



White Salmon City Council Meeting
A G E N D A
October 04, 2023 – 6:00 PM
119 NE Church and Zoom Teleconference
Meeting ID: 856 6895 1034

Call in Numbers:

669-900-6833	929-205-6099	301-715-8592
346-248-7799	253-215-8782	312-626-6799

Zoom Link: <https://us02web.zoom.us/j/85668951034>

- I. Call to Order, Presentation of the Flag and Roll Call**
- II. Changes to the Agenda**
- III. Presentations**
 - A. Hispanic American Heritage Month**
Guest Speaker: Juan Reyes, Washington Gorge Action Programs
 - B. Mayor's Updates**
- IV. 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.
- V. Consent Agenda**
 - A. Approval of Change Order No. 1 - North Cascade Excavation - Mainline Transmission Replacement Phase I
 - B. Approval of Utility Leak Adjustment - Steven Wolf - 1150 Panorama Point
(Documents will be provided before the meeting)
 - C. Approval of Council Retreat Meeting Minutes - September 5, 2023
 - D. Approval of Meeting Minutes - September 20, 2023
 - E. Approval of Vouchers
- VI. Public Hearings**
 - A. **Ordinance 2023-09-1149 Annexation of Unincorporated Island into to City of White Salmon per RCW 35A.14.295**
 - 1. Presentation
 - 2. Public Hearing
 - 3. Discussion
- VII. Business Items**
- VIII. Reports and Communications**
 - A. Department Head
 - B. Council Members
- IX. Executive Session (if needed)**
- X. Adjournment**

File Attachments for Item:

A. Approval of Change Order No. 1 - North Cascade Excavation - Mainline Transmission Replacement Phase I



Department Head: _____

Clerk/Treasurer: _____

City Administrator: _____

Mayor: _____

COUNCIL REPORT



Business Item



Consent Agenda

Needs Legal Review:

No, Unnecessary

Meeting Date:

October 4, 2023

Agenda Item:

Approval of Change Order No. 1 – North Cascade Excavating – Transmission Mainline Replacement Phase I

Presented By:

Andrew Dirks, Public Works

Action Required:

Review and authorization for the Mayor to sign Change Order No. 1 for Transmission Mainline Replacement Phase I with North Cascade Excavating in the amount not to exceed \$21,500.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to authorize the Mayor to sign Change Order No. 1 for Transmission Mainline Replacement Phase I with North Cascade Excavating in the amount not to exceed \$21,500.

Explanation of Issue:

This change order is to address the additional depth required for a section (STA 107+67 to STA 101+40) of main line installation due to an undiscovered culvert crossing. The depth needed to be carried to avoid a high point and a potential spot for air entrapment. The contractor encountered areas of unstable trench walls which required shoring and abandoned corrugated metal pipe which slowed the installation of water main. This change order also revised the definition of rock excavation and added 5 working days to the contract.

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.

Fiscal Analysis:

The funding provided for the project through loans and grants will accommodate this increase.

Recommendation of Staff/Committee:

Staff recommends authorization for the mayor to sign Change Order No. 1 for Transmission Mainline Replacement Phase I with North Cascade Excavating in the amount not to exceed \$21,500.

Follow Up Action:

If approved, signed Change Order will be sent to USDA Rural for approval.

CHANGE ORDERChange Order No.: 1

Date of Issuance: **September 20, 2023**
 Owner: **City of White Salmon, Washington**
 Contractor: **North Cascade Excavation, LLC**
 Engineer: **Anderson Perry & Associates, Inc.**
 Project: **Transmission Main Replacement Phase I**

The Contract is modified as follows upon execution of this Change Order:

Description of Changes (Supplemental description, Plans and Specifications attached, as applicable)		DECREASE in Contract Price	INCREASE in Contract Price
1-1	Additional Pipe Depth; STA 101+37 to STA 107+62 - LS		\$20,000.00
1-2	Revised Definitions of Solid Rock Excavation	\$0.00	\$0.00
Subtotal		\$0.00	\$20,000.00
Total, Increase Less Decrease		\$20,000.00	
Sales Tax (7.5%), if applicable		\$1,500.00	
Net Change in Contract Price for this Change Order		\$21,500.00	

JUSTIFICATION:

See Attachment A to Change Order No. 1

The amount of the Contract will be Increased for this Change Order
 by the sum of:

\$21,500.00

Total Contract Price prior to this Change Order:

\$3,607,259.26

The Contract Price incorporating this Change Order:

\$3,628,759.26

Contract Times prior to this Change Order:

Date of Substantial Completion:

December 24, 2023

Date Ready for Final Payment:

January 23, 2024

The Contract period provided for Substantial Completion will be Increased.

5 Days

Revised Date of Substantial Completion:

December 29, 2023

Revised Date Ready for Final Payment:

January 29, 2024

RECOMMENDED:

By: David Jepsen Perry &
Anderson Perry & Associates, Inc.

Name: David Jepsen, P.E.

Title: Senior Engineer

Date: September 20, 2023

ACCEPTED:


By: _____
Owner (Authorized Signature)

Name: _____

Title: _____

Date: _____

ACCEPTED:

By: 
North Cascade Excavation, LLC

Name: Sam Duguay

Title: GM

Date: 9/20/23

Approved by Agency (if applicable)

By: _____

Name: _____

Title: _____

Date: _____

**ATTACHMENT A
CITY OF WHITE SALMON, WASHINGTON
TRANSMISSION MAIN REPLACEMENT PHASE I
CHANGE ORDER NO. 1**

1.1 ADDITIONAL PIPE DEPTH, STA 101+37 TO STA 107+62

Description of Change: The new 16-inch diameter water main was installed from approximately 1.5 feet to 4 feet deeper than shown on the Drawings as the culvert at approximately STA 102+06 was deeper than shown and a culvert at approximately STA 101+45 was not shown in the Drawings.

Justification: The deeper water main installation was required to maintain upgradient slope from STA 107+67 to STA 101+40 to prevent creating an intermediate high point and installation of another air release valve. With the additional depth, the Contractor excavated more material than originally anticipated, encountered areas of unstable trench walls (created by groundwater and a deposit of river rock) which required additional shoring, and encountered and removed corrugated metal pipe (CMP) in the trench (reported to be abandoned by the White Salmon Irrigation District); all of which slowed the installation of the new water main. The amount of water main installed before and during this stretch of the alignment was reviewed along with the Contractor's daily cost for his crew and equipment.

Cost/Time: The cost for this additional work was based on an agreed-upon lump sum price of \$20,000.00 that includes all added costs for the deeper water main installation including additional excavation, backfill, piping, shoring; removal of CMP pipe found in the trench; and labor and equipment costs required to complete the additional work. Payment for the water main installation will be made by the Base Bid unit prices. With sales tax (7.5%), the total increase in the Contract Price is \$21,500.00. Five days will be added to the Contract Time.

CHANGE TO THE CONTRACT PRICE: \$21,500.00 (Increase)
CHANGE TO THE CONTRACT TIME: Five Days

1.2 REVISED DEFINITIONS OF SOLID ROCK EXCAVATION

Description of Change: Paragraphs 1.2.D.1 and 2 of Technical Specifications Section 3, Excavation and Backfill of Trenches are be modified as shown in underline below:

"(existing language to remain the same) ..., or other extra work beyond the capability of heavy-duty excavating equipment such as a tracked hydraulic excavator with a net power of 200 HP and an operating weight of 80,000 lbs. or more, or as approved on a case-by-case basis based on the equipment being employed for the rock removal and material being excavated by the Engineer or his Resident Project Representative (RPR). The Engineer's or RPR decision shall be final."

Justification: The Contractor has shown the ability of using his Doosan DX225LC tracked excavator for removal of solid rock even though this piece of equipment does not have the net power or operating weight shown in Paragraphs 1.2.D.1 and 2 of Technical Specifications, Section 3, Excavation and Backfill of Trenches. The Contractor has advocated the use of this smaller tracked excavator due to limitations associated with road clearance and adjacent tree canopies. The intent of this revision is to allow the Contractor to continue to utilize his Doosan DX225LC tracked excavator as approved by the Engineer or RPR on a case-by-case basis. The use of any equipment for rock excavation that is below the net power

or operating weight described in Paragraphs 1.2.D.1 and 2 (other than the Doosan DX225LC) would need to be evaluated in the field by the Engineer or RPR before considering payment for rock excavation performed by any equipment that is not consistent with Paragraphs 1.2.D.1 and 2.

Cost/Time: There is no change in contract price or contract time with this change order item.

CHANGE TO THE CONTRACT PRICE: **\$0.00**
CHANGE TO THE CONTRACT TIME: **Zero Days**

SUMMARY OF CHANGE ORDER NO. 1

Change Order Description	Change In Contract	
	Time, days	Price, \$
1-1 Additional Pipe Depth, STA 101+40 TO STA 107+67	5	20,000.00
1-2 Revised Definitions of Solid Rock Excavation	0	0.00
Subtotal	5	20,000.00
Sales Tax @7.5%	N/A	1,500.00
TOTAL	5	21,500.00

File Attachments for Item:

C. Approval of Council Retreat Meeting Minutes - September 5, 2023



CITY OF WHITE SALMON

City Council Retreat – Tuesday, September 5, 2023

In Person Only – 119 NE Church Street

Council and Administrative Personnel Present:

Council Members:

Patty Fink
Jason Hartmann
David Lindley
Jim Ransier
Ben Giant

Staff Present:

Marla Keethler, City Mayor
Troy Rayburn, City Administrator
Stephanie Porter, Clerk Treasurer
Bill Hunsaker, Fire Chief/Code Enforcement
Andrew Dirks, Director of Public Works
Lisa George, Police Department
Troy Rosenberg, Deputy Clerk/Utility Clerk

I. Call to Order and Roll Call

Mayor Marla Keethler called the retreat to order at 3:05pm. There were no members of the public in attendance.

