



**CITY OF MATTAWA
COUNCIL MEETING AGENDA
MARCH 16, 2023
5:30 P.M.**

Call to Order:

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

I. Additions/Approval of Agenda:

II. Public Comments:

**III. Presentations:
-Housing Plan Strategies Workshop-Continued**

IV. Consent Agenda/Informational:

- Memo: Sentinel Shores Letter of Support Request
- SCJ Alliance Project Update 03/16/23
- Minutes- Council Meeting 03/02/23
- 2023 Claims EFT & Checks Approval #19712-19742 - \$161,535.87
- 2023 Payroll EFT Approval - \$10,000.00
- Treasure Report

V. Reports:

Mayor Report

- Civil Service Update

Council Report

Police Department Report

Public Works Department Report

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

1. Resolution 23.03.05 Amending Fee Schedule (Clean-Up Fees)

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

1. Mattawa Shade Project – WSD
2. City Hall Door & Window Damage
3. Radios Purchase – MPD

VIII. Adjournment:



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

Memo – Sentinel Shores LOS Request

To: Mattawa City Council
CC: Mayor Maria Maggie Celaya
From: Rachelle Bradley, Contract Planner
Date: March 16, 2023
Proceeding Type: Old Business
Subject: Sentinel Shores Letter of Support Request

Overview

An applicant outside of city limits and outside of the Urban Growth Area is requesting a letter of support from the City of Mattawa. While the City is not obligated to provide a letter of support for an application outside of the city's jurisdiction, this proposal (if approved) could have significant, deleterious impacts on the City. Accordingly, the council and Mayor have requested staff research and prepare a memo regarding the request before a decision.

Sentinel Shores Application Background

The applicant Sentinel Shores submitted a zone change request from Rural Residential-1 to Limited Area of Intense Development – Rural Community (RC) as part of the Grant County 2022 Comprehensive Plan Amendment process (Comp Plan Application P22-0150). The application has since been reviewed by Grant County staff, the Planning Commission, and the Board of County Commissioners. The timeline so far has been:

- May 3, 2022, SEPA initiated
- August 25th, 2022 Planning Commission Public Hearing
- November 1, 2022, remanded back to PC by BOCC (Resolution No. 22-117-CC)

The applicant did not request a letter of support from the Mattawa City Council until March 2nd, 2023 after the County decided to send the application back to the Planning Commission for further review.

State Law Violation

The application was remanded back to the Planning Commission primarily due to an agency comment received by the Department of Commerce (DOC) on August 18, 2022. The Department of Commerce “has significant concerns about this amendment as proposed, which, if adopted, is a clear violation of Washington State’s Growth Management Act (GMA). This amendment proposes to change approximately 80 acres of land from Rural Residential 1 (RR1) to Rural Activity Center - Rural Community (RC).”

The Rural Community designation in Grant County includes LAMIRDs, known as “limited areas of more intense rural development”. LAMIRDs are areas of higher-intensity residential, mixed-use, commercial, or industrial

development. Under the Growth Management Act, new residential LAMIRDs are not allowed, and this application is seeking a Rural Community designation that allows single-family residential outright. The law is very specific in limiting residential LAMIRDs to the existing development patterns on the landscape as they existed on July 1, 1990.

Should the County or applicant pursue creating a new LAMIRD, they may do so if they are non-residential either for (1) the creation of small-scale recreational or tourist uses or (2) isolated cottage industries and isolated small-scale businesses that are not principally designed to serve the existing and projected rural population and nonresidential uses.

The Sentinel Shores zone change application as submitted to Grant County *violates state law*, WAC 365-196-425(6) known as the Growth Management Act (GMA).

Impact to Mattawa

While a letter of support may appear to have no direct fiscal and policy implications known by the proposed County zone change, the zone change request will permit the applicant to provide commercial services outside of Mattawa, which ultimately takes business away from Mattawa. As noted by the Port of Mattawa at the February retreat, approximately 6,000 trips are going through the HWY 24 roundabout daily. These trips can mean additional customers for businesses and therefore, tax revenue for the city.

Mattawa's central business district is designated to provide services and goods to the Mattawa community within the city limits. When business is received outside of the city limits, Mattawa loses tax revenue that is relied upon for providing utilities, services, and infrastructure maintenance. This is also consistent with the overall Growth Management Act goal to centralize urban services within city limits and reduce urban sprawl, which can be detrimental to the quality and quantity of services provided to residents.

Regionwide and even nationwide, there is a housing crisis. However, this proposal cannot provide housing per state law restrictions nor is housing proposed in the official application to the County and therefore, does not assist in remedying the housing crisis.

The proposal acknowledges that the existing community water systems in Beverly and Schwana are at maximum capacity and have high nitrate contamination largely due to the onsite septic systems in the area. Regardless, the proponent proposes to serve the development with onsite septic systems and exempt wells which will further exacerbate the existing contamination potentially degrading the entire area's water quality.

Legal Importance of Letters of Support

Letters of support are appropriate when the interests of the City are compatible with the proposal. Here, the proposal is not only illegal but is in direct conflict with the City's interests. The Growth Management Act directed all future urban growth to locate within urban growth areas in order to prevent sprawl and to provide for efficient delivery of urban services. Under the GMA, Beverly and Schwana are LAMIRDS (existing areas of more intense urban type development outside of UGA's) which can only grow under limited, strict, scenarios. The proposal seeks to illegally expand these areas with residential, commercial, and public uses. Urban services are already available close by (Mattawa); any urban development in an expanded LAMIRD would be in direct competition with Mattawa. Mattawa would potentially lose commercial (gas stations, convenience stores,

tourist-related businesses, hotels, restaurants, bars) and residential. The Royal School District's property (10 acres) with the deed restriction for school use is curious and warrants a conversation with the District as to their intentions. Building a new school or school facilities at that location would be inappropriate; why is their property included within this proposal?

As the impacted entity with the most to lose, the City's letter of support would be key for the proponents' successful application; because the GMA envisions the proposed growth to locate within the City and City's UGA, the City's acquiescence to forfeiting this growth opportunity to a LAMIRD expansion will not only waive the City's lawful objection to the proposal but would carry significant legal and political weight.

Staff Recommendation

Staff does not recommend providing a letter of support to the applicant, Sentinel Shores because for the following reasons:

1. The proposal, as submitted, would have significant, deleterious impacts on Mattawa's future growth.
2. The applicant did not seek support from the city earlier in the application process, indicating that support is sought as leverage after-the-fact rather than with honest intentions.
3. The city cannot and should not in good faith provide support for a clear violation of state law and the Growth Management Act, which the city recognizes and is subject to as a full planning jurisdiction in Grant County.
4. The letter of support sought by the applicant is inconsistent and unclear as to the intentions of the application and benefit to Mattawa. In particular, the letter of support request cites that "the public health, housing availability, and economic prosperity of Beverly and Schwana have an impact on the ability of Mattawa's residents to obtain housing, healthcare, and housing as well." The letter does not specify which of the aforementioned uses are being proposed for the area and how Mattawa benefits.
5. The applicant has stated that there is no liability for the city in providing a letter of support, but also notes in the letter request "we urge the Commissioners [sic] and any other agencies with influence on the zoning change process to approve the rezone of the parcels to Rural Community." These statements are inconsistent.
6. Providing a letter of support for a proposal in direct conflict with the City's long-term planning and interests does not reflect the City's fiduciary duty to its residents and is inappropriate in these circumstances.



City of Mattawa Planning: Monthly Update

Date: March 9th, 2023

From: Rachelle Bradley, Mattawa Contract Planner SCJ Alliance

The purpose of this document is to provide the Mattawa City Council with a written update regarding current planning development for those who have submitted an application and paid fees as well as general planning inquiries. This report will be provided in the Council packet. SCJ Alliance Planning Consultants will provide a verbal update to the Council as substantive project updates are available.

