



CITY OF MATTAWA

COUNCIL MEETING AGENDA

January 04, 2024

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:**

- Project Guardian (Officer Zesati)

IV. **Consent Agenda/Informational:**

- Minutes- Council Meeting 12.21.23
- Gray & Osborne Project Summary 12.27.23
- 2023 Claims EFT & Checks Approval #20205-20221 - \$92,642.69
- 2023 Payroll EFT & Checks Approval #31911-31917 - \$126,421.18
- 2024 Claims EFT & Checks Approval #20222-20229 - \$45,763.85

V. **Reports:**

Mayor Report

Council Report

- Cargo Containers Discussion

Police Department Report

Public Works Department Report

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

1. Mayor Pro Tem Discussion

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

1. Progress Estimate 6 – WWTF Improvements

**VIII. Executive Session: RCW 42.30.110
(1g) To review performance of public employee.**

IX. Adjournment:

****Rachelle clarified that this was a hearing for the Mattawa comprehensive plan update and if she had any questions or comments regarding the comp. plan.**

****Mayor Celaya asked Celia Mendoza for her contact information, she will be contacted later regarding her question.**

The hearing ended at 5:47 P.M.

VI. Consent Agenda/Information

- Cargo Containers – Corrales Letter
- Minutes- Council Meeting 12.07.23
- Gray & Osborne Project Summary 12.13.23
- Liquor License Renewal – BK Food Mart & Mattawa Shell Gas Station
- 2023 Claims EFT & Checks Approval #20178-20204 - \$64,646.80
- 2023 Payroll EFT Approval - \$12,300.01

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

**** As of December 21, 2023, the Council approved payment of 2023 Claims EFT & checks approval #20178-20204 in the amount of \$64,646.80, 2023 Payroll EFT approval in the amount of \$12,300.01.**

**** M/s; Acosta/ Lopez motion that bill, checks, payroll, 12.07.23 meeting minutes be approved. Motion carried.**

V. Reports:

Mayor's Report

**** Audit report came back good. Good job to Anabel.**

**** Winter Festival- about 200 gifts were given out. Working on the date for 2024 winter Festival**

Council Report

**** Councilwomen Hernandez is participating in three sub committees and would like to know where or who she can reach out to get informed of what is legal and what applies being part of committees.**

****Councilwomen Lopez said she saw few shopping carts down at the WGL apartments, they cannot blame the H2 workers because they are not in Mattawa anymore.**

Police Department Report

- ** Live scan Update-**having few issues due to having different entities working the live scan.
- ** Shop with the cop,** great event officer Villa and officer Vazquez enjoyed the experience. Would like to clarify that the Wahluke School District is the one who selects the family and not the Police Department.
- **Update on recruiting-** The two applicants that were on the continues list have been disqualified due to the background check. Last Thursday we conducted testing for new hires, only one passed.
- **Councilman Acosta** asked for how long has the position been open. Chief Salinas responded for one year.

Public Works Department Report

- **Water-** repair Fire hydrant meters and replaced 3 water meters.
- **Training-**We had a few training courses in water distribution and flaggers.
- **Sewer-** WWTF improvement project is ingoing, the submersible water pump was replaced, we believe it is the original one since we reached out to previous employee Jorge Hernandez and he thinks it is since it has been over 20 years ago. The electric panels (head works Ras) need to be replaced; we have reached out to Ecology for additional funding to upgrade.
- **Streets-** we will be having “El Nino winter” a lot of rain. We’ve been manually removing excess water off the roadway.
- **Park-** basketball court parking lot has been paved and striped completely.
- **Events-** Parade Winter Festival and Community visioning workshop was a success.
- ** Councilman Acosta** asked when the next tour for treatment plant would be.

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

None.

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

- 1. SCJ Alliance 2024-2026 On-Call Planning Services Agreement.**
M/s; Lopez/ Acosta motion for Mayor to sign agreement. Motion carried.
- 2. Cargo Containers Discussion**
 - **Councilman Acosta** would like city to keep the same code, he would like city to look nice.
 - **Councilwomen Lopez** said is time to change the code. The code was written more than 10 years ago.
 - ** Mayor Celaya** suggested a committee to modify the city code for cargos containers.
 - **Katherine** recommended the council to offer the voluntary correction agreement to Mr. Corrales while council decided on whether they would like to update the city code on cargo containers.

