



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

- Minutes- Council Meeting 04/06/2023
- 2023 Claims EFT & Checks Approval #19769-19801 - \$121,952.46
- 2023 Payroll EFT Approval - \$10,000.00

IV. Reports:

Mayor Report

Council Report

Police Department Report

Public Works Department Report

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

- 1. Ordinance No. 23-684 Establishing Advisory Tree Board**
- 2. Resolution 23.04.06 Fee Schedule**

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

- 1. WSD Class of 2023 Senior Parade**
- 2. Well #2 Rehabilitation & Testing – Award**
- 3. Resolution 23.04.07 Arbor Day Proclamation**
- 4. PUD Pay Station– Amendment No. 6**

VII. Adjournment:



**CITY OF MATTAWA
COUNCIL MEETING MINUTES
April 06, 2023
5:30 PM**

Call to Order/Roll Call

The council meeting was called to order by Mayor Maria Celaya at 5:30 p.m. Council members present were Sun Hwang, Tony Acosta, Fabiola Hernandez, Wendy Lopez, and Brian Berghout
M/s; Lopez / Acosta motion to excuse Barajas and Heredia. Motion carried.

Staff present – Police Chief Robert Salinas, Public Works Director Juan Ledezma, Deputy Clerk Jazmin Hernandez

Others Present: City Attorney Katherine Kenison, , Steve Verhey and Jahaza Perez

~ ~ ~ ~ ~

I. Additions/Approval of Agenda:

** M/s; Lopez / Hernandez motion to add the CDBG Well Improvement Grant and a Letter of support of proposal for South Grant County Sheriff Search and Rescue Station. approve additions to agenda. Motion Carried

** M/s; Acosta / Lopez approve tonight’s agenda. Motion carried.

II. Public Comments:

**None

III: Consent Agenda / Informational:

- **Expenditures/ Revenues Year-To-Date Update
- ** Minutes – Council Meeting 03.06.23 and Special Mtg Minutes 3.09.23
- ** Liquor License Renewal- Estudillo’s Food Store & Tacos la Parilla
- ** 2023 Claims EFT & Checks Approval #19743-19768- \$72,708.17
- ** 2023 Payroll EFT & Checks Approval #31848-31854- \$108,998.92

** 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 April 6, 2023, the Council approved payment of 2023 Claims EFT & checks approval #19743-19768 in the amount of \$72,708.17, 2023 Payroll EFT & Checks approval #31848-31854 in the amount of \$108,998.92.

**** M/s; Lopez/ Hernandez motion that bills, checks, payroll, 03.16.23 & 3.09.23 meeting minutes be approved. Motion carried.**

IV. Reports

Mayor's Report:

- ** Gary Crowder's wife passed away, if anyone would like to attend the viewing and funeral it will be Monday at 10 am, will ask Rio Hirai for more information of the location.
- **We will be changing a date for one of the movies dates from July 14 to July 21
- **We met with Seattle Youth Group. It was very helpful we gathered information on how agricultural workers feel about this area and how we can help them feel more welcome.
- ** Would like to encourage all council member to attend council retreat, will be sending a email out to see everyone's availability.

Council's Report:

- ** Councilwoman Lopez- the housing plan strategies meeting went great, they counted almost 52 people. Even though it was a difficult topic, residents were involved in asking questions.
- ** Councilwoman Hernandez said the community members were asking about why the change on the size lots, their questions were being responded by planner.
- ** Councilwoman Hernandez is ready for Easter day; it starts Saturday at 10 am. Currently there are 24 gifts and about 1100 eggs.

Police Department's Report:

- **Update on Edgar Villa, he is doing great. Officer Vazquez is also doing good, he is on his 3rd week in the academy. Officer Baltazar has been training these few days.
- **For the Palm Sunday event we were able to help public works with traffic control.
- ** Been working with Gigi Calaway to see what Cops grants they can apply.

Public Works Department's Report:

- ** The water meters at the park are already turned one and the snowplow is off for the season.
- ** Spring clean up is May 19 and 20th with council selected fees.
- **Well #3 and #4 flow meters have been installed.
- **Had a pre-construction meeting for the WWTF Improvements, the work will set to start in May.
- ** Government Pathways project is essentially finished the only remaining side is by dollar general.
- ** Basketball court project is out for bid.
- ** Councilman Berghout said they did a great job on Saturday event.

V. Council Items For Motion (Old Business):

None

VI. Council Items For Motion (New Business):

1. Mattawa Shade Project (Planting a Tree) – WSD

M/s; Berghout / Acosta motion to approve the Arbor Day Proclamation. Motion carried.

**** they would like to have a subcommittee for the project, councilwoman Hernandez would like to help with planting trees in the park.**

**** Next council meeting would like to have a resolution for Arbor Day.**

2. Amendment #4-Sewer GFC Study Update

M/s; Acosta/ Lopez motion to approve. Motion Carried

3. Amendments #5 – Construction Standards Update

M/s; Berghout / Acosta motion to approve. Motion carried.

4. Ord. 23-683 & Res. 23.04.06 Amending Fees-Clerk’s Dept.

M/s; Acosta / Berghout motion to approve. Motion carried.

5. Security Cameras- Public Works Dept.

M/s; Berghout / Hwang motion to approve. Motion carried.

6. Paul Lauzier Grant Park Equipment Purchase

M/s; Acosta / Berghout motion to approve. Motion carried.

7. CDBG Well improvement Grant

M/s; Acosta/ Hwang motion to approve 70k city matching funds out of water capital funds. Motion carried.

8. Letter of Support for proposal for South Grant County Sheriff Search and Rescue Station

M/s; Berghout/ Hernandez motion to approve. Motion carried.

VII. Executive Session RCW 42.30.110 (1.i) “Potential Litigation & (1.b) “Selection of a site or acquisition of real estate. Possible action.

Session started at 7:15 pm for 30 minutes. An additional 20 minutes were needed.

The council reconvened at 8:05 pm.

***M/s; Berghout / Hwang motion to authorize staff to proceed with internal environmental study.**

Opposed; Acosta/Hernandez. Motion carried.

