



White Salmon City Council Work Session and Meeting

A G E N D A

June 05, 2024 – 5:00 PM

119 NE Church Ave and Zoom Teleconference

Meeting ID: 892 0785 2109

Call In: 1 253 215 8782 US (Tacoma)

Zoom Link: <https://us02web.zoom.us/j/89207852109>

Work Session (5:00pm)

- I. Housing Code Round 2 Work Session

COUNCIL MEETING (6:00pm)

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

- II. Roll Call

- III. **Changes to the Agenda**

Mayor is requesting to remove Business Item A. Appointment of 2 Planning Commission Seats – terms effective July 1, 2024

Note – Council and staff will hold an executive session pursuant to RCW for Potential Litigation.

- IV. **Presentations**

- A. PRIDE Month Presentation
- B. 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 SCADA Payment No.3 - Coburn Electric
- B. Approval of Manhole Project Payment No.3 - Slateco, LLC
- C. Approval of Manhole Project Change Order No. 1
- D. Approval of Rheingarten Splash Pad Bid Award (Documents will be provided on Monday, June 3, 2024)
- E. Approval of USDA Outlay Report No 8 for Mainline Replacement Phase I
- F. Resolution 2024-06-596 Heritage Months Declaration
- G. Approval of Meeting Minutes-May 15, 2024
- H. Approval of Special Meeting Minutes - May 29, 2024
- I. Approval of Vouchers

- VII. **Business Items**

- ~~**A. Appointment of 2 Planning Commission Seats – Terms effective July 1, 2024**~~

- ~~1. Presentation~~
- ~~2. Discussion~~
- ~~3. Action~~

- B. Ordinance 2024-06-1164 Annexation of Real Property ANX-WS-2024-001**

- 1. Presentation
- 2. Discussion
- 3. Action

- VIII. **Reports and Communications**

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

- IX. **Executive Session – Potential Litigation- 15 minutes. No decisions will be made.**

- X. **Adjournment**

File Attachments for Item:

A. Approval of SCADA Payment No.3 - Coburn Electric



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:

No, unnecessary.

Meeting Date:

6/5/24

Agenda Item:

Application for Payment No. 3- SCADA Upgrade Project

Presented By:

Andrew Dirks, Public Works Director

Action Required:

Approval of Application for Payment No. 3- SCADA Upgrade Project not to exceed \$20,907.31.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve Application for Payment No. 3- SCADA Upgrade Project not to exceed \$20,907.31.

Explanation of Issue:

This payment application includes labor and materials at the City Shop, Buck Creek Monitoring Station and the Booster Pump Station. As well as meetings and submittals and materials on hand.

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. 2 to Coburn Electric in the amount not to exceed \$20,907.3.

A.

APPLICATION FOR PAYMENT NO. 3
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: May 29, 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*	\$	112,838.88
5.	Retainage: 5%	\$	(5,641.95)
6.	Sales Tax: 7.6%	\$	8,899.66
7.	Liquidated Damages	(\$	-)
8.	Less Previous Application for Payments	\$	94,865.38
9.	DUE THIS APPLICATION (4 minus 5, plus 6, minus 7 and 8)	\$	20,907.31

* 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 5/30/2024

Coburn Electric, Inc.
CONTRACTOR
By: [Signature]

Payment of the above AMOUNT DUE THIS APPLICATION is recommended

Dated 5/30/2024

Anderson Perry & Associates, Inc.
ENGINEER
By: [Signature]

APPROVED by Owner:

City of White Salmon, Washington
OWNER

Dated _____

By: _____

Title: _____

A.

**APPLICATION FOR PAYMENT NO. 3
CITY OF WHITE SALMON, WASHINGTON
SCADA UPGRADE 2023**

Date: May 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: April 23, 2024
Revised:	Change Orders: (+ or -) \$ 25,305.02	To: May 29, 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	50%	\$10,500.00	25%	\$5,250.00	75%	\$15,750.00
	Materials	All Req'd	LS	48,000.00	0%	0.00	0%	0.00	0%	0.00
2	City Shop									
	Labor	All Req'd	LS	38,000.00	5%	1,900.00	10%	3,800.00	15%	5,700.00
	Materials	All Req'd	LS	26,400.00	0%	0.00	0%	0.00	0%	0.00
3	Buck Creek WTP									
	Labor	All Req'd	LS	4,920.00	0%	0.00	0%	0.00	0%	0.00
	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	0%	0.00	80%	2,720.00	80%	2,720.00
	Materials	All Req'd	LS	355.00	0%	0.00	0%	0.00	0%	0.00
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	0%	0.00	0%	0.00
	Materials	All Req'd	LS	6,250.00	0%	0.00	0%	0.00	0%	0.00
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

A.

**APPLICATION FOR PAYMENT NO. 3
CITY OF WHITE SALMON, WASHINGTON
SCADA UPGRADE 2023**

Date: May 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	50%	1,875.00	5%	187.50	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						\$ 16,275.00		\$ 11,957.50		\$ 28,232.50
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	0%	0.00	0%	0.00
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		\$ 0.00		\$ 0.00
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	0%	\$0.00	100%	\$56,051.70
Base Bid Items - App4Pay 2		All Req'd	LS	15,281.34	100%	15,281.34	0%	0.00	100%	15,281.34
1-1 Panel View Plus 7		All Req'd	LS	4,853.34	100%	4,853.34	0%	0.00	100%	4,853.34
2-1 Software Upgrade/Integration		All Req'd	LS	8,420.00	0%	0.00	100%	8,420.00	0%	8,420.00
Total Materials on Hand						\$ 76,186.38		\$ 8,420.00		\$ 84,606.38
TOTAL WORK COMPLETED AND MATERIALS ON HAND						\$ 92,461.38		\$ 20,377.50		\$ 112,838.88
SUMMARY										
					PREVIOUS		THIS PERIOD		TOTAL TO DATE	
1. Amount Earned						\$ 92,461.38		\$ 20,377.50		\$ 112,838.88
2. Amount Retained (5%)						\$ (4,623.07)		\$ (1,018.88)		\$ (5,641.95)
3. Total Sales Tax (7.6%, see line 5)						\$ 7,350.97		\$ 1,548.69		\$ 8,899.66
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						\$ 94,865.38		\$ 20,907.31		\$ 115,772.69
Amount Due for Payment this Estimate								\$ 20,907.31		
Estimated % Job Completed:						<u>14%</u>				

Supplier	Order/Invoice No.	Product	No.	Unit Cost	Total Cost	Invoice Cost	Station	Installed?
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	Percent of Material
Base Bid					
1	Booster Pump Station	\$ 28,850.79	\$ 14,950.70		61.40%
2	City Shop	\$ 24,706.55			34.64%
3	Buck Creek WTP	\$ 249.00			0.35%
4	Buck Creek Monitoring	\$ 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	\$ -	100.00%
Change Order No. 1					
	Buck Creek WTP	\$ 1,617.78			33%
	Buck Creek MS	\$ 1,617.78			33%
	Heritage Plaza Lift Station	\$ 1,617.78			33%
Change Order No. 1 Total		\$ 4,853.34			100%
Change Order No. 2				\$ 8,420.00	All sites

A.

QW24020



Charge Summary City of White Salmon

Invoice #1325807

Due Date: Jun 13, 2024

Invoice Date: May 14, 2024
P.O. # verbal email
Currency: USD
Payment Terms: Net 30

Bill To:

Coburn Electric Inc.
Jonathan Carter
3745 Eagle Loop
Hood River, OR 97031
US

Ship To:

Coburn Electric Inc.
Jonathan Carter
3745 Eagle Loop
Hood River, OR 97031
US

Product	Qty.	Subtotal
Software	2	\$18,310.00
Support Plan	1	\$2,929.60
Subtotal		\$21,239.60
Tax		\$0.00
Total		\$21,239.60
Invoice Balance		\$21,239.60

How to Pay

Wire Transfers:

ZB, N.A. dba California Bank & Trust
Bank Account Name: Inductive Automation LLC
ABA routing number (domestic): 121002042
Swift code (foreign): ZFNBUS55
Account number: 5790368079

Automated Clearing House (ACH):

ZB, N.A. dba California Bank & Trust
Bank Account Name: Inductive Automation LLC
ABA routing number: 121002042
Account number: 5790368079

Mail Check To:

Inductive Automation LLC
90 Blue Ravine Road
Folsom, CA 95630 USA

Credit Card:

If you would like to pay your invoice by credit card, please click the link in the email you received.

After purchase, Inductive Automation software is covered by a 30-day money-back guarantee. If you are not completely satisfied, just send an e-mail to accountservices@inductiveautomation.com or call our orders department at (916) 456-1045 within 30 days of purchasing a license.

Please Note: If software has been activated using the CD-KEY provided at time of purchase, you must un-activate the software before requesting a refund. Uninstalling the software does not un-activate it.

ALL CUSTOMER TERMS AND CONDITIONS ("TS & CS") RELATING TO THIS ORDER, WHEREVER LOCATED, ARE SUBJECT TO THE INDUCTIVE AUTOMATION® END USER LICENSE AGREEMENT ("EULA"). IF THERE IS A CONFLICT BETWEEN CUSTOMERS TS & CS AND THE EULA, THE TERMS OF THE EULA SHALL CONTROL. BY USE OF THE INDUCTIVE AUTOMATION SOFTWARE, YOU AGREE TO THIS REVISION TO YOUR TS & CS.

File Attachments for Item:

B. Approval of Manhole Project Payment No.3 - Slateco, LLC



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:

No, Not Necessary

Meeting Date:

6.5.24

Agenda Item:

Application for Payment No. 3- Jewett Manhole Project

Presented By:

Andrew Dirks, Public Works Director

Action Required:

Approval of Application for Payment No. 3- Jewett Manhole Project in the amount not to exceed \$73,495.46.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve Application for Payment No. 3- Jewett Manhole Project in the amount not to exceed \$73,495.46.

Explanation of Issue:

Application for Payment No. 3 includes weekly virtual meetings with the Contractors, Engineer, and Owner, completion of Alternate 1 – Replacement of Vault Hatch at Heritage Plaza Lift Station, and manhole rehabilitation work on Jewett Boulevard and SE 5th Avenue. Approved payment items for construction facilities and temporary controls (temporary traffic control and project safety). Anderson Perry staff have observed the Contractor’s work and were satisfied with the progress of work and requested payment amount.

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 Manhole Project in the Wastewater Reserve Fund.