II. Discussion Items

A. Department Overviews

Each Department Head reviewed their projects that were funded in the 2023 Budget, what projects have been completed, and what their department is requesting to be funded in the 2024 budget.

Troy Rayburn, City Administrator

Visible change is the climate of City Hall. City Hall has focused on greater transparency and putting the public first.

2023 Budget funded items for City Hall included:

Voyent! Alerts Notification System
HR consultant

2023 Completed Goals:

Department Head Reports and City Administrator Brief
City Hall Monday closure for a staff workday
Creation and Appointment of the Appeals Board
Completed Housing Action Plan, Transportation System Plan "Lite", Shoreline Management Plan.
Click-up Project Management to centralize the 64 City Projects in progress.

2024 Department Requests:

More Public outreach - Open house that emphasizes building and community meetings, Fire Mitigation focusing on solutions and implementation.

2024 Goals:

Working on proactive vs reactive.
Continuing the Cultural Shift

Andrew Dirks, Public Works Director

2023 Budget funded items for Public Works included:

New Power Tools
Brightly Software – Asset Management

2023 Completed Goals:

Transmission Mainline Replacement Phase I is an estimated 25% completed.
Jewett Paving Project
Patton Paving Project
Garfield Street Reconstruction Project
Well #1 pump Replacement

2024 Department Requests:

Laptop Replacement
Bucket Truck
Lawnmower

2024 Project Funding Needs:

Painting of the Los Altos Reservoir
Sand plant roof replacement
Jewett manhole project – 2024
Main Avenue Booter Station
Roof Repair
Pump C
Parks (playground, Splash pad)
ASR

Andrew Dirks noted that Public Works and Police Department are working together to resolve Line-of-Sight issues.

Bill Hunsaker, Fire Chief/Building Official/Code Enforcement

2023 Budget funded items for Fire and Building included:

FIRE - \$25,000 to Fire Reserve
FIRE – WKRFA Options
BUILDING - SmartGov Building and Permitting Software (AKA Brightly)

2023 Completed Goals:

FIRE - West Klickitat Regional Fire Authority (WKRFA)
BUILDING – Implementation of SmartGov Building and permitting Software

2024 Department Requests:

FIRE – Contribution to Fire Reserve Fund

2024 Goals:

FIRE - BRIC Grant

FIRE – Continuing the Fuel Reduction Phase I

FIRE - Evacuation plan and response plan

Lisa George, Police Manager

2023 Budget funded items for Police included:

6th Officer position created.

New Riffles

4 New Computers

2023 Completed Goals:

Connex Storage Lighting

2 New Lateral Officers hired with knowledge of the community.

Riffles purchased – will complete training for use.

Update computer for security camera at the Heritage Center (Park and Ride)

2024 Department Requests:

New Tasers

New Camera System at the Police Office

1 additional Body Camera (so all officers and chief will have one)

Promote an officer to Sergeant position.

Lisa George confirmed:

- There will not be a request for a replacement vehicle in 2025.
- There is not an update on mental health services at this time.
- There is not a plan to replace the Police Station Facility at this time, but do agree it should be considered in the next 3-5 years.

The City Council discussed the details of Fire Mitigation and Water Security.

Stephanie Porter, Clerk Treasurer

2023 Budget funded items for Finance/Clerk included:

DocuSign Contract Services

MRSC Small Works Roster

2023 Completed Goals:

Cost savings by reducing certain bills:

- Aramark rugs at City Hall.
- First Aid Kits Large wall mounted with refill costs. Replace with 1 time purchase kits.

Implemented Electronic Signature Policy and DocuSign Software.

Transitioned to the MRSC Small Work Roster for Small Work Contracting.

2023 Grants Completed:

Shoreline Master Plan – Department of Ecology
Housing Action Plan – Department of Commerce
Personnel Policy Updates - RMSA Loss Prevention Grant
Garfield Street Reconstruction – Transportation Improvement Board (TIB)
2023 Chip Seal Project – Transportation Improvement Board (TIB)
2023 ASR agreement (extension pending) – Department of Ecology

2024 ARPA Funding Requirements:

Mail Delivery - \$16,963
Bus Shelter - \$12,000
Water Infrastructure - \$47,500 (Pump C Replacement)
Misc - \$921

All ARPA funds need to be committed by December 31, 2025.
All funds need to be spent by December 31, 2026.

2024 Department Requests:

Electronic Records Management System
6 iPads for council chamber for electronic agenda packets and signatures.
Fix Based Meter System for Utility Billing
New Computer for Utility Clerk
Finance Assistant or Additional Staff member at City Hall

2024 Goals:

Transitioning to electronic processes to reduce paper waste.
Implementation of a new phone system

B. City Hall 2.0 (Technology Upgrades)

Moved to after the break.

Break 5:00pm-6:00pm

III. Call Back to Order

Mayor Marla Keethler called the meeting back to order at 6:00pm. There were no members of the public in attendance.

B. City Hall 2.0 (Technology Upgrades)

Stephanie Porter, Clerk Treasurer

Porter provided an overview of the following programs used by city staff to help streamline process and also reduce the city reliance on paper:

Business License Data:

Increase since outside management.
Streamlined process of getting Business License.

Xpress Bill Pay:

Customer utility billing signed up for Xpress Bill Pay.
Customers using paperless pros and cons.

Data Bar Utility Billing Printer:

Exploring email utility statements through Data Bar.

Currently only mailed Utility Billing.

Voyent! Alert Notification System:

Sign up has increased from 480 subscribers to 800 subscribers after the fire in July 2023.

MRSC Roster Subscription:

Small Works Roster transfer to MRSC.

Porter gave an overview of the program.

Marla Keethler, Mayor

Mayor Keethler provided an overview of the following programs used by city staff:

Click-up meeting software:

Explanation on usage and vision for future.

Better project management.

City of White Salmon Website:

City website - Migration

Noticeable changes to come in 2024.

Showed information on Housing Action Plan.

Link on city website

Andrew Dirks, Director of Public Works

Dirks reviewed the GIS system progress.

Troy Rosenberg, Deputy Clerk | Utility Clerk

Troy Rosenberg reviewed the current Water Conservation efforts by the City including distribution of Moisture Meters at the Farmers Market and adding conservation tips on the utility billing.

IV. Discussion Items

A. Review of 2023 Goals and Priorities

Council and Staff reviewed the 2023 Council Priorities.

FUNDING PRIORITIES:

- Develop Sustainable Infrastructure Funding for the Construction, Operation, and Maintenance of Public Buildings, Roads, and Utilities
- Foster a Vibrant Downtown
- Improve Communication Between the Community and City Hall/Council/Residents
- Increase Availability of Housing for All Income Levels • Increase Public Transportation Options
- Maintain Public Safety

STRATEGIC PRIORITIES:

- Increase Childcare Availability and Access
- Increase Economic Development
- Improve Existing Park Facilities and Expand Recreation Opportunities
- Support Efforts by WSVMPD to Build a New Pool
- Prioritize Wildfire Mitigation and Increase Emergency Preparedness

B. 2024 City Council Goal Setting

City Council Members discussed the 2023 priorities and what they would like to see move forward into 2024.

David Lindley, Council Member

Agrees with 2023 Goals.

Host compliance - Short Term Rental Software System

Planning Commission definition of role.

Patty Fink, Council Member

Council/Public Involvement

Committee:

- Better process to send programs to the right committee.
- Define the committee role and jobs.

Waste collection

Attainable Housing

Ben Giant, Council Member

Agrees with 2023 Goals.

Focus on managing expectations.

Fair Representation for all residents.

Jim Ransier, Council Member

Sustainable Infrastructure, specifically related to Fire Mitigation.

Increasing Childcare

Funding for Murals.

Increase of bike rack locations.

Supporting the efforts of the Pool District.

Jason Hartmann, Council Member

Wildfire Mitigation

Attainable Housing

Public Transportation

Council Agreed that all 2023 Priorities were important. They also agreed that it would be more efficient to identify specific priorities that give specific direction to staff for 2024.

Identified High Level Priorities:

- Housing
- Wildfire
- Childcare

V. Adjournment 8:35pm

Marla Keethler, Mayor

Stephanie Porter, Clerk Treasurer

File Attachments for Item:

D. Approval of Meeting Minutes - September 20, 2023



CITY OF WHITE SALMON
City Council Meeting – Wednesday, September 20, 2023
In Person and Via Zoom Teleconference

Council and Administrative Personnel Present

Council Members:

Ben Giant
Patty Fink
David Lindley
Jim Ransier
Jason Hartmann

Staff Present:

Bill Hunsaker, Fire Chief/Code Enforcement
Marla Keethler, Mayor
Stephanie Porter, Clerk Treasurer
Troy Rayburn, City Administrator
Kelly Hickok, City Attorney

I. Call to Order and Roll Call (6:00pm)

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

II. Changes to the Agenda (6:01pm)

Staff Requests to Remove Consent Agenda Item

B. Approval of Council Retreat Meeting Minutes- September 5, 2023

Staff Requests to Add Consent Agenda Items

E. Approval of Payment No. 5 – Mainline Phase 1 – NCE (\$141,811.94)

F. Approval USDA Outlay Report #5 with Interim Finance Draw from Cashmere Valley Bank not to exceed \$186,919.57.

Moved by Jason Hartmann. Seconded by Ben Giant.

Motion to accept changes to the agenda as requested.

CARRIED 5-0

III. Presentations (6:04pm)

A. Hispanic American Heritage Month (6:04pm)

Video outlining the life of Chicana Activist Delores Huerta.

