



CITY OF MATTAWA
COUNCIL MEETING AGENDA
MAY 18, 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 Hearings:

- CDBG Grant for Well Improvement Projects
- Housing Action Plan

III. Public Comments:

IV. Consent Agenda/Informational:

- Minutes- Council Meeting 04/20/2023
- Liquor License Renewal: Jacalitos Gardis Antojitos & Mexican Kitchen
- 2023 Claims EFT & Checks Approval #19816-19840 - \$88,457.68
- 2023 Payroll EFT Approval - \$10,009.88

V. Reports:

Mayor Report

Council Report

Police Department Report

Public Works Department Report

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

None.

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

- 1. Fireworks Permit – Richard Andersen**
- 2. Sewer Utility GFC Update**
- 3. Well #2 Rehabilitation – Approval for Mayor to sign Contract**
- 4. Resolution No. 23.05.08 Food Distributions & Letter of Support**

VIII. Adjournment:



We strengthen communities

RURAL COMMUNITY GRANTS FOR ACTIVITIES THAT BENEFIT LOW-AND MODERATE-INCOME PERSONS

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

General Purpose Grants - \$11,000,000

For planning or construction of public infrastructure, community facilities and housing rehabilitation. Maximum grant up to \$2,000,000 based on project type. Application materials available in March and due in June.

Public Services Grants - \$1,500,000

For 17 counties and community action agencies to fund services for lower income persons. Allocated by a formula based on population and poverty.

National Objectives

Funded by the U.S. Department of Housing & Urban Development, CDBG activities must meet one of these national objectives:

- Principally benefits low-and moderate-income (LMI) persons
- Aids in the prevention or elimination of slums or blight
- Addresses imminent threat to public health or safety

Funding is contingent on HUD approval of the state CDBG Action Plan.

Jon Galow

PROGRAM MANAGER

Local Government Division

jon.galow@commerce.wa.gov

Phone: 509.847.5021

www.commerce.wa.gov/CDBG

ELIGIBLE APPLICANTS:

HUD non-entitlement cities, towns and counties in Washington State. A complete list is on Commerce's CDBG webpage.

Other public and non-profit entities and Indian tribes are not eligible to apply directly for state CDBG funding, but may be a partner in projects and subrecipient of funding with an eligible city/town or county.

COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG)

City of Mattawa

Well Improvements Project

Project Purpose:

The purpose of this overall project is to rehabilitate/re-equip Well 2, develop a new well (Well 5), and complete pressure zone improvements through a four-phase project. CDBG funding is requested to fully fund Phase II of the project, which involves the re-equipping of the City's Well 2.

The City's Well 2 is over 43 years old and recently failed due to debris accumulation and damage to the well pump. An investigative study determined that the well can be rehabilitated and restored as a reliable water source again. The City is currently completing the rehabilitation of the well (Phase I) using City funds. The City is requesting CDBG funding for the re-equipping of the well (Phase II). Later components of the project (Phases III and IV) will include the design, drilling, and equipping of a new well (Well 5) and pressure zone improvements to further improve the City's water system reliability.

At this time if any of the existing wells in Mattawa were to fail, the City would have to ration water. This project will ensure safe reliable water service to the existing Mattawa.

Funding:

A summary of the estimated cost for each component of the project is shown below. The City is requesting funding from CDBG to fully fund Phase II – Well 2 Re-Equipping.

Phase I – Well 2 Rehabilitation: \$267,000 (City funded)

Phase II – Well 2 Re-Equipping: \$1,953,000 (CDBG funding request)

Phase III – Well 5/Pressure Zone Improvements Design: \$480,000

Phase IV – Well 5/Pressure Zone Improvements Construction: \$4,510,000

Source	Status of Funding
CDBG Grant	Application to be submitted June 2020
Legislative Appropriation	Submitted Request January 2023
Congressional Direct Spending	Submitted Request January 2023
Public Works Trust Fund	Application in July of 2023
Dept. Of Health DWSRF	Application in Fall of 2023

Additional funding sources will be pursued as the opportunities develop.

Anticipated Schedule:

Milestone	Approximate Timing
Public Hearing	April 16, 2023
CDBG application	June 2023
Anticipated Start Date	October 2023 – April 2024 (Pending Funding)

Project Objectives:

This project is critical to providing safe reliable water service to the existing Mattawa residents. This project will increase the reliability and redundancy in Mattawa’s water system particularly for the multi-family developments that are critical to meeting the needs of the agricultural work force.

Federal Citizen Participation Requirements For Local Government Applicants to the State CDBG Program

Federal Regulations 24 CFR 570.486 (a)

- (a) *Citizen participation requirements of a unit of general local government.* Each unit of general local government shall meet the following requirements as required by the state at Sec. 91.115(e) of this title.
- (1) Provide for and encourage citizen participation, particularly by low and moderate income persons who reside in slum or blighted areas and areas in which CDBG funds are proposed to be used;
 - (2) Ensure that citizens will be given reasonable and timely access to local meetings, information, and records relating to the unit of local government's proposed and actual use of CDBG funds;
 - (3) Furnish citizens information, including but not limited to:
 - (i) The amount of CDBG funds expected to be made available for the current fiscal year (including the grant and anticipated program income);
 - (ii) The range of activities that may be undertaken with the CDBG funds;
 - (iii) The estimated amount of the CDBG funds proposed to be used for activities that will meet the national objective of benefit to low and moderate income persons; and
 - (iv) The proposed CDBG activities likely to result in displacement and the unit of general local government's anti-displacement and relocation plans required under Sec. 570.488.
 - (4) Provide technical assistance to groups representative of persons of low and moderate income that request assistance in developing proposals in accordance with the procedures developed by the state. Such assistance need not include providing funds to such groups;
 - (5) Provide for a minimum of two public hearings, each at a different stage of the program, for the purpose of obtaining citizens' views and responding to proposals and questions. Together the hearings must cover community development and housing needs, development of proposed activities and a review of program performance. The public hearings to cover community development and housing needs must be held before submission of an application to the state. There must be reasonable notice of the hearings and they must be held at times and locations convenient to potential or actual beneficiaries, with accommodations for the handicapped. Public hearings shall be conducted in a manner to meet the needs of non-English speaking residents where a significant number of non-English speaking residents can reasonably be expected to participate;
 - (6) Provide citizens with reasonable advance notice of, and opportunity to comment on, proposed activities in an application to the state and, for grants already made, activities which are proposed to be added, deleted or substantially changed from the unit of general local government's application to the state. *Substantially changed* means changes made in terms of purpose, scope, location or beneficiaries as defined by criteria established by the state.
 - (7) Provide citizens the address, phone number, and times for submitting complaints and grievances, and provide timely written answers to written complaints and grievances, within 15 working days where practicable.