****Councilman Acosta would like this item to be added to council agenda every single meeting until February.**

M/s; Lopez/ Acosta motion for staff to not enforce violation on existing and offer Mr. Corrales a 12-month voluntary correction agreement. Motion carried.

3. Resolution No. 23.12.19 AWC Trust benefits & Agreement (Guild Employees)

M/s; Acosta/ Lopez. Motion carried.

4. Mayor Pro-Term; Councilman Acosta Discussion

****Councilman Acosta said he looked into the rules and regulations for council/ mayor and asked where the term for mayor Pro tem is.**

****Councilwomen Hernandez asked what that meant.**

****Councilman Hwang said he is responsible of conducting meeting if Mayor is not present, steps in when Mayor is not present.**

****Councilwomen Lopez said not everyone is present they should table for next meeting and give a chance to the one who are present in case they would like to run for Mayor Pro tem.**

M/s; Acosta/ Lopez motion to table for next council meeting. Motion carried.

5. Oaths of Office

(Mayor can administer oaths as a group to councilmembers) No action needed.

Oath was administered to Mr. Hwang only.

6. Basketball Court Project Sidewalk Paving

****Councilwomen Hernandez said the Lowes construction quote was too high.**

****Katherine recommended they need to choose the lowest bid/quote.**

****Council suggested to Juan to get new quotes.**

M/s; Acosta/ Barajas motion to table for next meeting. Motion carried.

7. RCO Grant Agreement – Park Equipment

M/s; Acosta/Lopez motion to approve the RCO agreement. Motion carried.

8. Library Building Use & Maintenance Agreement

M/s; Barajas/Acosta motion to approve the one-year term agreement. Motion carried.

IX. Adjournment:

The council meeting was adjourned at 7:56 P.M. M/s; Acosta/ Barajas. Motion carried.

Respectfully submitted,

Anabel Martinez, City Clerk

Maria Celaya, Mayor

Gray & Osborne/City of Mattawa Project Summary (12/27/23)

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 was not awarded.
- City will likely receive a different TIB funding offer in the next year.

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 pending.
- **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 –Jamin Ankney, Jared McMeen, Justin Wies

Project Number 22867

Project Completion: June 2024

Funded: City Water Fund

- Design will be ongoing throughout the winter and spring.
- **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
- Applied to DWSRF – Funding application is under DOH review.
- Added 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
- **Upgrades are estimated to cost around \$220,000.**

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
- Facility plan amendment required for Ecology approval of funding for control panel replacement
- **Total Budget \$5,883,000 (includes design, construction, construction administration)**

WWTF Solids Handling Analysis – Nancy Wetch, Arn Combs

Project Number: 23813

Project Completion: January 2024

- 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 2023/2024
- 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: December 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.
- Community workshop completed on Friday, December 15.
- **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
- 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

- 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.
- The 60-day due diligence period ended on November 14
- City could consider funding options for the selected alternative.
- **Total Budget \$27,700**

Next Meeting – January 10, 2023, 3:30 p.m.

