



CITY OF MATTAWA

COUNCIL MEETING AGENDA

April 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

- Advanced Certificate of Municipal Leader Acknowledgement – AWC CEO, Deanna Dawson
- Mattawa PROS Plan Final Draft Presentation with Capital Improvements List Identified

IV. Workshop

- Hwang Subdivision Development Agreement - Continued

V. Consent Agenda/Informational:

- Minutes- Council Meeting 03.21.24
- Gray & Osborne Project Summary 3.27.24
- 2024 Claims EFT & Checks Approval #20363-20384 - \$610,167.49
- 2024 Payroll EFT & Checks Approval #31931-31937 - \$117,446.95

VI. Reports:

Mayor Report

Council Report

Police Department Report

Public Works Department Report

VII. Council, Items for Motion (Old Business):
None.

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

- 1. Updating City Construction Standards**
- 2. Letter of Support – SR243 Roundabout Desert Aire**
- 3. Progress Estimate 8 – WWTF Improvements Project**

IX. Executive Session: RCW 42.30.110 (1iii) Litigation or Legal risks.

X. Adjournment:



Staff Report

To: Mattawa City Council
From: Rachelle Bradley, Contract Planner
Date: 03/28/2024
Request: Develop a Parks, Recreation and Open Space Plan, 2024-2030 for the City of Mattawa

Overview

This staff report addresses developing Mattawa's first Parks, Recreation and Open Space (PROS) Plan to be eligible for WA Recreation and Conservation Office (RCO) funding, as well as, plan for the future of Mattawa's parks and recreation. The PROS Plan is a planning document, which was developed for the City of Mattawa by SCJ Alliance Consulting Services. The Plan documents the City's existing parks, recreation, and open space and makes suggestions on short-term and long-term parks improvements across the city. The Plan proposes improvements to the City's park system and guides operational procedures to improve the level of service and improve deficiencies.

Adherence to GMA and RCO Planning Requirements

The City of Mattawa is a fully planning jurisdiction under Washington's Growth Management Act (RCW 36.70A) As part of the comprehensive planning process, jurisdictions may develop a Parks and Recreation Element as part of their Comprehensive Plan (36.70A.070(8)). The parks and recreation element must implement and be consistent with the capital facilities element as it relates to park and recreation facilities. In addition the element shall include:

- Estimates of park and recreation demand for at least a ten-year period
- Evaluation of facilities and service needs
- Evaluation of tree canopy coverage within the urban growth area
- Evaluation of intergovernmental coordination opportunities to provide regional approaches for meeting park and recreational demand.

To be eligible for RCO recreation and conservation grant funding, a jurisdiction must adopt a long-range comprehensive plan that covers parks and recreation or habitat conservation. There are six elements that RCO looks for to be eligible for funding (Manual 2):

1. Goals and Objectives
2. Inventory
3. Public Involvement
4. Demands and Needs Analysis
5. Capital Improvement Program
6. Adoption

Process

The Plan is organized consistently with RCO requirements and meets RCO requirements with each chapter corresponding with items 1-6. The GMA requirements for the evaluation of tree canopy coverage for the optional parks and recreation element was added as of the 2023 legislative session and does not apply to this planning process. These requirements will be incorporated as part of the 2027 Comprehensive Plan periodic update process. The PROS plan includes estimates of park and recreation demand for twenty years and evaluates facilities and service needs in Chapter 4. Capital improvement projects are identified in Chapter 6.

Public Notice

A notice of project and hearing was published in the Columbia Basin Herald on March 20 and 27, 2024 for the public hearing. Agencies were provided notice of application through email notification on March 28, 2024 with a comment end date of April 11, 2024.

Interjurisdictional Coordination

The PROS plan is exempt from the 60-day notice of intent process through the Department of Commerce as this project is neither a comprehensive plan nor development regulation amendments.

State Environmental Policy Act

A SEPA non-project environmental checklist for the proposal has been completed by the consultants for the City of Mattawa. A determination of non-significance is anticipated to be issued prior to final adoption. Official notice of DNS will be published on the SEPA register with a fourteen day comment period.

Other Public Engagement

Public engagement for the Parks, Recreation, and Open Space Plan Update throughout the planning process has informed the planning document and proposal. Results of a public survey and events are included in the planning document.

A Parks Advisory Committee was also established as part of this planning process and provided input on the planning document. The committee included stakeholders, interjurisdictional representatives, and community members. The members reviewed the public participation plan, informed the vision statement, and solicited feedback from community members.

Agency Comments

The following agencies were notified as part of the review process in accordance with Mattawa Municipal Code on March 28, 2024 with a comment end date of April 11, 2024. Upon comment period closing a table will be created that summarizes the response date and nature of each comment from state and agency stakeholders. Public comments are pending and will be also be included when the period closes.

Proposal

The PROS Plan proposes several projects in the Six-Year Parks Capital Improvement Program (CIP). The CIP is a planning level document that identifies the capital projects intended to be funded and completed for the period from 2024 to 2030. The proposed 2024-2030 Parks CIP is unbalanced, meaning that the projected expenditures exceed available revenues by nearly \$7.2m. This is primarily due to the lack of revenue from the existing park and a significant need in new parks and recreation facilities and land acquisition. Balancing the CIP requires the identification of additional revenue sources over the next six years and is considered a high priority. Additional revenue sources should be identified as an objective of the PROS plan. Projects are also prioritized by funding likelihood and community priority.

Exhibits

Exhibit A: Draft Mattawa Parks, Recreation, and Open Space Plan and appendices

City of Mattawa

Parks, Recreation, and Open Space Plan

2024-2030



Project Information

Project: City of Mattawa Parks, Recreation, and Open Space Plan

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Acknowledgments

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Gray & Osborne, Inc

This plan was made possible by Washington State Recreation and Conservation Office funding to support planning for recreation access in communities across the state.

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Executive Summary

The City of Mattawa 2024-2030 Parks, Recreation, and Open Space (PROS) Plan examines the city's parks, recreation, and open space assets and engages the public in determining their desired quality of life and the appropriate level of recreational service to be provided, then outlines recommended improvements to form a basis for future capital improvement planning. This plan has been prepared in compliance with State of Washington Growth Management Act requirements and serves as the City of Mattawa's Comprehensive Plan's Parks and Recreation Element.

Additionally, the plan has been developed in compliance with the Washington State Recreation and Conservation Office guidelines. The PROS plan includes an inventory and analysis of the city's existing parks, trails, and future park locations. The plan compares the city's parks and recreation service levels to current and future projected demographics, and other cities and national recreational standards. Through this process, Mattawa was found to have a lower-than-average ratio of park acres to population, with a current deficit of 33.43 acres of parks, recreation, and open space land in the city's service area. While residents show some satisfaction with the city's parks and recreation amenities, they must often rely upon neighboring communities to meet their interests or travel farther to gain access to parks and recreation facilities.

The planning process engaged Mattawa residents through workshops, surveys, and an advisory committee to assess current park and recreation use and define needs and desires. The majority of participants identified as youth 20 years and younger (72%) and showed support for the future of Mattawa's parks and recreation in their responses. Overall, the current level of service provided by the city's parks, recreational facilities, open spaces, and trails was found to be considerably lacking, but with pride in maintaining and improving Hund Memorial Park.

Vision Statement

The City of Mattawa is a community that promotes the development of recreational facilities and activities and encourages broad-based community participation in such facilities and activities. Parks, recreation, and open space in Mattawa will promote and ensure:

- **Safety:** Mattawa is a community that has created a safe system of parks, recreation, and open spaces that meet the needs of individuals, families, youths, and communities across intersectionalities of culture, class, ethnicity, language, ability, geography, generation, and gender.
- **Culture:** Mattawa's parks system and library collaborate to promote and preserve the city's culture, heritage, and history through gatherings and events that facilitate community connections and relationships.
- **Belonging:** The parks, recreation, and open space system, including the library, in Mattawa serve to connect residents, foster a sense of belonging, and enrich the quality of life for everyone in the city and surrounding communities.
- **Health:** The City of Mattawa offers a robust, innovative, and accessible system of parks, providing recreational opportunities, activities, and programs. Open space access is balanced with ecological health, environmental stewardship, and physical, emotional, and spiritual health for all residents and visitors.

Introduction

This Parks, Recreation, and Open Space (PROS) Plan establishes Mattawa's vision for an inclusive system of parks, recreational facilities, programs, and services that promotes a healthy, active, and connected community. This plan, and its subsequent updates, will be considered the Parks and Recreation component of the Mattawa Comprehensive Plan, and shall be adopted by reference.

The PROS Plan helps Mattawa understand community needs, identify service gaps, and establish the city's eligibility for Washington State Recreation and Conservation Office (RCO) grant funding. The plan serves as the guide for making decisions related to planning, acquiring, developing, and maintaining parks, open spaces, trails, and recreational facilities. It identifies the community's priorities for recreation programs, special events, and arts and cultural activities. The plan is an essential component of the city's capital improvement program.

Benefits of Parks, Recreation, and Open Space

Outdoor recreation is a key component of physical and mental health and well-being, increased social capital, and a healthy environment. In 2019, the Washington State Recreation and Conservation Office (RCO) issued a report entitled "Health Benefits of Contact with Nature."¹ Key findings include:

- Nature contact can be associated with a wide range of health outcomes, including cardiovascular health, cancer, respiratory illness, and diabetes.
- Compared to indoor exercise, physical activity outdoors has been demonstrated to improve mood, restore attention, and decrease levels of anger, depression, and stress.
- A positive association exists between park proximity and recreational walking.
- Access to green space is linked to less depression, fewer mental health complaints, and decreased stress. Positive improvements are shown in overall mental well-being, resiliency, and quality of life, especially among youth.
- People in underprivileged or vulnerable communities may experience greater mental health benefits from nature contact, though they are often the ones with the most barriers to outdoor recreational opportunities.
- Studies have shown that green space can increase social activity and social cohesion, leading to improved physical and mental health, as well as positive social bonds and a greater sense of connectedness to place and community.
- Reducing barriers to accessible green space, particularly for youth, can create long-term connections to nature and inspire advocacy for the environment.
- Studies suggest that connecting with biodiverse environments (particularly plant and bird species) improves human well-being.

¹ <https://rco.wa.gov/wp-content/uploads/2020/01/HealthBenefitsofNature.pdf>

Regulatory Requirements

Growth Management Act Requirements

The PROS Plan is designed to meet the requirements of the Washington State Growth Management Act (GMA) under RCW 36.70A.070 Comprehensive Plans - Mandatory Elements. Cities which plan under the GMA must:

- Designate the general location and extent of land uses, including recreation and open space lands.
- Identify lands useful for recreation, including wildlife habitats, trails, and connections of critical areas.
- Estimate parks and recreation demand for a period of at least ten years.
- Develop a capital facilities plan (CFP) to identify funds needed to implement the plan for a period of at least six years.

The GMA specifies that adopted plans should ensure that strategies for maintaining adopted levels of service are established to accommodate for planned future development. This PROS Plan includes goals and policies, levels of service standards, and capital investments for a six-year period of 2024-2030, which aligns with the City of Mattawa's adopted Comprehensive Plan (2024-2044).

Washington Recreation and Conservation Office (RCO) Requirements

The Washington State Recreation and Conservation Office (RCO) is a state agency that "manages several grant programs to create outdoor recreation opportunities, protect the best of the state's wildlife habitat and farmland, and help return salmon from near extinction." The agency awards approximately 270 grants totaling \$78M each year. To be eligible to apply for grant funding, a municipality or agency must have adopted a recreation or conservation plan before applying for a grant, and plans must meet specified requirements. The methodology, organization, and content of this PROS Plan address RCO eligibility guidelines.

City of Mattawa Requirements

The City of Mattawa collects parks, open space, and recreational facilities impact fees through Mattawa Municipal Code 3.52. The impact fees are collected for system improvements including, but not limited to, planning, land acquisition, right-of-way acquisition, site improvements, necessary off-site improvements, construction, engineering, architectural, permitting, financing, and administrative expenses, applicable impact fees or mitigation costs, and any other expenses which can be capitalized. The city needs to identify capital projects to strategically apply the impact fees.

1. Goals and Objectives

The goals and objectives amend the Parks and Recreation Element of the Mattawa Comprehensive Plan. The goals expand upon the vision that Mattawa residents have for the future of the city's parks, recreation, and open space system focusing on safety, belonging, health, and culture. The objectives provide a strategy to meet the goals and unique needs of the Mattawa community.

Goals and Objectives

Goal 1. Provide and maintain a safe, attractive, enjoyable, and diverse park system that meets the needs of the City's residents, businesses, and visitors.

- 1.1. Install equipment, landscaping, signage, and design which reduces long-term maintenance costs and increases safety for park users.
- 1.2. Promote design and maintenance practices that deter crime. Engage volunteers and city staff to periodically address maintenance and design practices that ensure appropriate access, visibility, and comfort through lighting, proper placement of plantings, addressing physical barriers, access control, and other techniques.
- 1.3. Where appropriate, work with community members to increase safety and security awareness through programs such as neighborhood park watches and Adopt-a-Park.
- 1.4. Make regular safety inspections of park facilities for potential safety and maintenance problems.
- 1.5. Actively pursue grant funding opportunities to provide park enhancements or park expansion.
- 1.6. Review and update the PROS Plan at least every six years to remain consistent with State funding requirements.

Goal 2. Promote and preserve the city's culture, heritage, and history through gatherings and events that facilitate community connections and relationships.

- 2.1 Require landscaping and buffer standards to encourage and foster beautification on public and private property throughout the community.
- 2.2 Promote agricultural support businesses and markets through favorable land use regulations and permit processes and assistance with market development.
- 2.3 Through land use development standards and design of public facilities and improvements, establish attractive and signature gateways at the City entrances.
- 2.4 Encourage public participation in designing new parks, reviewing park rules, updating the PROS Plan, and monitoring the public's desires about park facilities.
- 2.5 Partner with the Mattawa Community Library to educate the public about the values of open space and the history of Mattawa.

Goal 3. Open space access is balanced with ecological health, environmental stewardship, and physical, emotional, and spiritual health for all residents and visitors.

- 3.1 Seek to preserve, acquire, and enhance open space areas to provide a variety of recreation opportunities.
- 3.2 Develop an integrated open space system that offers residents many opportunities for physically active and/or passive recreation in the surroundings of the natural environment.
- 3.3 Develop links between open space areas that provide a variety of functional recreational areas and other uses, such as schools and commercial areas, to encourage pedestrian-oriented transportation.
- 3.4 Preserve geological features and vistas that are dominant in the landscape and aesthetically pleasing.

Goal 4. Ensure parklands and facilities that are actively used by community members are safe and accessible.

- 4.1 Implement the provisions and requirements of the Americans with Disabilities Act (ADA), Crime Prevention through Environmental Design (CPTED), and other design and development standards that will improve park safety and security for users, staff, and the public at large.
- 4.2 Locate new parks in locations that are readily accessible to the populations they are intended to serve.
- 4.3 Provide Park facilities, including trails, picnic areas, play equipment, and recreation facilities that are accessible to the disabled.
- 4.4 Encourage public and private endeavors that provide a full range of easily accessible recreation opportunities to all persons, including the physically disabled, elderly, youth, and economically disadvantaged.
- 4.5 Make a wide variety of park and recreation facilities available to meet the desires of special needs and interest populations.

Goal 5. Connect residents and enrich the quality of life for everyone in the city and surrounding communities through an interconnected system of pedestrian and bicycle facilities.

- 5.1 Pursue developing an Active Transportation Plan that addresses gaps in parks and recreation accessibility as well as citywide needs.
- 5.2 Promote active, healthy lifestyles through the development and connection of park and trail facilities that are accessible in residential and employment districts.
- 5.3 Include walking, jogging, and bicycle trails in the design of parks and recreation facilities, where feasible.
- 5.4 Utilize existing or new sidewalks to make missing trail connections when necessary due to space, environmental constraints, or safety concerns.

Plan Goals	Vision Statement Core Values			
	Safety	Culture	Belonging	Health
Goal 1. Provide and maintain a safe, attractive, enjoyable, and diverse park system that meets the needs of the City's residents, businesses, and visitors.	X		X	
Goal 2. Promote and preserve the city's culture, heritage, and history through gatherings and events that facilitate community connections and relationships.		X	X	
Goal 3. Open space access is balanced with ecological health, environmental stewardship, and physical, emotional, and spiritual health for all residents and visitors.		X	X	X
Goal 4. Ensure parklands and facilities that are actively used by community members are safe and accessible.	X		X	
Goal 5. Connect residents and enrich the quality of life for everyone in the city and surrounding communities through an interconnected system of pedestrian and bicycle facilities.	X			X

2. Inventory and Assessment

This chapter is the inventory and assessment of Mattawa's parks, recreation, and space, which includes a description of the service area facilities, lands, programs, and conditions. Currently, the City manages one named park that provides a variety of recreation amenities and experiences for the Mattawa community to enjoy.

The inventory and assessment include:

- Park Service Area
- Community Profile
- Physical Context
- Existing Facilities and Conditions
- Annual Operations and Maintenance

Parks Service Area

The City of Mattawa is located in southwest Grant County, Washington near the south-central portion of the Columbia River. The nearest metropolitans are Moses Lake 57 miles northeast and the Tri-Cities 63 miles southeast. The City encompasses about 643 acres or 1 square mile. Mattawa's parks, recreation, and open space service area is the entirety of the city limits and surrounding Urban Growth Area (UGA), which equals about 2,070 acres of service area or 3.23 square miles.

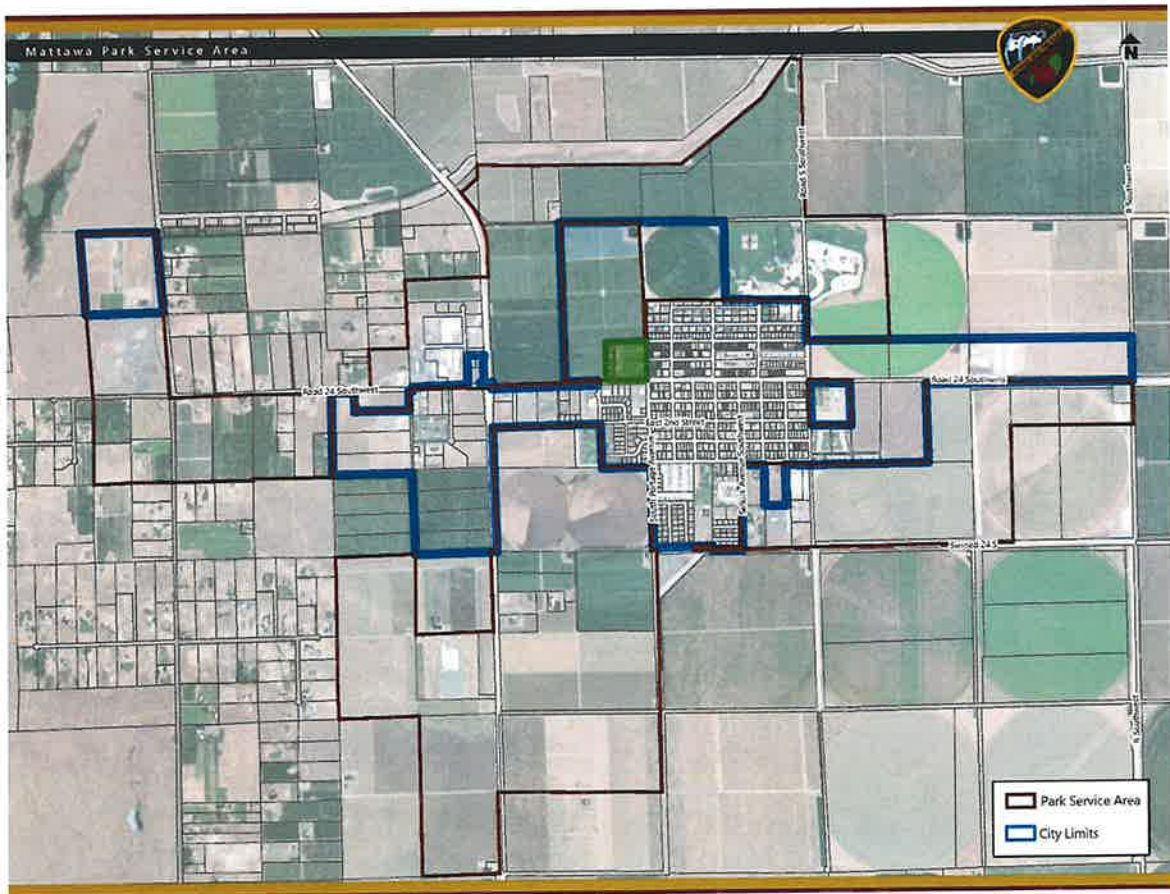


Figure 1. Mattawa Parks Service Area

Community Profile

Mattawa is a Grant County farming town of about 4437 people and is predominately Latino, with a very low level of English speakers in the community. Mattawa is about 15 miles south of Interstate 90 on the east side of the Columbia River and the road known as Highway 243. It overlooks the majestic Columbia River and almost uncountable acres of orchards and vineyards.

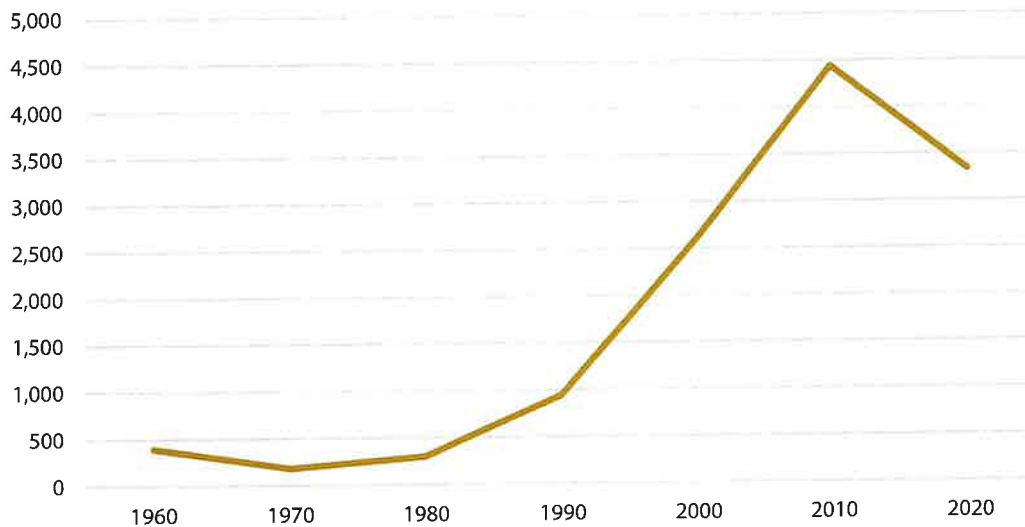
- Mattawa's 2023 population is estimated to be 3,575, based on Decennial Census and Office of Financial Management estimates, however, other data sources indicate that closer to 5,000 people are living in Mattawa either seasonally or full-time.
- In the next six years, Mattawa is forecasted to grow by another 500 people up to a population of 4,100. In the next twenty years by 2044, Mattawa will reach a population of 8,494 according to Grant County.
- The median age in Mattawa is 23.6, which is younger compared to Grant County (34.0) and Washington State (38.4). Approximately 36.5% of households have at least one person under 18, and 3.5% of households have at least one person 65 or older.
- Over 96% of Mattawa residents identify as Hispanic or Latino, which is a much higher percentage than Grant County and statewide percentages. The majority of Mattawa residents (94.6%) speak Spanish at home, and 51.1% of the Mattawa population was born in Latin America.
- Of the total population, 10.1% live with a disability, including those with vision, walking, hearing, and cognitive difficulties.
- Mattawa's percentage of multi-family units is higher than Grant County, and Mattawa has a much larger percentage of mobile homes (65.2%) than Grant County (25.8%) and statewide (5.9%).
- An estimated 6.3% of residents have no vehicle available, and for parks to be accessible to all residents, walkability is a crucial factor.
- Over 35% of Mattawa residents travel more than 50 miles to work.
- The median income is \$45,938, which is lower than Grant County (\$63,566) and Washington State (\$82,400).

Population Trends

Upon Mattawa's incorporation in 1958, the 1960 Census showed a population of 394 people. The population remained below 1,000 until the 1990s when it began to grow rapidly, as shown in Figure 1. Mattawa experienced an annual growth rate of eight percent between 1999 and 2010, a 372 percent increase. The 2020 Census count showed a decrease in the population since 2010, a decline that was not supported by either on-the-ground observations, extremely low residential vacancy rates, or county and state projections. The Census count likely results from the large share of seasonal farm workers who are habitually undercounted in Census data. The American Statistical Association found that the 1990 Census missed as many as 50 percent of farm workers in the U.S. and recent research in California suggests that between 11 to 38 percent of farmworkers were not counted in the 2020

Census due to mistrust, unconventional housing arrangements, language, and literacy barriers, and because many farmworkers move frequently.²

Figure 2. Mattawa Historic Population (1960-2020)



Source: Washington Office of Financial Management (OFM), ESRI

Grant County also grew rapidly starting in the 1990s, with an 80 percent increase in population countywide between 1990 and 2020, or a two percent annual growth rate, as seen in Figure 2.

Count Discrepancies

The American Statistical Association found that the 1990 Census missed as many as 50% of farm workers in the U.S., and recent research in California suggests that between 11 to 38 percent of farmworkers were not counted in the 2020 Census due to mistrust, unconventional housing arrangements, language, and literacy barriers, and because many farmworkers move frequently. Depending upon the data source, the population in Mattawa varies from 3,575 based on the OFM estimate projected from the 2020 Census count to 5,077 based on ESRI and American Community Survey estimates.

Population Densities

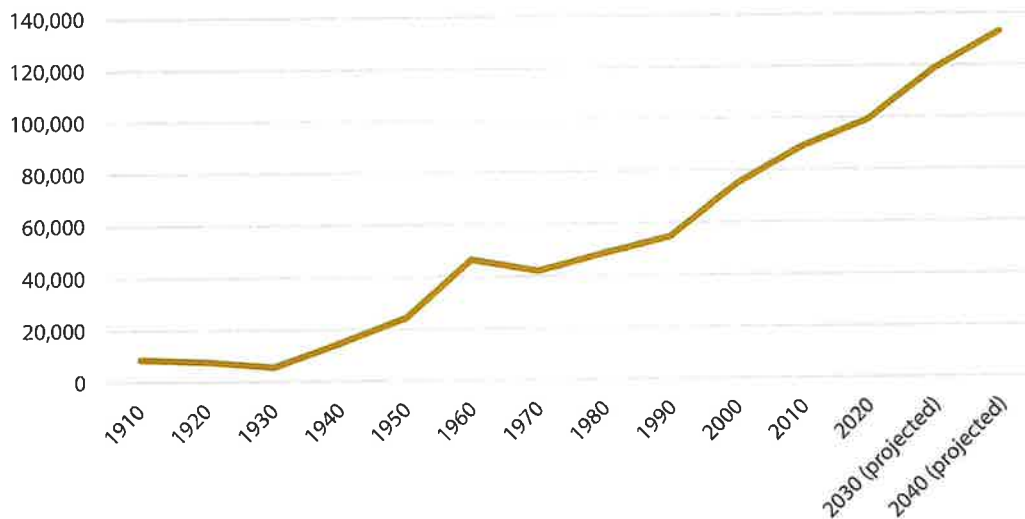
Population density is the average number of people per unit of land area (OFM). The data from the OFM provides persons per square mile and excludes water bodies from land area measurements. The Revised Code of Washington (RCW) defines a rural county as one with a population density of "fewer than one hundred persons per square mile," which includes Grant County (38.55). The City of Mattawa's estimated population for 2023 is 3,575 within 2.27 square miles, which is a population density of 1,574.

