



# White Salmon City Council Meeting

## A G E N D A

March 20, 2024 – 6:00 PM

119 NE Church Ave and Zoom Teleconference

Meeting ID: 846 2095 7255

Call In: 1 253 215 8782 US (Tacoma)

Zoom Link: <https://us02web.zoom.us/j/84620957255>

- I. **Call to Order, Land Acknowledgement, and Presentation of the Flag**
- II. **Roll Call**
- III. **Changes to the Agenda**
- IV. **Presentations**
  - A. Women's History Month Presentation
  - B. Big Art Update Presentation
  - C. Mayor's Update
- V. **Public Comment**

Any public in attendance at the meeting (either in person or via Zoom) will be provided an opportunity to make public comment of a general nature in the time allotted. No registration is required. Each person will be allowed three minutes for comment.
- VI. **Consent Agenda**
  - [A.](#) Approval of the 2024 Parklet Program
  - [B.](#) Approval of Emergency Small Work Contract - Brasuell Plumbing
  - [C.](#) Approval of Manhole Improvement Payment No 1 - Slateco LLC
  - [D.](#) Approval of Scope of Work- Land Use Fee Study-DCG Watershed
  - [E.](#) Approval of Scope of Work- Zoning Map Update-DCG Watershed
  - [F.](#) Resolution 2024-03-588 City Wide Garage Sale
  - [G.](#) December 2023 Treasurer Report
  - [H.](#) Approval of Meeting Minutes-March 6, 2024
  - I. Approval of Vouchers
- VII. **Business Items**
  - [A.](#) **Ordinance 2024-03-1160 Amending the 2024 Annual Budget**
    1. Presentation
    2. Public Hearing
    3. Discussion and Action
- VIII. **Reports and Communications**
  - [A.](#) Department Head Reports
  - B. Council Member Reports
  - C. Committee Reports
- IX. **Executive Session (if needed)**
- X. **Adjournment**

**File Attachments for Item:**

A. Approval of the 2024 Parklet Program



## COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:

Yes, completed

Meeting Date:

March 20, 2024

**Agenda Item:**

**City of White Salmon Standard Parklet Program in Conjunction with Washington State Department of Transportation (WSDOT) for 2024**

Presented By:

Troy Rayburn, City Administrator

### Action Required:

Approve the City of White Salmon’s Standard Parklet Program in cooperation with the Washington State Department of Transportation. The 2024 program will run from April 1 through June 30, 2024, with approval being reissued for July 1 through October 31, 2024.

### Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve the Washington State Department of Transportation’s (WSDOT) standard Parklet Agreement and authorizing the Mayor to sign 2024 Agreement pertaining to the City of White Salmon’s downtown core on E. Jewett Boulevard from N. Main Avenue to SE 2<sup>nd</sup> Avenue.

### Background of Issue:

The City has participated in WSDOT’s parklet program since 2019. In 2023 the City worked with WSDOT to provide a higher level of structure to the program. These standards are a composition of downtown businesses, City, and WSDOT input and were passed unanimously by council on April 19, 2023.

### Explanation of Issue:

Parklets provide participating downtown eateries and refreshment serving businesses with extra space to accommodate additional patrons. Parklets shall not be used as a waiting area. The business is required to provide the same level of service as services provided inside the establishment.

### 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 City is responsible for all costs incurred as it pertains to WSDOT. See standard clause under Section A on Page 2 of Agreement. Language reads the same as years prior.

### Diversity Equity Inclusion & Stakeholder Analysis:

A broad and diverse group of tourists, local residents, and neighbors from adjacent communities frequent the City of White’s restaurants, wine bars, and brewery. The additional space provided by the parklet program will assist in accommodating these valued customers.

A.

**Policy & Plan Implications:**

The program before the council is the same policy that council unanimously passed in 2023. The only exception is an addition of the month of April. The standards that were worked out with WSDOT in 2023 remain in effect.

**Recommendation of Staff/Committee:**

Staff recommends approval of the attached Agreement regarding use of City regulated parklets adjacent to certain businesses and required parklet clearance on SR 141.



Southwest Region  
11018 Northeast 51st Circle  
Vancouver, WA 98682-6686  
360-905-2000 / FAX: 360-905-2222  
TTY: 1-800-833-6388  
www.wsdot.wa.gov

Troy Rayburn, City Administrator  
City of White Salmon  
100 N. Main Street  
White Salmon, WA 98672

Re: City of White Salmon  
COVID 19 Temporary Roadway  
Reallocation  
SR 141, MP 1.44-1.49

This agreement, made and entered into on this **7<sup>th</sup> day of March, 2024**, by and between the Washington State Department of Transportation, hereinafter referred individually to as “WSDOT” or “Party”, and the City of White Salmon, hereinafter referred to individually as the “PERMITTEE” or “Party”, and collectively referred to as “Parties” for the purpose of implementing a **Temporary Roadway Reallocation** on state highway right of way.

Whereas, the PERMITTEE intends temporarily reallocate a roadway as follows: four parklets consisting of parking spaces located on Jewett Blvd (State Route 141), hereinafter referred to as the “Temporary Roadway Reallocation”. Two of the parklets take four parking spaces; one parklet takes two; and the last parklet takes one space.

Whereas, WSDOT conditionally approves your Temporary Roadway Reallocation on the highway and dates listed below, subject to the terms and conditions in this Agreement and any attached Exhibits.

<b>SR: 141</b>	<b>Travel Direction: Both</b>
<b>Begin Milepost: 1.44</b>	<b>End Milepost: 1.49</b>
<b>Begin Date: April 1, 2024</b>	<b>End Date: June 30, 2024</b>
	(90 days maximum, renewal extension upon request.)

NOW, THEREFORE, in consideration of the terms, conditions, performances and covenants herein set forth WSDOT and the PERMITTEE agree as follows:

### **I. Administration and Procedures**

The purpose of this Agreement is to define WSDOT’s requirements and the Parties’ responsibilities concerning operation of the Temporary Roadway Reallocation on state highway right of way. This Agreement is not effective unless or until signed by WSDOT and by the PERMITTEE prior to the implementation of the roadway reallocation. The Parties understand that no guarantees, representations, promises, or statements expressed

or implied have been made by WSDOT except to the extent that the same are expressed in this Agreement signed by both Parties.

Any modification to the Agreement will be in writing and agreed to by both Parties.

- A. PERMITTEE is responsible for all costs, including cost incurred by WSDOT. Costs may include, but not limited to, labor costs, equipment related costs, and indirect costs for services, such as: traffic control, maintenance operations and work zone safety or other highway operations activities.
- B. PERMITTEE is responsible for clean up after the Temporary Roadway Reallocation is reopened, returning any and all state highway facilities to the state or condition that existed prior to the reallocation. This work is to be done at PERMITTEE’S expense and to the satisfaction of WSDOT.
- C. The PERMITTEE is required to comply with all laws and regulations concerning its use of state highway right of way.

**II. Indemnity**

To the extent allowed under Washington law, PERMITTEE, its successors, and assigns, shall protect, save, and hold harmless WSDOT, its authorized agents and employees, from all claims, actions, costs, damages (both to persons and/or property) or expenses of any nature whatsoever by reason of the acts or omissions of PERMITTEE, its assigns, agents, contractors, licensees, invitees, or employees, arising out of or in connection with any acts or activities related to this Agreement, whether those claims, actions, costs, damages, or expenses result from acts or activities occurring on or off the Premises. PERMITTEE further agrees to defend WSDOT, its agents and employees in any litigation, including payment of any costs and reasonable attorney’s fees, for any claims or actions commenced, arising out of, or in connection with acts or activities related to this Agreement, whether those claims, actions, costs, damages, or expenses result from acts or activities occurring on or off the Premises. This obligation shall not include such claims, actions, costs, damages, or expenses which may be caused by the sole negligence of WSDOT or its authorized agents or employees, provided that, if the claims or damages are caused by or result from the concurrent negligence of (1) WSDOT, its agents or employees; and (2) PERMITTEE, its assigns, agents, contractors, licensees, invitees, or employees, this indemnity provision shall be valid and enforceable only to the extent of the negligence of PERMITTEE or its assigns, agents, contractors, licensees, invitees, and employees.

The indemnification provisions contained in this Section shall survive the termination or expiration of this Agreement.

**III. Plan for Positive Pedestrian Protection and Traffic Control Plan**

WSDOT has determined that a plan, as shown in Exhibit B, is necessary for **Positive Pedestrian Protection** related to the temporary roadway reallocation. The purpose of Positive Pedestrian Protection is to ensure pedestrians utilizing the roadway reallocation space do not inadvertently enter the highway. The PERMITTEE is responsible for the maintenance and application of these devices to prevent pedestrians from entering the highway.

When WSDOT has determined that Exhibit B shall conform to the traffic control standards of the Manual on Uniform Traffic Control Devices (MUTCD), the PERMITTEE shall provide a plan that was previously reviewed by WSDOT and are hereto attached as Exhibit B, and by this reference incorporated into this Agreement.

In addition, the following requirements apply:

- a. PERMITTEE is responsible for acquiring all traffic control devices, and shall have all traffic control devices installed per the traffic control plan prior to commencement of the roadway reallocation.
- b. PERMITTEE shall ensure that traffic control operations and positive pedestrian protection are maintained by actively monitoring the temporary reallocation zone to ensure the operations for all users remain acceptable.
- c. PERMITTEE shall submit weekly reports to WSDOT on operations and effectiveness of the temporarily reallocated section.

In the event of a full highway closures, the following requirements shall be met:

- a. The EVENT PERMITTEE is required to provide notification of a road closure, at least 72 hours in advance, to all fire and law enforcement departments, ambulance companies, and transit agencies that would be affected by the closure. The EVENT PERMITTEE is required to comply with [RCW 47.48.020](#) and with any subsequent amendments thereto. Notice of closure signs that EVENT PERMITTEE shall post under purview of this statute shall state at a minimum, ‘SR \_\_\_ TO BE CLOSED *day, date, time* AT *location*.’, provided that EVENT PERMITTEE shall insert the day, date, time and post at each end of the state highway, county road, or city street or portion thereof to be closed or restricted. The signs shall have 6-inch minimum size capital black letters on a white background with a black border and shall be fabricated so the sign will not be affected by weather conditions.

PERMITTEE and WSDOT agree that operational decisions and/or emergency situations may require roadway reallocations to be opened or ceased immediately. As a condition of the

City of White Salmon  
SR 141 MP 1.44 – 1.49

Temporary Roadway Reallocation, local agencies will work with emergency fire and medical to develop an emergency response plan to reopen the roadway. WSDOT shall not be liable for any damages, or loss arising from the decision to reopen the roadway.

PERMITTEE shall indicate concurrence by signing and returning the enclosed copy of this Agreement to WSDOT. Failure to do so, or any alteration of this document, will render this Agreement invalid. If PERMITTEE has any questions, please contact Gary Weiss at (360) 949-6461.

The undersigned acknowledges that they are authorized to execute this Agreement and bind their respective entities to the obligations set forth herein.

**LOCAL AGENCY**

**WSDOT**

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_\_  
PRINTED NAME

\_\_\_\_ Region Administrator  
Washington State Department of  
Transportation

\_\_\_\_\_  
OFFICE

\_\_\_\_ Region Traffic Office Division  
PO Box 47344  
Olympia, Washington  
Fax: 360-905-2066  
Email:weissg@wsdot.wa.gov

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE



**File Attachments for Item:**

B. Approval of Emergency Small Work Contract - Brasuell Plumbing



## COUNCIL REPORT

**Business Item**

**Consent Agenda**

Needs Legal Review:

Yes, completed

Meeting Date:

March 20, 2024

Agenda Item:

Approval of Emergency Contract (Retroactive)– Brausell Plumbing

Presented By:

Stephanie Porter, Clerk Treasurer

**Action Required:**

Review and take action on Small Works Emergency Contract with Brausell Plumbing.

**Motion for Business Item / Proposed Motion for Consent Agenda:**

Motion to approve Small Works Emergency Contract with Brausell Plumbing in an amount not to exceed \$1,345.

**Background of Issue:**

An emergency declaration was declared by the Mayor on January 24, 2024 related to water damage and black mold in the Council Chamber Hallway after the carpet was removed for replacement.

**Explanation of Issue:**

Brausell Plumbing was added to the Small Works Roster and awarded the Emergency Contract on February 5, 2024.

The contractor signed the contract on February 29, 2024.

The contract requires council approval as it is an emergency contract that waived bidding requirements.

**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 proposed budget amendment includes a budget allocation to account for the \$1,345 in emergency plumbing repairs.

**Recommendation of Staff/Committee:**

Staff recommends approval of the Small Works Emergency Contract with Brausell Plumbing in an amount not to exceed \$1,345.

B.

**PUBLIC WORKS AGREEMENT****EMERGENCY CONDITION****Single Craft/Trade \$40,000 or less – Multiple Craft/Trade \$65,000 or less, including sales tax**

Contract #:SWP 2024-003		WO#: Emergency Water Damage Plumbing Repair	
Contractor:	Brasuell Plumbing	Department:	Public Works
Name:	Josh Brasuell	Date:	February 5, 2024
Address:		Department Contact:	Andrew Dirks, PWD
Contact:		Phone:	(509) 493-1133 ext 500
Phone:			
		Email:	andrewd@whitesalmonwa.gov
Email:	joshbrasuell@gmail.com		

Declaration of Emergency per RCW 39.04.280(2)(b) (attach additional sheets and documentation as required):  
Attached is Emergency Proclamation 2024-002 regarding the Emergency Water Damage in the City Council Chambers.

**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.


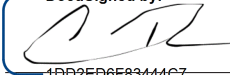
**Payment Processing:** The City shall pay the Contractor after final acceptance of each work order within 30 days of submittal of the invoice provided the City has received approved L&I forms.

**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.

B.

Completion Date: February 29, 2024	Total Contract Fixed Price (Including Tax): \$ according to proposal attached as Exhibit A.
	<i>OR</i>
	Not to Exceed Total (Including Tax applying schedule of rates and charges attached as Exhibit A: \$1,345.
Description of Work: removal of flush-o-meters and urinals for a bathroom repair. This bib also includes reinstalling of these urinals with new waste seals.in the council chambers according to proposal attached as Exhibit A.	
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.	
<u>Contractor:</u> DocuSigned by:  30C3392EDDF9442... (Signature)	2/29/2024 (Date)
Print Name <u>Josh Brasuell</u>	<u>City Department Approval:</u> DocuSigned by:  1DD2ED6F83444C7... (Signature)
Print Name <u>Andrew Dirks</u>	2/27/2024 (Date)
Approved as to form:	
_____ City Attorney (Date)	
Approved by Council: _____, 20____	
Motion: I move that the Council ratifies the Emergency Contract between [Contractor] and the City of White Salmon for [describe work performed] and finds that the declaration set forth on page 1 of the contract existed requiring an emergency public work.	
Distribution Account Codes: _____ - _____ <div style="display: flex; justify-content: space-around; width: 100%;"> <span>Program</span> <span>Object</span> </div>	



**BRASUPELL PLUMBING**

PO Box 328  
 White Salmon, WA 98672 US  
 +1 5414908483  
 joshbrasuell@gmail.com

# Estimate



ADDRESS
Jeff Cooper City of White Salmon P.O. Box 2139 White Salmon, WA 98682

SHIP TO
Jeff Cooper City of White Salmon 220 Tohomish 98672 White Salmon, WA 98682

ESTIMATE #	DATE	EXPIRATION DATE
1206	02/05/2024	02/07/2024

**P.O. NUMBER**  
 bathroom repairs

ACTIVITY	QTY	RATE	AMOUNT
<b>14 Plumbing</b> This bid is for the removal of flush-o-meters and urinals for a bathroom repair. This bid also includes reinstalling of these urinals with new waste seals. This bid does not include sheetrock removal or sheetrock repair. This bid does not include any other plumbing other than what is stated. If other plumbing problems are found during or after sheetrock remove they will be dealt with in a time and material basis.	1	1,250.00	1,250.00T

SUBTOTAL	1,250.00
TAX 7.6%	95.00
<b>TOTAL</b>	<b>\$1,345.00</b>

Accepted By

Accepted Date

B.

City of White Salmon  
Office of City Hall



RE: Emergency Proclamation 2024-002

January 24, 2024

On January 24, 2024 the City of White Salmon public works department discovered water damage and black mold in the Council Chamber Hallway after the carpet was removed for replacement.


An emergency is present that necessitates the utilization of emergency powers. To properly access appropriate services and equipment in a timely manner the City may need to waive competitive bidding required and award all necessary contracts on behalf of the city to properly address the incident.

I, Marla Keethler, Mayor declare an emergency as defined by RCW 39.04.280(3) due to the unforeseen nature of the situation described in the first paragraph, above, and the immediate public health risks.

Pursuant to the emergency declared, the City Public Works Department is authorized to enter into contract(s) and incur obligations to address such emergency with approval by the City Administrator. Emergency measures may include, but is not limited to, the purchase of supplies and the hiring contractors for repair of the subflooring, drywall, bathroom flooring and urinals.

The declaration of a local emergency shall terminate when in the Mayor’s judgment, the emergency measures contained herein are no longer required to safeguard property and public health.

Signed this 24<sup>th</sup> day of January 2024.

DocuSigned by:  
  
361DCEFE6421...  
Marla Keethler, Mayor  
City of White Salmon

**File Attachments for Item:**

C. Approval of Manhole Improvement Payment No 1 - Slateco LLC



## COUNCIL REPORT

**Business Item**

**Consent Agenda**

Needs Legal Review:	Yes, completed
Meeting Date:	March 20, 2024
Agenda Item:	Jewett Manhole Improvement Project Payment No.1- Slateco LLC
Presented By:	Stephanie Porter, Clerk Treasurer

**Action Required:**

Review and approve payment No1 for the Jewett Manhole Improvement Project.

**Motion for Business Item / Proposed Motion for Consent Agenda:**

Motion to approve Jewett Manhole Project payment No.1 to Slateco LLC in the amount not to exceed \$116,284.79.

**Explanation of Issue:**

Application for Payment No. 1 includes preconstruction documentation, materials submittals, weekly virtual meetings with the Contractors, Engineer, and Owner, acquisition of materials and work on the manhole cones and lid castings installation on Jewett Boulevard and SE 5th Avenue, and manhole restoration work on NW Loop Road east of the intersection with NW Montana Drive. Approved payment items for mobilization/demobilization (which includes requirements such as bonds and insurance, equipment, and materials delivery, etc.), construction facilities and temporary controls (temporary traffic control and project safety. Anderson Perry staff have observed the Contractor's work were satisfied with the progress of work and requested payment amount. Staff has reviewed the payment request and agrees with the calculations including the retainage.

**Council Options:**

City Council has the following options available at this time:

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

**Fiscal Analysis:**

The adopted budget contains the full allocation for the Manhole Project in the Wastewater Reserve Fund.

**Diversity Equity Inclusion & Stakeholder Analysis:**

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

**Policy & Plan Implications:**

This project is in line with the overall need for strengthening infrastructure across the city to ensure consistent service to our residents.

**Recommendation of Staff/Committee:**

Staff recommends approving the Jewett Manhole Project payment No.1 to Slateco LLC in the amount not to exceed \$116,284.79



**LETTER OF TRANSMITTAL**

**TO:** City of White Salmon      **DATE:** March 12, 2024  
**ATTN:** Stephanie Porter, City Clerk/Treasurer      **JOB NO.:** 250-15  
P.O. Box 2139      **RE:** City of White Salmon, Washington  
White Salmon, Washington 98672      Manhole Improvements 2024

**WE ARE SENDING YOU:**

COPIES	DESCRIPTION
1	Application for Payment No. 1

**THESE ARE TRANSMITTED AS CHECKED:**

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

**REMARKS**

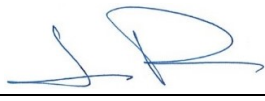
Stephanie:

Application for Payment No. 1 includes preconstruction documentation, materials submittals, weekly virtual meetings with the Contractors, Engineer, and Owner, acquisition of materials and work on the manhole cones and lid castings installation on Jewett Boulevard and SE 5th Avenue, and manhole restoration work on NW Loop Road east of the intersection with NW Montana Drive. Approved payment items for mobilization/demobilization (which includes requirements such as bonds and insurance, equipment and materials delivery, etc.), construction facilities and temporary controls (temporary traffic control and project safety. Anderson Perry staff have observed the Contractor’s work were satisfied with the progress of work and requested payment amount.

