



CITY OF MATTAWA
COUNCIL MEETING AGENDA
March 20, 2025
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. Consent Agenda/Informational:

- Gray & Osborne Project Summary 03.12.25
- Minutes- Council Meeting 03.06.25
- 2025 Claims EFT & Checks Approval #20933-20960 -- \$149,633.54
- 2025 Payroll EFT Approval -- \$10,300.00
- Treasurer Report

IV. Reports:

Mayor Report

Council Report

- Library Options – Discussion

Police Department Report

Public Works Department Report

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

None.

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

- 1. Well 2 Re-Equipping - Change Order 2 (Concrete Pad, Epoxy Coating)**
- 2. Progress Estimate 4 - Well 2 Re-Equipping**
- 3. Paul Lauzier Grant Application & Submittal**
- 4. Event Permit Application for Senior Parade**

VII. Adjournment:

Gray & Osborne/City of Mattawa Project Summary (3/12/25)

Development Projects

Hwang Subdivision – Mike Meskimen, Jamin Ankney

Project Number: 21845.05/24858.03

Funded: Developer Contributions

- Preliminary subdivision approval granted
- Development agreement completed
- Completed review of construction drawings
- Completed preconstruction conference
- Changes to the construction drawings were made to satisfy County requirements
- Construction has resumed over the last few weeks
- G&O is providing part-time inspection
- Final plat comments have been provided to the City

Bodrero Development – Mike Meskimen, Jamin Ankney

Project Number: 21845.07/21845.21

Funded: Developer Contributions

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

Transportation Projects

TIB Applications – Mike Meskimen, Julio Renteria, Michael Woodkey

Project Number: OH230.42

- Applications were due August 9, 2024
- A TIB application was submitted and is under agency review
- The City was not awarded additional TIB funds, beside the out-of-call Red Town Initiative project.

2025 RED Town Initiative

Project Number: 24881

Project Completion: August 2025

Funded: TIB

- TIB has offered the City an out-of-call project
- Design is ongoing for this project
- The City has selected the streets to be included
- The project will advertise for bids in the next few weeks

- **Total Budget: \$1,300,000**

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

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

Water System Projects

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

Project Number 22867/24846

Project Completion: September 2024

Funded: City Water Fund/Public Works Board

- Final design and construction funding for the project will be from the PWB
- A funding scope change is being processed that will increase the grant to 50%
- **Construction is ongoing and progressing well**
- **The current schedule shows completion in August**
- **Total Budget: \$2,900,000**

CDS Funding Compliance Assistance – Russ Powers, Jamin Ankney

Project Number: 24847

Project Completion: July 2025

Funded: CDS funding

- G&O is completing the paperwork for CDS funding
- Confirmation has been received that this effort will be reimbursed from the CDS funding
- **The City can move forward with the project**
- **Total Budget \$7,780**

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

• Project Number: 24884

• Project Completion: 2025

• Funded: City

- **The water rights application is ready for submission to Ecology**
- **The meeting with the School District needs to be scheduled**
- **Total Budget: \$9,930**

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

• Project Number: 24886

• Project Completion: 2025

• Funded: DWSRF

- City has had recent issues with the SCADA system and is working with Connetix to address the issues.
- Connetix provided a cost estimate for improvements for use in procuring future funding

- The work on this project has started
- The schedule is to advertise the project for bids in May
- **Total Budget: \$134,000**

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

- Project Number: TBD
- Project Completion: 2025
- Funded: DWSRF
- City has approved the agreement for this work.
- The work will start with the siting analysis so that the City has a clear plan for the potential locations of Well 5.

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

- Applied for Congressional Funding Application – Received 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
- Based on discussion with funders PWB funding will be used for Well 2, while the rest of the project will be funded by DWSRF and CDS
- **Total Budget: \$7,200,000**

Future/Pending Water System Projects

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**

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
- Apollo has indicated that they will address the baseboard warranty issue
- Apollo has been notified about the filtrate pump issue

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

Project Number: 19044.01

Project Completion: 2025 (for construction completion)

Funded: Ecology Water Quality Funding

- Current schedule appears to extend beyond the allowed construction days – an updated schedule has been received and a response has been provided to the contractor
- Ecology has added the control panel upgrades to the funding agreement and a change order proposal for this work is pending
- The City's change order to add working days has been executed and the contractor has filed a protest
- G&O has responded to the contractor's protest, denying both of their requests
- **The contractor stated that they would resume work in late March**
- **A few outstanding change order options are being discussed**
- **Total Budget \$5,883,000 (includes design, construction, construction administration)**

WWTF Solids Handling Analysis – Nancy Wetch, Jamin Ankney

Project Number: 23813

Project Completion: July 2024

- Council presentation was completed on 7/18
- Council approved a funding application to Ecology at the August 15 council meeting
- Ecology funding application was submitted
- **The City is on the draft Ecology funding list for this project**
- **Total Budget \$24,200**

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

Project Number: 24817

Project Completion: 2026

Funded: Ecology Grant/Loan

- Ecology is finalizing the funding agreement
- City has obtained signed landowner agreements with the property owners to complete the preliminary work
- Ecology has indicated that a cultural resource survey will be required prior to ground disturbing activities

- Slight changes in the proposed route were made to better serve future development in the area
- The environmental/cultural review is complete
- The geotechnical investigation is complete
- Finalizing agency review set for submission to Ecology
- Coordinating with WSDOT and County for traffic control
- **Total Budget \$207,500**

Other Projects

City Hall Feasibility Analysis – Jamin Ankney, Myron Basden

Project Number 23856

Project Completion: November 2023

Funded: City

- City could consider funding options for the selected alternative.
- City may consider proceeding with conceptual design to aid in future funding efforts.
- **Total Budget \$27,700**

Next Meeting – March 26, 2025, 3:30 pm

** 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 6th, 2025, the Council approved payment of 2025 Claims Checks Approval #20903-20932 in the amount of \$362,007.21 2025 Payroll EFT & Checks Approval #32009-32015 for \$117,175.49.

***** M/s; Heredia/ Lopez motion that bills, checks, payroll, 02.06.25 meeting minutes be approved. Motion carried.***

V. Reports:

SCJ Alliance's Report

** Rachelle provided an overview of the current planning inquiries and development reviews.
**Councilman Berghout would like an update on the Catholic Church permit, Rachelle will give an update on the next meeting.

Mayor's Report

** No report

Council Report

**Councilman Berghout appreciated Councilman Hwang for organizing the tourist retreat. And mention the need for one more volunteer.
**Councilwomen Lopez would like to know if they will get a new council student liaison. Mayor Celaya said they reached out to Yurixa's parents to see if Yurixa will be available.

Police Department Report

**Presented pictures of the officers in their firearm training.
**Washington State Patrol will be giving a 4-hour free training course on Livescan.

Public Works Department Report

**Red town initiative Project- Councilwomen Hernandez would like to know what roads will be repaired, Juan listed the roads that will be repaired.
** Sewer- WWTP Improvement project has been on pause and will plan to go on by next week. In another note they had a sewer line repair on the one hundred block.
**Water-Sun Plat finished with water tie-in and water was restored by 2PM.
**Spring Clean-up: will be April 11-13, 2025

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

None.

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

1. **Building Use & Maintenance Agreement (NCW Library)**
M/s; Heredia / Berghout motion to approve the agreement for one year. Opposed;
Acosta / Hernandez. Motion carried.
** The council had a discussion that the city's budget should not cover janitorial services for the library, suggesting that the library should provide the services.
2. **2018 Developer Standards Revision 4 - March 2025**
**M/s; Heredia / Berghout motion to approved. Motion carried
3. **Acceptance of CBHA Donation of \$5,000**
**M/s; Acosta / Lopez motion to accept. Motion carried
**Mayor Celaya encourages everyone to participate in the color run.

VIII. Adjournment:

The council meeting was adjourned at 7:29 P.M. M/s; Berghout / Acosta. Motion carried.