DEI & Stakeholder Analysis:

Improvements to the utility systems are a benefit to the community as a whole. This project being done this year ensures that there will be no additional work needed after the 141 repaving project scheduled to be complete by WSDOT in the next few years.

Policy & Plan Implications:

This project is mentioned in the Capital Facilities Improvement Plan.

Recommendation of Staff/Committee:

Staff Recommends approval of Application for Payment No. 3- Jewett Mangole Project in the amount not to exceed \$73,495.46.

LETTER OF TRANSMITTAL

TO: City of White Salmon	DATE: May 30, 2024
ATTN: Stephanie Porter, City Clerk/Treasurer	JOB NO.: 250-15
P.O. Box 2139	RE: City of White Salmon, Washington
White Salmon, Washington 98672	Manhole Improvements 2024

WE ARE SENDING YOU:

COPIES	DESCRIPTION
1	Application for Payment No. 3

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. 3 includes weekly virtual meetings with the Contractors, Engineer, and Owner, completion of Alternate 1 – Replacement of Vault Hatch at Heritage Plaza Lift Station, and manhole rehabilitation work on Jewett Boulevard and SE 5th Avenue. Approved payment items for construction facilities and temporary controls (temporary traffic control and project safety). Anderson Perry staff have observed the Contractor’s work 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. 250-15-069 (w/encl.)

Signed: 
Jay Peninger

B.

APPLICATION FOR PAYMENT NO. 3
CITY OF WHITE SALMON, WASHINGTON
MANHOLE IMPROVEMENTS 2024

TO City of White Salmon, Washington (OWNER)

FROM Slateco, LLC (CONTRACTOR)

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

1.	Original Contract Price	\$	246,588.00
2.	Net Change by Change Orders and Written Amendments (+/-)		
3.	Current Contract Price (1 plus 2)	\$	246,588.00
4.	Total Work Completed and Materials On Hand to Date*	\$	232,241.00
5.	Retainage: 5%	\$	(11,612.05)
6.	Sales Tax: 7.6%	\$	17,650.32
7.	Liquidated Damages	(\$	-)
8.	Less Previous Application for Payments	\$	164,783.81
9.	DUE THIS APPLICATION (4 minus 5, plus 6, minus 7 and 8)	\$	73,495.46

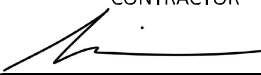
* Line 4 may not match Line 3 on final Application for Payment due to bid versus constructed quantity differences on unit price work.

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 5.29.24

Slateco, LLC
CONTRACTOR
By: 

Payment of the above AMOUNT DUE THIS APPLICATION is recommended

Dated May 30, 2024

Anderson Perry & Associates, Inc.
ENGINEER
By: 

APPROVED by Owner:

City of White Salmon, Washington
OWNER

Dated _____

By: _____

Title: _____

**APPLICATION FOR PAYMENT NO. 3
CITY OF WHITE SALMON, WASHINGTON
MANHOLE IMPROVEMENTS 2024**

B.

Date: May 29, 2024

Page 2 of 3

FROM: Slateco, LLC

TO: City of White Salmon, Washington

Date of Completion		Contract Amount		Date of Estimate					
Original: September 30, 2024		Original Amount of Contract:	\$ 246,588.00	From:	April 20, 2024				
Revised:		Change Orders: (+ or -)		To:	May 24, 2024				
On Schedule: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Current Contract Amount	\$ 246,588.00						
Item No.	CONTRACT ITEMS Description	BID PRICES		PREVIOUS		THIS PERIOD		TOTAL TO DATE	
		Qty.	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	Mobilization/Demobilization	All Req'd	\$22,900.00	75%	\$17,175.00	0%	\$0.00	75%	\$17,175.00
2	Construction Facilities and Temporary Controls	All Req'd	27,000.00	75%	20,250.00	25%	6,750.00	100%	27,000.00
3	Excavation Safety System	All Req'd	2,500.00	100%	2,500.00	0%	0.00	100%	2,500.00
4	New Manhole Cone with Lid Castings	6 EA	5,083.00	6	30,498.00	0	0.00	6	30,498.00
5	Replacement of Manhole Lid Castings	13 EA	1,230.00	14	17,220.00	0	0.00	14	17,220.00
6	Temporary Asphalt Installation and Removal	40 SY	195.00	57	11,115.00	0	0.00	57	11,115.00
7	Asphalt Removal and Restoration	40 SY	250.00	57	14,250.00	0	0.00	57	14,250.00
8	Pavement Marking Restoration	All Req'd	1,100.00	100%	1,100.00	0%	0.00	100%	1,100.00
9	Manhole Rehabilitation	54 VLF	462.00	0	0.00	54	24,948.00	54	24,948.00
		Total Base Bid	\$ 114,108.00	\$	\$ 31,698.00	\$	\$ 39,935.00	\$	\$ 145,806.00

Item No.	CONTRACT ITEMS Description	BID PRICES		PREVIOUS		THIS PERIOD		TOTAL TO DATE	
		Qty.	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
Alternate 1 - Replacement of Vault Hatch at Heritage Plaza Lift Station									
A1-1	Mobilization/Demobilization	All Req'd	\$2,200.00	0%	\$0.00	100%	\$2,200.00	100%	\$2,200.00
A1-2	Replacement of Vault Hatch at Heritage Plaza Lift Station	All Req'd	29,800.00	0%	0.00	100%	29,800.00	100%	29,800.00
A1-3	Asphalt Removal and Restoration at Heritage Plaza Lift	115 SY	69.00	0	0.00	115	7,935.00	115	7,935.00
		Total Alternate 1	\$ 0.00	\$	\$ 0.00	\$	\$ 39,935.00	\$	\$ 39,935.00

Item No.	CONTRACT ITEMS Description	BID PRICES		PREVIOUS		THIS PERIOD		TOTAL TO DATE	
		Qty.	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
Alternate 2 - NW Loop Road Manhole Repair									
A2-1	Manhole Repair	All Req'd	\$23,700.00	100%	23,700.00	0%	\$0.00	100%	\$23,700.00
		Total Alternate 2	\$ 23,700.00	\$	\$ 23,700.00	\$	\$ 0.00	\$	\$ 23,700.00

Item No.	CONTRACT ITEMS Description	BID PRICES		PREVIOUS		THIS PERIOD		TOTAL TO DATE	
		Qty.	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
Alternate 3 - NE Spring Street Manhole Repair									
A3-1	Manhole Repair	All Req'd	\$8,100.00	100%	8,100.00	0%	\$0.00	100%	\$8,100.00
		Total Alternate 3	\$ 8,100.00	\$	\$ 8,100.00	\$	\$ 0.00	\$	\$ 8,100.00

File Attachments for Item:

C. Approval of Manhole Project Change Order No. 1



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:

No, unnecessary

Meeting Date:

6.5.24

Agenda Item:

Approval of Change Order No. 1- Jewett Manhole Project

Presented By:

Andrew Dirks, Public Works Director

Action Required:

Approval of Change Order No. 1 for the Jewett Manhole Project in the amount not to exceed \$26,900.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve Change Order No. 1 for the Jewett Manhole Project in the amount not to exceed \$26,900.

Background of Issue:

The replacement 6-foot diameter vault hatch at Heritage Plaza Lift Station was designed and cast to accommodate an H-20-44-wheel load rating. To achieve the specified wheel load rating, the pre-cast reinforced concrete flat slab was 4-inches thicker than the original concrete flat slab. The original concrete flat slab was recessed in the existing vault and could not be identified prior to removal of the asphalt pavement around the structure. Installation of the replacement reinforced concrete flat slab required additional grading and pavement restoration than was shown in the Drawings.

Explanation of Issue:

The additional thickness of the new reinforced concrete flat slab is needed to properly support anticipated traffic on the roadway adjacent to the Heritage Plaza Lift Station. This work required additional asphalt removal, grading, and pavement restoration to prevent creating an untraversable roadway surface. With the additional flat top thickness, the Contractor excavated more material than originally anticipated, placement of additional subgrade material, and expanded the restoration area which required additional time and effort to complete the Work. The amount of additional pavement removal and restoration was reviewed along with the Contractor's cost for his crew and equipment.

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 Manhole Project in the Wastewater Reserve Fund. A budget amendment will not be necessary at this time.

DEI & Stakeholder Analysis:

Improvements to the utility systems are a benefit to the community as a whole. This project being done this year ensures that there will be no additional work needed after the 141 repaving project scheduled to be complete by WSDOT in the next few years.

Policy & Plan Implications:

This project is mentioned in the Capital Facilities Improvement Plan.

Recommendation of Staff/Committee:

Staff Recommends Approval of Change Order No. 1 for the Jewett Manhole Project in the amount not to exceed \$26,900.

CHANGE ORDER

Change Order No.: 1

Date of Issuance: **May 29, 2024**
 Owner: **City of White Salmon, Washington**
 Contractor: **Slateco, LLC**
 Engineer: **Anderson Perry & Associates, Inc.**
 Project: **Manhole Improvements 2024**

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 Asphalt Restoration (Alternate 1) - LS		\$25,000.00
Subtotal		\$0.00	\$25,000.00
Total, Increase Less Decrease		\$25,000.00	
Sales Tax (7.6%)		\$1,900.00	
Net Change in Contract Price for this Change Order		\$26,900.00	

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:

\$26,900.00

Total Contract Price prior to this Change Order:

\$246,588.00

The Contract Price incorporating this Change Order:

\$273,488.00

Contract Times prior to this Change Order:

Date of Substantial Completion:

Sept. 30, 2024

Date Ready for Final Payment:

Oct. 30, 2024

The Contract period provided for Substantial Completion will be **Unchanged**.

0 days

Revised Date of Substantial Completion:

Sept. 30, 2024

Revised Date Ready for Final Payment:

Oct. 30, 2024

RECOMMENDED:

ACCEPTED:

By: 
 Engineer (if required)

By: _____
 Owner (Authorized Signature)

Title: Construction Administrator

Title: _____

Date: May 30, 2024

Date: _____

ACCEPTED:

Approved by Agency (if applicable)

By: 
 Contractor (Authorized Signature)

By: _____

Title: Royce Lindberg, Owner

Title: _____

Date: 5.29.24

Date: _____

**ATTACHMENT A
CITY OF WHITE SALMON, WASHINGTON
MANHOLE IMPROVEMENTS 2024
CHANGE ORDER NO. 1**

1.1 ADDITIONAL ASPHALT RESTORATION, ALTERNATE 1

Description of Change: The replacement 6-foot diameter vault hatch at Heritage Plaza Lift Station was designed and cast to accommodate an H-20-44-wheel load rating. To achieve the specified wheel load rating, the pre-cast reinforced concrete flat slab was 4-inches thicker than the original concrete flat slab. The original concrete flat slab was recessed in the existing vault and could not be identified prior to removal of the asphalt pavement around the structure. Installation of the replacement reinforced concrete flat slab required additional grading and pavement restoration than was shown in the Drawings.

