



CITY OF MATTAWA
COUNCIL MEETING AGENDA
July 06, 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:

- Gray & Osborne Project Summary 06/28/23
- SCJ Alliance Project Update 07/06/23
- Minutes- Council Meeting 06/15/23
- 2023 Claims EFT & Checks Approval #19891-19922 - \$282,883.76
- 2023 Payroll EFT & Checks Approval #31870-31876 - \$115,380.60
- Treasurer Report

V. Reports:

Mayor Report

Council Report

Police Department Report

Public Works Department Report

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

1. None

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

1. Selection of Engineering Services (2023-2024)- Committee Recommendation
2. 8th St & Selkirk Ave Improvements – Project Acceptance
3. Change Order No. 1 – Gov’t Rd. Multi-Use Pathway
4. Final Progress Estimate 4 – Gov’t Rd. Multi-Use Pathway
5. Progress Estimate 7 – Phase II WWTF Building Restoration
6. Progress Estimate 14 – Phase III Equipment Installation
7. Progress Estimate 1 – WWTF Improvements
8. Tree Board Committee Selection
9. Approval of Donations – National Night Out 2023
10. Amend Mattawa Municipal Chapters 13.32 & 16.36

VIII. Executive Session: RCW 42.30.110

- (b) To consider the selection of a site or the acquisition of real estate

IX. Adjournment:

Gray & Osborne/City of Mattawa Project Summary (6/28/2023)

Development Projects

Hwang Subdivision – Mike Meskimen, Julio Renteria

Project Number: 21845.05

Funded: Developer Contributions

- Review of developer subdivision application

Bodrero Development – Mike Meskimen, Nancy Wetch

Project Number: 21845.07

Funded: Developer Contributions

- No active review requirements

Family Dollar – Mike Meskimen, Julio Renteria

Project Number: 21845.08

Funded: Developer Contributions

- No active review requirements

Mattawa Community Medical Clinic – Julio Renteria, Mike Meskimen

Project Number: 21845.11

Funded: Developer Contributions

- Review of developer submittals is ongoing

Transportation Projects

Government Road Multi-use Path – Julio Renteria, Mike Meskimen, Russ Powers (funding)

Project Number: 20854

Funded: CDBG/City Funds (Developer Contributions)

- 10-foot-wide path from Steven Street to Mansion.
- Construction closeout ongoing.
- **Need to complete final walkthrough.**
- **Total Budget: \$715,000**

Riverview Avenue Improvements

Project Number 23844

Project Completion: December 2023

Funded: TIB

- Currently in design.
- Survey ongoing this week.
- **Total Budget: \$100,000**

TIB Applications – Mike Meskimen, Julio Renteria, Michael Woodkey

Project Number: OH230.42

- Need to discuss desired projects
- Applications due August 11, 2023
- Announcements in November

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

- Cost ranges for update provided by G&O
- City to determine next steps desired
- **City may budget this effort for next year**

Water System Projects

Water System Plan – Jamin Ankney, Jared McMeen

Project Number: 20854

Project Completion: Final DOH review October 2023

Funded: City Water Fund

- Completed response to DOH comments.
- Resubmittal to DOH this week.
- **Total Budget \$62,700**

Well 2 Rehabilitation – Jared McMeen, Steve Wagner, Jamin Ankney, Aspect Consulting

Project Number 22867

Project Completion: August 2023

Funded: City Water Fund

- Construction ongoing.
- **City decided to not add Well 1 decommissioning.**
- **Total Budget: \$266,237**

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

Project Number 22867

Project Completion: April 2024

Funded: City Water Fund

- Design will start once well rehabilitation is complete.
- **Total Budget: \$266,237**

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

- Applied for Congressional Funding Application
- Applied for Legislative Appropriation
- Applied to CDBG
- Currently applying to PWB
- Will apply to DWSRF Fall 2023
- **Total Budget: \$7,000,000**

Future/Pending Water System Projects

Water Rights – Aspect Consulting, Jamin Ankney

- **Total Budget: Not an active project**

Reservoir Project – Jamin Ankney, Myron Basden

- Coating Project
- Reservoir No. 1 – No need to evaluate until 2029.
- Reservoir No. 2 – Need to evaluate in 2025 for potential coating project.
- **Total Budget: Not an active project**

SCADA – Jamin Ankney, Brad Bailey (Conley Engineering)

- **Total Budget: Not an active project**

Wastewater System Projects

WWTF Fire Assistance – Nancy Wetch, Russ Powers

Project Number: 20827

Project Completion: August 2023

Funded: Insurance Reimbursement/City Funds (Ecology Emergency Funding)

- Phase 1 – Blower Procurement
- Phase 2 – Building Restoration
- Phase 3 – Equipment Installation
- **Total Budget: The total cost of the fire response, cleanup, design, construction, etc., is not completely known at this time as costs are still being assembled and approved by the insurance company.**
 - Initial Emergency Response (G&O does not have total cost)**
 - Engineering: \$414,840 (insurance will reimburse)**
 - Phase I: \$93,505.84 (insurance will reimburse)**
 - Phase II: \$320,864 (insurance will reimburse)**
 - Phase III: \$1,189,148 (working on insurance reimbursement, City will be responsible for some costs – TBD)**
- Currently finalizing last few items of work and completing punchlist.

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

Project Number: 19044.01

Project Completion: 2024 (for construction completion)

Funded: Ecology Water Quality Funding

- Construction is ongoing.
- **Total Budget \$5,883,000 (includes design, construction, construction administration)**

WWTF Solids Handling Analysis – Nancy Wetch, Arn Combs

Project Number: 23813

Project Completion: October 202

- This work is currently ongoing
- Will have draft for City review in early Fall 2023
- **Total Budget \$24,200**

Portage Avenue Lift Station Elimination – Nancy Wetch, Jamin Ankney

Project Number: OH220.72

Project Completion: 2025

- Ecology funding approved
- Waiting for funding agreement, likely Winter 2023
- **Total Budget \$2,417,000**

Other Projects

Sewer GFC Study Update – Michael Woodkey

Project Number: 23825

Project Completion: May 2023

Funded: City Sewer Fund

- Presented to Council and updated GFCs adopted.
- **This project is complete.**
- **Total Budget \$3,000**

Construction Standards Update – Jamin Ankney, Jared McMeen

Project Number: 23826

Project Completion: July 2023

Funded: City Funds

- These efforts are ongoing.
- **Total Budget \$3,000**

Park Planning – Russ Powers

- City has received funding from RCO.
- Needs to be in City's Comprehensive Plan (SCJ Discussions)
- **Currently completing contracting with RCO**
- **Combined project for SCJ + G&O**
- **Total Budget \$60,000**

Park Maintenance – SCJ, Jamin Ankney

- Current funding opportunity.
- For deferred maintenance issues only.
- SCJ will help with funding application.
- **Total Estimate Budget \$125,000**

Basketball Courts – Julio Renteria

Project Number 22861

Project Completion: September 2023

Funded: Foundation Grant

- Bids received exceed funding.
- City to determine how to proceed.
- **Planning to rebid the project. City will complete gravel installation to reduce cost.**
- **Total Budget \$125,000**

City Hall Feasibility Analysis – Jamin Ankney

- Environmental analysis currently being completed.
- Pending results of environmental analysis, further feasibility studies may be completed.
- **City to send test results to G&O for review.**

Action Items:

- **G&O to review Hwang Subdivision and Mattawa Community Medical Clinic developer submittals.**
- **G&O will discuss potential TIB applications with the City.**
- **City will complete a final walkthrough on the Government Rd Multi-use path to verify punchlist completion.**
- **G&O will resubmit the water system plan to DOH.**
- **City to send environmental analysis results of potential new City Hall to G&O for review.**

Funding News:

Next Meeting – July 12, 2023, 3:30 p.m.



City of Mattawa Planning: Monthly Update

Date: July 6th 2023

From: Rachelle Bradley, Mattawa Contract Planner SCJ Alliance

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

Development Review

	Project	Type	Status	Contact	SCJ Lead
1.	Our Lady of the Desert Parish Worship Center CUP	Conditional Use Permit	No update, no application received.	Ed Luebben	Rachelle Bradley
2.	Sonrise Orchards PUD	PUD – Minor Amendment	No additional materials received by applicant as requested in February. Planned development approval expires November 26, 2023.	Jim Roberts	Rachelle Bradley
3.	Family Dollar Store BSP	Binding Site Plan	Notice of application issued to agencies 03/22. Staff report underway with conditions.	Antonio Conti	Rachelle Bradley
4.	Balaggan Short Plat	Short Plat & Building Permit	Preliminary short plat approval expired in Jan 2023. New application will be required, not yet received.	Grace O’Hara	Rachelle Bradley
5.	Rubalcava Short Plat	Short Plat	Notice to agencies and joint ODNS issued on 03/22. Staff report and conditions completed. Preliminary short plat approval issued on 06/27.	Maria Rubalcava	Rachelle Bradley
6.	Hwang Subdivision	Major Subdivision – Preliminary Plat	Full application received on 03/07, under review for preliminary plat determination of completeness.	Sun Hwang	Rachelle Bradley

Administrative Inquiries

Project	Type	Status	Contact	SCJ Lead
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1.	102 William Ave Change of Use to Salon	Change of Use Review	Application received on 03/24 and additional information requested. Approved to move forward in the process on 04/26.	Margarita & Isabel Herrera	Rachelle Bradley
2.	Reyes Residence Relocate Mobile Home	Building Permit Review	Application received on 05/09 and letter of determination issued 05/12 with alternative actions for the property owner.	Josue Reyes	Rachelle Bradley
3.	712 Government Road - Change of Use	Building Permit Review	Application received on 05/02 and reviewed on 05/12/2023.	Jose Ruiz	Rachelle Bradley
4.	604 2nd Street – Porch	Building Permit Review	Application received on 05/26, reviewed on 06/08 to move forward.	Emilio Bravo	Rachelle Bradley
5.	606 Hoose Street – House Addition	Building Permit Review	Application received on 04/11 with additional information requested. Approved to move forward in the process with non-conforming contingency on 05/01.	Martinez	Rachelle Bradley
6.	332 Cooper St – New Home Placement	Building Permit Review	Application received on 05/26 and meeting with developer on 06/20 with updated requests. Application in review.	David Ramirez	Rachelle Bradley

General Planning

	Project	Status	Contact	SCJ Lead
1.	Comprehensive Plan 2023 Update	Comp Plan update initiated, pop-up event at 06/23 movie night. GMA compliance checklist completed.	Rachelle Bradley	Rachelle Bradley
2.	Housing Action Plan	Plan adopted on 06/01 during City Council. HAP has been submitted to WA State commerce. Next phase will be implementation steps.	Rachelle Bradley	Rachelle Bradley
3.	Parks, Recreation, and Open Space Plan	Grant contract negotiations underway with RCO. SOW in development by SCJ and G&O jointly.	Rachelle Bradley	Rachelle Bradley



**CITY OF MATTAWA
COUNCIL MEETING MINUTES
JUNE 15, 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, Brian Berghout, Silvia Barajas, Tony Acosta, Alex Heredia, Fabiola Hernandez. M/s; Acosta / Hernandez excuse Wendy Lopez. Motion carried.

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

Others Present: City Attorney Katherine Kenison, Rachele Bradley (SCJ Alliance), Jamin (Gray & Osborne) German Godinez, Cheryl Schweizer

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I. Additions/Approval of Agenda:

** M/s; Acosta / Barajas motion to add to the agenda a Public Works Board loan application as Item #4 and the executive session as it is not needed per Mayor Celaya. Motion carried.

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

II. Public Hearing: Six-Year Transportation Improvement Plan

- *The public hearing initiated at 5:35 pm.
- *Councilman Heredia asked if it was possible to seal the past improved roads since they are starting to crack.
- *Councilman Acosta asked if the roads were categorized from worse to bad.
- *German Godinez asked that the total amount estimated to repair the roads of 8 to 10 million dollars. Juan explained that the city does not have the money on hand, the amount is city engineer’s estimate cost of repair today. The city would need to apply for funding to repair the roads.
- *The public hearing ended at 5:42 pm.

III. Public Comments:

** None

IV. Consent Agenda/Informational:

- **Minutes – Council Meeting 06/01/23
- ** 2023 Claims EFT & Checks Approval #19859-19889 - \$262,359.85
- ** 2023 Payroll EFT Approval - \$10,200.00
- ** Treasurer Report

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

** As of June 15, 2023, the Council approved payment of 2023 Claims EFT & checks approval #19859-19889 in the amount of \$262,359.85, 2023 Payroll EFT approval in the amount of \$10,200.00.

** M/s; Acosta/ Heredia motion that bills, checks, payroll, 06/01/23 meeting minutes be approved. Motion carried.

V. Reports

Mayor's Report:

** Mayor Celaya spoke on the city clean-up event. About 30 volunteers showed up including senator Nicki Torres and her husband. It was a great turnout.

** Movie night is scheduled for June 23rd.

Council's Report:

** No Report

Police Department's Report:

** Chief Salinas reported that Alejandro is continuing to do well as the academy.

** There is a tentative date for Coffee with a Cop of June 30th around 10am and a later in the afternoon time not decided yet.

** Started planning National Night Out, it will be on the Aug. movie night not on the normal 1st Tuesday of August.

** H2A workers update- Officer Villa started to speak with local businesses about shopping carts being left out, businesses are ok with gathering carts back themselves and returning them where they belong. We will get a video with information out the workers for education. Councilwoman Hernandez asked if the workers were getting a privilege for not following rules vs if she left the cart out and did not return it. Councilman Berghout disagreed about the privilege part because H2A workers are a long way from home and they do not have a vehicle so they are driven to local market. Chief Salinas said that we (residents) know better and understand the rules. Councilwoman Barajas said her son took a cart home and he made him take it back to its owner.

** Councilwoman Barajas asked about the date for National Night Out, chief said it will be August 4th.

** Councilman Heredia spoke about the increase in graffiti.

Public Works Department's Report:

** Government Road project is essentially complete.

** Installed new speed limit signage by Pat Chee Drive.

** Spring Clean-up Event Update: There were about 50 participants, about 10.8 tons of waste was collected and 3.5 tons of metal. The cost of the event was \$868, the revenue received by the residents was \$737. Recommend increasing the vehicle with trailer to offset the cost.

** Currently exploring a summer or fall clean-up event and to amend the fee for vehicle with trailer from \$20 to \$30.

** Well #2 Rehabilitation: They will be on-site next week.

** WWTF Improvements, contractor is mobilized. WWTF fire repair is finalizing a few punch list items left.
**Movie night on June 23rd is our next event.