B. Mayor's Update (6:15pm)

IV. Public Comment (6:31 pm)

Gabrielle Gilbert, Klickitat County Resident (6:32pm)

Shelley Baxter, White Salmon Resident (6:36pm)

Tao Berman, White Salmon Resident (6:38pm)

V. Consent Agenda (6:41pm)

A. Approval of Washington State Tourism Grant Application - Wayfinding (\$30,000) Retroactive

~~B. Approval of Council Retreat Minutes-September 5, 2023 (will be provided before meeting)~~

C. Approval of Meeting Minutes -September 6, 2023

D. Approval of Vouchers

E. Approval of Payment No. 5 – Mainline Phase 1 – NCE (\$141,811.94)

City of White Salmon
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F. Approval USDA Outlay Report #5 with Interim Finance Draw from Cashmere Valley Bank not to exceed \$186,919.57.

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 20th day of September 2023.

Type	Date	From	To	Amount
Claims	9/20/2023	40559	40607	126,068.35
	9/20/2023	EFT	EFT	0.00
			Claims Total	126,068.35
Payroll	9/20/2023	EFT	EFT	71,721.69
			Payroll Total	71,721.69
Manual Claims				
VOIDED Checks	N/A			0.00
			Manual Total	0.00
			Total All Vouchers	197,790.04

Moved by Ben Giant. Seconded by Jason Hartmann.

Motion to approve Consent Agenda with approved changes and vouchers in the amount of \$197,790.04.

CARRIED 5-0.

VI. Business Items (6:40 pm)

A. Ordinance 2023-09-1141 Tenant Protections

Mayor Marla Keethler presented.

Council Discussed.

Moved by Jason Hartmann. Seconded by Ben Giant.

Motion to approve Ordinance 2023-09-1141 Creating WSMC 5.10 Tenant Protections with Scribner change.

CARRIED 5-0.

B. 2024 Council Priorities (6:52pm)

City Council discussed the priorities brought forward at the Council Retreat.

Moved by Jim Ransier. Seconded by Jason Hartmann.

Motion to approve the Council Priorities for 2024 as:

- ***Implement Housing Action Plan directives to realize increased housing opportunities for residents.***

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- ***Increased focus on wildfire preparation and mitigation strategies, including year-round focused community education activities.***
- ***Address gaps in resources and opportunities for the city's youngest residents, to include relocating the Youth Center, clear commitments to supporting expanded childcare access, as well as increased recreation and enrichment opportunities for youth.***

CARRIED 5-0.

VII. Reports and Communications

- A. Department Heads (7:02pm)
- B. Council Members (7:06pm)
 - Patty Fink, Council Member (7:06pm)
 - Ben Giant, Council Member (7:11pm)
 - David Lindley, Council Member (7:15pm)
 - Jim Ransier, Council Member (7:22 pm)

VIII. Executive Session

No executive session needed.

IX. Adjournment

The meeting was adjourned at 7:26p.m.

Marla Keethler, Mayor

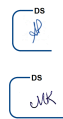
Stephanie Porter, Clerk Treasurer

File Attachments for Item:

A. Ordinance 2023-09-1149 Annexation of Unincorporated Island into to City of White Salmon
per RCW 35A.14.295

1. Presentation
2. Public Hearing
3. Discussion

**City of White Salmon
Unincorporated Island Annexation**



N. Main Island Annexation

WS-ANX-2023-01

Staff Report

Stephanie Porter, Clerk Treasurer

Erika Castro-Guzman, Community Development and Special Project Coordinator

The annexation statutes provide for an abbreviated procedure to annex unincorporated islands or pockets of property within a code city or town that is planning under the Growth Management Act.

Resolution to Initiate Annexation

Resolution 2023-09-574 approved by the City Council on September 6, 2023, to initiate the process of an unincorporated island annexation of the N. Main Island Annexation WS-ANX-2023-01.

General Property Location and Tax Parcel Numbers

The proposed annexed area is located within the Columbia River Gorge Scenic Area White-Salmon Urban Exempt Area and includes Klickitat County Parcels 03111900009900, 03111908480300, 03111900009800, 03111995000200, 03111971012200, 03111971010100, 03111971010200, 03111971011700, 03111971011500, 03111971011300, 03111922000500, 03111971011200, 03111971011100, 03111971010900, 03111971010800, 03111971010700, 03111950000200, 03111950000100. The annexation area is bounded on the west by current city limits of White Salmon; is bounded on the east by current city limits; is bounded on the south by city limits of White Salmon and NW Spring Street and is bounded on the north by city limits of White Salmon.

Existing Lot Sizes

The subject parcels proposed for annexation into the City of White Salmon total approximately 17.49 acres including right of way.

Current Zoning

The subject parcels total approximately 17.49 acres of urban exempt area outside of the current city limits. The proposed annexation consists of General Commercial and Residential zoning per Klickitat County.

Parcels 03111971010100, 03111971010200, 03111950000100, 03111950000200, 03111971010700, 03111971010800, 03111971010900, 03111971011100, 03111971011200, 03111971012200, 03111971011700, 03111971011500, 03111971011300, and 03111922000500 are zoned R Residential District. Residential zone provides for a minimum lot size for single-family homes on community water and sewer systems shall be six thousand square feet. Klickitat County Zoning Ordinance 62678 § 2.10:4, 1978.

Parcels 03111995000200, 03111908480300, and 03111900009800 are zoned GC General Commercial District. The General Commercial zone provides for a minimum lot size of none, if it is a public sewer system; otherwise, as determined by the health officer. Klickitat County Zoning Ordinance 62678 § 2.12:4, 1978.

Zoning Application If Annexation Approved

Upon approval of the Unincorporated Island Annexation into the City of White Salmon, the following parcels 03111971010100, 03111950000100, 03111950000200, 03111971010700, 03111971010800, 03111971010900, 03111971011100, 03111971011200, 03111971012200, 03111971011700, 03111971011500, 03111971011300, and 03111922000500, will be zoned R2 Two-Family Residential

District, a zone allowing for residential lots a minimum area of lot: five thousand square feet per single-family structure, six thousand square feet per two-family structure, three thousand square feet per townhouse.

The adopted Land Use Designation Plan in our 2021 Comprehensive Plan identifies this portion of town (including this county section) to be envisioned as an area where medium density development could occur in the future. In keeping with that intent, and now with this property proposed to be annexed in, it is the recommendation that the zoning come in to align with the long-term density planning already reviewed by the Planning Commission and accepted by city Council.

The following parcels 03111995000200, 03111908480300, 03111971010200, and 03111900009800, will be zoned C General Commercial District, a zone allowing for lots with no minimum area. Parcel 03111971010200 (Mt View Grange) will be brought in Commercial as a non-conforming existing use. The Comprehensive Plan Map will be updated to reflect this change in 2024.

The city zoning within the city limits that is adjacent to the proposed annexation area is as follows:

- To the south of the proposed annexation area R2 Two-Family and R3 Multi-Family Residential
- To the east and west of the proposed annexation area R1 Single-Family Residential
- To the north of the proposed annexation area C General Commercial

Determination of Unincorporated Island Annexation.

RCW 35A.14.295(1)(a) allows for a code city to annex unincorporated islands within the County on the condition that said area is less than 175 acres with the boundaries of such area contiguous to the City. The identified unincorporated island consists of 17.49 acres of land and is surrounded by City limits to the North, South, East and West with the exception of Main Avenue at the Northwest corner of the island, making an Unincorporated Island Annexation allowable by law.

Current Land Use

The area is zoned for residential and commercial use. The proposed annexation area is surrounded by city limits with zoning that includes General Commercial (C), Multi-Family Residential (R3), Two-Family Residential (R2) and Single-Family Residential (R1). The area immediately south of the proposed annexation area is zoned R3 and R2; the east and west are zoned R1; and north is zoned C.

All current uses within the proposed annexation area are residential or commercial.

Available Utility Services

A. Water and Wastewater Utilities

There is sufficient water and sanitary sewer infrastructure within reasonable proximity of the proposed annexation area. However, there may be a requirement to upgrade existing utilities, or for new development it will be the responsibility of any developer to make necessary infrastructure improvements within the proposed annexation area if approved. Given that this is an annexation proposal and not a development proposal, there is insufficient information available to provide detailed infrastructure improvement requirements other than stating that developers shall be required to comply with the most recent construction standards as required by law, ordinance, or policy.

No water or sanitary sewer service accounts shall be sold to any development project prior to final approval of the proposed development. No property may develop or take service in such a

manner that leaves adjacent properties without means to obtain service. In accordance with water and sewer policies, line extensions are required to cover all frontage of the property requesting service unless all adjacent properties have other means of being served.

B. Stormwater Utility

There is no stormwater system in this area. New developments will be required to provide for conveyance, detention, and water quality protection on site.

C. Refuse Collection

Upon annexation, refuse collection will be provided by Republic Services. Refuse collection will be mandatory in compliance with White Salmon Municipal Code 8.08.030.

D. Electrical Utility

Electrical utilities are provided by P.U.D. No. 1 of Klickitat County.

E. Natural Gas Utility

Natural gas utilities are provided by Northwest Natural Gas Company.

F. Telephone

Landline services are provided by CenturyLink.

G. TV Cable

TV Cable is provided by Charter Communications.

H. Internet

Internet is provided by several different internet providers.

Topography

The proposed annexation area is slightly to moderately sloped. The area has been developed in a variety of lot sizes from small to larger lots.

Street and Road Access

Access to the proposed annexation area is provided by NE Estes Ave, NE DeWalt Dr, N Main Ave, and NE Spring St.

