



White Salmon City Council Meeting

A G E N D A

August 07, 2024 – 6:00 PM

119 NE Church Ave and Zoom Teleconference

Meeting ID: 869 3109 8734

Call In: 1 253 215 8782 US (Tacoma)

Zoom Link: <https://us02web.zoom.us/j/86931098734>

- I. **Call to Order, Land Acknowledgement, and Presentation of the Flag**
- II. **Roll Call**
- III. **Changes to the Agenda**
- IV. **Presentations**
 - A. Mayor's Updates
- V. **Public Comment** Any public in attendance at the meeting (either in person or via Zoom) will be provided an opportunity to make public comment of a general nature in the time allotted. No registration is required. Each person will be allowed three minutes for comment.
- VI. **Consent Agenda**
 - [A.](#) Approval of Bid Award-Mechanical Sweeper - Owen Equipment (\$325,792.35)
 - [B.](#) Approval of Leak Forgiveness Application - 481 W Jewett Blvd
 - [C.](#) Approval of Match Funds for Weekend Bus Service Grant (\$7,399.56)
 - [D.](#) Approval of SCADA Payment No 4 - Coburn Electric (\$42,760.05)
 - [E.](#) Approval of Splashpad Payment No 2 - Green Construction (\$63,972.90)
 - [F.](#) Approval of USDA Outlay Report #10 Including Payment #10 to North Cascade Excavating, LLC
 - [G.](#) Resolution 2024-08-598 Authorizing RCO Grant Application Submission
 - [H.](#) Resolution 2024-08-600 Acknowledging the Completion of 2018 CAO Periodic Review Per Washington GMA
 - [I.](#) April 2024 Treasurer Report - Full Treasurer Report Available on the City Website under Supporting Documents
 - [J.](#) May 2024 Treasurer Report - Full Treasurer Report Available on the City Website under Supporting Documents
 - [K.](#) June 2024 Treasurer Report - Full Treasurer Report Available on the City Website under Supporting Documents
 - [L.](#) Approval of Meeting Minutes - June 27, 2024
 - [M.](#) Approval of Meeting Minutes - July 3, 2024
 - N. Approval of Vouchers
- VII. **Business Items**
 - [A.](#) **Resolution 2024-08-599 Recognizing Planning Commissioner Service**
 1. Presentation
 2. Discussion
 3. Action
 - [B.](#) **Utility Grievance-540 NW Spring St**
 1. Presentation
 2. Discussion
 3. Action
 - [C.](#) **Utility Grievance-1150 Panorama Point**
 1. Presentation
 2. Discussion
 3. Action

D. Approval of Everybody's Brewing Amendment No 1 - Wastewater Service Agreement

1. Presentation
2. Discussion
3. Action

E. Ordinance 2024-08-1168 Amending the 2024 Annual Budget

1. Presentation
2. Public Hearing
3. Discussion and Action

VIII. Reports and Communications

- A. Department Head Reports**
- B. Council Member Reports**
- C. Committee Reports**

IX. Executive Session (if needed)

X. Adjournment

File Attachments for Item:

A. Approval of Bid Award-Mechanical Sweeper - Owen Equipment (\$325,792.35)



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:

No, Not Necessary.

Meeting Date:

8/7/24

Agenda Item:

Notice of Award- Sweeper- Owen Equipment

Presented By:

Andrew Dirks, Public Works Director

Action Required:

Approval of Bid Award for a new mechanical sweeper with Owen Equipment in the amount not to exceed \$325,792.35.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve Bid Award for a new mechanical sweeper with Owen Equipment in the amount not to exceed \$325,792.35.

Background of Issue:

Staff sent an open bid to all vendors on the Small Works roster for a new Mechanical sweeper (specifications listen in the attached). We received two bids, with Owen Equipment being the verified low bidder.

Council Options:

City Council has the following options available at this time:

1. Accept the Staff Recommendation.
2. Revise the Staff Recommendation.
3. Other action as desired by council.

Fiscal Analysis:

The purchase of the sweeper will be funded through the Local Bonding program. Public Works will coordinate with Owen Equipment and Finance Staff to determine which future funding round will be utilized. Owen Equipment is a Washington Statewide Vendor and therefore the LOCAL Bond can be paid directly to the company by the State of Washington.

DEI & Stakeholder Analysis:

All transportation, utility, recreational and community-based improvements made within White Salmon City Limits impact the City's DEI goals. An upgrade to the Public Works equipment will assist in making City wide improvements

Recommendation of Staff/Committee:

Staff Recommends approval of the Notice of Award for a new mechanical sweeper with Owen Equipment in the amount not to exceed \$325,792.35.

MECHANICAL SWEEPER BID

To: City of White Salmon
White Salmon, WA 98672

The undersigned hereby certifies that the requirements and specifications for a Mechanical Sweeper has been read and understands the same and proposes as follows:

MAKE AND MODEL OF ITEM QUOTED:

ELGIN BROOM BADGER - SWEEPER BODY
ISUZU NRR - CHASSIS

Delivery Date: 365 DAYS OR LESS

MECHANICAL SWEEPER	\$ <u>302,781.00</u>
WASHINGTON STATE SALES TAX 7.6%	\$ <u>23,011.35</u>
TOTAL BID	\$ <u>325,792.35</u>

DATED this 12th day JULY, 2024

FIRM NAME: BEN-KO-MATIC COMPANY DBA OWEN EQUIPMENT CO.

TELEPHONE: 503-255-9055 EMAIL: spatrick@owenequipment.com

MAILING ADDRESS: 13101 NE WHITAKER WAY, PORTLAND, OR 97230

PHYSICAL ADDRESS: 13161 NE WHITAKER WAY, PORTLAND, OR 97230

SIGNATURE OF AUTHORIZED OFFICIALS:

ERIC LUNDY VP OF OWEN [Signature]
Please print name and title Signature

SHAWN PATRICK Territory Manager [Signature]
Please print name and title Signature

BID MUST BE SIGNED

- Note: (1) If the bidder is a co-partnership, so state, giving firm name under which business is transacted.
- (2) If the bidder is a corporation, this proposal must be executed by its duly authorized officials.

CITY OF WHITE SALMON

Bid for One (1) Mechanical Sweeper

Bids are Due

**Friday, July 12, 2024
at 3:00 p.m.**

Sealed bids will be received at the City of White Salmon, City Hall by **Friday, July 12, 2024** at 3:00 p.m., Pacific Standard Time, to be considered. City Hall is located at 100 N. Main Avenue, White Salmon WA 98672. Bids can also be mailed to P.O. Box 2139, White Salmon WA 98672 but must be received by 3:00 p.m. on Friday, July 12, 2024. **If you wish to bid, please submit your sealed submittal on the blanks furnished, in a mailer container or envelope which is plainly marked on the outside with the notation "SEALED BID ENCLOSED - MECHANICAL SWEEPER."** Oral, telegraphic, facsimile (fax) or email bids will not be accepted. No bid will be accepted after the opening time.

The City reserves the right to reject any and all bids, to waive minor irregularities, consider minor variations to specifics that are clearly detailed, and to accept the lowest or best bid combination which appears to be in the best interest of the City. Bids received after 3:00 p.m., Pacific Standard Time, **Friday, July 12, 2024**, shall be considered late and will not be accepted. **All persons and entities submitted bids are hereby notified that the City of White Salmon reserves the right to seek new bids, to accept or reject any or all bids, in part or in whole, to waive minor irregularities, technicalities and or information in proposing, and to award a contract as deemed to be in the best interest of the City of White Salmon.** The City of White Salmon gives further notice that the lowest bid will not necessarily be considered the best bid, and the City reserves the right to select the bid deemed to be in the best interests of the City. If no acceptable bid is received the City of White Salmon also reserves the right to re-bid at its sole discretion.

All bidders are required to be registered with the Statewide Vendor System. The bidders can verify their status or register with this link: <https://ofm.wa.gov/it-systems/accounting-systems/statewide-vendorpayee-services>.

Bid documents and all addendums are available on the website at www.whitesalmonwa.gov. Click on the link labeled "Bids & RFPs."

The bids will be publicly opened and read aloud at City Hall located at 100 N. Main, White Salmon, WA 98672 on **Friday, July 12, 2024** at 3:30 p.m. The bids will be considered by the City Council at a regularly scheduled council meeting at the regularly scheduled meeting on **August 7, 2024** at 6:00 p.m. Bid pricing should remain effective for sixty (60) days after the bid opening.

Questions regarding the specifications of this bid should be emailed to andrewd@whitesalmonwa.gov.

**City of White Salmon
Mechanical Sweeper**

Listed below are the minimum specifications for the purchase of a Mechanical Sweeper.

General Requirements

1. **Design.** The truck shall be new, latest manufacture, and of current design and production. The truck shall be fully assembled. It shall include all necessary operating components and accessories, which are customarily furnished unless otherwise stated, and to insure reliability and efficiency in sustained regular operation.
2. **Manuals.** The dealer shall be required to supply one (1) complete set (in English) of all operations, parts, drivability, emission, wiring schematics and maintenance manuals provided with new truck sales, at time of delivery. Manuals in electronic form would be preferable.
3. **Equipment.** In all cases where the manufacturer has a selection of equipment considered either vacuum or mechanical, the truck being purchased shall be quoted as delivered with mechanical items being provided.
4. **Safety.** The purchased truck shall meet all 2024 or equivalent safety specifications manufacturers, unless otherwise stated in bid proposal.
5. **Maintenance.** The vendor must be located within a 75-mile radius of White Salmon, WA for parts and service.



OWEN
EQUIPMENT
AN OWEN COMPANY

Presents a

Proposal Summary

Broom Badger®
Maneuverable. Powerful.
Compact Mechanical Sweeper.

For
City of White Salmon, WA





Broom Badger

Sidebrooms/Steering	Dual Sidebroom/Single Steering
Domicile	Continental USA
Fuel Type	Diesel
Hopper Dump Side	Left Side Hopper Dump

Basic Chassis Info

Source	Elgin
Chassis Brand/Model	Special Isuzu
Chassis Mounting Charge	Internal

Brooms

Sidebroom Tilt Option Right Hand	Yes
Sidebroom Tilt Option Left Hand	Yes

Conveyance & Hopper

Hopper Coating Systems	Lifeline Hopper System
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Dust Control & Flush Systems

Conveyor Flush Out System	Yes
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Lighting & Compliance

Slow Moving Vehicle Sign	Yes
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Manuals and Warranty

Sweeper Warranty	1 Year Parts and Labor
Sweeper: Operators Manuals	1
Sweeper: Parts Manuals	1
Sweeper: Service Manuals	1

Tools/Toolbox

Hydrant Wrench	Yes
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Paint & Decal

Paint Sweeper	Standard White
Paint Chassis	Standard White
Elgin Logo	Red Logo



A.

General Specs

Sweep Path:

- Main broom only: 58" (1,473 mm)
- Main broom & one side broom: 89" (2,261 mm)
- Main broom and 2 side brooms: 120" (3,048 mm)

Chassis Commercial Class 5

Wheel Base 109" (2,769 mm)

Warranty Sweeper 1 year parts & labor

Sweeper Engine

Make Kubota V2403

Type 4 cylinder, vertical

Displacement 2.434 L

Horsepower 65.1 @ 2700 RPM

Torque 146.4 lb. ft. (198.5 Nm) @ 1500 RPM

Aspiration Turbocharged

Main Broom

Type Prefab disposable Polypropylene filled

Diameter 36" (914 mm)

Broom Material Polypropylene

Length 58" (1,473 mm)

Core Type Disposable steel tube

Speed Variable with auxiliary engine RPM

Drive Hydraulic motor with direct drive

Digging Pressure & Wear Control Adjustable spring

Lift control Hydraulic

Mounting Full-floating trailing arm

Side Broom

Type Disposable 5 segment, plastic

Diameter 46" (1188 mm)

Broom material 26" wire (660 mm)

Disc Construction Steel

Speed Variable with auxiliary engine RPM

Drive Full hydraulic

Digging Pressure & Wear Control Hydraulic control adjusted inside cab

Lift control Hydraulic

Available Enhancements

- LED strobe
- Arrow stick
- Fire extinguisher
- Hydrant wrench
- Conveyor flush

Flexibility

Free-floating and full side-ways oscillation

Mounting Trailing Arm

Down Pressure Indicator In cab display

Conveyor

Type Squeegee with replaceable rubber edging

Material (elevator bottom) Bolt-in two-section abrasion resistant steel plates

Speed Variable with auxiliary engine RPM

Drive Reversible hydraulically-driven steel chain on polyurethane sprockets

Adjustment Chain adjuster

Lift Control Hydraulic

Instrumentation/Controls

Warning Lamps & Buzzer

Conveyor stall

Warning Lamps

Hopper position

Low water tank level

Engine coolant temp

Auxiliary engine

Coolant level

Hydraulic oil level

Hydraulic oil temp

Engine oil pressure

Electrical System (Sweeper & Chassis)

Twelve Volt Negative Ground System 140 amp alternator

Battery 2 12v 1500 CCA total

Circuit Protection Automotive breakers

Wiring Hot stamp identified with weather-proof connectors

Hydraulic System (Sweeper)

Sweep System Pump

Triple section gear pump

Capacity 31.3 GPM @ 2400 RPM

Fittings O-ring face seal

Reservoir Capacity 30 gal (114 L)

Return filter 10 micron

Filter Restriction In cap display

Breather 10 micron

Paint

Body

High-gloss white
Custom colors available

Undercarriage

Gray powdercoat

Chassis

Isuzu NRR

Contact your Elgin Dealer for detailed chassis specifications.

Cooler Externally mounted

Valves Electro-hydraulic with manual override

Hopper

Volumetric Capacity 4 yd³ (3.02 m³)

Material volume 3.2 yd³ (2.45 m³)

Dumping Left side

Hopper Lift and Dump Controls

Hydraulic in-cab

Inspection Door

Offload

Left Side

Minimum dump height 18" (457 mm)

Maximum dump height 120" (3,048 mm)

Maximum hopper dump angle 50°

Design lift capacity 9,400 lbs

(4,264 kgs)

Lifting mechanism Two stage scissors

with hydraulic cylinder

Water Spray System

Tank construction Polyethylene

Tank capacity 220 gals (833 L)

Pump Electric diaphragm

Spray nozzles

4 across main broom

3 over each gutter broom

5 across front bumper

Controls In-cab pump control

Camera System

Camera system Rear-view

Your Elgin Dealer is:



Elgin Sweeper Company
1300 W. Bartlett Rd.
Elgin, Illinois, U.S.A. 60120-7529
847-741-5370 Phone
847-742-3035 Fax
www.elginsweeper.com

Effective 06/23 P/N 0705390-G
Specifications subject to change without notice.

© 2022 Elgin Sweeper Company. Federal Signal Corporation is listed on the NYSE by the symbol FSS. Broom Badger is a trademark of Elgin Sweeper Company

Four Wheel Mechanical Sweeper
Broom Badger™

A.

Broom Badger®



ELGIN
Subsidiary of Federal Signal Corporation

A.



EASY TO OPERATE. EASY TO MAINTAIN. NO CDL REQUIRED

Looking for a maneuverable, powerful, compact mechanical sweeper? Consider the Broom Badger from Elgin Sweeper. This compact dual-engine sweeper is easy to operate and maintain, and does not require a CDL to operate, making it ideal for municipalities and contractors who need reliable, powerful cleaning without a full-size sweeper. The low-profile design uses best-in-class components, has reduced operating weight, and consumes less fuel than older equipment. The short wheelbase and tight turning radius give the operator great maneuverability for cul-de-sac curb lines and winding streets.



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EASY OPERATION AND SERVICING MAKE BROOM BADGER **AN EASY CHOICE**

Even the best equipment is only as good as an operator's ability to master it. That is why the Broom Badger is engineered with ease of operation in mind.

It begins with a comfortable, quiet cab matched with outstanding maneuverability that includes a tight turning radius for precise sweeping performance and variable dump height for optimal material handling. To minimize downtime, the Broom Badger offers easy access to all key service points. Its many advantages include:

- Non-CDL; 19,500 lb GVWR chassis
- Left side variable high dump hopper configuration
- Compact wheelbase while offering powerful sweeping performance
- A 4 yd³ hopper, with optional LifeLiner greatly improves the life, durability and functionality of the hopper.
- Dual 42" side brooms create a 10' wide sweeping path.

EXCLUSIVE MEMORY SWEEP® DRIVES PRODUCTIVITY EVEN HIGHER

To enhance operator performance and reduce fatigue, this unique feature allows the operator to resume all previous sweeper setting with one touch control. It incorporates a multi-screen display highlighting engine hours and water level, as well as system diagnostics and optional broom features.



SUPERIOR MECHANICAL SWEEPER DESIGN

The Broom Badger is mounted on a 19,500 lb. GVWR Class 5 cab-over chassis with air ride suspension for operator comfort and highway travel speed for quick transport. The cab-over design provides excellent visibility and has a short 109" wheelbase and tight 16'9" turning radius for exceptional maneuverability. Spot mirrors and low-cut windows enable broad gutter broom viewing. A standard dual-camera and color monitor system provide additional views for increased safety when sweeping.

HIGH PRODUCTIVITY SWEEP SYSTEM

- Efficient Kubota 65 HP T4 Final engine
- Variable speed main broom and squeegee
- Robust and efficient hydraulic system
- Easy access to all components
- Only 6 grease points on sweeper body
- All pivot points feature chrome shafts with greaseless, long life bushings
- Adjustable conveyor speed with auxiliary engine RPM
- Optional LifeLiner system for the hopper

A.



A SIMPLER DESIGN MEANS GREAT SAVINGS FOR YOU

ROBUST SIDE BROOMS

The Broom Badger features large dual side brooms with a maximum 10' sweep path. The direct drive brooms are controlled in-cab for down pressure and tilt angle. The trailing arm design with spring kickback protects them from damage when sweeping close to obstacles. Four solid steel arms on each broom feature chrome shafts with composite grease-less bushings on all pivot points. These bushings reduce daily maintenance and have a long lifespan that results in lower overall operating costs.

EFFICIENT MAIN BROOM

The 58" polypropylene main broom is hydraulically driven. The elevator is slightly wider for close broom placement, providing more efficient material lifting and maximizing broom effectiveness. Self-aligning bearings for the broom mount and the free floating design ensure smooth movement over road surfaces. Simple adjustments for down pressure can be made to prevent broom coning.

LARGE DEBRIS HOPPER

The side-dumping, 4 cubic yard debris hopper allows extended sweeping intervals for increased productivity on the job. The hopper is lifted by a single 2 stage scissor lift with 9,400 lb lift capacity. A full payload can be off-loaded from the side dump hopper at ground level or at dump heights up to 10 feet.

Broom Badger®

INNOVATION AT WORK

A closer look at the Elgin Broom Badger reveals innovative design features, systems, and components that not only simplify operation and improve performance but also make maintenance and servicing faster and easier. The result is the optimal efficiency of your operations, as you reduce maintenance requirements and downtime. The Broom Badger brings you an array of innovative systems including:



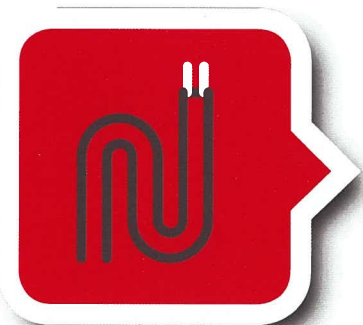
HEAVY DUTY SQUEEGEE ELEVATOR

The Broom Badger's wide direct drive squeegee elevator handles heavy-duty sweeping applications. The updated design borrows elements from Elgin's family of mechanical sweepers and delivers quieter operation in and out of the cab. For easy servicing and upkeep, the elevator cover opens wider for clean out. Due to the updated hydraulic system, the speed of squeegee elevator is now easily adjustable based on the auxiliary engine RPM in the truck cab. This allows an operator to quickly and easily adjust to varying debris conditions.



HYDRAULIC SYSTEM

Innovation on the Broom Badger can be found in the hydraulic system as well. The resulting system uses robust gear pumps to that reduce waste across the system meaning the auxiliary engine can run at lower RPMs. Cartridge valves are used throughout, yielding a durable and easy to maintain system. In cab electrical controls, external filter and restriction indicators, and low oil level shut-down are standard. All hydraulic valves are located in one ground level area for easy maintenance.



ELECTRICAL SYSTEM

The Broom Badger's simple electrical system has been carefully designed to be extremely easy to navigate. It is hard wired with no controllers and all electrical controls are sealed in a weather-proof systems locker. Wires are hot stamped with functions identified for easy trouble shooting.

A. OUR COMMITMENT TO QUALITY ONLY BEGINS WITH OUR EQUIPMENT

The Elgin Broom Badger is manufactured in an ISO 9001 certified, advanced industrial plant. We employ the latest technology to build the most reliable equipment, including high-precision laser cutters, efficient, accurate computer numerical controls, and a sophisticated powder coating system.

When you build a quality product you can back it up with a full one-year, unlimited hours warranty. Elgin also backs up your investment with superior local service and support. Our goal is to keep your machine—and your entire operation—up and running.

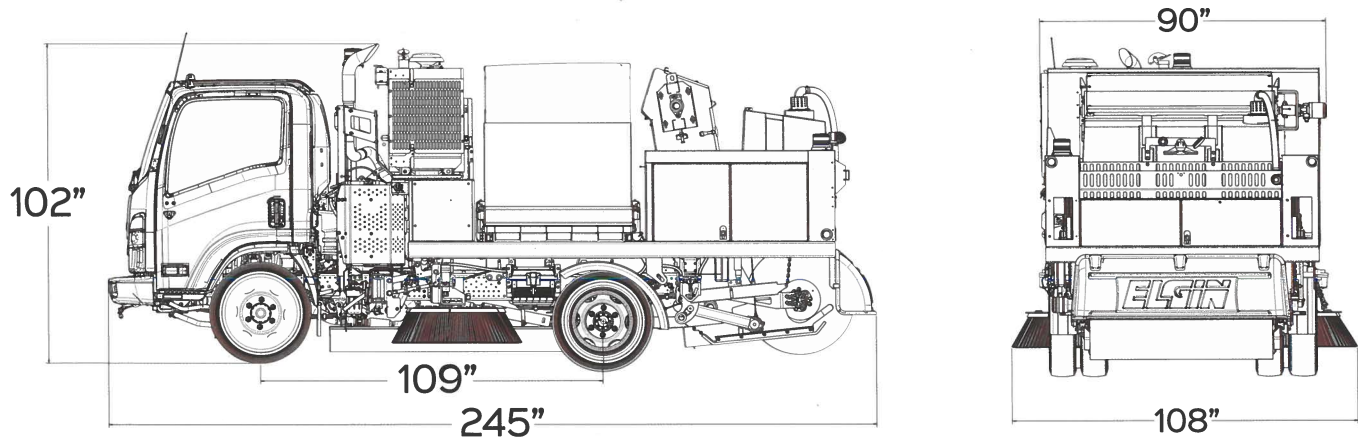
The Broom Badger can be customized to your unique requirements to meet local standards and regulations by means of a broad selection of configurations, options and accessories.

Through our international dealer network, we maintain a vast inventory of spare parts and offer fast shipment to any region of the world.

Altogether, the rugged, reliable Elgin Broom Badger is easy to operate, easy to maintain, and an easy choice when you are looking for quality equipment that is built to last.



Broom Badger Truck Mounted Mechanical Sweeper Specifications



Sweep Engine	Hydraulic System	Dust Control System	Sweep System	Hopper
<p>Make: Kubota V2403-CR-TE4</p> <p>Type: 4 cylinder, vertical</p> <p>Displacement: 2.4 L</p> <p>Horsepower: 65 @ 2700 RPM</p>	<p>Sweep system pump: Triple section gear pump</p> <p>Capacity: 31 GPM @ 2400 RPM</p> <p>Reservoir capacity: 30 gal (114 L)</p> <p>Return filter: 10 micron</p> <p>Cooler: Externally mounted</p> <p>Valves: Electro-hydraulic with manual override</p>	<p>Tank: Polyethylene</p> <p>Tank capacity: 220 gals (833 L)</p> <p>Pump: Electric diaphragm</p> <p>Spray nozzles: 4 across main broom 3 over each gutter broom 5 across front bumper</p>	<p>Main broom: 58" (1,473mm)</p> <p>Sweeping path with 2 side brooms: 10' (3,048 mm)</p> <p>Side brooms: 42" (1,067 mm)</p>	<p>Capacity: 4 yd³ (3 m³)</p> <p>Hopper Lift and Dump Controls: Hydraulic in-cab</p> <p>Offload: Left Side</p> <p>Minimum dump height: 18" (457 mm)</p> <p>Maximum dump height: 10' (3,048 mm)</p>

Broom Badger®

POWERFUL
VERSATILE
SIMPLY BETTER

The Elgin Broom Badger street sweeper is easy to maneuver and does not require a CDL license to operate, making it an easy choice for any fleet.

FEATURES:

- Large 4 yd³ debris hopper
- Heavy duty squeegee elevator
- Robust triple section gear pump
- 10' sweep path
- 10' dump height



ELGIN®
Subsidiary of Federal Signal Corporation

Elgin Sweeper • 1300 West Bartlett Road, Illinois 60120 USA
Phone 847-741-5370 | Parts & Service 877-800-1111

Specifications subject to change without notice. Some products shown with optional equipment. Elgin® is a registered trademarks of Elgin Sweeper.
Products may be covered by one or more United States Patents and/or pending patent applications.
Elgin Sweeper is a subsidiary of Federal Signal Corp. | Federal Signal Corp. is listed in the NYSE by the symbol FSS.
Effective Date 6/22 P/N 0705391-E ©2022 Elgin Sweeper Printed in the USA

A.



City of White Salmon NOTICE TO AWARD A BID EQUIPMENT: MECHANICAL SWEEPER

This notice is for the city’s Bids Award for Equipment: Mechanical Sweeper.

The figures shown here are a tabulation of the offers received. The responsible and responsive bidder whose bid was determined in writing to be the lowest responsive bid is indicated below.

Bid Specifications:

- 1. Design. The truck shall be new, latest manufacture, and of current design and production. The truck shall be fully assembled. It shall include all necessary operating components and accessories, which are customarily furnished unless otherwise stated, and to insure reliability and efficiency in sustained regular operation.
- 2. Manuals. The dealer shall be required to supply one (1) complete set (in English) of all operations, parts, drivability, emission, wiring schematics and maintenance manuals provided with new truck sales, at time of delivery. Manuals in electronic form would be preferable.
- 3. Equipment. In all cases where the manufacturer has a selection of equipment considered either vacuum or mechanical, the truck being purchased shall be quoted as delivered with mechanical items being provided.
- 4. Safety. The purchased truck shall meet all 2024 or equivalent safety specifications manufacturers, unless otherwise stated in bid proposal.
- 5. Maintenance. The vendor must be located within a 75-mile radius of White Salmon, WA for parts and service.

