SCJ Lead</b>
1.	Comprehensive Plan 2023 Update	SEPA process and agency comment period initiated on 11/08. Planning agency hearing on 11/20. Council hearing noticed and scheduled 12/21.	Rachelle Bradley	Rachelle Bradley/Mike Manning
2.	Development Regulations & CAO Update	Ibid.	Rachelle Bradley	Rachelle Bradley/Mike Manning
3.	Parks, Recreation, and Open Space Plan	Demographic profile complete. Peer community comparison and inventory assessment underway. Community visioning workshop scheduled for 12/15.	Rachelle Bradley	Rachelle Bradley/Lauren Schubring

C091080-2

WASHINGTON STATE LIQUOR AND CANNABIS BOARD

DATE: 11/06/2023

LICENSED ESTABLISHMENTS IN INCORPORATED AREAS CITY OF MATTAWA  
(BY ZIP CODE) FOR EXPIRATION DATE OF 20240229

LICENSEE	BUSINESS NAME AND ADDRESS	LICENSE NUMBER	PRIVILEGES
1. BALAGGAN III LLC	MATTAWA MART 88 GOVERNMENT WAY MATTAWA WA 99349 0000	078804	GROCERY STORE - BEER/WINE

# ACCOUNTS PAYABLE

City Of Mattawa

Time: 17:26:36 Date: 12/04/2023

As Of: 12/07/2023

Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>16720</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>1622</b>	<b>ALSCO</b>	<b>79.02 City Hall Mat Maint. Services Nov 22, 2023</b>
	518 30 48 00	Repair And Maintenance	001 000 518	Current Expens	79.02 City Hall Mat Maint. Services Nov 22, 2023
<b>16751</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>1622</b>	<b>ALSCO</b>	<b>79.02 City Hall Mat Maint. Nov 8th 2023</b>
	518 30 48 00	Repair And Maintenance	001 000 518	Current Expens	79.02 City Hall Mat Maint. Nov 8th 2023
<b>16706</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>3627</b>	<b>ANATEX LABS INC-SPOKANE</b>	<b>528.00 RC Samples</b>
	534 10 41 02	Chemical Samples	401 000 534	Water Operatin	228.00 DW RC Samples
	535 10 41 02	Testing Samples	405 000 535	Sewer Operatin	50.00 WWTF RC Samples Nov
	535 10 41 02	Testing Samples	405 000 535	Sewer Operatin	250.00 WWTP RC Samples
<b>16707</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>43</b>	<b>ASSOCIATION OF WA CITIES</b>	<b>250.00 IACC Registration For Jose Fernandez</b>
	534 10 43 00	Travel & Training	401 000 534	Water Operatin	250.00 IACC Registration For Jose Fernandez
<b>16708</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>43</b>	<b>ASSOCIATION OF WA CITIES</b>	<b>75.00 D &amp; A Supervisor Training Fall 2023 Juan Ledezma</b>
	542 30 43 00	Travel And Training	101 000 542	Street Fund	75.00 D & A Supervisor Training Fall 2023 Juan Ledezma
<b>16755</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>3616</b>	<b>BOSS CONTRUCTION, INC</b>	<b>221,061.53 Progress Estimate 5 WWTF Improvements</b>
	594 35 63 05	WWTF Improvements Proj	412 000 594	Sewer Capital I	221,061.53 Progress Estimate 5 WWTF Improvements P
<b>16715</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>2994</b>	<b>CENTRAL WASHINGTON POLYGRAPH &amp; INVES'</b>	<b>596.00 MPD- Oscar Rodriguez Polygraph Exam</b>
	521 10 49 00	Professional Services	001 000 521	Current Expens	596.00 MPD- Oscar Rodriguez Polygraph Exam
<b>16752</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>1886</b>	<b>CENTURY LINK</b>	<b>127.63 Lift Station Line</b>
	535 10 42 00	Telephone	405 000 535	Sewer Operatin	127.63 Lift Station Line
<b>16753</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>1886</b>	<b>CENTURY LINK</b>	<b>67.31 WWTF SCADA</b>
	535 10 42 00	Telephone	405 000 535	Sewer Operatin	67.31 WWTF SCADA
<b>16749</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>1251</b>	<b>CITY OF MATTAWA-UTILITIES</b>	<b>329.46 City Of Mattawa Utilites Nov. 2023</b>
	518 30 47 14	City Hall Utilities	001 000 518	Current Expens	92.53 City Hall
	543 30 47 00	Utilities	101 000 543	Street Fund	116.43 Shop
	572 20 47 00	Library - Utility Services	001 000 572	Current Expens	120.50 Library
<b>16759</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>108</b>	<b>CONSOLIDATED DISPOSAL</b>	<b>23,290.32 Waste Services Nov. 2023</b>
	537 10 33 00	Consolidated Disposal	420 000 537	Solid Waste Fui	23,290.32 Waste Services Nov. 2023



# ACCOUNTS PAYABLE

City Of Mattawa

Time: 17:26:36 Date: 12/04/2023

As Of: 12/07/2023

Page: 2

Accts

Pay #	Received	Date Due	Vendor	Amount	Memo
<b>16745</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>2304</b>	<b>FIRST BANKCARD</b>	<b>1,331.30 Credit Cards Expenses MPD</b>
521 10 49 00	Professional Services	001 000 521	Current Expens	90.05	Office Phone Lines
521 10 49 00	Professional Services	001 000 521	Current Expens	121.72	Schedule Anywhere Licenses
521 20 31 00	Office Supplies	001 000 521	Current Expens	44.22	Staples
521 20 31 00	Office Supplies	001 000 521	Current Expens	76.15	Spiral Memo Pads
521 20 31 00	Office Supplies	001 000 521	Current Expens	46.37	Pens
521 20 49 02	Association Dues & Etc.	001 000 521	Current Expens	50.00	FBI LEEDA- Membership
521 22 35 00	LE Equipment/Supplies	001 000 521	Current Expens	511.18	Training Center Target
521 40 43 00	Travel	001 000 521	Current Expens	47.08	Meal Office Villa- Training Puyallup
521 40 43 00	Travel	001 000 521	Current Expens	12.63	Meal Office Villa- Training Puyallup
521 40 43 00	Travel	001 000 521	Current Expens	30.00	Fuel Office Villa- Training Puyallup
521 40 43 00	Travel	001 000 521	Current Expens	301.90	Lodging Office Villa- Training Puyallup
<b>16746</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>2304</b>	<b>FIRST BANKCARD</b>	<b>1,577.18 Credit Card Expenses- Clerks</b>
514 23 31 02	Office Supplies	001 000 514	Current Expens	9.21	Cleaning Supplies For Lobby- Pine Sol
514 23 31 02	Office Supplies	001 000 514	Current Expens	28.12	Air Dusters
514 23 31 02	Office Supplies	001 000 514	Current Expens	120.06	Office Paper: W-2, 1099-NEC Forms
514 23 31 02	Office Supplies	001 000 514	Current Expens	62.17	File Folders/Calendar 2024/Notebook/Computer Message
514 23 31 02	Office Supplies	001 000 514	Current Expens	36.77	Tape/Mouse Pads
514 23 43 00	Travel & Education	001 000 514	Current Expens	59.39	Dinner Springbrook Conferences-Clerks Dept.
514 23 43 00	Travel & Education	001 000 514	Current Expens	50.96	Dinner Springbrook Conferences-Clerks Dept.
514 23 43 00	Travel & Education	001 000 514	Current Expens	18.69	Dinner Springbrook Conferences-Clerks Dept.
514 23 43 00	Travel & Education	001 000 514	Current Expens	37.82	Dinner Springbrook Conferences-Clerks Dept.
514 23 43 00	Travel & Education	001 000 514	Current Expens	41.45	Dinner Springbrook Conferences-Clerks Dept.
514 23 43 00	Travel & Education	001 000 514	Current Expens	42.39	Trans. Confrences Airport To Hotel Springbrook Conferences-Clerks Dept.
514 23 43 00	Travel & Education	001 000 514	Current Expens	30.10	Trans. Confrences To Airport ;Springbrook Conferences-Clerks Dept.
518 23 42 14	Telephone/Internet Expense	001 000 518	Current Expens	37.50	Monthly Webs Site Fees
518 23 42 14	Telephone/Internet Expense	001 000 518	Current Expens	68.90	City Hall Internet
518 23 42 14	Telephone/Internet Expense	001 000 518	Current Expens	48.23	Office Phone Lines
518 70 31 00	Other Supplies And Furnitu	001 000 518	Current Expens	24.77	Label Maker Tape
518 70 31 00	Other Supplies And Furnitu	001 000 518	Current Expens	162.24	Clerks 2 Chairs
518 70 31 00	Other Supplies And Furnitu	001 000 518	Current Expens	102.77	Clerks 1 Chair
518 70 31 00	Other Supplies And Furnitu	001 000 518	Current Expens	49.75	Webcam/ Notepad
518 70 31 00	Other Supplies And Furnitu	001 000 518	Current Expens	49.94	Notebook/envelopes/Desktop Stapler
518 70 31 00	Other Supplies And Furnitu	001 000 518	Current Expens	31.64	Bankers Boxes
518 70 31 00	Other Supplies And Furnitu	001 000 518	Current Expens	162.29	Privacy Dividers For Lobby
521 10 49 00	Professional Services	001 000 521	Current Expens	75.00	Monthly Webs Site Fees

# ACCOUNTS PAYABLE

City Of Mattawa

Time: 17:26:36 Date: 12/04/2023

As Of: 12/07/2023

Page: 3

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
521 20 31 00	Office Supplies		001 000 521 Current Expens	34.03	Office Paper
534 10 31 00	Office Supplies		401 000 534 Water Operatin	17.02	Office Paper
534 10 41 05	Professional Services		401 000 534 Water Operatin	18.75	Monthly Webs Site Fees
534 10 41 05	Professional Services		401 000 534 Water Operatin	48.24	Office Phone Lines
535 10 31 00	Office Supplies		405 000 535 Sewer Operatin	17.01	Office Paper
535 10 41 04	Professional Services		405 000 535 Sewer Operatin	18.75	Monthly Webs Site Fees
535 10 41 04	Professional Services		405 000 535 Sewer Operatin	48.23	Office Phone Lines
535 10 47 00	Utilities		405 000 535 Sewer Operatin	56.00	WWTF Internet Services
573 90 49 00	Community Events		001 000 573 Current Expens	47.97	Candies- Trunk-n-Treat Event
576 80 48 01	Vehicle Repair & Maintena		001 000 576 Current Expens	-78.98	Return Blades For Mower
<b>16747</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>2304 FIRST BANKCARD</b>	<b>2,539.14</b>	<b>Credit Card Expenses- PW</b>
534 10 31 01	Operating Supplies		401 000 534 Water Operatin	62.89	Cords/12 Gal Crate
534 10 31 03	Uniforms		401 000 534 Water Operatin	140.98	Uniforms/Gloves
534 10 31 03	Uniforms		401 000 534 Water Operatin	184.97	Uniforms/Pants
534 10 31 03	Uniforms		401 000 534 Water Operatin	250.00	Uniforms/Grease Gun
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	0.99	Icloud Storage
534 10 43 00	Travel & Training		401 000 534 Water Operatin	35.22	Meals Juan & Jose F. Conference 2023 IACC
534 10 43 00	Travel & Training		401 000 534 Water Operatin	45.91	Meals Juan & Jose F. Conference 2023 IACC
534 10 43 00	Travel & Training		401 000 534 Water Operatin	13.70	Meals Juan & Jose F. Conference 2023 IACC
534 10 43 00	Travel & Training		401 000 534 Water Operatin	49.98	Meals Juan & Jose F. Conference 2023 IACC
534 10 43 00	Travel & Training		401 000 534 Water Operatin	26.80	Meals Juan & Jose F. Conference 2023 IACC
534 10 43 00	Travel & Training		401 000 534 Water Operatin	12.17	Meals Juan & Jose F. Conference 2023 IACC
534 10 43 00	Travel & Training		401 000 534 Water Operatin	121.95	Lodging Juan & Jose F. Conference 2023 IACC
534 10 43 00	Travel & Training		401 000 534 Water Operatin	121.95	Lodging Juan & Jose F. Conference 2023 IACC
535 10 35 00	Small Tools & Equipment		405 000 535 Sewer Operatin	268.00	Uniforms/Grease Gun
535 10 41 04	Professional Services		405 000 535 Sewer Operatin	69.95	WWTF Internet Services
576 80 31 00	Park Supplies		001 000 576 Current Expens	48.29	Uniforms/Grease Gun
594 76 63 01	2022 Paul Lauzier Grant - F		001 000 594 Current Expens	1,063.72	Compactor
<b>16756</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>3316 FORD MOTOR CREDIT COMPANY</b>	<b>3,269.63</b>	<b>MPD- Vehicle Lease 12/30/2023</b>
591 21 70 00	Police Vehicles (3) 2021 Fo		102 000 594 Police Vehicle I	2,868.28	MPD- Vehicle Lease 12/30/2023
592 21 80 00	Police Vehicles (3) 2021 Fo		102 000 594 Police Vehicle I	401.35	MPD- Vehicle Lease 12/30/2023
<b>16702</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>1675 GRANT COUNTY AUDITOR</b>	<b>204.50</b>	<b>City Hall Bldg - Recording Fee</b>
518 30 49 14	Professional Services		001 000 518 Current Expens	204.50	City Hall Bldg - Recording Fee
<b>16703</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>1675 GRANT COUNTY AUDITOR</b>	<b>236.50</b>	<b>Bodrero Annexation Recording</b>
518 30 49 14	Professional Services		001 000 518 Current Expens	236.50	Bodrero Annexation Recording

# ACCOUNTS PAYABLE

City Of Mattawa

Time: 17:26:36 Date: 12/04/2023

As Of: 12/07/2023

Page: 4

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
<b>16716</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>1698</b>	<b>GRANT COUNTY PUD</b>	<b>2,155.05 Power Billing October 2023</b>
534 10 47 01	Utilities	401 000 534	Water Operatin	33.28	709 1st Street
535 10 47 00	Utilities	405 000 535	Sewer Operatin	75.64	8th St/ Portage
535 10 47 00	Utilities	405 000 535	Sewer Operatin	1,891.76	U Rd
576 80 47 00	Park Utilities	001 000 576	Current Expens	110.30	104 Portage Ave
576 80 47 00	Park Utilities	001 000 576	Current Expens	44.07	710 1st Street
<b>16717</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>1698</b>	<b>GRANT COUNTY PUD</b>	<b>2,204.90 Power Billing October 2023</b>
518 30 47 14	City Hall Utilities	001 000 518	Current Expens	137.59	City Hall
534 10 47 01	Utilities	401 000 534	Water Operatin	1,831.44	707 2nd Well
534 10 47 01	Utilities	401 000 534	Water Operatin	50.25	Boundary
572 20 47 00	Library - Utility Services	001 000 572	Current Expens	63.68	Library
576 80 47 00	Park Utilities	001 000 576	Current Expens	43.05	Park
576 80 47 00	Park Utilities	001 000 576	Current Expens	29.60	Manson Lane
576 80 47 00	Park Utilities	001 000 576	Current Expens	24.87	Control Circuit
576 80 47 00	Park Utilities	001 000 576	Current Expens	24.42	Outlets
<b>16723</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>1734</b>	<b>GRAY &amp; OSBORNE INC</b>	<b>5,625.51 City Hall Feasibility Study- Professional Services Sept. 10- Oct. 7, 2023</b>
558 60 41 03	City Hall Feasibility Study	350 000 558	Capital Improv	2,812.76	City Hall Feasibility Study- Professional Services Sept. 10- Oct. 7, 2023
558 60 41 04	City Hall Feasibility Study	411 000 558	Water Capital I	1,406.38	City Hall Feasibility Study- Professional Services Sept. 10- Oct. 7, 2023
558 60 41 05	City Hall Feasibility Study	412 000 558	Sewer Capital I	1,406.37	City Hall Feasibility Study- Professional Services Sept. 10- Oct. 7, 2023
<b>16724</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>1734</b>	<b>GRAY &amp; OSBORNE INC</b>	<b>10,513.02 City Hall Feasibility Study- Professional Services Oct. 8- Nov. 4, 2023</b>
558 60 41 03	City Hall Feasibility Study	350 000 558	Capital Improv	5,256.51	City Hall Feasibility Study- Professional Services Oct. 8- Nov. 4, 2023
558 60 41 04	City Hall Feasibility Study	411 000 558	Water Capital I	2,628.26	City Hall Feasibility Study- Professional Services Oct. 8- Nov. 4, 2023
558 60 41 05	City Hall Feasibility Study	412 000 558	Sewer Capital I	2,628.25	City Hall Feasibility Study- Professional Services Oct. 8- Nov. 4, 2023
<b>16725</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>1734</b>	<b>GRAY &amp; OSBORNE INC</b>	<b>85.54 Contruction Standards- Professional Services Oct. 8- Nov. 4, 2023</b>

