



SELAH CITY COUNCIL

Regular Meeting

November 26, 2024

5:30 p.m.: Regular Scheduled Meeting

Significant items on the Agenda – such as Consent Agenda Items, Public Hearings, Ordinances and Resolutions
– will have an explanatory Agenda Item Sheet (AIS)

A yellow AIS cover page indicates an action item.

A blue AIS cover page indicates an informational/non-action item.



Selah City Council
Meeting Date: November 26, 2024
5:30 p.m.: Regular Meeting

Mayor:
Mayor Pro Tempore
and Councilmember:
Councilmembers:

Roger Bell
Kevin Wickenhagen
Jared Iverson
Elizabeth Marquis
Clifford Peterson
William Longmire
Michael Costello
David Monaghan
Rich Huebner
Rob Case
Courtney McGarity

City of Selah
115 W. Naches Ave.
Selah, WA 98942

City Administrator:
City Attorney:
City Clerk

AGENDA

- 1) **Call to Order – Mayor Bell**
- 2) **Roll Call**
- 3) **Registering in record of councilmember absence(s) as excused absence(s), per SMC 1.06.070**
- 4) **Pledge of Allegiance**
- 5) **Invocation with Aaron Crumrine of Selah Covenant Church**
- 6) **Announcement of changes, if any, from previously-published Agenda**
- 7) **Getting to know local businesses, agencies and/or people (up to 5 minutes total)**
- 8) **Comments from the public (up to 30 minutes total)**

The City of Selah is a non-charter code city and we are presently conducting a regular meeting between the Mayor and City Council. A maximum of thirty minutes will be allotted for public comments.

Common-sense standards of decorum apply. Comments must be respectful; no profanity or insults are allowed. Comments pertaining to City business and official actions are the most valued, but comments pertaining to City officials' ability to fulfill their job duties due to events, actions, or activities that occurred outside the scope of their duties as a City official may also be offered. Constructive criticism of City officials is allowed including constructive criticism specifically mentioning City officials or employees by name as to official actions, but defamation, personal attacks and impertinent assertions are not allowed.

Commenters are limited to one comment per meeting and each comment is subject to a duration limit. City staff may disallow or modify any received written comment that exceeds its duration limit or that is deemed inappropriate, and the Mayor or Presiding Officer may turn off the podium microphone or otherwise silence any in-person comment that exceeds its duration limit or is deemed inappropriate.

These standards are subject to revision and will be updated whenever necessary in order to comply with constitutional requirements.

- A. Pre-arranged oral comments (up to 5 minutes each):
 - Pattie Graffe – SDA
- B. Reading of received written comments (up to 2 minutes each): None
- C. Oral comments by people in attendance (up to 2 minutes each):

9) **Proclamations/Announcements**

- A. Community Pride Award – Jakob Greene
- B. Chris Corry and Jeremy Dufault – Legislative Updates

10) **Consent Agenda**

Consent Agenda items are listed with an asterisk (). Those items are considered routine and will be addressed via a joint motion, without any discussion or debate. However, upon the request of any Councilmember an item will be removed from the Consent Agenda, will be addressed separately, and will be subject to discussion and debate.*

- A. Courtney McGarity * Approval of Minutes from November 12, 2024 Council Meeting
- B. Kimberly Grimm * Approval of Claims & Payroll
- C. Rocky Wallace * Resolution Adopting a WSP Amendment to the February 2021 Water System Plan

11) **Public Hearings** – None

12) **General Business**

- A. New Business – None
- B. Old Business – None

13) **Resolutions**

- A. Rich Huebner Resolution Adopting the City of Selah’s 2025 Legislative Agenda

14) **Ordinances**

- A. Kimberly Grimm Ordinance to Establish the Amount of Taxes to be Levied Upon Real & Personal Property in the City of Selah, Yakima County, Washington, and Fixing the Tax Levy for the Year 2025

15) **Reports/Announcements**

- A. Departments
- B. Councilmembers, personally and on behalf of committees and boards

- C. City Attorney
- D. City Administrator
- E. Mayor or Presiding Officer, personally and on behalf of committees and board

- 16) **Closed Session** – None
- 17) **Executive Session** – 30 minutes
RCW 42.30.110(g); RE: Employee Performance
- 18) **Adjournment**

Next Regular Meeting: December 10, 2024

Next Study Session: December 10, 2024



Selah City Council
Regular Meeting
AGENDA ITEM SUMMARY

Meeting Date: 11/26/2024
Agenda Number: 10A

Action Item

Title: Approval of Meeting Minutes from November 12, 2024 Council Meeting

From: Courtney McGarity, City Clerk

Action Requested: Approval

Staff Recommendation: Approval

Board/Commission Recommendation: N/A

Fiscal Impact: N/A

Funding Source: N/A

Background/Findings/Facts: N/A

Recommended Motion: I move to approve the Consent Agenda in the form presented (This item is part of the consent agenda).

Record of all prior actions taken by the City Council and/or City Board, City Committee, Planning Commission, or the Hearing Examiner (if not applicable, please state none).

Date: **Action Taken:** None

City of Selah City Council
Regular Meeting Minutes
November 12, 2024

Call to Order

Mayor Bell called the meeting to order at 5:30 p.m.

Roll Call

Councilmembers Present: David Monaghan, Clifford Peterson, Elizabeth Marquis, Michael Costello, Kevin Wickenhagen, William Longmire, Jared Iverson

Councilmembers Absent: N/A

Staff Present: Rich Huebner, City Administrator; Rob Case, City Attorney; Dustin Soptich, Chief of Police; Jim Lange, Fire Chief; Rocky Wallace, Public Works Director; Kimberly Grimm, Finance Director; Taryn Franck, Recreation Coordinator; Courtney McGarity, City Clerk

Staff Absent: Zack Schab, Recreation + Tourism Manager

Pledge of Allegiance was said by all in attendance

Invocation

Councilmember Wickenhagen provided prayer.

Announcement of Changes

Addition of Comments from the Public with Mindy Clark from S.A.F.E. under 8.

Addition of Community Pride Award under 9.

Ordinance under 15B will include amended changes.

Pre-Arranged Oral Comments from the Public

- Pattie Graffe — SDA – Kid’s Market is Friday 11/15; Wine barrel design was presented; second Viking Edition meeting was held; Selah Lighted Parade will be held 12/6 and volunteers are still needed; SDA had an office transformation; Cash Mob will be at the upcoming Kid’s Market on 11/15; SDA Volunteer Appreciation party is coming soon; Bingo has been canceled for the foreseeable future.

Oral Comments by People in Attendance (up to 2 minutes each)

- Mindy Clark – Spoke on S.A.F.E. Mural
- Mary Schuler – Spoke on S.A.F.E. Mural
- Joe Panarello – Spoke on S.A.F.E. Mural
- Amanda Watson – Spoke on S.A.F.E. Mural
- Jared Brink – Spoke on S.A.F.E. Mural

Proclamations/Announcements

A. Community Pride Award – Mindy Clark

Executive Session – City Hall Conference Room

RCW 42.30.110(g); RE: Employee Performance

RCW 42.30.110(i); RE: Potential Litigation

Executive Session called to order at 6:05 p.m.

Executive Session paused at 6:35 p.m. with no decisions made/no votes taken.

Executive Session resumed for 15 minutes beginning at 6:35 p.m.

Executive Session paused at 6:50 p.m. with no decisions made/no votes taken.

Executive Session resumed for 5 minutes beginning at 6:51 p.m.

Executive Session paused at 6:56 p.m. with no decisions made/no votes taken.

Executive Session resumed for 5 minutes beginning at 6:57 p.m.

Executive Session ended at 7:02 p.m. with no decisions made/no votes taken.

Consent Agenda (all items listed with an asterisk (*) are considered part of the consent agenda and are enacted in one motion).

Mayor Bell presented the stipulations of the Consent Agenda.

Approved Consent Agenda

- A. Courtney McGarity * Approval of Minutes from October 22, 2024 Council Meeting
- B. Kimberly Grimm * Approval of Claims & Payroll
- C. Chief Soptich * Resolution Authorizing the Mayor to Sign a Three-Page Services Assistance Agreement with the Yakima County Sheriff’s Office for Law Enforcement Communications during 2025
- D. Rocky Wallace * Resolution Authorizing the Mayor to Sign a Six-Page Package of Items with Tri-Ply Construction, LLC, for the Selah Civic Center Remodel Project
- E. Rocky Wallace * Resolution Authorizing the Mayor to Sign “Task Order No. 2024-08” with HLA Engineering and Land Surveying, Inc., for Professional Services Related to the City’s Hillcrest Water Main Replacement Project

Councilmember Peterson moved to approve the Consent Agenda. Councilmember Costello seconded. Mayor Bell asked council for discussion. Hearing none, Mayor Bell requested a voice vote to approve the motion and approve the Consent Agenda. Motion carries by voice vote.

Public Hearings

- A. Rocky Wallace Open Record Public Hearing to Receive Public Input, if Any, Regarding the Potential Adoption of the “City of Selah’s Water System Plan Amendment”
- B. Rich Huebner Public Hearing Pursuant to RCW 84.55.120 and Other Applicable Law, Regarding Revenue Sources for the City’s Forthcoming 2025 Budget; with an Initial Presentation by the City’s Finance Director and then an Opportunity to Receive Written and/or Oral Comments by the Public, if any

- A. No comments were received.
- B. No comments were received.

Resolutions

- A. Kimberly Grimm Resolution Revising Consumer Rates for Sewer Service
- B. Kimberly Grimm Resolution Revising Consumer Rates for Solid Waste Service
- C. Kimberly Grimm Resolution Revising Consumer Rates for Water Service

- A. Councilmember Wickenhagen made a motion to approve the Resolution, seconded by Councilmember Iverson. Following a roll call vote by Ms. McGarity, all are in favor. The motion is passed.
- B. Councilmember Iverson made a motion to approve the Resolution, seconded by Councilmember Peterson. Following a roll call vote by Ms. McGarity, all are in favor. The motion is passed.
- C. Councilmember Costello made a motion to approve the Resolution, seconded by Councilmember Wickenhagen. Following a roll call vote by Ms. McGarity, all are in favor. The motion is passed.

Ordinances

- A. Rob Case Ordinance Amending Selah Municipal Code Section 4.34.040
- B. Kimberly Grimm Ordinance Adopting the Budget for the City of Selah, Washington for the Calendar Year of 2025

- A. Councilmember Wickenhagen made a motion to approve the Ordinance, seconded by Councilmember Peterson. Following a roll call vote by Ms. McGarity, all are in favor. The motion is passed.
- B. Councilmember Wickenhagen made a motion to approve the Ordinance, seconded by Councilmember Costello. Following a roll call vote by Ms. McGarity, all are in favor. The motion is passed.

Staff Reports/Announcements

The following staff members provided a department report:

- Taryn Franck, Recreation Coordinator
- Chief of Police, Dustin Soptich
- Fire Chief, Jim Lange
- Rocky Wallace, Public Works Director
- Kimberly Grimm, Finance Director
- Courtney McGarity, City Clerk

Councilmember Reports

- Councilmember Peterson – SPRSA meeting on 11/18
- Councilmember Marquis – Superintendent Roundtable with Kevin McKay on 11/19

City Attorney Report

No Report

City Administrator Report

Thank you to City Council and all departments for all the work on the City's 2025 budget process; Mr. Huebner and the Mayor have reviewed the responses to the RFP Comp Plan, with interviews taking place this coming week and expectation to bring an update to City Council on 11/26; first review of applications has begun for the City Planner position.

Mayor's Report

No Report

Adjournment

Councilmember Iverson moved to adjourn the meeting. Councilmember Costello seconded. Mayor Bell adjourned.

Meeting ended at 7:55 p.m.

Roger Bell, Mayor

David Monaghan, Councilmember

Clifford Peterson, Councilmember

Elizabeth Marquis, Councilmember

Michael Costello, Councilmember

Kevin Wickenhagen, Councilmember

William Longmire, Councilmember

Jared Iverson, Councilmember

ATTEST:

Courtney McGarity, City Clerk



Selah City Council
Regular Meeting
AGENDA ITEM SUMMARY

Meeting Date: 11/26/2024
Agenda Number: 10B

Action Item

Title: Approval of Claims and Payroll

From: Kimberly Grimm, City Clerk/Treasurer

Action Requested: Approval

Staff Recommendation: Approval

Board/Commission Recommendation: N/A

Fiscal Impact: See attached payroll and claims directories

Funding Source: N/A

Background/Findings/Facts: N/A

Recommended Motion: I move to approve the Consent Agenda in the form presented (This item is part of the consent agenda).

Record of all prior actions taken by the City Council and/or City Board, City Committee, Planning Commission, or the Hearing Examiner (if not applicable, please state none).