Respectfully submitted,

Anabel Martinez, City Clerk

Maria Celaya, Mayor

ACCOUNTS PAYABLE

City Of Mattawa

Time: 13:45:45 Date: 03/18/2025

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
18075	03/20/2025	03/20/2025	3627		
			ANATEK LABS INC-SPOKANE	180.00	RC Samples
	535 10 41 02	Testing Samples	405 000 535 Sewer Operatin	60.00	WWTP RC Samples
	535 10 41 02	Testing Samples	405 000 535 Sewer Operatin	120.00	DW Sun Plat Bacteria Test
18056	03/20/2025	03/20/2025	2994		
			CENTRAL WASHINGTON POLYGRAPH & INVES'	548.00	MPD-Polygraph Exam- Angel Granados
	521 10 49 00	Professional Services	001 000 521 Current Expens	548.00	MPD-Polygraph Exam- Angel Granados
18050	03/20/2025	03/20/2025	2191		
			CITY OF MATTAWA	662.90	ULID Payment - Lot 1-26 BLK 14
	518 18 47 00	ULID Principal	001 000 518 Current Expens	531.00	ULID Payment - Lot 1-26 BLK 14
	518 18 47 01	ULID Interest	001 000 518 Current Expens	131.90	ULID Payment - Lot 1-26 BLK 14
18052	03/20/2025	03/20/2025	108		
			CONSOLIDATED DISPOSAL	22,756.07	Waste Services Feb. 2025
	537 10 33 00	Consolidated Disposal	420 000 537 Solid Waste Fui	22,756.07	Waste Services Feb. 2025
18078	03/20/2025	03/20/2025	3707		
			GLOBAL EQUIPMENT COMPANY INC.	762.04	PW- Crosswalk Flags
	542 30 48 00	City Street Maintenance	101 000 542 Street Fund	762.04	PW- Crosswalk Flags
18071	03/20/2025	03/20/2025	1628		
			GRANT CO. PUBLIC HOSPITAL DISTRICT #5	201.67	PW- Employee Drug Test
	534 10 41 05	Professional Services	401 000 534 Water Operatin;	201.67	PW- Employee Drug Test-Jesse Morales
18057	03/20/2025	03/20/2025	1698		
			GRANT COUNTY PUD	1,985.04	Power Billing Feb. 2025
	542 63 47 00	Street Lighting	101 000 542 Street Fund	182.17	Light Park
	542 63 47 00	Street Lighting	101 000 542 Street Fund	1,802.87	St Light Park
18064	03/20/2025	03/20/2025	1698		
			GRANT COUNTY PUD	2,196.99	Power Billing Feb. 2025
	534 10 47 01	Utilities	401 000 534 Water Operatin;	188.74	709 1st Street
	534 10 47 01	Utilities	401 000 534 Water Operatin;	142.60	710 1st Street
	535 10 47 00	Utilities	405 000 535 Sewer Operatin	66.63	8th Street Portage
	535 10 47 00	Utilities	405 000 535 Sewer Operatin	1,799.02	U Rd
18077	03/20/2025	03/20/2025	1698		
			GRANT COUNTY PUD	1,847.20	Power Billing Feb. 2025
	518 30 47 14	City Hall Utilities	001 000 518 Current Expens	202.54	City Hall
	534 10 47 01	Utilities	401 000 534 Water Operatin;	1,376.30	707 2nd Well
	534 10 47 01	Utilities	401 000 534 Water Operatin;	44.47	Boundary
	572 20 47 00	Library - Utility Services	001 000 572 Current Expens	123.03	Library
	576 80 47 00	Park Utilities	001 000 576 Current Expens	24.27	106 Portage Ave
	576 80 47 00	Park Utilities	001 000 576 Current Expens	27.71	Manson Lane
	576 80 47 00	Park Utilities	001 000 576 Current Expens	26.62	Control Circuit

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576 80 47 00	Park Utilities		001 000 576 Current Expens	22.26	106 Portage Ave
18041	03/20/2025	03/20/2025	1734 GRAY & OSBORNE INC	3,148.21	Water Rights Assistance Profesional Services January 26- Feb. 22, 2025
534 10 41 03	Engineering Services		401 000 534 Water Operatin	3,148.21	Water Rights Assistance Profesional Services January 26- Feb. 22, 2025
18042	03/20/2025	03/20/2025	1734 GRAY & OSBORNE INC	271.43	Water System Telemetry Improvements Profesional Services January 26- Feb. 22, 2025
594 34 41 01	Water System Telemetry Im		411 000 594 Water Capital I	271.43	Water System Telemetry Improvements Profesional Services January 26- Feb. 22, 2025
18043	03/20/2025	03/20/2025	1734 GRAY & OSBORNE INC	1,031.42	Developments- S4 Retail Gas Station Profesional Services January 26- Feb. 22, 2025
518 30 49 01	Engineering Services		001 000 518 Current Expens	1,031.42	Developments- S4 Retail Gas Station Profesional Services January 26- Feb. 22, 2025
18044	03/20/2025	03/20/2025	1734 GRAY & OSBORNE INC	633.33	Development Bodrero Profesional Services January 26- Feb. 22, 2025
518 30 49 01	Engineering Services		001 000 518 Current Expens	633.33	Development Bodrero Profesional Services January 26- Feb. 22, 2025
18045	03/20/2025	03/20/2025	1734 GRAY & OSBORNE INC	541.21	Hwang Subdivision Profesional Services January 26- Feb. 22, 2025
518 30 49 01	Engineering Services		001 000 518 Current Expens	541.21	Hwang Subdivision Profesional Services January 26- Feb. 22, 2025
18046	03/20/2025	03/20/2025	1734 GRAY & OSBORNE INC	2,906.48	WWTF Improvements CA Profesional Services January 26- Feb. 22, 2025
594 35 41 00	WWTF Improvements Proj		412 000 594 Sewer Capital I	2,906.48	WWTF Improvements CA Profesional Services January 26- Feb. 22, 2025
18047	03/20/2025	03/20/2025	1734 GRAY & OSBORNE INC	40,559.86	Well 2 Final Design Construction Admin January 26- Feb. 22, 2025
594 34 41 00	Well 2 Final Design & Con:		411 000 594 Water Capital I	40,559.86	Well 2 Final Design Construction Admin January 26- Feb. 22, 2025
18048	03/20/2025	03/20/2025	1734 GRAY & OSBORNE INC	14,319.92	2025 Red Town Initiative Design Profesional Services January 26- Feb. 22, 2025

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595 95 41 02	TIB Grant - 2025 Multiple		101 000 594 Street Fund	14,319.92	2025 Red Town Initiative Design Professional Services January 26- Feb. 22, 2025	
18049	03/20/2025	03/20/2025	1734	GRAY & OSBORNE INC	27,994.59	Sewer System Improvements Design Professional Services January 26- Feb. 22, 2025
594 35 63 01	Lift Station Upgrade		412 000 594 Sewer Capital I	27,994.59	Sewer System Improvements Design Professional Services January 26- Feb. 22, 2025	
18079	03/20/2025	03/20/2025	1734	GRAY & OSBORNE INC	723.80	Well 5 Siting Analysis & Drilling Design
594 34 41 02	Well 5 Siting Analysis & Dr		411 000 594 Water Capital I	723.80	Well 5 Siting Analysis & Drilling Design	
18068	03/20/2025	03/20/2025	237	H. D. FOWLER CO	1,033.13	PW- Parts/ Supplies
534 10 48 01	Meter Installations		401 000 534 Water Operatin	1,033.13	Meter Relocate Parts- Sun Plat	
18053	03/20/2025	03/20/2025	3223	HID GLOBAL CORPORATION	2,985.24	MPD- Live SCAN Annual Update
521 20 48 01	HID Global Corporation - I		001 000 521 Current Expens	2,985.24	MPD- Live SCAN	
18062	03/20/2025	03/20/2025	286	KENISON P.S, KATHERINE L.	2,700.00	Legal Fees Feb. 2025
515 41 41 00	Legal Fees		001 000 515 Current Expens	2,106.00	Legal Fees Feb. 2025	
515 41 41 01	Legal Fees -- Union Costs		001 000 515 Current Expens	594.00	Legal Fees Feb. 2025- Union	
18055	03/20/2025	03/20/2025	2313	LOU SOWERS, PC	700.00	MPD- Pre Employment Psychological Evaluation-Angel Granados
521 10 49 00	Professional Services		001 000 521 Current Expens	700.00	MPD- Pre Employment Psychological Evaluation-Angel Granados	
18076	03/20/2025	03/20/2025	1193	MARTY'S HARDWARE	738.28	Parts/Supplies
534 10 31 00	Office Supplies		401 000 534 Water Operatin	116.95	Paint	
534 10 48 03	System Repair & Maintenai		401 000 534 Water Operatin	2.70	Adapters	
534 10 48 03	System Repair & Maintenai		401 000 534 Water Operatin	2.70	Adapter	
534 10 48 03	System Repair & Maintenai		401 000 534 Water Operatin	17.00	Propane	
535 10 31 00	Office Supplies		405 000 535 Sewer Operatin	62.58	Paint	
535 10 31 00	Office Supplies		405 000 535 Sewer Operatin	376.85	Paint	
535 10 31 00	Office Supplies		405 000 535 Sewer Operatin	20.55	Lock Blank Lock	
535 10 48 00	Office Repair And Mainten		405 000 535 Sewer Operatin	3.16	Screws	
535 10 48 02	Sewer Plant Maintenance		405 000 535 Sewer Operatin	74.01	Propane	
535 10 48 02	Sewer Plant Maintenance		405 000 535 Sewer Operatin	61.78	Map Pro Kit	