# ACCOUNTS PAYABLE

City Of Mattawa

As Of: 12/07/2023

Time: 17:26:36 Date: 12/04/2023

Page: 5

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
534 10 41 03	Engineering Services	401 000 534	Water Operatin	85.54	Contruction Standards- Professional Services Oct. 8- Nov. 4, 2023
16726	12/07/2023	12/07/2023	1734 GRAY & OSBORNE INC	1,042.96	WWTF Solids Heandling Analysis- Professional Services Oct. 8- Nov. 4, 2023
594 35 41 05	WWTF Improvements Engi	412 000 594	Sewer Capital I	1,042.96	WWTF Solids Heandling Analysis- Professional Services Oct. 8- Nov. 4, 2023
16727	12/07/2023	12/07/2023	1734 GRAY & OSBORNE INC	85.54	Basketball Court And Parking Lot Improvements- Professional Services Oct. 8- Nov. 4, 2023
594 76 41 00	2022 Paul Lauzier Grant - F	001 000 594	Current Expens	85.54	Basketball Court And Parking Lot Improvements- Professional Services Oct. 8- Nov. 4, 2023
16728	12/07/2023	12/07/2023	1734 GRAY & OSBORNE INC	171.08	General Engineering Development Gas Station- Professional Services Oct. 8- Nov. 4, 2023
518 30 49 01	Engineering Services	001 000 518	Current Expens	171.08	General Engineering Development Gas Station- Professional Services Oct. 8- Nov. 4, 2023
16729	12/07/2023	12/07/2023	1734 GRAY & OSBORNE INC	171.08	General Engineering Development Jorge Ochoa- Professional Services Oct. 8- Nov. 4, 2023
518 30 49 01	Engineering Services	001 000 518	Current Expens	171.08	General Engineering Development Jorge Ochoa- Professional Services Oct. 8- Nov. 4, 2023
16730	12/07/2023	12/07/2023	1734 GRAY & OSBORNE INC	1,327.52	WWTF Fire Assistance- Professional Services Oct. 8- Nov. 4, 2023
535 10 41 08	Professional Services - WW	405 000 535	Sewer Operatin	1,327.52	WWTF Fire Assistance- Professional Services Oct. 8- Nov. 4, 2023
16731	12/07/2023	12/07/2023	1734 GRAY & OSBORNE INC	7,845.41	WWTF Improvement CA- Professional Services Oct. 8- Nov. 4, 2023
594 35 41 00	WWTF Improvements Proj	412 000 594	Sewer Capital I	7,845.41	WWTF Improvement CA- Professional Services Oct. 8- Nov. 4, 2023
16712	12/07/2023	12/07/2023	3223 HID GLOBAL CORPORATION	4,179.33	MPD- Live Scan Software Update
521 22 35 00	LE Equipment/Supplies	001 000 521	Current Expens	4,179.33	MPD- Live Scan Software Update
16705	12/07/2023	12/07/2023	3151 KNOBEL'S ELECTRIC INC	2,257.56	RAS Lift Station
535 10 48 04	System Repairs / Maintenar	405 000 535	Sewer Operatin	2,257.56	RAS Lift Station

# ACCOUNTS PAYABLE

City Of Mattawa

Time: 17:26:36 Date: 12/04/2023

As Of: 12/07/2023

Page: 6

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
16758	12/07/2023	12/07/2023	2874	LEDEZMA, JUAN CARLOS	200.00 Reimbursement Boots
	534 10 31 03	Uniforms	401 000 534	Water Operatin	200.00 Reimbursement Boots
16710	12/07/2023	12/07/2023	2311	MARTINEZ, ANABEL	59.00 Reimbursement: Registration & Plates For New Police Truck
	521 22 35 00	LE Equipment/Supplies	001 000 521	Current Expens	59.00 Vehicle Maint. 2021 Ford Police Interceptor Utility
16701	12/07/2023	12/07/2023	3546	MATEO FRANCISCO, GEREMIAS	100.00 Refund Utility Deposit
	589 30 01 00	Deposit Refunds - Custome	403 000 580	Customer Depo	100.00 Refund Utility Deposit
16714	12/07/2023	12/07/2023	1900	MATTAWA TIRE SERVICES LLC	22.04 MPD- Vehicle Flat Repair
	521 20 48 00	Vehicle Repair And Mainte	001 000 521	Current Expens	22.04 MPD- Vehicle Flat Repair
16734	12/07/2023	12/07/2023	3661	MORALES-RANGEL, JESSE	12.77 Reimbursement- Meal Training Pesticide Pre License
	542 30 43 00	Travel And Training	101 000 542	Street Fund	12.77 Reimbursement- Meal Training Pesticide Pre License
16750	12/07/2023	12/07/2023	324	MULTI AGENCY COMMUNICATION CENTER	2,284.34 Dispatch Services December 2023
	522 20 42 02	MACC - Communications	107 000 522	Public Safety Ti	2,284.34 Dispatch Services December 2023
16757	12/07/2023	12/07/2023	324	MULTI AGENCY COMMUNICATION CENTER	2,284.34 Dispatch Services November 2023
	522 20 42 02	MACC - Communications	107 000 522	Public Safety Ti	2,284.34 Dispatch Services November 2023
16713	12/07/2023	12/07/2023	3437	NORTH SKY COMMUNICATIONS, LLC	500.00 Refund Hydrant Meter Deposit
	389 10 04 01	Hydrant Deposits	401 000 380	Water Operatin	-500.00 Refund Hydrant Meter Deposit
16718	12/07/2023	12/07/2023	1993	ORKIN PEST CONTROL	121.40 Pest Control 11/6/2023
	518 30 48 00	Repair And Maintenance	001 000 518	Current Expens	121.40 Pest Control 11/6/2023
16719	12/07/2023	12/07/2023	2798	PACIFIC OFFICE AUTOMATION	247.64 Monthly Equipment Fee Oct. 2023
	591 14 70 01	Copier Machine Lease - Clk	001 000 591	Current Expens	49.63 Monthly Equipment Fee Oct. 2023
	591 21 70 03	Copier Machine Lease - PD	001 000 591	Current Expens	49.63 Monthly Equipment Fee Oct. 2023
	591 34 70 01	Copier Machine Lease - PV	401 000 591	Water Operatin	49.63 Monthly Equipment Fee Oct. 2023
	591 35 70 02	Copier Machine Lease - PV	405 000 591	Sewer Operatin	49.63 Monthly Equipment Fee Oct. 2023
	591 37 70 01	Copier Machine Lease - PV	420 000 591	Solid Waste Fu	49.12 Monthly Equipment Fee Oct. 2023
16748	12/07/2023	12/07/2023	2798	PACIFIC OFFICE AUTOMATION	338.18 Monthly Ink Usage October 2023



# ACCOUNTS PAYABLE

City Of Mattawa

Time: 17:26:36 Date: 12/04/2023

As Of: 12/07/2023

Page: 7

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
518 70 45 01	Copier Lease		001 000 518 Current Expens	112.73	Monthly Ink Usage October 2023
521 20 31 00	Office Supplies		001 000 521 Current Expens	112.73	Monthly Ink Usage October 2023
534 10 45 01	Copier Lease		401 000 534 Water Operatin	56.37	Monthly Ink Usage October 2023
535 10 45 01	Copier Lease		405 000 535 Sewer Operatin	56.35	Monthly Ink Usage October 2023
<b>16709</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>3503 PERFORMANCE TIRE INC</b>	<b>757.43</b>	<b>Vehicle Maint. 2021 Ford Police Interceptor Utility</b>
521 22 35 00	LE Equipment/Supplies		001 000 521 Current Expens	757.43	Vehicle Maint. 2021 Ford Police Interceptor Utility
<b>16722</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>2729 QUADIENT FINANCE USA INC.</b>	<b>100.00</b>	<b>Postage Machine</b>
514 23 31 00	Postage		001 000 514 Current Expens	33.34	Postage Machine
534 10 30 02	Postage		401 000 534 Water Operatin	33.34	Postage Machine
537 10 31 01	Postage		420 000 537 Solid Waste Fu	33.32	Postage Machine
<b>16732</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>3405 STERICYCLE INC</b>	<b>143.37</b>	<b>Shredding Services 10-18-2023</b>
518 30 49 14	Professional Services		001 000 518 Current Expens	71.69	Shredding Services 10-18-2023
521 10 49 00	Professional Services		001 000 521 Current Expens	71.68	Shredding Services 10-18-2023
<b>16704</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>2140 THINK TANK SANITATION INC.</b>	<b>765.00</b>	<b>Portable Restrooms</b>
576 80 47 00	Park Utilities		001 000 576 Current Expens	765.00	Portable Restrooms
<b>16711</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>732 U.S CELLULAR</b>	<b>1,527.04</b>	<b>MPD- Cell Phone Services ACT#852323661</b>
518 23 42 14	Telephone/Internet Expense		001 000 518 Current Expens	171.48	Clerks/Mayor Cell Phone Services
521 20 42 00	Telephone		001 000 521 Current Expens	764.16	MPD- Cell Phone Services
534 10 42 00	Telephone		401 000 534 Water Operatin	197.14	PW Cell Phone Services
535 10 42 00	Telephone		405 000 535 Sewer Operatin	197.14	PW Cell Phone Services
537 10 42 00	Telephone		420 000 537 Solid Waste Fu	197.12	PW Cell Phone Services
<b>16754</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>732 U.S CELLULAR</b>	<b>259.28</b>	<b>PW &amp; Mayor/ Clerks Cell Phone Services- ACT#950385109</b>
518 23 42 14	Telephone/Internet Expense		001 000 518 Current Expens	64.82	Mayor/Clerks Cell Phone Services
534 10 42 00	Telephone		401 000 534 Water Operatin	64.82	PW Cell Phone Services
535 10 42 00	Telephone		405 000 535 Sewer Operatin	64.82	PW Cell Phone Services
537 10 42 00	Telephone		420 000 537 Solid Waste Fu	64.82	PW Cell Phone Services
<b>16733</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>1807 USA BLUEBOOK</b>	<b>3,188.78</b>	<b>PW-Parts/Supplies</b>
534 10 35 00	Small Tools & Equipment		401 000 534 Water Operatin	3,188.78	PW-Parts/Supplies
<b>16721</b>	<b>12/07/2023</b>	<b>12/07/2023</b>	<b>422 WA STATE AUDITOR'S OFFICE</b>	<b>8,716.71</b>	<b>Audit Period 22-22</b>

# ACCOUNTS PAYABLE

City Of Mattawa

As Of: 12/07/2023

Time: 17:26:36 Date: 12/04/2023

Page: 8

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
518 23 41 00	State Auditor		001 000 518 Current Expens	1,743.35	Audit Period 22-22
534 10 41 00	State Auditor		401 000 534 Water Operatin	1,743.35	Audit Period 22-22
535 10 41 00	State Auditor		405 000 535 Sewer Operatin	1,743.35	Audit Period 22-22
537 10 41 00	State Auditor		420 000 537 Solid Waste Fu	1,743.35	Audit Period 22-22
542 30 41 02	State Auditor		101 000 542 Street Fund	1,743.31	Audit Period 22-22

Report Total: 314,933.36

Fund	
001 Current Expense Fund	15,259.28
101 Street Fund	1,947.51
102 Police Vehicle Fund	3,269.63
107 Public Safety Tax Fund	4,568.68
350 Capital Improvement Fund	8,069.27
401 Water Operating Fund	9,685.13
403 Customer Deposit Fund	100.00
405 Sewer Operating Fund	8,636.65
411 Water Capital Improvement	4,034.64
412 Sewer Capital Improvement	233,984.52
420 Solid Waste Fund	25,378.05

This report has been reviewed by:



REMARKS:

Anabel Martinez - City Clerk

12/4/23

Date

# TREASURER'S REPORT

## Fund Totals

City Of Mattawa

10/01/2023 To: 10/31/2023

Time: 10:38:05 Date: 11/21/2023

Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 Current Expense Fund	1,094,311.20	106,208.06	109,340.61	1,091,178.65	23,080.29	44,955.45	-1,058.48	1,158,155.91
101 Street Fund	421,240.33	41,206.76	4,819.77	457,627.32	5,135.38	678.91	0.00	463,441.61
102 Police Vehicle Fund	8,724.73	2.50	3,269.63	5,457.60	3,269.63	0.00	0.00	8,727.23
103 Multimodal Transportation Fund	86,105.35	0.00		86,105.35	0.00	0.00	0.00	86,105.35
105 COPS Grant	6,428.87	0.00	6,428.87	0.00	6,428.87	0.00	0.00	6,428.87
106 LFRF Fund	1,204,067.97	0.00		1,204,067.97	0.00	0.00	0.00	1,204,067.97
107 Public Safety Tax Fund	18,119.12	20,203.00	8,079.62	30,242.50	8,079.62	0.00	0.00	38,322.12
140 Transportation Benefit Fund	332,482.91	9,075.55		341,558.46	0.00	0.00	0.00	341,558.46
350 Capital Improvement Fund	154,740.03	47.95		154,787.98	0.00	0.00	0.00	154,787.98
401 Water Operating Fund	727,202.09	78,427.26	173,293.64	632,335.71	27,429.43	5,578.20	-4,671.66	660,671.68
402 Water Bond Debt Fund	42,597.11	0.00		42,597.11	0.00	0.00	0.00	42,597.11
403 Customer Deposit Fund	1,300.00	0.00		1,300.00	225.70	0.00	0.00	1,525.70
404 Water Bond Reserve Fund	79,333.63	0.00		79,333.63	0.00	0.00	0.00	79,333.63
405 Sewer Operating Fund	-202,926.81	73,741.58	48,583.94	-177,769.17	5,187.69	5,697.21	-11,996.77	-178,881.04
406 Sewer Debt Fund	417,129.03	319.51		417,448.54	0.00	0.00	0.00	417,448.54
407 Water Emergency Fund	62,589.98	17.93		62,607.91	0.00	0.00	0.00	62,607.91
408 Sewer Emergency Fund	21,299.84	6.10		21,305.94	0.00	0.00	0.00	21,305.94
410 Sewer Reserve Fund	83,939.23	24.05		83,963.28	0.00	0.00	0.00	83,963.28
411 Water Capital Improvement	464,855.99	133.19		464,989.18	0.00	0.00	0.00	464,989.18
412 Sewer Capital Improvement	240,036.19	68.77	32,236.34	207,868.62	32,236.34	0.00	0.00	240,104.96
413 Water Deposits	11,977.47	0.00		11,977.47	0.00	0.00	0.00	11,977.47
414 Sewer Deposits	11,677.46	0.00		11,677.46	0.00	0.00	0.00	11,677.46
420 Solid Waste Fund	137,886.70	38,476.06	37,891.81	138,470.95	481.06	1,437.83	-5,073.04	135,316.80
460 Water System Construction	73,796.49	0.00		73,796.49	0.00	0.00	0.00	73,796.49
639 Custodial Fund	369.50	13.00		382.50	0.00	0.00	0.00	382.50
	<u>5,499,284.41</u>	<u>367,971.27</u>	<u>423,944.23</u>	<u>5,443,311.45</u>	<u>111,554.01</u>	<u>58,347.60</u>	<u>-22,799.95</u>	<u>5,590,413.11</u>

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# TREASURER'S REPORT

## Account Totals

City Of Mattawa

10/01/2023 To: 10/31/2023

Time: 10:38:05 Date: 11/21/2023

Page: 2

Cash Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1	Checking	2,528,539.78	330,385.25	391,807.58	2,467,117.45	-22,799.95	169,901.61	2,614,219.11
2	Petty Cash - PUD	300.00	0.00	0.00	300.00	0.00	0.00	300.00
3	Petty Cash - TOM	400.00	0.00	0.00	400.00	0.00	0.00	400.00
5	LGIP	251,940.90	1,154.93	0.00	253,095.83	0.00	0.00	253,095.83
6	US Bond 3.6 Yr.	1,000,000.00	0.00	0.00	1,000,000.00	0.00	0.00	1,000,000.00
7	US Bond 4 Yr.	1,000,000.00	0.00	0.00	1,000,000.00	0.00	0.00	1,000,000.00
8	US Bond 2.6 Yr.	717,566.13	0.00	0.00	717,566.13	0.00	0.00	717,566.13
9	Xpress EFT	537.60	32,274.82	27,980.38	4,832.04	0.00	0.00	4,832.04
Total Cash:		5,499,284.41	363,815.00	419,787.96	5,443,311.45	-22,799.95	169,901.61	5,590,413.11
		5,499,284.41	363,815.00	419,787.96	5,443,311.45	-22,799.95	169,901.61	5,590,413.11