VIII. The council meeting was adjourned at 8:06 P.M. M/s; Berghout / Acosta. Motion carried.

Respectfully submitted,

Anabel Martinez, City Clerk

Maria Celaya, Mayor

ACCOUNTS PAYABLE

City Of Mattawa

Time: 16:46:59 Date: 04/17/2023

As Of: 04/20/2023

Page: 1

Accts	Pay #	Received	Date Due	Vendor	Amount	Memo
	16088	04/20/2023	04/20/2023	2401		
				A-1 PERFORMANCE INC.	238.27	Monthly Cleaning Services April 2023
		518 30 48 00	Repair And Maintenance	001 000 518	238.27	Monthly Cleaning Services April 2023
	16062	04/20/2023	04/20/2023	1622		
				ALSCO	103.10	Library Mat Maint. Services April 12, 2023
		572 20 31 00	Library Maintenance And C	001 000 572	103.10	Library Mat Maint. Services April 12, 2023
	16063	04/20/2023	04/20/2023	1622		
				ALSCO	283.96	Library Mat Maint. Services March 1, 15 And 29, 2023
		572 20 31 00	Library Maintenance And C	001 000 572	283.96	Library Mat Maint. Services March 1, 15 And 29, 2023
	16081	04/20/2023	04/20/2023	1546		
				CALLAHAN MFG INC	503.99	Parts/ Labor: Well No. 3 & 4
		534 10 48 03	System Repair & Maintenan	401 000 534	503.99	Parts/ Labor: Well No. 3 & 4-Gaskets/Adapters
	16075	04/20/2023	04/20/2023	112		
				COLUMBIA BASIN HERALD	207.26	Notice For Family Dollar Binding Site Plan April 3,2023
		558 60 41 00	Planning-Zoning & Land U	001 000 558	207.26	Notice For Family Dollar Binding Site Plan April 3,2023
	16076	04/20/2023	04/20/2023	112		
				COLUMBIA BASIN HERALD	217.26	Notice For Family Dollar Binding Site Plan March 29, 2023
		558 60 41 00	Planning-Zoning & Land U	001 000 558	217.26	Notice For Family Dollar Binding Site Plan March 29, 2023
	16077	04/20/2023	04/20/2023	112		
				COLUMBIA BASIN HERALD	491.18	Notice For Rubalcava DNS April 3, 2023
		558 60 41 00	Planning-Zoning & Land U	001 000 558	491.18	Notice For Rubalcava DNS April 3, 2023
	16078	04/20/2023	04/20/2023	112		
				COLUMBIA BASIN HERALD	501.18	Notice For Rubalcava DNS March 29, 2023
		558 60 41 00	Planning-Zoning & Land U	001 000 558	501.18	Notice For Rubalcava DNS March 29, 2023
	16070	04/20/2023	04/20/2023	108		
				CONSOLIDATED DISPOSAL	43,529.57	Waste Services February & March 2023
		537 10 33 00	Consolidated Disposal	420 000 537	43,529.57	Waste Services February & March 2023
	16064	04/20/2023	04/20/2023	1698		
				GRANT COUNTY PUD	1,854.05	Power Billing March 2023
		542 63 47 00	Street Lighting	101 000 542	1,683.87	St. Lights
		576 80 47 00	Park Utilities	001 000 576	170.18	St. Lights Park
	16095	04/20/2023	04/20/2023	1698		
				GRANT COUNTY PUD	1,747.95	Power Billing March 2023

ACCOUNTS PAYABLE

City Of Mattawa

Time: 16:46:59 Date: 04/17/2023

As Of: 04/20/2023

Page: 2

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
518 30 47 14	City Hall Utilities		001 000 518 Current Expens	150.87	City Hall
534 10 47 01	Utilities		401 000 534 Water Operatin	1,355.00	707 2nd Well
534 10 47 01	Utilities		401 000 534 Water Operatin	47.14	Boundary Ave
572 20 31 00	Library Maintenance And C		001 000 572 Current Expens	90.94	Library
576 80 47 00	Park Utilities		001 000 576 Current Expens	23.68	Park
576 80 47 00	Park Utilities		001 000 576 Current Expens	27.07	Manson Lane
576 80 47 00	Park Utilities		001 000 576 Current Expens	30.14	Control Circuit
576 80 47 00	Park Utilities		001 000 576 Current Expens	23.11	Outlets
16054	04/20/2023	04/20/2023	1734 GRAY & OSBORNE INC	1,730.59	WWTF Solids Handling Analysis Professional Services Feb. 26-March 25, 2023
594 35 41 05	WWTF Improvements Engi		412 000 594 Sewer Capital I	1,730.59	WWTF Solids Handling Analysis Professional Services Feb. 26-March 25, 2023
16055	04/20/2023	04/20/2023	1734 GRAY & OSBORNE INC	15,862.79	WWTF Improvements CA Professional Services Feb. 26-March 25, 2023
594 35 41 00	WWTF Improvements Proj		412 000 594 Sewer Capital I	15,862.79	WWTF Improvements CA Professional Services Feb. 26-March 25, 2023
16056	04/20/2023	04/20/2023	1734 GRAY & OSBORNE INC	880.92	WWTF Fire Assistance Professional Services Feb. 26-March 25, 2023
535 10 41 08	Professional Services - WW		405 000 535 Sewer Operatin	880.92	WWTF Fire Assistance Professional Services Feb. 26-March 25, 2023
16057	04/20/2023	04/20/2023	1734 GRAY & OSBORNE INC	755.54	Basketball Court And Parking Lot Improvements Professional Services Feb. 26-March 25, 2023
594 76 41 00	2022 Paul Lauzier Grant - I		001 000 594 Current Expens	755.54	Basketball Court And Parking Lot Improvements Professional Services Feb. 26-March 25, 2023
16058	04/20/2023	04/20/2023	1734 GRAY & OSBORNE INC	17,980.45	Well 2 Rehabilitation And Re- Equipping Professional Services Feb. 26-March 25, 2023
594 34 63 03	Well #2 Rehabilitation & R		401 000 594 Water Operatin	17,980.45	Well 2 Rehabilitation And Re- Equipping Professional Services Feb. 26-March 25, 2023
16087	04/20/2023	04/20/2023	1193 MARTY'S HARDWARE	1,022.88	Parts/Supplies
518 30 48 00	Repair And Maintenance		001 000 518 Current Expens	4.04	Nails
521 20 31 00	Office Supplies		001 000 521 Current Expens	9.19	Keys
534 10 31 01	Operating Supplies		401 000 534 Water Operatin	32.50	Food Sililubricant