Public Hearing Notice



NOTICE IS HEREBY GIVEN that a public hearing will be held by the City of Mattawa in the *council chambers*, located at 521 Government Rd. Mattawa, WA 99349 on May 18th at 5:30 pm.

The hearing will also be available via zoom <https://us06web.zoom.us/j/99612459990>
Or by phone 1 253 205 0468.

Access for the hearing impaired and others can be accommodated using Washington Relay Service at 1-800-833-6384 and at the below website:
[https://www.dshs.wa.gov/altsa/odhh/telecommunication-relay-services.](https://www.dshs.wa.gov/altsa/odhh/telecommunication-relay-services)

The purpose of the public hearing is to review community development and housing needs, inform citizens of the availability of funds and eligible uses of the state Community Development Block Grant (CDBG), and receive comments on proposed activities, particularly from lower income persons residing in the City of Mattawa area.

Up to \$2,000,000 may be available to the City of Mattawa on a statewide competitive basis to fund public facility, community facility, economic development, planning and affordable housing projects that principally benefit low- and moderate-income persons.

An outline of the proposed projects will be available for review at the *City of Mattawa City Hall* on May 11th, 2023, or at www.cityofmattawa-wa.gov. Comments may also be submitted in writing to the City of Mattawa by May 17th, 2023.

A Spanish interpreter will be available upon request. The council chambers are handicap accessible. Additional arrangements to reasonably accommodate special needs will be made upon receiving 24-hour advance notice. Contact Anabel Martinez, City Clerk at (509) 932-4037.

Combined Notice of Application, Public Hearing, and Optional DNS Process

NOTICE IS HEREBY GIVEN; The City of Mattawa has published this Combined Notice of Application, Public Hearing of the City Council and SEPA Determination to provide the opportunity to comment on the Housing Action Plan. The issued date of this notice begins a public comment period of not less than 14 calendar days. During this period written comments may be submitted to the staff contact. The file may be examined at Mattawa City Hall, 521 Government Rd Mattawa, WA 99349.

The Mattawa City Council will hold a public hearing to consider and recognize, by City Resolution, the Housing Action Plan described below. The notice is provided to inform the community of the pending hearing. **The hearing will be held during the Regular Council Meeting scheduled to begin at 5:30 PM on May 18, 2023.**

Date of Application: May 1, 2023

Date of Determination of Completeness: May 1, 2023

Date of Notice of Application: May 1, 2023

Comment Due Date: May 18, 2023

Date of Public Hearing: May 18, 2023 at 5:30pm

Agency Contact: Rachelle Bradley, Contract Planner, City of Mattawa

rachelle.bradley@scjalliance.com

509-932-4037

Agency File Number: Mattawa Housing Action Plan 2023

Project Description: The City of Chewelah conducted a Housing Action Plan funded by the following Washington Department of Commerce grant: Housing Action Plan Implementation to define strategies and implementing actions that promote greater housing diversity, affordability

and access to opportunity for residents of all income levels per RCW 36.70A.600(2). The Housing Action Plan quantifies existing and project housing needs for all income levels, analyzes population and employment trends, and evaluates the current housing element. The plan provides goals, policies, and actions to increase the supply of housing, and variety of housing types, needed to serve identified housing needs.

Project Location:

The Housing Action Plan applies to the city of Mattawa limits and city's urban growth area.

Owner/Applicant: City of Mattawa

521 Government Road

Mattawa, WA 99349

SEPA Environmental Review: The City of Mattawa has reviewed the proposed project for probable adverse environmental impacts and expects to issue a Determination of Nonsignificance (DNS). An Environmental Impact Statement (EIS) is not required under RCW 43.21.C.030.(2)(c). The decision was

made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public upon request.

The optional DNS process in WAC 197-11-355 is being used. **This may be your only opportunity to comment on the environmental impacts of the proposed project.**

Agencies, tribes, and the public are encouraged to review and comment on the proposed project and its probable environmental impacts. **Comments must be submitted by the date noted above to City of Mattawa, Planning Department, 521 Government Rd Mattawa, WA 99349.** Any information submitted to the City of Mattawa is subject to the public records disclosure law for the State of Washington (RCW Chapter 42.17) and all other applicable law that may require the release of the documents to the public.

This project does not require a public hearing. A copy of the subsequent threshold determination and any other information concerning this action may be obtained by contacting the Mattawa Planning Department, 521 Government Rd Mattawa, WA 99349.

Required Permits and Studies: None.

Existing Environmental Documents: SEPA Checklist.

Preliminary Development Regulations and Existing Environmental Documents: To evaluate the impacts of the proposed project, the following may be used for mitigation, consistency, and the development of findings and conclusions:

Regulations of the City of Mattawa including the Mattawa Comprehensive Plan, MMC Title 16 Subdivisions, MMC Title 17 Zoning Code, and MMC Title 18 Environmental Protection;

Regulations of the Washington State Department of Fish and Wildlife, Washington State Department of Ecology, and Washington State Department of Natural Resources;

Regulations of the Grant County Health District; and SEPA Environmental Checklist; and

Other required agency evaluations, approvals, permits, and mitigation as necessary.

A copy of the subsequent threshold determination and any other information concerning this action may be obtained by contacting the Mattawa Planning Department, 521 Government Rd Mattawa, WA 99349.

Public Hearing: This project requires a legislative public hearing before the Mattawa Council. The hearing will be held during the Regular Council Meeting scheduled to begin at 5:30 PM on May 18, 2023 at Mattawa City Hall.



**CITY OF MATTAWA
COUNCIL MEETING MINUTES
MAY 04, 2023
5:30 PM**

Call to Order/Roll Call

The council meeting was called to order by Mayor Maria Celaya at 5:37 p.m. Council members present were Sun Hwang, Brian Berghout, Silvia Barajas, Tony Acosta, Fabiola Hernandez, Wendy Lopez. M/s; Lopez / Acosta motion to excuse Alex Heredia. Motion carried. (Alex Heredia arrived at 5:50 pm).

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

Others Present: City Attorney Anna Franz, SCJ Alliance (Rachelle Bradley), Boston (Seattle Community Church)

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I. Additions/Approval of Agenda:

**M/s; Acosta / Lopez motion to add to the agenda donations for community events and to remove the executive session, per mayor Celaya was not needed. Motion carried.

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

II. Public Comments:

** Boston with Seattle Community Church announced that they will be sponsoring the July 21st movie at the park. They would like to support in any way that they can. Last year they supported the city by providing funds for the movie and having activities.

III. Consent Agenda/Informational:

- **Minutes – Council Meeting 04/20/23
- **Liquor License Renewal: Fabela’s Market & Mattawa Grocery
- ** 2023 Claims EFT & Checks Approval #19802-19815 - \$39,994.29
- ** 2023 Payroll EFT & Checks Approval #31855-31861- \$107,586.01
- ** Treasurer Report

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

** As of May 04, 2023, the Council approved payment of 2023 Claims EFT & checks approval #19802-19815 in the amount of \$39,994.29, 2023 Payroll EFT & checks approval #31855-31861 in the amount of \$107,586.01.