Upon approval of this Unincorporated Island Annexation, the remaining portions of NE Estes Avenue, N Main Ave, and NE Spring St, plus NE DeWalt Drive in its entirety will become the responsibility of the City of White Salmon for operations and maintenance.

The current condition of NE DeWalt Drive and NE Spring Street is Fair.

The current condition of NE Estes Avenue and N Main Avenue is Good.

N Main Avenue is a major arterial to which NE DeWalt Drive and NE Spring Street connect; east of N Main Avenue, NE Estes Ave connects between NE DeWalt Drive and NE Spring Street. It is expected that in future development, N Main Avenue, a 60-foot-wide street with a sidewalk on the west side of the street, is expected to be the primary access.

Proposed Unincorporated Island Annexation Area Contiguous to City Limits Boundary

RCW 35A.14.295(1)(a) allows for a code city to annex unincorporated islands within the County on the condition that said area is less than 175 acres with the boundaries of such area contiguous to the City.

Wetlands and Existing Hazards

There are no known hazards or wetlands that have been identified, beyond the stream's riparian buffer identifying anadromous fish presence on the east side of the proposed annexation area. Some mapped critical areas exist throughout the proposed annexation areas. These are mostly comprised of habitat and wildlife areas. Development will be permitted in a manner that achieves protection of these areas through compliance with the City's Critical Areas Ordinance.

Police and Fire Emergency Response

A. Police Protection

The Klickitat County Sheriff's Department currently provides primary police protection to the subject parcels. If annexed into the City, primary police protection will be the jurisdictional responsibility of the Bingen-White Salmon Police Department. There are no immediate impacts to the Interlocal Agreement with the City of Bingen for Police Services. There are expected to be minimal cost impacts to the department based on the size and location of the area to be annexed.

B. Fire Protection

Fire District 3 of Klickitat County currently provides primary protection to the subject parcels. If annexed into the City, the primary fire protection provider will be the jurisdictional responsibility of the City of White Salmon's Volunteer Fire Department. The FD3 Excess Bond levy (2023 value \$0.3731 per \$1000 assessed valuation) will remain the responsibility of those parcels annexed into the City from Fire District 3. The regular FD3 levy (2023 value \$0.9855 per \$1000 assessed valuation) will no longer apply to annexed parcels.

Parks and Recreation Facilities

There are no existing park or recreation facilities located on the subject parcels and none are anticipated. The nearest City Park is Gaddis Park.

Current Assessed Real Property Value

The Klickitat County Assessor lists the assessed valuation of the subject parcels at \$3,937,029.

Assumption of City's Indebtedness

As a provision of Council's acceptance of the Notices of Intent to Annex, the owners of the subject parcels to be annexed shall, as a condition to annexation, be required to assume a pro rata share of the City's then outstanding indebtedness that has been approved by the voters, contracted, or incurred prior to, or existing at, the date of annexation. As of September 20, 2023, there is no general obligation debt.

Estimate of Revenues

A. City Tax Assessment

The Klickitat County Assessor lists the value of the subject parcels as \$3,937,029. The current estimated property tax revenue the City of White Salmon could receive, based on the 2023 valuations and the 2023 tax rate, is an additional \$3,011.01. Once the parcels are annexed, the assessed value of the parcels may increase and therefore the amount of property tax revenue would also increase.

Note: RCW 84.09.030 provides that, "if the annexation is completed after March 1st, the City will have to wait until the following year to levy the tax to apply in the annexed area."

The current total levy rate for properties within the proposed annexation area is \$9.47557 per \$1000 assessed valuation. For a property that is assessed at \$300,000 the property taxes would be \$2,842.67.

The total levy rate for the city of White Salmon is \$7.86177 per \$1000 assessed valuation (not including the Fire District 3 excess levy of \$0.3731 per \$1000 assessed valuation) For a property that is assessed at \$300,000 the property taxes would be \$2,358.53 which would be a savings of \$484.14 annually.

The FD3 excess levy (Fire Bond) the total levy rate is \$0.3731 per \$1000 assessed valuation. For a property that is assessed at \$300,000 the property taxes would be \$111.93 annually paid to FD3.

B. State-Shared Revenue

The state-shared revenues (fuel tax, liquor board profits, liquor excise tax and criminal justice (special programs) are distributed to the cities based on population. Approval of the proposed Unincorporated Island Annexation will increase the City’s population by an estimate of 38 (16 properties are occupied with residential structures times 2.4 which is the average household size within White Salmon based on the US Census Bureau, Census 2020 Summary File). The estimated revenue increase for state-shared revenues based on the population estimate is \$1,369.14 using the 2024 estimated distributions. As properties within the annexation area develop, the city would receive additional state-shared revenues as the population increases.

Gas Tax	\$17.12 per capita
Increased Gas Tax	\$1.12 per capita
Multi-Modal Distribution	\$1.28 per capita
Liquor Board Profits	\$7.55 per capita
Liquor Excise Tax	\$7.23 per capita
Criminal Justice (Special Programs)	\$1.35 per capita
Criminal Justice (Population)	\$0.38 per capita
Total	\$36.03 per capita

C. Utility Fees and Charges Impact

1. Water

Current “Outside-of-City” ¾” water meter base rate for residential is \$72.30 per month or \$867.60 annually. For developed lands that are annexed into the City and connected to the city’s water system, the current “In-City” ¾” water meter base rate is \$49.13 per month or \$589.56 annually. If the subject area is annexed into the city, there will be an annual savings of \$278.04 to the property owner and a loss of revenue to the water department of the same amount.

All water consumed both “In-City” and Out-of-City” is charge at the same rate schedule and therefore the annexation will not have an effect on charges for water consumption.

Connection charges for new water connections are charged at \$7,464 per connection for Outside-of-City and \$5,287 for In-City. Developers of any vacant parcels that are annexed into the city will save \$ 2,177 per connection.

City water is available on NE Estes Ave, N Main Ave, and NE Spring Street.

2. Wastewater

Current “Outside-of-City” monthly residential wastewater fee is \$63.64 or \$763.68 annually. For developed lands that are annexed into the City and connected to the city’s wastewater system, the current “In-City” monthly residential wastewater fee is \$57.91 or

\$694.92 annually. If the subject area is annexed into the city, there will be annual savings of \$68.76 to the property owner and a loss of revenue to the wastewater department of the same amount.

Connection charges for new wastewater connections are charged \$2,000 for both inside the city and outside of the city properties.

There are four properties that are currently served by septic systems for handling wastewater. It is the city's policy that when the septic system fails or needs to be replaced, and city sewer is available within 500 feet the property must connect to the city sewer at that time paying the appropriate connection fees.

City sewer is available on NE Spring Street and the eastside of the proposed annexation.

D. Sales Tax

Property owners that live within the city limits pay 7.6% sales tax on items they have shipped or delivered to their property or any construction or services that take place on the property. The rate in Klickitat County is currently 7.0%. Property owners will pay an additional 0.6% in sales tax for those items shipped or delivered to their property and for any construction or service that is conducted on their property.

It is not possible to determine how much additional sales tax the city would receive if the annexation is approved. However, it is clear the city would see an increase, although possibly slight, in its sales tax revenue

E. Summary of Total Annual Financial Impact from All Revenues Gained or Lost

Population Changes	38 (16 x 2.4)
Property Taxes	\$3,011.01 (White Salmon levy rate 0.76479318 x (\$3,937,029/1000))
Sales Tax	Unknown
State Shared Revenue	\$1,369.14

Sales taxes and state-shared revenue is placed directly into the Current Expense Fund. Property taxes are currently split between the Current Expense Fund and the Street Fund with 82% going to Current Expense and 18% going to Street Fund.

Current Expense Fund Annual Impact	\$2,469.03
Street Fund Annual Impact	\$541.98
Water Utility Annual Impact	-\$5,004.72
Wastewater Utility Annual Impact	-\$962.92
Total Revenue Annual Impact	-\$2,912.51

Additional Information

1. Livestock

Klickitat County allows agricultural uses (including livestock) on parcels that are zoned Suburban Residential and Rural Residential. The City of White Salmon allows limited livestock animals to be kept within the city limits (chickens, ducks, rabbits, goats and lambs under limited circumstances). It is the city's policy that property owners that are annexed into the city limits

will be allowed to keep their livestock animals until the animals are sold, given away or die. Livestock animals shall not be replaced except in compliance with the city's code. In addition, if the property is sold after coming into the city limits and the property owner still has livestock, that livestock or the right to have livestock on the property (except according to city code) cannot be assigned to the new property owner.

Public Notification of Annexation

Staff has published a Public Notice of Annexation in The Columbia Gorge News on September 20, 2023 and September 27, 2023 for the WS-ANX-2023-001 Island Annexation and has posted such notification in three locations within the potential annexation area as per RCW 35.13.182 – Annexation of Unincorporated Island of Territory - Resolution – Notice of Hearing. In addition, the notice was posted at White Salmon City Hall, White Salmon Post Office, White Salmon Community Library and on the city's webpage. Copies of the notice and staff report were mailed to all property owners within the proposed annexation area.