Development Review

Project	Type	Status	Contact	SCJ Lead
1. Bodrero Annexation	Annexation/ Development Agreement	Both approved by city council on 02/02. Final signatures obtained on 02/22.	Drew Scott	Rachelle Bradley
2. Our Lady of the Desert Parish Worship Center CUP	Conditional Use Permit	No update, no application received.	Ed Luebben	Rachelle Bradley
3. Sonrise Orchards PUD	PUD – Minor Amendment	Under review for minor amendment criteria compliance. Correspondence with applicant on 02/03, requested additional information.	Jim Roberts	Rachelle Bradley
4. Family Dollar Store BSP	Binding Site Plan	Updated application materials received 03/08, under review for second completeness determination.	Antonio Conti	Rachelle Bradley
5. Balaggan Short Plat	Short Plat & Building Permit	Preliminary short plat approval expired in Jan 2023. New application will be required, not yet received.	Grace O’Hara	Rachelle Bradley
6. Rubalcava Short Plat	Short Plat	Preliminary short plat application received on 02/21, currently under review for completeness determination.	Maria Rubalcava	Rachelle Bradley
7. Hwang Subdivision	Major Subdivision – Preliminary Plat	Full application received on 03/07, under review for preliminary plat determination of completeness.	Sun Hwang	Rachelle Bradley

Administrative Inquiries

Project	Type	Status	Contact	SCJ Lead
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1.	Sentinel Shores Review (County)	Letter of Support Review	Applicant to the County for a zone change requested a letter of support from city council on 03/02. Application merits are being reviewed and recommendation issued to city council for 03/16.	Sentinel Shores LLC	Rachelle Bradley
2.	La Popular Bakery Expansion	Planning Inquiry	Met with applicant on 02/08 and determined significant parking improvements will be required with expansion.	Daniel Barajas	Rachelle Bradley
3.	Catholic Charities	Building Permit Review	Approved to move forward in process on 12/08/2022 for sign installation.	M.C. Lundgren	Rachelle Bradley
4.	Garcia Hulk Hauler	Zoning Verification	Provided zoning verification on 01/23/2023.	Alan Garcia	Rachelle Bradley

General Planning

	Project	Status	Contact	SCJ Lead
1.	Comprehensive Plan 2023 Update	Plan update initiated, engagement planned for summer, and	Rachelle Bradley	Rachelle Bradley
2.	Housing Action Plan	Housing plan strategies workshop with council on 03/02 started and second workshop planned 03/16. SEPA process initiated.	Rachelle Bradley	Rachelle Bradley
3.	Parks, Recreation, and Open Space Plan	Plan grant awarded in February 2023. Plan kickoff expected in spring 2023.	Rachelle Bradley	Rachelle Bradley

-Housing Plan Strategies Workshop

Rachelle provided information on housing plan strategies. The 1st strategy discussion was on updating Mattawa's zoning and development regulations to enable diverse housing types such as Accessory Dwelling Units (ADU's). Councilmember Acosta believes Mattawa should not allow ADU's due to code enforcement violations. Councilwoman Barajas believes this is a great idea to be able to allow family to live near by to care for other family members. Councilmember Berghout believes this is great idea to be able to build next to home and rent it out to help with income for property owners.

The 2nd housing strategy was on aligning development regulations and policy documents to reduce barriers to housing production. Again, this strategy can allow ADU's as well as well as allowing middle housing. Middle housing can include cottage housing units, townhomes and mixed-use attached structures consisting of one or more dwelling units.

The 3rd housing strategy is to build partnerships with local housing providers and developers to facilitate affordable housing. Rachelle suggested implementing committees with the city, Washington Growers League, Catholic Charities, and local housing providers.

Rachelle gave an update on the housing survey. About 195 complete responses were received via online, about 40 people engaged conversation during open house and about 15 stakeholders gave opinion on housing needs.

IV. Consent Agenda/Informational:

- ** DRAFT Mattawa Housing Action Plan (Deliverable 3)
- ** Memo: Utility rate Study
- ** Minutes – Council Meeting 02/16/23
- ** 2023 Claims EFT & Checks Approval #19699-19711 - \$48,747.49
- ** 2023 Payroll EFT & Checks Approval #31841-31847 - \$97,352.17

** 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 2nd, 2023, the Council approved for payment of 2022 Claims EFT & checks approval #19699-19711 in the amount of \$48,747.49, 2023 Payroll EFT & checks approval #31841-31847 in the amount of \$97,352.17.

** **M/s; Acosta / Barajas motion that bills, checks, payroll, 02.16.23 meeting minutes be approved. Motion carried.**

V. Reports

Mayor's Report:

** Civil Service Update: The chairperson for the civil service board will give an update in the next meeting.

Council's Report:

- ** Councilman Berghout shared a flyer for early learning services for children ages birth to 5. He suggested sharing the flyer via city's Facebook.
- ** Councilwoman Lopez spoke on the retreat held the past weekend with the port.

Police Department's Report:

- ** Chief Salinas introduced and welcomed new hire Alejandro Vazquez. He is expected to start the academy on March 21st. Alejandro gave a brief introduction, he was raised in Mattawa and attended and graduated at Wahluke School District. He attended college and received a bachelor's in criminal justice. He decided to move back to Mattawa with parents and got a job at the school, shortly after he noticed a recruiting flyer on social media for the Mattawa Police Department and decided to give it a try.
- ** Edgar Villa will be working with him next week due to Baltazar on vacation.
- ** 2 officers will be attending active shooter training in Royal school tomorrow.

Public Works Department's Report:

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VI. Council Items For Motion (Old Business):

1. City Clean-up Fee Schedule

M/s; Berghout/Lopez motion to approve option 2 for fees and opening up the service to county is needed. Motion carried.

VII. Council Items For Motion (New Business):

1. Jonah Bartrand – Sentinel Shores, LLC – Letter of Support

The council decided to hold off until planner/legal review. No action needed.

2. Port's Infrastructure Improvements – Letter of Support

M/s; Berghout/Heredia motion to approve mayor to sign letter. Motion carried.

3. Event Permit from Catholic Church – Palm Sunday Procession

Chief Salinas said that they are requesting one on-duty police officer but if an officer needs to be called out, additional costs may incur. The application was submitted after the 45-day prior policy, councilman Acosta says he is opposed to waiving the 45-day because they are aware of the requirements. Mayor Celaya said there is a new priest as well as a new secretary.

M/s; Berghout/Lopez motion to approve this event contingent they understand the costs incurred by public services. Opposed; Acosta/Heredia, Motion carried.

4. Event Permit from Catholic Church – Good Friday Procession

Councilman Acosta again is opposed of waiving the 45-day prior policy. Mayor Celaya reminded the council that the 45-day is up to council's discretion to accept. Chief Salinas has the same comment as the previous event application on police service.

M/s; Berghout/Lopez motion to approve the event contingent they understand the costs incurred by public service. Opposed; Hwang/Acosta/Heredia. With the number of opposing, it creates a tie to the motion. Mayor Celaya votes in favor of and breaks tie. Motion carried.

5. IFiber Communications Lease Agreement

Katherine explained that the current IFiber owner is transferring ownership to Zply company. They are requesting an extension for a year since the agreement was set to expire this year.

Katherine said that the council can revise the lease fee during this time, Anabel said the current lease fee is about \$1,050 per month. Councilman Acosta agrees with the current fees.

M/s; Acosta/Barajas motion to approve the extension. Motion carried.

**** Council decided to take a 5 min. break before executive session.**

VIII. Executive Session: RCW 42.30.110 (g) To review the performance of a public employee. Council.

Session started at 7:55 pm for 15 minutes. It was extended an additional 10 minutes.

Council reconvened at 8:20 pm. No action made.

IV. The council meeting was adjourned at 8:22 P.M. M/s; Berghout/Acosta. Motion carried.

Respectfully submitted,

Anabel Martinez, City Clerk

Maria Celaya, Mayor

ACCOUNTS PAYABLE

City Of Mattawa

Time: 15:20:46 Date: 03/13/2023

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
15971	03/16/2023	03/16/2023	3236	911 SUPPLY PUBLIC SAFETY GEAR&APPAREL	392.69 MPD- Equipment
	521 22 35 00	LE Equipment/Supplies	001 000 521	Current Expens	392.69 Spray Pouch/MagPouch/Belt Keepers/Flashlight
15981	03/16/2023	03/16/2023	3236	911 SUPPLY PUBLIC SAFETY GEAR&APPAREL	108.19 MPD-Uniforms-Officer Vazquez
	521 22 35 00	LE Equipment/Supplies	001 000 521	Current Expens	108.19 Trouser/Shirt/Clip On Tie
15982	03/16/2023	03/16/2023	3236	911 SUPPLY PUBLIC SAFETY GEAR&APPAREL	533.82 MPD-Uniforms: Officer Vazquez
	521 22 35 00	LE Equipment/Supplies	001 000 521	Current Expens	533.82 Polo/Shirt/sweatshirt/heat Press/shorts/velco Cap/ Pants/gloves
15959	03/16/2023	03/16/2023	1790	ASSOCIATION OF WASHINGTON CITIES	2,994.00 2023 AWC City Membership
	514 23 49 02	Assoc. Dues/AWC	001 000 514	Current Expens	998.00 2023 AWC City Membership
	521 20 49 02	Association Dues & Etc.	001 000 521	Current Expens	998.00 2023 AWC City Membership
	534 10 41 05	Professional Services	401 000 534	Water Operatin	332.67 2023 AWC City Membership
	535 10 41 04	Professional Services	405 000 535	Sewer Operatin	332.67 2023 AWC City Membership
	537 10 41 02	Professional Services	420 000 537	Solid Waste Fu	332.66 2023 AWC City Membership
15960	03/16/2023	03/16/2023	1886	CENTURY LINK	67.14 WWTD SCADA System
	535 10 42 00	Telephone	405 000 535	Sewer Operatin	67.14 WWTD SCADA System
15961	03/16/2023	03/16/2023	1886	CENTURY LINK	126.17 Lift Station Line
	535 10 42 00	Telephone	405 000 535	Sewer Operatin	126.17 Lift Station Line
15977	03/16/2023	03/16/2023	1251	CITY OF MATTAWA-UTILITIES	357.27 City Of Mattawa Utilites Feb. 2023
	518 30 47 14	City Hall Utilities	001 000 518	Current Expens	92.53 City Hall
	543 30 47 00	Utilities	101 000 543	Street Fund	144.24 Shop
	572 20 31 00	Library Maintenance And C	001 000 572	Current Expens	120.50 Library
15970	03/16/2023	03/16/2023	2191	CITY OF MATTAWA	716.00 LID Payments 2023 Lots 1-26 BLK 14
	518 18 47 00	ULID Principal	001 000 518	Current Expens	531.00 LID Payments 2023 Lots 1-26 BLK 14
	518 18 47 01	ULID Interest	001 000 518	Current Expens	185.00 LID Payments 2023 Lots 1-26 BLK 1
15965	03/16/2023	03/16/2023	3316	FORD MOTOR CREDIT COMPANY	3,269.63 MPD- Vehicle Lease 3/30/23
	594 21 70 00	Police Vehicles (3) 2021 Fo	102 000 594	Police Vehicle l	2,757.77 MPD- Vehicle Lease 3/30/23
	594 21 80 00	Police Vehicles (3) 2021 Fo	102 000 594	Police Vehicle l	511.86 MPD- Vehicle Lease 3/30/23
15984	03/16/2023	03/16/2023	1698	GRANT COUNTY PUD	1,854.05 Power Billing Feb. 2023
	542 63 47 00	Street Lighting	101 000 542	Street Fund	1,683.87 St Lights