ACCOUNTS PAYABLE

City Of Mattawa

Time: 13:12:49 Date: 01/02/2024

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
16814	12/31/2023	12/31/2023	3627	ANATEX LABS INC-SPOKANE	140.00 WWTP RC Samples
534 10 41 02	Chemical Samples	401 000 534	Water Operatin	40.00	DW RC Samples
535 10 41 02	Testing Samples	405 000 535	Sewer Operatin	50.00	WWTP RC Samples
535 10 41 02	Testing Samples	405 000 535	Sewer Operatin	50.00	WWTP RC Samples
16843	12/31/2023	12/31/2023	3519	APSCO, LLC	1,799.98 Blower Maint Services
535 10 48 02	Sewer Plant Maintenance	405 000 535	Sewer Operatin	1,799.98	Blower Maint Services
16822	12/31/2023	12/31/2023	1886	CENTURY LINK	67.31 WWTF SCADA
535 10 42 00	Telephone	405 000 535	Sewer Operatin	67.31	WWTF SCADA
16823	12/31/2023	12/31/2023	1886	CENTURY LINK	127.63 Lift Station
535 10 42 00	Telephone	405 000 535	Sewer Operatin	127.63	Lift Station
16815	12/31/2023	12/31/2023	443	CITY OF MATTAWA-PETTY CASH	71.29 Petty Cash
514 23 31 00	Postage	001 000 514	Current Expens	4.12	Utilities Postage November 2023
518 30 47 14	City Hall Utilities	001 000 518	Current Expens	15.00	Drinking Water
521 20 31 02	Postage	001 000 521	Current Expens	34.90	MPD Postage
554 30 31 00	Animal Control / Supplies	001 000 554	Current Expens	7.51	Dog Food
573 90 49 00	Community Events	001 000 573	Current Expens	9.76	Winter Festival- Candy, Kraft Bags
16805	12/31/2023	12/31/2023	112	COLUMBIA BASIN HERALD	48.00 Ad. For Bids 2023
518 30 41 00	Publishing	001 000 518	Current Expens	48.00	Ad. For Bids 2023
16826	12/31/2023	12/31/2023	2304	FIRST BANKCARD	2,246.22 Credit Card Expenses- MPD
521 10 49 00	Professional Services	001 000 521	Current Expens	90.05	Office Phone Lines
521 22 35 00	LE Equipment/Supplies	001 000 521	Current Expens	121.72	Schedule Anywhere License
521 22 35 00	LE Equipment/Supplies	001 000 521	Current Expens	21.63	Acorbat Pro
521 22 35 00	LE Equipment/Supplies	001 000 521	Current Expens	540.98	MPD- Chairs And Desk
521 22 35 00	LE Equipment/Supplies	001 000 521	Current Expens	160.43	Stickers
521 40 49 00	Training	001 000 521	Current Expens	450.00	Street Crime Training- Officer Vazquez
521 40 49 00	Training	001 000 521	Current Expens	70.83	Meals- Sergeant Pantaleon And Erika-Training Finger Print
521 40 49 00	Training	001 000 521	Current Expens	47.95	Meals- Sergeant Pantaleon And Erika-Training Finger Print
521 40 49 00	Training	001 000 521	Current Expens	57.90	Fuel - Sergeant Pantaleon And Erika-Training Finger Print

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
521 40 49 00	Training		001 000 521 Current Expens	143.75	Lodging- Sergeant Pantaleon And Erika-Training Finger Print
534 10 31 00	Office Supplies		401 000 534 Water Operatin	540.98	PW Chairs And Desk
16827	12/31/2023	12/31/2023	2304	2,356.05	Credit Card Expenses Clerks
			FIRST BANKCARD		
514 23 49 02	Assoc. Dues/AWC		001 000 514 Current Expens	250.00	Entity Verification Fees
518 23 42 14	Telephone/Internet Expense		001 000 518 Current Expens	33.34	Monthly Web Site Fees
518 23 42 14	Telephone/Internet Expense		001 000 518 Current Expens	48.23	Office Phone Lines
518 23 42 14	Telephone/Internet Expense		001 000 518 Current Expens	68.90	City Hall Internet
518 30 49 14	Professional Services		001 000 518 Current Expens	250.00	Entity Verification Fees
521 10 49 00	Professional Services		001 000 521 Current Expens	33.34	Monthly Web Site Fees
534 10 31 00	Office Supplies		401 000 534 Water Operatin	48.23	Office Phone Lines
534 10 41 05	Professional Services		401 000 534 Water Operatin	16.66	Monthly Web Site Fees
535 10 41 04	Professional Services		405 000 535 Sewer Operatin	16.66	Monthly Web Site Fees
535 10 41 04	Professional Services		405 000 535 Sewer Operatin	48.24	Office Phone Lines
535 10 47 00	Utilities		405 000 535 Sewer Operatin	56.00	WWTF Internet Services
542 30 43 00	Travel And Training		101 000 542 Street Fund	120.00	Pesticide Training Jesse
573 90 49 00	Community Events		001 000 573 Current Expens	61.87	Winter Festival Event- Paper/Spoons/ Plates
573 90 49 00	Community Events		001 000 573 Current Expens	4.33	Gift Bags For Toy Wrapping Winter Festival
573 90 49 00	Community Events		001 000 573 Current Expens	24.93	Gift Bags For Toy Wrapping Winter Festival
573 90 49 00	Community Events		001 000 573 Current Expens	470.67	Toys And Blankets For Winter Festival
573 90 49 00	Community Events		001 000 573 Current Expens	804.65	Crafts For Winter Festival
16842	12/31/2023	12/31/2023	2304	4,189.00	Credit Card Expenses-PW
			FIRST BANKCARD		
534 10 31 01	Operating Supplies		401 000 534 Water Operatin	160.86	Safety Glasses/Pipes Thread
534 10 32 02	Fuel		401 000 535 Water Operatin	99.34	Fuel- Training New Public Works Contracty Laws For Cities- Juan
534 10 41 05	Professional Services		401 000 534 Water Operatin	21.67	Acorbat 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	42.00	WDM II Certificate Renewal
534 10 43 00	Travel & Training		401 000 534 Water Operatin	88.74	WDM CCC, WDS Application
534 10 43 00	Travel & Training		401 000 534 Water Operatin	7.86	Meal- Training New Public Works Contracty Laws For Cities- Juan
534 10 43 00	Travel & Training		401 000 534 Water Operatin	22.16	Meal- Training New Public Works Contracty Laws For Cities- Juan
534 10 43 00	Travel & Training		401 000 534 Water Operatin	7.94	Meal- Training New Public Works Contracty Laws For Cities- Juan
534 10 43 00	Travel & Training		401 000 534 Water Operatin	15.28	Meal Juan & Jose F- Water Distrubution Manager Exam Review