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

JP/rw

cc: File No. 250-15-069 (w/encl.)

Signed:   
Jay Peninger

C.

APPLICATION FOR PAYMENT NO. 1  
CITY OF WHITE SALMON, WASHINGTON  
MANHOLE IMPROVEMENTS 2024

TO City of White Salmon, Washington (OWNER)

FROM Slateco, LLC (CONTRACTOR)

For Work accomplished through the date of: March 8, 2024

1.	Original Contract Price	\$	246,588.00
2.	Net Change by Change Orders and Written Amendments (+/-)	\$	-
3.	Current Contract Price (1 plus 2)	\$	246,588.00
4.	Total Work Completed and Materials On Hand to Date*	\$	113,338.00
5.	Retainage: 5%	\$	(5,666.90)
6.	Sales Tax: 7.6%	\$	8,613.69
7.	Liquidated Damages	( \$	- )
8.	Less Previous Application for Payments	\$	-
9.	<b>DUE THIS APPLICATION (4 minus 5, plus 6, minus 7 and 8)</b>	<b>\$</b>	<b>116,284.79</b>

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

Accompanying Documentation:

Contractor's Certification:

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

Dated 3.12.24


Slateco, LLC  
CONTRACTOR

By: 

Payment of the above AMOUNT DUE THIS APPLICATION is recommended

Dated March 12, 2024

Anderson Perry & Associates, Inc.  
ENGINEER

By: 

APPROVED by Owner:

City of White Salmon, Washington  
OWNER

Dated \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

**APPLICATION FOR PAYMENT NO. 1  
CITY OF WHITE SALMON, WASHINGTON  
MANHOLE IMPROVEMENTS 2024**



Date: March 12, 2024

**FROM: Slateco, LLC**

**TO: City of White Salmon, Washington**

Date of Completion	Contract Amount	Date of Estimate
Original: September 30, 2024	Original Amount of Contract: \$ 246,588.00	From: February 19, 2024
Revised:	Change Orders: (+ or -) \$ -	To: March 8, 2024
On Schedule: <input type="checkbox"/> Yes <input type="checkbox"/> No	Current Contract Amount \$ 246,588.00	

Item No.	CONTRACT ITEMS Description	BID PRICES			PREVIOUS		THIS PERIOD		TOTAL TO DATE	
		Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>Base Bid</b>										
1	Mobilization/Demobilization	All Req'd	LS	\$22,900.00	0%	\$0.00	75%	\$17,175.00	75%	\$17,175.00
2	Construction Facilities and Temporary Controls	All Req'd	LS	27,000.00	0%	0.00	50%	13,500.00	50%	13,500.00
3	Excavation Safety System	All Req'd	LS	2,500.00	0%	0.00	100%	2,500.00	100%	2,500.00
4	New Manhole Cone with Lid Castings	6	EA	5,083.00	0	0.00	6	30,498.00	6	30,498.00
5	Replacement of Manhole Lid Castings	13	EA	1,230.00	0	0.00	14	17,220.00	14	17,220.00
6	Temporary Asphalt Installation and Removal	40	SY	195.00	0	0.00	57	11,115.00	57	11,115.00
7	Asphalt Removal and Restoration	40	SY	250.00	0	0.00	0	0.00	0	0.00
8	Pavement Marking Restoration	All Req'd	LS	1,100.00	0%	0.00	0%	0.00	0%	0.00
9	Manhole Rehabilitation	54	VLF	462.00	0	0.00	0	0.00	0	0.00
<b>Total Base Bid</b>						<b>\$ 0.00</b>		<b>\$ 92,008.00</b>		<b>\$ 92,008.00</b>

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

Item No.	CONTRACT ITEMS Description	BID PRICES			PREVIOUS		THIS PERIOD		TOTAL TO DATE	
		Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>Alternate 2 - NW Loop Road Manhole Repair</b>										
A2-1	Manhole Repair	All Req'd	LS	\$23,700.00	0%	0.00	90%	\$21,330.00	90%	\$21,330.00
<b>Total Alternate 2</b>						<b>\$ 0.00</b>		<b>\$ 21,330.00</b>		<b>\$ 21,330.00</b>

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

**APPLICATION FOR PAYMENT NO. 1  
CITY OF WHITE SALMON, WASHINGTON  
MANHOLE IMPROVEMENTS 2024**



Date: March 12, 2024

Page 3 of 3

Item No.	CONTRACT ITEMS Description	BID PRICES			PREVIOUS		THIS PERIOD		TOTAL TO DATE	
		Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>Alternate 4 - SW Wasubish Street Manhole Repair</b>										
A3-1	Manhole Repair	All Req'd	LS	\$14,700.00	0%	0.00	0%	\$0.00	0%	\$0.00
<b>Total Alternate 4</b>						<b>\$ 0.00</b>		<b>\$ 0.00</b>		<b>\$ 0.00</b>
<b>Change Orders:</b>		Qty.	Unit	Unit Price	PREVIOUS		THIS PERIOD		TOTAL TO DATE	
					Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>Total All Change Orders</b>						<b>\$ 0.00</b>		<b>\$ 0.00</b>		<b>\$ 0.00</b>
<b>Materials on Hand:</b>		Qty.	Unit	Unit Price	PREVIOUS		THIS PERIOD		TOTAL TO DATE	
					Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>Total Materials on Hand</b>						<b>\$ 0.00</b>		<b>\$ 0.00</b>		<b>\$ 0.00</b>
<b>TOTAL WORK COMPLETED AND MATERIALS ON HAND</b>						<b>\$ 0.00</b>		<b>\$ 113,338.00</b>		<b>\$ 113,338.00</b>
<b>SUMMARY</b>										
					PREVIOUS		THIS PERIOD		TOTAL TO DATE	
1. Amount Earned					\$	0.00	\$	113,338.00	\$	113,338.00
2. Amount Retained (5%)					\$	0.00	\$	(5,666.90)	\$	(5,666.90)
3. Sales Tax (7.6%)					\$	0.00	\$	8,613.69	\$	8,613.69
4. Liquidated Damages					\$	0.00	\$	0.00	\$	0.00
<b>Amount Due for Payment</b>					\$	0.00	\$	116,284.79	\$	116,284.79
<b>Amount Due for Payment this Estimate</b>							\$	116,284.79		
Estimated % Job Completed:						<u>41%</u>				

**File Attachments for Item:**

D. Approval of Scope of Work- Land Use Fee Study-DCG Watershed



## COUNCIL REPORT

**Business Item**

**Consent Agenda**

Needs Legal Review:

No, Unnecessary

Meeting Date:

March 20, 2024

Agenda Item:

Approval of Land Use Fee Study Update Scope of Work – DCG Watershed

Presented By:

Stephanie Porter, Clerk Treasurer

### Action Required:

Review and action on Land Use Fee Study Update Scope of Work with DCG Watershed.

### Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to Land Use Fee Study Update Scope of Work with DCG Watershed in an amount not to exceed \$10,621.

### Background of Issue:

The City of White Salmon has not updated their Planning and Land Use Fees in many years. Planning expenditures for staff, consultant and legal are exceeding the revenues received for the services that require these expenditures.

### Explanation of Issue:

DCG/Watershed will review, and compile adopted land use fee schedules from both nearby and more regional jurisdictions to gain a comparative breakdown on how various cities assess and collect fees. A summary table will be provided, along with a recommendation memo outlining potential adjustments to the City's fee schedule. The fee study will also incorporate feedback from City staff during this process, including ways to help incentivize certain multi-family development projects.

The not to exceed amount is estimated at the highest level of services anticipated. Staff anticipate being able to provide the draft ordinances for review and mark up.

### Council Options:

City Council has the following options available at this time:

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

### Fiscal Analysis:

A current 2024 budget amendment no.1 includes a new line item for this approval. If the council chooses not to approve, this allocation will be removed at the next budget amendment.

### Diversity Equity Inclusion & Stakeholder Analysis:

This scope of work allows the city to make an educated and researched decision related to fees with the goal of setting them at a range that keeps the city planning department operating in the black while not overcharging for desired services.

### Policy & Plan Implications:

Setting of realistic permitting and land use fees is an overall benefit for the city and the residents as it will allow the city's planning department to continue to provide high level services needed and finance the best staff and consultant to support good policy.

D.

**Recommendation of Staff/Committee:**

Staff recommends approval of Land Use Fee Study Update Scope of Work with DCG Watershed in an amount not to exceed \$10,621.

# ATTACHMENT A

## WHITE SALMON LAND USE FEE STUDY UPDATE

### SCOPE OF WORK

**Task 1: Comparative Analysis Reviewing Regional and Local Fee Schedules**

DCG/Watershed will review and compile adopted land use fee schedules from both nearby and more regional jurisdictions to gain a comparative breakdown on how various cities assess and collect fees. A summary table will be provided, along with a recommendations memo outlining potential adjustments to the City’s fee schedule. The fee study will also incorporate feedback from City staff during this process, including ways to help incentivize certain multi-family development projects.

**Task 2: Produce revised Fee Ordinance**

Following City feedback on Task 1, DCG/Watershed will provide a revised land use fee ordinance (WSMC 3.36), complete with Whereas statements and will be available to attend (1) Planning Commission and (1) City Council meeting to answer questions. Clarifications and requested changes by Planning Commission and City Council will be considered here, as needed.

*Assumptions:*

*This process is exempt from SEPA per WAC 197-11-800(19), as it is a procedural action containing no substantive standards respecting use or modification of the environment.*

*Edits to draft ordinance will be limited to 6 additional hours of staff time.*



# ATTACHMENT B

## LAND USE FEE STUDY UPDATE

### COMPENSATION

Task #	Task	Total Hours	Total Cost
<b>Comparative Analysis Reviewing Regional and Local Fee Schedules</b>			
<b>1</b>	Research list of neighboring and comparable jurisdictions from a size perspective.	16	\$2,168
<b>1a</b>	Complete recommendations table and memo	20	\$2,852
<b>1b</b>	Coordinate with staff	6	\$813
<b>Produce Revised Fee Ordinance</b>			
<b>2</b>	Prepare and format ordinance (includes possible revisions)	18	\$3,078
<b>2a</b>	Meeting prep and attendance (2 virtual meetings)	10	\$1,710
<b>Total</b>			<b>\$10,621</b>

### Hourly Rates Effective January 2024\*

Dan Nickel, MSc	Director of Planning	\$250
Hugh Mortensen, PWS	Director of Natural Resources	\$250
J. Kenny Booth, AICP	Director of Current Planning	\$250
Al Wald, LHg	Hydrogeologist	\$215
Amber Mikluscak, PLA, GISP, MLA	Director of Landscape Architecture	\$198
Nell Lund, PWS	Senior Ecologist	\$197
Ryan Kahlo, PWS	Senior Ecologist	\$197
Greg Johnston, EIT, CFP, MSc	Senior Fisheries Biologist	\$190
Donna Keeler	Senior Planner	\$183
Colin Macdonald	Restoration Biologist	\$183
Kimberly Frappier, MSc	Senior Urban Forester/Environmental Planner	\$182
Katy Crandall, PWS	Ecologist/Arborist	\$181
Marina French, PLA, MLA	Senior Landscape Architect	\$179
Peter Heltzel, MSc, CFP	Fisheries Biologist	\$175
Matt Covert	Senior Planner	\$174
Deb Powers	Senior Arborist/Urban Forester	\$174
James Carlson, PLA	Senior Landscape Architect	\$172
Chuck McDowell, PLA	Landscape Architect	\$172
Clover McIngalls, PWS	Environmental Planner	\$172
Alex Capron, AICP	Senior Planner/GIS Specialist	\$171
Sam Payne, PWS	Ecologist/Arborist	\$163
Kyle Braun, PLA	Landscape Architect/Arborist	\$158
Dawn Spilsbury	GIS Analyst/FAA Licensed Drone Pilot	\$152
April Mulcahy	Ecological Designer/Arborist	\$152
Roeh Hohlfeld, MLA	Ecologist/Arborist/Landscape Designer	\$151
Allison Martin	Ecologist	\$150
Devin Melville	Environmental Planner	\$147
Alexandra Plumb	Environmental Planner	\$143
Laura Jones	Environmental Planner	\$141
Ian Garnier	Landscape Designer	\$140
Lars Freeman-Wood	Arborist	\$139
Amanda Sanelli, PLA, MLA	Landscape Architect	\$137
Nathan Burroughs, MSc	GIS Analyst	\$136
Grace Brennan	Ecologist	\$135
Alexis Ochoa	Arborist	\$134
Evan Earhart	Arborist	\$132
Brent Rutley	Ecologist	\$131
Sage Yuasa	Ecologist	\$130
Anna Murphy	Ecologist	\$130
Kim Miller	Desktop Publisher	\$124
Hui Cao	Landscape Designer	\$123
Project Coordinator	Project Coordinator	\$120
Fern Huynh	Landscape Designer	\$119
Hilary Hahn	Assistant Planner/Ecologist	\$100

**Acronym Key:**

CFP = Certified Fisheries Professional as certified by the American Fisheries Society  
EIT = Engineer In Training  
LG = Licensed Geologist  
LHg = Licensed Hydrogeologist  
GIS = Geographic Information System  
PWS = Professional Wetland Scientist as certified by the Society of Wetland Scientists  
PLA = State of Washington Professional Landscape Architect  
AICP = American Institute of Certified Planners  
MSc = Master of Science degree  
MLA = Master of Landscape Architecture  
GISP = GIS Professional

\*Rates for 2024 only; escalator clause for cost of living may apply in future years

**Direct Costs**

<b><u>Auto Mileage</u></b>	
Maximum standard rate allowable by IRS	
<b><u>Reproduction:</u></b>	
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8 1/2 x 11	\$1.00
11 x 17	\$2.00
12 x 18	\$2.50
	<b><u>Plotting</u></b>
	<b><u>Rate per SF</u></b>
	B&W Bond \$1.05
	Color Bond \$1.18
	B&W Glossy \$12.18
	Color Glossy \$13.76
Outside Reproduction	At cost
Electrofishing Equipment Fee	\$300.00/day
Trimble DA2 - GPS Equipment Fee	\$50.00/day
Drone	\$200.00/day
Field Tablet	\$20.00/day
Solomat Water Quality Testing Equipment Fee	\$50.00/day
YSI Salinity pH Meter	\$50.00/day
Expert testimony	Expert testimony is billed at 1.5 times standard hourly rates
Lodging and per diem	Reimbursement will be at a rate not to exceed the WA State OFM per diem rate for location services are provided. Out-of-State locations will be reimbursed at the current GSA rate for location services are provided.
Other Direct Costs At Cost	

**File Attachments for Item:**

E. Approval of Scope of Work- Zoning Map Update-DCG Watershed



## COUNCIL REPORT

**Business Item**

**Consent Agenda**

Needs Legal Review:

No, Unnecessary

Meeting Date:

March 20, 2024

Agenda Item:

Approval of Zoning Map Update Scope of Work – DCG Watershed

Presented By:

Stephanie Porter, Clerk Treasurer

### Action Required:

Review and action on Zoning Map Update Scope of Work with DCG Watershed.

### Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to Zoning Map Update Scope of Work with DCG Watershed in an amount not to exceed \$18,864.

### Background of Issue:

The City of White Salmon currently has an outdated Zoning Map. On multiple occasions the elected officials and staff has desired to see a complete updated zoning map that aligns with the adopted comprehensive plan.

### Explanation of Issue:

DCG/Watershed will compile the latest parcel and City boundary GIS data from Klickitat County and populate zones, incorporating recently annexed areas and rezone assignments to align more closely with the Land Use Designation Map that was adopted and included in the approved 2021 Comprehensive Plan. The zoning map will closely match the symbology of the existing map. This zoning map update is limited to three revision cycles by City staff, public and elected officials, and during the public review process. DCG/Watershed will provide a memo discussing various changes to the City’s zoning map based upon specified changes drawing from the Comprehensive Plan. The memo will also discuss any City-directed zoning changes and their alignment with the Comprehensive Plan. A completed rezone application may accompany this memo as well.

### Council Options:

City Council has the following options available at this time:

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

### Fiscal Analysis:

A current 2024 budget amendment no.1 includes a new line item for this approval. If the council chooses not to approve, this allocation will be removed at the next budget amendment.

### Policy & Plan Implications:

The adopted Comprehensive Plan includes recommendations via the Land Use Designation Map about the levels of density that could be supported within city limits. Aligning the Zoning Map with those recommendations is in keeping with the intent of the policy objectives outlined in the adopted Comprehensive Plan, as well as an action that was identified via the council adopted Housing Action Plan.

### Recommendation of Staff/Committee:

Staff recommend approval of Zoning Map Update Scope of Work with DCG Watershed in an amount not to exceed \$18,864.

# ATTACHMENT A

## WHITE SALMON ZONING MAP UPDATE

### SCOPE OF WORK

#### **Task 1: Compile Data and Assign Zoning Districts**

DCG/Watershed will compile the latest parcel and City boundary GIS data from Klickitat County and populate zones, incorporating recently annexed areas and rezone assignments to align more closely with land use designations called out in the Comprehensive Plan. The zoning map will closely match the symbology of the existing map. This zoning map update is limited to three revision cycles by City staff, public and elected officials, and during the public review process.

DCG/Watershed will provide a memo discussing various changes to the City’s zoning map based upon specified changes drawing from the Comprehensive Plan. The memo will also discuss any City-directed zoning changes and their alignment with the Comprehensive Plan. A completed rezone application may accompany this memo as well.

#### **Task 2: Produce a full dataset for City Staff utilization**

DCG/Watershed will provide an ArcGIS Map Package or other GIS dataset map deliverable for City staff to utilize to quickly identify zoning based upon address or parcel number.

This also includes a training session on utilizing ArcGIS software. It is our understanding that the City has an active ArcGIS license.

#### **Task 3: Local Adoption**

The local adoption phase will include a SEPA Checklist, coordination on a notice of public hearing, drafting of an ordinance, Washington State Department of Commerce coordination, and attendance at up to 3 public meetings virtually (Planning Commission introduction and public hearing, City Council introduction). Responses to public comments will be included for up to six hours of DCG/Watershed staff time.

# ATTACHMENT B

## WHITE SALMON ZONING MAP UPDATE

### COMPENSATION

Task #	Task	Total Hours	Total Cost
<b>Compile Data and Assign Zoning Districts</b>			
1a	Compile parcels and update zoning map with annexations and other City sponsored zoning changes	34	\$4,764
1b	Map revisions based upon City and public feedback (as necessary)	20	\$2,720
1c	Zoning map change summary memo	20	\$3,280
<b>Produce a full dataset for City Staff utilization</b>			
2a	Package GIS data and symbology for City use	4	\$544
2b	Train City staff on utilizing ArcGIS software	4	\$614
<b>Local Adoption</b>			
3a	SEPA Checklist & Public Notice	8	\$1,128
3b	Zoning Map Ordinance	8	\$1,368
3c	Commerce coordination	4	\$684
3d	Meeting Attendance	16	\$2,736
3e	Public response memo (as necessary)	6	\$1,026
<b>Total</b>			<b>\$18,864</b>



### Hourly Rates Effective January 2024\*

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\*Rates for 2024 only; escalator clause for cost of living may apply in future years

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	<b><u>Plotting</u></b>
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	Color Bond \$1.18
	B&W Glossy \$12.18
	Color Glossy \$13.76
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Drone	\$200.00/day
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Solomat Water Quality Testing Equipment Fee	\$50.00/day
YSI Salinity pH Meter	\$50.00/day
Expert testimony	Expert testimony is billed at 1.5 times standard hourly rates
Lodging and per diem	Reimbursement will be at a rate not to exceed the WA State OFM per diem rate for location services are provided. Out-of-State locations will be reimbursed at the current GSA rate for location services are provided.
Other Direct Costs At Cost	

**File Attachments for Item:**

F. Resolution 2024-03-588 City Wide Garage Sale



## COUNCIL REPORT

**Business Item**

**Consent Agenda**

Needs Legal Review:	Yes, completed
Meeting Date:	March 20, 2024
Agenda Item:	Resolution 2024-03-588 City Wide Garage Sale
Presented By:	Stephanie Porter, Clerk Treasurer

**Action Required:**

Review and take action on Resolution 2024-03-88 City Wide Garage Sale.