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
576 80 47 00	Park Utilities		001 000 576 Current Expens	170.18	St Light Park
15968	03/16/2023	03/16/2023	602 GRANT COUNTY TREASURER	154.00	Taxes 2023
518 30 44 00	Central Services - Taxes An		001 000 518 Current Expens	154.00	Taxes 2023
15985	03/16/2023	03/16/2023	1734 GRAY & OSBORNE INC	9,274.25	Well #2 Rehabilitation And Re- Equipping- Professional Services From Jan. 29- February 25, 2023
594 34 63 03	Well #2 Rehabilitation & R		401 000 594 Water Operatin;	9,274.25	Well #2 Rehabilitation And Re- Equipping- Professional Services From Jan. 29- February 25, 2023
15997	03/16/2023	03/16/2023	1734 GRAY & OSBORNE INC	2,217.34	Basketball Court & Parking Lot Improvements 1/29/23-2/25/23
594 76 41 00	2022 Paul Lauzier Grnat - F		001 000 594 Current Expens	2,217.34	Basketball Court & Parking Lot Improvements 1/29/23-2/25/23
15998	03/16/2023	03/16/2023	1734 GRAY & OSBORNE INC	489.40	WWTF Fire Assistance 1/29/23-2/25/23
535 10 41 08	Professional Services - WW		405 000 535 Sewer Operatin	489.40	WWTF Fire Assistance 1/29/23-2/25/23
15999	03/16/2023	03/16/2023	1734 GRAY & OSBORNE INC	6,691.97	WWTF Improvements CA 1/29/23-2/25/23
594 35 41 00	WWTF Improvements Proj		405 000 594 Sewer Operatin	6,691.97	WWTF Improvements CA 1/29/23-2/25/23
15978	03/16/2023	03/16/2023	2821 LEXIPOL	4,200.00	Annual Law Enforcement Policy Update Management And Daily Training Bulletin Management.
521 20 41 00	Lexipol		107 000 521 Public Safety T	4,200.00	Annual Law Enforcement Policy Update Management And Daily Training Bulletin Management.
15995	03/16/2023	03/16/2023	1193 MARTY'S HARDWARE	423.01	Parts/Supplies
518 30 48 00	Repair And Maintenance		001 000 518 Current Expens	28.06	Tube Enviromental Handling
518 30 48 00	Repair And Maintenance		001 000 518 Current Expens	143.05	Plywood
521 20 31 00	Office Supplies		001 000 521 Current Expens	5.74	Batteries-MPD
534 10 48 03	System Repair & Maintenai		401 000 534 Water Operatin;	39.07	PVC Coupling/adapter/gate Valve
534 10 48 03	System Repair & Maintenai		401 000 534 Water Operatin;	34.10	Panel Lid Nails/caulk Gun/crack Foam
535 10 31 00	Office Supplies		405 000 535 Sewer Operatin	42.41	Keys/Paint/nails/Key Identifier
535 10 48 02	Sewer Plant Maintenance		405 000 535 Sewer Operatin	7.31	Tubing/clip Key
535 10 48 02	Sewer Plant Maintenance		405 000 535 Sewer Operatin	1.96	Tubing

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
535 10 48 02	Sewer Plant Maintenance		405 000 535 Sewer Operatin	50.38	Lime
535 10 48 02	Sewer Plant Maintenance		405 000 535 Sewer Operatin	8.41	Lime Bags
535 10 48 02	Sewer Plant Maintenance		405 000 535 Sewer Operatin	22.01	Propane
537 10 31 00	Office Supplies		420 000 537 Solid Waste Fu	28.18	Pikstick
572 20 31 00	Library Maintenance And C		001 000 572 Current Expens	8.22	Bowl Cleaner
576 80 31 00	Park Supplies		001 000 576 Current Expens	4.11	Flag Tape
15989	03/16/2023	03/16/2023	2840 MATTAWA AUTO PARTS, LLC	302.18	Parts/Supplies
534 10 48 02	Vehicle Repair & Maintena		401 000 548 Water Operatin	21.13	Nozzie
534 10 48 02	Vehicle Repair & Maintena		401 000 548 Water Operatin	40.09	Evolution Blade
535 10 48 03	Vehicle Repair / Maintenan		405 000 535 Sewer Operatin	240.96	Fuel Pump
15991	03/16/2023	03/16/2023	625 NORCO	24.54	Cylinder Rental Feb. 2023
534 10 41 02	Chemical Samples		401 000 534 Water Operatin	24.54	Cylinder Rental Feb. 2023
15992	03/16/2023	03/16/2023	494 OVS	40.89	Part/Supplies
534 10 48 03	System Repair & Maintenan		401 000 534 Water Operatin	25.95	PVC Coupling/Adapter/gate Valve
534 10 48 03	System Repair & Maintenan		401 000 534 Water Operatin	14.94	Slip PVC/Glue
15988	03/16/2023	03/16/2023	434 OXARC	4,851.49	Chlorine
534 10 31 02	Chlorine		401 000 534 Water Operatin	4,851.49	Chlorine
15972	03/16/2023	03/16/2023	2798 PACIFIC OFFICE AUTOMATION	170.95	Print Ink Usage Jan. 2023
518 70 45 01	Copier Lease		001 000 518 Current Expens	56.99	Print Ink Usage Jan. 2023
534 10 45 01	Copier Lease		401 000 534 Water Operatin	56.99	Print Ink Usage Jan. 2023
535 10 45 01	Copier Lease		405 000 535 Sewer Operatin	56.97	Print Ink Usage Jan. 2023
15983	03/16/2023	03/16/2023	2820 PETRO-USA MATTAWA MART	2,102.55	MPD-Fuel Services
521 20 32 03	Police Vehicle Fuel		107 000 521 Public Safety T	2,102.55	MPD-Fuel Services
15994	03/16/2023	03/16/2023	2820 PETRO-USA MATTAWA MART	1,179.23	PW Fuel Services
534 10 32 02	Fuel		401 000 535 Water Operatin	542.39	PW Fuel Services
535 10 32 00	Fuel		405 000 535 Sewer Operatin	536.61	PW Fuel Services
542 30 32 03	Fuel		101 000 542 Street Fund	100.23	PW Fuel Services
15973	03/16/2023	03/16/2023	2729 QUADIENT FINANCE USA INC.	217.80	Postage Machine:Lease March 28- June 27, 2023
514 23 31 00	Postage		001 000 514 Current Expens	60.00	Postage Machine:Lease March 28- June 27, 2023
521 20 31 02	Postage		001 000 521 Current Expens	37.80	Postage Machine:Lease March 28- June 27, 2023
534 10 30 02	Postage		401 000 534 Water Operatin	60.00	Postage Machine:Lease March 28- June 27, 2023