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534 10 43 00	Travel & Training		401 000 534 Water Operatin	23.23	Meal Juan & Jose F- Water Distrubution Manager Exam Review
534 10 43 00	Travel & Training		401 000 534 Water Operatin	82.89	Fuel Training Water Distrubution Manager Exam Review
534 10 43 00	Travel & Training		401 000 534 Water Operatin	451.35	Lodging - Training Water Distrubution Manager Exam Review
534 10 43 00	Travel & Training		401 000 534 Water Operatin	451.35	Lodging - Training Water Distrubution Manager Exam Review
534 10 43 00	Travel & Training		401 000 534 Water Operatin	51.40	Meal Juan & Jose F- Water Distrubution Manager Exam Review
534 10 43 00	Travel & Training		401 000 534 Water Operatin	5.48	Meal Juan & Jose F- Water Distrubution Manager Exam Review
534 10 43 00	Travel & Training		401 000 534 Water Operatin	28.43	Meal Juan & Jose F- Water Distrubution Manager Exam Review
534 10 43 00	Travel & Training		401 000 534 Water Operatin	13.14	Meal Juan & Jose F- Water Distrubution Manager Exam Review
534 10 43 00	Travel & Training		401 000 534 Water Operatin	16.25	Meal Juan & Jose F- Water Distrubution Manager Exam Review
534 10 43 00	Travel & Training		401 000 534 Water Operatin	15.11	Meal Juan & Jose F- Water Distrubution Manager Exam Review
534 10 43 00	Travel & Training		401 000 534 Water Operatin	25.40	Meal Juan & Jose F- Water Distrubution Manager Exam Review
534 10 43 00	Travel & Training		401 000 534 Water Operatin	37.61	Meal Juan & Jose F- Water Distrubution Manager Exam Review
534 10 43 00	Travel & Training		401 000 534 Water Operatin	10.76	Meal Juan & Jose F- Water Distrubution Manager Exam Review
534 10 43 00	Travel & Training		401 000 534 Water Operatin	10.99	Meal Juan & Jose F- Water Distrubution Manager Exam Review
534 10 43 00	Travel & Training		401 000 534 Water Operatin	8.06	Meal Juan & Jose F- Water Distrubution Manager Exam Review
534 10 43 00	Travel & Training		401 000 534 Water Operatin	59.15	Meal Juan & Jose F- Water Distrubution Manager Exam Review
534 10 43 00	Travel & Training		401 000 534 Water Operatin	9.00	Meal Juan & Jose F- Water Distrubution Manager Exam Review
534 10 48 02	Vehicle Repair & Maintena		401 000 548 Water Operatin	216.79	Emergency Flashing Light
534 10 48 02	Vehicle Repair & Maintena		401 000 548 Water Operatin	175.60	Extention Cord/ Timer Switch Patio/ Keypad Door Lock
535 10 31 02	Uniforms		405 000 535 Sewer Operatin	144.04	Adjustable Earmuffs/ Hearing Protector
535 10 31 02	Uniforms		405 000 535 Sewer Operatin	91.50	T-Shirts Reflective