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City Of Mattawa

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18051	03/20/2025	03/20/2025	1900	MATTAWA TIRE SERVICES LLC	524.58	MPD- Vehicle Maint. 2021 Ford Explorer
	521 20 48 00	Vehicle Repair And Mainte	001 000 521	Current Expens	524.58	MPD- Vehicle Maint. 2021 Ford Explorer- Axle Assembly
18066	03/20/2025	03/20/2025	625	NORCO	28.36	Cylinder Rental
	534 10 31 02	Chlorine	401 000 534	Water Operatin	28.36	Cylinder Rental
18067	03/20/2025	03/20/2025	434	OXARC	56.95	Chlorine Cylinder
	534 10 31 02	Chlorine	401 000 534	Water Operatin	56.95	Chlorine Cylinder
18065	03/20/2025	03/20/2025	2798	PACIFIC OFFICE AUTOMATION	345.27	Ink Usage For Month Feb, 2025
	518 70 45 01	Copier Lease	001 000 518	Current Expens	86.32	Ink Usage For Month Feb, 2025
	521 20 31 00	Office Supplies	001 000 521	Current Expens	86.32	Ink Usage For Month Feb, 2025
	534 10 45 01	Copier Lease	401 000 534	Water Operatin	86.32	Ink Usage For Month Feb, 2025
	535 10 45 01	Copier Lease	405 000 535	Sewer Operatin	86.31	Ink Usage For Month Feb, 2025
18063	03/20/2025	03/20/2025	1712	Q. GLOBAL	1,211.00	WGL Phase 3- Fire Marshall Plan Review And Inspections
	558 50 41 00	Building Permit & Plan Rev	001 000 558	Current Expens	1,211.00	WGL Phase 3- Fire Marshall Plan Review And Inspections
18058	03/20/2025	03/20/2025	2729	QUADIENT FINANCE USA INC.	217.80	Postage Machine Lease March28- June 27, 2025
	591 14 70 00	Postage Machine Lease - C	001 000 591	Current Expens	43.56	Postage Machine Lease March28- June 27, 2025
	591 21 70 02	Postage Machine Lease - PI	001 000 591	Current Expens	43.56	Postage Machine Lease March28- June 27, 2025
	591 34 70 00	Postage Machine Lease - P	401 000 591	Water Operatin	43.56	Postage Machine Lease March28- June 27, 2025
	591 35 70 01	Postage Machine Lease - P	405 000 591	Sewer Operatin	43.56	Postage Machine Lease March28- June 27, 2025
	591 37 70 00	Postage Machine Lease - P	420 000 591	Solid Waste Fu	43.56	Postage Machine Lease March28- June 27, 2025
18080	03/20/2025	03/20/2025	2729	QUADIENT FINANCE USA INC.	70.14	Postage Machine- Property Tax Recovery
	518 30 44 00	Central Services - Taxes An	001 000 518	Current Expens	70.14	Postage Machine- Property Tax Recovery
18059	03/20/2025	03/20/2025	3416	SCJ ALLIANCE	1,483.50	Mattawa Climate And Resiliency Element- Period Feb. 1- Feb 28, 2025
	558 60 41 04	Mattawa Climate & Resilie	001 000 558	Current Expens	1,483.50	Mattawa Climate And Resiliency Element- Period Feb. 1- Feb 28, 2025
18060	03/20/2025	03/20/2025	3416	SCJ ALLIANCE	4,673.00	Planning Services- Period Feb. 1- Feb 28, 2025
	558 60 41 00	Planning-Zoning & Land U	001 000 558	Current Expens	4,673.00	Planning Services- Period Feb. 1- Feb 28, 2025

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18073	03/20/2025	03/20/2025	3299		
			SOILTEST FARM CONSULTANTS INC	748.00	WWTP RC Samples
	535 10 41 02	Testing Samples	405 000 535 Sewer Operatin	748.00	WWTP RC Samples
18061	03/20/2025	03/20/2025	1979		
			THE BUILDING DEPARTMENT LLC	6,361.25	Fire/Rental Inspections & Building Permit Fees
	524 20 41 00	Rental/Fire Inspection Cost	001 000 524 Current Expens	1,600.00	Fire/Rental Inspections
	558 50 41 00	Building Permit & Plan Rev	001 000 558 Current Expens	4,761.25	Building Permit Fees
18069	03/20/2025	03/20/2025	2140		
			THINK TANK SANITATION INC.	180.00	Portable Restroom Park
	576 80 47 00	Park Utilities	001 000 576 Current Expens	180.00	Portable Restroom Park
18054	03/20/2025	03/20/2025	554		
			U.S. BANK MUN INV. ACCOUNT	26.00	Bank Fees Feb. 2025
	514 23 41 01	Banking And Visa/Mercha	001 000 514 Current Expens	26.00	Bank Fees Feb. 2025
18070	03/20/2025	03/20/2025	143		
			WA STATE DEPT OF ECOLOGY	1,526.55	Biosolids Annual 2025 Permit Fees
	535 10 51 00	Permit Fees	405 000 535 Sewer Operatin	1,526.55	Biosolids Annual 2025 Permit Fees
18072	03/20/2025	03/20/2025	2957		
			WASTE MANAGEMENT	144.01	WWTP Waste Services
	535 10 47 00	Utilities	405 000 535 Sewer Operatin	144.01	WWTP Waste Services
18074	03/20/2025	03/20/2025	3871		
			YAKIMA LOCK & SAFE LLC	520.32	PW-Keys
	534 10 31 00	Office Supplies	401 000 534 Water Operatin;	271.00	Keys For Water System
	535 10 31 00	Office Supplies	405 000 535 Sewer Operatin	249.32	Keys For WWTP

Report Total: 149,543.54

Fund	
001 Current Expense Fund	25,017.76
101 Street Fund	17,067.00
401 Water Operating Fund	6,760.66
405 Sewer Operating Fund	5,442.33
411 Water Capital Improvement	41,555.09
412 Sewer Capital Improvement	30,901.07
420 Solid Waste Fund	22,799.63

This report has been reviewed by:



Anabel Martinez - City Clerk

03/18/25

Date

REMARKS:

TREASURER'S REPORT

Fund Totals

City Of Mattawa

Time: 15:18:54 Date: 03/07/2025

11/01/2024 To: 11/30/2024

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Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 Current Expense Fund	1,024,619.95	190,417.29	105,106.77	1,109,930.47	7,700.73	43,140.65	-315.07	1,160,456.78
101 Street Fund	307,973.33	6,073.93	8,560.83	305,486.43	5,358.08	407.50	-72.00	311,180.01
102 Police Vehicle Fund	23,905.26	5.59	131,739.87	-107,829.02	5,925.38	0.00	-5.59	-101,909.23
103 Multimodal Transportation Fund	94,702.76	0.00		94,702.76	0.00	0.00	0.00	94,702.76
106 LFRF Fund	277,184.97	0.00		277,184.97	0.00	0.00	0.00	277,184.97
107 Public Safety Tax Fund	145,642.67	25,079.71	5,504.76	165,217.62	0.00	0.00	0.00	165,217.62
140 Transportation Benefit Fund	428,049.55	8,361.37		436,410.92	0.00	0.00	0.00	436,410.92
350 Capital Improvement Fund	299,065.01	239.58		299,304.59	0.00	0.00	-69.92	299,234.67
401 Water Operating Fund	912,584.55	72,888.50	62,134.90	923,338.15	765.86	7,280.40	-414.10	930,970.31
402 Water Bond Debt Fund	41,382.14	0.00		41,382.14	0.00	0.00	0.00	41,382.14
403 Customer Deposit Fund	1,900.00	200.00		2,100.00	225.70	0.00	0.00	2,325.70
404 Water Bond Reserve Fund	79,333.63	0.00		79,333.63	0.00	0.00	0.00	79,333.63
405 Sewer Operating Fund	166,527.64	982,935.57	175,981.21	973,482.00	2,446.33	7,165.76	-755.27	982,338.82
406 Sewer Debt Fund	536,669.16	125.47		536,794.63	0.00	0.00	-125.47	536,669.16
407 Water Emergency Fund	63,297.38	14.80		63,312.18	0.00	0.00	-14.80	63,297.38
408 Sewer Emergency Fund	21,540.56	5.04		21,545.60	0.00	0.00	-5.04	21,540.56
410 Sewer Reserve Fund	84,887.90	19.85		84,907.75	0.00	0.00	-19.85	84,887.90
411 Water Capital Improvement	669,626.86	20,856.55	73,699.69	616,783.72	1,083.74	0.00	-156.55	617,710.91
412 Sewer Capital Improvement	-611,484.57	1,499,980.93	27,592.78	860,903.58	0.00	0.00	0.00	860,903.58
413 Water Deposits	12,727.47	0.00		12,727.47	0.00	0.00	0.00	12,727.47
414 Sewer Deposits	12,427.46	0.00		12,427.46	0.00	0.00	0.00	12,427.46
420 Solid Waste Fund	128,797.82	33,175.75	36,558.20	125,415.37	0.00	1,265.52	-504.84	126,176.05
460 Water System Construction	73,796.49	0.00		73,796.49	0.00	0.00	0.00	73,796.49
639 Custodial Fund	706.50	89.00		795.50	0.00	0.00	0.00	795.50
	4,795,864.49	2,840,468.93	626,879.01	7,009,454.41	23,505.82	59,259.83	-2,458.50	7,089,761.56

(A)

(C)

(B)

(D)

TREASURER'S REPORT

Account Totals

City Of Mattawa

11/01/2024 To: 11/30/2024

Time: 15:18:54 Date: 03/07/2025

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Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1 Checking	1,789,214.21	2,770,342.56	613,929.81	3,945,626.96	-1,421.45	82,765.65	4,026,971.16
2 Petty Cash - PUD	300.00	0.00	0.00	300.00	0.00	0.00	300.00
3 Petty Cash - TOM	400.00	0.00	0.00	400.00	0.00	0.00	400.00
5 LGIP	267,027.67	1,037.05	0.00	268,064.72	-1,037.05	0.00	267,027.67
6 US Bond 3.6 Yr.	1,000,000.00	0.00	0.00	1,000,000.00	0.00	0.00	1,000,000.00
7 US Bond 4 Yr.	1,004,785.00	0.00	0.00	1,004,785.00	0.00	0.00	1,004,785.00
8 US Bond 2.6 Yr.	717,566.13	0.00	0.00	717,566.13	0.00	0.00	717,566.13
9 Xpress EFT	16,571.48	56,140.12	0.00	72,711.60	0.00	0.00	72,711.60
Total Cash:	4,795,864.49	2,827,519.73	613,929.81	7,009,454.41	-2,458.50	82,765.65	7,089,761.56
	4,795,864.49	2,827,519.73	613,929.81	7,009,454.41	-2,458.50	82,765.65	7,089,761.56