Exhibits

- Exhibit A Maps: Utilities and Vicinity
- Exhibit B Parcel Listings, Assessed Valuations and Owner Name
- Exhibit C Resolution 2023-09-574 Establishing Intent to Annex an Unincorporated Island of Land to the City of White Salmon Pursuant to RCW 35A.14.295; Legal Descriptions and Annexation Map

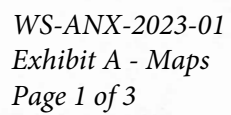


Exhibit A
Utility Map-Water

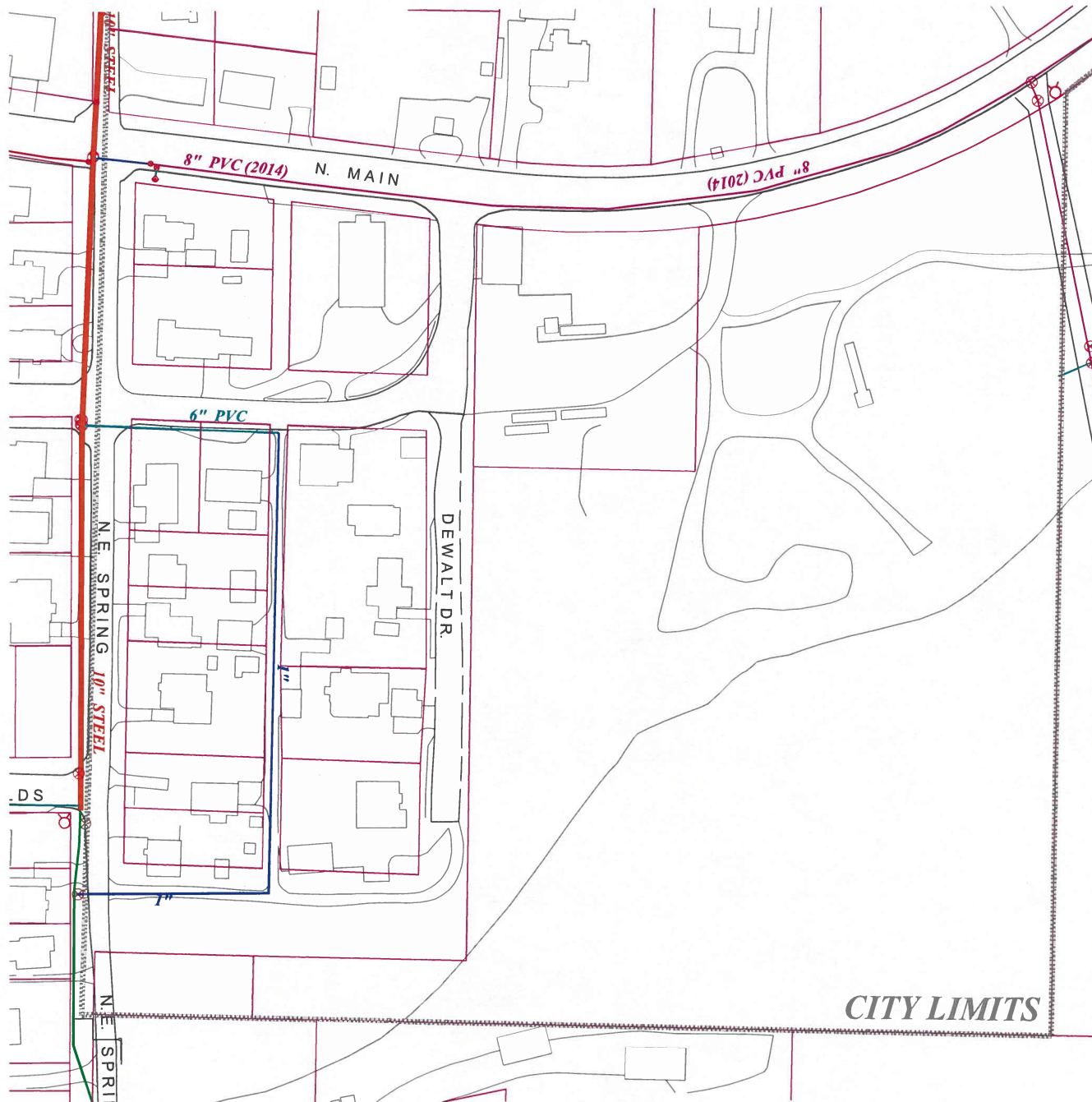


Exhibit A

Critical Areas Map

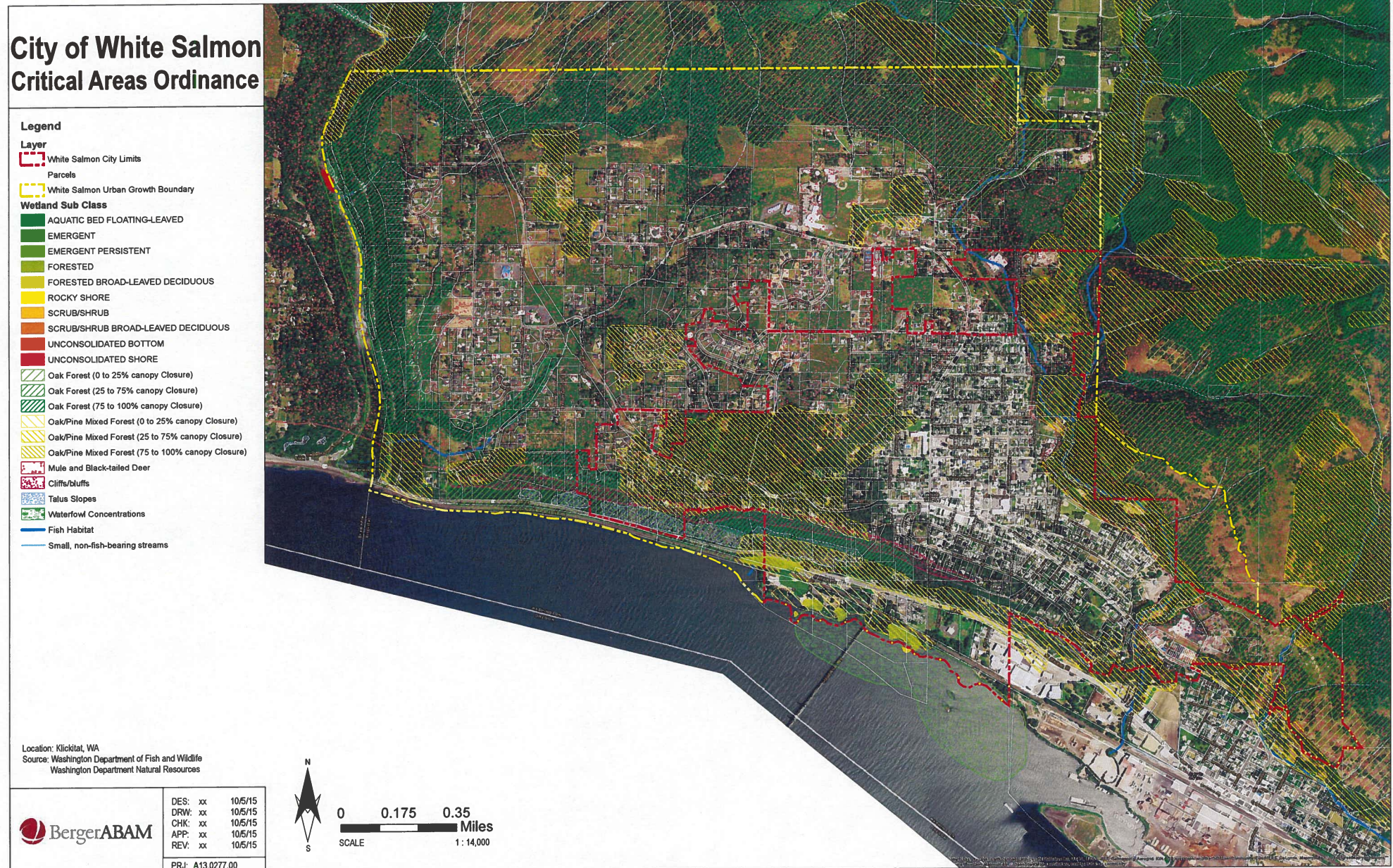


Exhibit B
Parcel Listings, Assessed Valuations and Owner Name

Parcel Number	Owner Name	Assessed Value
03111908480300	FM & BL LLC	\$ 227,680
03111995000200	Hunsaker's Oil Co	\$ 249,730
03111900009800	FM & BL LLC	\$ 0
03111971012200	Mt View Grange #98	\$ 242,460
03111971011700	Carol Dewalt	\$ 277,539
03111971011500	Zachary Meduna	\$ 336,900
03111971011300	John Kraskov Jr.	\$ 321,580
03111971010100	Jeffrey Paul	\$ 259,270
03111971010200	Donald Cherrington	\$ 242,090
03111950000200	Kim Chinnock	\$ 374,300
03111950000100	Daniel Kaler	\$ 190,700
03111971010700	Steven Erwin	\$ 211,950
03111971010800	Lynn Erdely	\$ 261,240
03111971010900	Rose Hrigora	\$ 222,300
03111971011100	Ignacio Medina	\$ 160,250
03111971011200	Michael Lim	\$ 240,690
03111922000500	Beda Calhoun	\$ 368,080
03111900009900	Klickitat County-Main Street, Dewalt Dr, Estes between Dewalt and Spring St., alley from Main St. to Maple Ave. ROW	\$ 0
No P-number	Klickitat County-NE Spring Street including Main St intersection and ROW for what should be Maple Ave	\$ 0

Exhibit C

Resolution 2023-09-574 - Establishing Intent to Annex; Legal Descriptions and Annexation Map

CITY OF WHITE SALMON

RESOLUTION NO. 2023-09-574

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITE SALMON,
WASHINGTON, ESTABLISHING INTENT TO ANNEX AN UNINCORPORATED
ISLAND OF LAND TO THE CITY OF WHITE SALMON PURSUANT TO RCW
35A.14.295**

WHEREAS, 17.49 acres of property located N. Main Ave, Klickitat County parcel numbers 03111900009900, 03111908480300, 03111900009800, 03111995000200, 03111971012200, 03111971010100, 03111971010200, 03111971011700, 03111971011500, 03111971011300, 03111922000500, 03111971011200, 03111971011100, 03111971010900, 03111971010800, 03111971010700, 03111950000200, 03111950000100, are surrounded by the City of White Salmon and would qualify as an unincorporated island subject to annexation to the City of White Salmon pursuant to RCW 35A.14.295(1)(a); and

WHEREAS, RCW 35A.14.295(1)(a) allows for a code city to annex unincorporated islands within the County on the condition that said area is less than 175 acres with the boundaries of such area contiguous to the City; and

WHEREAS, the City Clerk Treasurer of the City of White Salmon caused Notice of Public Hearing on the resolution to be annexed to be posted and published in the manner provided by law; and

WHEREAS, the City of White Salmon, having determined that the annexation of the hereinafter described property to the City of White Salmon would be in the public interest and for the public welfare and in the best interest of the City of White Salmon and the citizens thereof;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF
THE CITY OF WHITE SALMON AS FOLLOWS:**

Section 1. Pursuant to the unincorporated island method provided for in RCW Chapter 35A.14, the White Salmon City Council hereby declares its intent to annex the property described in **Exhibit A** and depicted in **Exhibit B** attached hereto and by this reference incorporated herein as fully set forth, being a portion of Klickitat County not heretofore incorporated as a city or town and further being within the urban growth area of the City of White Salmon.