Date: **Action Taken:** None

CHECK REGISTER

City Of Selah

Time: 08:59:56 Date: 11/21/2024

11/15/2024 To: 11/22/2024

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6022	11/22/2024	Payroll	1	EFT		2,016.61	Nov 1-15 2024 Pay Period
6023	11/22/2024	Payroll	1	EFT		1,424.46	Nov 1-15 2024 Pay Period
6024	11/22/2024	Payroll	1	EFT		2,094.30	Nov 1-15 2024 Pay Period
6025	11/22/2024	Payroll	1	EFT		2,043.91	Nov 1-15 2024 Pay Period
6026	11/22/2024	Payroll	1	EFT		2,952.71	Nov 1-15 2024 Pay Period
6027	11/22/2024	Payroll	1	EFT		1,719.87	Nov 1-15 2024 Pay Period
6028	11/22/2024	Payroll	1	EFT		2,950.50	Nov 1-15 2024 Pay Period
6029	11/22/2024	Payroll	1	EFT		1,858.95	Nov 1-15 2024 Pay Period
6030	11/22/2024	Payroll	1	EFT		1,715.31	Nov 1-15 2024 Pay Period
6031	11/22/2024	Payroll	1	EFT		2,152.97	Nov 1-15 2024 Pay Period
6032	11/22/2024	Payroll	1	EFT		4,220.70	Nov 1-15 2024 Pay Period
6033	11/22/2024	Payroll	1	EFT		2,142.42	Nov 1-15 2024 Pay Period
6034	11/22/2024	Payroll	1	EFT		2,806.35	Nov 1-15 2024 Pay Period
6035	11/22/2024	Payroll	1	EFT		1,948.63	Nov 1-15 2024 Pay Period
6036	11/22/2024	Payroll	1	EFT		2,586.64	Nov 1-15 2024 Pay Period
6037	11/22/2024	Payroll	1	EFT		1,987.98	Nov 1-15 2024 Pay Period
6038	11/22/2024	Payroll	1	EFT		1,870.25	Nov 1-15 2024 Pay Period
6039	11/22/2024	Payroll	1	EFT		892.82	Nov 1-15 2024 Pay Period
6040	11/22/2024	Payroll	1	EFT		2,334.54	Nov 1-15 2024 Pay Period
6041	11/22/2024	Payroll	1	EFT		1,986.66	Nov 1-15 2024 Pay Period
6042	11/22/2024	Payroll	1	EFT		1,445.95	Nov 1-15 2024 Pay Period
6043	11/22/2024	Payroll	1	EFT		1,943.03	Nov 1-15 2024 Pay Period
6044	11/22/2024	Payroll	1	EFT		3,381.98	Nov 1-15 2024 Pay Period
6045	11/22/2024	Payroll	1	EFT		2,298.50	Nov 1-15 2024 Pay Period
6046	11/22/2024	Payroll	1	EFT		52.76	Nov 1-15 2024 Pay Period
6047	11/22/2024	Payroll	1	EFT		2,103.33	Nov 1-15 2024 Pay Period
6048	11/22/2024	Payroll	1	EFT		3,675.61	Nov 1-15 2024 Pay Period
6049	11/22/2024	Payroll	1	EFT		1,858.96	Nov 1-15 2024 Pay Period
6050	11/22/2024	Payroll	1	EFT		1,895.27	Nov 1-15 2024 Pay Period
6051	11/22/2024	Payroll	1	EFT		1,972.74	Nov 1-15 2024 Pay Period
6052	11/22/2024	Payroll	1	EFT		2,520.51	Nov 1-15 2024 Pay Period
6053	11/22/2024	Payroll	1	EFT		1,689.84	Nov 1-15 2024 Pay Period
6054	11/22/2024	Payroll	1	EFT		1,899.55	Nov 1-15 2024 Pay Period
6055	11/22/2024	Payroll	1	EFT		3,894.02	Nov 1-15 2024 Pay Period
6056	11/22/2024	Payroll	1	EFT		1,845.73	Nov 1-15 2024 Pay Period
6057	11/22/2024	Payroll	1	EFT		2,020.27	Nov 1-15 2024 Pay Period
6058	11/22/2024	Payroll	1	EFT		1,721.71	Nov 1-15 2024 Pay Period
6059	11/22/2024	Payroll	1	EFT		3,277.98	Nov 1-15 2024 Pay Period
6060	11/22/2024	Payroll	1	EFT		2,244.30	Nov 1-15 2024 Pay Period
6061	11/22/2024	Payroll	1	EFT		1,983.85	Nov 1-15 2024 Pay Period
6062	11/22/2024	Payroll	1	EFT		2,063.01	Nov 1-15 2024 Pay Period
6063	11/22/2024	Payroll	1	EFT		3,519.60	Nov 1-15 2024 Pay Period
6064	11/22/2024	Payroll	1	EFT		3,022.46	Nov 1-15 2024 Pay Period
6065	11/22/2024	Payroll	1	EFT		1,912.34	Nov 1-15 2024 Pay Period
6066	11/22/2024	Payroll	1	EFT		2,058.40	Nov 1-15 2024 Pay Period
6067	11/22/2024	Payroll	1	EFT		2,021.02	Nov 1-15 2024 Pay Period
6068	11/22/2024	Payroll	1	EFT		2,566.43	Nov 1-15 2024 Pay Period
6069	11/22/2024	Payroll	1	EFT		2,046.81	Nov 1-15 2024 Pay Period
6070	11/22/2024	Payroll	1	EFT		1,900.10	Nov 1-15 2024 Pay Period
6071	11/22/2024	Payroll	1	EFT		3,916.31	Nov 1-15 2024 Pay Period
6072	11/22/2024	Payroll	1	EFT		3,037.74	Nov 1-15 2024 Pay Period
6073	11/22/2024	Payroll	1	EFT		2,740.51	Nov 1-15 2024 Pay Period
6074	11/22/2024	Payroll	1	EFT		1,912.00	Nov 1-15 2024 Pay Period
6075	11/22/2024	Payroll	1	EFT		2,954.21	Nov 1-15 2024 Pay Period
6076	11/22/2024	Payroll	1	EFT		2,611.90	Nov 1-15 2024 Pay Period
6077	11/22/2024	Payroll	1	EFT		1,889.37	Nov 1-15 2024 Pay Period
6078	11/22/2024	Payroll	1	EFT		2,192.35	Nov 1-15 2024 Pay Period
6079	11/22/2024	Payroll	1	EFT		2,259.44	Nov 1-15 2024 Pay Period
6080	11/22/2024	Payroll	1	EFT		2,225.45	Nov 1-15 2024 Pay Period
6081	11/22/2024	Payroll	1	EFT		2,130.14	Nov 1-15 2024 Pay Period

CHECK REGISTER

City Of Selah

Time: 08:59:56 Date: 11/21/2024

11/15/2024 To: 11/22/2024

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6082	11/22/2024	Payroll	1	EFT		2,623.87	Nov 1-15 2024 Pay Period
6083	11/22/2024	Payroll	1	EFT		2,300.03	Nov 1-15 2024 Pay Period
6084	11/22/2024	Payroll	1	EFT		3,972.70	Nov 1-15 2024 Pay Period
6085	11/22/2024	Payroll	1	EFT		2,085.88	Nov 1-15 2024 Pay Period
6086	11/22/2024	Payroll	1	EFT		2,770.49	Nov 1-15 2024 Pay Period
6087	11/22/2024	Payroll	1	EFT		2,016.66	Nov 1-15 2024 Pay Period
6088	11/22/2024	Payroll	1	EFT		1,991.99	Nov 1-15 2024 Pay Period
6089	11/22/2024	Payroll	1	EFT		1,886.20	Nov 1-15 2024 Pay Period
6090	11/22/2024	Payroll	1	EFT		56.78	Nov 1-15 2024 Pay Period
6091	11/22/2024	Payroll	1	EFT		3,582.48	Nov 1-15 2024 Pay Period
6092	11/22/2024	Payroll	1	EFT		242.35	Nov 1-15 2024 Pay Period
6093	11/22/2024	Payroll	1	EFT		2,773.34	Nov 1-15 2024 Pay Period
6094	11/22/2024	Payroll	1	EFT		2,541.28	Nov 1-15 2024 Pay Period
6095	11/22/2024	Payroll	1	EFT		3,499.22	Nov 1-15 2024 Pay Period
6098	11/15/2024	Payroll	1	EFT	EFTPS	34,809.18	941 Deposit for Pay Cycle(s) 11/15/2024 - 11/15/2024
6099	11/22/2024	Payroll	1	EFT	EFTPS	58,878.93	941 Deposit for Pay Cycle(s) 11/22/2024 - 11/22/2024
6100	11/22/2024	Payroll	1	EFT	Washington State Support Registry	234.00	Pay Cycle(s) 11/22/2024 To 11/22/2024 - WA STATE SUPPORT
5915	11/15/2024	Payroll	1	86513		500.00	Payroll Transition Draw
5916	11/15/2024	Payroll	1	86514		500.00	Payroll Transition Draw
5917	11/15/2024	Payroll	1	86515		500.00	Payroll Transition Draw
5918	11/15/2024	Payroll	1	86516		2,563.98	2024 Longevity
5919	11/15/2024	Payroll	1	86517		3,915.65	2024 Longevity
5920	11/15/2024	Payroll	1	86518		3,681.03	2024 Longevity
5921	11/15/2024	Payroll	1	86519		4,204.03	2024 Longevity
5922	11/15/2024	Payroll	1	86520		3,568.96	2024 Longevity
5923	11/15/2024	Payroll	1	86521		1,540.56	2024 Longevity
5924	11/15/2024	Payroll	1	86522		4,536.09	2024 Longevity
5925	11/15/2024	Payroll	1	86523		1,597.41	2024 Longevity
5926	11/15/2024	Payroll	1	86524		1,444.06	2024 Longevity
5927	11/15/2024	Payroll	1	86525		4,213.94	2024 Longevity
5928	11/15/2024	Payroll	1	86526		3,483.02	2024 Longevity
5929	11/15/2024	Payroll	1	86527		1,824.43	2024 Longevity
5930	11/15/2024	Payroll	1	86528		2,215.61	2024 Longevity
5931	11/15/2024	Payroll	1	86529		1,360.62	2024 Longevity
5932	11/15/2024	Payroll	1	86530		2,188.15	2024 Longevity
5933	11/15/2024	Payroll	1	86531		1,598.63	2024 Longevity
5934	11/15/2024	Payroll	1	86532		5,970.55	2024 Longevity
5935	11/15/2024	Payroll	1	86533		4,215.59	2024 Longevity
5936	11/15/2024	Payroll	1	86534		2,602.75	2024 Longevity
5937	11/15/2024	Payroll	1	86535		3,935.65	2024 Longevity
5938	11/15/2024	Payroll	1	86536		2,526.27	2024 Longevity
5939	11/15/2024	Payroll	1	86537		3,731.48	2024 Longevity
5940	11/15/2024	Payroll	1	86538		1,497.60	2024 Longevity
5941	11/15/2024	Payroll	1	86539		1,958.56	2024 Longevity
5942	11/15/2024	Payroll	1	86540		1,749.43	2024 Longevity
5943	11/15/2024	Payroll	1	86541		1,983.98	2024 Longevity
5944	11/15/2024	Payroll	1	86542		3,142.27	2024 Longevity
5945	11/15/2024	Payroll	1	86543		1,752.09	2024 Longevity
5946	11/15/2024	Payroll	1	86544		1,693.63	2024 Longevity
5947	11/15/2024	Payroll	1	86545		4,399.17	2024 Longevity
5948	11/15/2024	Payroll	1	86546		2,972.08	2024 Longevity
5949	11/15/2024	Payroll	1	86547		3,180.14	2024 Longevity
5950	11/15/2024	Payroll	1	86548		1,803.03	2024 Longevity
5951	11/15/2024	Payroll	1	86549		3,088.14	2024 Longevity
5952	11/15/2024	Payroll	1	86550		3,027.57	2024 Longevity
5953	11/15/2024	Payroll	1	86551		2,152.71	2024 Longevity

CHECK REGISTER

City Of Selah

Time: 08:59:56 Date: 11/21/2024

11/15/2024 To: 11/22/2024

Page: 3

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6096	11/22/2024	Payroll	1	86552	Selah Police Association Employee Fund	290.00	Pay Cycle(s) 11/22/2024 To 11/22/2024 - PD EMP FUND
6097	11/22/2024	Payroll	1	86553	Teamsters Local #760 - PD Dues	1,644.50	Pay Cycle(s) 11/22/2024 To 11/22/2024 - TEAMSTERS PD DUES

001 General Fund	138,643.77
103 Fire Control	82,886.67
110 City Street	27,773.31
111 Street Improvement	1,089.86
118 Civic Center	4,455.90
119 Transit	3,869.10
121 Tourism	503.67
411 Water	43,246.74
415 Sewer	60,372.66
420 Solid Waste	4,589.12

367,430.80 Payroll: 367,430.80

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claim is a just, due and unpaid obligation against the City of Selah, and that I am authorized to authenticate and certify to said claim.

