



White Salmon City Council Meeting

A G E N D A

December 04, 2024 – 6:00 PM

119 NE Church Ave and Zoom Teleconference

Meeting ID: 820 6260 5666

Call In: 1 253 215 8782 US (Tacoma)

Zoom Link: <https://us02web.zoom.us/j/82062605666>

- I. **Call to Order, Land Acknowledgement, and Presentation of the Flag**
- II. **Roll Call**
- III. **Changes to the Agenda**
- IV. **Presentations**
 - A. Bluff Pedestrian Trail Presentation
- V. **Consent Agenda**
 - [A.](#) Approval of Bingen Interlocal Agreement - ERUs
 - [B.](#) Resolution 2024-12-612 Authorizing Bluff Pedestrian Connector Trail Grant Authorized Agent
 - [C.](#) Resolution 2024-12-613 Adopting the 2025 Salary Matrix
 - [D.](#) Approval of Youth Center Agreement
 - [E.](#) Approval of 2025-2026 Prosecuting Attorney Contract
 - [F.](#) Approval of Carryover Vacation Request
 - [G.](#) Approval of Leak Adjustment - 315 NW Wedrick Drive (\$542.58)
 - [H.](#) Approval of Snow Removal Contract-Artistic Excavation
 - [I.](#) Approval of Snow Removal Contract-Gorge Dirt Works
 - [J.](#) Approval of Mainline Phase I Payment Application 13- NCE
 - [K.](#) Approval of August 2024 Treasurer Report
 - [L.](#) Approval of Meeting Minutes - November 20, 2024
 - M. Approval of Vouchers
- VI. **Business Items**
 - [A.](#) **Resolution 2024-12-607 Adopting the Utility Billing Grievance Policy**
 - 1. Presentation
 - 2. Discussion
 - 3. Action
- VII. **Reports and Communications**
 - [A.](#) Department Head Reports
 - B. Council Member and Committee Reports
- VIII. **Executive Session (if needed)**
- IX. **Adjournment**

File Attachments for Item:

A. Approval of Bingen Interlocal Agreement - ERUs



CITY COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:
Meeting Date:
Agenda Item:
Presented By:

Yes, completed
December 4, 2024
Interlocal Agreement with Bingen for Treatment Plant ERUs
Stephanie Porter, Clerk Treasurer

Action Required

Authorization for Mayor to sign interlocal agreement with City of Bingen setting the 2025 ERU rate in the amount of \$17.40 per ERU.

Motion for Business Item / Proposed Motion for Consent Agenda

Motion to authorize the Mayor to sign interlocal agreement with City of Bingen setting the 2025 ERU rate in the amount of \$17.40 per ERU.

Explanation of Issue

The City of Bingen treats all White Salmon wastewater. Bingen has established a separate fund for the operation and maintenance of the wastewater treatment plant. Each city pays equally into the operation and maintenance fund based on a rate per ERU. The current rate is \$16.40 per ERU.

The proposed interlocal agreement increases the ERU rate by \$1.00 to \$17.40.

In 2023 the City of Bingen underwent a rate study for their water and sewer fees. Their engineer recommended a raise to \$18.90 for multiple years and then reduce the rate. Administration for both cities sat down and agreed that a smaller increase over time would be a more reasonable approach.

Proposed annual increases:

- 2025 - \$17.40
- 2026 - \$18.40
- 2027 - \$19.50
- 2028 - \$20.70
- 2029 - \$21.90

Council Options

City Council has the following options available at this time:

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

Fiscal Analysis

The proposed 2025 budget provides for the \$17.40 per ERU payment to the City of Bingen.

Recommendation of Staff/Committee

Staff recommends authorizing the Mayor to sign the interlocal agreement with the City of Bingen setting the price per ERU for wastewater treatment at \$17.40 per ERU.

INTERLOCAL AGREEMENT

BETWEEN THE CITY OF BINGEN AND CITY OF WHITE SALMON

This Interlocal Agreement (which hereinafter may be referred to as the “AGREEMENT”), is entered into by and between the City of Bingen (which may hereinafter be referred to as “Bingen”), a Washington municipal corporation, and the City of White Salmon (which may hereinafter be referred to as “White Salmon”), a Washington municipal corporation, pursuant to the Interlocal Cooperation Act, RCW Chapter 39.34.

PURPOSE AND RECITALS

1. Bingen operates and maintains the Bingen Wastewater Treatment Plant.
2. Bingen accepts and treats White Salmon wastewater at the Bingen Wastewater Treatment Plant.
3. Bingen and White Salmon entered into an agreement for the purpose of “providing effective management of the jointly utilized Bingen Wastewater Treatment and Disposal Facility” on March 5, 1991 and as amended June 6, 1995.
4. Said agreement provides that Bingen and White Salmon shall pay an equal monthly amount per residential equivalency (ERU) into the operation and maintenance fund for the Bingen Wastewater Treatment Plant.
5. Bingen and White Salmon have made payments into the operation and maintenance fund based on the number of ERUs billed by each entity each month.
6. Bingen makes payments into the operation and maintenance fund monthly through an interfund transfer.
7. White Salmon makes payments to Bingen by way of a check and Bingen deposits those funds into the operation and maintenance fund.
8. Bingen and White Salmon are currently using a \$16.40 per ERU monthly payment to the operation and maintenance fund.
9. The parties wish to establish a formal agreement for the per ERU monthly payments to be paid into the operation and maintenance fund for the Bingen Wastewater Treatment Plant jointly used by Bingen and White Salmon.
10. This interlocal agreement is not intended to replace or modify the above referenced March 5, 1991 and as amended June 6, 1995 interlocal agreement, but only to fix the amount of the monthly per ERU payment to the operation and maintenance fund.

11. White Salmon Municipal Code 13.16.080 provides that White Salmon and Bingen shall establish by interlocal agreement an allocation for White Salmon’s cost of operating the wastewater collection system and an allocation for payment to the City of Bingen for treating White Salmon’s wastewater.

12. The parties do not contemplate the formation of a separate legal or administrative entity and do not contemplate any property shall be acquired which shall require disposal upon termination of this agreement.

NOW THEREFORE, the parties agree as follows:

1. The parties agree that the recitals are accurate.
2. For the year 2025, the parties agree that for each ERU billed for wastewater treatment and services, \$17.40 of the fee shall be allocated to operation and maintenance of the Bingen Wastewater Treatment Plant.
3. This AGREEMENT shall be in effect January 1, 2025 through December 31, 2025 unless renewed by joint agreement of the parties.
4. If any provision hereof or its application is held invalid, the remainder of the provisions hereof shall not be affected.

IN WITNESS WHEREOF, the parties have signed this AGREEMENT, effective on the last date indicated below.

CITY OF BINGEN

CITY OF WHITE SALMON

Catherine Kiewit, Mayor Date

Marla Keethler, Mayor Date

ATTEST:

Krista Loney, Administrator Date

Stephanie Porter, Clerk Date

Approved as to form:

Christopher R. Lanz Date
Bingen City Attorney

Shawn MacPherson Date
White Salmon City Attorney

File Attachments for Item:

B. Resolution 2024-12-612 Authorizing Bluff Pedestrian Connector Trail Grant Authorized Agent



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:

No, Not Necessary

Meeting Date:

4 December 2024

Agenda Item:

Resolution Designating Applicant Relating to the Bluff Connector Trail Feasibility Study

Presented By:

Troy Rayburn, City Administrator

Action Required:

Approval of Resolution 2024-12-612 designating City Administrator Troy Rayburn to act on behalf of the city to submit required documents to the Washington State Department of Transportation.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve Resolution 2024-12-612 designating City Administrator Troy Rayburn to represent and act on behalf of the City of White Salmon specific to Transportation Alternatives (Grant) Program as it relates to the Bluff Connector Trail Study.

Background of Issue:

The White Salmon Connector Trail is identified in the council approved Parks Master Plan.

The City of White Salmon applied for and was awarded grant funds through the Transportation Alternatives Program (TAP) administered through the Washington State Department of Transportation. City council accepted and approved the grant in April 2023.

The action requested tonight is a procedural step that according to our consultant was not previously enforced.

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:

No Fiscal Implications.

DEI & Stakeholder Analysis:

The feasibility study is actively taking into consideration ADA requirements.

Recommendation of Staff/Committee:

Staff recommends approval of Resolution 2024-12-612.

**CITY OF WHITE SALMON, WASHINGTON
RESOLUTION NO. 2024-12-612**

**A RESOLUTION OF THE CITY OF WHITE SALMON, WASHINGTON,
DESIGNATING APPLICANT AGENT FOR THE TRANSPORTATION ALTERNATIVES
(GRANT) PROGRAM ADMINISTERED THROUGH THE WASHINGTON STATE
DEPARTMENT OF TRANSPORTATION (WSDOT).**

WHEREAS, the City of White Salmon is required to designate an applicant agent for the application associated with the Transportation Alternatives (Grant) Program relating to the Bluff Connector Trail Study;

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF WHITE
SALMON, WASHINGTON, HEREBY RESOLVES AND AUTHORIZES:**

Marla Keethler, Mayor, or her alternative Troy Rayburn, City Administrator, is hereby authorized to represent and execute for and on behalf of the City of White Salmon, Washington, to any other local government entity, state agency, special purpose district, federally recognized tribe or private nonprofit organization established under the laws of the state of Washington, this application, grant agreement, and payment requests to be filed with the Washington State Department of Transportation, for the purpose of obtaining and administering certain state and federal financial assistance under the Washington State Local Agency Guidelines (LAG) Manual.

THAT the White Salmon City Council hereby authorizes its agent to provide to the Washington State Department of Transportation assurances and agreements required for all matters concerning the Transportation Alternatives (Grant) Program relating to the Bluff Connector Trail Study.

PASSED AND APPROVED by the City Council of the City of White Salmon, Washington at regularly scheduled open public meeting thereof this 4th day of December, 2024.

Marla Keethler, Mayor

ATTEST:

APPROVED AS TO FORM:

Stephanie Porter, Clerk/Treasurer

Shawn MacPherson, City Attorney

File Attachments for Item:

C. Resolution 2024-12-613 Adopting the 2025 Salary Matrix



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:

No, unnecessary

Meeting Date:

December 4, 2024

Agenda Item:

Resolution 2024-12-613 Revising Salary Matrix for 2025

Presented By:

Stephanie Porter, Clerk Treasurer

Action Required:

Review and approval of Resolution 2024-12-613 Revising Salary Matrix for 2025.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve Resolution 2024-12-613 Revising Salary Matrix for 2025.

Explanation of Issue:

The City Council adopted memorandum of understanding with the union that establishes a mechanism for determining the annual cost of living adjustment. The salary matrix included with the resolution provides for a 3.4% cost of living increase for 2025 as providing for in the adopted MOU with the union.

The council adopts a revised salary matrix each year identifying the cost-of-living adjustment for the upcoming year. The salary matrix provides for a 3.4% cost of living increase. The salary matrix applies to both union and non-union employees.

Council Options:

City Council has the following options available at this time:

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

Fiscal Analysis:

This 3.4% COLA increase is accounted for in the 2025 proposed budget.

Recommendation of Staff/Committee:

Staff recommends council approve Resolution 2024-12-613 Revising Salary Matrix for 2025.

RESOLUTION 2024-12-613

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITE SALMON,
WASHINGTON, REVISING THE SALARY MATRIX FOR 2025**

WHEREAS, on January 5, 2022 the council approved the Collectively Bargained Agreements for both Municipal (Non-Uniformed) Employees and Police Officers, Sergeants, Limited and Non-Commissioned Employees; and

WHEREAS, the Cost of Living Adjustment for 2025 identified in the approved CBAs is 3.4% and needs to be incorporated into the salary matrix that the Union adopted in the contracts; and

WHEREAS, the adopted salary matrix applies to non-union employees; and

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

- 1. The salary matrix attached as Exhibit A is hereby accepted, effective January 1, 2025.

PASSED by the Council of the City of White Salmon, Washington. Dated this 4th day of December 2024.

CITY OF WHITE SALMON, WASHINGTON

Marla Keethler, Mayor

ATTEST:

APPROVED AS TO FORM:

Stephanie Porter, Clerk/Treasurer

Shawn MacPherson, City Attorney

Databases, Tables & Calculators by Subject

Change Output Options: From: To:
 include graphs include annual averages [More Formatting Options](#) 

 [Special Notices](#) 4/25/2024

Data extracted on: August 7, 2024 (4:19:35 PM)

Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W)

12-Month Percent Change

Series Id: CWURN400SA0
 Not Seasonally Adjusted
Series Title: All items in West - Size Class B/C, urban wage earners and clerical workers, not seasonally adjusted
Area: West - Size Class B/C
Item: All items
Base Period: DECEMBER 1996=100

Download:  [xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2024	3.7	3.3	3.8	4.0	3.3	2.6								3.4	

U.S. BUREAU OF LABOR STATISTICS Postal Square Building 2 Massachusetts Avenue NE Washington, DC 20212-0001

Telephone:1-202-691-5200_ Telecommunications Relay Service:7-1-1_ www.bls.gov [Contact Us](#)

File Attachments for Item:

D. Approval of Youth Center Agreement



CITY COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:
Meeting Date:
Agenda Item:
Presented By:

Yes, completed
December 4, 2024
WAGAP Youth Center Agreement (\$12,000)
Stephanie Porter, Clerk Treasurer

Action Required

Authorization for mayor to sign agreement with Washington Gorge Action Programs providing \$12,000 in return for Youth Center services for 2025.

Proposed Motion for Consent Agenda

Move to authorize the mayor to sign agreement with Washington Gorge Action Programs providing \$12,000 in return for Youth Center services in 2025.

Explanation of Issue

The City of White Salmon has had in place an agreement with Washington Gorge Action Programs to providing funding, in return for services, for the Youth Center. The City of White Salmon agreed to provide funding in 2025 at the same level it had provided funding in 2024.

The proposed agreement is the same agreement the city has used for a number of years with the date changed and providing for \$12,000 in funding.

Council Options:

City Council has the following options available at this time:

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

Fiscal Analysis:

The proposed 2025 budget provides for the \$12,000 in funding.

Recommendation of Staff

Staff recommends the city council authorize the mayor to sign the agreement with Washington Gorge Action Programs providing \$12,000 in return for Youth Center services.

Follow Up Action

Staff will request the Washington Gorge Action Programs Youth Center to make a presentation regarding the services provided to the area youth and the services the Youth Center provides to the City of White Salmon.

AGREEMENT

BETWEEN WASHINGTON GORGE ACTION PROGRAMS AND THE CITY OF WHITE SALMON

This Agreement (which hereinafter may be referred to as the “AGREEMENT”), by and between Washington Gorge Action Programs (which hereinafter may be referred to as “WGAP”), a Washington nonprofit corporation pursuant to RCW Title 24, and the City of White Salmon, a Washington municipal corporation (which may hereinafter be referred to as “City”).

RECITALS

WHEREAS WGAP operates a Youth Center, which Youth Center provides opportunities and pastimes for youth in a geographical area that includes the City of White Salmon; and

WHEREAS the City is informed and believes that the Youth Center has a generally positive affect on the youth of the city as well as the surrounding area; and

WHEREAS the Youth Center helps discourage some youth from mischief, both of criminal and civil in nature and may encourage some youth to stay in the City and surrounding geographical area; and

WHEREAS the City desires that its public areas, including parks, to be kept neat and orderly in appearance; and

WHEREAS WGAP has agreed to spend such time as its resources allow to assist keeping the public areas of White Salmon neat and orderly.

NOW, THEREFORE, the parties agree as follows:

1. The recitals are accurate.
2. The City of White Salmon shall pay WGAP for the benefit of the WGAP Youth Center, the sum of Twelve Thousand and No Cents (\$12,000.00) for the year 2025.
3. During such year, WGAP shall assist, as its resources allow, in keeping the public areas of the City of White Salmon neat and orderly.
4. Such assistance will be in the manner and at such times as WGAP determines is appropriate. The City shall not direct or control WGAP’s assistance.
5. This agreement does not constitute an employment or personal services agreement.
6. Each party agrees to hold harmless and indemnify the other party, its elected officials, employees, representatives, and agents from any claim, action, injury to person or

property, damages, costs or expenses that may arise proximately in any manner from WGAP’s actions to assist in keeping the public areas of the City of White Salmon neat and orderly, including without limitations WGAP’s employees, agents, representatives or those acting at its direction.

- 7. If any provision hereof is held invalid the remainder of the provision hereof shall not be affected.

IN WITNESS WHEREOF, the parties have signed this AGREEMENT, effective on the last date indicated below and retroactive to date appropriate to effect that year in paragraph 2 above, if such retroactivity is applicable.

CITY OF WHITE SALMON

**WASHINGTON GORGE
ACTION PROGRAMS**

Marla Keethler, Mayor Date

Director Date

ATTEST:

Stephanie Porter, Clerk Treasurer Date

Approved as to form:

Shawn MacPherson, City Attorney Date

File Attachments for Item:

E. Approval of 2025-2026 Prosecuting Attorney Contract



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:

Yes, completed

Meeting Date:

December 4, 2024

Agenda Item:

2025-2026 City Prosecutor Agreement, Christopher R Lanz

Presented By:

Mike Hepner, Police Department

Action Required:

Authorize the Mayor to sign the 2025-2026 City Prosecutor Agreement with Chirstopher R Lanz Law Office, LLC, the monthly retainer will be \$1400 per month and an hourly rate of \$215.

Motion for Business Item / Proposed Motion for Consent Agenda:

Move to authorize the Mayor to sign the 2025-2026 City Prosecutor Agreement.

Explanation of Issue:

The current city prosecutor has given formal notice to the City, he will be unavailable to renew his municipal prosecutor contract for upcoming years. The Police Department already works with Attorney Christopher Lanz as the City of Bingen Prosecutor, this will assist in making a flawless transition for the Police Department.

In the agreement, Attorney Christopher Lanz has included how conflict of interest will be handled which may prohibit him from representing the City. In this scenario, the hourly fees will not change.

Council Options:

City Council has the following options available at this time:

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

Fiscal Analysis:

The 2025 budget proposal contains funding for the prosecuting attorney services. The monthly retainer fee and hourly rate has not changed from the current Prosecutor agreement.

Recommendation of Staff/Committee:

Staff recommends the City Council authorize the Mayor to sign the 2025-2026 City Prosecutor Agreement.

Follow Up Action:

No follow up action is required.

2025 & 2026 CITY PROSECUTOR AGREEMENT

The City of White Salmon, a Washington municipal corporation, desires to retain the services of Christopher R. Lanz Law Office, LLC, to serve as City Prosecutor.

Christopher R. Lanz, doing business as Christopher R. Lanz Law Office, LLC, agrees to serve as White Salmon Prosecutor.

AGREEMENT

In consideration of the mutual agreements set forth herein, the City of White Salmon (City) and Christopher R. Lanz (City Prosecutor) agree as follows:

1. City Prosecutor agrees to perform appropriate legal services consistent with the position of City Prosecutor.
2. City Prosecutor shall do any and all acts necessary to competently represent the legal interests of the City. City Prosecutor agrees to attend the West Klickitat County District Court, subject to reasonable absences for vacations, illnesses and unavailability or as excused by the court.
3. City Prosecutor agrees to perform appropriate legal services consistent with the position of City Prosecutor, which shall include representation of the City in (a) all non-felony criminal matters under the jurisdiction of the City in West Klickitat County District Courts; (b) civil infractions under the jurisdiction of the City in West Klickitat County District Court; and (c) any appeals from either those matters listed in sections (a) and/or (b) in either Klickitat County Superior Court, the Washington State Courts of Appeal, or the Supreme Court of the State of Washington.
4. In exercising those duties listed in section 1, City Prosecutor shall do any and all acts necessary to competently represent the legal interests of the City. City Prosecutor shall attend West Klickitat County District Court as needed, subject to reasonable absences for vacations, illnesses, and/or unavailability, or as excused by the court and/or the City.
5. As a retainer for the services rendered pursuant to this agreement, the City agrees to pay City Prosecutor the sum of \$1,400 per month (Retainer). The Retainer shall be billed at the beginning of each month by City Prosecutor and paid by the City to City Prosecutor prior to the end of the month. Notwithstanding, City Prosecutor shall be compensated over and above the Retainer at a rate of \$215.00/hour for the following services:
 - (a) Jury trials, for both preparation and time in court; and
 - (b) Appeals, for both preparation and time in court, in Klickitat County Superior Court, Washington State Courts of Appeal, and the Supreme Court of the State of Washington.

If City Prosecutor has a conflict of interest which prohibits him from representing the City in a matter involving any one defendant, conflict counsel of Patrick Robinson shall be consulted to determine whether he may be able to represent the City’s interests. If he is able to represent the City in that specific matter, he shall bill the City at the hourly rate of \$215/hour and the City shall pay any such billing at the conclusion of the matter. If Patrick Robinson is unable to represent the City in any such matter wherein City Prosecutor has a conflict of interest, City Prosecutor shall continue to obtain conflict counsel. Such conflict counsel shall bill the City at the hourly rate of \$215/hour and the City shall pay any such billing at the conclusion of the matter.

6. With prior approval of the Mayor, City Prosecutor may order books or publications and 2025-2026 City Prosecutor Agreement

E.

may attend educational sessions, including the Washington City Attorney's Conferences, as an aid to the performance of this agreement and shall be reimbursed by the City for all costs associated with the educational sessions, including mileage and lodging, subject to the limitation that total expenditures pursuant to this paragraph shall not exceed the amount budgeted for legal travel and training expenses in any fiscal year.

7. City Prosecutor agrees to perform the foregoing duties and obligations to the best of his ability on behalf of the City and the City agrees to engage his services for the compensation herein. City Prosecutor agrees that he is an appointed official of the City and may be dismissed, without cause, by the Mayor. City Prosecutor, may upon 30 days' notice to the Mayor, terminate the terms of this agreement.

8. City Prosecutor is an independent contractor and not an employee of the City. City Prosecutor agrees to meet quarterly with the Chief of Police and City Administrator.

9. This agreement is effective January 1, 2025 and shall continue in effect through December 31, 2026.

8. Following expiration or termination of this agreement, City Prosecutor will bill to the City and the City will pay City Prosecutor in accordance with the City Prosecutor's then hourly rate in effect for local government and nonprofit corporations (currently \$215).

DATED this _____ day of December, 2024.

City of White Salmon

Christopher R. Lanz Law Office, LLC

Marla Keethler, Mayor of the City of White Salmon

Christopher R. Lanz, Attorney at Law

Attest:

Stephanie Porter, Clerk Treasurer of the City of White Salmon

Approved as to form:

Shawn MacPherson, City of White Salmon Attorney

File Attachments for Item:

F. Approval of Carryover Vacation Request



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:

No, unnecessary

Meeting Date:

December 4, 2024

Agenda Item:

Vacation Carryover –Stephanie Porter

Presented By:

Stephanie Porter, Clerk Treasurer

Action Required

Authorize vacation leave carryover as specified.

Motion

Motion to authorize vacation leave carryover as specified below.

Explanation of Issue

We are asking for authorization to carryover and/or buyout for the following employees:

Stephanie Porter Proposal to carry over 79.75 hours versus contracted 40 hours.

Staff Recommendation

Administration and staff recommend the city council authorize vacation leave carryover as proposed.