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537 10 31 01	Postage		420 000 537 Solid Waste Fu	60.00	Postage Machine:Lease March 28- June 27, 2023
15987	03/16/2023	03/16/2023	1247 RIO'S AUTO AG SUPPLY	716.72	Parts/Supplies
521 20 48 00	Vehicle Repair And Mainte		001 000 521 Current Expens	11.69	Air Filrt-MPD
521 20 48 00	Vehicle Repair And Mainte		001 000 521 Current Expens	181.49	Battery-MPD
535 10 48 02	Sewer Plant Maintenance		405 000 535 Sewer Operatin	15.75	CTNG Wheel
535 10 48 02	Sewer Plant Maintenance		405 000 535 Sewer Operatin	429.51	Propane/Hylon Propane
535 10 48 02	Sewer Plant Maintenance		405 000 535 Sewer Operatin	13.26	Hydraulic Fitting /Propane Tank/Fuel Tubing
535 10 48 03	Vehicle Repair / Maintenanc		405 000 535 Sewer Operatin	65.02	Hyd Fluid
15975	03/16/2023	03/16/2023	3416 SCJ ALLIANCE	6,577.00	Housing Action Plan Period January 1 To January 28, 2023
558 60 41 02	Planning Services - HAPI C		001 000 558 Current Expens	6,577.00	Housing Action Plan Period January 1 To January 28, 2023
15979	03/16/2023	03/16/2023	3416 SCJ ALLIANCE	3,325.25	Planning Services Fee Janaury 1 To January 28, 2023
558 60 41 00	Planning-Zoning & Land U		001 000 558 Current Expens	3,325.25	Planning Services Fee Janaury 1 To January 28, 2023
15980	03/16/2023	03/16/2023	3416 SCJ ALLIANCE	3,602.50	Planning Services Fee January 29 To February 25, 2023
558 60 41 00	Planning-Zoning & Land U		001 000 558 Current Expens	3,602.50	Planning Services Fee January 29 To February 25, 2023
15963	03/16/2023	03/16/2023	2963 SMARSH INC	26.00	Web Archive- Add'l Cx
518 30 49 14	Professional Services		001 000 518 Current Expens	26.00	Web Archive- Add'l Cx
15996	03/16/2023	03/16/2023	3299 SOILTEST FARM CONSULTANTS INC	989.00	RC Samples
535 10 41 02	Testing Samples		405 000 535 Sewer Operatin	989.00	RC Samples
15967	03/16/2023	03/16/2023	3297 SPRINGBROOK HOLDING COMPANY LLC	1,100.00	Annual Report Review Services 2/23/23-6/30/23
518 30 49 14	Professional Services		001 000 518 Current Expens	500.00	Annual Report Review Services 2/23/23-6/30/23
534 10 41 05	Professional Services		401 000 534 Water Operatin	200.00	Annual Report Review Services 2/23/23-6/30/23
535 10 41 04	Professional Services		405 000 535 Sewer Operatin	200.00	Annual Report Review Services 2/23/23-6/30/23
537 10 41 02	Professional Services		420 000 537 Solid Waste Fu	200.00	Annual Report Review Services 2/23/23-6/30/23
15969	03/16/2023	03/16/2023	3405 STERICYCLE INC	136.09	Shredding Services 2/8/2023
518 30 49 14	Professional Services		001 000 518 Current Expens	68.05	Shredding Services 2/8/2023

ACCOUNTS PAYABLE

City Of Mattawa

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
521 10 49 00	Professional Services		001 000 521 Current Expens	68.04	Shredding Services 2/8/2023
15964	03/16/2023	03/16/2023	1979 THE BUILDING DEPARTMENT LLC	2,054.80	Rental/Fire Inspections & Building Permit Fees
524 20 41 00	Rental/Fire Inspection Cost		001 000 524 Current Expens	2,000.00	Rental/Fire Inspections Fees
558 50 41 00	Building Permit & Plan Rev		001 000 558 Current Expens	54.80	Building Permit Fees
15993	03/16/2023	03/16/2023	2140 THINK THANK SANITATION INC.	180.00	Portable Restroom March 2023
576 80 47 00	Park Utilities		001 000 576 Current Expens	180.00	Portable Restroom March 2023
15986	03/16/2023	03/16/2023	732 U.S CELLULAR	566.75	PW & Mayor/Clerks Cell Phone Services Fee
518 23 42 14	Telephone/Internet Expense		001 000 518 Current Expens	274.29	Mayor/Clerks Cell Phone Services Fee
534 10 42 00	Telephone		401 000 534 Water Operatin	146.23	PW Cell Phone Services Fee
535 10 42 00	Telephone		405 000 535 Sewer Operatin	146.23	PW Cell Phone Services Fee
15976	03/16/2023	03/16/2023	274 UNITED STATES POSTAL SERVICES	186.00	Utility Bills Postage Fee March 2023
534 10 30 02	Postage		401 000 534 Water Operatin	62.00	Utility Bills Postage Fee March 2023
535 10 31 01	Postage		405 000 535 Sewer Operatin	62.00	Utility Bills Postage Fee March 2023
537 10 31 01	Postage		420 000 537 Solid Waste Fu	62.00	Utility Bills Postage Fee March 2023
15966	03/16/2023	03/16/2023	613 UTILITIES UNDERGROUND	2.58	Excavation Notification (2) Feb.2023
534 10 47 01	Utilities		401 000 534 Water Operatin	2.58	Excavation Notification (2) Feb.2023
15958	03/16/2023	03/16/2023	3362 VISION MUNICIPAL SOLUTIONS LLC	3,424.80	Annual IT Services Fee
518 30 49 14	Professional Services		001 000 518 Current Expens	1,141.60	Annual IT Services Fee
521 10 49 00	Professional Services		001 000 521 Current Expens	1,141.60	Annual IT Services Fee
534 10 41 05	Professional Services		401 000 534 Water Operatin	380.54	Annual IT Services Fee
535 10 41 04	Professional Services		405 000 535 Sewer Operatin	380.54	Annual IT Services Fee
537 10 41 02	Professional Services		420 000 537 Solid Waste Fu	380.52	Annual IT Services Fee
15990	03/16/2023	03/16/2023	143 WA STATE DEPT OF ECOLOGY	1,310.04	WWTP Permit Fee July 1, 2023- June 30, 2024
535 10 51 00	Permit Fees		405 000 535 Sewer Operatin	1,310.04	WWTP Permit Fee July 1, 2023- June 30, 2024
15974	03/16/2023	03/16/2023	2957 WASTE MANAGEMENT	199.99	WWTF Garbage Disposal
535 10 48 02	Sewer Plant Maintenance		405 000 535 Sewer Operatin	199.99	WWTF Garbage Disposal
15962	03/16/2023	03/16/2023	3271 ZOOM VIDEO COMMUNICATIONS INC	1,210.93	Zoom Video Communication 2023
518 30 49 14	Professional Services		001 000 518 Current Expens	403.65	Zoom Video Communication 2023
521 10 49 00	Professional Services		001 000 521 Current Expens	403.65	Zoom Video Communication 2023

ACCOUNTS PAYABLE

City Of Mattawa

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
534 10 41 05	Professional Services		401 000 534 Water Operatin	201.82	Zoom Video Communication 2023
535 10 41 04	Professional Services		405 000 535 Sewer Operatin	201.81	Zoom Video Communication 2023

Report Total:	68,367.01
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Fund	
001 Current Expense Fund	26,804.83
101 Street Fund	1,928.34
102 Police Vehicle Fund	3,269.63
107 Public Safety Tax Fund	6,302.55
401 Water Operating Fund	16,310.78
405 Sewer Operating Fund	12,687.52
420 Solid Waste Fund	1,063.36

This report has been reviewed by:

Anabel Martinez

3/13/23

REMARKS:

Anabel Martinez - City Clerk

Date

TREASURER'S REPORT

Fund Totals

City Of Mattawa

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Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 Current Expense Fund	1,104,943.90	111,298.83	162,415.05	1,053,827.68	5,645.84	42,480.57	-1,979.76	1,099,974.33
101 Street Fund	491,672.31	30,341.23	13,252.87	508,760.67	2,873.04	979.60	0.00	512,613.31
102 Police Vehicle Fund	17,990.92	61.50	3,269.63	14,782.79	0.00	0.00	0.00	14,782.79
103 Multimodal Transportation Fund	79,649.38	0.00		79,649.38	0.00	0.00	0.00	79,649.38
106 LFRF Fund	1,284,776.97	0.00		1,284,776.97	0.00	0.00	0.00	1,284,776.97
107 Public Safety Tax Fund	-28,607.31	24,065.03	5,962.67	-10,504.95	0.00	0.00	0.00	-10,504.95
140 Transportation Benefit Fund	271,467.80	6,432.38		277,900.18	0.00	0.00	0.00	277,900.18
350 Capital Improvement Fund	158,426.56	545.86		158,972.42	0.00	0.00	0.00	158,972.42
401 Water Operating Fund	794,248.88	45,026.67	58,721.46	780,554.09	62.00	5,490.18	-1,144.89	784,961.38
402 Water Bond Debt Fund	37,436.71	0.00		37,436.71	0.00	0.00	0.00	37,436.71
403 Customer Deposit Fund	0.00	0.00		0.00	225.70	0.00	0.00	225.70
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	6,184.35	57,347.46	85,887.76	-22,355.95	23,938.79	6,036.10	-2,531.03	5,087.91
406 Sewer Debt Fund	306,017.13	1,046.11		307,063.24	0.00	0.00	0.00	307,063.24
407 Water Emergency Fund	62,016.01	212.01		62,228.02	0.00	0.00	0.00	62,228.02
408 Sewer Emergency Fund	21,104.50	72.15		21,176.65	0.00	0.00	0.00	21,176.65
410 Sewer Reserve Fund	83,169.51	284.32		83,453.83	0.00	0.00	0.00	83,453.83
411 Water Capital Improvement	475,326.99	1,624.90		476,951.89	0.00	0.00	0.00	476,951.89
412 Sewer Capital Improvement	664,593.48	2,271.90		666,865.38	0.00	0.00	0.00	666,865.38
413 Water Deposits	11,677.47	0.00		11,677.47	0.00	0.00	0.00	11,677.47
414 Sewer Deposits	11,677.46	0.00		11,677.46	0.00	0.00	0.00	11,677.46
420 Solid Waste Fund	114,811.74	35,781.70	11,483.23	139,110.21	62.00	716.63	-1,728.34	138,160.50
460 Water System Construction	73,796.49	0.00		73,796.49	0.00	0.00	0.00	73,796.49
639 Custodial Fund	0.00	25.00		25.00	0.00	0.00	0.00	25.00
	6,121,714.88	316,437.05	340,992.67	6,097,159.26	32,807.37	55,703.08	-7,384.02	6,178,285.69