ACCOUNTS PAYABLE

City Of Mattawa

Time: 16:46:59 Date: 04/17/2023

As Of: 04/20/2023

Page: 3

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
534 10 48 03	System Repair & Maintena		401 000 534 Water Operatin	26.00	Ball Valve
534 10 48 03	System Repair & Maintena		401 000 534 Water Operatin	10.80	Adpater Reducing
534 10 48 03	System Repair & Maintena		401 000 534 Water Operatin	104.67	Pipe/ Fem Adapter/Plug
534 10 48 03	System Repair & Maintena		401 000 534 Water Operatin	7.58	Fur Filter
535 10 31 00	Office Supplies		405 000 535 Sewer Operatin	46.61	Marking Wand/Flashlight Holder
535 10 35 00	Small Tools & Equipment		405 000 535 Sewer Operatin	163.68	Chian Oil/Hedge Trimmer
535 10 48 02	Sewer Plant Maintenance		405 000 535 Sewer Operatin	11.47	Ellbows
535 10 48 04	System Repairs / Maintena		405 000 535 Sewer Operatin	52.60	Connecto/Nozzle/Nipple/Ball Valve
537 10 31 00	Office Supplies		420 000 537 Solid Waste Fu	46.13	Jet Nozzle/Ball Valve/Connector
542 70 48 00	Roadside Maintenance/Spra		101 000 542 Street Fund	26.80	Propane
554 30 31 00	Animal Control / Supplies		001 000 554 Current Expens	28.18	Wire Drain Auger
554 30 31 00	Animal Control / Supplies		001 000 554 Current Expens	16.26	Sewer Rod
572 20 31 00	Library Maintenance And C		001 000 572 Current Expens	10.80	Keys
572 20 31 00	Library Maintenance And C		001 000 572 Current Expens	3.24	Nails
576 80 31 00	Park Supplies		001 000 576 Current Expens	53.20	Nails/Shovel/ Trans Shovel
576 80 31 04	Cook Shack Repairs		001 000 576 Current Expens	172.36	Ext Cord
576 80 48 00	Park Maintenance		001 000 576 Current Expens	172.36	Bare Tool Chain Saw
576 80 48 02	Weed Control		001 000 576 Current Expens	24.41	Propane
16094 04/20/2023 04/20/2023 2840 MATTAWA AUTO PARTS, LLC				537.27	Parts/Supplies
534 10 48 02	Vehicle Repair & Maintena		401 000 548 Water Operatin	59.02	Oil Dump Truck
534 10 48 02	Vehicle Repair & Maintena		401 000 548 Water Operatin	6.82	Windshield Washer
535 10 31 00	Office Supplies		405 000 535 Sewer Operatin	37.87	Fine Markers/Coveralls
537 10 48 01	Vehicle Repair & Maintena		420 000 537 Solid Waste Fu	433.56	Vac Truck
16073 04/20/2023 04/20/2023 1900 MATTAWA TIRE CENTER				311.82	MPD- Vehicle Maints. Services
521 20 48 00	Vehicle Repair And Maintei		001 000 521 Current Expens	10.00	Late Fee
521 20 48 00	Vehicle Repair And Maintei		001 000 521 Current Expens	242.32	Tires 2018 Ford Explorer
521 20 48 00	Vehicle Repair And Maintei		001 000 521 Current Expens	59.50	Used Tire
16084 04/20/2023 04/20/2023 625 NORCO				28.51	Cylinder Rental March 2023
534 10 31 01	Operating Supplies		401 000 534 Water Operatin	28.51	Cylinder Rental March 2023
16085 04/20/2023 04/20/2023 494 OVS				1,582.36	Parts/Supplies
534 10 48 03	System Repair & Maintena		401 000 534 Water Operatin	777.60	Ball Valve/Dry Glue/PVC/Elbows/Flange Gasket/Cupling/Primer/Adapters
534 10 48 03	System Repair & Maintena		401 000 534 Water Operatin	27.15	Flange Gasket
576 80 31 00	Park Supplies		001 000 576 Current Expens	777.61	Ball Valve/Dry Glue/PVC/Elbows/Flange Gasket/Cupling/Primer/Adapters

ACCOUNTS PAYABLE

City Of Mattawa

Time: 16:46:59 Date: 04/17/2023

As Of: 04/20/2023

Page: 4

Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
16060	04/20/2023	04/20/2023	2820	PETRO-USA MATTAWA MART	2,552.61	MPD Fuel Services March 2023
	521 20 32 03	Police Vehicle Fuel	107 000 521	Public Safety T	2,552.61	MPD Fuel Services March 2023
16086	04/20/2023	04/20/2023	2820	PETRO-USA MATTAWA MART	1,062.41	PW Fuel Services
	534 10 32 02	Fuel	401 000 535	Water Operatin	400.00	PW Fuel Services
	535 10 32 00	Fuel	405 000 535	Sewer Operatin	400.00	PW Fuel Services
	542 30 32 03	Fuel	101 000 542	Street Fund	100.00	PW Fuel Services
	576 80 32 04	Fuel	001 000 576	Current Expens	162.41	PW Fuel Services
16079	04/20/2023	04/20/2023	3553	RICK'S CUSTOM FENCING & DECKING, INC	4,198.73	Basketball Court Fence
	594 76 63 01	2022 Paul Lauzier Grant - F	001 000 594	Current Expens	4,198.73	Basketball Court Fence
16080	04/20/2023	04/20/2023	1247	RIO'S AUTO AG SUPPLY	504.98	Parts/Supplies
	521 20 48 00	Vehicle Repair And Mainte	001 000 521	Current Expens	181.49	MPD- Battery
	521 20 48 00	Vehicle Repair And Mainte	001 000 521	Current Expens	0.50	Remain Balance- MPD Brake Pads/Brake Fluids/Chloriated
	534 10 48 03	System Repair & Maintena	401 000 534	Water Operatin	74.79	Hydraulic Fluid
	535 10 48 02	Sewer Plant Maintenance	405 000 535	Sewer Operatin	25.09	Nuts:Metric Threads
	535 10 48 02	Sewer Plant Maintenance	405 000 535	Sewer Operatin	7.07	Titanium Drills
	537 10 48 01	Vehicle Repair & Maintena	420 000 537	Solid Waste Fu	126.73	MPD-Brakes Pads
	537 10 48 01	Vehicle Repair & Maintena	420 000 537	Solid Waste Fu	89.31	Battery
16067	04/20/2023	04/20/2023	3416	SCJ ALLIANCE	5,504.70	Planning Services Fee Period February 26-April 1, 2023
	558 60 41 00	Planning-Zoning & Land U	001 000 558	Current Expens	5,504.70	Planning Services Fee Period February 26-April 1, 2023
16072	04/20/2023	04/20/2023	3416	SCJ ALLIANCE	5,967.50	Housing Action Plan Fee Period February 26-April 1, 2023
	558 60 41 02	Planning Services - HAPI C	001 000 558	Current Expens	5,967.50	Housing Action Plan Fee Period February 26-April 1, 2023
16061	04/20/2023	04/20/2023	412	SIRCHIE COMMAND EVERY SCENE	226.80	MPD-Supplies
	521 22 35 00	LE Equipment/Supplies	001 000 521	Current Expens	226.80	Tape"evidence"
16069	04/20/2023	04/20/2023	2963	SMARSH INC	25.50	Web Archive-Add's Cx
	518 30 49 14	Professional Services	001 000 518	Current Expens	25.50	Web Archive-Add's Cx