File Attachments for Item:

G. Approval of Leak Adjustment - 315 NW Wedrick Drive (\$542.58)



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:

No, unnecessary

Meeting Date:

December 4, 2024

Agenda Item:

315 NW Wedrick Drive. - One-Time Leak Adjustment Request

Presented By:

Stephanie Porter, Clerk Treasurer

Action Required:

Review and approval of one-time leak adjustment request from Andrew Hayes.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve the One-Time Leak Adjustment Request for Andrew Hayes at property 315 NW Wedrick Drive in the amount of \$542.58.

Explanation of Issue:

Andrew Hayes submitted a One-Time Leak Adjustment Request in October 2024.

Andrew Hayes provided the additional required documentation showing the leak was repaired.

The meter was read on November 1, 2024 and it was confirmed that the property was no longer showing signs of a leak.

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

Council Options:

City Council has the following options available at this time:

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

Fiscal Analysis:

No financial implications.

Follow Up Action:

Adjustment will be made to utility account if approved.

City of White Salmon
Office of City Hall



Customer Name: Andrew Hayes

Account Number: 6247

Service Address: 315 NW Wedrick Drive

Facts:

1. The city currently reads meters every month. The meter for this account was read the first week of the months of September and October 2024 and covers water usage for the months of August and September 2024. The meter reading showed that 48,000 gallons of water in August and 132 gallons of water in September had been used for the time period. The property owner was notified by letter of high usage compared to the same time period in 2023 and that at the time of the meter reading the water had been running continuously through the meter for a 24-hour period.
2. The property owner submitted a "Request for One-time Reduction in Bill Due to Leakage" dated October 12, 2024.
3. The property owner stated in the request that the leak was caused by "*Buried irrigation manifold supply coupler had developed a crack and failed. The cause of the crack was an improperly installed (by landscaper) control box that allowed weight to bear on the coupler.*"
4. The property owner stated in the request that the leak was fixed by "*Homeowner repaired. Dug up control box & disconnected manifold, cut away the cracked coupler, PVC glued new coupler, pressure tested – found no leak. The box was reinstalled correctly so the pipe has proper clearance, and no pressure from walking on the control box cover will be transferred to the pipes.*"
5. City of White Salmon Public Works staff verified by reading the meter on October 14, 2024, that the meter no longer shows a leak is occurring on the property.

White Salmon Municipal Code 13.06.048 states:

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

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

- G.
- E. Depending on the age, condition or type of plumbing being repaired, the city reserves the right to require replacement of plumbing to be considered ineligible for the leak forgiveness program.
 - F. Irrigation water meter accounts are not eligible for the leak forgiveness program.
1. The property owner became aware of the leak October 7, 2024.
 2. The leak reduction request included an invoice from Ace Hardware stating cost of parts purchase for repair.
 3. The total water usage that went through the meter was 48,000 gallons in August and 132,000 gallons in September 2024.

Water Usage Billing History

Date	Water Usage Gallons	Water Base	Water usage	Water Surcharge	Sewer Basic	Sewer Overage Charges	Other Changes	Total Bill
08/30/2023	55,000	72.30	374.05	6.25	0	0	0	452.60
09/28/2023	34,000	72.30	198.49	6.25	0	0	0	277.04
10/30/2023	7,000	72.30	13.17	6.25	0	0	0	91.72
11/29/2023	3,000	72.30	3.93	6.25	0	0	0	82.48
12/28/2023	2,000	72.30	2.62	6.25	0	0	0	81.17
01/30/2024	3,000	78.09	3.93	6.25	0	0	0	88.27
02/28/2024	2,000	78.09	2.82	6.25	0	0	0	87.16
03/28/2024	3,000	78.09	4.23	6.25	0	0	0	88.57
04/29/2024	3,000	78.09	4.43	6.25	0	0	0	88.57
05/30/2024	7,000	78.09	14.21	6.25	0	0	0	98.55
06/27/2024	5,000	78.09	7.05	6.25	0	0	0	91.39
07/30/2024	8,000	78.09	17.79	6.25	0	0	0	102.13
08/29/2024	36,000	78.09	232.48	6.25	0	0	0	316.82
09/27/2024	48,000	78.09	340.84	6.25	0	0	0	425.18
10/30/2024	132,000	78.09	1,099.36	6.25	0	0	0	1,183.70

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

The adjustment is calculated as follows:

September 2023

$$\$214.42 = (5*1.41) + (10*3.58) + (19*9.03)$$

September 2024

$$\$340.84 = (5*1.41) + (10*3.58) + (33*9.03)$$

September totals:

$$\$340.84 - \$214.42 = \$126.42/2 = \$63.21$$

October 2023

$$\$14.21 = (5*1.41) + (2*3.58)$$

October 2024

$$\$1,099.36 = (5*1.41) + (10*3.58) + (117*9.03)$$

October totals:

$$\$1,099.36 - \$14.21 = \$1085.15/2 = \$542.58$$



The reduction in water consumption charges would be \$542.58.

Decision:
The Leak Adjustment Request submitted by Andrew Hayes was approved by the City Council on December 4, 2024 in the amount of \$542.58 towards water consumption.

Dates this 4th day of December 2024

Stephanie Porter, Clerk Treasurer

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

G.



CITY OF WHITE SALMON

REQUEST FOR ONE TIME REDUCTION IN BILL DUE TO LEAKAGE

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

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

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

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

Date 10-12-2024 Customer Name Andrew Hayes Acct # 6247

Address 315 NW Wedrick Drive, White Salmon, WA 98672

Billing period from Sept 4 to Oct 4 Usage Metered 132,000 gallons.

Bill Date Not yet billed Consumption Billed (not bill total) \$ ~\$1090 (from city clerk estimate on phone)

Date and how you became aware of the leak Date Oct 7 How you came to know about leak Phone call from city clerk at which point I immediately shutoff water.
Date you notified City of leak Oct 8th

Description of cause of leak or excess water use Buried irrigation manifold supply coupler had developed a crack and failed.
The cause of the crack was an improperly installed (by landscaper) control box that allowed weight to bear on the coupler.

Are repairs completed on the leak? [Y] N If No, when will they be completed? _____

Detailed explanation of repair and who did the repair Home owner repaired. Dug up control box & disconnected manifold, Cut away the cracked coupler, PVC glued new coupler, pressure tested - found no leak. The box was reinstalled correctly so the pipe has proper clearance, and no pressure from walking on the control box cover will be transferred to the pipes.

Has an insurance claim been filed? Y [N] If so, have you received reimbursement? Y N

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

Signed Andrew Hayes Date Oct 12, 2024

P.O. Box 2139, 100 N Main Street, White Salmon, WA. 98672

City of White Salmon is an equal opportunity employer and provider

G.

RECEIVED OCT 14 2024 CHARGED OCT 14 2024

STAFF USE ONLY (Note, all volumes in 1,000-gallon increments)

Date of Notification		Days in leakage period	
Usage in previous year or period		Days in previous period	
% to be forgiven	50%	Total volume forgiven	
Consumption billed	- Prior period	=	/ 2 = (Volume to credit)
Rate for water to be credited		Total \$ forgiven	\$

I, (we) recommend that the City Council reduce the customer's bill by the amount listed above.

By _____ Title _____ Date _____

By _____ Title _____ Date _____

Action taken by Council in regular meeting of _____ Amount forgiven by Council vote \$ _____

Customer notified, and account adjusted by _____ Date _____

G.

CITY OF WHITE SALMON REQUEST FOR ONE TIME REDUCTION IN BILL DUE TO LEAKAGE
for property at 315 NW Wedrick Drive, White Salmon, WA 98672

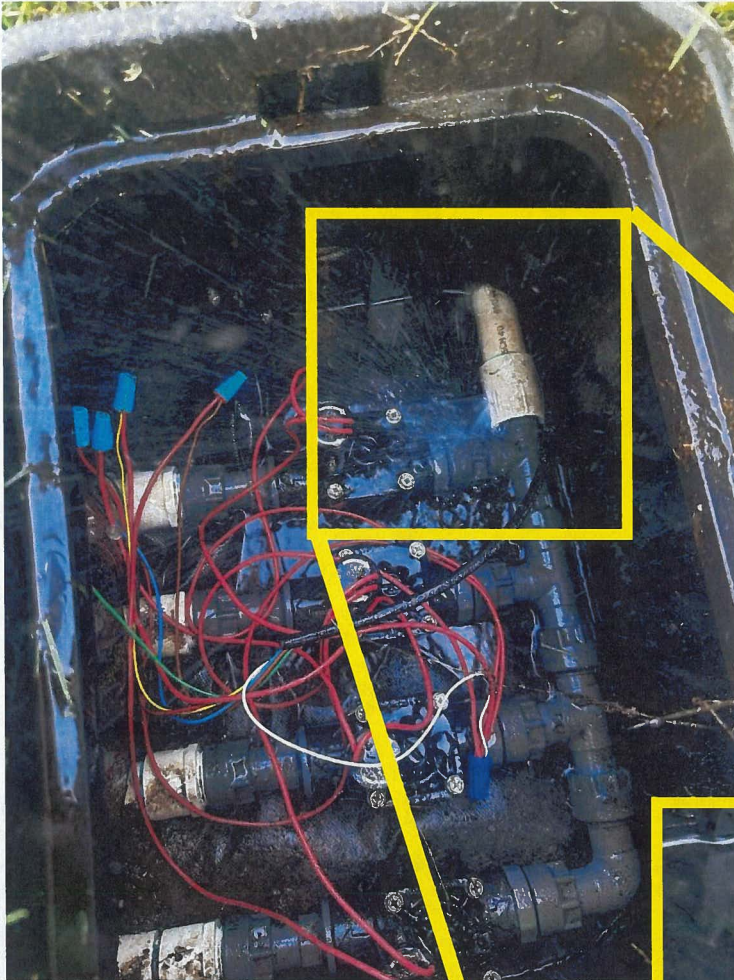


Photo of the leak – a crack in the coupler (white pipe end with leak) to the manifold (gray pipes).



G.

CITY OF WHITE SALMON REQUEST FOR ONE TIME REDUCTION IN BILL DUE TO LEAKAGE
for property at 315 NW Wedrick Drive, White Salmon, WA 98672

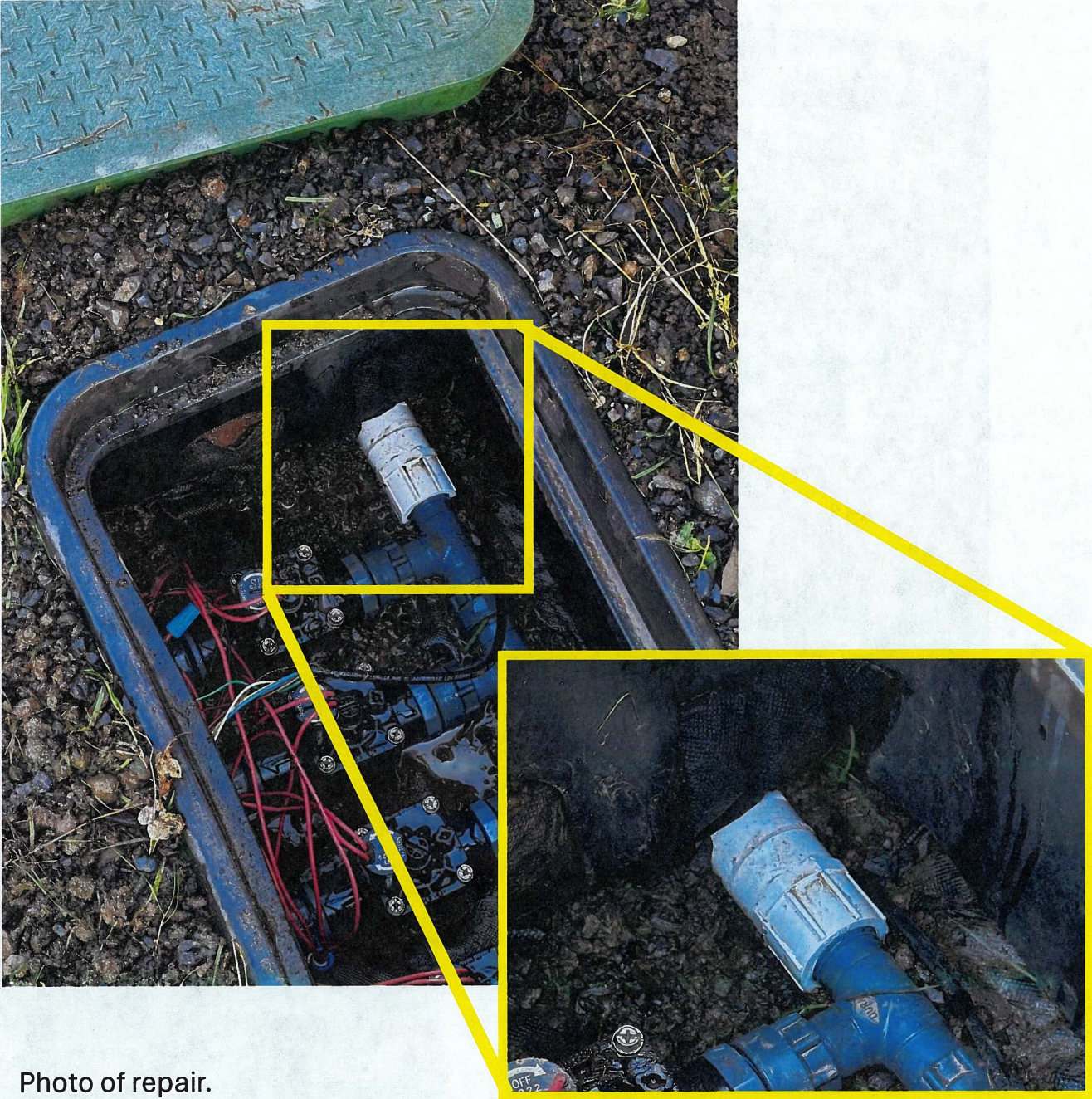


Photo of repair.

The box was dug out and re-installed with proper clearance between the box and all piping. This should prevent pressure from walking on the box lid is no longer transferred onto tops of pipes, causing another crack.

The cracked coupler cut away, and a new coupler installed. System was pressure tested, and there is no longer any leak.

... / [Purchase History](#) / **Ace Hardware - White Salmon, WA** **Hi there!** 530 Points | \$10 Rewards

Open until 7 PM
Purchase Details

What can we help you find?

[Shop](#) [Services](#) [Projects & Tips](#) [Savings](#)

Purchase Details

Pickup In Store or Curbside



STORE:
Ace Hardware, 250 E Jewett Blvd, White Salmon, WA
98672-3000
Sun 9:00am-5:00pm
Mon - Fri 8:00am-7:00pm
Sat 8:00am-7:00pm

Order Summary

Subtotal \$20.13
Store Pickup **FREE**
Sales Tax \$1.53

Order Total \$21.66

ACE REWARDS 201 Estimated points

ACE COUPON SAVINGS OFFSET SKU QTY 1 \$5.00
Item ACECOUP | Mfr #
RETURN ITEM

OCT24BAGSTUFF \$5OFF\$25+ QTY 1 \$-5.00
Item DP140652 | Mfr #
RETURN ITEM

[View Return Policies](#)

[Contact Customer Care](#)

CHAT NOW

G.



**Charlotte Pipe
Charlotte
Pipe
Schedule 40
1 in. Slip X 1
in. D FPT
PVC Pipe
Adapter 1 pk**
Item 43112 | Mfr
#PVC 02101
1000

QTY
1 \$1.60

BUY AGAIN

WRITE A REVIEW

**RETURN
ITEM**



**Charlotte Pipe
Charlotte
Pipe
Schedule 40
1 in. Slip X 1
in. D Slip
PVC
Coupling 1
pk**
Item 43106 | Mfr
#PVC 02100
1000

QTY
2 \$1.27

BUY AGAIN

WRITE A REVIEW

**RETURN
ITEM**



**Charlotte Pipe
Charlotte
Pipe
Schedule 40
1 in. Slip X 1
in. D FPT
PVC Pipe
Adapter 1 pk**
Item 43112 | Mfr
#PVC 02101
1000

QTY
2 \$1.59

BUY AGAIN

WRITE A REVIEW

**RETURN
ITEM**

G.



**Homewerks
Homewerks
Schedule 40
1 in. MPT X
1 in. D
Compression
PVC Male
Adapter**
Item 4693370 |
Mfr #511-46-1-
1B

QTY
1 \$5.60

BUY AGAIN

 **WRITE A REVIEW**

**RETURN
ITEM**



**NDS
NDS Pro-
Span
Schedule 40
1 in. Hub
each X 1 in.
D Spigot
PVC Repair
Coupling 1
pk**
Item 4000672 |
Mfr #118-10

QTY
1 \$7.20

BUY AGAIN

 **WRITE A REVIEW**

**RETURN
ITEM**

G.

THANK YOU FOR SHOPPING AT
ACME HARDWARE - WHITE SALMON
502-1609
2900 Jewell Blvd
White Salmon WA 97142
(509) 493-8580

10/12/24 3:07PM 451 SALE

4000672	1	EA	\$8.99	EA
REPAIR COUPLING 1" WH	1	EA	\$8.99	
4693370	1	EA	\$6.99	EA
MALE ADAPTER 1" COMPRES			\$6.99	
43112	2	EA	\$1.99	EA
ADAPTR SCH40PVC1"SL1"FPT			\$3.98	
43106	2	EA	\$1.59	EA
COUPLE 1" SXS SCH40			\$3.18	
43112	1	EA	\$1.99	EA
ADAPTR SCH40PVC1"SL1"FPT			\$1.99	
DP140652	1	EA	\$1.00	EA
OCT24BAGSTUFF \$5OFF\$25+			\$5.00	
\$5 Coupon Discount				

SUB-TOTAL:\$ 25.13 TAX 1.23
 DISCOUNT: -5.00 TOT 21.36
 BC AMT: 21.36

BK CARD#: XXXXXXXXXXXX
 MID:***3965 TID:***
 AUTH: 05991D 21.00
 Host reference #:036285 68

TransactionID: 46428679674
 Code: LL2H

Class: 2 OUT CITY RESIDE Units: 1.00 Months: 1 Units/Rate: 1.00

G.

	Base	Rate 2	Rate 3	Rate 4	Rate 5	Excess	Totals
Consumption	0	5	2	0	0	0	7
Units Charged:		5.00	2.00			0.00	
Charge/Unit:		1.41000	3.58000	0.00000	0.00000	9.03000	
Cost:	78.09	7.05	7.16			=	92.30

14.21

Units/Rate: 0.00

	Base	Rate 2	Rate 3	Excess	% Of Water	Totals
Consumption	0	0	0	7		7
Units Charged:		0.00	0.00	0.00		
Charge/Unit:		0.00000	0.00000	0.00000		
Cost:	6.25					= 6.25

Total: 98.55

Octo bill (Sept use)
2023

Class: 2 OUT CITY RESIDE Units: 1.00 Months: 1 Units/Rate: 1.00

G.	Base	Rate 2	Rate 3	Rate 4	Rate 5	Excess	Totals
Consumption	0	5	10	0	0	117	132
Units Charged:		5.00	10.00			117.00	
Charge/Unit:		1.41000	3.58000	0.00000	0.00000	9.03000	
Cost:	78.09	7.05	35.80			1,056.51 =	1,177.45

1099.70

Units/Rate: 0.00

	Base	Rate 2	Rate 3	Excess	% Of Water	Totals
Consumption	0	0	0	132		132
Units Charged:		0.00	0.00	0.00		
Charge/Unit:		0.00000	0.00000	0.00000		
Cost:	6.25					= 6.25
					Total:	1,183.70

September 2024 water

* need Sept 2023 using 2024 tier rates

Class: 2 OUT CITY RESIDE Units: 1.00 Months: 1 Units/Rate: 1.00

G.

	Base	Rate 2	Rate 3	Rate 4	Rate 5	Excess	Totals
Consumption	0	5	10	0	0	19	34
Units Charged:		5.00	10.00			19.00	
Charge/Unit:		1.41000	3.58000	0.00000	0.00000	9.03000	
Cost:	78.09	7.05	35.80			171.57 =	292.51

214.42

Units/Rate: 0.00

	Base	Rate 2	Rate 3	Excess	% Of Water	Totals
Consumption	0	0	0	34		34
Units Charged:		0.00	0.00	0.00		
Charge/Unit:		0.00000	0.00000	0.00000		
Cost:	6.25					= 6.25

Total: 298.76

Sept Bill (Aug use)
2023

Class: 2 OUT CITY RESIDE Units: 1.00 Months: 1 Units/Rate: 1.00

G.