**Motion for Business Item / Proposed Motion for Consent Agenda:**

Motion to approve Resolution 2024-03-88 City Wide Garage Sale.

**Explanation of Issue:**

The Mount Adam Chamber and Bingen/White Salmon Rotary are planning their 2nd Annual Community Wide Yard Sale on April 19th and 20th.

WSMC 5.12 states “Code states that no person shall operate, conduct, manage or permit a yard/garage sale upon his premises or any other property under his control more often than two times during any twelve-month period and the sale shall not be continued for a period of more than four consecutive days nor more than four days in any month and shall be conducted during daylight hours only.”

The Garage/Yard Sale Permit is a no-cost permit, and it is designed to reduce traffic issues associated with yard sales and also deter folks from doing perpetual yard sales.

Because the dates cover a community event effort, it makes sense to waive the issuing of individual permits.

This Resolution will waive the requirement for each resident to obtain a Garage/Yard Sale permit for the dates of April 19th and 20th and requires the organized of the event to distribute the municipal code attached as Exhibit A to all White Salmon Resident participating to ensure the impact to neighboring properties is minimized.

**Council Options:**

City Council has the following options available at this time:

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

**Fiscal Analysis:**

There are no Financial Implications.

**Diversity Equity Inclusion & Stakeholder Analysis:**

Promoting community events and resale of items can benefit all members of the community. It also supports the City’s Climate goal to reduce the overall carbon footprint by encouraging the reuse of items rather than disposal.

F.

**Recommendation of Staff/Committee:**

Staff recommends approval Resolution 2024-03-588 City Wide Garage Sale.

**Follow Up Action:**

Staff will communicate with the Mount Adams Chamber and confirm the Code will be provided to each home participating the City Limits.

**RESOLUTION 2024-03-588**

**A RESOLUTION OF THE CITY OF WHITE SALMON, WASHINGTON, GRANTS PERMISSION FOR A CITY-WIDE GARAGE SALE TO BE HELD APRIL 19 & 20, 2024 IN COORDINATION WITH COMMUNITY CLEAN UP.**

**WHEREAS**, the City of White Salmon grants permission for White Salmon Business Community to participate in the City Wide Garage Sale April 19 & 20, 2024 inside city limits; and

**WHEREAS**, the City of White Salmon grants permission for White Salmon Residents to participate in the City Wide Garage Sale April 19 & 20, 2024 inside city limits;

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

1. The City of White Salmon hereby extends permission to White Salmon businesses and residents to forgo a Garage Sale Permit to participate in the City-Wide Garage Sale on April 19 & 20, 2024 in cooperation with the Community Clean-Up.
2. All participants will be provided the Garage Sale WSMC attached as exhibit A.

**ADOPTED** at a regular session of the City Council of White Salmon this 20<sup>th</sup> day of March, 2024.

**CITY OF WHITE SALMON, WASHINGTON**

\_\_\_\_\_  
**Marla Keethler, Mayor**

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**Stephanie Porter, Clerk/Treasurer**

\_\_\_\_\_  
**Shawn MacPherson, City Attorney**

# CITY OF WHITE SALMON

## GARAGE / YARD SALE PERMIT

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F.



White Salmon Municipal Code, Chapter 5.12 - Yard and Garage Sales, states:

“5.12.010 - Definitions.

As used in this chapter: A. "Person" means any corporation, individual or members of a family residing in a household conducting a sale. B. "Yard/garage sale" means any retail sale of personal property conducted in or near a residence, under cover, partially undercover or completely outside of any residential building, in the open. This definition shall not include a situation where no more than five specific items are held out for sale and all advertisement of such sale specifically names those items to be sold.

5.12.020 - Frequency-Hours.

No person shall operate, conduct, manage or permit a yard/garage sale upon his premises or any other property under his control more often than two times during any twelve-month period and the sale shall not be continued for a period of more than four consecutive days nor more than four days in any month and shall be conducted during daylight hours only.

5.12.030 - Placards and advertising.

No person shall place any cards or placards advertising a yard sale on any property other than property owned by the person conducting the sale without the consent of the owner. The signs shall not be posted more than seventy-two hours prior to the sale and shall be removed within twenty-four hours after the close of the sale.

5.12.040 - Permit-Required.

Any person desiring to hold a yard/garage sale shall obtain a permit from the office of the city clerk, who shall issue the permit if the police department determines the sale at the location applied for will not create a traffic hazard and the application is in compliance with this chapter. There shall be no fee for the permit. The permit shall be posted in public view at the cite of the sale. No more than five families shall participate in any yard/garage sale. A bona fide charitable organization shall be considered one family for the purpose of this chapter.

5.12.050 - Permit-Cancelled and rescheduled sale.

In the event of inclement weather and the sale for which a permit has been issued is not held on the dates for which the permit is issued, the person wishing to conduct a sale may apply for a new permit upon the submission of an affidavit to the City Hall attesting to the fact that the original sale date was cancelled due to inclement weather.

5.12.060 - Patio sales, rummage sales, etc.

Included in the definition of garage/yard sales are all such sales also known as patio sales, rummage sales and the like.

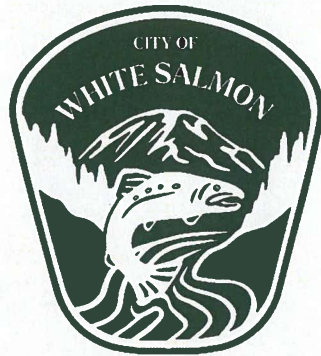
5.12.070 - Violation-Penalty.

Any person found to be in violation of this chapter shall be fined the sum of not less than fifty dollars per violation each day the violation continues shall be considered a separate violation.”



**File Attachments for Item:**

G. December 2023 Treasurer Report



# **City of White Salmon**

## **December 2023**

### **Budget Report**

**TREASURER'S REPORT**

**Fund Totals**

City Of White Salmon

Time: 16:53:25 Date: 03/11/2024

12/01/2023 To: 12/31/2023

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Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 Current Expense	1,070,787.10	337,814.80	494,410.91	914,190.99	68,648.39	15,261.36	-14,010.70	984,090.04*
101 Street Fund	-327,724.46	53,287.54	63,803.36	-338,240.28	7,048.26	709.24	0.00	-330,482.78*
108 Municipal Capital Imp Fund	548,383.93	3,020.18	5,000.00	546,404.11	5,000.00	0.00	0.00	551,404.11
110 Fire Reserve Fund	378,974.39	3,727.27		382,701.66	0.00	0.00	0.00	382,701.66
112 General Fund Reserve	361,500.82	1,670.79		363,171.61	0.00	0.00	0.00	363,171.61
121 Police Vehicle Reserve Fund	86,813.06	130,381.29		217,194.35	0.00	0.00	0.00	217,194.35
302 Transportation Improvement Fund	19,981.60	6,785.84		26,767.44	0.00	0.00	0.00	26,767.44
303 Hotel/Motel Taxes	215,083.43	5,912.39	58,061.50	162,934.32	25,418.77	0.00	0.00	188,353.09
307 New Pool Construction Fund	34,958.10	3,023.91		37,982.01	0.00	0.00	0.00	37,982.01
401 Water Fund	722,536.17	177,110.58	262,121.17	637,525.58	64,739.24	1,626.42	-11,634.92	692,256.32*
402 Wastewater Collection Fund	331,925.05	91,399.19	162,747.53	260,576.71	4,337.19	421.91	-4,392.00	260,943.81*
408 Water Reserve Fund	409,942.20	28,610.60	27,105.64	411,447.16	20,698.14	0.00	0.00	432,145.30
409 Wastewater Reserve Fund	666,087.33	18,289.37	8,120.00	676,256.70	0.00	0.00	0.00	676,256.70
412 Water Rights Acquisition Fund	484,746.03	15,119.08	61,992.12	437,872.99	-10.30	0.00	-396.20	437,466.49
413 Water Bond Redemption Fund	66,989.76	9,608.38	7,920.00	68,678.14	0.00	0.00	0.00	68,678.14
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	125,510.06	1,772.09		127,282.15	0.00	0.00	0.00	127,282.15
416 Wastewater Bond Reserve Fund	79,447.29	367.22		79,814.51	0.00	0.00	0.00	79,814.51
417 Treatment Plant Reserve Fund	384,836.65	3,264.91		388,101.56	0.00	0.00	0.00	388,101.56
418 Water Short Lived Asset Reserve Fund	309,949.51	12,104.52	5,234.50	316,819.53	0.00	0.00	0.00	316,819.53
420 USDA Rural Development - Jewett Water Main Improvements	41,185.75	137,223.62	175,648.73	2,760.64	0.00	0.00	0.00	2,760.64
601 Remittances	101.68	657.44	93.87	665.25	0.00	0.00	0.00	665.25
	<b>6,023,540.72</b>	<b>1,041,151.01</b>	<b>1,332,259.33</b>	<b>5,732,432.40</b>	<b>195,879.69</b>	<b>18,018.93</b>	<b>-30,433.82</b>	<b>5,915,897.20</b>

### TREASURER'S REPORT

#### Account Totals

City Of White Salmon

12/01/2023 To: 12/31/2023

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Cash Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
1	Checking Account	1,157,389.21	763,982.38	1,077,528.01	843,843.58	-30,433.82	213,976.31	1,027,386.07
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
<b>Total Cash:</b>		<b>1,157,714.21</b>	<b>763,982.38</b>	<b>1,077,528.01</b>	<b>844,168.58</b>	<b>-30,433.82</b>	<b>213,976.31</b>	<b>1,027,711.07</b>
Investment Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
2	State Pool	4,865,826.51	22,437.31	0.00	4,888,263.82	0.00	0.00	4,888,263.82
<b>Total Investments:</b>		<b>4,865,826.51</b>	<b>22,437.31</b>	<b>0.00</b>	<b>4,888,263.82</b>	<b>0.00</b>	<b>0.00</b>	<b>4,888,263.82</b>
		<b>6,023,540.72</b>	<b>786,419.69</b>	<b>1,077,528.01</b>	<b>5,732,432.40</b>	<b>-30,433.82</b>	<b>213,976.31</b>	<b>5,915,974.89</b>

**TREASURER'S REPORT**  
**Fund Investments By Account**

City Of White Salmon

12/01/2023 To: 12/31/2023

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Fund Totals:	Previous Balance	Purchases	Interest	Total Investments	Liquidated	Ending Balance
001 000 Current Expense	806,619.30		3,728.32	3,728.32		810,347.62
101 000 Street Fund	134,943.91		623.73	623.73		135,567.64
108 000 Municipal Capital Imp Fund	460,647.67		2,129.18	2,129.18		462,776.85
110 000 Fire Reserve Fund	355,657.09		1,643.90	1,643.90		357,300.99
112 000 General Govt Reserve Fund	361,475.65		1,670.79	1,670.79		363,146.44
121 000 Police Vehicle Reserve Fund	82,491.50		381.29	381.29		82,872.79
303 000 Hotel/Motel Taxes	163,720.76		756.74	756.74		164,477.50
307 000 New Pool Construction Fund	23,210.77		107.28	107.28		23,318.05
401 000 Water Fund	206,806.06		955.89	955.89		207,761.95
402 000 Wastewater Collection Fund	214,990.01		993.72	993.72		215,983.73
408 000 Water Reserve Fund	108,898.70		503.35	503.35		109,402.05
409 000 Wastewater Reserve Fund	612,538.17		2,831.24	2,831.24		615,369.41
412 000 Water Rights Acquisition Fund	366,987.97		1,696.27	1,696.27		368,684.24
413 000 Water Bond Redemption Fund	68,204.65		315.25	315.25		68,519.90
415 000 Water Bond Reserve Fund	120,256.31		555.84	555.84		120,812.15
416 000 Wastewater Bond Reserve Fund	79,446.86		367.22	367.22		79,814.08
417 000 Treatment Plant Reserve Fund	381,836.65		1,764.91	1,764.91		383,601.56
418 000 Water Short Lived Asset Reserve Fund	305,569.95		1,412.39	1,412.39		306,982.34
2 - State Pool	<u>4,854,301.98</u>	<u>0.00</u>	<u>22,437.31</u>	<u>22,437.31</u>		<u>4,876,739.29</u>
	<u>4,854,301.98</u>	<u>0.00</u>	<u>22,437.31</u>	<u>22,437.31</u>		<u>4,876,739.29</u>

### TREASURER'S REPORT Fund Investment Totals

City Of White Salmon

12/01/2023 To: 12/31/2023

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Fund Totals:	Previous Balance	Purchases	Interest	Ttl Investments	Liquidated	Investment Bal	Available Cash
001 Current Expense	806,619.30		3,728.32	3,728.32		810,347.62	103,843.37
101 Street Fund	134,943.91		623.73	623.73		135,567.64	-473,807.92
108 Municipal Capital Imp Fund	460,647.67		2,129.18	2,129.18		462,776.85	83,627.26
110 Fire Reserve Fund	355,657.09		1,643.90	1,643.90		357,300.99	25,400.67
112 General Fund Reserve	361,475.65		1,670.79	1,670.79		363,146.44	25.17
121 Police Vehicle Reserve Fund	82,491.50		381.29	381.29		82,872.79	134,321.56
302 Transportation Improvement Fund						0.00	26,767.44
303 Hotel/Motel Taxes	163,720.76		756.74	756.74		164,477.50	-1,543.18
307 New Pool Construction Fund	23,210.77		107.28	107.28		23,318.05	14,663.96
401 Water Fund	206,806.06		955.89	955.89		207,761.95	429,763.63
402 Wastewater Collection Fund	214,990.01		993.72	993.72		215,983.73	44,592.98
408 Water Reserve Fund	108,898.70		503.35	503.35		109,402.05	302,045.11
409 Wastewater Reserve Fund	612,538.17		2,831.24	2,831.24		615,369.41	60,887.29
412 Water Rights Acquisition Fund	366,987.97		1,696.27	1,696.27		368,684.24	69,188.75
413 Water Bond Redemption Fund	68,204.65		315.25	315.25		68,519.90	158.24
414 Wastewater Bond Redemption Fund						0.00	11,525.27
415 Water Bond Reserve Fund	120,256.31		555.84	555.84		120,812.15	6,470.00
416 Wastewater Bond Reserve Fund	79,446.86		367.22	367.22		79,814.08	0.43
417 Treatment Plant Reserve Fund	381,836.65		1,764.91	1,764.91		383,601.56	4,500.00
418 Water Short Lived Asset Reserve Fund	305,569.95		1,412.39	1,412.39		306,982.34	9,837.19
420 USDA Rural Development - Jewett Water Main Improve						0.00	2,760.64
601 Remittances						0.00	665.25
	<u>4,854,301.98</u>		<u>22,437.31</u>	<u>22,437.31</u>		<u>4,876,739.29</u>	<u>855,693.11</u>

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

**5,732,432.40**

# TREASURER'S REPORT

## Outstanding Vouchers

12/01/2023 To: 12/31/2023

As Of: 12/31/2023 Date: 03/11/2024

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City Of White Salmon

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2023	4320	12/14/2023	Util Pay	1		Batch Customer	121.79	
2023	4489	12/27/2023	Util Pay	1		Xpress Bill Pay	129.77	Xpress Import - EFT - 12-27-2023__daily_batch.csv
2023	4499	12/27/2023	Tr Rec	1		Permitting Customer	2,553.04	Smart Gov
2023	4501	12/28/2023	Util Pay	1		Xpress Bill Pay	782.96	Xpress Import - CC - 12-28-2023__daily_batch.csv
2023	4502	12/28/2023	Util Pay	1		Xpress Bill Pay	129.84	Xpress Import - EFT - 12-28-2023__daily_batch.csv
2023	4511	12/28/2023	Tr Rec	1		Permitting Customer	25.00	SmartGov
2023	4503	12/29/2023	Util Pay	1		Batch Customer	12,426.45	
2023	4504	12/29/2023	Tr Rec	1		PUD No 1 Of Klickitat County	11,432.66	Electric Utility Tax - November 2023
2023	4505	12/29/2023	Util Pay	1		Xpress Bill Pay	700.45	Xpress Import - CC - 12-29-2023__daily_batch.csv
2023	4506	12/29/2023	Util Pay	1		Xpress Bill Pay	432.38	Xpress Import - EFT - 12-29-2023__daily_batch.csv
2023	4507	12/29/2023	Util Pay	1		Xpress Bill Pay	200.00	Xpress Import - Metavante - 12-29-2023__daily_batc
2023	4508	12/30/2023	Util Pay	1		Xpress Bill Pay	453.21	Xpress Import - CC - 12-30-2023__daily_batch.csv
2023	4509	12/30/2023	Util Pay	1		Xpress Bill Pay	868.43	Xpress Import - EFT - 12-30-2023__daily_batch.csv
2023	4510	12/31/2023	Util Pay	1		Xpress Bill Pay	177.84	Xpress Import - CC - 12-31-2023__daily_batch.csv
Receipts Outstanding:							30,433.82	
2023	4537	12/31/2023	Payroll	1	EFT	Department Of Labor & Industries	7,587.92	4TH Quarter L&I: 10/01/2023 - 12/31/2023
2023	4538	12/31/2023	Payroll	1	EFT	Employment Security Department	774.86	4th Quarter Unemployment: 10/01/2023 - 12/31/2023
2023	4539	12/31/2023	Payroll	1	EFT	Employment Security Dept- PFMLA/WA LTC	2,369.80	Pay Cycle(s) 10/01/2023 To 12/31/2023 - PFMLA
2023	4540	12/31/2023	Payroll	1	EFT	Employment Security Dept- PFMLA/WA LTC	1,546.53	Pay Cycle(s) 10/01/2023 To 12/31/2023 - WA Long Term Care
2023	4541	12/31/2023	Payroll	1	EFT	Oregon Dept. of Revenue - Transit Tax	22.92	Pay Cycle(s) 10/01/2023 To 12/31/2023 - OR Transit Tax
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

**TREASURER'S REPORT**

**Outstanding Vouchers**

12/01/2023 To: 12/31/2023

As Of: 12/31/2023 Date: 03/11/2024

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City Of White Salmon

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
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
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	Chad Hinman	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 Griebing	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	3787	11/01/2023	Claims	1	40700	Fox Erosion Control	200.00	Fire Hydrant Permit Deposit Refund - 06.08.23 - Fox Erosion Control
2023	4196	12/06/2023	Claims	1	40779	Anderson's Custom Sawing	51.60	PW - Vehicle/Equip Repair/Maint Supplies - Side boards for dump truck
2023	4214	12/06/2023	Claims	1	40797	Knapp, O'Dell & Macpherson PLLC	6,250.00	Attorney Services - October 2023
2023	4193	12/06/2023	Claims	1	40826	Beverly Sullivan & Mark Olson	485.87	063400.0 - 832 WJEWETT BLVD-Credit Balance Refund, Overpayment due to billing error
2023	4354	12/20/2023	Payroll	1	40828	Brynion L Berkey	184.70	December Paytoll #2
2023	4355	12/20/2023	Payroll	1	40829	Adam Brake	277.05	December Paytoll #2
2023	4356	12/20/2023	Payroll	1	40830	Jacqueline A Bruce	92.35	December Paytoll #2
2023	4361	12/20/2023	Payroll	1	40831	Hans Peter Fink	803.44	December Paytoll #2
2023	4362	12/20/2023	Payroll	1	40832	Sebastian Garcia	1,255.96	December Paytoll #2