Bidder	Responsive	Total Bid Price With 7.6% tax	Lowest Responsive Bid
Owen Equipment	Y	\$325,792.35	X
General Equipment	Y	\$361,148.64	

The bid from Owen Equipment has been determined as the lowest responsive bid to the city and Owen Equipment is the awardee. Per the City of White Salmon Procurement Policies, this bid has been awarded by the White Salmon City Council on August 7, 2024.

File Attachments for Item:

B. Approval of Leak Forgiveness Application - 481 W Jewett Blvd



Department Head: _____
 Clerk/Treasurer: _____
 City Administrator: _____
 Mayor: _____

COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review: No, unnecessary
 Meeting Date: July 19, 2023
 Agenda Item: 590 NW Spring St - One-Time Leak Adjustment Request
 Presented By: Stephanie Porter, Clerk Treasurer

Action Required:

Review and approval of one-time leak adjustment request from Dixon Ohnemus.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve the One-Time Leak Adjustment Request for Dixon Ohnemus at property 590 NW Spring St in the amount of \$888.18.

Explanation of Issue:

Dixon Ohnemus submitted a One-Time Leak Adjustment Request on February 13, 2023. The leak request was not able to be completed due to the leak not being repaired at that time.

Dixon Ohnemus provided the additional required documentation showing the leak was repaired on May 26, 2023.

The meter was read on June 1, 2023 and it was confirmed that the property was no longer showing signs of a leak.

The attached documentation shows the code-based response to approve the adjustment. Adjustments over \$500 must be approved by the City Council.

Council Options:

City Council has the following options available at this time:

1. Accept the Staff Recommendation.
2. Revise the Staff Recommendation.
3. Refer this issue back to staff for additional work.
4. Other action as desired by council.

Fiscal Analysis:

No financial implications as the utility bill that accumulated during the leak has not been paid by the customer yet.

Recommendation of Staff/Committee:

Staff recommend council approve the One-Time Leak Adjustment Request for Dixon Ohnemus at property 590 NW Spring St in the amount of \$888.18.

Follow Up Action:

Adjustment will be made to utility account if approved.

City of White Salmon
Office of City Hall



Customer Name: Michael H. McMillen

Account Number: 2186

Service Address: 481 W Jewett Blvd

Facts:

1. The city currently reads meters every month. The meter for this account was read the first week of June 2024 and covers water usage for May 2024. The meter reading showed that 220,000 gallons of water had been used for the time period. The property owner was notified by letter of high usage compared to the same time period in 2023 and that at the meter reading water had been running continuously through the meter for a 24-hour period.
2. The property owner submitted a "Request for One-time Reduction in Bill Due to Leakage" dated July 02, 2024.
3. The property owner stated in the request that the leak was caused by "a pine tree root must have cracked my one inch outside water line."
4. The property owner stated in the request that the leak was fixed by "I repaired the leak myself. The leak was underneath the concrete A/C pad. I rerouted the water line around the pad."
5. City of White Salmon Public Works staff verified by reading the meter on July 2, 2024, that the meter no longer shows a leak is occurring on the property.

White Salmon Municipal Code 13.06.048 states:

In the event of a leak or failure in the service pipe, the owner may be entitled to a one-time adjustment on their bill. To be considered eligible for a one-time leak or failure adjustment the following conditions must be met:

- A. The landowner must report the leak or failure discovery to the city within seventy-two hours; and
- B. Provide photos of leak or failure, pipping or devise being repaired, and repair of leak or failure accompanied by receipt for labor and/or repair materials within five days of discovery.
- C. Maintainable fixtures such as toilets, sinks, showers, sprinkler systems, above ground plumbing and other similar plumbing as determined by the city are not eligible for the leak forgiveness program.
- D. Failure by the owner or tenant to perform general maintenance and to make reasonable efforts, as determined by the city, to prevent damage from occurring shall result in being ineligible for the leak forgiveness program.
- E. Depending on the age, condition or type of plumbing being repaired, the city reserves the right to require replacement of plumbing to be considered ineligible for the leak forgiveness program.
- F. Irrigation water meter accounts are not eligible for the leak forgiveness program.

100 North Main Street, PO Box 2139 White Salmon WA 98672, Website: whitesalmonwa.gov Office: (509) 493-1133

The City of White Salmon is an equal opportunity employer and provider.

B.

1. The property owner became aware of the leak June 7, 2024.
2. The leak reduction request included no invoice stating or listing of parts. The customer included a list of parts as they were the one to repair the leak.
3. The total water usage that went through the meter was

Water Usage Billing History

Date	Water Usage Gallons	Water Base	Water usage	Water Surcharge	Sewer Basic	Sewer Overage Charges	Other Changes	Total Bill
06/29/2023	17,000	49.13	56.37	6.25	57.91	0	0	169.66
07/28/2023	22,000	49.13	98.17	6.25	57.91	0	0	211.46
08/30/2023	16,000	49.13	49.13	6.25	57.91	0	0	161.30
09/28/2023	24,000	49.13	114.89	6.25	57.91	0	0	228.18
10/30/2023	15,000	49.13	39.65	6.25	57.91	0	0	152.94
11/29/2023	1,000	49.13	1.31	6.25	57.91	0	0	114.60
12/28/2023	0	49.13	0	6.25	57.91	0	0	113.29
01/30/2023	1,000	53.06	1.31	6.25	60.80	0	0	121.42
02/28/2023	0	53.06	0	6.25	60.80	0	0	120.11
03/28/2023	0	53.06	0	6.25	60.80	0	0	120.11
04/29/2024	0	53.06	0	6.25	60.80	0	0	120.11
05/30/2024	29,000	53.06	169.27	6.25	60.80	0	0	289.38
06/27/2024	220,000	53.06	1894.00	6.25	60.80	0	0	2014.11

White Salmon Municipal Code 13.06.048 states that the adjusted rate for the period in which the leak was detected shall be equal to one-half of the difference between the bill to be adjusted and the metered water (and sewer for businesses) charges for the same period from the previous year as the month the leak was detected. The amount must be greater than or equal to one hundred dollars in order to be eligible for the adjustment.

The adjustment is calculated as follows:

May 2023 usage

$$=\$60.91 (5 * \$1.41) + (10 * \$3.58) + (2 * \$9.03)$$

May 2024 usage

$$=\$1894.00 (5 * \$1.41) + (10 * \$3.58) + (105 * \$9.03)$$

Total

$$\$1894.00 - \$60.91 = \$1833.09/2 = \$916.55$$

The reduction in water consumption charges would be \$916.55.

B.

City of White Salmon
Office of City Hall



Decision:

The Leak Adjustment Request submitted by Mike McMillen is approved by the City Council August 7, 2024, in the amount of \$916.55 towards water consumption.

Dates this 9th day of July 2024

Stephanie Porter, Clerk Treasurer

If the applicant is not satisfied with the decision, the applicant may appeal the decision to the City of White Salmon Grievance Committee by requesting the form from City Hall.

B.

RECEIVED JUL 02 2024



CITY OF WHITE SALMON

REQUEST FOR ONE TIME REDUCTION IN BILL DUE TO LEAKAGE

Note: In the event of a leak or failure in the service pipe, the owner may be entitled to a one-time adjustment on their bill with the following guidelines:

1. The landowner must report the leak's discovery to the city within seventy-two (72) hours and
2. Provide photos of the leak or failure, piping being repaired, and repair of leak or failure accompanied by receipt for labor and/or repair materials within five (5) days of discovery.
3. Maintainable fixtures such as toilets, sinks, showers, sprinkler systems, above ground plumbing and other similar plumbing as determined by the City are not eligible for the leak forgiveness program.
4. Failure of the owner or tenant to perform general maintenance and to make reasonable efforts, as determined by the City, to prevent damage from occurring shall result in being ineligible for the leak forgiveness program
5. Depending on the age, condition or type of plumbing being repaired; the City reserves the right to require the replacement of plumbing to be considered eligible for the leak forgiveness program.
6. Irrigation water meter accounts are not eligible for the leak forgiveness program.

All applications for adjustments will be submitted and reviewed by the City Clerk/Treasurer. The adjusted rate for the period in which the leak was detected shall be equal to one-half of the difference between the bill to be adjusted and the metered water charges for the same period from the previous year and month the leak was detected. This amount must be greater than or equal to \$100.00 to be eligible for the adjustment.

Excess sewer charges due to water line leaks shall be adjusted accordingly. All leak adjustments must be approved by the City Clerk/Treasurer prior to credit on account. Unless otherwise stated in this chapter, each water account shall be entitled to the benefits of this section not more than once per property owner on any meter or subsequent meter for the same location. The maximum amount of the water forgiveness shall not exceed \$500.00 without council approval.

Date 7-2-24 Customer Name Mike McMillen Acct # 2186
 Address PO Box 1155, 481 W. Jewett Blvd, White Salmon
 Billing period from 5-27-24 to 6-27-24 Usage Metered 220 gallons.
 Bill Date 6-27-24 Consumption Billed (not bill total) \$1894
 Date and how you became aware of the leak Date 6-7-24 How you came to know about leak Troy called me.
 Date you notified City of leak 6-7-24
 Description of cause of leak or excess water use A pine tree root must have cracked my one inch outside water line.
 Are repairs completed on the leak? Y N If No, when will they be completed? _____
 Detailed explanation of repair and who did the repair I repaired the leak myself. The leak was underneath the concrete A/c pad. I rerouted the water line around the pad.
 Has an insurance claim been filed? Y N If so, have you received reimbursement? Y N

I request a reduction of my water bill, based on an unknown leak, and further state that as soon as I was made aware of the leak, I immediately took steps to reduce the same. By signing this form, I acknowledge that these statements are true and accurate.

Signed Mike McMillen Date 7.2.24
 repair parts: 1 each 20' 1" PVC pipe. 1 coupling, 4 45° elbow, 2 90° elbow 2 Tees, 1 22 1/2° elbow.

P.O. Box 2139, 100 N Main Street, White Salmon, WA. 98672
 City of White Salmon is an equal opportunity employer and provider
1 Tee purchased at ACE, white Salmon. But they had no elbows. All else bought at Bryant Pipe, Hood River. Total cost about \$40. See video.

B.



B.



B.



B.

City of White Salmon Utility Clerk

From: Mike McMillen <[REDACTED]> on behalf of Mike McMillen
Sent: Tuesday, July 2, 2024 9:56 AM
To: UtilityClerk@WhiteSalmonWA.gov
Subject: McMillen water leak

One more thing, Troy: I came back to town and turned off the water to the house the same day you called me. When I discovered the leak was in the outside water, I turned off the outside water until the repair was completed.

I, we, did not know we had a leak, thank you for your phone call.

Mike McMillen
[REDACTED]

City of White Salmon Utility Clerk

From: Mike McMillen <[REDACTED]> on behalf of Mike McMillen
Sent: Tuesday, July 2, 2024 9:48 AM
To: UtilityClerk@WhiteSalmonWA.gov
Subject: McMillen leakage request
Attachments: McMillen billl leakage request.jpeg; 20240623_Mike's project.mp4

Hi Troy. Attached the the leakage request form. Also attached is a short video I took of the repair. I did not know I was going to share this with you, I made it to share with family and friends. As it turns out the break was underneath the concrete slab for the air conditioner in the outside water waterline. When I had my wife turn on the outside water, the water came roaring out from underneath this water line. I am quite certain a pine tree root cracked the 1" PVC water line. As you can see in the video, I rerouted the water line around the air conditioner. The leak is fixed.

Mike McMillen

[REDACTED]

UTILITY ACCOUNT HISTORY

City Of White Salmon

Time: 11:10:11 Date: 07/02/2024

05/30/2023 To: 07/02/2024

Page: 1

McMillen, Michael H.: 2186; Service Location: 062475.0

481 W JEWETT BLVD				Basic	Overage	Surcharge	Other	Tax	Late Fees	Interest	Total
Bill	Water:	1	Units: 1	49.13	6.55	6.25	0.00	0.00	0.00	0.00	61.93
Billing	Sewer:	1	1	57.91		0.00	0.00	0.00	0.00	0.00	57.91
05/30/2023			1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
		99	1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo:								Utility Dep:	0.00	Invoice Total:	119.84
Months:	Water:	1	1	6,826.77	3,022.99	714.83	0.00	0.00	10.00	0.00	10,574.59
Current:	186			8,640.95		0.00	0.00	0.00	0.00	0.00	8,640.95
Previous	181			761.00		208.00	5.00	0.00	0.00	0.00	974.00
Used:	5				0.00	Past Due:	20,069.70	Total:			20,189.54
Bill	Water:	1	Units: 1	49.13	56.37	6.25	0.00	0.00	0.00	0.00	111.75
Billing	Sewer:	1	1	57.91		0.00	0.00	0.00	0.00	0.00	57.91
06/29/2023			1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
		99	1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo: High Usage								Utility Dep:	0.00	Invoice Total:	169.66
Months:	Water:	1	1	6,875.90	3,079.36	721.08	0.00	0.00	10.00	0.00	10,686.34
Current:	203			8,698.86		0.00	0.00	0.00	0.00	0.00	8,698.86
Previous	186			761.00		208.00	5.00	0.00	0.00	0.00	974.00
Used:	17				0.00	Past Due:	20,189.54	Total:			20,359.20
Bill	Water:	1	Units: 1	49.13	98.17	6.25	0.00	0.00	0.00	0.00	153.55
Billing	Sewer:	1	1	57.91		0.00	0.00	0.00	0.00	0.00	57.91
07/28/2023			1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
		99	1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo: High Usage								Utility Dep:	0.00	Invoice Total:	211.46
Months:	Water:	1	1	6,925.03	3,177.53	727.33	0.00	0.00	10.00	0.00	10,839.89
Current:	225			8,756.77		0.00	0.00	0.00	0.00	0.00	8,756.77
Previous	203			761.00		208.00	5.00	0.00	0.00	0.00	974.00
Used:	22				0.00	Past Due:	20,359.20	Total:			20,570.66

B.

UTILITY ACCOUNT HISTORY

City Of White Salmon

Time: 11:10:11 Date: 07/02/2024

05/30/2023 To: 07/02/2024

Page: 2

McMillen, Michael H.: 2186; Service Location: 062475.0

481 W JEWETT BLVD				Basic	Overage	Surcharge	Other	Tax	Late Fees	Interest	Total
Bill	Water:	1	Units: 1	49.13	48.01	6.25	0.00	0.00	0.00	0.00	103.39
Billing	Sewer:	1	1	57.91		0.00	0.00	0.00	0.00	0.00	57.91
08/30/2023			1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
		99	1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo: High Usage								Utility Dep:	0.00	Invoice Total:	161.30
Months:	Water:	1	1	6,974.16	3,225.54	733.58	0.00	0.00	10.00	0.00	10,943.28
Current:		241		8,814.68		0.00	0.00	0.00	0.00	0.00	8,814.68
Previous		225		761.00		208.00	5.00	0.00	0.00	0.00	974.00
Used:		16			0.00	Past Due:		20,570.66	Total:		20,731.96
Bill	Water:	1	Units: 1	49.13	114.89	6.25	0.00	0.00	0.00	0.00	170.27
Billing	Sewer:	1	1	57.91		0.00	0.00	0.00	0.00	0.00	57.91
09/28/2023			1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
		99	1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo: High Usage								Utility Dep:	0.00	Invoice Total:	228.18
Months:	Water:	1	1	7,023.29	3,340.43	739.83	0.00	0.00	10.00	0.00	11,113.55
Current:		265		8,872.59		0.00	0.00	0.00	0.00	0.00	8,872.59
Previous		241		761.00		208.00	5.00	0.00	0.00	0.00	974.00
Used:		24			0.00	Past Due:		20,731.96	Total:		20,960.14
Bill	Water:	1	Units: 1	49.13	39.65	6.25	0.00	0.00	0.00	0.00	95.03
Billing	Sewer:	1	1	57.91		0.00	0.00	0.00	0.00	0.00	57.91
10/30/2023			1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
		99	1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo:								Utility Dep:	0.00	Invoice Total:	152.94
Months:	Water:	1	1	7,072.42	3,380.08	746.08	0.00	0.00	10.00	0.00	11,208.58
Current:		280		8,930.50		0.00	0.00	0.00	0.00	0.00	8,930.50
Previous		265		761.00		208.00	5.00	0.00	0.00	0.00	974.00
Used:		15			0.00	Past Due:		20,960.14	Total:		21,113.08

B.

UTILITY ACCOUNT HISTORY

City Of White Salmon

Time: 11:10:11 Date: 07/02/2024

05/30/2023 To: 07/02/2024

Page: 3

McMillen, Michael H.: 2186; Service Location: 062475.0

481 W JEWETT BLVD				Basic	Overage	Surcharge	Other	Tax	Late Fees	Interest	Total
Bill	Water:	1	Units: 1	49.13	1.31	6.25	0.00	0.00	0.00	0.00	56.69
Billing	Sewer:	1	1	57.91		0.00	0.00	0.00	0.00	0.00	57.91
11/29/2023			1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
		99	1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo:						Utility Dep:		0.00	Invoice Total:		114.60
Months:	Water:	1	1	7,121.55	3,381.39	752.33	0.00	0.00	10.00	0.00	11,265.27
Current:	1			8,988.41		0.00	0.00	0.00	0.00	0.00	8,988.41
Previous	281			761.00		208.00	5.00	0.00	0.00	0.00	974.00
Used:	280										
	1				0.00	Past Due:		21,113.08	Total:		21,227.68
Bill	Water:	1	Units: 1	49.13		6.25	0.00	0.00	0.00	0.00	55.38
Billing	Sewer:	1	1	57.91		0.00	0.00	0.00	0.00	0.00	57.91
12/28/2023			1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
		99	1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo:						Utility Dep:		0.00	Invoice Total:		113.29
Months:	Water:	1	1	7,170.68	3,381.39	758.58	0.00	0.00	10.00	0.00	11,320.65
Current:	1			9,046.32		0.00	0.00	0.00	0.00	0.00	9,046.32
Previous	281			761.00		208.00	5.00	0.00	0.00	0.00	974.00
Used:	281										
					0.00	Past Due:		21,227.68	Total:		21,340.97
Bill	Water:	1	Units: 1	53.06	1.31	6.25	0.00	0.00	0.00	0.00	60.62
Billing	Sewer:	1	1	60.80		0.00	0.00	0.00	0.00	0.00	60.80
01/30/2024			1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
		99	1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo:						Utility Dep:		0.00	Invoice Total:		121.42
Months:	Water:	1	1	7,223.74	3,382.70	764.83	0.00	0.00	10.00	0.00	11,381.27
Current:	1			9,107.12		0.00	0.00	0.00	0.00	0.00	9,107.12
Previous	282			761.00		208.00	5.00	0.00	0.00	0.00	974.00
Used:	281										
	1				0.00	Past Due:		21,340.97	Total:		21,462.39

UTILITY ACCOUNT HISTORY

City Of White Salmon

Time: 11:10:11 Date: 07/02/2024
Page: 4

05/30/2023 To: 07/02/2024

McMillen, Michael H.: 2186; Service Location: 062475.0

481 W JEWETT BLVD				Basic	Overage	Surcharge	Other	Tax	Late Fees	Interest	Total
Bill	Water:	1	Units: 1	53.06		6.25	0.00	0.00	0.00	0.00	59.31
Billing	Sewer:	1	1	60.80		0.00	0.00	0.00	0.00	0.00	60.80
02/28/2024			1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
		99	1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo:						Utility Dep:		0.00	Invoice Total:		120.11
Months:		1	1	7,276.80	3,382.70	771.08	0.00	0.00	10.00	0.00	11,440.58
Current:	282			9,167.92		0.00	0.00	0.00	0.00	0.00	9,167.92
Previous	282			761.00		208.00	5.00	0.00	0.00	0.00	974.00
Used:					0.00	Past Due:		21,462.39	Total:		21,582.50
Bill	Water:	1	Units: 1	53.06		6.25	0.00	0.00	0.00	0.00	59.31
Billing	Sewer:	1	1	60.80		0.00	0.00	0.00	0.00	0.00	60.80
03/28/2024			1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
		99	1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo:						Utility Dep:		0.00	Invoice Total:		120.11
Months:		1	1	7,329.86	3,382.70	777.33	0.00	0.00	10.00	0.00	11,499.89
Current:	282			9,228.72		0.00	0.00	0.00	0.00	0.00	9,228.72
Previous	282			761.00		208.00	5.00	0.00	0.00	0.00	974.00
Used:					0.00	Past Due:		21,582.50	Total:		21,702.61
Bill	Water:	1	Units: 1	53.06		6.25	0.00	0.00	0.00	0.00	59.31
Billing	Sewer:	1	1	60.80		0.00	0.00	0.00	0.00	0.00	60.80
04/29/2024			1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
		99	1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo:						Utility Dep:		0.00	Invoice Total:		120.11
Months:		1	1	7,382.92	3,382.70	783.58	0.00	0.00	10.00	0.00	11,559.20
Current:	282			9,289.52		0.00	0.00	0.00	0.00	0.00	9,289.52
Previous	282			761.00		208.00	5.00	0.00	0.00	0.00	974.00
Used:					0.00	Past Due:		21,702.61	Total:		21,822.72

UTILITY ACCOUNT HISTORY

City Of White Salmon

Time: 11:10:11 Date: 07/02/2024

05/30/2023 To: 07/02/2024

Page: 5

McMillen, Michael H.: 2186; Service Location: 062475.0

481 W JEWETT BLVD				Basic	Overage	Surcharge	Other	Tax	Late Fees	Interest	Total
Bill	Water:	1	Units: 1	53.06	169.27	6.25	0.00	0.00	0.00	0.00	228.58
Billing	Sewer:	1	1	60.80		0.00	0.00	0.00	0.00	0.00	60.80
05/30/2024			1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
		99	1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo: 24 Hour Leak Alarm - Possible Leak - High Usage								Utility Dep:	0.00	Invoice Total:	289.38
Months:	Water:	1	1	7,435.98	3,551.97	789.83	0.00	0.00	10.00	0.00	11,787.78
Current:		311		9,350.32		0.00	0.00	0.00	0.00	0.00	9,350.32
Previous		282		761.00		208.00	5.00	0.00	0.00	0.00	974.00
Used:		29			0.00						
								Past Due:	21,822.72	Total:	22,112.10
Bill	Water:	1	Units: 1	53.06	1,894.00	6.25	0.00	0.00	0.00	0.00	1,953.31
Billing	Sewer:	1	1	60.80		0.00	0.00	0.00	0.00	0.00	60.80
06/27/2024			1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
		99	1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo: 24 Hour Leak Alarm - Possible Leak - High Usage								Utility Dep:	0.00	Invoice Total:	2,014.11
Months:	Water:	1	1	7,489.04	5,445.97	796.08	0.00	0.00	10.00	0.00	13,741.09
Current:		531		9,411.12		0.00	0.00	0.00	0.00	0.00	9,411.12
Previous		311		761.00		208.00	5.00	0.00	0.00	0.00	974.00
Used:		220			0.00						
								Past Due:	22,112.10	Total:	24,126.21
Current Balances:				Water:	53.06	1,894.00	6.25	0.00	0.00	0.00	1,953.31
				Sewer:	60.80		0.00	0.00	0.00	0.00	60.80
				Garbage:	0.00		0.00	0.00	0.00	0.00	0.00
				Electric:							0.00
				Utility Deposits:	0.00					Total:	2,014.11

Class: 1 IN CITY RESIDEN Units: 1.00 Months: 1 Units/Rate: 1.00

B.

	Base	Rate 2	Rate 3	Rate 4	Rate 5	Excess	Totals
Consumption	0	5	10	0	0	205	220
Units Charged:		5.00	10.00			205.00	
Charge/Unit:		1.41000	3.58000	0.00000	0.00000	9.03000	
Cost:	53.06	7.05	35.80			1,851.15 =	1,947.06

Units/Rate: 0.00

1894.00

	Base	Rate 2	Rate 3	Excess	% Of Water	Totals
Consumption	0	0	0	220		220
Units Charged:		0.00	0.00	0.00		
Charge/Unit:		0.00000	0.00000	0.00000		
Cost:	6.25					= 6.25

Total: 1,953.31

Class: 1 IN CITY RESIDEN Units: 1.00 Months: 1 Units/Rate: 1.00

B.

	Base	Rate 2	Rate 3	Rate 4	Rate 5	Excess	Totals
Consumption	0	5	10	0	0	2	17
Units Charged:		5.00	10.00			2.00	
Charge/Unit:		1.41000	3.58000	0.00000	0.00000	9.03000	
Cost:	53.06	7.05	35.80			18.06 =	113.97

Units/Rate: 0.00

60.91

	Base	Rate 2	Rate 3	Excess	% Of Water	Totals
Consumption	0	0	0	17		17
Units Charged:		0.00	0.00	0.00		
Charge/Unit:		0.00000	0.00000	0.00000		
Cost:	6.25					= 6.25

Total: 120.22

File Attachments for Item:

C. Approval of Match Funds for Weekend Bus Service Grant (\$7,399.56)



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:

No, not necessary

Meeting Date:

August 7, 2024

Agenda Item:

Approval of Matching Funds for

Presented By:

Stephanie Porter, Clerk Treasurer

Action Required:

Review and action related to a Letter of Commitment for Year-Round Weekend White Salmon/Bingen - Hood River Fixed Route Washington Consolidated Grant Application for the FY25-27 Biennium.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve Letter of Commitment for Year-Round Weekend White Salmon/Bingen - Hood River Fixed Route Washington Consolidated Grant Application for the FY25-27 Biennium in the amount not to exceed \$7,399.56; \$3,699.78 in the 2025 Annual Budget and \$3,699.78 in the 2026 annual budget.

Explanation of Issue:

Proposed Services:

This grant would fund weekend bus services June 1, 2025 -June 30, 2027 for the City of White Salmon and City of Bingen.

The stops and route will likely be very similar to what is currently offered. CAT intends to conduct outreach with the community before the implementation of the year round service to figure out ideal times and needs that the current route may not be meeting.

Service Funding Proposed:

Timeframe = July 1, 2025 – June 30, 2027 (weekends)

Program days = 230

Service trips per day = 6

Total Service Cost = \$193,200

5% Match Required = \$9,660

Funding the \$9660 (5%) cost share by Population:

780 Bingen population

2550 White Salmon population

*Source: OFM Population Estimates April 2024

780/3330=23.4% Bingen (\$2,260.44)

2550/3330=76.6% White Salmon (\$7,399.56)

Council Options:

City Council has the following options available at this time:

1. Accept the Staff Recommendation.
2. Revise the Staff Recommendation.
3. Other action as desired by council.

Fiscal Analysis:

A budget Amendment will be necessary to allocate \$7,399.56 over 2 annual budgets if the Grant is awarded. Currently this is approval is for the intent to provide matching funds.