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535 10 35 00	Small Tools & Equipment		405 000 535 Sewer Operatin	735.90	DW Batteries
535 10 35 00	Small Tools & Equipment		405 000 535 Sewer Operatin	87.69	Assortment Pack Level Connector Kit, Wall Clock
535 10 35 00	Small Tools & Equipment		405 000 535 Sewer Operatin	243.15	Extention Cord/ Timer Switch Patio/ Keypad Door Lock
535 10 47 00	Utilities		405 000 535 Sewer Operatin	69.95	WWTF Internet Services
535 10 48 00	Office Repair And Mainten		405 000 535 Sewer Operatin	24.71	Steel Door Hole Cover Plate
535 10 48 00	Office Repair And Mainten		405 000 535 Sewer Operatin	10.73	Hole Cover Doors
535 10 48 00	Office Repair And Mainten		405 000 535 Sewer Operatin	92.13	Lateral Files
535 10 48 03	Vehicle Repair / Maintenanc		405 000 535 Sewer Operatin	141.82	Adjustable Drop Hitch
535 10 48 03	Vehicle Repair / Maintenanc		405 000 535 Sewer Operatin	54.19	LED Bulbs Ranger 1
542 30 43 00	Travel And Training		101 000 542 Street Fund	102.70	Pesticide TextBook
542 30 43 00	Travel And Training		101 000 542 Street Fund	150.00	Pesticide Renewal Juan, Jose F And Jose R
542 30 43 00	Travel And Training		101 000 542 Street Fund	4.50	Pesticide Renewal Juan, Jose F And Jose R- Convenience Fee
572 20 31 00	Library Maintenance And C		001 000 572 Current Expens	77.16	Magnet Roll. Saw Blade Set, Level Wire Connector-Library
16810	12/31/2023	12/31/2023	3183 GRANT COUNTY ELECTIONS	1,089.30	2023 General Elections
514 40 50 00	Election Costs		001 000 514 Current Expens	1,089.30	2023 General Elections
16804	12/31/2023	12/31/2023	1698 GRANT COUNTY PUD	1,674.68	Power Billing November 2023
518 30 47 14	City Hall Utilities		001 000 518 Current Expens	171.34	City Hall
534 10 47 01	Utilities		401 000 534 Water Operatin	1,243.86	707 2nd
534 10 47 01	Utilities		401 000 534 Water Operatin	46.94	Boundary
572 20 47 00	Library - Utility Services		001 000 572 Current Expens	107.07	Library
576 80 47 00	Park Utilities		001 000 576 Current Expens	24.97	Park
576 80 47 00	Park Utilities		001 000 576 Current Expens	27.28	Manson Lane
576 80 47 00	Park Utilities		001 000 576 Current Expens	30.02	Control Circuit
576 80 47 00	Park Utilities		001 000 576 Current Expens	23.20	Outlets
16844	12/31/2023	12/31/2023	1698 GRANT COUNTY PUD	2,423.89	Power Billing November 2023
534 10 47 01	Utilities		401 000 534 Water Operatin	193.86	709 1st Street
535 10 47 00	Utilities		405 000 535 Sewer Operatin	72.89	8th Street/Portage Ave
535 10 47 00	Utilities		405 000 535 Sewer Operatin	1,819.21	U Rd SW
576 80 47 00	Park Utilities		001 000 576 Current Expens	103.69	104 Portage Park
576 80 47 00	Park Utilities		001 000 576 Current Expens	234.24	710 1st Street
16809	12/31/2023	12/31/2023	1734 GRAY & OSBORNE INC	1,671.32	WWTF Fire Assistance Professional Services Nov. 5 To Nov 18, 2023