Payroll Specialist

Finance Director

Subscribed this _____ day of _____, _____

The following voucher/checks are approved for payment:

Voucher/check number _____ through _____ Total \$ _____

ACCOUNTS PAYABLE

City Of Selah

Time: 13:48:22 Date: 11/21/2024

As Of: 11/26/2024

Page: 1

Accts Pay #	Received	Date Due	1627	Vendor	Amount	Memo
2332	11/20/2024	11/26/2024	1627	Amazon Capital Services	223.09	Invoice #1WV1-CJR9-4RJW, 1G9C-PK79-CWNW, 1GLJ-PMCF-17VG, 1PXG-G4TQ-MC4D, 19LQ-7D1N-3FJG
2277	11/19/2024	11/26/2024	1628	AmeriGas	178.62	Invoice #3170482929
2273	11/19/2024	11/26/2024	1633	Anatek Labs	234.00	Invoice #2427999, 2428114, 2428229
2274	11/19/2024	11/26/2024	1633	Anatek Labs	156.00	Invoice #2428779, 2428892
2311	11/20/2024	11/26/2024	1690	Bruckner's Truck & Equipment	82.26	Invoice #XA140020242:01
2312	11/20/2024	11/26/2024	1690	Bruckner's Truck & Equipment	29.92	Invoice #XA140020252:01 1124
2336	11/20/2024	11/26/2024	1703	CWA Consultants	900.00	Invoice #24-232, 24-233
2270	11/19/2024	11/26/2024	1706	Card Service Center	3,344.21	Invoice #0118 1124
2291	11/20/2024	11/26/2024	1706	Card Service Center	4,149.33	Medical Bags
2327	11/20/2024	11/26/2024	1706	Card Service Center	1,266.13	Invoice #0037 1024
2243	11/18/2024	11/26/2024	1710	Cascade Natural Gas Corp	229.22	Invoice #561 222 0000 1 1124
2266	11/19/2024	11/26/2024	1710	Cascade Natural Gas Corp	56.89	Natural Gas
2313	11/20/2024	11/26/2024	1710	Cascade Natural Gas Corp	360.68	Invoice #828 222 0000 0 1124
2333	11/20/2024	11/26/2024	1710	Cascade Natural Gas Corp	3,159.89	Invoice #13081200001, 22195764331, 60081200002
2367	11/21/2024	11/26/2024	1710	Cascade Natural Gas Corp	1,027.99	Invoice #144 776 0307 1 1024
2347	11/20/2024	11/26/2024	2971	CivicPlus	43,775.95	Invoice #321825
2334	11/20/2024	11/26/2024	1753	Consolidated Electrical Distributors	541.50	Invoice #9477-1078712
2335	11/20/2024	11/26/2024	1754	Copiers Northwest, Inc.	209.98	Invoice #INV2917579
2315	11/20/2024	11/26/2024	1763	Culligan Yakima	9.75	Invoice #2024107304090754
2232	11/18/2024	11/26/2024	1777	Daniel Polage	500.00	1024 Jury Trial
2271	11/19/2024	11/26/2024	1852	First National Bank Omaha	86.52	Invoice #5498 1124
2272	11/19/2024	11/26/2024	1852	First National Bank Omaha	3,237.07	Invoice #4496 1124
2328	11/20/2024	11/26/2024	1852	First National Bank Omaha	478.64	Academy shirts vinyl,wipers, rain & Wash, Mag pouch
2329	11/20/2024	11/26/2024	1852	First National Bank Omaha	966.20	Training Fuel, Hotel, Computer Storage
2330	11/20/2024	11/26/2024	1852	First National Bank Omaha	2,819.55	Academy Fuel, Training Mats
2331	11/20/2024	11/26/2024	1852	First National Bank Omaha	1,198.03	Toilet paper/Paper towels, Training & Kennel
2337	11/20/2024	11/26/2024	1852	First National Bank Omaha	711.33	Invoice #3419 1124
2368	11/21/2024	11/26/2024	1852	First National Bank Omaha	458.96	Invoice #2614 1124
2275	11/19/2024	11/26/2024	1868	General Pacific, Inc.	2,631.69	Invoice #1505248
2276	11/19/2024	11/26/2024	1879	Gray & Osborne, Inc.	570.01	Invoice #6
2278	11/19/2024	11/26/2024	1883	HD Fowler Company	53.37	Invoice #16877465
2290	11/19/2024	11/26/2024	1886	HLA Engineering & Land Surveying, Inc.	1,589.40	Invoice #22205C-008
2292	11/20/2024	11/26/2024	1886	HLA Engineering & Land Surveying, Inc.	203,214.75	Invoice #23166E-12
2293	11/20/2024	11/26/2024	1886	HLA Engineering & Land Surveying, Inc.	1,771.00	Invoice #24006G-010
2294	11/20/2024	11/26/2024	1886	HLA Engineering & Land Surveying, Inc.	3,620.82	Invoice #24054C-006
2295	11/20/2024	11/26/2024	1886	HLA Engineering & Land Surveying, Inc.	370.20	Invoice #24067E-007
2296	11/20/2024	11/26/2024	1886	HLA Engineering & Land Surveying, Inc.	2,510.50	Invoice #24121C-003
2297	11/20/2024	11/26/2024	1886	HLA Engineering & Land Surveying, Inc.	2,612.97	Invoice #24124C-003

ACCOUNTS PAYABLE

City Of Selah

Time: 13:48:22 Date: 11/21/2024

As Of: 11/26/2024

Page: 2

Accts Pay #	Received	Date Due	1886	Vendor	Amount	Memo
2298	11/20/2024	11/26/2024	1886	HLA Engineering & Land Surveying, Inc.	5,520.62	Invoice #24164E-001
2338	11/20/2024	11/26/2024	1886	HLA Engineering & Land Surveying, Inc.	2,228.15	Invoice #24006P-003
2339	11/20/2024	11/26/2024	1886	HLA Engineering & Land Surveying, Inc.	16,768.85	Invoice #24081E-007
2259	11/19/2024	11/26/2024	1895	Helms Hardware Company	12.66	3V Lith Battery
2260	11/19/2024	11/26/2024	1895	Helms Hardware Company	9.73	1/2" HD Staples for the Range
2261	11/19/2024	11/26/2024	1895	Helms Hardware Company	10.28	Propane for the Range
2279	11/19/2024	11/26/2024	1895	Helms Hardware Company	26.01	Invoice #835614
2280	11/19/2024	11/26/2024	1895	Helms Hardware Company	11.90	Invoice #835620
2281	11/19/2024	11/26/2024	1895	Helms Hardware Company	17.32	Invoice #835744
2282	11/19/2024	11/26/2024	1895	Helms Hardware Company	17.19	Invoice #835820
2283	11/19/2024	11/26/2024	1895	Helms Hardware Company	25.98	Invoice #835866
2284	11/19/2024	11/26/2024	1895	Helms Hardware Company	32.47	Invoice #836138
2285	11/19/2024	11/26/2024	1895	Helms Hardware Company	10.20	Invoice #836177
2286	11/19/2024	11/26/2024	1895	Helms Hardware Company	29.89	Invoice #836241
2287	11/19/2024	11/26/2024	1895	Helms Hardware Company	10.26	Invoice #836283
2288	11/19/2024	11/26/2024	1895	Helms Hardware Company	6.69	Invoice #836323
2289	11/19/2024	11/26/2024	1895	Helms Hardware Company	11.80	Invoice #836324
2316	11/20/2024	11/26/2024	1895	Helms Hardware Company	167.69	Invoice #835777, 836026, 836358
2317	11/20/2024	11/26/2024	1900	ImageTrend	8,078.50	Invoice #PS-INV110718, CR
2318	11/20/2024	11/26/2024	1911	Interstate Batteries of Columbia Valley	285.79	Invoice #1926701002476
2299	11/20/2024	11/26/2024	1916	J & B Medical Supply Inc	1,142.05	Invoice #2637588
2319	11/20/2024	11/26/2024	1916	J & B Medical Supply Inc	410.88	Invoice #2689982
2233	11/18/2024	11/26/2024	1961	Kelley Create	4,165.23	Invoice #IN1735708
2300	11/20/2024	11/26/2024	1971	Kubwater Resources, Inc.	12,168.26	Invoice #12790
2303	11/20/2024	11/26/2024	2968	LTI, Inc.	5,969.49	Invoice #4483481
2340	11/20/2024	11/26/2024	1979	LabTest	415.00	Invoice #21844
2255	11/19/2024	11/26/2024	1989	Les Schwab Tires	501.76	Rear Brakes - 540
2301	11/20/2024	11/26/2024	1989	Les Schwab Tires	1,367.25	Invoice #41800620121
2302	11/20/2024	11/26/2024	1989	Les Schwab Tires	1,290.43	Invoice #41800620451
2234	11/18/2024	11/26/2024	2639	Lightcurve	440.06	Invoice #100237844 1124
2244	11/18/2024	11/26/2024	2639	Lightcurve	92.17	Invoice #100237845 1124
2257	11/19/2024	11/26/2024	2639	Lightcurve	277.33	PD Phones
2314	11/20/2024	11/26/2024	2639	Lightcurve	397.70	Invoice #100237840 1124, 100237839, 100237839
2341	11/20/2024	11/26/2024	2639	Lightcurve	532.89	Invoice #100237852 1124
2342	11/20/2024	11/26/2024	2639	Lightcurve	163.87	Invoice #100237841, 100237842, 100237843
2369	11/21/2024	11/26/2024	2639	Lightcurve	350.68	Invoice #100237837 1124
2320	11/20/2024	11/26/2024	2001	MES - Municipal Emergency Services	9,536.37	Invoice #IN2146665
2321	11/20/2024	11/26/2024	2001	MES - Municipal Emergency Services	740.40	Invoice #IN2150384, IN2150005
2246	11/19/2024	11/26/2024	2016	McKinney Glass	64.92	Windshield Repair - Jail Van Invoice #91159
2242	11/18/2024	11/26/2024	2017	Medstar Cabulance, Inc.	12,582.34	Invoice #ST 01-05 Nov 2024

ACCOUNTS PAYABLE

City Of Selah

Time: 13:48:22 Date: 11/21/2024

As Of: 11/26/2024

Page: 3

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
2366	11/21/2024	11/26/2024	2880	Northeast Electric, LLC	239,345.77 Invoice #22205C PE 02
2322	11/20/2024	11/26/2024	2053	O'Reilly Automotive Inc	130.97 Invoice #5631-459897
2235	11/18/2024	11/26/2024	2055	ODP Business Solutions, LLC	276.98 Invoice #384316516001
2267	11/19/2024	11/26/2024	2055	ODP Business Solutions, LLC	101.04 Batteries, Pen, Binders, Laminator Pouches
2268	11/19/2024	11/26/2024	2055	ODP Business Solutions, LLC	185.21 Pens, Makers, Memo Books, Paper
2310	11/20/2024	11/26/2024	2055	ODP Business Solutions, LLC	13.85 Invoice #391984277002
2236	11/18/2024	11/26/2024	2075	Pacific Power	23.54 Invoice #49799191 007 4 1124
2237	11/18/2024	11/26/2024	2075	Pacific Power	342.38 Invoice #48687101 029 5 1124
2248	11/19/2024	11/26/2024	2075	Pacific Power	342.58 Power Bill
2323	11/20/2024	11/26/2024	2075	Pacific Power	693.60 Invoice #48687101-025 3 1124
2324	11/20/2024	11/26/2024	2075	Pacific Power	193.76 Invoice #21009236-001 0 1124
2326	11/20/2024	11/26/2024	2075	Pacific Power	866.77 Invoice #49954801-001 0 1124
2346	11/20/2024	11/26/2024	2075	Pacific Power	41,406.08 PW Utilities
2304	11/20/2024	11/26/2024	2080	Pape Machinery	53.68 Invoice #15746861
2305	11/20/2024	11/26/2024	2084	Patrick Spurgin, P.S.	1,414.00 Invoice #2-120301080
2258	11/19/2024	11/26/2024	2114	RACOM Corporation	256.49 Stripped Ant Connector
2245	11/18/2024	11/26/2024	2125	Regence Blue Shield	147.00 Invoice #150092464 1224
2269	11/19/2024	11/26/2024	2138	Robert R. Northcott	300.00 Invoice #111924
2250	11/19/2024	11/26/2024	2705	Soptich, Dustin M	204.00 Travel Advance
2238	11/18/2024	11/26/2024	2210	State Auditor's Office	1,808.30 Invoice #L164334
2239	11/18/2024	11/26/2024	2235	Thomson Reuters - West	244.17 Invoice #851022360
2306	11/20/2024	11/26/2024	2969	Treatment Equipment Company	25,493.82 Invoice #2009
2343	11/20/2024	11/26/2024	2251	Tri-Valley Construction, Inc.	74,644.42 Invoice #24054C-02/Final
2262	11/19/2024	11/26/2024	2269	Valvoline Instant Oil Change	42.88 Oil Change - 552
2263	11/19/2024	11/26/2024	2269	Valvoline Instant Oil Change	42.88 Oil Change - 555
2231	11/15/2024	11/26/2024	70490	Vargas, Jeffrey	994.74 Refund for 7/22/24 and 10/21/24 utility payments processed via EFT in error.
2251	11/19/2024	11/26/2024	2271	Verizon Wireless	549.12 Invoice #9978063417
2264	11/19/2024	11/26/2024	2271	Verizon Wireless	920.99 Car Modems
2265	11/19/2024	11/26/2024	2271	Verizon Wireless	894.33 PD Cell Phones
2307	11/20/2024	11/26/2024	2271	Verizon Wireless	924.82 Invoice #9978063421 1024
2325	11/20/2024	11/26/2024	2271	Verizon Wireless	324.70 Invoice #9978081595
2370	11/21/2024	11/26/2024	2271	Verizon Wireless	126.72 Invoice #9978063420
2308	11/20/2024	11/26/2024	2797	Vestis First Aid & Safety Lockbox	790.68 Invoice #GEG4-003164
2253	11/19/2024	11/26/2024	2283	WAPRO	25.00 Membership Renewal for Laura Conger
2247	11/19/2024	11/26/2024	2286	Wash Central	352.52 Car Washes
2344	11/20/2024	11/26/2024	2286	Wash Central	19.49 Invoice #27240
2240	11/18/2024	11/26/2024	2311	Washington State Patrol	121.50 Invoice #I2502234
2252	11/19/2024	11/26/2024	2332	William Ervin	142.22 Invoice #97320 1124
2254	11/19/2024	11/26/2024	2339	Yakima Cooperative Association	4,765.07 Fuel

ACCOUNTS PAYABLE

City Of Selah

Time: 13:48:22 Date: 11/21/2024

As Of: 11/26/2024

Page: 4

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
2249	11/19/2024	11/26/2024	2344 Yakima County Department Of Corrections	11,312.53	Inmate Housing
2241	11/18/2024	11/26/2024	2346 Yakima County Development Assoc	1,650.00	Invoice #1199-2024
2309	11/20/2024	11/26/2024	2353 Yakima County GIS	170.00	Invoice #YCGIS STORM 1124, YCGIS PLANNING 1124
2345	11/20/2024	11/26/2024	2970 Yakima Tent & Awning Co. LTD	189.53	Invoice #57761
Report Total:				788,075.61	

I, the undersigned, do hereby certify under penalty of perjury, that the materials have been furnished, the services rendered or the labor performed as described herein, and that the claim is a just, due and unpaid obligation against the City of Selah, and that I am authorized to authenticate and certify to said claim.