Diversity Equity Inclusion & Stakeholder Analysis:

Having consistent weekend bus service enhances transportation services to those who rely on bus transportation as their main form of transportation. Increased alternate transportation services positively impacts traditionally disadvantaged communities.

Policy & Plan Implications:

The addition of weekend bus service year-round is aligned with both the Transportation Plan and the Climate Action Goals of the City.

Follow Up:

If this project progresses from a pilot to a more long-term project, a formal Inter Governmental Agreement will be drafted between the different cities and CAT.

City of White Salmon
Office of City Hall



August 7, 2024

Amy Schlappi
Executive Director
224 Wasco Loop
Hood River, OR 97031

RE: Letter of Commitment for the Year-Round Weekend White Salmon/Bingen - Hood River Fixed Route Washington Consolidated Grant Application for the FY25-27 Biennium

Dear Ms. Schlappi,

The City of White Salmon is thrilled to provide this letter of commitment to Columbia Area Transit for the Consolidated Grant application. Your project *Weekend White Salmon/Bingen – Hood River Fixed Route* service will solve a much-needed transportation issue in the Columbia River Gorge.

The City of White Salmon is a community of 2550 residents. The median household income in White Salmon is 17% less than the median household income for the State of Washington and 3.5% of White Salmon residents live below the poverty line. At the same time, costs to live in the Columbia River Gorge are extremely high. Approximately 64% of people own their homes, and the remainder rent their homes at exorbitant rates. A gallon of gas in White Salmon as of the date of this letter is \$4.09 and the toll cost for the Hood River-White Salmon Interstate Bridge is up to \$3.50 one way.

If awarded, the *Weekend White Salmon/Bingen – Hood River Fixed Route* will provide cost-effective opportunities for White Salmon residents to travel to Hood River on weekends to get groceries, go to appointments, work, shopping, or community events, and attend church. They can travel safely on the bus instead of using gas, having to pay the bridge toll, and searching endlessly for parking in downtown Hood River. The City of White Salmon will provide a proportional share of the \$9,660/5% required match for this grant, with the City of Bingen providing the remainder.

If the grant review committee has any questions about White Salmon's support, please have them contact me at City Hall at (509) 281-4076 or via email at Mayor@whitesalmonwa.gov.

Sincerely,

Marla Keethler
Mayor

File Attachments for Item:

D. Approval of SCADA Payment No 4 - Coburn Electric (\$42,760.05)



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:

No, unnecessary.

Meeting Date:

August 7, 2024

Agenda Item:

Application for Payment No. 4- SCADA Upgrade Project

Presented By:

Andrew Dirks, Public Works Director

Action Required:

Approval of Application for Payment No. 4- SCADA Upgrade Project not to exceed \$42,760.05.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve Application for Payment No. 4- SCADA Upgrade Project not to exceed \$42,760.05.

Explanation of Issue:

This pay application includes labor and materials at the City Shop, Los Altos, Buck Creek SWTP and the Booster Pump Station.

Council Options:

City Council has the following options available at this time:

1. Accept the Staff Recommendation.
2. Revise the Staff Recommendation.
3. Other action as desired by council.

Fiscal Analysis:

The adopted budget contains the full allocation for the SCADA Upgrades project in the Water- Short Lived assets fund.

DEI & Stakeholder Analysis:

Upgrading the SCADA system plays a role in advancing equity by ensuring reliable, efficient, transparent, and resilient water services for all residents. By addressing these key aspects, the city can work towards creating a more equitable and sustainable water system that benefits everyone in the community

Policy & Plan Implications:

This project was listed in the Water System Plan as well as the Capital Facilities Improvement Plan.

Recommendation of Staff/Committee:

Staff recommends approving SCADA Upgrade Project Payment No. 4 to Coburn Electric in the amount not to exceed \$42,760.05.

D.

APPLICATION FOR PAYMENT NO. 4
CITY OF WHITE SALMON, WASHINGTON
SCADA UPGRADE 2023

TO City of White Salmon, Washington (OWNER)

FROM Coburn Electric, Inc. (CONTRACTOR)

For Work accomplished through the date of: July 24, 2024

1.	Original Contract Price	\$	242,229.12
2.	Net Change by Change Orders and Written Amendments (+/-)	\$	25,305.02
3.	Current Contract Price (1 plus 2)	\$	267,534.14
4.	Total Work Completed and Materials On Hand to Date*	\$	154,515.34
5.	Retainage: 5%	\$	(7,725.77)
6.	Sales Tax: 7.6%	\$	12,067.07
7.	Liquidated Damages	(\$	-)
8.	Less Previous Application for Payments	\$	115,772.69
9.	DUE THIS APPLICATION (4 minus 5, plus 6, minus 7 and 8)	\$	42,760.05

* Line 4 may not match Line 3 on final Application for Payment due to bid versus constructed quantity differences on unit price work.

Accompanying Documentation:

Contractor's Certification:

The undersigned Contractor certifies that (1) all previous progress payments received from Owner, if any, on account of Work done under the Contract referred to above have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Application; (2) title of all Work, materials, and equipment incorporated in said Work or otherwise listed in, or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Lien, security interest, or encumbrance); (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective; and (4) Record Drawings and required job photos are up-to-date, accurate, and complete for Work performed.

Dated 7/30/24

Coburn Electric, Inc.
CONTRACTOR

By: [Signature]

Payment of the above AMOUNT DUE THIS APPLICATION is recommended

Dated 7/30/24

Anderson Perry & Associates, Inc.
ENGINEER

By: David Jackson PE

APPROVED by Owner:

City of White Salmon, Washington
OWNER

Dated _____

By: _____

Title: _____

D.

**APPLICATION FOR PAYMENT NO. 4
CITY OF WHITE SALMON, WASHINGTON
SCADA UPGRADE 2023**

Date: July 30, 2024

Page 2 of 3

FROM: Coburn Electric, Inc.

TO: City of White Salmon, Washington

Date of Completion		Contract Amount		Date of Estimate	
Original: October 18, 2024		Original Amount of Contract: \$ 242,229.12		From: May 30, 2024	
Revised:		Change Orders: (+ or -) \$ 25,305.02		To: July 24, 2024	
On Schedule: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Current Contract Amount \$ 267,534.14			

Item No.	CONTRACT ITEMS Description	BID PRICES			PREVIOUS		THIS PERIOD		TOTAL TO DATE	
		Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
Base Bid										
1	Booster Pump Station									
	Labor	All Req'd	LS	\$21,000.00	75%	\$15,750.00	5%	\$1,050.00	80%	\$16,800.00
	Materials	All Req'd	LS	48,000.00	0%	0.00	80%	38,400.00	80%	38,400.00
2	City Shop									
	Labor	All Req'd	LS	38,000.00	15%	5,700.00	70%	26,600.00	85%	32,300.00
	Materials	All Req'd	LS	26,400.00	0%	0.00	85%	22,440.00	85%	22,440.00
3	Buck Creek WTP									
	Labor	All Req'd	LS	4,920.00	0%	0.00	50%	2,460.00	50%	2,460.00
	Materials	All Req'd	LS	3,400.00	0%	0.00	0%	0.00	0%	0.00
4	Buck Creek Monitoring Station									
	Labor	All Req'd	LS	3,400.00	80%	2,720.00	20%	680.00	100%	3,400.00
	Materials	All Req'd	LS	355.00	0%	0.00	100%	355.00	100%	355.00
5	Well No. 2									
	Labor	All Req'd	LS	4,350.00	0%	0.00	0%	0.00	0%	0.00
	Materials	All Req'd	LS	800.00	0%	0.00	0%	0.00	0%	0.00
6	Childs Monitoring Station									
	Labor	All Req'd	LS	2,145.00	0%	0.00	0%	0.00	0%	0.00
	Materials	All Req'd	LS	355.00	0%	0.00	0%	0.00	0%	0.00
7	Spring Street Reservoir									
	Labor	All Req'd	LS	2,500.00	0%	0.00	0%	0.00	0%	0.00
	Materials	All Req'd	LS	6,600.00	0%	0.00	0%	0.00	0%	0.00
8	Los Altos									
	Labor	All Req'd	LS	3,250.00	0%	0.00	80%	2,600.00	80%	2,600.00
	Materials	All Req'd	LS	6,250.00	0%	0.00	80%	5,000.00	80%	5,000.00
9	Strawberry Mountain									
	Labor	All Req'd	LS	3,250.00	0%	0.00	0%	0.00	0%	0.00
	Materials	All Req'd	LS	6,550.00	0%	0.00	0%	0.00	0%	0.00
10	Dock Grade									
	Labor	All Req'd	LS	2,150.00	0%	0.00	0%	0.00	0%	0.00
	Materials	All Req'd	LS	6,250.00	0%	0.00	0%	0.00	0%	0.00

D.

**APPLICATION FOR PAYMENT NO. 4
CITY OF WHITE SALMON, WASHINGTON
SCADA UPGRADE 2023**

Date: July 30, 2024

Page 3 of 3

Item No.	CONTRACT ITEMS Description	BID PRICES			PREVIOUS		THIS PERIOD		TOTAL TO DATE	
		Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
10	Dock Grade									
	Labor	All Req'd	LS	\$2,150.00	0%	\$0.00	0%	\$0.00	0%	\$0.00
	Materials	All Req'd	LS	6,250.00	0%	0.00	0%	0.00	0%	0.00
11	HWY 14 Bingen Intertie									
	Labor	All Req'd	LS	3,250.00	0%	0.00	0%	0.00	0%	0.00
	Materials	All Req'd	LS	6,250.00	0%	0.00	0%	0.00	0%	0.00
12	Heritage Plaza Lift Station									
	Labor	All Req'd	LS	3,900.00	0%	0.00	0%	0.00	0%	0.00
	Materials	All Req'd	LS	6,900.00	0%	0.00	0%	0.00	0%	0.00
13	Waubish Lift Station									
	Labor	All Req'd	LS	3,300.00	0%	0.00	0%	0.00	0%	0.00
	Materials	All Req'd	LS	7,100.00	0%	0.00	0%	0.00	0%	0.00
14	Meetings and Submittals									
	Labor	All Req'd	LS	3,750.00	55%	2,062.50	0%	0.00	55%	2,062.50
	Materials	All Req'd	LS	2,000.00	100%	2,000.00	0%	0.00	100%	2,000.00
Base Bid Total						\$ 28,232.50		\$ 99,585.00		\$ 127,817.50
Change Orders:		Qty.	Unit	Unit Price	PREVIOUS		THIS PERIOD		TOTAL TO DATE	
Change Order No. 1					Qty.	Amount	Qty.	Amount	Qty.	Amount
1-1	Operator Interface Terminals x3	All Req'd	LS	\$12,600.00	0%	\$0.00	0%	\$0.00	0%	\$0.00
Change Order No. 2										
2-1	SCADA Software Upgrade/Integration	All Req'd	LS	8,420.00	0%	0.00	100%	8,420.00	100%	8,420.00
2-2	Additional pH Monitoring, Buck Creek WTP	All Req'd	LS	2,500.00	0%	0.00	0%	0.00	0%	0.00
Total All Change Orders						\$ 0.00		\$ 8,420.00		\$ 8,420.00
Materials on Hand:		Qty.	Unit	Unit Price	PREVIOUS		THIS PERIOD		TOTAL TO DATE	
See attached Materials on Hand worksheet					Qty.	Amount	Qty.	Amount	Qty.	Amount
	Base Bid Items - App4Pay 1	All Req'd	LS	\$56,051.70	100%	\$56,051.70	-79%	(\$44,330.20)	21%	\$11,721.50
	Base Bid Items - App4Pay 2	All Req'd	LS	15,281.34	100%	15,281.34	-78%	(11,960.56)	22%	3,320.78
1-1	Panel View Plus 7	All Req'd	LS	4,853.34	100%	4,853.34	-33%	(1,617.78)	67%	3,235.56
2-1	Software Upgrade/Integration	All Req'd	LS	8,420.00	100%	8,420.00	-100%	(8,420.00)	0%	0.00
Total Materials on Hand						\$ 84,606.38		\$ (66,328.54)		\$ 18,277.84
TOTAL WORK COMPLETED AND MATERIALS ON HAND						\$ 112,838.88		\$ 41,676.46		\$ 154,515.34
SUMMARY										
					PREVIOUS		THIS PERIOD		TOTAL TO DATE	
1. Amount Earned						\$ 112,838.88		\$ 41,676.46		\$ 154,515.34
2. Amount Retained (5%)						\$ (5,641.95)		\$ (2,083.82)		\$ (7,725.77)
3. Total Sales Tax (7.6%, see line 5)						\$ 8,899.66		\$ 3,167.41		\$ 12,067.07
4. Liquidated Damages						\$ 0.00		\$ 0.00		\$ 0.00
5. Sales Tax Correction (App4Pay No. 1 @ 8.1% instead of 7.6%)						\$ (323.90)		\$ 0.00		\$ (323.90)
Amount Due for Payment						\$ 115,772.69		\$ 42,760.05		\$ 158,532.74
Amount Due for Payment this Estimate								\$ 42,760.05		
Estimated % Job Completed:						55%				

Supplier	Order/Invoice No.	Product	No.	Unit Cost	Total Cost	Invoice Cost	Station
Base Bid - App4-Pay 1							
North Coast	S013277191.001	RSLogix 500 Pro	1	\$ 8,934.51	\$ 8,934.51	\$ 8,934.51	BPS
North Coast	S013277191.003	RSLogix 500 Pro	1	\$ 8,934.51	\$ 8,934.51	\$ 8,934.51	City Shop
Automation Direct	16217371	Rhino Select PSP series	3	\$ 179.00	\$ 537.00		BPS / Spring St. Res./ Waubish Lift
		Eaton Miniature CB	3	\$ 20.00	\$ 60.00		BPS / Spring St. Res./ Waubish Lift
		DINector screw terminal block	2	\$ 89.00	\$ 178.00		BPS / Spring St. Res./ Waubish Lift
		Automation Direct control relay	34	\$ 5.25	\$ 178.50		BPS/ Heritage Plaza/ Waubish
		Automation Direct relay socket	34	\$ 4.50	\$ 153.00		BPS/ Heritage Plaza/ Waubish
		DINector single level terminal blk	3	\$ 74.00	\$ 222.00		BPS/ Strawberry Mtn.
		DINector DIN rail	1	\$ 56.00	\$ 56.00		BPS/ Spring St./ Strawberry Mtn.
		STRIDE Ethernet switch	6	\$ 249.00	\$ 1,494.00		BPS/ Shop/WTP/MS/ Well 2/ Childs
		ProSense Signal Conditioner	2	\$ 238.00	\$ 476.00		Waubish
		Bussman fuse, MDA series, 2A	2	\$ 24.50	\$ 49.00		BPS/ Spring/ Waubish
		Bussman fuse, MDA series, 5A	1	\$ 16.00	\$ 16.00		BPS/ Spring/ Waubish
		DINector terminal block jumper	1	\$ 29.50	\$ 29.50		BPS/ Spring/ Strawberry
		DINector screw down end bracket	1	\$ 31.50	\$ 31.50		BPS/ Spring/ Strawberry
		DINector terminal block end cover	1	\$ 14.50	\$ 14.50	\$ 3,495.00	BPS/ Spring/ Strawberry
Inductive Automation	1316227	Ignition Custom Package 8.1	2	\$ 11,380.00	\$ 22,760.00		BPS/City S
		BasicCare Support Plan	1	\$ 3,641.60	\$ 3,641.60	\$ 26,401.60	BPS
Broadcom	1616001037160	VMware Workstation 17 Pro	2	\$ 498.00	\$ 996.00	\$ 996.00	BPS/City S
Dell Technologies	838313862	Wireless Keyboard & Mouse	2	\$ 74.37	\$ 148.74	\$ 148.74	BPS/City S
Dell Technologies	838313870	Dell 27 Monitor	2	\$ 159.99	\$ 319.98	\$ 319.98	BPS/City S
Dell Technologies	838313888	Tripp Lite Display Port	2	\$ 20.69	\$ 41.38	\$ 41.38	BPS/City S
Dell Technologies	838313896	Precision 5820 Tower	2	\$ 3,201	\$ 6,402.32		BPS/City S
		ProSupport, 3 years	2	\$ 69.16	\$ 138.32		BPS/City S
		McAfee Business Protect, 3 yrs	2	\$ 119.67	\$ 239.34	\$ 6,779.98	BPS/City S
				Subtotal	\$ 56,051.70	\$ 56,051.70	
Base Bid App4-Pay 2							
North Coast	S013277462.001	Compact 500 DC Input	4	\$ 293.88	\$ 1,175.52		BPS
		CompactLogix 3MB	1	\$ 5,974.58	\$ 5,974.58		BPS
		Compact 5000 Relay	3	\$ 786.11	\$ 2,358.33		BPS
		Compact 5000 Analog In	3	\$ 973.66	\$ 2,920.98		BPS
		Compact 5000 Analog Out	1	\$ 1,723.97	\$ 1,723.97		BPS
		Screw Compact 5000 S	1	\$ 37.77	\$ 37.77		BPS
		Screw Compact 5000 1	11	\$ 69.05	\$ 759.55		BPS
		MicroLogix 16 Point D	1	\$ 264.01	\$ 264.01		Heritage Plaza LS
		MicroLogix Cable	1	\$ 66.63	\$ 66.63		Heritage Plaza LS
				Subtotal	\$ 15,281.34		
Change Order No. 1							
North Coast	S013277463.001	PanelView Plus 7	3	\$ 1,617.78	\$ 4,853.34	\$ 4,853.34	
				Change Order Total	\$ 4,853.34	\$ 4,853.34	
Change Order No. 2							
Inductive Automation	1325807	Perspective Module (Limited)	1	\$ 8,420.00	\$ 8,420.00	\$ 21,239.60	Other invoice cost is the Contractor's
				Change Order Total	\$ 8,420.00		

No.	Contract Item	App4-Pay 1 Material	App4-Pay2 Material	App4-Pay3 Material	App4-Pay4 Material	Percent of Material
Base Bid						
1	Booster Pump Station	\$ 28,850.79	\$ 14,950.70		\$ (35,041.19)	61.40%
2	City Shop	\$ 24,706.55			\$ (21,000.57)	34.64%
3	Buck Creek WTP	\$ 249.00				0.35%
4	Buck Creek Monitoring	\$ 249.00			\$ (249.00)	0.35%
5	Well 2	\$ 249.00				0.35%
6	Childs Monitoring	\$ 249.00				0.35%
7	Spring Street Res	\$ 294.14				0.41%
8	Los Altos	\$ -				
9	Strawberry Mtn.	\$ 154.82				0.22%
10	Dock Grade	\$ -				
11	Hwy 14 Bingen Intertie	\$ -				
12	Heritage Plaza Lift Station	\$ 117.00	\$ 330.64			0.63%
13	Waubish Lift Station	\$ 932.40				1.31%
14	Meetings & Submittals	\$ -				
Base Bid Total		\$ 56,051.70	\$ 15,281.34	\$ -	\$ (56,290.76)	100.00%
Change Order No. 1						
	Buck Creek WTP	\$ 1,617.78				33%
	Buck Creek MS	\$ 1,617.78			\$ (1,617.78)	33%
	Heritage Plaza Lift Station	\$ 1,617.78				33%
Change Order No. 1 Total		\$ 4,853.34	\$ -	\$ -	\$ (1,617.78)	100%
Change Order No. 2						
	Subtotal	\$ 60,905.04	\$ 15,281.34	\$ 8,420.00	\$ (8,420.00)	All sites
	Total	\$ 60,905.04	\$ 76,186.38	\$ 84,606.38	\$ 18,277.84	

File Attachments for Item:

E. Approval of Splashpad Payment No 2 - Green Construction (\$63,972.90)



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:

No, Not Necessary

Meeting Date:

8.7.24

Agenda Item:

Invoice No. 2- Splash Pad- Green Construction

Presented By:

Andrew Dirks, Public Works Director

Action Required:

Approval of Invoice No. 2- Splash Pad- Green Construction in the amount not to exceed \$63,972.90.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve Invoice No. 2- Splash Pad- Green Construction in the amount not to exceed \$63,972.90.

Explanation of Issue:

This invoice includes mobilization, the sewer connection in the street, concrete, irrigation, electrical and splash pad features.

Council Options:

City Council has the following options available at this time:

1. Accept the Staff Recommendation.
2. Revise the Staff Recommendation.
3. Other action as desired by council.

Fiscal Analysis:

This project is funded with REET dollars.

DEI & Stakeholder Analysis:

Improvements to the City's recreational opportunities are enjoyable for all White Salmon visitors and residents

Policy & Plan Implications:

This project was listed in the Parks Master Plan as well as the Capital Facilities Improvement plan.

Recommendation of Staff/Committee:

Staff recommends Approval of Invoice No. 2- Splash Pad- Green Construction in the amount not to exceed \$63,972.90.

E.



Green Construction, Inc.
PO BOX 142
Washougal WA 98671

Invoice

Date	Invoice #
7/30/2024	404606

Bill To
City of White Salmon

Receipt #	Terms	Nature of Service
	Net 30	SWC 2024 - 007

Quantity	Description	Rate	Amount
0.5	Mobilization	27,220.00	13,610.00T
0.2	Sewer Hookup	10,675.00	2,135.00T
1	Water To Splash Pad	4,005.00	4,005.00T
1	2" DCVA	1,841.00	1,841.00T
1	Irrigation	6,280.00	6,280.00T
1	Irrigation Control Box	1,000.00	1,000.00T
1	Reroute Irrigation	650.00	650.00T
45	Rock, 3/4" Minus/Per Yard @ Concrete	55.00	2,475.00T
0.5	Bubblers - Drain - Controller	14,812.00	7,406.00T
0.5	Concrete	45,526.00	22,763.00T
0.75	Electrical	2,000.00	1,500.00T
0.15	Sod - Prep / Soils	12,540.00	1,881.00T

Thank you for your business.	Sales Tax (7.6%)	\$4,981.50
	Total	\$70,527.50
	Payments/Credits	\$0.00
	Balance Due	\$70,527.50

Phone #	E-mail
(360)817-9948	gcinc.1992@gmail.com

10% Retainage = \$6,554.60

90% Payment = \$63,972.90

File Attachments for Item:

F. Approval of USDA Outlay Report #10 Including Payment #10 to North Cascade Excavating, LLC (\$)



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:

No, Not Necessary

Meeting Date:

8.7.24

Agenda Item:

USDA Outlay Report #10 including Application for Payment No. 10- NCE- Transmission Main Phase 1

Presented By:

Andrew Dirks, Public Works Director

Action Required:

Approval of USDA Outlay Report #10 including Application for Payment No. 10- NCE- Transmission Main Phase 1 not to exceed \$61,404.08.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve USDA Outlay Report #10 including Application for Payment No. 10- NCE- Transmission Main Phase 1 not to exceed \$61,404.08.

Explanation:

Application for Payment No. 10 includes work on the 16-In. Class 250 Ductile Iron Water Line, conduit installation for Additive Alternate 1 (parallel with the new water transmission main), communication vault installation for Additive Alternates 1 and 2, fiber optic cable installation for Additive Alternate 3, and assorted appurtenances.

Council Options:

City Council has the following options available at this time:

1. Accept the Staff Recommendation.
2. Revise the Staff Recommendation.
3. Other action as desired by council.

Fiscal Analysis:

This project is funded through loans and grants with USDA and PWB.

DEI & Stakeholder Analysis:

Upgrades to City owned infrastructure impact all those serviced by the CWS water system through rates and water quality.

Policy & Plan Implications:

Mention in the WSP and CFIP

Recommendation of Staff/Committee:

Staff recommends approval of USDA Outlay Report #10 including Application for Payment No. 10- NCE- Transmission Main Phase 1 not to exceed \$61,404.08.

LETTER OF TRANSMITTAL

TO: City of White Salmon **DATE:** August 1, 2024
ATTN: Stephanie Porter, City Clerk/Treasurer **JOB NO.:** 250-11
 P.O. Box 2139 **RE:** White Salmon
 White Salmon, Washington 98672 Transmission Main Replacement - Phase I

WE ARE SENDING YOU:

COPIES	DESCRIPTION
1	Application for Payment No. 10

THESE ARE TRANSMITTED AS CHECKED:

- | | | |
|--|---|--------------------------------|
| <input type="checkbox"/> As requested | <input type="checkbox"/> For review and comment | <input type="checkbox"/> _____ |
| <input type="checkbox"/> For your use | <input type="checkbox"/> For your files | |
| <input checked="" type="checkbox"/> For approval | <input type="checkbox"/> For Bids Due _____ | |

REMARKS

Stephanie:


Application for Payment No. 10 includes work on the 16-In. Class 250 Ductile Iron Water Line, conduit installation for Additive Alternate 1 (parallel with the new water transmission main), communication vault installation for Additive Alternates 1 and 2, fiber optic cable installation for Additive Alternate 3, and assorted appurtenances.

Quantities of materials on hand from previous Applications for Payment have been adjusted to reflect work completed during this pay period, additional materials on hand, and the cost of the adjusted materials on hand has been deducted from the bid items for this period. Anderson Perry staff have observed the site work and materials on-hand and were satisfied with the progress of work and requested payment amount.

Please contact me if you have any questions or comments on this invoice or the project itself.

JP/tb

cc: File No. 250-11-069 (w/encl.)

Signed: 
 Jay Peninger

Contractor's Application for Payment

Owner: <u>City of White Salmon</u>	Owner's Project No.: _____
Engineer: <u>Anderson Perry & Associates, Inc.</u>	Engineer's Project No.: <u>250-11</u>
Contractor: <u>North Cascade Excavating, LLC</u>	Contractor's Project No.: _____
Project: <u>Transmission Main Replacement - Phase I</u>	
Contract: _____	
Application No.: <u>10</u>	Application Date: <u>7/31/2024</u>
Application Period: From <u>6/22/2024</u> to <u>7/26/2024</u>	

1. Original Contract Price	\$ 3,607,259.26
2. Net Change by Change Orders	\$ 18,687.50
3. Current Contract Price (Line 1 + Line 2)	\$ 3,625,946.76
4. Total Work Completed and Materials Stored to Date	\$ 2,924,040.24
5. <u>Retainage (5%)</u>	\$ (142,625.83)
6. <u>Sales Tax (7.5%)</u>	\$ 214,149.66
7. <u>Liquidated Damages</u>	\$
8. Less Previous Payments	\$ 2,862,636.16
9. <u>DUE THIS APPLICATION (4 minus 5, plus 6, minus 7 and 8)</u>	\$ 61,404.08

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;


(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

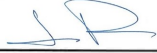
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

(4) Record Drawings and required job photos are up-to-date, accurate, and complete for Work performed;

(5) And certified payroll forms are current and account for all applicable personnel.

Contractor: North Cascade Excavating

Signature:  **Date:** 8/1/2024

Recommended by Engineer	Approved by Owner
By: <u></u>	By: _____
Title: <u>Project Manager</u>	Title: _____
Date: <u>8/1/2024</u>	Date: _____
Approved by Funding Agency	
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

F.