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535 10 41 08	Professional Services - WW		405 000 535 Sewer Operatin	1,671.32	WWTF Fire Assistance Professional Services Nov. 5 To Nov 18, 2023
16845 12/31/2023 12/31/2023 3640	M 3:16 LANDSCAPING & LAWN CARE			1,084.00	Fence Chine Link -Basketball Project
594 76 41 00 2022	Paul Lauzier Grant - F		001 000 594 Current Expens	1,084.00	Fence Chine Link -Basketball Project
16803 12/31/2023 12/31/2023 2798	PACIFIC OFFICE AUTOMATION			247.64	Monthly Equipment Fee For November 2023
591 14 70 01	Copier Machine Lease - Cl		001 000 591 Current Expens	49.53	Monthly Equipment Fee For November 2023
591 21 70 03	Copier Machine Lease - PD		001 000 591 Current Expens	49.53	Monthly Equipment Fee For November 2023
591 34 70 01	Copier Machine Lease - PW		401 000 591 Water Operatin	49.53	Monthly Equipment Fee For November 2023
591 35 70 02	Copier Machine Lease - PW		405 000 591 Sewer Operatin	49.53	Monthly Equipment Fee For November 2023
591 37 70 01	Copier Machine Lease - PW		420 000 591 Solid Waste Fu	49.52	Monthly Equipment Fee For November 2023
16800 12/31/2023 12/31/2023 3503	PERFORMANCE TIRE INC			789.56	MPD- Tires
521 20 48 00	Vehicle Repair And Mainte		001 000 521 Current Expens	789.56	MPD- Tires- 2018 Ford Explorer
16807 12/31/2023 12/31/2023 3416	SCJ ALLIANCE			5,464.50	Planning Services Fee Period October 29- December 2, 2023
558 60 41 00	Planning-Zoning & Land U		001 000 558 Current Expens	5,464.50	Planning Services Fee Period October 29- December 2, 2023
16808 12/31/2023 12/31/2023 3416	SCJ ALLIANCE			2,302.25	Comprehensive Plan Update Fee Period October 29- December 2, 2023
558 60 41 01	Comprehensive Plan Updat		001 000 558 Current Expens	2,302.25	Comprehensive Plan Update Fee Period October 29- December 2, 2023
16825 12/31/2023 12/31/2023 3299	SOILTEST FARM CONSULTANTS INC			952.00	WWTP RC Samples
535 10 41 02	Testing Samples		405 000 535 Sewer Operatin	952.00	WWTP RC Samples
16806 12/31/2023 12/31/2023 1979	THE BUILDING DEPARTMENT LLC			1,123.37	Building Permit And Rental Inspections Fees
524 20 41 00	Rental/Fire Inspection Cost		001 000 524 Current Expens	795.00	Rental Inspections Fee
558 50 41 00	Building Permit & Plan Rev		001 000 558 Current Expens	328.37	Building Permit Fees
16802 12/31/2023 12/31/2023 2140	THINK TANK SANITATION INC.			510.00	Portable Restrooms
576 80 47 00	Park Utilities		001 000 576 Current Expens	510.00	Portable Restrooms
16799 12/31/2023 12/31/2023 732	U.S CELLULAR			764.16	MPD Cell Phone Services
521 20 42 00	Telephone		001 000 521 Current Expens	764.16	MPD Cell Phone Services

ACCOUNTS PAYABLE

City Of Mattawa

Time: 13:12:49 Date: 01/02/2024

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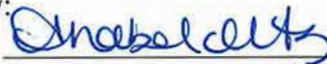
Pay #	Received	Date Due	Vendor	Amount	Memo
16824	12/31/2023	12/31/2023	732 U.S CELLULAR	511.08	PW & Clerks/Mayor Cell Phone Services
518 23 42 14	Telephone/Internet Expense	001 000 518	Current Expens	193.15	Clerks/Mayor Cell Phone Services
534 10 42 00	Telephone	401 000 534	Water Operatin	105.98	PW Cell Phone Services
535 10 42 00	Telephone	405 000 535	Sewer Operatin	105.98	PW Cell Phone Services
537 10 42 00	Telephone	420 000 537	Solid Waste Fu	105.97	PW Cell Phone Services
16801	12/31/2023	12/31/2023	3197 UNIFORMS 2 GEAR	497.36	MPD- Uniforms
521 22 35 00	LE Equipment/Supplies	001 000 521	Current Expens	497.36	Hats/ Adjustable Snapback Trucker/ Logos/Cap

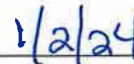
Report Total: 32,150.59

Fund

001 Current Expense Fund	18,590.47
101 Street Fund	377.20
401 Water Operating Fund	4,444.87
405 Sewer Operating Fund	8,582.56
420 Solid Waste Fund	155.49

This report has been reviewed by:





REMARKS:

Anabel Martinez - City Clerk

Date

ACCOUNTS PAYABLE

City Of Mattawa

Time: 13:14:37 Date: 01/02/2024

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Pay #	Received	Date Due	Vendor	Amount	Memo
16817	01/04/2024	01/04/2024	26	AMERICAN WATER WORKS ASSOCIATION	412.00 AWWA Renewal 2024
	534 10 41 05 Professional Services		401 000 534 Water Operatin	412.00	AWWA Renewal 2024
16819	01/04/2024	01/04/2024	2821	LEXIPOL	8,351.03 2024 Annual Law Enforcement Policy Manual & Daily Training Bulletins
	521 20 41 00 Lexipol		107 000 521 Public Safety T	8,351.03	2024 Annual Law Enforcement Policy Manual & Daily Training Bulletins
16818	01/04/2024	01/04/2024	324	MULTI AGENCY COMMUNICATION CENTER	2,481.70 Dispatch Services Janaury 2024
	522 20 42 02 MACC - Communications		107 000 522 Public Safety T	2,481.70	Dispatch Services Janaury 2024
16816	01/04/2024	01/04/2024	2729	QUADIENT FINANCE USA INC.	217.80 Postage Machine Lease Dec. 28, 2023- Mar. 27, 2024
			000 000 000	43.56	Postage Machine Lease Dec. 28, 2023- Mar. 27, 2024
			000 000 000	43.56	Postage Machine Lease Dec. 28, 2023- Mar. 27, 2024
	591 34 70 00 Postage Machine Lease - P		401 000 591 Water Operatin	43.56	Postage Machine Lease Dec. 28, 2023- Mar. 27, 2024
			000 000 000	43.56	Postage Machine Lease Dec. 28, 2023- Mar. 27, 2024
			000 000 000	43.56	Postage Machine Lease Dec. 28, 2023- Mar. 27, 2024
16811	01/04/2024	01/04/2024	2963	SMARSH INC	8,201.77 Archiving Web Annual 2024
	518 30 49 14 Professional Services		001 000 518 Current Expens	2,733.93	Archiving Web Annual 2024
	521 10 49 00 Professional Services		001 000 521 Current Expens	2,733.93	Archiving Web Annual 2024
	534 10 41 05 Professional Services		401 000 534 Water Operatin	911.31	Archiving Web Annual 2024
	535 10 41 04 Professional Services		405 000 535 Sewer Operatin	911.30	Archiving Web Annual 2024
	542 30 41 00 Professional Services		101 000 542 Street Fund	911.30	Archiving Web Annual 2024
16813	01/04/2024	01/04/2024	3372	TEXTMYGOV	2,100.00 2024 Software & Support
	518 30 49 14 Professional Services		001 000 518 Current Expens	700.00	2024 Software & Support
	521 10 49 00 Professional Services		001 000 521 Current Expens	700.00	2024 Software & Support
	534 10 41 05 Professional Services		401 000 534 Water Operatin	275.00	2024 Software & Support
	535 10 41 04 Professional Services		405 000 535 Sewer Operatin	275.00	2024 Software & Support
	537 10 41 02 Professional Services		420 000 537 Solid Waste Fu	150.00	2024 Software & Support
16820	01/04/2024	01/04/2024	3362	VISION MUNICIPAL SOLUTIONS LLC	16,663.25 2024 IT Services Annual VCare Contract
	518 80 41 01 Computer Support/Mainten		001 000 518 Current Expens	9,508.85	2024 IT Services Annual VCare Contract
	521 10 49 00 Professional Services		001 000 521 Current Expens	4,292.64	2024 IT Services Annual VCare Contract
	534 10 41 05 Professional Services		401 000 534 Water Operatin	953.92	2024 IT Services Annual VCare Contract
	535 10 41 04 Professional Services		405 000 535 Sewer Operatin	953.92	2024 IT Services Annual VCare Contract

ACCOUNTS PAYABLE

City Of Mattawa

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Accts

Pay #	Received	Date Due	Vendor	Amount	Memo	
537 10 41 02	Professional Services	420 000 537	Solid Waste Fu	953.92	2024 IT Services Annual VCare Contract	
16821	01/04/2024	01/04/2024	3362	VISION MUNICIPAL SOLUTIONS LLC	7,134.30	2024 Annual Subscription Office 365 Email,Microsoft And Sonic Wall
511 60 41 00	Elected Officials - Professic	001 000 511	Current Expens	2,385.89	2024 Annual Subscription Office 365 Email,Microsoft And Sonic Wall	
518 80 41 01	Computer Support/Mainten	001 000 518	Current Expens	1,982.06	Clerks Dept 2024 Annual Subscription Office 365 Email,Microsoft And Sonic Wall	
521 10 49 00	Professional Services	001 000 521	Current Expens	1,635.51	MPD 2024 Annual Subscription Office 365 Email,Microsoft And Sonic Wall	
534 10 41 05	Professional Services	401 000 534	Water Operatin	376.95	2024 Annual Subscription Office 365 Email,Microsoft And Sonic Wall	
535 10 41 04	Professional Services	405 000 535	Sewer Operatin	376.95	2024 Annual Subscription Office 365 Email,Microsoft And Sonic Wall	
537 10 41 02	Professional Services	420 000 537	Solid Waste Fu	376.94	2024 Annual Subscription Office 365 Email,Microsoft And Sonic Wall	
16812	01/04/2024	01/04/2024	503	WA ASSOC BLDG OFFICIAL	105.00	2024 WABO Membership
514 23 49 02	Assoc. Dues/AWC	001 000 514	Current Expens	105.00	2024 WABO Membership	