(A)

(C)

(B)

(D)



TREASURER'S REPORT

Account Totals

City Of Mattawa

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Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1 Checking	3,159,926.99	307,845.34	333,057.99	3,134,714.34	-7,259.02	88,510.45	3,215,965.77
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	242,707.19	906.01	0.00	243,613.20	0.00	0.00	243,613.20
6 US Bond 3.6 Yr.	1,000,000.00	0.00	0.00	1,000,000.00	0.00	0.00	1,000,000.00
7 US Bond 4 Yr.	1,000,000.00	0.00	0.00	1,000,000.00	0.00	0.00	1,000,000.00
8 US Bond 2.6 Yr.	717,566.13	0.00	0.00	717,566.13	0.00	0.00	717,566.13
9 Xpress EFT	814.57	23,671.96	23,920.94	565.59	-125.00	0.00	440.59
Total Cash:	6,121,714.88	332,423.31	356,978.93	6,097,159.26	-7,384.02	88,510.45	6,178,285.69
	6,121,714.88	332,423.31	356,978.93	6,097,159.26	-7,384.02	88,510.45	6,178,285.69

(A)

(B)

TREASURER'S REPORT

Outstanding Vouchers

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

City Of Mattawa

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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2023	323	01/30/2023	Tr Rec	1		SANCHEZ, MARIA	50.00	
2023	325	01/30/2023	Tr Rec	1		MEJIA, CECILIA	50.00	
2023	366	01/30/2023	Util Pay	1		XPRESS BILL PAY	661.10	Xpress Import - CC - 01-30-2023__daily_batch.csv
2023	367	01/31/2023	Util Pay	1		BATCH UTILITY CUSTOMER	330.45	
2023	368	01/31/2023	Util Pay	1		BATCH UTILITY CUSTOMER	1,694.32	
2023	369	01/31/2023	Tr Rec	1		M. HERNANDEZ	100.00	
2023	370	01/31/2023	Tr Rec	1		ALLENS DAYCARE	100.00	
2023	371	01/31/2023	Tr Rec	1		GUERRERO, HECTOR MANUEL	100.00	
2023	372	01/31/2023	Tr Rec	1		FLORERIA Y REGALOS EPI	100.00	
2023	373	01/31/2023	Tr Rec	1		TAPIA, MARIA	30.00	
2023	374	01/31/2023	Tr Rec	1		BELLA'S BEAUTY SALON	100.00	
2023	375	01/31/2023	Tr Rec	1		FAMILY DOLLAR STORE, ATTN:ACKERMA	275.00	
2023	376	01/31/2023	Tr Rec	1		UTILITY TAX TELEPHONE	240.33	
2023	377	01/31/2023	Tr Rec	1		UTILITY TAX TELEPHONE	45.43	
2023	378	01/31/2023	Tr Rec	1		REYES, ALBERT	30.00	
2023	379	01/31/2023	Tr Rec	1		MISC/FAX/NOTARY/ETC	30.00	
2023	380	01/31/2023	Tr Rec	1		SLEEP SHOP AND FURNITURE, LUIS GUTII	100.00	
2023	381	01/31/2023	Tr Rec	1		HERRERA TIRE AND AUTO SERVICE	100.00	
2023	382	01/31/2023	Tr Rec	1		CAMARILLO, JUAN MANUEL	36.00	
2023	383	01/31/2023	Tr Rec	1		CAMARILLO, JUAN MANUEL	150.00	
2023	384	01/31/2023	Tr Rec	1		LATINO MULTI SERVICES	100.00	
2023	392	01/31/2023	Tr Rec	1		REYES, ROSA MARIA	33.00	
2023	393	01/31/2023	Tr Rec	1		SAUCEDO, CRISTOBAL	50.00	
2023	394	01/31/2023	Util Pay	1		BATCH UTILITY CUSTOMER	220.30	
2023	395	01/31/2023	Tr Rec	1		A TODA MODA LLC	100.00	
2023	396	01/31/2023	Tr Rec	1		SANDOVAL, GABRIEL	30.00	
2023	397	01/31/2023	Tr Rec	1		ANTUNEZ, ABEL & MARICELA	30.00	
2023	400	01/31/2023	Util Pay	1		XPRESS BILL PAY	2,373.09	Xpress Import - CC - 01-31-2023__daily_batch.csv
Receipts Outstanding:							7,259.01	
2023	388	01/31/2023	Payroll	1	EFT	COLUMBIA BANK 1117 MATTAWA	21,205.94	941 Deposit for Pay Cycle(s) 01/01/2023 - 01/31/2023
2023	387	01/31/2023	Payroll	1	EFT	AFLAC	451.73	Pay Cycle(s) 01/01/2023 To 01/31/2023 - AFLAC PRE TAX; Pay Cycle(s) 01/01/2023 To 01/31/2023 - AFLAC
2023	390	01/31/2023	Payroll	1	EFT	WA STATE SUPPORT REGISTRY	508.88	Pay Cycle(s) 01/01/2023 To 01/31/2023 - Child Support
2023	389	01/31/2023	Payroll	1	EFT	WA STATE DEPT. OF RETIREMENT	12,098.88	Pay Cycle(s) 01/01/2023 To 01/31/2023 - PERS 2; Pay Cycle(s) 01/01/2023 To 01/31/2023 - LEOFF 2

TREASURER'S REPORT

Outstanding Vouchers

City Of Mattawa

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

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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2023	391	01/31/2023	Payroll	1	EFT	WASHINGTON TEAMSTERS WELFARE TRUST	18,757.20	Pay Cycle(s) 01/01/2023 To 01/31/2023 - Teamsters Medical
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
2022	3658	12/31/2022	Claims	1	19578	CLASSY CUTZZ BARBER STUDIO	100.00	Refund Utility Deposit
2022	3707	12/31/2022	Claims	1	19619	COLUMBIA BASIN HERALD	591.78	Ad For Notice Of Development Agreement-Bodredo; Ad For Summary Ordinance 22-681; Ad For Call For Bids-WWTF Improv. 12/19/2022; Ad For Call For Bids-WWTF Improv. 12/26/2022
2022	3710	12/31/2022	Claims	1	19622	KATHERINE L. KENISON P.S	5,360.00	Legal Fees Dec. 2022
2022	3717	12/31/2022	Claims	1	19629	SOILTEST FARM CONSULTANTS INC	625.00	WWTF RC Samples
2023	127	01/19/2023	Claims	1	19640	SOILTEST FARM CONSULTANTS INC	620.00	WWTF RC Samples
2023	128	01/19/2023	Claims	1	19641	UNITED STATES POSTAL SERVICES	186.00	Utility Bills Postage Fee January 2023
2023	189	01/20/2023	Claims	1	19642	APOLLO INC	15,353.57	Progress Estimate 12 Phase III Equipment Installation (Ck Returned #19616)
2023	190	01/20/2023	Claims	1	19643	APOLLO INC	6,899.40	Progress Estiamte 13 Phase III Equipment Installation
2019	730	02/28/2019	Payroll	1	31522	BRIAN BERGHOUT	57.71	
2022	3596	12/30/2022	Payroll	1	31830	MARIA MAGGIE CELAYA	859.75	
2022	3599	12/30/2022	Payroll	1	31831	FABIOLA G HERNANDEZ	57.71	
2023	301	01/31/2023	Payroll	1	31834	ANTONIO D ACOSTA	115.44	
2023	304	01/31/2023	Payroll	1	31835	SILVIA BARAJAS	57.71	
2023	305	01/31/2023	Payroll	1	31836	BRIAN BERGHOUT	115.44	
2023	306	01/31/2023	Payroll	1	31837	MARIA MAGGIE CELAYA	867.25	
2023	309	01/31/2023	Payroll	1	31838	FABIOLA G HERNANDEZ	115.44	
2023	385	01/31/2023	Payroll	1	31839	TEAMSTERS LOCAL #760	194.00	Pay Cycle(s) 01/01/2023 To 01/31/2023 - Union Dues
2023	386	01/31/2023	Payroll	1	31840	WAFOP LABOR COALITION	240.00	Pay Cycle(s) 01/01/2023 To 01/31/2023 - Union Dues (PD)

TREASURER'S REPORT

Outstanding Vouchers

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

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City Of Mattawa

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
							88,510.45	
2023	401	01/31/2023	Util Pay	9		XPRESS BILL PAY	125.00	Xpress Import - EFT - 01-31-2023__daily_batch.csv
							125.00	
Receipts Outstanding:							125.00	
							88,510.45	

Fund	Claims	Payroll	Total
001 Current Expense Fund	5,645.84	42,480.57	48,126.41
101 Street Fund	2,873.04	979.60	3,852.64
401 Water Operating Fund	62.00	5,490.18	5,552.18
403 Customer Deposit Fund	225.70	0.00	225.70
405 Sewer Operating Fund	23,938.79	6,036.10	29,974.89
420 Solid Waste Fund	62.00	716.63	778.63
	32,807.37	55,703.08	88,510.45

TREASURER'S REPORT

Signature Page

City Of Mattawa

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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: Orabel Lutz 3/8/23
Clerk / Treasurer / Date

Signed: _____
Mayor / Date

RESOLUTION NO. 23.03.05

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MATTAWA, WASHINGTON, AMENDING MISCELLANEOUS CITY ADMINISTRATIVE FEES AND AMENDING RESOLUTION NO. 22.07.11.