Progress Estimate - Lump Sum Work

Contractor's Application for Payment

Owner: City of White Salmon
 Engineer: Anderson Perry & Associates, Inc.
 Contractor: North Cascade Excavating, LLC
 Project: Transmission Main Replacement - Phase I
 Contract: _____

Owner's Project No.: _____
 Engineer's Project No.: 250-11
 Contractor's Project No.: _____

Application No.: 10 Application Period: From 06/22/24 to 07/26/24 Application Date: 07/31/24

A Item No.	B Description	C Scheduled Value (\$)	D + E Work Completed		F Materials Currently Stored (not in D or E) (\$)	G Work Completed and Materials Stored to Date (D + E + F) (\$)	H % of Scheduled Value (G / C) (%)	I Balance to Finish (C - G) (\$)
			(D + E) From Previous Application (\$)	This Period (\$)				
Original Contract								
	INCLUDED ON UNIT PRICE SHEET					-		-
						-		-
						-		-
						-		-
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						-		-
						-		-
Original Contract Totals		\$ -	\$ -	\$ -	\$ -	\$ -		\$ -

F.

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner: City of White Salmon
 Engineer: Anderson Perry & Associates, Inc.
 Contractor: North Cascade Excavating, LLC
 Project: Transmission Main Replacement - Phase I
 Contract:

Owner's Project No.:
 Engineer's Project No.: 250-11
 Contractor's Project No.:

Application No.: 10 Application Period: From 06/22/24 to 07/26/24 Application Date: 07/31/24

A Bid Item No.	B Description	C Item Quantity	D Units	E Unit Price (\$)	F Value of Bid Item (C X E) (\$)	G Work Completed		I Materials Currently Stored (not in G) (\$)	J Work Completed and Materials Stored to Date (H + I) (\$)	K % of Value of Item (J / F) (%)	L Balance to Finish (F - J) (\$)
						Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
Original Contract											
1	Mobilization/Demobilization	All Req'd	LS	\$250,000.00	\$250,000.00	75%	187,500.00		187,500.00	75%	\$62,500.00
2	Construction Facilities and Temporary Controls	All Req'd	LS	75,000.00	75,000.00	86%	64,500.00		64,500.00	86%	10,500.00
3	Removal and Replacement of Foundation Material	100	CY	40.00	4,000.00	3	120.00		120.00	3%	3,880.00
4	Common Borrow	3,200	CY	12.00	38,400.00	285	3,420.00		3,420.00	9%	34,980.00
5	Rock Excavation	1,600	CY	100.00	160,000.00	272.6	27,260.00		27,260.00	17%	132,740.00
6	Additional Boulder Removal (6-In. Diam. to 1/2 of a CY)	1,100	CY	25.00	27,500.00	849.1	21,227.50		21,227.50	77%	6,272.50
7	Potholing All Connections and Known Utility Crossings	All Req'd	LS	8,500.00	8,500.00	100%	8,500.00		8,500.00	100%	-
8	Water Main Creek Crossing	All Req'd	LS	151,250.00	151,250.00	97%	146,712.50		146,712.50	97%	4,537.50
9	16-In. Ductile Iron Water Line, Class 250	6,130	LF	132.00	809,160.00	6,151	811,932.00	-	811,932.00	100%	(2,772.00)
10	16-In. Ductile Iron Water Line, Class 350	6,070	LF	142.00	861,940.00	6,075	862,650.00		862,650.00	100%	(710.00)
11	16-In. Restrained Ductile Iron Water Line, Class 250	300	LF	147.00	44,100.00	300	44,100.00		44,100.00	100%	-
12	12-In. Gate Valve 250 psi	2	EA	4,200.00	8,400.00	-	-		-	0%	8,400.00
13	16-In. Butterfly Valve 250 psi	13	EA	7,500.00	97,500.00	14	105,000.00		105,000.00	108%	(7,500.00)
14	Connection to Existing 12-In. Water Line	2	EA	6,000.00	12,000.00	-	-		-	0%	12,000.00
15	Connection to Existing 16-In. Water Line	2	EA	20,000.00	40,000.00	2	40,000.00		40,000.00	100%	-
16	3-In. Combination Air and Vacuum Valve and Vault	6	EA	26,100.00	156,600.00	5	130,500.00	4,281.91	134,781.91	86%	21,818.09
17	4-In. Combination Air and Vacuum Valve and Vault	1	EA	31,000.00	31,000.00	0.8	24,800.00	-	24,800.00	80%	6,200.00
18	2 1/2-In. Flush Mount Blowoff Hydrant and Auxiliary Valve	4	EA	4,800.00	19,200.00	2.25	10,800.00	-	10,800.00	56%	8,400.00
19	Additional Work at Culvert Crossing (1.5-Ft. Separation)	5	EA	925.00	4,625.00	5	4,625.00		4,625.00	100%	-
20	Additional Work at Culvert Crossing (3-Ft. Separation)	22	EA	1,200.00	26,400.00	23	27,600.00		27,600.00	105%	(1,200.00)
21	Locate Wire Access Box	14	EA	600.00	8,400.00	14	8,400.00		8,400.00	100%	-
22	Utility Marker Post	40	EA	110.00	4,400.00	-	-		-	0%	4,400.00
23	Trench Excavation Safety System	All Req'd	LS	12,000.00	12,000.00	98%	11,760.00		11,760.00	98%	240.00
24	Mulching	1,000	SY	2.50	2,500.00	-	-		-	0%	2,500.00
25	Gravel Surface Restoration	2,920	CY	35.00	102,200.00	-	-		-	0%	102,200.00
26	Pressure Pipe Flushing, Testing, and Disinfection	All Req'd	LS	25,000.00	25,000.00	50%	12,500.00		12,500.00	50%	12,500.00
27	Cap Existing Water Mains	2	EA	1,500.00	3,000.00	-	-		-	0%	3,000.00
28	Control of Water	500	LF	10.00	5,000.00	300	3,000.00		3,000.00	60%	2,000.00
29	Trench Dam	10	EA	900.00	9,000.00	-	-		-	0%	9,000.00
30	Retaining Wall Block	120	CY	500.00	60,000.00	-	-		-	0%	60,000.00
Additive Alternate 1											
A1-1	Electrical Conduit	12,780	LF	8.00	102,240.00	12,780	102,240.00	-	102,240.00	100%	-
A1-2	Communication Vault	17	EA	5,200.00	88,400.00	16	83,200.00	-	83,200.00	94%	5,200.00
A1-3	Gravity Wall	300	SF	39.00	11,700.00	-	-		-	0%	11,700.00
Additive Alternate 2											
A2-1	Electrical Conduit	530	LF	12.50	6,625.00	560	7,000.00		7,000.00	106%	(375.00)
A2-2	Communication Vault	1	EA	5,200.00	5,200.00	1	5,200.00		5,200.00	100%	-
A2-3	Electrical Conduit Testing	All Req'd	LS	4,000.00	4,000.00	0%	-		-	0%	4,000.00
A2-4	Gravel Surface Restoration	110	CY	35.00	3,850.00	-	-		-	0%	3,850.00

F.

Stored Materials Summary

Contractor's Application for Payment

Owner:	City of White Salmon	Owner's Project No.:	
Engineer:	Anderson Perry & Associates, Inc.	Engineer's Project No.:	250-11
Contractor:	North Cascade Excavating, LLC	Contractor's Project No.:	
Project:	Transmission Main Replacement - Phase I		
Contract:			

Application No.:		10		Application Period:		From		06/22/24		to		07/26/24		Application Date:		07/31/24	
A	B	C	D	E	F	Materials Stored			Incorporated in Work			M					
Item No. (Lump Sum Tab) or Bid Item No. (Unit Price Tab)	Supplier Invoice No.	Submittal No. (with Specification Section No.)	Description of Materials or Equipment Stored	Storage Location	Application No. When Materials Placed in Storage	Previous Amount Stored (\$)	Amount Stored this Period (\$)	Amount Stored to Date (G+H) (\$)	Amount Previously Incorporated in the Work (\$)	Amount Incorporated in the Work this Period (\$)	Total Amount Incorporated in the Work (J+K) (\$)	Materials Remaining in Storage (I-L) (\$)					
													J	K	L		
9	on-file	No. 1 (5.2.3)	16-In. DI Pipe	On-site	6	227,502.55	-	227,502.55	212,245.30	15,257.25	227,502.55	-					
16	on-file	No. 1 (5.2.9)	3-In. Combination Air Vac & Valve	On-site	6	53,977.20	-	53,977.20	21,590.88	32,386.32	53,977.20	-					
17	on-file	No. 1 (5.2.9)	4-IN. Combination Air Vac & Valve	On-site	6	10,660.73	-	10,660.73		10,660.73	10,660.73	-					
A1-1	on-file	No. 5 (080543)	Electrical Conduit	On-site	4	15,529.50	-	15,529.50	15,195.45	334.05	15,529.50	-					
A1-2	on-file	No. 5 (080543)	Communication Vault	On-site	6	19,929.00	-	19,929.00	15,330.00	4,599.00	19,929.00	-					
A3-1			(Ring and Cover)				-	-			-	-					
A1-2	on-file	No. 5 (080543)	Communication Vault	On-site	3	4,855.00	-	4,855.00	1,942.00	2,913.00	4,855.00	-					
A3-1			(Ring and Cover)				-	-			-	-					
14	I6732585	No. 3 (5.2.6.B)	Connection to Existing 12-In Water Line	On-site	9	5,844.44	-	5,844.44		5,844.44	5,844.44	-					
14	I6732578	No. 3 (5.2.3.C)	Connection to Existing 12-In Water Line	On-site	9	1,882.28	-	1,882.28		1,882.28	1,882.28	-					
14	I6732576	No. 3 (5.2.3.A)	Connection to Existing 12-In Water Line	On-site	9	1,135.88	-	1,135.88		1,135.88	1,135.88	-					
14	I6732568	No. 3 (5.2.3.B)	Connection to Existing 12-In Water Line	On-site	9	372.90	-	372.90		372.90	372.90	-					
16	I6716248	No. 1 (5.2.9)	3-In Combination Air and Vacuum Vaule and Vault	On-site	9	1,404.20	-	1,404.20		1,404.20	1,404.20	-					
16	I6702910	No. 1 (5.2.9)	3-In Combination Air and Vacuum Vaule and Vault	On-site	9	385.62	-	385.62		385.62	385.62	-					
18	I6700736	No. 2 (5.2.17)	2 1/2-In Flush Mount Blowoff Hydrant and Auxiliary Valve	On-site	9	3,618.04	-	3,618.04		3,618.04	3,618.04	-					
18	I6700728	No. 2 (5.2.17)	2 1/2-In Flush Mount Blowoff Hydrant and Auxiliary Valve	On-site	9	6,617.76	-	6,617.76		6,617.76	6,617.76	-					
17	I6700716	No. 1 (5.2.3)	4-In Combination Air and Vacuum Vaule and Vault	On-site	9	2,538.25	-	2,538.25		2,538.25	2,538.25	-					
16	I6700710	No. 1 (5.2.9)	3-In Combination Air and Vacuum Vaule and Vault	On-site	9	323.85	-	323.85		323.85	323.85	-					
17	I6695636	No. 1 (5.2.9)	4-In Combination Air and Vacuum Vaule and Vault	On-site	9	355.96	-	355.96		355.96	355.96	-					
16	62533	No. 2 (5.2.16)	3-In Combination Air and Vacuum Vaule and Vault	On-site	9	7,083.00	-	7,083.00		2,801.09	2,801.09	4,281.91					
17	62533	No. 2 (5.2.16)	4-In Combination Air and Vacuum Vaule and Vault	On-site	9	2,361.00	-	2,361.00		2,361.00	2,361.00	-					
16	62540	No. 2 (5.2.16)	3-In Combination Air and Vacuum Vaule and Vault	On-site	9	6,672.00	-	6,672.00		6,672.00	6,672.00	-					
17	62540	No. 2 (5.2.16)	4-In Combination Air and Vacuum Vaule and Vault	On-site	9	2,224.00	-	2,224.00		2,224.00	2,224.00	-					
Totals						\$ 375,273.16	\$ -	\$ 375,273.16	\$ 266,303.63	\$ 104,687.62	\$ 370,991.25	\$ 4,281.91					

Contractor's Application for Payment

Owner: <u>City of White Salmon</u>	Owner's Project No.: _____
Engineer: <u>Anderson Perry & Associates, Inc.</u>	Engineer's Project No.: <u>250-11</u>
Contractor: <u>North Cascade Excavating, LLC</u>	Contractor's Project No.: _____
Project: <u>Transmission Main Replacement - Phase I</u>	
Contract: _____	
Application No.: <u>10</u>	Application Date: <u>7/31/2024</u>
Application Period: From <u>6/22/2024</u> to <u>7/26/2024</u>	

1. Original Contract Price	\$ 3,607,259.26
2. Net Change by Change Orders	\$ 18,687.50
3. Current Contract Price (Line 1 + Line 2)	\$ 3,625,946.76
4. Total Work Completed and Materials Stored to Date	\$ 2,924,040.24
5. Retainage (5%)	\$ (142,625.83)
6. Sales Tax (7.5%)	\$ 214,149.66
7. Liquidated Damages	\$
8. Less Previous Payments	\$ 2,862,636.16
9. DUE THIS APPLICATION (4 minus 5, plus 6, minus 7 and 8)	\$ 61,404.08

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;


(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

(4) Record Drawings and required job photos are up-to-date, accurate, and complete for Work performed;

(5) And certified payroll forms are current and account for all applicable personnel.

Contractor: North Cascade Excavating

Signature:  **Date:** 8/1/2024

Recommended by Engineer	Approved by Owner
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____
Approved by Funding Agency	
By: _____	By: _____
Title: _____	Title: _____
Date: _____	Date: _____

LETTER OF TRANSMITTAL

TO: City of White Salmon
ATTN: Stephanie Porter
 P.O. Box 2139
 White Salmon, Washington 98672

DATE: July 31, 2024
JOB NO.: 250-11
RE: City of White Salmon
 Transmission Main Replacement
 Phase I

WE ARE SENDING YOU:

COPIES	DESCRIPTION
1	Invoice No. 77888

THESE ARE TRANSMITTED AS CHECKED:

- As requested
- For review and comment
- For your use
- For your files
- For approval
- For Bids Due _____
- _____

REMARKS


Stephanie:

Enclosed for the City’s approval is AP Invoice No. 77888; this invoice covers services from May 16, 2024, through July 15, 2024. The services within this invoice include review of project schedule, responses to the Contractor's request for information, construction staking, record drawing data collection, project observation during construction, and status update meetings with City Staff, the Contractor, and the Department of Natural Resources.

Please let me know if you have any questions or comments on this invoice or the project itself.

JP/tb

cc: File No. 250-11-00(w/encl.)

Signed: 
 Jay Peninger

City of White Salmon
PO Box 2139
White Salmon, WA 98672

Invoice number 77888
Date 07/31/2024

Project **250-11 Transmission Main Replacement**

Professional Services through July 15, 2024

Email Invoices to: andrewd@ci.white-salmon.wa.us; clerktreasurer@ci.white-salmon.wa.us; ap@ci.white-salmon.wa.us;

Invoice Summary

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Remaining	Current Billed
070 CONSTRUCTION ENGINEERING	308,000.00	82.98	210,975.72	255,580.83	52,419.17	44,605.11
071 PROJECT REPRESENTATIVE	208,000.00	74.20	101,383.81	154,327.60	53,672.40	52,943.79
Total	516,000.00	79.44	312,359.53	409,908.43	106,091.57	97,548.90

Construction Engineering

Professional Services

	Hours	Rate	Billed Amount
Prof. Land Surveyor IV	0.50	175.00	87.50
Prof. Land Surveyor III	19.50	170.00	3,315.00
Project Representative IV	8.00	120.00	960.00
Senior Engineer VIII	0.50	235.00	117.50
Senior Engineer II	88.00	200.00	17,600.00
Senior Engineer III	1.50	210.00	315.00
Senior Technician II	1.00	125.00	125.00
Senior Technician V	119.00	150.00	17,850.00
Technician IV	5.50	95.00	522.50

Miscellaneous Expenses

	Units	Rate	Billed Amount
Auto Mileage	927.00	0.67	621.09
Per Diem at \$ 59 per nights	1.00	59.00	59.00
Truck Mileage	602.00	0.80	481.60
Lodging			181.52
Travel Expense, Parking, Fees			7.70
	2.00	3.85	7.70

Outside Services

	Billed Amount
R & W ENGINEERING INC	2,354.00
Phase subtotal	44,605.11

City of White Salmon
Project **250-11 Transmission Main Replacement**

Invoice number 77888
Date 07/31/2024

Project Representative

Professional Services

	Hours	Rate	Billed Amount
Project Representative I	440.00	105.00	46,200.00
Senior Technician V	33.00	150.00	4,950.00
Miscellaneous Expenses			
	Units	Rate	Billed Amount
Auto Mileage	318.00	0.67	213.06
Truck Mileage	1,832.00	0.80	1,465.60
Lodging			115.13
Phase subtotal			52,943.79
			Invoice total 97,548.90

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
77888	07/31/2024	97,548.90	97,548.90				
	Total	97,548.90	97,548.90	0.00	0.00	0.00	0.00

File Attachments for Item:

G. Resolution 2024-08-598 Authorizing RCO Grant Application Submission



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review: Yes, Done
 Meeting Date: August 7, 2024
 Agenda Item: **Resolution Number 2024-08-598**
 Relating to Washington State Recreation and
 Conservation Office (RCO) * Grant Application
 Authorization
 Presented By: Troy Rayburn, City Administrator

Action Required:

Approval of Resolution NO 2024-08-598 relating to city council authorization of grant submittal # 24-2071 regarding Rhiengarten Park Pickleball / Tennis Courts Renovation.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve Resolution NO 2024-08-598 authorizing RCO grant submittal for court renovation.

Background of Issue:

The attached Resolution is a procedural requirement for applicants who were invited to submit a full application. City council's approval will fulfill the procedural requirement.

There is no matching fund requirement. Grant request is for \$750,000.00. This dollar amount is based on research of site preparation, demolition of existing court surface, construction, etc.

RCO received over 200 pre-submittal applications. Approximately 70 of those pre-application submittals were invited to submit a full grant request application, of which the City of White Salmon was one. RCO anticipates awarding about 20 grant submittal requests.

City staff has been working in partnership with both the White Salmon Valley School District and a local pickleball / tennis club on the completion and submittal of the full application.

Council Options:

City Council has the following options available at this time:

1. Accept the Staff Recommendation.
2. Revise the Staff Recommendation.
3. Other action as desired by council.

Fiscal Analysis:

There is no direct fiscal impact. No matching fund requirement.

Diversity Equity Inclusion & Stakeholder Analysis:

There will be no impact to equal access by all users of the pickleball / tennis courts. Improvements will increase use of the facility for those hesitant to use the courts due to deterioration over the years.

G.

Both the White Salmon Valley School District and the local pickleball / tennis club are supportive of the partnership and collaboration displayed by the city.

Policy & Plan Implications:

Reinforces the city's position of collaboration with local partners.

Recommendation of Staff/Committee:

Staff recommends approval.

**CITY OF WHITE SALMON
RESOLUTION 2024-07-598**

**A RESOLUTION OF THE CITY OF WHITE SALMON, WASHINGTON
AUTHORIZING THE SUBMISSION OF RECREATION AND CONSERVATION
OFFICE GRANT #24-2071 RHEINGARTEN PARK COURT RENOVATION FOR THE
CITY OF WHITE SALMON.**

WHEREAS, the Recreation and Conservation Office requires City Council authorization for Grant Application Submission.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WHITE SALMON, WASHINGTON, as follows:

SECTION 1. The City Council for the City of White Salmon hereby authorizes city administration to submit grant application RCO #24-2071 as detailed in Exhibit "A", attached hereto and incorporated by reference, for the benefit of the city.

SECTION II. This resolution will be effective immediately upon passage.

PASSED by the Council of the City of White Salmon, Washington. Dated this 7th day of August 2024.

CITY OF WHITE SALMON, WASHINGTON

Marla Keethler, Mayor

ATTEST:

APPROVED AS TO FORM:

Stephanie Porter, Clerk/Treasurer

Shawn MacPherson, City Attorney



Applicant Resolution/Authorization

Organization Name (sponsor) City of White Salmon

Resolution No. or Document Name 2024-08-598

Project(s) Number(s), and Name(s) RCO #24-2071, Rheingarten Park Court Renovation

This resolution/authorization authorizes the person(s) identified below (in Section 2) to act as the authorized representative/agent on behalf of our organization and to legally bind our organization with respect to the above Project(s) for which we seek grant funding assistance managed through the Recreation and Conservation Office (Office).

WHEREAS, grant assistance is requested by our organization to aid in financing the cost of the Project(s) referenced above;

NOW, THEREFORE, BE IT RESOLVED that:

1. Our organization has applied for or intends to apply for funding assistance managed by the Office for the above "Project(s)."
2. Our organization authorizes the following persons or persons holding specified titles/positions (and subsequent holders of those titles/positions) to execute the following documents binding our organization on the above projects:

Grant Document	Name of Signatory or Title of Person Authorized to Sign
Grant application (submission thereof)	Troy Rayburn, City Administrator
Project contact (day-to-day administering of the grant and communicating with the RCO)	Troy Rayburn, City Administrator
RCO Grant Agreement (Agreement)	Troy Rayburn, City Administrator
Agreement amendments	Troy Rayburn, City Administrator
Authorizing property and real estate documents (Notice of Grant, Deed of Right or Assignment of Rights if applicable). These are items that are typical recorded on the property with the county.	Troy Rayburn, City Administrator

The above persons are considered an "authorized representative(s)/agent(s)" for purposes of the documents indicated. Our organization shall comply with a request from the RCO to provide documentation of persons who may be authorized to execute documents related to the grant.

3. Our organization has reviewed the sample RCO Grant Agreement on the Recreation and Conservation Office's WEB SITE at: <https://rco.wa.gov/wp-content/uploads/2019/06/SampleProjAgreement.pdf>. We understand and acknowledge that if offered an agreement to sign in the future, it will contain an indemnification and legal venue stipulation and other terms and conditions substantially in the form contained in the sample Agreement and that such terms and conditions of any signed Agreement shall be legally binding on the sponsor if our representative/agent enters into an Agreement on our behalf. The Office reserves the right to revise the Agreement prior to execution.
4. Our organization acknowledges and warrants, after conferring with its legal counsel, that its authorized representative(s)/agent(s) have full legal authority to act and sign on behalf of the organization for their assigned role/document.
5. Grant assistance is contingent on a signed Agreement. Entering into any Agreement with the Office is purely voluntary on our part.
6. Our organization understands that grant policies and requirements vary depending on the grant program applied to, the grant program and source of funding in the Agreement, the characteristics of the project, and the characteristics of our organization.
7. Our organization further understands that prior to our authorized representative(s)/agent(s) executing any of the documents listed above, the RCO may make revisions to its sample Agreement and that such revisions could include the indemnification and the legal venue stipulation. Our organization accepts the legal obligation that we shall, prior to execution of the Agreement(s), confer with our authorized representative(s)/agent(s) as to any revisions to the project Agreement from that of the sample Agreement. We also acknowledge and accept that if our authorized representative(s)/agent(s) executes the Agreement(s) with any such revisions, all terms and conditions of the executed Agreement shall be conclusively deemed to be executed with our authorization.
8. Any grant assistance received will be used for only direct eligible and allowable costs that are reasonable and necessary to implement the project(s) referenced above.
9. [for Recreation and Conservation Funding Board Grant Programs Only] If match is required for the grant, we understand our organization must certify the availability of match at least one month before funding approval. In addition, our organization understands it is responsible for supporting all non-cash matching share commitments to this project should they not materialize.
10. Our organization acknowledges that if it receives grant funds managed by the Office, the Office will pay us on only a reimbursement basis. We understand reimbursement basis means that we will only request payment from the Office after we incur grant eligible and allowable costs and pay them. The Office may also determine an amount of retainage and hold that amount until all project deliverables, grant reports, or other responsibilities are complete.
11. **[for Acquisition Projects Only]** Our organization acknowledges that any property acquired with grant assistance must be dedicated for the purposes of the grant in perpetuity unless otherwise agreed to in writing by our organization and the Office. We agree to dedicate the property in a signed "Deed of Right" for fee acquisitions, or an "Assignment of Rights" for other than fee acquisitions (which documents will be based upon the Office's standard versions of those documents), to be recorded on the title of the property with the county auditor. Our organization acknowledges that any property

acquired in fee title must be immediately made available to the public unless otherwise provided for in policy, the Agreement, or authorized in writing by the Office Director.

- 12. **[for Development, Renovation, Enhancement, and Restoration Projects Only–If our organization owns the project property]** Our organization acknowledges that any property owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant in perpetuity unless otherwise allowed by grant program policy, or Office in writing and per the Agreement or an amendment thereto.
- 13. **[for Development, Renovation, Enhancement, and Restoration Projects Only–If your organization DOES NOT own the property]** Our organization acknowledges that any property not owned by our organization that is developed, renovated, enhanced, or restored with grant assistance must be dedicated for the purpose of the grant as required by grant program policies unless otherwise provided for per the Agreement or an amendment thereto.
- 14. **[Only for Projects located in Water Resources Inventory Areas 1-19 that are applying for funds from the Critical Habitat, Natural Areas, State Lands Restoration and Enhancement, Riparian Protection, or Urban Wildlife Habitat grant categories; Aquatic Lands Enhancement Account; or the Puget Sound Acquisition and Restoration program, or a Salmon Recovery Funding Board approved grant]** Our organization certifies the following: the Project does not conflict with the Puget Sound Action Agenda developed by the Puget Sound Partnership under RCW 90.71.310.
- 15. This resolution/authorization is deemed to be part of the formal grant application to the Office.
- 16. Our organization warrants and certifies that this resolution/authorization was properly and lawfully adopted following the requirements of our organization and applicable laws and policies and that our organization has full legal authority to commit our organization to the warranties, certifications, promises and obligations set forth herein.

This resolution/authorization is signed and approved on behalf of the resolving body of our organization by the following authorized member(s):

Signed _____

Title Mayor Date August 7, 2024

On File at: White Salmon City Hall c/o City Clerk, White Salmon, Washington

This Applicant Resolution/Authorization was adopted by our organization during the meeting held: (Local Governments and Nonprofit Organizations Only):

Location: 119 NE Church Avenue, White Salmon, Washington Date: August 7, 2024

Washington State Attorney General's Office

Approved as to form *Bruce Tallen* 2/13/2020
Assistant Attorney General Date

You may reproduce the above language in your own format; however, text may not change.