**Outstanding Vouchers**  
10/01/2023 To: 10/31/2023

As Of: 10/31/2023 Date: 11/21/2023  
Time: 10:38:05 Page: 3

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2023	3207	10/30/2023	Tr Rec	1		AGUSTIN, ARISTEO	100.00	
2023	3211	10/30/2023	Tr Rec	1		VAZQUEZ ALEMAN, MARIA DEL ROSARIO	30.00	
2023	3212	10/30/2023	Tr Rec	1		VAZQUEZ ALEMAN, MARIA DEL ROSARIO	100.00	
2023	3216	10/30/2023	Tr Rec	1		PINEDA, FELIPE	100.00	
2023	3237	10/30/2023	Util Pay	1		XPRESS BILL PAY	4,301.12	Xpress Import - CC - 10-30-2023__daily_batch.csv
2023	3238	10/31/2023	Util Pay	1		BATCH UTILITY CUSTOMER	3,917.83	
2023	3239	10/31/2023	Tr Rec	1		MISC/FAX/NOTARY/etc	10.00	
2023	3240	10/31/2023	Util Pay	1		BATCH UTILITY CUSTOMER	640.34	
2023	3241	10/31/2023	Util Pay	1		BATCH UTILITY CUSTOMER	6,042.50	
2023	3242	10/31/2023	Util Pay	1		BATCH UTILITY CUSTOMER	784.89	
2023	3243	10/31/2023	Util Pay	1		BATCH UTILITY CUSTOMER	245.00	
2023	3244	10/31/2023	Util Pay	1		BATCH UTILITY CUSTOMER	3,200.00	
2023	3245	10/31/2023	Util Pay	1		BATCH UTILITY CUSTOMER	261.22	
2023	3246	10/31/2023	Tr Rec	1		UTILITY TAX TELEPHONE	338.48	
2023	3247	10/31/2023	Tr Rec	1		POLICE MISC	20.00	
2023	3248	10/31/2023	Tr Rec	1		HIDALGO, VICTOR	100.00	708 Vern Ave
2023	3249	10/31/2023	Tr Rec	1		RUBALCAVA, MARIA W	250.00	
2023	3250	10/31/2023	Tr Rec	1		GARCIA RINCON, PILAR	10.00	
2023	3251	10/31/2023	Util Pay	1		XPRESS BILL PAY	2,348.57	Xpress Import - CC - 10-31-2023__daily_batch.csv
Receipts Outstanding:							22,799.95	
2023	3187	10/31/2023	Payroll	1	EFT	WA STATE DEPT. OF RETIREMENT	11,823.16	Pay Cycle(s) 10/01/2023 To 10/31/2023 - PERS 2; Pay Cycle(s) 10/01/2023 To 10/31/2023 - LEOFF 2
2023	3185	10/31/2023	Payroll	1	EFT	AFLAC	571.19	
2023	3189	10/31/2023	Payroll	1	EFT	WASHINGTON TEAMSTERS WELFARE TRUST	20,462.40	Pay Cycle(s) 10/01/2023 To 10/31/2023 - Teamsters Medical
2023	3186	10/31/2023	Payroll	1	EFT	COLUMBIA BANK 1117 MATTAWA	22,104.85	941 Deposit for Pay Cycle(s) 10/01/2023 - 10/31/2023
2023	3188	10/31/2023	Payroll	1	EFT	WA STATE SUPPORT REGISTRY	508.88	Pay Cycle(s) 10/01/2023 To 10/31/2023 - Child Support
2019	2585	09/05/2019	Claims	1	17351	MAYBELINE PANTALEON	46.88	Reimb. On Fuel /Meal During Interview W/ DEA In Spokane, WA
2020	1766	05/07/2020	Claims	1	17808	STRIPTE RITE INC.	2,848.04	PW- Parts/Supplies
2020	1769	05/07/2020	Claims	1	17811	U.S. BANK MUN INV. ACCOUNT	26.00	Bank Fee March '20
2020	2166	06/04/2020	Claims	1	17854	JUAN CARLOS LEDEZMA	25.00	Reimbursement Pesticide Field Test
2020	3039	08/06/2020	Claims	1	17967	Martin Rojas - Lopez	5.20	Refund Utility Deposit



# TREASURER'S REPORT

## Outstanding Vouchers

City Of Mattawa

10/01/2023 To: 10/31/2023

As Of: 10/31/2023 Date: 11/21/2023

Time: 10:38:05 Page: 4

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2020	3425	09/03/2020	Claims	1	18021	Irma Ponce Garcia	5.30	Refund Utility Deposit
2020	4875	12/17/2020	Claims	1	18259	YESSICA CRUZ GARCIA	15.20	Refund Utility Deposit
2021	597	02/04/2021	Claims	1	18361	JONATHAN HERNANDEZ NUNEZ	100.00	Refund Utility Deposit
2023	1335	05/04/2023	Claims	1	19803	LAUREANO BARAJAS	100.00	Refund Utility Deposit
2023	2044	07/08/2023	Claims	1	19922	WINDFLOW FERTILIZER INC	352.48	Park Fertilizer
2023	2340	08/03/2023	Claims	1	19957	MARIA MAGGIE CELAYA	42.02	Reimbursement Meals- AWC Conference
2023	2959	10/05/2023	Claims	1	20061	EWFOA TREASURER	50.00	EWFOA Fall Meeting - Anabel Martinez
2023	3014	10/10/2023	Claims	1	20072	EWFOA TREASURER	40.00	EWFOA Membership Fees
2023	3078	10/19/2023	Claims	1	20073	ALSCO	80.21	City Hall Mat Maint. Oct. 11, 2023
2023	3079	10/19/2023	Claims	1	20074	ANATEX LABS INC-SPOKANE	1,860.00	RC Samples
2023	3080	10/19/2023	Claims	1	20075	APSCO, LLC	989.77	PW- Blower 1- 4 Maint. Services
2023	3081	10/19/2023	Claims	1	20076	COLUMBIA BASIN HERALD	297.32	Notice Of Public Hearing CDBG Government Rd Multi Used Pathway 9/28/23; Notice Of Public Hearing CDBG Government Rd Multi Used Pathway 9/21/2023; MPD- Ad For Domestic Violance
2023	3083	10/19/2023	Claims	1	20078	CORRECT EQUIPMENT	1,324.19	PW- WWTF Parts/Supplies
2023	3084	10/19/2023	Claims	1	20079	FORD MOTOR CREDIT COMPANY	3,269.63	MPD Vehicle Lease 10/30/2023
2023	3085	10/19/2023	Claims	1	20080	GRANT COUNTY PUD	1,917.54	Power Billing Sept. 2023
2023	3086	10/19/2023	Claims	1	20081	GRAY & OSBORNE INC	61,105.56	WWTF Improvements CA- Professional Services August 19-Sept. 9, 2023; WWTF Fire Assistance- Professional Services August 19-Sept. 9, 2023; Bodrero Development- Professional Services August 19-Sept. 9,;
2023	3090	10/19/2023	Claims	1	20085	MATTAWA TIRE SERVICES LLC	87.77	MPD- Vehicle Maints. Services
2023	3092	10/19/2023	Claims	1	20087	MULTI AGENCY COMMUNICATION CENTER	2,284.34	Dispatch Services October 2023
2023	3094	10/19/2023	Claims	1	20089	PERFORMANCE TIRE INC	544.19	MPD- Vehicle Maint. Service
2023	3095	10/19/2023	Claims	1	20090	PETRO-USA MATTAWA MART	7,216.06	MPD Fuel Services; PW Fuel Services Sept. 2023
2023	3097	10/19/2023	Claims	1	20092	RIO'S AUTO AG SUPPLY	47.31	MPD- Parts/Supplies
2023	3098	10/19/2023	Claims	1	20093	SCJ ALLIANCE	16,516.75	Planning Services Fee Period September 3 To September 30, 2023; Mattawa Comprehensive Plan Update Period Sept. 3 To Sept. 30, 2023
2023	3099	10/19/2023	Claims	1	20094	SMARSH INC	54.50	Professional Archive - Add' Cx
2023	3101	10/19/2023	Claims	1	20096	STERICYCLE INC	137.25	Shredding Services 8/23/2023
2023	3102	10/19/2023	Claims	1	20097	U.S. BANK MUN INV. ACCOUNT	26.00	Bank Fees Sept. 2023
2023	3103	10/19/2023	Claims	1	20098	WA STATE AUDITOR'S OFFICE	3,443.20	Audit Period 22-22
2023	3104	10/19/2023	Claims	1	20099	WAHLUKE SCHOOL DISTRICT	6,428.87	COP Expenditure #21- Final

# TREASURER'S REPORT

## Outstanding Vouchers

City Of Mattawa

10/01/2023 To: 10/31/2023

As Of: 10/31/2023 Date: 11/21/2023

Time: 10:38:05 Page: 5

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2023	3105	10/19/2023	Claims	1	20100	WASTE MANAGEMENT	267.43	WWTF Garbage Container; WWTF Garbage Disposal
2019	730	02/28/2019	Payroll	1	31522	BRIAN BERGHOUT	57.71	
2023	2620	08/31/2023	Payroll	1	31888	FABIOLA G HERNANDEZ	115.44	
2023	2897	09/29/2023	Payroll	1	31894	MARIA MAGGIE CELAYA	867.25	
2023	2900	09/29/2023	Payroll	1	31895	FABIOLA G HERNANDEZ	115.44	
2023	3163	10/31/2023	Payroll	1	31898	ANTONIO D ACOSTA	115.44	
2023	3165	10/31/2023	Payroll	1	31899	SILVIA BARAJAS	57.71	
2023	3166	10/31/2023	Payroll	1	31900	BRIAN BERGHOUT	115.44	
2023	3167	10/31/2023	Payroll	1	31901	MARIA MAGGIE CELAYA	867.25	
2023	3170	10/31/2023	Payroll	1	31902	FABIOLA G HERNANDEZ	115.44	
2023	3183	10/31/2023	Payroll	1	31903	TEAMSTERS LOCAL #760	210.00	Pay Cycle(s) 10/01/2023 To 10/31/2023 - Union Dues
2023	3184	10/31/2023	Payroll	1	31904	WA STATE LABOR COALITION	240.00	Pay Cycle(s) 10/01/2023 To 10/31/2023 - Union Dues (PD)
							169,901.61	

Fund	Claims	Payroll	Total
001 Current Expense Fund	23,080.29	44,955.45	68,035.74
101 Street Fund	5,135.38	678.91	5,814.29
102 Police Vehicle Fund	3,269.63	0.00	3,269.63
105 COPS Grant	6,428.87	0.00	6,428.87
107 Public Safety Tax Fund	8,079.62	0.00	8,079.62
401 Water Operating Fund	27,429.43	5,578.20	33,007.63
403 Customer Deposit Fund	225.70	0.00	225.70
405 Sewer Operating Fund	5,187.69	5,697.21	10,884.90
412 Sewer Capital Improvement	32,236.34	0.00	32,236.34
420 Solid Waste Fund	481.06	1,437.83	1,918.89
	111,554.01	58,347.60	169,901.61

## TREASURER'S REPORT

### Signature Page

City Of Mattawa

10/01/2023 To: 10/31/2023

Time: 10:38:05 Date: 11/21/2023

Page: 6

We the undersigned officers for the City of Mattawa have reviewed the foregoing report and acknowledge that to the best of our knowledge this report is accurate and true:

Signed: Shabir Aziz 11/21/23 Signed: \_\_\_\_\_  
Clerk / Treasurer / Date Mayor / Date



# TREASURER'S REPORT

## Fund Totals

City Of Mattawa

09/01/2023 To: 09/30/2023

Time: 14:33:10 Date: 11/20/2023

Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 Current Expense Fund	1,203,833.26	129,343.20	238,865.26	1,094,311.20	22,474.37	53,414.50	-535.95	1,169,664.12
101 Street Fund	453,009.84	5,839.66	37,609.17	421,240.33	2,873.04	700.35	0.00	424,813.72
102 Police Vehicle Fund	11,986.32	71,341.91	74,603.50	8,724.73	3,269.63	0.00	0.00	11,994.36
103 Multimodal Transportation Fund	83,952.90	2,152.45		86,105.35	0.00	0.00	0.00	86,105.35
105 COPS Grant	6,428.87	0.00		6,428.87	0.00	0.00	0.00	6,428.87
106 LFRF Fund	1,275,401.97	0.00	71,334.00	1,204,067.97	0.00	0.00	0.00	1,204,067.97
107 Public Safety Tax Fund	511.78	25,409.52	7,802.18	18,119.12	3,233.50	0.00	0.00	21,352.62
140 Transportation Benefit Fund	323,718.86	8,764.05		332,482.91	0.00	0.00	0.00	332,482.91
350 Capital Improvement Fund	158,096.44	143.59	3,500.00	154,740.03	0.00	0.00	0.00	154,740.03
401 Water Operating Fund	747,267.88	76,423.85	96,489.64	727,202.09	1,809.24	6,728.50	-2,603.40	733,136.43
402 Water Bond Debt Fund	42,597.11	0.00		42,597.11	0.00	0.00	0.00	42,597.11
403 Customer Deposit Fund	1,338.15	161.85	200.00	1,300.00	225.70	0.00	0.00	1,525.70
404 Water Bond Reserve Fund	79,333.63	0.00		79,333.63	0.00	0.00	0.00	79,333.63
405 Sewer Operating Fund	-221,290.29	64,887.76	46,524.28	-202,926.81	4,937.69	6,933.93	-3,375.54	-194,430.73
406 Sewer Debt Fund	416,753.97	375.06		417,129.03	0.00	0.00	0.00	417,129.03
407 Water Emergency Fund	62,548.70	41.28		62,589.98	0.00	0.00	0.00	62,589.98
408 Sewer Emergency Fund	21,285.79	14.05		21,299.84	0.00	0.00	0.00	21,299.84
410 Sewer Reserve Fund	83,883.87	55.36		83,939.23	0.00	0.00	0.00	83,939.23
411 Water Capital Improvement	465,298.90	307.09	750.00	464,855.99	0.00	0.00	0.00	464,855.99
412 Sewer Capital Improvement	429,609.55	283.54	189,856.90	240,036.19	152,050.04	0.00	0.00	392,086.23
413 Water Deposits	11,977.47	0.00		11,977.47	0.00	0.00	0.00	11,977.47
414 Sewer Deposits	11,677.46	0.00		11,677.46	0.00	0.00	0.00	11,677.46
420 Solid Waste Fund	138,010.53	35,414.92	35,538.75	137,886.70	216.73	1,545.73	-3,055.86	136,593.30
460 Water System Construction	73,796.49	0.00		73,796.49	0.00	0.00	0.00	73,796.49
639 Custodial Fund	369.50	0.00		369.50	0.00	0.00	0.00	369.50
	<u>5,881,398.95</u>	<u>420,959.14</u>	<u>803,073.68</u>	<u>5,499,284.41</u>	<u>191,089.94</u>	<u>69,323.01</u>	<u>-9,570.75</u>	<u>5,750,126.61</u>

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# TREASURER'S REPORT

## Account Totals

City Of Mattawa

Time: 14:33:10 Date: 11/20/2023

09/01/2023 To: 09/30/2023

Page: 2

Cash Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1	Checking	2,911,744.09	314,122.53	697,326.84	2,528,539.78	-9,570.75	260,412.95	2,779,381.98
2	Petty Cash - PUD	300.00	0.00	0.00	300.00	0.00	0.00	300.00
3	Petty Cash - TOM	400.00	0.00	0.00	400.00	0.00	0.00	400.00
5	LGIP	250,830.63	1,110.27	0.00	251,940.90	0.00	0.00	251,940.90
6	US Bond 3.6 Yr.	1,000,000.00	0.00	0.00	1,000,000.00	0.00	0.00	1,000,000.00
7	US Bond 4 Yr.	1,000,000.00	0.00	0.00	1,000,000.00	0.00	0.00	1,000,000.00
8	US Bond 2.6 Yr.	717,566.13	0.00	0.00	717,566.13	0.00	0.00	717,566.13
9	Xpress EFT	558.10	28,401.14	28,421.64	537.60	0.00	0.00	537.60
Total Cash:		5,881,398.95	343,633.94	725,748.48	5,499,284.41	-9,570.75	260,412.95	5,750,126.61
		5,881,398.95	343,633.94	725,748.48	5,499,284.41	-9,570.75	260,412.95	5,750,126.61