ACCOUNTS PAYABLE

City Of Mattawa

Time: 16:46:59 Date: 04/17/2023

As Of: 04/20/2023

Page: 5

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
16089	04/20/2023	04/20/2023	3299		
			SOILTEST FARM CONSULTANTS INC	952.00	WWTF RC Samples
	535 10 41 02	Testing Samples	405 000 535 Sewer Operatin	952.00	WWTF RC Samples
16065	04/20/2023	04/20/2023	1979		
			THE BUILDING DEPARTMENT LLC	1,140.00	Rental/ Fire Inspections And Building Permits & Plan Reviews
	524 20 41 00	Rental/Fire Inspection Cost	001 000 524 Current Expens	1,020.00	Rental/ Fire Inspections
	558 50 41 00	Building Permit & Plan Rev	001 000 558 Current Expens	120.00	Building Permits & Plan Reviews
16082	04/20/2023	04/20/2023	2140		
			THINK THANK SANITATION INC.	180.00	Portable Restrooms April 2023
	576 80 47 00	Park Utilities	001 000 576 Current Expens	180.00	Portable Restrooms April 2023
16093	04/20/2023	04/20/2023	732		
			U.S CELLULAR	762.88	MPD Cell Phone Services
	521 20 42 00	Telephone	001 000 521 Current Expens	762.88	MPD Cell Phone Services
16068	04/20/2023	04/20/2023	554		
			U.S. BANK MUN INV. ACCOUNT	26.00	Bank Fees March 2023
	514 23 41 01	Banking And Visa/Merchar	001 000 514 Current Expens	26.00	Bank Fees March 2023
16074	04/20/2023	04/20/2023	274		
			UNITED STATES POSTAL SERVICES	186.00	Utility Bills Postage Fee April 2023
	534 10 30 02	Postage	401 000 534 Water Operatin;	62.00	Utility Bills Postage Fee April 2023
	535 10 31 01	Postage	405 000 535 Sewer Operatin	62.00	Utility Bills Postage Fee April 2023
	537 10 31 01	Postage	420 000 537 Solid Waste Fu	62.00	Utility Bills Postage Fee April 2023
16066	04/20/2023	04/20/2023	613		
			UTILITIES UNDERGROUND	10.32	Excavation Notification (8)
	534 10 47 01	Utilities	401 000 534 Water Operatin;	10.32	Excavation Notification (8)
16053	04/20/2023	04/20/2023	960		
			VINEYARD APARTMENTS #K & J	594.63	Refund-Over Paid On Water Bill
	343 40 00 00	Water Sales	401 000 340 Water Operatin;	-290.63	Refund-Over Paid On Water Bill
	343 40 00 03	Utility Tax On Water Sales	401 000 340 Water Operatin;	45.46	Refund-Over Paid On Water Bill
	343 50 00 01	Sewer Sales	405 000 340 Sewer Operatin	-414.25	Refund-Over Paid On Water Bill
	343 50 00 03	Utility Tax On Sewer Sales	405 000 340 Sewer Operatin	64.79	Refund-Over Paid On Water Bill
16071	04/20/2023	04/20/2023	3362		
			VISION MUNICIPAL SOLUTIONS LLC	256.25	IT Services MPD & Clerks Dept.
	518 30 49 14	Professional Services	001 000 518 Current Expens	67.50	IT Services Clerks Dept.
	521 10 49 00	Professional Services	001 000 521 Current Expens	188.75	IT Services MPD Dept.
16090	04/20/2023	04/20/2023	3362		
			VISION MUNICIPAL SOLUTIONS LLC	1,725.00	15 Block Hrs- Prepaid Services For IT
	518 30 49 14	Professional Services	001 000 518 Current Expens	575.00	15 Block Hrs- Prepaid Services For IT
	521 10 49 00	Professional Services	001 000 521 Current Expens	575.00	15 Block Hrs- Prepaid Services For IT

ACCOUNTS PAYABLE

City Of Mattawa

Time: 16:46:59 Date: 04/17/2023

As Of: 04/20/2023

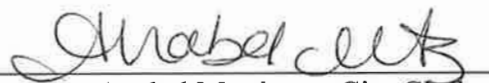
Page: 6

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
534 10 41 05	Professional Services		401 000 534 Water Operatin	287.50	15 Block Hrs- Prepaid Services For IT
535 10 41 04	Professional Services		405 000 535 Sewer Operatin	287.50	15 Block Hrs- Prepaid Services For IT
16091	04/20/2023	04/20/2023	508		
			WA MUNICIPAL CLERKS ASSOC	100.00	WMCA Dues -Jazmin Hernandez
514 23 49 02	Assoc. Dues/AWC		001 000 514 Current Expens	100.00	WMCA Dues -Jazmin Hernandez
16092	04/20/2023	04/20/2023	508		
			WA MUNICIPAL CLERKS ASSOC	100.00	WMCA Dues -Anabel Martinez
514 23 49 02	Assoc. Dues/AWC		001 000 514 Current Expens	100.00	WMCA Dues -Anabel Martinez
16059	04/20/2023	04/20/2023	482		
			WA STATE CRIMINAL JUSTICE, TRAINING COM	4,212.00	MPD- Officer Alejandro Vazquez BLEA 861
521 40 49 01	Training -- Academy		001 000 521 Current Expens	4,212.00	MPD- Officer Alejandro Vazquez BLEA 861
16097	04/20/2023	04/20/2023	730		
			WA STATE DEPT. OF RETIREMENT	25.00	OASI 2022 Tax Year
518 30 49 14	Professional Services		001 000 518 Current Expens	25.00	OASI 2022 Tax Year
16083	04/20/2023	04/20/2023	2957		
			WASTE MANAGEMENT	199.99	WWTF Garbage Disposal
535 10 47 00	Utilities		405 000 535 Sewer Operatin	199.99	WWTF Garbage Disposal
16096	04/20/2023	04/20/2023	2957		
			WASTE MANAGEMENT	67.44	WWTF Garbage Disposal
535 10 48 02	Sewer Plant Maintenance		405 000 535 Sewer Operatin	67.44	WWTF Garbage Disposal

Report Total: 120,951.64

Fund	
001 Current Expense Fund	29,116.97
101 Street Fund	1,810.67
107 Public Safety Tax Fund	2,552.61
401 Water Operating Fund	22,047.01
405 Sewer Operating Fund	3,543.70
412 Sewer Capital Improvement	17,593.38
420 Solid Waste Fund	44,287.30

This report has been reviewed by:



4/17/23

REMARKS:

Anabel Martinez - City Clerk

Date

CITY OF MATTAWA

STAFF REPORT

To: Mayor Celaya and City Council
From: Katherine Kenison, City Attorney
Date: April 13, 2023
Proceeding Type: Old Business
Subject: Adoption of Ordinance establishing Advisory Tree Board in support of Mattawa's declaration as a Tree City USA

Legislative History:

• First Presentation:	April 6, 2023
• Second Presentation:	
• Requested Action:	Motion

Staff Report Summary

Council heard a presentation at its April 6th meeting and approved moving forward with Mattawa as a Tree City USA. In order to become a Tree City USA, an individual or entity must be codified as the legally responsible entity for the care and management of the community's public trees. As well, staff has proposed that a tree board be created to provide advice to the legally responsible entity on tree maintenance and urban forestry issues. The attached Ordinance creating the Tree Advisory Board meets these requirements.