File Attachments for Item:

H. Resolution 2024-08-600 Acknowledging the Completion of 2018 CAO Periodic Review Per Washington GMA



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:	Yes, completed
Meeting Date:	August 7, 2024
Agenda Item:	Resolution 2024-08-600 Acknowledging the Completion of the 2018 CAO Periodic Review Under WA GMA
Presented By:	Stephanie Porter, Clerk Treasurer

Action Required:

Review and action on Resolution 2024-08-600 which acknowledges the city’s completion of the periodic review of the Critical Areas Ordinance per RCW 36.70A.130 Washington State Growth Management Act.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve Resolution 2024-08-600 Acknowledging completion of the periodic review of the Critical Areas Ordinance per RCW 36.70A.130 Washington State Growth Management Act.

Background of Issue:

The City Council adopted the Critical Areas Update and it was submitted to the Department of Commerce on October 9, 2023.

Explanation of Issue:

The final step to complete the 2018 Critical Areas Update per RCW is for the City Council to officially recognize the completion via Resolution.

The proposed Resolution is being reviewed by the White Salmon Planning Consultant Facet and the Department of Commerce for accuracy, before being provided to City Council no later than Monday, August 5, 2024.

Council Options:

City Council has the following options available at this time:

1. Accept the Staff Recommendation.
2. Revise the Staff Recommendation.
3. Other action as desired by council.

Fiscal Analysis:

There are no Financial Implications.

Recommendation of Staff/Committee:

Staff recommends approval of Resolution 2024-08-600 Acknowledging completion of the periodic review of the Critical Areas Ordinance per RCW 36.70A.130 Washington State Growth Management Act.

Follow Up Action: Clerk Treasurer will provide the signed Resolution to the Department of Commerce via their Planview System for final completion of the 2018 CAO Periodic Review.

The City of White Salmon will be due for a new GMA Periodic Update to the CAO in 2027. White Salmon will have to re-examine the CAO by comparing local regulations to any new “best available science” and (if applicable) other changes to state law that happen between now and then.

**RESOLUTION NO. 2024-08-600
CITY OF WHITE SALMON**

**A RESOLUTION OF THE CITY OF WHITE SALMON ACKNOWLEDGING
THE CITY OF WHITE SALMON'S COMPLETION OF THE 2018 PERIODIC
UPDATE REQUIREMENTS UNDER THE WASHINGTON STATE GROWTH
MANAGEMENT ACT.**

WHEREAS, the Washington State Growth Management Act (under RCW 36.70A.130) requires that all cities and counties periodically review critical areas regulations and, if needed, amend the Critical Areas Ordinance (CAO) Ordinance 2023-11-1152 to integrate current best available science, and;

WHEREAS, this resolution ordinance shows completion of the update process required under RCW 36.70A.130, and;

WHEREAS, the City held a public comment period between August 30th, 2023 and September 29th, 2023, and;

WHEREAS, a public hearing before the Planning Commission was held on September 13, 2023 to hear public testimony, and;

WHEREAS, the City submitted a draft of proposed CAO amendments to the Washington State Department of Commerce and other state agencies on October 9, 2023 to provide required 60-day state notification (under RCW 36.70A.106) and solicited agency comments, and;

WHEREAS, the Planning Commission met on October 13, 2023, to discuss public and agency comments received from two citizens and the Washington Department of Fish and Wildlife (WDFW) and provided a recommendation to City Council on October 25, 2023 that included addressing input received from WDFW, and;

WHEREAS, the City adopted **Ordinance #2023-11-1152** on December 20, 2023 and finds that White Salmon has fulfilled requirements for the 2018 Periodic Update process as required by the Growth Management Act (under RCW 36.70A.130).

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF WHITE SALMON, WASHINGTON as follows:

Section 1. Critical Areas Ordinance as Required by RCW 36.70A.130(4)

The City of White Salmon hereby confirms adoption of the “White Salmon critical Areas Ordinance Update” as required by RCW 36.70A.130(4).

The City of White Salmon has adopted Ordinance 2023-11-1152 on December 20, 2023 and finds that White Salmon has fulfilled requirements for the 2018 Periodic Update process as required by the Growth Management Act pursuant to RCW 36.70A.130.

Section 2. Severability

If any provision of this Ordinance or its application to any person or circumstances is held invalid, the remainder of the Ordinance, or the application of the provision to other persons or circumstances is not affected.

Section 3. Effective Date

This Ordinance shall be in full force and effect five days from and after its passage, approval, and publication in the manner required by law.

ADOPTED by the City Council of the City of White Salmon, Washington, at a regularly scheduled open public meeting thereof this 7th day of August, 2024.

Marla Keethler, Mayor

Attest:

Approved as to Form:

Stephanie Porter, Clerk-Treasurer

Shawn MacPherson, City Attorney

File Attachments for Item:

I. April 2024 Treasurer Report - Full Treasurer Report Available on the City Website under Supporting Documents

**City of White Salmon
Budget Summary Report
As of April 30, 2024**

	Budget Revenue	Year-To-Date Revenue	Remaining		Budget Expenditures	Year-To Date Expenditures	Remaining	33.33%
001 Current Expense								
Finance					571,298.00	315,530.37	255,767.63	55.23%
Central Services (HR)					57,221.00	23,158.68	34,062.32	40.47%
General Government					195,214.00	52,391.38	142,822.62	26.84%
Building					130,809.00	36,196.11	94,612.89	27.67%
Community Services					495,226.00	49,951.66	445,274.34	10.09%
Planning					400,339.00	68,162.34	332,176.66	17.03%
Park					276,215.00	49,446.23	226,768.77	17.90%
Police					1,401,290.00	425,597.35	975,692.65	30.37%
Fire					122,949.00	27,697.26	95,251.74	22.53%
Prior Year Adjustment					0.00	919.48	-919.48	
001 Current Expense	3,489,551.00	795,337.68	2,694,213.32	22.79%	3,650,561.00	1,049,050.86	2,602,429.62	28.74%
101 Street Fund	883,382.00	606,200.61	277,181.39	68.62%	360,244.00	101,891.54	258,352.46	28.28%
108 Municipal Capital Imp. Fund	72,233.00	36,882.45	35,350.55	51.06%	304,753.00	9,505.00	295,248.00	3.12%
110 Fire Reserve Fund	16,600.00	3,891.44	12,708.56	23.44%	23,655.00	2,885.00	20,770.00	12.20%
112 General Fund Reserve	16,000.00	6,572.09	9,427.91	41.08%	0.00	0.00	0.00	0.00%
121 Police Vehicle Reserve Fund	3,100.00	3,852.49	-752.49	124.27%	0.00	0.00	0.00	0.00%
302 Transportation Improvement Fund	107,457.00	21,656.44	85,800.56	20.15%	0.00	0.00	0.00	0.00%
303 Hotel/Motel Tax	80,633.00	29,406.92	51,226.08	36.47%	80,500.00	0.00	80,500.00	0.00%
307 New Pool Construction Fund	36,200.00	12,088.69	24,111.31	33.39%	0.00	0.00	0.00	0.00%
401 Water Fund	2,446,212.00	787,953.18	1,658,258.82	32.21%	2,455,511.00	595,329.35	1,860,181.65	24.24%
402 Wastewater Collection Fund	1,169,583.00	386,990.75	782,592.25	33.09%	1,316,889.00	352,401.93	964,487.07	26.76%
408 Water Reserve Fund	2,097,455.00	98,814.08	1,998,640.92	0.00%	2,085,430.00	9,805.00	2,075,625.00	0.47%

City of White Salmon
 Budget Summary Report
 As of April 30, 2024

	Budget Revenue	Year-To-Date Revenue	Remaining		Budget Expenditures	Year-To Date Expenditures	Remaining	33.33%
409 Wastewater Reserve Fund	74,372.00	32,470.05	41,901.95	43.66%	401,804.00	127,847.85	273,956.15	31.82%
412 Water Rights Acquisition Fund	164,620.00	62,441.62	102,178.38	37.93%	123,985.00	0.00	123,985.00	0.00%
413 Water Bond Redemption Fund	197,882.00	66,200.73	131,681.27	33.45%	194,882.00	31,680.00	163,202.00	16.26%
414 Wastewater Bond Redemption Fund	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
415 Water Bond Reserve Fund	23,989.00	8,682.73	15,306.27	36.19%	0.00	0.00	0.00	0.00%
416 Wastewater Bond Reserve Fund	2,900.00	1,444.45	1,455.55	49.81%	0.00	0.00	0.00	0.00%
417 Treatment Plant Reserve Fund	26,530.00	12,942.28	13,587.72	48.78%	0.00	0.00	0.00	0.00%
418 Water Short Lived Asset Reserve Fund	128,500.00	47,222.32	81,277.68	36.75%	428,838.00	72,851.73	355,986.27	16.99%
419 Water Construction Fund	8,045,000.00	0.00	8,045,000.00	0.00%	8,045,000.00	8,110.00	8,036,890.00	0.10%
420 USDA Rural Develop. Jewett Water	5,187,100.00	2,427,816.59	2,759,283.41	46.80%	5,189,860.22	2,369,335.44	2,820,524.78	45.65%
601 Remittances	4,672.00	2,024.65	2,647.35	43.34%	5,333.00	1,620.18	3,712.82	30.38%
Total	24,273,971.00	5,450,892.24	18,823,078.76	22.46%	24,667,245.22	4,732,313.88	19,935,850.82	19.18%

Note: Revenue does not include beginning balances and expenditures do not include ending balances

File Attachments for Item:

J. May 2024 Treasurer Report - Full Treasurer Report Available on the City Website under Supporting Documents

**City of White Salmon
Budget Summary Report
As of May 31, 2024**

	Budget Revenue	Year-To-Date Revenue	Remaining		Budget Expenditures	Year-To Date Expenditures	Remaining	41.67%
001 Current Expense								
Finance					571,298.00	338,516.36	232,781.64	59.25%
Central Services (HR)					57,221.00	26,636.07	30,584.93	46.55%
General Government					195,214.00	68,700.16	126,513.84	35.19%
Building					130,809.00	46,770.69	84,038.31	35.75%
Community Services					495,226.00	56,679.96	438,546.04	11.45%
Planning					400,339.00	94,964.17	305,374.83	23.72%
Park					276,215.00	69,057.92	207,157.08	25.00%
Police					1,401,290.00	553,251.56	848,038.44	39.48%
Fire					122,949.00	38,068.26	84,880.74	30.96%
Prior Year Adjustment					0.00	919.48	-919.48	
001 Current Expense	3,489,551.00	1,074,028.21	2,415,522.79	30.78%	3,650,561.00	1,293,564.63	2,357,915.85	35.43%
101 Street Fund	883,382.00	645,758.90	237,623.10	73.10%	360,244.00	127,714.54	232,529.46	35.45%
108 Municipal Capital Imp. Fund	72,233.00	46,898.69	25,334.31	64.93%	304,753.00	9,505.00	295,248.00	3.12%
110 Fire Reserve Fund	16,600.00	6,079.30	10,520.70	36.62%	23,655.00	3,606.25	20,048.75	15.25%
112 General Fund Reserve	16,000.00	8,271.23	7,728.77	51.70%	0.00	0.00	0.00	0.00%
121 Police Vehicle Reserve Fund	3,100.00	4,848.51	-1,748.51	156.40%	0.00	0.00	0.00	0.00%
302 Transportation Improvement Fund	107,457.00	28,185.01	79,271.99	26.23%	0.00	0.00	0.00	0.00%
303 Hotel/Motel Tax	80,633.00	36,023.80	44,609.20	44.68%	80,500.00	0.00	80,500.00	0.00%
307 New Pool Construction Fund	36,200.00	15,114.46	21,085.54	41.75%	0.00	0.00	0.00	0.00%
401 Water Fund	2,446,212.00	990,496.98	1,455,715.02	40.49%	2,455,511.00	715,122.76	1,740,388.24	29.12%
402 Wastewater Collection Fund	1,169,583.00	483,421.62	686,161.38	41.33%	1,316,889.00	376,499.85	940,389.15	28.59%
408 Water Reserve Fund	2,097,455.00	134,780.14	1,962,674.86	0.00%	2,085,430.00	66,870.10	2,018,559.90	3.21%
409 Wastewater Reserve Fund	74,372.00	38,223.07	36,148.93	51.39%	401,804.00	199,201.87	202,602.13	49.58%

	Budget Revenue	Year-To-Date Revenue	Remaining		Budget Expenditures	Year-To Date Expenditures	Remaining	41.67%
412 Water Rights Acquisition Fund	164,620.00	77,860.08	86,759.92	47.30%	123,985.00	0.00	123,985.00	0.00%
413 Water Bond Redemption Fund	197,882.00	82,761.50	115,120.50	41.82%	194,882.00	91,192.34	103,689.66	46.79%
414 Wastewater Bond Redemption Fund	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
415 Water Bond Reserve Fund	23,989.00	10,872.08	13,116.92	45.32%	0.00	0.00	0.00	0.00%
416 Wastewater Bond Reserve Fund	2,900.00	1,817.89	1,082.11	62.69%	0.00	0.00	0.00	0.00%
417 Treatment Plant Reserve Fund	26,530.00	14,737.12	11,792.88	55.55%	0.00	0.00	0.00	0.00%
418 Water Short Lived Asset Reserve Fund	128,500.00	58,960.45	69,539.55	45.88%	428,838.00	99,525.02	329,312.98	23.21%
419 Water Construction Fund	8,045,000.00	0.00	8,045,000.00	0.00%	8,045,000.00	17,043.09	8,027,956.91	0.21%
420 USDA Rural Develop. Jewett Water	5,187,100.00	2,427,816.59	2,759,283.41	46.80%	5,189,860.22	2,376,255.44	2,813,604.78	45.79%
601 Remittances	4,672.00	2,310.73	2,361.27	49.46%	5,333.00	1,620.18	3,712.82	30.38%
Total	24,273,971.00	6,189,266.36	18,084,704.64	25.50%	24,667,245.22	5,377,721.07	19,290,443.63	21.80%

Note: Revenue does not include beginning balances and expenditures do not include ending balances

File Attachments for Item:

K. June 2024 Treasurer Report - Full Treasurer Report Available on the City Website under Supporting Documents

**City of White Salmon
Budget Summary Report
As of June 30, 2024**

	Budget Revenue	Year-To-Date Revenue	Remaining		Budget Expenditures	Year-To Date Expenditures	Remaining	50.00%
001 Current Expense								
Finance					571,298.00	357,078.13	214,219.87	62.50%
Central Services (HR)					57,221.00	29,944.46	27,276.54	52.33%
General Government					195,214.00	93,729.52	101,484.48	48.01%
Building					130,809.00	55,936.55	74,872.45	42.76%
Community Services					495,226.00	60,638.29	434,587.71	12.24%
Planning					400,339.00	133,731.06	266,607.94	33.40%
Park					276,215.00	82,724.81	193,490.19	29.95%
Police					1,401,290.00	655,852.00	745,438.00	46.80%
Fire					122,949.00	44,472.29	78,476.71	36.17%
Prior Year Adjustment					0.00	919.48	-919.48	
001 Current Expense	3,489,551.00	1,503,815.87	1,985,735.13	43.09%	3,650,561.00	1,515,026.59	2,136,453.89	41.50%
101 Street Fund	883,382.00	658,978.40	224,403.60	74.60%	360,244.00	171,942.28	188,301.72	47.73%
108 Municipal Capital Imp. Fund	72,233.00	55,391.86	16,841.14	76.68%	304,753.00	28,253.43	276,499.57	9.27%
110 Fire Reserve Fund	16,600.00	7,244.81	9,355.19	43.64%	23,655.00	4,327.50	19,327.50	18.29%
112 General Fund Reserve	16,000.00	9,924.81	6,075.19	62.03%	0.00	0.00	0.00	0.00%
121 Police Vehicle Reserve Fund	3,100.00	5,817.82	-2,717.82	187.67%	0.00	0.00	0.00	0.00%
302 Transportation Improvement Fund	107,457.00	33,453.45	74,003.55	31.13%	0.00	0.00	0.00	0.00%
303 Hotel/Motel Tax	80,633.00	56,603.76	24,029.24	70.20%	80,500.00	0.00	80,500.00	0.00%
304 Local Bond Fund	0.00	0.00	0.00	0.00%	0.00	17,011.56	-17,011.56	
307 New Pool Construction Fund	36,200.00	18,226.35	17,973.65	50.35%	0.00	0.00	0.00	0.00%
401 Water Fund	2,446,212.00	1,172,996.54	1,273,215.46	47.95%	2,455,511.00	1,079,463.31	1,376,047.69	43

City of White Salmon
 Budget Summary Report
 As of June 30, 2024

	Budget Revenue	Year-To-Date Revenue	Remaining		Budget Expenditures	Year-To Date Expenditures	Remaining	50.00%
402 Wastewater Collection Fund	1,169,583.00	578,133.19	591,449.81	49.43%	1,316,889.00	429,373.92	887,515.08	32.61%
408 Water Reserve Fund	2,097,455.00	157,253.01	1,940,201.99	0.00%	2,085,430.00	66,870.10	2,018,559.90	3.21%
409 Wastewater Reserve Fund	74,372.00	43,688.61	30,683.39	58.74%	401,804.00	273,742.70	128,061.30	68.13%
412 Water Rights Acquisition Fund	164,620.00	93,351.53	71,268.47	56.71%	123,985.00	61,992.12	61,992.88	50.00%
413 Water Bond Redemption Fund	197,882.00	99,224.63	98,657.37	50.14%	194,882.00	99,112.34	95,769.66	50.86%
414 Wastewater Bond Redemption Fund	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
415 Water Bond Reserve Fund	23,989.00	13,046.27	10,942.73	54.38%	0.00	0.00	0.00	0.00%
416 Wastewater Bond Reserve Fund	2,900.00	2,181.32	718.68	75.22%	0.00	0.00	0.00	0.00%
417 Treatment Plant Reserve Fund	26,530.00	16,483.84	10,046.16	62.13%	0.00	0.00	0.00	0.00%
418 Water Short Lived Asset Reserve Fund	128,500.00	70,440.54	58,059.46	54.82%	428,838.00	119,386.96	309,451.04	27.84%
419 Water Construction Fund	8,045,000.00	0.00	8,045,000.00	0.00%	8,045,000.00	17,043.09	8,027,956.91	0.21%
420 USDA Rural Develop. Jewett Water	5,187,100.00	2,595,752.53	2,591,347.47	50.04%	5,189,860.22	2,553,491.86	2,636,368.36	49.20%
601 Remittances	4,672.00	3,306.72	1,365.28	70.78%	5,333.00	1,620.18	3,712.82	30.38%
Total	24,273,971.00	7,195,315.86	17,078,655.14	29.64%	24,667,245.22	6,438,657.94	18,229,506.76	26.10%

Note: Revenue does not include beginning balances and expenditures do not include ending balances

File Attachments for Item:

L. Approval of Meeting Minutes - June 27, 2024



**City of White Salmon
Special City Council
Meeting Minutes
June 27, 2024
In Person and Via Zoom Teleconference**

Council Members:

Ben Giant
Patty Fink
David Lindley
Jason Hartmann
Jim Ransier

Staff Present:

Andrew Dirks, Public Work Director
Marla Keethler, Mayor
Stephanie Porter, Clerk Treasurer
Kelly Hickock, City Attorney
Troy Rayburn, City Administrator
Troy Rosenberg, Deputy Clerk

I. Call to Order (4:00pm)

II. Mayor Marla Keethler called the meeting to order at 4:00p.m. There was 1 member of the public in attendance.

III. Roll Call (4:01pm)

Moved by Jason Hartmann. Seconded by Ben Giant.
Motion to excuse Jim Ransier.
Carried 4-0

IV. Business Items (4:01pm)

A. Approval of Employment Contract – Christopher True – PWOM

Andrew Dirks presented.

Council Discussion.

Moved by Jason Hartmann. Seconded by Ben Giant

Motion to approve the Employment Contract for Christopher True as the Public Works Operations Manager (PWOM).

CARRIED 4-0

Jim Ransier entered the meeting at 4:02pm.

V. Adjournment

The meeting was adjourned at 4:02p.m.

File Attachments for Item:

M. Approval of Meeting Minutes - July 3, 2024



**City of White Salmon City Council Meeting Minutes
July 03, 2024
In Person and Via Zoom Teleconference**

Attendance

Council Members:

- Ben Giant
- Patty Fink
- David Lindley
- Jason Hartmann
- Jim Ransier

Staff Present:

- Andrew Dirks, Public Work Director
- Mike Hepner, Police Chief
- Marla Keethler, Mayor
- Stephanie Porter, Clerk Treasurer
- Kelly Hickock, City Attorney
- Troy Rayburn, City Administrator
- Christopher True, PWS Operations Manager
- Dr. Michael Mehaffy, Housing Consultant

I. Call to Order, Land Acknowledgement and Presentation of the Flag

Mayor Marla Keethler called the meeting to order at 6:00p.m. There were approximately 15 members of the public in attendance in person and via teleconference.

II. Roll Call (6:01pm)

III. Changes to the Agenda (6:02pm)

Staff requested the addition of the following consent agenda items:

- H. Approval of USDA Outlay Report No.9
- I. Approval of Payment No 1 – Rheingarten Splash Pad Project - \$49,488.16

Staff requested the removal of Business Item:

- D. Agreement Amendment – Everybody’s Brewing Wastewater Treatment Service Agreement.

Moved by David Lindley. Seconded by Jason Hartmann.

Motion to approve changes to the agenda as presented.

CARRIED 5-0

IV. Presentations

- A. Mt Adams Transit Presentation (6:03pm)
- B. Mayor's Update (6:44pm)

V. Public Comment (6:49pm)

- Kathy VonMosch, White Salmon Resident
- Pam Zachary-Morneault, White Salmon Resident

VI. Consent Agenda (6:53pm)

- A. January 2024 Treasurer Report
- B. February 2024 Treasurer Report
- C. March 2024 Treasurer Report
- D. 2022 Annual Report

- E. 2023 Annual Report
- F. Approval of Meeting Minutes - June 20, 2024
- G. Approval of Vouchers
- H. Approval of USDA Outlay Report No.9
- I. Approval of Payment No 1 – Rheingarten Splash Pad Project - \$49,488.16

Vouchers audited and certified as required by RCW 42.24.080 and expense reimbursement claims as required by RCW 42.24.090 as of this 3rd day of July 2024.

Vouchers

Type	Date			
Claims	7/3/2024	41457	4197	192,447.66
	7/3/2024	EFT	EFT	0.00
			Claim Total	192,447.66
Payroll	7/5/2024	EFT	EFT	117,006.55
	7/5/2024	41453	41456	1,262.91
			Payroll Total	118,269.46
Manual Claims				
VOIDED Checks			N/A	0.00
			Manual Claim Total	0.00
			Toal Vouchers	310,717.12

***Moved by Jason Hartmann. Seconded by Jim Ransier.
Motion to approve Consent Agenda and vouchers in the amount of \$310,717.12.
CARRIED 5-0.***

VII. Business Items

A. Ordinance 2024-07-1165 Amending WSMC 3.24 Funds (6:54pm)

Presented by Stephanie Porter, Clerk Treasurer.

Mayor Keethler opened the public hearing at 6:56pm.

Public Comments:

No public comments.

Mayor Keethler closed the public comment at 6:57.

Council Discussed.

***Moved by Jim Ransier. Seconded by Jason Hartmann.
Motion to approve Ordinance 2024-07-1165 Amending WSMC 3.24 Funds.
CARRIED 5-0.***

B. Ordinance 2024-07-1166 Amending Ch 17 Zoning (6:59pm)

Presented by Michael Mehaffy, White Salmon Housing Consultant.

Mayor Keethler opened the public hearing at 7:17pm.

Public Comments:

Doug Rainbolt, White Salmon Resident

Mark Vanderamen, Local Contractor

Peter Wright, White Salmon Resident

Mayor Keethler closed the public comment at 7:26pm.

Council Discussed.

Moved by Ben Giant.

Motion to approve Ordinance 2024-07-1166 Amending WSMC CHAPTERS 17.23, 17.24, 17.28, 17.32, 17.36, 17.40, 17.48, 17.50, 17.64, 17.68, and 17.72, as proposed excluding the two amendments 17.08.

Ben Giant retracted the motion.

Moved by Ben Giant. Seconded by Jason Hartmann.

Motion to approve Ordinance 2024-07-1166 Amending WSMC CHAPTERS 17.23, 17.24, 17.28, 17.32, 17.36, 17.40, 17.50, 17.64, 17.68, and 17.72.

CARRIED 5-0.

Moved by Jason Hartmann. Seconded by Ben Giant.

Motion to amend WSMC 17.08 to add proposed definitions "Multiplex," "Primary dwelling structure," "Rowhouse," "Single-family detached," "Single-family attached."

CARRIED 5-0.

Council Discussion.

Moved by Jim Ransier.

Motion to amend WSMC 17.08.146.

Jim Ransier retracted the motion.

Council Discussion.

C. Ordinance 2024-07-1167 Amending WSMC 2.20.010 City Hall Hours

Presented by Troy Rayburn, City Administrator.

Council discussed.

Moved by David Lindley. Seconded by Jason Hartmann.

Motion to approve Ordinance 2024-07-1167 Amending WSMC 2.20.010 City Hall Hours.

CARRIED 5-0.

~~D. Approval of Agreement Amendment No 1 – Everybody's Brewing Wastewater Agreement~~**E. Resolution 2024-07-597 Amending Procurement Policies (8:09pm)**

Presented by Andrew Dirks, Public Works Director.

Council Discussed.

Moved by Jason Hartmann. Seconded by Jim Ransier.

Motion to approve Resolution 2024-07-597 Amending Procurement Policies.

CARRIED 5-0.

- VII. Reports and Communications**
 - A. Department Heads (8:11pm)**
 - B. Council Members (8:16pm)**
 - Ben Giant, Council Member
 - David Lindley, Council Member
 - Jason Hartmann, Council Member
 - Jim Ransier, Council Member
 - Patty Fink, Council Member

- IX. Executive Session**

No executive session needed.

- X. Adjournment**

The meeting was adjourned at 8:21p.m.

File Attachments for Item:

A. Resolution 2024-08-599 Recognizing Planning Commissioner Service

1. Presentation2. Discussion3. Action



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:

Not Required

Meeting Date:

August 7, 2024

Agenda Item:

Resolution Number 2024-08- 599 Recognizing Retiring Planning Commission Members

Presented By:

Troy Rayburn, City Administrator

Action Required:

Approval of Resolution NO 2024-08-599 relating to city council recognition of retiring Planning Commission members Seth Gilchrist, Ross Henry, and Tom Stevenson for work on behalf of their community and the City of White Salmon.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve Resolution NO 2024-08-599 recognizing the City’s appreciation of Seth Gilchrist, Ross Henry, and Tom Stevenson’s public service on the White Salmon Planning Commission.

Background of Issue:

The attached Resolution is a professional courtesy and documented appreciation to the three recently retired Planning Commission members for their public service to the White Salmon community.