- Councilman Acosta had a question about an item in accounts payable and why it was coded to just water, Juan explained that the use of the item was primarily in water fund.

**** M/s; Berghout / Acosta motion that bills, checks, payroll, 04/20/23 meeting minutes, treasurer report be approved. Motion carried.**

IV. Reports

Mayor's Report:

**** Council Retreat Planning – Discussion**

Mayor Celaya asked the council what topics they would like to have for this year's council retreat workshop. Council suggested the topics below,

- City Values
- Budget, updating policies?
- Concerns
- Requirements for Elected Officials
- Feedback from staff towards council
- planning community activities
- council self-assessment
- equity- language – how we treat people

**** Day of the Children was a success; it was very hot. Jesse Chiprez won the burrito contest, the donut competitions were very popular, although we had 2 missing donuts. Other events are city cleanup on June 3rd, graduation parade on June 2nd, Movie nights June (Sponsor Washington Grower's League), July (Sponsor Seattle Community Church), August (Sponsor Columbia Basin Health Association).**

Council's Report:

**** Councilman Acosta attended the Day of the Children event and said it was well attended and well organized. It was nice seeing law enforcement.**

Police Department's Report:

**** Officer Zesati provided the council with a report on the statistics of the type of calls that he encounters at the school district as SRO. Councilwoman Barajas said she had a concern about kids fighting near her property. Chief Salinas recommended calling it in so an officer can address the issue. Officer Zesati reported that his primary contacts are counselors and principals in the different schools, he attends multiple meetings on operations and planning. He also attends dances, games, visits classrooms, recess, and lunch areas.**

**** Chief Salinas reported that Alejandro is doing well at the academy, he passed a test on use of force.**

**** Edgar Villa is now at the stage where he requires minimal supervision.**

**** Sergeant attended a line of death training.**

**** Chief Salinas is currently attending a 3-month course on leadership.**

**** Police officers attended the Day of the Children event; it was a beautiful day to be out and about.**

**** Councilman Berghout said that Governor Inslee has signed a new law on "police pursuit".**

Public Works Department's Report:

**** A couple trees were planted at the park in honor of arbor day. Councilwoman Hernandez and husband donated trees.**

- ** Spring clean-up is scheduled to be in May 19th and 20th.
- ** City hall windows & door update – awaiting door to arrive.

V. **Council Items For Motion (Old Business):**
None.

VI. **Council Items For Motion (New Business):**

1. **WWTF HYCOR Brush Subassembly Purchase**
M/s; Acosta / Hernandez motion to approve the purchase. Motion carried.
2. **Donations**
Dept. of Commerce donated 2k towards community events.
M/s; Berghout / Heredia approve this donation. Motion carried.

VII. The council meeting was adjourned at 6:41 P.M. M/s; Berghout / Barajas. Motion carried.

Respectfully submitted,

Anabel Martinez, City Clerk

Maria Celaya, Mayor

C091080-2

WASHINGTON STATE LIQUOR AND CANNABIS BOARD

DATE: 05/06/2023

LICENSED ESTABLISHMENTS IN INCORPORATED AREAS CITY OF MATTAWA
(BY ZIP CODE) FOR EXPIRATION DATE OF 20230831

LICENSEE	BUSINESS NAME AND ADDRESS	LICENSE NUMBER	PRIVILEGES
1. GARCIA, ESTEBAN GARCIA, DORELIS	JACALITOS GARDIS ANTOJITOS & MEXICAN KITCHEN 319/321 E GOVERNMENT WAY #1 1/2 MATTAWA WA 99349 0000	429581	BEER/WINE REST - BEER OFF PREMISES

ACCOUNTS PAYABLE

City Of Mattawa

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
16142	05/18/2023	05/18/2023	3236	911 SUPPLY PUBLIC SAFETY GEAR&APPAREL	1,791.85	MPD- Uniforms Officer Zesati Body Armor
	521 20 31 04	SRO Equipment & Supplie:	001 000 521	Current Expens	1,791.85	Body Armor/Male Carrier/Trauma Plate/External Carrier
16138	05/18/2023	05/18/2023	1622	ALSCO	102.74	Library Mat Maint Services April 26, 2023
	572 20 31 00	Library Maintenance And C	001 000 572	Current Expens	102.74	Library Mat Maint Services April 26, 2023
16132	05/18/2023	05/18/2023	443	CITY OF MATTAWA-PETTY CASH	108.31	Petty Cash
	514 23 31 00	Postage	001 000 514	Current Expens	9.13	Utility Postage And Letters Certified
	518 30 47 14	City Hall Utilities	001 000 518	Current Expens	15.00	Drinking Water
	521 20 31 02	Postage	001 000 521	Current Expens	32.05	MPD- Postage Package Out
	534 10 30 02	Postage	401 000 534	Water Operatin	8.13	PW-Letters Certified
	573 90 49 00	Community Events	001 000 573	Current Expens	44.00	Community Event-Donuts/giftcard Subway
16141	05/18/2023	05/18/2023	1251	CITY OF MATTAWA-UTILITIES	1,738.47	City Of Mattawa Utilities April 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	163.66	Shop
	572 20 31 00	Library Maintenance And C	001 000 572	Current Expens	120.50	Library
	576 80 47 00	Park Utilities	001 000 576	Current Expens	38.15	Basketball Court
	576 80 47 00	Park Utilities	001 000 576	Current Expens	1,014.66	Park
	576 80 47 00	Park Utilities	001 000 576	Current Expens	38.15	Drinking Water
	576 80 47 00	Park Utilities	001 000 576	Current Expens	38.15	Skatepark
	576 80 47 00	Park Utilities	001 000 576	Current Expens	232.67	Treeline Park
16140	05/18/2023	05/18/2023	112	COLUMBIA BASIN HERALD	56.00	MPD- Ad Domestic Violence
	521 10 49 00	Professional Services	001 000 521	Current Expens	56.00	MPD- Ad Domestic Violence
16151	05/18/2023	05/18/2023	112	COLUMBIA BASIN HERALD	26.73	Ad Summary Ordinance 23-683
	518 30 41 00	Publishing	001 000 518	Current Expens	26.73	Ad Summary Ordinance 23-683
16152	05/18/2023	05/18/2023	112	COLUMBIA BASIN HERALD	75.24	Ad Summary Ordinance 23-684
	518 30 41 00	Publishing	001 000 518	Current Expens	75.24	Ad Summary Ordinance 23-684
16135	05/18/2023	05/18/2023	108	CONSOLIDATED DISPOSAL	21,773.47	Waste Services April 2023
	537 10 33 00	Consolidated Disposal	420 000 537	Solid Waste Fu	21,773.47	Waste Services April 2023
16153	05/18/2023	05/18/2023	3316	FORD MOTOR CREDIT COMPANY	3,269.63	MPD- Vehicle Lease 5/30/2023
	594 21 70 00	Police Vehicles (3) 2021 Fo	102 000 594	Police Vehicle l	2,781.96	MPD- Vehicle Lease 5/30/2023