Section 2. In accordance with the requirements of RCW 35A.14.295(2) to specify the number of voters residing therein, it is hereby declared that there are 20 voters residing within the unincorporated island as described.

Section 3. A public hearing shall be set for October 4, 2023 and November 15, 2023 at 6:00 pm or as soon thereafter as the matter may be heard whereby the City Council will consider directing the adoption of an ordinance annexing the area as herein described to the City of White Salmon.

Said ordinance shall provide for the annexed area to be assessed and taxed to pay for the general indebtedness of the City of White Salmon existing as of the effective date of the ordinance and shall further provide for zoning and land use designations to be applied consistent with the White Salmon Comprehensive Plan. The city clerk shall otherwise fully comply with the notice provisions of RCW 35A.14.297 upon adoption of said ordinance, which shall be subject to referendum thereof pursuant to RCW 35A.14.299.


Section 4. Ratification. Any act consistent with the authority and prior to the effective date of this Resolution is hereby ratified and affirmed.

Section 5. Severability. The provisions of this Resolution are declared separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this Resolution or the invalidity of the application thereof to any person or circumstance, shall not affect the validity of the remainder of the Resolution, or the validity of its application to other persons or circumstances.

Section 6. Effective Date. This Resolution shall become effective immediately upon adoption and signature as provided by law.

PASSED by the Council of the City of White Salmon, Washington. Dated this 6th day of September 2023.

CITY OF WHITE SALMON, WASHINGTON

DocuSigned by:

361DCFE2B8E04421...

Marla Keethler, Mayor


ATTEST:

DocuSigned by:

F5160DB6A85C4B3...

Stephanie Porter, Clerk-Treasurer

APPROVED AS TO FORM:

DocuSigned by:

8D43A76E83504E9...

Shawn MacPherson, City Attorney

Exhibit A

The proposed annexation contains Klickitat County Parcels 03111900009900, 03111908480300, 03111900009800, 03111995000200, 03111971012200, 03111971010100, 03111971010200, 03111971011700, 03111971011500, 03111971011300, 03111922000500, 03111971011200, 03111971011100, 03111971010900, 03111971010800, 03111971010700, 0311950000200, 03111950000100. The annexation area is bounded on the west by current city limits of White Salmon; is bounded on the east by current city limits; is bounded on the south by city limits of White Salmon and NW Spring Street and is bounded on the north by city limits of White Salmon, the boundaries of such area more particularly described as follows:

County RW (various deeds)

LOT 3 SP 2008-48 Less Ptn by AF# 1113404 in NWNW; 19-3-11,

Stormwater parcel by AF# 1113404 in NWNW; 19-3-11,

LOT 2 SP95-18 Less RW by AF# 1113094 IN NWNW; 19-3-11,

TL 22, 23, 24 IN NWNW BLK A HUNSAKERS FIRST TO WS; 19-3-11,

LOT 1; W 10' LOT 2 BLK A HUNSAKERS 1ST TO WS NWNW; 19-3-11,

E 40' of Lot 2; Lot 3 Blk A Hunsakers 1st to WS NWNW; 19-3-11

LOTS 17-20 BLK A HUNSAKERS 1ST TO WS NWNW; 19-3-11

TL 15 & 16 IN NWNW BLK A HUNSAKERS FIRST TO WS; 19-3-11

TLS 13, 14 IN NWNW BLK A HUNSAKERS 1ST TO WS; 19-3-11

TL 47C IN NWNW (56'X143') 19-3-11

TL 12 IN NWNW BLK A HUNSAKERS 1ST TO WS; 19-3-11

TL 11 NWNW BLK A HUNSAKERS 1ST TO WS 19-3-11 :MHTE: AF#1002502

TL 9 & 10 IN NWNW BLK A HUNSAKERS FIRST TO WS; 19-3-11

TL 8 IN NWNW (50 X 125) BLK A HUNSAKERS 1ST TO WS; 19-3-11

LOT 7 BLK A HUNSAKER 1ST TO WS NWNW; 19-3-11

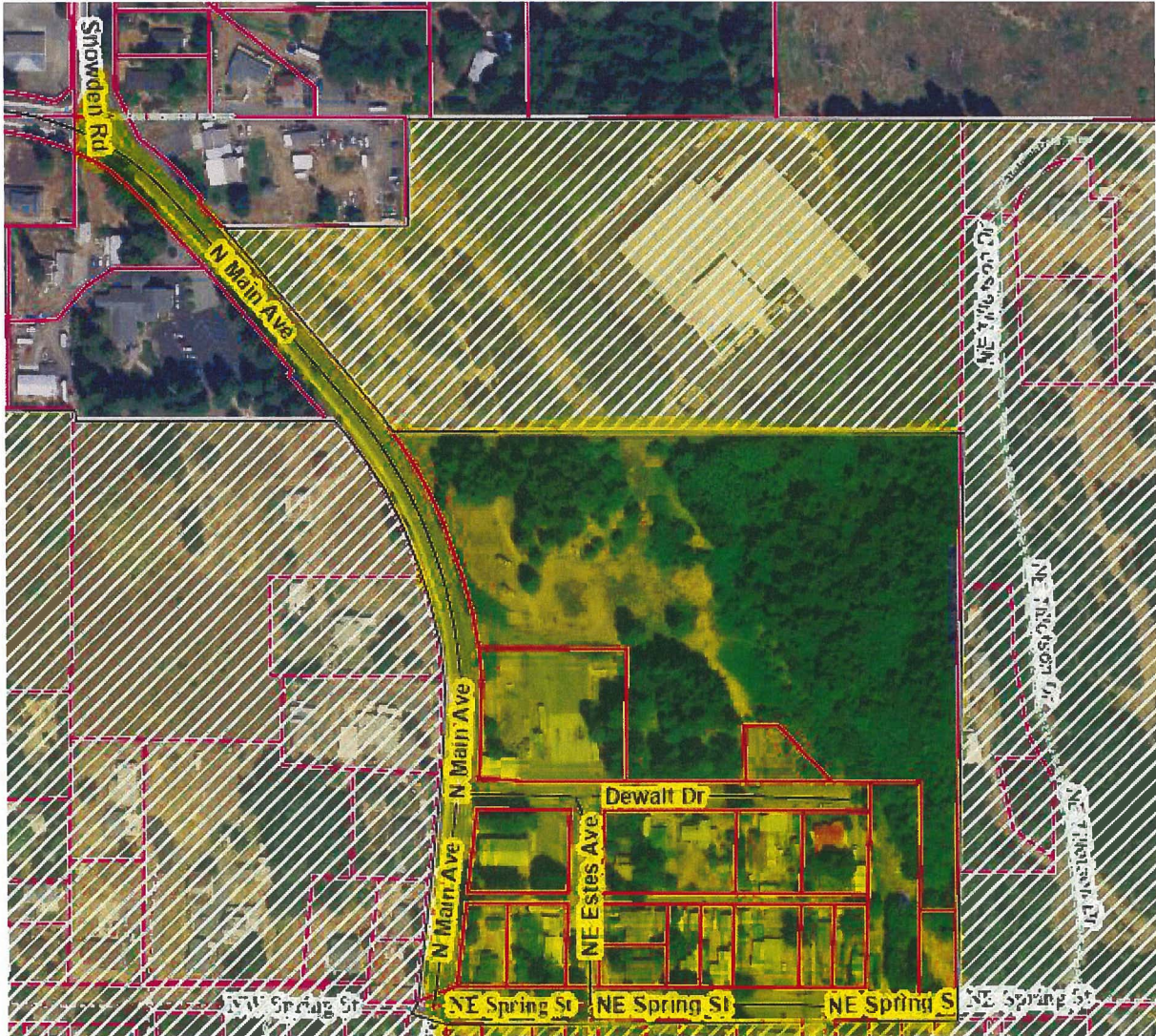
N2 Lots 5, 6 Blk A Hunsakers 1ST NWNW; 19-3-11: (AKA BLA 87-05)

S2 Lots 5 & 6 Blk A NWNW; BL 87-05 Hunsakers First; 19-3-11 :MHTE 1159334

NE Spring St

Exhibit B

Proposed Annexation WS-ANX-2023-001
City of White Salmon



Resolution 2023-09-574
Establishing Intent to Annex Unincorporated Island of Land
Page | 4