Payroll Specialist

Finance Director

Subscribed this _____ day of _____, _____

The following voucher/checks are approved for payment:

Voucher/check number _____ through _____ Total \$ _____



Selah City Council
Regular Meeting
AGENDA ITEM SUMMARY

Meeting Date 11/26/2024
Agenda Number: 10C

Action Item

Title: Resolution Adopting a WSP Amendment to the February 2021 Water System Plan

From: Rocky Wallace, Public Works Director

Action Requested: Approval

Staff Recommendation: Approval

Board/Commission Recommendation: N/A

Fiscal Impact: \$2,587,263.08

Funding Source: 411 Water Fund.

Background/Findings/Facts: The City wishes to adopt a WSP (Water System Plan) Amendment to the February 2021 Water System Plan. The purpose of this WSP Amendment is to include a new project in the City’s capital improvement program. Appendix 1 of the WSP Amendment includes a cost estimate for drilling and equipping a new well. The City anticipates completing the work in two phases. Pursuing the project in two phases provides multiple benefits. The first benefit is that the City can review the results of drilling operations to select a pump and design the wellhouse. The second benefit is a separation of design and construction costs to better identify which portions of the project will be funded through City reserves and which will be potentially funded through programs such as DWSRF. The total project cost is estimated to be \$2,587,263.08

Recommended Motion: I move to approve the Resolution in the form presented.

Record of all prior actions taken by the City Council and/or City Board, City Committee, Planning Commission, or the Hearing Examiner (if not applicable, please state none).

Date:	Action Taken:
11/12/2024	Open record Public Hearing to receive public input during the regular Council meeting.
10/29/2024	Notice of Public Hearing City of Selah, Washington - Consumer Input Meeting

RESOLUTION NO. _____

RESOLUTION ADOPTING A WSP AMENDMENT TO THE FEBRUARY 2021
WATER SYSTEM PLAN

WHEREAS, the City wishes to adopt a WSP (Water System Plan) Amendment to the February 2021 Water System Plan, which will describe the justification of the City's proposed new Well No. 9; and

WHEREAS, the City's consultant, HLA Engineering and Land Surveying, Inc., has drafted the WSP Amendment detailing the necessary processes leading to the construction of the proposed Well No. 9; and

WHEREAS, the purpose of this WSP Amendment is to include a new project in the City's capital improvement program. Appendix 1 of the WSP Amendment includes a cost estimate for drilling and equipping a new well. The City anticipates completing the work in two phases. Pursuing the project in two phases provides multiple benefits. The first benefit is that the City can review the results of drilling operations to select a pump and design the wellhouse. The second benefit is a separation of design and construction costs to better identify which portions of the project will be funded through City reserves and which will be potentially funded through programs such as DWSRF. The total project cost is estimated to be \$2,587,263.08; and

WHEREAS, the WSP Amendment has been submitted to the Washington State Department of Health for review, and any responsive comments have been addressed by the City; and

WHEREAS, the City Council finds that good cause exists;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, that the WSP Amendment to the February 2021 Water System Plan be and is adopted in the form appended hereto.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, this 26th day of November, 2024.

ATTEST:

Roger Bell, Mayor

Courtney McGarity, City Clerk

APPROVED AS TO FORM:

Rob Case, City Attorney

CITY OF SELAH

WATER SYSTEM PLAN AMENDMENT



HLA PROJECT NO. 24164E

NOVEMBER 2024



CITY OF SELAH

WATER SYSTEM PLAN AMENDMENT



Prepared by:



PROJECT NO. 24164E

NOVEMBER 2024





TABLE OF CONTENTS

1.1 BACKGROUND	1
1.2 WATER RIGHTS IMPACT	1
1.3 WELLHEAD PROTECTION PROGRAM MODIFICATION	4
1.4 CAPITAL IMPROVEMENT PROGRAM MODIFICATION	4
1.5 FINANCIAL PROGRAM MODIFICATION	8
APPENDIX DOCUMENTS INDEX.....	10
1. Cost Estimate	
2. Rate Analysis Sections	
3. 2021 SEPA Documentation	

LIST OF TABLES

TABLE 1 UPDATED WATER RIGHT SELF-ASSESSMENT	3
TABLE 2 SCHEDULE OF RECOMMENDED MAJOR CAPITAL IMPROVEMENTS.....	7
TABLE 3 WATER FUND PROJECTIONS	9

LIST OF FIGURES

FIGURE 1 WELL LOCATION MAP	2
FIGURE 2 WELL NO. 9 TIME OF TRAVEL MAP	6





1.1 BACKGROUND

The City of Selah (City) owns and operates its own water system. Decisions regarding daily water system operations are made by the City Administrator and the Public Works Director. Financial decisions regarding major water system improvements and establishment of water rates are made by the Selah City Council. The City is required to update its Water System Plan on a scheduled basis to maintain compliance with Washington State Department of Health (DOH) standards and Washington Administrative Code 246-290-100. The City most recently updated and adopted its water system plan in February 2021.

The City of Selah Water System Plan (2021 WSP) serves many purposes, including the development of a capital project list required to provide potable water to customers through 2031. After the adoption of the 2021 WSP, the City began experiencing operational problems with one of its water sources, Well No. 5. Despite repeated attempts to repair the source and return it to service, City staff have determined that a new well is necessary to replace Well No. 5. The development of a new water source is a significant capital improvement for the City's water system that was not identified in the 2021 WSP, therefore the City's capital improvement priorities and financial projections need to be adjusted accordingly. Due to the estimated cost of the well replacement effort, the City will need to seek funding for a portion of the construction cost. The City anticipates pursuing funding through the DOH Drinking Water State Revolving Fund (DWSRF) program, which requires that funded projects be included in an adopted water system plan. Therefore, this Water System Plan Amendment (WSP Amendment) is intended to update the City's planning and financial projections, and to meet DOH requirements to allow the City to pursue DWSRF funding.

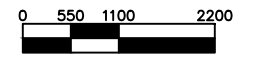
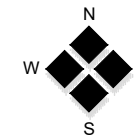
1.2 WATER RIGHTS IMPACT

The City anticipates replacing Well No. 5 with another well of at least equal capacity, in a similar location within the water system. As such, the replacement of the well should not affect the capacity analyses completed in the 2021 WSP. Furthermore, this WSP does not seek to amend growth projections or extend the 10-year planning period from the 2021 WSP. The only change requested is the abandonment of Well No. 5 and the development of a new Well No. 9. The City anticipates withdrawing water through the legal authority of Ground Water Certificates 1050-A and 1348-A. Well No. 9 will not be in the same 1/4 1/4 section as Well No. 5, therefore a water right change application will be submitted to request the change in withdrawal locations. Table 1 provides an updated Water Rights Self-Assessment to reflect the use of Well No. 9 in lieu of Well No. 5. Figure 1 identifies the existing location of Well No. 5 and approximate proposed location of Well No. 9.






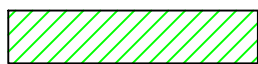



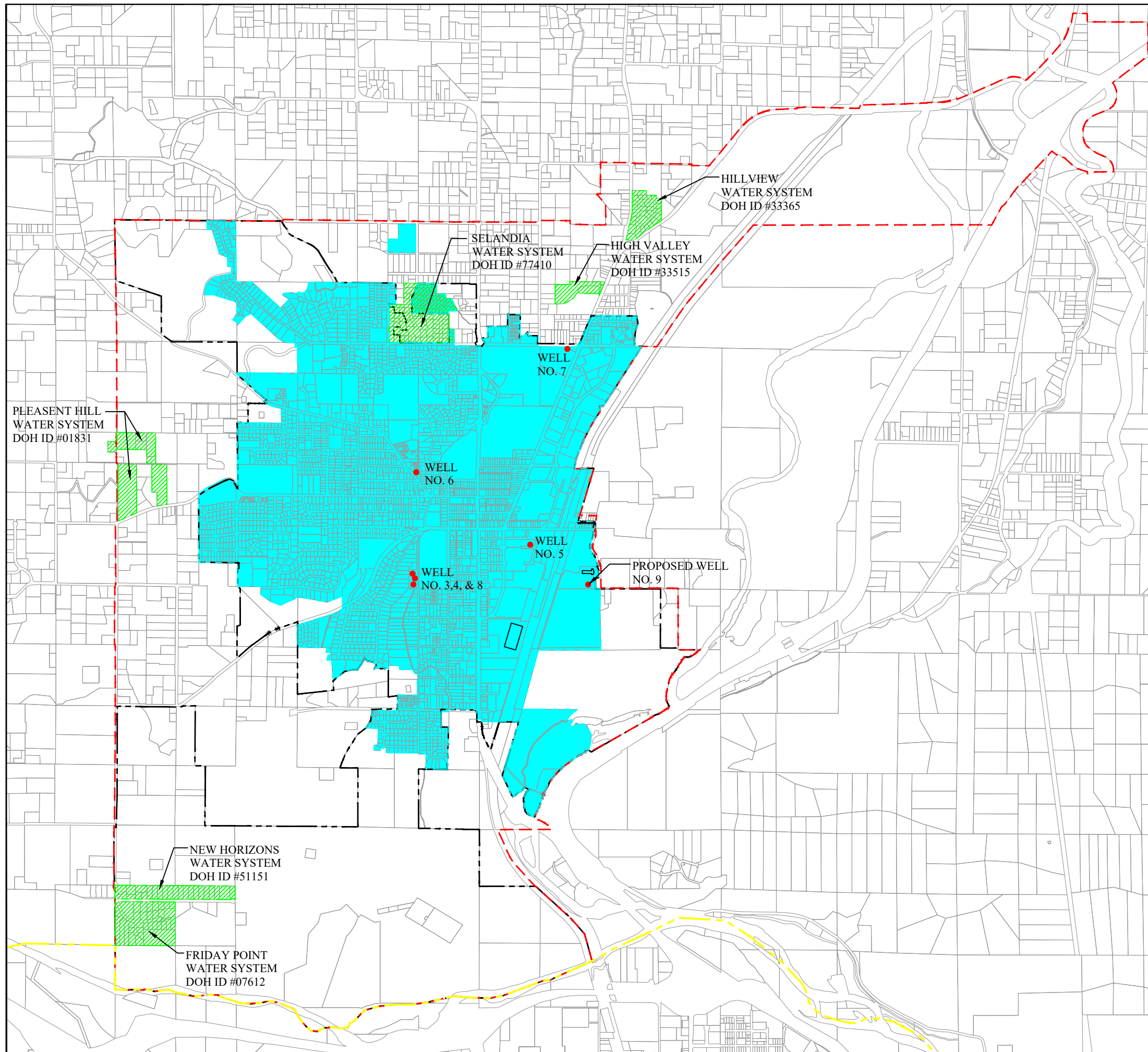
CITY OF SELAH

WATER SYSTEM PLAN AMENDMENT WELL LOCATION MAP



LEGEND

-  SELAH RETAIL SERVICE AREA (SELAH CITY LIMITS)
-  SELAH FUTURE RETAIL SERVICE AREA (SELAH UGA)
-  YAKIMA RETAIL SERVICE AREA (YAKIMA CITY LIMITS)
-  YAKIMA FUTURE RETAIL SERVICE AREA (YAKIMA UGA)
-  EXISTING SELAH SERVICE AREA
-  NEIGHBORING PRIVATE COMMUNITY WATER SYSTEM SERVICES AREA
-  WELL LOCATION



2803 River Road
Yakima, WA 98902
509.966.7000
Fax 509.965.3800
www.hlacivil.com



TABLE 1 UPDATED WATER RIGHT SELF-ASSESSMENT

Water Right Permit, Certificate, or Claim #	WFI Source #	Existing Water Rights				Current Source Production (2018)				10-Year Forecasted Source Production (2031)				20-Year Forecasted Source Production (2041)			
		Primary Q _i (gpm)	Non-Additive Q _i (gpm)	Primary Q _a (acre-feet)	Non-Additive Q _a (acre-feet)	Total Q _i (gpm)	Current Excess (Deficiency)	Total Q _a (acre-feet)	Current Excess (Deficiency)	Total Q _i (gpm)	10-Year Forecasted Excess (Deficiency)	Total Q _a (acre-feet)	10-Year Forecasted Excess (Deficiency)	Total Q _i (gpm)	20-Year Forecasted Excess (Deficiency)	Total Q _a (acre-feet)	20-Year Forecasted Excess (Deficiency)
1. 361-D ^{a,b}	S01, Well No. 3 S07, Well No. 8	400	–	195	–												
2. 1050-A ^{a,b}	S02, Well No. 4 S08, Well No. 9	750	–	350	–	1,150 ^c	0	378 ^c	167	1,150 ^c	0	545	0	1,150 ^c	0	545	0
3. 1348-A ^{a,b}	S08, Well No. 9	700	–	345	180	700	0	41	304	700	0	345	0	700	0	345	0
4. 359-D ^b	S04, Well No. 6	300	–	147	–												
5. 360-D ^b	S04, Well No. 6	350	–	171	–												
6. 4003-A ^b	S04, Well No. 6	1,000	–	392	1,208	1,650 ^d	0	634	76	1,650 ^d	0	710	0	1,650 ^d	0	710	0
7. G4-30642P	S06, Well No.7	2,000	–	3,160	–	2,000	0	1,600	1,560	2,000	0	1,534	1,626	2,000	0	1,870	1,290
TOTAL		5,500	–	4,760	1,388	5,500	0	2,653	2,107	5,500	0	3,134	1,626	5,500	0	3,470	1,290

^a The total annual volume (Q_a) withdrawn from Well Nos. 3, 4, 8, and 9 shall not exceed 890 acre-feet.