² University of North Carolina at Chapel Hill. "Counting farmworkers in the 2020 Census."
<https://www.ncdemography.org/2020/04/16/counting-farmworkers-in-the-2020-census/>

Future Growth

The Washington State Office of Financial Management (OFM) projects a continuing increase in the county's population over the next 20 years. The county projects that Mattawa will reach a population of 8,494 by 2044, a five percent annual growth rate, rising from three percent to six percent of Grant County's population by that time.³

Figure 3. Grant County Population (1910-2040)



Source: Washington Office of Financial Management (OFM), ESRI

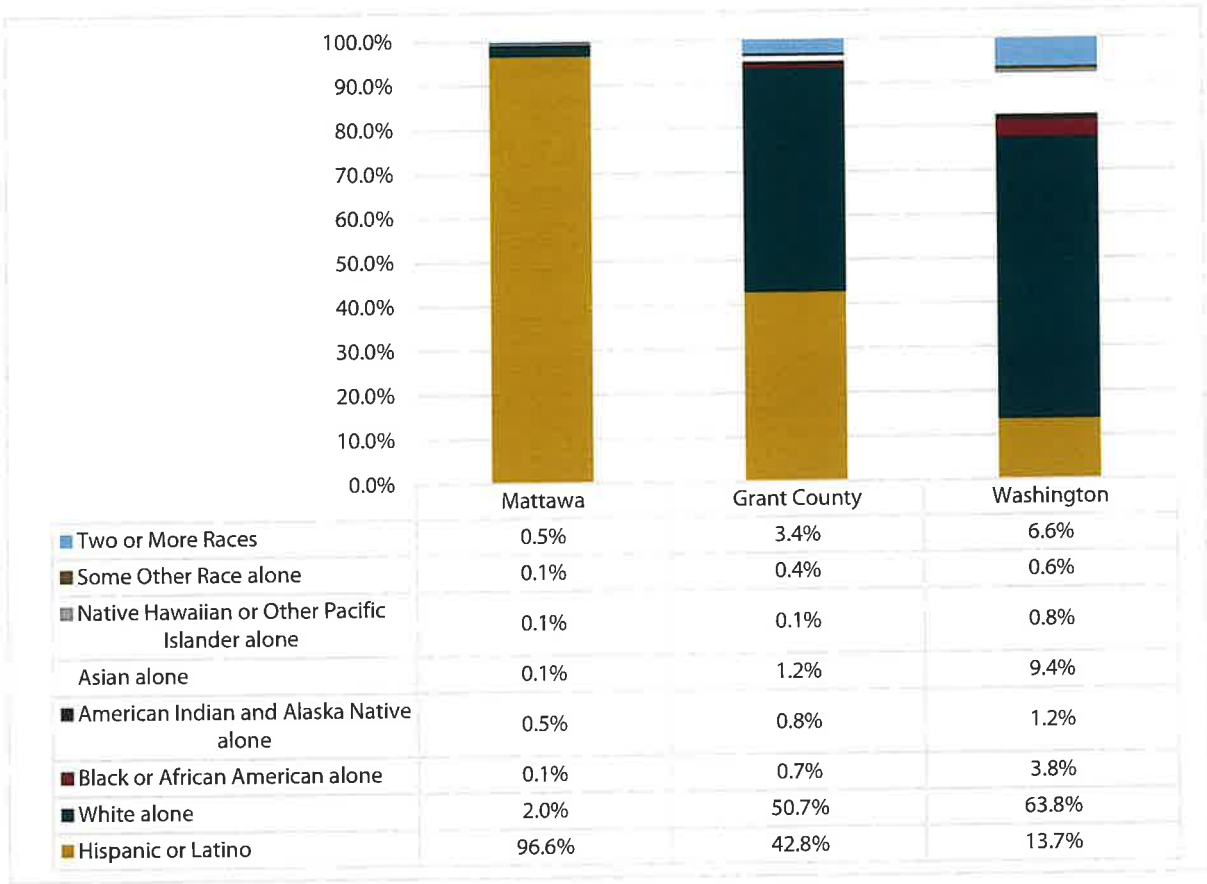
Demographics

Race and Ethnicity

As shown in Figure 4, Mattawa's population is 96.6 percent Hispanic/Latino, according to the 2020 Census. Two percent of the City's population is non-Hispanic White, 0.5 percent are American Indian or Alaska Native, another 0.5 percent are mixed-race, and 0.1 percent are Asian, Black, and Native Hawaiian/Pacific Islander (between 3 and 5 residents each). Grant County has a high share of Hispanic/Latino residents due to the prevalence of agricultural work in the county, though the overall percentage is lower than in Mattawa. Statewide, Hispanic/Latino residents make up about 12 percent of the population.

³ June 2018 Grant County Comprehensive Plan Update

Figure 4. Race and Ethnicity in Mattawa (2020)



Source: 2020 Decennial Census, Table DP1

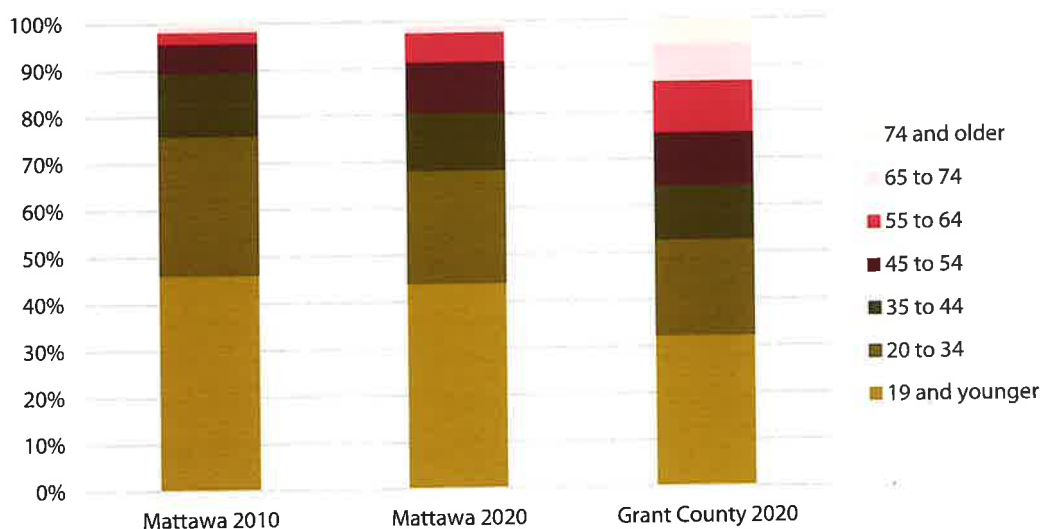
In Mattawa, 96.7 percent of the population speak Spanish at home and 2.5 percent speak English. Many of Mattawa’s Spanish-speaking population have limited English proficiency – 2,357 residents, or 54 percent of the City’s Spanish speakers, do not speak English well or at all. The City has taken steps to improve safety for non-English speaking residents in recent years, including an agreement with the Department of Justice to provide interpreters for police officers, the first agreement of its kind in Washington.⁴

Age and Gender

The population of Mattawa is significantly younger than that of Grant County as a whole, with over 40 percent of residents under the age of 20 (compared with 31 percent in Grant County) and eight percent of Mattawa residents over the age of 55 (compared with 25 percent in the county). Mattawa’s population has aged slightly since the 2010 Census, as shown in Figure 5, but the prevalence of farm workers, the high number of families, and large family sizes combine for a statistically young population.

⁴ The Associated Press. “Justice Department reaches agreement with Mattawa on interpreters.” *Seattle PI*, March 19, 2008. <https://www.seattlepi.com/local/article/Justice-Department-reaches-agreement-with-Mattawa-1267711.php>

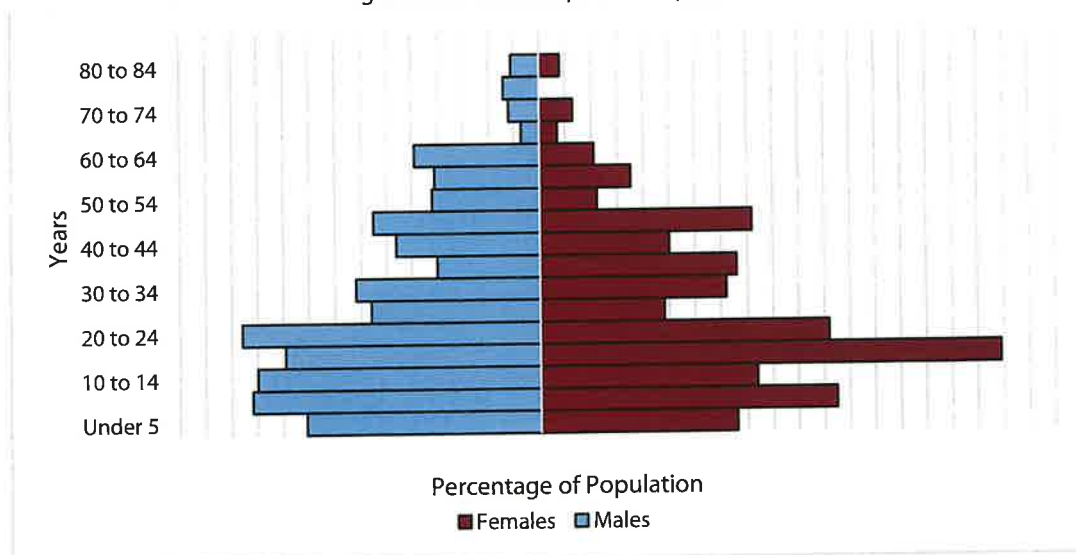
Figure 5. Age Distribution in Mattawa (2010-2020)



Source: 2020 American Community Survey (ACS) 5-Year Estimates, Table DP05, 2010 U.S. Census, Table P12

The large share of young adults has created a demand for larger housing units, and a younger population has historically had higher birth rates due to more women currently of child-bearing age or who will soon grow into child-bearing age. This also shows the need to plan for larger housing units and adequate school infrastructure and capacity in the coming decades. The population pyramid in Figure 6 shows age categories by binary gender designations.

Figure 6. Mattawa Population Pyramid



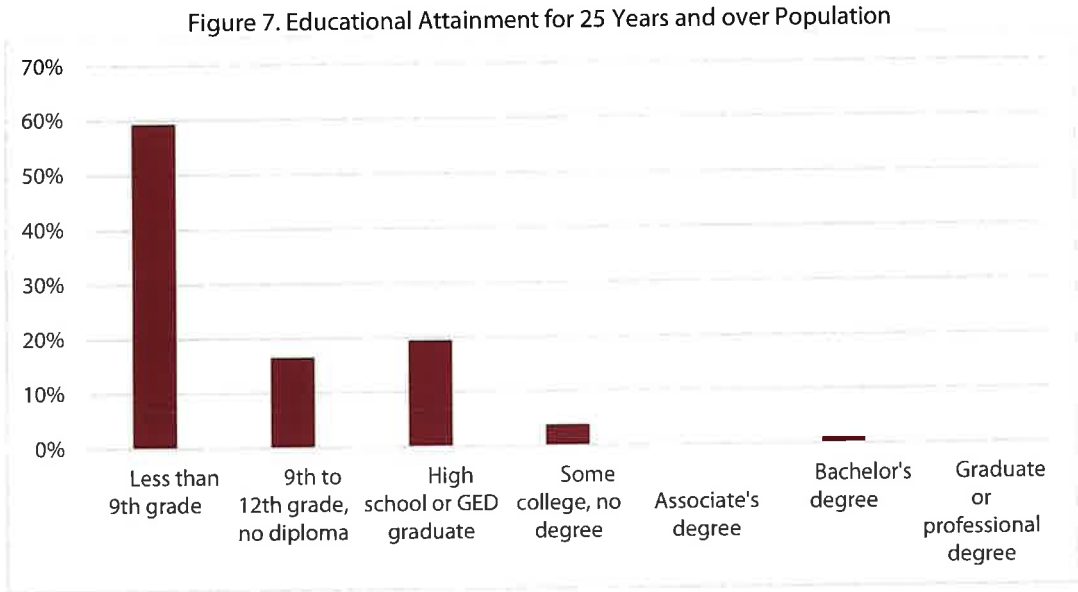
Source: 2020 American Community Survey (ACS) 5-Year Estimates, Table DP05, 2010 U.S. Census, Table P12

The City of Mattawa has a slightly higher percentage of residents who identify as male versus those who identify as female. It is noteworthy that the American Community Survey (ACS) provides gender data using binary designations, though the U.S. Census Bureau included questions regarding gender

identity beginning in July 2021. The 2021 ACS 5-year estimates show the age categories with the highest populations in Mattawa are 15-19 (13.8 percent), 20-24 (11.4 percent), and 5-9 (11.3 percent). Approximately 36.5 percent of the reported population is under the age of 18, and 3.5 percent is over the age of 65.

Education

Approximately more than half of City residents have not graduated high school with a diploma or equivalent. About one-fifth of the population of Mattawa holds a high-school diploma or equivalent, and 1 percent of residents hold more advanced degrees.

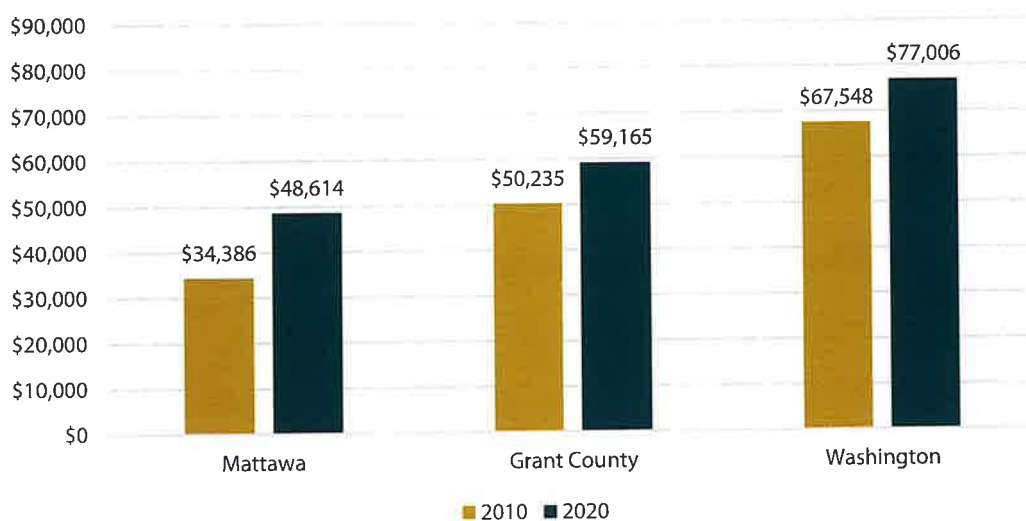


Source: 2020 US Census, Table P2

Household Income

In Mattawa, the Median Household Income (MHI) increased 41 percent between 2010 and 2020, to \$48,614, when adjusted for inflation. This is a more rapid growth than incomes in the county and the state, both of which saw an 18 percent rise in the same period. However, Mattawa's MHI is still significantly below the Grant County and statewide averages, at around 82 percent of the Grant County MHI and 63 percent of the Washington state MHI.

Figure 8. Inflation-Adjusted Mattawa Household Income with Regional Comparison (2010-2020)



Source: 2010, 2020 American Community Survey (ACS) 5-Year Estimates, Table S2503

Renters earn significantly less than homeowners in Mattawa. On average, the median household income for renters in 2020 was \$33,125, which is about half as much compared to homeowners (\$64,583). Two-thirds of Mattawa residents are renters, which means that the majority of households in the city likely face significantly more housing-related challenges, including housing security risks, high upfront housing costs (such as deposits), and the risk of losing housing if confronted with a sudden loss of income.

Despite the overall income increases over the past decade, Mattawa's household incomes decreased 11 percent, from \$54,825 in 2018 to their 2020 level of \$48,614, as shown below. The Washington Employment Security Department's (ESD) Agricultural Employment and Wages data suggests that although agricultural earnings per capita increased across Grant County in 2018, the number of agricultural jobs decreased over the same period. This decline may be related to changes in agricultural employment or could be another side effect of the difficulties in collecting Census data in an area with many non-citizens and temporary workers. It remains to be seen whether these income trends will change in the 2021 and 2022 data following the COVID-19 pandemic, or if the pandemic will have exacerbated this drop in income in Mattawa.

Households

Types

The U.S. Census Bureau defines a household as "all the people who occupy a housing unit." Households can be comprised of any combination of related family members, unrelated people, or individuals.⁵ The 2020 American Community Survey (ACS) estimated 1,261 households in Mattawa.

⁵ U.S. Census Bureau: Subject Definitions.

As shown in Table 2, the majority of households in Mattawa (94 percent) are family households. The high percentage of residents under the age of 30 as illustrated previously supports the strong presence of family households in Mattawa. However, county and statewide shares of family households are considerably smaller. In Grant County, 72 percent of households are family households, and only 65 percent are family households statewide. Of Mattawa's family households, half are "other family," which could include intergenerational households, extended families living together, farmworkers from the same town or region, or single parents. Mattawa has a very small share of nonfamily households, with about 78 residents living alone. In addition, about 9.4 percent of Mattawa households have more than one person per room, compared to 5.8 percent in Grant County and 3.4 percent statewide.⁶ This statistic is higher than average due to both crowded households as well as some of the dedicated farmworker housing in the city, which can house up to 12 people per room in some cases.⁷

Table 1: Household Type in Mattawa (2020)

Household Type	Total	Percent
Total Households	1,261	100%
Family households	1,181	94%
Married-couple family	553	44%
Other family	628	50%
Nonfamily households	80	6%
Householder living alone	56	4%
Householders 65 years and over	22	2%

Source: 2020 American Community Survey (ACS) 5-Year Estimates, Table S2501

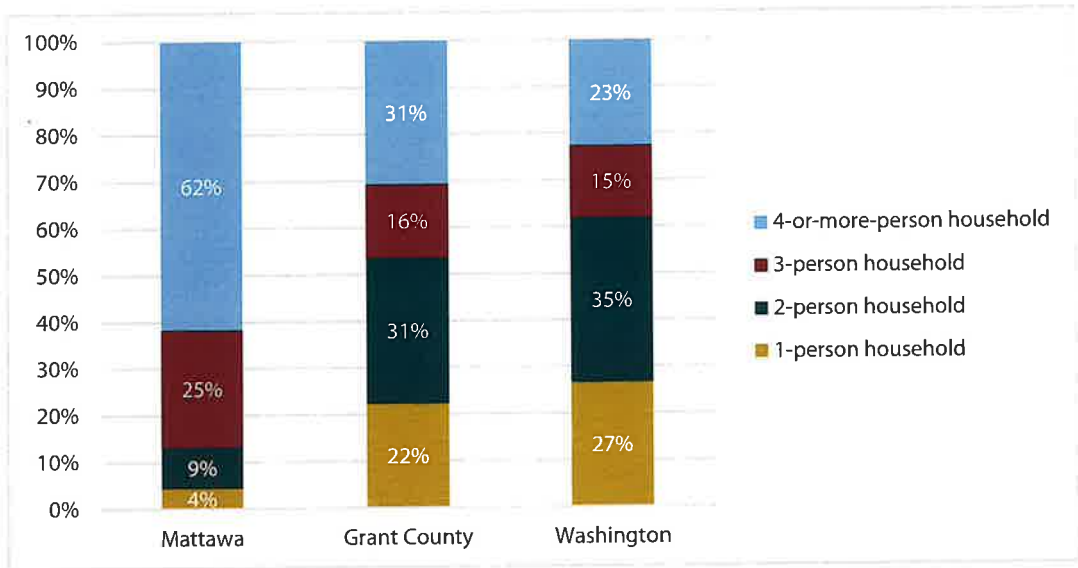
Average Household Size

Mattawa's household sizes are significantly larger than that of the county and state, as shown in Figure 9. Only 14 percent of households are comprised of one or two people, compared to 53 percent in Grant County and 62 percent in Washington. Conversely, 62 percent of Mattawa households have four or more people. Interviews conducted by the Leland Consulting Group (LCG) and SCJ Alliance (SCJ) in June 2022 confirmed that many Mattawa households are comprised of two or three families in one house, with at least four people in each family. These tend to be extended families living together or families who knew each other in the same region of Mexico before moving to the U.S. These large household sizes influence other dimensions of planning as well. Mattawa stakeholders and residents explained serious problems with parking availability since each family sharing a household typically has two cars – in some cases, up to six cars for one rental unit. Since many of the agricultural workers are employed on dispersed farm locations, carpooling is rare. As a result, many cars are needed to ensure stable work, which creates overcrowding on the City's streets.

⁶ 2020 American Community Survey 5-Year Estimates, Table S2501

⁷ SCJ Alliance interviews with Mattawa residents, June 2022

Figure 9. Mattawa Household Size (2020)

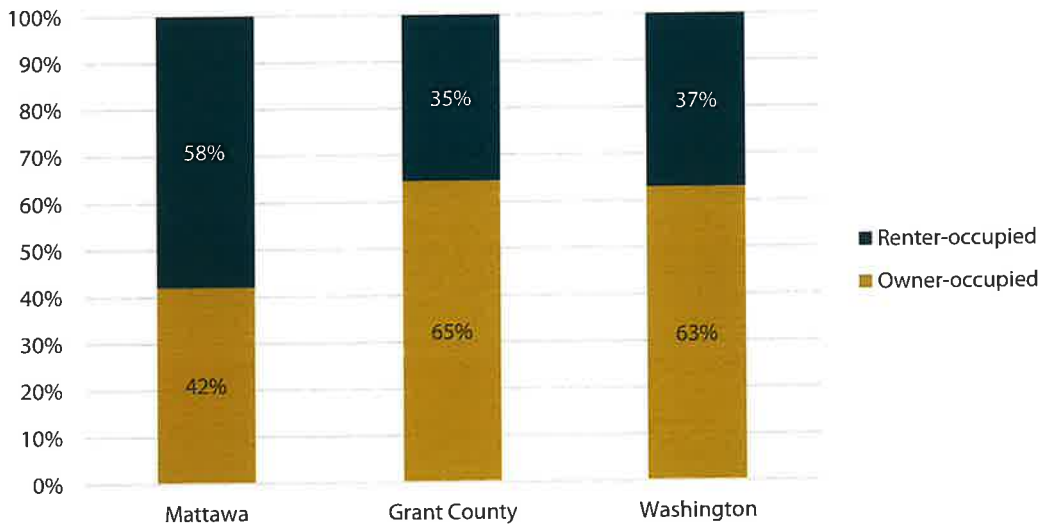


Source: 2020 American Community Survey (ACS) 5-Year Estimates, Table S2501

Tenure

In Mattawa, over half of households (58 percent) are renters. This is nearly the opposite of county and statewide trends, as shown in Figure 10. Renters often lack the housing security of homeowners and can be subject to rent increases or evictions. In addition, renters tend to have lower incomes and more difficulty paying for housing costs.

Figure 10. Tenure in Mattawa (2020)



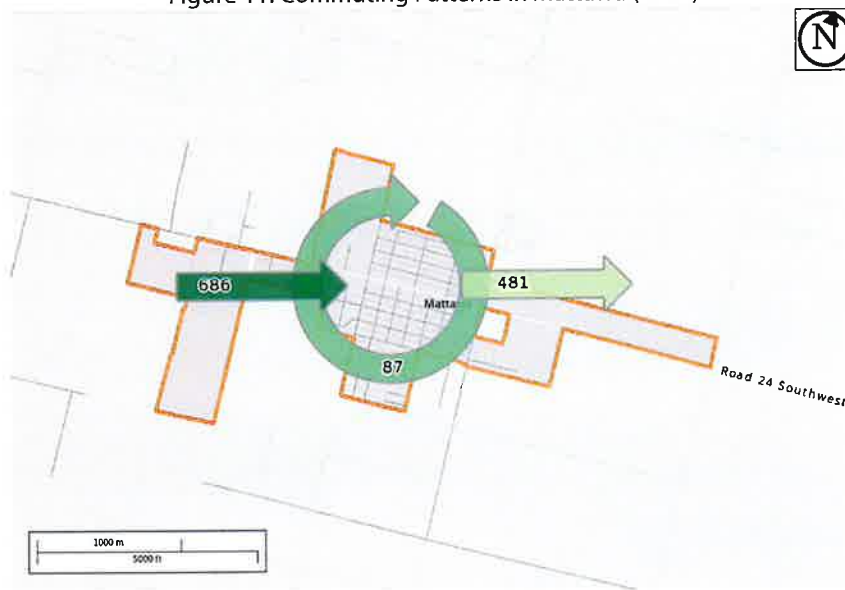
Source: 2020 American Community Survey (ACS) 5-Year Estimates, Table DP04

Transportation

Commuters

The U.S. Census OnTheMap estimates the inflow and outflow of daily jobs in Mattawa (Figure 12). This identifies that more people travel to Mattawa for employment (686) than travel out (481). An estimated 87 people live and work in Mattawa. It is important to note that employment has changed for many people since the 2020 Census, as the number of jobs that can be performed remotely has increased in general. These numbers continue to change each year following the pandemic.

Figure 11. Commuting Patterns in Mattawa (2021)



Source: Census OnTheMap

About one-third of Mattawa residents commute less than 10 miles to work and one-third travel greater than 50 miles. Distance traveled to work patterns in Mattawa are similar to Grant County and reflective of central Washington's lower density. Importantly, this dataset does not count work-from-home individuals and represents workers year-round.

Figure 12. Percent of Commuters by Distance

Distance	Mattawa	Grant County	Washington
Less than 10 miles	33.5%	40.4%	49.2%
10 to 24 miles	7.0%	18.6%	27.5%
25 to 50 miles	24.3%	11.0%	10.5%
Greater than 50 miles	35.2%	30.1%	12.9%

Source: Census OnTheMap

The majority of Mattawa's residents travel by vehicle work. No reported percentage of Mattawa residents take public transportation to work, and a few residents work from home, according to 2021 estimates.