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# TREASURER'S REPORT

## Outstanding Vouchers

City Of Mattawa

09/01/2023 To: 09/30/2023

As Of: 09/30/2023 Date: 11/20/2023

Time: 14:33:10 Page: 3

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2023	2892	09/28/2023	Tr Rec	1		MISC/FAX/NOTARY/ETC	10.00	
2023	2916	09/28/2023	Util Pay	1		XPRESS BILL PAY	584.87	Xpress Import - CC - 09-28-2023__daily_batch.csv
2023	2917	09/29/2023	Util Pay	1		BATCH UTILITY CUSTOMER	2,839.10	
2023	2918	09/29/2023	Tr Rec	1		MISC/FAX/NOTARY/ETC	10.00	
2023	2919	09/29/2023	Tr Rec	1		POLICE MISC	10.00	23MA0852
2023	2920	09/29/2023	Tr Rec	1		POLICE MISC	10.00	
2023	2921	09/29/2023	Tr Rec	1		UTILITY TAX TELEPHONE	0.88	
2023	2922	09/29/2023	Tr Rec	1		UTILITY TAX TELEPHONE	2.60	
2023	2923	09/29/2023	Tr Rec	1		UTILITY TAX TELEPHONE	0.25	
2023	2924	09/29/2023	Tr Rec	1		UTILITY TAX TELEPHONE	11.48	
2023	2925	09/29/2023	Tr Rec	1		UTILITY TAX TELEPHONE	361.45	
2023	2926	09/29/2023	Tr Rec	1		UTILITY TAX TELEPHONE	43.46	
2023	2927	09/29/2023	Tr Rec	1		UTILITY TAX TELEPHONE	15.83	
2023	2928	09/29/2023	Util Pay	1		BATCH UTILITY CUSTOMER	451.32	
2023	2929	09/29/2023	Tr Rec	1		MISC/FAX/NOTARY/ETC	20.00	
2023	2930	09/29/2023	Tr Rec	1		POLICE MISC	40.00	
2023	2931	09/29/2023	Util Pay	1		BATCH UTILITY CUSTOMER	653.60	
2023	2932	09/29/2023	Util Pay	1		XPRESS BILL PAY	4,379.02	Xpress Import - CC - 09-29-2023__daily_batch.csv
2023	2933	09/30/2023	Util Pay	1		XPRESS BILL PAY	126.89	Xpress Import - CC - 09-30-2023__daily_batch.csv
Receipts Outstanding:							9,570.75	
2023	3034	09/30/2023	Payroll	1	EFT	WA STATE DEPT. OF RETIREMENT	1.07	Rounding Difference
2023	2947	09/30/2023	Payroll	1	EFT	WA STATE SUPPORT REGISTRY	508.88	Pay Cycle(s) 09/01/2023 To 09/29/2023 - Child Support
2023	2946	09/30/2023	Payroll	1	EFT	WA STATE EMPLOYMENT SECURITY	478.45	3rd Quarter Unemployment: 07/01/2023 - 09/30/2023
2023	2945	09/30/2023	Payroll	1	EFT	WA STATE DEPT. OF RETIREMENT	11,694.26	Pay Cycle(s) 09/01/2023 To 09/29/2023 - PERS 2; Pay Cycle(s) 09/01/2023 To 09/29/2023 - LEOFF 2
2023	2944	09/30/2023	Payroll	1	EFT	WA STATE DEPT OF LABOR & INDUSTRIES	10,202.10	3RD Quarter L&I: 07/01/2023 - 09/30/2023
2023	2943	09/30/2023	Payroll	1	EFT	ESD - PFML	1,287.72	Pay Cycle(s) 07/01/2023 To 09/29/2023 - PFML
2023	2941	09/30/2023	Payroll	1	EFT	COLUMBIA BANK 1117 MATTAWA	20,641.66	941 Deposit for Pay Cycle(s) 09/01/2023 - 09/29/2023
2023	2940	09/30/2023	Payroll	1	EFT	AFLAC	571.19	Pay Cycle(s) 09/01/2023 To 09/29/2023 - AFLAC PRE TAX; Pay Cycle(s) 09/01/2023 To 09/29/2023 - AFLAC
2023	2645	08/31/2023	Payroll	1	EFT	WASHINGTON TEAMSTERS WELFARE TRUST	20,462.40	Pay Cycle(s) 08/01/2023 To 08/31/2023 - Teamsters Medical

# TREASURER'S REPORT

## Outstanding Vouchers

City Of Mattawa

09/01/2023 To: 09/30/2023

As Of: 09/30/2023 Date: 11/20/2023

Time: 14:33:10 Page: 4

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2023	2942	09/30/2023	Payroll	1	EFT	ESD - LTC	1,283.12	Pay Cycle(s) 07/01/2023 To 09/29/2023 - WA Long Term Care
2019	2585	09/05/2019	Claims	1	17351	MAYBELINE PANTALEON	46.88	Reimb. On Fuel /Meal During Interview W/ DEA In Spokane, WA
2020	1766	05/07/2020	Claims	1	17808	STRIPE RITE INC.	2,848.04	PW- Parts/Supplies
2020	1769	05/07/2020	Claims	1	17811	U.S. BANK MUN INV. ACCOUNT	26.00	Bank Fee March '20
2020	2166	06/04/2020	Claims	1	17854	JUAN CARLOS LEDEZMA	25.00	Reimbursment Pesticide Field Test
2020	3039	08/06/2020	Claims	1	17967	Martin Rojas - Lopez	5.20	Refund Utility Deposit
2020	3425	09/03/2020	Claims	1	18021	Irma Ponce Garcia	5.30	Refund Utility Deposit
2020	4875	12/17/2020	Claims	1	18259	YESSICA CRUZ GARCIA	15.20	Refund Utility Deposit
2021	597	02/04/2021	Claims	1	18361	JONATHAN HERNANDEZ NUNEZ	100.00	Refund Utility Deposit
2023	1335	05/04/2023	Claims	1	19803	LAUREANO BARAJAS	100.00	Refund Utility Deposit
2023	2044	07/08/2023	Claims	1	19922	WINDFLOW FERTILIZER INC	352.48	Park Fertilizer
2023	2340	08/03/2023	Claims	1	19957	MARIA MAGGIE CELAYA	42.02	Reimbursment Meals- AWC Conference
2023	2795	09/21/2023	Claims	1	20027	ALSCO	158.04	City Hall Mat Maint. August 30, 2023; City Hall Mat Maint. Sept. 13, 2023
2023	2796	09/21/2023	Claims	1	20028	ANATEX LABS INC-SPOKANE	100.00	RC Samples
2023	2798	09/21/2023	Claims	1	20030	COLUMBIA BASIN HERALD	623.56	Notice Of Hearing -Sub Hwang; Notice Of Hearing -Sub Bodrero; Notice Of Application Bodrero; MPD-Ad. Dont Drink & Drive
2023	2799	09/21/2023	Claims	1	20031	TESTING NORTHWEST LLC EUROFINS ENVIROMENT	1,296.00	RC Samples
2023	2800	09/21/2023	Claims	1	20032	FORD MOTOR CREDIT COMPANY	3,269.63	MPD Vehicle Lease 9/30/2023
2023	2802	09/21/2023	Claims	1	20034	KATHERINE L. KENISON P.S	6,860.00	Legal Fees August 2023
2023	2803	09/21/2023	Claims	1	20035	LEXIPOL	537.66	PoliceOne Academy Annual Rate
2023	2804	09/21/2023	Claims	1	20036	M 3:16 LANDSCAPING & LAWN CARE	840.00	PW-Basketball Fence
2023	2806	09/21/2023	Claims	1	20038	MATTAWA AUTO PARTS, LLC	84.26	Parts/Supplies
2023	2807	09/21/2023	Claims	1	20039	NORCO	28.51	Cylinder Rental August 2023
2023	2808	09/21/2023	Claims	1	20040	OVS	42.35	PW- Maintenance Well NO. 2
2023	2809	09/21/2023	Claims	1	20041	PACIFIC OFFICE AUTOMATION	768.64	Monthly Equipment Fee August 2023; Monthly Ink Usage August 2023; Monthly Ink Usage July 2023
2023	2810	09/21/2023	Claims	1	20042	PETRO-USA MATTAWA MART	4,164.65	MPD-Fuel Services; PW-Fuel Services
2023	2811	09/21/2023	Claims	1	20043	RICK'S CUSTOM FENCING & DECKING, INC	1,590.91	PW-Basketball Fence
2023	2812	09/21/2023	Claims	1	20044	RIO'S AUTO AG SUPPLY	213.53	PW-Vehicle Maintenance

# TREASURER'S REPORT

## Outstanding Vouchers

City Of Mattawa

09/01/2023 To: 09/30/2023

As Of: 09/30/2023 Date: 11/20/2023

Time: 14:33:10 Page: 5

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2023	2813	09/21/2023	Claims	1	20045	SCJ ALLIANCE	9,564.00	Mattawa Comprehensive Plan Update Period July 30- Sept. 2, 2023; Planning Services Fee Period July 30 To Sept. 2, 2023
2023	2814	09/21/2023	Claims	1	20046	SMARSH INC	52.00	Professional Archive-Add'l Cx
2023	2815	09/21/2023	Claims	1	20047	SOILTEST FARM CONSULTANTS INC	672.00	RC Samples
2023	2816	09/21/2023	Claims	1	20048	THE BUILDING DEPARTMENT LLC	1,180.02	Rental/Fire Inspections And Buildign Permit Fees
2023	2817	09/21/2023	Claims	1	20049	THINK TANK SANITATION INC.	405.00	Portable Restrooms Sept. 2023
2023	2818	09/21/2023	Claims	1	20050	U.S. BANK MUN INV. ACCOUNT	26.00	Bank Fees August 2023
2023	2819	09/21/2023	Claims	1	20051	UNITED STATES POSTAL SERVICES	189.00	Utility Bills Postage Fee September 2023
2023	2820	09/21/2023	Claims	1	20052	UTILITIES UNDERGROUND	5.16	Excavation Notification (4)
2023	2821	09/21/2023	Claims	1	20053	WA STATE DEPT. OF ENTERPRISE SERVICES	400.00	LESO Annual Fee 01-01-2023/12-31-2023
2023	2822	09/21/2023	Claims	1	20054	WASTE MANAGEMENT	199.99	WWTF Garbage Container
2023	2823	09/21/2023	Claims	1	20055	WESTERN STATES EQUIPMENT CO	2,202.87	PW- Maintenance
2023	2831	09/22/2023	Claims	1	20056	BOSS CONTRUCTION, INC	152,050.04	Progress Estimate 3 WWTF Improvements
2019	730	02/28/2019	Payroll	1	31522	BRIAN BERGHOUT	57.71	
2023	2620	08/31/2023	Payroll	1	31888	FABIOLA G HERNANDEZ	115.44	
2023	2640	08/31/2023	Payroll	1	31890	WA STATE LABOR COALITION	240.00	Pay Cycle(s) 08/01/2023 To 08/31/2023 - Union Dues (PD)
2023	2893	09/29/2023	Payroll	1	31891	ANTONIO D ACOSTA	115.44	
2023	2895	09/29/2023	Payroll	1	31892	SILVIA BARAJAS	115.44	
2023	2896	09/29/2023	Payroll	1	31893	BRIAN BERGHOUT	115.44	
2023	2897	09/29/2023	Payroll	1	31894	MARIA MAGGIE CELAYA	867.25	
2023	2900	09/29/2023	Payroll	1	31895	FABIOLA G HERNANDEZ	115.44	
2023	2938	09/29/2023	Payroll	1	31896	TEAMSTERS LOCAL #760	210.00	Pay Cycle(s) 09/01/2023 To 09/29/2023 - Union Dues
2023	2939	09/29/2023	Payroll	1	31897	WA STATE LABOR COALITION	240.00	Pay Cycle(s) 09/01/2023 To 09/29/2023 - Union Dues (PD)
							260,412.95	

Fund	Claims	Payroll	Total
001 Current Expense Fund	22,474.37	53,414.50	75,888.87
101 Street Fund	2,873.04	700.35	3,573.39
102 Police Vehicle Fund	3,269.63	0.00	3,269.63
107 Public Safety Tax Fund	3,233.50	0.00	3,233.50
401 Water Operating Fund	1,809.24	6,728.50	8,537.74
403 Customer Deposit Fund	225.70	0.00	225.70

# TREASURER'S REPORT

## Outstanding Vouchers

09/01/2023 To: 09/30/2023

As Of: 09/30/2023 Date: 11/20/2023

Time: 14:33:10 Page: 6

City Of Mattawa

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo	
Fund							Claims	Payroll	Total
405 Sewer Operating Fund							4,937.69	6,933.93	11,871.62
412 Sewer Capital Improvement							152,050.04	0.00	152,050.04
420 Solid Waste Fund							216.73	1,545.73	1,762.46
							191,089.94	69,323.01	260,412.95

# TREASURER'S REPORT

## Signature Page

City Of Mattawa

09/01/2023 To: 09/30/2023

Time: 14:33:10 Date: 11/20/2023

Page: 7

We the undersigned officers for the City of Mattawa have reviewed the foregoing report and acknowledge that to the best of our knowledge this report is accurate and true:

Signed: Shabaz Ali 11/20/23 Signed: \_\_\_\_\_  
Clerk / Treasurer / Date Mayor / Date







City of Mattawa  
Planning Department  
521 Government Rd.  
Mattawa, WA 99349

## Memo – Sonrise Orchards PUD Plat Extension

**To:** Mattawa City Council  
**CC:** Mayor Maria Maggie Celaya  
**From:** Rachelle Bradley, Contract Planner  
**Date:** 12/4/2023  
**Proceeding Type:** New Business  
**Subject:** Request to Extend Sonrise Orchards Plat Validity by Applicant

---

### Overview

The City of Mattawa received an extension request for the Sonrise Orchards Planned Unit Development (PUD) plat approval from the applicant via a letter dated October 20, 2023. The applicant is requesting a one-year extension of PUD plat validity to November 26, 2024.

### Sonrise Orchards PUD Background

The Hearing Examiner approved the Sonrise Orchards PUD on November 26, 2018, with conditions of approval. One of the conditions of approval is improvements to Patchee Drive, including sidewalks on the west side of Patchee Drive, which have been completed. According to the applicant, the impacts of COVID-19 delayed the project. The applicant has also been in correspondence with the city regarding the PUD and minor amendment application since early 2022.

### Mattawa Municipal Code Compliance

In a letter dated to the applicant on February 14, 2022, the city determined the Sonrise Orchards PUD approval to be valid through November 26<sup>th</sup>, 2023 based on state statute [RCW 58.17.170](#), which indicates a validity of five (5) years for plats filed after January 1, 2025.

The applicant was made aware at this time that they may file a written request with the City within thirty (30) days before the expiration date to be granted a one-year extension upon showing a good faith effort to file the site plan per [MMC 17.38.100](#). A written request was received to extend the plat validity within the thirty (30) day period.

### Staff Recommendation

Staff recommends approving the one-year extension request to the Sonrise Orchards PUD plat:

1. The applicant has demonstrated good faith efforts by submitting a minor amendment to the city, starting improvements in the conditions, and corresponding with the city regularly.
2. The applicant has met the threshold requirements for granting a one-year extension.

3. The alternative to approving the extension requires the applicant to restart the PUD process, which will delay housing development in Mattawa. The original PUD is approved for single family, zero-lot line duplexes, and multi-family apartments as well as commercial and recreational uses.

### **Council Motion**

I (approve)/(reject) Sonrise Orchard's request to extend the validity of the Sonrise Orchards Planned Unit Development plat for one-year to expire on November 26, 2024.

October 20, 2023

Rachelle Bradley

Mattawa City Planning

**RE: SONRISE ORCHARDS PLANNED DEVELOPMENT – APPROVAL PERIOD VALIDITY**

Rachelle,

Per your (attached) letter to me dated February 14, 2022, we would like to extend our plat validity to November 26, 2024. Please let me know if you need any further information from me.