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
594 21 80 00	Police Vehicles (3) 2021 Fo		102 000 594 Police Vehicle I	487.67	MPD- Vehicle Lease 5/30/2023	
16147	05/18/2023	05/18/2023	1698	GRANT COUNTY PUD	1,915.43	Power Billing April 2023
542 63 47 00	Street Lighting		101 000 542 Street Fund	1,739.63	St Light	
576 80 47 00	Park Utilities		001 000 576 Current Expens	175.80	St Light Park	
16143	05/18/2023	05/18/2023	1734	GRAY & OSBORNE INC	8,483.53	Well 2 Rehabilitation And Re-Equipping Professional Services March 26- April 22, 2023
594 34 63 03	Well #2 Rehabilitation & R		401 000 594 Water Operatin	8,483.53	Well 2 Rehabilitation And Re-Equipping Professional Services March 26- April 22, 2023	
16144	05/18/2023	05/18/2023	1734	GRAY & OSBORNE INC	523.95	WWTF Solids Handling Analysis Services March 26- April 22, 2023
594 35 41 05	WWTF Improvements Engi		412 000 594 Sewer Capital I	523.95	WWTF Solids Handling Analysis Services March 26- April 22, 2023	
16145	05/18/2023	05/18/2023	1734	GRAY & OSBORNE INC	866.53	Sewer GFC Study Upgrade Services March 26- April 22, 2023
535 10 41 01	Engineering Services		405 000 535 Sewer Operatin	866.53	Sewer GFC Study Upgrade Services March 26- April 22, 2023	
16154	05/18/2023	05/18/2023	1734	GRAY & OSBORNE INC	494.32	Family Dollar Professional Services March 26 To April 22,2023
518 30 49 01	Engineering Services		001 000 518 Current Expens	494.32	Family Dollar Professional Services March 26 To April 22,2023	
16155	05/18/2023	05/18/2023	1734	GRAY & OSBORNE INC	3,188.10	Basketball Court And Parking Lot Improvement Professional Services March 26 To April 22,2023
594 76 41 00	2022 Paul Lauzier Grant - F		001 000 594 Current Expens	3,188.10	Basketball Court And Parking Lot Improvement Professional Services March 26 To April 22,2023	
16156	05/18/2023	05/18/2023	1734	GRAY & OSBORNE INC	15,719.24	WWTF Improvement CA Professional Services March 26 To April 22,2023
594 35 41 00	WWTF Improvements Proj		412 000 594 Sewer Capital I	15,719.24	WWTF Improvement CA Professional Services March 26 To April 22,2023	
16166	05/18/2023	05/18/2023	1734	GRAY & OSBORNE INC	79.37	Construction Standards Update Professional Services March 26 To April 22, 2023.

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534 10 41 03	Engineering Services		401 000 534 Water Operatin	79.37	Construction Standards Update Professional Services March 26 To April 22, 2023.
16164	05/18/2023	05/18/2023	1193	330.43	MARTY'S HARDWARE Parts/ Supplies
518 30 48 00	Repair And Maintenance		001 000 518 Current Expens	9.75	Strip Paint
535 10 48 02	Sewer Plant Maintenance		405 000 535 Sewer Operatin	6.50	Connector For WWTP Influent
535 10 48 02	Sewer Plant Maintenance		405 000 535 Sewer Operatin	108.50	Nozzle/Connector/Nipples/Ext Cord
542 70 48 00	Roadside Maintenance/Spr		101 000 542 Street Fund	18.80	Propane
576 80 31 03	Playground Equipment Sup		001 000 576 Current Expens	23.83	Connectors For Water Fountain Park
576 80 31 03	Playground Equipment Sup		001 000 576 Current Expens	7.03	Hex Bushing/ Nipples
576 80 31 04	Cook Shack Repairs		001 000 576 Current Expens	4.32	Adapters For Cook Shack
576 80 48 00	Park Maintenance		001 000 576 Current Expens	98.00	Strip Paint/Mark Paint/Spray
576 80 48 00	Park Maintenance		001 000 576 Current Expens	2.49	Elbows
576 80 48 00	Park Maintenance		001 000 576 Current Expens	24.69	Primer/Can Holder
576 80 49 00	Park Miscellaneous		001 000 576 Current Expens	2.15	Tees For Sprinkler Line Repair
576 80 49 00	Park Miscellaneous		001 000 576 Current Expens	24.37	Puls Sprinkler
16160	05/18/2023	05/18/2023	1900	67.22	MATTAWA TIRE CENTER PW- Vehicle Maint. Services
535 10 48 03	Vehicle Repair / Maintenanc		405 000 535 Sewer Operatin	67.22	Flat Repair
16157	05/18/2023	05/18/2023	625	27.59	NORCO Cylinder Rental April 2023
534 10 31 02	Chlorine		401 000 534 Water Operatin	27.59	Cylinder Rental April 2023
16165	05/18/2023	05/18/2023	494	583.40	OVS Parts/Supplies
534 10 48 03	System Repair & Maintenan		401 000 534 Water Operatin	-27.15	Refund-Flange Gasket
576 80 48 00	Park Maintenance		001 000 576 Current Expens	610.55	Maxi Paw Sprinkler
16137	05/18/2023	05/18/2023	3503	711.17	PERFORMANCE TIRE INC MPD- Vehicle Maint Services
521 20 48 00	Vehicle Repair And Mainte		001 000 521 Current Expens	711.17	Brake Labor- Brake Pads/Brake Rotors
16136	05/18/2023	05/18/2023	2820	2,330.00	PETRO-USA MATTAWA MART MPD- Fuel
521 20 32 03	Police Vehicle Fuel		107 000 521 Public Safety T	2,330.00	MPD- Fuel
16158	05/18/2023	05/18/2023	2820	165.02	PETRO-USA MATTAWA MART PW Fuel
534 10 32 02	Fuel		401 000 535 Water Operatin	82.51	PW Fuel- Lawn
535 10 32 00	Fuel		405 000 535 Sewer Operatin	82.51	PW Fuel - Lawn
16159	05/18/2023	05/18/2023	2820	1,141.16	PETRO-USA MATTAWA MART PW Fuel Services
534 10 32 02	Fuel		401 000 535 Water Operatin	500.00	PW Fuel Services