VI. Council Items For Motion (Old Business):

- 1. Resolution No. 23.06.10 Amend Sewer Appendix S (GFC)**
M/s; Berghout / Acosta motion to approve this resolution. Opposed: Hernandez. Motion carried.

VII. Council Items For Motion (New Business):

- 1. Resolution No. 23.06.11 Six-Year Street Construction Program (TIP) for 2024-2029**
M/s; Heredia / Hernandez motion to approve the resolution. Motion carried.
- 2. Resolution No. 23.06.12 Revising the Procurement Policy**
M/s; Acosta / Berghout motion to approve the resolution. Motion carried.
- 3. Committee for Grading SOQs for Engineering Services for 2023-2024.**
M/s; Heredia / Acosta motion to approve councilmembers Sun Hwang, Fabiola Hernandez and Tony Acosta as part of the committee and to meet on June 27th at 5 pm at the La Popular Restaurant. Motion carried.
- 4. Public Works Board Loan Application**
Jamin gave an overview of Public Works Board Loan Programs.
M/s; Berghout / Heredia motion to allow Jamin to proceed and explore the funding options.
Motion carried.

VIII. The council meeting was adjourned at 6:37 P.M. M/s; Berghout / Heredia. Motion carried.

Respectfully submitted,

Anabel Martinez, City Clerk

Maria Celaya, Mayor

ACCOUNTS PAYABLE

City Of Mattawa

Time: 16:23:21 Date: 06/30/2023

As Of: 07/06/2023

Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
16249	07/06/2023	07/06/2023	2401	A-1 PERFORMANCE INC.	238.27	Monthly Cleaning Services Fees June 2023
	518 30 48 00	Repair And Maintenance	001 000 518	Current Expens	238.27	Monthly Cleaning Services Fees June 2023
16256	07/06/2023	07/06/2023	593	APOLLO INC	12,418.34	Progress Estimate 7 Phase II WWTF Building G Restoration
	594 35 63 06	WWTF Fire Repairs	405 000 594	Sewer Operatin	12,418.34	Progress Estimate 7 Phase II WWTF Building G Restoration
16257	07/06/2023	07/06/2023	593	APOLLO INC	89,386.56	Progress Estimate 14 Phase III Equipment Installation
	594 35 63 06	WWTF Fire Repairs	405 000 594	Sewer Operatin	89,386.56	Progress Estimate 14 Phase III Equipment
16295	07/06/2023	07/06/2023	3602	BUD CLARY AUTO GROUP	47,884.31	PW- Truck Silverado 1500 2023
	594 34 64 04	Vehicles (Sales From Surpl	401 000 594	Water Operatin	8,401.00	PW- Truck Silverado 1500 2023
	594 34 64 06	Vehicle - PW	411 000 594	Water Capital I	19,742.31	PW- Truck Silverado 1500 2023
	594 35 64 00	Vehicle - PW	412 000 594	Sewer Capital I	19,741.00	PW- Truck Silverado 1500 2023
16296	07/06/2023	07/06/2023	3130	CASCADE ANALYTICAL EUROFINS, EUROFINS I	222.00	Water RC Samples
	534 10 41 02	Chemical Samples	401 000 534	Water Operatin	222.00	Water RC Samples
16313	07/06/2023	07/06/2023	1886	CENTURY LINK	66.77	WWTF SCADA System
	535 10 42 00	Telephone	405 000 535	Sewer Operatin	66.77	WWTF SCADA System
16314	07/06/2023	07/06/2023	1886	CENTURY LINK	123.88	Lift Station LIne
	535 10 42 00	Telephone	405 000 535	Sewer Operatin	123.88	Lift Station LIne
16258	07/06/2023	07/06/2023	914	CHAVEZ, ROGELIO	20.00	Refund- Customer Was Not Able To Participate For Movie Night At The Park June 23 & July 21, 2023
	573 90 49 00	Community Events	001 000 573	Current Expens	20.00	Refund- Customer Was Not Able To Participate For Movie Night At The Park June 23 & July 21, 2023
16265	07/06/2023	07/06/2023	443	CITY OF MATTAWA-PETTY CASH	58.30	Petty Cash
	518 30 47 14	City Hall Utilities	001 000 518	Current Expens	20.00	Drinking Water
	521 20 31 02	Postage	001 000 521	Current Expens	38.30	MPD-Postage
16281	07/06/2023	07/06/2023	1251	CITY OF MATTAWA-UTILITIES	3,656.19	City Of Mattawa Utilities June 2023
	518 30 47 14	City Hall Utilities	001 000 518	Current Expens	92.53	City Hall

ACCOUNTS PAYABLE

City Of Mattawa

Time: 16:23:21 Date: 06/30/2023

As Of: 07/06/2023

Page: 2

Accts Pay #	Received	Date Due	Vendor	Amount	Memo	
543 30 47 00	Utilities		101 000 543 Street Fund	107.15	Shop	
572 20 47 00	Library - Utility Services		001 000 572 Current Expens	259.56	Library	
576 80 47 00	Park Utilities		001 000 576 Current Expens	569.59	Teeline Park	
576 80 47 00	Park Utilities		001 000 576 Current Expens	191.08	Basketball Court	
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	2,241.71	Park	
576 80 47 00	Park Utilities		001 000 576 Current Expens	156.42	Skatepark	
16244	07/06/2023	07/06/2023	2150	CODE PUBLISHING INC	830.00	Annual Web Fees & Update Annual Fee 2023
511 30 41 00	Code Book Update		001 000 511 Current Expens	830.00	Annual Web Fees & Update Annual Fee 2023	
16282	07/06/2023	07/06/2023	112	COLUMBIA BASIN HERALD	78.57	Request For Statement Of Qualifications 2023-2024
542 30 41 00	Professional Services		101 000 542 Street Fund	78.57	Request For Statement Of Qualifications 2023-2024	
16283	07/06/2023	07/06/2023	112	COLUMBIA BASIN HERALD	48.00	Six Year Street Plan Notice 2023
542 30 41 01	Publishing		101 000 543 Street Fund	48.00	Six Year Street Plan Notice 2023	
16284	07/06/2023	07/06/2023	112	COLUMBIA BASIN HERALD	38.88	Summary Ordinance 23-685
518 30 41 00	Publishing		001 000 518 Current Expens	38.88	Summary Ordinance 23-685	
16285	07/06/2023	07/06/2023	112	COLUMBIA BASIN HERALD	365.85	Notice Of Application Hwang Subdivision
558 60 41 00	Planning-Zoning & Land U		001 000 558 Current Expens	365.85	Notice Of Application Hwang Subdivision	
16291	07/06/2023	07/06/2023	2667	CORRECT EQUIPMENT	1,014.62	Well No. 3 & 4 Magnetic Meter
534 10 41 05	Professional Services		401 000 534 Water Operatin;	1,014.62	Well No. 3 & 4 Magnetic Meter	
16315	07/06/2023	07/06/2023	3487	DOUBLE J EXCAVATING, INC.	35,237.09	Final Progress Estimate 4 Government Rd Multi-Use Pathway
595 95 63 00	CDBG - Government Road		101 000 594 Street Fund	35,237.09	Final Progress Estimate 4 Government Rd Multi-Use Pathway	
16261	07/06/2023	07/06/2023	2304	FIRST BANKCARD	247.78	MPD- Credit Card Expenses
521 10 49 00	Professional Services		001 000 521 Current Expens	108.35	Schedule Anywhere	
521 10 49 00	Professional Services		001 000 521 Current Expens	139.43	Office Phone Lines	
16262	07/06/2023	07/06/2023	2304	FIRST BANKCARD	1,884.96	Credti Card Expenses- Clerks

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As Of: 07/06/2023

Time: 16:23:21 Date: 06/30/2023

Page: 3

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
511 60 43 00	Council Training		001 000 511 Current Expens	306.67	Lodging In Spokane For Mayor Celaya Training AWC Annual Conference
514 23 31 02	Office Supplies		001 000 514 Current Expens	97.25	Paper; Kleenex;File Folders
514 23 43 00	Travel & Education		001 000 514 Current Expens	495.00	WFOA Trainig For Jazmin Hernandez
514 23 43 00	Travel & Education		001 000 514 Current Expens	495.00	WFOA Trainig For Anabel Martinez
518 23 42 14	Telephone/Internet Expense		001 000 518 Current Expens	67.95	City Hall Internet Services
518 23 42 14	Telephone/Internet Expense		001 000 518 Current Expens	47.77	Office Phone LInes
518 30 47 14	City Hall Utilities		001 000 518 Current Expens	16.67	Monthly Web Site Fee
518 70 31 00	Other Supplies And Furnitu		001 000 518 Current Expens	29.26	Metal Award For Sparks For Food Distrubutions
521 10 49 00	Professional Services		001 000 521 Current Expens	16.67	Monthly Web Site Fee
521 20 31 00	Office Supplies		001 000 521 Current Expens	72.79	Paper
534 10 31 00	Office Supplies		401 000 534 Water Operatin;	36.39	Paper
534 10 41 05	Professional Services		401 000 534 Water Operatin;	8.33	Monthly Web Site Fee
534 10 43 00	Travel & Training		401 000 534 Water Operatin;	47.77	Office Phone LInes
535 10 31 00	Office Supplies		405 000 535 Sewer Operatin	36.39	Paper
535 10 41 04	Professional Services		405 000 535 Sewer Operatin	8.33	Monthly Web Site Fee
535 10 43 00	Travel & Training		405 000 535 Sewer Operatin	47.77	Office Phone LInes
535 10 47 00	Utilities		405 000 535 Sewer Operatin	54.95	WWTF Internet Services
16299 07/06/2023 07/06/2023 2304 FIRST BANKCARD				5,539.31	Credit Card Expenses- PW
514 23 41 01	Banking And Visa/Merchar		001 000 514 Current Expens	-39.00	Overlimit Fee Refund
534 10 31 00	Office Supplies		401 000 534 Water Operatin;	200.53	CAT 6 Cables
534 10 31 03	Uniforms		401 000 534 Water Operatin;	73.10	Uniforms-Short Long Sleeves
534 10 31 03	Uniforms		401 000 534 Water Operatin;	168.82	Uniforms-Short Long Sleeves
534 10 41 05	Professional Services		401 000 534 Water Operatin;	16.25	Adobe Acrobat
534 10 41 05	Professional Services		401 000 534 Water Operatin;	0.99	Icloud Storage
534 10 51 00	System Permit Fees		401 000 534 Water Operatin;	2,280.00	Project & Plan Review WSP
534 10 51 00	System Permit Fees		401 000 534 Water Operatin;	45.60	Project & Plan Review WSP-Convenience Fee
535 00 48 01	Sewer Installations		405 000 535 Sewer Operatin	1,527.19	Sewer Road Repair Patch
535 10 31 00	Office Supplies		405 000 535 Sewer Operatin	200.53	CAT 6 Cables
535 10 31 02	Uniforms		405 000 535 Sewer Operatin	168.82	Uniforms-Short Long Sleeves
535 10 43 00	Travel & Training		405 000 535 Sewer Operatin	395.04	Lodging - Albert WWTP Training Spokane
535 10 43 00	Travel & Training		405 000 535 Sewer Operatin	24.50	Meal- Albert WWTP Training Spokane
535 10 43 00	Travel & Training		405 000 535 Sewer Operatin	13.06	Meal- Albert WWTP Training Spokane
535 10 43 00	Travel & Training		405 000 535 Sewer Operatin	18.28	Meal- Albert WWTP Training Spokane
535 10 43 00	Travel & Training		405 000 535 Sewer Operatin	13.51	Meal- Albert WWTP Training Spokane
535 10 43 00	Travel & Training		405 000 535 Sewer Operatin	24.81	Meal- Albert WWTP Training Spokane
535 10 43 00	Travel & Training		405 000 535 Sewer Operatin	300.00	WWTPO Exam Review-Albert Reyes
576 80 31 00	Park Supplies		001 000 576 Current Expens	107.28	Grabber Reacher For Trash
16293 07/06/2023 07/06/2023 3046 GLOBAL CHEMICALS INC				3,348.70	Cold Patch

ACCOUNTS PAYABLE

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Time: 16:23:21 Date: 06/30/2023

As Of: 07/06/2023

Page: 4

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
534 10 48 01	Meter Installations		401 000 534 Water Operatin	1,500.00	Cold Patch
535 00 48 01	Sewer Installations		405 000 535 Sewer Operatin	1,500.00	Cold Patch
542 30 48 01	Vehicle Repair & Maintena		101 000 542 Street Fund	348.70	Cold Patch
16287	07/06/2023	07/06/2023	3527 GLOBAL EQUIPMENT COMPANY	721.04	PW-Parts/Supplies
594 76 63 01	2022 Paul Lauzier Grant - F		001 000 594 Current Expens	721.04	Steel Trash Can/ Secury Cables & Anchor Kit/mesh Body Base/Steel Lid/Liners
16252	07/06/2023	07/06/2023	1698 GRANT COUNTY PUD	2,326.10	Power Billing May 2023
534 10 47 01	Utilities		401 000 534 Water Operatin	44.18	709 1st Street
535 10 47 00	Utilities		405 000 535 Sewer Operatin	74.77	8th St Portage Ave
535 10 47 00	Utilities		405 000 535 Sewer Operatin	1,899.53	U Rd SW
576 80 47 00	Park Utilities		001 000 576 Current Expens	106.61	104 Portage Ave
576 80 47 00	Park Utilities		001 000 576 Current Expens	201.01	710 1st Street
16253	07/06/2023	07/06/2023	1698 GRANT COUNTY PUD	4,235.81	Power Billing May 2023
518 30 47 14	City Hall Utilities		001 000 518 Current Expens	159.06	City Hall
534 10 47 01	Utilities		401 000 534 Water Operatin	3,814.65	707 2nd Well
534 10 47 01	Utilities		401 000 534 Water Operatin	51.68	Boundary Ave
572 20 47 00	Library - Utility Services		001 000 572 Current Expens	104.55	Library
576 80 47 00	Park Utilities		001 000 576 Current Expens	25.93	Park
576 80 47 00	Park Utilities		001 000 576 Current Expens	29.21	Manson Lane
576 80 47 00	Park Utilities		001 000 576 Current Expens	25.51	Control Circuit
576 80 47 00	Park Utilities		001 000 576 Current Expens	25.22	Park Outlets
16300	07/06/2023	07/06/2023	1734 GRAY & OSBORNE INC	30,978.85	WWTF Improvement CA Professional Services May 21-June 17, 2023
594 35 41 00	WWTF Improvements Proj		412 000 594 Sewer Capital I	30,978.85	WWTF Improvement CA Professional Services May 21-June 17, 2023
16301	07/06/2023	07/06/2023	1734 GRAY & OSBORNE INC	1,571.82	WWTF Fire Assitance Professional Services May 21-June 17, 2023
535 10 41 08	Professional Services - WW		405 000 535 Sewer Operatin	1,571.82	WWTF Fire Assitance Professional Services May 21-June 17, 2023
16302	07/06/2023	07/06/2023	1734 GRAY & OSBORNE INC	372.19	General Engineering Mattawa Community Medical Clinic Professional Services May 21-June 17, 2023