Thank you for your assistance in this matter.

All the best,

Jim Roberts

Sonrise Orchards

(425) 985-6181

  
10/20/2023

City of Mattawa  
Planning Department  
521 Government Rd.  
Mattawa, WA 99349

February 14, 2022

Jim Roberts  
Eastside Land Development  
Sonrise Orchards PUD  
Mattawa, WA

**RE: Sonrise Orchards Planned Development - Approval Period of Validity**

Dear Mr. Roberts,

The City of Mattawa has received your inquiry regarding the valid time period of your plat approval for the Sonrise Orchards Planned Unit Development granted on November 26<sup>th</sup>, 2018.

Mattawa Municipal Code limits the period of validity of plat approval to a period of two years. However, state statute in [RCW 58.17.170](#) indicates a period of validity of five (5) years for plats filed after January 1, 2015. The City is currently updating development regulations to align with state regulations and recognizes improvements have already begun for the planned development, indicating good faith on the applicant. Therefore, the City is complying with the state timeframe.

The approval period of validity for the Sonrise Orchards PUD is through November 26, 2023. The applicant has until this date to complete development and conditions of approval as outlined by the Hearing Examiner on November 26, 2018. Furthermore, the applicant may file a written request with the City within thirty days before the expiration date to be granted a one year extension upon a showing of a good faith effort to file the site plan.

Regards,



Rachelle Bradley  
Mattawa City Planning Consulting



November 29, 2023

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

SUBJECT:    PROGRESS ESTIMATE 5, WWTF IMPROVEMENTS  
                 CITY OF MATTAWA, GRANT COUNTY, WASHINGTON  
                 G&O #19044.01

Dear Ms. Martinez:

We have enclosed Progress Estimate 5 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:        \$221,060.80

The Contractor noted that \$0.73 was inadvertently removed from the payment for Progress Estimate 4. Please confirm and pay that amount to the Contractor in addition to the amount due for Progress Estimate 5.

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

Sincerely,

GRAY & OSBORNE, INC.

A handwritten signature in black ink, appearing to read 'Tim DeVries'.

Tim DeVries, P.E.

TDV/cah  
Encl.



**PROGRESS ESTIMATE 5**  
**NOVEMBER 29, 2023**

CITY OF MATTAWA  
GRANT COUNTY  
WASHINGTON

PROGRESS ESTIMATE PERIOD  
OCTOBER 21, 2023 TO NOVEMBER 24, 2023

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%	50.00%	\$0.00	\$225,891.50	50%
2	Minor Changes	1	CALC	\$40,000.00	0.00	0.00	\$0.00	\$0.00	0%
3	Trench Safety	1	LS	\$9,669.00	0.00%	61.67%	\$0.00	\$5,962.50	62%
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	3.30%	14.95%	\$120,339.32	\$544,295.37	15%
6	Rock Excavation	100	CY	\$184.53	0.00	292.60	\$0.00	\$53,993.48	293%

**PROGRESS ESTIMATE 5**  
**NOVEMBER 29, 2023**

CITY OF MATTAWA  
GRANT COUNTY  
WASHINGTON

PROGRESS ESTIMATE PERIOD  
OCTOBER 21, 2023 TO NOVEMBER 24, 2023

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>		\$120,339.32	\$830,142.85
<b>SALES TAX</b>	8.40%	\$10,108.50	\$69,732.00
<b>MATERIALS ON HAND</b>		\$90,612.98	\$187,187.56
<b>TOTAL</b>		\$221,060.80	\$1,087,062.41
<b>LESS 5% RETAINED (BEFORE TAX)</b>		\$0.00	\$0.00
<b>CONTRACTOR OBTAINED RETAINAGE BOND</b>			
<b>TOTAL EARNED TO DATE LESS RETAINAGE</b>			<b>\$1,087,062.41</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
<b>TOTAL PAYMENT NOW DUE:</b>		<b>\$221,060.80</b>	<b>\$221,060.80</b>
<b>ORIGINAL CONTRACT AMOUNT (WITHOUT TAX)</b>		\$4,517,831.79	
<b>CONTRACT PERCENTAGE TO DATE</b>	18.4%		

**PROGRESS ESTIMATE 5**  
**NOVEMBER 29, 2023**

CITY OF MATTAWA  
GRANT COUNTY  
WASHINGTON

PROGRESS ESTIMATE PERIOD  
OCTOBER 21, 2023 TO NOVEMBER 24, 2023

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.

GRAY & OSBORNE, INC.



TIM DEVRIES, P.E.

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).

BOSS CONSTRUCTION, INC.



CONTRACTOR'S REPRESENTATIVE

**SUMMARY AND DISTRIBUTION OF PAYMENTS**

PAY EST NO.	PROGRESS ESTIMATE PERIOD DATES	TOTAL	SALES		MATERIALS ON HAND	RETAINAGE (5%)	TOTAL PAYMENT
		EARNED PER PERIOD	SALES TAX RATE	TAX AMOUNT			
1	JUNE 19, 2023 TO JUNE 30, 2023	\$205,744.89	8.40%	\$17,282.57	\$0.00	\$10,287.24	\$212,740.22
2	JULY 1, 2023 TO JULY 21, 2023	\$173,051.09	8.40%	\$14,536.29	\$0.00	(\$10,287.24)	\$197,874.62
3	JULY 22, 2023 TO AUGUST 25, 2023	\$131,184.75	8.40%	\$11,019.52	\$9,845.77	\$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	\$303,336.73
5	OCTOBER 21, 2023 TO NOVEMBER 24, 2023	\$120,339.32	8.40%	\$10,108.50	\$90,612.98	\$0.00	\$221,060.80
TOTAL:		\$830,142.85		\$69,732.00	\$187,187.56	\$0.00	\$1,087,062.41

## CITY OF MATTAWA STAFF REPORT

To: Mayor Celaya and City Council  
From: Chief Robert Salinas  
Date: December 7, 2023  
Proceeding Type: New Business  
Subject: Expenditure Purchase

### Legislative History:

- |                        |            |
|------------------------|------------|
| • First Presentation:  | 12/07/2023 |
| • Second Presentation: |            |
| • Requested Action:    | Motion     |

### Staff Report Summary

The subject in front of City Council is to purchase 2 Havis charging docking station for laptops, 2 Bee III KA-Band Dual Antenna Radar, 2 Pocketjet thermal printers and 2 mounts, 2 SPT transport seats, 2 rear passenger door guard panel, 2 window barrier VS steel, Horizontal F150. These items were not included as part of the package during the purchase of the new vehicles or the upfitting.

### Background

The items listed above were not part of the original upfitting package during the purchase of the two F150 Police Responder. Due to this not being part of the upfitting the two trucks are nonfunctional for patrol. We currently do not have any of these items that can be removed from the other vehicles and placed into the new trucks due to the patrol vehicles being explorers and not F150's.

### Fiscal and Policy Implications

Financial impacts are minimally expected which total \$13,057.00; and are allocated in the appropriate funds. Budget amendment to follow.

FUND	BARS	LINE ITEM	AMOUNT BUDGETED	CURRENT EXPENDITURE	REMAINING BUDGET AMOUNT	
Capital Expenditure ARPA	N/A	Vehicle Upfitting	\$180,000.00	\$0	\$180,000	100%

### Options

1. Council to approve the purchase of items and upfitting labor.
2. Do not authorize the purchase of items and upfitting labor.
3. Table for further information.

### Staff Recommendation

Staff recommends the council approve the purchase of these items so we can begin to use the F150's for patrol as command vehicles. If not approved the vehicles will continue to sit as we would not be able to utilize them as patrol vehicle.

### **Attachments**

A.	<p>Quote from Daywrieless for the cost of additional items and upfitting labor.</p> <p>Copies of correspondence from other MRCS vendors (Raycom and Fleetstrongnw) that failed to respond or provide a quote for the additional items and upfitting labor.</p>
----	--

### **Engineering Review**

The following documents are attached and subject to engineer review:

Type of Document	Title of Document	Date Reviewed by engineers
• N/A		

### **Financial Review**

The following documents are attached and subject to financial review:

Type of Document	Title of Document	Date Reviewed by Finance
• Staff Report		12/4/23

### **Legal Review**

The following documents are attached and subject to legal review:

Type of Document	Title of Document	Date Reviewed by Legal Counsel
• Staff Report		



Day Wireless Systems  
417 E Broadway Ave Suite 101  
Moses Lake WA 98837  
United States

Quotation# QO46499

Date 11/09/2023  
Terms NET 30-GOV  
Expires 12/09/2023  
Representative Sarah Schoenwald  
Direct Phone (509) 765-8807  
E-Mail sschoenwald@daywireless.c...  
Shop Phone (509) 765-8807  
Customer Contact Robert Salinas  
Contact Phone (509) 932-9522  
Project Name Ford F150 #1

Bill To

City of Mattawa  
PO Box 965  
521 Government Way  
Mattawa WA 99349  
United States

Ship To

Mattawa Police Dept.  
417 E Broadway Ave  
Moses Lake WA 98837  
United States

Quantity	Description	Rate	Amount
1	2141 UPFITTING LABOR	2,850.00	2,850.00
1	HAVIS DOCKING STATION WITH DUAL PASS-THROUGH ANTENNA CONNECTIONS FOR PANASONIC'S TOUGHBOOK 54 AND 55 RUGGED LAPTOP P/N DS-PAN-431-2	1,100.00	1,100.00
1	PJ-823 POCKETJET 8, 300DPI, 8.5 WIDTH, THERMAL PRINTER	558.76	558.76
1	LBx028 Printer mount	123.49	123.49
1	SPT Transport Replacement Seatw/center pull SB	650.00	650.00
1	Rear Passenger Door Guard Panel	265.00	265.00
1	Window Barrier VS Steel,Horizontal F150	275.00	275.00
1	Shipping	200.00	200.00
		Subtotal	6,022.25
		Tax Total	505.87
		Total	\$6,528.12

LEGAL NAME OF PURCHASER

P.O. NUMBER

AUTHORIZED SIGNATURE

DATE

By approving this quotation, the customer is agreeing to purchase the items listed in the quote. The customer will be invoiced for the items as they arrive at a DWS facility and is expected to pay according to the terms of the quote or Net30. If the customer cancels any part of the order, the equipment must be picked up from the DWS facility. Normally stocked items may be returned for a 20% restocking fee, but non-stock items are not eligible for return and must be picked up and paid for in full at the DWS facility. Shipping and handling charges, as well as any applicable sales tax, may be included on the invoices. The terms of the order are subject to credit review. This quote is subject to review by management for completeness and accuracy, and prices are firm for 30 days unless otherwise stated. If paying by card the processing fee will be charged up to 3.5% of the transaction.

\*Customers should reference the quotation number on any correspondence or purchase orders.\*  
\*There may be a \$25 charge for insufficient funds and a 1.5% late fee may apply.\*





**Day Wireless Systems**  
**417 E Broadway Ave Suite 101**  
**Moses Lake WA 98837**  
**United States**

**Quotation# QO46502**

**Date** 11/09/2023  
**Terms** NET 30-GOV  
**Expires** 12/09/2023  
**Representative** Sarah Schoenwald  
**Direct Phone** (509) 765-8807  
**E-Mail** sschoenwald@daywireless.c...  
**Shop Phone** (509) 765-8807  
**Customer Contact** Robert Salinas  
**Contact Phone** (509) 932-9522  
**Project Name** Ford F150 #2

**Bill To**

City of Mattawa  
PO Box 965  
521 Government Way  
Mattawa WA 99349  
United States

**Ship To**

Mattawa Police Dept.  
417 E Broadway Ave  
Moses Lake WA 98837  
United States

Quantity	Description	Rate	Amount
1	2141 UPFITTING LABOR	2,850.00	2,850.00
1	HAVIS DOCKING STATION WITH DUAL PASS-THROUGH ANTENNA CONNECTIONS FOR PANASONIC'S TOUGHBOOK 54 AND 55 RUGGED LAPTOP P/N DS-PAN-431-2	1,100.00	1,100.00
1	PJ-823 POCKETJET 8, 300DPI, 8.5 WIDTH, THERMAL PRINTER	558.76	558.76
1	LBx028 Printer mount	123.49	123.49
1	SPT Transport Replacement Seatw/center pull SB	650.00	650.00
1	Rear Passenger Door Guard Panel	265.00	265.00
1	Window Barrier VS Steel,Horizontal F150	275.00	275.00
1	Shipping	200.00	200.00
		<b>Subtotal</b>	6,022.25
		<b>Tax Total</b>	505.87
		<b>Total</b>	\$6,528.12

\_\_\_\_\_  
LEGAL NAME OF PURCHASER

\_\_\_\_\_  
P.O. NUMBER

\_\_\_\_\_  
AUTHORIZED SIGNATURE

\_\_\_\_\_  
DATE

By approving this quotation, the customer is agreeing to purchase the items listed in the quote. The customer will be invoiced for the items as they arrive at a DWS facility and is expected to pay according to the terms of the quote or Net30. If the customer cancels any part of the order, the equipment must be picked up from the DWS facility. Normally stocked items may be returned for a 20% restocking fee, but non-stock items are not eligible for return and must be picked up and paid for in full at the DWS facility. Shipping and handling charges, as well as any applicable sales tax, may be included on the invoices. The terms of the order are subject to credit review. This quote is subject to review by management for completeness and accuracy, and prices are firm for 30 days unless otherwise stated. If paying by card the processing fee will be charged up to 3.5% of the transaction.

\*Customers should reference the quotation number on any correspondence or purchase orders.\*  
\*There may be a \$25 charge for insufficient funds and a 1.5% late fee may apply.\*

**Re: Racom Moses Lake Contact**

Robert Salinas <rsalinas@cityofmattawa-wa.gov>

Tue 11/28/2023 2:05 PM

To: Lee Copple <lee.copple@racom.net>

Lee,

Just checking to see if you have been able to complete the quote for the items in my last email I sent to you?

Thank you,

*Robert Salinas*

Police Chief

Mattawa Police Department

521 E. Government RD

Mattawa, WA. 99349

Wk: 509-932-4112

Cell: 509-932-9522

---

**From:** Robert Salinas <rsalinas@cityofmattawa-wa.gov>

**Sent:** Friday, November 17, 2023 1:22 PM

**To:** Lee Copple <lee.copple@racom.net>

**Subject:** Re: Racom Moses Lake Contact

Lee,

Thank you for the phone call this morning. Here is a list of the items we are looking for however I do not have any part numbers. I was also wondering if you could get me a quote with and without the lights, radar unit and antennas. Also this quote would be for two separate 2023 F150 police responders.

UPFITTING LABOR

1 HAVIS DOCKING STATION WITH DUAL PASS-THROUGH ANTENNA CONNECTIONS FOR PANASONIC'S TOUGHBOOK 54 AND 55 RUGGED LAPTOP P/N DS-PAN-431-2

1 BEE III KA-BAND DUAL ANTENNA RADAR

1 PJ-823 POCKETJET 8, 300DPI, 8.5 WIDTH, THERMAL PRINTER

1 LBx028 Printer mount

1 SPT Transport Replacement Seat w/center pull SB Rear

1 Passenger Door Guard Panel

1 Window Barrier VS Steel, Horizontal F150

2 MPower 4" Quick Mount LED's RED/BLUE/WHITE

2 Intersector 180 degree output under mirror mount B/R LED

*Robert Salinas*

Police Chief

Mattawa Police Department

521 E. Government RD

Mattawa, WA. 99349

Wk: 509-932-4112

Cell: 509-932-9522

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**From:** Lee Copple <lee.copple@racom.net>

**Sent:** Friday, November 17, 2023 9:46 AM

**To:** Robert Salinas <rsalinas@cityofmattawa-wa.gov>

**Subject:** Racom Moses Lake Contact

**CAUTION:** External Email

lee.copple@racom.net

509-760-2305

Get [Outlook for Android](#)

**RE: Upfitting**

Adam Crippen <adam.crippen@racom.net>

Mon 11/13/2023 6:51 PM

To: Robert Salinas <rsalinas@cityofmattawa-wa.gov>

**CAUTION:** External Email

Chief,

Steve is no longer with RACOM, however I will get your request over to our Service Manager, Brandon Grimmatt, and he will be able to assist you.