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535 10 32 00	Fuel		405 000 535 Sewer Operatin	500.00	PW Fuel Services
542 30 32 03	Fuel		101 000 542 Street Fund	141.16	PW Fuel Services
16148	05/18/2023	05/18/2023	3416 SCJ ALLIANCE	11,011.00	Housing Action Plan Fee Period April 2 To April 29, 2023
558 60 41 02	Planning Services - HAPI C		001 000 558 Current Expens	11,011.00	Housing Action Plan Fee Period April 2 To April 29, 2023
16149	05/18/2023	05/18/2023	3416 SCJ ALLIANCE	2,300.75	Planning Services Fee Period April 2 To April 29, 2023
558 60 41 00	Planning-Zoning & Land U		001 000 558 Current Expens	2,300.75	Planning Services Fee Period April 2 To April 29, 2023
16150	05/18/2023	05/18/2023	3416 SCJ ALLIANCE	491.25	Mattawa Comprehensive Plan Update Fee Period April 2 To April 29, 2023
558 60 41 01	Comprehensive Plan Updat		001 000 558 Current Expens	491.25	Mattawa Comprehensive Plan Update Fee Period April 2 To April 29, 2023
16134	05/18/2023	05/18/2023	2963 SMARSH INC	26.00	Web Archive- Add's Cx
518 30 49 14	Professional Services		001 000 518 Current Expens	26.00	Web Archive- Add's Cx
16162	05/18/2023	05/18/2023	3299 SOILTEST FARM CONSULTANTS INC	166.00	WWTF RC Samples
535 10 41 02	Testing Samples		405 000 535 Sewer Operatin	166.00	WWTF RC Samples
16163	05/18/2023	05/18/2023	3299 SOILTEST FARM CONSULTANTS INC	170.00	WWTF RC Samples
535 10 41 02	Testing Samples		405 000 535 Sewer Operatin	170.00	WWTF RC Samples
16133	05/18/2023	05/18/2023	1979 THE BUILDING DEPARTMENT LLC	890.00	Rental/ Fire Inspections
524 20 41 00	Rental/Fire Inspection Cost		001 000 524 Current Expens	890.00	Rental/ Fire Inspections
16131	05/18/2023	05/18/2023	2140 THINK TANK SANITATION INC.	180.00	Portable Restroom May 2023
576 80 47 00	Park Utilities		001 000 576 Current Expens	180.00	Portable Restroom May 2023
16130	05/18/2023	05/18/2023	554 U.S. BANK MUN INV. ACCOUNT	26.00	Bank Fees April 2023
514 23 41 01	Banking And Visa/Merchar		001 000 514 Current Expens	26.00	Bank Fees April 2023
16139	05/18/2023	05/18/2023	613 UTILITIES UNDERGROUND	3.87	Excavation Notification (3)
534 10 47 01	Utilities		401 000 534 Water Operatin	3.87	Excavation Notification (3)

ACCOUNTS PAYABLE

City Of Mattawa

Time: 16:46:03 Date: 05/15/2023

As Of: 05/18/2023

Page: 5

Accts	Pay #	Received	Date Due	Vendor	Amount	Memo
16146	05/18/2023	05/18/2023	471	WAHLUKE SCHOOL DISTRICT	7,123.51	COPS Grant Expenditures #17
	521 10 10 02	Contracts & Consultants - V		105 000 521 COPS Grant	7,123.51	COPS Grant Expenditures #17
16129	05/18/2023	05/18/2023	2957	WASTE MANAGEMENT	199.99	WWTF Garbage Disposal
	535 10 47 00	Utilities		405 000 535 Sewer Operatin	199.99	WWTF Garbage Disposal
16161	05/18/2023	05/18/2023	748	WEAVER DISTRUBUTING	87.89	Parts/Supplies
	542 30 31 00	Supplies And Postage		101 000 542 Street Fund	87.89	Nutz/Washers/Zinc

Report Total: 88,245.16

Fund	
001 Current Expense Fund	24,029.12
101 Street Fund	2,151.14
102 Police Vehicle Fund	3,269.63
105 COPS Grant	7,123.51
107 Public Safety Tax Fund	2,330.00
401 Water Operating Fund	9,157.85
405 Sewer Operating Fund	2,167.25
412 Sewer Capital Improvement	16,243.19
420 Solid Waste Fund	21,773.47

This report has been reviewed by:

Anabel Martinez
Anabel Martinez - City Clerk

5/15/23
Date

REMARKS:



City of Mattawa
521 E. Government Rd./ P.O Box 965
Mattawa WA 99349
(509) 932-4037

FIREWORS PERMIT

Permit Fee \$100.00

Application Due Date: May 1st

*Selling seasons are June 28-July 5 & December 31st.

Date: 4-21-23

Applicant Name: Richard Andersen Phone Number: 509 840 4113

State License Number: 604728582

Names of Person(s) working in firework stand: Richard Andersen

Location of Stand (Address): 102 Brian AVE Mattawa WA 99349

Date of Sale: June 29 2023 - July 4 2023

Non-Profit:

For Profit:

Requirements with application:

1. Include a certificate of insurance with the city and the applicant as named insured. Policy limits shall be not less than one million dollars combined single limit for bodily injury and property damage per occurrence.
2. A detailed plan of proposed stand showing parking, proposed barricaded or roped-off areas.
3. Copy of License from the director of the Washington State Patrol Fire Protection Bureau.
4. Permission letter signed by commercial property owner, authorizing the applicant's use of property for retail fireworks sales.
5. Refer to MMC chapter 8.24-Fireworks Permit

Signature of Applicant:

Date

4-21-23

Approved By:

Date:

5/11/23

Chief, Grant County Fire District #8

*Fire chief shall submit a report of findings and a recommendation for or against the issuance of the permit, together with reasons, to the mayor who shall forward a copy of the report to city council.

THIS FORM IS INTENDED FOR USE BY LOCAL AUTHORITIES HAVING JURISDICTION (AHJ) IN THE EVENT THEY DO NOT HAVE A PERMIT FORM SPECIFIC FOR RETAIL FIREWORKS SALES AT A CONSUMER FIREWORKS RETAIL SALES (CFRS) FACILITY. IT IS NOT MEANT TO BE REQUIRED IN ADDITION TO OR IN LIEU OF ANY LOCAL PERMITTING FORM AND/OR PROCESS THAT MAY EXIST WITH THE LOCAL AHJ.

Directions: Provided the local jurisdiction has no permit form of their own, complete this permit application and submit it with the local AHJ portion of your Retail Fireworks Stand License to the jurisdiction in which you wish to run your CFRS facility.