ACCOUNTS PAYABLE

City Of Mattawa

Time: 16:23:21 Date: 06/30/2023

As Of: 07/06/2023

Page: 5

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
518 30 49 01	Engineering Services		001 000 518 Current Expens	372.19	General Engineering Mattawa Community Medical Clinic Professional Services May 21-June 17, 2023
16303	07/06/2023	07/06/2023	1734	585.64	2022-23 General Engineering TIP Preparation Professional Services May 21-June 17, 2023
542 30 41 06	Engineering Services		101 000 542 Street Fund	585.64	2022-23 General Engineering TIP Preparation Professional Services May 21-June 17, 2023
16304	07/06/2023	07/06/2023	1734	1,726.29	General Engineering Electrical Support Water System Professional Services May 21-June 17, 2023
534 10 41 03	Engineering Services		401 000 534 Water Operatin	1,726.29	General Engineering Electrical Support Water System Professional Services May 21-June 17, 2023
16305	07/06/2023	07/06/2023	1734	5,572.23	Well 2 Rehabilitation And Re-equipping Professional Services May 21-June 17, 2023
594 34 63 03	Well #2 Rehabilitation & R		401 000 594 Water Operatin	5,572.23	Well 2 Rehabilitation And Re-equipping Professional Services May 21-June 17, 2023
16306	07/06/2023	07/06/2023	1734	2,961.52	Riverview Avenue Imps. Professional Services May 21-June 17, 2023
595 42 63 03	Complete Streets Grant (Ri		101 000 594 Street Fund	2,961.52	Riverview Avenue Imps. Professional Services May 21-June 17, 2023
16307	07/06/2023	07/06/2023	1734	1,361.21	Construction Standards Update Professional Services May 21-June 17, 2023
534 10 41 03	Engineering Services		401 000 534 Water Operatin	1,361.21	Construction Standards Update Professional Services May 21-June 17, 2023
16308	07/06/2023	07/06/2023	1734	158.74	Sewer GFC Study Update Professional Services May 21-June 17, 2023
535 10 41 01	Engineering Services		405 000 535 Sewer Operatin	158.74	Sewer GFC Study Update Professional Services May 21-June 17, 2023
16309	07/06/2023	07/06/2023	1734	79.37	WWTF Solids Handling Analysis Professional Services May 21-June 17, 2023
594 35 41 05	WWTF Improvements Engi		412 000 594 Sewer Capital I	79.37	WWTF Solids Handling Analysis Professional Services May 21-June 17, 2023

ACCOUNTS PAYABLE

City Of Mattawa

As Of: 07/06/2023

Time: 16:23:21 Date: 06/30/2023
Page: 6

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
16310	07/06/2023	07/06/2023	1734 GRAY & OSBORNE INC	146.41	Basketball Court And Parking Lot Improvements Professional Services May 21-June 17, 2023
594 76 41 00	2022 Paul Lauzier Grant - I		001 000 594 Current Expens	146.41	Basketball Court And Parking Lot Improvements Professional Services May 21-June 17, 2023
16311	07/06/2023	07/06/2023	1734 GRAY & OSBORNE INC	339.69	Family Dollar Professional Services May 21-June 17, 2023
518 30 49 01	Engineering Services		001 000 518 Current Expens	339.69	Family Dollar Professional Services May 21-June 17, 2023
16312	07/06/2023	07/06/2023	1734 GRAY & OSBORNE INC	238.11	Bodrero Annexation Professional Services May 21-June 17, 2023
518 30 49 01	Engineering Services		001 000 518 Current Expens	238.11	Bodrero Annexation Professional Services May 21-June 17, 2023
16280	07/06/2023	07/06/2023	2840 MATTAWA AUTO PARTS, LLC	79.09	Parts/Supplies
576 80 48 01	Vehicle Repair & Maintena		001 000 576 Current Expens	79.09	Shine Car Clean/ Paint/carnauba Wax
16289	07/06/2023	07/06/2023	1900 MATTAWA TIRE CENTER	33.06	Parts/Supplies
576 80 48 01	Vehicle Repair & Maintena		001 000 576 Current Expens	16.53	Flat Repair-Lawn Mower
576 80 48 01	Vehicle Repair & Maintena		001 000 576 Current Expens	16.53	Flat Repair-Lawn Mower
16247	07/06/2023	07/06/2023	324 MULTI AGENCY COMMUNICATION CENTER	2,284.34	Dispatch Services For May 2023
522 20 42 02	MACC - Communications		107 000 522 Public Safety T	2,284.34	Dispatch Services For May 2023
16267	07/06/2023	07/06/2023	324 MULTI AGENCY COMMUNICATION CENTER	2,284.34	Dispatch Services July 2023
522 20 42 02	MACC - Communications		107 000 522 Public Safety T	2,284.34	Dispatch Services July 2023
16260	07/06/2023	07/06/2023	3229 NATIONAL ASSOCIATION OF SCHOOL RESOUR	550.00	MPD- Training Basic SRO For Officer Avalos
521 40 49 00	Training		001 000 521 Current Expens	550.00	MPD- Training Basic SRO For Officer Avalos
16254	07/06/2023	07/06/2023	2798 PACIFIC OFFICE AUTOMATION	294.06	Print Ink Usage May 2023
518 70 45 01	Copier Lease		001 000 518 Current Expens	98.02	Print Ink Usage May 2023
534 10 45 01	Copier Lease		401 000 534 Water Operatin	98.02	Print Ink Usage May 2023
535 10 45 01	Copier Lease		405 000 535 Sewer Operatin	98.02	Print Ink Usage May 2023
16255	07/06/2023	07/06/2023	2798 PACIFIC OFFICE AUTOMATION	247.64	Monthly Equipement Fee June 2023
518 70 45 01	Copier Lease		001 000 518 Current Expens	82.55	Monthly Equipement Fee June 2023

ACCOUNTS PAYABLE

City Of Mattawa

As Of: 07/06/2023

Time: 16:23:21 Date: 06/30/2023

Page: 7

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
534 10 45 01	Copier Lease		401 000 534 Water Operatin	82.55	Monthly Equipement Fee June 2023
535 10 45 01	Copier Lease		405 000 535 Sewer Operatin	82.54	Monthly Equipement Fee June 2023
16294	07/06/2023	07/06/2023	354	2,500.00	PORT OF MATTAWA Snow Plow
534 10 35 00	Small Tools & Equipment		401 000 534 Water Operatin	700.00	Snow Plow
535 10 35 00	Small Tools & Equipment		405 000 535 Sewer Operatin	700.00	Snow Plow
542 30 35 01	Small Tools & Equipment		101 000 542 Street Fund	1,100.00	Snow Plow
16245	07/06/2023	07/06/2023	2729	100.00	QUADIENT FINANCE USA INC. Postage Machine
534 10 30 02	Postage		401 000 534 Water Operatin	33.33	Postage Machine
535 10 31 01	Postage		405 000 535 Sewer Operatin	33.33	Postage Machine
537 10 31 01	Postage		420 000 537 Solid Waste Fu	33.34	Postage Machine
16246	07/06/2023	07/06/2023	2729	203.42	QUADIENT FINANCE USA INC. Ink For Postage Machine
534 10 30 02	Postage		401 000 534 Water Operatin	67.81	Ink For Postage Machine
535 10 31 01	Postage		405 000 535 Sewer Operatin	67.81	Ink For Postage Machine
537 10 31 01	Postage		420 000 537 Solid Waste Fu	67.80	Ink For Postage Machine
16297	07/06/2023	07/06/2023	3371	14.15	REYES, JOSE A Reimbursment For Meal- Training Spokane
535 10 43 00	Travel & Training		405 000 535 Sewer Operatin	14.15	Reimbursment For Meal- Training Spokane
16292	07/06/2023	07/06/2023	1247	113.44	RIO'S AUTO AG SUPPLY Parts/Supplies
534 10 48 02	Vehicle Repair & Maintena		401 000 548 Water Operatin	14.72	Lithium Grease
534 10 48 02	Vehicle Repair & Maintena		401 000 548 Water Operatin	84.32	Hyd Fluid
535 10 48 04	System Repairs / Maintenar		405 000 535 Sewer Operatin	14.40	Hose Clamp
16251	07/06/2023	07/06/2023	3416	913.71	SCJ ALLIANCE Housing Action Plan Fee Period April 30 To June 3, 2023
558 60 41 02	Planning Services - HAPI C		001 000 558 Current Expens	913.71	Housing Action Plan Fee Period April 30 To June 3, 2023
16263	07/06/2023	07/06/2023	3416	6,641.75	SCJ ALLIANCE Planning Services Fee Period April 30 To June 3, 2023
558 60 41 00	Planning-Zoning & Land U		001 000 558 Current Expens	6,641.75	Planning Services Fee Period April 30 To June 3, 2023
16290	07/06/2023	07/06/2023	3299	952.00	SOILTEST FARM CONSULTANTS INC WWTF RC Samples
535 10 41 02	Testing Samples		405 000 535 Sewer Operatin	952.00	WWTF RC Samples

ACCOUNTS PAYABLE

City Of Mattawa

Time: 16:23:21 Date: 06/30/2023

As Of: 07/06/2023

Page: 8

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
16266	07/06/2023	07/06/2023	3405 STERICYCLE INC	135.58	Shredding Services 5/31/2023
518 30 49 14	Professional Services		001 000 518 Current Expens	67.79	Shredding Services 5/31/2023
521 10 49 00	Professional Services		001 000 521 Current Expens	67.79	Shredding Services 5/31/2023
16250	07/06/2023	07/06/2023	2140 THINK TANK SANITATION INC.	225.00	Portable Restrooms June 2023
576 80 47 00	Park Utilities		001 000 576 Current Expens	225.00	Portable Restrooms June 2023
16259	07/06/2023	07/06/2023	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
16316	07/06/2023	07/06/2023	732 U.S CELLULAR	499.37	PW & Mayor/Clerks Cell Phone Services Fees
518 23 42 14	Telephone/Internet Expense		001 000 518 Current Expens	161.00	Mayor/Clerks Cell Phone Services Fees
534 10 42 00	Telephone		401 000 534 Water Operatin	112.79	PW Cell Phone Services Fees
535 10 42 00	Telephone		405 000 535 Sewer Operatin	112.79	PW Cell Phone Services Fees
537 10 42 00	Telephone		420 000 537 Solid Waste Fu	112.79	PW Cell Phone Services Fees
16298	07/06/2023	07/06/2023	1807 USA BLUEBOOK	1,207.98	Parts/Supplies
535 10 48 02	Sewer Plant Maintenance		405 000 535 Sewer Operatin	218.48	WWTF Monto
535 10 48 02	Sewer Plant Maintenance		405 000 535 Sewer Operatin	191.87	
535 10 48 02	Sewer Plant Maintenance		405 000 535 Sewer Operatin	797.63	WWTF Moi
16264	07/06/2023	07/06/2023	3085 VILLA, EDGAR ISIDRO	105.45	Reimbursment For Meals-Taining Richland Cime Prevention Course
521 40 49 00	Training		001 000 521 Current Expens	105.45	Reimbursment For Meals-Taining Richland Cime Prevention Course
16248	07/06/2023	07/06/2023	3362 VISION MUNICIPAL SOLUTIONS LLC	236.25	IT Back-Up Check
518 80 41 01	Computer Support/Mainten		001 000 518 Current Expens	236.25	IT Back-Up Check
16288	07/06/2023	07/06/2023	498 WINDFLOW FERTILIZER INC	352.48	Park Fertilizer
576 80 48 00	Park Maintenance		001 000 576 Current Expens	352.48	Park Fertilizer

Report Total: 276,819.39

Fund	
001 Current Expense Fund	19,932.79
101 Street Fund	40,466.67
107 Public Safety Tax Fund	4,568.68

ACCOUNTS PAYABLE

City Of Mattawa

Time: 16:23:21 Date: 06/30/2023

As Of: 07/06/2023

Page: 9

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
			401 Water Operating Fund	27,779.18	
			405 Sewer Operating Fund	113,316.61	
			411 Water Capital Improvement	19,742.31	
			412 Sewer Capital Improvement	50,799.22	
			420 Solid Waste Fund	213.93	

This report has been reviewed by:

Anabel Martinez
Anabel Martinez - City Clerk

6/30/23
Date

REMARKS:

TREASURER'S REPORT

Fund Totals

City Of Mattawa

Time: 17:24:01 Date: 06/22/2023

04/01/2023 To: 04/30/2023

Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 Current Expense Fund	1,024,186.46	242,984.13	151,782.96	1,115,387.63	5,526.01	44,066.17	-652.00	1,164,327.81
101 Street Fund	502,665.53	4,505.26	5,522.32	501,648.47	2,873.04	981.48	0.00	505,502.99
102 Police Vehicle Fund	8,253.59	25,841.85	3,269.63	30,825.81	0.00	0.00	0.00	30,825.81
103 Multimodal Transportation Fund	81,800.82	0.00		81,800.82	0.00	0.00	0.00	81,800.82
105 COPS Grant	-7,106.38	0.00	14,238.50	-21,344.88	0.00	0.00	0.00	-21,344.88
106 LFRF Fund	1,284,776.97	0.00	9,375.00	1,275,401.97	0.00	0.00	0.00	1,275,401.97
107 Public Safety Tax Fund	6,956.23	17,194.72	111,357.95	-87,207.00	0.00	0.00	0.00	-87,207.00
140 Transportation Benefit Fund	290,615.11	5,250.18		295,865.29	0.00	0.00	0.00	295,865.29
350 Capital Improvement Fund	155,130.89	1,506.04		156,636.93	0.00	0.00	0.00	156,636.93
401 Water Operating Fund	767,055.55	48,177.55	129,527.91	685,705.19	18,908.73	5,317.90	-1,536.01	708,395.81
402 Water Bond Debt Fund	37,436.71	69,900.00		107,336.71	0.00	0.00	0.00	107,336.71
403 Customer Deposit Fund	500.00	400.00	300.00	600.00	125.70	0.00	0.00	725.70
404 Water Bond Reserve Fund	79,333.63	0.00		79,333.63	0.00	0.00	0.00	79,333.63
405 Sewer Operating Fund	-74,757.94	63,828.53	182,920.67	-193,850.08	2,482.01	5,459.53	-3,820.65	-189,729.19
406 Sewer Debt Fund	312,666.87	138,577.98		451,244.85	0.00	0.00	0.00	451,244.85
407 Water Emergency Fund	62,278.96	13.99		62,292.95	0.00	0.00	0.00	62,292.95
408 Sewer Emergency Fund	21,193.99	4.76		21,198.75	0.00	0.00	0.00	21,198.75
410 Sewer Reserve Fund	83,522.13	18.76		83,540.89	0.00	0.00	0.00	83,540.89
411 Water Capital Improvement	477,342.23	107.20		477,449.43	0.00	0.00	0.00	477,449.43
412 Sewer Capital Improvement	660,719.18	15,148.38	17,593.38	658,274.18	17,593.38	0.00	0.00	675,867.56
413 Water Deposits	11,677.47	300.00		11,977.47	0.00	0.00	-300.00	11,677.47
414 Sewer Deposits	11,677.46	0.00		11,677.46	0.00	0.00	0.00	11,677.46
420 Solid Waste Fund	160,375.57	32,993.70	55,350.05	138,019.22	278.04	1,077.49	-3,461.53	135,913.22
460 Water System Construction	73,796.49	0.00		73,796.49	0.00	0.00	0.00	73,796.49
639 Custodial Fund	131.50	0.00		131.50	0.00	0.00	0.00	131.50
	6,032,229.02	666,753.03	681,238.37	6,017,743.68	47,786.91	56,902.57	-9,770.19	6,112,662.97