If you need anything further, my contact information is below and Brandon Grimmatt can be reached at 509-928-0322

**Adam Crippen**

Regional Account Manager | Post Falls, Idaho

Cell: 509.789.0703

[adam.crippen@racom.net](mailto:adam.crippen@racom.net)



**From:** Robert Salinas <rsalinas@cityofmattawa-wa.gov>

**Sent:** Monday, November 13, 2023 2:48 PM

**To:** derek@fleetstrongnw.com; Steve McLaughlin <steve.mclaughlin@racom.net>

**Subject:** Upfitting

[CAUTION EXTERNAL]

Good afternoon,

I am looking to get quotes for upfitting two 2023 Ford F150, both trucks have already been worked on by another vendor and we would be seeking the cost for labor as well as well as trouble shooting any issues caused by the previous vendor so your work could be warranted and more specifically the following items:

UPFITTING LABOR

HAVIS DOCKING STATION WITH DUAL PASS-THROUGH ANTENNA CONNECTIONS FOR PANASONIC'S TOUGHBOOK 54 AND 55 RUGGED LAPTOP P/N DS-PAN-431-2

BEE III KA-BAND DUAL ANTENNA RADAR

PJ-823 POCKETJET 8, 300DPI, 8.5 WIDTH, THERMAL PRINTER LBx028 Printer mount SPT

Transport Replacement Seatw/center pull SB

Rear Passenger Door Guard Panel

Window Barrier VS Steel,Horizontal F150

MPower 4" Quick Mount LED's RED/BLUE/WHITE Intersector 180 degree output under mirror mount B/R LED

Your attention to this matter is greatly appreciated as I am looking to present this to council this week.

Thank you,

*Robert Salinas*

Police Chief

Mattawa Police Department

521 E. Government RD

Mattawa, WA. 99349

Wk: 509-932-4112

Cell: 509-932-9522

[CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe!]

## Upfitting

Robert Salinas <rsalinas@cityofmattawa-wa.gov>

Mon 12/4/2023 11:50 AM

To: derek@fleetstrongnw.com <derek@fleetstrongnw.com>

Good morning Derek,

Good afternoon,

I am looking to get quotes for upfitting two 2023 Ford F150, both trucks have already been worked on by another vendor and we would be seeking the cost for labor as well as well as trouble shooting any issues caused by the previous vendor so your work could be warrantied and more specifically the following items:

UPFITTING LABOR

HAVIS DOCKING STATION WITH DUAL PASS-THROUGH ANTENNA CONNECTIONS FOR PANASONIC'S TOUGHBOOK 54 AND 55 RUGGED LAPTOP P/N DS-PAN-431-2

BEE III KA-BAND DUAL ANTENNA RADAR

PJ-823 POCKETJET 8, 300DPI, 8.5 WIDTH, THERMAL PRINTER LBx028 Printer mount SPT

Transport Replacement Seatw/center pull SB

Rear Passenger Door Guard Panel

Window Barrier VS Steel, Horizontal F150

MPower 4" Quick Mount LED's RED/BBLUE/WHITE Intersector 180 degree output under mirror mount B/R LED

This is the second email and your attention to this matter is greatly appreciated as I am looking to present this to council this week.

Thank you,

*Robert Salinas*

Police Chief

Mattawa Police Department

521 E. Government RD

Mattawa, WA. 99349

Wk: 509-932-4112

Cell: 509-932-9522



### General Fund Budget Amendment (Law Enforcement)

BARS	DESCRIPTION	2023 BUDGET	ADD	SUBTRACT	FROM BARS	DESCRIPTION	ADD	SUBTRACT	FROM BARS	DESCRIPTION	FINAL	NOTES
521221007	Police Officer Overtime	\$30,000.00	\$3,000.00		337052100	Academy Reimbursement					\$33,000.00	Otc's in FTO program most of the year
337052100	Police Academy Reimbursement		\$11,550.00	\$3,000.00							\$8,550.00	
521104900	Professional Services	\$14,000.00	\$2,000.00		521101000	Police Clerk					\$16,000.00	
521101000	Police Clerk	\$15,000.00		\$ 2,000.00							\$13,000.00	
521303000	Community Crime Prevention	\$1,200.00	\$1,409.00		367900000	Police Donations					\$2,609.00	
367900000	Police Donations	\$0.00	\$1,409.00								\$1,409.00	Donation for Community Events
521204800	Vehicle Repair and Maintenance	\$10,000.00	\$1,225.00		367000003	WCIA Reimbursement					\$11,225.00	Reimbursement for damaged Patrol Veh.
367000003	WCIA Reimbursement	\$0.00	\$1,225								\$1,225.00	Reimbursement for damaged Patrol Veh.

[illegible][illegible]

MATTAWA PUBLIC WORKS DEPARTMENT DECEMBER 2023 BUDGET AMENDMENT

FUND	BARS	DESCRIPTION	2023 BUDGET	ADD	SUBTRACT	FROM BARS	DESCRIPTION	ADD	SUBTRACT	FROM BARS	DESCRIPTION	FINAL
001	554 20 10 00	Animal Control Wages	\$ 5,500.00	\$ 2,000.00								\$ 7,500.00
001	554 20 20 00	Animal Control Benefits	\$ 3,000.00	\$ 1,500.00								\$ 4,500.00
												\$ -

\$ 3,500.00

**MATTAWA PUBLIC WORKS DEPARTMENT DECEMBER 2023 BUDGET AMENDMENT**

FUND	BARS	DESCRIPTION	2023 BUDGET	ADD	SUBTRACT	FROM BARS	DESCRIPTION	ADD	SUBTRACT	FROM BARS	DESCRIPTION	FINAL
001	576 80 10 02	Public Works Director Salary	\$ 2,400.00	\$ 1,600.00								\$ 4,000.00
001	576 80 10 03	Public Works Overtime Wages	\$ 2,000.00	\$ 500.00								\$ 2,500.00
001	576 80 20 02	Public Works Director Benefits	\$ 1,200.00	\$ 1,000.00								\$ 2,200.00
001	576 80 20 03	Public Works Overtime Benefits	\$ 1,100.00	\$ 250.00								\$ 1,350.00
001	576 80 31 00	Park Supplies	\$ 2,000.00	\$ 600.00								\$ 2,600.00
001	576 80 46 00	Park Insurance	\$ 14,100.00	\$ 900.00								\$ 15,000.00
001	576 80 47 00	Park Utilities	\$ 20,000.00	\$ 7,000.00								\$ 27,000.00
001	576 80 48 00	Park Maintenance	\$ 3,500.00	\$ 1,500.00								\$ 5,000.00
001	576 80 48 01	Vehicle Repair & Maintenance	\$ 1,500.00	\$ 300.00								\$ 1,800.00
001	576 90 41 00	Park Facilities - Professional Services	\$ 500.00	\$ 340.00								\$ 840.00
001	576 80 48 02	Weed Control	\$ 1,200.00	\$ 109.00								\$ 1,309.00
001	576 80 44 00	Park Advertising	\$ 200.00		\$ 200.00	-200						\$ -
001	576 80 10 00	Public Works Wages	\$ 15,000.00		\$ 1,500.00	-1500						\$ 13,500.00
001	576 80 10 01	Deputy Clerk Wages	\$ 2,750.00		\$ 1,500.00	-1500						\$ 1,250.00
001	576 80 10 04	Admin. Assistant Wages	\$ 1,200.00		\$ 1,200.00	-1200						\$ -
001	576 80 20 00	Public Works Benefits	\$ 7,500.00		\$ 500.00	-500						\$ 7,000.00
001	576 80 20 01	Deputy Clerk Benefits	\$ 1,700.00		\$ 500.00	-500						\$ 1,200.00
001	576 80 31 03	Playground Equipment Supplies	\$ 400.00		\$ 250.00	-250						\$ 150.00
001	576 80 32 04	Fuel	\$ 600.00		\$ 150.00	-150						\$ 450.00

\$ 14,099.00    \$ 5,800.00

MATTAWA PUBLIC WORKS DEPARTMENT DECEMBER 2023 BUDGET AMENDMENT

FUND	BARS	DESCRIPTION	2023 BUDGET	ADD	SUBTRACT	FROM BARS	DESCRIPTION	ADD	SUBTRACT	FROM BARS	DESCRIPTION	FINAL
101	542 30 10 05	Admin. Assistant Clerk Wages	1,200		-\$1,200.00							\$ -
101	542 30 20 05	Admin. Assistant Clerk Benefits	600		-\$600.00							\$ -
101	542 90 46 00	Insurance	\$ 17,100		-\$7,100.00							\$ 10,000.00
101	542 30 32 03	Fuel	\$ 1,200	\$ 800								\$ 2,000.00
101	542 30 48 01	Vehicle Repair & Maintenance	\$ 1,500	\$ 1,000								\$ 2,500.00
101	543 30 47 00	Utilities	\$ 600	\$ 1,100								\$ 1,700.00
101	595 95 41 00	CDBG - Government Road Pathway Sidewalk ( Engin.)	0	29,007								\$ 29,007.24
101	595 95 63 00	CDBG - Government Road Pathway Sidewalk (Const.)	0	35,237								\$ 35,237.09
101	595 95 63 05	TIB - 8th St/Selkirk/Portage-4th Street Overlay - Engineering	0	665								\$ 664.62
												\$ -

\$ 67,809 \$ (8,900)

MATTAWA PUBLIC WORKS DEPARTMENT DECEMBER 2023 BUDGET AMENDMENT

FUND	BARS	DESCRIPTION	2023 BUDGET	ADD	SUBTRACT	FROM BARS	DESCRIPTION	ADD	SUBTRACT	FROM BARS	DESCRIPTION	FINAL
401	534 10 10 00	Clerk/Treasurer Salary	27,000	\$ 3,000.00								\$ 30,000.00
401	534 10 10 03	Public Works Director Salary	38,000	\$ 4,000.00								\$ 42,000.00
401	534 10 10 04	Public Works Overtime Wages	7,000	\$ 2,000.00								\$ 9,000.00
401	534 10 20 04	Public Works Overtime Benefits	4,250	\$ 1,250.00								\$ 5,500.00
401	534 10 30 02	Postage	1,500	\$ 300.00								\$ 1,800.00
401	534 10 31 00	Office Supplies	2,500	\$ 1,000.00								\$ 3,500.00
401	534 10 31 02	Chlorine	7,510	\$ 1,464.00								\$ 9,014.00
401	534 10 41 00	State Auditor	400	\$ 600.00								\$ 1,000.00
401	534 10 41 05	Professional Services	7,000	\$ 1,500.00								\$ 8,500.00
401	534 10 43 00	Travel & Training	3,420	\$ 1,080.00								\$ 4,500.00
401	534 10 44 02	Utility Tax On Water Sales Paid To General Fund	104,125	\$ 10,375.00								\$ 114,500.00
401	534 10 46 00	Insurance	26,400	\$ 3,600.00								\$ 30,000.00
401	534 10 48 01	Meter Installations	9,000	\$ 1,000.00								\$ 10,000.00
401	534 10 48 03	System Repair & Maintenance	26,000	\$ 4,000.00								\$ 30,000.00
401	534 10 32 02	Fuel	4,800	\$ 1,700.00								\$ 6,500.00
401	534 10 48 02	Vehicle Repair & Maintenance	6,000	\$ 6,000.00								\$ 12,000.00
401	591 34 70 00	Postage Machine Lease - PW	0	\$ 180.00								\$ 180.00
401	591 34 70 01	Copier Machine Lease - PW	0	\$ 495.00								\$ 495.00
401	594 34 63 03	Well #2 Rehabilitation & Re-Equipping (ARPA)	0	\$ 423,237.00								\$ 423,237.00
												\$ -
401	534 10 10 02	Public Works Wages	78,000		\$ 18,000.00							\$ 60,000.00
401	534 10 20 02	Public Works Benefits	47,000		\$ 11,000.00							\$ 36,000.00
401	534 10 20 05	Admin. Assistant Clerk Benefits	6,600		\$ 6,600.00							\$ -
401	534 10 41 02	Chemical Samples	7,000		\$ 500.00							\$ 6,500.00
401	534 10 41 04	Publishing	400		\$ 400.00							\$ -
401	594 34 64 02	Meters - Radio Reads	1,000		\$ 1,000.00							\$ -
401	534 10 41 07	Water Rights Study	4,500		\$ 4,500.00							\$ -
401	534 10 47 01	Utilities	37,000		\$ 1,000.00							\$ 36,000.00
401	534 10 41 02	Chemical Samples	7,000		\$ 544.00							\$ 6,456.00
												\$ -
												\$ -

\$ 466,781.00 \$ 43,544.00



MATTAWA PUBLIC WORKS DEPARTMENT DECEMBER 2023 BUDGET AMENDMENT

FUND	BARS	DESCRIPTION	2023 BUDGET	ADD	SUBTRACT	FROM BARS	DESCRIPTION	ADD	SUBTRACT	FROM BARS	DESCRIPTION	FINAL
405	343 50 00 03	Utility Tax On Sewer Sales	\$ 101,000.00	\$ 6,829.00								
405	535 10 10 00	Public Works Wages	96,000		-\$16,000.00							\$ 80,000.00
405	535 10 20 00	Public Works Benefits	58,000		-\$10,000.00							\$ 48,000.00
405	535 10 20 06	Admin. Assistant Clerk Benefits	6,600		-\$6,600.00							\$ -
405	535 10 48 02	Sewer Plant Maintenance	24,000		-\$5,000.00							\$ 19,000.00
405	535 10 48 04	System Repairs / Maintenance	24,000		-\$5,000.00							\$ 19,000.00
405	535 10 41 02	Testing Samples	21,500		-\$1,500.00							\$ 20,000.00
405	535 10 41 03	Publishing	500		-\$500.00							\$ -
405	535 10 10 02	Clerk/Treasurer Salary	27,000	\$ 2,000.00								\$ 29,000.00
405	535 10 10 03	Public Works Director Salary	37,500	\$ 1,500.00								\$ 39,000.00
405	535 10 10 04	Public Works Overtime Wages	7,000	\$ 2,500.00								\$ 9,500.00
405	535 10 20 04	Public Works Overtime Benefits	4,250	\$ 750.00								\$ 5,000.00
405	535 10 31 00	Office Supplies	2,400	\$ 1,100.00								\$ 3,500.00
405	535 10 32 00	Fuel	4,800	\$ 1,700.00								\$ 6,500.00
405	535 10 41 00	State Auditor	500	\$ 500.00								\$ 1,000.00
405	535 10 43 00	Travel & Training	2,500	\$ 2,000.00								\$ 4,500.00
405	535 10 44 00	Excise Tax On Sales	13,000	\$ 4,000.00								\$ 17,000.00
405	535 10 44 01	Utility Tax On Sewer Sales Paid To General Fund	121,000	\$ 9,000.00								\$ 130,000.00
405	535 10 46 00	Insurance	26,400	\$ 9,600.00								\$ 36,000.00
405	535 10 47 00	Utilities	27,500	\$ 2,000.00								\$ 29,500.00
405	535 10 48 03	Vehicle Repair / Maintenance	5,500	\$ 4,500.00								\$ 10,000.00
405	535 10 51 00	Permit Fees	4,500	\$ 470.00								\$ 4,970.00
405	591 35 70 01	Postage Machine Lease - PW	0	\$ 180.00								\$ 180.00
405	591 35 70 02	Copier Machine Lease - PW	0	\$ 495.00								\$ 495.00
405	535 10 41 08	Professional Services - WWTF Fire	0	\$ 9,032.00								\$ 9,032.00