Fiscal and Policy Implications

No fiscal; policy statement of support for community awareness and support of trees, including shade trees, and the value of trees in the community.

Options

1. Approve the ordinance as written.
2. Approve the ordinance with modification(s).
3. Reject the ordinance.

Staff Recommendation

Based upon Council's action at the last meeting, staff recommends City Council approve the ordinance as presented to identify the City's status as a Tree City USA.

Attachments

A.	Ordinance 2023-__
B.	

Legal Review

The following documents are attached and subject to legal review:

Type of Document	Title of Document	Date Reviewed by Legal Counsel
• Ordinance 2023-__	Ordinance adopting MMC Chapter 2.06	April 20, 2023

ORDINANCE NO. 23-684

AN ORDINANCE OF THE CITY OF MATTAWA, WASHINGTON DESIGNATING A RESPONSIBLE INDIVIDUAL FOR THE MANAGEMENT OF CITY-OWNED PUBLIC TREES IN THE CITY OF MATTAWA AND ESTABLISHING A TREE ADVISORY BOARD

The City Council of the City of Mattawa, Washington, do ordain as follows:

Section 1. A new Chapter 2.06 of the Mattawa Municipal Code titled “Tree Advisory Board” is adopted as follows:

Chapter 2.06 TREE ADVISORY BOARD

Sections:

- 2.06.010 Establishment of board.**
- 2.06.020 Membership and compensation.**
- 2.06.030 Terms of office.**
- 2.06.040 Meetings.**
- 2.06.050 Duties of the advisory board.**
- 2.06.060 Tree City, USA.**

2.06.010 Establishment of board.

There is established for the city of Mattawa a citizen’s advisory board known as the Mattawa tree advisory board.

2.06.020 Membership and compensation.

The Mattawa tree advisory board shall consist of five members who live or work in the Mattawa area and whom the mayor, with the approval of the Mattawa city council, shall appoint. The members shall serve without compensation.

2.06.030 Terms of office.

The term of the persons to be appointed by the mayor shall be three years. In the event of a vacancy during the term of any member, his or her successor shall be appointed for the unexpired portion of the term. The first board shall serve as follows: one member shall serve for one year; two members shall serve for two years each; and two members shall serve for three years each. The mayor, for inefficiency, neglect of duty, or irreconcilable conflict, may remove members.

2.06.040 Meetings.

(a) The board shall meet at least three times per year. The board shall determine its regular meeting dates and times. The mayor may call a special meeting of tree board at any time with such notice the mayor determines appropriate.

(b) For purpose of conducting the board’s business, a quorum of the board shall consist of three or more members. Any action taken by a majority of those present when those present constitute a quorum at a regular or special meeting shall be deemed and taken as the action and decision of the board.

(c) The board shall elect a chairperson to preside over the meetings of the board, and a vice chairperson to preside over such meetings in the absence of the chairperson.

(d) The board shall keep written minutes of all meetings held and all business conducted. All records of the board shall be open to public inspection, except those that may be exempt from public disclosure under state or federal law.

2.06.050 Duties of the advisory board.

The Mattawa tree board shall make recommendations and assist the Mattawa city council on matters described below. No project can be undertaken by the Mattawa tree board without the prior authorization of the Mattawa city council. The responsibility and authority over tree care is delegated to the public works director.

- (a) Promote the responsible planting of trees on public and private property.
- (b) Promote public education about trees.
- (c) Promote proper tree maintenance.
- (d) Make recommendations regarding trees planted within the city of Mattawa.
- (e) Develop programs and projects relating to trees to recommend to the Mattawa city council for adoption.
- (f) Assist the city in developing innovative and joint funding for tree projects.
- (g) Report to the Mattawa city council on the activities and recommendations of the Mattawa tree board and assist in implementation of such matters upon approval by the Mattawa city council.
- (h) Develop a tree standard manual for proper tree planting, maintenance, and care of trees and wooded plants for adoption by the Mattawa city council.
- (i) Assist the city in compliance with Tree City, USA program.

2.06.060 Tree City, USA.

The city of Mattawa agrees to maintain the status of Tree City, USA by meeting the four standard requirements set forth below:

- (a) Establish a tree board or department.
- (b) Establish a tree care ordinance.
- (c) Provide a community forestry program with an annual budget of at least two dollars per capita.
- (d) Support Arbor Day by observance and a proclamation.

Section 3. Effective Date. This ordinance shall be in full force and effect five days after passage and publication of its summary as provided by law.

PASSED BY THE CITY COUNCIL OF THE CITY OF MATTAWA THIS 20th DAY OF APRIL 2023.

Maggie Celaya, Mayor

ATTEST:

Anabel Martinez, City Clerk

APPROVED AS TO FORM:

Katherine L. Kenison, City Attorney

PASSED the 20th day of April 2023.

APPROVED the 20th day of April 2023.

PUBLISHED the 26th day of April 2023.

RESOLUTION NO. 23.04.06

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MATTAWA, WASHINGTON, AMENDING MISCELLANEOUS CITY ADMINISTRATIVE FEES AND AMENDING RESOLUTION NO. 23.03.05.

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. 23.03.05; and

WHEREAS, the City desires to amend Resolution No. 23.03.05; and

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

1. Resolution 23.03.05 is amended as follows:

The following fees and charges are established as of April 20, 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 - **\$5 Lost Tags Replacement Fee, \$5 per month additional fee if license purchased after January of each year.**
- 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)
- S. **Annual Business License Fee - \$100**

ADOPTED this 20th day of April 2023.

Maria Celaya, Mayor

ATTEST:

Anabel Martinez, Clerk/Treasurer



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 two-million dollars combined –one-million per occurrence, two-million dollars aggregate, 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)

Event Title: Class of 2023 Senior Parade Event Date Friday, June 2nd

Summary of Event

After graduation, the seniors will each have a car in the parade to drive through Mattawa.