	Base	Rate 2	Rate 3	Rate 4	Rate 5	Excess	Totals
Consumption	0	5	10	0	0	33	48
Units Charged:		5.00	10.00			33.00	
Charge/Unit:		1.41000	3.58000	0.00000	0.00000	9.03000	
Cost:	78.09	7.05	35.80	310.84		297.99 =	418.93
			42.85				
				Units/Rate:	0.00		

	Base	Rate 2	Rate 3	Excess	% Of Water	Totals
Consumption	0	0	0	48		48
Units Charged:		0.00	0.00	0.00		
Charge/Unit:		0.00000	0.00000	0.00000		
Cost:	6.25					= 6.25
					Total:	425.18

August 2024
water

need August 2023 totals using 2024 tier rates

UTILITY ACCOUNT HISTORY

City Of White Salmon

Time: 12:53:44 Date: 10/14/2024
Page: 1

08/01/2023 To: 10/14/2024

Hayes, Andrew: 6247; Service Location: 051293.0

315 NW WEDRICK DR	Basic	Overage	Surcharge	Other	Tax	Late Fees	Interest	Total				
Bill	72.30	374.05	6.25	0.00	0.00	0.00	0.00	452.60				
Billing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
08/30/2023	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
Memo:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
	Utility Dep: 452.60											
Months:	3,247.91	4,119.42	322.38	33.00	0.00	10.00	0.00	7,732.71				
Current:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
Previous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
Used:	Total: 7,732.71											
Bill	72.30	198.49	6.25	0.00	0.00	0.00	0.00	277.04				
Billing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
09/28/2023	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
Memo:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
	Utility Dep: 277.04											
Months:	3,320.21	4,317.91	328.63	33.00	0.00	10.00	0.00	8,009.75				
Current:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
Previous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
Used:	Total: 8,009.75											
Bill	72.30	13.17	6.25	0.00	0.00	0.00	0.00	91.72				
Billing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
10/30/2023	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
Memo:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
	Utility Dep: 91.72											
Months:	3,392.51	4,331.08	334.88	33.00	0.00	10.00	0.00	8,101.47				
Current:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
Previous	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
Used:	Total: 8,101.47											

UTILITY ACCOUNT HISTORY

City Of White Salmon

Time: 12:53:44 Date: 10/14/2024
Page: 2

08/01/2023 To: 10/14/2024

Hayes, Andrew: 6247; Service Location: 051293.0

315 NW WEDRICK DR

Bill	Water:	2	Units:	1	Basic	Overage	Surcharge	Other	Tax	Late Fees	Interest	Total
Billing 11/29/2023	Sewer:	31			72.30	3.93	6.25	0.00	0.00	0.00	0.00	82.48
					0.00		0.00	0.00	0.00	0.00	0.00	0.00
					0.00		0.00	0.00	0.00	0.00	0.00	0.00
					0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo:					0.00		Utility Dep:	0.00	0.00	Invoice Total:		82.48
Months:	Water:			1	3,464.81	4,335.01	341.13	33.00	0.00	10.00	0.00	8,183.95
Current:	1186			1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Previous	1183				0.00		0.00	0.00	0.00	0.00	0.00	0.00
Used:	3						Past Due:		8,101.47	Total:		8,183.95
Billing 12/28/2023	Water:	2	Units:	1	72.30	2.62	6.25	0.00	0.00	0.00	0.00	81.17
	Sewer:	31			0.00		0.00	0.00	0.00	0.00	0.00	0.00
					0.00		0.00	0.00	0.00	0.00	0.00	0.00
					0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo:					0.00		Utility Dep:	0.00	0.00	Invoice Total:		81.17
Months:	Water:			1	3,537.11	4,337.63	347.38	33.00	0.00	10.00	0.00	8,265.12
Current:	1188			1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Previous	1186				0.00		0.00	0.00	0.00	0.00	0.00	0.00
Used:	2						Past Due:		8,183.95	Total:		8,265.12
Billing 01/30/2024	Water:	2	Units:	1	78.09	3.93	6.25	0.00	0.00	0.00	0.00	88.27
	Sewer:	31			0.00		0.00	0.00	0.00	0.00	0.00	0.00
					0.00		0.00	0.00	0.00	0.00	0.00	0.00
					0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo:					0.00		Utility Dep:	0.00	0.00	Invoice Total:		88.27
Months:	Water:			1	3,615.20	4,341.56	353.63	33.00	0.00	10.00	0.00	8,353.39
Current:	1191			1	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Previous	1188				0.00		0.00	0.00	0.00	0.00	0.00	0.00
Used:	3						Past Due:		8,265.12	Total:		8,353.39

UTILITY ACCOUNT HISTORY

City Of White Salmon
 Time: 12:53:44 Date: 10/14/2024
 08/01/2023 To: 10/14/2024 Page: 3

Hayes, Andrew: 6247; Service Location: 051293.0

	Basic	Overage	Surcharge	Other	Tax	Late Fees	Interest	Total
315 NW WEDRICK DR								
Bill	78.09	2.82	6.25	0.00	0.00	0.00	0.00	87.16
Billing	0.00		0.00	0.00	0.00	0.00	0.00	0.00
02/28/2024	0.00		0.00	0.00	0.00	0.00	0.00	0.00
	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo:			Utility Dep:		0.00		Invoice Total:	87.16
Months:	3,693.29	4,344.38	359.88	33.00	0.00	10.00	0.00	8,440.55
Current:	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Previous	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Used:		0.00						
		0.00	Past Due:		8,353.39	Total:		8,440.55
Bill	78.09	4.23	6.25	0.00	0.00	0.00	0.00	88.57
Billing	0.00		0.00	0.00	0.00	0.00	0.00	0.00
03/28/2024	0.00		0.00	0.00	0.00	0.00	0.00	0.00
	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo:			Utility Dep:		0.00		Invoice Total:	88.57
Months:	3,771.38	4,348.61	366.13	33.00	0.00	10.00	0.00	8,529.12
Current:	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Previous	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Used:		0.00						
		0.00	Past Due:		8,440.55	Total:		8,529.12
Bill	78.09	4.23	6.25	0.00	0.00	0.00	0.00	88.57
Billing	0.00		0.00	0.00	0.00	0.00	0.00	0.00
04/29/2024	0.00		0.00	0.00	0.00	0.00	0.00	0.00
	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo:			Utility Dep:		0.00		Invoice Total:	88.57
Months:	3,849.47	4,352.84	372.38	33.00	0.00	10.00	0.00	8,617.69
Current:	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Previous	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Used:		0.00						
		0.00	Past Due:		8,529.12	Total:		8,617.69

UTILITY ACCOUNT HISTORY

City Of White Salmon
 Time: 12:53:44 Date: 10/14/2024
 08/01/2023 To: 10/14/2024 Page: 4

Hayes, Andrew: 6247; Service Location: 051293.0

	Basic	Overage	Surcharge	Other	Tax	Late Fees	Interest	Total
315 NW WEDRICK DR								
Bill	78.09	14.21	6.25	0.00	0.00	0.00	0.00	98.55
Billing	0.00		0.00	0.00	0.00	0.00	0.00	0.00
05/30/2024	0.00		0.00	0.00	0.00	0.00	0.00	0.00
	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo: High Usage			Utility Dep:		0.00		Invoice Total:	98.55
Months:	3,927.56	4,367.05	378.63	33.00	0.00	10.00	0.00	8,716.24
Current:	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Previous	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Used:		0.00	Past Due:		8,617.69	Total:		8,716.24
Bill	78.09	7.05	6.25	0.00	0.00	0.00	0.00	91.39
Billing	0.00		0.00	0.00	0.00	0.00	0.00	0.00
06/27/2024	0.00		0.00	0.00	0.00	0.00	0.00	0.00
	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo:			Utility Dep:		0.00		Invoice Total:	91.39
Months:	4,005.65	4,374.10	384.88	33.00	0.00	10.00	0.00	8,807.63
Current:	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Previous	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Used:		0.00	Past Due:		8,716.24	Total:		8,807.63
Bill	78.09	17.79	6.25	0.00	0.00	0.00	0.00	102.13
Billing	0.00		0.00	0.00	0.00	0.00	0.00	0.00
07/30/2024	0.00		0.00	0.00	0.00	0.00	0.00	0.00
	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo:			Utility Dep:		0.00		Invoice Total:	102.13
Months:	4,083.74	4,391.89	391.13	33.00	0.00	10.00	0.00	8,909.76
Current:	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Previous	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Used:		0.00	Past Due:		8,807.63	Total:		8,909.76

UTILITY ACCOUNT HISTORY

City Of White Salmon
Time: 12:53:44 Date: 10/14/2024
Page: 5

08/01/2023 To: 10/14/2024

Hayes, Andrew: 6247; Service Location: 051293.0

315 NW WEDRICK DR

Bill	Water:	2 Units:	1	Basic	Overage	Surcharge	Other	Tax	Late Fees	Interest	Total
Billing	Sewer:	31		78.09	232.48	6.25	0.00	0.00	0.00	0.00	316.82
08/29/2024				0.00		0.00	0.00	0.00	0.00	0.00	0.00
				0.00		0.00	0.00	0.00	0.00	0.00	0.00
				0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo:	High Usage						Utility Dep:			Invoice Total:	316.82

Months:	Water:	1	1	4,161.83	4,624.37	397.38	33.00	0.00	10.00	0.00	9,226.58
Current:	1255			0.00		0.00	0.00	0.00	0.00	0.00	0.00
Previous	1219			0.00		0.00	0.00	0.00	0.00	0.00	0.00
Used:	36										
					0.00	Past Due:		8,909.76	Total:		9,226.58

Billing	Water:	2 Units:	1	78.09	340.84	6.25	0.00	0.00	0.00	0.00	425.18
09/27/2024	Sewer:	31		0.00		0.00	0.00	0.00	0.00	0.00	0.00
				0.00		0.00	0.00	0.00	0.00	0.00	0.00
				0.00		0.00	0.00	0.00	0.00	0.00	0.00
Memo:							Utility Dep:			Invoice Total:	425.18

Months:	Water:	1	1	4,239.92	4,965.21	403.63	33.00	0.00	10.00	0.00	9,651.76
Current:	1303			0.00		0.00	0.00	0.00	0.00	0.00	0.00
Previous	1255			0.00		0.00	0.00	0.00	0.00	0.00	0.00
Used:	48										
					0.00	Past Due:		9,226.58	Total:		9,651.76

Current Balances:	Water:			78.09	340.84	6.25	0.00	0.00	0.00	0.00	425.18
	Sewer:			0.00		0.00	0.00	0.00	0.00	0.00	0.00
	Garbage:			0.00		0.00	0.00	0.00	0.00	0.00	0.00
	Electric:										
	Utility Deposits:			0.00						Total:	425.18

File Attachments for Item:

H. Approval of Snow Removal Contract-Artistic Excavation



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:

no, not necessary

Meeting Date:

12.4.24

Agenda Item:

Approval of Small Works Contracts for Snow Removal- Artistic Excavation (primary) & Gorge Dirt Works (secondary).

Presented By:

Andrew Dirks- PWD

Action Required:

Review and Approval of Small Works Contracts for Snow Removal for the winter (24-25) season with Artistic Excavation as the primary and Gorge Dirt Works as the Secondary, not to exceed \$10,000.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve the Small Works Contracts for Snow Removal for the winter (24-25) season with Artistic Excavation as the primary and Gorge Dirt Works as the Secondary, not to exceed \$10,000 per contract.

Background of Issue:

Public Works sent out a Small Works Roster bid for Snow Removal to all local approved contractors on the 2024 Small Works Roster. Two bids were received.

Staff is recommending that the city enter into two separate Small Works Agreements with Artistic Excavation & Gorge Dirt Works for 24-25 Snow Removal Services.

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 2025 budget contains allocated funds for snow removal in the Street Contractual Services line item.

Diversity Equity Inclusion & Stakeholder Analysis:

Snow removal will ensure safe passage on City owned streets for all residents.

Recommendation of Staff/Committee:

Staff recommends approval of Small Works Contracts for Snow Removal for the winter (24-25) season with Artistic Excavation as the primary and Gorge Dirt Works as the Secondary, not to exceed \$10,000 per contract.

SMALL PUBLIC WORKS AGREEMENT

Contract #: SWC 2024-013		WO#:	
Contractor:	Artistic Excavation	Department:	Public Works
Name:	Aaron Kreps	Date:	11/19/24
Address:	288 E Jewett Blvd	Department Contact:	Andrew Dirks
	White Salmon, WA 98672	Phone:	(509) 493-1133
Contact:	Aaron Kreps		
Phone:	541-490-6780	Email:	andrewd@whitesalmonwa.gov
Email:	Aaron Kreps <aaron@artisticx.com>		

Insurance and Indemnification: The Contractor shall defend, indemnify and hold the City and all of its employees harmless from any and all liabilities, claims, damages, costs or expenses (including reasonable attorneys' fees) arising from or relating to the work performed under this Agreement to the extent of the Contractor's negligence. The Contractor waives, with respect to the City, its immunity under industrial insurance, Title 51 RCW. This waiver has been mutually negotiated by the parties. This indemnification shall survive the expiration or termination of this Agreement. Contractor shall secure and maintain, at its own cost and expense, Comprehensive General Liability and Property Damage insurance in the amount of not less than \$1,000,000 for death or injury in any one occurrence and \$1,000,000 for property damage in any one occurrence which provides, at a minimum, the following coverage:

Premises and Operation; Explosions, Collapse and Underground Hazards (Where Applicable); Products/Completed Operations; Contractual Liability; Broad Form Property Damage; Independent Contractors; and Personal Injury.

Contractor shall secure and maintain, at its own cost and expense, Comprehensive Auto Liability insurance in the amount of not less than \$1,000,000 per occurrence which provides, at a minimum the following coverages:

Owned Vehicles; Non-Owned Vehicles; Hired Vehicles; Property Damage. This coverage shall be issued from an insurance company authorized to do business in the State of Washington. The City shall be named as additional insured on said insurance coverage at least as broad as ISO CG 20 10 10 01 in a form acceptable to the City Attorney. The Contractor agrees to repair and replace all property of the City and all property of others damaged by the Contractor, Contractor's employees, subcontractors and agents. It is understood that the whole of the work under this contract is to be done at the Contractor's risk and that the Contractor is familiar with the conditions of materials, climatic conditions, and other contingencies likely to affect the work and has made their bid accordingly and that the Contractor will assume the responsibility and risk of all loss or damage to materials or work which may arise from any cause whatsoever prior to completion.

Warranties: If within one year after the completion date of the Work, defective and unauthorized Work is discovered, the Contractor shall promptly, upon written order by the City, return and in accordance with the City's instructions, either correct such work, or if such Work has been rejected by the City, remove it from the site and replace it with non-defective and authorized Work, all without cost to the City.

Nondiscrimination: The Contractor shall comply with all applicable federal and state laws, and city ordinances, for equal employment opportunity and nondiscrimination laws.

Gifts: The City's Code of Ethics and Washington State law prohibit City employees from soliciting, accepting, or receiving any gift, gratuity or favor from any person, firm or corporation involved in a contract or transaction. To ensure compliance with the City's Code of Ethics and state law, the Consultant shall not give a gift of any kind to City employees or officials.

Business License: The Contractor is required to submit proof of a City business license (\$50) within ten (10) days of contract award. Failure to provide proof of a business license may delay payment of invoices.

Prevailing Wages: This contract is subject to prevailing wages according to RCW 39.12.020. Contractor shall file an Intent to Pay Prevailing Wage form and Affidavit of Wages Paid form with L&I and pay for all fees associated with filing the forms. Contractor shall submit the Intent and Affidavit forms, approved by L&I, to the City with payment request. No payment will be issued to the Contractor until the City receives both approved forms. If any work is subcontracted on this project, an approved Intent and Affidavit form must be submitted for each sub-contractor. If progress payments are made on this project, an approved Intent form must be received prior to issuing the first payment. An approved Affidavit form must be received prior to issuing final payment.

Bonds/Retainage: No Bid Bond is required. Contract Bond is required. For projects with an estimated total cost of less than \$35,000, the contractor may elect to a 50% retainage in lieu of a Contract Bond. Retainage is required.

Industrial Insurance Status: Contractor is responsible for maintaining a current status of their industrial insurance premiums with the Department of Labor and Industries (L&I). Prior to issuing final payment, the City will verify with L&I the status of the contractor's premiums. Under RCW 60.28 the City can withhold and pay the contractor's delinquent premiums from the final payment.

Payment Processing: The City shall pay the Contractor after final acceptance of each work order within 30 days of submittal of the invoice provided the City has received approved L&I forms.

H.

Completion Date: 60 Days after Start Date

Total Contract Fixed Price (Including Tax): \$10,000

OR

Not to Exceed Total (Including Tax) applying schedule of rates and charges attached as Exhibit A:

Description of Work: Emergency/On-Call Snow Removal (primary)

The contractor should send invoices to the following address: PO Box 2139, White Salmon WA 98672. Unless otherwise agreed, payment is net 30 days less retainage.

Note:

The contractor shall not start work until the City orally provides a Notice to Proceed. This agreement shall terminate without cost if a Notice to Proceed is not issued within 60 days. The City will not issue a Notice to Proceed before approved evidence of insurance is received.

Contractor:

City Department Approval:

(Signature)

(Date)

(Signature)

(Date)

Print Name _____

Print Name _____

Approved as to form:

City Attorney

(Date)

Approved by Council: _____, 20____

Distribution Account Codes: _____

Program

- _____
Object

H.



**BID PROPOSAL
THE CITY OF WHITE SALMON
WHITE SALMON, WA
SNOW REMOVAL**

**TO:
City of White Salmon Public Works
Attn: Andrew Dirks
100 N. Main St.
White Salmon, WA 98672**

Greetings:

Below is a bid for a Loader for the purpose of snow removal for the 24/25 season.

- **2.5 Cubic Yard Wheel Loader rate \$159.00 per hour**
- **After hours/Overtime rate additional \$25.00 per hour**

Any additional questions can be directed to Aaron Kreps at 541-490-6780

File Attachments for Item:

I. Approval of Snow Removal Contract-Gorge Dirt Works

SMALL PUBLIC WORKS AGREEMENT

Contract #: SWC 2024-014		WO#:	
Contractor:	Gorge Dirt Works, LLC	Department:	Public Works
Name:	Dayne Connell	Date:	11.19.24
Address:	720 HWY 141	Department Contact:	Andrew Dirks
	White Salmon, WA 98672	Phone:	(509) 493-1133
Contact:	Dayne Connell		
Phone:	509.637.0417	Email:	andrewd@whitesalmonwa.gov
Email:	Dayne Connell <dayne@gorgedirtworks.com>		

Insurance and Indemnification: The Contractor shall defend, indemnify and hold the City and all of its employees harmless from any and all liabilities, claims, damages, costs or expenses (including reasonable attorneys’ fees) arising from or relating to the work performed under this Agreement to the extent of the Contractor’s negligence. The Contractor waives, with respect to the City, its immunity under industrial insurance, Title 51 RCW. This waiver has been mutually negotiated by the parties. This indemnification shall survive the expiration or termination of this Agreement. Contractor shall secure and maintain, at its own cost and expense, Comprehensive General Liability and Property Damage insurance in the amount of not less than \$1,000,000 for death or injury in any one occurrence and \$1,000,000 for property damage in any one occurrence which provides, at a minimum, the following coverage:

Premises and Operation; Explosions, Collapse and Underground Hazards (Where Applicable); Products/Completed Operations; Contractual Liability; Broad Form Property Damage; Independent Contractors; and Personal Injury.

Contractor shall secure and maintain, at its own cost and expense, Comprehensive Auto Liability insurance in the amount of not less than \$1,000,000 per occurrence which provides, at a minimum the following coverages:

Owned Vehicles; Non-Owned Vehicles; Hired Vehicles; Property Damage.
This coverage shall be issued from an insurance company authorized to do business in the State of Washington. The City shall be named as additional insured on said insurance coverage at least as broad as ISO CG 20 10 10 01 in a form acceptable to the City Attorney. The Contractor agrees to repair and replace all property of the City and all property of others damaged by the Contractor, Contractor’s employees, subcontractors and agents. It is understood that the whole of the work under this contract is to be done at the Contractor’s risk and that the Contractor is familiar with the conditions of materials, climatic conditions, and other contingencies likely to affect the work and has made their bid accordingly and that the Contractor will assume the responsibility and risk of all loss or damage to materials or work which may arise from any cause whatsoever prior to completion.

Warranties: If within one year after the completion date of the Work, defective and unauthorized Work is discovered, the Contractor shall promptly, upon written order by the City, return and in accordance with the City’s instructions, either correct such work, or if such Work has been rejected by the City, remove it from the site and replace it with non-defective and authorized Work, all without cost to the City.

Nondiscrimination: The Contractor shall comply with all applicable federal and state laws, and city ordinances, for equal employment opportunity and nondiscrimination laws.

Gifts: The City’s Code of Ethics and Washington State law prohibit City employees from soliciting, accepting, or receiving any gift, gratuity or favor from any person, firm or corporation involved in a contract or transaction. To ensure compliance with the City’s Code of Ethics and state law, the Consultant shall not give a gift of any kind to City employees or officials.

Business License: The Contractor is required to submit proof of a City business license (\$50) within ten (10) days of contract award. Failure to provide proof of a business license may delay payment of invoices.

Prevailing Wages: This contract is subject to prevailing wages according to RCW 39.12.020. Contractor shall file an Intent to Pay Prevailing Wage form and Affidavit of Wages Paid form with L&I and pay for all fees associated with filing the forms. Contractor shall submit the Intent and Affidavit forms, approved by L&I, to the City with payment request. No payment will be issued to the Contractor until the City receives both approved forms. If any work is subcontracted on this project, an approved Intent and Affidavit form must be submitted for each sub-contractor. If progress payments are made on this project, an approved Intent form must be received prior to issuing the first payment. An approved Affidavit form must be received prior to issuing final payment.

Bonds/Retainage: No Bid Bond is required. Contract Bond is required. For projects with an estimated total cost of less than \$35,000, the contractor may elect to a 50% retainage in lieu of a Contract Bond. Retainage is required.

Industrial Insurance Status: Contractor is responsible for maintaining a current status of their industrial insurance premiums with the Department of Labor and Industries (L&I). Prior to issuing final payment, the City will verify with L&I the status of the contractor’s premiums. Under RCW 60.28 the City can withhold and pay the contractor’s delinquent premiums from the final payment.

Payment Processing: The City shall pay the Contractor after final acceptance of each work order within 30 days of submittal of the invoice provided the City has received approved L&I forms.

l.

Completion Date: 60 Days after Start Date	Total Contract Fixed Price (Including Tax): \$10,000
	<i>OR</i>
	Not to Exceed Total (Including Tax) applying schedule of rates and charges attached as Exhibit A:

Description of Work: Emergency/On-Call Snow Removal (secondary)

The contractor should send invoices to the following address: PO Box 2139, White Salmon WA 98672. Unless otherwise agreed, payment is net 30 days less retainage.

Note:

The contractor shall not start work until the City orally provides a Notice to Proceed. This agreement shall terminate without cost if a Notice to Proceed is not issued within 60 days. The City will not issue a Notice to Proceed before approved evidence of insurance is received.

Contractor: _____ City Department Approval: _____

(Signature) (Date) (Signature) (Date)

Print Name _____ Print Name _____

Approved as to form:

City Attorney (Date)

Approved by Council: _____, 20____

Distribution Account Codes: _____ - _____
Program Object

CITY OF WHITE SALMON ON CALL SNOW PLOW 24'-25'



Gorge Dirt Works, LLC

509.637.0417

720 HWY 141

White Salmon, WA 98672

Submitted to: Andrew Dirks, Clerk Treasurer

Job Name: On call snow removal

Company:

Plan Sheets:

Address: White Salmon

Addenda:

Phone: 509.493.1113 X205

Email: andrewd@whitesalmonwa.gov clerktreasurer@whitesalmonwa.gov

Fax:

SCOPE OF WORK

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
1	3 YARD LOADER	1	HR	200	\$200
					SUBTOTAL - TAX 7.6% - GRAND TOTAL -

EXCLUSIONS:

File Attachments for Item:

J. Approval of Mainline Phase I Payment Application 13- NCE



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:

No, Not Necessary

Meeting Date:

12.4.24

Agenda Item:

Application for Payment No. 13- NCE- Transmission Main Phase 1

Presented By:

Andrew Dirks, Public Works Director

Action Required:

Approval of Application for Payment No. 13- NCE- Transmission Main Phase 1 not to exceed \$43,802.94

Motion for Business Item / Proposed Motion for Consent Agenda:

Approval of Application for Payment No. 13- NCE- Transmission Main Phase 1 not to exceed \$43,802.94.

Explanation:

Application for Payment No. 13 includes work on the block retaining wall installation around air release valve vaults and communication vaults, and utility markers. This will not be the final payment due to retainage.

\$37,936.53 for liquidated damages to cover a portion of additional engineering services expenses resulting required to complete the project has been assessed with this application for payment.

Council Options:

City Council has the following options available at this time:

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

Fiscal Analysis:

This project is funded through USDA loan, USDA grants and PWB loan.