By its passage, the city council recognizes the time and effort these three community members volunteered to the City of White Salmon.

Council Options:

City Council has the following options available at this time:

1. Accept the Staff Recommendation.
2. Revise the Staff Recommendation.
3. Other action as desired by council.

Fiscal Analysis:

There is no direct fiscal impact.

Recommendation of Staff/Committee:

Staff recommends approval.

**RESOLUTION NO. 2024-08-599
CITY OF WHITE SALMON**

**A RESOLUTION OF THE CITY OF WHITE SALMON, WASHINGTON,
RECOGNIZING THE CONTRIBUTIONS TO THE COMMUNITY BY RETIRING PLANNING
COMMISSIONER SETH GILCHRIST, RETIRING PLANNING COMMISSIONER ROSS
HENRY, AND RETIRING PLANNING COMMISSIONER TOM STEVENSON.**

WHEREAS, community member Seth Gilchrist admirably served the City of White Salmon as a Planning Commissioner from December 2019 to March 2024; and

WHEREAS, community member Ross Henry admirably served the City of White Salmon as a Planning Commissioner from June 2018 to June 2024; and

WHEREAS, community member Tom Stevenson admirably served the City of White Salmon as a Planning Commissioner from August 2016 to June 2024; and

WHEREAS, all three retiring Planning Commissioners took their position seriously; and

WHEREAS, each are examples of public servants for their selfless contributions to the community; and

WHEREAS, all three retiring Planning Commissioners solemnly swore that they will support the United States and the Constitution and laws of the State of Washington, and all local ordinances, and they each faithfully and impartially performed and discharged their duties of the office of a Planning Commissioner, according to the law and to the best of their ability.

NOW, THEREFORE, BE IT RESOLVED that the City of White Salmon recognizes community members Seth Gilchrist, Ross Henry, and Tom Stevenson as valued and important residents of White Salmon and their generous contribution to the community.

ADOPTED by the City Council of the City of White Salmon, Washington, at a regularly scheduled open public meeting thereof this 7th day of August, 2024.

Marla Keethler, Mayor

Attest:

Approved as to Form:

Stephanie Porter, Clerk-Treasurer

Shawn MacPherson, City Attorney

File Attachments for Item:

B. Utility Grievance-540 NW Spring St1. Presentation2. Discussion3. Action



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:

No, not necessary

Meeting Date:

August 7, 2024

Agenda Item:

Utility Grievance – Dixon Ohnemus

Presented By:

Stephanie Porter, Clerk Treasurer

Action Required:

Action on grievance filed by Dixon Ohnemus.

Motion for Business Item / Proposed Motion for Consent Agenda:

No motion provided as there are no recommendations from staff.

City Council to review these past actions and facts and make a formal decision on the grievance.

Background of Issue:

Dixon Ohnemus submitted a leak adjustment request that was approved by the City Council on July 19, 2023 in the amount of \$888.18 per the WSMC.

Please note that the following process to notify the property owner of the leak were made:

- Letter mailed to the address on file 540 NW Spring Street, White Salmon, WA 98672.
- Email – no email was provided in the utility account system.
- Phone Call – Phone number was incorrect in the billing system so no contact was made.
- Door Hanger Leak Notice placed at the physical property 540 NW Spring St.

Explanation of Issue:

Dixon Ohnemus grievance requests the following:

“If I had been notified by phone when the overage was discovered I would have requested the city to shut my water off. The city had my telephone number incorrectly documented, delaying my notification for 3 additional weeks. This error on the part of the city requires that you reconsider this decision. Thank you.

Based on your calculations and given the time of my notification, I would suggest that the entire month of February be forgiven plus 50% of the January reading, leaving me with a total responsibility of \$199.38 as shown on page 3 of your letter.”

There are no Washington State or White Salmon Municipal Code that require the notification of property owners of a potential leak at their property. The City of White Salmon provides the following communication as a courtesy:

- Letter and/or Email Correspondence
- Phone Call for utility accounts with High Usage and a Leak Alarm notice.
- Door Hanger for utility accounts with High Usage and a Leak Alarm notice if no contact was made by phone.

Attached Supporting Documents:

- Grievance Form
- Leak Adjustment Approval Letter and Billing Adjustment
- Utility Account Notes made by staff during the time frame January 9, 2023 – July 31, 2024

Follow Up Action:

[Resolution 2015-04-408](#) adopted a grievance procedure for the City of White Salmon. The resolution authorizes the creation of a grievance committee appointed by the City Council. Currently there are no appointments to this committee.

Staff recommends reviewing this policy and providing more detail on the structure and purpose of the grievance committee.

This resolution is linked above and included in supporting documents on the website for reference.



City of White Salmon Grievance Form

DATE: 7/25/2023	
NAME: Dixon Ohnemus	
MAILING ADDRESS: 540 NW Spring St.	
PHYSICAL ADDRESS: White Salmon, WA 98672	
PHONE #: [REDACTED]	E-MAIL: [REDACTED]
NATURE OF GRIEVANCE: (Please provide specifics, date and time of the nature of the complaint and include any supporting backup materials). IF I had been notified by phone when the overage was discovered I would have requested the city to shut my water off. The city had my telephone number incorrectly documented delaying my notification for 3 additional weeks. This error on the part of the city requires that you reconsider this decision. Thank you. (over)	
SIGNATURE OF APPLICANT AND DATE: <i>[Signature]</i> 7-25-2023	
STAFF RESPONSE:	
DATE OF REVIEW:	
DECISION:	
STAFF NAME AND DATE:	
SIGNATURE:	

Please note: If you are not satisfied as to how the complaint was resolved or you are not satisfied with a written decision you have received, you can request the complaint to be forwarded to the Grievance Committee. See reverse side for request to forward complaint to Grievance Committee.

B. Based on your calculations and given the time of my notification, I would suggest that the entire month of February be forgiven plus 50% of the January reading, leaving me with a total responsibility of \$199.38 as shown on page 3 of your letter.

B.



City of White Salmon City Hall

Customer Name: Dixon Ohnemus
Account Number: 1914
Service Address: 540 NW Spring St

Facts:

1. The City currently reads meters every month. The meter for this account was read January 2023 and covers water usage for December 2022. The meter reading showed that 105,000 gallons of water had been used for the time period. The meter for this account was read February 2023 and covers water usage for January 2023. The meter reading showed that 175,000 gallons of water had been used for the time period. The property owner was notified by letter of high usage compared to the same time period in 2022 and that at the meter reading water had been running continuously through the meter for a 24-hour period.
2. The property owner submitted a "Request for One-time Reduction in Bill Due to Leakage" dated February 8, 2023.
3. The Leak Adjustment was not processed due to missing information and the leak not being repaired due to the homeowner being out of state. The homeowner was notified by email on April 10, 2023 that the leak adjustment was unable to be completed.
4. The property owner stated in the request that the leak was caused by cold weather breaking a pipe under house.
5. City of White Salmon Public Works staff verified by reading the meter on June 1, 2023, that the meter no longer shows a leak is occurring on the property.

White Salmon Municipal Code 13.06.048 states:

In the event of a leak or failure in the service pipe, the owner may be entitled to a one-time adjustment on their bill. To be considered eligible for a one-time leak or failure adjustment the following conditions must be met:

- A. The landowner must report the leak or failure discovery to the city within seventy-two hours; and

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B.

- B. Provide photos of leak or failure, pipping or devise being repaired, and repair of leak or failure accompanied by receipt for labor and/or repair materials within five days of discovery.
- C. Maintainable fixtures such as toilets, sinks, showers, sprinkler systems, above ground plumbing and other similar plumbing as determined by the city are not eligible for the leak forgiveness program.
- D. Failure by the owner or tenant to perform general maintenance and to make reasonable efforts, as determined by the city, to prevent damage from occurring shall result in being ineligible for the leak forgiveness program.
- E. Depending on the age, condition or type of plumbing being repaired, the city reserves the right to require replacement of plumbing to be considered ineligible for the leak forgiveness program.
- F. Irrigation water meter accounts are not eligible for the leak forgiveness program.
1. The property owner became aware of the leak from the leak alarm letter sent by the city.
 2. The leak reduction request included a picture of the broken pipe and pictures after the pipe was repaired.
 3. The total water usage that went through the meter was 280,000 gallons December 2022-January 2023.

Water Usage Billing History

Date	Water Usage Gallons	Water Base	Water usage	Water Surcharge	Sewer Basic	Sewer Overage Charges	Other Changes	Total Bill
01/28/2022	0	65.73	0.00	6.25	0.00	0.00	0.00	71.98
02/25/2022	0	65.73	0.00	6.25	0.00	0.00	0.00	71.98
03/30/2022	0	65.73	0.00	6.25	0.00	0.00	0.00	71.98
04/28/2022	0	65.73	0.00	6.25	0.00	0.00	0.00	71.98
05/27/2022	0	65.73	0.00	6.25	0.00	0.00	0.00	71.98
06/29/2022	0	65.73	0.00	6.25	0.00	0.00	0.00	71.98
07/28/2022	3,000	65.73	3.57	6.25	0.00	0.00	0.00	75.55
08/30/2022	0	65.73	0.00	6.25	0.00	0.00	0.00	71.98
09/29/2022	2,000	65.73	2.38	6.25	0.00	0.00	0.00	74.36
10/28/2022	1,000	65.73	1.19	6.25	0.00	0.00	0.00	73.17
11/29/2022	0	65.73	0.00	6.25	0.00	0.00	0.00	71.98
12/29/2022	0	65.73	0.00	6.25	0.00	0.00	0.00	71.98
01/30/2023	105,000	72.30	398.75	6.25	0.00	0.00	0.00	477.30
02/28/2023	175,000	72.30	1,377.25	6.25	0.00	0.00	0.00	1,465.80

White Salmon Municipal Code 13.06.048 states that the adjusted rate for the period in which the leak was detected shall be equal to one-half of the difference between the bill to be adjusted and

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B.

the metered waster (and sewer for businesses) charges for the same period from the previous year as the month the leak was detected. The amount must be greater than or equal to one hundred dollars in order to be eligible for the adjustment.

The adjustment is calculated as follows:

January 2023

$$0 = (0 * 1.19)$$

$$150 = (5 * 1.19) + (10 * 3.01) + (90 * 4.03)$$

$$\$398.75 - \$0 = \$398.75 / 2 = \$199.38$$

February 2023

$$0 = (0 * 1.31)$$

$$175 = (10 * 1.31) + (10 * 3.31) + (160 * 8.36)$$

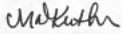
$$\$1,337.60 - \$0 = \$1,337.60 / 2 = \$668.80$$

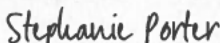
The reduction in water consumption charges would be \$888.18.

Decision:

The Leak Adjustment Request submitted by Dixon Ohnemus is approved by the White Salmon City Council in the amount of \$888.18 towards water consumption.

Dated this 19th day of July, 2023

DocuSigned by:

301DCEFE8E0421...
Marla Keethler, Mayor

DocuSigned by:

F5166DB9A65C4B3...
Stephanie Porter, Clerk Treasurer

If the applicant is not satisfied with the decision, the applicant may appeal the decision to the City of White Salmon Grievance Committee by requesting the form from City Hall.

100 North Main Street PO Box 2139 White Salmon WA 98672
Office: (509) 493-1133 Web Site: www.white-salmon.net

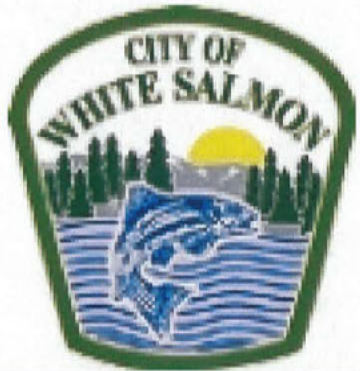
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B.	Account Information
Statement Date: 07/21/2023 Due:	
Billing Period:	
Account Number: 1914	
Service Address: 540 NW SPRING ST	

Make Checks Payable to:
City of White Salmon
PO Box 2139
White Salmon WA 98672
509-493-1133

Due Date:
Please Remit: **897.82**
Check #: _____
Amount Paid: _____

Dixon Ohnemus
[REDACTED]



Account Information

Statement Date: 07/21/2023 Due:
 Account Number: 1914
 Service Address: 540 NW SPRING ST
 Service Number: 052300.0
 Billing Period:
 Water Units:
 Sewer Units:

Account Name

Dixon Ohnemus
 540 NW Spring St.
 White Salmon, WA 98672

Meter Information

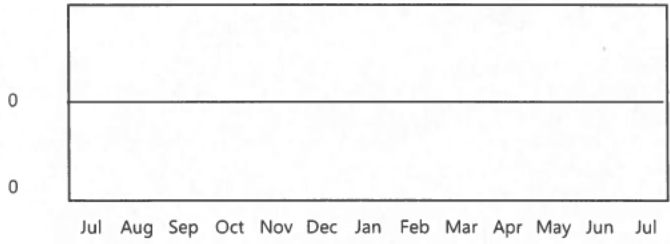
	Previous	Current	Factor	Date	Consumption
W	318	0	1.0000		

One-Time Leak Adjustment Application received 2/18/2023 - approved 07/19/2023 by WS City Council.

Account Activity

Water Usage -888.18

Your Monthly Consumption



Message

Account Balance

Previous Balance: **1,865.86**
 Adjustments: **0.00**
 Payments: **79.86**
 Current Charges: **-888.18**
 Balance: **897.82**

Account
1914

30:	0.00	60:	0.00	90+:	104
-----	------	-----	------	------	-----

CUSTOMER NOTES

B. y Of White Salmon

Time: 08:49:53 Date: 07/31/2024

Page: 1

Date/Type/User	Comment	Ohnemus, Dixon - 1914
09/28/2023 13:43:19 Contacted Customer C Troy Rosenburg	Customer has an open grievance on water leak credit. Noted on 09.28.2023.	
07/21/2023 15:57:10 Contacted Customer C Troy Rosenburg	Customers stated during council meeting that he was not happy with the one time leak credit request results. It was mentioned that he would apply for a grievance over the leak. A letter was emailed to him by Clerk Treasurer and a letter was mailed which included paperwork so he could apply for grievance on 07.21.2023.	
06/06/2023 09:19:24 Paperless Billing C Troy Rosenburg	Dixon Ohnemus submitted an Account Information Update Request to add Paperless Billing to receive email bills due to being out of town during the year on 06.06.2023.	
04/20/2023 08:41:33 General Information C Troy Rosenburg	Dixon Ohnemus was contacted by the clerk treasure via email I have updated the account with the email provided 04.20.2023.	
04/19/2023 10:09:41 Shut Off Call C Troy Rosenburg	Called Dixon Ohnemus and informed him of the pending shut off. Customer said he had received an email and had responded to that email. Customer has no email on file with his account and no email was sent to customer only letters have been sent due to not having an email address 04.19.2023.	
03/17/2023 15:58:06 Shut Off Notice C Troy Rosenburg	Customer has submitted a leak waiver from to City Hall and is waiting on confirmation of approval due to the amount the billing 3.17.2023.	
03/07/2023 16:05:34 Contact Information C Troy Rosenburg	Customer called in and would like to be contacted when leak waiver paper work is complete. Customer supplied an email of [REDACTED]. Noted 3.7.2023.	
01/31/2023 10:17:40 Work order C Troy Rosenburg	WO #6762 - Customer requested to be contacted and set up an appointment to have someone from Public Works come and turn water on to check the status of the leak on empty house and turn off again if needed 2.1.2023. Noted on 1.31.2023.	
01/09/2023 09:13:36 Electronic Leak Alarm C Troy Rosenburg	Electronic Leak Alarm and High Usage 1.3.2023 Letter mailed: 1.6.2023 Called: 1.9.2023 - Number no longer in service	

File Attachments for Item:

C. Utility Grievance-1150 Panorama Point1. Presentation2. Discussion3. Action



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:

No, not necessary

Meeting Date:

August 7, 2024

Agenda Item:

Utility Grievance – Steve Wolf

Presented By:

Stephanie Porter, Clerk Treasurer

Action Required:

Action on grievance filed by Steve Wolf.

Motion for Business Item / Proposed Motion for Consent Agenda:

No motion provided as there are no recommendations from staff.

City Council to review these past actions and facts and make a formal decision on the grievance.

Background of Issue:

Steve Wolf submitted a leak adjustment request that was approved by the City Council on October 4, 2023 in the amount of \$1,299.98 per the WSMC.

Please note that the following process to notify the property owner of the leak were made:

- Letter mailed to the address on file 540 NW Spring Street, White Salmon, WA 98672.
- Email

Explanation of Issue:

Steve Wolf grievance request is attached.

The City is not authorized to turn off water service without the permission of the property owner with the exceptions outlined in RCW related to Shut Off for Non-Payment.

There are no Washington State or White Salmon Municipal Code that require the notification of property owners of a potential leak at their property. The City of White Salmon provides the following communication as a courtesy:

- Letter and/or Email Correspondence
- Phone Call for utility accounts with High Usage and a Leak Alarm notice.
- Door Hanger for utility accounts with High Usage and a Leak Alarm notice if no contact was made by phone.

Attached Supporting Documents:

- Grievance letter
- Leak Adjustment Approval Letter and Billing Adjustment
- Utility Account Notes made by staff during the time frame August 1, 2023 – July 31, 2024

Follow Up Action:

[Resolution 2015-04-408](#) adopted a grievance procedure for the City of White Salmon. The resolution authorizes the creation of a grievance committee appointed by the City Council. Currently there are no appointments to this committee.

Staff recommends reviewing this policy and providing more detail on the structure and purpose of the grievance committee.

This resolution is linked above and included in supporting documents on the website for reference.

To Whom It May Concern,

I had what turned out to be a massive water leak at my home at 1150 Panorama Point Road. The City mailed me a leak notice, I believe post marked 8/7. Unfortunately, I was on vacation and did not receive the notice until I returned on 8/20. I called and left a message with the City Public Works Department on Monday 8/21. I received a call back early on the 22nd and the Public Works Manger was able to come out that day. He found the meter was working fine and we did a visual inspection of the property but could find no signs of water anywhere my water line runs, from the meter to the house, no water, no wet or soggy spot. He recommended calling a leak detection service which I did immediately, same day. What he did not mention was the volume of the leak, 25 gallons per minute! See attached Leak Report. I do not know how to read the water meter but could see it clearly moving after all water in the house and at the irrigation had been turned off. He did not turn off the water at the meter, did not recommend it, did not even mention it as something I should consider until I could get it located and repaired. With a leak of this magnitude the water should have been shut off immediately! I have no idea why he did not even mention it as a possibility, let alone shut it off given the volume of the leak.

The earliest Columbia Gorge Leak Detection Service could come was Saturday morning 8/26. They were surprised at the volume of the leak and recommended I turn the water off as soon as possible after leak detection. They identified a potential spot for the leak and I spent the rest of the day digging a very large hole in search of the leak but was unable to find any leak. Finally I gave up, filled buckets and pots with water and turned the water off at the meter.

I called the Leak Detection Service and they were able to come back out on Monday the 28th. We turned the water back on and they were able to locate another potential spot using their probe, 30 feet from the initial location. I dug another very, very large hole and eventually found signs of water a few feet from the spot indicated. At that point my back was done and I turned the digging and repair over to the professionals, see photos and leak report. The repair was completed that day and the water turned back on and tested for leaking the following day after glue had dried.

The point of all of this is that the leak was very large and difficult to find. I did everything in my power to get it repaired as soon as possible. Given the size of the leak the water should have been turned off on the 22nd when Public Works inspected, not allowed to blast away at 25 gallons per minute for almost a week until I could get it repaired. I am requesting any and all mitigation possible as I am now looking at well over a \$2,000 water bill that I do not have the means to pay. I have been paying for water in White Salmon for over 30 years, multiple accounts. I have always paid in full and on time. I feel like I warrant the maximum consideration available especially since a lot of water could have been saved if Public Works had simply turned the water off or recommended it as the Leak Detection Service did.

Thank you,

Steven Wolf



City of White Salmon City Hall

Customer Name: Steve Wolf

Account Number: 2400

Service Address: 1150 Panorama Point

Facts:

1. The city currently reads meters every month. The meter for this account was read the week of August 1, 2023 and covers water usage for the July 2023. The meter reading showed that 46,000 gallons of water had been used for the time period. The property owner was notified by letter of high usage compared to the same time period in 2022 and that at the meter reading water had been running continuously through the meter for a 24-hour period.
2. The city currently reads meters every month. The meter for this account was read the week of September 4, 2023 and covers water usage for the August 2023. The meter reading showed that 321,000 gallons of water had been used for the time period. The property owner was notified by letter of high usage compared to the same time period in 2022 and that at the meter reading water had been running continuously through the meter for a 24-hour period.
3. The property owner submitted a "Request for One-time Reduction in Bill Due to Leakage" dated September 7, 2023.
4. The property owner stated in the request that the leak was caused by broken water main underground.
5. The property owner stated in the request that the leak was fixed by Columbia Gorge Surveying did leak detection, Plumber repaired, 2 visits to find the leak.
6. City of White Salmon Public Works staff verified by reading the meter on September 6, 2023 that the meter no longer shows a leak is occurring on the property.

White Salmon Municipal Code 13.06.048 states:

In the event of a leak or failure in the service pipe, the owner may be entitled to a one-time adjustment on their bill. To be considered eligible for a one-time leak or failure adjustment the following conditions must be met:

100 North Main Street PO Box 2139 White Salmon WA 98672
Office: (509) 493-1133 Web Site: www.whitesalmonwa.gov

The City of White Salmon is an equal opportunity employer and provider.

C.

- A. The landowner must report the leak or failure discovery to the city within seventy-two hours; and
 - B. Provide photos of leak or failure, pipping or devise being repaired, and repair of leak or failure accompanied by receipt for labor and/or repair materials within five days of discovery.
 - C. Maintainable fixtures such as toilets, sinks, showers, sprinkler systems, above ground plumbing and other similar plumbing as determined by the city are not eligible for the leak forgiveness program.
 - D. Failure by the owner or tenant to perform general maintenance and to make reasonable efforts, as determined by the city, to prevent damage from occurring shall result in being ineligible for the leak forgiveness program.
 - E. Depending on the age, condition or type of plumbing being repaired, the city reserves the right to require replacement of plumbing to be considered ineligible for the leak forgiveness program.
 - F. Irrigation water meter accounts are not eligible for the leak forgiveness program.
1. The property owner became aware of the leak August 2023.
 2. The leak reduction request did not include an invoice for the repairs. The homeowner included a text message correspondence where he requested the invoice on 3 separate occasions. There were photographs showing the leak and the repaired leak piping.
 3. The total water usage that went through the meter was 367,000 gallons.

Water Usage Billing History

Date	Water Usage Gallons	Water Base	Water usage	Water Surcharge	Sewer Basic	Sewer Overage Charges	Other Changes	Total Bill
06/29/2022	0	65.73	0	6.25	0	0	0	71.98
07/28/2022	8	65.73	9.52	6.25	0	0	0	81.50
08/30/2022	0	65.73	0	6.25	0	0	0	71.98
09/29/2022	56	65.73	176.88	6.25	0	0	0	248.86
10/28/2022	9	65.73	17.99	6.25	0	0	0	89.97
11/29/2022	4	65.73	4.76	6.25	0	0	10.00	86.74
12/29/2022	3	65.73	3.57	6.25	0	0	0	75.55
01/30/2023	2	72.30	2.38	6.25	0	0	10.00	90.93
02/27/2023	1	72.30	1.31	6.25	0	0	0	79.86
03/30/2023	1	72.30	1.31	6.25	0	0	0	79.86
04/27/2023	2	72.30	2.62	6.25	0	0	0	81.17
05/30/2023	1	72.30	1.31	6.25	0	0	0	79.86

100 North Main Street PO Box 2139 White Salmon WA 98672
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C.

06/29/2023	16	72.30	48.01	6.25	0	0	0	126.56
07/28/2023	40	72.30	248.65	6.25	0	0	0	327.20
08/30/2023	46	72.30	298.81	6.25	0	0	10.00	387.36
09/28/2023	321	72.30	2597.81	6.25	0	0	0	2676.36

White Salmon Municipal Code 13.06.048 states that the adjusted rate for the period in which the leak was detected shall be equal to one-half of the difference between the bill to be adjusted and the metered waster (and sewer for businesses) charges for the same period from the previous year as the month the leak was detected. The amount must be greater than or equal to one hundred dollars in order to be eligible for the adjustment.

The adjustment is calculated as follows:

August 2022 vs August 2023

$$\$148.33 = (5*1.31) + (10*3.31) + (13*8.36)$$

$$\$298.81 = (5*1.31) + (10*3.31) + (31*8.36)$$

$$\$298.81 - \$148.33 = \$150.48/2 = \$75.24$$

September 2022 vs. September 2023

$$\$148.33 = (5*1.31) + (3*3.31) + (13*8.36)$$

$$\$2,597.81 = (5*1.31) + (10*3.31) + (306*8.36)$$

$$\$2,597.81 - \$148.33 = \$2,449.48/2 = \$1,224.74$$

The reduction in water consumption charges would be \$1,299.98.

Decision:

The Leak Adjustment Request submitted by Steven Wolf, being over \$500, was reviewed and approved by the City Council on October 4, 2023.

Dated this 19th day of October 2023



Stephanie Porter, Clerk Treasurer

If the applicant is not satisfied with the decision, the applicant may appeal the decision to the City of White Salmon Grievance Committee by requesting the form from City Hall.

100 North Main Street PO Box 2139 White Salmon WA 98672
Office: (509) 493-1133 Web Site: www.whitesalmonwa.gov

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C.

Account Information

Statement Date: 10/19/2023 Due:
Billing Period:
Account Number: 2400
Service Address: 1150 PANORAMA PT

Make Checks Payable to:
City of White Salmon
PO Box 2139
White Salmon WA 98672
509-493-1133

Due Date:
Please Remit: **1,575.19**
Check #: _____
Amount Paid: _____

Steve Wolf
[Redacted]



Account Name

Steve Wolf
[Redacted]

Account Information

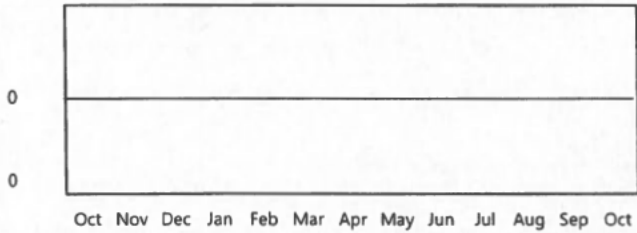
Statement Date: 10/19/2023 Due:
Account Number: 2400
Service Address: 1150 PANORAMA PT
Service Number: 072618.0
Billing Period:
Water Units:
Sewer Units:

Meter Information

	Previous	Current	Factor	Date	Consumption
W	1047	0	1.0000		

Leak Adjustment Submitted 09.07.2023 - Approved by City Council
10.04.2023.