Figure 13. Means of Transportation to Work

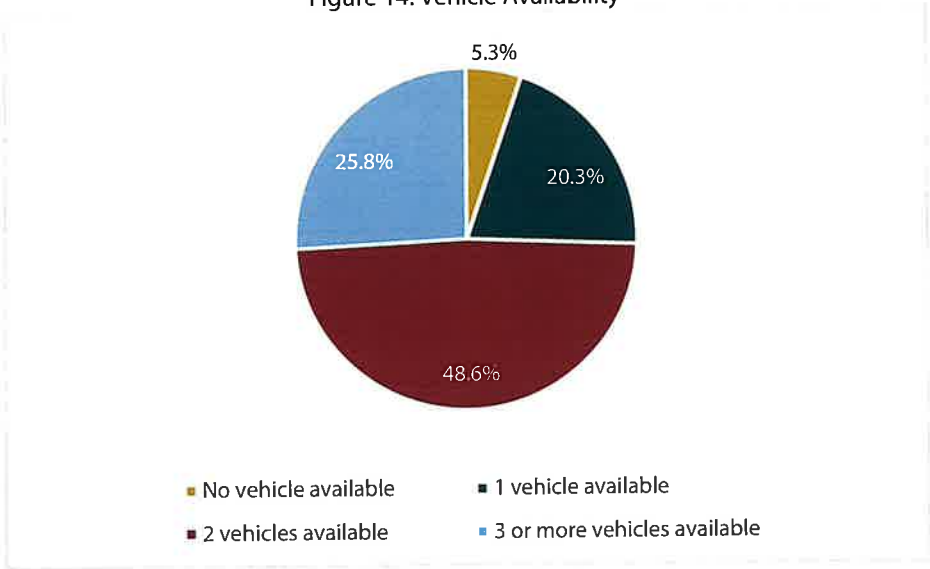
Means of Transportation	Mattawa %	Grant County %	Washington %
Car, truck, or van	89.7%	88.1%	76.9%
Public transportation (excluding taxicab)	0.0%	0.8%	5.2%
Walk	2.3%	1.9%	3.3%
Bicycle	0.6%	0.3%	0.7%
Taxicab, motorcycle, or other means	0.6%	1.3%	1.2%
Worked from home	6.7%	7.5%	12.6%

Source: 2021 ACS 5-Year Estimates, S0801

Vehicle Access

Almost half of Mattawa residents have access to 2 vehicles, and a quarter have access to 3 or more vehicles at any time. A small percentage of residents also have no vehicle available.

Figure 14. Vehicle Availability



Source: 2021 ACS 5-Year Estimates, S2504

Built and Natural Environment

The Built and Natural Environment section details the physical and planning context for the City of Mattawa to consider when implementing parks, recreation, and open space recommendations. This includes citywide land use and zoning, related planning documents, transportation understanding, and climate profile.

Land Use

There are four established zoning districts in the City of Mattawa, two residential and one commercial. The majority of the zoning is within the General Commercial (C-2) district, followed by Residential Multifamily (R-2).

Table 2. Land Area by Zoning

Zoning Designation	Acres	Percent
Residential-Single Family – Medium Density (R-1)	115.1	18%
Residential Multifamily – High Density (R-2)	150.6	23%
Community Business District (C-1)	133.6	21%
General Commercial (C-2)	187.1	29%
Open Space	57.2	9%
Total	643.6	100%

In addition to the roughly 643 acres that make up the city limits, there are 1,427 additional acres in the Urban Growth Area which are primarily designated as urban residential and commercial. Open Space is limited in the city limits to roughly only 9% but that open space is currently agricultural use and not true open space in the sense of being available to community members.

Existing Plan Review

This PROS Plan is one of several documents that comprise Mattawa's long-range planning and policy framework. Several existing plans were reviewed for policy direction and goals as they relate to parks, open space, trails, recreation, youth athletics, and programming, and other documents were reviewed to ensure compliance with state requirements. **The full review can be found in Appendix X.**

- Grant County Comprehensive Plan (2018)
- Washington State Recreation and Conservation Plan (2023)
- QUADCO Regional Transportation Plan (2017-2037)
- QUADCO Coordinated Public Transit Human Services Transportation Plan (2014)
- North Central Washington Library Strategic Plan (2019-2021)
- City of Mattawa Housing Action Plan (2022)
- City of Mattawa Comprehensive Plan (2023)

Transportation

The City of Mattawa is located east of State Route 243 approximately 20 miles south of the I-90/SR 243 junction. Geographically, Mattawa is relatively isolated from other communities due to the Columbia River and Saddle Mountains. There are no public transportation options available in the city; residents are solely dependent on personal vehicles, walking, and bicycling. The street network in the city has 8.65 miles of roads in good and fair condition. There are no dedicated bicycle facilities or bike paths, but there is a shared-use path along Government Road.

Climate Profile

Mattawa has an arid climate with approximately 7.4 inches of rainfall per year, with August as the driest month and December as the wettest. The mean annual high temperature is 65.3 degrees Fahrenheit, and the low is 45.6. The Columbia River is 2.5 miles from the city and there are no wetlands present. Conservation efforts are important long-term factors to consider as climate change has increased the catastrophic effects of wildfires and drought (WWTF Plan, City of Mattawa).

The city is generally flat with gentle slopes to the west (1.0 percent) transitioning to steeper slopes on the west side of the city (10 percent), towards the Columbia River. The city limits have elevations ranging from 610 feet above mean sea level (MSL) at the western edge to approximately 780 feet MSL at the eastern edge. There are no nearby lakes, and the Columbia River, located approximately three miles to the west is the only notable surface water feature in the area.

Existing Parks and Recreation Facilities

The City of Mattawa provides limited recreation opportunities and park spaces to its residents and visitors. In total, Mattawa’s park system currently contains about 6.79 acres of developed parklands and 0.30 miles of a trail system.

To understand what improvements are needed or desired by a community, the first step in this plan is to catalog and assess the current conditions of all the City’s existing parks, open space areas, and trail resources. This section identifies the assets that the City of Mattawa currently owns, manages, and maintains, and evaluates them to ensure they meet or exceed park development standards, safety criteria, liability and risk concerns, address recreational trends, aesthetic appeal (placemaking), and support landscape resiliency. Table 3 includes the city’s existing park inventory with a key that corresponds to the Figure 15 map, which shows locations.

Table 3. Existing Park Inventory

Key	Park	Classification	Acreage
1	Hund Memorial Park	Local	6.79

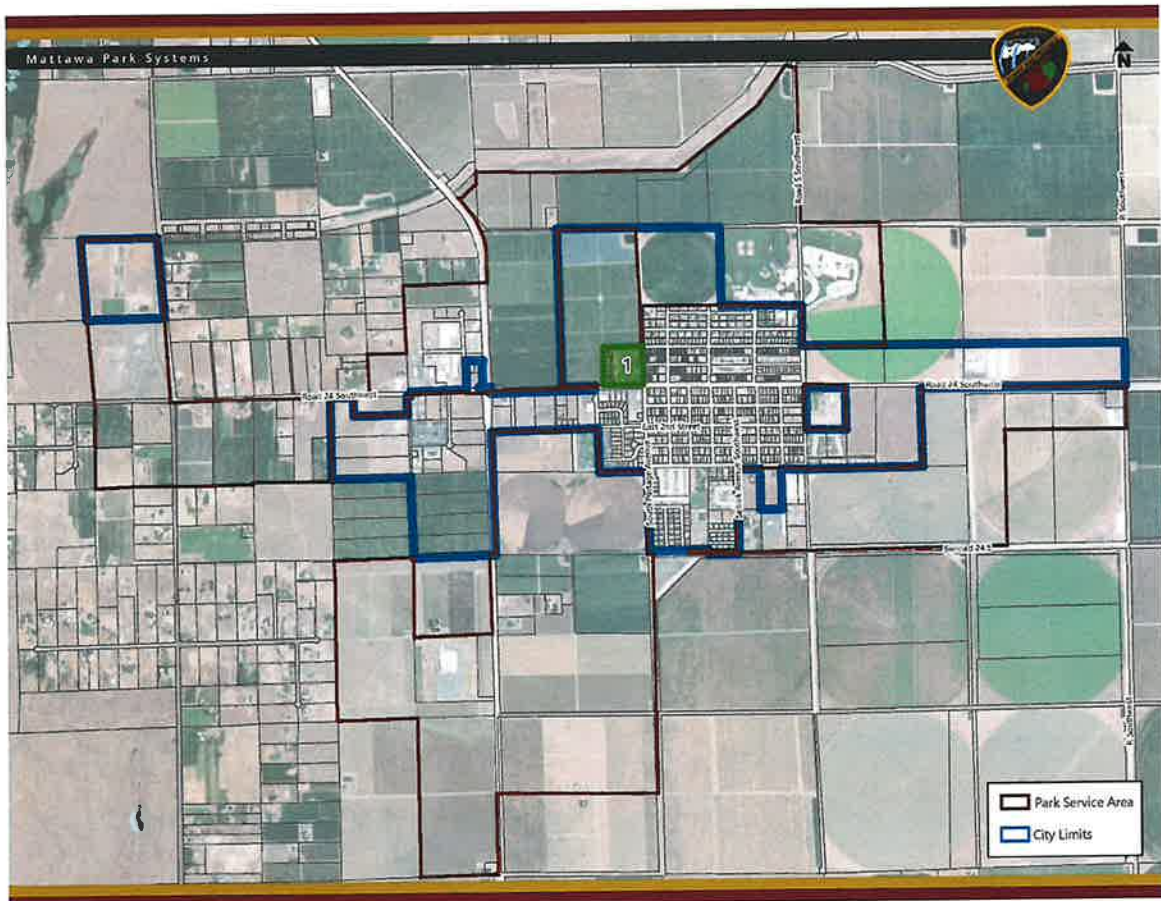


Figure 15. Mattawa Park Systems Map

Assessment Methodology

Modeled after RCO's suggested Level-of-Service (LOS) grading system and NRPA's "system level" approach, a custom assessment methodology was used in this study to inventory and assess the current range of recreation and open space opportunities within any particular area. The methodology used in this report is ranked on a scale of 0 to 5, from low to high, across several different criteria, including:

- Location
- Park Classification
- Facility Age
- History
- Funding Encumbrances or Regulatory Framework
- Condition of Individual Components & Amenities
- Maintenance / Known Issues

Please note that park areas developed by private entities, e.g., an HOA, or public or private schools were not included on the overall City Park map, therefore they were not part of the assessment procedure.

Assessment Ranking Scale

Based on the evaluations of all the individual elements, an overall assessment for each park was calculated by averaging the individual rankings.

Table 4. Assessment Rankings

Ranking (Low to High)	Description
1	Major liability and structural failures are present and imminent. Needs to be closed.
2	Condition is poor with major structural, cosmetic, maintenance, and liability issues observed.
3	Condition is moderate with some major cosmetic or maintenance issues that create minor liability concerns.
4	Condition is very nice with only minor cosmetic or maintenance issues observed.
5	Perfect condition with a long lifecycle and no risk or liability issues.

Process

The following steps were executed to capture the institutional knowledge of City staff while allowing the consultant team to observe and assess each park and trail component.

1. Inventory and build maps of the existing parks.
2. Develop a detailed inventory of each park from the previous planning process and geospatial sources, including encumbrances research and park/funding histories.
3. Distribute inventory information to the City for review.
4. Perform site tours and field investigations.
5. Update each park map and inventory form.

Park Overview		Park Information
Address	101 Government Road	Park History Hund Memorial Park was dedicated to the City of Mattawa by the Bureau of Reclamation in 1991. Over the next ten years a good house, the library, and park structures were built. Newer facilities in the park, added or replaced in the last five years include the skate park and basketball courts.
Classification	Community Park	
Size	6.79	
Status	Existing	
Assessment Rating	3.9	Encumbrances & Funding History
Description	This 6.79-acre park is the only park and recreational facility in the Mattawa service area. The park features a playground, gazebo, concession stand, skate park, and basketball courts. The Mattawa Public Library is also situated in the park which reduces the actual park space to about 5-acres.	Hund Memorial Park has received funding for basketball courts (2022) and replacing amenities such as benches and tables (2023) from RCO.

Table 5. Hund Memorial Park Assessment

Park Name: Hund Memorial Park		
Address:	101 Government Road	
OVERALL RATING	NOTES	
3.9	Hund Memorial Park is overall well-kept and maintained. Amenities are limited overall, and accessibility is less than ideal with limited crosswalks. As the city's only park facility the capacity of the park is often exceeded during peak use (park events) but facilities are typically not overutilized daily.	
RATING (1-5)		NOTES
PARK STRUCTURES (BUILDINGS)		
Gazebo	5	Gazebo is in excellent condition.
Concession Stand/Cook Shack	2	Concession Stand was originally a temporary structure with limited kitchen facilities. Roof needs replaced and painting needed.
Mattawa Public Library	4	Public library building is owned and operated by NCW Libraries on the park property.
LANDSCAPE/OPEN SPACE AREAS		
Grass area (small)	4	Grass field is patchy
Trees	4	Trees are well-maintained and kept but provide minimal foliage/shade
PARKING AREAS & ACCESSIBILITY		
Adjacent parking	3	Parking provided northeast of park. Not ADA compliant, needs repaved/re-striped
Multiple access points	4	Access points are available throughout but a fence south limits access to the park.
Crosswalks	3	Crosswalks are south, need re-striped with flashing lights
SITE AMENITIES (BENCHES, REST AREAS)		
Portable restrooms	4	Portable restrooms, when available are well-maintained, but permanent are needed. Additional portables are added during peak events that meet capacity needs.
Benches	3	Benches need replaced, falling apart
Trash cans	4	Some trash cans are provided through the park, they are emptied regularly
Lighting	4	Lighting is limited to a portion of the park but maintained
Picnic tables	3	Only a handful of picnic tables in the park, all need replaced and are falling apart
RECREATIONAL FACILITIES		
Skate park	5	Skate park is well-maintained in a fenced area. Sufficient capacity for users, rarely crowded facility.
Basketball courts	5	Basketballs were recently improved and an additional court added. Sufficient capacity for users, rarely crowded facility.
Playground area	4	Metal playground structures are well-maintained with adequate base material. Play area is often overcrowded, particularly during events in the park.
SIGNAGE/WAYFINDING/ART		
Park name monument sign	4	Sign needs replaced/updated with information about the park and park rules.
MISCELLANEOUS		
Proximity to commercial amenities	5	Located centrally in the business district

Regional Recreation

While existing parks and recreation facilities are limited within the City of Mattawa and UGA, there are ample recreational opportunities in the surrounding region. In particular, Saddle Mountain, Priest Rapids Recreation Area, and Mattawa's Off-Road Vehicle Park are all within a five-minute drive from Mattawa City Hall. City Hall is located centrally within the city and is the starting point for travel distance and time by either car or bike as shown in Table 6.

Table 6. Regional Recreation by Distance

Location	Miles by Car	Minutes by Car	Miles by Bicycle	Minutes by Bike
Saddle Mountain Campground	4	12	4	35
Desert Aire Golf Club	5	10	5	22
Priest Rapids Recreation Area	5	9	5	22
Mattawa ORV Park	5	18	5	45
Saddle Mountain Management Area	6	7	6	30
Grant County Park	6	8	7	34
Wanapum Heritage Center	7	10	8	38
Palouse to Cascades Trail	8	10	9	43
Burkett Lake Recreation Area	9	11	9	42
Jackson Creek Fish Camp	9	12	9	40
Nunnally Lake	10	14	10	45
Beverly Dunes	10	13	10	45
Turbine Park	11	14	12	60
Wanapum Boat Launch	12	15	13	65
Vernita Bridge Boat Launch	15	18	15	80
Saddle Mountain Lake	15	16	13	60
Vernita Bridge	16	17	15	70
Hanford Reach National Monument	18	19	15	70
Vantage Boat Lunch	19	24	18	92
Ginkgo Petrified Forest State Park	20	26	19	96
Rocky Coulee Recreation Area	20	27	20	100
Trees of Stone Interpretive Trailhead	21	28	21	110
Wanapum State Park Campground	22	28	16	80
The Cove Park	23	29	14	70
DTP Raceway	23	26	24	125
Huntzinger Fishing Pier	24	30	13	65
Huntzinger Boat Launch	24	31	12	60
Frenchman Coulee	24	30	30	300
Army East Trailhead	27	31	11	55
Hanford Reach North Trail Head	29	34	32	150
Wahlake Ponds	32	42	35	165

Annual Operations and Maintenance

The total park facilities budget for the 2024 year is \$87,834 and is pending a budget amendment to recover donation funds for 2023. Three (3) PW staff maintain the park. The total budget for salary and benefit is \$14,600 annually for park facilities. Park expenditures are includes in the city's 001 Current Expense Fund, which is funded by a mix of revenues.

Table 7. 2024 Budget Totals - Park Facilities Current Expense Fund

Budget No.	Item	Expenditures
576 80 10 03	Public Works Overtime Wages	\$2,000.00
576 80 10 04	Admin. Assistant Wages	\$0.00
576 80 20 00	Public Works Benefits	\$8,500.00
576 80 20 01	Deputy Clerk Benefits	\$800.00
576 80 20 02	Public Works Director Benefits	\$2,000.00
576 80 20 03	Public Works Overtime Benefits	\$1,300.00
576 80 20 04	Admin. Assistant Benefits	\$0.00
576 80 31 00	Park Supplies	\$2,000.00
576 80 31 01	Flags And Supplies	\$500.00
576 80 31 02	Skateboard Park Supplies	\$500.00
576 80 31 03	Playground Equipment Supplies	\$500.00
576 80 31 04	Cook Shack Repairs	\$500.00
576 80 32 04	Fuel	\$500.00
576 80 42 00	Park Telephone	\$500.00
576 80 43 00	Park Travel	\$0.00
576 80 44 00	Park Advertising	\$200.00
576 80 46 00	Park Insurance	\$20,000.00
576 80 47 00	Park Utilities	\$20,000.00
576 80 48 00	Park Maintenance	\$4,000.00
576 80 48 01	Vehicle Repair & Maintenance	\$2,000.00
576 80 48 02	Weed Control	\$1,000.00
576 80 49 00	Park Miscellaneous	\$0.00
576 90 41 00	Park Facilities - Professional Services	\$0.00
594 76 63 00	Park Improvements (Donations)	\$2,834.00
	TOTAL 576 PARK FACILITIES	\$87,834.00

Implementation of the PROS plan will require increased budget for maintenance and operations due to an increase in facilities. The city's Public Works Department maintains the park as a portion of their duties but there is not a dedicated Parks Department to maintaining facilities. Long-term the city may need to hire a full-time parks employee for maintenance.

Park Classification Standards

Classification systems provide a standardized method to develop, organize, operate, and manage parks based on certain criteria, which can include factors such as their size, ecological importance, recreational opportunities provided, historical or cultural significance, placemaking potential, economic development, and ability to support conservation and climate resiliency goals.

Neighborhood or Local Parks: Generally considered the basic unit of traditional park systems, neighborhood or local parks are small park areas designed for unstructured play and limited active and passive recreation. They are generally 3-5 acres in size, depending on a variety of factors including neighborhood need, physical location, and opportunity, and should meet a minimum size of 2 acres in size when possible.

Community Parks: Larger multi-acre sites developed for organized play, contain a wider array of facilities and, as a result, appeal to a more diverse group of users. Community parks are generally 20 to 50 acres in size, meet a minimum size of 20 acres when possible, and serve residents within a 1-mile radius of the site. While only 6 acres in size, Bill Heath Sports Complex is classified as a Community Park given its integrated context which is melded with Daffodil Valley Elementary School.

Natural Areas: Natural areas are those that are preserved to maintain the natural character of the site and are managed to protect valuable ecological systems, such as riparian corridors and wetlands, and to preserve native habitat and biodiversity. In managing their ecological value, these natural areas may contain a diversity of native vegetation that provides fish and wildlife habitat and embodies the beauty and character of the local landscape. Low-impact activities, such as walking, nature observation, and fishing are allowed, where appropriate, and horseback riding is also permitted on certain sites.

Trails, Bikeways & Pathways: Trails are non-motorized transportation networks separated from roads. Trails can be developed to accommodate multiple uses or shared uses, such as pedestrians, in-line skaters, bicyclists, and equestrians. Bikeways are different than trails in that their principal focus is on safe and efficient non-motorized transportation. Bikeways and pathways serve distinctly different user groups than trail users. For shared-use trails, the alignment and cross sections must be designed with flexibility to accommodate higher speeds, passing zones, and greater widths. Surfaces will vary with intended use and environmental considerations.

To aid in understanding the role of parks and recreation for a specific community and to plan for budgeting and resource allocation effectively based on the park's level of service or area of influence, parks are also assessed to determine the contributions they provide to a community, including:

- **Physical & Mental Health:** Assessing a park by expected or projected use helps visitors know what to expect and allows park managers to establish rules and guidelines that ensure visitors' safety and preserve the park's resources.
- **Ecological Diversity:** Parks often vary in terms of their ecosystems and biodiversity. Assessing parks based on their ecological features can aid in understanding and protecting these unique natural environments.
- **Cultural and Historical Significance:** Some parks are often assessed based on their cultural or historical importance. These designations help preserve and showcase sites of cultural

heritage, such as historical landmarks, archaeological sites, and areas with indigenous significance.

- **Tourism & Branding Benefits:** Classifying parks can aid in promoting tourism and attracting visitors. Visitors often have varying interests, so categorizing parks allows tourism agencies to target specific audiences with appropriate marketing strategies.
- **Educational and Interpretive Benefits:** Classification helps in developing educational programs and interpretive materials tailored to the park's unique characteristics. This enhances visitor experiences by providing relevant information about the park's natural, cultural, and historical attributes.
- **Research and Conservation Planning:** Scientists and conservationists can use classification systems to prioritize research efforts and develop conservation plans. By understanding the different types of parks and their specific features, they can focus on areas that are most in need of study and protection.

3. Public Involvement

The successful implementation of a community's parks system ultimately relies on listening to the needs, demands, and ideas the community has for its parks and recreation system. The intention behind the public involvement approach was to maximize an equitable distribution of needs, wishes, and ideas from Mattawa community members.

With grant programs and other decision-makers focusing on understanding a community's desired quality of life, public involvement is the most crucial and time-consuming element of the PROS planning process, allowing a correct assessment of a community's desired quality of life. This is where the public and users can share their ideas, goals, and objectives for their parks system and communities these needs and desires to the City.

A public participation plan was developed and vetted by city staff and the City Council specific to the PROS planning process. The engagement strategy included:

- Needs Assessment Survey – Autumn of 2023
- Visioning Workshop – December 15, 2023
- Online Survey – January 22-February 14, 2024
- Advisory Committee – December 6, 2023, through February 21, 2024

Needs Assessment Survey: In the autumn of 2023, an online survey was set up on the Alchemer platform to understand how residents currently use Mattawa's park and recreation facilities and what they would like to see from the city's parks system in the future.

Visioning Workshop: On December 15, 2023, the consultant team guided a visioning workshop to solicit feedback from community members. The materials presented included background information on the Parks, Recreation, and Open Space (PROS) Plan, large map displays of the city's current and future parks, and visualization boards.

Mapping Survey: An online visioning and mapping survey was available from mid-January to mid-February of 2024, in which participants were asked to describe the community's needs more specifically, and to locate their comments on a city map.

Advisory Committee: An advisory committee, consisting of community members who represent different interests within the city, was created to guide and inform the development of the PROS plan, review the draft plan, and make a recommendation to the Mattawa City Council for consideration and potential adoption of the plan.

Needs Assessment Survey

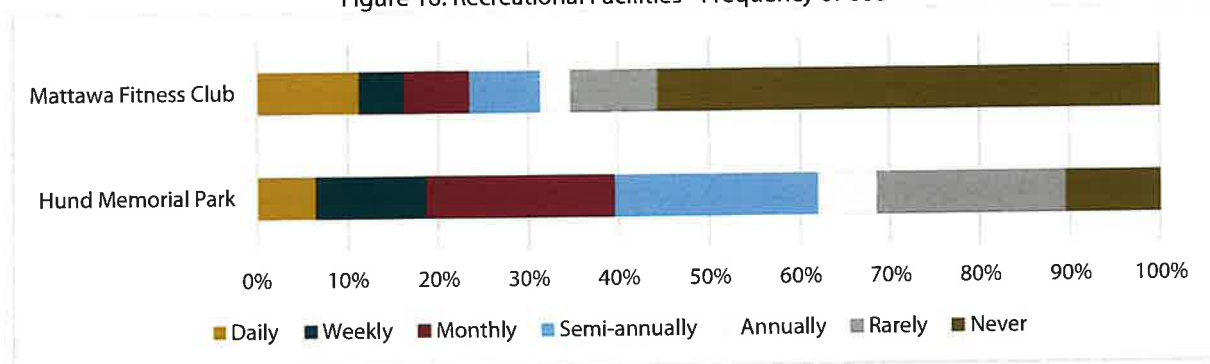
An interactive community survey was created on the Alchemer online platform and was available in English and Spanish. The survey was created for the Comprehensive Plan Update and included one section specifically for participants to provide feedback about the city's parks, recreation, and open space needs.

The majority of survey respondents live in Mattawa (76.7%); self-identified as female (57.1%); indicated that they are students in elementary, middle, or high school (84.0%); and primarily speak Spanish at home (81.7%).

Owing to the large number of young students who took the survey, the household income results were primarily from people who preferred not to respond. Among those who provided household income ranges, 12.7% of participants earn less than \$10,000 per year, and 9.3% earn less than \$20,000 per year.

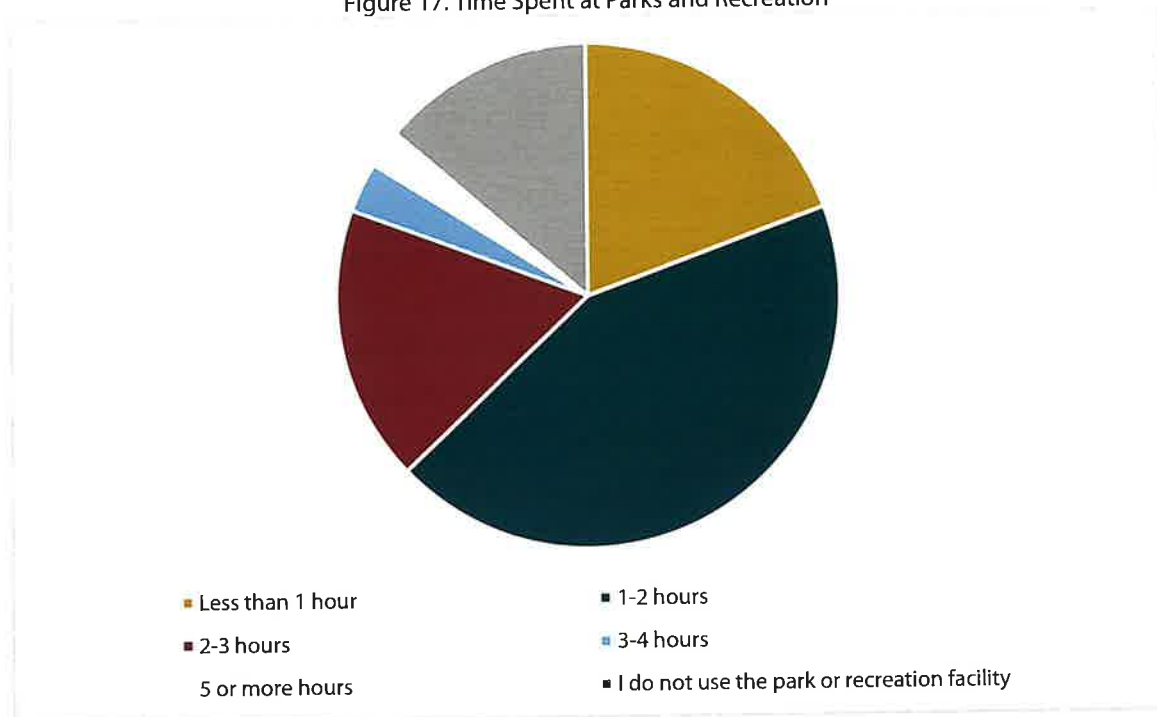
There is currently one public park and one privately owned fitness club for recreational facilities in Mattawa. Participants were asked to describe how frequently they used either facility. Most survey respondents (69) indicated that they have never used the fitness club, and participants generally visited the park on a monthly (26 responses) to semi-annual (28 responses) basis. Fifty-four respondents (43.5%) indicated that they typically spend 1-2 hours at a park or recreation facility (Figure 15).