Location (be specific)

Start at school, Drive down Boundary go west down Government, go South down Portage, East on 4th, North on Boundary back to school ~~at school~~

DATE/TIME

Setup	Date <u>June 2nd</u>	Time <u>6:00pm</u>	Day of Week <u>Friday</u>
Event Starts	Date <u>June 2nd</u>	Time <u>approximately 7:30pm</u>	Day of Week <u>Friday</u> <small>(after graduation)</small>
Event Ends	Date <u>June 2nd</u>	Time <u>8:30</u>	Day of Week <u>Friday</u>
Dismantle	Date <u>June 2nd</u>	Time <u>8:45</u>	Day of Week <u>Friday</u>

Estimated Attendance 200

Will there be a paid admission? Yes/No ⓪

Is your event open to the public? Yes/No ⓪

Applicant's Name Cody Marlow
Phone 509-830-8535

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:

Wahluke School District

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

Cody Marlow High School 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

411 E. Saddle Mountain Drive, Mattawa

Applicant's Email

cmarlow@wahlake.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)

509-830-8535

Mark all that apply

- | | | | |
|---|--|---|---|
| <input type="checkbox"/> Alcohol | <input type="checkbox"/> Distribution/Sales | <input type="checkbox"/> Food | <input type="checkbox"/> Tables/Chairs |
| <input type="checkbox"/> Amplified Sound | <input type="checkbox"/> Drawing/Raffles | <input type="checkbox"/> P.A. System | <input type="checkbox"/> Tents/Canopies |
| <input type="checkbox"/> Animals | <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 type="checkbox"/> Signage/Banners | <input checked="" type="checkbox"/> Other <u>Parade</u> |
| <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:

This will be a parade through Mattawa. We would need the streets closed along the route. Each senior, 190ish, have the opportunity to drive a car in the parade.

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

Garbage Disposal

Police Department Public Service

Public Work Public Service

Office Usage Only

**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).

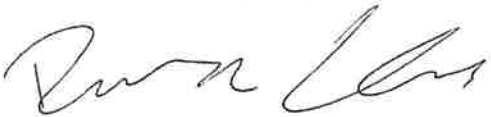
PRODUCER	COMPANIES AFFORDING COVERAGE
Clear Risk Solutions 451 Diamond Drive Ephrata, WA 98823 Phone: (509) 754-2027 Fax: (509) 754-3406	GENERAL LIABILITY USIP / Munich Re et al. AUTOMOBILE LIABILITY USIP / Munich Re et al.
COVERED MEMBER	PROPERTY USIP / Munich Re et al.
Wahluke School District #73 411 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	USIP222335079	9/1/2022	9/1/2023	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	USIP222335079	9/1/2022	9/1/2023	COMBINED SINGLE LIMIT	\$25,000,000
(LIABILITY IS SUBJECT TO A \$500,000 SIR PAYABLE FROM PROGRAM FUNDS)					
PROPERTY					
	USIP222335079	9/1/2022	9/1/2023	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					
	USIP222335079	9/1/2022	9/1/2023	PER LOSS	\$1,000,000
ANNUAL PROGRAM AGGREGATE \$5,000,000					
(CRIME IS SUBJECT TO A \$500,000 SIR PAYABLE FROM PROGRAM FUNDS)					
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / SPECIAL ITEMS					
Regarding the Senior Graduation Parade on June 2nd, 2023, City of Mattawa is named as Additional Covered Party 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 on June 2nd, 2023, City of Mattawa is named as Additional Covered Party regarding this event only and is subject to coverage terms, conditions, and exclusions. Additional Covered Party endorsement is attached.



April 14, 2023

Honorable Mayor Maria Maggie Celaya
City of Mattawa
521 Government Road
Mattawa, Washington 99349

SUBJECT: REVIEW OF BIDS, WELL 2 REHABILITATION AND TESTING
CITY OF MATTAWA, GRANT COUNTY, WASHINGTON
G&O #22867.00

Dear Mayor Celaya:

On April 11, 2023, the City of Mattawa received one responsive bid for the Well 2 Rehabilitation and Testing. The responsive bid was \$184,280.00. The Engineer's Estimate was \$180,594.40. The proposal was checked for correctness of extensions of the prices per unit and the total price. No corrections were made. We have provided a bid summary with this letter. The bidder and their respective bid amounts, including sales tax, are as follows:

	ENGINEER'S ESTIMATE	\$180,594.40
1.	Empire Well Drilling, LLC (Wenatchee, Washington)	\$184,280.00

The responsive bidder, Empire Well Drilling, LLC, of Wenatchee, Washington, is currently a Washington State registered and licensed contractor and appears to have the relevant qualifications and experience to successfully perform the work the project will require. To our knowledge, the low bidder has not claimed bid error and no formal bidding protests have been recorded. In accordance with RCW 39.04, we have verified the low bidder, Empire Well Drilling, LLC, of Wenatchee, Washington, has met the responsibility criteria. The Mandatory Bidder Responsibility Checklist, including documentation, is attached for the City's file. We have also reviewed the Supplemental Bidder Criteria information submitted by Empire Well Drilling, LLC, and they appear to meet the requirements of the Supplemental Bidder Responsibility Criteria. Based on our evaluation, we recommend the project be awarded to the low responsive, responsible bidder:

Empire Well Drilling, LLC
207 River Park Avenue, Suite A
Wenatchee, Washington 98801

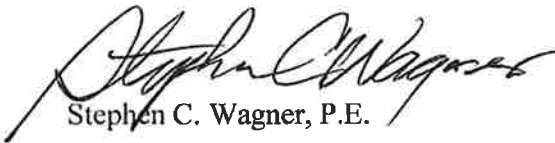


Ms. Maria Maggie Celaya
April 14, 2023
Page 2

Please contact us if you have any questions and/or require additional information.

Sincerely,

GRAY & OSBORNE, INC.



Stephen C. Wagner, P.E.

SW/cah
Encl.
By email

BIDDER
BIDDER ADDRESS

ENGINEER'S ESTIMATE

**EMPIRE WELL
DRILLING, LLC**
207 River Park Avenue, Suite A
Wentchee, WA 98801
12818702
EMPIRWD876MN
5% BID BOND

WASHINGTON STATE WORKMAN'S COMP. ACCT. NO.
WASHINGTON STATE CONTRACTOR'S REG. NUMBER
BID BOND OR OTHER GOOD FAITH TOKEN

NO.	ITEM	QUANTITY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
1	Mobilization and Demobilization	1 LS	\$50,000.00	\$50,000.00	\$20,000.00	\$20,000.00
2	Sitework, Coordination, and Safety Meetings	1 LS	\$10,000.00	\$10,000.00	\$2,500.00	\$2,500.00
3	Well Rehabilitation	40 HR	\$600.00	\$24,000.00	\$650.00	\$26,000.00
4	Control and Dispose Rehabilitation Derived Waste	1 LS	\$20,000.00	\$20,000.00	\$11,500.00	\$11,500.00
5	Furnish and Install Temporary Pump, Flow Meter, and Conveyance System	1 LS	\$30,000.00	\$30,000.00	\$74,700.00	\$74,700.00
6	Operate Step Rate Pumping Test	6 HR	\$400.00	\$2,400.00	\$1,000.00	\$6,000.00
7	Well Chlorination	1 LS	\$3,000.00	\$3,000.00	\$1,500.00	\$1,500.00
8	Authorized Hourly Rig Time	12 HR	\$600.00	\$7,200.00	\$650.00	\$7,800.00
9	Minor Change	1 CALC	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
	Subtotal			\$166,600.00		\$170,000.00
	Sales Tax @ 8.4%			\$13,994.40		\$14,280.00
	TOTAL CONSTRUCTION COST			\$180,594.40		\$184,280.00