DEI & Stakeholder Analysis:

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

Policy & Plan Implications:

Mention in the WSP and CFIP

Recommendation of Staff/Committee:

Staff recommends Approval of Application for Payment No. 13- NCE- Transmission Main Phase 1 not to exceed \$43,802.94

Contractor's Application for Payment

Owner: <u>City of White Salmon</u>	Owner's Project No.: _____
Engineer: <u>Anderson Perry & Associates, Inc.</u>	Engineer's Project No.: <u>250-11</u>
Contractor: <u>North Cascade Excavating, LLC</u>	Contractor's Project No.: _____
Project: <u>Transmission Main Replacement - Phase I</u>	
Contract: _____	
Application No.: <u>13</u>	Application Date: <u>11/26/2024</u>
Application Period: From <u>8/24/2024</u>	to <u>9/20/2024</u>

1. Original Contract Price	\$ 3,607,259.26
2. Net Change by Change Orders	\$ (166,470.64)
3. Current Contract Price (Line 1 + Line 2)	\$ 3,440,788.62
4. Total Work Completed and Materials Stored to Date	\$ 3,200,505.14
5. <u>Retainage (5%)</u>	\$ (160,025.26)
6. <u>Sales Tax (7.5%)</u>	\$ 240,283.48
7. <u>Liquidated Damages</u>	\$ (87,936.53)
8. Less Previous Payments	\$ 3,149,023.89
9. <u>DUE THIS APPLICATION (4 minus 5, plus 6, minus 7 and 8)</u>	\$ 43,802.94

Contractor's Certification

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

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

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

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

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

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

Contractor: _____

Signature: _____ **Date:** _____

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

Progress Estimate - Lump Sum Work

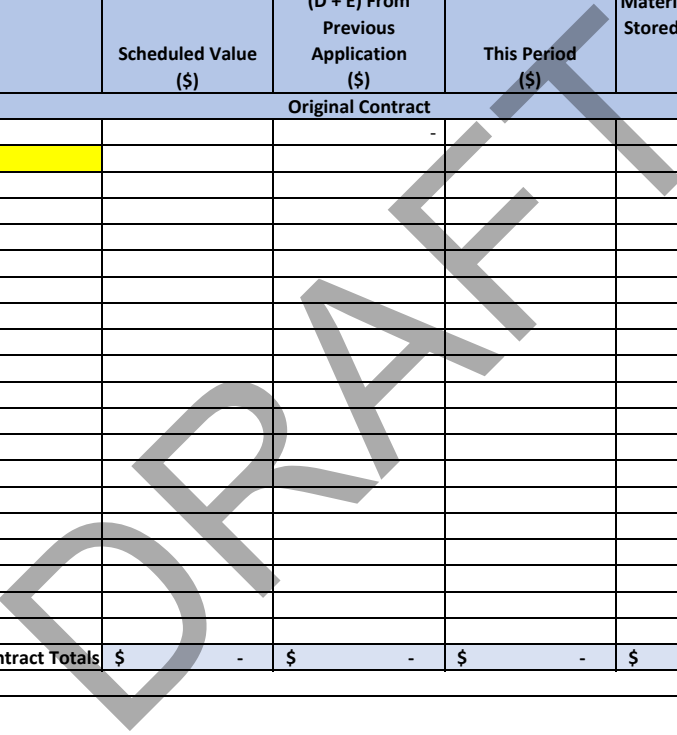
Contractor's Application for Payment

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

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

Application No.: 13 Application Period: From 08/24/24 to 09/20/24 Application Date: 11/26/24

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



Progress Estimate - Unit Price Work

Contractor's Application for Payment

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

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

Application No.: 13 Application Period: From 08/24/24 to 09/20/24 Application Date: 11/26/24

A Bid Item No.	B Description	C Item Quantity	D Units	E Unit Price (\$)	F Value of Bid Item (C X E) (\$)	G Work Completed		I Materials Currently Stored (not in G) (\$)	J Work Completed and Materials Stored to Date (H + I) (\$)	K % of Value of Item (J / F) (%)	L Balance to Finish (F - J) (\$)
						Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
Original Contract											
1	Mobilization/Demobilization	All Req'd	LS	\$250,000.00	\$250,000.00	100%	250,000.00		250,000.00	100%	\$0.00
2	Construction Facilities and Temporary Controls	All Req'd	LS	75,000.00	75,000.00	100%	75,000.00		75,000.00	100%	-
3	Removal and Replacement of Foundation Material	100	CY	40.00	4,000.00	3	120.00		120.00	3%	3,880.00
4	Common Borrow	3,200	CY	12.00	38,400.00	485	5,820.00		5,820.00	15%	32,580.00
5	Rock Excavation	1,600	CY	100.00	160,000.00	272.6	27,260.00		27,260.00	17%	132,740.00
6	Additional Boulder Removal (6-In. Diam. to 1/2 of a CY)	1,100	CY	25.00	27,500.00	849.1	21,227.50		21,227.50	77%	6,272.50
7	Potholing All Connections and Known Utility Crossings	All Req'd	LS	8,500.00	8,500.00	100%	8,500.00		8,500.00	100%	-
8	Water Main Creek Crossing	All Req'd	LS	151,250.00	151,250.00	100%	151,250.00		151,250.00	100%	-
9	16-In. Ductile Iron Water Line, Class 250	6,130	LF	132.00	809,160.00	6,172	814,704.00	-	814,704.00	101%	(5,544.00)
10	16-In. Ductile Iron Water Line, Class 350	6,070	LF	142.00	861,940.00	6,069	861,798.00		861,798.00	100%	142.00
11	16-In. Restrained Ductile Iron Water Line, Class 250	300	LF	147.00	44,100.00	300	44,100.00		44,100.00	100%	-
12	12-In. Gate Valve 250 psi	2	EA	4,200.00	8,400.00	-	-		-	0%	8,400.00
13	16-In. Butterfly Valve 250 psi	13	EA	7,500.00	97,500.00	14	105,000.00		105,000.00	108%	(7,500.00)
14	Connection to Existing 12-In. Water Line	2	EA	6,000.00	12,000.00	1	6,000.00	-	6,000.00	50%	6,000.00
15	Connection to Existing 16-In. Water Line	2	EA	20,000.00	40,000.00	2	40,000.00		40,000.00	100%	-
16	3-In. Combination Air and Vacuum Valve and Vault	6	EA	26,100.00	156,600.00	7.0	182,700.00	-	182,700.00	117%	(26,100.00)
17	4-In. Combination Air and Vacuum Valve and Vault	1	EA	31,000.00	31,000.00	1.0	31,000.00	-	31,000.00	100%	-
18	2 1/2-In. Flush Mount Blowoff Hydrant and Auxiliary Valve	4	EA	4,800.00	19,200.00	3.00	14,400.00	-	14,400.00	75%	4,800.00
19	Additional Work at Culvert Crossing (1.5-Ft. Separation)	5	EA	925.00	4,625.00	5	4,625.00		4,625.00	100%	-
20	Additional Work at Culvert Crossing (3-Ft. Separation)	22	EA	1,200.00	26,400.00	23	27,600.00		27,600.00	105%	(1,200.00)
21	Locate Wire Access Box	14	EA	600.00	8,400.00	14	8,400.00		8,400.00	100%	-
22	Utility Marker Post	40	EA	110.00	4,400.00	54.00	5,940.00		5,940.00	135%	(1,540.00)
23	Trench Excavation Safety System	All Req'd	LS	12,000.00	12,000.00	100%	12,000.00		12,000.00	100%	-
24	Mulching	1,000	SY	2.50	2,500.00	1,300	3,250.00		3,250.00	130%	(750.00)
25	Gravel Surface Restoration	2,920	CY	35.00	102,200.00	2,076.00	72,660.00		72,660.00	71%	29,540.00
26	Pressure Pipe Flushing, Testing, and Disinfection	All Req'd	LS	25,000.00	25,000.00	100%	25,000.00		25,000.00	100%	-
27	Cap Existing Water Mains	2	EA	1,500.00	3,000.00	2.00	3,000.00		3,000.00	100%	-
28	Control of Water	500	LF	10.00	5,000.00	300	3,000.00		3,000.00	60%	2,000.00
29	Trench Dam	10	EA	900.00	9,000.00	-	-		-	0%	9,000.00
30	Retaining Wall Block	120	CY	500.00	60,000.00	177.00	88,500.00		88,500.00	148%	(28,500.00)
Additive Alternate 1											
A1-1	Electrical Conduit	12,780	LF	8.00	102,240.00	12,780	102,240.00	-	102,240.00	100%	-
A1-2	Communication Vault	17	EA	5,200.00	88,400.00	16	83,200.00	-	83,200.00	94%	5,200.00
A1-3	Gravity Wall	300	SF	39.00	11,700.00	-	-		-	0%	11,700.00
Additive Alternate 2											
A2-1	Electrical Conduit	530	LF	12.50	6,625.00	560	7,000.00		7,000.00	106%	(375.00)
A2-2	Communication Vault	1	EA	5,200.00	5,200.00	1	5,200.00		5,200.00	100%	-
A2-3	Electrical Conduit Testing	All Req'd	LS	4,000.00	4,000.00	100%	4,000.00		4,000.00	100%	-
A2-4	Gravel Surface Restoration	110	CY	35.00	3,850.00	-	-		-	0%	3,850.00

Progress Estimate - Unit Price Work

Contractor's Application for Payment

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

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

Application No.: 13 Application Period: From 08/24/24 to 09/20/24 Application Date: 11/26/24

A Bid Item No.	B Description	C Contract Information				G Work Completed		I Materials Currently Stored (not in G) (\$)	J Work Completed and Materials Stored to Date (H + I) (\$)	K % of Value of Item (J / F) (%)	L Balance to Finish (F - J) (\$)	
		D Item Quantity	E Units	F Unit Price (\$)	F Value of Bid Item (C X E) (\$)	G Estimated Quantity Incorporated in the Work	H Value of Work Completed to Date (E X G) (\$)					
Additive Alternate 3												
A3-1	Communication Vault Replacing Telephone Ped	4	EA	6,000.00	24,000.00	4	24,000.00		24,000.00	100%	-	
A3-2	Testing of Existing Conduit	All Req'd	LS	2,500.00	2,500.00	100%	2,500.00		2,500.00	100%	-	
A3-3	Fiber Optic Cable Installation and Testing	All Req'd	LS	45,000.00	45,000.00	100%	45,000.00		45,000.00	100%	-	
A3-4	Fiber Optic Cable Termination and Testing	All Req'd	LS	5,000.00	5,000.00	100%	5,000.00		5,000.00	100%	-	
					Bid Price Total	\$ 3,355,590.00		\$ 3,170,994.50	\$ -	\$ 3,170,994.50	94%	\$ 184,595.50

Change Orders												
CO-1												
1-1	Additional Pipe Depth: STA 101+37 to STA 107+61	All Req'd	LS	20,000.00	20,000.00	100%	20,000.00		20,000.00	100%	-	
CO-2 (non-taxable)												
2-1	Revised Fitting Restraint Req for Culvert Crossings* (*Engineer's Time, non-taxable)	All Req'd	LS	(2,812.50)	(2,812.50)	100%	(2,812.50)		(2,812.50)	100%	-	
2-2	Extended Work Shutdown (Informational Only)										-	
CO-3												
3-1	Additional Contract Time (Informational Only)										-	
3-2	Block Wall Drain Rock	All Req'd	LS	5,713.63	5,713.63	100%	5,713.63		5,713.63	100%	-	
	Overpayment of 3-2**	All Req'd	LS	(398.63)	(398.63)	100%	(398.63)		(398.63)	100%	-	
CO-4												
4-1	Additional Cost - Flushing Transmission Main	All Req'd	LS	6,010.00	6,010.00	100%	6,010.00		6,010.00	100%	-	
4-2	Drain Rock and Fabric Placement	All Req'd	LS	1,460.00	1,460.00	100%	1,460.00		1,460.00	100%	-	
CO-5												
5-1	Reconcile Bid Quantities	All Req'd	LS	(184,595.50)	(184,595.50)						-	
5-2	Reimbursement for Add'l Compaction Testing (*Non-taxable)	All Req'd	LS	(461.86)	(461.86)	100%	(461.86)		(461.86)	100%	-	
					Change Order Totals	\$ (155,084.86)		\$ 29,510.64	\$ -	\$ 29,510.64	-19%	\$ -

Original Contract and Change Orders												
					Project Totals	\$ 3,200,505.14		\$ 3,200,505.14	\$ -	\$ 3,200,505.14	100%	\$ 184,595.50
					*Sales Tax (7.5%)	\$ 240,283.48		\$ 240,283.48		\$ 240,283.48		
					Retainage (5%)		\$ (160,025.26)		\$ (160,025.26)			
					Liquidated Damages		\$ (87,936.53)		\$ (87,936.53)			
					TOTAL	\$ 3,440,788.62		\$ 3,192,826.83		\$ 3,192,826.83		

*Sales Tax is manually entered at 7.5% and adding \$210.94 due to error in previous pay app. CO-2 is non-taxable.
 **3-2 was entered at full value which included tax (this should have been entered as a pre-tax), resulting in overpayment of Payment No. 12: \$398.63 + \$29.89 tax.

Stored Materials Summary

Contractor's Application for Payment

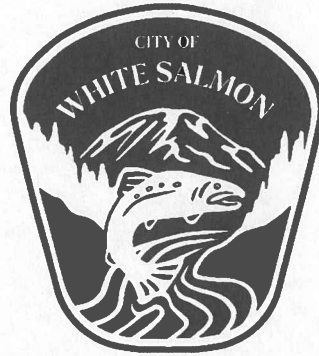
Owner:	City of White Salmon	Owner's Project No.:	
Engineer:	Anderson Perry & Associates, Inc.	Engineer's Project No.:	250-11
Contractor:	North Cascade Excavating, LLC	Contractor's Project No.:	
Project:	Transmission Main Replacement - Phase I		
Contract:			

Application No.:	13	Application Period:	From 08/24/24 to 09/20/24	Application Date:	11/26/24
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A	B	C	D	E	F	Materials Stored			Incorporated in Work			M
						G	H	I	J	K	L	
Item No. (Lump Sum Tab) or Bid Item No. (Unit Price Tab)	Supplier Invoice No.	Submittal No. (with Specification Section No.)	Description of Materials or Equipment Stored	Storage Location	Application No. When Materials Placed in Storage	Previous Amount Stored (\$)	Amount Stored this Period (\$)	Amount Stored to Date (G+H) (\$)	Amount Previously Incorporated in the Work (\$)	Amount Incorporated in the Work this Period (\$)	Total Amount Incorporated in the Work (J+K) (\$)	Materials Remaining in Storage (I-L) (\$)
9	on-file	No. 1 (5.2.3)	16-In. DI Pipe	On-site	6	227,502.55	-	227,502.55	227,502.55	-	227,502.55	-
16	on-file	No. 1 (5.2.9)	3-In. Combination Air Vac & Valve	On-site	6	53,977.20	-	53,977.20	53,977.20	-	53,977.20	-
17	on-file	No. 1 (5.2.9)	4-IN. Combination Air Vac & Valve	On-site	6	10,660.73	-	10,660.73	10,660.73	-	10,660.73	-
A1-1	on-file	No. 5 (080543)	Electrical Conduit	On-site	4	15,529.50	-	15,529.50	15,529.50	-	15,529.50	-
A1-2	on-file	No. 5 (080543)	Communication Vault	On-site	6	19,929.00	-	19,929.00	19,929.00	-	19,929.00	-
A3-1			(Ring and Cover)				-	-		-	-	-
A1-2	on-file	No. 5 (080543)	Communication Vault	On-site	3	4,855.00	-	4,855.00	4,855.00	-	4,855.00	-
A3-1			(Ring and Cover)				-	-		-	-	-
14	I6732585	No. 3 (5.2.6.B)	Connection to Existing 12-In Water Line	On-site	9	5,844.44	-	5,844.44	5,844.44	-	5,844.44	-
14	I6732578	No. 3 (5.2.3.C)	Connection to Existing 12-In Water Line	On-site	9	1,882.28	-	1,882.28	1,882.28	-	1,882.28	-
14	I6732576	No. 3 (5.2.3.A)	Connection to Existing 12-In Water Line	On-site	9	1,135.88	-	1,135.88	1,135.88	-	1,135.88	-
14	I6732568	No. 3 (5.2.3.B)	Connection to Existing 12-In Water Line	On-site	9	372.90	-	372.90	372.90	-	372.90	-
16	I6716248	No. 1 (5.2.9)	3-In Combination Air and Vacuum Vaule and Vault	On-site	9	1,404.20	-	1,404.20	1,404.20	-	1,404.20	-
16	I6702910	No. 1 (5.2.9)	3-In Combination Air and Vacuum Vaule and Vault	On-site	9	385.62	-	385.62	385.62	-	385.62	-
18	I6700736	No. 2 (5.2.17)	2 1/2-In Flush Mount Blowoff Hydrant and Auxiliary Valve	On-site	9	3,618.04	-	3,618.04	3,618.04	-	3,618.04	-
18	I6700728	No. 2 (5.2.17)	2 1/2-In Flush Mount Blowoff Hydrant and Auxiliary Valve	On-site	9	6,617.76	-	6,617.76	6,617.76	-	6,617.76	-
17	I6700716	No. 1 (5.2.3)	4-In Combination Air and Vacuum Vaule and Vault	On-site	9	2,538.25	-	2,538.25	2,538.25	-	2,538.25	-
16	I6700710	No. 1 (5.2.9)	3-In Combination Air and Vacuum Vaule and Vault	On-site	9	323.85	-	323.85	323.85	-	323.85	-
17	I6695636	No. 1 (5.2.9)	4-In Combination Air and Vacuum Vaule and Vault	On-site	9	355.96	-	355.96	355.96	-	355.96	-
16	62533	No. 2 (5.2.16)	3-In Combination Air and Vacuum Vaule and Vault	On-site	9	7,083.00	-	7,083.00	7,083.00	-	7,083.00	-
17	62533	No. 2 (5.2.16)	4-In Combination Air and Vacuum Vaule and Vault	On-site	9	2,361.00	-	2,361.00	2,361.00	-	2,361.00	-
16	62540	No. 2 (5.2.16)	3-In Combination Air and Vacuum Vaule and Vault	On-site	9	6,672.00	-	6,672.00	6,672.00	-	6,672.00	-
17	62540	No. 2 (5.2.16)	4-In Combination Air and Vacuum Vaule and Vault	On-site	9	2,224.00	-	2,224.00	2,224.00	-	2,224.00	-
Totals						\$ 375,273.16	\$ -	\$ 375,273.16	\$ 375,273.16	\$ -	\$ 375,273.16	\$ -

File Attachments for Item:

K. Approval of August 2024 Treasurer Report



City of White Salmon

August 2024

Budget Report

TREASURER'S REPORT Fund Totals

City Of White Salmon

08/01/2024 To: 08/31/2024

Time: 10:26:57 Date: 11/12/2024

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Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 Current Expense	918,071.27	346,352.16	285,053.98	979,369.45	21,352.24	938.73	-12,004.17	989,656.25*
101 Street Fund	187,509.55	24,423.00	39,272.36	172,660.19	3,135.62	0.00	0.00	175,795.81
107 Pool Fund	0.00	0.00		0.00	0.00	77.69	0.00	77.69
108 Municipal Capital Imp Fund	521,798.75	42,918.47	63,972.90	500,744.32	0.00	0.00	0.00	500,744.32
110 Fire Reserve Fund	376,106.44	2,164.21	25,000.00	353,270.65	0.00	0.00	0.00	353,270.65
112 General Fund Reserve	374,814.87	1,721.40	100,000.00	276,536.27	0.00	0.00	0.00	276,536.27
115 Emergency Response Fund	0.00	100,000.00		100,000.00	0.00	0.00	0.00	100,000.00
121 Police Vehicle Reserve Fund	224,019.50	1,009.06	80,000.00	145,028.56	0.00	0.00	0.00	145,028.56
122 Police General Reserve Fund	0.00	80,000.00		80,000.00	0.00	0.00	0.00	80,000.00
204 Local Bond Fund	0.00	1,770.64	61,000.00	-59,229.36	61,000.00	0.00	0.00	1,770.64
302 Transportation Improvement Fund	66,195.82	9,015.42		75,211.24	0.00	0.00	0.00	75,211.24
303 Hotel/Motel Taxes	228,351.31	9,828.72	27,502.82	210,677.21	0.00	0.00	0.00	210,677.21
307 Park and Recreation Fund	59,327.91	3,119.90	30,767.00	31,680.81	0.00	0.00	0.00	31,680.81
341 General Fund Public Works Vehicle Replacement Fund	0.00	3,333.36		3,333.36	0.00	0.00	0.00	3,333.36
342 Street Fund Public Works Vehicle Replacement Fund	0.00	6,666.64		6,666.64	0.00	0.00	0.00	6,666.64
401 Water Fund	654,518.15	254,776.41	272,845.74	636,448.82	4,188.64	0.00	-4,023.88	636,613.58
402 Wastewater Collection Fund	275,203.52	99,288.51	95,442.13	279,049.90	2,389.18	0.00	-4,245.84	277,193.24
408 Water Reserve Fund	555,654.24	21,089.42	30,278.00	546,465.66	0.00	0.00	0.00	546,465.66
409 Wastewater Reserve Fund	412,302.92	4,864.05	38,465.11	378,701.86	0.00	0.00	0.00	378,701.86
412 Water Rights Acquisition Fund	485,163.12	16,125.06		501,288.18	-1.25	0.00	-531.65	500,755.28
413 Water Bond Redemption Fund	77,342.31	16,472.28	7,920.00	85,894.59	0.00	0.00	0.00	85,894.59
414 Wastewater Bond Redemption Fund	11,525.27	0.00		11,525.27	0.00	0.00	0.00	11,525.27
415 Water Bond Reserve Fund	142,524.19	2,196.76		144,720.95	0.00	0.00	0.00	144,720.95
416 Wastewater Bond Reserve Fund	82,373.52	378.34		82,751.86	0.00	0.00	0.00	82,751.86
417 Treatment Plant Reserve Fund	409,400.64	1,818.36		411,219.00	0.00	0.00	0.00	411,219.00
418 Water Short Lived Asset Reserve Fund	273,404.59	11,523.69	40,622.05	244,306.23	0.00	0.00	0.00	244,306.23
419 Water Construction Loan Fund	-31,000.59	0.00	4,072.33	-35,072.92	0.00	0.00	0.00	-35,072.92
420 USDA Rural Development - Jewett Water Main Improvements	70,578.05	158,952.98	158,952.98	70,578.05	0.00	0.00	0.00	70,578.05
428 Water Fund Vehicle Reserve Fund	0.00	33,333.36		33,333.36	0.00	0.00	0.00	33,333.36
429 Wastewater Fund Public Works Vehicle Rplacement Fund	0.00	6,666.64		6,666.64	0.00	0.00	0.00	6,666.64
601 Remittances	960.43	1,597.95	932.56	1,625.82	0.00	0.00	0.00	1,625.82

TREASURER'S REPORT

Fund Totals

City Of White Salmon

08/01/2024 To: 08/31/2024

Time: 10:26:57 Date: 11/12/2024

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Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
	6,376,145.78	1,261,406.79	1,362,099.96	6,275,452.61	92,064.43	1,016.42	-20,805.54	6,347,727.92

TREASURER'S REPORT

Account Totals

City Of White Salmon

08/01/2024 To: 08/31/2024

Time: 10:26:57 Date: 11/12/2024

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Cash Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1	Checking Account	1,331,198.32	867,947.61	991,757.63	1,207,388.30	-20,805.54	93,080.85	1,279,663.61
3	Petty Cash	25.00	0.00	0.00	25.00	0.00	0.00	25.00
4	Cash Drawer 1	150.00	0.00	0.00	150.00	0.00	0.00	150.00
5	Cash Drawer 2	150.00	0.00	0.00	150.00	0.00	0.00	150.00
Total Cash:		1,331,523.32	867,947.61	991,757.63	1,207,713.30	-20,805.54	93,080.85	1,279,988.61
Investment Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
2	State Pool	5,044,622.46	23,116.85	0.00	5,067,739.31	0.00	0.00	5,067,739.31
Total Investments:		5,044,622.46	23,116.85	0.00	5,067,739.31	0.00	0.00	5,067,739.31
		6,376,145.78	891,064.46	991,757.63	6,275,452.61	-20,805.54	93,080.85	6,347,727.92