\$ 51,327.00 -\$44,600.00

MATTAWA PUBLIC WORKS DEPARTMENT / DECEMBER 2023 BUDGET AMENDMENT												
FUND	BARS	DESCRIPTION	2023 BUDGET	ADD	SUBTRACT	FROM BARS	DESCRIPTION	ADD	SUBTRACT	FROM BARS	DESCRIPTION	FINAL
420	537 10 10 00	Clerk/Treasurer Salary	\$ 4,000.00	\$ 500.00								\$ 4,500.00
420	537 10 10 02	Public Works Director Salary	\$ 4,000.00	\$ 1,000.00								\$ 5,000.00
420	537 10 20 02	Public Works Director Benefits	\$ 2,000.00	\$ 100.00								\$ 2,100.00
420	537 10 31 00	Office Supplies	\$ 600.00	\$ 400.00								\$ 1,000.00
420	537 10 41 00	State Auditor	\$ 250.00	\$ 750.00								\$ 1,000.00
420	537 10 41 02	Professional Services	\$ 1,200.00	\$ 1,450.00								\$ 2,650.00
420	537 10 44 00	Excise Tax On Sales	\$ 18,000.00	\$ 2,000.00								\$ 20,000.00
420	537 10 48 01	Vehicle Repair & Maintenance	\$ 1,000.00	\$ 1,000.00								\$ 2,000.00
420	591 37 70 00	Postage Machine Lease - PW	\$ -	\$ 180.00								\$ 180.00
420	591 37 70 01	Copier Machine Lease - PW	\$ -	\$ 495.00								\$ 495.00
420	537 10 10 05	Admin. Assistant Clerk Wages	\$ 1,200.00		\$ 1,200.00	-\$1,200.00						\$ -
420	537 10 20 05	Admin. Assistant Clerk Benefits	\$ 600.00		\$ 600.00	-\$600.00						\$ -
420	537 10 33 00	Consolidated Disposal	\$ 254,000.00		\$ 4,175.00	-\$4,175.00						\$ 249,825.00
420	537 10 33 01	Consolidated Disposal Drop Box Fees	\$ 2,400.00		\$ 400.00	-\$400.00						\$ 2,000.00
420	537 30 41 01	Publishing	\$ 300.00		\$ 300.00	-\$300.00						\$ -
420	537 10 41 03	Legal Fees	\$ 400.00		\$ 400.00	-\$400.00						\$ -
420	537 50 41 00	Spring Clean Up	\$ 2,000.00		\$ 800.00	-\$800.00						\$ 1,200.00
			\$ 7,875.00	\$ 7,875.00								

**ORDINANCE NO. 23-688**

**AN ORDINANCE AMENDING THE 2022 BUDGET OF THE CITY OF MATTAWA,  
AS ADOPTED BY ORDINANCE NO. 21-669**

WHEREAS, the City of Mattawa adopted the 2023 budget in final form by Ordinance No. 22-680 on the 1st day of December, 2022 and

WHEREAS, subsequent thereto it has become necessary for the City to amend said ordinance because of revenues and expenditures of same, which could not reasonably have been foreseen at the time of adopting said budget; and

WHEREAS, said expenditures are not one of the emergencies specifically enumerated in RCW 35A.33.080; and

WHEREAS, the City is desirous of amending its budget pursuant to RCW 35A.33.120; and

**NOW THEREFORE, the City Council of the City of Mattawa, Washington do ordain as follows:**

**Section 1.** The following accounts contained in the 2023 Budget are hereby amended as set forth below:

Fund	Account	Title	2023 Budget	2023 Budget Amendment Change	2023 Budget Amendment Final
<b>001</b>		<b>General Fund (Revenues)</b>			
001	337052100	Police Academy Reimbursement	\$0.00	\$11,550.00	\$11,550.00
001	367000000	WCIA Reimbursement / Payout	\$0.00	\$1,225.00	\$1,225.00
001	313110000	State & local Sales Tax	\$315,000.00	\$21,206.00	\$336,206.00
001	316470000	Utility Tax on Telephone	\$18,000.00	\$5,482.00	\$23,482.00
001	321990000	Business Licenses & Permits	\$9,000.00	\$4,156.00	\$13,156.00
001	321990001	Rental Licenses	\$2,800.00	\$3,003.00	\$5,803.00
001	322100000	Building Permits	\$15,000.00	\$4,494.00	\$19,494.00
001	322300000	Animal Licenses	\$900.00	\$1,000.00	\$1,900.00
001	334042000	State Grant from Dept. of Commerce - HAPI	\$0.00	\$46,770.00	\$46,770.00
001	334069000	WASPC - Training Funding Grant	\$0.00	\$10,000.00	\$10,000.00
001	341820000	Engineering Services Reimbursement	\$0.00	\$7,794.00	\$7,794.00
001	342400000	Rental / Fire Inspections	\$7,000.00	\$11,600.00	\$18,600.00
001	345890000	Planning & Development	\$10,000.00	\$27,233.00	\$37,233.00
001	361100000	Investment Interest	\$2,000.00	\$8,736.00	\$10,736.00
001	361400000	Interest on Sales	\$250.00	\$1,500.00	\$1,750.00
001	362400000	US Cellular Lease	\$13,000.00	\$7,921.00	\$20,921.00
001	367110000	Community Events Donations	\$1,000.00	\$3,315.00	\$4,315.00
001	367900000	Police Donations	\$0.00	\$1,409.00	\$1,409.00
001	398100001	Insurance Recoveries (WCIA)	\$0.00	\$17,676.00	\$17,676.00
001	367900001	Park Donations	\$0.00	\$5,300.00	\$5,300.00
<b>001</b>		<b>General Fund (Expenses)</b>			
001	514231001	Deputy Clerk Wages	\$31,000.00	\$5,000.00	\$36,000.00
001	514234101	Banking / Merchant Fees	\$5,000.00	\$4,000.00	\$9,000.00
001	515414100	Legal Fees	\$50,000.00	\$8,000.00	\$58,000.00
001	515414101	Legal Fees - Union Fees	\$3,000.00	-\$3,000.00	\$0.00
001	515414102	Legal Fees - Civil Service Litigation	\$1,000.00	-\$1,000.00	\$0.00
001	518234100	State Auditor	\$200.00	\$4,800.00	\$5,000.00
001	518234214	Telephone	\$2,500.00	\$1,200.00	\$3,700.00
001	518304600	Insurance	\$23,500.00	\$2,596.00	\$26,096.00
001	518304914	Professional Services	\$6,000.00	\$2,500.00	\$8,500.00
001	518804101	Computer Support / Maintenance	\$7,000.00	\$5,000.00	\$12,000.00
001	521221007	Police Officer Overtime	\$30,000.00	\$3,000.00	\$33,000.00
001	521104900	Professional Services	\$14,000.00	\$2,000.00	\$16,000.00
001	521101000	Police Clerk Wages	\$15,000.00	-\$2,000.00	\$13,000.00
001	521303000	Community Crime Prevention	\$1,200.00	\$1,409.00	\$3,609.00
001	521204800	Vehicle Repair & Maintenance	\$10,000.00	\$1,225.00	\$11,225.00
001	522205100	GCFD8 Contract	\$110,000.00	\$5,193.00	\$115,193.00
001	524204100	Rental / Fire Inspection Costs	\$7,000.00	\$8,259.00	\$15,259.00
001	558504100	Building Permit & Plan Review	\$15,000.00	\$6,295.00	\$21,295.00
001	558604101	Comprehensive Plan Update	\$0.00	\$36,925.00	\$36,925.00
001	558604102	Planning Services - HAPI Grant	\$0.00	\$31,046.00	\$31,046.00
001	573904900	Community Events	\$1,000.00	\$4,967.00	\$5,967.00
001	572 20 31 00	Library Maintenance And Operation	2,000	\$3,500.00	\$5,500.00
001	572 20 47 00	Library - Utility Services	5,500	-\$2,000.00	\$3,500.00

001	554 20 10 00	Animal Control Wages	\$5,500.00	\$2,000.00	\$7,500.00
001	554 20 20 00	Animal Control Benefits	\$3,000.00	\$1,500.00	\$4,500.00
001	576 80 10 02	Public Works Director Salary	\$2,400.00	\$1,600.00	\$4,000.00
001	576 80 10 03	Public Works Overtime Wages	\$2,000.00	\$500.00	\$2,500.00
001	576 80 20 02	Public Works Director Benefits	\$1,200.00	\$1,000.00	\$2,200.00
001	576 80 20 03	Public Works Overtime Benefits	\$1,100.00	\$250.00	\$1,350.00
001	576 80 31 00	Park Supplies	\$2,000.00	\$600.00	\$2,600.00
001	576 80 46 00	Park Insurance	\$14,100.00	\$900.00	\$15,000.00
001	576 80 47 00	Park Utilities	\$20,000.00	\$7,000.00	\$27,000.00
001	576 80 48 00	Park Maintenance	\$3,500.00	\$1,500.00	\$5,000.00
001	576 80 48 01	Vehicle Repair & Maintenance	\$1,500.00	\$300.00	\$1,800.00
001	576 90 41 00	Park Facilities - Professional Services	\$500.00	\$340.00	\$840.00
001	576 80 48 02	Weed Control	\$1,200.00	\$109.00	\$1,309.00
001	576 80 44 00	Park Advertising	\$200.00	-200	\$0.00
001	576 80 10 00	Public Works Wages	\$15,000.00	-1500	\$13,500.00
001	576 80 10 01	Deputy Clerk Wages	\$2,750.00	-1500	\$1,250.00
001	576 80 10 04	Admin. Assistant Wages	\$1,200.00	-1200	\$0.00
001	576 80 20 00	Public Works Benefits	\$7,500.00	-500	\$7,000.00
001	576 80 20 01	Deputy Clerk Benefits	\$1,700.00	-500	\$1,200.00
001	576 80 31 03	Playground Equipment Supplies	\$400.00	-250	\$150.00
001	576 80 32 04	Fuel	\$600.00	-150	\$450.00
001	591147000	Postage Machine lease - Clerk's Dept.	\$0.00	200	\$200.00
001	591147001	Copier Machine Lease - Clerk's Dept.	\$0.00	600	\$600.00
001	591217001	Axon Body Cameras	\$0.00	7171	\$7,171.00
001	591217002	Postage Machine Lease - PD	\$0.00	200	\$200.00
001	591217003	Copier Machine Lease - PD	\$0.00	\$600.00	\$600.00
001	594184800	City Hall Windows/Front Door Repair	\$0.00	\$17,676.00	\$17,676.00

Fund	Account	Title	2023 Budget	2023 Budget Amendment Change	2023 Budget Amendment Final
102		Police Vehicle Fund (Revenues)			
102	397106003	Transfer In - ARPA Fund - Police Vehicle Equipment	\$0.00	\$5,840.00	\$5,840.00
102	397106004	Transfer In - ARPA Funds - Ford F-150 Truck #1 - PD	\$0.00	\$71,334.00	\$71,334.00
102	397106005	Transfer In - ARPA Funds - Ford F-150 Truck #2 - PD	\$0.00	\$71,742.00	\$71,742.00
102	397106006	Transfer In - ARPA Funds - Police Vehicle Equipment / Upfitting	\$0.00	\$31,084.00	\$31,084.00
102		Police Vehicle Fund (Expenditures)			
102	594216300	Ford F-150 Truck #1	\$0.00	\$71,334.00	\$71,334.00
102	594216302	Ford F-150 Truck #2	\$0.00	\$71,742.00	\$71,742.00

Fund	Account	Title	2023 Budget	2023 Budget Amendment Change	2023 Budget Amendment Final
106		LFRF Fund -ARPA (Expenses)			
106	597216300	Transfer Out - to Fund 102 - Ford F-150 Truck #1 - PD	\$0.00	\$71,334.00	\$71,334.00
106	597216301	Transfer Out - to Fund 102 - Ford F-150 Truck #2 - PD	\$0.00	\$71,742.00	\$71,742.00
106	597216400	Transfer Out - Fund 102 - Police Vehicle Equipment	\$0.00	\$5,840.00	\$5,840.00
106	597216401	Police Vehicle Equipment - Upfitting	\$0.00	\$31,084.00	\$31,084.00
106	597346300	Transfer Out - Well No. 2 Rehabilitation & Engineering	\$0.00	\$423,237.00	\$423,237.00
106	597356300	Transfer Out - WWTF Fire Rebuilt	\$0.00	\$400,820.00	\$400,820.00

Fund	Account	Title	2023 Budget	2023 Budget Amendment Change	2023 Budget Amendment Final
140		Transportation Benefit District (Revenues)			
140	313210000	Sales Tax Revenue - TBD	\$65,000.00	\$14,103.00	\$79,103.00

Fund	Account	Title	2023 Budget	2023 Budget Amendment Change	2023 Budget Amendment Final
350		Capital Improvement Fund (Expenses)			
350	518904100	Central Services - Professional Services (510 Gov't Rd.)	\$0.00	\$4,200.00	\$4,200.00
350	594184801	City Hall Repairs - Front Door & Windows	\$0.00	\$1,000.00	\$1,000.00

Fund	Account	Title	2023 Budget	2023 Budget Amendment Change	2023 Budget Amendment Final
105		COPS Grant (Revenues)			
105	331160000	COPS Grant	\$0.00	\$63,370.86	\$63,370.86

		COPS Grant (Expenses)			
105	521101002	Contracts & Consultants	\$0.00	\$63,370.86	\$63,370.86
Fund	Account	Title	2023 Budget	2023 Budget Amendment Change	2023 Budget Amendment Final
101		Street Fund (Revenues)			
101	333 11 00 01	CDBG - Government Road Pathway Sidewalk	\$0.00	\$35,405.51	\$35,405.51
101	334 03 80 05	TIB Grant - 8th St./Selkirk Ave./Portage-4th Street Overlay	\$0.00	\$23,731.55	\$23,731.55
101	361 10 01 01	Investment Interest	\$3,500.00	\$1,171.00	\$4,671.00
101		Street Fund (Expenses)			
101	542 30 10 05	Admin. Assistant Clerk Wages	\$1,200.00	-\$1,200.00	\$0.00
101	542 30 20 05	Admin. Assistant Clerk Benefits	\$600.00	-\$600.00	\$0.00
101	542 90 46 00	Insurance	\$17,100.00	-\$7,100.00	\$10,000.00
101	542 30 32 03	Fuel	\$1,200.00	\$800.00	\$2,000.00
101	542 30 48 01	Vehicle Repair & Maintenance	\$1,500.00	\$1,000.00	\$2,500.00
101	543 30 47 00	Utilities	\$600.00	\$1,100.00	\$1,700.00
101	595 95 41 00	CDBG - Government Road Pathway Sidewalk ( Engin.)	\$0.00	\$29,007.24	\$29,007.24
101	595 95 63 00	CDBG - Government Road Pathway Sidewalk (Const.)	\$0.00	\$35,237.09	\$35,237.09
101	595 95 63 05	TIB - 8th St/Selkirk/Portage-4th Street Overlay - Engineering	\$0.00	\$664.62	\$664.62

Fund	Account	Title	2023 Budget	2023 Budget Amendment Change	2023 Budget Amendment Final
401		Water Operating Fund (Revenues)			
401	359 40 01 01	Delinquent Utility Fees--Water	\$5,500.00	\$2,527.36	\$2,972.64
401	361 10 04 01	Investment Interest	\$7,000.00	\$2,038.78	\$4,961.22
401		Water Operating Fund (Expenses)			
401	534 10 10 00	Clerk/Treasurer Salary	\$27,000.00	\$3,000.00	\$30,000.00
401	534 10 10 03	Public Works Director Salary	\$38,000.00	\$4,000.00	\$42,000.00
401	534 10 10 04	Public Works Overtime Wages	\$7,000.00	\$2,000.00	\$9,000.00
401	534 10 20 04	Public Works Overtime Benefits	\$4,250.00	\$1,250.00	\$5,500.00
401	534 10 30 02	Postage	\$1,500.00	\$300.00	\$1,800.00
401	534 10 31 00	Office Supplies	\$2,500.00	\$1,000.00	\$3,500.00
401	534 10 31 02	Chlorine	\$7,550.00	\$1,464.00	\$9,014.00
401	534 10 41 00	State Auditor	\$400.00	\$600.00	\$1,000.00
401	534 10 41 05	Professional Services	\$7,000.00	\$1,500.00	\$8,500.00
401	534 10 43 00	Travel & Training	\$3,420.00	\$1,080.00	\$4,500.00
401	534 10 44 02	Utility Tax On Water Sales Paid To General Fund	\$104,125.00	\$10,375.00	\$114,500.00
401	534 10 46 00	Insurance	\$26,400.00	\$3,600.00	\$30,000.00
401	534 10 48 01	Meter Installations	\$9,000.00	\$1,000.00	\$10,000.00
401	534 10 48 03	System Repair & Maintenance	\$26,000.00	\$4,000.00	\$30,000.00
401	534 10 32 02	Fuel	\$4,800.00	\$1,700.00	\$6,500.00
401	534 10 48 02	Vehicle Repair & Maintenance	\$6,000.00	\$6,000.00	\$12,000.00
401	591 34 70 00	Postage Machine Lease - PW	\$0.00	\$180.00	\$180.00
401	591 34 70 01	Copier Machine Lease - PW	\$0.00	\$495.00	\$495.00
401	594 34 63 03	Well #2 Rehabilitation & Re-Equipping (ARPA)	\$0.00	\$423,237.00	\$423,237.00
401	534 10 10 02	Public Works Wages	\$78,000.00	-\$18,000.00	\$60,000.00
401	534 10 20 02	Public Works Benefits	\$47,000.00	-\$11,000.00	\$36,000.00
401	534 10 20 05	Admin. Assistant Clerk Benefits	\$6,600.00	-\$6,600.00	\$0.00
401	534 10 41 02	Chemical Samples	\$7,000.00	-\$500.00	\$6,500.00
401	534 10 41 04	Publishing	\$400.00	-\$400.00	\$0.00
401	594 34 64 02	Meters -- Radio Reads	\$1,000.00	-\$1,000.00	\$0.00
401	534 10 41 07	Water Rights Study	\$4,500.00	-\$4,500.00	\$0.00
401	534 10 47 01	Utilities	\$37,000.00	-\$1,000.00	\$36,000.00
401	534 10 41 02	Chemical Samples	\$7,000.00	-\$544.00	\$6,456.00