OPTIONAL ITEM 1

1	Well Video	1 EA	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
	Subtotal (Optional Item 1)			\$2,500.00		\$2,500.00
	Sales Tax @ 8.4%			\$210.00		\$210.00
	TOTAL CONSTRUCTION COST (OPTIONAL ITEM 1)			\$2,710.00		\$2,710.00

OPTIONAL ITEM 2

1	Borehole Vertical Flow Profiling	1 LS	\$10,000.00	\$10,000.00	\$40,000.00	\$40,000.00
	Subtotal (Optional Item 2)			\$10,000.00		\$40,000.00
	Sales Tax @ 8.4%			\$840.00		\$3,360.00
	TOTAL CONSTRUCTION COST (OPTIONAL ITEM 2)			\$10,840.00		\$43,360.00

Sealed bids were opened at the City of Mattawa, 521 East Government Road, Mattawa, Washington 99349 on Tuesday, April 11, 2023, at 11:00 a.m. (local time).

I hereby certify that, to the best of my knowledge, the above tabulations are true and correct transcriptions of the unit prices and total amounts bid.


STEPHEN C. WAGNER, P.E.

DATE: 4/2023
DRAWN: CH
CHECKED: JM
APPROVED: SW

CITY OF MATTAWA, WASHINGTON
WELL 2 REHABILITATION AND TESTING
GRAY & OSBORNE #22867

GRAY & OSBORNE, INC.
CONSULTING ENGINEERS

APPENDIX A

SUPPLEMENTAL BIDDER RESPONSIBILITY CRITERIA FORMS
WELL 2 REHABILITATION AND TESTING

These forms shall be completed in their entirety and submitted by the apparent two lowest Bidders to the City of Mattawa by 12:00 p.m. (noon) of the second business day following the bid submittal deadline.

Failure to submit and meet the requirements as stated in Section 2.01.8 of the General Conditions shall be grounds for rejection of the bid. The City of Mattawa will be the sole judge in determining if the prospective contractor meets the minimum experience requirements.

Contractor:

Name: Empire Well Drilling LLC
Address: 207 River Park Ave. Suite B. Wenatchee, WA 98801
Phone: 509-855-2070
Contact Person: Beau Anderson

2. **Delinquent State Taxes**

Instructions to Bidders: Check the appropriate box

- The Bidder does not owe delinquent taxes to the Washington State Department of Revenue.
- Alternatively, the Bidder does owe delinquent taxes to the Washington State Department of Revenue.

If the Bidder owes delinquent taxes, they must submit a written payment plan approved by the Department of Revenue, to the Contracting Agency.

4/12/2023
(Date)


(Signature)

Beau Anderson
(Print Name)

President
(Title)

3. Subcontractor Responsibility:

Instructions to Bidders: Check all boxes that apply

- The Bidder's standard subcontract form includes the subcontractor responsibility language required by RCW 39.06.020.
- The Bidder has a procedure for validating the responsibility of subcontractors with which the Bidder contracts.
- The Bidder's subcontract form includes a requirement that each of its subcontractors shall have and document a similar procedure to determine whether the sub-tier subcontractors with whom it contracts are also "responsible" subcontractors as defined by RCW 39.06.020.

If the Bidder is unable to check all of the above boxes, provide an explanation as to how the bidder will comply with RCW 39.06.020.

4/12/23

(Date)



(Signature)

Beau Anderson

(Print Name)

President

(Title)

4. Claims Against Retainage and Bonds:

Instructions to Bidders: Check the appropriate box

- The Bidder has not had claims against retainage and bonds in the 3 years prior to the bid submittal date.
- Alternatively, the Bidder has had claims against retainage and bonds in the 3 years prior to the bid submittal date.

If the Bidder has had claims against retainage and bonds in the 3 years prior to the bid submittal date, submit a list of public works projects completed during this period that have had claims against retainage and bonds and include name of Project, contact information for the Owner, a list of claims filed against retainage and/or payment bond for any of the projects listed; and a written explanation of circumstances surrounding each claim and the ultimate resolution of the claim.

4/12/23

(Date)



(Signature)

Beau Anderson

(Print Name)

President

(Title)

5. Public Bidding Crime:

Instructions to Bidders: Check the appropriate box

- The undersigned certifies that the Bidder and/or its Owners have not been convicted of a crime involving bidding on a public works contract in the 5 years prior to the bid submittal date.
- Alternatively, the undersigned confirms that the Bidder and/or its Owners have been convicted of a crime involving bidding on a public works contract in the 5 years prior to the bid submittal date.

If the Bidder and/or its Owners have been convicted of a crime involving bidding on a public works contract, provide a written explanation identifying the date of the conviction and a description of the circumstances surrounding the conviction.

4/12/23

(Date)



(Signature)

Beau Anderson

(Print Name)

President

(Title)

6. Termination for Cause/Termination for Default

Instructions to Bidders: Check the appropriate box

- The undersigned certifies that the Bidder has not had any public works contracts terminated for cause or terminated for default by a government agency in the 5 years prior to the bid submittal date.
- Alternatively, the undersigned confirms that the Bidder has had public works contracts terminated for cause or terminated for default by a government agency in the 5 years prior to the bid submittal date.

If the Bidder has had any public works contracts terminated for cause or terminated for default in the 5 years prior to the bid submittal date, provide a written explanation for all contracts terminated for cause or terminated for default by identifying the project contract that was terminated, the government agency which terminated the Contract, the date of the termination, and a description of the circumstances surrounding the termination.

4/12/23

(Date)



(Signature)

Beau Anderson

(Print Name)

President

(Title)

7. Lawsuits

Instructions to Bidders: Check the appropriate box

- The undersigned certifies that the Bidder has not had any lawsuits with judgments entered against the Bidder in the 5 years prior to the bid submittal date that demonstrate a pattern of failing to meet the terms of contracts.

- Alternatively, the undersigned confirms that the Bidder has had any lawsuits with judgments entered against the Bidder in the 5 years prior to the bid submittal date that demonstrate a pattern of failing to meet the terms of contracts.