**TREASURER'S REPORT**

**Outstanding Vouchers**

12/01/2023 To: 12/31/2023

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City Of White Salmon

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2023	4372	12/20/2023	Payroll	1	40833	Chris Moore	258.58	December Paytoll #2
2023	4373	12/20/2023	Payroll	1	40834	Joel M Morse	221.64	December Paytoll #2
2023	4379	12/20/2023	Payroll	1	40837	George C Rocha	240.11	December Paytoll #2
2023	4383	12/20/2023	Payroll	1	40838	David S Swann	480.22	December Paytoll #2
2023	4384	12/20/2023	Payroll	1	40839	Karl Swanson	895.79	December Paytoll #2
2023	4385	12/20/2023	Payroll	1	40840	Jess W Wardwell	959.57	December Paytoll #2
2023	4401	12/20/2023	Claims	1	40842	Ace Hardware	335.14	Sweetgum Improvement - Concrete fasteners; PW - Pipe, Vavles, Fittings - Hose Mender; PW - Vehicle/Equip Repair/Maint Supplies - Air bag nuts; PW - Construction Supplies - Fasteners; PW - Construction
2023	4405	12/20/2023	Claims	1	40846	CenturyLink	1,397.21	CenturyLink - Shop - 2023 December ; CenturyLink - Breathalyzer - 2023 December ; CenturyLink - Shop Emergency Dialer - 2023 December ; CenturyLink - City Shop Broadband - 2023December ; Centu
2023	4408	12/20/2023	Claims	1	40849	Columbia Gorge News, LLC	45.00	Finance - Annual Subscription 2024
2023	4411	12/20/2023	Claims	1	40852	Databar	1,577.88	Monthly Utility Billing - November 2023
2023	4413	12/20/2023	Claims	1	40854	Granicus	6,008.55	Planning - Annual Subscriptions - Mobile Permitting & Registration, Compliance Monitoring, Address Verification, Rental Activity Monitoring
2023	4414	12/20/2023	Claims	1	40855	Ned Kindler	109.04	RX Reimbursment - 01.01.23-12.13.23
2023	4417	12/20/2023	Claims	1	40858	Knapp, O'Dell & Macpherson PLLC	9,166.00	Attorney Fees - November 2023
2023	4418	12/20/2023	Claims	1	40859	Law Office of Erin Bradley McAleer	1,386.00	M&O Allowing Attorney's Fees - Scott, Craig Michael - 3A0421422
2023	4423	12/20/2023	Claims	1	40864	Patrick Robinson Law PLLC	660.00	M&O Allowing Attorney's Fees - Strunk, Aarron - 2A0183056/C32601
2023	4425	12/20/2023	Claims	1	40866	Republic Services #487	632.36	Garbage Service - November 2023
2023	4426	12/20/2023	Claims	1	40867	Same Day Stage	160.00	Water - Sample Shipping Service - November 2023; Water - Sample Shipping Service - November 2023
2023	4427	12/20/2023	Claims	1	40868	Verizon Wireless	1,118.46	Verizon Wireless - December 2023
2023	4428	12/20/2023	Claims	1	40869	WWCPA	25.00	PW - Dues & Subscriptions - WWCPA annual dues 2024
2023	4471	12/27/2023	Claims	1	40872	US Bank	9,191.11	November 2023 Credit Card Statement

**TREASURER'S REPORT**

**Outstanding Vouchers**

12/01/2023 To: 12/31/2023

As Of: 12/31/2023 Date: 03/11/2024  
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City Of White Salmon

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2023	4491	12/28/2023	Claims	1	40874	Klickitat County Treasurer	30.00	Real Estate Excise Tax Affidavit Processing Fee - Parcel 03102493010800-Anderson; Real Estate Excise Tax Affidavit Processing Fee - Parcel 03102418102000, 031024180601000-Frisch; Real Estate Excise Ta
2023	4516	12/30/2023	Claims	1	40878	Anderson Perry & Associates, Inc.	20,698.14	Professional Service - 250-25 North Main-Spring Water Improvements
2023	4517	12/30/2023	Claims	1	40879	BSK Associates	241.00	Water Sample Testing - December 2023
2023	4518	12/30/2023	Claims	1	40880	C.M. & W.O. Sheppard Inc	559.99	PW - Shop Equipment & Tools - blower
2023	4519	12/30/2023	Claims	1	40881	Coburn Electric, Inc.	2,777.12	PW - T/S booser 2A VFD - Replace Fuses
2023	4520	12/30/2023	Claims	1	40882	Columbia Gorge News, LLC	2,012.75	Legal Advertising - #851 Ordinance 2023-12-1154; Legal Advertising - #844 Ordinance amending the 2023 Annual Budget; Legal Advertising - #848 Advertisements for bids Manhole Improvements; Legal Advert
2023	4521	12/30/2023	Claims	1	40883	James Dean Construction, Inc	200.00	REFUND -Fire Hydrant Meter Refundable Deposit - December 2023
2023	4522	12/30/2023	Claims	1	40884	Klickitat County Auditor	824.00	Recording Fee - Quit Claim Deed - Parcel 03102493010800 - Anderson; Recording Fee - Quit Claim Deed - Parcel 03102418102000, 0310241806010 - Frisch; Recording Fee - Quit Claim Deed - Parcel 0310249301
2023	4523	12/30/2023	Claims	1	40885	Knapp, O'Dell & Macpherson PLLC	5,375.00	Attorney Fees - December 2023
2023	4524	12/30/2023	Claims	1	40886	L.N, Curtis & Sons	1,917.74	Fire - SCBA Refills
2023	4525	12/30/2023	Claims	1	40887	NAPA Auto Parts dba Gorge Auto Parts	979.10	Police - Vehicle/Equipment Supplies - Wiper blades; PW - Shop Equipment & Tools - Magnet tool; PW - Vehicle/Equip Repair/Maint Supplies - Filters; PW - Vehicle/Equip Repair/Maint Supplies - Filters; P
2023	4526	12/30/2023	Claims	1	40888	NW Natural	598.36	Natural Gas - Lift Station; Natural Gas - City Shop; Natural Gass - City Hall
2023	4527	12/30/2023	Claims	1	40889	Northwest Hydro-Mulchers, Inc.	200.00	REFUND - Fire Hydrant Meter Refundable Deposit - 11.29.23
2023	4528	12/30/2023	Claims	1	40890	Office Depot	133.11	Finance - Office Supplies - Paper, Keyboard
2023	4529	12/30/2023	Claims	1	40891	Owen Equipment Company	46,280.32	PW - Vehicle/Equip Maint/Repair - 40 PSI Switch; CREDIT - PW - Vehicle/Equip Repair/Maint Supplies - D-Air Springs; PW - Vehicle/Equip Repair/Main Services - Vactor Repairs

**TREASURER'S REPORT**

**Outstanding Vouchers**

12/01/2023 To: 12/31/2023

As Of: 12/31/2023 Date: 03/11/2024

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City Of White Salmon

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2023	4530	12/30/2023	Claims	1	40892	PUD No 1 Of Klickitat County	9,709.34	Electricity - Mt Adams Chamber of Commerce ; Electricity - Los Altos Reservoir ; Electricity - Pump On Los Altos Reservoir ; Electricity - Strawberry Mtn Reservoir ; Electricity - Jewett St Firema
2023	4531	12/30/2023	Claims	1	40893	Platt Electrical, dba of Rexel USA, INC	71.61	PW - Building Repair/Maint Supplies - light bulb; PW - Building Repair/Maint Supplies - bulbs & sockets
2023	4532	12/30/2023	Claims	1	40894	Public Safety Testing	142.00	Subscription Fees Q4 - October - December 2023
2023	4533	12/30/2023	Claims	1	40895	Structura Naturals Inc	5,006.23	Planning - Implementation of Housing Action Plan
2023	4534	12/30/2023	Claims	1	40896	Walter E. Nelson Co.	146.21	PW - Janitorial Supplies - trash liners
2023	4535	12/30/2023	Claims	1	40897	White Salmon, City Of	2,446.75	Water - Heritage Building ; Water - City Hall ; Water - Fireman's Park ; Water - Police Department Office ; Water - City Shop / Fire Hall ; Water - Pioneer Park ; Water - Rhingarten Park Irrigat
2023	4536	12/30/2023	Claims	1	40898	Wilcox & Flegel	1,454.74	Police/PW - Fuel
2023	4542	12/31/2023	Claims	1	40907	Ace Hardware	844.48	PW - Building Repair/Maint Supplies - garbage can mounting supplies; Finance - Building Supplies - Conference paint supplies; Finance - Building Supplies - Conference paint supplies; PW - Building Rep
2023	4543	12/31/2023	Claims	1	40908	Aramark Uniform Services	250.39	PW/City Hall - Laundry Service/Mats - 12.06.23; PW/City Hall - Laundry Service/Mats - 12.13.23; PW - Janitorial Supplies - 12.06.23; PW - Janitorial Supplies - 12.13.23; Police - Floor Mats - 12.06.23
2023	4544	12/31/2023	Claims	1	40909	Columbia Gorge News, LLC	182.75	Legal Advertising - #863 Notice of Ordinance 2023-12-1156, #860 Notice of Ordinance 2023-11-1154, #861 Notice of Ordinance 2023-11-1153, #862 Notice of Ordinance 2023-11-1152, #859 Notice of Ordinance
2023	4545	12/31/2023	Claims	1	40910	DCG Watershed	3,916.00	Planning - On-Call Planning - Cherry Hill Estates Subdivision; Planning - On-Call Planning - Perala Short Plat; Planning - On-Call Planning
2023	4546	12/31/2023	Claims	1	40911	DataPro Solutions, Inc	135.58	Novatime - December 2023
2023	4547	12/31/2023	Claims	1	40912	Databar	1,575.69	Monthly Utility Billing - December 2023

**TREASURER'S REPORT**

**Outstanding Vouchers**

12/01/2023 To: 12/31/2023

As Of: 12/31/2023 Date: 03/11/2024

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City Of White Salmon

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo
2023	4548	12/31/2023	Claims	1	40913	Department Of Labor & Industries	119.60	Boiler/Pressure Vessel Test
2023	4549	12/31/2023	Claims	1	40914	FBI-LEEDA	795.00	Police - Travel & Training - 2024 SLI Training
2023	4550	12/31/2023	Claims	1	40915	First Responder Outfitters, Inc	560.61	Police - Uniform and Safety Gear - Jumpsuit
2023	4551	12/31/2023	Claims	1	40916	Harper Houf Peterson Righellis Inc	1,752.75	Project WSA-01 - Legals and Exhibits for Easment Vacation
2023	4552	12/31/2023	Claims	1	40917	Hood River County	680.00	Building Inspections Services - December 2023
2023	4553	12/31/2023	Claims	1	40918	Hunsaker Oil Company Inc	787.79	PW/Fire - Fuel
2023	4554	12/31/2023	Claims	1	40919	Jaques Sharp	350.00	M&O Allowing Attorneys Fees - Alvarez Mendez, Martel
2023	4555	12/31/2023	Claims	1	40920	Lawson Products Inc	72.95	PW - Building Repair/Maint Supplies - Park Bench Anchor
2023	4556	12/31/2023	Claims	1	40921	Les Schwab Tire Center	118.35	Police - Tire Services - Chains
2023	4557	12/31/2023	Claims	1	40922	Mt Adams Chamber Of Commerce	25,418.77	Q4 White Salmon Events - Lodging Tax Grant; Q4 White Salmon Tourism - Lodging Tax Grant
2023	4558	12/31/2023	Claims	1	40923	Pacer Propane LLC	48.38	PW - Propane
2023	4559	12/31/2023	Claims	1	40924	Propio LS LLC	6.21	Police - Investigatin - Telephone Interpretation
2023	4560	12/31/2023	Claims	1	40925	Republic Services #487	449.69	Garbage Service - December 2023
2023	4561	12/31/2023	Claims	1	40926	Same Day Stage	100.00	Water Sample Shipping Service - December 2023
2023	4562	12/31/2023	Claims	1	40927	Shred-it USA LLC	243.64	City Hall/Police - Shredding Service - December 2023
2023	4563	12/31/2023	Claims	1	40928	TransUnion Risk & Alternative	80.71	Police - Investigatin Tools
2023	4564	12/31/2023	Claims	1	40929	US Bank	14,819.80	December 2023 Credit Card Statement
2023	4565	12/31/2023	Claims	1	40930	Uline	720.54	Police - Office & Building Supplies - Floor Mats
							213,976.31	

Fund	Claims	Payroll	Total
001 Current Expense	68,648.39	15,261.36	83,909.75
101 Street Fund	7,048.26	709.24	7,757.50
107	0.00	77.69	77.69
108 Municipal Capital Imp Fund	5,000.00	0.00	5,000.00
303 Hotel/Motel Taxes	25,418.77	0.00	25,418.77
401 Water Fund	64,739.24	1,626.42	66,365.66
402 Wastewater Collection Fund	4,337.19	421.91	4,759.10
408 Water Reserve Fund	20,698.14	0.00	20,698.14
412 Water Rights Acquisition Fund	-10.30	0.00	-10.30

# TREASURER'S REPORT

## Outstanding Vouchers

12/01/2023 To: 12/31/2023

As Of: 12/31/2023 Date: 03/11/2024

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City Of White Salmon

Year	Trans#	Date	Type	Acct#	War#	Vendor	Amount	Memo	
Fund							<u>Claims</u>	<u>Payroll</u>	<u>Total</u>
							195,879.69	18,096.62	213,976.31

G.

**TREASURER'S REPORT**  
**Signature Page**

City Of White Salmon

12/01/2023 To: 12/31/2023

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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

G.

City of White Salmon  
December 2023 Treasurer's Report Reconciliation

	Revenue	Expenditures	
	1,041,151.01	1,332,259.33	
Treasurer's Receipts	505,037.71	851,424.93	Claims
Utility Receipts	280,548.98	223,631.06	Payroll
Interfund Transfers	71,266.89	71,266.89	Interfund Transfers
Adjustments	92,872.41	92,872.41	Adjustments-Overhead Cost Allocation Balance
Adjustments	130,000.00	130,000.00	Adjustments-Transfer to Police Reserves
Adjustments	-35,509.00	-35,509.00	Adjustments-Overhead Cost Allocation Correction
Adjustments	0.00	833.00	Adjustment- Stop Payment
Service Charge	0.00	30.00	Service Charge -Outgoing Wire Transfer Fee
Service Charge	0.00	5.00	Service Charge - Incoming Wire Fee
Revenue to Expenditure	-25.18	-25.18	Revenue to Expenditure
Service Charge (NSF)	-117.22	0.00	Insufficient Funds
Service Charge (NSF)	-114.60	0.00	Insufficient Funds
Service Charge (NSF)	-1,372.20	0.00	Insufficient Funds
Stop Payment	0.00	-833.00	Stop Payment
Expenditure to Revenue	-200.00	-200.00	Expenditure to Revenue-Hydrant Permit Deposit Refund
Expenditure to Revenue	-200.00	-200.00	Expenditure to Revenue-Hydrant Permit Deposit Refund
Expenditure to Revenue	-485.87	-485.87	Expenditure to Revenue-Utility Refund
Expenditure to Revenue	-550.91	-550.91	Expenditure to Revenue-Unspent Grant Funds Return
	1,041,151.01	1,332,259.33	
	0.00	0.00	0.00

G.

**City of White Salmon  
2023 December Treasurer's Report Reconciliation to Bank Statements**

Treasurer's Report Ending Balance	5,732,432.40
Treasurer's Report Adjusted Ending Balance	5,915,897.20
1st Security Bank (Cash)	1,027,507.86
US Bank (Time Value - Investment)	0.00
WA State Treasurer (State Pool - Investment)	4,888,263.82
Petty Cash	25.00
Drawer 1	150.00
Drawer 2	150.00
Drawer 3	0.00
Total Cash and Investments	5,916,096.68
Less Outstanding Checks ( Treasurer's Report)	-213,976.31
Plus Outstanding Deposits (Page 1 of Treasurer's Report)	30,433.82
Bank Statement Adjusted Ending Balance	5,732,554.19
Difference*	121.79

\*Overage from August \$121.79- Utility Payment was taken through Xpress Bill Pay but the wrong account number was used. It was received in August as revenue, but account not found until December to apply payment. Will reconcile in January 2024



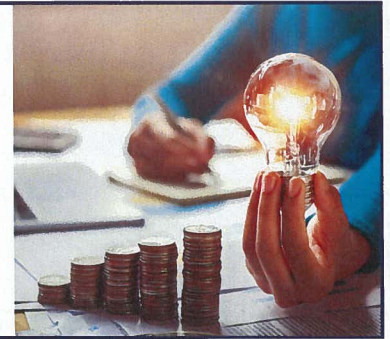
www.fsbwa.com

**Branch Office**  
White Salmon  
509-493-2500

Statement Period: 12-01-2023 to 12-31-2023

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

You can make contributions to your 2023 IRA until **April 15th, 2024**. Questions on IRAs? Call your local branch.



### Summary of Deposit Account Activity

	Account #	Beginning Balance	Withdrawals/ Service Charges*	Deposits	Dividends/ Interest	Ending Balance
PF - WA 1st Business CHK	10012469	1,154,582.71	881,827.44	754,752.59	0.00	1,027,507.86

### Deposit Account Activity

PF - WA 1st Business CHK - 10012469

0.00% Annual Percentage Yield Earned for this account

#### Deposits

Date	Amount	Transaction Description
12/01	385.39	External Deposit PAYMENTECH - DEPOSIT 5708363
12/01	3,253.58	External Deposit CITY OF WHITE SA - CREDITS 208773734
12/01	12,601.63	Deposit
12/04	1,016.48	External Deposit CITY OF WHITE SA - CREDITS 208870608
12/04	3,608.68	External Deposit PAYMENTECH - DEPOSIT 5708363
12/05	226.12	External Deposit CITY OF WHITE SA - CREDITS 208940509
12/05	417.19	External Deposit PAYMENTECH - DEPOSIT 5708363
12/05	481.34	External Deposit PAYMENTECH - DEPOSIT 5708363
12/05	4,132.27	External Deposit PAYMENTECH - DEPOSIT 5708363
12/05	3,361.53	Deposit
12/06	570.83	External Deposit WA ST TREASURER - REVDISTRIB 2530
12/06	609.47	External Deposit PAYMENTECH - DEPOSIT 5708363
12/06	945.15	External Deposit CITY OF WHITE SA - CREDITS 209029065
12/06	3,250.66	Deposit
12/07	1,663.78	External Deposit PAYMENTECH - DEPOSIT 5708363
12/07	2,364.64	External Deposit CITY OF WHITE SA - CREDITS 209099765
12/07	6,616.62	Deposit
12/08	400.00	External Deposit WA ST TREASURER - REVDISTRIB 2530
12/08	1,036.85	External Deposit CITY OF WHITE SA - CREDITS 209148362
12/08	2,128.50	External Deposit PAYMENTECH - DEPOSIT 5708363
12/08	3,013.97	Deposit
12/11	3,335.06	External Deposit PAYMENTECH - DEPOSIT 5708363

Are you taking full advantage of the opportunity to save for your retirement? Call your banker or visit your local branch to review 2023 IRA contribution limits and make yours by April 15, 2024.