Your Monthly Consumption



Account Activity

Water Usage -1,299.98

Message

Account Balance

Previous Balance:	2,975.17
Adjustments:	0.00
Payments:	100.00
Current Charges:	-1,299.98
Account 2400 Balance:	1,575.19

30:	0.00	60:	0.00	90+:	0.00
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CUSTOMER NOTES

c. y Of White Salmon

Time: 10:47:58 Date: 07/31/2024
Page: 1

Date/Type/User	Comment	Wolf, Steve - 2400
04/04/2024 12:42:11 High Usage Read C Troy Rosenberg	High Usage: 04.2024 Letter mail: 04.04.2024	
03/12/2024 11:08:05 Electronic Leak Alarm C Troy Rosenberg	Electronic Leak Alarm: 03.2024 Letter mailed: 03.07.2024	
08/07/2023 14:34:42 Electronic Leak Alarm C Troy Rosenberg	Electronic Leak Alarm: 08.2023 Letter mailed: 08.07.2023	

File Attachments for Item:

D. Approval of Everybody's Brewing Amendment No 1 - Wastewater Service Agreement

1. Presentation 2. Discussion 3. Action



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:

Yes, Completed

Meeting Date:

8/7/2024

Agenda Item:

Service Agreement Amendment #1- Everybody's Wastewater Treatment

Presented By:

Andrew Dirks, Public Works Director
Stephanie Porter, Clerk Treasurer

Action Required:

Approval of Service Agreement Amendment #1- Everybody's Wastewater Treatment

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve Service Agreement Amendment #1- Everybody's Wastewater Treatment.

Explanation of Issue:

The initial intent of the Interlocal Agreement between Everybody's Brewing (EB) The City of White Salmon (CWS) and The City of Bingen, was for The City of Bingen to bill Everybody's Brewing directly for wastewater treatment as a high strength user, as stated in a Technical Memorandum created by Anderson Perry in 2020. The Technical Memo referenced a formula from White Slamon Municipal Code as an **option** on how to bill high strength users, however this is not the only way to accomplish this task.

After multiple joint meetings between Everybody's Brewing, City of Bingen and the City of White Salmon it was determined that this arrangement was not sustainable. The agreement as amended will allow CWS to bill EB directly using a formula derived from the City of Stevenson for Substantial Industrial Users.

The new billing formula outlined in the amendment has been reviewed by Anderson Perry (the City's Wastewater Engineer) to ensure the fees outlined are equitable for both Everybody's Brewing and the city.

The finalized agreement will be provided to the City Council no later than Monday, August 5, 2024.

Council Options:

City Council has the following options available at this time:

1. Accept the Staff Recommendation.
2. Revise the Staff Recommendation.
3. Other action as desired by council.

Fiscal Analysis:

If approved by the council, the EB billing will shift from the City of Bingen to CWS. The CWS will add the EB ERU's not the monthly payment to Bingen.

D.

Recommendation of Staff/Committee:

Staff recommends approval of Agreement Amendment #1- Everybody's Wastewater Treatment-Interlocal agreement.

Follow Up Action:

The Clerk/Treasurer will reach out to Springbrook Software to accurately reflect the new utility billing formula in the system.

Staff will draft an ordinance to present to the City Council to amend WSMC to present the formula used in this amendment as a code update for all Significant Industrial Users.

Amendment No. 1

SERVICE CONTRACT/INDUSTRIAL USERS/WASTEWATER TREATMENT PLANT

This AMENDMENT amends the AGREEMENT between the CITY OF WHITE SALMON, WASHINGTON, municipal corporation, pursuant to the laws of the state of Washington (hereinafter referred to as the "City") and EVERYBODY'S BREWING, a limited partnership, (hereinafter referred to as "EB"), for treatment of industrial wastewater, dated February 21, 2023.

The changes to the INTERLOCAL AGREEMENT are described as follows:

Key: ~~**Bold and Strike through**~~ means delete. **Bold and underline** means new.

AGREEMENT

1. Acceptance of Wastewater.

City, EB, and the City of Bingen WWTP agree on the following discharge limitations:

- A. No more than ~~165~~ **220** lbs./day of 5 day biochemical oxygen demand (BODs)
- B. No more than 40 lbs./day of total suspended solids (TSS)
- C. pH will be kept within the range of 6 to 10 at all times
- D. Total flow rates shall be limited to a maximum of ~~3,100~~ **5500** gallons per day

~~The maximum wastewater, BOD, TSS, and pH limits that are acceptable are outlined above. These numbers should be considered targets for the first year of this agreement as flow data is collected. EB is responsible for ensuring that none of the limits are exceeded during this period.~~

The City shall have no liability for any damages or losses suffered by Bingen or Everybody's Brewing if a federal or state agency takes action that voids, nullifies or preempts the provisions of this agreement. Bingen and Everybody's Brewing shall further indemnify and hold harmless the City from any and all liability, including third party liability, under any applicable state or federal regulations for any actual or alleged violation of said regulations arising under the agreement.

~~Example 1: For a sample with BOD at 10,213 mg/l, the maximum amount of wastewater that the WWTP could accept at this strength is 1,950 gallons, far less than the 5,500 gallon upper limit.~~

~~Example 2: For a sample with BOD at 10,213 mg/l and flow of 3,000 gallons, the BOD would be 256 pounds, above the 220 pounds per day limit.~~

If any of the above parameters are exceeded, EB will be responsible for capturing excess effluent at the source. The City of Bingen Wastewater Treatment Plant WWTP cannot process capacity is adversely affected by wastewater loading more than the limits outlined above.

2. Consideration.

The Consideration for this Agreement is the mutual promisers herein, including EB' s promise to pay the monthly payments pursuant to Sections 3 and 4 herein and the City's agreement to accept wastewater from EB.

3. Compliance.

a. ~~Monitoring Facilities.~~

~~EB shall install at its expense and before the point of connection to the City system, monitoring facilities approved by the City, to be completed within six (6) months of the signing of this agreement. The place of the monitoring facilities shall be known herein as the "Monitoring Station." The monitoring station shall be controlled by the City and accessible to EB employees or its designees only by permission of authorized City personnel. The expense of repair, maintenance and modifications of the Monitoring Station shall be the responsibility of EB. Upon termination of this Agreement, the said monitoring facilities paid for and maintained by EB shall automatically become the property of EB. Approval of the monitoring station by the City is a condition precedent to continued discharging waste into the City's municipal sewer system. The Monitoring Station, at a minimum, shall consist of the items listed in Exhibit A: Everybody's Brewing Brewery Effluent Treatment Overview.~~

- ~~1. EB is required to have all brewery wastewater flow into EQ tank, including existing west line from older building that currently does not discharge to settling tank and instead discharges to manhole in alley.~~
- ~~2. The flowmeter shall be on a dedicated circuit, non-tamperable readout, not subject to power shutoff. Flow equalization shall be "Even Flow 24/7" because of the extremely high oxygen demand of brewery wastewater and will require an actuated valve on the EQ tank (as described in SWDP Application) set at no higher than 5 to 10 gallons per minute (gpm), to be determined when system installed (uniform flow regardless of head).~~

ab. Testing Methods.

All measurements, tests, and analyses of the characteristics of waters and wastes to which the parties reference herein and the City references in its applicable ordinances and resolutions shall be determined in accordance with the latest edition of "Standard Methods for the Examination of Water and Wastewater" published by the American Public Health Association, unless superseded by rule or regulation, and shall be determined at the monitoring station, or upon suitable samples taken at the monitoring station.

1. Tests.

Sampling of EB's effluent shall be conducted at a testing laboratory accredited by Ecology to perform the required testing. **During the first year For a period of 6 months beginning on July 1, 2024**, Bingen intends, at a minimum to have the following parameters tested **for BOD, TSS and pH**:

~~a. Weekly once equipment outlined in Exhibit A is installed: BOD, TSS, and pH.~~

- a. **Weekly Testing: August 1, 2024 through September 30, 2024.**
- b. **Beginning October 1, 2024, EB will be eligible to reduce testing at the approval of the City if it is determined by the WWTP Supervisor that the outlined testing limits were met. Testing at this time may be reduced to twice per month.**
- c. **Beginning January 1, 2025, EB will be eligible to further reduce testing at the approval of the City if it is determined by the WWTP Supervisor that the**

outlined testing limits were met. Testing at this time may be reduced to once per month.

2. Cost of Testing.

EB shall be financially responsible for testing services. EB shall be financially responsible for testing services. EB shall use an accredited laboratory or can use the WWTP for this service. The WWTP processes samples for a flat fee of \$75.00 per test. In the event that WWTP staff are not available to complete testing services, WWTP staff will notify EB seven (7) days in advance for EB to send samples to an accredited laboratory.

be. Process Changes.

EB shall immediately notify the City ~~and the WWTP~~ of any changes in its industrial process significant event, or anticipated growth which might or do involve a proportional change in substances contained in its industrial waste or additions to such substances or deletions from such substances.

1. No chemicals or cleaning agents shall be used which have an adverse or inhibitory effect on the WWTP, including on ultraviolet (UV) disinfection (e.g., iron compounds or products that impart color that interferes with UV)
2. EB will provide a list of chemical and cleaning agents utilized in the sanitation process to WWTP Bingen for prior approval of their use.

cd. Growth or Expansion.

In anticipation for a time when EB may want to expand, immediate notification shall be sent to ~~both Cities~~ the City of White Salmon. Sufficient detail shall be provided by the customer so that both Cities will be able to measure and determine the full impact prior to proceeding with expansion plans. A meeting may be required.

de. Spill Prevention.

There shall be an accidental spill prevention plan on file on-site. If unusual events occur which affect wastewater, the City and WWTP (509-493-3787) shall be notified immediately.

ef. Sidestreaming

Sidestreaming of finished product beer will be required, including keg washing and canning, ~~as written about in SWDP application~~. No beer returned in kegs or other containers will be discharged into the sewer. EB shall provide dedicated disposal containers and adequate instruction for use thereof, for any public or private event or occasion which causes beer to be discarded (example: tasting event). Such disposal containers shall be properly sidestreamed and not discharged into the sewer.

fg. Settling Tank.

The existing 1,000-gallon settling tank is required to have its settled solids pumped out periodically to prevent solids carryover to the equalization (EQ) EQ tank and discharged, or interfere with flowmeter, or sampler tubing, or cause slug loads of solids to be discharged.

h. **Monthly Report.**

~~EB shall provide Bingen with a monthly report on the number and types of brews produced per week. This report shall be submitted to Bingen by the 10th day of the month after the month of record.~~

~~ih.~~ This agreement can be reviewed at any time at the request of the included parties.

4. Charges.

~~For purposes of the monthly charges (which will be billed on a monthly calendar basis in one month arrears by Bingen to EB, unless otherwise mutually agreed) the charge will be based on the formula "Cost Factor" found in WSMC 13.16.055(8) 4 Calculation of Maintenance and Operation Expenses. These expenses are based on flow, BOD, and the WWTP annual operation and maintenance expenses for the previous year, and TSS.~~

~~During the first twelve (12) months of the agreement, EB will be billed a monthly base fee (to be billed by the City of White Salmon), plus a flat rate of \$1,888.11 in utilization for an annual total of \$22,657.32 in utilization.~~

~~By December 31, 2023, six (6) months of weekly data will be analyzed by the Cities to calculate proportional share of the WWTP used by EB. If data shows that EB's utilization exceeds 7.2% of the WWTP capacity (\$1,888.11/month), the City will bill EB for the difference using the cost factor formula described below. If data shows that EB's utilization is less than 7.2% of the WWTP capacity (\$1,888.11/month), the City will credit EB for the difference (to be used against future billings) using the cost factor formula described below.~~

Beginning ~~January 1, 2024~~ July 1, 2024, the City of White Salmon Cities will use the following parameters cost factor formula to calculate monthly charges.

- ~~1. — Operations and maintenance charge to the facility during billing period = cost factor x the previous year WWTP annual operations and maintenance expenses divided by 12.~~
- ~~2. — Cost factor = $(Vf/Vc)(0.2 + 0.4 BODf/BODc + 0.4 TSSf/TSSc)$ where:
 - ~~• Vf = Average daily wastewater flow (in gallons) from the facility during billing period.~~
 - ~~• Vc = Average daily wastewater flow for the CITY OF BINGEN wastewater treatment facility plant during billing period (gallons).~~
 - ~~• BODf = Average daily BODs concentration of wastewater from the facility during billing period.~~
 - ~~• BODc = Average daily BODs concentration of total plant wastewater during billing period.~~
 - ~~• TSSf = Average daily TSS concentration of wastewater from the facility during billing period.~~
 - ~~• TSSc = Average daily TSS concentration of wastewater of total plant during billing period.~~~~

~~The City of White Salmon delegates the authority and responsibility to the City of Bingen to bill Everybody's Brewing for the monthly charges (with the exception of the monthly base fee).~~

Everybody’s Brewing base fees will be billed at “Commercial Low Strength”.

Sewer Base Fees					
	2024	2025	2026	2027	2028
Commercial – Inside, Low Strength	68.36	71.77	75.36	79.13	83.09

Flow will be based on monthly water consumption and billed per unit (1 unit is equivalent to 1,000 gallons). Everybody’s Brewing will be charged based on a consumption factor of “Commercial – Low Strength” based on the following table:

FLOW Usage Rates for Non-Residential/Commercial					
Flow	2024	2025	2026	2027	2028
Commercial - Inside, Low Strength, Volume, per 8,500 gallons over first 8,500 gallons	37.49	39.36	41.33	43.39	45.56

BOD will be based on monthly water consumption and billed per unit (1 unit is equivalent to 1,000 gallons). Everybody’s Brewing will be charged based on a consumption factor of “Very High” based on the following table:

BOD Usage Rates for Non-Residential/Commercial					
BOD Surcharge²	2024	2025	2026	2027	2028
Very High	10.60	11.13	11.69	12.27	12.88

BOD: (denoting Biochemical Oxygen Demand) shall mean the quality of oxygen utilized in the biochemical oxidation of organic matter under standard laboratory procedure in five days at 20 degrees Celsius, expressed in milligrams per liter (mg/l).

Per industry standard, 30% of water used will become a product. As such, the usage rates for BOD used to bill EB in this agreement will use the formula outlined below:

$$\text{(Water Units x 70\%)} \times \text{Very High Usage Rate} = \text{EB Fee}$$

BOD Surcharges apply based on the “Very High” Strength detailed in the chart below:

Strength Category	BOD Strength	Types of Typical Users
Low	<300mg/L	Public Facilities, Hotel/Motel w/o Restaurant, General Retail, Office Space, Industrial w/o Process Discharge
Medium	301-600 mg/L	Hotel/Motel w/Restaurant, School w/Cafeteria, Laundromat, Nursing Home, Hospital
High	600-2,000 mg/L	Grocery Store, Bakery, Restaurant, Coffee Shop
Very High	>2,000 mg/L	Food Production, Brewery, Distillery, Cider Production, Dairy, Industrial w/Process Discharge

4. City Authority to Regulate

EB shall be subject to all standards, rules, and regulations of the City now in effect or hereafter amended or enacted. Subject to the provisions of this agreement, nothing in this Agreement shall supersede the City's legal authority to enforce City ordinances and regulations, including, but not limited to, lien and foreclosure for non-payment. However, the City agrees to abide by the terms of this Agreement in good faith and so shall pass no ordinance with the specific intent of adversely affecting EB's rights pursuant to this Agreement. The City further agrees that this Agreement may be immediately subject to review upon written notice from EB's in the event that the City passes any ordinance that EB's feels adversely affects them, and is consistent with the terms, conditions, and understandings set forth in this Agreement.

The WWTP Bingen reserves the right to temporarily discontinue receiving wastewater from EB and/or revise the discharge limits, if, in the opinion of the WWTP manager or designee, the wastewater discharged by EB to the WWTP may cause significant upset to the plant or sewer lines. The discontinuance of EB wastewater to the City's sewer system will continue until the problem is resolved to the satisfaction of the City. **The WWTP Bingen** will provide written notice to the City of its request and reasons for temporarily discontinuing received EB wastewater and/or revise EB's effluent discharge limits. The City will provide written notice to EB for temporarily not discharging its wastewater effluent into the City's sewer system.

~~**If EB does not pay the balance due to the City of Bingen for wastewater system services within 60 days of billing, Bingen may elect any enforcement action which may include but is not limited to filing a cause of action in the appropriate court of jurisdiction in Klickitat County and termination of wastewater system services.**~~

5. Failure to Comply.

In the event that EB fails to comply with the terms and conditions of this Agreement or any applicable city, state or federal law, ordinance or regulation, or the conditions and limitation of Bingen's **National Pollutant Discharge Elimination System (NPDES) NPDES** Permit for the WWTP, the City may, without making an election of remedies:

- a. Discontinue wastewater treatment service for EB; and/or
- b. Require pretreatment to an acceptable condition for EB discharge to the City sewer; and/or
- c. Require further control over the quantities and rates of EB discharge; and/or

- d. Require payment to cover any penalties and the added cost of handling and treating the **EB** wastes not covered by existing user charges.

These remedies are not cumulative and are not in derogation of any other remedy the City may have with respect to the breach of this Agreement or violation of law.

~~In the event that EB fails to pay the monthly bill to discharge to the City of Bingen's WWTP, the following penalties may be imposed:~~

- ~~a. A fee of 2% of the total bill will be assessed each day until payment is made; and/or~~
- ~~b. Wastewater treatment services will be discontinued.~~

7. Duration of the Agreement

This Agreement shall be two years in duration but shall be reviewed annually following a six month initial review after signing for the parties to address issues of mutual concern and may be modified by mutual consent of the parties. The parties further agree that EB may terminate, without further obligation, this agreement at any time provided written notice of such termination is given to the City no less than six months before such termination. Such termination shall not entitle EB to reimbursement for the payment specified in Section 4; hereof or any portion, prorated or otherwise, of said payment, nor entitle the City to the payment of any additional consideration by EB.

8. Captions.

The captions in this Agreement are for convenience only and do not in any way limit or amplify the provisions of this Agreement.

9. Invalidity of Particular Provisions.

If any term or provision of this Agreement, or the application thereof, to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Agreement or the application of such term or provision to persons or circumstances other than those as to which it is held invalid or unenforceable shall not be affected thereby and shall continue in full force and effect.

10. Entire Agreement.

This Agreement constitutes the whole agreement between the parties. There are no terms, obligations, covenants, or conditions other than those contained herein. No modification or amendment of this Agreement shall be valid and effective unless evidenced by an agreement in writing.

11. Interpretation of Agreement.

This Agreement and all the terms shall be construed according to the laws of the State of Washington. The venue of any litigation between the parties relating to this Agreement shall be the Superior Court, of Klickitat County, Washington. The parties acknowledge that each party has reviewed this Agreement and had sufficient opportunity to have this Agreement reviewed by counsel of choice. Furthermore, the parties agree that the normal rules of construction, to the effect that any ambiguities are to be resolved against the drafting party, shall not be employed in the interpretation of this Agreement or any amendments or exhibits to this Agreement.

12. Notices.

All written notices required to be given pursuant to this Agreement shall be either personally delivered or sent by Federal Express or a similar overnight delivery service, or first-class mail, registered or certified, return receipt requested, postage prepaid, and addressed as follows:

To City: City of White Salmon Copy To: City of White Salmon Attorney
Attn: Mayor
PO Box 2139
White Salmon, WA 98672

Copy To: City of Bingen Copy To: City of Bingen Attorney
Attn: Mayor
PO Box 607
Bingen, WA 98605

To EB: Everybody’s Brewing
PO Box 2457
White Salmon, WA 98672

The foregoing addresses may be changed from time to time by written notice. Notices shall be deemed received upon delivery if personally delivered; upon receipt if sent by overnight delivery.

13. Effective Date.

This Agreement shall be effective upon mutual execution by the parties hereto.

14. Binding on Heirs and Successors.

The rights and obligations of the parties shall inure to the benefit of, and be upon, their respective successors and assigns, however, it is not intended to confer rights or benefits to any third party, except as expressly stated herein.

15. Assignment.

This Agreement is not assignable without the prior written consent of the City, which consent shall not be unreasonably withheld.

16. Attorney’s Fees.

In the event suit or action, including arbitration, is instituted to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to its reasonable attorney's fees as set by the court at trial, arbitration, or any other proceeding, as well as on appeal.

All other provisions of the INTERLOCAL AGREEMENT shall remain the same.

EVERYBODY’S BREWING

Signature

DATE

CITY OF WHITE SALMON

File Attachments for Item:

E. Ordinance 2024-08-1168 Amending the 2024 Annual Budget

1. Presentation2. Public Hearing3. Discussion and Action



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:	Yes, completed
Meeting Date:	August 7, 2024
Agenda Item:	Ordinance 2024-08-1168 Amending the 2024 Budget
Presented By:	Stephanie Porter, Clerk Treasurer

Action Required:

Review and adoption of Ordinance 2024-08-1168, Amending the 2024 budget.

Motion for Business Item / Proposed Motion for Consent Agenda:

Move to adopt Ordinance 2024-08-1168, Amending the Budget for the City of White Salmon, Washington, for the Fiscal Year Ending December 31, 2024.

Explanation of Issue:

The budget amendment provides for amendments to revenues and expenditures. These changes are based on actual beginning cash balances, council approvals from March to July and adjustment for line items that are trending over budget. Significant changes are noted below along with changes to the ending cash balance. Ending cash balances meet the city’s financial policies for ending cash balances.

Salaries and benefits were adjusted to account for staffing vacancies.

Budget Changes:

Current Expense Fund 001

Revenue Increase

Building/Permitting Fees

Interfund transfer from Fire Reserves

Emergency Repairs to the Fire Hall bathrooms and WKRFA allocation for start up costs that will be split with FD3 until the approved WKRFA budget is active (January 1, 2025).

Addition of Middle Housing Grant Funding

Parking/Citations Increased

Expenditure Increase

Finance Contract Services

+ \$6,000

Increase to account for Janitorial Services for City Hall and Council Chambers

Prisoner Care \$13,000 added for 2023 back billed

+ \$13,000

Code Compliance line items created

+ \$5,439

Planning Contract Services

+ \$20,000

Increase is On-Call Services Allocation from \$20,000 to \$40,000

Park Pebbles Park Capital Purchases

+ \$6,000

Transfer to Street PW Vehicle Reserve Fund

+ \$5,000

Expenditure Decrease

Critical Areas Ordinance

- \$5,777

Reduced expenditure due to substantial completion of CAO update.

<i>Planner Vacancy (Salary/Benefits)</i>	- \$30,235
Added to Planning Contract Services	
<i>Park Building Ground Maintenance</i>	- \$3,000
Allocated to other line-item increases	
Street Fund 101	
<u>Expenditure Decrease</u>	
Street Contract Services	- \$5,000
Tohomish Street Project	- \$4,075
<u>Expenditure Increase</u>	
Street Contractual Services	+ \$25,000
Transfer to Street Vehicle Reserve Fund	+ \$10,000
Street PW Vehicle Reserve Fund 102	
Transfer from Street Fund	+ \$10,000
General Fund PW Vehicle Reserve Fund 103	
Transfer from Street Fund	+ \$5,000
MCI Fund 108	
<u>Revenue Increase</u>	
ARPA Funding (Splash Pad)	+ \$47,730
<u>Expenditure Increase</u>	
Splashpad Total Funding	\$161,587
ARPA Funding is allocated to this project.	
Playground Total Allocated Funding	\$102,713
No contract yet.	
General Fund Reserve 112	
<u>Transfer to Emergency Reserve Fund</u>	- \$100,000
Emergency Reserve Fund 115	
<u>Transfer from General Reserve Fund</u>	+ \$100,000
Police Vehicle Reserve Fund 121	
<u>Transfer to Police General Reserve Fund</u>	- \$80,000
Police General Reserve Fund 122	
<u>Transfer from Police Vehicle Reserve Fund</u>	+ \$80,000
Transportation Improvement Fund 302	
<u>Revenue Decrease</u>	
Sales Tax Revenue (TBD Funding)	- \$44,003
Hotel/Motel Tax Fund 303	
<u>Revenue Increase</u>	
REET Tax Revenue (TBD Funding)	+ \$15,096
LOCAL Bond Fund 304	
Accounting for revenue from LOCAL Bond, equipment purchases, and December Interest Debt Payment.	

Park and Recreation Fund 307

Reallocation of the 2023 \$30,767 ARPA Funding allocation due to Federal requirement to have this funding contracted or spent by December 31, 2024. This funding has been moved to the Splashpad project (MCI Fund 108).

In 2025 we will need to look at increasing annual funding to this line item to meet the Council resolution to provide \$35,000 allocation per year (total \$140,000) to New Pool Contribution. The 2024 Contribution is from general fund and will remain unchanged.

Water Fund 401

Revenue Increase

Investment Interest \$17,154

Expenditure Decrease

Overhead Cost Allocations - \$128,922

These fluctuate with the total project costs per fund.

Expenditure Increase

Transfer to Water Vehicle Reserve Fund + \$50,000

Salary Overtime + \$30,000

PWTF Debt Service Payment Placeholder (Mainline IIA) + \$50,000

Water Contract Services + \$39,000

Includes \$10,000 contingency for Anderson Perry and Aspect Consulting Engineering Services and Emergency Pump Repair.

Water Construction Supplies + 11,000

Water PW Vehicle Reserve Fund 428

Transfer from Water Fund + \$50,000

Wastewater Fund 402

Transfer to WW PW Vehicle Reserve Fund - \$10,000

Wastewater PW Vehicle Reserve Fund 429

Transfer from WW Fund + \$10,000

Water Reserve Fund 408

Expenditure Decrease

Pump C Replacement - \$20,000

Remaining ARPA Funding reallocated to SCADA Water Testing System

Wastewater Reserve Fund 409

Revenue Increase

WW Connections + \$4,000

Expenditure Decrease

WW Capital Improvement Plan (Bingen) - \$ 7,971

Garfield Stormwater - \$13,216

Expenditure Increase

Manhole Improvement Project (CO#1) + \$ 26,900

Water Short Lived Assets Fund 418

Expenditure Decrease

Meter Base Station - \$10,000

Expenditure Increase

Replacement Meters

+ \$10,000

SCADA Construction (CO#2)

+ \$11,161

Council Options:

City Council has the following options available at this time:

1. Accept the Staff Recommendation.
2. Revise the Staff Recommendation.
3. Refer this issue back to staff for additional work.
4. Take No Action
5. Other action as desired by council.