Justification: The additional thickness of the new reinforced concrete flat slab is needed to properly support anticipated traffic on the roadway adjacent to the Heritage Plaza Lift Station. This work required additional asphalt removal, grading, and pavement restoration to prevent creating an untraversable roadway surface. With the additional flat top thickness, the Contractor excavated more material than originally anticipated, placement of additional subgrade material, and expanded the restoration area which required additional time and effort to complete the Work. The amount of additional pavement removal and restoration was reviewed along with the Contractor’s cost for his crew and equipment.

Cost/Time: The cost for this additional work was based on an agreed-upon lump sum price of \$25,000.00 that includes all added costs for the pavement removal, revised grading, and installation additional pavement; and labor and equipment costs required to complete the additional work. Payment for the original area of area established for asphalt removal and restoration will be made by the Alternate 1 Bid unit prices. With sales tax (7.6%), the total increase in the Contract Price is \$26,900.00. Zero days will be added to the Contract Time.

CHANGE TO THE CONTRACT PRICE: \$26,900.00
CHANGE TO THE CONTRACT TIME: 0 Days

SUMMARY OF CHANGE ORDER NO. 1

Change Order Description	Change In Contract	
	Time, days	Price, \$
1-1 Additional Asphalt Restoration (Alternate 1)	0	25,000.00
Subtotal	0	25,000.00
Sales Tax @7.6%	N/A	1,900.00
TOTAL	0	26,900.00

File Attachments for Item:

E. Approval of USDA Outlay Report No 8 for Mainline Replacement Phase I



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:

No, Unnecessary

Meeting Date:

June 5, 2024

Agenda Item:

Approval of USDA Outlay Report No 8 - \$167,935.94

Presented By:

Stephanie Porter, Clerk Treasurer

Action Required:

Review and decision on USDA outlay report No 8 for reimbursement of Mainline Phase I payments.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve USDA Outlay Report No 8 in the amount not to exceed \$167,935.94.

Explanation of Issue:

North Cascade Excavation and Anderson Perry & Associates have submitted a reimbursement request for Transmission Mainline Phase 1 Project in the amount of \$167,935.94. The reimbursement will be vetted and adjusted for accuracy if necessary by Dave Jepsen of Anderson Perry & Associates and USDA. Any changes will be brought to council for approval.

This outlay report has incorporated the change order No.2 that was approved on May 15, 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:

The adopted budget contains accounted for the expenditure and the revenues from the USDA Grant.

Recommendation of Staff/Committee:

Staff recommends approval of the USDA Outlay Report No. 8.

**APPLICATION FOR PAYMENT NO. 8
CITY OF WHITE SALMON, WASHINGTON
TRANSMISSION MAIN REPLACEMENT PHASE I**

E.

TO City of White Salmon, Washington (OWNER)
FROM North Cascade Excavating, LLC (CONTRACTOR)

For Work accomplished through the date of: May 23, 2024

1.	Original Contract Price	\$	3,607,259.26
2.	Net Change by Change Orders and Written Amendments (+/-)	\$	18,687.50
3.	Current Contract Price (1 plus 2)	\$	3,625,946.76
4.	Total Work Completed and Materials On Hand to Date*	\$	2,362,183.98
5.	Retainage: (5%)	\$	(118,109.21)
6.	Sales Tax: (7.5%)	\$	166,065.28
6.	Sales Tax: (7.5%, excluding CO-2)	\$	11,098.51
7.	Liquidated Damages	(\$	-)
8.	Less Previous Application for Payments	\$	2,269,558.88
9.	DUE THIS APPLICATION (4 minus 5, plus 6, minus 7 and 8)	\$	151,679.68

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

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

Contractor: North Cascade Excavating, LLC

Samuel Duguay
Digitally signed by Samuel Duguay
DN: cn=Samuel Duguay, o=North Cascade Excavating, LLC, cn=Samuel Duguay, location=Woodland, WA, Reason: I am approving this document, Date: 2024.05.30 08:37:25-0700

By (signature): _____ Title: General Manager
Name (printed): Sam Duguay Date: 5/30/2024

Recommended by Engineer

Approved by Owner

By (signature): _____ By (signature): _____
Name (printed): _____ Name (printed): _____
Title: _____ Title: _____
Date: _____ Date: _____

Concurred with by Funding Agency

By (signature): _____
Name (printed): _____
Title: _____
Date: _____

**APPLICATION FOR PAYMENT NO. 8
CITY OF WHITE SALMON, WASHINGTON
TRANSMISSION MAIN REPLACEMENT PHASE I**

Date: May 29, 2024

FROM: North Cascade Excavating, LLC

TO: City of White Salmon, Washington

Date of Completion		Contract Amount		Date of Estimate	
Original: January 23, 2024		Original Amount of Contract: \$ 3,607,259.26		From: May 13, 2024	
Revised: August 9, 2024		Change Orders: (+ or -) \$ 18,687.50		To: May 23, 2024	
On Schedule: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		Current Contract Amount \$ 3,625,946.76			

Item No.	CONTRACT ITEMS Description	BID PRICES			PREVIOUS		THIS PERIOD		TOTAL TO DATE	
		Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
Bid Option A - Ductile Iron Pipe										
1	Mobilization/Demobilization	All Req'd	LS	\$250,000.00	75%	\$187,500.00	0%	\$0.00	75%	\$187,500.00
2	Construction Facilities and Temporary Controls	All Req'd	LS	75,000.00	53%	39,750.00	8%	6,000.00	61%	45,750.00
3	Removal and Replacement of Foundation Material	100	CY	40.00	3	120.00	0	0.00	3	120.00
4	Common Borrow	3,200	CY	12.00	245	2,940.00	0	0.00	245	2,940.00
5	Rock Excavation	1,600	CY	100.00	77.4	7,740.00	2.2	220.00	79.6	7,960.00
6	Additional Boulder Removal(6-In. Diam. to 1/2 of a Cubic Yard)	1,100	CY	25.00	285.8	7,145.00	7.2	180.00	293.0	7,325.00
7	Potholing All Connections and Known Utility Crossings	All Req'd	LS	8,500.00	100%	8,500.00	0%	0.00	100%	8,500.00
8	Water Main Creek Crossing	All Req'd	LS	151,250.00	95%	143,687.50	0%	0.00	95%	143,687.50
9	16-In. Ductile Iron Water Line, Class 250	6,130	LF	132.00	1,517	200,244.00	1,258	166,056.00	2,775	366,300.00
10	16-In. Ductile Iron Water Line, Class 350	6,070	LF	142.00	6,075	862,650.00	0	0.00	6,075	862,650.00
11	16-In. Restrained Ductile Iron Water Line, Class 250	300	LF	147.00	300	44,100.00	0	0.00	300	44,100.00
12	12-In. Gate Valve 250 psi	2	EA	4,200.00	0	0.00	0	0.00	0	0.00
13	16-In. Butterfly Valve 250 psi	13	EA	7,500.00	11	82,500.00	1	7,500.00	12	90,000.00
14	Connection to Existing 12-In. Water Line	2	EA	6,000.00	0	0.00	0	0.00	0	0.00
15	Connection to Existing 16-In. Water Line	2	EA	20,000.00	2	40,000.00	0	0.00	2	40,000.00
16	3-In. Combination Air and Vacuum Valve and Vault	6	EA	26,100.00	0	0.00	1	26,100.00	1	26,100.00
17	4-In. Combination Air and Vacuum Valve and Vault	1	EA	31,000.00	0	0.00	0	0.00	0	0.00
18	2 1/2-In. Flush Mount Blowoff Hydrant and Auxiliary Valve	4	EA	4,800.00	0	0.00	0	0.00	0	0.00
19	Additional Work at Culvert Crossing (1.5-Ft. Separation)	5	EA	925.00	3	2,775.00	1	925.00	4	3,700.00
20	Additional Work at Culvert Crossing (3-Ft. Separation)	22	EA	1,200.00	15	18,000.00	2	2,400.00	17	20,400.00
21	Locate Wire Access Box	14	EA	600.00	8	4,800.00	0	0.00	8	4,800.00
22	Utility Marker Post	40	EA	110.00	0	0.00	0	0.00	0	0.00
23	Trench Excavation Safety System	All Req'd	LS	12,000.00	62%	7,440.00	11%	1,320.00	73%	8,760.00
24	Mulching	1,000	SY	2.50	0	0.00	0	0.00	0	0.00
25	Gravel Surface Restoration	2,920	CY	35.00	0	0.00	0	0.00	0	0.00
26	Pressure Pipe Flushing, Testing, and Disinfection	All Req'd	LS	25,000.00	27%	6,750.00	0%	0.00	27%	6,750.00
27	Cap Existing Water Mains	2	EA	1,500.00	0	0.00	0	0.00	0	0.00
28	Control of Water	500	LF	10.00	300	3,000.00	0	0.00	300	3,000.00
29	Trench Dam	10	EA	900.00	0	0.00	0	0.00	0	0.00
30	Retaining Wall Block	120	CY	500.00	0	0.00	0	0.00	0	0.00
Bid Option A Total						\$ 1,669,641.50		\$ 210,701.00		\$ 1,880,342.50

E.