(A)

(B)

TREASURER'S REPORT

Outstanding Vouchers

City Of Mattawa

11/01/2024 To: 11/30/2024

As Of: 11/30/2024 Date: 03/07/2025

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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2024	3593	11/27/2024	Util Pay	1		BATCH UTILITY CUSTOMER	397.44	
2024	3602	11/27/2024	Tr Rec	1		UTILITY TAX TELEPHONE	5.23	
2024	3603	11/27/2024	Tr Rec	1		UTILITY TAX TELEPHONE	7.16	
2024	3604	11/27/2024	Tr Rec	1		UTILITY TAX TELEPHONE	15.19	
2024	3605	11/27/2024	Tr Rec	1		UTILITY TAX TELEPHONE	47.95	
2024	3607	11/28/2024	Util Pay	1		XPRESS BILL PAY	131.39	Xpress Import - CC - 11-28-2024__daily_batch.csv
2024	3608	11/29/2024	Util Pay	1		XPRESS BILL PAY	525.56	Xpress Import - CC - 11-29-2024__daily_batch.csv
2024	3609	11/30/2024	Util Pay	1		XPRESS BILL PAY	291.53	Xpress Import - CC - 11-30-2024__daily_batch.csv
Receipts Outstanding:							1,421.45	(C)
2024	3596	11/29/2024	Payroll	1	EFT	AFLAC	495.08	Pay Cycle(s) 11/01/2024 To 11/30/2024 - AFLAC PRE TAX; Pay Cycle(s) 11/01/2024 To 11/30/2024 - AFLAC
2024	3601	11/29/2024	Payroll	1	EFT	WASHINGTON TEAMSTERS WELFARE TRUST	12,230.40	Pay Cycle(s) 11/01/2024 To 11/30/2024 - Teamsters Medical
2024	3600	11/29/2024	Payroll	1	EFT	WA STATE SUPPORT REGISTRY	508.88	Pay Cycle(s) 11/01/2024 To 11/30/2024 - Child Support
2024	3599	11/29/2024	Payroll	1	EFT	WA STATE DEPT. OF RETIREMENT	12,362.30	Pay Cycle(s) 11/01/2024 To 11/30/2024 - PERS 2; Pay Cycle(s) 11/01/2024 To 11/30/2024 - LEOFF 2
2024	3597	11/29/2024	Payroll	1	EFT	AWC EMPLOYEE BENEFIT TRUST	8,648.58	Pay Cycle(s) 11/01/2024 To 11/30/2024 - AWC Employee Benefit Trust
2024	3598	11/29/2024	Payroll	1	EFT	COLUMBIA BANK 1117 MATTAWA	22,512.88	941 Deposit for Pay Cycle(s) 11/01/2024 - 11/30/2024
2019	2585	09/05/2019	Claims	1	17351	MAYBELINE PANTALEON	46.88	Reimb. On Fuel /Meal During Interview W/ DEA In Spokane, WA
2020	1766	05/07/2020	Claims	1	17808	STRIPE RITE INC.	2,848.04	PW- Parts/Supplies
2020	1769	05/07/2020	Claims	1	17811	U.S. BANK MUN INV. ACCOUNT	26.00	Bank Fee March '20
2020	2166	06/04/2020	Claims	1	17854	JUAN CARLOS LEDEZMA	25.00	Reimbursement Pesticide Field Test
2020	3039	08/06/2020	Claims	1	17967	Martin Rojas - Lopez	5.20	Refund Utility Deposit
2020	3425	09/03/2020	Claims	1	18021	Irma Ponce Garcia	5.30	Refund Utility Deposit
2020	4875	12/17/2020	Claims	1	18259	YESSICA CRUZ GARCIA	15.20	Refund Utility Deposit
2021	597	02/04/2021	Claims	1	18361	JONATHAN HERNANDEZ NUNEZ	100.00	Refund Utility Deposit
2023	1335	05/04/2023	Claims	1	19803	LAUREANO BARAJAS	100.00	Refund Utility Deposit
2023	3344	11/16/2023	Claims	1	20128	ACTION TARGET LAW ENFORCEMENT TARGETS INC	511.18	MPD-Supplies
2023	3353	11/16/2023	Claims	1	20137	RWC GROUP	1,464.14	PW- Maintance On Jetter Truck; PW- Maintance On Jetter Truck

TREASURER'S REPORT

Outstanding Vouchers

City Of Mattawa

11/01/2024 To: 11/30/2024

As Of: 11/30/2024 Date: 03/07/2025

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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2024	1559	05/16/2024	Claims	1	20452	U.S. BANK MUN INV. ACCOUNT	26.00	Bank Fees April 2024
2024	2522	08/15/2024	Claims	1	20596	U.S. BANK MUN INV. ACCOUNT	26.00	Bank Fees July 2024
2024	2921	09/25/2024	Claims	1	20656	CHICAGO TITLE COMPANY	1,083.74	Earnest Money Deposit (Troxel Property)
2024	3363	11/07/2024	Claims	1	20703	MAIL DROP 1GH2X2 COLUMBIA BANK MERCHANT SERVICES	0.00	Ad. For Public Hearing Notice S4 Retail Variance CUP-VOID WRONG VENDOR
2024	3366	11/07/2024	Claims	1	20706	EVERGREEN RURAL WATER	750.00	2025 Annual Conference And Tradeshow
2024	3504	11/21/2024	Claims	1	20731	CODE PUBLISHING INC	769.70	Municipal Code Update Legacy
2024	3510	11/21/2024	Claims	1	20737	GRANT COUNTY PUD	1,985.04	Power Billing Oct. 2024
2024	3514	11/21/2024	Claims	1	20741	KATHERINE L. KENISON P.S	3,960.00	Legal Fees Oct. 2024
2024	3516	11/21/2024	Claims	1	20743	MATTAWA TIRE SERVICES LLC	27.55	MPD-Vehicle Repair And Maintenance
2024	3517	11/21/2024	Claims	1	20744	MPH INDUSTRIES	5,925.38	MPD-Patorl Vehicle Equipment
2024	3519	11/21/2024	Claims	1	20746	OUR LADY OF DESERT PARISH- CHURCH	500.00	Refund Parade Deposit (9.14.24)
2024	3523	11/21/2024	Claims	1	20750	PERFORMANCE TIRE INC	2,181.42	MPD-vehicle Repair And Maint.; MPD-Vehicle Repair And Maint.; MPD-Vehicle Maint.
2024	3524	11/21/2024	Claims	1	20751	RAULS BARBERSHOP LLC	100.00	Refund-Department Of Revenue Licenses Fee
2024	3525	11/21/2024	Claims	1	20752	RIO'S AUTO AG SUPPLY	15.86	PW-Parts/Supplies
2024	3526	11/21/2024	Claims	1	20753	SOILTEST FARM CONSULTANTS INC	838.00	RC Samples
2024	3528	11/21/2024	Claims	1	20755	U.S. BANK MUN INV. ACCOUNT	26.00	Bank Fees Oct. 2024
2024	3531	11/21/2024	Claims	1	20758	WASTE MANAGEMENT	144.19	WWTF Waste Disposal
2019	730	02/28/2019	Payroll	1	31522	BRIAN BERGHOUT	57.71	
2024	1007	03/29/2024	Payroll	1	31933	BRIAN BERGHOUT	115.44	
2024	1356	04/30/2024	Payroll	1	31941	BRIAN BERGHOUT	57.71	
2024	2023	06/28/2024	Payroll	1	31954	BRIAN BERGHOUT	115.44	
2024	3301	10/31/2024	Payroll	1	31981	ANTONIO D ACOSTA	115.44	
2024	3307	10/31/2024	Payroll	1	31985	FABIOLA G HERNANDEZ	115.44	
2024	3336	10/31/2024	Payroll	1	31987	WA STATE LABOR COALITION	192.00	Pay Cycle(s) 10/01/2024 To 10/31/2024 - Union Dues (PD)
2024	3570	11/29/2024	Payroll	1	31988	ANTONIO D ACOSTA	115.44	
2024	3572	11/29/2024	Payroll	1	31989	SILVIA BARAJAS	57.71	
2024	3573	11/29/2024	Payroll	1	31990	BRIAN BERGHOUT	115.44	
2024	3574	11/29/2024	Payroll	1	31991	MARIA MAGGIE CELAYA	873.50	
2024	3577	11/29/2024	Payroll	1	31992	FABIOLA G HERNANDEZ	115.44	
2024	3594	11/29/2024	Payroll	1	31993	TEAMSTERS LOCAL #760	263.00	Pay Cycle(s) 11/01/2024 To 11/30/2024 - Union Dues
2024	3595	11/29/2024	Payroll	1	31994	WA STATE LABOR COALITION	192.00	Pay Cycle(s) 11/01/2024 To 11/30/2024 - Union Dues (PD)

TREASURER'S REPORT

Outstanding Vouchers

City Of Mattawa

11/01/2024 To: 11/30/2024

As Of: 11/30/2024 Date: 03/07/2025

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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
							82,765.65	
2024	3984	11/30/2024	Tr Rec	5		WA STATE INVESTMENT POOL	1,037.05	Nov. '24 Interest
							1,037.05	Ⓢ
Receipts Outstanding:							82,765.65	Ⓢ