**CITY OF WHITE SALMON
ORDINANCE NO. 2023-09-1149**

**AN ORDINANCE OF THE CITY OF WHITE SALMON, WA, ANNEXING AN
UNINCORPORATED ISLAND OF LAND LOCATED WITHIN THE WHITE SALMON
URBAN GROWTH AREA NORTHWEST OF NORTH MAIN AVENUE AND NE
SPRING STREET, IN KLINKITAT COUNTY, WASHINGTON TO THE CITY OF
WHITE SALMON.**

WHEREAS, RCW 35A.14.295(1)(a) allows for a code city to annex unincorporated islands within the County on the condition that said area is less than 175 acres with the boundaries of such area contiguous to the City; and

WHEREAS, the 17.49 acres of land identified in Exhibit A and B, is completely surrounded the City of White Salmon and qualifies as an unincorporated island; and

WHEREAS, the White Salmon City Council adopted Resolution 2023-08-574 on September 6, 2023 and determined that the annexation of the hereinafter described property to the City of White Salmon would be in the public interest and for the public welfare and in the best interest of the City of White Salmon and the citizens thereof and further established a date for a subsequent public hearing all as pursuant to RCW 35A.14.295(2); and

WHEREAS, after confirmation from Klickitat County that the county does not have a Boundary Review Board as otherwise would be required for approval according to law, the proposed annexation was submitted to the Klickitat County Assessor who verified the sufficiency of the legal descriptions thereof; and

WHEREAS, the annexation is consistent with the City of White Salmon adopted annexations policies; and

WHEREAS, on October 4, 2023 and November 15, 2023, a public hearing was held in the White Salmon Council Chambers at 119 NE Church Ave, White Salmon, WA to consider the proposed annexation and the adoption of a proposed zoning regulation; and

WHEREAS, the City of White Salmon, having determined that the annexation of the hereinafter described property to the City of White Salmon would be in the public interest and for the public welfare and in the best interest of the City of White Salmon and the citizens thereof, accepts the geographical boundaries of the proposed annexation area, requires the assumption of all existing indebtedness, and further requires the adoption of a proposed zoning regulation;

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF WHITE SALMON DO
ORDAIN AS FOLLOWS:**

SECTION 1 –

The White Salmon City Council hereby annexes the property described in Exhibit A and depicted in Exhibit B attached hereto and by this reference incorporated herein as if fully set forth.

SECTION 2 -

It is hereby further declared that upon the effective date of annexation, the property described in Section 1 above shall be assessed and taxed to pay for the outstanding general indebtedness of the City of White Salmon. The following parcels 03111971010100, 03111950000100, 03111950000200, 03111971010700, 03111971010800, 03111971010900, 03111971011100, 03111971011200, 03111971012200, 03111971011700, 03111971011500, 03111971011300, and 03111922000500, shall be zoned as R2 Two-Family Residential District. The following parcels 03111995000200, 03111908480300, 03111971010200, and 03111900009800, shall be assigned a Land Use Designation of Commercial per the Comprehensive Plan and zoned as C General Commercial District. Revisions to the White Salmon Comprehensive Plan zoning map will be updated in 2024 to reflect the designation and zones and the Planning Director is hereby authorized and instructed to take such steps to alter the boundary lines of the zoning maps of the City of White Salmon to include the aforementioned parcels.

SECTION 3 – RATIFICATION/FILING WITH COUNTY.

Any act consistent with the authority and prior to the effective date of this ordinance is hereby ratified and affirmed. The Clerk-Treasurer is hereby directed to file with the Board of Commissioners of Klickitat County a certified copy of this Ordinance, file with the Office of Financial Management a certificate as required by RCW 35A.14.700, and further inform such other agencies as may be required by law.

SECTION 4 - SEVERABILITY.

The provisions of this ordinance are declared separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this ordinance or the invalidity of the application thereof to any person or circumstance, shall not affect the validity of the remainder of the ordinance, or the validity of its application to other persons or circumstances.

SECTION 5 - EFFECTIVE DATE.

This ordinance shall become effective Forty-Five (45) Days after passage, approval and publication as provided by law pursuant to the terms of RCW 35A.14.297.

PASSED in regular session this 15th day of November, 2023

Marla Keethler, Mayor

Attested:

Approved as to form:

Stephanie Porter, Clerk/Treasurer

Shawn MacPherson, City Attorney

Exhibit A

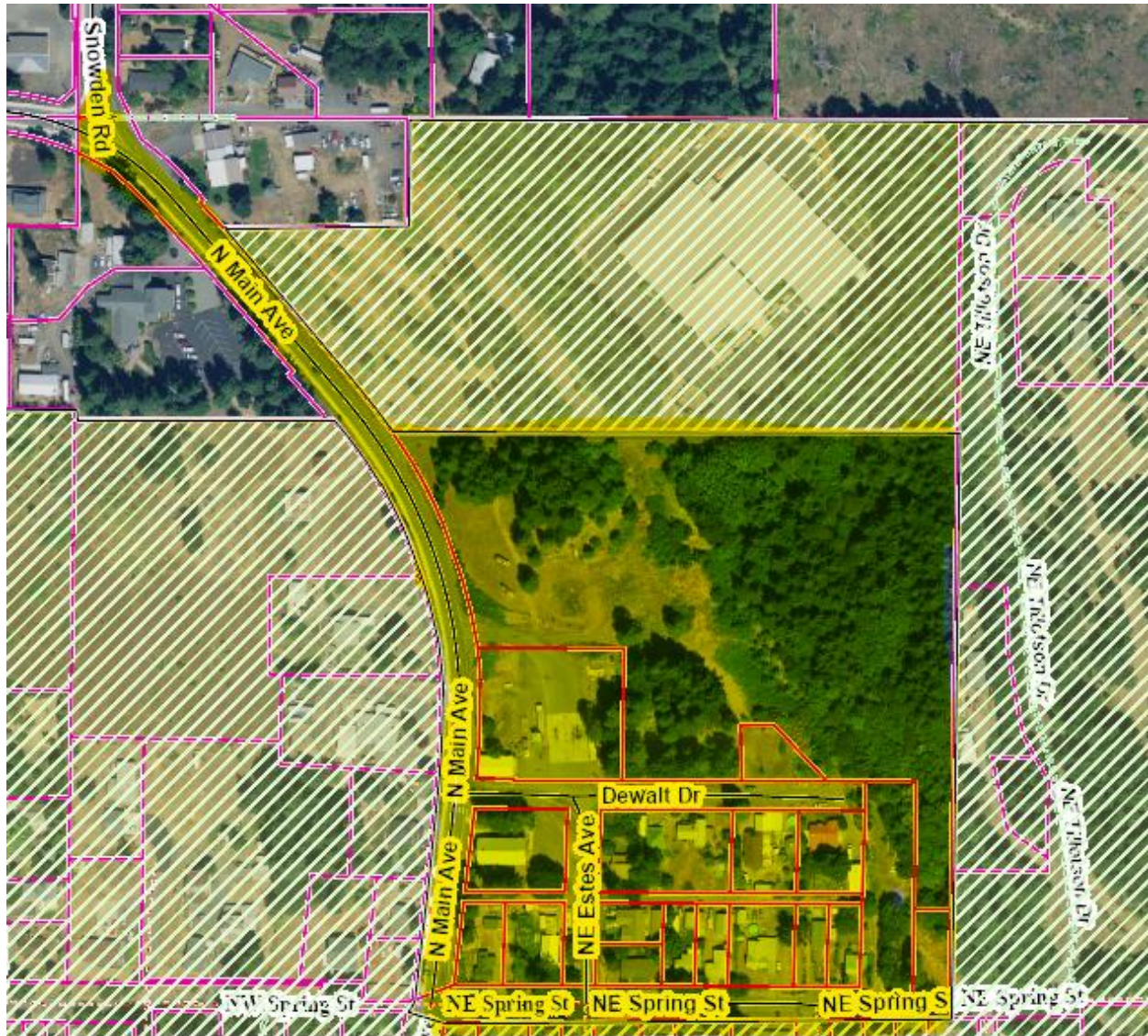
The proposed annexation contains Klickitat County Parcels 03111900009900, 03111908480300, 03111900009800, 03111995000200, 03111971012200, 03111971010100, 03111971010200, 03111971011700, 03111971011500, 03111971011300, 03111922000500, 03111971011200, 03111971011100, 03111971010900, 03111971010800, 03111971010700, 0311950000200, 03111950000100. The annexation area is bounded on the west by current city limits of White Salmon; is bounded on the east by current city limits; is bounded on the south by city limits of White Salmon and NW Spring Street and is bounded on the north by city limits of White Salmon, the boundaries of such area more particularly described as follows:

County RW (various deeds)

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 Stormwater parcel by AF# 1113404 in NWNW; 19-3-11,
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 TL 22, 23, 24 IN NWNW BLK A HUNSAKERS FIRST TO WS; 19-3-11,
 LOT 1; W 10' LOT 2 BLK A HUNSAKERS 1ST TO WS NWNW; 19-3-11,
 E 40' of Lot 2; Lot 3 Blk A Hunsakers 1st to WS NWNW; 19-3-11
 LOTS 17-20 BLK A HUNSAKERS 1ST TO WS NWNW; 19-3-11
 TL 15 & 16 IN NWNW BLK A HUNSAKERS FIRST TO WS; 19-3-11
 TLS 13, 14 IN NWNW BLK A HUNSAKERS 1ST TO WS; 19-3-11
 TL 47C IN NWNW (56'X143') 19-3-11
 TL 12 IN NWNW BLK A HUNSAKERS 1ST TO WS; 19-3-11
 TL 11 NWNW BLK A HUNSAKERS 1ST TO WS 19-3-11 :MHTE: AF#1002502
 TL 9 & 10 IN NWNW BLK A HUNSAKERS FIRST TO WS; 19-3-11
 TL 8 IN NWNW (50 X 125) BLK A HUNSAKERS 1ST TO WS; 19-3-11
 LOT 7 BLK A HUNSAKER 1ST TO WS NWNW; 19-3-11
 N2 Lots 5, 6 Blk A Hunsakers 1ST NWNW; 19-3-11: (AKA BLA 87-05)
 S2 Lots 5 & 6 Blk A NWNW; BL 87-05 Hunsakers First; 19-3-11 :MHTE 1159334
 NE Spring St

Exhibit B

Proposed Annexation WS-ANX-2023-001
City of White Salmon



File Attachments for Item:

A. Department Head

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: October 4, 2023

Presented By: Chief Mike Hepner

For August 2023

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

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.