WASHINGTON STATE FIREWORKS RETAIL SALES PERMIT APPLICATION

Applicant Information New/First Time Applicant Previous Permit Holder

RICHARD ANDERSEN
Name of Group, Organization, or Person (Last, First, Middle Initial, and Date of Birth) Issued the Fireworks Retailer License

RICHARD ANDERSEN
Name of Permit Applicant (Last, First, Middle Initial, and Date of Birth)

2120 MILLWAUKEE WAY TACOMA WA 98421
Permit Applicant Mailing Address (Complete Including Street, City, State, and ZIP Code)

(509) 840-4113 RANDERS@GCPUD.ORG (253) 922-0800
Phone Number E-Mail Address Local Business Number (if required)

CFRS Facility Information Stand Tent Other: _____ Size: 16'
Specify Square Feet/Dimensions

LEPREKON HARVEST FOODS- 102 BRIAN AVE MATTAWA WA 99348
CFRS Facility Address (Complete Including Street, City, State, and ZIP Code)

LEPREKON HARVEST FOODS () _____
Name of Property Owner Phone Number Parcel Number for Stand Location

Fireworks Supplier Information List all of the licensed fireworks wholesalers who will be supplying this stand product

TNT Fireworks -

Storage Information On Site Off Site: In stand with security
Storage Address (Complete Including Street, City, State, and ZIP Code)

Sales Structure Detached Building Truck/Trailer Other: _____
Specify

CHECKLIST FOR SUBMISSION Check with the local AHJ for all applicable submission dates and deadlines:

Application/Permit Fee Insurance Certificate (\$1,000,000) Clean-Up Bond Fee (if applicable)

Valid Washington State Fireworks Retailer License Property Owners Written Permission

Detailed Site Plan Interior Plan (required for tents and "other" facilities)

I hereby certify the information in this application is true and correct. I am aware of and agree to comply with all relevant provisions of law, rule, and any ordinance of the state of Washington and the city/county permitting this CFRS Facility.

 Richard L Anderson 4-21-23
Signature of Permit Applicant Printed Name of Permit Applicant Date of Signature

FIRE CODE AUTHORITY HAVING JURISDICTION APPROVED DENIED

Permit Number _____ Approved By _____ Date of Approval _____

SEE BACK OF THIS FORM FOR ANY RESTRICTIONS, CONDITIONS, OR NOTATIONS ON THIS PERMIT

Signature of Permitting Official _____ Printed Name and Title _____ Date of Signature _____

THE FIREWORKS RETAILER LICENSE HOLDER (LICENSEE) SHALL RETAIN THIS PERMIT WITH THE ASSOCIATED FIREWORKS RETAILER LICENSE AND MAKE THEM BOTH AVAILABLE FOR INSPECTION AT ANY TIME THE STAND IS IN OPERATION



Washington State Patrol Fire Protection Bureau
Office of the State Fire Marshal
CONSUMER FIREWORKS RETAIL SALES (CFRS) FACILITY LICENSE

WAS6032

G23409

Stand Number: SN-15242

Licensee Data

American Promotional Events, Inc. - West
2120 Milwaukee Way
Tacoma, WA 98421
License Number: WSPFL-02766
Phone Number: (253) 922-0800

Operational Data

Wholesaler: American Promotional Events, Inc. - W
County of Operation: Grant
Operates For: **RICHARD ANDERSEN**
Stand Operated By: **RICHARD ANDERSEN**

Date of Issue: March 10, 2023

Date of Expiration: January 31, 2024

Consumer Fireworks Retailer Licenses issued after May are ONLY valid for New Years Sales

This license is NOT valid without a permit from a local fire code official/authority having jurisdiction. This license allows for operation of a single location/stand for retail sales to the public of state legal consumer fireworks purchased only from a licensed fireworks wholesaler.
SURRENDER THIS PORTION OF THE LICENSE TO THE FIREWORKS WHOLESALER

WAS6032

3000-420-041 (10/18)



Washington State Patrol Fire Protection Bureau
Office of the State Fire Marshal
CONSUMER FIREWORKS RETAIL SALES (CFRS) FACILITY LICENSE

G23409

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THIS LICENSE PORTION ACCOMPANIES YOUR LOCAL PERMIT APPLICATION

WAS6032

3000-420-041 (10/18)



Washington State Patrol Fire Protection Bureau
Office of the State Fire Marshal
CONSUMER FIREWORKS RETAIL SALES (CFRS) FACILITY LICENSE

WAS6032

G23409

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THIS PORTION OF THE LICENSE MUST BE POSTED AT THE STAND AT ALL TIMES

3000-420-041 (10/18)



CERTIFICATE OF LIABILITY INSURANCE

11/1/2023

DATE (MM/DD/YYYY)

3/23/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE 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 INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


PRODUCER Lockton Companies 3280 Peachtree Road NE, Suite #250 Atlanta GA 30305 (404) 460-3600	CONTACT NAME:		
	PHONE (A/C, No, Ext):	FAX (A/C, No):	
INSURED 1359629 American Promotional Events, Inc. DBA TNT Fireworks, Inc. P.O. Box 1318 4511 Helton Drive Florence AL 35630	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Everest Indemnity Insurance Company		10851
	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		
INSURER F :			

COVERAGES **WAS6032** CERTIFICATE NUMBER: **18588616** REVISION NUMBER: **XXXXXXX**

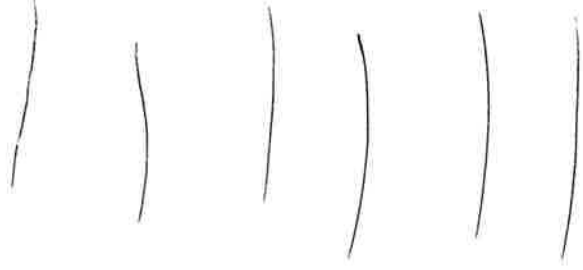
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y	N	SI8GL00242221	11/1/2022	11/1/2023	EACH OCCURRENCE	\$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 500,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			NOT APPLICABLE			COMBINED SINGLE LIMIT (Ea accident)	\$ XXXXXXXX
							BODILY INJURY (Per person)	\$ XXXXXXXX
							BODILY INJURY (Per accident)	\$ XXXXXXXX
							PROPERTY DAMAGE (Per accident)	\$ XXXXXXXX
								\$ XXXXXXXX
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED RETENTION \$			NOT APPLICABLE			EACH OCCURRENCE	\$ XXXXXXXX
							AGGREGATE	\$ XXXXXXXX
								\$ XXXXXXXX
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	NOT APPLICABLE			PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$ XXXXXXXX
							E.L. DISEASE - EA EMPLOYEE	\$ XXXXXXXX
							E.L. DISEASE - POLICY LIMIT	\$ XXXXXXXX

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
THIS CERTIFICATE SUPERSEDES ALL PREVIOUSLY ISSUED CERTIFICATES FOR THIS HOLDER, APPLICABLE TO THE CARRIERS LISTED AND THE POLICY TERM(S) REFERENCED.
Property located at Lep Re Kon Harvest Foods 102 Brian Avenue Mattawa, WA 99349 (WAS6032) Lep Re Kon Marts Inc / Lep Re Kon Harvest Foods / Montemayor Properties LLC / Montemayor Properties Prosser LLC Certificate holder is an additional insured on the General Liability as required by written contract subject to policy terms, conditions, and exclusions.