Figure 16. Recreational Facilities - Frequency of Use



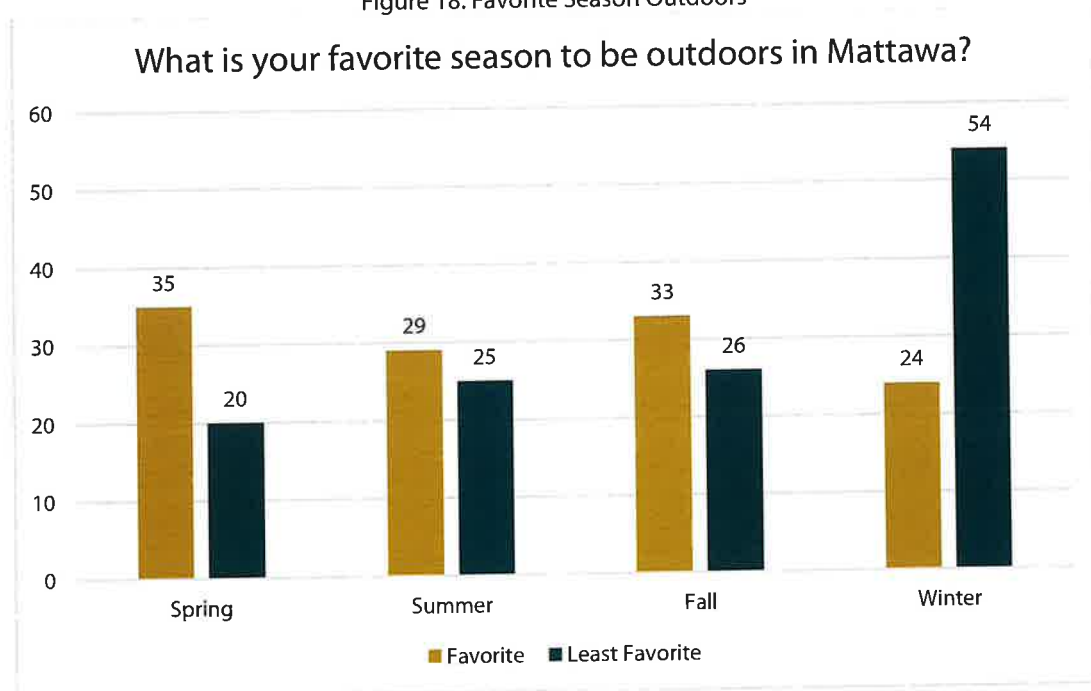
Participants indicated how long they typically visit any park or recreational facility within Mattawa. The majority of residents spend 1-2 hours at a time (43%), however, 13% never use the park or recreational facilities.

Figure 17. Time Spent at Parks and Recreation



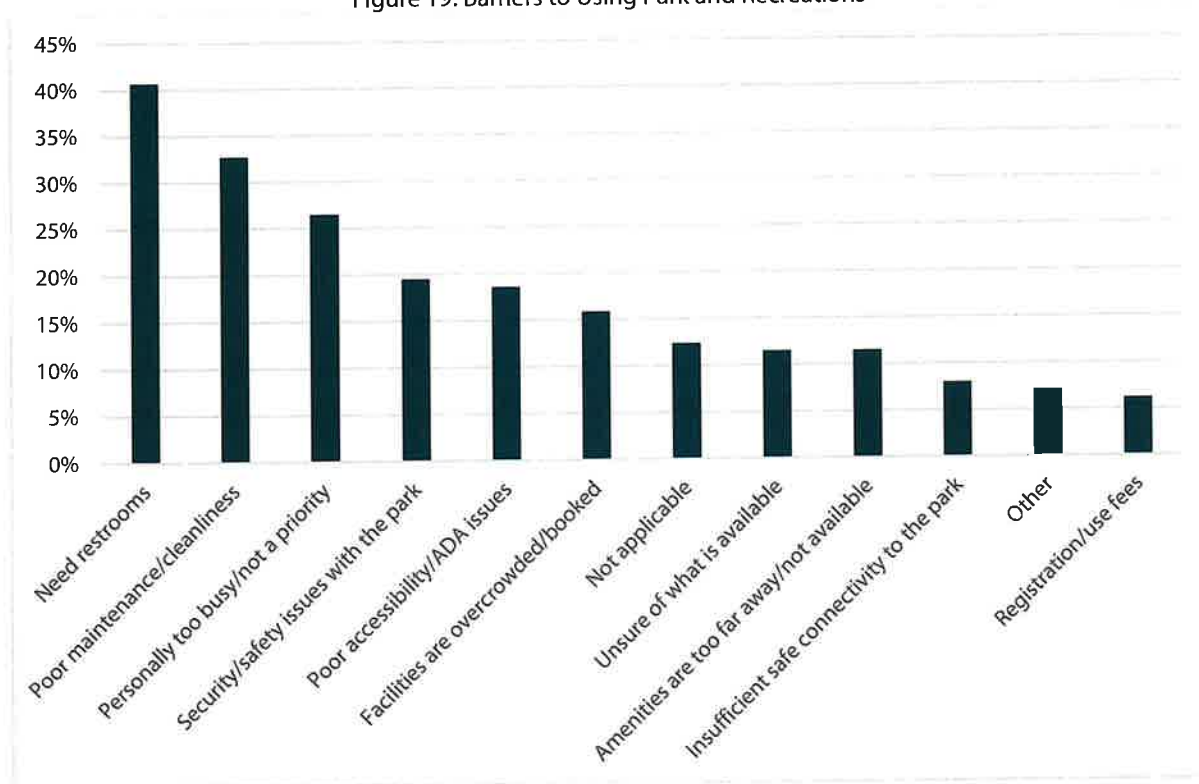
Respondents ranked their favorite seasons to be outdoors in Mattawa. In general, spring, summer, and fall were evenly distributed as preferred seasons. Winter was significantly ranked as the least favorite time to be outside.

Figure 18. Favorite Season Outdoors



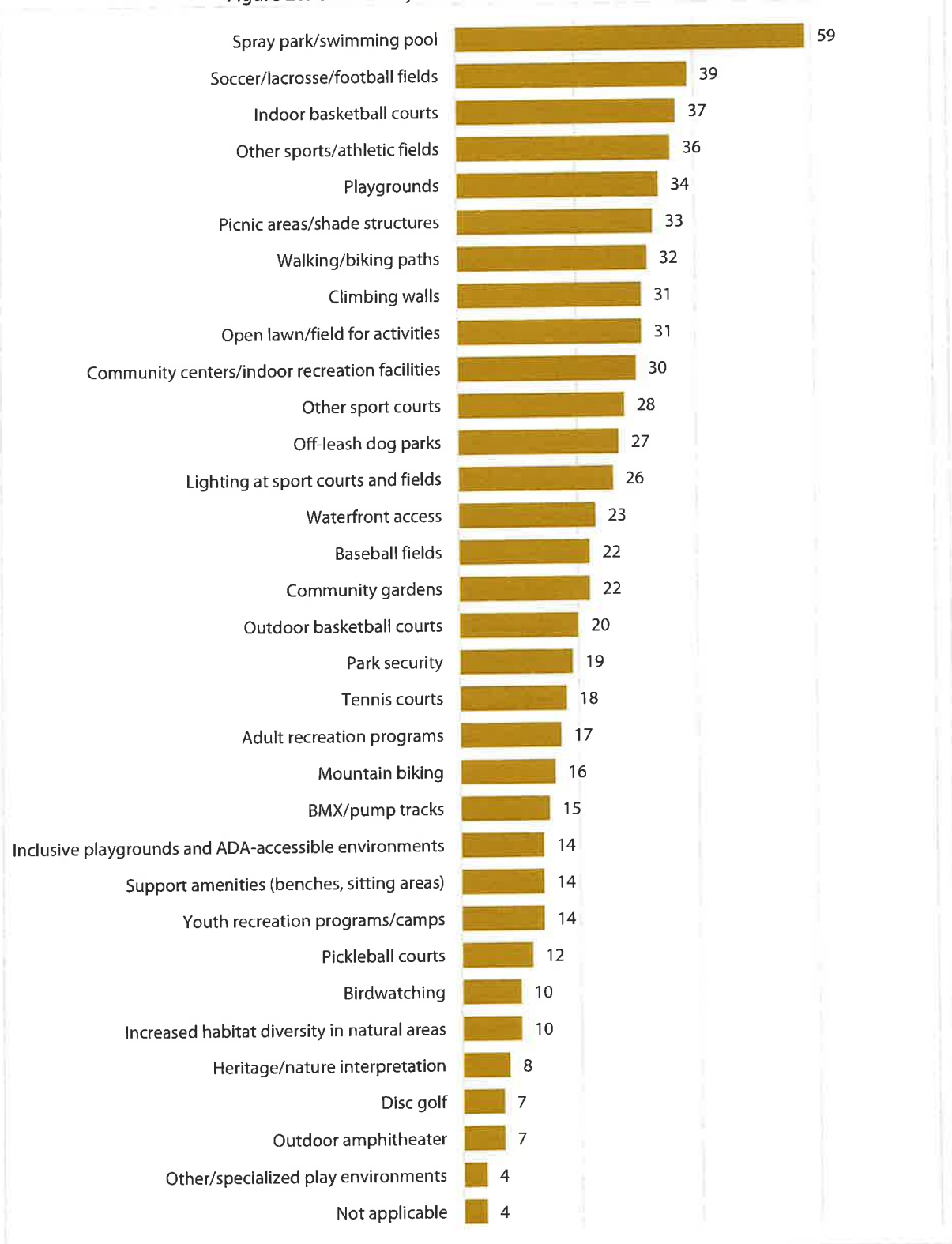
Participants identified barriers that prevent them from using the existing park and/or recreational facility. The top two responses were restrooms needed (46) and poor maintenance or cleanliness (37). Participants also indicated that they were either too busy or that using parks and recreation facilities was not a priority (30 responses).

Figure 19. Barriers to Using Park and Recreations



Participants selected the types of recreational facilities they would like to see in Mattawa (Figure 18). The top four choices were for a spray park or swimming pool (59 responses), soccer/lacrosse/football fields (39 responses), indoor basketball courts (37 responses), and other sports or athletic fields (36 responses).

Figure 20. Community Desires - Recreational Facility Types



Advisory Committee

The consultant team worked with city staff to identify and establish community members—including residents, developers, schools, youth organizations, community advocates, tenants, and religious organizations—to participate on an advisory committee. Based on interest, the committee members included city staff and elected officials, including the Mayor, the Public Works Department, two city council members, and the City Clerk's office. Other active participants on the committee represented Grant County Health District, Mattawa Public Library, and two community members. The committee met four times between December 2023 and February 2024. The list of committee members is included in the acknowledgments.

The committee was tasked with supporting and distributing outreach events information, developing a vision statement, identifying projects, and guiding planning recommendations to the City Council.

Visioning Workshop

On December 15, 2023, a visioning workshop was held at Mattawa City Hall. The consultant team presented an overview of the PROS Plan, including a community profile summary, a review of the current park inventory, and information on levels of service, gaps in service, and the project schedule.

The six participants, which included members of the volunteer advisory committee, were divided into small groups to put their ideas for the future park dedication and the existing park on large maps.



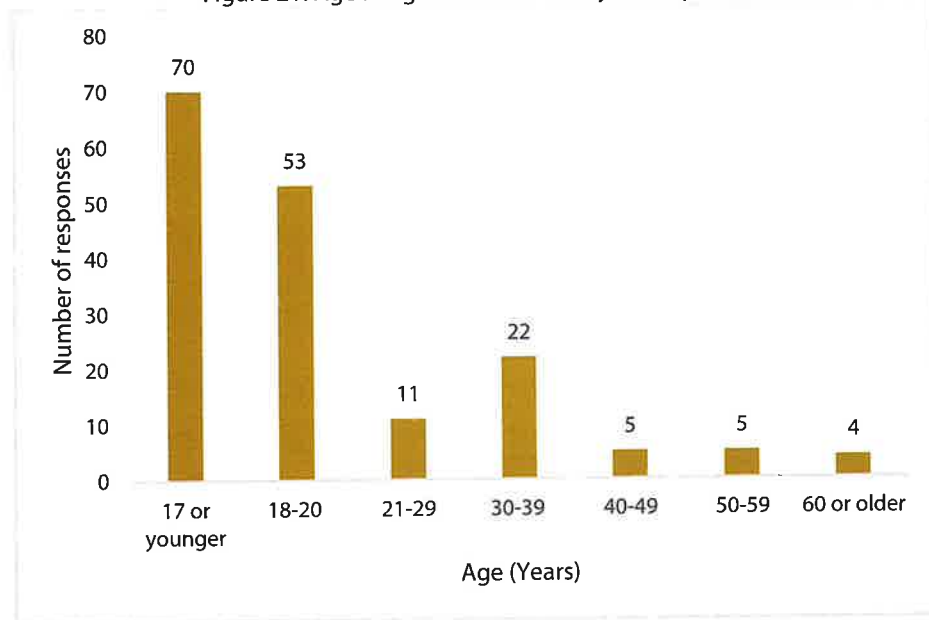
The groups discussed locations for specific facilities and safety improvements, ideas for future outdoor programs, and how recreational spaces create opportunities for building community connections. Participants were supportive of increased parks, recreation, and open space amenities.

Online Mapping Survey

Between January 22 and February 14, 2024, Mattawa residents had access to an online mapping survey on the Maptionnaire platform. Maptionnaire is a map-based survey platform that has a traditional questionnaire as well as map-placement activities. This allows participants to identify locations for improvements, projects, or future facilities in a location-based format. A total of 170

people completed the survey. The majority of participants (72.4%) indicated that they were aged 20 years or younger. The next largest age group represented was between the ages of 30 and 39 years.

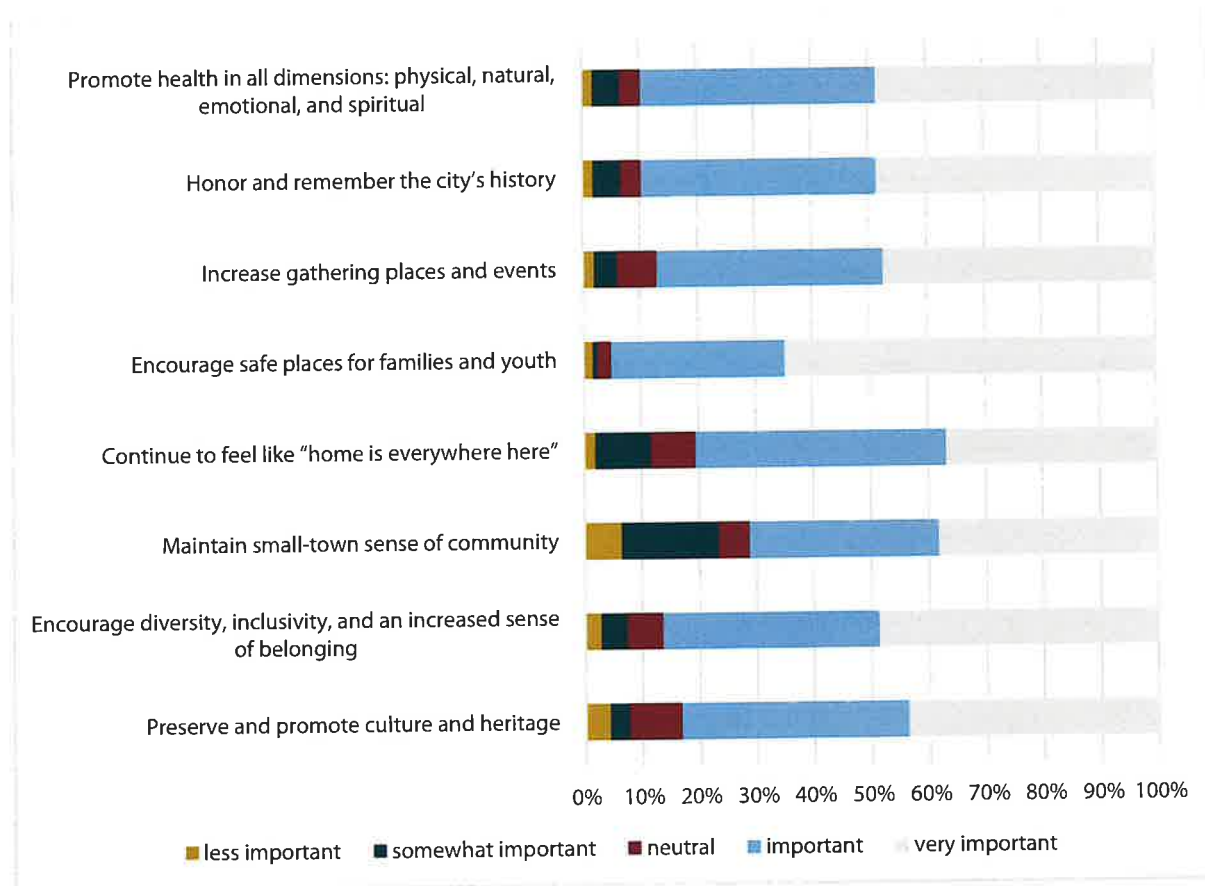
Figure 21: Age Range of Online Survey Participants



Parks and Recreation Vision

The Parks Advisory Committee created as part of this planning process and researched and proposed multiple vision statements that built upon the Comprehensive Plan's vision statement. Preliminary statements were developed by the Parks Advisory Committee based on preferences from peers and neighboring communities and Mattawa survey participants were asked to rank the importance of each statement using a scale of less important (value of 1) to very important (value of 5) and provide additional recommendations.

Figure 22. Vision Statement Importance Scale



Based on the responses, the top priorities among survey participants were for:

- Encouraging safe places for families and youth (119 ratings of 4 or 5)
- Preserve and promote culture and heritage (99 ratings of 4 or 5)
- Encourage diversity, inclusivity, and an increased sense of belonging (96 ratings of 4 or 5)
- Promote health in all dimensions: physical, natural, emotional, and spiritual (96 ratings of 4 or 5)

The results were presented to and vetted by the Park Advisory Committee and City Council to select statements. The overall vision statement builds upon the Comprehensive Plan and the supporting statements establish the core values for this plan: culture, safety, belonging, and health.

Hund Memorial Park Improvements

The Maptionnaire built upon the earlier needs assessment findings and visioning workshop to continue the visioning process. Survey participants were asked to identify projects they would like to see in the existing park, Hund Memorial Park. There was a pre-determined list of projects based on the previous outreach efforts as well as the "other" option to give creative freedom. Points placed on the map most frequently were trees, permanent restrooms, trails/paths, and supportive amenities. Comments associated with points are generally included in order of highest response:

- Trees
 - For shade, birds, and increased benefits for air quality, temperature, and mental health

- Permanent restrooms
 - Portable restrooms are not reliably present/available
 - Preference for ADA accessibility and kid-friendly features (e.g., steps to reach sinks)
 - Would benefit city events and family gatherings
- Lighting
 - Safer for children to be seen by drivers
 - Basketball and soccer are popular activities; lights would extend the hours the facilities could be used
- Trails or paths
 - For running and walking
- Supportive amenities
 - Picnic tables and garbage cans
 - Benches under shade trees or to watch basketball

Future Amenities at a New Park

In addition to improvements at the existing park, participants were asked to identify what projects they would like projects located at a new park and where in the park. The city will receive a 2.025-acre park dedication through a subdivision and recreational facilities identified in the needs assessment were listed as options, as well as others in the survey. The most requested projects were the following in order of highest response:

- Splash park/swimming pool
- Trees
- Lighting
- Trails or paths
- Outdoor sport field
- Basketball, pickleball, tennis, climbing walls, volleyball, and baseball
- Walking trail around the facility

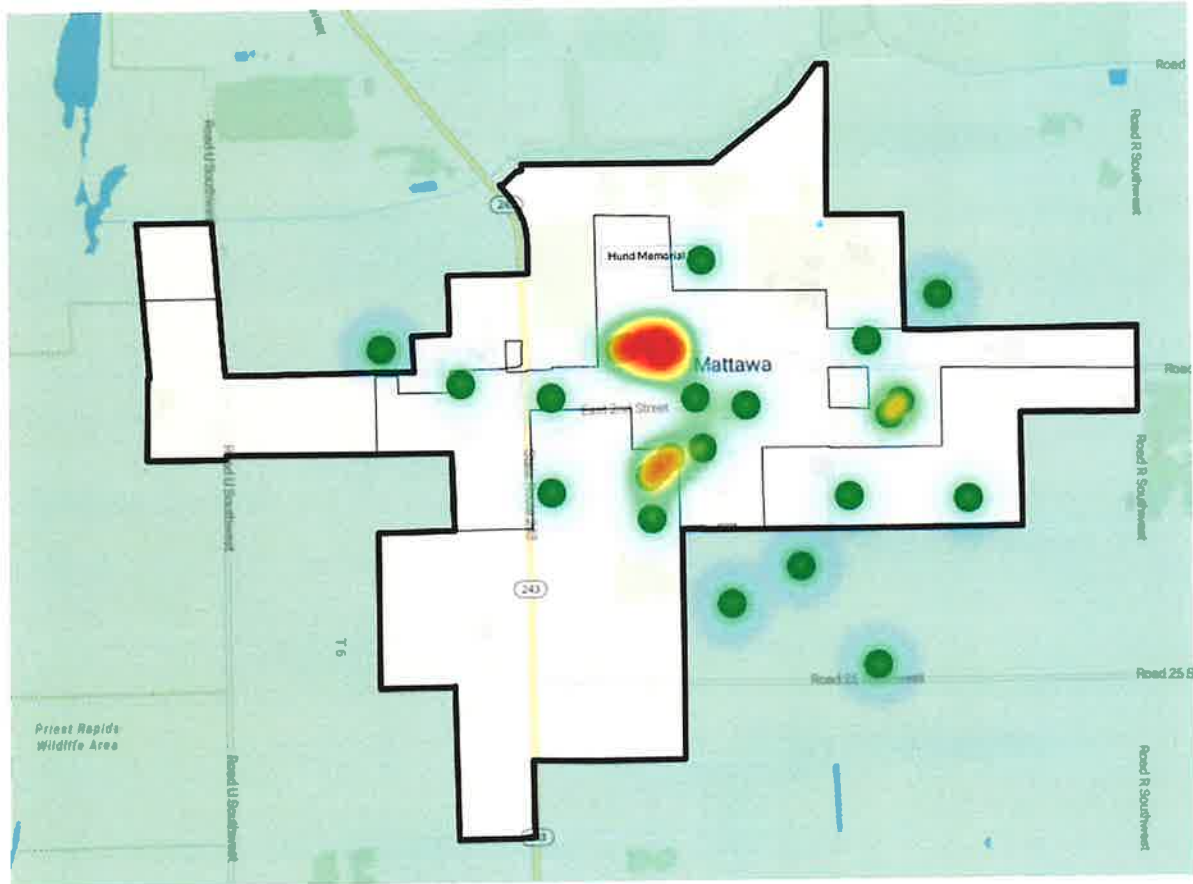
The items are consistent with the feedback we heard during our engagement process. Overall, a strong preference remains for a new spray park or water-based recreational facility and outdoor multi-use sports fields. The preference for trees, lighting, and trails was not previously heard in outreach but was supported by city staff and council members.

The project lists were presented to the City Council at a workshop in mid-February 2024 and councilmembers identified priority projects to include in the PROS Capital Improvements Program.