**Deposit Account Activity (continued)**

Date	Amount	Transaction Description
12/11	5,432.21	External Deposit CITY OF WHITE SA - CREDITS 209198931
12/11	156,212.67	Deposit
12/12	801.49	External Deposit PAYMENTECH - DEPOSIT 5708363
12/12	1,061.36	External Deposit PAYMENTECH - DEPOSIT 5708363
12/12	1,175.91	External Deposit PAYMENTECH - DEPOSIT 5708363
12/12	3,368.22	External Deposit CITY OF WHITE SA - CREDITS 209249447
12/12	507.03	Deposit
12/13	1,053.39	External Deposit PAYMENTECH - DEPOSIT 5708363
12/13	1,580.95	External Deposit CITY OF WHITE SA - CREDITS 209379070
12/13	7,854.53	Deposit
12/14	1,125.25	External Deposit PAYMENTECH - DEPOSIT 5708363
12/14	1,876.59	External Deposit CITY OF WHITE SA - CREDITS 209431851
12/14	5,338.90	Deposit
12/15	241.67	External Deposit WA ST TREASURER - REVDISTRIB 2530
12/15	811.68	External Deposit PAYMENTECH - DEPOSIT 5708363
12/15	1,365.63	External Deposit CITY OF WHITE SA - CREDITS 209482052
12/15	978.17	Deposit
12/18	320.11	External Deposit PAYMENTECH - DEPOSIT 5708363
12/18	2,437.37	External Deposit CITY OF WHITE SA - CREDITS 209540945
12/18	137,223.62	Wire Transfer Deposit Incoming Wire 71581183 CASHMERE VALLEY BANK
12/18	4,779.73	Deposit
12/19	1,340.49	External Deposit PAYMENTECH - DEPOSIT 5708363
12/19	1,780.72	External Deposit CITY OF WHITE SA - CREDITS 209669193
12/19	4,493.32	External Deposit PAYMENTECH - DEPOSIT 5708363
12/19	13,546.91	External Deposit PAYMENTECH - DEPOSIT 5708363
12/19	3,784.52	Deposit
12/20	308.33	External Deposit WA ST TREASURER - REVDISTRIB 2530
12/20	745.54	External Deposit CITY OF WHITE SA - CREDITS 209767967
12/20	6,240.76	External Deposit PAYMENTECH - DEPOSIT 5708363
12/20	31,823.82	External Deposit KCLICKITAT COUNTY ACH - KC REMIT KCT*5097734664*
12/20	51,132.70	External Deposit CITY WS DB 5200 - UTILPYM
12/20	2,096.03	Deposit
12/21	10,055.18	External Deposit PAYMENTECH - DEPOSIT 5708363
12/21	13,754.16	External Deposit CITY OF WHITE SA - CREDITS 209828133
12/21	2,690.50	Deposit
12/22	375.00	External Deposit WA ST TREASURER - REVDISTRIB 2530
12/22	5,293.18	External Deposit CITY OF WHITE SA - CREDITS 209957445
12/22	23,674.31	External Deposit PAYMENTECH - DEPOSIT 5708363
12/22	140.00	Deposit
12/22	857.71	Deposit
12/26	884.35	External Deposit PAYMENTECH - DEPOSIT 5708363
12/26	6,173.63	External Deposit CITY OF WHITE SA - CREDITS 210016762
12/26	33,969.01	External Deposit WA ST COMMERCE 1030231221CW34000000 - VENDOR PAY 604305!
12/26	93.79	External Deposit PAYMENTECH - DEPOSIT 5708363
12/26	148.74	External Deposit PAYMENTECH - DEPOSIT 5708363
12/26	1,700.18	External Deposit PAYMENTECH - DEPOSIT 5708363
12/27	19,462.66	External Deposit CITY OF WHITE SA - CREDITS 210078861
12/27	37,303.89	Deposit
12/28	156.12	External Deposit PAYMENTECH - DEPOSIT 5708363
12/28	731.56	External Deposit CITY OF WHITE SA - CREDITS 210297956



**Deposit Account Activity (continued)**

Date	Amount	Transaction Description
12/28	5,294.78	Deposit
12/29	405.82	External Deposit CITY OF WHITE SA - CREDITS 210339038
12/29	1,050.24	External Deposit PAYMENTECH - DEPOSIT 5708363
12/29	81,956.02	External Deposit WA ST TREASURER - REVDISTRIB 2530
12/29	322.40	Deposit

**Withdrawals**

Date	Amount	Transaction Description
12/01	61,992.12	External Withdrawal EVERGREEN ESCROW Escrow Collections - ACH XFER
12/01	550.91	Wire Transfer Withdrawal Outgoing Wire 66116 Washington State Dept of Commerce US BK
12/01	30.00	Bus. Outgoing Wire Fee Business Domestic Wire 66116
12/01	4,325.00	Check 40689
12/01	756.13	Check 40758
12/01	160.00	Check 40759
12/04	37,290.66	External Withdrawal Vimly Benefit So - AWC ST-C8X41F1E9F2
12/04	918.00	Check 40697
12/04	195.50	Check 40744
12/05	17,935.33	External Withdrawal IRS - USATAXPYMT 270373915129201
12/05	7,138.44	External Withdrawal WA DEPT RET SYS - DRS EPAY 4436288
12/05	3,315.14	External Withdrawal WA DEPT RET SYS - DRS EPAY 4436287
12/05	1,824.10	External Withdrawal PAYMENTECH - FEE 5708363
12/05	393.00	External Withdrawal Standard Ins - premium STASIC000276307
12/05	263.00	External Withdrawal OR REVENUE DEPT - TAXPAYMENT 1752521344
12/05	170.77	External Withdrawal LIFESECURE INSU LISTBILL - INSURANCE
12/05	49,491.01	External Withdrawal CITY WS DB - PAYROLL
12/05	919.00	Check 40747
12/05	91.08	Check 40756
12/05	5,561.54	Check 40770
12/05	1,146.48	Check 40771
12/06	840.36	External Withdrawal Xpress Bill Pay November Billing - Billing 10295
12/07	1,221.60	External Withdrawal LIFESECURE INSU - INSURANCE
12/07	410.79	External Withdrawal LIFESECURE INSU - INSURANCE
12/07	74.80	External Withdrawal AFLAC COLUMBUS 1-800-992-3522 - ACHPMT 68623001
12/11	7,920.00	External Withdrawal USDA RD DCFO ACH TRANSACTION - PAYMENT
12/11	134,965.42	Over Counter Check 40823
12/11	91.77	Over Counter Check 40775
12/11	498.86	Over Counter Check 40815
12/11	9,071.93	Check - Item Processing 40807
12/12	1,912.50	Check 40763
12/12	384.54	Check 40790
12/12	824.22	Check 40791
12/12	1,631.16	Check 40792
12/12	120.00	Check 40793
12/12	4,372.97	Check 40798
12/12	151.18	Check 40805
12/12	1,412.22	Check 40808
12/12	7,111.09	Check 40811
12/12	14,287.50	Check 40816
12/12	45.19	Check 40818

**Deposit Account Activity (continued)**
**Withdrawals (continued)**

Date	Amount	Transaction Description
12/12	50.00	Check 40820
12/12	12,000.00	Check 40822
12/13	771.76	Check 40776
12/13	68.00	Check 40781
12/13	62,921.14	Check 40782
12/13	1,291.06	Check 40783
12/13	2,627.30	Check 40786
12/13	221.47	Check 40802
12/13	80.71	Check 40817
12/13	3,577.81	Check 40824
12/13	90.45	Check 40827
12/14	4,352.50	Check 40788
12/14	3.42	Check 40796
12/14	400.00	Check 40800
12/14	254.83	Check 40803
12/14	14.98	Check 40804
12/14	3,029.34	Check 40806
12/15	7,715.00	Check 40780
12/15	35.00	Check 40795
12/15	32,942.73	Check 40801
12/15	514.60	Check 40810
12/18	5.00	Bus. Incoming Wire Fee Incoming 71581183
12/18	151.05	Check 40774
12/18	570.00	Check 40777
12/18	8,461.01	Check 40784
12/18	529.00	Check 40799
12/18	245.40	Check 40814
12/19	277.95	Check 40785
12/19	240.21	Check 40809
12/20	21,328.49	External Withdrawal IRS - USATAXPYMT 270375433094569
12/20	53,185.62	External Withdrawal CITY WS DB - PAYROLL
12/20	1,400.00	Check 40724
12/20	9,433.54	Check 40778
12/20	195.00	Check 40789
12/20	174.70	Check 40794
12/20	1,400.00	Check 40812
12/20	25.00	Check 40821
12/21	10,654.80	External Withdrawal WA DEPT RET SYS - DRS EPAY 4441360
12/21	263.00	External Withdrawal OR REVENUE DEPT - TAXPAYMENT 2097592960
12/21	9,244.87	Check 40819
12/22	117.22	Descriptive Withdrawal 12/22 ACH File Util Pymt Rtn Daughters Kacia - NSF
12/22	114.60	Descriptive Withdrawal 12/22 ACH File Util Pymt Rtn Aaron Jones - Account Frozen
12/22	1,372.20	Descriptive Withdrawal 12/22 ACH File UtilPmt Rtn Stephanie & Rauner - Pymt Stopped
12/22	717.50	Check 40787
12/22	168,557.47	Check 40862
12/26	120.00	External Withdrawal Starlink Service - Starlink S
12/26	467.50	Check 40825
12/27	151.05	Check 40731

**Deposit Account Activity (continued)**

**Withdrawals (continued)**

Date	Amount	Transaction Description
12/27	151.05	Check 40773
12/27	608.48	Check 40813
12/27	720.33	Check 40835
12/27	637.21	Check 40836
12/27	15,290.00	Check 40841
12/27	750.00	Check 40845
12/27	135.58	Check 40851
12/27	482.26	Check 40853
12/27	57.21	Check 40861
12/27	269.00	Check 40865
12/27	773.65	Check 40871
12/28	12,963.37	External Withdrawal WA DEPT REVENUE - TAX PYMT 12365056
12/28	26,863.26	Check 40843
12/28	313.20	Check 40844
12/28	2,512.47	Check 40847
12/28	1,412.23	Check 40848
12/28	3,289.50	Check 40850
12/28	545.03	Check 40857
12/28	1,252.19	Check 40863
12/28	4,641.58	Check 40870
12/29	175.00	Check 40856
12/29	3,805.25	Check 40860

**Checks Paid**

Check #	Date	Amount	Check #	Date	Amount	Check #	Date	Amount
40689	12/01	4,325.00	40784	12/18	8,461.01	40807	12/11	9,071.93
40697 *	12/04	918.00	40785	12/19	277.95	40808	12/12	1,412.22
40724 *	12/20	1,400.00	40786	12/13	2,627.30	40809	12/19	240.21
40731 *	12/27	151.05	40787	12/22	717.50	40810	12/15	514.60
40744 *	12/04	195.50	40788	12/14	4,352.50	40811	12/12	7,111.09
40747 *	12/05	919.00	40789	12/20	195.00	40812	12/20	1,400.00
40756 *	12/05	91.08	40790	12/12	384.54	40813	12/27	608.48
40758 *	12/01	756.13	40791	12/12	824.22	40814	12/18	245.40
40759	12/01	160.00	40792	12/12	1,631.16	40815	12/11	498.86
40763 *	12/12	1,912.50	40793	12/12	120.00	40816	12/12	14,287.50
40770 *	12/05	5,561.54	40794	12/20	174.70	40817	12/13	80.71
40771	12/05	1,146.48	40795	12/15	35.00	40818	12/12	45.19
40773 *	12/27	151.05	40796	12/14	3.42	40819	12/21	9,244.87
40774	12/18	151.05	40798 *	12/12	4,372.97	40820	12/12	50.00
40775	12/11	91.77	40799	12/18	529.00	40821	12/20	25.00
40776	12/13	771.76	40800	12/14	400.00	40822	12/12	12,000.00
40777	12/18	570.00	40801	12/15	32,942.73	40823	12/11	134,965.42
40778	12/20	9,433.54	40802	12/13	221.47	40824	12/13	3,577.81
40780 *	12/15	7,715.00	40803	12/14	254.83	40825	12/26	467.50
40781	12/13	68.00	40804	12/14	14.98	40827 *	12/13	90.45
40782	12/13	62,921.14	40805	12/12	151.18	40835 *	12/27	720.33
40783	12/13	1,291.06	40806	12/14	3,029.34	40836	12/27	637.21

**Deposit Account Activity (continued)**

Check #	Date	Amount	Check #	Date	Amount	Check #	Date	Amount
40841 *	12/27	15,290.00	40850 *	12/28	3,289.50	40861	12/27	57.21
40843 *	12/28	26,863.26	40851	12/27	135.58	40862	12/22	168,557.47
40844	12/28	313.20	40853 *	12/27	482.26	40863	12/28	1,252.19
40845	12/27	750.00	40856 *	12/29	175.00	40865 *	12/27	269.00
40847 *	12/28	2,512.47	40857	12/28	545.03	40870 *	12/28	4,641.58
40848	12/28	1,412.23	40860 *	12/29	3,805.25	40871	12/27	773.65

(\* 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**  
**December 2023**

G.

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

Date	Description	Comment	Deposits	Withdrawals	Balance
12/01/2023	Beginning Balance				4,865,826.51
12/31/2023	Month End Balance				4,865,826.51
	December Earnings	Daily Factor Earnings	22,437.31		
	Net Ending Balance				4,888,263.82

**Account Summary**

<b>Beginning Balance:</b>	4,865,826.51	<b>Gross Earnings:</b>	22,461.27
<b>Deposits:</b>	0.00	<b>Administrative Fee:</b>	23.96
<b>Withdrawals:</b>	0.00	<b>Net Earnings:</b>	22,437.31
<b>Month End Balance:</b>	4,865,826.51		
<b>Administrative Fee Rate:</b>	0.0058 %	<b>Net Ending Balance:</b>	4,888,263.82
<b>Gross Earnings Rate:</b>	5.4351 %		
<b>Net Earnings Rate:</b>	5.4293 %	<b>Average Daily Balance:</b>	4,865,826.51



G.

## WASHINGTON STATE LOCAL GOVERNMENT INVESTMENT POOL

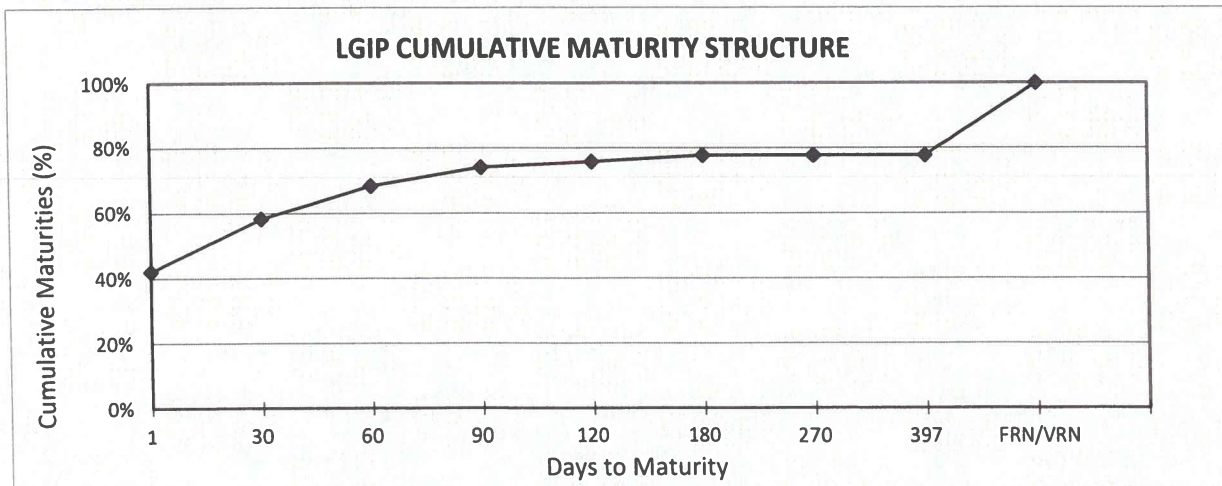
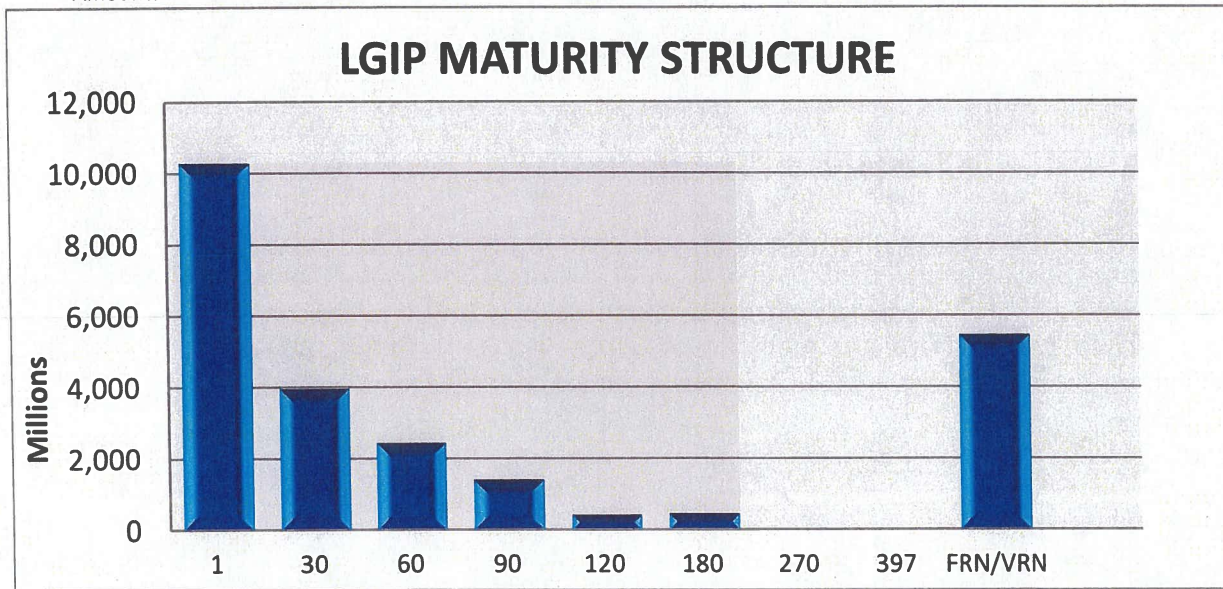
December 31, 2023

<u>DAYS TO MATURITY</u>	<u>\$ MATURING (PAR VALUE)*</u>	<u>% MATURING</u>	<u>CUMULATIVE % MATURING</u>
1	10,278.77	42.1%	42.1%
2-30	3,970.25	16.2%	58.3%
31-60	2,450.00	10.0%	68.3%
61-90	1,415.00	5.8%	74.1%
91-120	420.79	1.7%	75.8%
121-180	465.00	1.9%	77.7%
181-270	0.00	0.0%	77.7%
271-397	0.00	0.0%	77.7%
FRN/VRN	5,444.22	22.3%	100.0%

**PORTFOLIO TOTAL:**

24,444.03

\* Amounts in millions of dollars



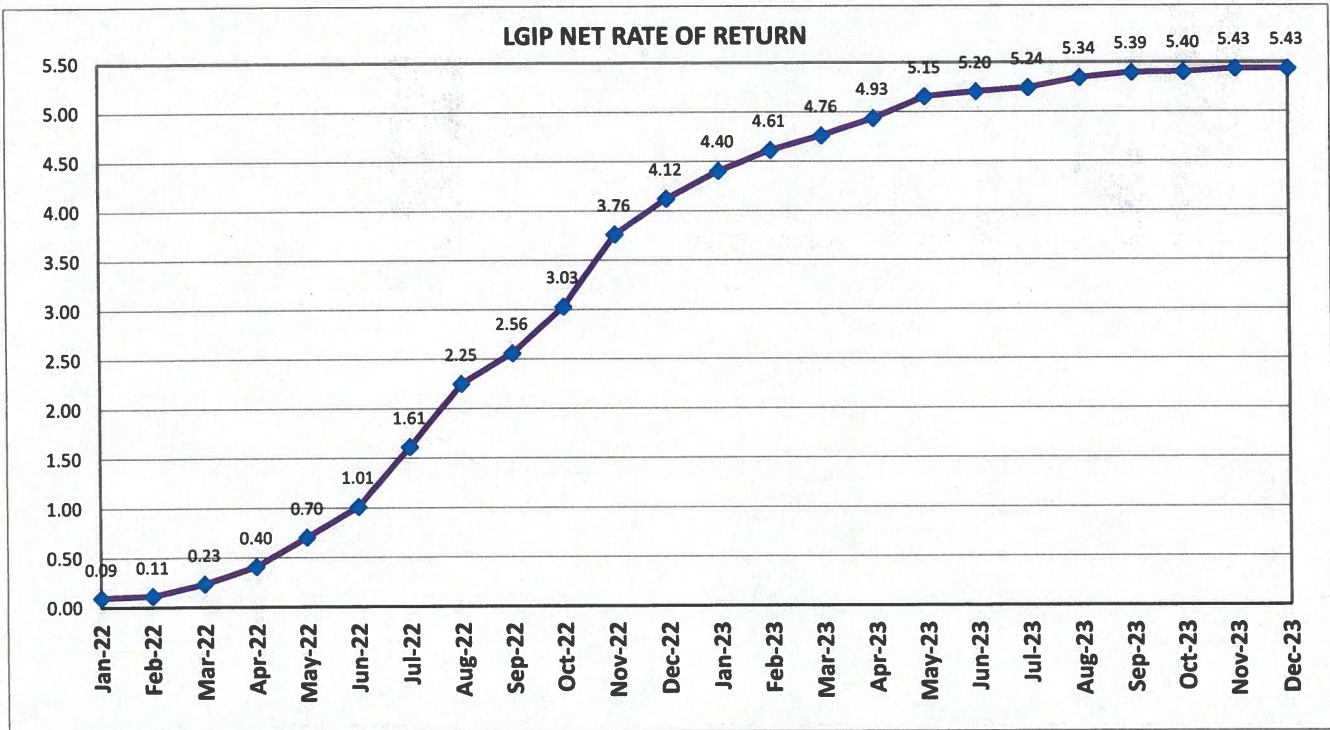


G.