WHEREAS, the City is authorized to adopt reasonable fees and charges in exchange for providing services;

WHEREAS, the City adopted such fees and charges in Resolution No. 22.07.11; and

WHEREAS, the City desires to amend Resolution No. 22.07.11; and

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

1. Resolution 22.07.11 is amended as follows:

The following fees and charges are established as of March 16, 2023 for the following services:

- A. Photocopy fees - \$0.15 per page
- B. Facsimiles - \$3.00 per fax
- C. Notary fee - \$10.00 per document
- D. Police Case Reports - \$10.00 per report
- E. Electronic Public Records – Actual Cost
- F. Other Copying or Reproduction – Actual Cost
- G. Criminal Check - \$20.00 per search
- H. Fence Permit - \$15.00
- I. Rental Inspection Fee - \$100.00
- J. Commercial Fire Safety Inspection Annual Fee - \$100.00
- K. NSF Fee - \$40.00
- L. Annual Chicken License -- \$15.00
- M. One-Time Senior Animal License Fee -- \$15.00
- N. Community Events Booth Fee - \$10.00
 - No Fee for Non-Profit Booths
- O. Yard Sales - \$2
- P. Dog Impound Fee – Capture Fee \$30 / \$15 per day
- Q. Annual Dog License Tag - \$25
- R. Clean-up Events: Passenger Car - \$10.00 per trip
 - SUV / Trucks - \$15.00 per trip
 - Vehicle with Trailer - \$20.00 per trip (6'x10' max)
 - \$4 per tire (35" in diameter or less)

ADOPTED this 16th day of August 2023.

Maria Celaya, Mayor

ATTEST:

Anabel Martinez, Clerk/Treasurer

**CITY OF MATTAWA
STAFF REPORT**

To: Mayor Celaya & City Council
From: Staff
Date: March 16, 2023
Proceeding Type: New Business
Subject: City Hall Door & Window Damage

Legislative History:

- | | |
|------------------------|----------------|
| • First Presentation: | March 16, 2023 |
| • Second Presentation: | |
| • Requested Action: | Motion Needed |

Staff Report Summary

The subject in front of City Council is to authorize the repairs of the City hall entrance door and windows.

Background

On Monday February 13, 2023, city hall was reported to have property damage. The city hall entrance door and windows were damaged. Five door and window companies were contacted; Tri-City Class INC. McKinney Commercial Glass & Door, Superior Glass LLC., Perfection Glass, and Apollo Inc. The lead time for doors is estimated to be four to six weeks. The City insurance reviewed the quote submitted and have approved to pay McKinney Commercial Glass & Door quote minus the deductible of \$1,000. The city hall entrance door and windows need to be repaired for code, safety, and security standards.

Fiscal and Policy Implications

Financial impacts are expected in the amount of \$1,000 for the deductible. A budget amendment to follow with BARS from capital expenditures. No policy implications are anticipated.

FUND	BARS	LINE ITEM	AMOUNT BUDGETED	CURRENT EXPENDITURE	REMAINING BUDGET AMOUNT
Capital Expenditure					

Options

1. Authorize repairs of the City hall entrance door and windows.
2. Do not authorize s repairs of the City hall entrance door and windows.
3. Table subject for reviewal for next council meeting.

Staff

Recommendation

1. Authorize repairs of the City hall entrance door and windows by McKinney Commercial Glass & Door.

Attachments

A.	Vendor Matrix & Quotes
B.	MRSC Roster

Engineering Review

The following documents are attached and subject to engineer review:

Type of Document	Title of Document	Date Reviewed by Engineering
▪ N/A		

Legal Review

The following documents are attached and subject to legal review:

Type of Document	Title of Document	Date Reviewed by Legal Counsel
▪ N/A		

Financial Review

The following documents are subject to financial review:

Document	Initials	Date Reviewed by Financial Review
▪ Staff Report & Attachments		
Comment:		

City of Mattawa
Public Works Department

City Hall Door & Window Repair Cost

	Company	Address	Estimate Cost
1	Tri-City Class INC.	304 E. Columbia Dr. Kennewick, WA 99336	\$22,417.12
2	McKinney Commercial Glass & Door	2220 Goodman Rd. Union Gap, WA 98903	\$14,995.31
3	Superior Glass LLC.	6476 W Brinkley Rd, Kennewick, WA 99338	N/A
4	Perfection Glass*	1238 Columbia Park Trail Richland, WA 99352	N/A
5	Apollo Inc.	1133 W Columbia Dr, Kennewick, WA 99336	N/A

*Not on MRSC Roster



TRI-CITY GLASS INC
 304 E COLUMBIA DR

ESTIMATE

DATE ESTIMATE #
 2/14/2023 131869

BILL TO
 City Of Mattawa
 521 Government Rd
 Mattawa, WA 99349

JOBSITE

REP	PHONE	SEND METHOD	EMAIL ADDRESS	CONTACT NAME
NORM	509-932-1547	PHONE	JLEDEZMA@CITYOFMATTAWA-W...	JESSE

QTY	DESCRIPTION	RATE	TOTAL
1	FURNISH & INSTALL KAWNEER DOORS GREY GLASS/ ADA ON BOTH DOORS INCLUDING BUTTONS WITH BOXES/ BRONZE 450 FRAMES / PANIC / LEVER HANDLE / KEYPAID	20280.00	20,280.00T
4	TRAVEL	100.00	400.00T

SALES TAX (8.4%) \$1,737.12

TOTAL \$22,417.12

*VALID FOR 15 DAYS- CUSTOMERS WITHOUT AN ACCOUNT REQUIRE 50% DOWN PAYMENT
 PRIOR TO START
 *CUSTOMER IS RESPONSIBLE FOR OBTAINING PERMITS UNLESS OTHERWISE NOTED.
 *RESELLER PERMITS, IF APPLICABLE, MUST BE PROVIDED WHEN ACCEPTING
 ESTIMATE. OTHERWISE TAX WILL BE ADDED AND MUST BE PAID.

PHONE # 509-586-0454

McKinney Commercial Glass & Door

Estimate

2220 Goodman Rd
 Union Gap, WA 98903
 EIN 01-0942029

Date	Estimate #
2/14/2023	25698

Name / Address
City of Mattawa 521 Government Rd Mattawa, WA 99349

Ship To

Qty	Item	Description	Rate	Total
		City of Mattawa Quote to replace double swing door & remove and replaced 2 window units 509-439-9073 509-830-0719		
2	Glass	80-3/8" X 57-1/2" 3/16" tempered over 3/16" tempered 1" OA price includes installation	1,421.11	2,842.22T
1	Commercial	76" X 84 Dark bronze double metal door Medium Stile 36" Left 36" Right Offset Pivot, 3 point dead-lock top, bottom, cylinder	4,327.69	4,327.69T
16	Labor	2 Man crew 8 hours remove and replace metal double door	119.00	1,904.00T
1	MILAGE C...	TRIP CHARGE MATTAWA \$1.10 per mile 62 miles x 2 = 124 miles x 1.10 = \$ 136.40	136.40	136.40T
2	Labor	Travel Time to and from the Shop to Mattawa	238.00	476.00T
2	RECORD81...	8100xCLEARxLHx39.5OxHLxOUTSWING	1,761.50	3,523.00T
2	BE10RD900	10RD900 RECEIVER	71.00	142.00T
4	BE10TD90...	10TD900PB Digital transmitter W/ FLAG CONNECTORS AAA BATTERIES	68.00	272.00T
4	BE10PBS451	PUSH BUTTON PLATE	36.00	144.00T
4	BE10BOX4...	Surface Mount Push Plate Box Plastic	16.50	66.00T
1	EXCLUSIO...	EXCLUSIONS: PAINT, TRIM, ELECTRICAL, MASTER KEYING, ACCESS CONTROL, FINAL CLEANING, FIELD TESTING, ENGINEERING, ANY REQUIRED PERMITS BY OTHERS, SALES TAX QUOTE GOOD FOR 30 DAYS		0.00T