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(D)

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TREASURER'S REPORT

Account Totals

City Of Mattawa

04/01/2023 To: 04/30/2023

Time: 17:24:01 Date: 06/22/2023

Page: 2

Cash Accounts	Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1 Checking	3,068,139.01	292,940.21	308,938.22	3,052,141.00	-9,372.11	104,689.48	3,147,458.37 C
2 Petty Cash - PUD	300.00	0.00	0.00	300.00	0.00	0.00	300.00
3 Petty Cash - TOM	400.00	0.00	0.00	400.00	0.00	0.00	400.00
5 LGIP	245,462.39	994.09	0.00	246,456.48	0.00	0.00	246,456.48
6 US Bond 3.6 Yr.	1,000,000.00	0.00	0.00	1,000,000.00	0.00	0.00	1,000,000.00
7 US Bond 4 Yr.	1,000,000.00	0.00	0.00	1,000,000.00	0.00	0.00	1,000,000.00
8 US Bond 2.6 Yr.	717,566.13	0.00	0.00	717,566.13	0.00	0.00	717,566.13
9 Xpress EFT	361.49	27,117.24	26,598.66	880.07	-398.08	0.00	481.99
Total Cash:	6,032,229.02	321,051.54	335,536.88	6,017,743.68	-9,770.19	104,689.48	6,112,662.97
	6,032,229.02	321,051.54	335,536.88	6,017,743.68	-9,770.19	104,689.48	6,112,662.97

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TREASURER'S REPORT

Outstanding Vouchers

City Of Mattawa

04/01/2023 To: 04/30/2023

As Of: 04/30/2023 Date: 06/22/2023

Time: 17:24:01 Page: 3

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2023	1290	04/27/2023	Tr Rec	1		ANDERSEN, RICHARD	100.00	Fire Permit July 4th 2023
2023	1292	04/27/2023	Tr Rec	1		ANA'S ICE CREAM #1, Ana Rojas	10.00	
2023	1294	04/27/2023	Util Pay	1		XPRESS BILL PAY	606.50	Xpress Import - CC - 04-27-2023__daily_batch.csv
2023	1295	04/28/2023	Util Pay	1		BATCH UTILITY CUSTOMER	2,769.50	
2023	1296	04/28/2023	Tr Rec	1		MISC/FAX/NOTARY/ETC	10.00	
2023	1297	04/28/2023	Tr Rec	1		CRUZ, ELOY	100.00	101 Cooper ST
2023	1298	04/28/2023	Tr Rec	1		MISC/FAX/NOTARY/ETC	10.00	
2023	1299	04/28/2023	Tr Rec	1		MISC/FAX/NOTARY/ETC	10.00	
2023	1300	04/28/2023	Tr Rec	1		MISC/FAX/NOTARY/ETC	20.00	
2023	1301	04/28/2023	Util Pay	1		BATCH UTILITY CUSTOMER	161.00	
2023	1302	04/28/2023	Tr Rec	1		WASHINGTON GROWER'S LEAGUE	282.00	
2023	1303	04/28/2023	Tr Rec	1		WE ARE CAMPANA, BELLEN TELLEZ	10.00	Dia Del Nino April 29 2029
2023	1304	04/28/2023	Tr Rec	1		ORNELAS, MANUEL	100.00	
2023	1305	04/28/2023	Util Pay	1		XPRESS BILL PAY	3,686.96	Xpress Import - CC - 04-28-2023__daily_batch.csv
2023	1360	04/28/2023	Tr Rec	1		MATTAWA HOUSING LLP, CASA DE MARIA	100.00	
2023	1361	04/28/2023	Tr Rec	1		MATTAWA HOUSING LLP, CASA DE MARIA	100.00	
2023	1362	04/28/2023	Tr Rec	1		MATTAWA HOUSING LLP, CASA DE MARIA	100.00	
2023	1306	04/29/2023	Util Pay	1		XPRESS BILL PAY	843.50	Xpress Import - CC - 04-29-2023__daily_batch.csv
2023	1308	04/30/2023	Util Pay	1		XPRESS BILL PAY	352.65	Xpress Import - CC - 04-30-2023__daily_batch.csv
Receipts Outstanding:							9,372.11	
2023	1008	04/03/2023	Claims	1	EFT	UMPQUA BANK	97.00	Bank Fees - April '23
2023	1329	04/28/2023	Payroll	1	EFT	WA STATE SUPPORT REGISTRY	508.88	Pay Cycle(s) 04/01/2023 To 04/28/2023 - Child Support
2023	1328	04/28/2023	Payroll	1	EFT	WA STATE DEPT. OF RETIREMENT	12,139.07	Pay Cycle(s) 04/01/2023 To 04/28/2023 - PERS 2; Pay Cycle(s) 04/01/2023 To 04/28/2023 - LEOFF 2
2023	1327	04/28/2023	Payroll	1	EFT	COLUMBIA BANK 1117 MATTAWA	21,181.56	941 Deposit for Pay Cycle(s) 04/01/2023 - 04/28/2023
2023	1330	04/28/2023	Payroll	1	EFT	WASHINGTON TEAMSTERS WELFARE TRUST	20,462.40	Pay Cycle(s) 04/01/2023 To 04/28/2023 - Teamsters Medical
2023	1326	04/28/2023	Payroll	1	EFT	AFLAC	486.23	Pay Cycle(s) 04/01/2023 To 04/28/2023 - AFLAC PRE TAX; Pay Cycle(s) 04/01/2023 To 04/28/2023 - AFLAC
2019	2585	09/05/2019	Claims	1	17351	MAYBELINE PANTALEON	46.88	Reimb. On Fuel /Meal During Interview W/ DEA In Spokane, WA
2020	1766	05/07/2020	Claims	1	17808	STRIPE RITE INC.	2,848.04	PW- Parts/Supplies
2020	1769	05/07/2020	Claims	1	17811	U.S. BANK MUN INV. ACCOUNT	26.00	Bank Fee March '20
2020	2166	06/04/2020	Claims	1	17854	JUAN CARLOS LEDEZMA	25.00	Reimbursement Pesticide Field Test

TREASURER'S REPORT

Outstanding Vouchers

City Of Mattawa

04/01/2023 To: 04/30/2023

As Of: 04/30/2023 Date: 06/22/2023

Time: 17:24:01 Page: 4

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2020	3039	08/06/2020	Claims	1	17967	Martin Rojas - Lopez	5.20	Refund Utility Deposit
2020	3425	09/03/2020	Claims	1	18021	Irma Ponce Garcia	5.30	Refund Utility Deposit
2020	4875	12/17/2020	Claims	1	18259	YESSICA CRUZ GARCIA	15.20	Refund Utility Deposit
2021	597	02/04/2021	Claims	1	18361	JONATHAN HERNANDEZ NUNEZ	100.00	Refund Utility Deposit
2023	1046	04/06/2023	Claims	1	19762	U.S. BANK MUN INV. ACCOUNT	26.00	Bank Fees Feb. 2023
2023	1156	04/20/2023	Claims	1	19771	A-1 PERFORMANCE INC.	238.27	Monthly Cleaning Services April 2023
2023	1159	04/20/2023	Claims	1	19774	CALLAHAN MFG INC	503.99	Parts/ Labor: Well No. 3 & 4
2023	1160	04/20/2023	Claims	1	19775	COLUMBIA BASIN HERALD	1,416.88	Notice For Family Dollar Binding Site Plan April 3,2023; Notice For Family Dollar Binding Site Plan March 29, 2023; Notice For Rubalcava DNS April 3, 2023; Notice For Rubalcava DNS March 29, 2023
2023	1163	04/20/2023	Claims	1	19778	GRAY & OSBORNE INC	37,210.29	WWTF Solids Handling Analysis Professional Services Feb. 26-March 25, 2023; WWTF Improvements CA Professional Services Feb. 26-March 25, 2023; WWTF Fire Assistance Professional Services Feb. 26-March 25,;
2023	1166	04/20/2023	Claims	1	19781	MATTAWA TIRE CENTER	311.82	MPD- Vehicle Maints. Services
2023	1171	04/20/2023	Claims	1	19786	RIO'S AUTO AG SUPPLY	504.98	Parts/Supplies
2023	1174	04/20/2023	Claims	1	19789	SMARSH INC	25.50	Web Archive-Add's Cx
2023	1175	04/20/2023	Claims	1	19790	SOILTEST FARM CONSULTANTS INC	952.00	WWTF RC Samples
2023	1177	04/20/2023	Claims	1	19792	THINK TANK SANITATION INC.	180.00	Portable Restrooms April 2023
2023	1178	04/20/2023	Claims	1	19793	U.S CELLULAR	762.88	MPD Cell Phone Services
2023	1179	04/20/2023	Claims	1	19794	U.S. BANK MUN INV. ACCOUNT	26.00	Bank Fees March 2023
2023	1180	04/20/2023	Claims	1	19795	UNITED STATES POSTAL SERVICES	186.00	Utility Bills Postage Fee April 2023
2023	1182	04/20/2023	Claims	1	19797	VISION MUNICIPAL SOLUTIONS LLC	1,981.25	IT Services MPD & Clerks Dept.; 15 Block Hrs-Prepaid Services For IT
2023	1185	04/20/2023	Claims	1	19800	WA STATE DEPT. OF RETIREMENT	25.00	OASI 2022 Tax Year
2023	1186	04/20/2023	Claims	1	19801	WASTE MANAGEMENT	267.43	WWTF Garbage Disposal; WWTF Garbage Disposal
2019	730	02/28/2019	Payroll	1	31522	BRIAN BERGHOUT	57.71	
2023	970	03/31/2023	Payroll	1	31852	FABIOLA G HERNANDEZ	115.44	
2023	1015	03/31/2023	Payroll	1	31854	WA STATE LABOR COALITION	240.00	Pay Cycle(s) 03/01/2023 To 03/31/2023 - Union Dues (PD)
2023	1265	04/28/2023	Payroll	1	31855	ANTONIO D ACOSTA	115.44	
2023	1267	04/28/2023	Payroll	1	31856	SILVIA BARAJAS	57.71	
2023	1268	04/28/2023	Payroll	1	31857	BRIAN BERGHOUT	115.44	
2023	1269	04/28/2023	Payroll	1	31858	MARIA MAGGIE CELAYA	867.25	

TREASURER'S REPORT

Outstanding Vouchers

City Of Mattawa

04/01/2023 To: 04/30/2023

As Of: 04/30/2023 Date: 06/22/2023

Time: 17:24:01 Page: 5

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2023	1272	04/28/2023	Payroll	1	31859	FABIOLA G HERNANDEZ	115.44	
2023	1324	04/28/2023	Payroll	1	31860	TEAMSTERS LOCAL #760	200.00	Pay Cycle(s) 04/01/2023 To 04/28/2023 - Union Dues
2023	1325	04/28/2023	Payroll	1	31861	WA STATE LABOR COALITION	240.00	Pay Cycle(s) 04/01/2023 To 04/28/2023 - Union Dues (PD)
							104,689.48	
2023	1307	04/29/2023	Util Pay	9		XPRESS BILL PAY	120.50	Xpress Import - EFT - 04-29-2023__daily_batch.csv
2023	1309	04/30/2023	Util Pay	9		XPRESS BILL PAY	277.58	Xpress Import - EFT - 04-30-2023__daily_batch.csv
							398.08	Receipts Outstanding: (?)
							104,689.48	(D)

Fund	Claims	Payroll	Total
001 Current Expense Fund	5,526.01	44,066.17	49,592.18
101 Street Fund	2,873.04	981.48	3,854.52
401 Water Operating Fund	18,908.73	5,317.90	24,226.63
403 Customer Deposit Fund	125.70	0.00	125.70
405 Sewer Operating Fund	2,482.01	5,459.53	7,941.54
412 Sewer Capital Improvement	17,593.38	0.00	17,593.38
420 Solid Waste Fund	278.04	1,077.49	1,355.53
	47,786.91	56,902.57	104,689.48

TREASURER'S REPORT

Signature Page

City Of Mattawa

04/01/2023 To: 04/30/2023

Time: 17:24:01 Date: 06/22/2023

Page: 6

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

Signed: Michael Katz 6/22/23 Signed: _____
Clerk / Treasurer / Date Mayor / Date

CITY OF MATTAWA

STAFF REPORT

To: Mayor Celaya and City Council
 From: Public Works Department
 Date: July 6, 2023
 Proceeding Type: New Business
 Subject: Engineering Selection Committee Recommendation

Legislative History:

- | | |
|------------------------|--------------|
| • First Presentation: | July 6, 2023 |
| • Second Presentation: | |
| • Requested Action: | Motion |

Staff Report Summary

The subject in front of City Council is to consider the Engineering Selection Committee recommendation for 2023-2024 time period on-call engineering services.

Background

On the June 15, 2023, council meeting, City council decided to have an engineering selection committee. The engineering selection committee was composed of three council members along with three city staff members. The engineering selection committee met on June 27, 2023, to review and discuss the engineering firms. The three council members selected submitted their scored matrix.

Fiscal and Policy Implications

Financial impacts are expected on an on-call bases. No policy implications are anticipated.

FUND	BARS	LINE ITEM	AMOUNT BUDGETED	CURRENT EXPENDITURE	REMAINING BUDGET AMOUNT
TOTAL					

Options

1. Accept the engineering selection committee recommendation based on the total matrix.
2. Do not accept the engineering selection committee recommendation based on the total matrix.
3. Table subject for reviewal for next council meeting.