CITY OF WHITE SALMON

ORDINANCE NO. 2024-08-1168

AN ORDINANCE AMENDING THE BUDGET FOR THE CITY OF WHITE SALMON, WASHINGTON, FOR THE FISCAL YEAR ENDING DECEMBER 31, 2024

WHEREAS, the City Council of the City of White Salmon has reviewed its 2024 budget and changes in its revenue sources and expenditure requests and has determined that changes to the 2024 budget are appropriate; and

WHEREAS, the proposed budget amendments do not exceed the lawful limit of taxation allowed by the law to be levied on the property within the City of White Salmon for the purposes set forth in the budget, and the estimated expenditures set forth in the budget being necessary to carry on the government of the City of White Salmon for the fiscal year and being sufficient to meet the various needs of the City of White Salmon during the fiscal year.

WHEREAS, the presented budget amendments align with the financial policies adopted by the City of White Salmon and the State of Washington; and

WHEREAS, the budget was presented to the City Council at their regularly scheduled meeting on August 7, 2024; and

WHEREAS, the city council held a Public Hearing at their regularly scheduled meeting on August 7, 2024;

NOW, THEREFORE, the City Council of the City of White Salmon does ordain as follows:

Section 1. The budget for the City of White Salmon, Washington for the year 2024 as amended is hereby adopted in its final form and content.

Section 2. Estimated resources, including cash balances for each separate fund of the City of White Salmon, for all such funds combined for the year 2024 are set forth in summary below and are hereby appropriated for expenditure at the fund level during the year 2024 as set forth in the 2024 Fiscal Year Budget:

001 Current Expense

Beginning Cash	936,345
Revenue	<u>4,351,057</u> 3,472,241
Interfund Transfers In	<u>66,767</u> 8,655
Appropriations	<u>3,703,340</u> 3,568,061
Interfund Transfers Out	<u>52,730</u> 82,500
Ending Cash	<u>661,754</u> 775,335

101 Street Fund

Beginning Cash	-327,151
Revenue	<u>560,637.72</u> 556,231.72
Interfund Transfers In	0
Appropriations	<u>69,489</u> 556,231
Interfund Transfers Out	<u>12,656</u> 0
Ending Cash	<u>151,341.72</u> 195,897

102 Street Public Works Vehicle Reserve Fund

<u>Beginning Cash</u>	<u>0</u>
<u>Revenue</u>	<u>0</u>
<u>Interfund Transfers In</u>	<u>10,000</u>
<u>Appropriations</u>	<u>0</u>
<u>Interfund Transfers Out</u>	<u>0</u>
<u>Ending Cash</u>	<u>10,000</u>

103 General Public Works Vehicle Reserve Fund

<u>Beginning Cash</u>	<u>0</u>
<u>Revenue</u>	<u>0</u>
<u>Interfund Transfers In</u>	<u>5,000</u>
<u>Appropriations</u>	<u>0</u>
<u>Interfund Transfers Out</u>	<u>0</u>
<u>Ending Cash</u>	<u>5,000</u>

108 Municipal Capital Improvement Fund

Beginning Cash	546,405
Revenue	<u>97,901</u> <u>72,233</u>
Interfund Transfers In	<u>47,730</u> <u>0</u>
Appropriations	<u>274,300</u> <u>304,753</u>
Interfund Transfers Out	0
Ending Cash	313,885

110 Fire Reserve

Beginning Cash	382,702
Revenue	<u>17,591</u> <u>16,600</u>
Interfund Transfers In	0
Appropriations	15,000
Interfund Transfers Out	<u>36,000</u> <u>8,655</u>
Ending Cash	<u>349,293</u> <u>375,647</u>

112 General Fund Reserve

Beginning Cash	363,172
Revenue	16,000
Interfund Transfers In	0
Appropriations	0
Interfund Transfers Out	<u>100,000</u> <u>0</u>
Ending Cash	<u>279,172</u> <u>379,172</u>

115 Emergency Reserve Fund

<u>Beginning Cash</u>	<u>0</u>
<u>Revenue</u>	<u>100,000</u>
<u>Interfund Transfers In</u>	<u>0</u>
<u>Appropriations</u>	<u>0</u>
<u>Interfund Transfers Out</u>	<u>0</u>
<u>Ending Cash</u>	<u>100,000</u>

121 Police Vehicle Reserve Fund

Beginning Cash	217,195
Revenue	<u>11,638</u> 3,100
Interfund Transfers In	0
Appropriations	0
Interfund Transfers Out	<u>80,000</u> 0
Ending Cash	<u>148,833</u> 220,295

122 Police General Reserve Fund

<u>Beginning Cash</u>	<u>0</u>
<u>Revenue</u>	<u>0</u>
<u>Interfund Transfers In</u>	<u>80,000</u>
<u>Appropriations</u>	<u>0</u>
<u>Interfund Transfers Out</u>	<u>0</u>
<u>Ending Cash</u>	<u>80,000</u>

302 Transportation Improvement Fund

Beginning Cash	26,768
Revenue	<u>63,454</u> 107,457
Interfund Transfers In	0
Appropriations	0
Interfund Transfers Out	0
Ending Cash	<u>90,222</u> 134,225

303 Hotel/Motel Taxes

Beginning Cash	162,935
Revenue	<u>99,605</u> 80,633
Interfund Transfers In	0
Appropriations	80,500
Interfund Transfers Out	0
Ending Cash	<u>182,040</u> 163,068

304 LOCAL Bond Fund

<u>Beginning Cash</u>	<u>0</u>
<u>Revenue</u>	<u>112,000</u>
<u>Interfund Transfers In</u>	<u>2,656</u>
<u>Appropriations</u>	<u>114,656</u>
<u>Interfund Transfers Out</u>	<u>0</u>
<u>Ending Cash</u>	<u>0</u>

~~307 New Pool Construction~~ Parks and Recreation Fund

Beginning Cash	37,983
Revenue	1,200
Interfund Transfers In	35,000
Appropriations	0
Interfund Transfers Out	<u>30,767</u> 0
Ending Cash	<u>43,416</u> 74,183

401 Water Fund

Beginning Cash	593,020
Revenue	<u>2,463,716</u> 2,446,212
Interfund Transfers In	0
Appropriations	<u>1,937,975</u> 1,916,140
Interfund Transfers Out	589,371
Ending Cash	<u>529,390</u> 583,721

402 Wastewater Collection Fund

Beginning Cash	271,839
Revenue	<u>1,170,533</u> 1,169,583
Interfund Transfers In	0
Appropriations	<u>1,269,341</u> 1,276,889
Interfund Transfers Out	<u>50,000</u> 40,000
Ending Cash	<u>123,031</u> 124,533

408 Water Reserve Fund

Beginning Cash	411,478
Revenue	<u>1,881,630</u> 1,849,955
Interfund Transfers In	247,500
Appropriations	<u>2,065,430</u> 2,085,430
Interfund Transfers Out	0
Ending Cash	<u>475,178</u> 423,503

409 Wastewater Reserve Fund

Beginning Cash	676,257
Revenue	<u>38,372</u> 34,372
Interfund Transfers In	40,000
Appropriations	<u>400,608</u> 317,035
Interfund Transfers Out	7,500
Ending Cash	<u>346,521</u> 348,825

412 Water Rights Acquisition Fund

Beginning Cash	437,873
Revenue	164,620
Interfund Transfers In	0
Appropriations	123,985
Interfund Transfers Out	0
Ending Cash	478,508

413 Water Bond Redemption Fund

Beginning Cash	68,679
Revenue	3,000
Interfund Transfers In	194,882
Appropriations	194,882
Interfund Transfers Out	0
Ending Cash	71,679

414 Wastewater Bond Redemption Fund

Beginning Cash	11,526
Revenue	0
Interfund Transfers In	0
Appropriations	0
Interfund Transfers Out	0
Ending Cash	11,526

415 Water Bond Reserve Fund

Beginning Cash	127,283
Revenue	4,500
Interfund Transfers In	19,489
Appropriations	0
Interfund Transfers Out	0
Ending Cash	151,272

416 Wastewater Bond Reserve Fund

Beginning Cash	79,815
Revenue	2,900
Interfund Transfers In	0
Appropriations	0
Interfund Transfers Out	0
Ending Cash	82,715

417 Treatment Plant Reserve Fund

Beginning Cash	388,102
Revenue	19,030
Interfund Transfers In	7,500
Appropriations	0
Interfund Transfers Out	0
Ending Cash	414,632

418 Waster Short Lived Asset Reserve Fund

Beginning Cash	316,820
Revenue	<u>10,000</u> 3,500
Interfund Transfers In	125,000
Appropriations	<u>439,999</u> 428,838
Interfund Transfers Out	0
Ending Cash	<u>11,821</u> 16,482

419 Waster Construction Loan Fund

Beginning Cash	0
Revenue	8,045,000
Interfund Transfers In	0
Appropriations	8,045,000
Interfund Transfers Out	0
Ending Cash	0

420 USDA Rural Development Loan ~~Water Construction~~ Fund

Beginning Cash	2,760.64
Revenue	5,187,100.00
Interfund Transfers In	0
Appropriations	5,189,860.22
Interfund Transfers Out	0
Ending Cash	0.42

428 Water Public Works Vehicle Reserve Fund

<u>Beginning Cash</u>	<u>0</u>
<u>Revenue</u>	<u>0</u>
<u>Interfund Transfers In</u>	<u>50,000</u>
<u>Appropriations</u>	<u>0</u>
<u>Interfund Transfers Out</u>	<u>0</u>
<u>Ending Cash</u>	<u>50,000</u>

429 Wastewater Public Works Vehicle Reserve Fund

<u>Beginning Cash</u>	<u>0</u>
<u>Revenue</u>	<u>0</u>
<u>Interfund Transfers In</u>	<u>10,000</u>
<u>Appropriations</u>	<u>0</u>
<u>Interfund Transfers Out</u>	<u>0</u>
<u>Ending Cash</u>	<u>10,000</u>

601 Remittances

Beginning Cash	665
Revenue	<u>6,777</u> 4,672
Interfund Transfers In	0
Appropriations	<u>7,169</u> 5,333
Interfund Transfers Out	0
Ending Cash	<u>273</u> 4

Total All Funds 30,493,063.36 ~~30,006,442.64~~

Less Interfund Transfers 1,041,524 ~~678,026~~

Net Total 29,451,539.36 ~~29,328,416.64~~

Section 3. The City Clerk Treasurer is directed to transmit a certified copy of the budget hereby amended to the Office of the State Auditor and to the Association of Washington Cities.

E.

Section 4. This Ordinance shall take effect and be in force five (5) days after its publication according to law.

Passed by the council and approved by the Mayor on this 7th day of August, 2024.

Marla Keethler, Mayor

ATTEST:

APPROVED AS TO FORM:

Stephanie Porter, Clerk Treasurer

Shawn MacPherson, City Attorney

E.

**ARPA FUNDING ALLOCATIONS AMENDMENT- RECOMMENDED AMENDMENTS - RESENTED TO COUNCIL AUGUST 7, 2024
INCLUDED IN 2024 BUDGET AMENDMENT NO.2**

Total Amount: \$751,922.00

Amount	Spending Group	Spending Subgroup	Project	Treasury Eligible Use Group	Treasury Eligible Use Subgroup
\$380,000.00	Housing	Affordable Housing	Creating opportunities for residents to stay and live in White Salmon by increasing the supply of affordable housing. Stressors on the local housing market were further compounded by the Covid-19 pandemic. This allocation will allow the city to accelerate acquisition of land to develop 10 long-term income restricted home ownership opportunities for low-and moderate-income residents.	Services to Disproportionately Impacted Communities	Housing Support: Affordable Housing
\$225,000.00	Infrastructure	Water	Support clean water/sewer infrastructure through needed improvements to the city's water delivery systems. Modernizing water infrastructure will improve water reliability, benefit water resources, and allow the city to meet anticipated demands on water needs resulting from known population growth estimates	Infrastructure	Clean Water: Other Sewer Infrastructure
\$18,234.00	Public Health	Covid Response	Expansion of critical city communications methods with installation of digital readerboards. The purpose is to improve our ability to communicate essential pandemic, health, assistance, emergency and other important information to our residents, businesses and others. Also pursuing a translation subscription that will allow the city to provide multilingual information on these new displays and expand our multilingual outreach through existing platforms. Feedback from the Latino community reinforces that there is still confusion and difficulty in accessing critical and emergency information in Spanish.	Public Health	Other Covid-19 Public Health (Communications)
\$68,037.00	Public Health	Covid Response	The required in-person mail acceptance and distribution for intown residents during the pandemic limited the ability to mitigate that exposure risk for residents. Installing clusterboxes in coordination with USPS will bring a much-needed mail delivery option to residents within city limits that until now has been unavailable.	Public Health	Other Covid-19 Public Health Expenses/Physical Changes to public access
			Residents on fixed- or limited incomes experience increased stress and instability as a result of pandemic-related supply-chain and inflation cost increases. Implementing cluster mail delivery will provide a no-cost option for residents to receive mail.	Services to Disproportionately Impacted Communities	Social Determinants of Health: Other
\$12,921.00	Govt. Operations Investment	Investment in Government Facilities/ Equipment	A survey of our native community identified transportation access as a factor in making it difficult to access medical treatment and appointments. This is also an issue that has been identified in outreach to local youth about barriers to accessing mental health and other medical services. While public transit has expanded in the Gorge, the available bus stops in White Salmon are without any shelter or permanent signage. Installing a shelter and creating a visible, permanent presence for the stop will raise awareness about the services, help to destigmatize the use of public transit for some residents, and expand the quality of services for residents.	Services to Disproportionately Impacted Communities	Social Determinants of Health: Other
\$47,730.00	Govt. Operations Investment	Investment in Government Facilities/ Equipment	Since the onset of Covid-19, studies have shown that early childhood health is impacted positively by access to outdoor recreation. Investments in and Improvements to outdoor facilities reduce risk of disease and improve other health and educational outcomes. **It is recommended that remaining funds from other projects would also be directed to this category**	Services to Disproportionately Impacted Communities	Social Determinants of Health: Other

**TOTAL:
\$751, 22**

BY PERCENTAGE
51% Housing
30% Infrastructure
1 % Public Health
% Government Facilities

E.

2021 ARPA Funding Received	\$ 375,961.00
2022 ARPA Funding Received	\$ 375,961.00
Total ARPA Funding	\$ 751,922.00

Proposed as of the July 2024 Budget Amendment

Spending Group	Spending Sub Group	Amount	Project	2022 Expenditures	2023 Remaining	2023 transfers	2023 Beginning Balance	2023 Allocated Expenditures	2024 Projected Balance (Listed as unallocated)	2024 Transfers	Funds remainaing in City custody	2024 Expenditures
Housing	Affordable Housing	\$ 380,000.00	Purchase of Real Property - Four Oaks	\$ 15,800.00	\$ 364,200.00	\$ -	\$ 364,200.00	\$ 364,200.00	\$ -		\$ -	\$ -
Infrastructure	Water	\$ 225,000.00	Booster Station and Pump C Replacement	\$ -	\$ 225,000.00	\$ -	\$ 225,000.00	\$ 177,500.00	\$ 47,500.00	\$ (7,677.40)	\$ 39,601.08	\$ 39,601.08
											\$47,278.48 = \$39,601.08 Spring Street Booster Engineering and \$7,677.40 Pump C - Pump C transferred to SCADA Testing	
Infrastructure	Water		SCADA Testing Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	7677.4	\$ 7,677.40	\$ 7,677.40
Public Health	COVID Response	\$ 25,000.00	Purchase of Reader Board	\$ 18,234.00	\$ 6,766.00	\$ (6,766.00)	\$ -	\$ -	\$ -		\$ -	\$ -
Public Health	COVID Response	\$ 85,000.00	Mail Delivery	\$ 68,037.00	\$ 16,963.00	\$ -	\$ 16,963.00	\$ -	\$ 16,963.00	\$ (16,963.00)	\$ -	\$ -
Govt Operations Investment	Investment in Gov Facilities	\$ 12,000.00	Bus Shelter	\$ -	\$ 12,000.00	\$ -	\$ 12,000.00	\$ -	\$ 12,000.00	\$ 921.00	\$ 12,921.00	\$ 12,921.00
											*Bus seats ordered-will be spent by 12/31/2024	
Govt Operations Investment	Investment in Gov Facilities	\$ 24,000.00	WSVDP New Pool Contribution	\$ -	\$ 24,000.00	\$ 6,767.00	\$ 30,767.00	\$ 30,767.00	\$ -	\$ (30,767.00)	\$ -	\$ -
											\$30,767 will be replaced by another source to complete the full dedicated contribution to the new pool	
Govt Operations Investment	Investment in Gov Facilities		Splash Pad Project						\$ -	\$ 47,730.00	\$ 47,730.00	\$ 47,730.00
											Splash Pad Project Contracted-will be paid by 12/31/2024	
Misc	Unallocated	\$ 922.00		0	\$ 922.00	\$ (1.00)	\$ 921.00	\$ -	\$ 921.00	\$ (921.00)	\$ -	\$ -
					\$ 649,851.00	\$ -	\$ 649,851.00	\$ 572,467.00	\$ 77,384.00	\$ -	\$ 107,929.48	\$ 107,929.48

File Attachments for Item:

A. Department Head Reports



PUBLIC WORKS DEPARTMENT

Meeting Date: 8.7.24

Presented By: Andrew Dirks- Public Works Director

Daily Operations / What's Happening:

- Meter Change: Harvest Market
- New service install: Wisconsin, Loop, 141 and Sol Vista
- Sewer tap inspection
- Leak repairs: Rio Vista, LA Res, and Child's Rd.
- Monthly meter reads, reporting and samples.
- Project updates meetings with AP and Green Construction.
- Rheingarten Park retaining wall repair.
- Chapter 13 review.
- RFA lease agreement review.
- Curb painting
- Service line replacement.
- Sewer camera.
- Pothole and Patching work.
- Regular vehicle maintenance.
- Plan Review/ Development team review.

Current Projects:

- Splash Pad
- Transmission Main Phase 1
- Jewett Valve Cans.

Upcoming Projects:

- NMBPS
- Transmission Main Phase 2A

Completed Projects:

- Jewett Manholes

Upcoming Trainings:

- GIS Huddle- HR County
- MRSC- Small Works Roster
- Forklift Certification

Updates for the Community / Upcoming Events:

- New bench donation will be installed at the Splash Pad when finished.

Bingen-White Salmon Police Department

142 E Jewett Blvd / PO Box 2139
White Salmon, Washington 98672



Mike Hepner, Chief of Police

Telephone (509) 493-1177 Fax (509) 493-1007

DEPARTMENT HEAD REPORT

Department: Police

Meeting Date: August 7, 2024

Presented By: Chief Mike Hepner

Administration:

- WS Council Meeting
- Bingen Council Meeting
- Klickitat County Behavior Health meeting
- Klickitat Community Link Project (K-LINK) Meeting
- A collaboration of community partners working together to better connect their services and better serve the community.
- 2nd Quarter Department Update
- July 4th Parade
- Flex Mobile Webdemo-Software update
- Hiring process - Patrol Sergeant
- Background process – Lateral Officer
- Wildfire information for public
- Spillman User Group Meeting

Patrol Division:

The Bingen-White Salmon Police Department prides itself in reducing the incidence and fear of crime, ensuring justice, and safeguarding the rights of all, to provide for a safe and vibrant community.

The Bingen-White Salmon Police Department will accomplish this by working in partnership with the community we serve to enhance our law enforcement effectiveness.

I ask the Officers to prioritize their time by making calls for service as the top priority. Second, to be visible in the community which means driving through neighborhoods and being seen by the public and lastly speed enforcement, parking issues, or whatever the community deems important to them.

June 2023 and 2024 Activity Logs Attached

A.

**Bingen-White Salmon Police
Monthly Activity Log
June 2023**

White Salmon	Bingen	
1		Abandoned/Disabled Vehicle
9	4	Agency Assist
1	6	Alarm
8	3	Animal Problem/Noise/Neglect
		Arson
		Assault
		Attempt to Locate
		Burglary
		Child Abuse/Neglect
8	3	Citizen Assist
2	2	Civil Matter
	2	Criminal Mischief
	1	Deceased
3	1	Disorderly
1	2	Domestic Violence
		Drugs
1	1	DUI
3	1	Fire
1		Fireworks
		Forgery
		Fraud
1		Harassment
1	1	Hazmat
		Homicide
		Information
	1	Intoxication
1		Juvenile Problem
		Kidnapping
41	28	

White Salmon	Bingen	
		Littering
	1	Missing Person/Runaway
2		Medical Emergency
2	1	Mental Health
4	1	Motor Vehicle Accidents
		Motor Vehicle Theft
2		Noise Complaint
2		Parking Problem
		Pornography
6	2	Property Lost/Found
		Prowler
		Recovered Stolen Property
		Resisting Arrest
		Robbery
		Search Warrant
		Sex Crimes
9	4	Suspicious
	5	Theft
	1	Threats
3	1	Traffic Complaint/Hazard
4	1	Traffic Offense
2		Trespass
2		Unsecure Premise
1	1	Violation Court Order
2		Wanted Person
		Weapons Offense
6	2	Welfare Check
2	1	911 Hang-up Calls
49	21	

49	Bingen
90	White Salmon
139	Total

A.

**Bingen-White Salmon Police
Monthly Activity Log
June 2024**

White Salmon	Bingen	
5	3	Abandoned/Disabled Vehicle
19	4	Agency Assist
5	3	Alarm
4	1	Animal Problem/Noise/Neglect
		Arson
		Assault
		Attempt to Locate
	1	Burglary
		Child Abuse/Neglect
10		Citizen Assist
1		Civil Matter
2	1	Criminal Mischief
		Deceased
3		Disorderly
2	1	Domestic Violence
		Drugs
1	1	DUI
1		Fire
		Fireworks
		Forgery
2		Fraud
1		Harassment
1		Hazmat
		Homicide
		Information
		Intoxication
2		Juvenile Problem
		Kidnapping
59	15	

White Salmon	Bingen	
	1	Littering
1		Missing Person/Runaway
1		Medical Emergency
1	1	Mental Health
6	1	Motor Vehicle Accidents
		Motor Vehicle Theft
		Noise Complaint
		Parking Problem
		Pornography
2	1	Property Lost/Found
		Prowler
		Recovered Stolen Property
		Resisting Arrest
		Robbery
		Search Warrant
		Sex Crimes
5	2	Suspicious
1	1	Theft
1	1	Threats
4		Traffic Complaint/Hazard
3	3	Traffic Offense
1		Trespass
1		Unsecure Premise
2	2	Violation Court Order
1		Wanted Person
		Weapons Offense
2	1	Welfare Check
4		911 Hang-up Calls
36	14	

29	Bingen
95	White Salmon
124	Total



DEPARTMENT REPORT FINANCE / CLERK

Meeting Date: August 7, 2024
Presented By: Stephanie Porter, Clerk Treasurer

Daily Operations / What's Happening:

- Public Records Request – 4 new request this period
- Daily Reconciliation - Current
- Quarterly Taxes – Completed 07/24/2024
- Monthly reporting and taxes - Current
- Send Ordinances to Municode for code update.
- Reviewing Utility Adjustments
- Review and approve Utility Billing
- Review and Approve Accounts Payable
- Record Retention
- Grant quarterly reporting – Completed Q2
- Working with Anderson Perry regularly for USDA contractor reimbursements- tracking for the Main line Phase 1 Project.
- One-Time Leak Forgiveness Applications – 1 new received.
- Payment Plan Applications – 0 received.
- Low Income Utility Discount Program Application is available on website, program is active. Number of New Applications this period – 0
- Utility Grievance- 0 received
- Clean up and set up of Council Chambers
- Committee/Executive Communication

New Projects Progress:

- Shoreline Management Plan approval for Ecology received 7/30/2024 – Working with Alex from Facet to bring final approval to council.
- Resolution to finalize the Critical Areas Ordinance compliance with GMA standards.
- Payroll processing while Finance Clerk on vacation (7/29-8/02)
- Coverage of Utility Clerk during vacation (7/15-7/19).
- WKRFA Lease Agreement Drafting and presentation to CityOps Committee.
- Provided Emissions Reduction Plan Finance Comments
- Organizing a Department of Retirement Services Presentation for White Salmon Staff related to PERS II and DCP Retirement options.
- WSMC Chapter 13 Sewer Rates review and modification for Substantial Industrial Users. Creation of a Substantial Industrial Users Agreement.
- Coordinating with Department Heads for Budget Amendment No 2.
- Working with CityLab to review and revise fees related to utilities and billing.

Existing Projects Progress:

- Annual USDA Report- past due with extension; working with USDA to complete.
- Working with Police Department to create a Scope of Work for a Janitorial Contract for City Hall and the Police Department- Scope of work created – implementing MRSC procurement review recommendation.
- Working with Springbrook to get access to the Chart of Accounts (budget) for all department heads- completed with Springbrook. Need to coordinate with Radcomp. Andrew Dirks and Troy Rayburn have been set up for access to Springbrook.

- ARPA Surplus Process- **no update as of 07.31.2024**
- Regional Fire Authority Sub Committee – HR/Finance – RFA Sub Committee-Finance committee meets monthly.
- Reporting and managing of the CDBG Grant with Columbia Cascade Housing Corporation –**program is active.**
- NW Natural Franchise Agreement Renewal – **CityLab review has been completed. Moved to City Attorney and City Administration to negotiate and finalize the Ordinance Agreement.**
- Beginning 2024 Budget Amendment No 2 – **Public Hearing 8/7/24**
- Working with PW to determine if identified Tree Maintenance can be completed by PW or if an RFP needs to be issued for bids.- **no update**
- Tribal Fishco Billing – **working with Bingen to rectify the billing for summer processing**
- Ordinance to amend WSMC 3.24 Funds -**Completed**
- Website Retention to prepare for migration to updated platform.
- Amending WSVSD Interlocal Agreement for Winter Rates.
- Working with Little League to resolve meter billing issues.
- Pay Equity Study O&M comparison to top 5 comparable cities – **Will go to Personnel and Finance Committee for review**
- Middle Housing Grant Reporting of expenditures and progress report - **Completed**
- Mechanical Sweeper Request for Bids final draft review and out for bid. – a reminder this will be included in a future LOCAL Bond after procurement is complete and an estimated delivery date is determined. **Completed**
- Approved Annexation Finalization Steps – Sent to the county for recording – communication with OFM to record. - **Completed**
- Website Migration webinars – preparing to upgrade from Dupral 7 to Dupral 10- timeline from CivicPlus that migration will be completed by January 5, 2025. **Ongoing**
- Work with Com Dev Committee to determine timeline for the Main Street Mural.- **Completed – Mural will begin Early September.**

Upcoming Meetings/Events/Trainings:

- WKRFA Planning Committee – August 15 – 6:30pm – Council Chambers
- Labor Day – Federal Holiday – September 2 – City Offices Closed
- WA Finance Officers Annual Conference – September 17-20
- Community Development Meeting – *Cancelled for August*
- CityLab Board Meeting – *Cancelled for August*
- Personnel and Finance Meeting – *Cancelled for August*
- **FIRST WKRFA Governing Board Meeting – September 30, 2024 at 6:30pm**