**APPLICATION FOR PAYMENT NO. 8
CITY OF WHITE SALMON, WASHINGTON
TRANSMISSION MAIN REPLACEMENT PHASE I**

Date: May 29, 2024

Page 3 of 4

Item No.	CONTRACT ITEMS Description	BID PRICES			PREVIOUS		THIS PERIOD		TOTAL TO DATE	
		Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
Additive Alternate 1										
A1-1	Electrical Conduit	12,780	LF	\$8.00	7,892	\$63,136.00	1,258	\$10,064.00	9,150	\$73,200.00
A1-2	Communication Vault	17	EA	5,200.00	1	5,200.00	8	41,600.00	9	46,800.00
A1-3	Gravity Wall	300	SF	39.00	0	0.00	0	0.00	0	0.00
Additive Alternate 1 Total						\$ 68,336.00		\$ 51,664.00		\$ 120,000.00
Additive Alternate 2										
A2-1	Electrical Conduit	530	LF	\$12.50	560	\$7,000.00	0	\$0.00	560	\$7,000.00
A2-2	Communication Vault	1	EA	5,200.00	1	5,200.00	0	0.00	1	5,200.00
A2-3	Electrical Conduit Testing	All Req'd	LS	4,000.00	0%	0.00	0%	0.00	0%	0.00
A2-4	Gravel Surface Restoration	110	CY	35.00	0	0.00	0	0.00	0	0.00
Additive Alternate 2 Total						\$ 12,200.00		\$ 0.00		\$ 12,200.00
Additive Alternate 3										
A3-1	Communication Vault Replacing Telephone Ped	4	EA	\$6,000.00	0	\$0.00	0	\$0.00	0	\$0.00
A3-2	Testing of Existing Conduit	All Req'd	LS	2,500.00	0%	0.00	0%	0.00	0%	0.00
A3-3	Fiber Optic Cable Installation and Testing	All Req'd	LS	45,000.00	0%	0.00	0%	0.00	0%	0.00
A3-4	Fiber Optic Cable Termination and Testing	All Req'd	LS	5,000.00	0%	0.00	0%	0.00	0%	0.00
Additive Alternate 3 Total						\$ 0.00		\$ 0.00		\$ 0.00

E.

**APPLICATION FOR PAYMENT NO. 8
CITY OF WHITE SALMON, WASHINGTON
TRANSMISSION MAIN REPLACEMENT PHASE I**

Date: May 29, 2024

Page 4 of 4

Change Orders:				PREVIOUS		THIS PERIOD		TOTAL TO DATE	
CO-1	Qty.	Unit	Unit Price						
1-1 Additional Pipe Depth: STA 101+37 to STA 107+62	All Req'd	LS	\$20,000.00	100%	\$20,000.00	0%	\$0.00	100%	\$20,000.00
CO-2									
2-1 Revised Fitting Restraint Requirements for Culvert Crossings (Engineer's Time)	All Req'd	LS	-2,812.50	0%	0.00	100%	(2,812.50)	100%	(2,812.50)
2-2 Extended Work Shutdown (Informational Only)		N/A							
Total All Change Orders					\$ 20,000.00		\$ (2,812.50)		\$ 17,187.50
Materials on Hand:				PREVIOUS		THIS PERIOD		TOTAL TO DATE	
Item	Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
9 16-In. Ductile Iron Pipe CL250		LF	67.81	4,613	\$312,807.53	-1,258	(\$85,304.98)	3,355	\$227,502.55
16 3-In. Combination Air and Vacuum Valve		EA	10,795.44	6	64,772.64	-1	(10,795.44)	5	53,977.20
17 4-In. Combination Air and Vacuum Valve		EA	10,660.73	1	10,660.73	0	0.00	1	10,660.73
A1-1 Electrical Conduit		LF	2.55	7,348	18,737.40	-1,258	(3,207.90)	6,090	15,529.50
A1-2 Communication Vault		EA	1,533.00	21	32,193.00	-8	(12,264.00)	13	19,929.00
A3-1 (Ring and Cover)									
A1-2 Communication Vault		EA	971.00	5	4,855.00	0	0.00	5	4,855.00
A3-1 (Concrete Base and Lid Only)									
Total Materials on Hand					\$ 444,026.30		\$ (111,572.32)		\$ 332,453.98
TOTAL WORK COMPLETED AND MATERIALS ON HAND					\$ 2,214,203.80		\$ 147,980.18		\$ 2,362,183.98
SUMMARY									
				PREVIOUS		THIS PERIOD		TOTAL TO DATE	
1. Amount Earned					\$ 2,214,203.80		\$ 147,980.18		\$ 2,362,183.98
2. Retainage: (5%)					\$ (110,710.20)		\$ (7,399.01)		\$ (118,109.21)
3. Sales Tax: (7.5%)					\$ 166,065.28		\$ 0.00		\$ 166,065.28
3. Sales Tax: (7.5%, excluding CO-2)					\$ 0.00		\$ 11,098.51		\$ 11,098.51
4. Liquidated Damages					\$ 0.00		\$ 0.00		\$ 0.00
Amount Due for Payment					\$ 2,269,558.88		\$ 151,679.68		\$ 2,421,238.56
Amount Due for Payment this Estimate							\$ 151,679.68		
Estimated % Job Completed:					61%				

534-80-41-21

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

Invoice number 76300
Date 12/14/2023

Project **250-11 Transmission Main Replacement**

Professional Services through November 30, 2023

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	240,000.00	74.56	174,286.48	178,953.98	61,046.02	4,667.50
071 PROJECT REPRESENTATIVE	130,000.00	75.91	96,260.05	98,683.81	31,316.19	2,423.76
Total	370,000.00	75.04	270,546.53	277,637.79	92,362.21	7,091.26

Construction Engineering

Professional Services

	Hours	Rate	Billed Amount
Prof. Land Surveyor V	2.50	185.00	462.50
Senior Engineer I	8.50	190.00	1,615.00
Senior Technician V	18.50	140.00	2,590.00
Phase subtotal			4,667.50

Project Representative

Professional Services

	Hours	Rate	Billed Amount
Senior Technician V	11.50	140.00	1,610.00

Miscellaneous Expenses

	Units	Rate	Billed Amount
Truck Mileage	778.00	0.75	583.50
Lodging			230.26
Phase subtotal			2,423.76

Invoice total 7,091.26

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
76300	12/14/2023	7,091.26	7,091.26				
	Total	7,091.26	7,091.26	0.00	0.00	0.00	0.00

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

Invoice number 76546
 Date 01/16/2024

Project **250-11 Transmission Main Replacement**

Professional Services through December 31, 2023

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	240,000.00	75.50	178,953.98	181,198.98	58,801.02	2,245.00
071 PROJECT REPRESENTATIVE	130,000.00	75.91	98,683.81	98,683.81	31,316.19	0.00
Total	370,000.00	75.64	277,637.79	279,882.79	90,117.21	2,245.00

Construction Engineering
 Professional Services

	Hours	Rate	Billed Amount
Prof. Land Surveyor V	3.50	185.00	647.50
	2.50	195.00	487.50
Senior Engineer I	1.00	190.00	190.00
Senior Technician II	3.00	120.00	360.00
Senior Technician V	4.00	140.00	560.00
Phase subtotal			2,245.00
Invoice total			2,245.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
76546	01/16/2024	2,245.00	2,245.00				
	Total	2,245.00	2,245.00	0.00	0.00	0.00	0.00

Const Engin 420

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

Invoice number 76816
Date 02/29/2024

Project **250-11 Transmission Main Replacement**

Professional Services through January 31, 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	240,000.00	77.01	181,198.98	184,821.48	55,178.52	3,622.50
071 PROJECT REPRESENTATIVE	130,000.00	75.91	98,683.81	98,683.81	31,316.19	0.00
Total	370,000.00	76.62	279,882.79	283,505.29	86,494.71	3,622.50

Construction Engineering

Professional Services

	Hours	Rate	Billed Amount
Prof. Land Surveyor IV	7.00	175.00	1,225.00
Prof. Land Surveyor V	5.50	195.00	1,072.50
Senior Engineer II	5.50	200.00	1,100.00
Senior Technician V	1.50	150.00	225.00
Phase subtotal			3,622.50
Invoice total			3,622.50

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
76816	02/29/2024	3,622.50	3,622.50				
	Total	3,622.50	3,622.50	0.00	0.00	0.00	0.00

534 - 80 - 41 - 21
@USDA - Const engineering



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

Invoice number 76872
Date 03/18/2024

Project **250-11 Transmission Main Replacement**

Professional Services through February 29, 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	240,000.00	77.26	184,821.48	185,418.98	54,581.02	597.50
071 PROJECT REPRESENTATIVE	130,000.00	75.91	98,683.81	98,683.81	31,316.19	0.00
Total	370,000.00	76.78	283,505.29	284,102.79	85,897.21	597.50

Construction Engineering

Professional Services

	Hours	Rate	Billed Amount
Prof. Land Surveyor V	0.50	195.00	97.50
Senior Engineer II	1.00	200.00	200.00
Senior Technician V	2.00	150.00	300.00
Phase subtotal			597.50
		Invoice total	597.50

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
76816	02/29/2024	3,622.50	3,622.50				
76872	03/18/2024	597.50	597.50				
Total		4,220.00	4,220.00	0.00	0.00	0.00	0.00

534-80-41-81
USDA - Const. Engineering
[Signature]

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

Invoice number 77076
Date 04/09/2024

Project **250-11 Transmission Main Replacement**

Professional Services through March 31, 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	240,000.00	78.38	185,418.98	188,118.98	51,881.02	2,700.00
071 PROJECT REPRESENTATIVE	130,000.00	75.91	98,683.81	98,683.81	31,316.19	0.00
Total	370,000.00	77.51	284,102.79	286,802.79	83,197.21	2,700.00

Construction Engineering

Professional Services

	Hours	Rate	Billed Amount
Senior Engineer II	7.50	200.00	1,500.00
Senior Technician V	8.00	150.00	1,200.00
Phase subtotal			2,700.00
		Invoice total	2,700.00

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
76816	02/29/2024	3,622.50		3,622.50			
76872	03/18/2024	597.50	597.50				
77076	04/09/2024	2,700.00	2,700.00				
Total		6,920.00	3,297.50	3,622.50	0.00	0.00	0.00

Phase I

2,700 (400) 534-80-41-21



Engineering

Surveying

Natural Resources

Cultural Resources

GIS

May 9, 2024

Andrew Dirks, Public Works Director
City of White Salmon, Washington
100 N. Main Street
White Salmon, Washington

RE: Transmission Main Replacement Phase I - Amendment No. 2 to Engineering Agreement

Dear Andrew,

As you know, the Contractor is restarting the construction of the Phase I Improvements on May 13, 2024. Thus far, the completed work represents approximately 53 percent of the overall project, but the Contractor's efforts have utilized 79 percent of contract calendar days to reach substantial completion. The Contractor is significantly behind schedule.

During that same timeframe, Anderson Perry (AP) has utilized 82 percent of the budgeted construction engineering contract amount managing the project, and 76 percent of the budgeted Resident Project Representative contract amount providing inspection of the work completed.

For construction engineering services, our duties include attending weekly construction meetings, processing application for payments, reviewing and approving submittals, answering Contractor requests for information (RFIs), handling change orders, answering general questions about the design and contract documents, and interacting with Department of Natural Resources (DNR) concerning potential easement issues. AP has also recently been dealing with unpaid suppliers and claims on the payment bond made by the Contractor's bonding company.