Staff Recommendation

1. Accept the engineering selection committee recommendation based on the total matrix.

Attachments

A.	Request for Statement of Qualifications Notice
B.	Engineering Selection Committee Agenda
C.	Matrix

Engineering Review

The following documents are attached and subject to engineer review:

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

Legal Review

The following documents are attached and subject to legal review:

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

Financial Review

The following documents are subject to financial review:

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



City of Mattawa Request for Statement of Qualifications to Provide Engineering Services

The City of Mattawa requests statements of qualifications from firms interested in providing engineering and land surveying services for 2023-2024 time period. Anticipated services include engineering and surveying for water production and distribution, wastewater treatment and collection, streets, and drainage improvements, environmental reviews, funding assistance, comprehensive planning and other general engineering services.

Qualifications and performance statements will be reviewed, placed on file and will be used as the source from which to select one or more qualified firms from whom a detailed proposal will be requested for any specific project.

Minority and women owned firms are encouraged to submit Statement of Qualification. The City of Mattawa is an equal opportunity and affirmative action employer.

Questions regarding this invitation should be directed to the City Clerk, City of Mattawa at the following address: 521 E. Government Road, Mattawa, WA 99349, or email at amartinez@cityofmattawa-wa.gov. Interested firms are requested to submit 9 copies of their Statement of Qualifications/Performance Statements no later than June 14, 2023.

Firms that submitted Statement of Qualifications

- 1. Varela Engineering & Management**
- 2. Keller Associates**
- 3. Anderson Perry & Associates, Inc.**
- 4. Connetix Engineering, Inc.**
- 5. Gray & Osborne, Inc.**
- 6. Century West Engineering**
- 7. J-U-B Engineers, Inc.**
- 8. Budinger & Associates, Inc.**



CITY OF MATTAWA

■ 521 Government Road ■ Mattawa, Washington 99349 ■ 509.932.4047

**Engineering Selection Committee
Meeting Agenda
June 27, 2023
5:00 P.M**

Attendees:

- Sun M. Hwang, City Council Position 1
- Antonio D. Acosta, City Council Position 4
- Fabiola Hernandez, City Council Position 6
- Anabel Martinez, Clerk Dept
- Juan C. Ledezma, Public Works Dept.
- Maria M. Celaya, Mayor

- 5:00-5:10 Welcome, City Engineering Background, Evaluation Matrix
- 5:10-5:20: 2023-2024 Engineering Firms Matrix
- 5:20-5:50: Review Engineering Firms Scoring & Discussion
- 5:50-6:00: Select Engineering Firm to recommend to council for On-Call Engineering Services for 2023-2024

Council Member: Sun M. Hwang

Firms

Criteria	Varela Engineering & Management	Keller Associates	Anderson Perry & Associates, Inc.	Connetix Engineering, Inc.	Gray & Osborne, Inc.	Century West Engineering	J-U-B Engineers, Inc.	Budinger & Associates, Inc.
1 On-Call Experience (10)	10	9	10	0	10	10	10	0
2 Firm Location (10)	0	10	0	0	10	8	10	0
3 References (10)	10	3	10	0	10	10	10	0
4 Familiarity with City (20)	20	14	20	0	20	0	0	0
5 Personnel Qualifications & Experience (40)	30	15	30	0	30	30	30	0
6 Firm Qualifications (30)	10	3	10	0	10	10	10	0
7 Resources (10)	20	0	20	0	20	20	20	0
8 Project Schedules (20)	20	0	20	0	20	20	20	0
9 Project Budgets (20)	30	30	30	0	30	30	30	0
10 RFQ Submittal (30)	10	3	10	0	10	10	10	0
TOTAL	170	104	190	0	200	178	180	0

Council Member: Fabiola Hernandez

Firms

Criteria	Varela Engineering & Management	Keller Associates	Anderson Perry & Associates, Inc.	Connetix Engineering, Inc.	Gray & Osborne, Inc.	Century West Engineering	J-U-B Engineers, Inc.	Budinger & Associates, Inc.
1 On-Call Experience (10)	10	5	10	10	8	8	8	5
2 Firm Location (10)	0	10	8	10	10	10	10	0
3 References (10)	10	10	10	10	10	10	10	10
4 Familiarity with City (20)	0	0	0	20	20	0	7	0
5 Personnel Qualifications & Experience (40)	30	40	38	7	40	30	40	0
6 Firm Qualifications (30)	30	30	30	4	30	30	30	0
7 Resources (10)	10	10	10	5	10	10	10	2
8 Project Schedules (20)	20	20	20	0	14	16	16	20
9 Project Budgets (20)	16	20	20	0	16	16	16	20
10 RFQ Submittal (30)	30	21	28	18	30	30	30	20
TOTAL	156	166	174	84	188	160	177	87

Council Member: Antonio D Acosta

Firms

Criteria	Varela Engineering & Management	Keller Associates	Anderson Perry & Associates, Inc.	Connetix Engineering, Inc.	Gray & Osborne, Inc.	Century West Engineering	J-U-B Engineers, Inc.	Budinger & Associates, Inc.
1 On-Call Experience (10)	10	10	10	0	10	10	10	4
2 Firm Location (10)	0	10	8	8	10	10	10	8
3 References (10)	10	10	10	0	10	10	10	10
4 Familiarity with City (20)	0	0	4	4	20	0	6	2
5 Personnel Qualifications & Experience (40)	5	40	40	4	40	26	30	16
6 Firm Qualifications (30)	30	30	30	6	30	20	30	10
7 Resources (10)	10	10	10	2	10	10	10	6
8 Project Schedules (20)	6	20	20	0	20	20	20	10
9 Project Budgets (20)	6	20	20	0	20	20	20	10
10 RFQ Submittal (30)	30	30	20	2	30	30	30	10
TOTAL	107	180	172	26	200	156	176	86



MEMORANDUM

TO: MS. ANABEL MARTINEZ
FROM: JULIO RENTERIA

DATE: DECEMBER 12, 2022
SUBJECT: PROJECT ACCEPTANCE

SUBJECT: PROJECT ACCEPTANCE, AND RELEASE OF RETAINAGE; 8TH
STREET AND SELKIRK AVENUE IMPROVEMENTS
CITY OF MATTAWA, GRANT COUNTY, WASHINGTON
G&O #22814

Dear Ms. Martinez:

This memorandum provides the City with guidance regarding accepting the project as complete, and release of the retainage.

1. PROJECT COMPLETION ACCEPTANCE

The project has been completed in compliance with the Contract, with the exception of the contractor submitting Affidavits of Wages Paid for all subcontractors on the project. After the contractor has submitted documentation that all required Affidavits of Wages Paid forms have been submitted to the Department of Labor and Industries, we recommend the City accept the project as complete and submit the "Notice of Completion of Public Works Contract" form online via the Awarding Agency Portal (<https://lni.wa.gov/licensing-permits/public-works-projects/awarding-agencies/awarding-agency-portal>).

Note that the form will not be available if the prime contractor has not filed their affidavit or if it is still pending approval by the Department of Labor and Industries. Attached please find a draft of the "Notice of Completion of Public Works Contract" form to assist with the form submittal.

After the City has accepted the project, please sign the enclosed "Final Contract Voucher" and forward a copy to Gray & Osborne, Inc.

2. RELEASE OF RETAINAGE

The retainage should be released to the contractor contingent upon the following requirements being fulfilled:

1. Sixty days have elapsed since the Contract Completion Date.
2. The City receives the Washington State Department of Revenue "Certificate of Payment of State Excise Taxes by Public Works Contractor" (RCW 60.28).
3. The City receives the "Certificate of Payment of Contribution Penalties and Interest on Public Works Contract" from the Washington State Employment Security Department.
4. There are no claims or liens filed for labor and materials furnished on this Contract.
5. The City receives notification from the Washington State Department of Labor and Industries that the contractor and their subcontractors are current with payments of industrial insurance and medical aid premiums.

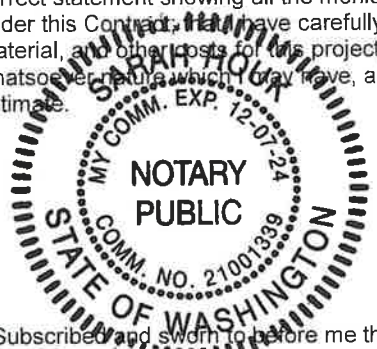
Please contact me if you have any questions or concerns regarding these matters.

Final Contract Voucher Certificate

Contractor Double J Excavating, Inc.			
Street Address 2554 Robertson Drive			
City Richland	State WA	Zip 99354	Date 12/12/22
Project Number (Owner) 22814			
Job Description (Title) 8th Street and Selkirk Avenue Improvements			
Date Work Physically Completed December 12, 2022		Final Amount (including Sales Tax) \$410,073.33	

Contractor's Certification


I, The undersigned, having first been duly sworn, certify that I am authorized to sign for the claimant; that in connection with the work performed and to the best of my knowledge no loan, gratuity or gift in any form whatsoever has been extended to any employee of the City of Mattawa nor have I rented or purchased any equipment or materials from any employee of the City of Mattawa; I further certify that the attached final estimate is a true and correct statement showing all the monies due me from the City of Mattawa for work performed and material furnished under this Contract. I have carefully examined said final estimate and understand the same; have paid all labor, material, and other costs for this project; and that I hereby release the City of Mattawa from any and all claims of whatsoever nature which I may have, arising out of the performance of said contract, which are not set forth in said estimate.



X 
Contractor Authorized Signature Required

Calvin Matson / Vice President
Type Signature Name

Subscribed and sworn to before me this 12th day of January 2023

X  Notary Public in and for the State of Washington

Residing at Benton City, WA

City of Mattawa Certification

I, certify the attached final estimate to be based upon actual measurements, and to be true and correct. Approved Date _____

X 
Project Engineer

X _____
City of Mattawa

This Final Contract Voucher Certification is to be prepared by the Engineer and the original forwarded to the City of Mattawa for acceptance and payment.

Contractors Claims, if any, must be included and the Contractors Certification must be labeled indicating a claim attached.

CHANGE ORDER

Project Title	Government Road Multi-Use Pathway		
Owner	City of Mattawa	Contractor Name	Double J Excavating, Inc.
Change Order No.	1	Contractor Address	P.O. Box 5631 Pasco, WA 99302
Change Order Date	June 23, 2023		
G&O No.	21815		

The following changes are hereby made to the Contract Documents:

ITEM 1: Contract Time for Wall Block and Cap Units

The Substantial and Physical Contract Times are increased by 5 working days.

The estimated cost for this work is:\$0.00

Justification: The delivery of retaining wall block and cap units is delayed due to the supplier and is beyond the reasonable control of the Contractor.

Working Days: 5 working days are added to the Substantial and Physical Completion Contract Times.

ITEM 2: Contract Time for Relocation of Existing Utilities

The Substantial and Physical Contract Times are increased by 15 working days.

The estimated cost for this work is:\$0.00

Justification: The delay created by the relocation of the existing utilities and the subsequent rescheduling of equipment and subcontractors that is beyond the reasonable control of the Contractor.

Working Days: 15 working days are added to the Substantial and Physical Completion Contract Times.

CHANGE TO CONTRACT PRICE

Original Contract Amount (without tax):	\$595,550.00
Current Contract Amount, as adjusted by previous change orders:.....	\$595,550.00
The Contract Amount due to this Change Order will be increased by:.....	\$0.00
The new Contract Amount (without tax) due to this Change Order will be:.....	\$595,550.00

CHANGE TO CONTRACT TIME

The Substantial Completion Contract Time will be increased by 20 working days, for a total of 65 working days.

The Physical Completion Contract Time will be increased by 20 working days, for a total of 70 working days.

This document will become a supplement to the Contract and all provisions in the Contract will apply hereto. The Contractor acknowledges and agrees that by executing this change order he foregoes all rights and privileges of acquiring any additional compensation for any known or unknown claims of any type or nature, to include but not be limited to, any additional work, delays, extended office overhead, design omissions, changed site conditions, or any oral directions as of the date of the execution of this change order.

**GRAY & OSBORNE, INC.
(RECOMMENDED)**



Date 6/23/2023

**DOUBLE J
EXCAVATING, INC.
(ACCEPTED)**



Date 6/23/2023

**CITY OF MATTAWA
(ACCEPTED)**

_____ Date _____



June 26, 2023

Ms. Anabel Martinez
Clerk/Treasurer
City of Mattawa
P.O. Box 965
Mattawa, Washington 99349

SUBJECT: FINAL PROGRESS ESTIMATE 4, GOVERNMENT ROAD MULTI-
USE PATHWAY
CITY OF MATTAWA, GRANT COUNTY, WASHINGTON
G&O #21815.00

Dear Ms. Martinez:

We have enclosed the Final Progress Estimate 4 for this project. Please retain a copy for the City files and also provide a copy to the Contractor with the payment. The amount due the Contractor and the amount to be deposited in the retainage account are as follows:

<u>Payment to Contractor</u>	<u>Amount to be Deposited in Retainage Account</u>
\$35,237.09	\$1,854.58

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

Sincerely,

GRAY & OSBORNE, INC.

A handwritten signature in black ink, appearing to read 'Michael Meskimen', written in a cursive style.

Michael Meskimen, P.E.