TREASURER'S REPORT

Fund Investments By Account

City Of White Salmon

08/01/2024 To: 08/31/2024

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Fund Totals:	Previous Balance	Purchases	Interest	Total Investments	Liquidated	Ending Balance
001 000 Current Expense	529,042.66	200,000.00	2,429.87	202,429.87		731,472.53
101 000 Street Fund	131,371.63		603.38	603.38		131,975.01
108 000 Municipal Capital Imp Fund	472,957.36		2,172.28	2,172.28	10,000.00	465,129.64
110 000 Fire Reserve Fund	314,166.79		1,442.96	1,442.96		315,609.75
112 000 General Govt Reserve Fund	374,789.70		1,721.40	1,721.40	100,000.00	276,511.10
115 000 Emergency Response Fund		100,000.00		100,000.00		100,000.00
121 000 Police Vehicle Reserve Fund	219,697.94		1,009.06	1,009.06		220,707.00
302 000 Transportation Improvement Fund		75,000.00		75,000.00		75,000.00
303 000 Hotel/Motel Taxes	169,750.99		779.66	779.66		170,530.65
307 000 New Pool Construction Fund	44,247.26		203.23	203.23		44,450.49
401 000 Water Fund	452,036.48		2,076.19	2,076.19		454,112.67
402 000 Wastewater Collection Fund	222,908.63		1,023.81	1,023.81		223,932.44
408 000 Water Reserve Fund	493,826.97		2,268.13	2,268.13		496,095.10
409 000 Wastewater Reserve Fund	333,273.90		1,530.72	1,530.72		334,804.62
412 000 Water Rights Acquisition Fund	380,505.05		1,747.65	1,747.65	200,000.00	182,252.70
413 000 Water Bond Redemption Fund	50,535.22		232.11	232.11		50,767.33
415 000 Water Bond Reserve Fund	124,685.63		572.68	572.68		125,258.31
416 000 Wastewater Bond Reserve Fund	82,373.09		378.34	378.34		82,751.43
417 000 Treatment Plant Reserve Fund	395,900.64		1,818.36	1,818.36		397,719.00
418 000 Water Short Lived Asset Reserve Fund	241,027.99		1,107.02	1,107.02	65,000.00	177,135.01
2 - State Pool	5,033,097.93	375,000.00	23,116.85	398,116.85	375,000.00	5,056,214.78
	5,033,097.93	375,000.00	23,116.85	398,116.85	375,000.00	5,056,214.78

TREASURER'S REPORT
Fund Investment Totals

City Of White Salmon

08/01/2024 To: 08/31/2024

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Fund Totals:	Previous Balance	Purchases	Interest	Ttl Investments	Liquidated	Investment Bal	Available Cash
001 Current Expense	529,042.66	200,000.00	2,429.87	202,429.87		731,472.53	247,896.92
101 Street Fund	131,371.63		603.38	603.38		131,975.01	40,685.18
108 Municipal Capital Imp Fund	472,957.36		2,172.28	2,172.28	10,000.00	465,129.64	35,614.68
110 Fire Reserve Fund	314,166.79		1,442.96	1,442.96		315,609.75	37,660.90
112 General Fund Reserve	374,789.70		1,721.40	1,721.40	100,000.00	276,511.10	25.17
115 Emergency Response Fund		100,000.00		100,000.00		100,000.00	0.00
121 Police Vehicle Reserve Fund	219,697.94		1,009.06	1,009.06		220,707.00	-75,678.44
122 Police General Reserve Fund						0.00	80,000.00
204 Local Bond Fund						0.00	-59,229.36
302 Transportation Improvement Fund		75,000.00		75,000.00		75,000.00	211.24
303 Hotel/Motel Taxes	169,750.99		779.66	779.66		170,530.65	40,146.56
307 Park and Recreation Fund	44,247.26		203.23	203.23		44,450.49	-12,769.68
341 General Fund Public Works Vehicle Replacement Fund						0.00	3,333.36
342 Street Fund Public Works Vehicle Replacement Fund						0.00	6,666.64
401 Water Fund	452,036.48		2,076.19	2,076.19		454,112.67	182,336.15
402 Wastewater Collection Fund	222,908.63		1,023.81	1,023.81		223,932.44	55,117.46
408 Water Reserve Fund	493,826.97		2,268.13	2,268.13		496,095.10	50,370.56
409 Wastewater Reserve Fund	333,273.90		1,530.72	1,530.72		334,804.62	43,897.24
412 Water Rights Acquisition Fund	380,505.05		1,747.65	1,747.65	200,000.00	182,252.70	319,035.48
413 Water Bond Redemption Fund	50,535.22		232.11	232.11		50,767.33	35,127.26
414 Wastewater Bond Redemption Fund						0.00	11,525.27
415 Water Bond Reserve Fund	124,685.63		572.68	572.68		125,258.31	19,462.64
416 Wastewater Bond Reserve Fund	82,373.09		378.34	378.34		82,751.43	0.43
417 Treatment Plant Reserve Fund	395,900.64		1,818.36	1,818.36		397,719.00	13,500.00
418 Water Short Lived Asset Reserve Fund	241,027.99		1,107.02	1,107.02	65,000.00	177,135.01	67,171.22
419 Water Construction Loan Fund						0.00	-35,072.92
420 USDA Rural Development - Jewett Water Main Improve						0.00	70,578.05
428 Water Fund Vehicle Reserve Fund						0.00	33,333.36
429 Wastewater Fund Public Works Vehicle Rplacement Fu						0.00	6,666.64
601 Remittances						0.00	1,625.82
	<u>5,033,097.93</u>	<u>375,000.00</u>	<u>23,116.85</u>	<u>398,116.85</u>	<u>375,000.00</u>	<u>5,056,214.78</u>	<u>1,219,237.83</u>

Ending fund balance (Page 1) - Investment balance = Available cash.

6,275,452.61

TREASURER'S REPORT

Outstanding Vouchers

City Of White Salmon

08/01/2024 To: 08/31/2024

As Of: 08/31/2024 Date: 11/12/2024

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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2024	2295	04/25/2024	Tr Rec	1		Permitting Customer	-50.00	SmartGov - Plumbing Permit Overpayment Refund
2024	2408	07/08/2024	Tr Rec	1		Permitting Customer	30.00	SmartGov BU24-00155
2024	3047	08/27/2024	Util Pay	1		Xpress Bill Pay	135.75	Xpress Import - EFT - 08-27-2024__daily_batch.csv
2024	3066	08/28/2024	Util Pay	1		Xpress Bill Pay	272.78	Xpress Import - EFT - 08-28-2024__daily_batch.csv
2024	3067	08/28/2024	Util Pay	1		Xpress Bill Pay	75.37	Xpress Import - iPay - 08-28-2024__daily_batch.csv
2024	3068	08/28/2024	Util Pay	1		Xpress Bill Pay	130.74	Xpress Import - CheckFree - 08-28-2024__daily_batch.csv
2024	3069	08/29/2024	Tr Rec	1		John Doe Citizen, Fingerprints/Notary/Recyl	25.00	Police - Finger Prints - Cary Blauin
2024	3070	08/29/2024	Tr Rec	1		John Doe Citizen, Fingerprints/Notary/Recyl	300.00	Park reservation and rental fee - Rodney McNeice
2024	3072	08/29/2024	Util Pay	1		Xpress Bill Pay	80.00	Xpress Import - Metavante - 08-29-2024__daily_batch.csv
2024	3073	08/30/2024	Tr Rec	1		Wolford, Steve & Lori	146.00	Call out 1195 SW Pucker Huddle Rd
2024	3074	08/30/2024	Util Pay	1		Batch Customer	4,175.82	
2024	3075	08/30/2024	Tr Rec	1		PUD No 1 Of Klickitat County	11,699.17	Electric Utility Tax - July 2024
2024	3076	08/30/2024	Util Pay	1		Xpress Bill Pay	1,336.79	Xpress Import - CC - 08-30-2024__daily_batch.csv
2024	3077	08/30/2024	Util Pay	1		Xpress Bill Pay	580.63	Xpress Import - EFT - 08-30-2024__daily_batch.csv
2024	3078	08/30/2024	Util Pay	1		Xpress Bill Pay	203.00	Xpress Import - CheckFree - 08-30-2024__daily_batch.csv
2024	3083	08/31/2024	Util Pay	1		Xpress Bill Pay	1,221.64	Xpress Import - CC - 08-31-2024__daily_batch.csv
2024	3084	08/31/2024	Util Pay	1		Xpress Bill Pay	442.85	Xpress Import - EFT - 08-31-2024__daily_batch.csv
Receipts Outstanding:							20,805.54	
2024	2292	06/05/2024	Claims	1	EFT	Xpress Bill Pay	870.77	May Services
2016	1220	03/16/2016	Claims	1	31118	Cecelia Joan Huard C/O Brad Huard	6.20	Refund inactive customer credit balance
2017	8301	11/01/2017	Claims	1	33126	David & Angela Hill	87.43	041725.1 - 393 NECHERRY ST
2018	768	02/07/2018	Claims	1	33497	Renee Wuollet	11.38	020675.0 - 560 NECENTER PL
2018	1201	03/07/2018	Claims	1	33577	Chris Parker	3.17	040127.2 - 705 NECHURCH PLACE # E
2018	3179	06/20/2018	Claims	1	33915	Lourens and Monette Pretorius	16.96	053189.0 - 17 ANNIE LANE
2018	7272	09/05/2018	Payroll	1	34156	Savannah Vargas	49.10	Aug Payroll #2
2018	7524	09/20/2018	Payroll	1	34222	Savannah Vargas	20.68	Sept Payroll #1
2018	8618	12/05/2018	Payroll	1	34449	Angelina Heredia	27.70	Nov Payroll #2
2019	2627	06/05/2019	Claims	1	35066	Christopher Stiffler	168.00	Reimburse - Wildland Firefighter Exam Fee
2019	3568	08/07/2019	Claims	1	35245	Mark Long	179.21	071525.2 - 1196 WJEWETT BLVD 1198 - Refund Credit Balance On Utility Acct #4750
2020	1811	05/06/2020	Claims	1	36098	James B Roberson Trust Lisa Doslu, Trustee	10.38	062750.0 - 625 SWWAUBISH ST- Credit Balance Refund
2021	218	01/20/2021	Claims	1	36799	Thomas Hood	4.71	073225.0 - 1180 SWTHORNTON DR - Utility Account 5592 Credit Balance Refund
2021	228	01/20/2021	Claims	1	36809	Jennifer Schwab	49.19	064200.1 - 366 SWEYRIE RD - Utility Account 5929 Credit Balance Refund
2021	232	01/20/2021	Claims	1	36813	Garret Zallen	0.05	022650.3 - 645 NEGRANDVIEW BLVD - Utility Account 1204 Credit Balance Refund

TREASURER'S REPORT

Outstanding Vouchers

City Of White Salmon

08/01/2024 To: 08/31/2024

As Of: 08/31/2024 Date: 11/12/2024

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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2021	1733	05/19/2021	Claims	1	37101	Nora B. Kyte	3.34	011450.0 - 552 SEOAK ST - Credit Balance Refund
2021	3458	10/06/2021	Claims	1	37455	Ernie's Locks & Keys LLC	325.00	Park - Locksmithing
2021	4396	12/20/2021	Payroll	1	37678	Christopher Stiffler	27.70	Dec Payroll #2
2023	2372	07/05/2023	Claims	1	40335	Holly Albertson	150.00	Park Use Deposit Refund - Chad Hinman - Event date 06.17.23 - Receipt 99742
2023	2903	08/16/2023	Claims	1	40451	Ryan Hardie Adam	24.71	Reissue of check #38665 - PW Meal Tavel and Training
2023	3321	09/20/2023	Claims	1	40566	Jonathan and Martha Blake	144.81	062250.0 - 396 WJEWETT BLVD-Credit Balance Refund
2023	3325	09/20/2023	Claims	1	40570	David Carrier	5.24	074700.0 - 48 LAKEVIEW RD-Credit Balance Refund
2023	3335	09/20/2023	Claims	1	40580	John Griebbling	5.89	030800.0 - 350 NWMICHIGAN AVE-Credit Balance Refund
2023	3341	09/20/2023	Claims	1	40586	Lois Camp Estate	24.28	043075.0 - 760 NWMICHIGAN AVE-Credit Balance Refund
2023	3343	09/20/2023	Claims	1	40588	Ryan Morrissey and Masa Bauer	9.07	060670.0 - 108 NWALTA VISTA DR-Credit Balance Refund
2023	3360	09/20/2023	Claims	1	40605	Peter Wright	18.26	041325.0 - 412 NEWISCONSIN ST-Credit Balance Refund
2023	4383	12/20/2023	Payroll	1	40838	David S Swann	480.22	December Payroll #2
2024	1028	04/05/2024	Payroll	1	41174	Patricia F Fink	205.51	April Paryroll #1
2024	1066	04/03/2024	Claims	1	41178	Ryan Hardie Adam	12.31	Reimbursement - PW - Travel & Training - Meal Expense
2024	2004	06/20/2024	Claims	1	41429	Heartsong	150.00	Park Use Deposit Refund - Heartsong - Event date 05.04.24 - Receipt 103172
2024	2242	07/03/2024	Claims	1	41463	Ashley Brown	39.44	020326.0 - 60 NE WAUNA AVE
2024	2523	07/17/2024	Claims	1	41522	Steven Delaere	340.47	Utility Payment paid to permitting customer in error. Payments refunded.
2024	2706	08/05/2024	Payroll	1	41554	Patricia F Fink	205.51	Aug Payroll #1
2024	2792	08/07/2024	Claims	1	41569	Columbia Gorge News, LLC	108.00	Legal Advertising - #956 Ordinance 2024-07-1167; Legal Advertising - #958 Ordinance 2024-07-1165; Legal Advertising - #957 Ordinance 2024-07-1166
2024	2808	08/07/2024	Claims	1	41585	Masonic Lodge # 163	543.93	Parking Lot Lease - August 2024
2024	2823	08/07/2024	Claims	1	41600	Reynier, Ron Atty At Law	1,400.00	City Prosecuting Agreement - August 2024
2024	2832	08/07/2024	Claims	1	41609	Jonas Welch and Miranda Gensler	322.69	074170.0 - 1470 CATALINA LANE - Credit Balance Refund
2024	2980	08/21/2024	Claims	1	41623	Columbia Gorge News, LLC	81.00	Legal Advertising - #959 White Salmon Viewshed Overlay Ordinance Public Hearing

TREASURER'S REPORT

Outstanding Vouchers

City Of White Salmon

08/01/2024 To: 08/31/2024

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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2024	2984	08/21/2024	Claims	1	41627	Gorge Stone Works, LLC	9,067.50	Rheingarten Park - Retaining Wall Repair
2024	2991	08/21/2024	Claims	1	41634	Hood River Valley Parks and Rec District	500.00	Community Servoces - Pool Pass Program
2024	2997	08/21/2024	Claims	1	41640	Knapp, O'Dell & Macpherson PLLC	2,657.00	Attorneys Fees - July 2024; CREDIT - Attorney Fees - Overcharge from previous statements 5.35 hrs @ 250.00hr
2024	3003	08/21/2024	Claims	1	41646	Office Depot	305.47	Finance - Office Supplies - Push Pins; CREDIT - Finance - Office Supplies - Push Pins; Finance - Office Supplies - Post It; Finance - Office Supplies - Cartridge, Lam; Finance - Office Supplies - Laser
2024	3005	08/21/2024	Claims	1	41648	Precision Service and Electric	734.29	PW - Bldg/Ground Repair/Maint Services - AC Repair pump station Forester Rd
2024	3009	08/21/2024	Claims	1	41652	Verizon Wireless	1,118.52	Verizon Wireless - July 2024
2024	3059	08/28/2024	Claims	1	41658	Badland Truck Sales Inc	61,000.00	Local Bond - Bucket Truck Purchase
2024	3060	08/28/2024	Claims	1	41659	CenturyLink	1,034.66	CenturyLink - Breathalyzer - 2024 August ; CenturyLink - Shop Emergency Dialer - 2024 August ; CenturyLink - City Shop Broadband - 2024 August ; CenturyLink- City Hall - 2024 August ; CenturyLink;
2024	3061	08/28/2024	Claims	1	41660	Klickitat County Health	175.00	Splash Pad - Living Environment Permit - EH-24-0027
2024	3062	08/28/2024	Claims	1	41661	PUD No 1 Of Klickitat County	3,279.66	Electricity - Mt Adams Chamber of Commerce ; Electricity - Jewett St Fireman's Park ; Electricity - New City Shop / Fire Hall ; Electricity - Spring Street Reservoir ; Electricity - 142 Police Dep
2024	3063	08/28/2024	Claims	1	41662	US Bank	7,076.44	July 2024 Credit Card Statement
							93,080.85	

Fund	Claims	Payroll	Total
001 Current Expense	21,352.24	938.73	22,290.97
101 Street Fund	3,135.62	0.00	3,135.62
107 Pool Fund	0.00	77.69	77.69
204 Local Bond Fund	61,000.00	0.00	61,000.00
401 Water Fund	4,188.64	0.00	4,188.64
402 Wastewater Collection Fund	2,389.18	0.00	2,389.18
412 Water Rights Acquisition Fund	-1.25	0.00	-1.25

TREASURER'S REPORT

Outstanding Vouchers

City Of White Salmon

08/01/2024 To: 08/31/2024

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Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo	
Fund							Claims	Payroll	Total
							92,064.43	1,016.42	93,080.85

TREASURER'S REPORT
Signature Page

City Of White Salmon

08/01/2024 To: 08/31/2024

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

Signed: _____ Signed: _____
Clerk/Treasurer / Date Chairman Budget Committee / Date

K.

**City of White Salmon
2024 August Treasurer's Report Reconciliation to Bank Statements**

Treasurer's Report Ending Balance	6,275,452.61
Treasurer's Report Adjusted Ending Balance	6,347,727.92
Columbia State Bank (Cash)	1,279,663.91
US Bank (Time Value - Investment)	0.00
WA State Treasurer (State Pool - Investment)	5,067,739.31
Petty Cash	25.00
Drawer 1	150.00
Drawer 2	150.00
Drawer 3	0.00
Total Cash and Investments	6,347,728.22
Less Outstanding Checks (Treasurer's Report)	-93,080.85
Plus Outstanding Deposits (Page 1 of Treasurer's Report)	20,805.54
Bank Statement Adjusted Ending Balance	6,275,452.91
Difference	-0.30

Note:

City of White Salmon
August 2024 Treasurer's Report Reconciliation

	Revenue	Expenditures	
	1,261,406.79	1,362,099.96	
Treasurer's Receipts	526,257.70	772,435.13	Claims
Utility Receipts	364,485.56	219,216.34	Payroll
Interfund Transfers	374,181.81	374,181.81	Interfund Transfers
	0.00	106.16	Service Charge -Check Order
Expenditure to Revenue	0.00	0.00	Expenditure to Revenue
Expenditure to Revenue	0.00	0.00	Expenditure to Revenue
Service Charge (NSF)	0.00	0.00	Insufficient Funds
Service Charge (NSF)	0.00	0.00	Insufficient Funds
Stop Payment	0.00	-321.20	Stop Payment
Revenue to Expenditure	-200.00	-200.00	Revenue to Expenditure
Revenue to Expenditure	-243.14	-243.14	Revenue to Expenditure-Utility Refund
Revenue to Expenditure	-178.13	-178.13	Revenue to Expenditure-Utility Refund
Revenue to Expenditure	-55.84	-55.84	Revenue to Expenditure-Utility Refund
Revenue to Expenditure	-2,419.00	-2,419.00	Revenue to Expenditure -Water Meter Refund
Revenue to Expenditure	-99.48	-99.48	Revenue to Expenditure -Water Meter Refund
Revenue to Expenditure	-322.69	-322.69	Revenue to Expenditure - Utility Refund
	1,261,406.79	1,362,099.96	
	0.00	0.00	

www.fsbwa.com

Branch Office
White Salmon
509-493-2500

Statement Period: 08-01-2024 to 08-31-2024

CITY OF WHITE SALMON
PO BOX 2139
WHITE SALMON WA 98672-2139

Rest Easy
WITH OUR 11-MONTH RISK FREE CD/IRA CD

3.50% APY¹
With Relationship²

4.25% APY¹
With Relationship²

Ask your banker for more details or visit fsbwa.com/risk-free-CD

Summary of Deposit Account Activity

	Account #	Beginning Balance	Withdrawals/ Service Charges*	Deposits	Dividends/ Interest	Ending Balance
PF 1st Business Checking	10012469	1,353,927.90	924,894.00	850,630.01	0.00	1,279,663.91

Deposit Account Activity

PF 1st Business Checking - 10012469

0.00% Annual Percentage Yield Earned for this account

Deposits

Date	Amount	Transaction Description
08/01	215.73	External Deposit CITY OF WHITE SA - CREDITS 223539559
08/01	1,183.43	External Deposit PAYMENTECH - DEPOSIT 5708363
08/01	145.75	Deposit
08/02	80.00	External Deposit CITY OF WHITE SA - CREDITS 223648189
08/02	100.00	External Deposit WA ST TREASURER - REVDISTRIB 2530
08/02	1,359.00	External Deposit PAYMENTECH - DEPOSIT 5708363
08/05	377.74	External Deposit CITY OF WHITE SA - CREDITS 223723435
08/05	1,026.00	External Deposit WA ST ECOLOGY 4610240730CG78000000 - VENDOR PAY 161553!
08/05	7,762.84	External Deposit PAYMENTECH - DEPOSIT 5708363
08/05	375.00	Deposit
08/05	4,606.29	Deposit
08/06	319.31	External Deposit PAYMENTECH - DEPOSIT 5708363
08/06	433.27	External Deposit PAYMENTECH - DEPOSIT 5708363
08/06	467.49	External Deposit CITY OF WHITE SA - CREDITS 223779047
08/06	1,949.10	External Deposit PAYMENTECH - DEPOSIT 5708363
08/06	27,325.76	Deposit
08/07	387.50	External Deposit WA ST TREASURER - REVDISTRIB 2530
08/07	2,036.07	External Deposit PAYMENTECH - DEPOSIT 5708363
08/07	3,422.92	External Deposit CITY OF WHITE SA - CREDITS 223908645
08/07	3,298.25	Deposit
08/08	994.84	External Deposit PAYMENTECH - DEPOSIT 5708363
08/08	3,536.16	External Deposit CITY OF WHITE SA - CREDITS 223967259

¹ APY = Annual Percentage Yield. APY is effective 08/01/24. Minimum opening deposit required \$25,000.00, maximum CD amount is \$240,000. Fees may reduce earnings on your account. Early withdrawal penalty may apply. Total balance plus interest earned may be withdrawn to close the CD without penalty seven days or later after the account is open and funded. Partial withdrawal of principal is not permitted. This account must be opened in-branch.

² Relationship is defined as opening and using a consumer or business checking account with 1st Security Bank.