**WASHINGTON STATE  
LOCAL GOVERNMENT INVESTMENT POOL  
December 31, 2023**

Investment Type	Average Balance Dec-23	Dec-23 Percentage	Average Balance CY 2023	2023 Percentage
Agency Bullets	0.00	0.00%	0.00	0.00%
Agency Discount Notes	212,711,026.72	0.86%	1,273,076,852.02	5.71%
Agency Floating Rate Notes	4,211,508,691.98	17.03%	4,358,994,569.21	19.57%
Agency Variable Rate Notes	0.00	0.00%	0.00	0.00%
Certificates of Deposit	181,801,724.14	0.74%	164,579,545.45	0.74%
IB Bank Deposit	4,070,743,868.75	16.46%	3,757,379,701.83	16.87%
Repurchase Agreements	6,144,137,931.03	24.85%	4,502,650,137.67	20.21%
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	714,934,108.24	2.89%	468,128,126.87	2.10%
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	1,241,379,310.34	5.02%	520,661,157.02	2.34%
U.S. Treasury Securities	6,815,567,117.03	27.56%	6,299,779,168.41	28.28%
US Treasury Floating Rate Notes	1,132,805,916.82	4.58%	933,599,979.93	4.19%
<b>Total Avg Daily Balance</b>	<b>24,725,589,695.04</b>	<b>100.00%</b>	<b>22,278,849,238.40</b>	<b>100.00%</b>

Avg Days to Maturity                      17 days



\* Rates are calculated on a 365-day basis

# BANK RECONCILIATION

G. y Of White Salmon

Time: 16:52:47 Date: 03/11/2024

12/01/2023 To: 12/31/2023

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## 1 Checking Account

Date	Balance Forward	1,154,582.71
11/27/2023		3,253.58
11/28/2023		1,016.48
11/29/2023		611.51
11/30/2023		17,155.46
12/01/2023		6,360.10
12/02/2023		534.41
12/03/2023		500.93
12/04/2023		5,007.85
12/05/2023		10,346.65
12/06/2023		12,684.17
12/07/2023		7,900.47
12/08/2023		159,460.85
12/09/2023		801.49
12/10/2023		1,265.68
12/11/2023		2,926.05
12/12/2023		11,417.15
12/13/2023		7,960.81
12/14/2023		2,043.82
12/15/2023		27,894.22
12/16/2023		1,888.58
12/17/2023		8,373.48
12/18/2023		152,542.08
12/19/2023		50,148.66
12/20/2023		97,268.50
12/21/2023		2,613.62
12/22/2023		39,626.22
12/23/2023		252.46
12/24/2023		148.74
12/26/2023		34,125.13
12/27/2023		6,345.02
12/28/2023		1,155.40
12/29/2023		81,956.02
	<b>Total Credits:</b>	<b>755,585.59</b>

Year	Trans#	Date	Type	Chk#	Vendor	
2023	3732	10/25/2023	Claims	40689	Knapp, O'Dell & Macpherson PLLC	4,325.00
2023	3784	11/01/2023	Claims	40697	Columbia Gorge News, LLC	918.00
2023	3811	11/01/2023	Claims	40724	Reynier, Ron Atty At Law	1,400.00
2023	3829	11/06/2023	Payroll	40731	Patricia F Fink	151.05
2023	3942	11/15/2023	Claims	40744	Columbia Gorge News, LLC	195.50
2023	3945	11/15/2023	Claims	40747	Extreme Products	919.00
2023	3954	11/15/2023	Claims	40756	Propio LS LLC	91.08
2023	3956	11/15/2023	Claims	40758	Republic Services #487	756.13
2023	3957	11/15/2023	Claims	40759	Same Day Stage	160.00
2023	3961	11/15/2023	Claims	40763	Structura Naturals Inc	1,912.50
2023	4022	11/21/2023	Claims	40770	US Bank	5,561.54
2023	4023	11/21/2023	Claims	40771	Verizon Wireless	1,146.48
2023	4300	12/01/2023	Claims		Department Of Commerce	550.91
2023	4301	12/01/2023	Ser Chge		1st Security Bank of Washington	30.00
2023	4571	12/01/2023	Claims		Evergreen Note Servicing	61,992.12
2023	4157	12/04/2023	Claims		Chase Paymentech	1,824.10
2023	4088	12/05/2023	Payroll		Ryan Hardie Adam	3,130.95
2023	4089	12/05/2023	Payroll		Ethan Adkins	1,647.53
2023	4090	12/05/2023	Payroll		Erika Castro-Guzman	2,271.75
2023	4091	12/05/2023	Payroll		Garique W Clifford	3,780.72
2023	4092	12/05/2023	Payroll		Jeffrey Cooper	2,023.63

# BANK RECONCILIATION

G. y Of White Salmon

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12/01/2023 To: 12/31/2023

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Year	Trans#	Date	Type	Chk#	Vendor	
2023	4093	12/05/2023	Payroll		Andrew Dirks	2,278.68
2023	4094	12/05/2023	Payroll	40773	Patricia F Fink	151.05
2023	4095	12/05/2023	Payroll		Lisa L George	2,341.81
2023	4096	12/05/2023	Payroll	40774	Benjamin C Giant	151.05
2023	4097	12/05/2023	Payroll		Suzanne F Gilmer	91.77
2023	4098	12/05/2023	Payroll		Jason L Hartmann	151.05
2023	4099	12/05/2023	Payroll		Michael L Hepner	3,593.84
2023	4100	12/05/2023	Payroll		William F Hunsaker	2,909.11
2023	4101	12/05/2023	Payroll		Cynthia D Jewell	1,737.07
2023	4102	12/05/2023	Payroll		Marla A Keethler	1,704.07
2023	4103	12/05/2023	Payroll		Jason Kinley	1,843.69
2023	4104	12/05/2023	Payroll		Ross E Lambert	2,710.32
2023	4105	12/05/2023	Payroll		Joshua Lewis	1,988.44
2023	4106	12/05/2023	Payroll		David S Lindley	151.05
2023	4107	12/05/2023	Payroll		Madelynn M Mcllwain	1,533.68
2023	4108	12/05/2023	Payroll		Stephanie M Porter	2,644.57
2023	4109	12/05/2023	Payroll		Frank Randall	2,913.21
2023	4110	12/05/2023	Payroll		James A Ransier	151.05
2023	4111	12/05/2023	Payroll		Troy A Rayburn	3,463.69
2023	4112	12/05/2023	Payroll		Troy Rosenburg	1,894.41
2023	4113	12/05/2023	Payroll		William M Sauter	2,534.92
2023	4114	12/05/2023	Payroll	40775	Jess W Wardwell	91.77
2023	4182	12/05/2023	Payroll		AFLAC	74.80
2023	4183	12/05/2023	Payroll		Association Of WA Cities	36,359.40
2023	4184	12/05/2023	Payroll		Internal Revenue Service	17,935.33
2023	4185	12/05/2023	Payroll		LifeSecure Insurance Company	1,221.60
2023	4186	12/05/2023	Payroll		LifeSecure Insurance Company	410.79
2023	4187	12/05/2023	Payroll		LifeSecure Insurance Company	170.77
2023	4188	12/05/2023	Payroll		Oregon Department of Revenue	263.00
2023	4189	12/05/2023	Payroll		Standard Insurance	373.35
2023	4190	12/05/2023	Payroll		WA State Dept Retirement Systems	225.00
2023	4191	12/05/2023	Payroll		WA State Dept Retirement Systems	10,228.58
2023	4192	12/05/2023	Payroll	40776	WSCCCE	771.76
2023	4299	12/05/2023	Claims		Xpress Bill Pay	840.36
2023	4572	12/05/2023	Payroll		Association Of WA Cities	931.26
2023	4573	12/05/2023	Payroll		Standard Insurance	19.65
2023	4194	12/06/2023	Claims	40777	Apparatus Repair LLC AA&L Emergency Fire	570.00
2023	4195	12/06/2023	Claims	40778	America's Phone Guys	9,433.54
2023	4197	12/06/2023	Claims	40780	Association Of WA Cities	7,715.00
2023	4198	12/06/2023	Claims	40781	BSK Associates	68.00
2023	4199	12/06/2023	Claims	40782	Bingen, City Of	62,921.14
2023	4200	12/06/2023	Claims	40783	Brenntag Pacific, Inc	1,291.06
2023	4201	12/06/2023	Claims	40784	Brightly Software, Inc	8,461.01
2023	4202	12/06/2023	Claims	40785	Charter Communications	277.95
2023	4203	12/06/2023	Claims	40786	Coburn Electric, Inc.	2,627.30
2023	4204	12/06/2023	Claims	40787	Columbia Gorge News, LLC	717.50
2023	4205	12/06/2023	Claims	40788	DCG Watershed	4,352.50
2023	4206	12/06/2023	Claims	40789	Extreme Products	195.00
2023	4207	12/06/2023	Claims	40790	H.D. Fowler Company	384.54
2023	4208	12/06/2023	Claims	40791	Hach Company	824.22
2023	4209	12/06/2023	Claims	40792	Hunsaker Oil Company Inc	1,631.16
2023	4210	12/06/2023	Claims	40793	Jaques Sharp	120.00
2023	4211	12/06/2023	Claims	40794	Ned Kindler	174.70
2023	4212	12/06/2023	Claims	40795	Klickitat County Health Dept	35.00
2023	4213	12/06/2023	Claims	40796	Klickitat County Prosecutor	3.42
2023	4215	12/06/2023	Claims	40798	Les Schwab Tire Center	4,372.97
2023	4216	12/06/2023	Claims	40799	Masonic Lodge # 163	529.00
2023	4217	12/06/2023	Claims	40800	Mosier WiNet	400.00
2023	4218	12/06/2023	Claims	40801	Mt Adams Chamber Of Commerce	32,942.73

# BANK RECONCILIATION

G. y Of White Salmon

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12/01/2023 To: 12/31/2023

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Year	Trans#	Date	Type	Chk#	Vendor	
2023	4219	12/06/2023	Claims	40802	NW Natural	221.47
2023	4220	12/06/2023	Claims	40803	Office Depot	254.83
2023	4221	12/06/2023	Claims	40804	One Call Concepts Inc	14.98
2023	4222	12/06/2023	Claims	40805	Onsite Supply House LLC	151.18
2023	4223	12/06/2023	Claims	40806	Owen Equipment Company	3,029.34
2023	4224	12/06/2023	Claims	40807	PUD No 1 Of Klickitat County	9,071.93
2023	4225	12/06/2023	Claims	40808	Pape' Machinery Exchange	1,412.22
2023	4226	12/06/2023	Claims	40809	Pitney Bowes Purchase Power	240.21
2023	4227	12/06/2023	Claims	40810	Platt Electrical, dba of Rexel USA, INC	514.60
2023	4228	12/06/2023	Claims	40811	Radcomp Technologies	7,111.09
2023	4229	12/06/2023	Claims	40812	Reynier, Ron Atty At Law	1,400.00
2023	4230	12/06/2023	Claims	40813	Sherwin-Williams	608.48
2023	4231	12/06/2023	Claims	40814	Shred-it USA LLC	245.40
2023	4232	12/06/2023	Claims	40815	Larry Spencer	498.86
2023	4233	12/06/2023	Claims	40816	Structura Naturals Inc	14,287.50
2023	4234	12/06/2023	Claims	40817	TransUnion Risk & Alternative	80.71
2023	4235	12/06/2023	Claims	40818	Tum-A-Lum Lumber	45.19
2023	4236	12/06/2023	Claims	40819	Underriner Ford of The Dalles	9,244.87
2023	4237	12/06/2023	Claims	40820	WA State Dept Agriculture	50.00
2023	4238	12/06/2023	Claims	40821	WAPRO	25.00
2023	4239	12/06/2023	Claims	40822	Washington Gorge Action Programs	12,000.00
2023	4240	12/06/2023	Claims	40823	White Salmon, City Of	134,965.42
2023	4241	12/06/2023	Claims	40824	Wilcox & Flegel	3,577.81
2023	4242	12/06/2023	Claims	40825	Zaya LLC	467.50
2023	4243	12/06/2023	Claims	40827	WA State Treas. Cash Mgmt Dept	90.45
2023	4140	12/10/2023	Claims		USDA Rural Development	7,920.00
2023	4467	12/18/2023	Ser Chge		Cashmere Valley Bank	5.00
2023	4352	12/20/2023	Payroll		Ryan Hardie Adam	1,718.39
2023	4353	12/20/2023	Payroll		Ethan Adkins	1,354.51
2023	4357	12/20/2023	Payroll		Erika Castro-Guzman	2,414.62
2023	4358	12/20/2023	Payroll		Garique W Clifford	2,661.59
2023	4359	12/20/2023	Payroll		Jeffrey Cooper	2,923.60
2023	4360	12/20/2023	Payroll		Andrew Dirks	2,272.83
2023	4363	12/20/2023	Payroll		Lisa L George	2,341.80
2023	4364	12/20/2023	Payroll		Suzanne F Gilmer	247.77
2023	4365	12/20/2023	Payroll		Michael L Hepner	3,579.87
2023	4366	12/20/2023	Payroll		William F Hunsaker	7,355.21
2023	4367	12/20/2023	Payroll		Cynthia D Jewell	1,895.53
2023	4368	12/20/2023	Payroll		Jason Kinley	2,512.66
2023	4369	12/20/2023	Payroll		Ross E Lambert	2,265.43
2023	4370	12/20/2023	Payroll		Joshua Lewis	1,361.88
2023	4371	12/20/2023	Payroll		Madelynn M Mcllwain	3,387.32
2023	4374	12/20/2023	Payroll	40835	Jeremy S Perala	720.33
2023	4375	12/20/2023	Payroll	40836	Scott Perala	637.21
2023	4376	12/20/2023	Payroll		Stephanie M Porter	2,633.99
2023	4377	12/20/2023	Payroll		Frank Randall	3,105.49
2023	4378	12/20/2023	Payroll		Troy A Rayburn	3,462.14
2023	4380	12/20/2023	Payroll		Kelsey A Rooks	52.53
2023	4381	12/20/2023	Payroll		Troy Rosenburg	1,834.22
2023	4382	12/20/2023	Payroll		William M Sauter	3,804.24
2023	4400	12/20/2023	Claims	40841	ARC Architects, Inc.	15,290.00
2023	4402	12/20/2023	Claims	40843	Anderson Perry & Associates, Inc.	26,863.26
2023	4403	12/20/2023	Claims	40844	Aramark Uniform Services	313.20
2023	4404	12/20/2023	Claims	40845	Yelitza Boots	750.00
2023	4406	12/20/2023	Claims	40847	CivicPlus LLC	2,512.47
2023	4407	12/20/2023	Claims	40848	Coburn Electric, Inc.	1,412.23
2023	4409	12/20/2023	Claims	40850	DCG Watershed	3,289.50
2023	4410	12/20/2023	Claims	40851	DataPro Solutions, Inc	135.58
2023	4412	12/20/2023	Claims	40853	Patricia F Fink	482.26

# BANK RECONCILIATION

G. y Of White Salmon

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Year	Trans#	Date	Type	Chk#	Vendor	
2023	4415	12/20/2023	Claims	40856	Klickitat County Health Dept	175.00
2023	4416	12/20/2023	Claims	40857	Klickitat County Title Company	545.03
2023	4419	12/20/2023	Claims	40860	Lexipol LLC	3,805.25
2023	4420	12/20/2023	Claims	40861	NAPA Auto Parts dba Gorge Auto Parts	57.21
2023	4421	12/20/2023	Claims	40862	North Cascade Excavating, LLC	168,557.47
2023	4422	12/20/2023	Claims	40863	Owen Equipment Company	1,252.19
2023	4424	12/20/2023	Claims	40865	Radcomp Technologies	269.00
2023	4429	12/20/2023	Claims	40870	Wilcox & Flegel	4,641.58
2023	4430	12/20/2023	Claims	40871	Xerox Financial Services, LLC	773.65
2023	4460	12/20/2023	Ser Chge		Aaron Jones	114.60
2023	4461	12/20/2023	Ser Chge		Steven Rauner and Stephanie Parrish	1,372.20
2023	4462	12/20/2023	Payroll		Internal Revenue Service	21,328.49
2023	4463	12/20/2023	Payroll		Oregon Department of Revenue	263.00
2023	4464	12/20/2023	Payroll		WA State Dept Retirement Systems	225.00
2023	4465	12/20/2023	Payroll		WA State Dept Retirement Systems	10,429.80
2023	4459	12/21/2023	Ser Chge		Kacia Daughters	117.22
2023	4468	12/26/2023	Claims		Starlink	120.00
2023	4470	12/27/2023	Claims		WA State Dept Revenue/Excise	12,963.37
2023	4490	12/28/2023	Claims	40873	Klickitat County Auditor	833.00
Total Debits:						882,660.44
Reconciled Bank Balance:						1,027,507.86
2023	4320	12/14/2023	Util Pay	61828	Batch Customer	121.79
2023	4489	12/27/2023	Util Pay	61921	Xpress Bill Pay	129.77
2023	4499	12/27/2023	Tr Rec	61927	Permitting Customer	2,553.04
2023	4501	12/28/2023	Util Pay	61929	Xpress Bill Pay	782.96
2023	4502	12/28/2023	Util Pay	61930	Xpress Bill Pay	129.84
2023	4503	12/29/2023	Util Pay	61931	Batch Customer	12,426.45
2023	4504	12/29/2023	Tr Rec	61932	PUD No 1 Of Klickitat County	11,432.66
2023	4505	12/29/2023	Util Pay	61933	Xpress Bill Pay	700.45
2023	4506	12/29/2023	Util Pay	61934	Xpress Bill Pay	432.38
2023	4507	12/29/2023	Util Pay	61935	Xpress Bill Pay	200.00
2023	4508	12/30/2023	Util Pay	61936	Xpress Bill Pay	453.21
2023	4509	12/30/2023	Util Pay	61937	Xpress Bill Pay	868.43
2023	4510	12/31/2023	Util Pay	61938	Xpress Bill Pay	177.84
2023	4511	12/28/2023	Tr Rec	61945	Permitting Customer	25.00
Outstanding Credits:						-30,433.82
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
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	Hinman, Chad	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