MM/js
Encl.
By Email

FINAL PROGRESS ESTIMATE 4

JUNE 21, 2023

CITY OF MATTAWA
GRANT COUNTY
WASHINGTON

PROGRESS ESTIMATE PERIOD
NOVEMBER 22, 2022 TO JUNE 21, 2023

PROJECT:
CITY OF MATTAWA
GOVERNMENT ROAD MULTI-USE PATHWAY
G&O JOB NUMBER #21815

CONTRACTOR:
DOUBLE J EXCAVATING, INC.
P.O. BOX 5631
PASCO, WA 99302

NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	QUANTITIES		PROJECT COSTS		PERCENT OF CONTRACT QUANTITY
					TOTAL THIS PERIOD	TOTAL TO DATE	AMOUNT THIS PERIOD	AMOUNT TO DATE	
1	Mobilization, Cleanup and Demobilization	1	LS	\$48,840.00	25.00%	100.00%	\$12,210.00	\$48,840.00	100%
2	SPCC Plan	1	LS	\$500.00	0.00%	100.00%	\$0.00	\$500.00	100%
3	Project Temporary Traffic Control	1	LS	\$31,000.00	5.00%	100.00%	\$1,550.00	\$31,000.00	100%
4	Minor Change	1	CALC	\$15,000.00	0.00%	83.73%	\$0.00	\$12,559.02	84%
5	Excavation, Embankment and Grading, Inc.								
	Haul	1,200	CY	\$22.00	0	1,200	\$0.00	\$26,400.00	100%
6	Locate Existing Utilities	1	LS	\$3,600.00	0.00%	100.00%	\$0.00	\$3,600.00	100%
7	Crushed Surfacing Top Course	1,200	TN	\$20.00	0	130	\$0.00	\$2,600.00	11%
8	Crushed Surfacing Base Course	260	TN	\$32.00	0	260	\$0.00	\$8,320.00	100%
9	Crushed Surfacing Repair	270	SY	\$9.00	0	270	\$0.00	\$2,430.00	100%
10	Drainage Swale	1,025	SY	\$18.00	0.00	1,022.22	\$0.00	\$18,399.96	100%
11	Commercial HMA Cl. 3/8" PG 64H-28	165	TN	\$245.00	0.00	155.07	\$0.00	\$37,992.15	94%
12	Storm Sewer Pipe, 12 In. Diam., Incl. Bedding Material	65	LF	\$58.00	0	74.2	\$0.00	\$4,303.60	114%
13	Catch Basin, Type 1	9	EA	\$1,900.00	0	10	\$0.00	\$19,000.00	111%
14	Precast Concrete Dry Well	9	EA	\$7,600.00	0	9	\$0.00	\$68,400.00	100%
15	Adjust Manhole	2	EA	\$950.00	0	2	\$0.00	\$1,900.00	100%
16	Trench Excavation Safety Systems	1	LS	\$100.00	5.00%	100.00%	\$5.00	\$100.00	100%
17	Schedule 80 PVC Conduit, 4 In. Diam., Incl. Bedding Materials	65	LF	\$75.00	0	60	\$0.00	\$4,500.00	92%
18	Erosion Control and Water Pollution Prevention	1	LS	\$900.00	5.00%	100.00%	\$45.00	\$900.00	100%

FINAL PROGRESS ESTIMATE 4
JUNE 21, 2023

CITY OF MATTAWA
 GRANT COUNTY
 WASHINGTON

PROGRESS ESTIMATE PERIOD
 NOVEMBER 22, 2022 TO JUNE 21, 2023

PROJECT:
 CITY OF MATTAWA
 GOVERNMENT ROAD MULTI-USE PATHWAY
 G&O JOB NUMBER #21815

CONTRACTOR:
 DOUBLE J EXCAVATING, INC.
 P.O. BOX 5631
 PASCO, WA 99302

NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	QUANTITIES		PROJECT COSTS		PERCENT OF CONTRACT QUANTITY
					TOTAL THIS PERIOD	TOTAL TO DATE	AMOUNT THIS PERIOD	AMOUNT TO DATE	
19	Cement Concrete Traffic Curb and Gutter	1,825	LF	\$26.00	5	1,825	\$130.00	\$47,450.00	100%
20	Cement Concrete Pedestrian Curb	130	LF	\$47.00	31.42	116.25	\$1,476.74	\$5,463.75	89%
21	Cement Concrete Driveway Entrance	95	SY	\$90.00	0.00	85.56	\$0.00	\$7,700.40	90%
22	Removable Bollard	6	EA	\$1,400.00	6	6	\$8,400.00	\$8,400.00	100%
23	Cement Concrete Pathway	1,950	SY	\$43.00	251.51	1,876.56	\$10,814.93	\$80,692.08	96%
24	Cement Concrete Curb Ramp	4	EA	\$2,200.00	1	4	\$2,200.00	\$8,800.00	100%
25	Detectable Warning Surface	20	SF	\$26.00	10	18	\$260.00	\$468.00	90%
26	Permanent Signing	1	LS	\$6,000.00	0.00%	100.00%	\$0.00	\$6,000.00	100%
27	Paint Line	1,520	LF	\$1.00	0	1,535	\$0.00	\$1,535.00	101%
28	Painted Crosswalk Line	280	SF	\$3.00	0	272	\$0.00	\$816.00	97%
29	Painted Stop Line	25	LF	\$6.00	0	20	\$0.00	\$120.00	80%
30	Modular Block Wall	3,800	SF	\$28.25	0	3,800	\$0.00	\$107,350.00	100%

FINAL PROGRESS ESTIMATE 4
JUNE 21, 2023

CITY OF MATTAWA
 GRANT COUNTY
 WASHINGTON

PROGRESS ESTIMATE PERIOD
 NOVEMBER 22, 2022 TO JUNE 21, 2023

PROJECT:
 CITY OF MATTAWA
 GOVERNMENT ROAD MULTI-USE PATHWAY
 G&O JOB NUMBER #21815

CONTRACTOR:
 DOUBLE J EXCAVATING, INC.
 P.O. BOX 5631
 PASCO, WA 99302

	PROJECT COSTS	
	AMOUNT THIS PERIOD	AMOUNT TO DATE
SUBTOTAL EARNED TO DATE	\$37,091.67	\$566,539.96
SALES TAX @ 0% (PER W.S. REVENUE RULE 171)	0.00%	\$0.00
MATERIALS ON HAND	\$0.00	\$0.00
TOTAL	\$37,091.67	\$566,539.96
LESS 5% RETAINED (BEFORE TAX)	\$1,854.58	\$28,327.00
TOTAL EARNED TO DATE LESS RETAINAGE		\$538,212.96
LESS AMOUNTS PREVIOUSLY PAID		
PROGRESS ESTIMATE 1		\$140,675.62
PROGRESS ESTIMATE 2		\$30,663.62
PROGRESS ESTIMATE 3		\$331,636.63
TOTAL PAYMENT NOW DUE:	\$35,237.09	\$35,237.09
ORIGINAL CONTRACT AMOUNT (WITHOUT TAX)	\$595,550.00	
CONTRACT PERCENTAGE TO DATE	95%	

FINAL PROGRESS ESTIMATE 4
JUNE 21, 2023

CITY OF MATTAWA
 GRANT COUNTY
 WASHINGTON

PROGRESS ESTIMATE PERIOD
 NOVEMBER 22, 2022 TO JUNE 21, 2023

PROJECT:
 CITY OF MATTAWA
 GOVERNMENT ROAD MULTI-USE PATHWAY
 G&O JOB NUMBER #21815

CONTRACTOR:
 DOUBLE J EXCAVATING, INC.
 P.O. BOX 5631
 PASCO, WA 99302

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

I HEREBY CERTIFY THAT THE WAGES HAVE BEEN PAID IN ACCORDANCE WITH RCW 39.12 (PREVAILING WAGES) AND THE FEDERAL DAVIS-BACON AND RELATED ACTS (DBRA).

GRAY & OSBORNE, INC.

DOUBLE J EXCAVATING, INC.


 MIKE MESKIMEN, P.E.


 CONTRACTOR'S REPRESENTATIVE

SUMMARY AND DISTRIBUTION OF PAYMENTS

PAY EST NO.	PROGRESS ESTIMATE PERIOD DATES	TOTAL		SALES		MATERIALS ON HAND	RETAINAGE (5%)	TOTAL PAYMENT
		EARNED PER PERIOD	SALES TAX RATE	TAX AMOUNT				
1	SEPTEMBER 6, 2022 TO OCTOBER 8, 2022	\$148,079.60	0.00%	\$0.00	\$0.00	\$7,403.98	\$140,675.62	
2	OCTOBER 9, 2022 TO OCTOBER 21, 2022	\$32,277.50	0.00%	\$0.00	\$0.00	\$1,613.88	\$30,663.62	
3	OCTOBER 22, 2022 TO NOVEMBER 21, 2022	\$349,091.19	0.00%	\$0.00	\$0.00	\$17,454.56	\$331,636.63	
4	NOVEMBER 22, 2022 TO JUNE 21, 2023	\$37,091.67	0.00%	\$0.00	\$0.00	\$1,854.58	\$35,237.09	
TOTAL:		\$566,539.96		\$0.00	\$0.00	\$28,327.00	\$538,212.96	



May 23, 2023

Ms. Anabel Martinez
Clerk-Treasurer
City of Mattawa
P.O. Box 965
Mattawa, Washington 99349

SUBJECT: PROGRESS ESTIMATE 7, PHASE II, WWTF BUILDING
RESTORATION
CITY OF MATTAWA, GRANT COUNTY, WASHINGTON
G&O #20827.00

Dear Ms. Martinez:

We have enclosed Progress Estimate 7 for this project. Please make two copies of the progress estimate; one copy is for the City of Mattawa files and the other copy should be forwarded to the contractor with the payment. The total amount now due the contractor and the amount to be deposited in the retainage account are as follows:

<u>Amount Now Due</u>	<u>Amount to be Deposited in Retainage Account</u>	<u>Total Amount Earned This Period</u>
\$12,418.34	\$600.50	\$13,018.84

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

Sincerely,

GRAY & OSBORNE, INC.

A handwritten signature in blue ink that reads 'Nancy G. Wetch'.

Nancy Wetch, P.E.

NW/cah
Encl.
By email

cc: Mr. Dan Sjule, Apollo, Inc.

PROGRESS ESTIMATE 7
MAY 23, 2023

CITY OF MATTAWA
 GRANT COUNTY
 WASHINGTON

PROGRESS ESTIMATE PERIOD
 JULY 1, 2022 TO APRIL 30, 2023

PROJECT:
 CITY OF MATTAWA
 PHASE II BUILDING RESTORATION
 G&O JOB NUMBER #20827

CONTRACTOR:
 APOLLO, INC.
 1133 WEST COLUMBIA DRIVE
 KENNEWICK, WA 99336

BID ITEMS				QUANTITIES		PROJECT COSTS		PERCENT OF CONTRACT QUANTITY
NO.	DESCRIPTION	QUANTITY	UNIT PRICE	TOTAL THIS PERIOD	TOTAL TO DATE	AMOUNT THIS PERIOD	AMOUNT TO DATE	
1	WWTF Building Restoration	1 LS	\$316,000.00	3.80%	90.51%	\$12,010.00	\$286,000.00	91%
2	Minor Changes	1 CALC	\$20,000.00	0.00%	0.00%	\$0.00	\$0.00	0%

PROGRESS ESTIMATE 7
MAY 23, 2023

CITY OF MATTAWA
 GRANT COUNTY
 WASHINGTON

PROGRESS ESTIMATE PERIOD
 JULY 1, 2022 TO APRIL 30, 2023

PROJECT:
 CITY OF MATTAWA
 PHASE II BUILDING RESTORATION
 G&O JOB NUMBER #20827

CONTRACTOR:
 APOLLO, INC.
 1133 WEST COLUMBIA DRIVE
 KENNEWICK, WA 99336

	PROJECT COSTS	
	AMOUNT THIS PERIOD	AMOUNT TO DATE
SUBTOTAL EARNED TO DATE		
SALES TAX		\$286,000.00
MATERIALS ON HAND	8.40%	\$24,024.00
TOTAL		\$0.00
LESS 5% RETAINED (BEFORE TAX)		\$13,018.84
TOTAL EARNED TO DATE LESS RETAINAGE		\$600.50
		\$14,300.00
		\$295,724.00
LESS AMOUNTS PREVIOUSLY PAID		
PROGRESS ESTIMATE 1		
PROGRESS ESTIMATE 2		\$51,705.17
PROGRESS ESTIMATE 3		\$47,176.25
PROGRESS ESTIMATE 4		\$68,900.59
PROGRESS ESTIMATE 5		\$34,101.32
PROGRESS ESTIMATE 6		\$39,710.77
		\$41,711.56
TOTAL PAYMENT NOW DUE:		\$12,418.34
ORIGINAL CONTRACT AMOUNT		\$12,418.34
CONTRACT PERCENTAGE TO DATE	\$342,544.00	
	83%	

PROGRESS ESTIMATE 7
MAY 23, 2023

CITY OF MATTAWA
GRANT COUNTY
WASHINGTON

PROGRESS ESTIMATE PERIOD
JULY 1, 2022 TO APRIL 30, 2023

PROJECT:
CITY OF MATTAWA
PHASE II BUILDING RESTORATION
G&O JOB NUMBER #20827

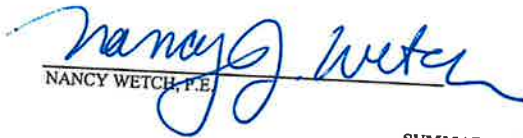
CONTRACTOR:
APOLLO, INC.
1133 WEST COLUMBIA DRIVE
KENNEWICK, WA 99336

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

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

GRAY & OSBORNE, INC.

APOLLO, INC.


NANCY WETCH, P.E.


CONTRACTOR'S REPRESENTATIVE

SUMMARY AND DISTRIBUTION OF PAYMENTS

PAY EST NO.	PROGRESS ESTIMATE PERIOD DATES	TOTAL EARNED PER PERIOD	SALES TAX RATE	SALES TAX AMOUNT	MATERIALS ON HAND	RETAINAGE (5%)	TOTAL PAYMENT
1	JANUARY 1, 2021 TO MAY 30, 2021	\$50,005.00	8.40%	\$4,200.42	\$0.00	\$2,500.25	\$51,705.17
2	JUNE 1, 2021 TO JUNE 30, 2021	\$45,625.00	8.40%	\$3,832.50	\$0.00	\$2,281.25	\$47,176.25
3	JULY 1, 2021 TO AUGUST 31, 2021	\$66,635.00	8.40%	\$5,597.34	\$0.00	\$3,331.75	\$68,900.59
4	SEPTEMBER 1, 2021 TO SEPTEMBER 30, 2021	\$32,980.00	8.40%	\$2,770.32	\$0.00	\$1,649.00	\$34,101.32
5	OCTOBER 1, 2021 TO OCTOBER 31, 2021	\$38,405.00	8.40%	\$3,226.02	\$0.00	\$1,920.25	\$39,710.77
6	NOVEMBER 1, 2021 TO JUNE 30, 2022	\$40,340.00	8.40%	\$3,388.56	\$0.00	\$2,017.00	\$41,711.56
7	JULY 1, 2022 TO APRIL 30, 2023	\$12,010.00	8.40%	\$1,008.84	\$0.00	\$600.50	\$12,418.34
TOTAL:		\$286,000.00		\$24,024.00	\$0.00	\$14,300.00	\$295,724.00



May 24, 2023

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

SUBJECT: PROGRESS ESTIMATE 14, PHASE III EQUIPMENT INSTALLATION
CITY OF MATTAWA, GRANT COUNTY, WASHINGTON
G&O #20827.00

Dear Ms. Martinez:

We have enclosed Progress Estimate 14 for this project. Please make two copies of the progress estimate; one copy is for the City files and the other copy should be forwarded to the contractor with the payment. The amount due the contractor and the amount to be deposited in the retainage account are as follows:

<u>Payment to Contractor</u>	<u>Amount to be Deposited in Retainage Account</u>	<u>Total Amount Earned this Period</u>
\$89,386.56	\$8,812.23	\$98,198.79

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

Sincerely,

GRAY & OSBORNE, INC.