Resident Project Representative tasks primarily include review and documentation of the work performed by the Contractor and interacting with DNR and City staff. AP has brought on a new Resident Project Representative (i.e., Andy O'Connor) to replace Kevin English due to medical reasons. Due to existing construction issues, additional management oversight will be needed for a smooth transition of the new Project Representative on-site. We are anticipating the Resident Project Representative working a 50-hour week. This accelerated construction and extended work hours will result in overtime pay for our Resident Project Representative (anticipated 10 hours per week).

With limited time to complete the project, the Contractor is proposing to use two crews working up to five 12-hour days for the remainder of the project.

Given the remaining work to be performed and the proposed construction schedule, it is AP's assessment that there is not a sufficient budget remaining to provide construction engineering and inspection services for the remaining duration of the project along with the required project closeout documentation.

E.

City of White Salmon - Transmission Main Replacement Phase I - Amendment No. 2

May 9, 2024

Page -2-

To provide the required services for the duration of the project, AP is proposing a budget amendment to the professional services agreement between AP and the City in the amount of \$146,000. Of this amount, \$68,000 is for additional construction engineering services and \$78,000 is for additional Resident Project Representative services. These additional amounts are based on the following.

- The Work being Substantially Complete in 10 weeks (from the start of construction).
- The Work being complete and ready for Final Payment in 4 weeks (after Substantial Completion).
- The Resident Project Representative hours being limited to 50 hours per week up to Substantial Completion, and 18 hours per week until the work is complete and ready for Final Payment. Additional AP staff is anticipated on-site for the first two days of construction and a daily visit once every two weeks thereafter.

Please note that if the project extends beyond the Substantial Completion or the Final Completion dates, then AP will likely incur additional expenses above the requested additional amount. However, the Contractor’s work beyond these contract dates would be subject to liquidated damages, which could help offset the cost for additional engineering services.

Attached for the City’s review and approval is a copy of Engineering Amendment No. 2 for the City’s review and approval. Please note that 1) AP’s engineering services are on a time and materials basis and are only expended if needed, and 2) this amendment will also need to be reviewed and approved by Rural Development for the amendment to be fully executed.

AP appreciates the City’s continued support for this challenging project and looks forward to completing the project later this summer. Please contact me if you have any questions about this Engineering Amendment request or the project itself.

Sincerely,

ANDERSON PERRY & ASSOCIATES, INC.

By David Jepsen
David Jepsen, P.E.

Encl.

cc: Betsy Dillin, Rural Development
File No. 250-11-00

E.

This is **EXHIBIT K**, consisting of 2 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated April 6, 2022.

**AMENDMENT TO OWNER-ENGINEER AGREEMENT
Amendment No. 2**

The Effective Date of this Amendment is: May 15, 2024.

Background Data

Effective Date of Owner-Engineer Agreement:

Owner: City of White Salmon

Engineer: Anderson Perry & Associates, Inc.

Project: Transmission Main Replacement Phase I

Nature of Amendment: [Check those that are applicable and delete those that are inapplicable.]

Additional Services to be performed by the Engineer

Modifications to other terms and conditions of the Agreement

Description of Modifications:

1. Additional services were provided by the Engineer for general project management due to responding to Contractor numerous inquiries on acceptable construction techniques, multiple submittal reviews related to steel casing construction for creek crossing, general inquiries; for additional management due to slower than anticipated pipe installation production; for clarifications on agreements made between Contractor and Washington State Department of Natural Resources (DNR) for temporary and permanent storage of trench spoils and temporary storage of materials and trench spoils inside and outside the City's granted easement with DNR; for periodic review of Contractor compliance with DNR separate agreement conditions; to execute extended work shutdown due to weather; provide verification of existing survey staking after the extended work shutdown; correspondence with Owner, Contractor, Supplier, and Bonding Company concerning payment bond claims and late payments; and additional staff and project representative time to handle Contractor's proposed accelerated (two crews at once) and extended (up to 5 12-hour days per week) construction schedule for remainder of project.
2. Revised Standard Hourly Rates and Reimbursable Expenses Schedule dated January 1, 2024, attached.

E.

Agreement Summary:

Original agreement amount:	\$ <u>353,000.00</u>
Net change for prior amendments:	\$ <u>17,000.00</u>
This amendment amount:	\$ <u>146,000.00</u>
Adjusted Agreement amount:	\$ <u>516,000.00</u>

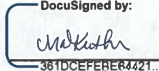
Change in time for services (days or date, as applicable): N/A

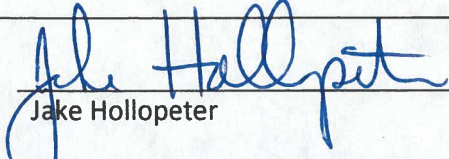
The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

OWNER:
City of White Salmon

ENGINEER:
Anderson Perry & Associates, Inc.

By: 
 Print name: Marla Keethler
 Title: Mayor
 Date Signed: 5/23/2024

By: 
 Print name: Jake Hollopeter
 Title: Vice President
 Date Signed: 5-9-24



2024 HOURLY FEE SCHEDULE

Effective January 1, 2024

PROFESSIONAL TECHNICAL STAFF

TECHNICIANS

Technician I	\$ 75.00
Technician II	\$ 80.00
Technician III	\$ 85.00
Technician IV	\$ 95.00
Technician V	\$100.00
Technician VI	\$105.00
Technician VII	\$110.00
Senior Technician I	\$120.00
Senior Technician II	\$125.00
Senior Technician III	\$135.00
Senior Technician IV	\$140.00
Senior Technician V	\$150.00
Senior Technician VI	\$155.00
Senior Technician VII	\$165.00
Senior Technician VIII	\$170.00
Senior Technician IX	\$190.00
Senior Technician X	\$200.00

ENGINEERING

Engineering Technician I	\$115.00
Engineering Technician II	\$120.00
Engineering Technician III	\$130.00
Engineering Technician IV	\$135.00
Engineering Technician V	\$140.00
Project Engineer I	\$145.00
Project Engineer II	\$155.00
Project Engineer III	\$160.00
Project Engineer IV	\$165.00
Project Engineer V	\$175.00
Project Engineer VI	\$180.00
Project Engineer VII	\$185.00
Senior Engineer I	\$195.00
Senior Engineer II	\$200.00
Senior Engineer III	\$210.00
Senior Engineer IV	\$215.00
Senior Engineer V	\$220.00
Senior Engineer VI	\$225.00
Senior Engineer VII	\$230.00
Senior Engineer VIII	\$235.00
Senior Engineer IX	\$245.00

ARCHAEOLOGY

Archaeological Technician I	\$ 75.00
Archaeological Technician II	\$ 80.00
Staff Archaeologist I	\$ 85.00
Staff Archaeologist II	\$ 90.00
Project Archaeologist I	\$ 95.00
Project Archaeologist II	\$100.00
Senior Archaeologist I	\$110.00
Senior Archaeologist II	\$125.00

PROJECT REPRESENTATIVES

Project Representative I	\$105.00
Project Representative II	\$110.00
Project Representative III	\$115.00
Project Representative IV	\$120.00

OVERTIME

Overtime Surcharge	\$ 35.00
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SURVEYORS, EQUIPMENT, AND OTHER

Survey Technician I	\$ 80.00
Survey Technician II	\$ 90.00
Survey Technician III	\$100.00
Survey Crew Chief I	\$110.00
Survey Crew Chief II	\$120.00
Survey Crew Chief III	\$130.00
Survey Crew Chief IV	\$140.00
Professional Land Surveyor I	\$150.00
Professional Land Surveyor II	\$160.00

Professional Land Surveyor III	\$170.00
Professional Land Surveyor IV	\$175.00
Professional Land Surveyor V	\$195.00
GPS Total Station	\$ 45.00
Robotic Survey Station	\$ 35.00
Total Station	\$ 30.00
Scanning Total Station	\$ 45.00
ATV (4-hour minimum)	\$ 35.00
Resource Grade GPS	\$ 25.00

Electrofischer	\$ 30.00
Unmanned Aircraft System (UAS/Drone)	\$ 50.00
GIS RTK GPS/GNSS Unit	\$ 35.00
Procure Project Management Software (\$/Month/\$1M Construction Project Cost)	\$110.00

OUT OF TOWN WORK

Mileage will be charged at the applicable IRS rate for standard highway vehicles. Mileage will be charged at \$0.80 per mile for vans and pickup trucks. Subsistence will be charged either per diem or actual cost, per contract. Lodging will be billed at actual cost.

OTHER

Other miscellaneous, direct, and outside expenses, including special Consultants, will be charged at actual cost plus 10%.

Expert Witness will be charged at two times the standard hourly rate.

All accounts unpaid 30 days after date of invoice may be charged a service fee of 1.0% per month.

This Hourly Fee Schedule is revised annually on or around January 1.

	A	B	C	D	E
1	RECORD OF AMENDMENTS TO ENGINEERING SERVICES				
2	City of White Salmon		Transmission Main		
3		Date of Amendment	Date Concurred By RD	Amount, Increase, (decrease), w/St.	Comments
4	Engineering -design				
5	Approved Agreement Amount			\$ -	
6	Amendment Number 1				
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39	Summation of Amendments			\$ -	
40	Revised Contract Amount			\$ -	
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42	Engineering -basic				
43	Approved Agreement Amount			\$ 240,000.00	
44	Amendment Number 1	5/15/2024		\$ 68,000.00	
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77	Summation of Amendments			\$ 68,000.00	
78	Revised Contract Amount			\$ 308,000.00	
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80	Engineerin - inspection				
81	Approved Agreement Amount			\$ 130,000.00	
82	Amendment Number 1	5/15/2024		\$ 78,000.00	
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Eng. Arch. Amendments

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115	Summation of Amendments			\$ 78,000.00	
116	Revised Contract Amount			\$ 208,000.00	
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119	Approved Agreement Amount			\$ -	
120	Amendment Number 1				
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153	Summation of Amendments			\$ -	
154	Revised Contract Amount			\$ -	
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157	Approved Agreement Amount			\$ -	
158	Amendment Number 1				
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Eng. Arch. Amendments

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191	Summation of Amendments			\$ -	
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195	Approved Agreement Amount			\$ -	
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229	Summation of Amendments			\$ -	
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267	Summation of Amendments			\$ -	
268	Revised Contract Amount			\$ -	
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271	Approved Agreement Amount			\$ -	
272	Amendment Number 1				

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Eng. Arch. Amendments

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305	Summation of Amendments			\$	-
306	Revised Contract Amount			\$	-
307	<p>(Add more line items as necessary to Cost Summary, but add same blocks of info as above. Also can add another sheet for 'Miscellaneous' Cost changes that alter "Contingency Dollar Amounts". Just be sure to change sum formula below to include.)</p> <hr/>				
308					
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311					
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316	Sum of Amendments			\$	146,000.00
317	<p>***(ALL ADDITIONS MADE TO THIS WORKSHEET WILL CHANGE THE CURRENT BUDGET ON THE COST SUMMARY AND NEED TO BE APPROVED/CONCURRED IN BY USDA RD AHEAD OF TIME. ANY CHANGES IN THE ENGINEERING COSTS ALWAYS NEED AN AMENDMENT TO THE ORIGINAL ENGINEERING SERVICES AGREEMENT.)</p>				
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File Attachments for Item:

F. Resolution 2024-06-596 Heritage Months Declaration



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:

No, Unnecessary

Meeting Date:

June 5, 2024

Agenda Item:

Resolution 2024-06-596 Amending Heritage Months

Presented By:

Stephanie Porter, Clerk Treasurer

Action Required:

Review and decision on Resolution 2024-06-596 Amending the Heritage Months to add Juneteenth and declare April as Arab American Heritage Month.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve Resolution 2024-06-596 Amending Resolution 2020-09-506 Recognizing Heritage and Diversity Months.