Fund	Claims	Payroll	Total
001 Current Expense Fund	7,700.73	43,140.65	50,841.38
101 Street Fund	5,358.08	407.50	5,765.58
102 Police Vehicle Fund	5,925.38	0.00	5,925.38
401 Water Operating Fund	765.86	7,280.40	8,046.26
403 Customer Deposit Fund	225.70	0.00	225.70
405 Sewer Operating Fund	2,446.33	7,165.76	9,612.09
411 Water Capital Improvement	1,083.74	0.00	1,083.74
420 Solid Waste Fund	0.00	1,265.52	1,265.52
	23,505.82	59,259.83	82,765.65

TREASURER'S REPORT

Signature Page

City Of Mattawa

Time: 15:18:54 Date: 03/07/2025

11/01/2024 To: 11/30/2024

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

Signed: Shabalcey 3/7/25 Signed: _____
Clerk / Treasurer / Date Mayor / Date

CHANGE ORDER

Project Title	Well 2 Re-Equipping		
Owner	City of Mattawa	Contractor Name	POW Contracting
Change Order No.	2	Contractor Address	P.O. Box 4772 Pasco, WA 99301
Change Order Date	March 20, 2025		
G&O No.	24846		

The following changes are hereby made to the Contract Documents:

ITEM 1: Concrete Pad

Add four 5' x 5' x 6" sidewalk panels on the north side of the wellhouse, relocate proposed bollard, and grade area to drain away from the building and in accordance with the site grading and sidewalk details shown on the Plans.

The lump sum cost for this work is:.....\$3,950.00

Justification: The additional work is at the request of the Owner.

Working Days: 1 working day is added to the Substantial and Physical Completion Contract Times.

ITEM 2: Epoxy Coating

Coat the floor of the wellhouse interior with a protective epoxy coating in accordance with the manufacturer's recommendations. This work consists of preparation of existing floor surface, furnishing and installing two coats of epoxy coating with a minimum total thickness of 50 mils, cleanup, and the associated additional labor. Epoxy coating shall be Sherwin Williams Resuflor Aqua 3460, or approved equal.

The lump sum cost for this work is:.....\$17,150.00

Justification: The additional work is at the request of the Owner.

Working Days: 4 working days are added to the Substantial and Physical Completion Contract Times.

CHANGE TO CONTRACT PRICE

Original Contract Amount (without tax):	\$2,028,000.00
Current Contract Amount, as adjusted by previous change orders:	\$2,044,025.00
The Contract Amount due to this Change Order will be increased by:	\$21,100.00
The new Contract Amount (without tax) due to this Change Order will be:	\$2,065,125.00



March 13, 2025

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

SUBJECT: PROGRESS ESTIMATE 4, WELL 2 RE-EQUIPPING
CITY OF MATTAWA, GRANT COUNTY, WASHINGTON
G&O #24846.00

Dear Ms. Martinez:

We have enclosed Progress Estimate 4 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: \$100,925.99

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

Sincerely,

GRAY & OSBORNE, INC.

A handwritten signature in black ink, appearing to read 'Jared McMeen', is written over a light blue horizontal line.

Jared D. McMeen, P.E.

JDM/js
Encl.
By email

PROGRESS ESTIMATE 4
MARCH 13, 2025

CITY OF MATTAWA
GRANT COUNTY
WASHINGTON

PROGRESS ESTIMATE PERIOD
FEBRUARY 13, 2025 TO MARCH 12, 2025

PROJECT:
CITY OF MATTAWA
WELL 2 RE-EQUIPPING
G&O JOB NUMBER #24846

CONTRACTOR:
POW CONTRACTING
P.O BOX 4772
PASCO, WA 99301

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 and Demobilization	1 LS	\$175,000.00	0.00%	50.00%	\$0.00	\$87,500.00	50%
2	Minor Change	1 CALC	\$40,000.00	0.00%	0.00%	\$0.00	\$0.00	0%
3	New Electrical Service	1 CALC	\$15,000.00	0.00%	0.00%	\$0.00	\$0.00	0%
4	Erosion Control	1 LS	\$7,500.00	5.00%	65.00%	\$375.00	\$4,875.00	65%
5	SPCC Plan	1 LS	\$2,000.00	0.00%	100.00%	\$0.00	\$2,000.00	100%
6	Survey	1 LS	\$25,000.00	0.00%	80.00%	\$0.00	\$20,000.00	80%
7	Trench Excavation Safety Systems	1 LS	\$1,000.00	5.00%	100.00%	\$50.00	\$1,000.00	100%
8	Demolition	1 LS	\$45,000.00	0.00%	100.00%	\$0.00	\$45,000.00	100%
9	Unsuitable Excavation	20 CY	\$25.00	0.00	0.00	\$0.00	\$0.00	0%
10	Bank Run Gravel for Trench Backfill	100 TN	\$25.00	40.00	80.00	\$1,000.00	\$2,000.00	80%
11	Site Piping and Appurtenances	1 LS	\$126,500.00	11.17%	91.80%	\$14,125.00	\$116,125.00	92%
12	Well 2 Building	1 LS	\$495,000.00	5.15%	56.47%	\$25,500.00	\$279,545.00	56%
13	Well 2 Pump	1 LS	\$255,000.00	0.00%	5.88%	\$0.00	\$15,000.00	6%
14	Well 2 Chlorination System	1 LS	\$55,000.00	0.00%	6.36%	\$0.00	\$3,500.00	6%
15	HVAC	1 LS	\$55,000.00	2.27%	9.09%	\$1,250.00	\$5,000.00	9%
16	Plumbing	1 LS	\$30,000.00	0.00%	45.00%	\$0.00	\$13,500.00	45%
17	Piping, Valves, and Appurtenances	1 LS	\$65,000.00	13.46%	48.50%	\$8,750.00	\$31,525.00	49%
18	Electrical and Instrumentation	1 LS	\$383,000.00	3.71%	29.65%	\$14,200.00	\$113,550.00	30%
19	Generator	1 LS	\$125,000.00	3.00%	7.00%	\$3,750.00	\$8,750.00	7%
20	Fencing and Restoration	1 LS	\$125,000.00	1.60%	6.60%	\$2,000.00	\$8,250.00	7%

**PROGRESS ESTIMATE 4
MARCH 13, 2025**

CITY OF MATTAWA
GRANT COUNTY
WASHINGTON

PROGRESS ESTIMATE PERIOD
FEBRUARY 13, 2025 TO MARCH 12, 2025

PROJECT:
CITY OF MATTAWA
WELL 2 RE-EQUIPPING
G&O JOB NUMBER #24846

CONTRACTOR:
POW CONTRACTING
P.O BOX 4772
PASCO, WA 99301

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	
CHANGE ORDERS:								
CO1	Item 1 - Well Deviation Survey	1 LS	\$6,500.00	0.00%	100.00%	\$0.00	\$6,500.00	100%
	Item 2 - Upgrade to Anti-Graffiti Sealant for CMU	1 LS	\$7,250.00	0.00%	0.00%	\$0.00	\$0.00	0%
	Item 3 - Fiber Conduit Upsize	1 LS	\$2,275.00	100.00%	100.00%	\$2,275.00	\$2,275.00	100%

**PROGRESS ESTIMATE 4
MARCH 13, 2025**

CITY OF MATTAWA
GRANT COUNTY
WASHINGTON

PROGRESS ESTIMATE PERIOD
FEBRUARY 13, 2025 TO MARCH 12, 2025

PROJECT:
CITY OF MATTAWA
WELL 2 RE-EQUIPPING
G&O JOB NUMBER #24846

CONTRACTOR:
POW CONTRACTING
P.O BOX 4772
PASCO, WA 99301

	PROJECT COSTS	
	AMOUNT THIS PERIOD	AMOUNT TO DATE
SUBTOTAL EARNED TO DATE	\$73,275.00	\$765,895.00
SALES TAX	8.40% \$6,155.10	\$64,335.18
MATERIALS ON HAND	\$21,495.89	\$37,171.19
TOTAL	\$100,925.99	\$867,401.37
TOTAL EARNED TO DATE LESS RETAINAGE		\$867,401.37
<u>LESS AMOUNTS PREVIOUSLY PAID</u>		
PROGRESS ESTIMATE 1		\$431,555.62
PROGRESS ESTIMATE 2		\$109,913.70
PROGRESS ESTIMATE 3		\$225,006.06
TOTAL PAYMENT NOW DUE:	\$100,925.99	\$100,925.99
ORIGINAL CONTRACT AMOUNT (WITHOUT TAX)	\$2,028,000.00	
CONTRACT AMOUNT WITH CHANGE ORDERS	\$2,044,025.00	
CONTRACT PERCENTAGE TO DATE	38%	

**PROGRESS ESTIMATE 4
MARCH 13, 2025**

CITY OF MATTAWA
GRANT COUNTY
WASHINGTON

PROGRESS ESTIMATE PERIOD
FEBRUARY 13, 2025 TO MARCH 12, 2025

PROJECT:
CITY OF MATTAWA
WELL 2 RE-EQUIPPING
G&O JOB NUMBER #24846

CONTRACTOR:
POW CONTRACTING
P.O BOX 4772
PASCO, WA 99301

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

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

GRAY & OSBORNE, INC.

POW CONTRACTING


JARED D. MCMEEN, P.E.