CERTIFICATE HOLDER 18588616 City of Mattawa-Richard Andersen Lep Re Kon Marts Inc/Lep Re Kon Harvest Foods Montemayor Properties LLC Montemayor Properties Prosser LLC 521 Government Road Mattawa WA 99349	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

Fire work
Stand



Leprekon
parking lot



Leprekon



To whom it may concern,

We, Leprekon Harvest Foods, give access to Rick Andersen to set up a firework stand at our location in Mattawa as long as he follows all local, state, and federal laws, and carries insurance on it. This will be for 2023 4th of July and Rick is responsible for setting up and cleaning up.

Thank you,

A handwritten signature in black ink, appearing to read "Andrew Montemayor". The signature is fluid and cursive, with a long horizontal stroke at the end.

Andrew Montemayor

Leprekon Harvest Foods

**CITY OF MATTAWA
STAFF REPORT**

To: Mayor Celaya & City Council
 From: Staff
 Date: May 18, 2023
 Proceeding Type: New Business
 Subject: Sewer Utility GFC Update

Legislative History:

- | | |
|------------------------|---------------|
| • First Presentation: | May 18, 2023 |
| • Second Presentation: | |
| • Requested Action: | Motion Needed |

Staff Report Summary

The subject in front of the City Council is to update city Sewer Utility General Facility Charges (GFC).

Background

See attached Memorandum from G&O.

General Facility Charge

Current	Maximum allowed
Outside ULID- \$5,000	Outside ULID- \$14,866
Inside ULID- 2,500	Inside ULID- \$7,336

Fiscal and Policy Implications

Financial impacts are \$3,000 (Amendment No.4) to update GFC study. Appendix S will require updating.

FUND	BARS	LINE ITEM	AMOUNT BUDGETED	CURRENT EXPENDITURE	REMAINING BUDGET AMOUNT

Options

1. Authorize the update of city Sewer (GFC).
2. Do not authorize the update of the city Sewer (GFC).
3. Table subject for reviewal for next council meeting.

Staff Recommendation

1. Authorize the update of city Sewer (GFC).

Recommended by Staff
Outside ULID- \$7,500 Inside ULID- \$5,000

Attachments

A.	Memorandum from G&O
----	---------------------

Engineering Review

The following documents are attached and subject to engineer review:

Type of Document	Title of Document	Date Reviewed by Engineering
▪ Memorandum from G&O	Sewer Utility GFC Update	5/15/2023

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:		



MEMORANDUM

TO: MATTAWA CITY COUNCIL
FROM: NANCY WETCH, P.E.
MICHAEL WOODKEY, P.E.
DATE: MAY 15, 2023
SUBJECT: SEWER SYSTEM GENERAL FACILITY
CHARGE UPDATE
CITY OF MATTAWA, GRANT COUNTY,
WASHINGTON
G&O #23825.00

The purpose of this memo is to provide an updated calculation of the maximum allowable General Facility Charge (GFC) that the City Council could consider based on recent and upcoming projects currently under construction or listed in an approved Plan by the City. These include the following projects:

- WWTF Improvements, Gray & Osborne, 2023
- Portage Avenue Lift Station Study, Gray & Osborne, 2022

CURRENT GENERAL FACILITY CHARGES

In 2018, the City implemented GFCs per Resolution 18.05.04. The resolution was based on the City's Water and Sewer General Facility Charge Study (Gray & Osborne, 2016). Table 1 shows the City's current total development charge which is comprised of three components: the system access fee, the estimated City costs for the physical connection, and the GFC.

TABLE 1

Current Estimated Development Charge

Estimated Total Development Charge per ERU	Outside ULID	Inside ULID
System Access Fee	\$350	\$350
Estimated Cost Physical Connection		
Parts and Materials ⁽¹⁾	Actual cost +15%	
Labor ⁽¹⁾	Actual cost + 10%	
Machine Rental ⁽¹⁾	Hourly Rental Rates	
Inspection of Private Installation ⁽¹⁾	Actual cost +10%	
General Facility Charge	\$5,000	\$2,500
Total	\$7,850	\$5,350

(1) Historically these charges have averaged around \$2,500 per installation.

The City’s sewer system was originally developed utilizing a utility local improvement district (ULID). As a result, many of the property owners had already paid an assessment to the City for sewer service. Therefore, the City established inside and outside ULID categories.

The 2016 GFC Study calculated the following maximum sewer utility GFCs. A summary of the maximum allowable GFCs calculation is shown in Table 2.

TABLE 2

2016 Calculated Maximum Allowable GFC⁽¹⁾

Sewer GFC	Outside of ULID GFC (\$/ERU)	Inside of ULID GFC (\$/ERU)
Existing Facility Component	\$8,611	\$0
Future Facility Component	\$2,865	\$2,865
Total GFC (maximum)	\$11,476	\$2,865

(1) From Table 3-13 of the City’s Water and Sewer General Facility Charge Study (Gray & Osborne, 2016).

As shown in Table 2, a majority of the calculated maximum allowable GFC was attributed to the “existing facility component” for properties outside of the ULID. However, for properties located within the ULID boundary, no “existing facilities component” was warranted, due to the fact that the existing sewer facilities were financed

through an assessment against each property, rather than through new debt service covered by future rates.

Although Council was justified to charge the maximum allowable GFC as shown in Table 2, the Council chose to adopt a lower GFC, as shown in Table 1 in consideration of local market forces and the City policies in regard to community economic development.

The City has recently completed two planning/design projects that will result in major capital improvements required to ensure that the City's sewer system can meet the needs of the community in the 20-year planning period.

- **WWTF Improvements.** This project will begin construction in 2023. An estimated project cost was included in the 2016 "future facility component" of the GFC, as listed in Table 2 above. Since that time, the City has completed design and awarded the project to a Contractor for construction. The construction project has not started as of the date of this memo and will not be complete until 2025. The actual project bid costs for this project will be considered for the updated "future facility component."
- **Portage Avenue Lift Station Study.** In 2022, the City completed a planning effort related to the Portage Avenue Lift Station. The selected alternative from this study would eliminate the need for a lift station in this area by constructing 5,100 LF of new a gravity sewer main, which would provide the City with a second sewer main crossing of SR 243.

The following are the updated existing and future facility components and the calculation for a new maximum allowable GFC based on above planning/design efforts completed by the City.