Deposit Account Activity (continued)

Date	Amount	Transaction Description
08/08	7,972.06	Deposit
08/09	75.00	External Deposit WA ST TREASURER - REVDISTRIB 2530
08/09	1,692.84	External Deposit CITY OF WHITE SA - CREDITS 224026091
08/09	1,814.55	External Deposit PAYMENTECH - DEPOSIT 5708363
08/09	1,461.41	Deposit
08/12	1,316.67	External Deposit PAYMENTECH - DEPOSIT 5708363
08/12	2,887.22	External Deposit CITY OF WHITE SA - CREDITS 224085463
08/12	20,761.00	Deposit
08/13	229.29	External Deposit PAYMENTECH - DEPOSIT 5708363
08/13	429.89	External Deposit PAYMENTECH - DEPOSIT 5708363
08/13	972.43	External Deposit PAYMENTECH - DEPOSIT 5708363
08/13	8,344.37	External Deposit CITY OF WHITE SA - CREDITS 224155687
08/13	172,791.05	Deposit
08/14	462.50	External Deposit WA ST TREASURER - REVDISTRIB 2530
08/14	1,238.57	External Deposit PAYMENTECH - DEPOSIT 5708363
08/14	7,976.77	External Deposit CITY OF WHITE SA - CREDITS 224302988
08/14	992.07	Deposit
08/15	1,097.02	External Deposit PAYMENTECH - DEPOSIT 5708363
08/15	7,083.06	External Deposit CITY OF WHITE SA - CREDITS 224356611
08/15	158,952.98	External Deposit RD TREAS 310 - MISC PAY RMT SY 916001528 WHITE SALMON CITY REF LD 004 USDA RD GRANT 9160
08/15	5,035.20	Deposit
08/16	337.50	External Deposit WA ST TREASURER - REVDISTRIB 2530
08/16	1,434.88	External Deposit PAYMENTECH - DEPOSIT 5708363
08/16	2,734.10	External Deposit CITY OF WHITE SA - CREDITS 224419395
08/16	3,044.21	Deposit
08/19	1,419.36	External Deposit CITY OF WHITE SA - CREDITS 224559781
08/19	17,441.70	External Deposit PAYMENTECH - DEPOSIT 5708363
08/19	1,897.88	Deposit
08/20	550.00	External Deposit WA ST TREASURER - REVDISTRIB 2530
08/20	1,433.69	External Deposit CITY OF WHITE SA - CREDITS 224622288
08/20	3,470.59	External Deposit PAYMENTECH - DEPOSIT 5708363
08/20	4,133.52	External Deposit PAYMENTECH - DEPOSIT 5708363
08/20	7,251.90	External Deposit PAYMENTECH - DEPOSIT 5708363
08/20	12,848.94	External Deposit KICKITAT COUNTY ACH - KC REMIT KCT*5097734664*
08/20	60,516.31	External Deposit CITY WS DB 5200 - UTILPYM
08/20	6,326.83	Deposit
08/21	12,300.25	External Deposit CITY OF WHITE SA - CREDITS 224739164
08/21	13,386.54	External Deposit PAYMENTECH - DEPOSIT 5708363
08/21	1,689.01	Deposit
08/21	210.00	Deposit
08/22	11,220.53	External Deposit CITY OF WHITE SA - CREDITS 224880977
08/22	31,779.44	External Deposit PAYMENTECH - DEPOSIT 5708363
08/22	924.36	Deposit
08/22	85.75	Deposit
08/23	425.00	External Deposit WA ST TREASURER - REVDISTRIB 2530
08/23	947.96	External Deposit PAYMENTECH - DEPOSIT 5708363
08/23	4,518.50	External Deposit WA ST PATROL 2250240820H261800000 - VENDOR PAY 203696!
08/23	7,647.26	External Deposit CITY OF WHITE SA - CREDITS 224940765
08/23	857.50	Deposit

Deposit Account Activity (continued)

Date	Amount	Transaction Description
08/26	515.96	External Deposit PAYMENTECH - DEPOSIT 5708363
08/26	25,362.62	External Deposit CITY OF WHITE SA - CREDITS 225009000
08/26	2,112.57	Deposit
08/27	168.21	External Deposit PAYMENTECH - DEPOSIT 5708363
08/27	454.37	External Deposit PAYMENTECH - DEPOSIT 5708363
08/27	500.45	External Deposit PAYMENTECH - DEPOSIT 5708363
08/27	1,429.50	External Deposit CITY OF WHITE SA - CREDITS 225070042
08/27	39,545.60	Deposit
08/28	175.00	External Deposit WA ST TREASURER - REVDISTRIB 2530
08/28	518.46	External Deposit CITY OF WHITE SA - CREDITS 225283328
08/28	746.61	External Deposit PAYMENTECH - DEPOSIT 5708363
08/28	20.09	Deposit
08/29	740.29	External Deposit CITY OF WHITE SA - CREDITS 225325291
08/29	1,090.15	External Deposit PAYMENTECH - DEPOSIT 5708363
08/29	2.40	Deposit
08/29	484.95	Deposit
08/30	1,035.87	External Deposit PAYMENTECH - DEPOSIT 5708363
08/30	99,905.00	External Deposit WA ST TREASURER - REVDISTRIB 2530

Withdrawals

Date	Amount	Transaction Description
08/01	543.93	Check 41481
08/01	422.20	Check 41523
08/01	192.72	Check 41536
08/01	565.08	Check 41551
08/02	40,111.00	External Withdrawal Vimly Benefit So - AWC ST-U2O3P7S1P4S3
08/05	22,614.41	External Withdrawal IRS - USATAXPYMT 270461854468173
08/05	7,710.04	External Withdrawal WA DEPT RET SYS - DRS EPAY 4507887
08/05	4,352.27	External Withdrawal WA DEPT RET SYS - DRS EPAY 4507888
08/05	2,165.19	External Withdrawal PAYMENTECH - FEE 5708363
08/05	650.00	External Withdrawal OR REVENUE DEPT - TAXPAYMENT 117800576
08/05	373.35	External Withdrawal Standard Ins - premium STASIC000319821
08/05	119.25	External Withdrawal LIFESECURE INSU LISTBILL - INSURANCE
08/05	58,610.83	External Withdrawal CITY WS DB - PAYROLL
08/05	14,396.58	Check 41553
08/06	881.36	External Withdrawal Xpress Bill Pay July Billing - Billing 10295
08/07	1,221.60	External Withdrawal LIFESECURE INSU - INSURANCE
08/07	410.79	External Withdrawal LIFESECURE INSU - INSURANCE
08/07	74.80	External Withdrawal AFLAC COLUMBUS 1-800-992-3522 - ACHPMT 82652529
08/12	7,920.00	External Withdrawal USDA RD DCFO ACH TRANSACTION - PAYMENT
08/13	111,882.42	Over Counter Check 41610
08/13	12,366.43	Check - Item Processing 41595
08/13	1,046.04	Check 41552
08/14	91.77	Over Counter Check 41556
08/14	1,400.00	Check 41490
08/15	151.37	Check 41454
08/15	3,727.50	Check 41531
08/15	144,932.59	Check 41561
08/15	1,321.79	Check 41568

Deposit Account Activity (continued)

Withdrawals (continued)

Date	Amount	Transaction Description
08/15	1,133.08	Check 41578
08/15	146.56	Check 41590
08/15	456.79	Check 41594
08/15	8,566.67	Check 41599
08/15	2,346.69	Check 41611
08/16	120.00	External Withdrawal Starlink Service - Starlink S
08/16	831.35	Check 41557
08/16	751.74	Check 41559
08/16	67.75	Check 41565
08/16	627.85	Check 41571
08/16	5,242.82	Check 41576
08/16	21.99	Check 41577
08/16	315.73	Check 41589
08/16	40.00	Check 41597
08/16	174.70	Check 41603
08/16	1,968.75	Check 41604
08/19	151.37	Check 41555
08/19	13,647.50	Check 41562
08/19	1,607.43	Check 41572
08/19	329.26	Check 41575
08/19	1,083.14	Check 41579
08/19	214.99	Check 41596
08/19	200.00	Check 41601
08/19	254.02	Check 41602
08/19	2,637.41	Check 41605
08/20	19,431.34	External Withdrawal IRS - USATAXPYMT 270463304142482
08/20	10,942.85	External Withdrawal WA DEPT RET SYS - DRS EPAY 4512670
08/20	564.00	External Withdrawal OR REVENUE DEPT - TAXPAYMENT 1538195072
08/20	50,749.81	External Withdrawal CITY WS DB - PAYROLL
08/20	243.14	Check 41570
08/20	55.84	Check 41584
08/20	1,935.00	Check 41586
08/20	400.00	Check 41587
08/20	27,652.82	Check 41588
08/20	2,419.00	Check 41591
08/20	80.71	Check 41607
08/20	914.78	Check 41608
08/21	106.16	External Withdrawal HARLAND CLARKE - CHK ORDERS
08/21	26.88	Check 41560
08/21	14,564.54	Check 41574
08/21	150.56	Check 41612
08/22	192.00	Check 41563
08/22	350.00	Check 41566
08/22	279.96	Check 41567
08/22	174.70	Check 41580
08/22	94.77	Check 41593
08/23	137.34	Over Counter Check 41496
08/23	163.28	Check 41482

Deposit Account Activity (continued)

Withdrawals (continued)

Date	Amount	Transaction Description
08/23	518.71	Check 41558
08/23	64,955.26	Check 41564
08/23	178.13	Check 41573
08/23	213.83	Check 41592
08/23	108.64	Check 41598
08/26	17.78	Check 41581
08/26	3,250.00	Check 41583
08/26	61,404.08	Check 41645
08/27	1,055.94	Check 41582
08/27	376.19	Check 41615
08/27	42,760.05	Check 41622
08/27	193.38	Check 41624
08/27	135.58	Check 41625
08/27	63,972.90	Check 41629
08/27	873.64	Check 41630
08/27	840.04	Check 41632
08/27	133.83	Check 41635
08/27	570.00	Check 41641
08/27	1,784.13	Check 41643
08/27	81.74	Check 41649
08/27	814.72	Check 41653
08/27	2,415.32	Check 41654
08/28	13,183.45	External Withdrawal WA DEPT REVENUE - TAX PYMT 14147079
08/28	173.66	Check 41616
08/28	4,467.26	Check 41619
08/28	336.62	Check 41621
08/28	15,646.75	Check 41626
08/28	104.90	Check 41628
08/28	338.00	Check 41631
08/28	6,378.18	Check 41633
08/28	100.00	Check 41636
08/28	140.00	Check 41639
08/28	887.45	Check 41647
08/28	12,083.00	Check 41651
08/29	1,145.00	Check 41617
08/29	74.54	Check 41620
08/29	150.00	Check 41637
08/29	117.50	Check 41642
08/29	74.44	Check 41655
08/29	773.65	Check 41656
08/30	99.48	Check 41606
08/30	616.61	Check 41613
08/30	500.00	Check 41614
08/30	37.99	Check 41618
08/30	2,998.63	Check 41638
08/30	2,357.00	Check 41644
08/30	312.42	Check 41650
08/30	321.20	Check 41657

Deposit Account Activity (continued)

Checks Paid

Check #	Date	Amount	Check #	Date	Amount	Check #	Date	Amount
41454	08/15	151.37	41580	08/22	174.70	41617	08/29	1,145.00
41481 *	08/01	543.93	41581	08/26	17.78	41618	08/30	37.99
41482	08/23	163.28	41582	08/27	1,055.94	41619	08/28	4,467.26
41490 *	08/14	1,400.00	41583	08/26	3,250.00	41620	08/29	74.54
41496 *	08/23	137.34	41584	08/20	55.84	41621	08/28	336.62
41523 *	08/01	422.20	41586 *	08/20	1,935.00	41622	08/27	42,760.05
41531 *	08/15	3,727.50	41587	08/20	400.00	41624 *	08/27	193.38
41536 *	08/01	192.72	41588	08/20	27,652.82	41625	08/27	135.58
41551 *	08/01	565.08	41589	08/16	315.73	41626	08/28	15,646.75
41552	08/13	1,046.04	41590	08/15	146.56	41628 *	08/28	104.90
41553	08/05	14,396.58	41591	08/20	2,419.00	41629	08/27	63,972.90
41555 *	08/19	151.37	41592	08/23	213.83	41630	08/27	873.64
41556	08/14	91.77	41593	08/22	94.77	41631	08/28	338.00
41557	08/16	831.35	41594	08/15	456.79	41632	08/27	840.04
41558	08/23	518.71	41595	08/13	12,366.43	41633	08/28	6,378.18
41559	08/16	751.74	41596	08/19	214.99	41635 *	08/27	133.83
41560	08/21	26.88	41597	08/16	40.00	41636	08/28	100.00
41561	08/15	144,932.59	41598	08/23	108.64	41637	08/29	150.00
41562	08/19	13,647.50	41599	08/15	8,566.67	41638	08/30	2,998.63
41563	08/22	192.00	41601 *	08/19	200.00	41639	08/28	140.00
41564	08/23	64,955.26	41602	08/19	254.02	41641 *	08/27	570.00
41565	08/16	67.75	41603	08/16	174.70	41642	08/29	117.50
41566	08/22	350.00	41604	08/16	1,968.75	41643	08/27	1,784.13
41567	08/22	279.96	41605	08/19	2,637.41	41644	08/30	2,357.00
41568	08/15	1,321.79	41606	08/30	99.48	41645	08/26	61,404.08
41570 *	08/20	243.14	41607	08/20	80.71	41647 *	08/28	887.45
41571	08/16	627.85	41608	08/20	914.78	41649 *	08/27	81.74
41572	08/19	1,607.43	41610 *	08/13	111,882.42	41650	08/30	312.42
41573	08/23	178.13	41611	08/15	2,346.69	41651	08/28	12,083.00
41574	08/21	14,564.54	41612	08/21	150.56	41653 *	08/27	814.72
41575	08/19	329.26	41613	08/30	616.61	41654	08/27	2,415.32
41576	08/16	5,242.82	41614	08/30	500.00	41655	08/29	74.44
41577	08/16	21.99	41615	08/27	376.19	41656	08/29	773.65
41578	08/15	1,133.08	41616	08/28	173.66	41657	08/30	321.20
41579	08/19	1,083.14						

(* indicates a break in check sequence)

	Statement Period Total	Year-to-Date Total
Total Overdraft Fees (Paid)	0.00	0.00
Total Returned Item Fees (Returned)	0.00	0.00

Local Government Investment Pool
Statement of Account for No: 02530
Primary Account
August 2024

CITY OF WHITE SALMON
PO BOX 2139
WHITE SALMON, WA 98672-8672

Date	Description	Comment	Deposits	Withdrawals	Balance
08/01/2024	Beginning Balance				5,044,622.46
08/31/2024	Month End Balance				5,044,622.46
	August Earnings	Daily Factor Earnings	23,116.85		
	Net Ending Balance				5,067,739.31

Account Summary

Beginning Balance:	5,044,622.46	Gross Earnings:	23,140.63
Deposits:	0.00	Administrative Fee:	23.78
Withdrawals:	0.00	Net Earnings:	23,116.85
Month End Balance:	5,044,622.46		
Administrative Fee Rate:	0.0056 %	Net Ending Balance:	5,067,739.31
Gross Earnings Rate:	5.4010 %		
Net Earnings Rate:	5.3955 %	Average Daily Balance:	5,044,622.46

WASHINGTON STATE LOCAL GOVERNMENT INVESTMENT POOL

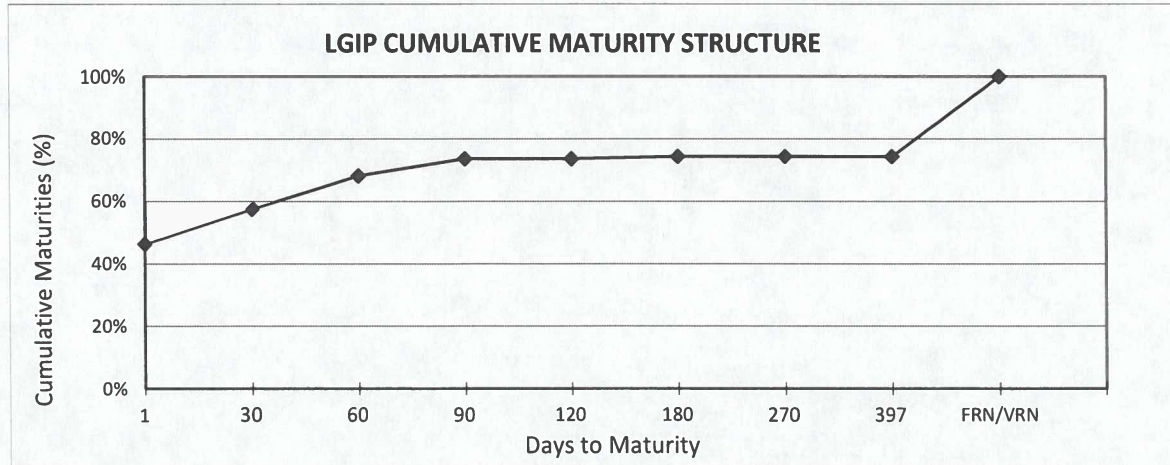
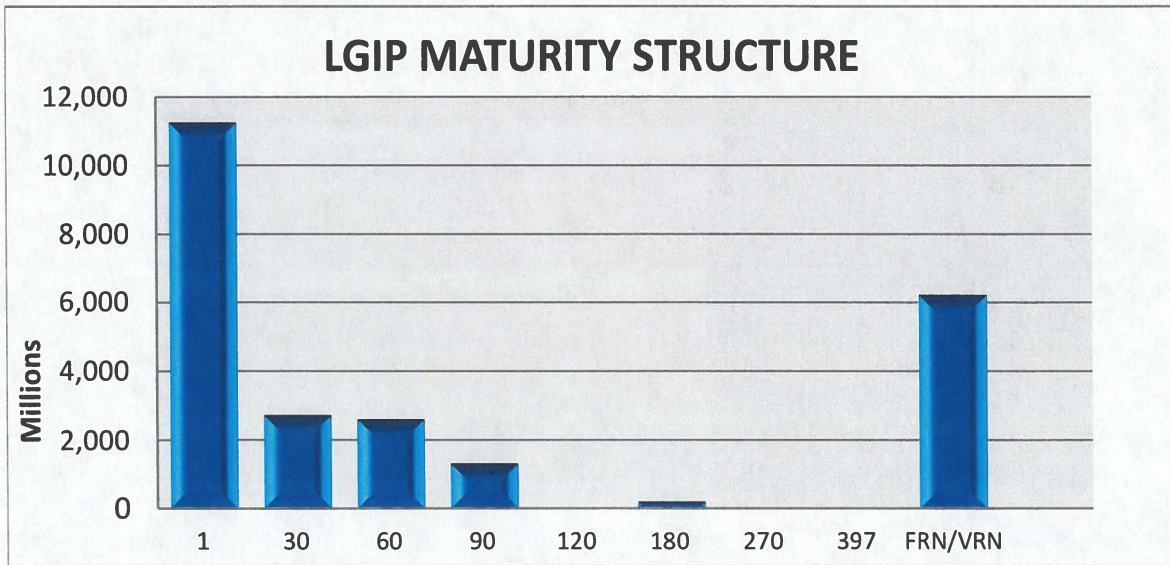
August 31, 2024

<u>DAYS TO MATURITY</u>	<u>\$ MATURING (PAR VALUE)*</u>	<u>% MATURING</u>	<u>CUMULATIVE % MATURING</u>
1	11,250.03	46.3%	46.3%
2-30	2,720.00	11.2%	57.5%
31-60	2,600.00	10.7%	68.2%
61-90	1,308.30	5.4%	73.6%
91-120	10.00	0.0%	73.6%
121-180	188.25	0.8%	74.4%
181-270	0.00	0.0%	74.4%
271-397	0.00	0.0%	74.4%
FRN/VRN	6,220.00	25.6%	100.0%

PORTFOLIO TOTAL:

24,296.58

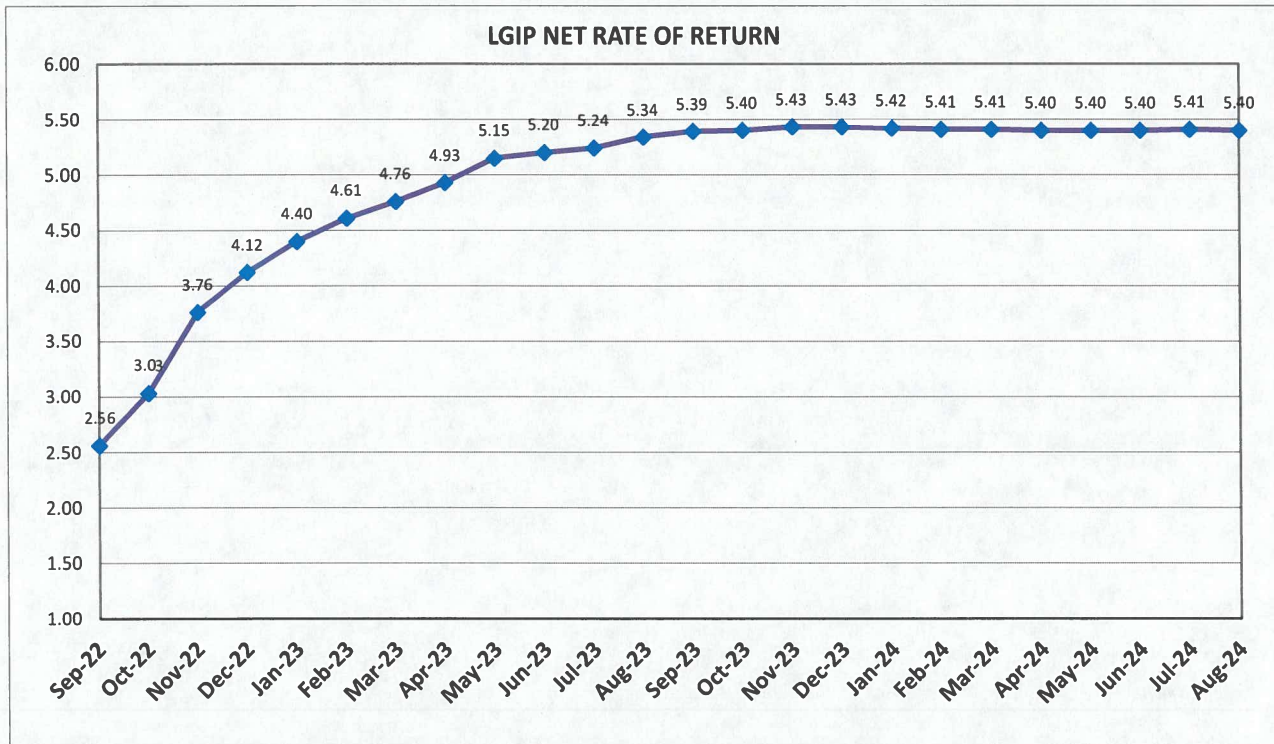
* Amounts in millions of dollars



**WASHINGTON STATE
LOCAL GOVERNMENT INVESTMENT POOL
August 31, 2024**

Investment Type	Average Balance	Aug-24	Average Balance	2024
	<u>Aug-24</u>	<u>Percentage</u>	<u>CY 2024</u>	<u>Percentage</u>
Agency Bullets	0.00	0.00%	0.00	0.00%
Agency Discount Notes	488,761,930.63	1.93%	270,156,584.96	1.10%
Agency Floating Rate Notes	4,774,564,422.71	18.90%	4,386,691,166.46	17.88%
Agency Variable Rate Notes	0.00	0.00%	0.00	0.00%
Certificates of Deposit	93,250,000.00	0.37%	124,256,147.54	0.51%
IB Bank Deposit	4,487,562,970.55	17.76%	4,340,926,954.36	17.69%
Repurchase Agreements	7,116,166,666.66	28.17%	6,395,778,688.47	26.06%
SOFR Floating Rate Notes	0.00	0.00%	0.00	0.00%
Supras - Bullets	0.00	0.00%	0.00	0.00%
Supras - Discount Notes	179,382,238.89	0.71%	373,406,282.10	1.52%
Supras- Floating Rate Notes	0.00	0.00%	0.00	0.00%
Supras - Variables	0.00	0.00%	0.00	0.00%
Term Repurchase Agreements	0.00	0.00%	394,262,295.08	1.61%
U.S. Treasury Securities	7,144,593,726.63	28.28%	7,112,710,753.31	28.98%
US Treasury Floating Rate Notes	980,957,836.88	3.88%	1,141,149,472.07	4.65%
Total Avg Daily Balance	25,265,239,792.95	100.00%	24,539,338,344.35	100.00%