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	NOVEMBER 12, 2024 TO DECEMBER 13, 2024	\$365,750.00	8.40%	\$30,723.00	\$35,082.62	\$0.00	\$431,555.62
2	DECEMBER 14, 2024 TO JANUARY 8, 2025	\$99,750.00	8.40%	\$8,379.00	\$1,784.70	\$0.00	\$109,913.70
3	JANUARY 9, 2025 TO FEBRUARY 12, 2025	\$227,120.00	8.40%	\$19,078.08	(\$21,192.02)	\$0.00	\$225,006.06
4	FEBRUARY 13, 2025 TO MARCH 12, 2025	\$73,275.00	8.40%	\$6,155.10	\$21,495.89	\$0.00	\$100,925.99
TOTAL:		\$765,895.00		\$64,335.18	\$37,171.19	\$0.00	\$867,401.37

**CITY OF MATTAWA
STAFF REPORT**

To: Mayor Celaya and City Council
 From: Public Works Department
 Date: March 20, 2025
 Proceeding Type: New Business
 Subject: Paul Lauzier Charitable Foundation Grant Application & Submittal

Legislative History:

- | | |
|------------------------|----------------|
| • First Presentation: | March 20, 2025 |
| • Second Presentation: | |
| • Requested Action: | Motion Needed |
-

Staff Report Summary

The subject in front of City Council is to authorize staff to submit the 2025 Paul Lauzier Charitable Grant, due Wednesday, April 30, 2025.

Background

The Paul Lauzier Charitable Grant is an annual grant the prefers to fund programs and projects geographically located in rural communities in central and eastern Washington, with an emphasis within Grant County. The City has been awarded this grant in the past, which provided funding for the current playground equipment and an additional fenced basketball court. Staff will continue working with community members, partners, and organizations. The grant proposal will focus on the design and construction of restrooms (modular or stick built). The funds being requested is estimated at \$450,000 - \$500,000 with the city matching up to 10% (\$45,000 to \$50,000) Letters of recommendation will be requested from various agencies.

Fiscal and Policy Implications

Financial impacts are expected to be up to \$50,000 in grant project contributions that derive from park donations, general, water and sewer capital fund. and ending balance of general funds. To include match funds were donated to the City by Columbia Basin Health Association to “use in ways that encourages childhood wellness”. No policy implications are anticipated; besides grant reporting if awarded. The maintenance of the restroom’s facilities will become city responsibility.

FUND	BARS	LINE ITEM	AMOUNT BUDGETED	CURRENT EXPENDITURE	REMAINING AMOUNT
Park Facilities	TBD	Park Donations*			\$15,000*
350 Capital Improvement Fund	TBD	General Capital Fund			\$300,000
411 Capital Improvement Fund	TBD	Water Capital Fund			\$490,000
412 Capital Improvement Fund	TBD	Sewer Capital Fund			\$650,000
TOTAL					\$1,455,000

*estimated, pending budget amendment

Options

1. Authorize staff to submit for the 2025 Paul Lauzier Charitable Grant due Wednesday , April 30 with a city match amount not to exceed \$50,000 and continue working with community partners, members, and G&O engineering .
2. Do not authorize staff to submit for the 2025 Paul Lauzier Charitable Grant.

Staff Recommendation

- Authorize staff to submit for the 2025 Paul Lauzier Charitable Grant due Wednesday , April 30 with a city match amount not to exceed \$50,000 and continue working with community partners, members, and G&O engineering .

Attachments

A.	Park Restroom Location Map
B.	Application and Required reporting
C.	Budget Position Capital funds

The following documents are attached and subject for review:

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

Examples of Restrooms

*Depending on funding





Scholarship Application CLOSED -- Deadline 3/3/2025 at 5:00pm
Charitable Grant Application OPEN -- Deadline 4/30/2025 at 11:59pm

[HOME](#) [CHARITABLE FOUNDATION](#) [SCHOLARSHIP FOUNDATION](#) [ABOUT](#) [CONTACT](#) [PHOTO GALLERY](#)

You are here: [Home](#) / Charitable Foundation

Search this website

Charitable Foundation

[Click here](#) to see the list of 2024 Paul Lauzier Charitable Grant recipients.

The next application deadline is **Wednesday, April 30, 2025** at apply.mykaleidoscope.com/program/PLCF.

The Paul Lauzier Charitable Foundation was created pursuant to the Last Will and Testament of Paul Lauzier. During his lifetime, Mr. Lauzier made numerous contributions to religious, educational and community organizations. His legacy of charitable giving continues through annual grants awarded by the Paul Lauzier Charitable Foundation in support of community development, youth programs, public health and safety, education and agriculture. There is no geographical limitation for funding requests. However, the Paul Lauzier Charitable Foundation prefers to fund programs and projects geographically located in rural communities in central and eastern Washington, with an emphasis within Grant County.



The Paul Lauzier Charitable Foundation provides funding on an annual basis. The Foundation also provides support in the form of long-term grants disbursed over several years. **The Foundation will consider funding requests for program support, equipment and capital projects.** Operating costs such as rent, utilities, payroll, etc. will not be considered.

The trustees' decision to award a charitable grant does not constitute any agreement or commitment of future support.

Grants are made subject to the condition that a selected organization is a nonprofit tax-exempt entity under Section 501(c)(3) of the Internal Revenue Code to which a gift qualifies as a charitable contribution under Section 170(c) and as a charitable deduction under Section 2055 (a) and Section 2522 (a). Schools, towns, cities, healthcare entities and governmental agencies may also apply.

The Foundation welcomes collaboration with other grantors and encourages grantees with multiple sources of funding support.

The Paul Lauzier Charitable Foundation will NOT:

- award grants to individuals.
- award grants for overhead expenses or operating costs such as payroll, rent and utilities.
- award grants for debt retirement, political campaigns, tuition assistance or any non-exempt activity.
- award grants to organizations that discriminate on the basis of ethnicity, gender, religion or physical ability.

CONTACT

Post Office Box 1230
117 Basin Street Northwest
Ephrata, Washington 98823

Ph. (509) 754-3209
Fx (509) 754-8481
Email info@lauzier.org

YOU CAN JOIN US IN OUR SCHOLARSHIP AND CHARITABLE GIVING!

Contact our office to learn more about donating to the Paul Lauzier Foundation.

Scholarship Application CLOSED -- Deadline 3/3/2025 at 5:00pm
Charitable Grant Application OPEN -- Deadline 4/30/2025 at 11:59pm

[HOME](#) [CHARITABLE FOUNDATION](#) [SCHOLARSHIP FOUNDATION](#) [ABOUT](#) [CONTACT](#) [PHOTO GALLERY](#)

You are here: [Home](#) / [Charitable Foundation](#) / 2024 Charitable Recipient List

[Search this website](#)

2024 Charitable Recipient List

2024 TOTAL AWARDED: \$882,000.00

GRAND TOTAL OF CHARITABLE GRANTS AWARDED:
\$15,451,925.00

LONG-TERM PLEDGES:

1. BIG BEND COMMUNITY COLLEGE FOUNDATION, \$300,000.00 TOTAL--Greenhouse Learning Center (Year 1 of 3)
2. CITY OF EPHRATA, \$400,000.00 TOTAL--Sports Complex Addition (beginning 2025)
3. GRANT COUNTY ANIMAL OUTREACH, \$500,000.00 TOTAL--New Animal Shelter for Grant County (beginning 2025)
4. GRANT COUNTY PUBLIC HOSPITAL DISTRICT NO. 5, \$200,000.00 total--Mattawa Community Medical Clinic Expansion (Year 2 of 2)
5. ROYAL CITY FRIENDS OF THE LIBRARY, \$500,000.00 TOTAL--Royal City Library Capital Project (Year 2 of 3)
6. SAMARITAN HEALTHCARE FOUNDATION, \$1,000,000.00 TOTAL--Surgical and Infusion Center (Year 1 of 5)

ANNUAL GRANTS:

1. BBCC FOUNDATION--Cellarbration! for Education
2. BEHIND THE BADGE FOUNDATION--Program Support
3. BOYS & GIRLS CLUB OF THE COLUMBIA BASIN--Front Entrance Safety Upgrades
4. CANCER CARE OF NCW--Social Services Assistance
5. CARE MOSES LAKE--Van Purchase
6. CENTRAL COLUMBIA SENIOR LIVING--The Cambridge Capital Improvements
7. COLUMBIA BASIN CANCER FOUNDATION--Access to Care Gas Card Program
8. COLUMBIA BASIN YOUTH BASEBALL/SOFTBALL--Enforcers Softball
9. COULEE CITY SENIOR CITIZENS--Senior Center Roof Replacement
10. DUCKS UNLIMITED--Program Support
11. EPHRATA CHAMBER OF COMMERCE--Sage-n-Sun
12. EHS FFA--Program Support
13. EPHRATA HIGH SCHOOL PE DEPARTMENT--Weight Room & Fitness Center Improvements
14. EPHRATA UNITED METHODIST CHURCH--Kitchen Equipment
15. GRANT COUNTY CATTLEMEN'S ASSOCIATION--Program Support
16. HOLY TRINITY LUTHERAN CHURCH--OMNY Summer Program
17. LAST STAND JUNIOR RODEO--Program Support
18. ONLY7SECONDS--Youth Loneliness Program Resources & Implementation
19. SAMARITAN HEALTHCARE FOUNDATION--Bourbon & Bowties
20. SOAP LAKE FOOD BANK--Roof Replacement
21. SOAP LAKE PARENTS FOR KIDS--SLHS Cheer
22. SOAP LAKE SCHOOL DISTRICT--SLHS Shop Safety Upgrades
23. WASHINGTON STATE GRANGE FOUNDATION/WHITE TRAIL GRANGE--Grange Hall Capital Improvements
24. WILSON CREEK SCHOOL DISTRICT--Weight Room Upgrades
25. YOUTH DYNAMICS--Youth Center Loft Renovation