Existing Facility Component

GFCs are comprised of two components, the existing facility component and the future facility component. Table 3 is a summary of the existing facility component as presented in the 2016 GFC Study. The outstanding debt has been updated to the current outstanding principal owed by the City.

TABLE 3
Existing Facility Component

Adjustments to costs Included in the GFC	Outside the ULID	Inside the ULID
Total Original Cost ⁽¹⁾	\$8,265,000	\$690,000
Plus 10 years Accumulated Interest ⁽¹⁾	\$455,000	\$71,000
Less Outstanding Debt	(\$336,000)	(\$336,000)
Total Costs included in the GFC	\$8,384,000	\$425,000
Total Current ERUs ⁽²⁾	1,057	1,057
Existing Facility Component GFC⁽³⁾	\$7,932	\$402

- (1) From Table 3-9 of 2016 GFC Study.
 (2) System ERUs from 2022 City of Mattawa Water System Plan, Table 2-8.
 (3) Total cost included in the GFC / Total Current ERUs = Existing Facility Component GFC.

Future Facility Component

A GFC also includes a pro-rata share of the cost of facilities planned within the next ten years. Table 4 lists capital improvements by costs for all wastewater projects considered for inclusion in the GFC. The projects identified in Table 4 are based on those projects listed in recent City planning documents and design projects.

TABLE 4
Future Capital Improvement Plan

Sewer Utility Improvement	2023 Costs
WWTF Improvements	\$5,883,000
Portage Avenue Lift Station Improvements	\$2,417,000
Total Capital Projects	\$8,300,000
Projected ERUs in 2033 ⁽¹⁾	1,197
Future Facility Component GFC⁽²⁾	\$6,934

- (1) System ERUs from 2022 City of Mattawa Water System Plan, Table 2-8.
 (2) Total Capital Projects / Projected ERUs in 2033 = Future Facility Component GFC.

MAXIMUM CALCULATED SEWER GENERAL FACILITY CHARGE

Table 5 presents the maximum calculated GFC based on the existing and future facility components. In addition to the GFC, the City should consider the \$350 access fee and the estimated \$2,500 installation cost (material, equipment, and labor) when calculating the total development charge.

TABLE 5
2023 Maximum Calculated Sewer GFC and Development Charge

Sewer GFCs	Outside of ULID GFC (\$/ERU)	Inside of ULID GFC (\$/ERU)
Existing Facility Component	\$7,932	\$402
Future Facility Component	\$6,934	\$6,934
Total GFC (maximum)⁽¹⁾	\$14,866	\$7,336
Administrative Fee	\$350	\$350
Installation Costs (est.)	\$2,500	\$2,500
2023 Total Maximum Development Charge⁽²⁾	\$17,716	\$10,186
Current Total Development Charge⁽³⁾	\$7,850	\$5,350

- (1) This is the total maximum calculated GFC, the City should consider local market forces and economic development as part of the factors that determine the new GFC.
 (2) Total GFC + Administrative Fee + Physical Connection = Total Maximum Development Charge.
 (3) Taken from Table 1.

Table 6 presents sewer development charges and GFCs for other cities near Mattawa. Comparing the total cost for a connection to the sewer system (sum of administrative charges, installation costs, and GFCs) allows an equivalent comparison between systems.

TABLE 6
Sewer GFCs Other Jurisdictions

Jurisdiction	Installation	Administrative	GFC	Total
Mabton	\$2,500 ⁽¹⁾	\$500	\$4,500	\$7,500
George	\$2,500 ⁽¹⁾	\$0	\$4,000	\$6,500
Kittitas	\$2,500 ⁽¹⁾	1,000	\$2,500	\$6,000
Royal City	\$2,500 ⁽¹⁾	\$550	\$1,950	\$5,000
Soap Lake	\$2,500 ⁽¹⁾	\$500	\$1,000	\$4,000

- (1) Installation costs paid by the connecting user at actual cost of installation (estimated to be \$2,500).

It is recommended that the City consider increasing the GFC based on the Total GFC (maximum) fee calculated in Table 5. The City should consider local market forces and economic development as part of the factors that determine the new GFC.

RESOLUTION NO. 23.05.08

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MATTAWA
DECLARING THE COMMUNITY FOOD DISTRIBUTION AT CITY HALL
AS A COMMUNITY EVENT

Recitals:

1. The City recognizes and acknowledges the importance of public special events that serve to enrich the civic, charitable, cultural, economic, entertainment, educational, and other values of the community and that enhance community identity; and
2. The City further recognizes that the limited economic, staff and other resources of the City require that the City provide City support only to those special events that uniquely promote and advance public objectives; and
3. The declaration of a public event as a Community Event may, at the sole discretion of the City, include provision of City resources; and
4. Subject to availability of food distributions, the City agrees to designate and sponsor Community Food Distribution events at the City Hall during the summer months.

Resolved:

1. The Community Food Distribution events at the City Hall shall be sponsored by the City.
2. The New Beginning Christian Church and nonprofit Restoration Community Impact will provide a variety of food for distribution to the community.
3. The City shall provide staff and volunteers for set up and food distribution.

ADOPTED by the City Council of the City of Mattawa, Washington, this 18th day of May, 2023.

Maggie Celaya, Mayor

ATTEST:

Anabel Martinez, City Clerk



CITY OF MATTAWA

■ 521 E. Government Road ■ Mattawa, Washington 99349 ■ 509.932.4047

May 18, 2023

Dear Restoration Community Impact Team,

The City of Mattawa would like to express our support for Restoration Community Impact, in their efforts to seek funding to continue to provide monthly food distributions in Mattawa.

Mattawa is an agricultural community in southern Grant County with a population of 3,353 in the city limits. Our local schools in Wahluke School District serve 2,560 students of which 95% are low income. Our population increases in early spring with migrant families and contracted agricultural employees that reside in local migrant housing facilities. The south Grant County region is in a unique geographical location composed of several isolated and underserved communities; Schawana, Beverly, Mattawa, Desert Aire, Wahluke Slope, Wanapum Village and the Wanapum Band of Priest Rapids reservation.

The food distributions supported by Restoration Community Impact have provided meals for families in Mattawa and surrounding areas. These distributions have had a tremendous impact in our communities as we have battled with COVID and are now struggling with inflation of the economy. Furthermore, we have seen an increase in community engagement with volunteers from local parishes, clinics, elected officials, and city staff. As a community we have coordinated the distributions to include onsite distributions and delivery to tribal families, senior citizens and community members with disabilities all who do not have the means to travel for resources. Your support of the Restoration Community Impact food distributions Project has been a blessing to our communities.

We are grateful for the generous sponsors who contribute to these food distributions and we ask that you consider bringing these much needed resources back to the Mattawa area on a monthly basis.

Sincerely,

Maria Celaya

Mayor, City of Mattawa