Background of Issue:

In 2020 the City Council approves Resolution 2020-09-506 Recognizing Heritage and Diversity Months.

Explanation of Issue:

In 2021 President Joe Biden declared April Arab American Heritage Month and June 19 as a federal holiday recognizing Juneteenth commemorating the end of slavery. These 2 recognitions have been added to the Heritage Months in this amendment.

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.

Diversity Equity Inclusion & Stakeholder Analysis:

The amendments presented align with the City’s Diversity, Inclusion and Equity goals as lined out in Resolution 2019-07-489. Presidential Proclamations have been issued to draw attention to the cultural diversity of our country in the form of monthly recognitions of their contributions. Awareness of diversity is enhanced by ongoing efforts to educate and create opportunities for citizen outreach.

Recommendation of Staff/Committee:

Staff recommends adopting Resolution 2024-06-596.

Follow Up Action:

Administration will need to identify and order a poster set for April Arab American Heritage Month.

RESOLUTION 2024-06-596

**A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF WHITE SALMON, WASHINGTON,
AMENDING RESOLUTION 2020-09-506 RECOGNIZING HERITAGE AND
DIVERSITY MONTHS**

WHEREAS, the City of White Salmon signed a Diversity Declaration in July 2019 pledging to promote tolerance and respect for all persons; and

WHEREAS, the City of White Salmon recognizes that the diversity of our community brings cultural expressions that enhance our city’s vibrancy; and

WHEREAS, the City of White Salmon further acknowledges that awareness of that diversity is enhanced by ongoing efforts to educate and create opportunities for citizen outreach; and

WHEREAS, thirty percent of the population of the City of White Salmon is represented by Hispanic/Latino, Black, Asian, Native American, or those with heritage from two or more races; and

WHEREAS, Presidential Proclamations have been issued to draw attention to the cultural diversity of our country in the form of monthly recognitions of their contributions; and

WHEREAS, those monthly recognitions create an opportunity for annual occasions to continually reinforce the Diversity Resolution 2019-07-489; and

WHEREAS, in 2021 President Joe Biden declared April to be Arab American Heritage Month; and

WHEREAS, President Joe Biden signed legislation to establish a federal holiday for Juneteenth (June 19) commemorating the end of slavery;

NOW, THEREFORE, be it resolved by the City Council of the City of White Salmon that the City of White Salmon will annually recognize the following heritage and diversity months **and dates**:

February: Black History Month (President Ford)

March: Women’s History Month (President Reagan)

April: Arab American Heritage Month (President Biden)

May: Asian/Pacific American Heritage Month (President H.W. Bush)

May: Jewish American Heritage Month (President G.W. Bush)

June: Pride Month (President Clinton)

June 19: Juneteenth (President Biden)

September 15 – October 15: Hispanic Heritage Month (President Reagan)

November: Native American Heritage Month (President H.W. Bush)

This resolution shall take effect after its passage by the City Council.

ADOPTED by the Council of the City of White Salmon, Washington. Dated this 5TH day of June, 2024.

Marla Keethler, Mayor

ATTEST:

APPROVED AS TO FORM:

Stephanie Porter, Clerk Treasurer

Shawn MacPherson, City Attorney

File Attachments for Item:

G. Approval of Meeting Minutes-May 15, 2024



**City of White Salmon May 15, 2024
In Person and Via Zoom Teleconference**

Staff Attendance

Council Members:

Ben Giant
Patty Fink
David Lindley
Jason Hartmann, Mayor Pro Tempore
Jim Ransier

Staff Present:

Mike Hepner, Police Chief
Stephanie Porter, Clerk Treasurer
Shawn Mac Pherson, City Attorney
Troy Rayburn, City Administrator

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

Mayor Pro Tempore Jason Hartmann called the meeting to order at 6:01p.m. There were approximately 6 members of the public in attendance in person and via teleconference.

II. Roll Call

III. Changes to the Agenda

Staff is requesting the addition of Business Item C. Approval of Mayor Appointment of Council Member Patty Fink to the Klickitat County Solid Waste Advisory Committee.

Moved by Ben Giant. Seconded by David Lindley.

Motion to approve changes to the agenda as presented.

CARRIED 5-0

IV. Presentations

- A. Jewish American Heritage Month (6:05pm)
- B. White Salmon Greenhouse Gas Emissions Reduction Plan Presentation – CityLab Board (6:10pm)
- C. Mayor's Update (7:09pm)

V. Public Comment

Kalama Reuter, White Slamon Resident (7:11pm)
Phil Jenkins, Klickitat County Resident (7:13pm)
Kate Bennett, White Salmon Resident (7:17pm)
Barbara Bailey, White Salmon Resident (7:19pm)

VI. Consent Agenda (7:20pm)

- 1. Approval of Engineering Amendment No 2 - Anderson Perry - Mainline Phase I
- 2. Approval of SCADA Amendment No 2 - Coburn Electric
- 3. Approval of Meeting Minutes - May 1, 2024
- 4. Approval of Vouchers

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 15th day of May 2024.

Type	Date			
Claims	5/15/2024	41308	41364	273,390.00
	5/15/2024	EFT	EFT	0.00
			Claim Total	273,390.00
Payroll	5/5/2024	EFT	EFT	112,346.19
	5/5/2024	1304	41307	1,216.05
			Payroll Total	113,562.24
Manual Claims	2/10/2024	EFT	EFT	1,909.53
	3/10/2024	EFT	EFT	1,913.89
	4/10/2024	EFT	EFT	7,920.00
	4/10/2024	41221	41221	50.00
	4/10/2024	EFT	EFT	2,043.99
	5/10/2024	EFT	EFT	7,920.00
	5/10/2024	EFT	EFT	1,768.45
VOIDED Checks				0.00
			Manual Claim Total	23,525.86
			Toal Vouchers	410,478.10

*Moved by Ben Giant. Seconded by Jim Ransier.
 Motion to approve Consent Agenda and vouchers in the amount of \$410,478.10.
 CARRIED 5-0.*

VII. Public Hearing
A. Annexation of Real Property ANX-WS-2024-001 (7:19pm)
 Presented by Stephanie Porter.

Mayor Por Tem Jason Hartmann opened the Public Hearing at 7:22pm.

Public Comments:
 Steve Schmidt, White Salmon Resident

Mayor Pro Tem Jason Hartmann closed the Public Hearing at 7:23.

*Moved by Patty Fink. Seconded by Ben Giant.
 Motion to direct staff to draft an ordinance to approve and accept the Annexation ANX-WS-2024-001.
 CARRIED 5-0*

VII. Business Items

A. Resolution 2024-05-592 Adopting the Six Year Transportation Plan 2025-2030 (7:30pm)

Presented by Stephanie Porter and Council Member Jason Hartmann.

Mayor Pro Tem Jason Hartmann opened the Public Hearing at 7:31pm.

Public Comments:

Kalama Reuter, White Salmon Resident (7:32pm)

Felton Jenkins, White Salmon Resident (7:34pm)

Mayor Pro Tem Jason Hartmann closed the Public Hearing at 7:34pm.

Council Discussion.

Moved by Jim Ransier. Seconded by David Lindley.

Motion to approve Resolution 2024-05-592 Adopting the Six Year Transportation Plan 2025-2030 as presented.

CARRIED 5-0

B. Resolution 2024-05-593 Adopting the White Salmon Municipal Capital Improvement Plan 2025-2030. (7:45pm)

Presented by Stephanie Porter.

Mayor Pro Tem Jason Hartmann opened the Public Hearing at 7:52pm.

Public Comments:

No Public Comment.

Mayor Pro Tem Jason Hartmann closed the Public Hearing at 7:53pm.

Moved by Ben Giant. Seconded by Jim Ransier.

Motion to approve Resolution 2024-05-593 Adopting the White Salmon Municipal Capital Improvement Plan 2025-2030 as presented.

CARRIED 5-0

C. Approval of Mayor Appointment of Council Member Patty Fink to the Klickitat County Solid Waste Advisory Committee. (7:59pm)

Presented by Troy Rayburn.

Moved by Jim Ransier. Seconded by David Lindley.

Motion to approve Mayor Appointment of Council Member Patty Fink to the Klickitat County Solid Waste Advisory Committee.

CARRIED 5-0

VII. Reports and Communications

A. Department Heads (8:00pm)

B. Council Members (8:06pm)

- David Lindley, Council Member
- Patty Fink, Council Member
- Jim Ransier, Council Member

IX. Executive Session

No Executive Session Needed.

X. Adjournment

The meeting was adjourned at 8:13p.m.

Marla Keethler, Mayor

Stephanie Porter, Clerk Treasurer

File Attachments for Item:

H. Approval of Special Meeting Minutes - May 29, 2024



**City of White Salmon May 29, 2024
Special Council Meeting
In Person and Via Zoom Teleconference**

Staff Attendance

Council Members:

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

Staff Present:

- Stephanie Porter, Clerk Treasurer
- Kelly Hickock, City Attorney
- Troy Rayburn, City Administrator
- Marla Keethler, Mayor
- Andrew Dirks, Public Works Director

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

Mayor Keethler called the meeting to order at 5:00p.m. There were no members of the public in attendance in person and via teleconference.