2025 BUDGET POSITION

City Of Mattawa

Time: 11:21:29 Date: 03/10/2025

Source Codes 000 To: 999

Page: 1

01/01/2025 To: 12/31/2025

Revenues	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 31 03 50 Beg Bal Res Capital Imp Fund	300,000.00	0.00	300,000.00	0.0%
308 Beginning Balances	300,000.00	0.00	300,000.00	0.0%

310 Taxes

318 34 00 00 Real Estate Excise Tax	5,000.00	30.31	4,969.69	0.6%
310 Taxes	5,000.00	30.31	4,969.69	0.6%

330 Intergovernmental Revenues

337 05 14 01 Grant County SIP Grant Government Road	0.00	0.00	0.00	0.0%
330 Intergovernmental Revenues	0.00	0.00	0.00	0.0%

360 Interest & Other Earnings

361 10 03 50 Investment Interest	800.00	0.00	800.00	0.0%
361 10 53 50 Prepaid Interest/Premium On Bond Purch	0.00	0.00	0.00	0.0%
369 90 00 00 Earnest Money - Refunded	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	800.00	0.00	800.00	0.0%

Fund Revenues:	305,800.00	30.31	305,769.69	0.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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518 Centralized Services

518 90 41 00 Central Services - Professional Services (510 Gov't. Rd.)	0.00	0.00	0.00	0.0%
518 Centralized Services	0.00	0.00	0.00	0.0%

594 Capital Expenditures

594 18 48 01 City Hall Repairs - Front Door & Windows	0.00	0.00	0.00	0.0%
594 18 63 00 Government Road WSU RCDI Group	0.00	0.00	0.00	0.0%
594 18 63 01 Government Road Project Engineering	0.00	0.00	0.00	0.0%
594 18 63 02 Government Road Project Other Costs	0.00	0.00	0.00	0.0%
594 18 63 03 Flooring For City Hall	0.00	0.00	0.00	0.0%
594 18 63 04 Flower Bed Improvements For City Hall	0.00	0.00	0.00	0.0%
594 18 63 05 Exterior Bldg. Painting For City Hall	0.00	0.00	0.00	0.0%
594 18 63 06 Security System For City Hall	0.00	0.00	0.00	0.0%
594 18 63 07 Dog Pound Pole Building	0.00	0.00	0.00	0.0%
594 18 63 08 City Hall Planning	0.00	0.00	0.00	0.0%
594 18 63 09 City Server	0.00	0.00	0.00	0.0%
594 57 64 00 Reader Board/Electronic	0.00	0.00	0.00	0.0%
594 57 65 00 Mattawa Sign	0.00	0.00	0.00	0.0%
594 Capital Expenditures	0.00	0.00	0.00	0.0%

599 Escrow

2025 BUDGET POSITION

City Of Mattawa

Time: 11:21:29 Date: 03/10/2025

Source Codes 000 To: 999

Page: 2

350 Capital Improvement Fund

01/01/2025 To: 12/31/2025

Expenditures	Amt Budgeted	Expenditures	Remaining	
599 Escrow				
599 18 89 00 Earnest Money Deposit (City Hall)	0.00	0.00	0.00	0.0%
599 Escrow	0.00	0.00	0.00	0.0%
999 Ending Balance				
508 10 03 50 End Bal Res Capital Imp Fund	305,800.00	0.00	305,800.00	0.0%
999 Ending Balance	305,800.00	0.00	305,800.00	0.0%
Fund Expenditures:	305,800.00	0.00	305,800.00	0.0%
Fund Excess/(Deficit):	0.00	30.31		

2025 BUDGET POSITION

City Of Mattawa

Time: 11:21:21 Date: 03/10/2025

Source Codes 000 To: 999

Page: 1

01/01/2025 To: 12/31/2025

	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 51 04 12 Beg Bal UnRes Sewer Capital Improvement	650,000.00	0.00	650,000.00	0.0%
308 Beginning Balances	650,000.00	0.00	650,000.00	0.0%

330 Intergovernmental Revenues

333 14 22 81 CDBG Planning Grant '15 Facility Upgrade	0.00	0.00	0.00	0.0%
333 19 00 00 Facility Plan WWTP -- DOE Grant	0.00	0.00	0.00	0.0%
391 80 10 01 Hydro Study DOE Loan	0.00	0.00	0.00	0.0%
330 Intergovernmental Revenues	0.00	0.00	0.00	0.0%

340 Charges For Goods & Services

343 50 00 06 Sewer GFC Fee NON Developer	0.00	22,500.00	(22,500.00)	0.0%
340 Charges For Goods & Services	0.00	22,500.00	(22,500.00)	0.0%

360 Interest & Other Earnings

361 10 04 12 Investment Interest	1,000.00	0.00	1,000.00	0.0%
367 50 04 06 Sewer GFC System Fees Developer Only	0.00	30,700.00	(30,700.00)	0.0%
367 50 04 07 Sewer Hook Up Fees Developer Only	0.00	2,100.00	(2,100.00)	0.0%
369 90 00 02 Earnest Money - Refunded	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	1,000.00	32,800.00	(31,800.00)	3280.0%

390 Other Financing Sources

391 80 00 00 Facility Plan WWTP -- DOE Loan	0.00	0.00	0.00	0.0%
391 80 00 02 WWTF Improvements -- DOE Loan	0.00	0.00	0.00	0.0%
390 Other Financing Sources	0.00	0.00	0.00	0.0%

397 Interfund Transfers

397 00 04 12 Transfer 405 To 412 Sewer	15,000.00	0.00	15,000.00	0.0%
397 Interfund Transfers	15,000.00	0.00	15,000.00	0.0%

Fund Revenues:	666,000.00	55,300.00	610,700.00	8.3%
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	Amt Budgeted	Expenditures	Remaining	
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594 Capital Expenditures

594 35 35 00 Hoist List - PW	0.00	0.00	0.00	0.0%
594 35 40 00 Hydro Study DOE Loan	0.00	0.00	0.00	0.0%
594 35 40 01 Hydro Study DOE Grant	0.00	0.00	0.00	0.0%
594 35 41 00 WWTF Improvements Project - Engineering (Construction Admin)	0.00	10,036.39	(10,036.39)	0.0%
594 35 41 02 WWTF Improvements Engineering DOE Loan (Design)	0.00	0.00	0.00	0.0%

2025 BUDGET POSITION

City Of Mattawa

Time: 11:21:21 Date: 03/10/2025

Source Codes 000 To: 999

Page: 2

412 Sewer Capital Improvement

01/01/2025 To: 12/31/2025

Expenditures	Amt Budgeted	Expenditures	Remaining		
594 Capital Expenditures					
594 35 41 04	0.00	0.00	0.00	0.0%	
WWTF Improvements Engineering DOE Grant (Design)					
594 35 41 05	0.00	0.00	0.00	0.0%	
WWTF Improvements Engineering (Task 4 Solids Handling Analysis) -Loan					
594 35 63 00	0.00	0.00	0.00	0.0%	
Facility Plan Engineering CDBG Grant					
594 35 63 01	0.00	29,522.11	(29,522.11)	0.0%	
Lift Station Upgrade					
594 35 63 02	0.00	0.00	0.00	0.0%	
Facility Plan Engineering DOE Loan					
594 35 63 04	0.00	0.00	0.00	0.0%	
Facility Plan Engineering DOE Grant					
594 35 63 05	0.00	0.00	0.00	0.0%	
WWTF Improvements Project - Construction					
594 35 64 00	0.00	0.00	0.00	0.0%	
Vehicle - PW					
594 35 64 02	0.00	0.00	0.00	0.0%	
HVAC For City Hall					
594 35 64 03	0.00	0.00	0.00	0.0%	
Cameras					
594 76 62 05	0.00	0.00	0.00	0.0%	
Bathrooms- Park					
594 Capital Expenditures	0.00	39,558.50	(39,558.50)	0.0%	
597 Interfund Transfers					
597 35 41 01	6,389.80	0.00	6,389.80	0.0%	
Transfer Out - Hydro Study Re-Payment To Fund 406					
597 Interfund Transfers	6,389.80	0.00	6,389.80	0.0%	
599 Escrow					
599 35 89 00	0.00	0.00	0.00	0.0%	
Earnest Money Deposit (City Hall)					
599 Escrow	0.00	0.00	0.00	0.0%	
999 Ending Balance					
508 80 04 12	659,610.20	0.00	659,610.20	0.0%	
End Bal UnRes Sewer Capital Imp Fund					
999 Ending Balance	659,610.20	0.00	659,610.20	0.0%	
Fund Expenditures:		666,000.00	39,558.50	626,441.50	5.9%
Fund Excess/(Deficit):		0.00	15,741.50		