^b The maximum instantaneous withdrawal rate (Q_i) and total annual volume (Q_a) withdrawn from Well Nos. 3, 4, 6, 8, and 9 shall not exceed 3,500 gpm and 1,600 acre-feet.

^c The Q_i for Well Nos. 3, 4, and 8 is water right limited to 1,150 gpm. The total capacity of Well Nos. 3, 4, and 8 combined is about 1,500 gpm. Well Nos. 3 and 4 share a flow meter. Well No. 8 is metered separately. The total Q_a is shown as the combined total of the two meters.

^d The Q_i for Well No. 6 is water right limited to 1,650 gpm. The total capacity of Well No. 6 is about 1,800 gpm.



1.3 WELLHEAD PROTECTION PROGRAM MODIFICATION

The City of Selah’s Wellhead Protection Plan, prepared in accordance with DOH requirements, consists of a regional management segment detailing the regional management goals of the study and its eight participants, and a Selah-specific segment that defines the implementation of Selah’s local management efforts. Selah’s individual Wellhead Protection Plan is divided into the following five sections:

1. A water system summary including background, water source information, and wellhead protection area delineations. Wellhead protection area delineations were developed for 6-month, 1-year, 5-year, and 10-year travel times using an analytical model.
2. An inventory of potential contamination sources developed using Washington Department of Ecology databases and a survey of high-risk businesses in the area.
3. A contingency plan, which includes an analysis of source capacity, reliability, identification of alternate water sources, and emergency preparedness and spill response procedures.
4. A wellhead protection management strategy which details local management efforts to protect the City’s ground water supplies and coordination efforts with the Regional Management Plan.
5. Appendices, containing City of Selah well log reports, well susceptibility assessments, a potential contaminant source and notification list, and resource contacts.

The development of a new well will not change overall strategies or how the City responds to spills and other emergencies. However, the wellhead delineations and potential contamination sources need to be updated to reflect the removal of Well No. 5 from operation and development of Well No. 9. The new well has not been designed yet; therefore, well-specific parameters important to calculating travel times such as screened interval are unknown. For planning purposes, it is assumed that Well No. 9 will be similar in design and overall annual pumping capacity to Well No. 5, and the travel times will therefore be the same. Figure 2 identifies the 6-month, 1-year, 5-year, and 10-year travel times for Well No. 9. Due to the primarily undeveloped nature of the property east of the proposed Well No. 9 site, the City does not foresee any new potential contaminant sources resulting from relocating the travel times eastward. This evaluation will be revisited during the development of Well No.9 and subsequent completion of Source Approval documentation.

1.4 CAPITAL IMPROVEMENT PROGRAM MODIFICATION

The purpose of this WSP Amendment is to include a new project in the City’s capital improvement program. Appendix 1 includes a cost estimate for drilling and equipping a new well. The City anticipates completing the work in two phases. Pursuing the project in two phases provides multiple benefits. The first benefit is that the City can review the results of drilling operations to select a pump and design the wellhouse. The second benefit is a separation of design and construction costs to better identify which portions of the project will be funded through City reserves and which will be potentially funded through DWSRF. The total project cost is estimated to be \$2,587.263.08.





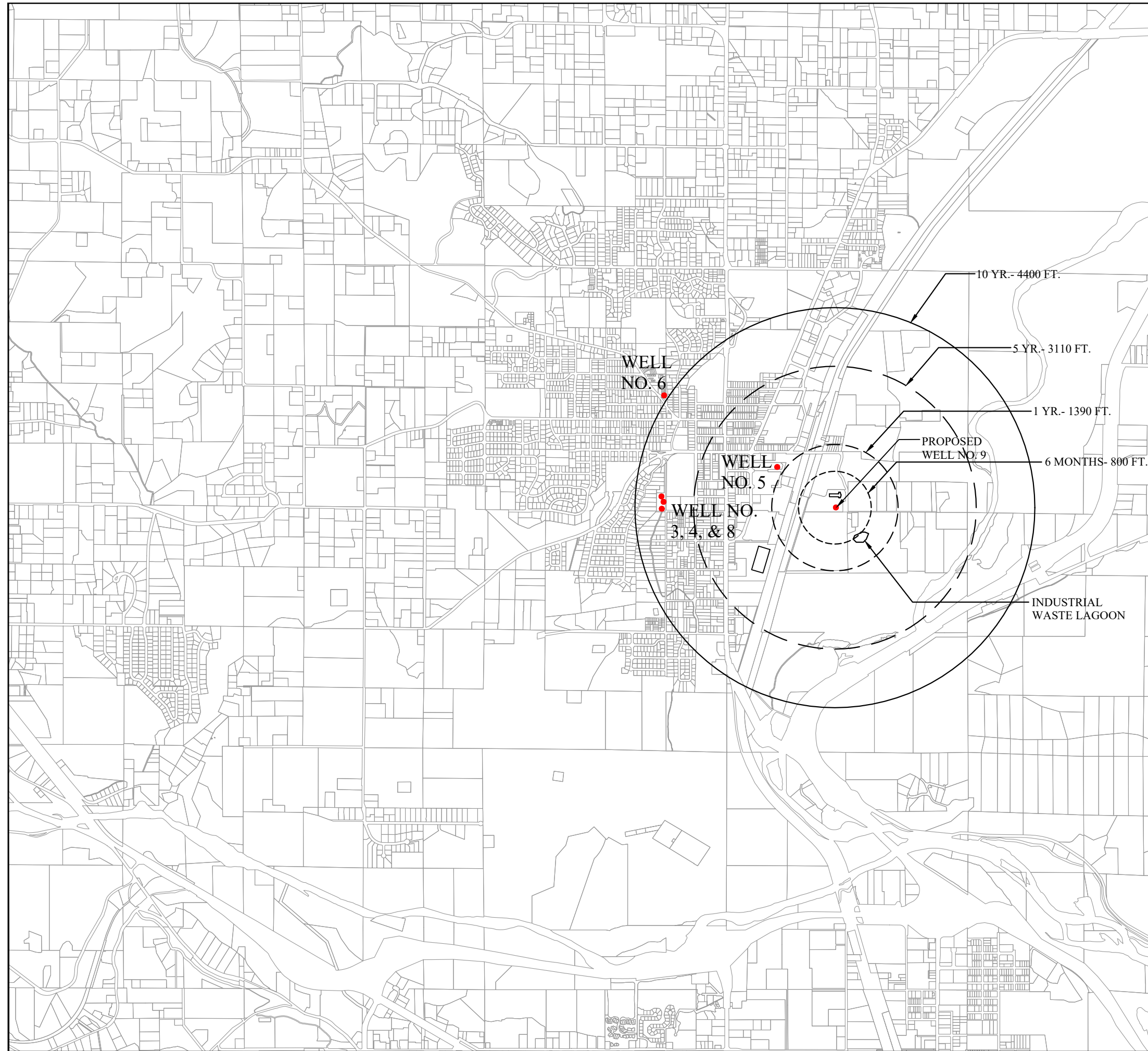
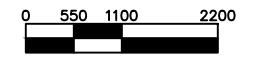
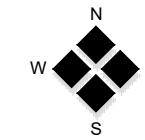
WATER SYSTEM PLAN AMENDMENT

Table 8-2 of the WSP provides a 20-year schedule for completion of the recommended major capital improvements. The City has chosen to delay some of its major capital improvement projects, in part because of the emerging need for the Well No. 9 project to be completed. Based upon work completed in the past four years and the City's evolving priorities, including the need for the Well No. 9 project, Table 2 provides an updated schedule of improvements. As identified in Table 2, the City anticipates beginning design of the Well No. 9 project in 2025 and equipping the new well in 2026.



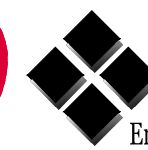
CITY OF SELAH

WELL NO. 9 TIME OF TRAVEL MAP



LEGEND

-----	6 MONTH
- - - - -	1 YEAR
- - - - -	5 YEAR
—————	10 YEAR
•	WELL LOCATION



HLA
Engineering and Land Surveying, Inc.

2803 River Road
Yakima, WA 98902
509.966.7000
Fax 509.965.3800
www.hlacivil.com



WATER SYSTEM PLAN AMENDMENT

TABLE 2 SCHEDULE OF RECOMMENDED MAJOR CAPITAL IMPROVEMENTS

Project Number	Improvement Description	Completion Year								Funding Source
		2024	2025	2026	2027	2028	2029	2030	2031 to 2041	
1	Service Meter Replacement	\$311,860			\$0	\$0	\$0	\$0		City/ PWB Loan
2	Lyle Loop Watermain Extension and PRV Station	\$250,000			\$0	\$0	\$0	\$0		City
3	Orchard Avenue Water Main Replacement	\$0	\$500,000	\$0	\$0	\$0	\$0	\$0		City/ DWSRF
4	W. Naches Avenue Water Main Replacement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$713,400	City
5	Well No. 6 Portable Generator	\$259,835	\$0	\$0	\$0	\$0	\$0	\$0		City
6	Goodlander Heights Water Main Replacement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,023,000	City/ DWSRF
7	South Second Street and Yakima Avenue Water Main Replacement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$402,400	City
8	West Bartlett Avenue and North Seventh Street Water Main Replacement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$863,500	City
9	Hillcrest Drive Water Main Replacement	\$0	\$2,528,000	\$0	\$0	\$0	\$0	\$0	\$999,500	PWTF
10	Valhalla Reservoir No. 3	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$799,000	Private
11	North Reservoir Replacement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,919,300	City/ DWSRF
12	Tree Top Ross Plant Water Main Upsizing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$272,200	Private
13	North Park Center Loop to N. Wenas Road	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$146,600	Private
14	Zone 7 Booster Pump Station	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,051,000	Private
15	Heritage Hills Drive to North 16th Street Water Main Loop	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$271,900	City
16	Well No. 9 New Source Design and Drilling	\$0	\$1,000,000	\$0	\$0	\$0	\$0	\$0		City
17	Well No. 9 New Source Equipping	\$0	\$0	\$1,590,000	\$0	\$0	\$0	\$0	\$0	DWSRF
18	North Wenas Road Water Main	\$0	\$0	\$0	414,500	\$0	\$0	\$0	\$0	City
TOTAL COSTS		\$821,695	\$4,028,000	\$1,590,000	\$414,500	\$0	\$0	\$0	\$8,461,800	





1.5 FINANCIAL PROGRAM MODIFICATION

The City completed an analysis of its water and sewer rates in September 2024 to determine necessary increases through the end of 2029. The relevant sections of the study are included in Appendix 2. To be consistent with Table 9-5 of the WSP, the Water Fund Projections table in the City's rate study is included below in Table 3, projected out an additional two years from 2029 to 2031. The rate study concludes that water rates will be increased at a more aggressive rate (20% at the beginning of 2025 then 5% annually thereafter) than identified in the WSP (3% annually). This will allow the City to build reserves and better prepare itself for future debt service.