Avg Days to Maturity 14 days



* Rates are calculated on a 365-day basis

BANK RECONCILIATION

K. City Of White Salmon

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08/01/2024 To: 08/31/2024

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1 Checking Account

Year	Trans#	Date	Type	Chk#	Vendor	Balance Forward	1,353,927.90
2024	2668	07/26/2024	Util Pay		Xpress Bill Pay		215.73
2024	2683	07/29/2024	Util Pay		Xpress Bill Pay		80.00
2024	2691	07/30/2024	Util Pay		Xpress Bill Pay		1,561.17
2024	2698	07/31/2024	Util Pay		Xpress Bill Pay		1,972.24
2024	2747	08/01/2024	Tr Rec		Permitting Customer		11,185.76
2024	2759	08/02/2024	Tr Rec		Permitting Customer		10,144.66
2024	2755	08/03/2024	Util Pay		Xpress Bill Pay		319.31
2024	2757	08/04/2024	Util Pay		Xpress Bill Pay		855.16
2024	2767	08/05/2024	Tr Rec		Department of Ecology State of		32,080.67
2024	2778	08/06/2024	Util Pay		Xpress Bill Pay		7,180.31
2024	2841	08/07/2024	Util Pay		Xpress Bill Pay		18,518.48
2024	2848	08/08/2024	Util Pay		Xpress Bill Pay		10,754.85
2024	2858	08/09/2024	Util Pay		Xpress Bill Pay		27,281.47
2024	2860	08/10/2024	Util Pay		Xpress Bill Pay		1,521.37
2024	2862	08/11/2024	Util Pay		Xpress Bill Pay		747.83
2024	3362	08/12/2024	Tr Rec		Klickitat County Treasurer		189,612.66
2024	2938	08/13/2024	Tr Rec		Permitting Customer		3,508.45
2024	2892	08/14/2024	Util Pay		Xpress Bill Pay		8,366.27
2024	3945	08/15/2024	Tr Rec		USDA Rural Development		191,739.14
2024	2940	08/16/2024	Tr Rec		State of Washington		9,019.46
2024	2934	08/17/2024	Util Pay		Xpress Bill Pay		8,744.43
2024	2936	08/18/2024	Util Pay		Xpress Bill Pay		10,548.03
2024	2960	08/19/2024	Tr Rec		Permitting Customer		27,360.63
2024	2966	08/20/2024	Util Pay		Xpress Bill Pay		120,428.58
2024	3020	08/21/2024	Util Pay		Xpress Bill Pay		3,387.57
2024	3025	08/22/2024	Util Pay		Xpress Bill Pay		1,891.92
2024	3364	08/23/2024	Tr Rec		WA State Patrol		8,296.81
2024	3030	08/24/2024	Util Pay		Xpress Bill Pay		454.37
2024	3031	08/25/2024	Util Pay		Xpress Bill Pay		168.21
2024	3040	08/26/2024	Tr Rec		Permitting Customer		40,292.21
2024	3048	08/27/2024	Tr Rec		Permitting Customer		1,110.24
2024	3065	08/28/2024	Util Pay		Xpress Bill Pay		1,698.22
2024	3071	08/30/2024	Tr Rec		State of Washington		99,905.00
						Total Credits:	850,951.21

Year	Trans#	Date	Type	Chk#	Vendor	
2024	195	01/19/2024	Claims	40946	Zaya LLC	321.20
2024	2260	07/03/2024	Claims	41481	Masonic Lodge # 163	543.93
2024	2261	07/03/2024	Claims	41482	Matt Melby	163.28
2024	2269	07/03/2024	Claims	41490	Reynier, Ron Atty At Law	1,400.00
2024	2275	07/03/2024	Claims	41496	William & Heather Whidden	137.34
2024	2139	07/05/2024	Payroll	41454	Benjamin C Giant	151.37
2024	2524	07/17/2024	Claims	41523	Extreme Products	422.20
2024	2532	07/17/2024	Claims	41531	Knapp, O'Dell & Macpherson PLLC	3,727.50
2024	2537	07/17/2024	Claims	41536	Pitney Bowes Global Financial LLC	192.72
2024	2644	07/25/2024	Claims	41551	AT&T Mobility	565.08
2024	2645	07/25/2024	Claims	41552	CenturyLink	1,046.04
2024	2646	07/25/2024	Claims	41553	US Bank	14,396.58
2024	2700	08/05/2024	Payroll		Ryan Hardie Adam	2,219.26
2024	2701	08/05/2024	Payroll		Ethan Adkins	1,862.30
2024	2702	08/05/2024	Payroll		Erika Castro-Guzman	2,448.57
2024	2703	08/05/2024	Payroll		Garique W Clifford	3,742.40
2024	2704	08/05/2024	Payroll		Jeffrey Cooper	3,493.58
2024	2705	08/05/2024	Payroll		Andrew Dirks	2,393.25
2024	2707	08/05/2024	Payroll	41555	Benjamin C Giant	151.37
2024	2708	08/05/2024	Payroll		Suzanne F Gilmer	91.77

BANK RECONCILIATION

K. City Of White Salmon

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08/01/2024 To: 08/31/2024

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Year	Trans#	Date	Type	Chk#	Vendor	
2024	2709	08/05/2024	Payroll		Jason L Hartmann	151.37
2024	2710	08/05/2024	Payroll		Michael L Hepner	3,732.21
2024	2711	08/05/2024	Payroll		William F Hunsaker	1,087.71
2024	2712	08/05/2024	Payroll		Cynthia D Jewell	2,299.60
2024	2713	08/05/2024	Payroll		Marla A Keethler	1,713.86
2024	2714	08/05/2024	Payroll		Jason Kinley	2,327.55
2024	2715	08/05/2024	Payroll		Ross E Lambert	3,105.98
2024	2716	08/05/2024	Payroll		Joshua Lewis	3,477.91
2024	2717	08/05/2024	Payroll		David S Lindley	205.51
2024	2718	08/05/2024	Payroll		Charles R Parsons III	2,953.35
2024	2719	08/05/2024	Payroll		Jenne Patterson	888.45
2024	2720	08/05/2024	Payroll		Stephanie M Porter	2,742.35
2024	2721	08/05/2024	Payroll		Frank Randall	4,090.81
2024	2722	08/05/2024	Payroll		Lisa L Randall	2,897.49
2024	2723	08/05/2024	Payroll		James A Ransier	151.37
2024	2724	08/05/2024	Payroll		Troy A Rayburn	3,591.93
2024	2725	08/05/2024	Payroll		Troy Rosenburg	2,087.60
2024	2726	08/05/2024	Payroll		William M Sauter	2,583.52
2024	2727	08/05/2024	Payroll		Christopher R True	2,271.13
2024	2728	08/05/2024	Payroll	41556	Jess W Wardwell	91.77
2024	2729	08/05/2024	Payroll		AFLAC	74.80
2024	2730	08/05/2024	Payroll		Association Of WA Cities	40,111.00
2024	2731	08/05/2024	Payroll		Internal Revenue Service	22,614.41
2024	2732	08/05/2024	Payroll		LifeSecure Insurance Company	410.79
2024	2733	08/05/2024	Payroll		LifeSecure Insurance Company	1,221.60
2024	2734	08/05/2024	Payroll		LifeSecure Insurance Company	119.25
2024	2735	08/05/2024	Payroll		Oregon Department of Revenue	650.00
2024	2736	08/05/2024	Payroll		Standard Insurance	373.35
2024	2737	08/05/2024	Payroll		WA State Dept Retirement Systems	107.13
2024	2738	08/05/2024	Payroll		WA State Dept Retirement Systems	243.57
2024	2739	08/05/2024	Payroll		WA State Dept Retirement Systems	11,711.61
2024	2740	08/05/2024	Payroll	41557	WSCCCE	831.35
2024	2749	08/05/2024	Claims		Xpress Bill Pay	881.36
2024	3433	08/05/2024	Claims		Chase Paymentech	2,165.19
2024	2781	08/07/2024	Claims	41558	Ace Hardware	518.71
2024	2782	08/07/2024	Claims	41559	America's Phone Guys	751.74
2024	2783	08/07/2024	Claims	41560	American Messaging - #1149685	26.88
2024	2784	08/07/2024	Claims	41561	Anderson Perry & Associates, Inc.	144,932.59
2024	2785	08/07/2024	Claims	41562	Aspect Consulting	13,647.50
2024	2786	08/07/2024	Claims	41563	BSK Associates	192.00
2024	2787	08/07/2024	Claims	41564	Bingen, City Of	64,955.26
2024	2788	08/07/2024	Claims	41565	C.H. Urness Motor Co.	67.75
2024	2789	08/07/2024	Claims	41566	April Catron	350.00
2024	2790	08/07/2024	Claims	41567	Charter Communications	279.96
2024	2791	08/07/2024	Claims	41568	Coburn Electric, Inc.	1,321.79
2024	2793	08/07/2024	Claims	41570	Comprehensive Healthcare	243.14
2024	2794	08/07/2024	Claims	41571	Consolidated Sup Co Inc	627.85
2024	2795	08/07/2024	Claims	41572	Databar	1,607.43
2024	2796	08/07/2024	Claims	41573	Steven Delaere	178.13
2024	2797	08/07/2024	Claims	41574	Facet	14,564.54
2024	2798	08/07/2024	Claims	41575	GreenTree Automotive	329.26
2024	2799	08/07/2024	Claims	41576	H.D. Fowler Company	5,242.82
2024	2800	08/07/2024	Claims	41577	Hood River Supply	21.99
2024	2801	08/07/2024	Claims	41578	Hunsaker Oil Company Inc	1,133.08
2024	2802	08/07/2024	Claims	41579	Johnson Controls Fire Protection LP	1,083.14
2024	2803	08/07/2024	Claims	41580	Ned Kindler	174.70
2024	2804	08/07/2024	Claims	41581	Klickitat County Prosecutor	17.78
2024	2805	08/07/2024	Claims	41582	Klickitat County Public Works	1,055.94
2024	2806	08/07/2024	Claims	41583	Klickitat County Sheriff Office	3,250.00

BANK RECONCILIATION

K. City Of White Salmon

Time: 10:23:59 Date: 11/12/2024

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Year	Trans#	Date	Type	Chk#	Vendor	
2024	2807	08/07/2024	Claims	41584	Curtis & Vivian Lilly	55.84
2024	2809	08/07/2024	Claims	41586	Mather & Sons Pump Service Inc	1,935.00
2024	2810	08/07/2024	Claims	41587	Mosier WiNet	400.00
2024	2811	08/07/2024	Claims	41588	Mt Adams Chamber Of Commerce	27,652.82
2024	2812	08/07/2024	Claims	41589	NAPA Auto Parts dba Gorge Auto Parts	315.73
2024	2813	08/07/2024	Claims	41590	NW Natural	146.56
2024	2814	08/07/2024	Claims	41591	Paul Nutter	2,419.00
2024	2815	08/07/2024	Claims	41592	Office Depot	213.83
2024	2816	08/07/2024	Claims	41593	One Call Concepts Inc	94.77
2024	2817	08/07/2024	Claims	41594	Onsite Supply House LLC	456.79
2024	2818	08/07/2024	Claims	41595	PUD No 1 Of Klickitat County	12,366.43
2024	2819	08/07/2024	Claims	41596	Pitney Bowes Purchase Power	214.99
2024	2820	08/07/2024	Claims	41597	Port Of Klickitat	40.00
2024	2821	08/07/2024	Claims	41598	Quill	108.64
2024	2822	08/07/2024	Claims	41599	Radcomp Technologies	8,566.67
2024	2824	08/07/2024	Claims	41601	Same Day Stage	200.00
2024	2825	08/07/2024	Claims	41602	Shred-it USA LLC	254.02
2024	2826	08/07/2024	Claims	41603	Larry Spencer	174.70
2024	2827	08/07/2024	Claims	41604	Structura Naturals Inc	1,968.75
2024	2828	08/07/2024	Claims	41605	SureFire LLC	2,637.41
2024	2829	08/07/2024	Claims	41606	James & Yvonne Taylor	99.48
2024	2830	08/07/2024	Claims	41607	TransUnion Risk & Alternative	80.71
2024	2831	08/07/2024	Claims	41608	WA State Treas. Cash Mgmt Dept	914.78
2024	2833	08/07/2024	Claims	41610	White Salmon, City Of	111,882.42
2024	2834	08/07/2024	Claims	41611	Wilcox & Flegel	2,346.69
2024	2835	08/07/2024	Claims	41612	Worldpac	150.56
2024	2836	08/07/2024	Claims	41613	Zaya LLC	616.61
2024	2769	08/10/2024	Claims		USDA Rural Development	7,920.00
2024	3043	08/15/2024	Claims		Starlink	120.00
2024	2939	08/19/2024	Claims	41614	Hood River Valley Parks and Rec District	500.00
2024	2903	08/20/2024	Payroll		Ryan Hardie Adam	2,579.98
2024	2904	08/20/2024	Payroll		Ethan Adkins	1,752.30
2024	2905	08/20/2024	Payroll		Erika Castro-Guzman	2,303.19
2024	2906	08/20/2024	Payroll		Garique W Clifford	3,589.23
2024	2907	08/20/2024	Payroll		Jeffrey Cooper	2,402.80
2024	2908	08/20/2024	Payroll		Andrew Dirks	2,399.09
2024	2909	08/20/2024	Payroll		Michael L Hepner	3,735.71
2024	2910	08/20/2024	Payroll		Cynthia D Jewell	1,853.78
2024	2911	08/20/2024	Payroll		Jason Kinley	2,533.94
2024	2912	08/20/2024	Payroll		Ross E Lambert	2,193.72
2024	2913	08/20/2024	Payroll		Joshua Lewis	2,527.82
2024	2914	08/20/2024	Payroll		Charles R Parsons III	2,365.44
2024	2915	08/20/2024	Payroll		Jenne Patterson	888.65
2024	2916	08/20/2024	Payroll		Stephanie M Porter	2,744.10
2024	2917	08/20/2024	Payroll		Frank Randall	2,984.29
2024	2918	08/20/2024	Payroll		Lisa L Randall	2,638.61
2024	2919	08/20/2024	Payroll		Troy A Rayburn	3,592.22
2024	2920	08/20/2024	Payroll		Troy Rosenberg	2,074.12
2024	2921	08/20/2024	Payroll		William M Sauter	2,942.40
2024	2922	08/20/2024	Payroll		Christopher R True	2,648.42
2024	2923	08/20/2024	Payroll		Internal Revenue Service	19,431.34
2024	2924	08/20/2024	Payroll		Oregon Department of Revenue	564.00
2024	2925	08/20/2024	Payroll		WA State Dept Retirement Systems	10,633.32
2024	2926	08/20/2024	Payroll		WA State Dept Retirement Systems	309.53
2024	2971	08/21/2024	Claims		WA State Dept Revenue/Excise	13,183.45
2024	2972	08/21/2024	Claims	41615	AT&T Mobility	376.19
2024	2973	08/21/2024	Claims	41616	Vestis	173.66
2024	2974	08/21/2024	Claims	41617	Aspect Consulting	1,145.00
2024	2975	08/21/2024	Claims	41618	AutoZone	37.99

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2024	2976	08/21/2024	Claims	41619	Brenntag Pacific, Inc	4,467.26
2024	2977	08/21/2024	Claims	41620	CTX-Xerox	74.54
2024	2978	08/21/2024	Claims	41621	Chad Muenzer Repair	336.62
2024	2979	08/21/2024	Claims	41622	Coburn Electric, Inc.	42,760.05
2024	2981	08/21/2024	Claims	41624	Consolidated Sup Co Inc	193.38
2024	2982	08/21/2024	Claims	41625	DataPro Solutions, Inc	135.58
2024	2983	08/21/2024	Claims	41626	Facet	15,646.75
2024	2985	08/21/2024	Claims	41628	Grainger Inc	104.90
2024	2986	08/21/2024	Claims	41629	Green Construction, Inc.	63,972.90
2024	2987	08/21/2024	Claims	41630	H.D. Fowler Company	873.64
2024	2988	08/21/2024	Claims	41631	HR Answers, Inc	338.00
2024	2989	08/21/2024	Claims	41632	Hach Company	840.04
2024	2990	08/21/2024	Claims	41633	Harper Houf Peterson Righellis Inc	6,378.18
2024	2992	08/21/2024	Claims	41635	James Dean Construction, Inc	133.83
2024	2993	08/21/2024	Claims	41636	Jaques Sharp	100.00
2024	2994	08/21/2024	Claims	41637	Dave Jensen	150.00
2024	2995	08/21/2024	Claims	41638	Johnson Controls Fire Protection LP	2,998.63
2024	2996	08/21/2024	Claims	41639	Klickitat County Health Dept	140.00
2024	2998	08/21/2024	Claims	41641	Law Office of Erin Bradley McAleer	570.00
2024	2999	08/21/2024	Claims	41642	Lawson Products Inc	117.50
2024	3000	08/21/2024	Claims	41643	Les Schwab Tire Center	1,784.13
2024	3001	08/21/2024	Claims	41644	MCEDD	2,357.00
2024	3002	08/21/2024	Claims	41645	North Cascade Excavating, LLC	61,404.08
2024	3004	08/21/2024	Claims	41647	Pacific Safety Supply, Inc.	887.45
2024	3006	08/21/2024	Claims	41649	Frank Randall	81.74
2024	3007	08/21/2024	Claims	41650	Republic Services #487	312.42
2024	3008	08/21/2024	Claims	41651	Simme LLC	12,083.00
2024	3010	08/21/2024	Claims	41653	Walter E. Nelson Co.	814.72
2024	3011	08/21/2024	Claims	41654	Wilcox & Flegel	2,415.32
2024	3012	08/21/2024	Claims	41655	Worldpac	74.44
2024	3013	08/21/2024	Claims	41656	Xerox Financial Services, LLC	773.65
2024	3014	08/21/2024	Claims	41657	Zaya LLC	321.20
2024	3946	08/21/2024	Ser Chge		1st Security Bank of Washington	106.16
Total Debits:						925,215.20
Reconciled Bank Balance:						1,279,663.91
2024	2295	04/25/2024	Tr Rec	63261	Permitting Customer	-50.00
2024	2408	07/08/2024	Tr Rec	63355	Permitting Customer	30.00
2024	3047	08/27/2024	Util Pay	63721	Xpress Bill Pay	135.75
2024	3066	08/28/2024	Util Pay	63733	Xpress Bill Pay	272.78
2024	3067	08/28/2024	Util Pay	63734	Xpress Bill Pay	75.37
2024	3068	08/28/2024	Util Pay	63735	Xpress Bill Pay	130.74
2024	3069	08/29/2024	Tr Rec	63736	John Doe Citizen, Fingerprints/Notary/Recyl	25.00
2024	3070	08/29/2024	Tr Rec	63737	John Doe Citizen, Fingerprints/Notary/Recyl	300.00
2024	3072	08/29/2024	Util Pay	63739	Xpress Bill Pay	80.00
2024	3073	08/30/2024	Tr Rec	63740	Wolford, Steve & Lori	146.00
2024	3074	08/30/2024	Util Pay	63741	Batch Customer	4,175.82
2024	3075	08/30/2024	Tr Rec	63742	PUD No 1 Of Klickitat County	11,699.17
2024	3076	08/30/2024	Util Pay	63743	Xpress Bill Pay	1,336.79
2024	3077	08/30/2024	Util Pay	63744	Xpress Bill Pay	580.63
2024	3078	08/30/2024	Util Pay	63745	Xpress Bill Pay	203.00
2024	3083	08/31/2024	Util Pay	63750	Xpress Bill Pay	1,221.64
2024	3084	08/31/2024	Util Pay	63751	Xpress Bill Pay	442.85
Outstanding Credits:						-20,805.54
2016	1220	03/16/2016	Claims	31118	Huard C/O Brad Huard, Cecelia Joan	6.20
2017	8301	11/01/2017	Claims	33126	Hill, David & Angela	87.43
2018	768	02/07/2018	Claims	33497	Wuollet, Renee	11.38
2018	1201	03/07/2018	Claims	33577	Parker, Chris	3.17

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2018	3179	06/20/2018	Claims	33915	Pretorius, Lourens and Monette	16.96
2018	7272	09/05/2018	Payroll	34156	Vargas, Savannah	49.10
2018	7524	09/20/2018	Payroll	34222	Vargas, Savannah	20.68
2018	8618	12/05/2018	Payroll	34449	Heredia, Angelina	27.70
2019	2627	06/05/2019	Claims	35066	Stiffler, Christopher	168.00
2019	3568	08/07/2019	Claims	35245	Long, Mark	179.21
2020	1811	05/06/2020	Claims	36098	Lisa Doslu, Trustee, James B Roberson Trust	10.38
2021	218	01/20/2021	Claims	36799	Hood, Thomas	4.71
2021	228	01/20/2021	Claims	36809	Schwab, Jennifer	49.19
2021	232	01/20/2021	Claims	36813	Zallen, Garret	0.05
2021	1733	05/19/2021	Claims	37101	Kyte, Nora B.	3.34
2021	3458	10/06/2021	Claims	37455	Ernie's Locks & Keys LLC	325.00
2021	4396	12/20/2021	Payroll	37678	Stiffler, Christopher	27.70
2023	2372	07/05/2023	Claims	40335	Albertson, Holly	150.00
2023	2903	08/16/2023	Claims	40451	Adam, Ryan Hardie	24.71
2023	3321	09/20/2023	Claims	40566	Blake, Jonathan and Martha	144.81
2023	3325	09/20/2023	Claims	40570	Carrier, David	5.24
2023	3335	09/20/2023	Claims	40580	Griebing, John	5.89
2023	3341	09/20/2023	Claims	40586	Lois Camp Estate	24.28
2023	3343	09/20/2023	Claims	40588	Morrissey and Masa Bauer, Ryan	9.07
2023	3360	09/20/2023	Claims	40605	Wright, Peter	18.26
2023	4383	12/20/2023	Payroll	40838	Swann, David S	480.22
2024	1028	04/05/2024	Payroll	41174	Fink, Patricia F	205.51
2024	1066	04/03/2024	Claims	41178	Adam, Ryan Hardie	12.31
2024	2004	06/20/2024	Claims	41429	Heartsong	150.00
2024	2242	07/03/2024	Claims	41463	Brown, Ashley	39.44
2024	2292	06/05/2024	Claims		Xpress Bill Pay	870.77
2024	2523	07/17/2024	Claims	41522	Delaere, Steven	340.47
2024	2544	07/17/2024	Claims	41543	Summit Embroidery Works	
2024	2706	08/05/2024	Payroll	41554	Fink, Patricia F	205.51
2024	2792	08/07/2024	Claims	41569	Columbia Gorge News, LLC	108.00
2024	2808	08/07/2024	Claims	41585	Masonic Lodge # 163	543.93
2024	2823	08/07/2024	Claims	41600	Reynier, Ron Atty At Law	1,400.00
2024	2832	08/07/2024	Claims	41609	Welch and Miranda Gensler, Jonas	322.69
2024	2980	08/21/2024	Claims	41623	Columbia Gorge News, LLC	81.00
2024	2984	08/21/2024	Claims	41627	Gorge Stone Works, LLC	9,067.50
2024	2991	08/21/2024	Claims	41634	Hood River Valley Parks and Rec District	500.00
2024	2997	08/21/2024	Claims	41640	Knapp, O'Dell & Macpherson PLLC	2,657.00
2024	3003	08/21/2024	Claims	41646	Office Depot	305.47
2024	3005	08/21/2024	Claims	41648	Precision Service and Electric	734.29
2024	3009	08/21/2024	Claims	41652	Verizon Wireless	1,118.52
2024	3059	08/28/2024	Claims	41658	Badland Truck Sales Inc	61,000.00
2024	3060	08/28/2024	Claims	41659	CenturyLink	1,034.66
2024	3061	08/28/2024	Claims	41660	Klickitat County Health	175.00
2024	3062	08/28/2024	Claims	41661	PUD No 1 Of Klickitat County	3,279.66
2024	3063	08/28/2024	Claims	41662	US Bank	7,076.44