If the Bidder has had any lawsuits with judgments entered against the Bidder in the 5 years prior to the bid submittal date that demonstrate a pattern of failing to meet the terms of contracts, submit a list of lawsuits along with a written explanation of the circumstances surrounding each lawsuit. The Contracting Agency shall evaluate these explanations to determine whether the lawsuits demonstrate a pattern of failing to meet the terms of contracts.

4/12/23

(Date)



(Signature)

Beau Anderson

(Print Name)

President

(Title)

8. Contract Time (Liquidated Damages)

Instructions to Bidders: Check the appropriate box

- The undersigned certifies that the Bidder has not had liquidated damages assessed on any project it has completed in the 5 years prior to the bid submittal date.
- Alternatively, the undersigned confirms that the Bidder has had liquidated damages assessed on projects in the 5 years prior to the bid submittal date.

If the Bidder has had liquidated damages assessed against projects in the 5 years prior to the bid submittal date, submit a list of projects along with Owner contact information, and number of days assessed liquidated damages. The Contracting Agency shall determine whether the Contractor has a pattern of failing to complete projects within Contract Time.

4/12/23

(Date)



(Signature)

Beau Anderson

(Print Name)

President

(Title)

9. Capacity and Experience

The Bidder shall have sufficient current capacity and the Project Superintendent assigned to the Project shall have experience to meet the requirements of this Project. The Bidder and Project Superintendent shall have successfully completed at least two projects as the prime contractor, of a similar size and scope, during the 5-year period immediately preceding the bid submittal deadline for this project. Similar size is defined as a minimum of 70 percent of the bid amount submitted by the Bidder.

A. Capacity

i. Gross dollar amount of work currently under contract:

\$7,000,000.00

ii. Gross dollar amount of contracts currently not completed:

\$3,500,000.00

iii. List five major pieces of equipment which are anticipated to be used on this project by the Contractor and note which items are owned by the Contractor and which are to be leased or rented from others:

2016 SEMCO 50TON PUMP HOIST - OWNED

300KW GENSET - OWNED

2022 Ford F550 - TDH Pump Truck - Owned

250HP SUBMERSIBLE PUMP - OWNED

2000 FT 10" DISCHARGE MAINLINE, FLOWMETER, ROSSUM SAND, DATA LOGGER - OWNED

iv. Number of superintendents on Bidder's staff:

4

B. Experience

i. General character of work performed by firm:

Water Well Drilling

Pump Systems

ii. Identify who will be the superintendent on this project and years of experience. Also, list the number of years this person has been with your firm.

Beau Anderson - 10 Years with firm - 15 Years Experience

Andrew Peters - 2 Years with firm - 13 Years Experience

iii. Similar Size and Scope Projects Completed in the Past 5 Years

#1 Owner's Name and Contact Information: _____
PUD No. 1 of Snohomish County
Max Selin - 425-397-3033
Owner is a Government Agency? Yes No
Superintendent's Name: _____
Project Name: SWR LAKE STEVENS WELLS REHABILITATION
Awarded Contract Amount: \$325,118.00
Final Contract Amount: \$294,848.40
Completion Date: 3/23/23
Project Description: _____
Pull Pump, motor, column pipe and replace defective items
Well Cleaning and Development

#2 Owner's Name and Contact Information: _____
 City of Moses Lake
 Mark Boaulleu - mboaulleu@cityofml.com - 509-881-2249
 Owner is a Government Agency? Yes No
 Superintendent's Name: City of Moses Lake
 Project Name: Well 34 Well Rehab & Pump Test
 Awarded Contract Amount: \$166,603.05
 Final Contract Amount: \$166,603.05
 Completion Date: 1/11/2023
 Project Description: _____
 Repair Well, Set new screens, well development and flow test

#3 Owner's Name and Contact Information: _____
 Columbia Farm Services Inc.
 Mike Temple - Mtemple@columbiafarmsservices.com
 Owner is a Government Agency? Yes No
 Superintendent's Name: Mike Temple
 Project Name: MVO Well #5
 Awarded Contract Amount: \$194,875.00
 Final Contract Amount: \$194,875.00
 Completion Date: 3/14/2023
 Project Description: _____
 Refurbished bowl assembly, installed new flow meter, video well
 Instal motor and discharge head

CITY OF MATTAWA RESOLUTION NO. 23.04.07

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MATTAWA, WASHINGTON
DECLARING THE LAST FRIDAY OF APRIL AS ARBOR DAY**

Recitals:

1. In 1872, the Nebraska Board of Agriculture established a special day to be set aside for the planting of trees.
2. This holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska.
3. Arbor Day is now observed throughout the nation and the world.
4. Trees can be a solution to combating climate change by reducing the erosion of our precious topsoil by wind and water, cutting heating and cooling costs, moderating the temperature, cleaning the air, producing life-giving oxygen, and providing habitat for wildlife.
5. Trees are a renewable resource giving us paper, wood for our homes, fuel for our fire, and countless other wood products.
6. Trees in our city increase property values, enhance the economic viability of business areas, and beautify our community.
7. Trees, wherever they are planted, are the source of joy and spiritual renewal.

Now, Therefore, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MATTAWA:

Section 1. The last Friday of April is hereby proclaimed to be Arbor Day in the City of Mattawa. All citizens are urged to celebrate Arbor Day and to support efforts to protect our trees and woodlands, and to plant trees to gladden the heart and promote the well-being of this and future generations.

Section 2. Severability. If any sections, sentence, clause or phrase of this Resolution shall be held to be invalid or unconstitutional by a court of competent jurisdiction, or its application held inapplicable to any person, property or circumstance, such invalidity or unconstitutionality or inapplicability shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Resolution or its application to any other person, property or circumstance.

APPROVED AND ADOPTED BY A MAJORITY OF THE CITY COUNCIL OF THE CITY OF MATTAWA, WASHINGTON, at a regular meeting thereof this 20th day of April, 2023.

Maggie Celaya, Mayor

ATTEST:

Anabel Martinez, City Clerk

AMENDMENT
NO. 6

Pursuant to Section 9, the following changes are hereby incorporated into this Contract:

- A. Description of Change: Increase the Agreement Price and extend the Agreement completion date.
- B. Time of Completion: The revised completion date shall be April 30, 2025.
- C. Contract Price Adjustment: As a result of this Amendment, the not to exceed Agreement Price shall be increased by the sum of \$60,000.00 plus applicable sales tax. This Amendment shall not provide any basis for any other payments to or claims by the City as a result of or arising out of the performance of the work described herein. The new total revised maximum Agreement Price is \$336,000.00, including changes incorporated by this Amendment.
- D. Except as specifically provided herein, all other Agreement terms and conditions shall remain unchanged.

Public Utility District No. 2
of Grant County, Washington

City of Mattawa, Washington

By: 
 Name: Cary West
 Title: Sr Manager of Customer Solutions
 Date: 3/28/2023

By: _____
 Name: _____
 Title: _____
 Date: _____