WATER SYSTEM PLAN AMENDMENT

TABLE 3 WATER FUND PROJECTIONS

TABLE 3 WATER FUND PROJECTIONS							
Category	2025	2026	2027	2028	2029	2030	2031
REVENUE							
Water Sales	\$2,496,000	\$2,543,000	\$2,591,000	\$2,640,000	\$2,690,000	\$2,824,000	\$2,965,000
Water Sales from Rate Increase	\$499,200	\$635,800	\$777,300	\$924,000	\$1,076,000	\$1,270,800	\$1,482,500
Water Sales from Pressure Zone Surcharges	\$0	\$30,200	\$30,200	\$30,200	\$30,200	\$30,200	\$30,200
Misc. Revenue	\$86,400	\$85,000	\$91,100	\$98,500	\$106,000	\$110,000	\$120,300
Operating Fund Revenue	\$3,081,600	\$3,294,000	\$3,489,600	\$3,692,700	\$3,902,200	4,235,000	\$4,598,000
EXPENDITURES							
Operations	\$1,930,500	\$2,027,900	\$2,131,500	\$2,240,100	\$2,352,700	\$2,447,300	\$2,546,000
Machinery, Equipment, and Miscellaneous	\$50,000	\$ 50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
City-Financed Major Capital Improvements	\$1,500,000	\$264,960	\$414,500	\$0	\$289,500	\$0	\$0
Existing Debt Service	\$427,479	\$422,933	\$343,192	\$339,398	\$335,604	\$331,810	\$328,015
Future Debt Service	\$0	\$145,509	\$248,509	\$248,509	\$248,509	\$248,509	\$248,509
Operating Fund Expenditures	\$3,907,979	\$2,911,302	\$3,187,702	\$2,878,007	\$3,276,313	\$3,077,619	\$3,172,525
WATER FUND BALANCES							
Operating Fund Surplus/Deficit	-\$826,379	\$382,698	\$301,898	\$814,693	\$625,887	\$1,157,381	\$1,425,475
Beginning Water Fund Balance	\$3,357,539	\$2,531,160	\$2,913,858	\$3,215,756	\$4,030,449	\$4,656,336	\$5,813,717
Ending Water Fund Balance	\$2,531,160	\$2,913,858	\$3,215,756	\$4,030,449	\$4,656,336	\$5,813,717	\$7,239,192





APPENDIX

APPENDIX DOCUMENTS INDEX

1. Cost Estimate
2. Rate Analysis Sections
3. 2021 SEPA Documentation

CITY OF SELAH
Well No. 5 Replacement
Engineer's Opinion of Construction Cost

8/15/2024
 PRELIMINARY

HLA Project No. 24006G

Item No.	Description	Unit	Unit Cost	Overall Quantity	Overall Cost
SCHEDULE A - WELL DRILLING AND TESTING					
1	Minor Change	FA	\$20,000.00	1	\$20,000.00
2	Mobilization	LS	\$75,000.00	1	\$75,000.00
3	Erosion Control and Water Pollution Prevention	LS	\$12,000.00	1	\$12,000.00
4	Drill and Install Temp 20 In. Surface Seal Casing	LF	\$600.00	70	\$42,000.00
5	Drill for 16 In. Casing and Seal Using Mud Rotary	LF	\$350.00	380	\$133,000.00
6	Furnish and Install 16 In. Pump Chamber Casing	LF	\$180.00	452	\$81,360.00
7	Furnish and Install Annular Backfill	LF	\$75.00	150	\$11,250.00
8	Seal 16 In. Casing	LF	\$130.00	300	\$39,000.00
9	Flush and Dispose of Drill Mud and Cuttings	LS	\$19,000.00	1	\$19,000.00
10	Brush Inside of Casing to Remove Drill Mud	LS	\$6,000.00	1	\$6,000.00
11	Drill Maximum Diam. Borehole Below 16 In. Casing Using Reverse Circ.	LF	\$225.00	150	\$33,750.00
12	Furnish and Install 10 In. Liner Casing	LF	\$135.00	20	\$2,700.00
13	Furnish and Install 10 In. J-Latch Assembly	LS	\$5,000.00	1	\$5,000.00
14	Furnish and Install 10 In. Stainless Steel Well Screen	LF	\$210.00	150	\$31,500.00
15	Furnish and Install Filter Pack Material	LB	\$1.80	14,000	\$25,200.00
16	Plumbness and Alignment Testing	LS	\$6,000.00	1	\$6,000.00
17	Develop Well with Isolation RC, Swab, Bail	HR	\$500.00	60	\$30,000.00
18	Furnish and Install Aquaclear PFD	GAL	\$350.00	10	\$3,500.00
19	Furnish, Install, and Remove Test Pump for Pumping Tests	LS	\$45,000.00	1	\$45,000.00
20	Operate Test Pump for Step and Constant Rate Tests	HR	\$500.00	60	\$30,000.00
21	Well Video Inspection	EA	\$2,000.00	1	\$2,000.00
22	Final Well Disinfection	LS	\$3,000.00	1	\$3,000.00
23	Wellhead Completion, Incl. Prep for Artesian	LS	\$7,500.00	1	\$7,500.00
24	Authorized Standby Time	HR	\$500.00	8	\$4,000.00
25	Site Cleanup	LS	\$22,000.00	1	\$22,000.00
Schedule A Subtotal					\$689,760.00
Schedule A Sales Tax 8.3%					\$57,250.08
Schedule A Total					\$747,010.08
SCHEDULE B - WELLHOUSE AND PUMP INSTALLATION					
26	Minor Change	FA	\$20,000.00	1	\$20,000.00
27	Mobilization	LS	\$95,000.00	1	\$95,000.00
28	Shoring or Extra Excavation	LS	\$1,000.00	1	\$1,000.00
29	Well Building, Complete (600 SF)	LS	\$350,000.00	1	\$350,000.00
30	Well Pump and Motor, Complete	LS	\$100,000.00	1	\$100,000.00
31	Electrical and Control System, Complete	LS	\$200,000.00	1	\$200,000.00
32	Site Piping, Fittings, and Valves, Complete	LS	\$50,000.00	1	\$50,000.00
33	Site Grading and Drainage, Complete	LS	\$30,000.00	1	\$30,000.00
34	Site Surfacing Improvements, Complete	LS	\$25,000.00	1	\$25,000.00
35	Chain Link Fencing and Gates	LS	\$20,000.00	1	\$20,000.00
Schedule B Subtotal					\$891,000.00
Schedule B Sales Tax 8.3%					\$73,953.00
Schedule B Total					\$964,953.00
Contingency 10%					\$171,200.00
Total Estimated Const Cost					\$1,883,163.08
Assumptions: 1. New well to be located on City property west of public works shop. 2. Well drilling cuttings, mud, and water to be disposed of onsite. 3. Construction water to be supplied by City at no cost. 4. New well capacity to be sized for 1,000 gpm (750 gpm ex. water right) 5. New electrical power service required for new wellhouse. 6. No standby power/generator included. 7. Connection to existing water main <50 ft.					
Design Engineering					\$200,000.00
Construction Engineering					\$240,000.00
Water Right Change Application					\$32,200.00
Hydrogeological Design and Construction Support					\$88,700.00
Electrical Design, Construction, and Programming					\$88,200.00
Pacific Power Service					\$25,000.00
DOH Review Fees					\$20,000.00
Building Permit & Plan Review					\$10,000.00
Total Estimated Project Cost					\$2,587,263.08

CITY OF SELAH
RATE ANALYSIS REVIEW
September 30, 2024

Project Background

The City of Selah Public Works Department is responsible for managing a variety of City facilities, including a sewer division and water division that are financed through monthly utility rates. The City establishes a budget for these divisions on an annual basis along with other City functions such as policing, garbage collection, tourism, and administration. As part of this budget-setting process, the City has requested HLA review the historical operation of these divisions and provide recommendations for utility rate modifications, if necessary, to address ongoing operations and future capital improvement projects.

The water and sewer funds have been reviewed in recent years during the development of the *Wastewater Treatment Facilities Engineering Report*, *Water System Plan*, and *General Sewer Plan*. The recommended capital improvements identified during those planning efforts have been used to estimate the cost and timing of projects that the City anticipates completing within the next six years. Where appropriate, City staff have identified where the timing of proposed projects has changed due to updated priorities and funding availability.

The City maintains separate reserve accounts for both utilities, and funds are transferred in and out of these accounts as needed to maintain a balance in the operating funds. In recent years, the operating balance for the sewer fund has varied between approximately \$0.4 million and \$1.3 million. The operating balance for the water fund has varied between \$0.8 million and \$1.4 million. Years where the balances have declined significantly have been due to capital improvement projects.

In recent months, the City has reviewed historical growth information and Yakima County's *2046 Population Projections and UGA Update*, and consulted with various entities to determine an appropriate growth rate for the City to use in its planning activities. As a result of this process, the City has requested an annual growth rate of 1.90% be used herein for estimating City growth. It is further assumed that both water and sewer revenues will increase proportionately with the new customers, independently of any recommended utility rate increases. It is also assumed that system expenditures will increase by 5% annually due to inflation.

Water Rate Analysis

The City's monthly utility rate for a 3/4" (or smaller) water meter is \$20.57 plus a water usage volumetric component that charges progressively less per gallon as usage increases, referred to as a "declining block rate". Monthly rates account for the majority of the Water Department's annual revenue, with other significant contributions including penalties for late payment, one-time charges for water service connections, investment interest on account balances, and transfers from the reserve account. Tables 1, 2, and 3 summarize the City's water revenues, expenditures, and fund balances for the year 2019 through the 2024 budget. Minimal differences between beginning and ending balances from year to year is due to omission of minor non-recurring operating expenditures for simplification purposes.

TABLE 1 WATER DEPARTMENT REVENUE						
Category	2019	2020	2021	2022	2023	2024
Water Sales - Metered	\$1,921,091	\$2,175,371	\$2,186,460	\$2,213,115	\$2,322,907	\$2,450,000
Misc. Revenue	\$106,944	\$221,450	\$140,990	\$99,749	\$95,549	\$92,500
Operating Transfers In	\$197,223	\$211,017	\$34,453	\$18,588	\$208,509	\$1,027,372
PWTF Revenue	\$0	\$0	\$0	\$0	\$621,195	\$686,521
Operating Fund Revenues	\$2,225,258	\$2,607,838	\$2,361,903	\$2,331,452	\$3,248,159	\$4,256,393

TABLE 2 WATER DEPARTMENT EXPENDITURES						
Category	2019	2020	2021	2022	2023	2024
Operations	\$1,240,158	\$1,444,630	\$1,374,677	\$1,377,993	\$1,637,210	\$1,837,324
Machinery, Equipment, and Miscellaneous	\$36,593	\$44,750	\$50,000	\$50,000	\$50,000	\$0
Major Capital Improvements	\$154,923	\$0	\$0	\$0	\$840,271	\$2,316,393
Operating Transfers Out	\$120,343	\$136,161	\$129,369	\$1,129,362	\$115,000	\$150,000
Existing Debt Service	\$473,448	\$468,595	\$465,997	\$291,443	\$328,723	\$328,460
Operating Fund Expenditures	\$2,025,465	\$2,094,136	\$2,020,043	\$2,848,798	\$2,971,203	\$4,632,177

TABLE 3 WATER FUND BALANCE SUMMARY						
Category	2019	2020	2021	2022	2023	2024
Beginning Operating Fund (411) Balance	\$820,442	\$949,981	\$1,150,186	\$1,435,577	\$970,194	\$1,398,040
Ending Operating Fund (411) Balance	\$949,979	\$1,576,120	\$1,501,555	\$923,675	\$1,328,527	\$1,022,256
Beginning Reserve Fund (461) Balance	\$1,438,037	\$1,500,683	\$1,453,731	\$1,540,196	\$2,620,729	\$2,554,748
Ending Reserve Fund (461) Balance	\$1,500,683	\$1,453,731	\$1,540,196	\$2,620,729	\$2,554,748	\$1,527,376
Beginning Reservoir Replacement Fund	\$376,739	\$417,024	\$449,833	\$506,490	\$525,037	\$536,461
Ending Reservoir Replacement Fund	\$417,024	\$449,833	\$506,490	\$525,037	\$536,461	\$536,461
Beginning Auto Meter Read	\$215,211	\$235,554	\$247,715	\$252,084	\$271,446	\$271,446
Ending Auto Meter Read	\$235,554	\$247,715	\$252,084	\$271,446	\$271,446	\$271,446
Beginning Water Fund Balance	\$2,850,429	\$3,103,242	\$3,301,465	\$3,734,347	\$4,387,406	\$4,760,695
Ending Water Fund Balance	\$3,103,240	\$3,727,399	\$3,800,325	\$4,340,887	\$4,691,182	\$3,357,539

Collectively, the revenue for the Water Department was budgeted to be \$4,256,393 for 2024, although a significant fraction of this revenue is expected to come from Public Works Trust Fund (PWTF) financing of a water meter replacement project and an operating transfer in from the reserve fund. Revenue from operating services were budgeted to be equal to \$2,542,500. Historically, revenue has increased over time and has been both predictable and stable.

The City's Water Department expenses were budgeted to be \$4,632,177 for 2024. The most significant categories within these expenses include personnel wages and benefits, utilities, professional services, and capital improvements. An additional expense that the City tracks separately from other routine costs is debt service. The City currently has Drinking Water State Revolving Fund (DWSRF) loans with combined annual payments of approximately \$328,500. The City has also been replacing water meters through a PWTF loan that is anticipated to begin repayment in 2025. The annual payments expected from that loan are projected to be approximately \$146,000.

The City completes capital improvements within the water system through a combination of fund reserves, grants, and loans. Significant capital improvements are identified through systemwide planning and participation in projects that are completed in partnership with new industry when appropriate. The scheduling of capital projects is dependent upon project need, fund reserves, and the ability to leverage matching funds for publicly available grants and low-interest loans. The City's water fund has increased in the past 5 years, which demonstrates an ability to complete some of the projects in the capital improvement program without taking on additional debt capacity. The following is a list of projects that the City anticipates completing within the next five years using City reserves:

• Lyle Loop Water Main and PRV Station (2024)	\$250,000
• Well No. 6 Generator Installation (2024)	\$259,835
• Well No. 5 New Source Design and Drilling (2025)	\$1,000,000
• Orchard Avenue Water Main Replacement (2025)	\$500,000
• Well No. 8 Rehabilitation (2026)	\$264,960
• North Wenas Road Water Main (2027)	\$414,500
• Well No. 7 Rehabilitation (2029)	\$289,500

In addition, the following new debt service is expected for completing projects using PWTF and/or DWSRF funding:

• Hillcrest Area Water Main Replacement (PWTF, 2025)	\$146,000/yr
• Well No. 5 New Source Equipping (DWSRF, 2026)	\$103,000/yr

Using the assumptions above regarding inflation, system growth, capital improvement schedules, and funding approaches, the City is projected to expend significant fund reserves on capital projects over the next three years. Without an increase in water rates, the Total Water Fund is projected to decrease from a Beginning Fund Balance of \$4,760,695 at the start of 2024 to an Ending Fund Balance of \$504,136 at the end of 2029. This decrease would violate the City's policy of maintaining an operating fund balance of at least 20% of annual operating expenditures, and a consistent downward trend in fund balances would not be prudent financial operation. The *Water System Plan* identified a rate increase of 3% at the beginning of each year, which would offset inflation in conjunction with population growth increasing revenue.