Report Total:

45,666.85

Fund

000	174.24
001 Current Expense Fund	26,777.81
101 Street Fund	911.30
107 Public Safety Tax Fund	10,832.73
401 Water Operating Fund	2,972.74
405 Sewer Operating Fund	2,517.17
420 Solid Waste Fund	1,480.86

This report has been reviewed by:

Anabel Martinez

1/2/24

REMARKS:

Anabel Martinez - City Clerk

Date



December 27, 2023

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

SUBJECT: PROGRESS ESTIMATE 6, WWTF IMPROVEMENTS
CITY OF MATTAWA, GRANT COUNTY, WASHINGTON
G&O #19044.01

Dear Ms. Martinez:

We have enclosed Progress Estimate 6 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: \$69,092.85

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 6
DECEMBER 27, 2023

CITY OF MATTAWA
 GRANT COUNTY
 WASHINGTON

PROGRESS ESTIMATE PERIOD
 NOVEMBER 25, 2023 TO DECEMBER 22, 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	8.73%	8.73%	\$3,490.37	\$3,490.37	9%
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	1.65%	16.60%	\$60,248.42	\$604,543.79	17%
6	Rock Excavation	100	CY	\$184.53	0.00	292.60	\$0.00	\$53,993.48	293%

PROGRESS ESTIMATE 6
DECEMBER 27, 2023

CITY OF MATTAWA
 GRANT COUNTY
 WASHINGTON

PROGRESS ESTIMATE PERIOD
 NOVEMBER 25, 2023 TO DECEMBER 22, 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
SUBTOTAL EARNED TO DATE		\$63,738.79	\$893,881.64
SALES TAX	8.40%	\$5,354.06	\$75,086.06
MATERIALS ON HAND		\$0.00	\$187,187.56
TOTAL		\$69,092.85	\$1,156,155.26
LESS 5% RETAINED (BEFORE TAX)		\$0.00	\$0.00
CONTRACTOR OBTAINED RETAINAGE BOND			
TOTAL EARNED TO DATE LESS RETAINAGE			\$1,156,155.26
LESS AMOUNTS PREVIOUSLY PAID			
PROGRESS ESTIMATE 1			\$212,740.22
PROGRESS ESTIMATE 2			\$197,874.62
PROGRESS ESTIMATE 3			\$152,050.04
PROGRESS ESTIMATE 4			\$303,336.73
PROGRESS ESTIMATE 5			\$221,060.80
TOTAL PAYMENT NOW DUE:		\$69,092.85	\$69,092.85
ORIGINAL CONTRACT AMOUNT (WITHOUT TAX)		\$4,517,831.79	
CONTRACT PERCENTAGE TO DATE	19.8%		

PROGRESS ESTIMATE 6
DECEMBER 27, 2023

CITY OF MATTAWA
GRANT COUNTY
WASHINGTON

PROGRESS ESTIMATE PERIOD
NOVEMBER 25, 2023 TO DECEMBER 22, 2023

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

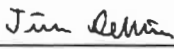
CONTRACTOR:
BOSS CONSTRUCTION, INC.
4945 GUIDE MERIDIAN
BELLINGHAM, WA 98226

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

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

GRAY & OSBORNE, INC.

BOSS CONSTRUCTION, INC.


TIM DEVRIES, P.E.


CONTRACTOR'S REPRESENTATIVE

SUMMARY AND DISTRIBUTION OF PAYMENTS

PAY EST NO.	PROGRESS ESTIMATE PERIOD DATES	TOTAL EARNED PER PERIOD	SALES TAX RATE	SALES TAX AMOUNT	MATERIALS ON HAND	RETAINAGE (5%)	TOTAL PAYMENT
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
6	NOVEMBER 25, 2023 TO DECEMBER 22, 2023	\$63,738.79	8.40%	\$5,354.06	\$0.00	\$0.00	\$69,092.85
TOTAL:		\$893,881.64		\$75,086.06	\$187,187.56	\$0.00	\$1,156,155.26