II. Roll Call

Council Member Jim Ransier was absent.

III. Business Items

Resolution 2024-05-595 Approval to Waive Competitive Bidding per RCW 39.04.280

Presented by Andrew Dirks, PWD and Stephanie Porter, Clerk Treasurer

Council Discussion.

Moved by Patty Fink. Seconded by Ben Giant.

*Motion to approve Resolution 2024-05-595 authorizing the acquisition of a used bucket truck waiving competitive bidding and approve the expenditure not to exceed \$65,636 including tax.
CARRIED 4-0*

X. Adjournment

The meeting was adjourned at 5:09 p.m.

Marla Keethler, Mayor

Stephanie Porter, Clerk Treasurer

File Attachments for Item:

B. Ordinance 2024-06-1164 Annexation of Real Property ANX-WS-2024-0011. Presentation 2.
Discussion3. Action



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:

Yes, completed

Meeting Date:

June 5, 2024

Agenda Item:

Ordinance 2024-06-1164 Annexation of Real Property

Presented By:

Stephanie Porter, Clerk Treasurer

Action Required:

Review and approval of Ordinance 2024-06-1164 Annexing Real Property of Annexation ANX-WS-2024-001.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve Ordinance 2024-06-1164 Annexing Real Property of Annexation ANX-WS-2024-001.

Background of Issue:

On February 7, 2024, the White Salmon City Council, by a vote of four to zero (0) accepted the Petitioner’s Notice of Intent to Annexation. The City Council accepted the Notice of Intent to Annexation.

On May 15, 2024 the City Council held a Public Hearing on the proposed Annexation. The council directed staff to draft an ordinance to approve the annexation as presented.

Explanation of Issue:

The presentation of this ordinance was requested by the City Council at the May 15, 2024 council meeting. This is the final set to adopt ANX-WS-2024-001 and annex the real property 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 are no Financial Implications.

Recommendation of Staff/Committee:

The council has approved this annexation. This is the official adoption of ANX-WS-2024-001.

Follow Up Action:

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

The City Clerk will file with the Board of Commissioners of Klickitat County, Washington, a certified copy of this ordinance. The City Clerk will file with the Office of Financial Management a certificate as required by RCW 35A.14.700 within thirty (30) days of the effective date of this annexation.

The City Clerk is further directed to take all other steps and to inform all other agencies of said annexation as may be necessary and proper.

CITY OF WHITE SALMON
ORDINANCE NO. 2024-06-1164

AN ORDINANCE ANNEXING CERTAIN REAL PROPERTY TO THE CITY OF WHITE SALMON AND THEREBY INCORPORATING SAID PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF WHITE SALMON.

WHEREAS, in January 2024 the City of White Salmon received a completed Notice of Intent to Annex approximately 3.39 acres in size, located north of State Route 14 and adjacent to city limits on the west side of the subject area, to City of White Salmon known as the Annexation WS-ANX-2024-001; and

WHEREAS, on February 7, 2024 the City Council conducted a meeting with the initiating parties as required by RCW 35A.114.120 and accepted and combined the notices of intent to annex, identified the annexation area, specified that the adopted pre-annexation zoning of R1 Single-Family Residential, would apply to the property upon annexation and that the property proposed to be annexed would be subject to any outstanding indebtedness; and

WHEREAS, a complete and sufficient annexation petition was submitted to the City of White Salmon on February 15, 2024. The petition was transmitted to Klickitat County Assessor on February 16, 2024 to determine its sufficiency. On April 5, 2024, the city received a response from the Klickitat County Assessor indicating the petition contained valid signatures representing 100% of the total assessed valuation of the property proposed to be annexed; and

WHEREAS, on May 15, 2024, the City Council held a public hearing on the annexation proposal pursuant to RCW 35A.14.130 following notice published in the newspaper of record (Columbia Gorge News) on May 1 and May 8, 2024; and

WHEREAS, the City Council finds that the proposed annexation is consistent with the Comprehensive Plan and will allow for future orderly growth;

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

Section I: The Council of the City of White Salmon finds that the following steps have been taken with respect to annexation of the hereinafter described unincorporated area to the City of White Salmon:

A. On January 2024, a Notice of Intention to petition for annexation of the subject real property by

the direct petition method provided for in Chapter 35A.14, Revised Code of Washington, was filed with the City of White Salmon.

B. The City Council of the City of White Salmon set February 7, 2024, as the time for a meeting with the annexation proponents to determine whether the City would accept, reject, or geographically modify the proposed annexation, whether it would require the simultaneous adoption of a proposed zoning regulation, and whether it would require the assumption of existing indebtedness.

C. On February 7, 2024, the City Council conducted a meeting at which it accepted the geographical boundaries of the annexation area as proposed, required the assumption of all existing indebtedness, and required the adoption of a proposed zoning regulation.

D. On February 15, 2024, the City received a petition for annexation signed by the owners of not less than sixty percent (60%) in value, according to the assessed valuation for general taxation of the property proposed to be annexed.

E. On May 15, 2024, the City Council conducted a public hearing to consider the annexation proposal.

Section II: Pursuant to the direct petition method provided for in Chapter 35A.14 Revised Code of Washington, the real property described in Exhibit “A”, attached hereto and by this reference incorporated herein, being a portion of Klickitat County not heretofore incorporated as a city or town, and further being within the urban growth area for the City of White Salmon, is hereby annexed to the City of White Salmon and made a part thereof.

Section III: All property within the area hereby annexed shall be assessed and taxed to pay for the outstanding general obligation indebtedness of the City of White Salmon existing as of the effective date of said annexation.

Section IV: The real property hereby annexed to the City of White Salmon is zoned as set forth in the attached Exhibit. The City Planning Director is hereby authorized and instructed to alter the district boundary lines of “The Map(s) of the Zoning Ordinance of the City of White Salmon,” to include the property described in Section I hereof with such zoning classification.

Section V: The City Clerk is hereby directed to file with the Board of Commissioners of Klickitat County, Washington, a certified copy of this ordinance. The City Clerk is further directed to file with the Office of Financial Management a certificate as required by RCW 35A.14.700 within thirty (30) days of the effective

B.

date of this annexation. The City Clerk is further directed to take all other steps and to inform all other agencies of said annexation as may be necessary and proper.

Section VI: This ordinance shall take force and be in effect five (5) days from and after its publication according to law. The annexation of the aforescribed real property shall be effective as of the effective date of this ordinance, subject to such notices as may otherwise be required by law.

Passed by the council and approved by the Mayor on this 5th day of June 2024.

Marla Keethler, Mayor

Attested:

Approved as to form:

Stephanie Porter, Clerk/Treasurer

Shawn MacPherson, City Attorney

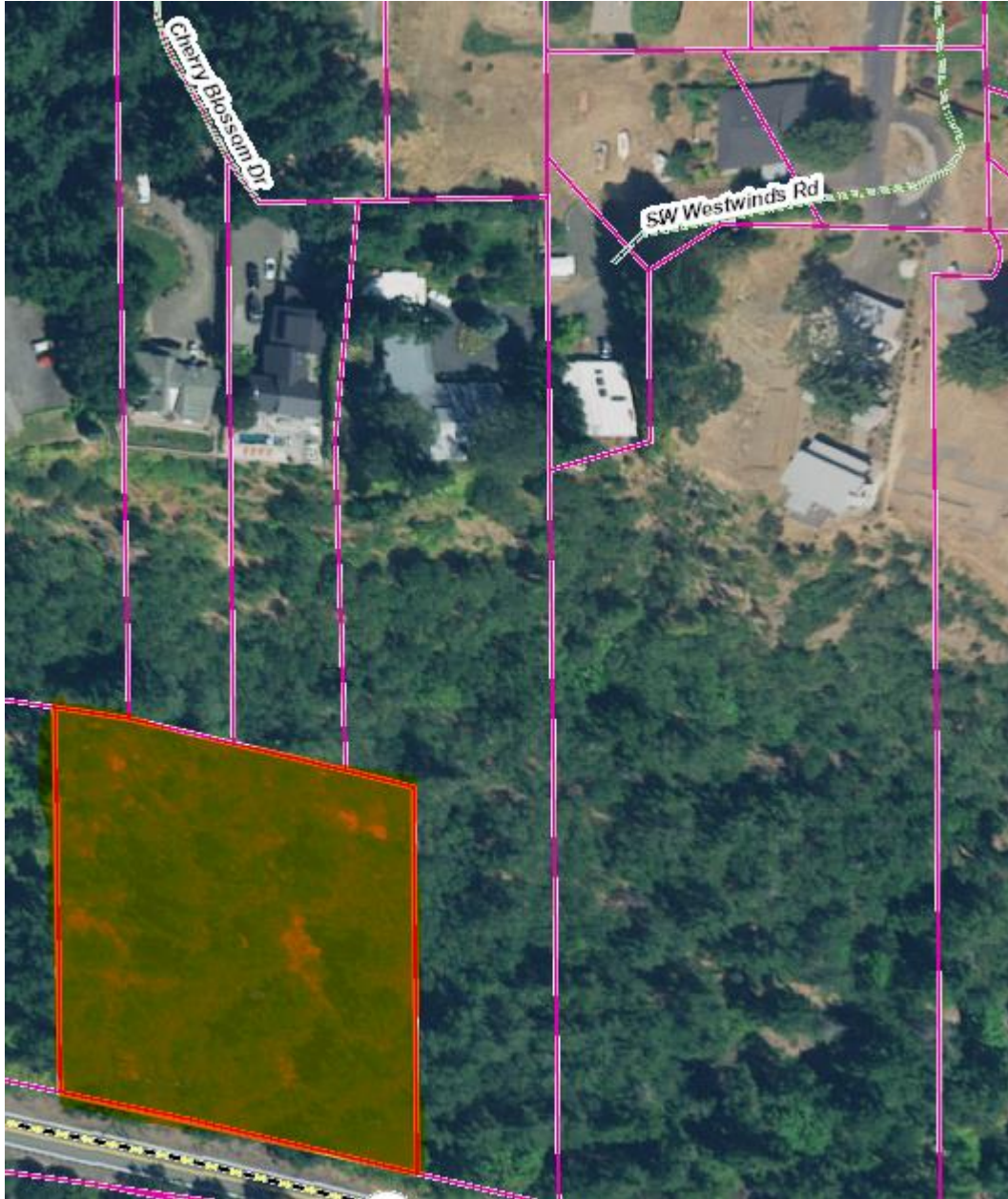
Exhibit A

The proposed annexed area is located within the Columbia River Gorge Scenic Area White-Salmon Urban Exempt Area and includes Klickitat County Parcel 03102344000300. The annexation area is bounded on the west by current city limits of White Salmon; is bounded on the east by Klickitat County (Tax Parcel 03102344000400), is bounded on the south by State Route 14, and is bounded on the north by city limits of White Salmon (Tax Parcels 03102395000300 and 03102395000200, 03102395000100, and 03102341000700).