The City has identified a desire to build reserves in preparation for many capital projects in the next five years and to be better prepared for emergencies such as the Well No. 5 source replacement that will begin design in 2025. To align with the City's priority of building reserves, a rate increase of 20% is recommended for 2025, bringing the base rate up from \$20.57 to \$24.68 in 2025. In the following years, annual rate increases of 5% would be implemented to offset inflation. As shown in Table 4, these rate increases would result in a projected Water Fund Operating Fund Expenditures Balance of \$3,276,313 in 2029 and a revenue surplus to

complete capital improvements as they become necessary. Table 4 also includes additional water sales collected from upper pressure zone surcharges beginning in 2026, as described in the following section. The impact of these rate increases for 3/4" or smaller water meters is summarized in Table 5.

TABLE 4 WATER FUND PROJECTIONS					
Category	2025	2026	2027	2028	2029
REVENUE					
Water Sales	\$2,496,000	\$2,543,000	\$2,591,000	\$2,640,000	\$2,690,000
Water Sales from Rate Increase	\$499,200	\$635,800	\$777,300	\$924,000	\$1,076,000
Water Sales from Pressure Zone Surcharges		\$30,200	\$30,200	\$30,200	\$30,200
Misc. Revenue	\$86,400	\$85,000	\$91,100	\$98,500	\$106,000
Operating Fund Revenue	\$3,081,600	\$3,294,000	\$3,489,600	\$3,692,700	\$3,902,200
EXPENDITURES					
Operations	\$1,930,500	\$2,027,900	\$2,131,500	\$2,240,100	\$2,352,700
Machinery, Equipment, and Miscellaneous	\$50,000	\$ 50,000	\$50,000	\$50,000	\$50,000
City-Financed Major Capital Improvements	\$1,500,000	\$264,960	\$414,500	\$0	\$289,500
Existing Debt Service	\$427,479	\$422,933	\$343,192	\$339,398	\$335,604
Future Debt Service	\$0	\$145,509	\$248,509	\$248,509	\$248,509
Operating Fund Expenditures	\$3,907,979	\$2,911,302	\$3,187,702	\$2,878,007	\$3,276,313
WATER FUND BALANCES					
Operating Fund Surplus/Deficit	-\$826,379	\$382,698	\$301,898	\$814,693	\$625,887
Beginning Water Fund Balance	\$3,357,539	\$2,531,160	\$2,913,858	\$3,215,756	\$4,030,449
Ending Water Fund Balance	\$2,531,160	\$2,913,858	\$3,215,756	\$4,030,449	\$4,656,336

TABLE 5 PROJECTED SINGLE-FAMILY WATER RATES			
Year	Base Rate	Volumetric Portion (300-1,000 ft ³ /month)	Volumetric Portion (1,000+ ft ³ /month)
2025	\$24.68	\$2.20	\$1.70
2026	\$25.91	\$2.31	\$1.79
2027	\$27.21	\$2.43	\$1.88
2028	\$28.57	\$2.55	\$1.97
2029	\$30.00	\$2.68	\$2.07

Water Rate – Pressure Zone Surcharge

To provide the most fair and equitable water rate, the City would like to pursue the implementation of a water rate surcharge for customers that are located at higher elevations, as the City pays over \$120,000 per year for electricity to operate its wells and booster stations. The portion of electrical costs for booster station operation should reasonably be assigned directly to the customers in upper pressure zones that require booster stations for water service. For simplicity, other costs associated with the booster stations, such as manpower to operate and maintain the pumps, have not been included in this analysis. Table 6 summarizes the average monthly electrical costs for services for the past three years that the City has identified as serving water infrastructure, as well as which pressure zones are served by the equipment.

TABLE 6 WATER SYSTEM ELECTRICAL SERVICE COSTS		
Service Description	Average Monthly Electrical Cost	Zones Served
Wells 3, 4, and 8	\$4,330	All
Well 5	\$1,799	All
Well 6	\$4,982	All
Well 7	\$2,497	All
Reservoir Site Lighting	\$14	All
Zone 3 Booster Station	\$284	2, 3, 5, 6
Palm Park Booster Station	\$546	2, 3, 5, 6
Valhalla Booster Station	\$368	4, 5, 6
Brader Booster Station	\$900	4, 5, 6
Valhalla Heights Booster Station	\$419	6

As shown in Table 6, the majority of the monthly electrical costs are for operating wells, which provide water to all of the City’s services, and therefore a supplemental service charge for those portions of the electrical cost does not make sense to implement. The remaining electrical costs can be attributed to the customers in various zones as summarized in Tables 7 and 8. The surcharges identified in Table 8 are equal to the monthly electrical cost for the electrical service divided by the total number of services within the applicable pressure zones. These surcharges are recommended to be base rate surcharges for customers outside of Zone 1 that should be re-evaluated on a periodic basis if electrical bills for the water utility increase due to changes in utility power costs. The surcharges are expected to increase water revenues by approximately \$2,517 per month, or \$30,200 per year. Due to the significant rate increases recommended for both the water and sewer utilities for 2025, it is recommended that this surcharge not be implemented until 2026.

TABLE 7 PRESSURE ZONE SERVICE CONNECTIONS	
Pressure Zone	Number of Services
2	694
3	427
4	259
5	25
6	57

TABLE 8 PRESSURE ZONE ELECTRICAL SURCHARGE (\$/MONTH)					
Service Description	Zone 2	Zone 3	Zone 4	Zone 5	Zone 6
Zone 3 Booster Station	\$0.24	\$0.24	---	\$0.24	\$0.24
Palm Park Booster Station	\$0.45	\$0.45	---	\$0.45	\$0.45
Valhalla Booster Station	---	---	\$1.08	\$1.08	\$1.08
Brader Booster Station	---	---	\$2.64	\$2.64	\$2.64
Valhalla Heights Booster Station	---	---	---	---	\$7.36
Total	\$0.69	\$0.69	\$3.72	\$4.41	\$11.76



CITY OF SELAH

Planning Department • 222 South Rushmore RD. • Selah, WA 98942 • Ph: (509) 698-7365 • www.selahwa.gov

Determination of Nonsignificance

Description of Proposal: State Environmental Policy Act Checklist for the Environmental Review of its 2021 Water System Plan Update

Proponent: City of Selah
115 W. Naches Avenue
Selah, WA. 98942

Location of Proposal including street address, if any: City Wide

Lead Agency: City of Selah

City File Number: SEPA-2020-008

The lead agency for this proposal has determined that it will not have a probable significant adverse impact on the environment. An Environmental Impact Statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public on request.

This DNS is being issued using the process in WAC 197-11-340. There is no further comment period.

Responsible Official: Donald C. Wayman

Position / Title: City Administrator/SEPA Responsible Official

Signature: 

Date of Issuance: February 3, 2021

Appeals: You may appeal this determination to the Selah City Council by filing a written appeal with the required \$300.00 filing fee at the Selah Planning Department, 222 S. Rushmore Road no later than 5:00 p.m. on February 8, 2020. You should be prepared to make specific factual objections. Contact the Planning Department at 698-7365 to read or ask about the procedures for SEPA appeals.

**CITY OF SELAH
Yakima County, Washington**

**CITY OF SELAH
2021 WATER SYSTEM PLAN UPDATE**

STATE ENVIRONMENTAL POLICY ACT

ENVIRONMENTAL CHECKLIST

Prepared by



**HLA Project No. 19061E
June 2020**

STATE ENVIRONMENTAL POLICY ACT

ENVIRONMENTAL CHECKLIST

A. BACKGROUND

1. *Name of Proposal, if Applicable:* 2021 Water System Plan Update
2. *Name of Proponent:* City of Selah
Phone Number: (509) 698-7328
Address of Proponent: 222 S. Rushmore Rd.
Selah, WA 98942
3. *Person Completing Form:* Justin Bellamy, PE
Phone Number: (509) 966-7000
Address: HLA Engineering and Land Surveying, Inc.
2803 River Road
Yakima, WA 98902
4. *Date Checklist Prepared:* June 2020
5. *Agency Requesting Checklist:* City of Selah
6. *Proposed timing or schedule (including phasing, if applicable):*
Water System Plan Update adoption in February 2021.
7. *Do you have any plans for future additions, expansions, or further activity related to or connected with this proposal? If yes, explain.*
The water system plan update identifies on-going maintenance activities and replacement and growth-related improvements for the City's municipal water system.
8. *List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.*
None.
9. *Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.*
None at this time.
10. *List any governmental approvals or permits that will be needed for your proposal, if known.*
Department of Health – Approval of water system plan.
11. *Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page.*
Adoption of the Water System Plan (WSP) for the City of Selah Urban Growth Area. The WSP identifies recommended maintenance- and growth-related improvements to the Selah water system. Construction, with potential construction-related impacts, will be necessary to implement the WSP recommendations. Further environmental review

is required for all non-exempt construction activities, and project specific checklist responses will be provided at that time

12. *Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit application related to this checklist.*

The proposed water system improvements are located throughout the incorporated and unincorporated areas within the City of Selah Growth Area boundary and are shown on Map B of the Water System Plan.

B. ENVIRONMENTAL ELEMENTS

1. EARTH

- a. *General description of the site (underline one): Flat, rolling, hilly, steep slopes, mountainous, other.*
- b. *What is the steepest slope on the site (approximate percent slope)?*
25% slope.
- c. *What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils.*
A wide variety of soils exist within the current Selah water service areas, including silt, clay, sand, and gravel. Some of the soils within the Selah area are classified by the U.S. Department of Agriculture Natural Resource Conservation Service as Prime Farmland. Future construction of the water system to serve areas within Selah's Urban Growth Area may cross some of these prime farmland areas.
- d. *Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.*
Some steep slope areas within the Urban Growth Area may contain unstable soils.
- e. *Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill.*
None proposed.
- f. *Could erosion occur as a result of clearing, construction, or use? If so, generally describe.*
No.
- g. *About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or building)?*
No additional impervious surfaces.
- h. *Proposed measures to reduce or control erosion, or other impacts to the earth, if any:*
None.

2. AIR

- a. *What types of emissions to the air would result from the proposal (i.e., dust, automobile, odors, industrial wood smoke) during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known.*
None.
- b. *Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.*
No.
- c. *Proposed measures to reduce or control emissions or other impacts to air, if any:*
None.

3. WATER

a. *Surface Water:*

1. *Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into.*
The Selah Ditch, the Naches River, the Yakima River, Wenas Creek, and irrigation canals and drains lie within or immediately adjacent to the current and future water service areas.
2. *Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans.*
No.
3. *Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.*
None.
4. *Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known.*
No.
5. *Does the proposal lie within a 100-year floodplain? If so, note location on the site plan.*
The City of Selah Urban Growth Area boundary contains lands located within the 100-year floodplains of the Yakima River and the Naches River.
6. *Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge.*
No.

b. *Ground Water:*

1. *Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known.*

Approximately 2,653 acre-feet of ground water is presently being withdrawn for water supply of the Selah water system. The City has rights for 4,760 acre-feet per year. It is forecast that Selah's groundwater withdrawals will increase to 3,134 acre-feet an-annually by year 2031.

2. *Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: domestic sewage, industrial, containing the following chemicals...; agricultural, etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve.*

None.

c. *Water Runoff (including storm water):*

1. *Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will the water flow? Will this water flow into other waters? If so, describe.*

Not applicable.

2. *Could waste materials enter ground or surface waters? If so, generally describe.*

No.

3. *Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe.*

No.

d. *Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any:*

Not applicable.

4. PLANTS

a. *Check or underline type of vegetation found on the site:*

deciduous tree: alder, maple, aspen, other

evergreen tree: fir, cedar, pine, other

shrubs

grass

pasture

crop or grain

Orchards, vineyards or other permanent crops

wet soil plants; cattail, buttercup, bullrush, skunk cabbage, other

water plants: water lily, eelgrass, milfoil, other

other types of vegetation

b. *What kind and amount of vegetation will be removed or altered?*

None.

c. *List threatened or endangered species known to be on or near the site.*

None are known to exist.

d. *Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any:*

None.

- e. *List all noxious weeds and invasive species known to be on or near the site.*
None.

5. ANIMALS

- a. *List any birds and other animals which have been observed on or near the site or are known to be on or near the site. Examples include:*
Bird: hawk, heron, eagle, songbird, other
Mammals: deer, bear, elk, beaver, other
Fish: bass, salmon, trout, herring, shellfish, other
- b. *List any threatened or endangered species known to be on or near the site.*
Bald eagles (*Haliaeetus leucocephalus*) listed by the U.S. Fish & Wildlife Service as "Threatened," are present along the Yakima and Naches Rivers in the Selah vicinity during the winter months. Mid-Columbia River Steelhead (*Oncorhynchus mykiss*), currently listed by National Marine Fisheries Service as "Threatened," and the Bull Trout (*Salvelinus confluentus*), currently listed by the U.S. Fish & Wildlife Service as "Threatened," are present in the Naches and Yakima Rivers.
- c. *Is this site part of a migration route? If so, explain.*
The City of Selah Urban Growth Area boundary may be within a migratory route for some bird species.
- d. *Proposed measures to preserve or enhance wildlife, if any:*
None.
- e. *List any invasive animal species known to be on or near the site.*
None.