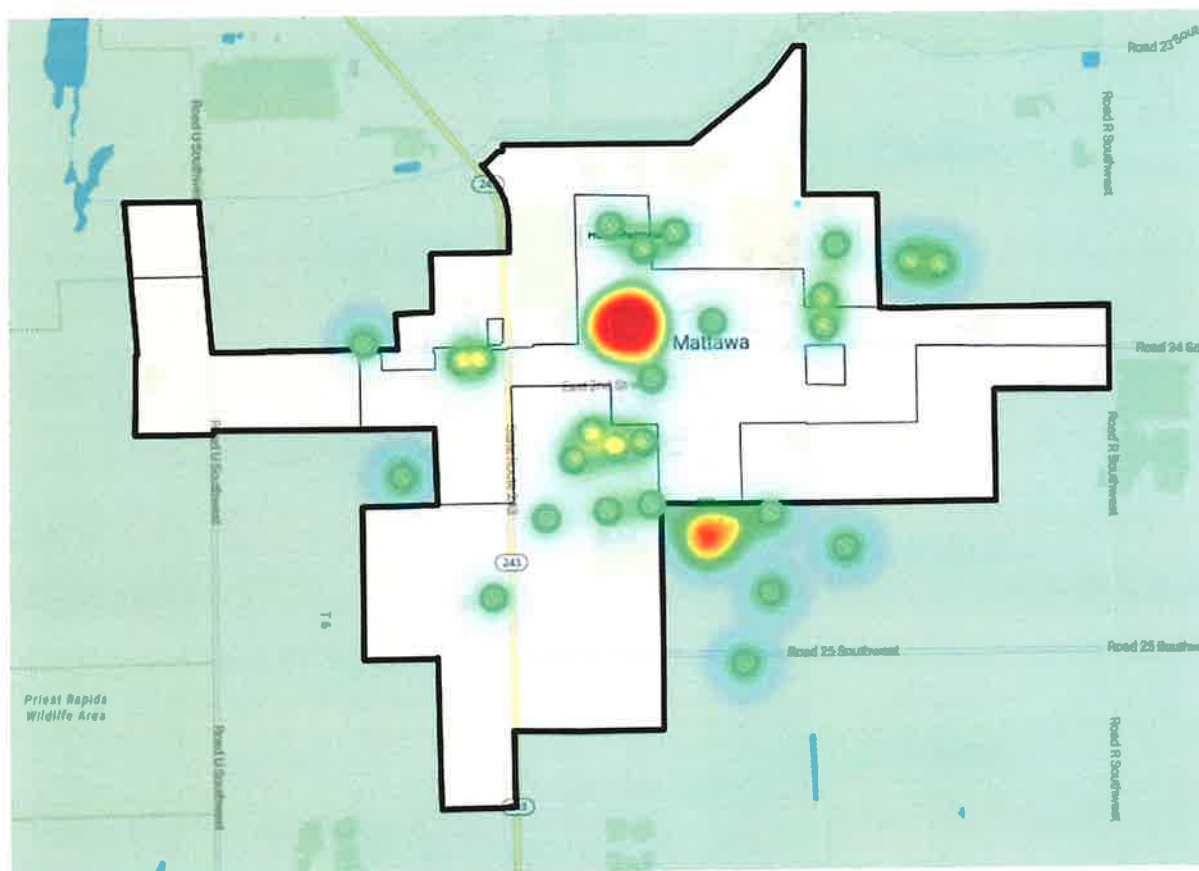
- Spray park
- Permanent restrooms
- Landscaping: trees and lighting
- Outdoor sports/athletic fields

New Parks, Recreation, and Open Space Locations

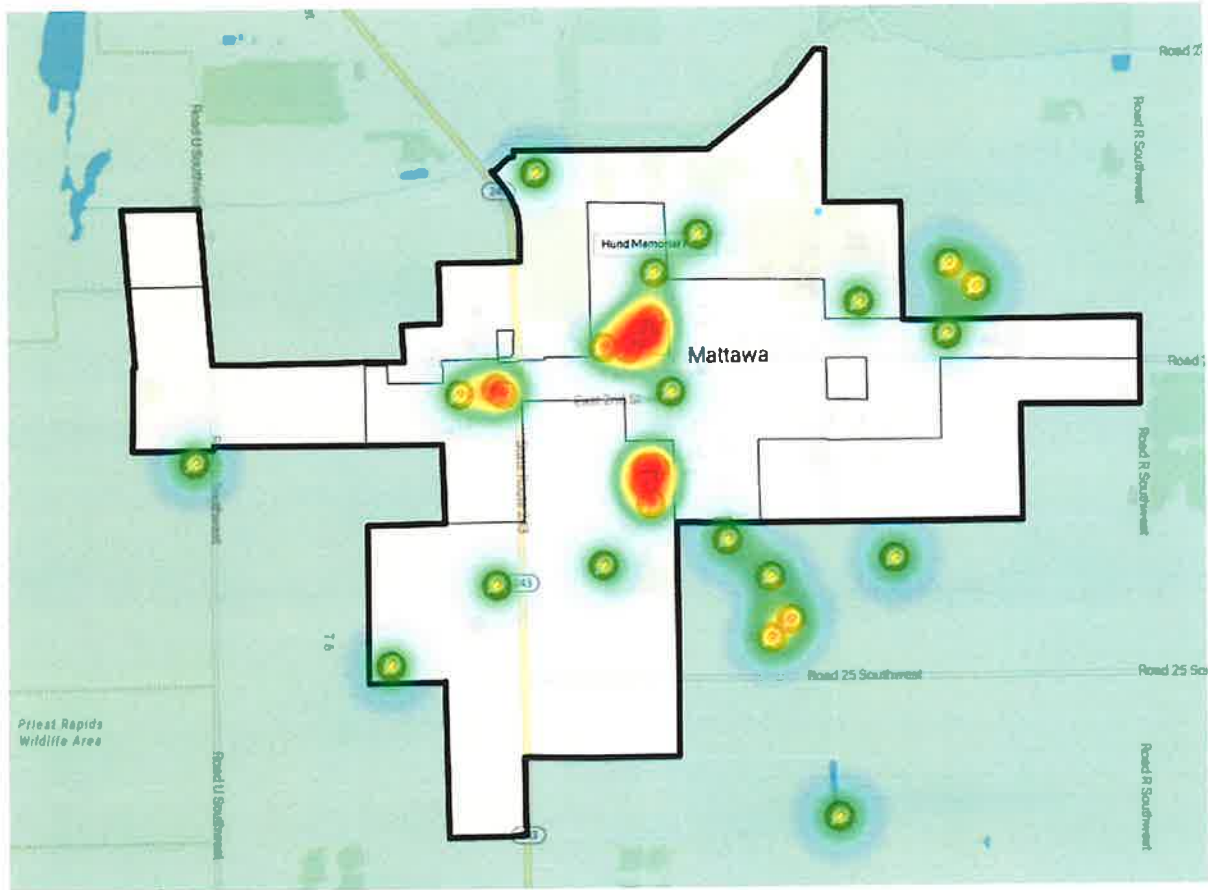
As part of the visioning process, survey participants were asked to identify locations for additional parks, recreation, and open space opportunities in the city, as shown in the heat map.



Parks were desired primarily where Hund Memorial Park is currently located, indicating the desire to maintain the park as the central city park. Additional parks were clustered in southwest Mattawa near a single-family neighborhood and Catholic Charities housing south of Government Road. Other parks were sparsely identified in east Mattawa. These identified areas match the gaps in park service shown in the watershed analysis in Chapter 4.



Participants expressed interest in having basketball, soccer, baseball, tennis, skate park, and splash pad facilities in a variety of locations throughout the city. There was a preference for recreational facilities to be centrally located in Hund Memorial Park as well as in south-central Mattawa.



Open spaces were described as areas with trees, plants, and fields that can include walking trails or paths. The heat map below indicates locations in the city where survey respondents requested additional open spaces. There is a preference for maintaining open space areas on the outskirts of the city, especially in areas where agriculture is present and there are clear views of the Saddle Mountains.

4. Demand and Need Analysis

A demand and needs analysis is an evaluation and measure of how well the parks and recreation system meets the needs of the community. We assess how people like to spend their recreation time, what types of activities they choose to pursue, and how often they participate. As part of this plan, a joint quantitative and qualitative demand and needs analysis was conducted to establish an appropriate level of service (LOS) standard for the City of Mattawa based on the recreation needs of the community derived from public outreach and surveys. The analysis examines the Mattawa system in terms of park acreage, trail mileage, and the number of park and recreation facilities serving residents as compared to national and regional trends.

In the context of this geographic and level of service analysis, standards are proposed for parkland, and guidelines are proposed for specific types of recreation facilities to determine park and facility needs for the future.

This chapter is organized into the following five sections:

- Determination of LOS Standards
- National Recreation Guidelines and Trends
- Peer Community Comparisons
- Park Land Needs
- Recreation Facility Needs
- Community Needs Summary

Determination of LOS Standards

Level of Service (LOS) standards are quantifiable measures of the parkland and recreation facilities that are provided to the community, often expressed on a per capita basis (e.g., the number of park acres per 1,000 residents). The National Recreation and Park Association (NRPA), a non-profit organization dedicated to the advancement of public parks, recreation, and conservation, established a set of LOS standards to help communities evaluate their recreation needs. LOS has been used as a planning tool to compare a local community's facilities against those of other communities, agencies, and national standards.

Because the vision, values, and needs of each community are different, planners have acknowledged that simply quantifying local LOS to a national standard is not an effective means of evaluating a community's unique needs and vision. Accordingly, NRPA's LOS standards are used as a baseline, but each community determines its goals individually.

While LOS provides a helpful benchmark for comparison, a community cannot rely solely on LOS for determining issues such as a facility's quality, residents' satisfaction with the existing facilities, or the uniqueness of a community's intrinsic character and heritage. Therefore, a variety of methods and conditions should be used to help determine a more realistic assessment of a community's demand and need for parks and open space facilities.

This plan identifies community-specific park needs within the Mattawa service area. Evaluation of the community's recreational needs was conducted using a variety of methods, including a review of past public involvement findings including the Comprehensive Plan, an assessment of national and state recreation guidelines and trends, and an analysis of the geographic distribution of park service areas and access points.

Public Input Key Findings

Results from the PROS public involvement process were used in the development of this chapter to support conclusions about the demand for and use of various types of parks and facilities. Key findings identified during the community involvement process, detailed in Chapter 3, include:

- Restrooms, specifically in Hund Memorial Park
- Outdoor amphitheater
- Increased lighting for safety
- Inclusive facilities and programming (e.g., playgrounds, athletic fields, community gardens)
- Trails and paths

- More trees and planting
- Supportive amenities like picnic tables and trash receptacles
- Sports fields and courts
- Open Space

Previous public outreach, particularly during the Comprehensive Plan Update completed in 2023 recommended the following top recreation projects:

- Spray park/aquatic facility
- Soccer/lacrosse/football fields
- Indoor basketball courts
- Other athletic/sports fields
- Additional playgrounds

National Recreation Guidelines and Trends

A comparison of Mattawa's parks and recreation facilities to those across Washington provides a quantitative benchmark and a starting point for measuring the performance of its parks system. NRPA studies national recreation trends and frequently publishes support documents and recommendations for public municipalities. This document uses NRPA data from Washington state cities only, and only municipalities with less than 20,000 residents.

Guidelines

The NRPA level of service guidelines originally developed in 1983 offered guidance suggesting that "a park system, at minimum, be composed of a core system of parklands, with a total of 6.25 to 10.5 acres of developed open space per 1,000 population." While this has since become a relatively accepted target benchmark, it is important to note that NRPA offers this range of ratios as a comparative guide only. Since the development of some statistical baselines, various publications have updated and expanded upon possible park standards, several of which have also been published by NRPA. In 2017, NRPA published an updated performance review of 925 park agencies across the nation. This review revealed that the typical US park agency that serves a jurisdictional population of less than 20,000 has a median ratio of 10.5 acres of parkland to 1,000 residents. More locally, comparable cities in Washington State with populations under 20,000 have a median ratio of 15.7 acres/1000 residents and a low median ratio of 10.6 acres/1000 residents.

Rather than a one-size-fits-all acres-to-population standard, NRPA now recommends that each community develop its standards based on local goals, priorities, and conditions. In the case of Mattawa, we recommend a more achievable low-median ratio of 10.6 acres of parkland per 1000 residents.

NRPA identifies a best practice of 0.25 to 0.50 trail miles per 1,000 residents. However, in recent years the requests and need for trails have increased substantially, particularly since the COVID-19 pandemic. Mattawa residents also expressed the desire for more trail facilities. Mattawa currently manages 0.3 miles of trails but has advocated for more. A standard of at least 2.0 miles per 1000 residents would advance the trail system to an achievable 7+ miles of trail based on the current population.

Parkland Trends

The past two-plus years of the COVID-19 pandemic have underscored the importance of our recreational facilities and open space areas, and this is reflected in recent national trends. Recreation Management magazine, an industry resource for recreation and sports facility managers, conducts an annual survey of parks agencies across the country to illustrate the latest trends in parks and recreation. Their most recent survey was published in June 2021[1].

Among survey respondents who were planning to add park facilities or improvements, the most commonly planned additions were:

- Outdoor fitness areas and fitness trails (26.0%)
- Splash play areas (24.9%)
- Walking and hiking trails (21.7%)
- Dog parks (20.6%)
- Playgrounds (19.9%)
- Park shelters (18.4%)
- Disc golf courses (18.4%)
- Bike trails (18.4%)
- Park restroom structures (16.6%)
- Open spaces and natural areas (13.7%)

A comparison of these numbers to the previous year's trends reflects the types of facilities and amenities that became more popular as people shifted their recreation practices during the pandemic. Among the amenities that respondents were more likely planning to add (as compared to the same categories in 2020) are outdoor fitness areas and fitness trails (up from 18.5% in 2020); walking and hiking trails (up from 20%); bike trails (up from 14.5%); and open spaces and natural areas (up from 10%).

Recreation Program Trends

Among survey respondents who were planning to add events and programming to their recreation offerings, the most commonly planned program additions were:

- Group exercise programs
- Teen programming
- Fitness programs
- Mind-body balance programs such as yoga
- Programs for active older adults
- Educational programs
- Environmental education programs
- Holidays and other special events
- Adult sports teams
- Special needs programs

Survey responses also indicate an increase in popularity for certain types of programming, many likely reflective of the pandemic's lingering societal impacts. Among the programs that respondents were more likely planning to add (as compared to the same categories in 2020) are holidays and other

special events; youth sports teams; day camps and summer camps; arts and crafts; and programs for active older adults.

Park Access Analysis

Park access is another method of establishing an appropriate level of service for residents of Mattawa. In the past, the need for park access assumed that basic park services should be provided within walking distance (10-minute walk) of all residents. Less densely developed communities also need access to parkland, but houses on larger lots in a sparser development pattern cannot efficiently be served within walking distance. In addition, as residents live further from the urban core, access to open space and trails may be of more importance than a developed, programmed park. Therefore, the need for parks near each resident is becoming less important.

A geographic analysis of Mattawa's single park indicates that the urban core is relatively well served by Hund Memorial Park due to the small size of the City of Mattawa (Figure 21). However, residents outside of the city limits but within the UGA are not well served by the park. An additional park on the east side of town or a new trail serving more of the community that connects to Hund could alleviate this access issue.

Ensuring equal access for mobility-impaired visitors at park facilities is essential. As brought up in public outreach, ensuring both ADA accessibility and improvements, especially for children (such as a step to reach drinking fountains) is important to Mattawa residents.

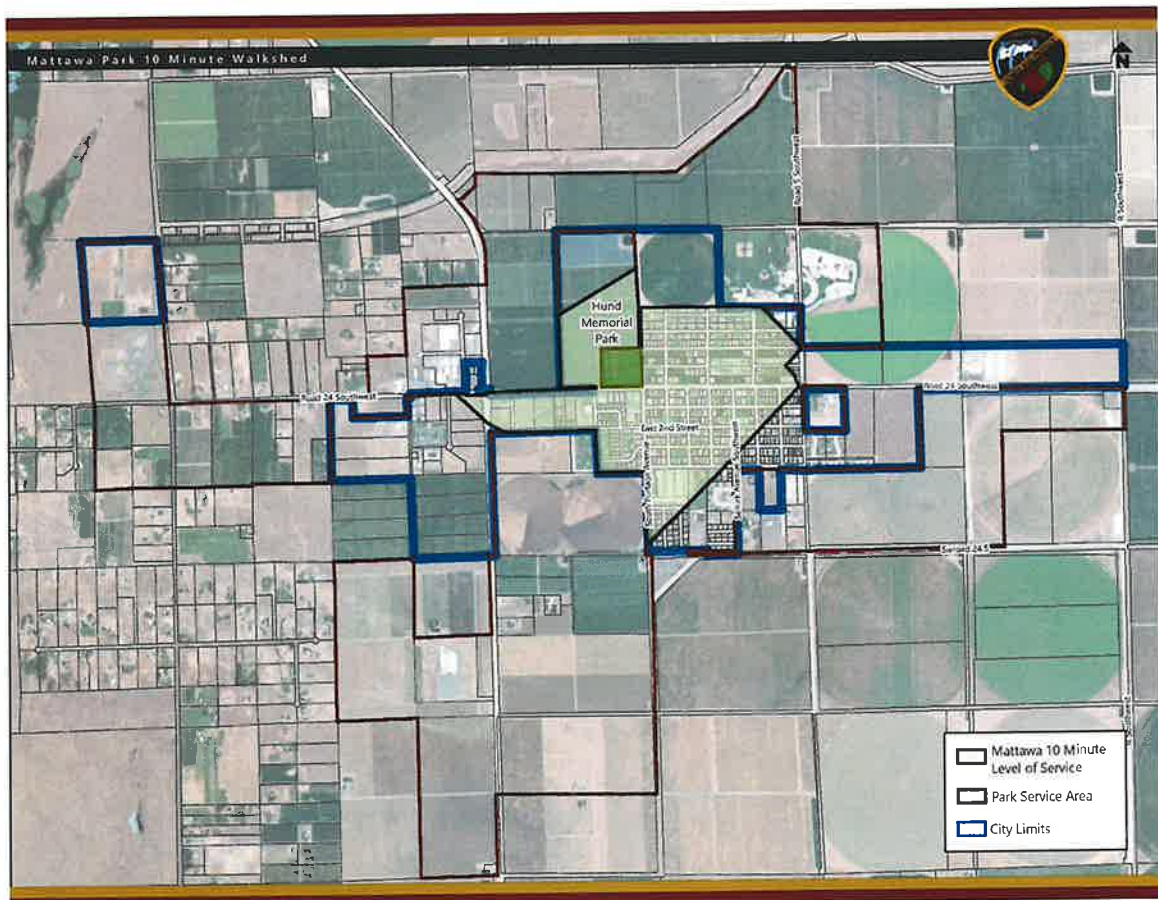


Figure 23. Mattawa Park 10-Min Walkshed

Park Land Needs

As discussed in the previous section, this analysis used several methods to determine how much parkland is needed in Mattawa. Public input, national and state trends and guidelines, peer community standards, and park access can all identify the average amount of park acreage needed per population. This defined parkland-to-population ratio is known as the parkland level of service (LOS).

Table 8. Summary of Existing/Recommended Parks Level of Service (LOS)

Existing and Projected Level of Service (LOS) - Mattawa, WA City Limits							
	Existing (acres)	Acres per 1,000 residents	NRPA Standard (acres/1,000)	Low National LOS (acres/1,000)	Current Land Need (2024) acres*	Future Land Need (2044) acres**	Net Land Need (2044) acres
Mini Parks	0.00	0.00	0.25 to 0.5	0.25	0.89	2.12	2.12
Neighborhood Parks	0.00	0.00	1 to 2	1.00	3.58	8.49	8.49
Community Parks (Hund)	6.79	1.90	5 to 8	5.00	17.88	42.47	35.68
Regional Parks	0.00	0.00	5 to 10	5.00	17.88	42.47	42.47
Special Use Areas	0.00	0.00	No standard	0.00	0.00	0.00	0.00
Natural Open Space	0.00	0.00	No standard	0.00	0.00	0.00	0.00
Total	6.79	1.90		11.25	40.22	95.56	88.77
	Existing (acres)	Acres per 1,000 residents	WA Cities under 20K Pop. (acres/1000) Median	Mattawa LOS Target (acres/1,000) WA Low Median	Current Land Need (2024) acres*	Future Land Need (2044) acres**	Net Land Need (2044) acres
Total Developed Parks	6.79	1.90	15.70	10.80	38.61	91.74	84.95
Total Natural Open Space	0.00	0.00					
Total Park Land	6.79	1.90					
	Existing (miles)	Miles per 1000 Residents	NRPA Standard (miles/1000)	Proposed LOS (miles/1000)	Current Trail Need (2024) miles*	Future Trail Need (2044) miles**	Net Need (2044) miles
Trail Miles	0.30	0.08	2 to 3	2.00	7.15	16.99	16.69

* Based on the current Mattawa population in the year 2023 = 3,575

** Based on Grant County projections, Mattawa population year 2044 = 8,494

Mattawa oversees 1 park site, the 6.79-acre Hund Memorial Park, and 0.3 miles of trail. Aside from a summer movie series in Hund Memorial Park, the city does not currently oversee any organized recreation programs.

The parkland analysis developed an existing level of service and recommended standards – expressed in terms of acres of land per 1,000 persons in the City – for each park type (no standard was proposed for open space areas or undeveloped parkland).

Based on the proposed standards, the acreage needed currently (2024) and at the end of the planning horizon (2044) can be determined. The net need is the total amount of parkland that should be added to the existing park acreage to meet the recommended level of service. Table 8 summarizes these figures by park type.

The analysis identified a current net land need of 33.43 acres of new parkland. Acres are needed in each park type. Other undeveloped parkland may need to be sourced.

Based on Mattawa's projected growth, an additional 55.34 net acres of land will be needed to accommodate future residents by 2044.

Recreation Facility Needs

Trails

Trails provide an enjoyable walking experience, as well as a way to get to community destinations safely. These trails can also provide connections from homes to the edge of the city and other nearby destinations including existing trails outside of the city that provide access to a wide variety of recreation opportunities. Trails are also used for activities, such as walking, bicycling, skateboarding, ATV and motorcycle riding, mountain biking, hiking, and more.

Public input indicates demand for trails and trail-related activities is high. Adding 16.69 miles of trail to the park and recreation system by 2044 generates a recommended standard of 2 trail miles per 1,000 residents.

Other Facilities

In addition to the trails discussed above, numerous other sports and activities require facilities and programming in the park system. The community needs analysis identified additional facility needs based on the community input and observations of the existing park system. These additional facility and program needs include the following:

- Youth-sized soccer or multi-use fields
- An indoor multi-purpose facility
- Outdoor miniature golf
- Facilities that incorporate locally important historical and cultural elements
- Inclusivity and accessibility to all facilities

Community Needs Summary

The community needs analysis used a variety of tools to determine the park and recreation needs of Mattawa. The analysis identified a need for 33.43 acres of new parkland with land needed in each park

type. In terms of recreation facilities, Mattawa residents are currently not adequately served by sports fields of any type, aquatic facilities, indoor facilities, courts of most types, or playgrounds for the 2-5 age group. To accommodate future needs, land will need to be set aside for fields and courts, as well as other recreation elements that can be placed in these established new parks.

Public outreach determined that more trails are desired in Mattawa. The existing trail does not serve enough residents or activities. The analysis recommends a higher standard to promote considerable growth in the trail system. Trails work best when separated from vehicle traffic in trail-specific corridors, this allows more residents to use the trails. There is a current need for 7.1 miles of trails and paths, and a future (2044) need for 16.69 miles of new trails and paths.

Finally, with an increase in the size and scale of the park system, the community must consider a specialized effort to develop, manage, and maintain the park and recreation system with more dedicated funding and staffing.

5. Capital Improvement Program

The Capital Improvement Program project recommendations from the PROS Plan will require funding needs beyond current allocations and may also require additional staffing and resources for operations and maintenance responsibilities. The majority of projects focus on improving Hund Memorial Park, adding park lands to the city's inventory, and developing the park land that will be dedicated to the city.

Project Selection Methodology

As part of the Parks, Recreation, and Open Space Plan process for the City of Mattawa several capital projects have been identified to include in the 2024-2030 PROS Plan. The projects were drawn from extensive public engagement, existing conditions assessment, levels of service standards, and demands. The projects were selected with the following criteria:

- Highest: Projects that are already funded / anticipated to be funded soon
- Addresses level of service gaps and overall community needs
- Priority / frequency of request by the community through engagement
- Feedback from stakeholders, city council, and advisory committee of highest community needs
- Lowest: Increase park attendance / user experience through aesthetic improvements

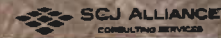
Six Year Capital Improvement Matrix

Table 9 includes the six-year capital improvement matrix that includes each project's name, priority ranking (#), project location, type, brief scope, total cost, and expenditures over the six-year period when projects are anticipated to be funded.

Table 9. Six Year Capital Improvement Matrix

Project Name	#	Project Location	Project Type	Scope	Cost	2024	2025	2026	2027	2028	2029	2030
Hund Permanent Restrooms	1	Hund Memorial Park	Construction	Install child-friendly, ADA-accessible restrooms for the public to use.	\$868,000	\$651,000	\$228,000					
Acquire Park Land	2	TBD	Expansion	Acquire 3-5 acres of new park land to meet current demands.	\$1,182,000	\$296,000	\$931,000					
Hund Spray Park	3	Hund Memorial Park	Construction	Design and install spray park	\$998,000		\$524,000	\$550,000				
Relocate Cookshack	4	Hund Memorial Park	Construction	Relocate and improve cookshack, expanding kitchen	\$770,000			\$849,000				
Hund Park Improvements	5	Hund Memorial Park	Improvement	Add security lighting and replace picnic tables, benches, and trash cans.	\$56,450	\$56,450						
Hund Landscaping and Tree Groves	6	Hund Memorial Park	Improvement	Plant tree groves and landscaping features	\$708,000				\$820,000			
Hund Shade Structures	7	Hund Memorial Park	Design and Construction	Design and construct 2-3 shade structures, such as gazebos	\$657,000					\$799,000		
Design and Name "Mattawa North" Park	8	"Mattawa North" Park	Planning	Solicit the community to name the park land dedication and design the park layout	\$100,000					\$122,000		
New Park Installation	9	"Mattawa North" Park	Construction	Install security lighting, seating, trash cans, trees, and landscaping in the new "north" park	\$1,570,000					\$954,000	\$1,002,000	
New Park Trails and Paths	10	"Mattawa North" Park	Trail Design/ Construction	Design and construction of ADA-accessible paved paths on the exterior and throughout the park.	\$440,000							\$590,000
Total Estimates					\$7,349,450	\$1,003,450	\$1,683,000	\$1,399,000	\$820,000	\$1,875,000	\$1,002,000	\$590,000

CITY OF MATTAWA PROS PLAN



MATTAWA NORTH PARK LEGEND

- a. JUNIOR-SIZE SOCCER FIELDS
- b. FULL-SIZE SOCCER FIELD
- c. ADA WALKWAYS WITH PERIMETER SEATING & OVERHEAD LIGHTING FOR PEDESTRIAN SECURITY
- d. DESIGNATED PARKING
- e. COVERED SHADE STRUCTURES WITH PICNIC TABLES
- f. CHILDREN ACCESSIBLE BATHROOMS
- g. TREE GROVE CLUSTERS FOR WIND AND SHADE
- h. INTERNAL PARK CIRCULATION PATHS WITH PERIMETER SEATING, AND PEDESTRIAN SCALE LIGHTING
- i. STREET TREES AND IMPROVED PEDESTRIAN CORRIDOR & CROSSWALKS
- j. DESIGNATED SPORTS TEAM MEETING AREAS

HUND MEMORIAL PARK LEGEND

- k. FOOD SHACK & FOOD TRUCK AREA WITH PICNIC TABLES
- l. SKATE & ROLLERBLADE PARK
- m. PLAY-FIELDS, OPEN UNPROGRAMMED LAWN
- n. AMPHITHEATER FOR OUTDOOR COMMUNITY EVENTS, (MUSIC, MOVIES, ECT.)
- o. BASKETBALL COURTS
- p. PROSPECT MOUNDS FOR TOPOGRAPHICAL INTEREST & WIND MITIGATION
- q. ENHANCED PLAYGROUND
- r. EXISTING GAZEBO
- s. SPLASH PAD & WATER PARK
- t. MATTAWA PUBLIC LIBRARY



MATTAWA NORTH PARK



HUND MEMORIAL PARK

Figure 24. Capital Improvements Implementation Vision

CIP Project Descriptions and Cost Opinions

Hund Permanent Restrooms

Project Summary: This project proposes the design and construction of permanent restrooms at Hund Memorial Park. This project aligns with the goals of creating a more inclusive and enjoyable park experience for the entire community. The new restrooms will be designed to meet all Americans with Disabilities Act (ADA) accessibility guidelines and will incorporate kid-friendly features to improve the park's amenities for all visitors.