Nancy Wetch, P.E.

NW/cah
Encl.
By email

cc: Mr. Dan Sjule, Project Manager, Apollo, Inc.

PROGRESS ESTIMATE 14
MAY 24, 2023

CITY OF MATTAWA
 GRANT COUNTY
 WASHINGTON

PROGRESS ESTIMATE PERIOD
 JANUARY 1, 2023 TO APRIL 30, 2023

PROJECT:
 CITY OF MATTAWA
 PHASE III EQUIPMENT INSTALLATION
 G&O JOB NUMBER #20827

CONTRACTOR:
 APOLLO, INC.
 1133 WEST COLUMBIA DRIVE
 KENNEWICK, WA 99336

BID ITEMS				QUANTITIES		PROJECT COSTS		PERCENT OF CONTRACT QUANTITY
NO.	DESCRIPTION	QUANTITY UNIT	UNIT PRICE	TOTAL THIS PERIOD	TOTAL TO DATE	AMOUNT THIS PERIOD	AMOUNT TO DATE	
SCHEDULE A								
1	Mobilization/Demobilization	1 LS	\$99,000.00	0.00%	75.00%	\$0.00	\$74,250.00	75%
2	WWTF Building Restoration	1 LS	\$55,000.00	2.91%	100.00%	\$1,600.00	\$55,000.00	100%
3	Blower Installation	1 LS	\$147,000.00	0.00%	100.00%	\$0.00	\$147,000.00	100%
4	Aeration Equipment Cleaning	1 LS	\$62,000.00	0.00%	100.00%	\$0.00	\$62,000.00	100%
5	Aeration Equipment Installation	1 LS	\$250,000.00	0.00%	100.00%	\$0.00	\$250,000.00	100%
6	HVAC Equipment	1 LS	\$18,000.00	0.00%	100.00%	\$0.00	\$18,000.00	100%
7	HVAC Installation	1 LS	\$44,000.00	0.00%	100.00%	\$0.00	\$44,000.00	100%
8	Electrical Equipment	1 LS	\$193,000.00	0.00%	100.00%	\$0.00	\$193,000.00	100%
9	Electrical Installation	1 LS	\$104,000.00	0.00%	100.00%	\$0.00	\$104,000.00	100%
10	Control Panels	1 LS	\$77,000.00	0.00%	100.00%	\$0.00	\$77,000.00	100%
11	Control Panel Installation	1 LS	\$34,000.00	0.00%	100.00%	\$0.00	\$34,000.00	100%
12	Temporary Blower Demolition	1 LS	\$14,000.00	0.00%	100.00%	\$0.00	\$14,000.00	100%
Subtotal, Schedule A						\$1,600.00	\$1,072,250.00	
SCHEDULE B								
1	Mobilization/Demobilization	1 LS	\$4,000.00	25.00%	100.00%	\$1,000.00	\$4,000.00	100%
2	Restroom Remodel	1 LS	\$18,000.00	0.00%	100.00%	\$0.00	\$18,000.00	100%
3	Electrical Room Architectural	1 LS	\$15,000.00	0.00%	100.00%	\$0.00	\$15,000.00	100%
4	Storage	1 LS	\$8,000.00	0.00%	100.00%	\$0.00	\$8,000.00	100%
Subtotal, Schedule B						\$1,000.00	\$45,000.00	

PROGRESS ESTIMATE 14
MAY 24, 2023

CITY OF MATTAWA
 GRANT COUNTY
 WASHINGTON

PROGRESS ESTIMATE PERIOD
 JANUARY 1, 2023 TO APRIL 30, 2023

PROJECT:
 CITY OF MATTAWA
 PHASE III EQUIPMENT INSTALLATION
 G&O JOB NUMBER #20827

CONTRACTOR:
 APOLLO, INC.
 1133 WEST COLUMBIA DRIVE
 KENNEWICK, WA 99336

BID ITEMS				QUANTITIES		PROJECT COSTS		PERCENT OF CONTRACT QUANTITY
NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL THIS PERIOD	TOTAL TO DATE	AMOUNT THIS PERIOD	
CHANGE ORDERS:								
CO1	Contract Time							
CO2	Item 1 - Filtrate Pump Station Improvements	1	LS	\$34,380.77	0.00%	100.00%	\$0.00	\$34,380.77
CO3	Item 1 - UV Room Ceiling Improvements	1	LS	\$15,373.57	0.00%	100.00%	\$0.00	\$15,373.57
CO4	Item 1 - Electrical Vault Lid Replacement	1	LS	\$978.37	0.00%	100.00%	\$0.00	\$978.37
CO5	Item 1 - WWTF Bathroom Upgrades	1	LS	\$4,711.67	0.00%	100.00%	\$0.00	\$4,711.68
	Item 2 - Relocate Industrial Sink	1	LS	(\$876.44)	0.00%	100.00%	\$0.00	(\$876.44)
CO6	Item 1 - UV Equipment Replacement	1	LS	\$165,103.32	100.00%	100.00%	\$165,103.32	\$165,103.32
CO7	Item 1 - DO Probes and Pulley Mount System	1	LS	\$7,723.49	0.00%	100.00%	\$0.00	\$7,723.49
CO8	Item 1 - UV Equipment Upgrade	1	LS	\$14,235.39	60.00%	100.00%	\$8,541.23	\$14,235.39
CO9	Item 1 - Contract Time							
CO10	Item 1 - Influent Pump Replacement and Electrical Upgrades	1	LS	\$59,394.86	0.00%	100.00%	\$0.00	\$59,394.86
	Item 2 - Electrical Vault Credit	1	LS	(\$715.00)	0.00%	100.00%	\$0.00	(\$715.00)

PROGRESS ESTIMATE 14
MAY 24, 2023

CITY OF MATTAWA
 GRANT COUNTY
 WASHINGTON

PROGRESS ESTIMATE PERIOD
 JANUARY 1, 2023 TO APRIL 30, 2023

PROJECT:
 CITY OF MATTAWA
 PHASE III EQUIPMENT INSTALLATION
 G&O JOB NUMBER #20827

CONTRACTOR:
 APOLLO, INC.
 1133 WEST COLUMBIA DRIVE
 KENNEWICK, WA 99336

	PROJECT COSTS	
	AMOUNT THIS PERIOD	AMOUNT TO DATE
SUBTOTAL EARNED TO DATE	\$176,244.55	\$1,417,560.01
SALES TAX 8.40%	\$14,804.54	\$119,075.04
MATERIALS ON HAND	(\$92,850.30)	\$0.00
TOTAL	\$98,198.79	\$1,536,635.05
LESS 5% RETAINED (BEFORE TAX)	\$8,812.23	\$70,878.01
TOTAL EARNED TO DATE LESS RETAINAGE		\$1,465,757.04
LESS AMOUNTS PREVIOUSLY PAID		
PROGRESS ESTIMATE 1		\$58,007.40
PROGRESS ESTIMATE 2		\$159,391.10
PROGRESS ESTIMATE 3		\$68,295.70
PROGRESS ESTIMATE 4		\$145,742.30
PROGRESS ESTIMATE 5		\$383,148.70
PROGRESS ESTIMATE 6		\$122,099.02
PROGRESS ESTIMATE 7		\$50,923.32
PROGRESS ESTIMATE 8		\$82,640.59
PROGRESS ESTIMATE 9		\$87,046.77
PROGRESS ESTIMATE 10		\$16,918.67
PROGRESS ESTIMATE 11		\$87,053.64
PROGRESS ESTIMATE 12		\$108,203.87
PROGRESS ESTIMATE 13		\$6,899.40
TOTAL PAYMENT NOW DUE:	\$89,386.56	\$89,386.56
ORIGINAL CONTRACT AMOUNT	\$1,142,000.00	
CONTRACT AMOUNT WITH CHANGE ORDERS 1-10	\$1,442,710.00	
CONTRACT PERCENTAGE TO DATE	98%	

PROGRESS ESTIMATE 14
MAY 24, 2023

CITY OF MATTAWA
 GRANT COUNTY
 WASHINGTON

PROGRESS ESTIMATE PERIOD
 JANUARY 1, 2023 TO APRIL 30, 2023

PROJECT:
 CITY OF MATTAWA
 PHASE III EQUIPMENT INSTALLATION
 G&O JOB NUMBER #20827

CONTRACTOR:
 APOLLO, INC.
 1133 WEST COLUMBIA DRIVE
 KENNEWICK, WA 99336

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

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

GRAY & OSBORNE, INC.

APOLLO, INC.


 NANCY WETCH, P.E.


 CONTRACTOR'S REPRESENTATIVE

SUMMARY AND DISTRIBUTION OF PAYMENTS

PAY EST NO.	PROGRESS ESTIMATE PERIOD DATES	TOTAL					TOTAL PAYMENT
		EARNED PER PERIOD	SALES TAX RATE	SALES TAX AMOUNT	MATERIALS ON HAND	RETAINAGE (5%)	
1	JANUARY 1, 2021 TO JUNE 30, 2021	\$56,100.00	8.40%	\$4,712.40	\$0.00	\$2,805.00	\$58,007.40
2	JULY 1, 2021 TO AUGUST 31, 2021	\$154,150.00	8.40%	\$12,948.60	\$0.00	\$7,707.50	\$159,391.10
3	SEPTEMBER 1, 2021 TO SEPTEMBER 30, 2021	\$66,050.00	8.40%	\$5,548.20	\$0.00	\$3,302.50	\$68,295.70
4	OCTOBER 1, 2021 TO OCTOBER 31, 2021	\$140,950.00	8.40%	\$11,839.80	\$0.00	\$7,047.50	\$145,742.30
5	NOVEMBER 1, 2021 TO NOVEMBER 30, 2021	\$370,550.00	8.40%	\$31,126.20	\$0.00	\$18,527.50	\$383,148.70
6	DECEMBER 1, 2021 TO DECEMBER 31, 2021	\$118,084.16	8.40%	\$9,919.07	\$0.00	\$5,904.21	\$122,099.02
7	JANUARY 1, 2022 TO JANUARY 31, 2022	\$49,248.86	8.40%	\$4,136.90	\$0.00	\$2,462.44	\$50,923.32
8	FEBRUARY 1, 2022 TO FEBRUARY 28, 2022	\$79,923.20	8.40%	\$6,713.55	\$0.00	\$3,996.16	\$82,640.59
9	MARCH 1, 2022 TO MARCH 31, 2022	\$84,184.50	8.40%	\$7,071.50	\$0.00	\$4,209.23	\$87,046.77
10	APRIL 1, 2022 TO APRIL 30, 2022	\$16,362.35	8.40%	\$1,374.44	\$0.00	\$818.12	\$16,918.67
11	MAY 1, 2022 TO JUNE 30, 2022	\$84,191.14	8.40%	\$7,072.06	\$0.00	\$4,209.56	\$87,053.64
12	JULY 1, 2022 TO OCTOBER 31, 2022	\$14,848.72	8.40%	\$1,247.29	\$92,850.30	\$742.44	\$108,203.87
13	NOVEMBER 1, 2022 TO DECEMBER 31, 2022	\$6,672.53	8.40%	\$560.49	\$0.00	\$333.62	\$6,899.40
14	JANUARY 1, 2023 TO APRIL 30, 2023	\$176,244.55	8.40%	\$14,804.54	-\$92,850.30	\$8,812.23	\$89,386.56
TOTAL:		\$1,417,560.01		\$119,075.04	\$0.00	\$70,878.01	\$1,465,757.04



June 30, 2023

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

SUBJECT: PROGRESS ESTIMATE 1, WWTF IMPROVEMENTS
CITY OF MATTAWA, GRANT COUNTY, WASHINGTON
G&O #19044.01

Dear Ms. Martinez:

We have enclosed Progress Estimate 1 for this project. Please retain a copy for the City files and also provide a copy to the Contractor with the payment. The amount due the Contractor and the amount to be deposited in the retainage account are as follows:

<u>Payment to Contractor</u>	<u>Amount to be Deposited in Retainage Account</u>	<u>Total Amount Earned this Period</u>
\$212,740.22	\$10,287.24	\$223,027.46

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

Sincerely,

GRAY & OSBORNE, INC.

A handwritten signature in black ink that reads 'Tim DeVries'.

Tim DeVries, P.E.

TDV/cah
Encl.

PROGRESS ESTIMATE 1
JUNE 30, 2023

CITY OF MATTAWA
 GRANT COUNTY
 WASHINGTON

PROGRESS ESTIMATE PERIOD
 JUNE 19, 2023 TO JUNE 30, 2023

PROJECT:
 CITY OF MATTAWA
 WWTF IMPROVEMENTS
 G&O JOB NUMBER #19044.01

CONTRACTOR:
 BOSS CONSTRUCTION, INC.
 4945 GUIDE MERIDIAN
 BELLINGHAM, WA 98226

BID ITEMS				QUANTITIES		PROJECT COSTS		PERCENT OF CONTRACT QUANTITY
NO.	DESCRIPTION	QUANTITY UNIT	UNIT PRICE	TOTAL THIS PERIOD	TOTAL TO DATE	AMOUNT THIS PERIOD	AMOUNT TO DATE	
1	Mobilization	1 LS	\$451,783.00	35.00%	35.00%	\$158,124.05	\$158,124.05	35%
2	Minor Changes	1 CALC	\$40,000.00	0.00	0.00	\$0.00	\$0.00	0%
3	Trench Safety	1 LS	\$9,669.00	8.20%	8.20%	\$792.50	\$792.50	8%
4	Unsuitable Excavation	50 CY	\$120.49	0.00	0.00	\$0.00	\$0.00	0%
5	WWTF Improvements	1 LS	\$3,641,812.00	0.50%	0.50%	\$18,300.00	\$18,300.00	1%
6	Rock Excavation	100 CY	\$184.53	154.60	154.60	\$28,528.34	\$28,528.34	155%

PROGRESS ESTIMATE 1
JUNE 30, 2023

CITY OF MATTAWA
 GRANT COUNTY
 WASHINGTON

PROGRESS ESTIMATE PERIOD
 JUNE 19, 2023 TO JUNE 30, 2023

PROJECT:
 CITY OF MATTAWA
 WWTF IMPROVEMENTS
 G&O JOB NUMBER #19044.01

CONTRACTOR:
 BOSS CONSTRUCTION, INC.
 4945 GUIDE MERIDIAN
 BELLINGHAM, WA 98226

	PROJECT COSTS	
	AMOUNT THIS PERIOD	AMOUNT TO DATE
SUBTOTAL EARNED TO DATE	\$205,744.89	\$205,744.89
SALES TAX	8.40% \$17,282.57	\$17,282.57
MATERIALS ON HAND	\$0.00	\$0.00
TOTAL	\$223,027.46	\$223,027.46
LESS 5% RETAINED (BEFORE TAX)	\$10,287.24	\$10,287.24
TOTAL EARNED TO DATE LESS RETAINAGE		\$212,740.22
<u>LESS AMOUNTS PREVIOUSLY PAID</u>		

TOTAL PAYMENT NOW DUE: \$212,740.22

ORIGINAL CONTRACT AMOUNT (WITHOUT TAX) \$4,517,831.79
CONTRACT PERCENTAGE TO DATE 5%

PROGRESS ESTIMATE 1
JUNE 30, 2023

CITY OF MATTAWA
 GRANT COUNTY
 WASHINGTON

PROGRESS ESTIMATE PERIOD
 JUNE 19, 2023 TO JUNE 30, 2023

PROJECT:
 CITY OF MATTAWA
 WWTF IMPROVEMENTS
 G&O JOB NUMBER #19044.01

CONTRACTOR:
 BOSS CONSTRUCTION, INC.
 4945 GUIDE MERIDIAN
 BELLINGHAM, WA 98226

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

I HEREBY CERTIFY THAT THE WAGES HAVE BEEN PAID IN ACCORDANCE WITH RCW 39.12 (PREVAILING WAGES) AND THE FEDERAL DAVIS-BACON AND RELATED ACTS (DBRA).