LEGAL DESCRIPTION:
TAX LOT 33 IN LOT 4 LESS TAX LOTS AND R/W SESE 23-3-10

Exhibit B

Proposed Annexation WS-ANX-2024-001
City of White Salmon



File Attachments for Item:

A. Department Head Reports

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: June 5, 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.
- Inmate housing – Possible changes to inmate housing, looking into options for the City of White Salmon
- Ongoing Personnel Issues
- Onboarding Lateral Police Officer-Start date May 27th
- Behavioral Health issues
- Office reconfiguration
- Law Enforcement/Dispatch Meeting
- WASPC Conference-May 20th-23rd

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 5, 2024

RE: City Administrator's Information Brief

City Council Members –

Below are informational highlights. There is no particular order relating to priority of the topics listed. The list is not all inclusive of everything going on at the city or what I am working on. ... Please excuse typos.

Customer / Resident Service – Impromptu visitors requesting time, my emails and voicemail messages from residents, regional & state partners, and building permit applicants are all being met with prompt courtesy and relevant follow up information.

Wildfire Mitigation – I contacted the owner of the large vacant lot at 1st & Oak to mow the tall grass and prune shrubs and trees where needed. The owner is cooperative and said he would schedule site clean-up. Code Enforcement will reach out to the owners of the two vacant lots on Jewett to do the same (much like what we did last fire season). Regarding the White Salmon Shaded Fuel Break, the State Department of Natural Resources (DNR) has extended its deadline to June 6 to allow interested contractors to apply. Work is scheduled to begin no later than September. Work is dependent on the fire season and associated precaution measures that will allow the contractor to do the work safely.

City Planner Position – Advertising for the city planner position is into the fourth week. One application has been received.

Pickle Ball / Tennis Courts – The city is one of the finalists to be invited to submit a full grant application to the Washington State Recreation and Conservation Office. I met with the representative from the local pickleball / tennis club to start work on submitting the full grant application. The school district has been consulted and is aware of this work.

Bluff Connector Trail Study / R.F.Q. – The selection panel interviewed the two consulting firms that submitted qualifications. Harper Houf Peterson Righells, Inc. (HHPR) clearly came prepared and presented a majority of the consultant team as in-house and qualified to do the work. E.g., require limited subcontractors. The interview panel selected HHPR as the consulting team best prepared to undertake the engineering and planning study.

Four Oaks Housing Subdivision Development – Both the city's water engineer, Anderson Perry Engineering, and city's contract planning consultant, Facet (formerly The Watershed Company), have made redline comments on the submitted civil set and transmitted to the applicant on May 1st. City review found that the stormwater approach needs to be further vetted to ensure low-impact development (LID) is feasible before authorizing a stormwater detention vault. Further, a common area landscaping plan (as required per the preliminary

approval) must be better established in the plans. An anticipated response should be provided within the next several months by the applicant.

Probation Services & Corrections (Klickitat County Jail) – City administration is working with Chief Hepner on two fronts. First, next steps to ensure probation services is addressed and, second, guaranteeing the four options listed in the Corrections / Jail Report by Klickitat County Fiscal Services are fully considered.

Parklets – Council Member Jim Ransier is working with the Community Development Committee, Mayor Keethler, the Downtown Business Association, and WSDOT to finalize a draft ordinance to bring for council in the coming months. The Community Development Committee will also expand the parklet program to include businesses not on Jewett.

Grant Prospecting for Youth Center & Early Childcare– Mayor Keethler is working with the Mid-Columbia Economic Development District (MCEDD) regarding assistance with identifying, applying for, and management of grants for relocating the Youth Center and early childcare.

Housing Action Plan Implementation – Our housing / zoning code consultant, Michael Mehaffy, presented a draft of the second round of zoning code updates to the Planning Commission on May 8th. Following their feedback as well as other feedback gathered from the public, he will present a revised draft at the Council Work Session on June 5th.

Pre-Approved Housing Plans Concept – After receiving strong support from the public for the concept of pre-reviewed and expedited middle housing plans, Dr. Mehaffy conducted an online poll of the first twenty plans, including ADUs, rowhouses and multiplexes. To date, 36 people have taken the survey. Dr. Mehaffy is also continuing to develop a user-friendly guide to the code updates as well as other supporting materials in implementation of the Housing Action Plan.

Housing / Zoning – Dr. Mehaffy conducted two more Office Hours sessions in an open house format for residents to share feedback on challenges and recommendations of additional updates. Attendees include a number of small-scale builders interested in building middle housing projects. The meetings have been moved to City Council Chambers due to popularity.

For more information on the various issues and projects registered in the city’s project management software program, please access Click Up via the provided link below:

<https://app.clickup.com/9009050558/v/l/8cfpcxy-691>



DEPARTMENT REPORT FINANCE / CLERK

Meeting Date: June 5, 2024
Presented By: Stephanie Porter, Clerk Treasurer

Daily Operations / What's Happening:

- Public Records Request – 0 request this period
- Daily Reconciliation – getting March caught up – April is in progress.
- Quarterly Taxes
- Monthly reporting and taxes
- 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 – **DUE June 30**
- Working with Anderson Perry regularly for USDA contractor reimbursements- tracking for the Main line Phase 1 Project.
- One-Time Leak Forgiveness Applications – 0 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

New Projects Progress:

- Resolution to update the Heritage Months.
- Everybody's Brewing Wastewater Interlocal updates – WSMC updates for Wastewater billing of industrial users.
- Ordinance to update the City's Funds to include vehicle reserves – Public Hearing on June 20 Council Meeting.

Existing Projects Progress:

- 2023 Financial Annual Report **Submitted to the State Auditor 05.29.2024**
- Annual USDA Report- **past due with extension; working with USDA to complete.**
- Lodging Tax Annual Report **Submitted 05.17.2024**
- ARPA/SLFRF Funds **DUE April 30 - COMPLETED**
- 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. **Additional conversations need to confirm implementation. Lisa Randall has been granted access. For additional access accounts, the city will need to purchase an additional license. Awaiting quote from Springbrook.**
- LOCAL Bond Program – Notice of Intent and Credit Application have been submitted.
- ARPA Surplus Process- **no update as of 05.30.2024**
- 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 – **second reimbursement provided, program is active.**
- Communicating with our planning consultant to finalize Scopes for the Fee Study and Zoning Map Update – per our conversation, the Zoning Map update scope of work will require an additional amendment if an in-house planner is not on staff for the full public process/report creation
- Updating contracts to reflect consultant name change: DCG Watershed to Facet-**COMPLETED**
- NW Natural Franchise Agreement Renewal – **working with CityLab, City Attorney and City Administration to finalize an Ordinance Agreement.**
- Beginning 2024 Budget Amendment No 2 – **DUE July 2024**
- 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
- Website Retention to prepare for migration to updated platform.
- Migrating the WorkSafe process to new AWC vendor
- Amending WSVSD Interlocal Agreement for Winter Rates
- Working with Little League to resolve meter billing issues.

Upcoming Events/Trainings:

- NW Clerks Institute – Professional Development I – June 2-7, 2024



PUBLIC WORKS DEPARTMENT

Meeting Date: 6.5.24

Presented By: Andrew Dirks- Public Works Director

Daily Operations / What's Happening:

- Meter reading, required samples, and reporting.
- Curb Painting.
- Repair to the overflow of Child's reservoir.
- Sweeping and gutter cleaning.
- Relocation and upsizing of the water meter at 115 N Main Ave.
- Cleaning the exterior of City Hall.
- Received applications and scheduled interviews for the Operations Manager position.
- Weekly CM and AP meetings.
- Rodding sewer on Jewett after a slight backup was discovered during the Manhole Project.
- Applications were completed for the Bike/Ped program for a pedestrian path at Skyline Dr.
- Parklet install.
- Hanging baskets installed
- Brush Cleared on Skyline Dr and Garfield Ave.
- Spring Street Res. Repairs

Current Projects:

- Jewett manhole- Final walkthrough scheduled for 6.4.24
- Splash Pad- Bid docs sent out 5.21.24 and due 5.31.24
- Transmission Main Phase 1
- Transmission Main Phase 2
- Tohomish/Pioneer Sidewalk- concrete to be completed 6.5.24-6.6.24

Upcoming Projects:

- Jewett Valve Cans
- N Main/Spring St

Completed Projects:

- Washington St Sewer

Upcoming Trainings:

- Ryan- CCS test

Updates for the Community / Upcoming Events:

- Flagging will occur during the Jewett Valve can repair.

Collaboration Updates (other jurisdictions/entities):

- City of Bingen and Everybody's Brewing- Sewer treatment agreement



CODE COMPLIANCE

Meeting Date: 5 June 2024
Presented By: Jenne Patterson

Daily Operations / What's Happening: My continued education on the platforms utilized to enable my daily functions. Also, while learning about topics including voluntary/involuntary abatement, zoning, setbacks, and line-of-sight, I am becoming more familiar with the layout of the city roads/alleys.

Case(s): Open 30, Closed 2
Open cases include property encroachment, fences, alley obstruction, overgrown vegetation, and short-term rentals.

Current Project(s): Standardizing compliance concern/case tracking/reporting.

City of White Salmon Code Compliance website still in draft and looking forward to submitting that to City Administrator for review within the next 1-2 weeks.

Began neighborhood familiarization as of 15 May 2024.

Upcoming Project(s): Prior code enforcement file audit on public drive

Completed Projects: Obtained shared access to BWSPD vehicle and Code Compliance vehicle magnets.

Current Training(s): AWC/RMSA Defensive Driving training.

Upcoming Training(s): Spillman Police Database access training for safety

Collaboration Updates (other jurisdictions/entities): Connecting with area resources including DNR, UCD, and OSU Ext. to build City of White Salmon Code Compliance webpage.

Updates for the Community / Upcoming Events: Living near semi-forested areas brings a special set of challenges, especially when it comes to fire safety in our neighborhoods. With dense vegetation and dry conditions, the risk of wildfires is higher. That's why it's important for all of us to work together, staying informed, prepared, and vigilant. By taking simple steps like learning about fire safety, keeping our surroundings clear, and having an emergency plan in place, we can protect our homes and families.