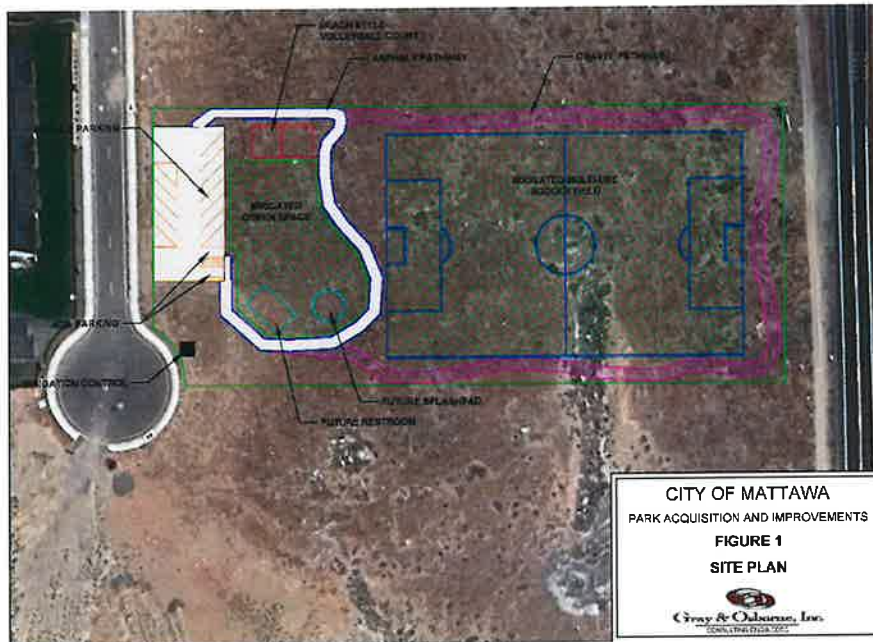
Project Justification: Currently, Hund Memorial Park lacks permanent restroom facilities, which can be a significant inconvenience for park users, especially families with young children, older adults, and individuals with disabilities. The addition of permanent restrooms will enhance the park's overall usability and encourage longer visits. ADA-compliant restrooms ensure inclusivity and provide equal access for all park patrons. Kid-friendly features will make the restrooms more welcoming and comfortable for young children.

Estimate: \$868,000

Scope:

- Construct a new restroom building with separate facilities for men, women, and a single-occupancy, all-gender family/accessible restroom.
- All restrooms will comply with ADA accessibility standards, including wider stalls, grab bars, accessible sinks, and lowered mirrors.
- Kid-friendly features will include lower sinks, toddler-sized toilets (in the family/accessible restroom), and child-height hooks for coats and bags.
- The building exterior will be designed to complement the park's aesthetics.
- The project will include necessary plumbing, electrical, and ventilation systems.
- Landscaping around the restroom building will be included for a cohesive appearance.

Acquire and Develop Mattawa “Southwest” Park



Project Summary: The acquisition of land when feasible will benefit citizens and support the priorities identified in the PROS plan. There is no funding reserved for park land acquisition at this time, however, collection of park impact fees are in place and will be prioritized for park land acquisition. There is a request to purchase 4.16 acres of a property known as “Taylor Orchards” in southwest Mattawa. The property acquisition is anticipated to be \$375,000 and the city proposes using RCO Community Outdoor Athletic Facilities funding to acquire the land and develop outdoor athletic fields. The development will include an irrigated multi-use soccer field, multi-purpose green space, parking, and volleyball courts.

Project Justification: The city is currently short 38 acres of developed parks land based on National Recreation and Park Association standards for Mattawa’s population and park service area. In the next 20-years, the city will need a total of 84-acres of land to meet population project demands. The “Taylor Orchards” property is for sale and located in southwest Mattawa, an area identified as a future park or recreation location. Southwest Mattawa is the area west of State Route 243 and south of Rd 24/Government Road where significant development has occurred in recent years. The area includes over 100 multi-family housing units and additional units proposed. The roads are a barrier to accessing the existing city park, so an additional park facility within the southwest neighborhood is highly-needed.

Estimate: \$1,182,000

Scope:

- Acquire 4.16-acre parcel of land known as “Taylor Orchards” through the competitive RCO Outdoor Athletic Facility funding opportunity.
 - Pursue acquiring additional acreage in the vicinity of southwest Mattawa if Taylor Orchards property is unable to be acquired. This should be done through collecting park impact fees and supplemental funding.

- Design and construct a multi-use soccer field, volleyball court, open space, and walking paths.

Hund Spray Park

Project Summary: This project proposes the development of a new, inclusive spray park at Hund Memorial Park that will enhance the overall appeal and functionality of the park. Designed specifically for children, the park will feature two separate spray pads with interactive water features, connected by a central, split-design path to ensure accessibility for all users.

Project Justification: Hot summer months create a high demand for cooling and refreshing activities, especially for families with young children. A spray park, splash pad, or water-based recreation activity has been desired in the Mattawa community for a decade. A spray park provides a safe, accessible, and fun way for children to cool down and enjoy outdoor play. The split-design path will allow easy access for strollers, wheelchairs, and individuals with mobility limitations to navigate the park.

Estimate: \$998,000

Scope:

- Construction of two separate, brightly colored spray pads with interactive water features like jets, arches, tipping buckets, and ground sprayers.
- Installation of a central, split-design path made of a non-slip, accessible material to connect the two spray pads.
- Inclusion of ADA-compliant shaded seating areas for parents and caregivers to supervise children comfortably.
- Installation of accessible drinking fountains and nearby restrooms. Landscaping around the perimeter of the spray park with drought-tolerant plants for a cohesive and aesthetically pleasing design.

Relocate and Renovate Cookshack

Project Summary: This project proposes the relocation and renovation of the existing 500 square foot concession stand within Hund Memorial Park. The relocated stand will be situated near the northeast parking lot and planned future food truck area for increased customer convenience and improved park operations. The renovation will include upgrades to plumbing, electrical, and ventilation systems, along with the installation of new countertops and essential cooking equipment.

Project Justification: The placement of the planned spray park will require the relocation of the “cookshack” concession stand in Hund Memorial Park. Relocation near the northeast parking lot and future food truck area will create a centralized hub for concession offerings, enhancing customer accessibility and convenience. Upgrading the existing infrastructure will ensure efficient operation, improve food safety, and enhance the overall aesthetic of the concession stand.

Scope:

- Relocation of the existing 500 square foot concession stand to a designated site near the northeast parking lot and planned future food truck area.
- Renovation of the stand's interior, including:
 - Upgrades to the plumbing system, including new water lines and drainage.

- Upgrades to the electrical system to accommodate new cooking equipment.
- Installation of a new ventilation system to address cooking exhaust and maintain air quality.
- Installation of new countertops and backsplashes for a clean and functional workspace.
- Installation of essential cooking equipment needed for concession operations (equipment list to be finalized based on concessionaire needs).
- Site improvements around the relocated stand, potentially including:
 - Paving of walkways for improved access.
 - Installation of waste disposal units.
 - Landscaping elements to integrate the stand with the surrounding area.
 - Picnic tables located near and around the concession stand.

Estimate: \$770,000

Hund Park General Improvements



WESTERLY VIEW OF HUND MEMORIAL PARK FROM PORTAGE AVENUE

Project Summary: Generally improve Hund Memorial Park through the replacement of tables, benches, and trash cans as well as planting trees. This funding has been secured through the RCO Deferred Maintenance Program. Implementation is planned for 2024. The improvements total \$56,450.

Project Justification: Park facilities and equipment were installed or replaced in 2014, a decade ago. The location is also the only park facility in Mattawa and experiences high-use and traffic. The replacement of the benches, trash cans, and tables will enhance the park experience and reduce maintenance costs. Adding trees will provide shade shelter as well.

Hund Landscaping and Tree Groves

Project Summary: This project proposes to revitalize Hund Memorial Park by planting native tree groves and installing landscaping features. The incorporation of trees and appropriate landscaping will enhance the park's aesthetics, increase the park's tree canopy cover to improve shade, reduce heat island effect, and enhance air quality. By creating a more beautiful, functional, and sustainable park space, this project will benefit residents of all ages for years to come. The goal of this project is to:

- Increase the park's tree canopy cover to improve shade, reduce heat island effect, and enhance air quality.
- Beautify the park's landscape with a focus on native, low-water-use plants that are well-suited to the Mattawa climate.
- Provide recreational opportunities for the community by creating a more inviting and enjoyable park space.

Project Justification: Currently, Hund Memorial Park offers limited shade, especially in open areas. Planting new tree groves will provide much-needed shade for park users during hot summer months, enhancing comfort and encouraging longer visits. Increased tree cover and native landscaping will attract a wider variety of birds and pollinators, promoting biodiversity and a healthier ecosystem within the park. Berms, strategically placed landscaped mounds, will create privacy and mitigate wind. Trees and native plants improve air quality by absorbing pollutants and releasing oxygen, creating a healthier environment for park visitors. Studies have shown that exposure to nature can significantly improve mental health and well-being. Increased greenery within the park will contribute to a more calming and restorative environment.

Estimate: \$708,000

Scope:

- Conduct a site assessment to identify optimal locations for the new tree groves, berms, and native landscaping installations.
- Develop a planting plan that prioritizes native, drought-tolerant tree species and incorporates a variety of flowering plants and shrubs to attract birds and pollinators.
- Partner with local arborists and landscaping professionals to ensure proper selection, planting, and maintenance of trees and plants.
- Installation of irrigation systems, if necessary, to ensure the health of new plantings during establishment.
- Signage will be installed to educate park users about the project's goals and the benefits of native landscaping.

Hund Shade Structures

Project Summary: This project proposes the design, construction, and installation of two permanent park-covered shade structures within Hund Memorial Park. These structures, will feature a functional design to be designed by community input, offering ample shade and comfortable seating for park users to enjoy outdoor activities and picnics. Structures may include gazebos, sun sail shades, or permanent canopies.

Project Justification: Currently, limited shaded areas within the park can restrict use during hot summer months. Shade structures will provide much-needed relief from the sun, encouraging visitors to spend more time outdoors and utilize the park facilities. Permanent structures offer a durable and aesthetically pleasing solution compared to temporary shade options. Integrated picnic tables will create dedicated areas for picnics and social gatherings within the park.

Estimate: \$657,000

Scope:

- Engage community to design
- Design and construction of two park-covered shade structures at designated locations within the park.
- Each structure will feature a modern, functional design that complements the surrounding park aesthetic. Potential materials for consideration include:
 - Durable metal frames with weather-resistant fabric canopies.
 - Wood or composite lumber for support beams and posts.
 - Concrete or paver stone for anchoring the structures.
- Each structure will provide ample shade coverage and will comfortably accommodate multiple picnic tables.
- Consideration will be given to accessibility for all users, ensuring adequate clearance for wheelchairs and strollers.
- Site improvements surrounding the structures may include:
 - Installation of trash receptacles for user convenience.
 - Landscaping elements to enhance the visual appeal and blend the structures with the park environment.

Design and name “Mattawa North” Park

Project Summary: This project aims to design and name a new 2-acre park that fosters community engagement and provides a valuable recreational space. The project will involve a multi-phased approach that incorporates community input throughout the design and naming process. Design will include layout and engineering for recreational facilities identified in the PROS.

Project Justification: The city will receive a 2.025-acre park land dedication as part of a larger development and development agreement. This project will create a valuable new recreational space for the community. Engaging residents in the naming and design process will foster a sense of ownership and ensure the park caters to the needs of the community. The proposed athletic fields will provide opportunities for physical activity and organized sports, particularly for youth.

Estimate: \$100,000

Scope:

- Conduct a series of public forums and workshops to solicit input from residents on the park's name and desired amenities. This might include online surveys, open houses, design charrettes, or youth design competitions.

- Facilitate a collaborative process to select a park name that reflects the community's character, history, or values. This could involve shortlisting options based on public suggestions and holding a final vote.
- Develop a conceptual layout for the park incorporating the following elements:
 - Outdoor Athletic Field: Designate a multi-use field suitable for activities like basketball, volleyball, or casual soccer.
 - Junior Soccer Fields: Create one or two dedicated fields appropriate for youth soccer leagues.
 - Additional Amenities: Based on community input, consider including features like walking paths, seating areas, playground equipment, or landscaping.
- Finalize the design plan with input from relevant stakeholders like Parks & Recreation and Public Works departments. Construction will involve site preparation, installation of athletic fields, walkways, landscaping, and any chosen amenities

New Park Installation

Project Summary: This project focuses on initial development and outfitting the “Mattawa North” park with essential amenities to enhance its functionality and user experience. Construction will involve site preparation, installation walkways, landscaping, lighting, parking, and any chosen amenities.

Project Justification: Equipping the “North” Park with these amenities is crucial to maximize its potential as a community gathering space. Security lighting will encourage safe evening use, while seating will provide opportunities for relaxation and social interaction. Trash cans will ensure park cleanliness, and strategically placed trees and landscaping will enhance aesthetics, create shade, and promote a healthy environment.

Estimate: \$1,570,000

Scope:

- Security Lighting: Install energy-efficient lighting fixtures throughout the park to promote safety and encourage evening use. Consider low-level bollard lights along pathways and strategically placed floodlights for open areas.
- Seating: Provide comfortable seating options throughout the park, catering to different user groups. This might include benches, picnic tables, and potentially ADA-compliant seating. Locations will be chosen for optimal shade and scenic views.
- Trash Cans: Install strategically placed, durable trash cans with lids to maintain park cleanliness and discourage littering.
- Trees: Plant a variety of native, low-maintenance trees throughout the park to provide shade, enhance aesthetics, and promote environmental benefits. Consider species with seasonal interest for added beauty.
- Landscaping: Install drought-tolerant landscaping features, including shrubs, flowering plants, and groundcovers. This will beautify the park, create visual interest, and attract pollinators.
- Parking Lot: Design and install parking lot for initial phasing of the project.

New Park Trails and Paths

This project focuses on the design and development of a comprehensive trail system within the newly planned “Mattawa North” Park. The project aims to create a network of user-friendly paths that cater to diverse park users and activities. The trails and paths should be on the perimeter of the park and consider future development of outdoor athletic facilities.

Project Justification: A well-designed trail system is crucial for maximizing the usability and enjoyment of the new “Mattawa North” Park. Trails will provide opportunities for exercise, nature exploration, and access to different park features. Accessibility considerations ensure inclusivity for all community members. Sustainable design practices minimize environmental impact and create a more resilient park space.

Estimate: \$440,000

Scope:

- **Inventory and Assessment:** Conduct a site survey to assess the existing topography, drainage patterns, and natural features within the park.
- **Trail Design:** Develop a master plan for a trail system that incorporates the following elements:
- **Multi-use Trails:** Designate primary trails suitable for walking, jogging, biking, and potentially rollerblading (depending on regulations).
- **Hiking/Nature Trails:** Establish secondary trails for a more immersive experience, potentially connecting to natural areas or scenic viewpoints.
- **Accessibility Considerations:** Ensure all trails meet ADA (Americans with Disabilities Act) accessibility standards, allowing equal access for users with disabilities.
- **Trail Signage and Wayfinding:** Develop a clear signage system to guide park users along the trails, including trail maps, directional markers, and informational kiosks.

20-Year Projects

These projects are long-term projects identified in the PROS that contribute to the overall improvement and construction of existing and new park lands as well as acquiring lands. Since these projects are planned beyond the 6-year CIP and funding is not certain, estimates are not provided but they are included to incorporate into future CIP updates.

Outdoor Athletic Field

This project proposes the design and construction of a full-size outdoor multi-purpose athletic field. The complex will include a playing field suitable for multiple sports (e.g., soccer, football) along with supporting features to enhance usability and accessibility. These features will include seating for spectators, a lighting system for night games or events, and a dedicated parking area.

New Park Restrooms

This includes the design and construction of child-friendly and ADA-accessible restrooms at the new “North” Park. These restrooms will serve the public using the new outdoor athletic field and other park amenities. Community members indicated a strong preference for permanent restrooms to be available at all future park locations. The restrooms should be considered simultaneously with the installation of the outdoor athletic field.

Hund Northeast Parking Lot

Repave and stripe the Hund's northeast parking lot. This includes 24 parking spaces plus 2 ADA parking spaces. The project will improve the overall condition of the Hund Park northeast parking lot to provide safe and reliable parking for visitors. Also will address any existing cracks, potholes, or uneven pavement surfaces that may pose a safety hazard. Improving the lot will enhance the aesthetics of the park by providing a well-maintained parking area. The parking lot can also be designed to incorporate future food truck parking during events.

Hund Pedestrian Corridor

Design and construct an accessible paved pedestrian corridor throughout Hund Park to improve access to park structures and facilities. The corridor will provide a safe and continuous route for all park users. The corridor should be designed through features in the park such as a spray park and surrounding structures.

Junior Sized Soccer Fields

Design and construct three junior-sized soccer fields at Mattawa "north" Park that complement the larger athletic field. These fields will cater to the needs of younger players and recreational leagues, expanding opportunities for sports participation within the community. To fit the fields in the space, they should be oriented diagonally.

Outdoor Amphitheater

Design and install a natural landscape outdoor amphitheater at Hund Park. This unique venue will alter the existing topography to create a stage and seating area using natural elements. The amphitheater will offer a unique outdoor space for performances, community events, and educational programs.

Park Land and Open Space Acquisition

Acquire additional park and open space land. Expanding park space is crucial for meeting the growing needs of the Mattawa community, promoting health and well-being, and preserving natural areas. The city needs 33.43 acres of new parkland. Acres are needed in each park type. Based on Mattawa's projected growth, an additional 55.34 net acres of land will be needed to accommodate future residents by 2044.

Replace Playground Structure

Replace existing playground structure and refresh surfacing material, as needed. The Hund Memorial Park playground equipment was installed in 2015 and has an estimated useful life of 20 years. This project proposes the design, removal, and replacement of existing playground equipment at Hund Park, as needed.

Playground Installation

Install new playground structure at a future park after the land is acquired. The playground equipment will meet current safety standards, cater to a wider range of ages and abilities, and enhance the overall play experience for children.

Citywide Trail System

Develop an active transportation plan that considers a trail network connecting recreation. An active transportation plan prioritizes walking, cycling, and other human-powered modes of transportation to create a safe, accessible, and connected network for all residents.

Hund Skate Park Expansion

Adding more features to skate park to expand capacity and options. The expansion will provide additional skating features, cater to a broader range of skill levels, and enhance the overall experience for skaters of all ages.

Potential Funding Sources

Grants and Appropriations

Grants are both competitive and often require a significant percentage of local funds to match the request to the granting agency. Grant matching can account for as much as 50 percent of the total project budget, depending on the grant program.

Appropriations from state or federal sources, though rare, can supplement projects with partial funding. State and federal funding allocations are particularly relevant to regional transportation projects, and the likelihood of appropriations could be increased if multiple partners were to collaborate on projects.

Parkland Dedications and Impact Fees

As the city continues to grow, the levels of service at existing parks may decrease. Chapter 16.56 of the Mattawa Municipal Code, Park Land Dedications, outlines how the division of land for residential purposes may be required to pay impact fees or dedicate land for the city to acquire or develop open spaces reserved for parks, trails, or other recreational purposes.

An argument can be made that subdividing land for economic enhancement instills a responsibility on a developer to provide necessary means to protect the health, safety, and general welfare of the surrounding community, which includes access to nature as an essential element of daily life. As land is developed to provide housing and other essential services to Mattawa's growing population, it will be important to maintain access to natural spaces, and land dedication can be a powerful tool for the city.

There are several methods to expand parkland, which are described in an article⁸ from the National Recreation and Park Association. One interesting note is regarding dedications for parks beyond the neighborhood in which development occurs. As stated in the article, "The initial focus on neighborhood parks was based on the premise that residents walked or biked to the nearest park. In contemporary society, data frequently show most users are likely to drive to the park that best meets their needs for a desired experience." This suggests that amenities will factor heavily into which parks

⁸ <https://www.nrpa.org/parks-recreation-magazine/2022/january/the-trend-of-expanding-the-scope-of-parkland-dedication-ordinances/>

are utilized within communities, and it may be beneficial to conduct observations and engagement efforts at specific sites to gauge the gaps and needs for new land dedications in the city. Another note from the article was the importance of park development fees, as the requirement for the developer to only provide land means that the city's taxpayers will need to cover the costs to convert the land into a suitable space. "If a park development fee is not required and the community fails to approve a bond issue to transform raw land into a functioning park, then the result may be desolate open spaces devoid of park-like qualities that are a blight and public nuisance rather than a benefit and positive asset."

To maintain levels of service for Mattawa's residents, it may make sense to require a combination of land dedications and impact fees and to establish a set of criteria to determine how they should be implemented. For example, the San Diego [Sec. 810.105](#) Criteria for Determination of Land Dedication or Payment of Fee states that dedication of land is a preferred overpayment and describes the process to determine which is applied.

Conservation Easements

Additional opportunities to provide park and open space amenities through a conservation easement may provide direct benefits to landowners and developers while meeting required development standards. There are several federal and state grants and conservation programs available for projects related to creating and maintaining athletic facilities for youth, conserving rivers and trails, and developing parks and wildlife habitats.

Land trusts are private non-profit organizations that acquire and protect unique open spaces and are not traditionally associated with government agencies. Some organizations with local representation include the Nature Conservancy, Trust for Public Land, and Forterra.

Public-Private Partnerships

Public-private partnerships are becoming increasingly necessary for local agencies to provide parks and recreation services for their communities. Corporate sponsorships, health organization grants, conservation stewardship programs, and non-profit organizations are examples of partnerships that provide value to both parties.

Volunteer and Community-Based Action

Volunteer and community efforts can include wildlife habitat enhancement, invasive plant species removal, native tree planting, and fundraising for grant matching requirements. The city should connect with the Mattawa School District to encourage student participation and projects related to nature conservation and community-building through recreation. Supporting community groups requires coordination; additional resources may be necessary to support volunteer efforts and partnerships with the city to support park and recreation efforts.

6. Adoption

Include a resolution, ordinance, or other adoption instrument showing formal approval of the plan and planning process by the governing entity.

Appendix A. Parks and Recreation Terms

Definitions

Washington State Recreation & Conservation Office (RCO) has found that many terms commonly used in recreation planning do not have consistent definitions from one plan to another. RCO suggests, but does not require, the following definitions compiled from various sources, including the Washington Administrative Code, Department of Natural Resources, and Washington State Parks & Recreation Commission used in this master parks plan:

Term	Definition
Access	The public’s ability to physically use land or water.
Active Recreation	Predominately human muscle-powered recreational activities.
Camping	An overnight stay in a tent or other non-permanent structure.
Capital Improvement Program (CIP)	A list or description of proposal capital projects.
Capital Project	A project that results in redevelopment of an existing property, acquisition of new property, or a newly built facility with a budget that excess \$10,000.00
Consumptive	Recreation that physically consumes resources; examples include berry picking, shellfish harvest, hunting, and fishing.
Development	A development project is construction or work resulting in new elements, including but not limited to structures, facilities, and/or materials to enhance outdoor recreation resources.
Dispersed	Recreation that is scattered or spread across the landscape and not concentrated at a specific site. Examples include trail uses, camping, walking, cycling, and jogging.
Impact (Low, Medium, High)	The effect that recreational uses have on resources including but not limited to soils, water, species, habitat, sites, and facilities.
Improve	Expanding an existing site or facility to serve more uses or more types of use.
Level of Service	The measure of the current status of a park and recreation system as a whole is based on either quantitative or qualitative characteristics.
Maintain	To maintain existing areas and facilities through repairs and upkeep for the benefit of outdoor recreationists.
Multiple-use	Use by more than one type of recreation in the same facility.
Non-consumptive	Resource recreation that depends on, but does not consume resources; for example, photographing wildlife.

Park	Land or an area set aside for a special purpose, but particularly for leisure or recreation. • Totlot/Mini-Park/Pocket Park – a small local park or civic space accessible to the general public without the capacity for large outdoor recreation activities like field sports and often associated with playground equipment for toddlers and young children. • Neighborhood Park – a local-scale park with a service area of a reasonable walking distance, typically ½ mile, but up to 1 mile. • Community Park – a community-scale park facility has a service area typically of 1-5 miles that includes the city limits of a town or city. • Regional Park – a larger park facility intended to serve populations and uses from multiple jurisdictions. • State Park – a park facility owned and managed by the State of Washington. • Marine Park – a state or regional park facility intended to serve populations spanning multiple jurisdictions with primary access via watercraft. • Day-use Park – any kind of park facility that does not allow overnight uses such as camping. • Seasonal Parks – any kind of parks intended for use in specific seasons.
Passive	Activities usually conducted in place and requiring minimal physical exertion such as picnicking, watching a sports event, sunbathing, or relaxing.
Qualitative	An adjective relating to the quality of something interpreted by its intrinsic non-numerical characteristics other than some quantity or measured value.
Quantitative	Relating to, measuring, or measuring by the quantity of something obtained using a numerical measurement process.
Recreation	Activities of a voluntary and leisuretime Nature that aid in promoting entertainment, pleasure, play, relaxation, or instruction.
Renovate (Renovation)	The activities intended to improve an existing site or structure to increase its useful service life beyond original expectations or functions. This does not include maintenance activities to maintain the facility for its originally expected useful life.
Restoration	Bringing a site back to its historic function as part of a natural ecosystem or improving the ecological functionality of a site.
Shared Use	Use by more than one type of recreation in the same facility.

Trail

According to the Washington State Trails Plan (RCO, 2013):

"...a path, route, way, right-of-way, or corridor posted, signed, or designated as open for travel or passage by the general public but not normally designated as open for the transportation of commercial goods or services by motorized vehicles."

A trail is a recreational facility that also can serve as a non-motorized route for transportation.

Standards and Guidelines

There are six basic park and greenspace facility types typically utilized by municipalities:

- Pocket Parks / Mini-Parks
- Neighborhood Parks
- Community Parks
- Natural Areas & Greenspaces
- Trails, Bikeways & Paths
- Special Facilities

POCKET PARKS / MINI-PARKS

Generally, developed neighborhood parks typically include amenities such as pedestrian paths, picnic tables, benches, play equipment, a multi-use open field for youth soccer and baseball, sports courts or multi-purpose paved areas, landscaping, and irrigation. Restrooms are not provided due to high construction and maintenance costs. Parking is also not usually provided; however, on-street, ADA-accessible parking stall(s) may be included.

Neighborhood park development may proceed in phases.

Pocket parks are very small and serve a limited radius (up to ¼-mile) from the site; they provide passive and play-oriented recreational opportunities. Examples of pocket parks can include play equipment such as a climber, slide, or swings; a viewpoint; or waterfront access areas such as at street ends.

A small urban plaza or civic recognition project may also be considered a pocket park. Parking is not often provided at pocket parks, although lighting may be used for security and safety.

NEIGHBORHOOD PARKS

Neighborhood parks are generally considered the basic unit of traditional park systems. They are small park areas designed for unstructured play and limited active and passive recreation. They are generally 3-5 acres in size, depending on a variety of factors including neighborhood need, physical location, and opportunity, and should meet a minimum size of 2 acres in size when possible.

Neighborhood parks are intended to serve residential areas within short walking distance (up to ½-mile radius) of the park and should be geographically distributed throughout the community. Access is mostly pedestrian, and park sites should be located so that persons living within the service area will not have to cross a major arterial street or other significant natural or man-made barrier, such as ravines and railroad tracks, to get to the site.

Additionally, these parks should be located along road frontages to improve visual access and community awareness of the sites.

COMMUNITY PARKS

Community parks are larger sites developed for organized play, contain a wider array of facilities, and, as a result, appeal to a more diverse group of users. Community parks are generally 20 to 50 acres in size, meet a minimum size of 20 acres when possible, and serve residents within a 1-mile radius of the site.

In areas without neighborhood parks, community parks can also serve as local neighborhood parks. In general, community park facilities are designed for organized or intensive recreational activities and sports, although passive components such as pathways, picnic areas, and natural areas are highly encouraged and complementary to active use facilities.

Since community parks serve a larger area and offer more facilities than neighborhood parks, parking, and restroom facilities are provided. Community parks may also incorporate community facilities, such as community centers, senior centers, or aquatic facilities.