2025 BUDGET POSITION

City Of Mattawa

Time: 11:18:54 Date: 03/10/2025

Source Codes 000 To: 999

Page: 1

01/01/2025 To: 12/31/2025

	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 51 04 11 Beg Bal UnRes Water Capital Improvement	490,000.00	0.00	490,000.00	0.0%
308 Beginning Balances	490,000.00	0.00	490,000.00	0.0%

340 Charges For Goods & Services

343 40 00 06 Water Rights Fees In Lieu Of Water Rights	0.00	0.00	0.00	0.0%
343 40 00 07 Water GFC Fee NON Developer	0.00	0.00	0.00	0.0%
340 Charges For Goods & Services	0.00	0.00	0.00	0.0%

360 Interest & Other Earnings

361 10 04 11 Investment Interest	1,000.00	0.00	1,000.00	0.0%
367 40 04 03 Water GFC System Fees Developer Only	0.00	64,000.00	(64,000.00)	0.0%
367 40 04 04 Water Hook Up Fees Developer Only	0.00	2,800.00	(2,800.00)	0.0%
369 90 00 01 Earnest Money - Refunded	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	1,000.00	66,800.00	(65,800.00)	6680.0%

Fund Revenues:	491,000.00	66,800.00	424,200.00	13.6%
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	Amt Budgeted	Expenditures	Remaining	
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594 Capital Expenditures

594 18 62 03 Shop Offices	0.00	0.00	0.00	0.0%
594 34 35 00 Cameras	0.00	0.00	0.00	0.0%
594 34 41 00 Well 2 Final Design & Construction Admin. - Engineering	0.00	44,283.55	(44,283.55)	0.0%
594 34 41 01 Water System Telemetry Improv. (Well 5 DWSRF)	0.00	271.43	(271.43)	0.0%
594 34 48 01 Well #2 Upgrade	0.00	0.00	0.00	0.0%
594 34 48 02 Reservoir Painting Bars	0.00	0.00	0.00	0.0%
594 34 62 00 Well 2 Improvements - Construction	0.00	334,919.76	(334,919.76)	0.0%
594 34 63 02 Replace Main Water Lines	0.00	0.00	0.00	0.0%
594 34 64 06 Vehicle - PW	0.00	0.00	0.00	0.0%
594 34 64 07 Hoist Lift - PW	0.00	0.00	0.00	0.0%
594 Capital Expenditures	0.00	379,474.74	(379,474.74)	0.0%

599 Escrow

599 34 89 00 Earnest Money Deposit (City Hall)	0.00	0.00	0.00	0.0%
599 Escrow	0.00	0.00	0.00	0.0%

999 Ending Balance

508 80 04 11 End Bal UnRes Water Capital Imp Fund	491,000.00	0.00	491,000.00	0.0%
999 Ending Balance	491,000.00	0.00	491,000.00	0.0%

Fund Expenditures:	491,000.00	379,474.74	111,525.26	77.3%
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City of Mattawa
521 E Government Rd / P.O. Box 965
(509)932-4037
Mattawa WA. 99349

Event Permit
Ordinance 15-566

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

Office Use Only

Reviewed by: _____

Received by date: _____

Council Approval date: _____

Conditions of Approval

Event Title: Senior Parade Event Date June, 6

Summary of Event

Senior Parade after Graduation

Location (be specific)

From HS to Govt, W on Govt to Portage, S on Portage to 4th, East on 4th to Boundary, N to Govt.

DATE/TIME

Setup	Date <u>6/6/25</u>	Time _____	Day of Week _____
Event Starts	Date <u>6/6/25</u>	Time 7:30 <u>7:30</u>	Day of Week <u>Friday</u>
Event Ends	Date <u>6/6/25</u>	Time <u>9:00</u>	Day of Week <u>Friday</u>
Dismantle	Date _____	Time _____	Day of Week _____

Estimated Attendance _____

Will there be a paid admission? Yes/No No

Is your event open to the public? Yes/No Yes

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

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

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

Wahlube School District

Name and title of person signing on behalf of the organization/corporation/limited liability company or other entity:

Cody Marlow, WHS Principal

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

Applicant's Mailing Address

Wahluke High School, 505 N. Boundary

Applicant's Email

cmarlow@wahluke.net

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

Cody Marlow

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

509-850-8535

Mark all that apply

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

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

There is concern from last year about alcohol & fireworks
happening during the parade. I will meet w/ parents & students
prior to Graduation to go over the expectations!

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

Garbage Disposal []

Police Department Public Service We are willing to pay for
Public Work Public Service these services

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

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

Date: 3/3/25

Signature of Applicant: [Signature]

Organization/Title: Wahluke High School / Principal

**UNITED SCHOOLS INSURANCE PROGRAM
CERTIFICATE OF COVERAGE**

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE MEMORANDUM OF COVERAGE (MOC) BELOW. THIS CERTIFICATE OF COVERAGE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: IF THE CERTIFICATE HOLDER IS AN ADDITIONAL COVERED PARTY, THE MOC MUST BE ENDORSED. IF SUBROGATION IS WAIVED, SUBJECT TO THE TERMS AND CONDITIONS OF THE MOC, CERTAIN COVERAGE MAY REQUIRE AN ENDORSEMENT. A STATEMENT ON THIS CERTIFICATE DOES NOT CONFER RIGHTS TO THE CERTIFICATE HOLDER IN LIEU OF SUCH ENDORSEMENT(S).

PRODUCER	COMPANIES AFFORDING COVERAGE
Clear Risk Solutions 451 Diamond Drive Ephrata, WA 98823 Phone: (509) 754-2027 Fax: (509) 754-3406	GENERAL LIABILITY USIP / Munich Re et al. AUTOMOBILE LIABILITY USIP / Munich Re et al.
COVERED MEMBER	PROPERTY USIP / Munich Re et al.
Wahluke School District #73 411 East Saddle Mountain Drive Mattawa, WA 99349	CRIME / PUBLIC EMPLOYEE DISHONESTY USIP / Munich Re


COVERAGES

THIS IS TO CERTIFY THAT THE COVERAGES LISTED BELOW HAVE BEEN ISSUED TO THE COVERED MEMBER NAMED ABOVE FOR THE COVERAGE PERIOD INDICATED, NOT WITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE COVERAGE AFFORDED BY THE MOC DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH MOC. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE OF COVERAGE	MOC NUMBER	MOC EFF DATE	MOC EXP DATE	DESCRIPTION	LIMITS
GENERAL LIABILITY					
COMMERCIAL GENERAL LIABILITY OCCURRENCE FORM	USIP242535079	9/1/2024	9/1/2025	GENERAL AGGREGATE	\$45,000,000
				PRODUCTS-COMP/OP OCC & AGG	\$25,000,000
				PERSONAL & ADV. INJURY	\$25,000,000
				EACH OCCURRENCE	\$25,000,000
				ANNUAL PROGRAM AGGREGATE	\$100,000,000
(LIABILITY IS SUBJECT TO A \$500,000 SIR PAYABLE FROM PROGRAM FUNDS)					
AUTOMOBILE LIABILITY					
ANY AUTO	USIP242535079	9/1/2024	9/1/2025	COMBINED SINGLE LIMIT	\$25,000,000
(LIABILITY IS SUBJECT TO A \$500,000 SIR PAYABLE FROM PROGRAM FUNDS)					
PROPERTY					
	USIP242535079	9/1/2024	9/1/2025	ALL RISK PER OCC EXCL EQ & FL	\$100,000,000
				EARTHQUAKE PER OCC	\$25,000,000
				FLOOD PER OCC (except FZ A&V, which is \$1MM)	\$25,000,000
(PROPERTY IS SUBJECT TO A \$500,000 SIR PAYABLE FROM PROGRAM FUNDS)					
CRIME/PUBLIC EMPLOYEE DISHONESTY					
	USIP242535079	9/1/2024	9/1/2025	PER LOSS	\$1,000,000
(CRIME IS SUBJECT TO A \$500,000 SIR PAYABLE FROM PROGRAM FUNDS)					
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / SPECIAL ITEMS					
Regarding the Senior Graduation Parade, City of Mattawa is named as Additional Covered Party as respects General Liability regarding this event only and is subject to coverage terms, conditions, and exclusions. Additional Covered Party endorsement is attached.					

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED COVERAGE BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE MOC PROVISIONS.

CERTIFICATE HOLDER	AUTHORIZED REPRESENTATIVE
City of Mattawa 521 E Government Road, PO Box 965 Mattawa, WA 99349	

ADDITIONAL COVERED PARTY ENDORSEMENT

THIS ENDORSEMENT MODIFIES COVERAGE PROVIDED UNDER THE FOLLOWING:

GENERAL LIABILITY COVERAGE PART

How coverage is changed:

It is agreed that the interest of any **Additional Covered Party** is recognized as their interests may appear, providing the certificate of coverage that this is attached to has been issued and is on file with the Company.

The Limits of Coverage applicable to the **Additional Covered Party** are those specified in either the:

1. Written contract or written agreement; or
2. Declarations for this MOC, whichever is less.

These Limits of Coverage are inclusive and not in addition to the Limits of Coverage shown in the Declarations.

All other terms and conditions remain unchanged.

Additional Covered Party:

City of Mattawa
521 E Government Road, PO Box 965
Mattawa, WA 99349

Regarding the Senior Graduation Parade, City of Mattawa is named as **Additional Covered Party** as respects General Liability regarding this event only and is subject to coverage terms, conditions, and exclusions. **Additional Covered Party** endorsement is attached.