Fund	Account	Title	2023 Budget	2023 Budget Amendment Change	2023 Budget Amendment Final
405		Sewer Operating Fund (Revenues)			
405	343 50 00 03	Utility Tax On Sewer Sales	\$101,000.00	\$6,829.00	\$543,816.00
405		Sewer Operating Fund (Expenses)			
405	535 10 10 00	Public Works Wages	\$96,000.00	-\$16,000.00	\$80,000.00
405	535 10 20 00	Public Works Benefits	\$58,000.00	-\$10,000.00	\$48,000.00
405	535 10 20 06	Admin. Assistant Clerk Benefits	\$6,600.00	-\$6,600.00	\$0.00
405	535 10 48 02	Sewer Plant Maintenance	\$24,000.00	-\$4,000.00	\$20,000.00
405	535 10 48 04	System Repairs / Maintenance	\$24,000.00	-\$4,000.00	\$20,000.00
405	535 10 41 02	Testing Samples	\$21,500.00	-\$1,195.00	\$20,305.00
405	535 10 41 03	Publishing	\$500.00	-\$500.00	\$0.00



405	535 10 10 02	Clerk/Treasurer Salary	\$27,000.00	\$2,000.00	\$29,000.00
405	535 10 10 03	Public Works Director Salary	\$37,500.00	\$1,500.00	\$39,000.00
405	535 10 10 04	Public Works Overtime Wages	\$7,000.00	\$2,500.00	\$9,500.00
405	535 10 20 04	Public Works Overtime Benefits	\$4,250.00	\$750.00	\$5,000.00
405	535 10 31 00	Office Supplies	\$2,400.00	\$1,100.00	\$3,500.00
405	535 10 32 00	Fuel	\$4,800.00	\$1,700.00	\$6,500.00
405	535 10 41 00	State Auditor	\$500.00	\$500.00	\$1,000.00
405	535 10 43 00	Travel & Training	\$2,500.00	\$2,000.00	\$4,500.00
405	535 10 44 00	Excise Tax On Sales	\$13,000.00	\$4,000.00	\$17,000.00
405	535 10 44 01	Utility Tax On Sewer Sales Paid To General Fund	\$121,000.00	\$9,000.00	\$130,000.00
405	535 10 46 00	Insurance	\$26,400.00	\$9,600.00	\$36,000.00
405	535 10 47 00	Utilities	\$22,500.00	\$2,000.00	\$24,500.00
405	535 10 48 03	Vehicle Repair / Maintenance	\$5,500.00	\$4,500.00	\$10,000.00
405	535 10 51 00	Permit Fees	\$4,500.00	\$470.00	\$4,970.00
405	591 35 70 01	Postage Machine Lease - PW	\$0.00	\$180.00	\$180.00
405	591 35 70 02	Copier Machine Lease - PW	\$0.00	\$495.00	\$495.00
405	535 10 41 08	Professional Services - WWTF Fire	\$0.00	\$9,032.00	\$9,032.00
405	594356306	WWTF Fire Repairs	\$0.00	\$220,905.00	\$220,905.00

Fund	Account	Title	2023 Budget	2023 Budget Amendment Change	2023 Budget Amendment Final
420		<b>Solid Waste Fund (Revenues)</b>			
420	343 70 00 02	Utility Tax On Garbage Sales	\$50,000.00	\$6,093.00	\$56,093.00
420	359 70 04 20	Delinquent Utility Fees-Garbage	\$1,000.00	\$1,005.00	\$2,005.00
420		<b>Solid Waste Fund (Expenses)</b>			
420	537 10 10 00	Clerk/Treasurer Salary	\$4,000.00	\$500.00	\$4,500.00
420	537 10 10 02	Public Works Director Salary	\$4,000.00	\$1,000.00	\$5,000.00
420	537 10 20 02	Public Works Director Benefits	\$2,000.00	\$100.00	\$2,100.00
420	537 10 31 00	Office Supplies	\$600.00	\$400.00	\$1,000.00
420	537 10 41 00	State Auditor	\$250.00	\$750.00	\$1,000.00
420	537 10 41 02	Professional Services	\$1,200.00	\$1,450.00	\$2,650.00
420	537 10 44 00	Excise Tax On Sales	\$18,000.00	\$2,000.00	\$20,000.00
420	537 10 48 01	Vehicle Repair & Maintenance	\$1,000.00	\$1,000.00	\$2,000.00
420	591 37 70 00	Postage Machine Lease - PW	\$0.00	\$180.00	\$180.00
420	591 37 70 01	Copier Machine Lease - PW	\$0.00	\$495.00	\$495.00
420	537 10 10 05	Admin. Assistant Clerk Wages	\$1,200.00	-\$1,200.00	\$0.00
420	537 10 20 05	Admin. Assistant Clerk Benefits	\$600.00	-\$600.00	\$0.00
420	537 10 33 00	Consolidated Disposal	\$254,000.00	-\$4,175.00	\$249,825.00
420	537 10 33 01	Consolidated Disposal Drop Box Fees	\$2,400.00	-\$400.00	\$2,000.00
420	537 30 41 01	Publishing	\$300.00	-\$300.00	\$0.00
420	537 10 41 03	Legal Fees	\$400.00	-\$400.00	\$0.00
420	537 50 41 00	Spring Clean Up	\$2,000.00	-\$800.00	\$1,200.00

**Section 2.** The budget for the year 2023 is amended to provide for the changes outlined above,

and a complete copy of the amended budget of the city is filed in the office of the City Clerk.

**Section 3.** The City Clerk is hereby directed to transmit this supplemental budget to the State Auditor's

Office and to the Association of Washington Cities.

**Section 4.** This ordinance shall become effective five days after its passage by the Council, approval,

and publication as required by law.

**PASSED BY THE CITY COUNCIL OF THE CITY OF MATTAWA** at a regular meeting thereof this

7th day of December, 2023.

Mayor , Maria Celaya



APPROVED AS TO FORM:  
ATTEST:

\_\_\_\_\_  
City Attorney, Katherine Kenison

PASSED THE 7th DAY OF DECEMBER, 2023

APPROVED THE 7th DAY OF DECEMBER, 2023

PUBLISHED THE 13th DAY OF DECEMBER, 2023

\_\_\_\_\_  
Clerk/Treasurer , Anabel Martinez

## ORDINANCE 23-689

### AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF MATTAWA, WASHINGTON FOR THE FISCAL YEAR ENDING DECEMBER 31, 2024.

WHEREAS, the Mayor of the City of Mattawa, Washington has completed and placed on file with the City Clerk a proposed budget and estimate of the amount of money required to meet the public expenses of the government of the City for the fiscal year ending December 31<sup>st</sup>, 2024; a notice was published that the Mattawa City Council would meet on November 2<sup>nd</sup> and November 16<sup>th</sup>, 2023 at 5:30 p.m. in Mattawa, WA. for the purpose of giving taxpayers an opportunity to be heard upon said budget and making and adopting the said budget; and

WHEREAS, the City Council did meet at the proposed time and place and did consider the matter of the proposed budget; and

WHEREAS, the proposed budget does not exceed the lawful limits of taxation allowed by law to be levied on the property within the City of Mattawa for the purposes set forth in said budget, and the estimated expenditures set forth in said budget being all necessary to carry on the government of the City for the year 2024 and being sufficient to meet the various needs of the City during such time.

NOW, THEREFORE, the City Council of the City of Mattawa, Washington does ordain as follows:

Section 1. The budget for the City of Mattawa, Washington for the year 2024 is hereby adopted at the fund level in its final form and content as set forth in the document entitled *City of Mattawa 2024 Budget*, three copies of which are on file in the Office of the Clerk.

Section 2. Estimated resources, including fund balances or working capital for each separate fund of the City of Mattawa, and aggregate totals (net of transactions between funds) for all such funds combined, for the year 2024 are set forth in summary form below, and are hereby appropriated for expenditure at the fund level during the year 2024 as set forth below:

FUND	BEGINNING BALANCE	REVENUES	EXPENDITURES	ENDING BALANCE
001-- CURRENT EXPENSE FUND	\$750,000.00	\$1,491,621.00	\$1,678,127.00	\$563,494.00
101--STREET FUND	\$333,408.00	\$80,000.00	\$80,000.00	\$333,408.00
102--POLICE VEHICLE FUND	\$4,953.00	\$39,261.00	\$39,236.00	\$4,978.00
103--MULTIMODAL TRANSPORTATION FUND	\$87,650.00	\$8,000	\$0	\$95,650.00
106--LFRF FUND	\$800,000.00	\$0	\$0	\$800,000.00
107—PUBLIC SAFETY TAX FUND	\$266.00	\$200,000.00	\$188,000.00	\$12,266.00
140--TRANSPORTA- TION BENEFIT DIST.	\$352,000.00	\$80,000.00	\$0	\$432,000.00
350--CAPITAL IMPROVEMENT FUND	\$155,200.00	\$5,800.00	\$0	\$161,000.00
401 – WATER OPERATING FUND	\$829,299.00	\$794,765.00	\$794,717.20	\$829,346.80
402--WATER DEBT FUND	\$42,597.11	\$69,852.20	\$69,852.20	\$42,597.11
403—CUSTOMER DEPOSIT FUND	\$20,728.00	\$3,206.00	\$1,849.00	\$22,085.00
404—WATER RESERVE FUND	\$79,333.63	\$0	\$0	\$79,333.63
405—SEWER OPERATING FUND	\$313,544.00	\$897,150.00	\$897,080.00	\$314,614.00
406—SEWER DEBT FUND	\$410,332.00	\$187,589.80	\$61,571.23	\$536,350.57
407—WATER EMERGENCY FUND	\$61,321.00	\$200.00	\$0	\$62,521.00
408—SEWER EMERGENCY FUND	\$21,208.00	\$100.00	\$0	\$21,308.00
410—SEWER RESERVE FUND	\$83,579.00	\$200.00	\$0	\$83,779.00

411—WATER CAPITAL IMPROVEMENT FUND	\$459,000.00	\$600.00	\$36,750.00	\$459,600.00
412—SEWER CAPITAL IMPROVEMENT FUND	\$674,000.00	\$16,000.00	\$6,389.80	\$683,610.20
420—SOLID WASTE FUND	\$121,557.92	\$421,800.00	\$421,800.00	\$121,557.92
460—WATER SYSTEM CONSTRUCTION FUND	\$73,796.49	\$0	\$0	\$73,796.49
TOTALS	\$5,673,773.15	\$4,296,145.00	\$4,275,372.43	\$5,694,545.72

Section 3. The City Clerk is directed to transmit a certified copy of the budget hereby adopted to the Washington State Auditor's Office and to the Association of Washington Cities.

Section 4. This ordinance shall be in full force and take effect January 1, 2024, after publication according to law.

PASSED BY THE COUNCIL AND APPROVED BY THE MAYOR of the City of Mattawa, Washington this 7<sup>th</sup> day of December 2023.

ATTEST:

\_\_\_\_\_  
Maria Celaya, Mayor

\_\_\_\_\_  
Anabel Martinez, Clerk/Treasurer

APPROVED AS TO FORM:

\_\_\_\_\_  
Katherine L. Kenison, City Attorney

PASSED THIS 7<sup>th</sup> DAY OF DECEMBER, 2023

APPROVED THIS 7<sup>th</sup> DAY OF DECEMBER, 2023

PUBLISHED THIS 13<sup>th</sup> DAY OF DECEMBER, 2023

# CITY OF MATTAWA

## STAFF REPORT

To: Mayor Celaya and City Council  
From: Public Works Department  
Date: December 7, 2023  
Proceeding Type: New Business  
Subject: AWC Drug and Alcohol Consortium agreement

### Legislative History:

- |                        |                  |
|------------------------|------------------|
| • First Presentation:  | December 7, 2023 |
| • Second Presentation: |                  |
| • Requested Action:    | Motion           |

### Staff Report Summary

The subject in front of the City Council is to approve the AWC Drug and Alcohol Consortium agreement.

### Background

The City is already a member of the Association of Washington Cities (AWC). AWC offers Drug and Alcohol Consortium services, which includes testing, training policies & support. This is an add-on service to ensure we are following regulations and compliance set by state and federal law such as the Clearing house rule.

### Fiscal and Policy Implications

Financial impacts are expected at \$350/year (2024), in terms of membership cost. Policy implications are anticipated for random drug and alcohol testing as set forth in city policy.

FUND	BARS	LINE ITEM	AMOUNT BUDGETED	CURRENT EXPENDITURE	REMAINING BUDGET AMOUNT	
405	535.10.41.04	Professional Services	\$7,000			
401	534.10.41.05	Professional Services	\$7,000			
101	542.30.41.00	Professional Services	\$1,000			
TOTAL			\$15,000			

### Options

1. Approve the AWC Drug and Alcohol Consortium agreement.
2. Do not approve the AWC Drug and Alcohol Consortium agreement.
3. Table for next council meeting.

**Staff Recommendation**

1. Approve the AWC Drug and Alcohol Consortium agreement.

**Attachments**

A.	Agreement
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**The following documents are attached and subject for reviewal:**

Review by:	Type of Document	Title of Document	Date Reviewed	Comment:
Engineering	▪ N/A			
Legal	▪ PDF	Agreement	11/20/23	
Financial	▪ WORD	Staff Report	12/4/23	
<b>Comment:</b>				



# AGREEMENT

## For Drug and Alcohol Consortium services Association of Washington Cities

This agreement is made between the Association of Washington Cities, hereafter referred to as AWC, and the below named city or public agency, hereafter referred to as "Agency". The Agency desires to have AWC, through its affiliation with a testing provider of its choice, provide drug and alcohol testing services.

The Agency shall pay AWC a membership fee and appropriate per employee fees for random testing as specified in the [Annual Member Price](#) list prior to testing services being provided. A WorkSAFE Service, Inc. will bill the contracted vendor responsible for all other testing costs incurred on behalf of the Agency. The Agency agrees to submit payment for the non-random tests to A WorkSAFE Service, Inc. within forty-five (45) days of the date billed. Interest on unpaid accounts will accrue at twelve percent (12%) per annum from the date until paid.

The Agency agrees to provide AWC with a copy of its adopted alcohol and drug testing policy and procedures prior to implementation of the testing program. The Agency agrees to comply with and be responsible for all requirements of federal, state, and local laws and regulations relating to substance abuse testing, including without limitation proper specimen collection and handling. The Agency is responsible for any damages resulting from acts or omissions of the Agency under the Agency's alcohol and drug testing policy.

The AWC agrees to indemnify, defend and hold the Agency, its directors, officers, agents and employees harmless from any claim, loss, cost and/or expense (including court costs and attorneys' fees) arising out of or resulting from any act, error, or omission of AWC involving test results or other information it receives in connection with this agreement.

The term of the agreement shall be one (1) year, effective \_\_\_\_\_, 20\_\_\_\_. The agreement will be renewed automatically each year at the end of the term upon receipt of payment of the annual fee and appropriate random testing fees as determined by AWC, unless either party notifies the other, in writing, of its intent not to renew. Failure to pay the appropriate fees by the first of January each year will result in automatic termination of the agreement.

This agreement shall not be assignable by either party without the written consent of the other.

This agreement shall be governed by and construed under the laws of the State of Washington.

<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/>	<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/>
Authorized signature	Date
<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/>	<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/>
City or agency name (please print)	Phone
<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/>	<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/>
Address	Fax #
<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/>	<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/>
City	State
<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/>	<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/>
Contact person name	Telephone
<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/>	<hr style="border: none; border-top: 1px solid black; margin-bottom: 5px;"/>