# BANK RECONCILIATION

G. y Of White Salmon

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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	3787	11/01/2023	Claims	40700	Fox Erosion Control	200.00
2023	4193	12/06/2023	Claims	40826	Sullivan & Mark Olson, Beverly	485.87
2023	4196	12/06/2023	Claims	40779	Anderson's Custom Sawing	51.60
2023	4214	12/06/2023	Claims	40797	Knapp, O'Dell & Macpherson PLLC	6,250.00
2023	4354	12/20/2023	Payroll	40828	Berkey, Brynion L	184.70
2023	4355	12/20/2023	Payroll	40829	Brake, Adam	277.05
2023	4356	12/20/2023	Payroll	40830	Bruce, Jacqueline A	92.35
2023	4361	12/20/2023	Payroll	40831	Fink, Hans Peter	803.44
2023	4362	12/20/2023	Payroll	40832	Garcia, Sebastian	1,255.96
2023	4372	12/20/2023	Payroll	40833	Moore, Chris	258.58
2023	4373	12/20/2023	Payroll	40834	Morse, Joel M	221.64
2023	4379	12/20/2023	Payroll	40837	Rocha, George C	240.11
2023	4383	12/20/2023	Payroll	40838	Swann, David S	480.22
2023	4384	12/20/2023	Payroll	40839	Swanson, Karl	895.79
2023	4385	12/20/2023	Payroll	40840	Wardwell, Jess W	959.57
2023	4401	12/20/2023	Claims	40842	Ace Hardware	335.14
2023	4405	12/20/2023	Claims	40846	CenturyLink	1,397.21
2023	4408	12/20/2023	Claims	40849	Columbia Gorge News, LLC	45.00
2023	4411	12/20/2023	Claims	40852	Databar	1,577.88
2023	4413	12/20/2023	Claims	40854	Granicus	6,008.55
2023	4414	12/20/2023	Claims	40855	Kindler, Ned	109.04
2023	4417	12/20/2023	Claims	40858	Knapp, O'Dell & Macpherson PLLC	9,166.00
2023	4418	12/20/2023	Claims	40859	Law Office of Erin Bradley McAleer	1,386.00
2023	4423	12/20/2023	Claims	40864	Patrick Robinson Law PLLC	660.00
2023	4425	12/20/2023	Claims	40866	Republic Services #487	632.36
2023	4426	12/20/2023	Claims	40867	Same Day Stage	160.00
2023	4427	12/20/2023	Claims	40868	Verizon Wireless	1,118.46
2023	4428	12/20/2023	Claims	40869	WWCPA	25.00
2023	4471	12/27/2023	Claims	40872	US Bank	9,191.11
2023	4491	12/28/2023	Claims	40874	Klickitat County Treasurer	30.00
2023	4516	12/30/2023	Claims	40878	Anderson Perry & Associates, Inc.	20,698.14
2023	4517	12/30/2023	Claims	40879	BSK Associates	241.00
2023	4518	12/30/2023	Claims	40880	C.M. & W.O. Sheppard Inc	559.99
2023	4519	12/30/2023	Claims	40881	Coburn Electric, Inc.	2,777.12
2023	4520	12/30/2023	Claims	40882	Columbia Gorge News, LLC	2,012.75
2023	4521	12/30/2023	Claims	40883	James Dean Construction, Inc	200.00
2023	4522	12/30/2023	Claims	40884	Klickitat County Auditor	824.00
2023	4523	12/30/2023	Claims	40885	Knapp, O'Dell & Macpherson PLLC	5,375.00
2023	4524	12/30/2023	Claims	40886	L.N, Curtis & Sons	1,917.74
2023	4525	12/30/2023	Claims	40887	NAPA Auto Parts dba Gorge Auto Parts	979.10
2023	4526	12/30/2023	Claims	40888	NW Natural	598.36
2023	4527	12/30/2023	Claims	40889	Northwest Hydro-Mulchers, Inc.	200.00
2023	4528	12/30/2023	Claims	40890	Office Depot	133.11
2023	4529	12/30/2023	Claims	40891	Owen Equipment Company	46,280.32
2023	4530	12/30/2023	Claims	40892	PUD No 1 Of Klickitat County	9,709.34
2023	4531	12/30/2023	Claims	40893	Platt Electrical, dba of Rexel USA, INC	71.61
2023	4532	12/30/2023	Claims	40894	Public Safety Testing	142.00
2023	4533	12/30/2023	Claims	40895	Structura Naturals Inc	5,006.23
2023	4534	12/30/2023	Claims	40896	Walter E. Nelson Co.	146.21
2023	4535	12/30/2023	Claims	40897	White Salmon, City Of	2,446.75
2023	4536	12/30/2023	Claims	40898	Wilcox & Flegel	1,454.74
2023	4537	12/31/2023	Payroll		Department Of Labor & Industries	7,587.92
2023	4538	12/31/2023	Payroll		Employment Security Department	774.86
2023	4539	12/31/2023	Payroll		Employment Security Dept- PFMLA/WA LTC	2,369.80
2023	4540	12/31/2023	Payroll		Employment Security Dept- PFMLA/WA LTC	1,546.53
2023	4541	12/31/2023	Payroll		Oregon Dept. of Revenue - Transit Tax	22.92
2023	4542	12/31/2023	Claims	40907	Ace Hardware	844.48
2023	4543	12/31/2023	Claims	40908	Aramark Uniform Services	250.39
2023	4544	12/31/2023	Claims	40909	Columbia Gorge News, LLC	182.75
2023	4545	12/31/2023	Claims	40910	DCG Watershed	3,916.00
2023	4546	12/31/2023	Claims	40911	DataPro Solutions, Inc	135.58
2023	4547	12/31/2023	Claims	40912	Databar	1,575.69

# BANK RECONCILIATION

G. y Of White Salmon

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12/01/2023 To: 12/31/2023

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2023	4548	12/31/2023	Claims	40913	Department Of Labor & Industries	119.60
2023	4549	12/31/2023	Claims	40914	FBI-LEEDA	795.00
2023	4550	12/31/2023	Claims	40915	First Responder Outfitters, Inc	560.61
2023	4551	12/31/2023	Claims	40916	Harper Houf Peterson Righellis Inc	1,752.75
2023	4552	12/31/2023	Claims	40917	Hood River County	680.00
2023	4553	12/31/2023	Claims	40918	Hunsaker Oil Company Inc	787.79
2023	4554	12/31/2023	Claims	40919	Jaques Sharp	350.00
2023	4555	12/31/2023	Claims	40920	Lawson Products Inc	72.95
2023	4556	12/31/2023	Claims	40921	Les Schwab Tire Center	118.35
2023	4557	12/31/2023	Claims	40922	Mt Adams Chamber Of Commerce	25,418.77
2023	4558	12/31/2023	Claims	40923	Pacer Propane LLC	48.38
2023	4559	12/31/2023	Claims	40924	Propio LS LLC	6.21
2023	4560	12/31/2023	Claims	40925	Republic Services #487	449.69
2023	4561	12/31/2023	Claims	40926	Same Day Stage	100.00
2023	4562	12/31/2023	Claims	40927	Shred-it USA LLC	243.64
2023	4563	12/31/2023	Claims	40928	TransUnion Risk & Alternative	80.71
2023	4564	12/31/2023	Claims	40929	US Bank	14,819.80
2023	4565	12/31/2023	Claims	40930	Uline	720.54

Outstanding Debits: 213,976.31

**Reconciled Book Balance: 843,965.37**

# BANK RECONCILIATION

G. y Of White Salmon

Time: 15:20:31 Date: 03/11/2024

12/01/2023 To: 12/31/2023

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## 2 State Pool

Date	Balance Forward	4,865,826.51
12/31/2023		<u>22,437.31</u>
	Total Credits:	22,437.31

Year	Trans#	Date	Type	Chk#	Vendor
------	--------	------	------	------	--------

Total Debits: 0.00

Reconciled Bank Balance: 4,888,263.82

Outstanding Credits: \_\_\_\_\_

Outstanding Debits: \_\_\_\_\_

**Reconciled Book Balance: 4,888,263.82**



# BANK RECONCILIATION

G. y Of White Salmon

Time: 15:20:53 Date: 03/11/2024

12/01/2023 To: 12/31/2023

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## 3 Petty Cash

Date Balance Forward 25.00

Total Credits: 0.00

Year Trans# Date Type Chk# Vendor

Total Debits: 0.00

Reconciled Bank Balance: 25.00

Outstanding Credits: \_\_\_\_\_

Outstanding Debits: \_\_\_\_\_

**Reconciled Book Balance: 25.00**

# BANK RECONCILIATION

G. y Of White Salmon

Time: 15:21:07 Date: 03/11/2024

12/01/2023 To: 12/31/2023

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## 4 Cash Drawer 1

Date Balance Forward 150.00

Total Credits: 0.00

Year Trans# Date Type Chk# Vendor

Total Debits: 0.00

Reconciled Bank Balance: 150.00

Outstanding Credits: \_\_\_\_\_

Outstanding Debits: \_\_\_\_\_

**Reconciled Book Balance: 150.00**

# BANK RECONCILIATION

G. y Of White Salmon

Time: 15:21:24 Date: 03/11/2024

12/01/2023 To: 12/31/2023

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## 5 Cash Drawer 2

Date Balance Forward 150.00

Total Credits: 0.00

Year    Trans#    Date       Type       Chk#    Vendor

Total Debits: 0.00

Reconciled Bank Balance: 150.00

Outstanding Credits: \_\_\_\_\_

Outstanding Debits: \_\_\_\_\_

**Reconciled Book Balance: 150.00**

City of White Salmon  
 Budget Summary Report  
 As of December 31, 2023

	Budget Revenue	Year-To-Date Revenue	Remaining	% of Total Budget 100.00%	Budget Expenditures	Year-To Date Expenditures	Remaining	% of Total Budget 100.00%
001 Current Expense								
Finance					543,281.00	546,504.69	-3,223.69	100.59%
Central Services (HR)					73,110.00	71,840.45	1,269.55	98.26%
General Government					127,082.00	97,181.08	29,900.92	76.47%
Building					195,918.00	193,805.69	2,112.31	98.92%
Community Services					1,141,452.00	659,605.82	481,846.18	57.79%
Planning					359,236.00	320,681.54	38,554.46	89.27%
Park					288,164.00	190,910.15	97,253.85	66.25%
Police					1,294,659.00	1,295,194.73	-535.73	100.04%
Fire					140,431.00	134,390.84	6,040.16	95.70%
<b>001 Current Expense</b>	<b>3,344,055.00</b>	<b>3,031,898.20</b>	<b>312,156.80</b>	<b>90.67%</b>	<b>4,163,333.00</b>	<b>3,510,114.99</b>	<b>653,218.01</b>	<b>84.31%</b>
<b>101 Street Fund</b>	<b>838,974.00</b>	<b>371,362.52</b>	<b>467,611.48</b>	<b>44.26%</b>	<b>981,723.00</b>	<b>957,236.81</b>	<b>24,486.19</b>	<b>97.51%</b>
<b>108 Municipal Capital Imp. Fund</b>	<b>92,886.00</b>	<b>87,577.63</b>	<b>5,308.37</b>	<b>94.29%</b>	<b>189,079.00</b>	<b>9,325.95</b>	<b>179,753.05</b>	<b>4.93%</b>
<b>110 Fire Reserve Fund</b>	<b>40,855.00</b>	<b>43,197.26</b>	<b>-2,342.26</b>	<b>105.73%</b>	<b>15,000.00</b>	<b>0.00</b>	<b>15,000.00</b>	<b>0.00%</b>
<b>112 General Fund Reserve</b>	<b>18,029.00</b>	<b>18,088.41</b>	<b>-59.41</b>	<b>100.33%</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>121 Police Vehicle Reserve Fund</b>	<b>4,115.00</b>	<b>134,127.92</b>	<b>-130,012.92</b>	<b>3259.49%</b>	<b>70,118.00</b>	<b>70,117.05</b>	<b>0.95</b>	<b>100.00%</b>
<b>302 Transportation Improvement (TBD)</b>	<b>21,535.00</b>	<b>26,767.44</b>	<b>-5,232.44</b>	<b>0.00%</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>303 Hotel/Motel Tax</b>	<b>82,056.00</b>	<b>82,984.26</b>	<b>-928.26</b>	<b>101.13%</b>	<b>95,537.00</b>	<b>95,537.00</b>	<b>0.00</b>	<b>100.00%</b>
<b>307 New Pool Construction Fund</b>	<b>35,311.00</b>	<b>35,418.05</b>	<b>-107.05</b>	<b>100.30%</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>401 Water Fund</b>	<b>2,583,271.00</b>	<b>2,553,150.98</b>	<b>30,120.02</b>	<b>98.83%</b>	<b>2,257,853.00</b>	<b>2,180,463.29</b>	<b>77,389.71</b>	<b>96.57%</b>
<b>402 Wastewater Collection Fund</b>	<b>1,115,288.00</b>	<b>1,123,591.79</b>	<b>-8,303.79</b>	<b>100.74%</b>	<b>1,183,690.00</b>	<b>1,125,156.58</b>	<b>58,533.42</b>	<b>95.06%</b>
<b>408 Water Reserve Fund</b>	<b>573,449.00</b>	<b>399,565.13</b>	<b>173,883.87</b>	<b>69.68%</b>	<b>399,684.00</b>	<b>143,154.71</b>	<b>256,529.29</b>	<b>35.82%</b>
<b>409 Wastewater Reserve Fund</b>	<b>217,615.00</b>	<b>217,714.90</b>	<b>-99.90</b>	<b>100.05%</b>	<b>182,923.00</b>	<b>126,708.20</b>	<b>56,214.80</b>	<b>69.34%</b>

City of White Salmon  
 Budget Summary Report  
 As of December 31, 2023

	Budget Revenue	Year-To-Date Revenue	Year-To-Date Remaining	% of Total Budget 100.00%	Budget Expenditures	Year-To Date Expenditures	Year-To Date Remaining	% of Total Budget 100.00%
412 Water Rights Acquisition Fund	182,425.00	183,832.32	-1,407.32	100.77%	123,985.00	123,984.24	0.76	100.00%
413 Water Bond Redemption Fund	114,920.00	114,930.99	-10.99	100.01%	111,518.00	111,516.00	2.00	100.00%
414 Wastewater Bond Redemption Fund	0.00	0.00	0.00	0.00%	0.00	0.00	0.00	0.00%
415 Water Bond Reserve Fund	20,171.00	20,190.66	-19.66	100.10%	0.00	0.00	0.00	0.00%
416 Wastewater Bond Reserve Fund	3,963.00	3,975.56	-12.56	100.32%	0.00	0.00	0.00	0.00%
417 Treatment Plant Reserve Fund	20,545.00	22,107.30	-1,562.30	107.60%	0.00	0.00	0.00	0.00%
418 Water Short Lived Asset Reserve Fund	140,301.00	140,350.50	-49.50	100.04%	406,725.00	102,887.99	303,837.01	25.30%
420 USDA Rural Develop. Jewett Water	7,520,100.00	2,333,000.00	5,187,100.00	31.02%	7,670,600.00	2,480,739.36	5,189,860.64	32.34%
601 Remittances	5,251.00	3,344.80	1,906.20	63.70%	5,251.00	2,679.55	2,571.45	51.03%
<b>Total</b>	<b>16,975,115.00</b>	<b>10,947,176.62</b>	<b>6,027,938.38</b>	<b>64.49%</b>	<b>17,857,019.00</b>	<b>11,039,621.72</b>	<b>6,817,397.28</b>	<b>61.82%</b>

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

**File Attachments for Item:**

H. Approval of Meeting Minutes-March 6, 2024



**CITY OF WHITE SALMON**  
**City Council Meeting – Wednesday, March 6, 2024**  
**In Person and Via Zoom Teleconference**

**Council and Administrative Personnel Present**

**Council Members:**

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

**Staff Present:**

- Marla Keethler, Mayor
- Mike Hepner, Police Chief
- Stephanie Porter, Clerk Treasurer
- Shawn Mac Pherson, City Attorney
- Troy Rayburn, City Administrator
- Andrew Dirks, Public Works Director

- I. Call to Order, Land Acknowledgement and Presentation of the Flag**  
Mayor Pro Tempore Jason Hartmann called the meeting to order at 6:00p.m. There were approximately 5 members of the public in attendance in person and via teleconference.
- II. Roll Call (6:02pm)**
- III. Changes to the Agenda (6:02pm)**
- IV. Presentations**
  - A. Women’s History Month Presentation (6:03pm)
  - B. Mayor's Update (6:15pm)
- V. Public Comment (6:21pm)**  
Wayne Thayer, White Salmon Resident (6:22pm)
- VI. Consent Agenda (6:24pm)**
  - A. Approval of Public Works Manager Job Description
  - B. Approval of Meeting Minutes - February 21, 2024
  - C. Approval of Vouchers

Vouchers audited and certified as required by RCW 42.24.080 and expense reimbursement claims as required by RCW 42.24.090 as of this 6<sup>th</sup> day of March 2024.

Type	Date			
<b>Claims</b>	3/6/2024	41095	41135	64,756.30
	3/6/2024	EFT	EFT	0.00
			<b>Claim Total</b>	<b>64,756.30</b>
<b>Payroll</b>	3/5/2024	EFT	EFT	114,955.29
	3/5/2024	41050	41053	1,339.51

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			<b>Payroll Total</b>	<b>116,294.80</b>
<b>Manual Claims</b>	1/5/2024	EFT	EFT	822.56
	1/10/2024	EFT	EFT	7,920.00
	1/10/2024	EFT	EFT	1,810.13
	2/10/2024	EFT	EFT	7,920.00
	2/22/2024	41048	41049	39,594.02
	2/22/2024	EFT	EFT	9,444.54
	3/10/2024	EFT	EFT	7,920.00
<b>VOIDED Checks</b>	3/6/2024	41054	41094	0.00
			<b>Manual Claim Total</b>	<b>75,431.25</b>
			<b>Toal Vouchers</b>	<b>256,482.35</b>

*Moved by Ben Giant. Seconded by Jason Hartmann.*  
*Motion to approve Consent Agenda as presented with vouchers in the amount of \$256,482.35.*  
**CARRIED 5-0.**

**VII. Business Items (6:26pm)**

- A. Waterline Acceptance - Ebbert  
Presentation by Andrew Dirks.  
Presentation by Applicants Engineer Dustin Conroy, Pioneer Surveying and Engineering.

Council Discussed.

*Moved by Jim Ransier. Seconded by Ben Giant.*  
*Motion to accept water line extension on NW Cherry St and approval of agreement between the City and Keith Ebbert.*  
**CARRIED 5-0.**

**VIII. Reports and Communications**

- A. Department Heads (6:31pm)
- B. Council Members (6:34pm)

**IX. Executive Session**

No executive session held.

**X. Adjournment**

The meeting was adjourned at 6:49p.m.

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Marla Keethler, Mayor

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Stephanie Porter, Clerk Treasurer



**File Attachments for Item:**

A. Ordinance 2024-03-1160 Amending the 2024 Annual Budget

1. Presentation2. Public Hearing3. Discussion and Action



## COUNCIL REPORT

**Business Item**

**Consent Agenda**

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

Yes, completed  
March 20, 2024  
Ordinance 2024-03-1160 Amending the 2024 Budget  
Stephanie Porter, Clerk Treasurer

**Action Required:**

Review and adoption of Ordinance 2024-03-1160, Amending the 2024 budget.

**Motion for Business Item / Proposed Motion for Consent Agenda:**

Move to adopt Ordinance 2024-03-1160, Amending the Budget for the City of White Salmon, Washington, for the Fiscal Year Ending December 31, 2024.

**Explanation of Issue:**

The budget amendment provides for amendments to revenues and expenditures. These changes are based on accounting of actual beginning cash balances, 2023 carryover projects, council approvals from January and February and adjustment for line items that are trending over budget. Significant changes are noted below along with changes to the ending cash balance. Ending cash balances meet the city’s financial policies for ending cash balances.

Salaries and benefits were adjusted to account for staffing vacancies.