Outstanding Debits: 93,080.85

Reconciled Book Balance: 1,207,388.60

BANK RECONCILIATION

K. y Of White Salmon

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2 State Pool

Year	Trans#	Date	Type	Chk#	Vendor	Balance Forward	5,044,622.46
2024	3575	08/31/2024	Tr Rec		WA State Investment Pool		<u>23,116.85</u>
						Total Credits:	23,116.85

Year	Trans#	Date	Type	Chk#	Vendor		
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Total Debits: 0.00

Reconciled Bank Balance: 5,067,739.31

Outstanding Credits: _____

Outstanding Debits: _____

Reconciled Book Balance: 5,067,739.31

BANK RECONCILIATION

K. City Of White Salmon

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3 Petty Cash

Year	Trans#	Date	Type	Chk#	Vendor	Balance Forward	25.00
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Total Credits: 0.00

Year	Trans#	Date	Type	Chk#	Vendor
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Total Debits: 0.00

Reconciled Bank Balance: 25.00

Outstanding Credits:

Outstanding Debits:

Reconciled Book Balance: 25.00

BANK RECONCILIATION

K. y Of White Salmon

Time: 10:26:07 Date: 11/12/2024

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4 Cash Drawer 1

Year	Trans#	Date	Type	Chk#	Vendor	Balance Forward	150.00
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Total Credits: 0.00

Year	Trans#	Date	Type	Chk#	Vendor
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Total Debits: 0.00

Reconciled Bank Balance: 150.00

Outstanding Credits:

Outstanding Debits:

Reconciled Book Balance: 150.00

BANK RECONCILIATION

K. y Of White Salmon

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5 Cash Drawer 2

Year	Trans#	Date	Type	Chk#	Vendor	Balance Forward	150.00
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Total Credits: 0.00

Year	Trans#	Date	Type	Chk#	Vendor
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Total Debits: 0.00

Reconciled Bank Balance: 150.00

Outstanding Credits:

Outstanding Debits:

Reconciled Book Balance: 150.00

File Attachments for Item:

L. Approval of Meeting Minutes - November 20, 2024



**City of White Salmon Council Meeting
November 20, 2024 at 6:00pm
In Person and Via Zoom Teleconference**

Attendance

Council Members:

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

Staff Present:

- Andrew Dirks, Public Work Director
- Jenne Patterson, Code Compliance
- Marla Keethler, Mayor
- 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 Marla Keethler called the meeting to order at 6:00p.m. There were approximately 15 members of the public in attendance in person and via teleconference.

II. Roll Call

III. Changes to the Agenda

Mayor request to add General Public Comment before Consent Agenda and Consent Agenda item G. Approval of Mayor Appointment of Lodging Tax Committee Member.

Moved by David Lindley. Seconded by Jason Hartmann.
Carried 5-0

IV. Presentations

- A. Civics Academy Graduation (6:04pm)
- B. Native American Heritage Month Presentation (6:10pm)
- C. Mayor’s Updates (6:16pm)

V. Public Comment

- Julia Forester, White Salmon Resident (6:22pm)
- Alisha Nightengale, White Salmon Resident (6:25pm)

VI. Consent Agenda (6:29pm)

- A. Approval of DWSRF Application Phase IID Grant Match
- B. Approval of DWSRF Application Phase IIB
- C. Approval of Emergency Small Works Contract SWC 2024-012 - Emergency Water Mainline Repair
- D. Approval of Resolution 2024-11-611 Declaring Emergency Repair
- E. Approval of Meeting Minutes - November 6, 2024
- F. Approval of Vouchers
- G. Approval of Mayor Appointment to Lodging Tax Advisory Committee**

Vouchers audited and certified as required by RCW 42.24.080 and expense reimbursement claims as required by RCW 42.24.090 as of this 20th day of November 2024.

Type	Date			
Claims	11/20/2024	41891	41923	122,634.42
			Claim Total	122,634.42
Payroll	11/20/2024	EFT	EFT	78,381.29
			Payroll Total	78,381.29
Manual Claims	11/7/2024	41888	41888	29,424.42
	11/14/2024	41889	41890	121,359.96
VOIDED Checks			N/A	0.00
			Manual Claim Total	150,784.38
			Total Vouchers	351,800.09

Moved by Jim Ransier. Seconded by Jason Hartmann.

Motion to approve Consent Agenda and vouchers in the amount of \$351,800.09.

CARRIED 5-0.

VII. Business Items (6:32pm)

A. Ordinance 2024-11-1169 Adopting the 2025 Annual Budget for Fiscal Year Ending December 31, 2025.

Presented by Mayor Marla Keethler.

Mayor Keethler opened the Public Hearing at 6:36pm.

No public comment.

Mayor Keethler closed the Public Hearing at 6:37pm.

Council Discussed.

Moved by Ben Giant. Seconded by Jason Hartmann.

Motion to approve Ordinance 2024-11-1169 Adopting the 2025 Annual Budget for Fiscal Year Ending December 31, 2025.

CARRIED 5-0.

VII. Reports and Communications

A. Department Heads (7:03pm)

B. Council Members (7:05pm)

Ben Giant, Council Member (7:05pm)

David Lindley, Council Member (7:06pm)

Jason Hartmann, Council Member (7:07pm)
Jim Ransier, Council Member (7:07pm)
Patty Fink, Council Member (7:10 pm)

- IX. Executive Session** pursuant to Potential Litigation per RCW 42.30.110(i).
No decisions will be made.
Executive Session for 15 minutes.
Started at 7:15pm, returned at 7:30pm.
- X. Adjournment**
The meeting was adjourned at 7:30p.m.

File Attachments for Item:

A. Resolution 2024-12-607 Adopting the Utility Billing Grievance Policy1. Presentation2.
Discussion3. Action



COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:

Yes, completed

Meeting Date:

December 4, 2024

Agenda Item:

Resolution 2024-12-607 Adopting the Utility Billing Dispute Grievance Policy

Presented By:

Stephanie Porter, Clerk Treasurer

Action Required:

Review and action on Resolution 2024-12-607 Adopting the Utility Billing Dispute Grievance Policy.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve Resolution 2024-12-607 Adopting the Utility Billing Dispute Grievance Policy.

Background of Issue:

The City has a general grievance policy that was adopted as a requirement for CDGB funding. This policy does not outline a clear process for grievances related to Utility Billing and therefore these disputes have historically been taken to the city council for resolution.

After an initial review of the presented policy by the council on October 16, 2024 the council requested modifications to ensure the grievance committees decisions were final and were not required to come back to City Council if over the \$500 threshold. There was additional recommendation to add the committee responsibilities to an existing committee as to not create another committee needing to be staffed.

Explanation of Issue:

The city is in need of an impartial process to address Utility Billing Disputes. The policy presented will create a Utility Billing Dispute Grievance Committee that will hear all utility billing disputes.

The policy calls out a staff resolution to be presented first. If the grievant is not satisfied with the solution, the dispute will be escalated to the Utility Billing Grievance Committee for final action.

Changes to the Ordinance per Council direction at 10.16.2024 Council Meeting:

- Adding language to the policy for the Grievance Committees decision to be the final decision regardless of amount. No further decision will be taken to council after the committees determination.

Administration opted out of assigning the Grievance committee duties to the Board of Appeals. The reasons for this decision were related to the scope of work that was agreed to by the volunteers staffing the Board of Appeals did not include the Utility Grievance Process and due to higher demand of the utility grievance process would require more meetings than the Board agreed to.

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

Follow Up Actions:

If approved, the WSMC for Committee and Boards will need to be updated to reflect the addition of the grievance committee. The committee will need to be staffed.

**RESOLUTION NO. 2024-12-607
CITY OF WHITE SALMON**

**A RESOLUTION OF THE CITY OF WHITE SALMON AMENDING THE UTILITY
GRIEVANCE PROCEDURE**

WHEREAS, the City Council adopted Resolution 2015-04-408 Adopting a Grievance Procedure on April 29, 2015; and

WHEREAS, Federal funding including grants require a grievance procedure; and

WHEREAS, the current grievance procedure does not provide clear direction on the City Council’s preferred utility billing dispute grievance procedure steps;

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

Section 1.

The White Salmon Utility Billing Dispute Grievance Procedure, attached hereto as Exhibit A and incorporated herein by reference, which sets for the utility billing dispute grievance procedure process and implementation, is hereby adopted and approved.

ADOPTED by the City Council of the City of White Salmon, Washington, at a regularly scheduled open public meeting thereof this 4th day of December, 2024.

Marla Keethler, Mayor

Attest:

Approved as to Form:

Stephanie Porter, Clerk-Treasurer

Shawn MacPherson, City Attorney

Exhibit A

Title: Utility Billing Dispute Grievance Procedure
Department: Finance
Effective Date: December 4, 2024
Revised Date: N/A
Approved By: City Council

PURPOSE

This procedure applies any time a person has an unresolved utility billing dispute against the city. This is not for employee or union grievances.

PROCEDURE

1. Initial Complaint

Utility Billing Disputes are to be submitted in writing to the Clerk/Treasurer for resolution. A record of the complaints and action taken will be maintained. A decision by the designated official, based on City Council approved code, policy and/or procedure, will be rendered in writing and delivered to the complainant within 30 working days of submission of an official complaint.

An official dispute may be filed in person, in writing, electronically, or by telephone with follow-up confirmation of receipt of any oral request to confirm contact information.

2. Unresolved Utility Billing Disputes (Grievance)

If the complainant does not agree with the determination of the designated official, the complainant may request in writing, within 10 days of such decision, for the matter to be forwarded to the Grievance Committee.

The Grievance Committee will be made up of 3 members. The members of which the Grievance Committee are will be appointed by the mayor and approved by the city council for 2 years terms. The ground rules and/or procedures for hearing a utility grievance, and how the committee can be contacted will be available to the public on the city’s website (www.whitesalmonwa.gov).

The committee will be directed by city administration to hear unresolved complaints (grievances) in the following manner:

- a . The Grievance Committee will meet on an as needed basis.
- b . All utility grievances will be heard by the Grievance Committee in a Public Meeting with Public Notice of the hearing in accordance with Washington State Law.
- c. Proceedings of the Grievance Committee will be recorded and maintained in accordance with Washington State Public Record Retention Law.
- d. The Grievance Committee Meetings will proceed under the following agenda for each individual unresolved complaint:

1. Committee Chair announces utility based appeal matter to be heard.
2. Committee Members are polled for conflict issue per standard practice:
 - i. Before this grievance is started, any committee member should immediately disclose any interests that may appear to constitute a conflict of interest. Councilmembers should recognize that the Appearance of Fairness Doctrine does not require establishment of a conflict of interest, but whether there is an appearance of conflict of interest to the average person. This may involve a committee member's business associate, or a member of the committee member's immediate family. It could involve ex parte communications (that is, communications with one party to the matter without notice to or argument from the other party). Or it could involve ownership of property in the vicinity, business dealings with the proponents or opponents before or after the hearing, business dealings of the committee member's employer with the proponents or opponents, announced predisposition, and the like. If any committee member believes they have a conflict of interest based on the Appearance of Fairness Doctrine, please notate with a raise of your hand.
 - ii. Note each committee member will be provided this information prior to each meeting and any conflict will be noted to City Attorney or Clerk Treasurer before the meeting.
3. Staff provides a brief report of the utility grievance facts.
4. Complainant offers testimony and evidence.
5. Staff may provide fact based response.
6. Complainant has last opportunity to present rebuttal to provide adequate burden of proof.
7. The committee will consider the matter, including the ability to ask clarifying questions to staff or complainant, and make a decision.

A written decision will be made within 30 working days of the hearing date. The decision of the Grievance Committee **of any amount** shall be the final decision of the City, **superseding all other provisions which may otherwise require the matter to be referred to City Council for decisions in amount in excess of Five hundred dollars (\$500).**

3. Records

A record of action taken on each complaint will be maintained as a part of the records or minutes at each level of the grievance process.

File Attachments for Item:

A. Department Head Reports

December 4, 2024

RE: City Administrator's Informational Brief

Hello Council Members –

Below is a snapshot of projects and topics that are underway at the city. They are informational highlights. The list is not all inclusive of everything the administration is working on.

DNR / Bluff Wildfire Mitigation – Chief Hunsaker and I met with Alison Martin from the Department of Natural Resources (DNR) to assess unfinished work on the Bluff. The goal being to review the need for continued low level brush removal that was not finished due to previous equipment failures and ensure the work is finished. We also reviewed the location of the gas line on the bluff.

Housing – Mayor Keethler & I met with housing consultant Michael Mehaffy. We reviewed the city's progress regarding our middle housing grant through the WA Dept. of Commerce. Dr. Mehaffy attended a Commerce meeting and the City received encouraging feedback on its progress. We discussed how the permitting process can be improved / expedited to further deliver on the Housing Action Plan. Dr. Mehaffy will reinstate office hours two hours a week and *topics will be specific to actual building applications*. Follow up zoning ordinances are making their way through Planning Commission and City Council, with all work to be completed by June of next year. I will also work with legal counsel regarding reducing redundancy in public hearings between Planning Commission and City Council meetings.

Building Applicant Services – Mayor Keethler, Public Works Director Andrew Dirks, and I continue to reach to and circle back around with applicants to answer questions, remove obstacles where we can, and keep the process moving.

Youth Center Move – WAGAP's executive director presented to the school board and staff on November 20. No feedback as of yet from the school district. The process continues to move forward. As previously reported, WAGAP's legal counsel completed its review of the school district's proposed lease and has followed up with the WAGAP regarding edits. WAGAP executive director needs to review with her board and then follow up with school district.

City Planner Interviews – Mayor Keethler will interview an applicant in early December.

Customer / Resident Service – Impromptu visitors, emails, and voicemail messages from residents, regional & state partners, and building permit applicants continue to be met with prompt courtesy and relevant follow up information.

Bluff Connector Trail Study – HHPR Engineering is actively working on the next phase of the feasibility study now that three community meetings have been held. This includes releasing a

visual preference survey in December and a final community meeting in January. The delivery of the project report with findings is targeted for February 2025.

The following is a summary of thoughts thus far shared by members of the community re: both benefits and concerns:

Benefits expressed in support of the project included the following general themes:

- **Wildfire mitigation.** Stairs will provide emergency access to allow for emergency response to the bluff and for infrastructure to be brought in to fight wildfires.
- **Recreational opportunities.** Stairs will provide local pedestrian access that does not rely on driving vehicles to access recreational sites adjacent to the stairs, including the Columbia River Waterfront, the City of Bingen parks, the City of White Salmon parks, downtown White Salmon restaurants, brewery, and wine bars, and recreational opportunities on the Oregon side of the river as well.
- **Pedestrian and bike connections.** It will help create a pedestrian connection to the waterfront, park/ride, the Interstate Bridge, and Downtown White Salmon. It will be part of the larger pedestrian and bike loop connections to City of Bingen and City of Hood River.
- **Connection with community.** It will provide increased opportunities to connect with other community members.
- **White Salmon character and uniqueness.** The new stairs will help establish a unique local landmark by restoring the historical staircase and improving public access routes to White Salmon, potentially bringing in more business to downtown and visitors to White Salmon.
- **Decrease reliance on cars.** It will provide alternative means of transportation through improved pedestrian and bike facilities that encourage multi-modal transportation and create less pollution.
- **Improve public health.** Create opportunities to encourage walking, running, biking, and other means of health related recreation to improve overall public health. Decrease reliance on cars that create environmental pollution by reviewing overall pedestrian routes throughout the city that could be improved as part of the trail study.
- **Scenic views and community access to nature.** The stairs will provide public access to scenic views of the gorge and natural areas along the bluff down to the Hood River-White Salmon Interstate Bridge. Create a designated viewing area that is well maintained and encourages the community to access from one distinct point.

Concerns expressed regarding the bluff connector trail include:

- **Wildfire concerns.** Increased foot traffic and human activity along the bluff may increase wildfire risk and create increasing concern for wildfires to adjacent property owners.

- **Parking and signage.** There are already parking issues in the area, they need to post proper signage and enforce parking limitations to alleviate concerns of adjacent property owners.
- **Ongoing maintenance.** How will the trail be maintained to prevent litter in the area and growth of vegetation under and around the potential stairs due to wildfire concerns?
- **Emergency access and safety.** Need to have an emergency access plan to reach and remove injured users from all portions of the trail. Also consider crosswalks with proper lighting or signals for safe passage.
- **Privacy and property impacts.** Public access to the neighborhood where the bluff trail will be located may create issues regarding privacy for adjacent property owners and additional impacts if the trail is not well maintained or if there is a lack of proper signage, enforcement, or design that makes the trail area between private and public access clear.
- **Pedestrian and bike access.** Concerns that 600+ stair steps are too much for most users and that the project team should consider alternative routes rather than the staircase that include both pedestrian and bike facilities. Stairs should have accessible viewing platforms with considerations to ADA-compliant access routes and alternative routes for specific ADA access.
- **Use of funds.** Although this project is grant funded, some expressed concerns about use of any City funds on this project with other issues prevalent that may be a priority.
- **Property values and taxes.** Residents are concerned about insurance rates related to the potential construction of the bluff trail and stairs, and if it would negatively impact their property value. Also, residents shared concerns about increase in property taxes if this project is ultimately constructed.

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

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



PUBLIC WORKS DEPARTMENT

Meeting Date: 12.4.24
Presented By: Andrew Dirks- PWD

Daily Operations / What's Happening:

- Conduit repair for Fiber installation at the Booster Station and Childs Monitoring.
- DWSRF funding applications.
- Snow Removal Contracts.
- Leaf removal in Parks and Streets.
- Engineering RFQ's and Scoring.
- Silent Crossing inspection.
- Development review.
- AP and Facet weekly meetings.
- Meter inspections.
- TOC, VOC, Pesticide and BacT samples.
- Meter readings.
- Vehicle Maintenance.
-

Current Projects:

- SCADA Upgrades.
- Transmission Main Phase 2A
- N Main Spring Street.
- Well Field Fiber.

Upcoming Projects:

- Transmission Main Phase 2B & 2D

Updates for the Community / Upcoming Events:

- Dock Grade Holiday Decorations were installed on Nov. 23rd

Collaboration Updates (other jurisdictions/entities):

- Bingen & White Slamon Water and Wastewater Committee met on Nov. 18th
- City Ops met Nov. 26th
- Assisted WSDOT with Tree Removal on Jewett.



DEPARTMENT REPORT FINANCE / CLERK

Meeting Date: December 4, 2024
Presented By: Stephanie Porter, Clerk Treasurer

Daily Operations / What's Happening:

- Public Records Request – 2 new request this period
- Daily Reconciliation - Current
- Quarterly Taxes – Next submission 10.31.2024 COMPLETED
- Monthly reporting and taxes - Current
- Send Ordinances to Municode for code update.
- Reviewing Utility Adjustments
- Review and approve Utility Billing
- Review and Approve Accounts Payable
- Record Retention
- Grant quarterly reporting – Completed Q2
- Working with Anderson Perry regularly for USDA contractor reimbursements- tracking for the Main line Phase 1 Project.
- One-Time Leak Forgiveness Applications – 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
- Committee/Executive Communication

Existing Projects Progress:

- 2025 Lodging Tax Application creation. Planning to provide a list of local STR and hotel owners – 2 committee members need to be replaced. Working to organize the November Lodging Tax Committee Meeting to review Grant Applications. -The committee is complete and the Annual meeting is scheduled for 11.27.2024. Recommendation will come to council 12.18.2024.
- Annual USDA Report- past due with extension; working with USDA to complete.
- Working with Police Department to create a Scope of Work for a Janitorial Contract for City Hall and the Police Department- Scope of work created – implementing MRSC procurement review recommendation.- no update.
- Reporting and managing of the CDBG Grant with Columbia Cascade Housing Corporation –program is active. Extension granted into January 2026.
- NW Natural Franchise Agreement Renewal – CityLab review has been completed. Moved to City Attorney and City Administration to negotiate and finalize the Ordinance Agreement. – Followed up with Legal 09.13.2024- Public Hearing scheduled for 12/18 meeting.
- 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
- Pay Equity Study O&M comparison to top 5 comparable cities – Will go to Personnel and Finance Committee for review
- Website Migration webinars – preparing to upgrade from Dupral 7 to Dupral 10- timeline from CivicPlus that migration will be completed by January 5, 2025. Ongoing
- WKRF Lease Agreement – final review underway by city staff.

- WSMC Chapter 13 Sewer Rates review and modification for Substantial Industrial Users. Creation of a Substantial Industrial Users Agreement. – **Work Session scheduled for 12/18 council meeting.**
- Working with CityLab to review and revise fees related to utilities and billing. – **CityLab will pick back up at the January 2025 meeting.**
- Creation of Levy Certification materials for presentation to council in early November. - **certification sent to county and approved.**
- Working with Deputy Clerk and Legal to finalize a grievance policy revision for utility grievances. Council will see this before them on 09/18/2024. – **Presentation at 12/04 meeting.**
- Beginning review of contracts that will be up for renewal at the end of 2024. - **ongoing**
- Sent materials to PWD related to new Engineering contracts for 2025-2027. Note: current contracted projects will not be affected by any changes in the engineers that may be chosen. -**SOQ's received, under review by staff – contract will come to council for approval on December 18.**
- Submission of Utility Lien recommendations to legal for review and process. -**in progress; legal options sent to Mayor for review – no update.**
- Initial research of Tax Increment Financing- anticipate committee conversation starting in January 2025. -**Attended a great workshop at the WFOA training. Will be discussing with Mayor to look at potential options. The soonest funding possibility would be January 2027.**
- Initial research for potential Transportation Impact Fee. -**no update.**
- Multiple tasks related to the FEMA Wildfire Mitigation grant. – Budget completed and submitted to FEMA.
- Drafted Resolutions for Sole Source - **completed**
- Contract Amendments for Facet, Inc – **Under review by Administration**
- Continued collaboration with the State Audit Office to supply all requested documentation - **Audit completed. 2 Year financial and accountability no findings.**
- 2025 Budget Narrative drafting and finalizing-**Completed**

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: December 4, 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.
- Meeting with Department of Emergency Management
- Jail Update
- 2024 Budget Amendment Preparation

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.