Subtotal	\$13,833.31
Sales Tax (8.4%)	\$1,162.00
Total	\$14,995.31

Phone #	Fax #
509-457-5476	509-452-7632

I accept the above Work and agree to pay upon
 completion
 Signature: _____
 Date: _____

Public Agency Name: City of Mattawa
Roster Type: Small Works Roster
Date: 02/15/2023
Time: 11:15 am
Main-Category: Facility Construction, Repair, and Maintenance
Sub-Category: Doors - Pedestrian Automatic and Manual, Window Installation, Glazing and Repair

Small Works Roster Businesses:

A&K CONSTRUCTION & REMODELING LLC
A Action Group Utilities, Inc.
ABM Industry Groups, LLC
Absolute Custom Construction Inc
AM Hardware
Artbrick LLC
Axthelm Construction, Inc
Barclay Dean Architectural Products
Bernard Commercial Inc.
Black Rock Construction & Development LLC
Cadence Construction
Chown, Inc.
Clarity Construction Inc.
Coating Specialty LLC
Combined Construction, Inc.
Concord Construction, Inc.
D & D Construction Inc
DallumBuildCompany LLC
DARDAN ENTERPRISES, INC
Dennis Cleavenger Construction
Edgewood Security & Lock Inc
EIB Group LLC
Empire Well Drilling LLC
EMTech LLC
Evergreen Services L.L.C
First OnSite Property Restoration
FORMA Construction Company
G2 Commercial Construction, Inc.
Garland/DBS, Inc.
Industrial Constructors, Inc.
In Time Renovations LLC
Iron Creek Construction LLC
JH Construction and Sons, LLC
John Lupo Construction, Inc.
K&K Construction
Kaplan Homes Unlimited LLC.
KC Industries Inc
Konnerup Construction, Inc
Masonry Restoration Consulting llc
Mattila Painting, Inc
McKinney Commercial Glass & Door
Merriman Contracting LLC
Modern Construction & Consulting Services, LLC
Modern Painting Group
MONTES CONSTUCTION
Nelson Construction, Corp.
NGS
Northwest Remodel & Design
Northwest Site Solutions LLC
N P M Construction Co.
NW Construction General Contracting, Inc.
Pacific Tech Construction
Pease & Sons, Inc.
Perimeter Security Group
PNW Limitless Builders LLP
RailWorks Track Systems

Rainproof Contracting, LLC
Randal Industries Inc
S&K MOUNTAIN CONSTRUCTION, INC
Sandvik Builders Incorporated
Sentry Roofing and Contracting LLC
SERVPRO Disaster Recovery Team
Signature General Construction Inc.
Stan's Construction and Son, LLC
Stateline LLC
Stumpy Tree Service
Superior Glass LLC
Talakai Construction, LLC
Taylor pro LLC
Transblue
Tri-City Glass, Inc
Trinity Contractors Inc.
Twin Valley Excavation & Construction, LLC
Wayne Dalton Sales and Service
Western States Construction, Inc.
Western United Civil Group LLC
Westwood Company LLC

CITY OF MATTAWA

STAFF REPORT

To: Mayor Celaya and City Council
 From: Chief Robert Salinas
 Date: March 16, 2023
 Proceeding Type: New Business
 Subject: Expenditure Purchase

Legislative History:

• First Presentation:	03/16/2023
• Second Presentation:	
• Requested Action:	Motion

Staff Report Summary

The subject in front of City Council is to purchase vehicle radios for the two new F-150's that are currently in the process of being upfitted. These vehicle radios were not included as part of the purchase of the new vehicles or the upfitting.

Background

The vehicle radios were not part of the upfitting. This was something that we knew we would have to purchase and have installed into the vehicles prior to them being road ready. I spoke to the tech for MACC so see if we could use any radios we currently have at the city shops and was advised they cannot be used due to the unreliability of the radios. I was also advised those radios are almost 10 years old, they are unable to be serviced due to parts no longer being made. I was also told the model in those vehicles did not have the range nor the reliability, thus putting officers lives at risk.

Fiscal and Policy Implications

Financial impacts are minimally expected; and are allocated in the appropriate funds. Budget amendment to follow.

FUND	BARS	LINE ITEM	AMOUNT BUDGETED	CURRENT EXPENDITURE	REMAINING BUDGET AMOUNT	
Capital Expenditure ARPA	N/A	Tait Mobile TM9400 762-870M-UHF	\$180,000.00	\$0	\$180,000	100%

Options

1. Council to approve the purchase
2. Table for further information.

Staff Recommendation

Staff recommends council approve the purchase of these vehicle radios we can ensure officers have the reliability of having a functioning radio available to them when needed in emergency situations. This will

Attachments

A.	Quote from Racom for the cost of the radios.
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Engineering Review

The following documents are attached and subject to engineer review:

Type of Document	Title of Document	Date Reviewed by Legal Counsel
• N/A		

Legal Review

The following documents are attached and subject to legal review:

Type of Document	Title of Document	Date Reviewed by Legal Counsel
• N/A		

Financial Review

The following documents are subject to financial review:

Document	Initials	Date Reviewed by Financial Review
▪ Budget 2023		
Comment:		



RACOM - MOSES LAKE
526 S LOCUST LANE
MOSES LAKE, WA 98837

Quote #	212431
Customer #:	70062
Date	02/17/2023
Expiry Date	03/17/2023

Bill To:
CITY OF MATTAWA PO BOX 965 521 GOVERNMENT WAY MATTAWA, WA 99349-0954

Ship To
CITY OF MATTAWA PO BOX 965 521 GOVERNMENT WAY MATTAWA, WA 99349-0954 NORMA AVALOS, Phone: 5099324112 NAVALOS@CITYOFMATTAWA-WA.GOV

Item Number	Description	Unit Price	Qty	Extended Price
TM9400K5DA-T	MOBILE TM9400 762-870M 35W M-UHF BODY	\$927.22	2.00	\$1,854.44
T02-00005-AAAA	MIC, STANDARD, TM8/9000, TAIT, TDMA - TAIT	\$71.78	2.00	\$143.56
T02-00026-1004	CABLE KIT, MOBILE M-UHF 30-50W TM93/94	\$59.94	2.00	\$119.88
T02-00071-AAAB	CONTROL HEAD, LARGE LOCAL TM9400 BLACK	\$214.16	2.00	\$428.32
TMAS151	SFE, P25 TRUNKING SVCS, PHASE 1, TMAS050/055/100	\$829.54	2.00	\$1,659.08
TMAS109	SFE SINGLE KEY AES, DES, ARC4 ENCRYPTION	\$45.14	2.00	\$90.28
TMAS058	SFE AES ENCRYPT, NEEDS TMAS057 OR TMAS109	\$529.10	2.00	\$1,058.20
SHIPPING	SHIPPING CHARGES	\$34.00	1.00	\$34.00
		SubTotal		\$5,387.76
		Tax		\$452.58
		Total		\$5,840.34

Shipping and Tax Charges are Estimates Only. Actual Invoice Costs May Vary

Notes
MATTAWA PD.

Sales Rep: Lee Cople

Email: lee.cople@racom.net

Phone: (509) 765-7773

Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and hereby accepted. The undersigned hereby authorizes RACOM Corporation to provide the goods and services as specified in this proposal.

Accepted By: _____ Signature: _____ Date: _____

Vehicle Purchase Request - 2022-9-40 - MATTAWA, TOWN OF - 21308

NOREPLY@des.wa.gov <NOREPLY@des.wa.gov>

Thu 9/1/2022 6:48 PM

To: ford.orders@budclary.com <ford.orders@budclary.com>

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

CAUTION: External Email

This is **NOT** a purchase order.
 You must contact the dealer to discuss the purchase and provide a purchase order number before the vehicle will be ordered.