- In the past two weeks since my last report the department has handled just over 60 calls with 42 of them being in White Salmon.
- No motor vehicle crashes have occurred in White Salmon the past two weeks.
- The department is now up to 4 officers covering 24/7 which is a huge relief from the majority of the summer.
- Our focus as we move forward in getting staff back will be abandoned vehicles, out of state registration enforcement, continuing to slow drivers, along with our daily calls for service.
- I have already seen a proactive increase in our calls the last couple of weeks with several warrant arrest, abandoned vehicle removal, criminal traffic offences like people driving with suspended driver's license, and parking citations being issued. This will continue to rise once we get all 7 of us working before the end of the year.



City of White Salmon Fire Department/ Building Department

Report September 28,2023

Responses:

The fire department responded to 17 calls from August 31 to September 27, 8 were in the city of White Salmon and 9 mutual/automatic aid to other agencies. 9 calls were medical assistance, 5 calls were fire related, 3 motor vehicle crashes, and 1 call were other calls for service.

Drills:

We drill every Tuesday from 6:30 pm to 8:30 pm. We are accepting applications for volunteers; no experience necessary training is provided.

There is a Structural fire academy starting October 2 in Hood River. White Salmon has 4 new firefighters attending.

Code Compliance:

Issued abatement order for condemned building.

Issued a tall grass notice.

Administration:

Attended the Council retreat.

Attended 2 council meetings.

Attended Eight 90-minute trainings with Brightly/Smartgov to be prepared for the live roll out in October.

Attended 4 development team meetings.

Attended Klickitat County Ems meeting.

Attended Klickitat County interagency fire authority (KCIFA) meeting.

Respectfully submitted.

Bill Hunsaker

Fire Chief/ Building Official



DEPARTMENT REPORT FINANCE / CLERK

Meeting Date: October 4, 2023
Presented By: Stephanie Porter, Clerk Treasurer

Daily Operations / What's Happening:

- **Public Records Request** – 2 request this period
- **Daily Reconciliation**
- **Quarterly Taxes** – due by end of October; addition of first Long Term Care Act Payment
- **Monthly reporting and taxes**
- **August Monthly Reconciliation** – will go to Budget committee in October, then council.
- **Send Ordinances to Municode for code update.**
- **Reviewing Utility Adjustment**
- **Review and approve Utility Billing**
- **Review and Approve Accounts Payable**
- **Record Retention** – pulling and scheduling destruction of expired records. Troy will be taking additional training on this to help move the process forward.
- **Working with Anderson Perry** regularly for USDA contractor reimbursements-tracking for the Main line Phase 1 Project.
- **One-Time Leak Forgiveness Applications** - 2 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** – 3, 1-25%, 2-50%.
- **Transition from Columbia Bank to 1st Security Bank** - Ongoing.
- **Follow up on existing insurance claims.**
- **Weekly check in meetings with Troy Rosenberg** – ongoing communication and training.
- **Scheduling Translation Services for Public Hearings** – maintaining equipment.
- **Clean up and set up of Council Chambers** for Council Meetings, WSVPD meetings, and Bridge Authority Meetings.

New Projects:

- **Public Hearing Calendar** – October expecting Annexation Ordinance, 2023 Budget Amendment No.3, and Ad Velorum Property Tax.
- **Drafted Resolution and policy for Donation and Park Amenity Policy-** will go to Community Development in October and then to council.
- **CityLab Meeting to review Housing Code updates** – recommendation regarding Climate Change and Diversity, Equity, and Inclusion (DEI) lens.
- **Attended the staff Brightly Trainings** (3 days-average 1.5 hour each)
- **Working with Police Department to create a Scope of Work** for a Janitorial Contract for City Hall and the Police Department
- **Met with Andrew and Krista from the City of Bingen** to discuss the 2024 ERU rate (2024 interlocal will be drafted and brought to council before end of year) and upcoming water projects for White Salmon and Wastewater Projects for Bingen to identify what the cost shares will be for each entity.
- **Met with Police Department and Krista from Bingen** regarding the 2024 Police budget. Bingen's percentage split per activity log data will be 32.14% in 2024.

- **Drafting Maintenance Contract** for Well Field Maintenance
- **Beginning communications with PWB** regarding the contract for \$8,045,000 preliminary award for Mainline Phase IIA
- **Coordinate City Council Workshop: Topic of Committee/Board Structures** – proposed date October 23, 2023
- **Investigating the potential of GO Bonds** to help fund needed PW equipment and Community Center options. An additional meeting is scheduled with a Government Financial Advisor to explore options.
- **Attended 2 Springbrook Express Webinars** regarding 2024 budget, new Department of Retirement Services (DRS) Deferred Compensation ROTH option and how to create reports for the Long-Term Care quarterly reporting to Employment Security Department (EDS).
- **Completed a training program schedule** for Troy Rosenberg
- **Cindy and Lisa will be at training the week of October 2-6;** I will be completing Accounts Payable on 10/4 and any Payroll processes Cindy cannot complete before she leaves on Monday 10/2 at noon.
- **Working with Cascade Columbia Housing to complete the Connecting Housing to Infrastructure (CHIP) Grant** in relation to the 4 Oak Subdivision.
- **Working with administration to appoint a Labor Management Board** – part of the MBA.
- **Working with Springbrook to get access to the Chart of Accounts (budget) for all department heads.**
- **Created and Printed Housing Survey Documents in Spanish, printed information regarding the Housing Survey, Climate Action Survey, Low-Income Utility Discount Program to have available, and set up the city table at El Grito. Thank you to Kate Bennet and Peter Fink for manning the table!!**

Existing Projects Progress:

- **2024 Base Budget** – Salary Projections, Benefit Projections, base budget creation, collaboration with department heads, collaboration with city administrator
- **2024 Lodging Tax Committee** Grant Application process- scheduling annual meeting to review applications in November.
- **Annexation** of N Main Island – Completed the Annexation Ordinance and Staff Report. Copies were sent to all parcel owners included in the proposed annexation. The council will hold their first public hearing for the proposed annexation on October 4 and a second hearing on November 15, 2023.
- **Creation of Ordinance and Resolution for Ad Velorum Property Taxes-** Completed with attorney – public hearing will be October 18.
- **Review of existing contracts to identify necessary contract extensions.**
- **Creation of 2023 Budget Amendment and Ordinance** – scheduled for Public Hearing October 18 council meeting.

Upcoming City Meetings and Community Events:

- **October 2, 2023** – West Klickitat Regional Fire Authority Open House – Husum Fire Station at 7:00pm-9:00pm
- **October 3, 2023** – West Klickitat Regional Fire Authority Open House – White Salmon Library at 7:00pm-9:00pm
- **October 9, 2023** – Tree Board Meeting at 5:30pm
- **October 10, 2023** – West Klickitat Regional Fire Authority Open House Snowden Fire Hall at 7:00pm-9:00pm
- **October 16, 2023** – Community Development Committee Meeting at 5:30pm
- **October 17, 2023** – City Operations Committee Meeting at 5:30pm
- **October 23, 2023** – Personnel and Finance Committee Meeting at 4:00pm
- **October 24, 2023** – CityLab Board Meeting at 6:00pm



City of White Salmon Office of Public Works

Weekly report

Week of:	9/20-10/4
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Division:	Public Works
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Recent Activities

- First of the month requirements (read meters, samples and reports)
- Completed final pothole exploration for AP regarding the N Main Booster Pump Station/Spring Street Water Line Upgrades
- Attempted to use the sweeper to clean up access rock from chip sealing, but there were several failures, mechanically, with the sweeper. Most were able to be repaired in house, except for the last issue with the pony motor that required us to send it to Pape. We are expecting to have it back in about a month.
- Replaced broken meter stop that had been broken by homeowner.
- Removed an unauthorized connection to a meter that was done by a contractor.
- Installed new banners downtown.
- Followed but with FLI landscaping regarding the two tress they planted in the park that died.
- Removed a hazard branch on Estes.
- Repaired a leak the Youth Center.
- Painted the upstairs conference room at City Hall.
- Cleaned up the vacant lot downtown, there was no response from the owners to Bill, so PW will clear the lot and bill the owners.
- Took samples for Mainline Phase 1
- Got quotes to repair the power meter at the police department.
- Ordered Starlink for the booster station.
- Received Allen-Bradley parts needed for SCADA upgrades.
- Fabricated a gate for access to the police department roof.
- Refilled propane at sites in preparation for winter.
- Heard from Owen Equipment that the parts for the Vactor are on and we should be able to bring it in for repairs soon.
- Repaired a water leak on Buck Creek, at a failed tap saddle.
- Met with AP, DNR and NCE to walk through the Mainline Phase 1 Project.
- Met with the City of Bingen to discuss cost share for water and wastewater projects.
- Cleaned the electric carshare vehicles.
- Scoped a manhole on Loop Rd to hopefully add to the Jewett Manhole Replacement project.