**2023 Carryover Projects:**

Revenues				
Project	Fund	Total Amount	2023 Received	2024 Carryover Amount
Grant Revenue CCHC Housing Rehabilitation - Rhine Village	001	\$ 400,000.00	\$ 34,742.24	\$ 365,257.76
Grant Revenue - Bluff Connector Trail	001	\$ 74,170.00	\$ -	\$ 74,170.00
TIB Revenue Garfield Street Project	101	\$ 311,302.00	\$ -	\$ 311,302.00
TIB Chip Seal Project	101	\$ 160,500.00	\$ -	\$ 160,500.00
Water DOE Feasibility Grant	401	\$ 164,606.00	\$ 118,663.92	\$ 45,942.08
Main line Phase I Final Loan	420	\$ 2,333,000.00	\$ -	\$ 2,333,000.00
Main line Phase I PWB Loan	420	\$ 1,855,100.00	\$ -	\$ 1,855,100.00
USDA Grant	420	\$ 999,000.00	\$ -	\$ 999,000.00

Expenditures				
Project	Fund	Total Amount	2023 Expended	2024 Carryover Amount
CCHC Housing Rehabilitation - Rhine Village Expense	001	\$ 400,000.00	\$ 288.78	\$ 399,711.22

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Bluff Connector Trail Expense	001	\$	74,170.00	\$	-	\$	74,170.00
Garfield Street Project Expense	101	\$	317,443.00	\$	297,745.72	\$	19,697.28
Park Playground/Splashpad	108	\$	125,000.00	\$	-	\$	125,000.00
Council Chamber Reflooring	108	\$	15,000.00	\$	5,000.00	\$	10,000.00
MCI-Park Improvememnt Design Contract	108	\$	47,922.00	\$	3,169.38	\$	44,752.62
Fire Hall Reflooring	110	\$	15,000.00	\$	-	\$	15,000.00
Water-WS River Feasibility Study	401	\$	45,942.00	\$	7,175.75	\$	38,766.25
535804942 WW Plant Disposal	402	\$	381,548.00	\$	347,392.63	\$	34,155.37
Water System Plan	408	\$	3,995.00	\$	-	\$	3,995.00
N Main/Spring Booster Pump Design Engineering	408	\$	177,500.00	\$	98,700.94	\$	78,799.06
N Main/Spring Booster Pump Construction Engineering	408	\$	173,900.00	\$	165.00	\$	173,735.00
Manhole Project Construction Engineering	409	\$	63,090.00	\$	33,951.80	\$	29,138.20
SCADA Construction Engineering	409	\$	2,015.00	\$	1,523.13	\$	491.87
SCADA Design Engineering	409	\$	2,785.00	\$	2,647.32	\$	137.68
Garfield Street Stormwater Line Replacement	409	\$	13,216.00	\$	-	\$	13,216.00
SCADA Construction	409	\$	15,975.00	\$	1,244.70	\$	14,730.30
SCADA Design Engineering	418	\$	52,915.00	\$	50,299.12	\$	2,615.88
SCADA Construction Engineering	418	\$	38,285.00	\$	28,939.49	\$	9,345.51
SCADA Construction	418	\$	303,525.00	\$	23,649.38	\$	279,875.62
SCADA Fiberlink	418	\$	12,000.00	\$	-	\$	12,000.00
Mainline Construction Engineering	420	\$	312,160.00	\$	156,769.90	\$	155,390.10
Misc Contractual	420	\$	5,068.00	\$	722.75	\$	4,345.25
Inspection Engineering	420	\$	40,000.00	\$	33,756.25	\$	6,243.75
USDA Redemption of Interim Financing	420	\$	2,333,000.00	\$	-	\$	2,333,000.00
USDA Construction - RD	420	\$	3,175,340.00	\$	2,269,558.88	\$	905,781.12
USDA Construction -PWB	420	\$	1,785,100.00	\$	-	\$	1,785,100.00

**2023 Carryover Funding:**

O&M Expense	Fund	Total Amount	2023 Expended	2024 Carryover Amount
Community Service -Supplies Line	001	\$ 3,000.00	\$ 2,370.25	\$ 629.75
HAP Consultant	001	\$ 30,375.00	\$ 13,669.53	\$ 16,705.47
Shoreline Master Plan	001	\$ 22,822.00	\$ 14,324.13	\$ 8,497.87
Judicial Judge Services	001	\$ 13,000.00	\$ -	\$ 13,000.00
Legislative Computer	001	\$ 1,500.00	\$ -	\$ 1,500.00
Executive Travel Training	001	\$ 900.00	\$ 530.34	\$ 369.66

CAO Review	001	\$	26,900.00	\$	11,123.75	\$	15,776.25
Park Uniforms	001	\$	900.00	\$	719.61	\$	180.39
Street Signs	101	\$	8,000.00	\$	2,382.36	\$	5,617.64
Street Uniform	101	\$	900.00	\$	298.03	\$	601.97
Water Street Uniforms	401	\$	2,000.00	\$	301.97	\$	1,698.03
WW Uniforms	402	\$	812.00	\$	252.82	\$	559.18

**Budget Changes:**

**Current Expense Fund 001**

Revenue Increase

*Overhead Cost Allocation Finance Fees*  
 Increase of Water and Wastewater Public Works Projects Expenditures significantly increased the contribution to Finance due to the addition reporting and oversight for the funding.

*Interfund transfer from Fire Reserves*  
 Emergency Repairs to the Fire Hall bathrooms.

Expenditure Increase

*General Government Travel and Training* + \$2,000  
*HR Travel training moved to General Government*

*General Government Uniforms* + \$1,000  
*Executive Tavel and Training* + \$3,100  
*Planning Contract Services* + \$23,027  
 Increase is On-Call Services Allocation from \$4,000 to \$20,000  
 Granicus Payment for 2025 required to pay in Nov 2024 \$11,501

*Planning Hearing Examiner* + \$9,000  
*Planning Heritage Tree Ordinance Scope* + \$17,189  
*Planning Land Use Fee Study Scope* + \$10,621  
*Planning Zoning Map Update* + \$18,64  
*Parks Building and Ground Maintenance* + \$10,000  
 Planned Tree Maintenance  
*Park Rheingarten Pollinator Garden* + \$2,000

Expenditure Decrease

*Pay Equity Study* - \$25,000

**Street Fund 101**

Revenue Increase

*Garfield Street Project* + \$370,295  
*Chip Seal Project* + \$160,500

*The Street Fund Ended 2023 with a negative ending cash balance( -\$327,151).  
 I have contacted the State Auditor to notify them that our TIB Grants for both the Garfield Project and the Chip Seal Project were not reimbursed by TIB before the revenue deadline of December 31, 2023.  
 TIB has moved forward our Garfield Street Grant Funding approval and increased the amount to \$370,295 (previous award \$311,000). This project funding has been received by the city.  
 We are still awaiting TIB approval for the Chip Seal reimbursement in the amount of \$160,500.*

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**Police Reserve Fund 121**

Beginning Cash Increase – Include \$130,000 carryover funds. The council will see a request to create a new General Police Fund which is intended to receive \$80,000 of this balance for anticipated Capital Improvements for the Police Station and to cover unanticipated costs related to the new officer onboarding.

**Wastewater Fund 402**

Expenditure Increase

Wastewater Salaries	+ \$51,394
Reallocation of Public Works Salary split estimated using last years actuals.	

Expenditure Decrease

Wastewater System Plan	- \$50,000
Moved to the Wastewater Reserve Fund	
Transfer to Wastewater Reserves	- \$35,000
Had to meet ending cash balance requirements.	

**Council Options:**

City Council has the following options available at this time:

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

CITY OF WHITE SALMON

ORDINANCE NO. 2024-03-1160

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

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

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

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

WHEREAS, the budget was presented to the City Council at their regularly scheduled meeting on March 20, 2024; and

WHEREAS, the city council held a Public Hearing at their regularly scheduled meeting on March 20, 2024;

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

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

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

001 Current Expense

Beginning Cash	<u>936,345</u>	<u>595,506</u>
Revenue	<u>4,417,241</u>	<u>2,882,763</u>
Interfund Transfers In		<u>8,655</u>
Appropriations	<u>4,358,396</u>	<u>3,026,486</u>
Interfund Transfers Out		82,500
Ending Cash	<u>779,099</u>	<u>369,284</u>

101 Street Fund

Beginning Cash	<u>-327,151</u>	<u>76,783</u>
Revenue	<u>556,231</u>	<u>352,587</u>
Interfund Transfers In		0
Appropriations	<u>556,231</u>	<u>370,581</u>
Interfund Transfers Out		0
Ending Cash	<u>195,987</u>	<u>58,370</u>

**108 Municipal Capital Improvement Fund**

Beginning Cash	<u>546,405</u>	<u>370,890</u>
Revenue		72,233
Interfund Transfers In		0
Appropriations	<u>304,753</u>	<u>125,000</u>
Interfund Transfers Out		0
Ending Cash	<u>313,885</u>	<u>318,123</u>

**110 Fire Reserve**

Beginning Cash	<u>382,702</u>	<u>380,360</u>
Revenue	<u>16,600</u>	<u>16,000</u>
Interfund Transfers In		0
Appropriations		<u>15,000</u>
Interfund Transfers Out		<u>8,655</u>
Ending Cash	<u>375,647</u>	<u>396,360</u>

**112 General Fund Reserve**

Beginning Cash	<u>363,172</u>	<u>360,792</u>
Revenue		16,000
Interfund Transfers In		0
Appropriations		0
Interfund Transfers Out		0
Ending Cash	<u>379,172</u>	<u>376,792</u>

**121 Police Vehicle Reserve Fund**

Beginning Cash	<u>217,195</u>	<u>86,651</u>
Revenue		3,100
Interfund Transfers In		0
Appropriations		0
Interfund Transfers Out		0
Ending Cash	<u>220,295</u>	<u>89,751</u>

**302 Transportation Improvement Fund**

Beginning Cash	<u>26,768</u>	<u>21,535</u>
Revenue		107,457
Interfund Transfers In		0
Appropriations		0
Interfund Transfers Out		0
Ending Cash	<u>134,225</u>	<u>128,992</u>

**303 Hotel/Motel Taxes**

Beginning Cash	<u>162,935</u>	<u>160,509</u>
Revenue		80,633
Interfund Transfers In		0
Appropriations		80,500
Interfund Transfers Out		0
Ending Cash	<u>163,068</u>	<u>160,509</u>

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**307 New Pool Construction Fund**

Beginning Cash	<u>37,983</u>	<u>37,564</u>
Revenue		1,200
Interfund Transfers In		35,000
Appropriations		0
Interfund Transfers Out		0
Ending Cash	<u>74,183</u>	<u>73,764</u>

**401 Water Fund**

Beginning Cash	<u>593,020</u>	<u>309,829</u>
Revenue	<u>2,446,212</u>	<u>2,351,090</u>
Interfund Transfers In		0
Appropriations	<u>1,916,140</u>	<u>1,755,789</u>
Interfund Transfers Out	<u>539,371</u>	<u>546,224</u>
Ending Cash	<u>583,721</u>	<u>358,906</u>

**402 Wastewater Collection Fund**

Beginning Cash	<u>271,839</u>	<u>255,235</u>
Revenue		1,169,583
Interfund Transfers In		0
Appropriations	<u>1,276,889</u>	<u>1,230,452</u>
Interfund Transfers Out	<u>40,000</u>	<u>75,000</u>
Ending Cash	<u>124,533</u>	<u>119,366</u>

**408 Water Reserve Fund**

Beginning Cash	<u>411,478</u>	<u>358,900</u>
Revenue	<u>1,849,955</u>	<u>81,055</u>
Interfund Transfers In		247,500
Appropriations	<u>2,085,430</u>	<u>60,000</u>
Interfund Transfers Out		0
Ending Cash	<u>423,503</u>	<u>687,455</u>

**409 Wastewater Reserve Fund**

Beginning Cash	<u>676,257</u>	<u>579,139</u>
Revenue		34,372
Interfund Transfers In	<u>40,000</u>	<u>75,000</u>
Appropriations	<u>317,035</u>	<u>245,000</u>
Interfund Transfers Out		7,500
Ending Cash	<u>348,825</u>	<u>536,011</u>

**412 Water Rights Acquisition Fund**

Beginning Cash	<u>437,73</u>	<u>436,465</u>
Revenue		164,620
Interfund Transfers In		0
Appropriations		123,985
Interfund Transfers Out		0
Ending Cash	<u>478,508</u>	<u>477,085</u>



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**413 Water Bond Redemption Fund**

Beginning Cash	<u>68,79</u> <del>68,228</del>
Revenue	3,000
Interfund Transfers In	194,882
Appropriations	194,882
Interfund Transfers Out	0
Ending Cash	<u>71,679</u> <del>71,228</del>

**414 Wastewater Bond Redemption Fund**

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

**415 Water Bond Reserve Fund**

Beginning Cash	<u>127,283</u> <del>126,343</del>
Revenue	4,500
Interfund Transfers In	19,489
Appropriations	0
Interfund Transfers Out	0
Ending Cash	<u>151,272</u> <del>150,332</del>

**416 Wastewater Bond Reserve Fund**

Beginning Cash	<u>79,815</u> <del>79,291</del>
Revenue	2,900
Interfund Transfers In	0
Appropriations	0
Interfund Transfers Out	0
Ending Cash	<u>82,715</u> <del>82,191</del>

**417 Treatment Plant Reserve Fund**

Beginning Cash	<u>388,102</u> <del>393,087</del>
Revenue	19,030
Interfund Transfers In	7,500
Appropriations	0
Interfund Transfers Out	0
Ending Cash	<u>414,632</u> <del>419,617</del>

**418 Waster Short Lived Asset Reserve Fund**

Beginning Cash	<u>316,829</u> <del>813</del>
Revenue	3,500
Interfund Transfers In	<u>125,000</u> <del>131,848</del>
Appropriations	<u>428,838</u> <del>125,000</del>
Interfund Transfers Out	0
Ending Cash	<u>16,482</u> <del>20,161</del>

**419 Waster Construction Fund**

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

**420 Waster Construction Fund**

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

**601 Remittances**

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

**Total All Funds** 30,006,442.64 20,837,979

Less Interfund Transfers 678,026 704,371

**Net Total** 29,328,416.64 20,133,608

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

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

Passed by the council and approved by the Mayor on this 20<sup>th</sup> day of March, 2024.

\_\_\_\_\_  
Marla Keethler, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Stephanie Porter, Clerk Treasurer

\_\_\_\_\_  
Shawn MacPherson, City Attorney

A.

**2024 Ending Cash Balances Requirement (using operations & maintenance costs only)  
As of 03/15/2024**

<b>Current Expense</b>	<b>10%</b>	<b>Base Budget</b>		
Finance	571,298.00			
HR	57,221.00			
General Government	193,464.00			
Building	127,045.00			
Community Services	19,051.00			
Planning	400,339.00			
Parks	238,815.00			
Police	1,390,290.00			
Fire	104,294.00			
Total Current Expense O&M	3,101,817.00			
10% Required Ending Balance	310,181.70	779,099.00	468,917.30	80%
<b>Street</b>	<b>10%</b>			
Total Street O&M	319,947.00			
10% Required Ending Balance	31,994.70	195,987.00	163,992.30	20%
<b>Water</b>	<b>10%</b>			
Total Water O&M	1,820,232.00			
10% Required Ending Balance	182,023.20	583,721.00	401,697.80	
<b>Wastewater</b>	<b>10%</b>			
Total WW O&M	1,135,339.00			
10% Required Ending Balance	113,533.90	124,533.00	10,999.10	

**File Attachments for Item:**

A. Department Head Reports



## DEPARTMENT REPORT FINANCE / CLERK

Meeting Date: March 20, 2024  
Presented By: Stephanie Porter, Clerk Treasurer

### Exciting News:

- ❖ The City of White Salmon has been awarded the Tree City USA Designation for a 7<sup>th</sup> year. Public works has updated the City Limit Signs.
- ❖ The Garfield Project TIB funding was approved for payment at \$370,295 (Previously \$311,302).
- ❖ RMSA has approved a 50% payment towards the Annual Report Workshop.

### Daily Operations / What's Happening:

- Public Records Request – 2 request this period
- Daily Reconciliation
- Quarterly Taxes
- Monthly reporting and taxes - Next due in January 2024
- Send Ordinances to Municode for code update.
- Reviewing Utility Adjustments
- Review and approve Utility Billing
- Review and Approve Accounts Payable
- Record Retention – **We have done our first purge of approved records!**
- Grant quarterly reporting
- Working with Anderson Perry regularly for USDA contractor reimbursements- tracking for the Main line Phase 1 Project.
- One-Time Leak Forgiveness Applications – 2 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 – **3 received**
- Clean up and set up of Council Chambers

### New Projects:

- Regional Fire Authority Sub Committee – HR/Finance
- USDA Funding Paperwork and process for the Interim Financing closure and the Grant funding activation.
- Annexation Inquiries – New housing code updates have spurred a conversation among property owners desiring to annex into the city.
- Providing draft Ordinance to consultants for updates
- Coordinating with City Administrator and City Attorney regarding the Staff Retreat Presentations.
- Reporting and managing of the CDBG Grant with Columbia Cascade Housing Corporation – second reimbursement provided, program is active.

### Existing Projects Progress:

- Annual Reports: USDA, Lodging Tax, Financial, ARPA/SLFRF Funds- **In process**
- December End of Year Closeout. **Completed**
- Annexation of N Main Island – **Completed and approved – Annexation Date January 7, 2024.**

- Working with Police Department to create a Scope of Work for a Janitorial Contract for City Hall and the Police Department- **In Progress**
- Communication with PWB **Signed and completed**
- Working with Springbrook to get access to the Chart of Accounts (budget) for all department heads- **completed with Springbrook. Need to coordinate with Radcomp.**
- Intent to Annex received-Cherry Blossom. **Petition completed – County will approve then it will come back to council at a public hearing.**
- LOCAL Bond Program – **Notice of Intent and Credit Application have been submitted. Waiting for response from Treasurer Office.**
- ARPA Surplus Process- **waiting for response from legal on how to surplus the mailboxes**
- Emergency Small Works Contracts and Contract Extensions- **ongoing until complete.**

**Upcoming Events/Trainings:**

- WA Municipal Clerks Associations Annual Conference – March 20-22, 2024
- Career Day – Columbia High School – March 27, 2024
- Springbrook Annual Reporting Workshop – April 10, 2024
- NW Clerks Institute – Professional Development I – June 2-7, 2024



## PUBLIC WORKS DEPARTMENT

Meeting Date: 3.20.24

Presented By: Andrew Dirks- Public Works Director

### Daily Operations / What's Happening:

- Completing the final requirements for repairs noted in the sanitary survey.
- Monitoring the PRV Station at Dock Grade to accommodate Bingen's needs.
- Preparing for PFAS Sampling.
- Finalizing drywall repair in the council chambers.
- Trouble shooting internet issues at the Booster Station & BC Monitoring.
- Prepping the parks for Spring, replacing outlets, painting raised concrete panels and starting spring trimming.
- Irrigation and water fountain startup will begin in April.
- Winter red rock cleanup.

### Current Projects:

- Planning the pollinator garden: working with the crew to decide the cost and most efficient way forward. This will be a very early spring project.
- Jewett Manhole Project: The initial pass through the downtown core is complete. The contractor will attempt to complete the final pave next week and will blow the liners in after that.
- SCADA: Contractor has purchased a large amount of the products needed and has started programming the shop and booster station computers.
- Downtown planter beds: Community Partners will be doing their annual cleanup and PW will follow up to remove some larger vegetation.

### Upcoming Projects:

- NMPBS and Spring Street: 90% plans have been reviewed. We continue to work with Pioneer for construction easements.
- Playground replacement phase 1 is close to being bid ready.
- Installing a dual port reader at the Bingen Intertie.

### Completed Projects:

- 8" Octave meter install at the Bingen Intertie
- Water Leak on Green, repaired.
- Sweeper is repaired and operational.

### Upcoming Trainings:

- Cla-Val training- Jason & Jeff

### Completed Trainings

- CCS Exam Prep- Ryan

### Updates for the Community / Upcoming Events:

- We will be providing the backhoe and an operator for both days of the Community Clean-up in Bingen in April.

### Collaboration Updates (other jurisdictions/entities):

- Coordinating with the City of Bingen on the Water Meter Replacement and Everybody's Sewer Agreement.