Contract & Dealer Information

Contract #: 05916 - Motor Vehicles	Dealer Contact: Kathleen Brennan
Dealer: Bud Clary Ford/Hyundai	Dealer Phone: (360) 423-4321 Ext: 7183
700 7th Avenue	Dealer Email: ford.orders@budclary.com
PO Box 127	
Longview WA 98632	

Organization Information

Organization: MATTAWA, TOWN OF - 21308	Contact Email: rsalinas@cityofmattawa-wa.gov
Order Contact: Robert Salinas	Organization Reference #:
Contact Phone: 509-932-4112	Quote #: 2022-9-40
Vehicle Location: MATTAWA	
Comments:	

Color Options

Carbonized Gray Metallic (M7) - 1
Tax Exempt: N

Vehicle Options

Order Code	Option Description	Qty	Unit Price	Ext. Price
2023-0517-001	2023 Ford F150 Pursuit-Rated Police Responder Crew Cab 4WD	1	\$44,564.00	\$44,564.00
2023-0517-002	INFORMATION ONLY: Order-to-delivery timing remains very fluid due to the continuing global supply chain shortages, labor instability and high volume of nationwide orders being submitted. Ford Motor Company is not able to guarantee that this vehicle will be produced during the current model year production cycle. Also, due to uncontrollable increasing costs of raw materials, Ford might not be able to provide price protection for vehicles that will need to be re-ordered as 2024 model year. If Ford is unable to build this vehicle, we will contact you when we receive notification, offering the choice of order cancellation without penalty or acceptance of 24MY CARS contract pricing to re-order vehicle (and upfits if applicable) with factory expedited scheduling.	1	\$0.00	\$0.00
2023-0517-003	INFORMATION ONLY: Bud Clary Ford offers a \$300 prompt payment discount if payment is remitted within 20 days of vehicle delivery..	1	\$0.00	\$0.00
2023-0517-	INFORMATION ONLY: Bud Clary Ford CARS Cancellation Fees: NO fee to cancel order if vehicle has not been scheduled for production and is able to be cancelled at factory. \$500 cancellation fee if	1	\$0.00	\$0.00

004	vehicle has been serialized and is locked in for production by manufacturer. \$750 cancellation fee if vehicle has been delivered to customer and must be picked up by dealer and re-stocked into inventory. Absolutely NO cancellation if customer has licensed/registered vehicle. Upfits/Equipment ordered for vans, trucks, chassis cabs and police/fire vehicles will have a 10-30% re-stocking fee; custom bodies cannot be cancelled.			
2023-0517-010	2023 Ford F150 Pursuit-Rated Police Responder, Crew Cab, 4WD, 145in Wheelbase, 5.5ft Box, 3.5L V6 EcoBoost (NEW: 120-MPH Top Speed), 10-speed automatic transmission with selectable drive modes, XL Trim Level, 7050# GVWR, 2030# Payload, 3.31 Electronic Locking Rear Axle, LT265/70R18 BSW All-Terrain Tires, Skid Plates (W1P/150A/998/44G/145WB/XL3/TTPB) -- THIS IS THE BASE VEHICLE. Please review Vehicle Specifications for complete description.	1	\$0.00	\$0.00
2023-0517-015	Police Engine Idle Feature (allows driver to leave the engine running and prevents the vehicle from unauthorized use when outside of the vehicle. Allows the key to be removed from ignition while vehicle remains idling) (47P)	1	\$250.00	\$250.00
2023-0517-018	Remote Keyless Entry Key Fobs (Includes 4 fobs) (does not include door keypad) (Compatible w/ new Fleet Keyed Alike option, but Key Fobs are NOT fobbed alike) (67P)	1	\$329.00	\$329.00
2023-0517-023	8-Way Power Passenger Seat (61P)	1	\$285.00	\$285.00
2023-0517-200	INFORMATION ONLY: #200-799 Dealer Installed Options. #200-249 Basic Dealer Options. #250-299 Setina Manufacturing Equipment: push bumpers, window guards, partitions, prisoner seats, and more. #300-349 Lighting: Amber lighting packages and options, Work lights, GoLights, Spotlights. #400-499 Truck bed equipment: Allied Aluminum Cab Racks, Rack-It Ladder Racks, Toolboxes by UWS, Adrian Steel, and Buyers, Ford Tonneau Covers, Bedslide cargo trays, Decker storage drawers. #500-599 LEER canopies: LEER-MT3 Commercial Aluminum canopy and LEER 100RCC Commercial Fiberglass canopy with options and topside ladder racks. #800-899 Police/Fire/Amber Lighting packages installed by Day Wireless, Longview. (To view #800-899 options, click on DISPLAY UPFIT OPTIONS at bottom of page)	1	\$0.00	\$0.00
2023-0517-212	Stock Vehicle Upcharge (Call dealer for availability before ordering) (DLR)	1	\$250.00	\$250.00
2023-0517-215	Floor Mats, HD Rubber Molded, Front (Weather Tech) (DLR)	1	\$135.00	\$135.00
2023-0517-217	Mud flaps, Front (DLR)	1	\$88.00	\$88.00
2023-0517-218	Mud Flaps, Rear (DLR)	1	\$88.00	\$88.00
2023-0517-220	Fire Extinguisher, 2.5# Dry Chemical ABC Rated w/ Mounting Bracket, uninstalled (DLR)	1	\$43.00	\$43.00
2023-0517-224	SPRAY-IN Bedliner (DLR)	1	\$540.00	\$540.00
2023-0517-254	Setina - PB400 Push Bumper, Aluminum, includes Mar Pad (DLR) (SET110)	1	\$519.00	\$519.00

2023-0517-263	Setina - 10VSRP Front Partition with Lower Center Recess Panel, Horizontal Polycarbonate Sliding Window (Crew Cab Only) (DLR) (SET201)	1	\$871.00	\$871.00
2023-0517-267	Setina - Double Weapon Mount with Small and Universal XL (Must also order RP Partition) (DLR) (SET230)	1	\$417.00	\$417.00
2023-0517-280	Setina - Rear Seat Cargo Deck Max System. Includes Single Prisoner Transport polycarbonate divider wall, radio box, locking storage box, lower deck with rubber mat, rear door panel (aluminum, replaces OEM door panel) for driver side only. (60% factory seat section removed, shipped loose. Factory jack will be shipped loose inside drawer) (Must order 10VSRP partition) (May also order Single Prisoner Transport Seat Cover) (Not compatible with rear WeatherTech floor liner) (Crew Cab only) (DLR) (SET331/333)	1	\$2,078.00	\$2,078.00
2023-0517-333	Spotlight, LED 6 inch, Clear Lens, Pillar Mounted, Driver Side (Unity)	1	\$698.00	\$698.00
2023-0517-491	DECKED in bed storage system (for 5.5/6.5/6.75ft beds): Two drawer bed storage made from 100% recycled polyethylene co-molded to a steel subframe. Each drawer rated to 200lb capacity, top deck rated to 2,000lb load capacity. (TB492)	1	\$1,997.00	\$1,997.00
2023-0517-492	DECKED - Add key locks to bed drawers. (TB493)	1	\$74.00	\$74.00
2023-0517-801	POLICE: Base Package (For F150 Responder or SSV): Installation of 2 Mpower grill lights (red driver/blue pass), (2) Intersector 180 degree dual color mirror lights (red/White driver , blue/White pass), (2) Mpower rear window lights (red driver, blue pass), (2) Mpower 4x2 tailgate lights (red driver/blue pass), 2 LED inserts in backup lights (red driver/blue pass). Also includes Gamber Johnson equipment console (computer mount ready), single radio prewire (radio to be specified), (3) 12V accessory ports, armrest and cupholders, 500 Series light/siren controller, and 100 Series siren speaker. Package will also include gun lock wiring, park kill wiring, horn ring circuit, and master wiring harness. (MUST SELECT INTERIOR OR EXTERIOR SOUNDOFF LIGHTBAR OPTION BELOW) (Not compatible with lighted push bumper option) (DWS-F150-LE-1) (DW801)	1	\$8,637.00	\$8,637.00
2023-0517-809	POLICE: (Interior Lightbar) [Installed equipment to include: Soundoff Nforce 8-module interior full front windshield lightbar. DUAL color (Red/White driver, Blue/White pass), with (2) takedowns and full white scene light. (Requires POLICE base package) (DW809)	1	\$1,353.00	\$1,353.00
2023-0517-812	POLICE: Rocker Warning light: Installed equipment includes, DUAL color 61in Soundoff SL Running Light (RED/White driver, BLUE/White pass). AVAILABLE FOR RESPONDER ONLY (Requires POLICE base package and exterior or interior lightbar) (DW812)	1	\$1,319.00	\$1,319.00
2023-0517-864	Backup Light Upgrade: Upgrade (2) rear tailgate lights to include white lighting for auxiliary rear backup/work lights wired to controller switch. (Requires Police or Fire Package) (DWS-BACKUP) (DW864)	1	\$63.00	\$63.00
2023-0517-866	Universal Computer Cradle Mount: Installed equipment will include locking universal computer cradle and swivel mount attached to top of console. (Requires Police or Fire Package) (DWS-UNIV CRADLE) (DW866)	1	\$879.00	\$879.00
2023-0517-893	Radio Install - Includes single antenna mount installed in roof and power wiring to center console area. Dash mount radio installed with antenna and connectors. (Must provide radio model and frequency band for antenna.) (Requires Day Wireless Police/Fire/Amber package) (DW893)	1	\$310.00	\$310.00
2023-0517-894	Console Radio Install: Complete installation of radio in console with antenna, power, coax, and microphone clip. (Must specify radio model and frequency band) (Requires Day Wireless Police/Fire/Amber package) (DWS-RADIO INSTALL) (DW894)	1	\$310.00	\$310.00
2023-0517-	GPS ANTENNA: Includes NMO GPS antenna installed with required connector to device. (Must specify radio model and frequency band) (Requires Day Wireless Police/Fire/Amber package) (DWS-GPS)	1	\$175.00	\$175.00

897 ANTENNA) (DW897)

Request Totals

Total Vehicles:	1
Sub Total:	\$66,272.00
8.400 % Sales Tax:	\$5,566.85
Request Total:	\$71,838.85