NATURAL AREAS

Natural areas are those that are preserved to maintain the natural character of the site and are managed to protect valuable ecological systems, such as riparian corridors and wetlands, and to preserve native habitat and biodiversity. In managing their ecological value, these natural areas may contain a diversity of native vegetation that provides fish and wildlife habitat and embodies the beauty and character of the local landscape. Low-impact activities, such as walking, nature observation, and fishing are allowed, where appropriate, and horseback riding is also permitted on certain sites.

GREENSPACES

Greenspaces are passive-use open spaces and turf areas without developed amenities or structured functions.

TRAILS & BIKEWAYS

Trails are non-motorized transportation networks separated from roads. Trails can be developed to accommodate multiple uses or shared uses, such as pedestrians, in-line skaters, bicyclists, and equestrians. Trail alignments aim to emphasize a strong relationship with the natural environment and may not provide the most direct route from a practical transportation viewpoint.

Bikeways are different than trails in that their principal focus is on safe and efficient non-motorized transportation. Bikeways serve distinctly different user groups than trail users. Typical bikeway user groups would include bicycle commuters, fitness enthusiasts, and competitive athletes. Their emphasis is on speed, which can create conflicts with recreation-type trails and their respective user groups.

For shared-use trails, the alignment and cross sections must be designed with flexibility to accommodate higher speeds, passing zones, and greater widths. Surfaces will vary with intended use and environmental considerations. Additionally, parking, consistent signage (wayfinding, access, use hierarchy), and interpretive markers or panels should be provided as appropriate.

SPECIAL FACILITIES

Special facilities include single-purpose recreational areas such as skateparks and display gardens, along with community centers, aquatic centers, and public plazas in or near the downtown core.

Additionally, publicly accessible sports fields and play areas of public schools are classified as special facilities; while they often serve as proxies for public parks, school sites have restricted daytime access and offer limited recreational use during non-school hours. No standards are proposed concerning special facilities since facility size is a function of the specific use.

Appendix B. Existing Plan and Policies Review

The City of Mattawa recognizes the value of continuity and collaboration in developing a comprehensive parks, recreation, and open space plan. To ensure our new plan builds upon previous efforts, we conducted a thorough review of all relevant existing plans.

This review process identified key goals and policies from these plans that directly align with Mattawa's vision for parks, recreation, and open space. These goals and policies have been carefully analyzed and strategically incorporated into the current plan, maximizing the efficiency and effectiveness of our approach. The plans that have been reviewed include:

- City of Mattawa Comprehensive Plan (2023)
- City of Mattawa Housing Action Plan (2022)
- Grant County Comprehensive Plan (2018)
- Growth Management Act Requirements
- NCW Libraries Plan (2019-2021)
- QUADCO Regional Transportation Plan 2017-2037
- WA State Recreation and Conservation Plan (2023)
- Washington Recreation & Conservation Office (RCO) Requirements

Parks Planning Best Practices

The following are best practices to keep in mind when it comes to park planning as well as throughout the review of the existing plans:

- **Encouraging and facilitating public participation in the new PROS Plan** to ensure that the improvements and levels of service aid in providing access and inclusion for all segments of Mattawa's population.
- **Maintain and enhance existing park facilities** to improve and sustain community comfort, safety, and quality of life.
- **Expansion of recreational facilities** to meet the needs of a growing youth population
- **Implement Level of Service Standards within the PROS Plan** thereby promoting a quantitative and qualitative assessment of existing facilities based on community needs and desires.
- **Develop links between Open Space Areas** to improve walkability and encourage pedestrian-oriented transportation. This includes revisiting previous plans for a walk/bike trail encircling the city.
- **Ensure alignment with GMA and RCO requirements** thereby creating a pathway to plan approval and RCO grant funding.
- **Promote fiscally responsible development** by pursuing RCO funding and strategically managing and budgeting for future improvements and enhancements.
- **Prioritize meaningful access by removing barriers** to allow all residents to have the opportunity to enjoy the benefits of public parks and outdoor recreation facilities, spaces,

programs, and services that support their mental, physical, social, and environmental well-being.

Mattawa's Comprehensive Plan (2023)

The city updated its Comprehensive Plan in 2023 and adopted the plan in early 2024. Various elements in the Comprehensive Plan overlap with parks, recreation, and open space planning.

Community Vision Statement

The following statements serve to guide the comprehensive plan. This vision was developed following community input at community meetings held as an element of the public participation plan for this document update. The City of Mattawa is a community that...

- ◆ Respects and preserves its natural, historical, and cultural resources.
- ◆ Desires to improve the appearance of public property and to encourage improvements and investment on private property within the City.
- ◆ Promotes the development of recreational facilities and activities and encourages broad based community participation of such facilities and activities.
- ◆ Encourages a balanced, cohesive, and diverse population that makes room to accommodate differences as we grow.
- ◆ Strives to provide a high level of service to its residents and visitors and to improve and increase employment opportunities by encouraging new businesses to join the community.
- ◆ Encourages local involvement in community actions and enhancement of community pride.

These vision elements will serve as a guide in setting Goals for the City of Mattawa and in the development of policies and implementation strategies associated with the Mattawa Comprehensive Plan.

Parks & Recreation Element

The Parks and Recreation Element of the Mattawa Comprehensive Plan is not a required element of a GMA-compliant Comprehensive Plan, but Mattawa chose to include the chapter to improve the local recreation opportunities through establishing policies and direction for the city's parks, recreation, and open space programs. The chapter adopts the PROS plan by reference to guide the development, enhancement, and maintenance of open spaces, parks, and recreational facilities, prioritizing community well-being and diverse recreational opportunities. This park element will be developed from specifications found in the Growth Management Act (GMA), which encourages the retention of open space and the development of parks and recreational opportunities as part of its framework. In addition, the following goals and policies are from the Comprehensive Plan and will be included in the PROS as well:

Goal PR 1: To preserve and enhance the quality of life, implement a recreation, open space, and design plan that preserves open space, provides diverse park and recreation facilities, promotes the proper management of recreation resources, and encourages diverse recreational opportunities. The Parks and Recreation Element will address:

- Community Character. Maintain and, where appropriate, improve the general appearance and aesthetic quality of the community.

- **Recreation Areas.** Seek to preserve, acquire, and enhance open space areas to provide a variety of recreational opportunities.
- **Geological Features.** Preserve geological features and vistas that are dominant in the landscape and aesthetically pleasing. Open space areas will also be designated to protect critical areas and resource lands.
- **Incompatible Land Uses.** Use open space and buffer areas to separate incompatible land uses.
- **Open Space Links.** Develop links between open space areas that provide a variety of functional recreational areas and other uses such as schools and commercial areas to encourage pedestrian-oriented transportation.
- **Recreational Opportunities.** Encourage public and private endeavors that provide a full range of easily accessible recreational opportunities to all persons including the physically disabled, elderly, youth, and economically disadvantaged.

Goal PR 2: Seek to improve the existing character of the community which projects an open and agricultural economic ambiance in a safe environment.

Policy PR 2.1: Develop a system of pedestrian corridors and bicycle paths to encourage pedestrian orientation and discourage noise, pollution, and traffic congestion.

Policy PR 2.2: Develop buffer areas and sidewalks along the pedestrian corridors to provide the safety of pedestrians.

Goal PR 3: Seek mechanisms to fund the enhancement and expansion of existing parks and recreation facilities.

Policy PR 3.1: Continue to maintain and improve the existing park facilities.

Policy PR 3.2: Support the development of a Parks Master Plan to identify future city projects.

Policy PR 3.3: Actively support commercial development and improvements surrounding the downtown park which will provide a focal point in the business district.

Policy PR 3.4: Actively pursue grant funding opportunities to provide park enhancements or park expansion.

Policy PR 3.5: Pursue the development of bike routes that will support connectivity.

Policy PR 3.6: Require open space park areas in newly developing residential zones sufficient to serve the new population.

Goal PR 4: Ensure the separation of incompatible land uses through the development of buffer areas and standards.

Policy PR 4.1: Identify existing land areas that will benefit from the development of vegetated or natural buffer areas.

Policy PR 4.2: Develop buffer standards for new commercial, industrial, and multi-family residential development.

Goal PR 5: develop an integrated open space system that offers residents many opportunities for physically active and/or passive recreation in the surroundings of the natural environment.

Policy PR 5.1: Connect all the existing city parks, neighborhoods, schools, and recreation facilities through walking and bicycle routes.

Policy PR 5.2: Require new development to participate in the linked system and provide a land area where appropriate.

Goal PR 6: Determine what role the City's parks should play in the future revitalization/economic development of the city, then identify available funding opportunities to accomplish capital improvements.

Policy PR 6.1: Adopt a regular maintenance/improvement schedule for the parks and equipment which prioritizes needed projects through a timeline for implementing and completing them.

Policy PR 6.2: Make the parks a showcase for promoting tourism and recreational activities that contribute to economic growth.

Policy PR 6.3: Update the parks and recreation plan every three years and make it a readily used management tool for future improvements.

Policy PR 6.4: Encourage programs that promote varied recreational activities, skill development, and participation opportunities.

Policy PR 6.5: Cooperate with Mattawa School District to maximize the use of community recreation and open space resources.

Goal PR 7: Support efforts to improve the appearance of the city and revitalize the downtown area.

Policy PR 7.1: Support service group efforts to improve the community by landscaping, tree planting, and other activities to improve the appearance of the city.

Policy PR 7.2: Participate in efforts to develop a "Downtown Revitalization" Plan that maintains open space, promotes art projects, and provides pedestrian and bicycle facilities.

Policy PR 7.3: Develop commercial design standards for the city.

Policy PR 7.4: Incorporate prominent aesthetic design into the entrance of the city.

Policy PR 7.5: Seek assistance through the Department of Natural Resources Urban Forestry Program to provide streetscapes with aesthetic trees.

Other Related Policies

Land Use

Policy LU 1.2: Encourage new development to provide land for parks, links to parks through the development of trails, and tourist recreational opportunities throughout the city.

Policy LU 2.1: The community will continue its primary role in the conservation of housing by publicly investing in the infrastructure servicing the area, such as storm drainage, street paving, and recreation, and will provide zoning to help prevent incompatible land uses and depreciation of property values.

Policy LU 3.1: Promote the image of the Central Business District as a location for family-oriented businesses, and cultural and recreational activities.

Capital Facilities

Policy CF 1.11: Improvement standards for new development proposed within the Urban Growth Area are jointly developed by the County and the city of Mattawa. Standards should address such improvements as street alignment and grade, public road access, right-of-way widths, street improvements, sanitary sewer, stormwater improvements, and park and recreation facilities.

Policy CF 2.3: The following are recommended standards for a level of service (LOS) the city should provide for recreation:

- Neighborhood parks: 1.5 acres per 1,000 residents
- Community parks: 2.6 acres per 1,000 residents
- Regional parks: 20 acres per 1,000 residents
- Open space: 5% of the total 598.4 acres of the city area (includes public rights-of-way), thus, 149.6 acres

Grant County's Comprehensive Plan (2018)

Grant County adopted a comprehensive plan periodic update in 2018⁹. The Grant County Comprehensive Plan (Comprehensive Plan) was developed to reflect the County's values and plan for future growth consistent with the GMA and guide County decisions on land use, transportation, infrastructure, housing, economic development, and the environment. The County's planning authority includes Mattawa's Urban Growth Area (UGA). The UGA is part of the city's established park service area. The County's Comprehensive Plan does not include a Parks and Recreation Element but does include general policies and guidance related to recreation and open space in other elements:

LU-5.1: The Open Space land use designations should support the following goals:

- Protect streams, stream corridors, wetlands, natural shorelines, and aquifers
- Protect soil resources
- Protect unique, diverse, or critical wildlife and native plant habitat
- Promote conservation principles by example or by offering educational opportunities
- Enhance the values and functions of parks, wildlife preserves, nature conservancies or sanctuaries, or other Open Space lands
- Enhance recreational opportunities and public access to open spaces
- Preserve scenic vistas and historic, cultural, and archaeological sites

⁹ <https://www.grantcountywa.gov/238/Grant-County-2018-Comprehensive-Plan>

LU-5.2: The County should inventory Open Space lands and define those to conserve. The County should consider development of a comprehensive parks, open space, and recreation plan to identify, evaluate, and designate additional appropriate open space.

T-5.1: Promote bicycle and pedestrian facilities, wherever reasonable, to provide access between schools, recreation areas, business areas, public facilities, and activity centers.

CF-6.1: Work with cities, Grant PUD, state and federal agencies, and other local governments to coordinate park needs throughout the County and to identify regional funding strategies.

CF-6.3: Cooperate with other public agencies to share public facilities for park and year-round recreation use by County residents.

NS-15.9: Encourage a variety of compatible recreational experiences and activities to satisfy the County's diverse recreational needs.

NS-15.11: Integrate and link recreation facilities with linear systems, such as walking trails, bicycle paths, easements, and scenic drives when feasible.

UR-2.2: Designation of UGAs should be consistent with the following specific criteria:

- Urban services should be provided by cities within UGAs
- Urban services should generally not be provided outside UGAs
- Lands included within UGAs should either be already characterized by urban growth or adjacent to such lands
- Land within a UGA should not contain areas designated for long-term agricultural resource use
- UGAs should provide a balance of residential, commercial, industrial, and public lands and open space
- Natural features and cultural resources should be used to define boundaries
- Each city should have the anticipated financial capability to provide the services and facilities needed to serve the UGA over the planning period
- Provision of urban services must be economically feasible in a UGA

North Central Washington Libraries Strategic Plan (2019)

The Mattawa Public Library is owned and operated by the North Central Washington (NCW) Libraries and is located on Hund Memorial Park. NCW libraries developed a regional strategic plan in 2019¹⁰. was reviewed to assess whether plans were identified to expand the Mattawa Library. The plan only includes overall strategies for operating and expanding the libraries without any specificity to Mattawa. The following objectives relate to expanding services that should be considered in the PROS should the expansion reduce park lands:

Objective 3.2: Expand our capacity to respond swiftly to acute needs and changes within our communities.

Objective 4.2: Develop strategic partnerships to engage new users and strengthen communities.

¹⁰ <https://www.ncwlibraries.org/strategic-plan/>

QUADCO Regional Transportation Plan (2017)

The QUADCO Regional Transportation Plan¹¹ (RTP) was reviewed as the transportation planning document for the Quad County region, which includes Grant County and Mattawa. The plan briefly mentions the encouragement of providing recreation and tourism movement to increase economic vitality by:

Objective 2: Provide Recreation and Tourism Movement

Strategy 1: Support the evaluation of transportation needs for tourism and recreation activities.

Strategy 2: Support projects that provide improvements or investments that encourage and support tourism and recreation activities in the region.

The plan also inventories non-motorized facilities in the region, the facilities in Mattawa include Safe Routes to Schools improvements to Mattawa's school's campus and access to the school grounds as well as William Avenue sidewalk improvements. The William Avenue improvements do not provide direct access to any parks or recreation facilities.

Since the adoption of the RTP, the city has paved a half-mile shared-use path south of Government Road from the intersection of Government Road/Rd 24 SW and Highway 243 to the southwest corner of Hund Memorial Park. The path is one of the only official active transportation facilities in the city limits that directly accesses the park.

Washington Regulatory Requirements

Growth Management Act (GMA)

The Washington Growth Management Act (GMA) is a framework for managing land use and development in the state. While the GMA provides guidelines and requirements for various aspects of land use planning and development, it doesn't specifically outline requirements for implementing a parks and recreation open space plan. However, local governments in Washington, including counties and cities, are responsible for developing and implementing comprehensive plans and regulations that are consistent with the GMA.

The GMA does emphasize the importance of open space and recreational opportunities as part of the planning process and encourages local governments to consider the following principles when developing open space and parks plans:

- **Comprehensive Planning:** Local governments are required to create comprehensive plans that address land use, housing, transportation, economic development, and other elements, which can include provisions for open space and parks.
- **Urban Growth Areas (UGAs):** The GMA establishes the concept of Urban Growth Areas, which are areas designated for growth and development while protecting rural areas. Within UGAs, there is an emphasis on planning for parks and open spaces to serve the needs of the growing population.

¹¹ https://www.ezview.wa.gov/site/alias_1898/36282/home.aspx

- **Environmental Protection:** The GMA encourages the protection of natural resource lands, critical areas, and wildlife habitat. Parks and open spaces can play a role in preserving these areas and providing opportunities for outdoor recreation.
- **Public Participation:** Local governments are required to involve the public in the planning process, and residents' input on the development of parks and open space plans is essential.
- **Capital Facilities Planning:** Local governments must include provisions for capital facilities, which can include parks and recreational facilities, in their comprehensive plans.
- **Adequate Public Facilities:** The GMA requires that local governments ensure that necessary public facilities and services, including parks and recreation facilities, are available to support the population within UGAs.

Recreation and Conservation Office

Washington's Recreation & Conservation Office (RCO) is responsible for overseeing programs related to outdoor recreation, conservation, and funding for projects in these areas. The RCO typically works in collaboration with local governments to help them develop and fund projects that align with the state's priorities and guidelines, and local governments can apply for a variety of RCO grants to help fund the implementation of their Parks, Recreation, and Open Space Plans.

When seeking grants, a PROS plan must include the following elements:

- **Goals and Objectives:** Broad statements of intent and measures to reach intended goals
- **Inventory:** Descriptions and conditions of existing facilities, lands, and programs
- **Public Involvement:** This section synthesizes the methodology and results of public engagement, including surveys, questionnaires, open houses, workshops, stakeholder interviews, and the findings of these methods of outreach. It is important (and required) to give the public ample opportunity to be involved and give input on the development and adoption of the PROS Plan
- **Demand and Need Analysis:** A systematic assessment and evaluation of the community's needs, preferences, and priorities to make informed decisions. This includes quantitative (data-driven) and qualitative (preference-driven) analyses, and it examines how well the current PROS inventory meets the criteria of the local comprehensive plan, national guidelines, state guidelines, and public satisfaction. This may also include a Level of Service (LOS) assessment, establishing the required and desired amount of park land per 1,000 residents.
- **Capital Improvement Plan (CIP):** A comprehensive table outlining and prioritizing projects and improvements over the next 6 to 20 years. This table should include the year of anticipated implementation and potential funding sources.
- **Adoption:** a signed resolution or letter that establishes formal approval by the relevant governing body.

Mattawa's 2024 PROS Plan shall include all the above elements, to meet the current needs and provide a foundation to create a plan which takes into account future goals and improvements.



**CITY OF MATTAWA
COUNCIL MEETING MINUTES
March 21, 2024
5:30 PM**

Call to Order/Roll Call

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

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

Others present: City attorney Katherine Kenison, Rachelle Bradley (SCJ Alliance), Columbia Basin Herald, Jamin (G & O), Ryan Piercy

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

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

II. Public Comments:

** None.

III. Workshop:

➤ **Hwang Subdivision Development Agreement**

** Rachelle gave an overview PowerPoint presentation on the Hwang subdivision and plat development agreement. The subdivision consists of a 5.45-acre parcel into 20 buildable lots, with a 21st lot for farmers market parking.

A timeline of the subdivision and development agreement is as follows:

April 6, 2023 – Annexation recorded.

May 25, 2023 (Fee paid on June 1, 2023) – Complete preliminary application determination.

September 6, 2023 – Hearing examiner decision.

January 3, 2024 – Initiate development agreement negotiations.
February 23, 2024 – Draft development agreement provided to applicant.
March 21, 2024 – Council workshop on development agreement.
Each development agreement is on a case-by-case basis.

** Councilman Acosta asked if a development agreement was even required. Rachelle responded that it was a requirement by the hearing examiner.

** Katherine explained that before council deliberations Mr. Hwang can remain as council member and appoint someone on his behalf or remove/recuse himself from council chambers.

** Councilmembers Berghout and Hernandez agreed that a 7-year term for the project was fair. Councilwoman Barajas said she understands that Mr. Hwang is requesting 7 years plus a 3-year extension for a total of 10 years.

** Councilwoman Hernandez said there was an error on the street, it should be Broadway not Boundary mentioned in the draft agreement. Rachelle said she will fix that. Hernandez also asked if there would be land dedicated to the community, Rachelle responded that the applicant would like to pay fees in lieu of land dedication.

** Katherine clarified that the applicant may be present to comment or ask questions but during the council deliberations they would need to leave the room.

** Juan and Jamin spoke on the city's construction standards of city roadways and sidewalks.

** Councilman Acosta said that it makes more sense to include off-street parking.

** Mr. Hwang left the room for council deliberations.

** Council agreed to include in the development agreement 7 years plus a 3-yr. extension for project, sidewalk on one-side of street, and in favor of fee in lieu of park dedication.

** The next step is to finalize the agreement & hold a public hearing with public comments. This is estimated to go back to council by end of April.

IV. Consent Agenda/Information

- Minutes- Council Meeting 03.07.24
- Gray & Osborne Project Summary 03.13.24
- Liquor License Renewals: Estudillo's Food Store, Tacos La Parilla, La Popular Restaurant
- 2024 Claims EFT & Checks Approval #20338-20362 - \$108,833.57
- 2024 Payroll EFT Approval - \$9,800.00
- 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 March 21st, 2024, the Council approved payment of 2024 Claims EFT & Checks approval #20338-20362 in the amount of \$108,833.57, 2024 Payroll EFT approval in the amount of \$9,800.00.**

**** M/s; Berghout / Acosta motion that bill, checks, payroll, 03.07.24 meeting minutes, treasurer report be approved. Motion carried.**

V. Reports:

Mayor's Report

**** Mayor Celaya reported that there is one applicant for the student council liaison. Council can select interested applicants.**

**** City/Port retreat is this Saturday from 9am to 1pm. A few council members received an email from Mayor Celaya about the cancellation of this retreat. Mayor Celaya clarified that she did not send that email and that the retreat was still ongoing.**

**** Food distribution today with Cascadia Produce.**

Council Report

**** Councilwoman Hernandez is getting ready for Easter Egg Hunt on the 30th of March. There are about 1k eggs and many gift baskets. The egg hunt begins at 10 am and special needs kids hunt at 10:30 am.**

Police Department Report

**** Interim chief Alex Zesati reported on activity log for law enforcement. There were 66 calls for service from March 7 to March 21st.**

**** April 1st will be the start date for upfitting of one police vehicle at Day Wireless and then afterwards the 2nd vehicle.**

**** There are 2 entry level new applicants.**

**** Officer Avalos is doing fantastic as a new SRO.**

**** Chief read a press release of a recent incident at the school regarding kids fighting and a stabbing.**

Public Works Department Report

**** Officially spring, the snow blade is off.**

**** There was a water leak situation yesterday and it has since been repaired as of this morning.**

**** WWTF Improvements project is ongoing.**

**** Repaired potholes on 1st street, 2nd, and 3rd street.**

**** Park equipment has arrived.**

**** Councilwoman Hernandez asked if there is anything the city can do regarding restrooms at the park because they are in really bad condition. She suggested they be switched out. Juan explained that they**

had already been switched out and they get vandalized. We can terminate the service or keep the restrooms as is. The restrooms were changed location to see if that helps with less vandalism.

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

- 1. Planned Growth Committee – Elect Representative**
M/s; Berghout / Lopez motion to elect Alex Heredia to represent the committee. Motion carried.
- 2. Administrative Fee Schedule Review – Councilman Berghout**
No action taken.

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

- 1. Resolution No. 24.03.03 Acceptance of Funding from Ecology for Portage Lift Station Elimination Project & Legal Counsel Opinion.**
M/s; Berghout / Barajas motion to approve. Motion carried.
- 2. Ordinance No. 24-694 Repealing Chapter 18.12 Critical Areas**
M/s; Acosta / Lopez motion to approve this ordinance. Motion carried.
- 3. Grant County PUD Pay Station Agreement – Amendment No. 7**
M/s; Berghout / Hwang motion to approve mayor to sign. Motion carried.

VIII. Adjournment:

The council meeting was adjourned at 7:36 P.M. M/s; Berghout / Heredia. Motion carried.