GRAY & OSBORNE, INC.

BOSS CONSTRUCTION, INC.

Tim Devries

Mark Elias

TIM DEVRIES, P.E.

CONTRACTOR'S REPRESENTATIVE

SUMMARY AND DISTRIBUTION OF PAYMENTS

PAY EST NO.	PROGRESS ESTIMATE PERIOD DATES	TOTAL EARNED PER PERIOD	SALES TAX		MATERIALS ON HAND	RETAINAGE (5%)	TOTAL PAYMENT
			RATE	AMOUNT			
1	JUNE 19, 2023 TO JUNE 30, 2023	\$205,744.89	8.40%	\$17,282.57	\$0.00	\$10,287.24	\$212,740.22
TOTAL:		\$205,744.89		\$17,282.57	\$0.00	\$10,287.24	\$212,740.22

CITY OF MATTAWA

STAFF REPORT

To: Mayor Celaya and City Council
From: Katherine Kenison, City Attorney
Date: June 15, 2023
Proceeding Type: New Business
Subject: Repeal and Replacement of municipal code provisions related to Latecomer/Utility Reimbursement Agreements

Legislative History:

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

Staff Report Summary

The legislature amended the statutory provisions related to street and utility reimbursement/latecomer agreements. MMC currently has two outdated Chapters related to utility reimbursements: Chapter 13.32 (water, sewer, stormwater), and Chapter 16.36 (utilities and streets). Both Chapters predate the 2013 legislative updates which include some mandatory provisions which conflict with our current municipal code. The attached ordinance captures all public improvements (utilities plus streets) in one Chapter and incorporates the required updates.

Fiscal and Policy Implications

No fiscal; complies with mandatory legislative requirements and restrictions for latecomer agreements.

Options

1. Approve the ordinance as written.
2. Approve the ordinance with modification(s).
3. Reject the ordinance and rely on noncompliant, outdated ordinances.

Staff Recommendation

Staff recommends City Council approve the ordinance as presented to update your current code to be compliant with legislative mandates and restrictions regarding latecomer agreements.

Attachments

A.	Ordinance 23-686
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 23-686	Ordinance repealing MMC Chapter 16.36 and repealing and replacing MMC Chapter 13.32	June 15, 2023

ORDINANCE NO. 23-686

AN ORDINANCE OF THE CITY OF MATTAWA REPEALING AND REPLACING CHAPTER 13.32 TITLED “PRIVATE CONSTRUCTION OF WATER, SEWER OR STORM WATER DRAINAGE IMPROVEMENTS”, AND REPEALING CHAPTER 16.36 TITLED “REIMBURSEMENT FOR UTILITY INSTALLATIONS” OF THE MATTAWA MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF MATTAWA, WASHINGTON ORDAINS AS FOLLOWS:

Section 1. Repeal: Chapter 16.36 of the Mattawa Municipal Code titled “Reimbursement for Utility Installations” is hereby repealed in its entirety.

Section 2. Repeal and Replace: Chapter 13.32 of the Mattawa Municipal Code titled “Private Construction of Water, Sewer or Storm Drainage Improvements” is repealed and replaced as follows:

CHAPTER 13.32

PRIVATE STREET AND UTILITY LATECOMER CONTRACTS

Sections:

- 13.32.010 Purpose.**
- 13.32.020 Definitions**
- 13.32.030 Rights and Non-Liability of City**
- 13.32.040 Latecomer Contract Term**
- 13.32.045 Limits of Reimbursement Areas**
- 13.32.050 Contract - When Mandatory**
- 13.32.060 Mayor’s Authority**
- 13.32.070 Application Submittal**
- 13.32.080 Establishing Contract**
- 13.32.090 Implementing Contract**
- 13.32.100 Notification - Developer**
- 13.32.110 Relief - Similar Facilities**
- 13.32.120 Severability**

13.32.010 Purpose: The purpose of this Chapter is to provide a mechanism to reimburse a Developer for costs associated with the construction of municipal improvements. This Chapter is intended to implement and make available to the public the provisions of Chapters 35.72 and 35.91 RCW as presently adopted or as may be subsequently amended.

13.32.020 Definitions: The following terms, when used in this Chapter, shall have the following meaning:

A. “Developer” shall mean the owner or applicant who is required by any City code to construct municipal improvements as a prerequisite of property development.

B. “Benefitted Properties” shall mean real properties where the owner did not contribute to the original cost of the municipal improvements, but received a direct benefit from the municipal improvements, and are included in the latecomer contract.

C. “Latecomer Contract” shall mean a contract authorized by Chapters 35.72 and 35.91 RCW and this Chapter, between the City and the Developer.

D. “Latecomer Fee” shall mean a cost due from an owner of a benefitted property, collected by the City, and payable to a Developer, in accordance with a latecomer contract.

E. “Municipal Improvements” shall mean street improvements, utility improvements, or a combination of street and utility improvements, that are accepted by the City.

F. “Prerequisite of Property Development” shall mean municipal improvements that are required to be installed in accordance with the Mattawa Municipal Code.

G. “Reimbursement Area” shall mean the area that includes benefitted properties assigned to a latecomer contract.

H. “Street Improvements” shall mean municipal street transportation facilities including: clearing, grubbing, excavation, embankment, grading, compaction, monument and utility adjustments, top course, base course, asphalt, curb, gutter, sidewalks, curb ramps, centerline street monuments, barricades, planter areas, irrigation sleeves, curb paint, public utilities, signage, associated landscaping, striping, signals, concrete pavers, irrigation, tree planters, trees, tree grates, or any combination of these improvements.

I. “Utility Improvements” shall mean municipal water mains, wastewater mains, stormwater mains, pumping stations, disposal plants, treatment facilities, reservoirs, wells, controls, monitors, associated appurtenances, or any combination of these facilities.

13.32.030 Rights and Non-Liability of City: This Chapter shall not create a private right of action for damages against the City. The City shall not be held liable for failure to collect a latecomer fee unless the failure was willful or intentional.

13.32.040 Latecomer Contract Term: The latecomer contract for utility improvements will

expire twenty (20) years after the City Council accepts the improvements, and the latecomer contract for street improvements will expire fifteen (15) years after the City Council accepts the improvements. Both terms may be extended as provided for by statute.

13.32.045 Limits of Reimbursement Areas: Reimbursement areas for street improvements are limited to the benefitted properties within the corporate limits of the City of Mattawa. Reimbursement areas for utility improvements are limited to benefitted properties within the corporate limits; and to benefitted properties outside the corporate limits, but within 10 miles from the corporate limits.

13.32.050 Contract - When Mandatory:

- A. The City Council reserves the right to refuse to enter into any latecomer contract for street improvements, and to reject any application for a latecomer contract for street improvements.
- B. The City shall enter into a latecomer contract for utility improvements at the Developer's request if the Developer meets all conditions in accordance with this Chapter and RCW 35.91.020(1)(a).

13.32.060 Mayor's Authority: The Mayor may establish administrative rules, regulations, policies, procedures, and forms necessary to implement the provisions of this Chapter. The Mayor is authorized to execute latecomer contracts upon the City Council's approval.

13.32.070 Application Submittal: The following steps are required to initiate the process of approving a latecomer contract.

- A. The Developer shall submit a completed application for a latecomer contract prior to the date when the City Council accepts the improvements. All applications for latecomer contracts shall be on City forms that are available at the Public Works Department, 521 Government Rd, Mattawa, WA.
- B. A nonrefundable application fee is due at the time of application in an amount of One Thousand Five Hundred Dollars (\$1,500). This application fee is for the City's costs associated with the preparation of the latecomer contract including engineering, legal, and administration.

13.32.080 Establishing Contract:

After the City has accepted an application for a latecomer contract and determined that the application is complete, the following steps are required to establish a latecomer contract:

- A. The Developer shall provide the following information to the City Engineer within

one hundred twenty (120) days after the eligible municipal improvements are accepted by the City, (failure to do so within that time frame may result in a determination by the City Council that a latecomer contract is not available for the improvements accepted):

1. All documentation to verify the total cost of the municipal improvements. The total cost may include engineering, construction, bonding, land acquisition, administration, and permit and development fees paid to the City and the State regulatory agencies. All costs associated with private improvements shall be excluded from the latecomer contract.
 2. In addition to the costs borne by the Developer, the City Council may provide for the reimbursement of all or part of the costs advanced by the city funds for such municipal improvements including any costs listed in Section 1 above, and including any costs of advertising, mailing, and publishing of notices; the cost of legal services and other expenses incurred by the City in connection with such construction or improvements and the financing thereof, including the issuance of bonds; the City's costs of administering the latecomer contract; and any outside professional services as applicable.
 3. A map and legal description identifying the proposed boundary of the reimbursement area, and the Grant County parcel number for each benefitted property within the reimbursement area. The map shall include the front footage, area, or both, for each benefitted property and for the Developer's property.
 4. A preliminary latecomer fee schedule showing the total project cost, the total front footage or area of the benefitted properties and the Developer's property, and the proposed reimbursement fee for each benefitted property. The reimbursement fee shall be calculated using the front foot assessment basis, area assessment basis, or a combination of these methods at the discretion of the City Engineer. The assessment roll shall be sent electronically to the City Engineer in Word- or Word-Perfect format.
 5. A complete list of owners of benefitted property as shown on the tax rolls of the Grant County Treasurer. The list shall include the name and mailing address for each benefitted property. The Developer shall be solely responsible for the correctness of the list and shall defend and indemnify the City against any suit or claim that a person entitled to notice did not receive notice due to an error in the list. The list shall be sent electronically to the City Engineer in Word- or Word-Perfect format.
 6. As the items are submitted to and reviewed by the City Engineer, the Developer shall timely provide additional information at the discretion of the City Engineer for revisions or insufficiencies.
- B. The City will complete the following actions after the City Engineer determines that

all documents required by the Developer for a latecomer contract are complete.

1. Send a notice to the owners of benefitted property by certified mail at least 20 days before the City Council meeting where the City Council will consider the latecomer contract. The notice will include the reimbursement map, the benefitted property assessment, the date of the City Council meeting, and notification that the property owner can request a hearing at the City Council meeting. Within twenty (20) days of the mailing, if any owner of benefitted property provides a written request to the City for a hearing, a hearing shall be held before the City Council; and a notice of hearing shall be given to all the owners of the benefitted properties.
2. The City Council will determine whether to accept or modify the preliminary latecomer contract. The City Council may only increase the reimbursement area upon new notice to the owners of the affected property.
3. Prepare the final latecomer contract and send the contract to the Developer by first class mail for their signature. The Developer shall return the signed latecomer contract no later than twenty (20) calendar days after date of mailing. The Mayor will then execute the latecomer contract. Failure to return the signed latecomer contract within the twenty (20) calendar days shall result in the latecomer contract becoming null and void. The City Council may give consideration to extending this period upon a showing of hardship or excusable neglect on the part of the Developer.
4. File the executed latecomer contract at the Grant County Auditor's office within thirty (30) days after the final execution of the contract. Once the latecomer contract is recorded, it shall be binding on the owners of the benefitted properties of record.

13.32.090 Implementing Contract:

Before the City will collect any latecomer's fee, the Developer will transfer title to all the improvements under the latecomer contract to the City at no cost to the City. The Developer will also assign the City the benefit and right to the latecomer's fee should the City be unable to locate the Developer to tender any latecomer's fee that the City has received.

The City will collect latecomer fees due from the owners of benefitted properties before approving a plat, before issuing a building or other development permit on property not platted, and before issuing a building or other development permit on platted lots that are deemed insufficient. In addition, the City will collect latecomer fees due for utility improvements before benefitted properties are approved to connect to the utility improvement.

Latecomer fees that are collected by the City will be forwarded to the Developer at

the Developer's address on file at the Mayor's office. Latecomer fees will be sent to the Developer within sixty (60) days of collection, except as noted in Section 13.32.100.

13.32.100 Notification - Developer: The Developer shall provide a written notification to the City every two (2) years from the date the contract is executed, providing the Developer's name, current physical and mailing address, and telephone number. At any time during the term of the latecomer contract, if two (2) years and sixty (60) days lapse without written notification from the Developer, then the latecomer fees collected by the City under the latecomer contract will be deposited in the City's capital fund.

13.32.110 Relief - Similar Facilities: The City may relieve the owner of a benefitted property from paying one or more latecomer fees, if multiple similar facilities could be utilized by the benefitted property. Relief shall be based upon sound engineering and policy justifications as to which facility best serves the property. Absent such justifications, the City shall allow the owner of a benefitted property to choose which facility to utilize. The latecomer fee due, if any, shall be that associated with the municipal improvement.

13.32.120 Severability: If any section, subsection, sentence, clause, phrase, or word of this chapter is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase, or word of the ordinance codified in this Chapter.

Section 2. Effective date. This ordinance shall be in full force and effect five days after its passage and publication of its summary as provided by law.

PASSED by the City Council of Mattawa, Washington this 6th day of July 2023.

By: _____
Maria Celaya, Mayor

ATTEST:

By: _____
Anabel Martinez, City Clerk

APPROVED AS TO FORM:

By: _____
Katherine L. Kenison, City Attorney

PASSED this 6th day of July 2023

APPROVED this 6th day of July 2023

PUBLISHED this 12th day of July 2023