Respectfully submitted,

Anabel Martinez, City Clerk

Maria Celaya, Mayor

Gray & Osborne/City of Mattawa Project Summary (3/27/24)

Development Projects

Hwang Subdivision – Mike Meskimen, Julio Renteria

Project Number: 21845.05

Funded: Developer Contributions

- Preliminary subdivision approval granted
- Development agreement preparation in progress
- **Completed review of construction drawings**

Bodrero Development – Mike Meskimen, Jamin Ankney

Project Number: 21845.07

Funded: Developer Contributions

- Preliminary subdivision review period complete
- **Completed review of construction drawings**

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.**

Guzman Subdivision – Jamin Ankney, Mike Meskimen

Project Number: 21845.17

Funded: Developer Contributions

- **G&O reviewing subdivision and providing comments.**

Transportation Projects

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

Project Number: 21815

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
- Possibility to pursue additional funding
- The project is currently out for bids
- **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

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

Project Number 22867

Project Completion: June 2024

Funded: City Water Fund

- Design will be ongoing throughout the winter and spring
- Additional design discussion completed with City staff
- City staff has provided feedback on preliminary layout
- **Total Budget: \$266,237**

Water System Capacity Analysis – Jamin Ankney, Jared McMeen

Project Number: 24816

Project Completion: April 2024

Funded: City Water Fund

- Consumption and production data for 2023 has been compiled
- Additional City information is needed
- A draft has been provided for City review
- **Total Budget \$21,000**

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 – Received funding – terms still TBD.
- Added SCADA upgrades to funding application to DWSRF
- **Total Budget: \$7,200,000**

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 warranty item (closer) remain for Apollo to complete
- Apollo produced invoices for use by the City with the insurance company

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
- Current schedule appear to extend beyond the allowed construction days – working to obtain updated schedule
- Ecology has indicated that they will approve the facility plan amendment for the control panel installation
- The next step is to add this work to the Ecology funding agreement
- **Total Budget \$5,883,000 (includes design, construction, construction administration)**

WWTF Solids Handling Analysis – Nancy Wetch, Arn Coombs

Project Number: 23813

Project Completion: March 2024

- Draft was sent to the City for review on 3/6
- Pending City comments, a presentation to council is planned for April
- **Total Budget \$24,200**

Portage Avenue Lift Station Elimination – Jamin Ankney, Justin Wies

Project Number: 24817

Project Completion: 2025

Funded: Ecology Grant/Loan

- Kickoff meeting with Ecology completed
- Ecology is finalizing the funding agreement
- City needs to obtain permission from property owners for survey and geotechnical exploration
- **Total Budget \$207,500**

Other Projects

Construction Standards Update – Jamin Ankney, Jared McMeen

Project Number: 23826

Project Completion: December 2023

Funded: City Funds

- Council adopted the updated standards
- G&O prepared an updated Detail ST-1 for City review
- **Total Budget \$3,000**

Park Planning – SCJ, Russ Powers, Jamin Ankney, Justin Wies

- 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
- G&O currently preparing CIP cost estimates
- COAF funding discussion
- **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
- The project is currently out for bids
- **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.
- City may consider proceeding with conceptual design to aid in future funding efforts.
- **Total Budget \$27,700**

Next Meeting – April 10, 2024, 3:30 pm

ACCOUNTS PAYABLE

City Of Mattawa

As Of: 04/04/2024

Time: 17:26:56 Date: 04/01/2024

Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
17061	04/04/2024	04/04/2024	3236	911 SUPPLY PUBLIC SAFETY GEAR&APPAREL	98.94 MPD- Uniforms
	521 20 31 01	Uniforms & Clothing	001 000 521	Current Expens	98.94 Duty Belt- For Zesati
17089	04/04/2024	04/04/2024	3627	ANATEX LABS INC-SPOKANE	420.00 DW RC Samples
	534 10 41 02	Chemical Samples	401 000 534	Water Operatin	240.00 DW Samples
	535 10 41 02	Testing Samples	405 000 535	Sewer Operatin	120.00 WWTP RC Samples
	535 10 41 02	Testing Samples	405 000 535	Sewer Operatin	60.00 WWTP RC Samples
17099	04/04/2024	04/04/2024	3616	BOSS CONTRUCTION, INC	543,631.86 Progress Estimate 8 - WWTF Improvements
	594 35 63 05	WWTF Improvements Proj	412 000 594	Sewer Capital I	543,631.86 Progress Estimate 8 - WWTF Improvements
17091	04/04/2024	04/04/2024	1886	CENTURY LINK	73.22 Lift Station
	535 10 42 00	Telephone	405 000 535	Sewer Operatin	73.22 Lift Station
17092	04/04/2024	04/04/2024	1886	CENTURY LINK	133.24 WWTF SCADA
	535 10 42 00	Telephone	405 000 535	Sewer Operatin	133.24 WWTF SCADA
17094	04/04/2024	04/04/2024	443	CITY OF MATTAWA-PETTY CASH	46.72 Petty Cash
	518 30 47 14	City Hall Utilities	001 000 518	Current Expens	16.50 Drinking Water
	521 20 31 02	Postage	001 000 521	Current Expens	17.65 MPD Postage
	554 30 31 00	Animal Control / Supplies	001 000 554	Current Expens	12.57 Dog Food
17063	04/04/2024	04/04/2024	1251	CITY OF MATTAWA-UTILITIES	338.23 City Of Mattawa Utilities March 2024
	518 30 47 14	City Hall Utilities	001 000 518	Current Expens	103.42 City Hall
	543 30 47 00	Utilities	101 000 543	Street Fund	103.42 Shop
	572 20 47 00	Library - Utility Services	001 000 572	Current Expens	131.39 Library
17058	04/04/2024	04/04/2024	2150	CODE PUBLISHING INC	116.53 Munical Code Web Update 2024
	511 30 41 00	Code Book Update	001 000 511	Current Expens	116.53 Munical Code Web Update 2024
17086	04/04/2024	04/04/2024	3679	CORRECT EQUIPMENT, INC.	1,208.66 PW:Parts/Supplies
	534 10 49 00	Water Master Training	401 000 534	Water Operatin	1,208.66 Ejectors
17087	04/04/2024	04/04/2024	3679	CORRECT EQUIPMENT, INC.	579.94 PW:Parts/Supplies
	534 10 48 03	System Repair & Maintena	401 000 534	Water Operatin	579.94 Gas Detectors
17064	04/04/2024	04/04/2024	2304	FIRST BANKCARD	1,730.34 Credit Card Expenses- Clerks

ACCOUNTS PAYABLE

City Of Mattawa

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
518 23 42 14	Telephone/Internet Expense		001 000 518 Current Expens	71.90	City Hall Internet
518 23 42 14	Telephone/Internet Expense		001 000 518 Current Expens	33.33	Monthly Web Site
518 23 42 14	Telephone/Internet Expense		001 000 518 Current Expens	48.24	Office PhoneLines
518 70 31 00	Other Supplies And Furnitu		001 000 518 Current Expens	151.47	Vacuum City Hall
518 70 31 00	Other Supplies And Furnitu		001 000 518 Current Expens	201.25	Ink For Postage
521 10 49 00	Professional Services		001 000 521 Current Expens	33.33	Monthly Web Site
534 10 41 05	Professional Services		401 000 534 Water Operatin;	16.67	Monthly Web Site
534 10 41 05	Professional Services		401 000 534 Water Operatin;	48.24	Office PhoneLines
535 10 41 04	Professional Services		405 000 535 Sewer Operatin	16.67	Monthly Web Site
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
573 90 49 00	Community Events		001 000 573 Current Expens	1,005.00	Movies For Community
17065	04/04/2024	04/04/2024	2304 FIRST BANKCARD	1,028.05	Credit Card Expenses- MPD
521 10 49 00	Professional Services		001 000 521 Current Expens	21.63	Adobe Acrobat
521 10 49 00	Professional Services		001 000 521 Current Expens	90.06	Office Phone Lines
521 20 31 01	Uniforms & Clothing		001 000 521 Current Expens	284.44	Uniform-Pants
521 22 35 00	LE Equipment/Supplies		001 000 521 Current Expens	23.84	Radio Holster
521 22 35 00	LE Equipment/Supplies		001 000 521 Current Expens	560.39	Cuffs, Multifit Stream, Belt, Holster, Holder Radio, Weapon Mounted Light
521 22 35 00	LE Equipment/Supplies		001 000 521 Current Expens	47.69	Multi Fit Screen Light
17098	04/04/2024	04/04/2024	2304 FIRST BANKCARD	2,787.64	Credit Card Expenses- PW
534 10 31 00	Office Supplies		401 000 534 Water Operatin;	700.00	Racks
534 10 31 00	Office Supplies		401 000 534 Water Operatin;	28.56	Binder
534 10 31 00	Office Supplies		401 000 534 Water Operatin;	21.66	Tab Dividers
534 10 31 01	Operating Supplies		401 000 534 Water Operatin;	77.54	Bleach
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;	87.00	WDM Jose Fernandez
534 10 43 00	Travel & Training		401 000 534 Water Operatin;	104.00	CCC Specialist
534 10 43 00	Travel & Training		401 000 534 Water Operatin;	104.00	WDM4 Exam
534 10 47 01	Utilities		401 000 534 Water Operatin;	69.95	Internet PW
535 10 31 00	Office Supplies		405 000 535 Sewer Operatin	258.86	Gloves
535 10 31 00	Office Supplies		405 000 535 Sewer Operatin	247.38	Gloves
535 10 48 00	Office Repair And Mainten:		405 000 535 Sewer Operatin	600.00	Racks
535 10 48 00	Office Repair And Mainten:		405 000 535 Sewer Operatin	38.92	Door Window Seal
535 10 48 00	Office Repair And Mainten:		405 000 535 Sewer Operatin	36.48	Window Tinting
537 10 31 00	Office Supplies		420 000 537 Solid Waste Fu	100.00	Rack
542 30 43 00	Travel And Training		101 000 542 Street Fund	14.35	Pesticde Training Meal- Jose Fernandez & Juan

ACCOUNTS PAYABLE

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
542 30 43 00	Travel And Training		101 000 542 Street Fund	28.24	Pesticde Training Meal- Jose Fernandez & Juan
542 30 43 00	Travel And Training		101 000 542 Street Fund	37.83	Pesticde Training Meal- Jose Fernandez & Juan
554 30 31 00	Animal Control / Supplies		001 000 554 Current Expens	56.51	Racks
554 30 31 00	Animal Control / Supplies		001 000 554 Current Expens	41.72	Dog Food
572 20 47 00	Library - Utility Services		001 000 572 Current Expens	96.78	Glass Cleaner
576 80 31 00	Park Supplies		001 000 576 Current Expens	15.20	Ratchet Strap
17096	04/04/2024	04/04/2024	3046 GLOBAL CHEMICALS INC	1,120.49	RCO Equipments
594 76 35 00	RCO Grant - Park Suplies/E		001 000 594 Current Expens	1,120.49	Picnic Tables: Bench
17097	04/04/2024	04/04/2024	3046 GLOBAL CHEMICALS INC	13,266.94	RCO Equipment
594 76 35 00	RCO Grant - Park Suplies/E		001 000 594 Current Expens	13,266.94	Picnic Tables:trash Cans:Plaks
17054	04/04/2024	04/04/2024	1698 GRANT COUNTY PUD	2,324.22	Power Billing February 2024
534 10 47 01	Utilities		401 000 534 Water Operatin;	214.19	709 1st Street
535 10 47 00	Utilities		405 000 535 Sewer Operatin	1,673.51	U Rd
535 10 47 01	LID Sewer Assess Fees		405 000 535 Sewer Operatin	71.05	8th St/ Portage
576 80 47 00	Park Utilities		001 000 576 Current Expens	100.20	104 Portage Ave
576 80 47 00	Park Utilities		001 000 576 Current Expens	265.27	710 1st Street
17055	04/04/2024	04/04/2024	1698 GRANT COUNTY PUD	1,696.50	Power Billing February 2024
518 30 47 14	City Hall Utilities		001 000 518 Current Expens	151.54	City Hall
534 10 47 01	Utilities		401 000 534 Water Operatin;	1,295.54	707 2nd
534 10 47 01	Utilities		401 000 534 Water Operatin;	45.28	Boundary
572 20 47 00	Library - Utility Services		001 000 572 Current Expens	107.17	Library
576 80 47 00	Park Utilities		001 000 576 Current Expens	22.75	106 Portage Ave
576 80 47 00	Park Utilities		001 000 576 Current Expens	26.19	Park
576 80 47 00	Park Utilities		001 000 576 Current Expens	25.90	Control Circuit
576 80 47 00	Park Utilities		001 000 576 Current Expens	22.13	Outlets
17084	04/04/2024	04/04/2024	237 H. D. FOWLER CO	2,760.90	WSD Hydrant Meters
534 10 48 03	System Repair & Maintena		401 000 534 Water Operatin;	2,760.90	WSD Hydrant Meters
17085	04/04/2024	04/04/2024	237 H. D. FOWLER CO	160.91	WSD Hydrant Parts
534 10 48 03	System Repair & Maintena		401 000 534 Water Operatin;	160.91	WSD Hydrant Parts
17081	04/04/2024	04/04/2024	3151 KNOBEL'S ELECTRIC INC	2,504.60	WWTP Blower RM Repair
534 10 48 03	System Repair & Maintena		401 000 534 Water Operatin;	2,504.60	WWTP Blower RM Repair

ACCOUNTS PAYABLE

City Of Mattawa

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Accts

Pay #	Received	Date Due	Vendor	Amount	Memo
17093	04/04/2024	04/04/2024	2840	MATTAWA AUTO PARTS, LLC	345.84 Parts/Supplies
	535 10 48 03	Vehicle Repair / Maintenan	405 000 535	Sewer Operatin	126.36 2023 Silverado Oil Change
	576 80 48 01	Vehicle Repair & Maintena	001 000 576	Current Expens	78.57 Motor Tune Up
	576 80 48 01	Vehicle Repair & Maintena	001 000 576	Current Expens	140.91 Power Bank
17059	04/04/2024	04/04/2024	3586	MODERN MARKETING	408.51 MPD-Coloring Books -Community Crime Prevention
	521 30 30 00	Community Crime Preventi	001 000 521	Current Expens	408.51 MPD-Coloring Books -Community Crime Prevention
17056	04/04/2024	04/04/2024	2798	PACIFIC OFFICE AUTOMATION	214.22 Monthly Ink Usage Feb. 2024
	518 70 45 01	Copier Lease	001 000 518	Current Expens	53.56 Monthly Ink Usage Feb. 2024
	521 20 31 00	Office Supplies	001 000 521	Current Expens	53.56 Monthly Ink Usage Feb. 2024
	534 10 45 01	Copier Lease	401 000 534	Water Operatin	53.56 Monthly Ink Usage Feb. 2024
	535 10 45 01	Copier Lease	405 000 535	Sewer Operatin	53.54 Monthly Ink Usage Feb. 2024
17057	04/04/2024	04/04/2024	2798	PACIFIC OFFICE AUTOMATION	247.64 Monthly Equipment Fee February 2024
	591 14 70 01	Copier Machine Lease - Clk	001 000 591	Current Expens	49.53 Monthly Equipment Fee February 2024
	591 21 70 03	Copier Machine Lease - PD	001 000 591	Current Expens	49.53 Monthly Equipment Fee February 2024
	591 34 70 01	Copier Machine Lease - PW	401 000 591	Water Operatin	49.53 Monthly Equipment Fee February 2024
	591 35 70 02	Copier Machie Lease - PW	405 000 591	Sewer Operatin	49.53 Monthly Equipment Fee February 2024
	591 37 70 01	Copier Machine Lease - PW	420 000 591	Solid Waste Fu	49.52 Monthly Equipment Fee February 2024
17060	04/04/2024	04/04/2024	2820	PETRO-USA MATTAWA MART	2,036.47 MPD Fuel Services
	521 20 32 00	Vehicle Fuel	001 000 521	Current Expens	1,629.18 Fuel
	521 20 32 01	SRO Vehicle Fuel	001 000 521	Current Expens	407.29 SRO Fuel
17082	04/04/2024	04/04/2024	2820	PETRO-USA MATTAWA MART	1,059.04 PW- Fuel Services
	534 10 32 02	Fuel	401 000 535	Water Operatin	500.00 PW- Fuel Services
	535 10 32 00	Fuel	405 000 535	Sewer Operatin	500.00 PW- Fuel Services
	542 30 32 03	Fuel	101 000 542	Street Fund	59.04 PW- Fuel Services
17053	04/04/2024	04/04/2024	2729	QUADIENT FINANCE USA INC.	200.00 Postage Machine
	514 23 31 00	Postage	001 000 514	Current Expens	66.67 Postage Machine
	534 10 30 02	Postage	401 000 534	Water Operatin	66.67 Postage Machine
	535 10 31 01	Postage	405 000 535	Sewer Operatin	66.66 Postage Machine
17050	04/04/2024	04/04/2024	3416	SCJ ALLIANCE	6,983.75 Planning Services Fee Period February 2, To March 1 2024

ACCOUNTS PAYABLE

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
558 60 41 00	Planning-Zoning & Land U		001 000 558 Current Expens	6,983.75	Planning Services Fee Period February 2, To March 1 2024
17051	04/04/2024	04/04/2024	3416 SCJ ALLIANCE	10,079.84	PROS Plan #5 Period February 2, To March 1 2024
558 60 41 03	Mattawa Parks,Recreation,		001 000 558 Current Expens	10,079.84	PROS Plan #5 Period February 2, To March 1 2024
17088	04/04/2024	04/04/2024	3012 SHIRTWORKS	147.42	PW Uniforms
534 10 31 03	Uniforms		401 000 534 Water Operatin	73.71	Embroidery
535 10 31 02	Uniforms		405 000 535 Sewer Operatin	73.71	Embroidery
17090	04/04/2024	04/04/2024	3299 SOILTEST FARM CONSULTANTS INC	280.00	WWTP RC Samples
535 10 41 02	Testing Samples		405 000 535 Sewer Operatin	280.00	WWTP RC Samples
17062	04/04/2024	04/04/2024	732 U.S CELLULAR	762.08	MPD - Cell Phone
521 20 42 00	Telephone		001 000 521 Current Expens	762.08	MPD - Cell Phone
17095	04/04/2024	04/04/2024	732 U.S CELLULAR	515.89	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	107.58	PW Cell Phone Services
535 10 42 00	Telephone		405 000 535 Sewer Operatin	107.58	PW Cell Phone Services
537 10 42 00	Telephone		420 000 537 Solid Waste Fui	107.58	PW Cell Phone Services
17083	04/04/2024	04/04/2024	1807 USA BLUEBOOK	1,498.63	Booster Pump CL
534 10 35 00	Small Tools & Equipment		401 000 534 Water Operatin	1,498.63	Booster Pump CL
17052	04/04/2024	04/04/2024	143 WA STATE DEPT OF ECOLOGY	1,539.85	Biosolids Annual Permit Fee 2024
535 10 51 00	Permit Fees		405 000 535 Sewer Operatin	1,539.85	Biosolids Annual Permit Fee 2024
17066	04/04/2024	04/04/2024	2931 WA STATE DEPT. OF ENTERPRISE SERVICES	400.00	LESO Annual Fee 2024
521 20 49 02	Association Dues & Etc.		001 000 521 Current Expens	400.00	LESO Annual Fee 2024

Report Total:

602,747.11

Fund

001 Current Expense Fund	39,744.49
101 Street Fund	242.88
401 Water Operating Fund	12,639.98
405 Sewer Operating Fund	6,230.80

ACCOUNTS PAYABLE

City Of Mattawa

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Accts

Pay # Received Date Due

Vendor

Amount Memo

412 Sewer Capital Improvement
420 Solid Waste Fund

543,631.86
257.10

This report has been reviewed by:





REMARKS:

Anabel Martinez - City Clerk

Date

CITY OF MATTAWA STAFF REPORT

To: Mayor Celaya and City Council
From: Public Works Department
Date: April 4, 2024
Proceeding Type: New Business
Subject: Updating City Construction Standards

Legislative History:

- | | |
|------------------------|---------------|
| • First Presentation: | April 4, 2024 |
| • Second Presentation: | |
| • Requested Action: | Motion |
-

Staff Report Summary

The subject in front of City Council is to approve updating the City's Construction standards.

Background

The City Developer Standards/ Construction Standards were updated in 2018 and revised in 2020. Updated would clarify city street standard and design Previous update focused on water standards.

Fiscal and Policy Implications

Financial impacts are expected under the street fund in engineering services. Policy implications include updating the Construction Standards.

FUND	BARS	LINE ITEM	AMOUNT BUDGETED	CURRENT EXPENDITURE	REMAINING BUDGET AMOUNT	

Options

1. Approve the update of the City's Construction standards.
2. Do not approve the update of the City's Construction standards.

Staff Recommendation

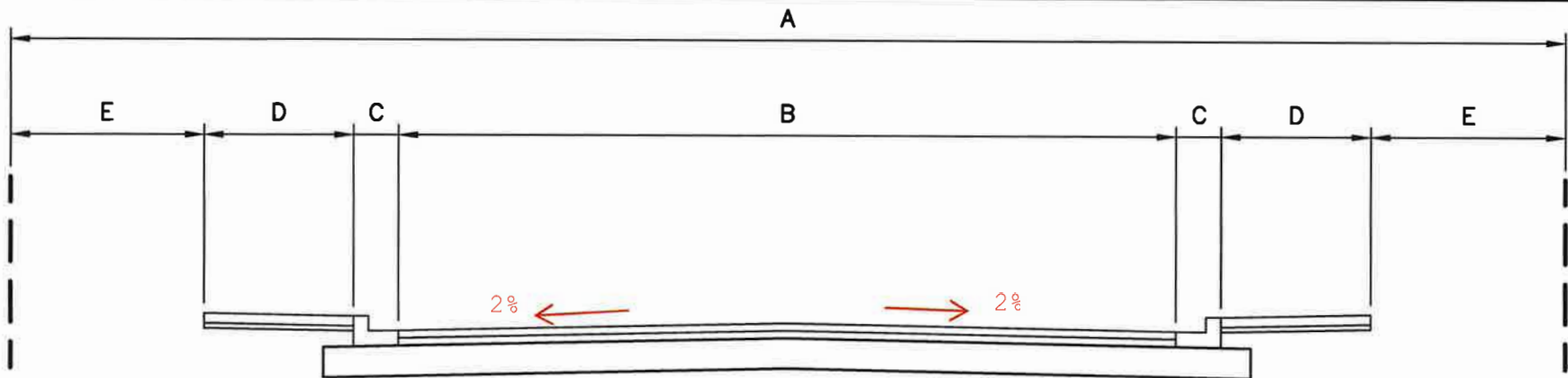
1. Approve the update of the City's Construction standards.

Attachments

A.	Spec's / Sections to updated
----	------------------------------

The following documents are attached and subject for reviewal:

Review by:	Type of Document	Title of Document	Date Reviewed	Comment:
Engineering	▪ PDF	Staff Report	3/21/24	
Legal	▪ N/A			
Financial	▪ WORD	Staff Report		Initials:
Comment:				



TYPICAL STREET SECTION TABLE

STREET CLASSIFICATION & ZONING (IF APPLICABLE)	A RIGHT-OF-WAY WIDTH	B PAVEMENT WIDTH (GUTTER LIP TO GUTTER LIP)	C CURB AND GUTTER TYPE (& WIDTH)	D SIDEWALK WIDTH	E UTILITY CORRIDOR / BUFFER
PRINCIPAL STREET: COMMERCIAL AND/OR INDUSTRIAL ZONING DISTRICTS	80'	52'	VERTICAL (1.5') BOTH SIDES 8.5' both sides	10' BOTH SIDES	3.0' BOTH SIDES
MINOR ARTERIAL STREET: RESIDENTIAL ZONING DISTRICTS	70'	30'	VERTICAL (1.5') BOTH SIDES	6' BOTH SIDES	12.5' BOTH SIDES
MAJOR COLLECTOR STREET	60'	30'	VERTICAL (1.5') BOTH SIDES	6' BOTH SIDES	7.5' BOTH SIDES
MINOR COLLECTOR STREET	60'	20'	VERTICAL (1.5') BOTH SIDES	5' BOTH SIDES	10.5' BOTH SIDES
LOCAL ACCESS STREET	60'	20'	NONE	5' WHERE DESIGNATED BY CITY	VARIES

NOTES:

- ROADWAY SECTION DEPTHS MUST BE DETERMINED BY A LICENSED GEOTECHNICAL INVESTIGATION BY A LICENSED GEOTECHNICAL ENGINEER.
- SIDEWALKS WILL BE REQUIRED WHERE EXTENDING CITY DESIGNATED WALKING ROUTES AND WHERE REQUIRED BY CITY TO SERVE PROPOSED PEDESTRIAN GENERATORS.

2. Striping shall be required where designated by the City.





CITY OF MATTAWA

■ 521 E. Government Road ■ Mattawa, Washington 99349 ■ 509.932.4037

March 28, 2024

RE: CDS Funding SR243 Roundabout at Desert Aire, WA

The City of Mattawa strongly supports the project funding request for SR243 Roundabout at Desert Aire, WA.

The South Grant County Chamber, as well as others in the community including taxpayers, churches, non-profits, special services districts (school, hospital, fire, port, library, water etc.) City of Mattawa, rural village of Desert Aire, have been working, sometimes independently, on their own initiatives, while also collaborating when convenient. In 2023, during the Chambers re-branding, there has been significant outreach to other leaders, long-time residents, and even entities considering doing business with the over 10,000 residents to help identify some key issues that need to be addressed, now and far into the future.

As most chamber's plans include public safety, health, transportation, and education, South Grant County Chamber is no different. All of these elements play a pivotal role in the economic and community development of our area. A primary focus is the Vantage to Vernita SR243 Project, a 28 mile long, two lane road that is the main ingress and egress for this region.

Vantage to Vernita SR243: After a local meeting in 2021, thanks to WA State Representative Tom Dent, \$12 million was put into the legislative transportation budget for SR243. This amount will only be enough, per WA DOT, to widen the stretch from Mattawa to Vernita, and although it was scheduled for 2026, it was delayed until 2028.

The Chamber was also told that to raise the priority (and related dollars needed) to include passing lanes, a roundabout at Desert Aire's main entrance or needed repairs on Vernita bridge, we would need more resources elsewhere, as the matrix used on the stretch of highway, to do anything beyond "maintenance" such as safety improvements, primarily considers deaths, and we just didn't have enough.

The death toll on this highway continues to climb with several occurring late in 2023, and more adding up this year. This rural area is also growing, as is the passenger and truck traffic, seeing exponential increases in both directions of SR243 daily.

Therefore, in support of the long-range plan for safety improvements on the entire 28-mile stretch, the Desert Aire Owners Associations believes believe that it is imperative to request and receive federal funding to include a roundabout at the main entrance of Desert Aire, along with other safety improvements such as lighting, turn lanes and reflectors on the first stretch between Mattawa and Vernita.



CITY OF MATTAWA

■ 521 E. Government Road ■ Mattawa, Washington 99349 ■ 509.932.4037

Therefore, we support the Congressional Directed Spending (CDS) application for Fiscal Year 2025 under the Highway Infrastructure Program (HIP) for highway capital projects, submitted by the Grant County Public Works Department, in cooperation with the South Grant County Chamber of Commerce in the amount of \$5 million dollars.

Sincerely,

Maria Celaya, Mayor
City of Mattawa



April 1, 2024

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

SUBJECT: PROGRESS ESTIMATE 8, WWTF IMPROVEMENTS
CITY OF MATTAWA, GRANT COUNTY, WASHINGTON
G&O #19044.01

Dear Ms. Martinez:

We have enclosed Progress Estimate 8 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: \$543,631.86

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

Sincerely,

GRAY & OSBORNE, INC.

A handwritten signature in cursive script, appearing to read 'Tim DeVries'.

Tim DeVries, P.E.

TDV/cah
Encl.

PROGRESS ESTIMATE 8
APRIL 1, 2024

CITY OF MATTAWA
GRANT COUNTY
WASHINGTON

PROGRESS ESTIMATE PERIOD
JANUARY 27, 2024 TO MARCH 22, 2024

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%	8.73%	\$0.00	\$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	9.36%	28.83%	\$340,857.38	\$1,050,113.25	29%
6	Rock Excavation	100	CY	\$184.53	8.00	300.60	\$1,476.24	\$55,469.72	301%

PROGRESS ESTIMATE 8
APRIL 1, 2024

CITY OF MATTAWA
GRANT COUNTY
WASHINGTON

PROGRESS ESTIMATE PERIOD
JANUARY 27, 2024 TO MARCH 22, 2024

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		\$342,333.62	\$1,340,927.34
SALES TAX	8.40%	\$28,756.03	\$112,637.90
MATERIALS ON HAND		\$172,542.21	\$472,229.77
TOTAL		\$543,631.86	\$1,925,795.01
LESS 5% RETAINED (BEFORE TAX)		\$0.00	\$0.00
CONTRACTOR OBTAINED RETAINAGE BOND			
TOTAL EARNED TO DATE LESS RETAINAGE			\$1,925,795.01
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
PROGRESS ESTIMATE 6			\$69,092.85
PROGRESS ESTIMATE 7			\$226,007.89
TOTAL PAYMENT NOW DUE:		\$543,631.86	\$543,631.86
ORIGINAL CONTRACT AMOUNT (WITHOUT TAX)		\$4,517,831.79	
CONTRACT PERCENTAGE TO DATE		29.7%	

PROGRESS ESTIMATE 8
APRIL 1, 2024

CITY OF MATTAWA
GRANT COUNTY
WASHINGTON

PROGRESS ESTIMATE PERIOD
JANUARY 27, 2024 TO MARCH 22, 2024

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					TOTAL PAYMENT
		EARNED PER PERIOD	SALES TAX RATE	SALES TAX AMOUNT	MATERIALS ON HAND	RETAINAGE (5%)	
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
7	DECEMBER 23, 2023 TO JANUARY 26, 2024	\$104,712.08	8.40%	\$8,795.81	\$112,500.00	\$0.00	\$226,007.89
8	JANUARY 27, 2024 TO MARCH 22, 2024	\$342,333.62	8.40%	\$28,756.03	\$172,542.21	\$0.00	\$543,631.86
TOTAL:		\$1,340,927.34		\$112,637.90	\$472,229.77	\$0.00	\$1,925,795.01