6. ENERGY AND NATURAL RESOURCES

- a. *What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc.*
None.
- b. *Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe.*
No.
- c. *What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any:*
None.

7. ENVIRONMENTAL HEALTH

- a. *Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal? If so, describe.*
No.
1. *Describe any known or possible contamination at the site from present or past uses.*
None.

2. *Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmissions pipelines located within the project area and in the vicinity.*
None.
3. *Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project.*
None.
4. *Describe special emergency services that might be required.*
None.
5. *Proposed measures to reduce or control environmental health hazards, if any:*
None.

b. Noise

1. *What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)?*
None.
2. *What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site.*
None.
3. *Proposed measures to reduce or control noise impacts, if any:*
None.

8. LAND AND SHORELINE USE

- a. *What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe.*
The City of Selah Urban Growth Area is a combination of agricultural, residential, commercial, industrial, public, and quasi-public land uses.
- b. *Has the project site been used as working farmlands or working forest land? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or non-forest use?*
Historically, land within the City of Selah Urban Growth Area has been used for agriculture. However, some of the land area has been converted to non-agricultural urban uses.
 1. *Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how:*
No.

- c. *Describe any structures on the site.*
Not applicable.
- d. *Will any structures be demolished? If so, what?*
No.
- e. *What is the current zoning classification of the site?*
The incorporated and unincorporated City of Selah Urban Growth Area consists of a wide range of zoning classifications including agricultural, residential, commercial, industrial, and public.
- f. *What is the current comprehensive plan designation of the site?*
Not applicable.
- g. *If applicable, what is the current shoreline master program designation of the site?*
Not applicable.
- h. *Has any part of the site been classified as a critical area by the city or county? If so, specify.*
No.
- i. *Approximately how many people would reside or work in the completed project?*
Not applicable.
- j. *Approximately how many people would the completed project displace?*
None.
- k. *Proposed measures to avoid or reduce displacement impacts, if any:*
Not applicable.
- l. *Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any:*
None.
- m. *Proposed measures to ensure the proposal is compatible with nearby agricultural and forest lands of long-term commercial significance, if any:*
None.

9. HOUSING

- a. *Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.*
None.
- b. *Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing.*
None.
- c. *Proposed measures to reduce or control housing impacts, if any:*
Not applicable.

10. AESTHETICS

- a. *What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?*
Not applicable.
- b. *What views in the immediate vicinity would be altered or obstructed?*
None.
- c. *Proposed measures to reduce or control aesthetic impacts, if any:*
None.

11. LIGHT AND GLARE

- a. *What type of light or glare will the proposal produce? What time of day would it mainly occur?*
Not applicable.
- b. *Could light or glare from the finished project be a safety hazard or interfere with views?*
No.
- c. *What existing off-site sources of light or glare may affect your proposal?*
None.
- d. *Proposed measures to reduce or control light and glare impacts, if any:*
None.

12. RECREATION

- a. *What designated and informal recreational opportunities are in the immediate vicinity?*
The City of Selah Urban Growth Area contains numerous municipal parks and school playgrounds. Numerous informal recreational opportunities such as fishing, bird watching, walking, jogging, bicycling, etc., exist within the Urban Growth Area.
- b. *Would the proposed project displace any existing recreational uses? If so, describe.*
No.
- c. *Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any:*
None.

13. HISTORIC AND CULTURAL PRESERVATION

- a. *Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers located on or near the site? If so, specifically describe.*
No.
- b. *Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Is there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources.*
None.

- c. *Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc.*

None.

- d. *Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required.*

None.

14. TRANSPORTATION

- a. *Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any.*

The City of Selah Urban Growth Area contains numerous City of Selah, Yakima County, and Washington Department of Transportation streets and highways. Public streets are shown on Map B of the Water System Plan.

- b. *Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop?*

Public transit service is provided on First Street within the City of Selah.

- c. *How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate?*

Not applicable.

- d. *Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private).*

No.

- e. *Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.*

The Burlington Northern-Santa Fe Stampede Pass main line traverses the City of Selah Urban Growth Area.

- f. *How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and nonpassenger vehicles). What data or transportation models were used to make these estimates?*

None.

- g. *Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe.*

None.

- h. *Proposed measures to reduce or control transportation impacts, if any:*

None.

15. PUBLIC SERVICES

- a. *Would the project result in an increased need for public services (for example: fire protection, police protection, health care, schools, other?) If so, generally describe.*
No.
- b. *Proposed measures to reduce or control direct impacts on public services, if any.*
None.

16. UTILITIES

- a. *Underline the utilities currently available at the site: electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, irrigation, cable TV, drains, other.*
- b. *Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed.*
None.

C. SIGNATURE

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.



Digitally signed by Justin Bellamy
Date: 2020.10.08 12:00:40 -07'00'

June 30, 2020

Justin L. Bellamy, PE
Project Engineer
HLA Engineering and Land Surveying, Inc.

Date

D. SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS

1. *How would the proposal be likely to increase discharge to water; emissions to air; production, storage or release of toxic or hazardous substances; or production of noise?*

The 2021 Water System Plan addresses and identifies improvements to and expansion of the City of Selah's water system necessary to accommodate projected growth within the City and its Urban Growth Area over the next 20-year period. Increases in treated wastewater discharge will be as described in the City's 2018 General Sewer Plan and generally correspond with increased water usage. No increases in the emissions to air, production, storage, or release of toxic or hazardous substances, or production of noise are likely to result from this proposal.

Proposed measures to avoid or reduce such increases are:

Not applicable.

2. *How would the proposal be likely to affect plants, animals, fish, or marine life?*
No effects are likely because of this proposal.

Proposed measures to protect or conserve plants, animals, fish or marine life are:

Not applicable.

3. *How would the proposal be likely to deplete energy of natural resources?*

Because some water system components operate electrically, this proposal may result in a minor increase in energy requirements to operate electrical equipment over current amounts.

Proposed measures to protect or conserve energy and natural resources are:

The increase of electrical energy requirements will be reduced to the extent possible through use of high-efficiency electrical motors and equipment.

4. *How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection; such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?*

The proposal is not likely to use or affect environmentally sensitive areas.

Proposed measures to protect such resources or to avoid or reduce impacts are:

Environmentally sensitive areas were identified during the development of Selah's Water System Plan. These areas will be avoided when detailed plans are prepared, and pipeline alignments selected.

5. *How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?*

The proposal will not affect land or shoreline use in ways incompatible with existing plans.

Proposed measures to avoid or reduce shoreline and land use impacts are:

None.

6. *How would the proposal be likely to increase demands on transportation or public services and utilities?*

This proposal identifies the future demand upon the Selah water system and identifies the measures the City will take to accommodate that future demand.

Proposed measures to reduce or respond to such demand(s) are:

Proposed measures include expansion of the water system to serve lands within the City's Urban Growth Area.

7. *Identify, if possible whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.*

This proposal does not conflict with laws or requirements for the protection of the environment. Improvements identified within this proposal will allow the City to comply with public health requirements.



Selah City Council
Regular Meeting
AGENDA ITEM SUMMARY

Meeting Date: 11/26/2024
Agenda Number: 13A

Action Item

Title: Resolution Adopting the City of Selah’s 2025 Legislative Agenda

From: Rich Huebner, City Administrator

Action Requested: Approval

Staff Recommendation: Approval

Board/Commission Recommendation: N/A

Fiscal Impact: N/A

Funding Source: N/A

Background/Findings/Facts: Cities typically adopt a legislative agenda prior to the beginning of the State legislative session in January. The attached draft Legislative Agenda reflects the City of Selah’s position on key initiatives, as well as outlines the City’s capital budget requests for the upcoming “long session” of the Washington State Legislature. The attached draft agenda was discussed by the City’s legislative committee and is forwarded to Council for consideration. Positions and requests include:

- Wastewater Treatment Plant (Priority 1): Request for \$45 million for Phases 2 and 3.
- Police Station/City Hall (Priority 2): Request for \$1.5 million toward facility construction.
- Civic Center Remodel (Priority 3): Request for \$1.7 million to complete next phase.
- Naches Avenue Extension: Request for state support of federal funds request for Phase 1.
- Transitional Housing: Request for legislation providing local zoning authority.
- AWC Legislative Priorities: General support for the AWC’s 2025 legislative priorities.

Council approval will enable the Legislative Committee to present these requests to our state legislators during City Action Days in February.

Recommended Motion: I move to approve the Resolution in the form presented.

Record of all prior actions taken by the City Council and/or City Board, City Committee, Planning Commission, or the Hearing Examiner (if not applicable, please state none).

Date: N/A **Action Taken:** N/A

RESOLUTION NO. _____

RESOLUTION ADOPTING THE 2025 LEGISLATIVE AGENDA FOR THE CITY OF SELAH

WHEREAS, the Legislative Committee of the City of Selah has presented to the City Council its recommended legislative priorities for the 2025 state legislative session; and

WHEREAS, the recommended priorities reflect funding and legislative requests that are reflective of the City's needs; and

WHEREAS, the administration recommends the City Council adopt the priorities as presented by the Legislative Committee; and

WHEREAS, the City Council finds that the presented priorities accurately reflect the needs and positions of the City and should be presented to our state and federal legislators; and

WHEREAS, the City Council finds good cause to adopt the legislative priorities as presented.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON that the City Council does hereby adopt the 2025 Legislative Priorities of the City of Selah.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON this 26th day of November, 2024.

Roger Bell, Mayor

ATTEST:

Courtney McGarity, City Clerk

APPROVED AS TO FORM:

Rob Case, City Attorney

Resolution No. _____



City of Selah

2025 Legislative Priorities

Wastewater Treatment Plant: Selah's wastewater treatment plant must be replaced. Load levels have been exceeded multiple times, which poses health and environmental risks. Projections show that no new connections will be possible as soon as 2026. Components are more than 50 years old, lack modern-day redundancy, and continue to deteriorate; critical replacement parts are no longer manufactured. Selah has spent heavily to keep the plant operating, but Band-Aid efforts cannot resolve the deficiencies and more capacity is needed. Roughly \$1 million of state funds were recently used to install a sewer line within the city's urban growth area to serve upwards of 600 expected new connections, but those connections will not be possible absent a new plant. The existing plant serves roughly 9,000 people (both inside and outside city limits) and more than 230 businesses (including large agricultural operations). The City has previously secured approximately \$5 million for Phase 1 (Design & Permitting), and is seeking \$45 million in a state capital budget allocation to complete Phases 2 (Biosolids) and 3 (Construction). This is Selah's **top priority**.

Police Station/City Hall: Selah's police department is housed in a facility that was meant to be temporary. It was originally constructed as a four-unit residential structure that was converted to commercial use. The facility is cramped, its holding cell is standard drywall and adjacent to the one interview room, and lacks modern infrastructure in its evidence room. Additionally, Selah's City Hall is over 60 years old, is not ADA compliant due to age, and lacks modern HVAC, plumbing, and security features. The City intends to replace both outdated facilities with a joint building on City-owned property. The current construction estimate is \$15 million; the City is seeking \$1.5 million (10% of the estimated cost) in a state-issued capital budget allocation. The remaining balance will be funding through a combination of grants, City reserves and a USDA loan.

Civic Center Remodel: Selah's Civic Center is more than 70 years old and needs renovations. Selah has previously paid for an architectural review and renovation plan. The building is heavily used (nearly 365 days a year) by private and public groups including school fundraisers, social clubs, Red Cross activities and emergency/wildfire operational command; it also serves as the City's Transit hub. ADA compliance is lacking due to age, and other safety issues exist. Minor expansion and remodeling will enable more event types and simultaneous events. Adding showers will allow the building to be used for temporary disaster housing for displaced residents, a regular need during past wildfires and will likely reoccur in the future. Solar panels could be installed, and the City previously paid to install underground conduit to enable future electric vehicle (EV) charging stations. The City is seeking \$1.7 million in a state-issued capital budget allocation to complete this project.

Naches Avenue Extension ("Fruity Pebbles"): Selah's busy agricultural warehouse district lacks a dedicated truck route to and from Interstate 82. Freight trucks currently use either a northern interchange that links to a deficient bridge with weight restrictions and no shoulder, or a southern interchange that links to the most accident-prone intersection in the area. Exit 29 on I-82 is a centrally-located interchange that does not currently connect to Selah, is underutilized in general, and is principally used by freight trucks for an industrial gravel operation. Selah's Naches Avenue can be extended to meet Exit 29, thus creating a designated truck route and reducing congestion on Selah's main roadways. Selah's First Street is the second busiest route in Yakima County, averaging 34,000 daily trips including 2,700 daily freight truck trips. The city's sewer and water systems can also be extended across I-82, residential septic systems and private wells can be decommissioned. Those wells no longer yield potable water due to polyfluoroalkyl substance (PFAS) contamination that originated from the US Army's Yakima Training Center. Phase 1 work (traffic studies, environmental review, cost analysis, etc.) will generate useful data that can be shared with federal decisionmakers on the PFAS issue. The City is seeking \$800,000 from the federal budget to complete Phase 1.

Transitional Housing: Local municipalities have seen an influx of transitional housing units. While Selah recognizes the importance of such facilities and are supportive of their mission, local municipalities have not been afforded any ability to enact zoning regulations upon the location of such facilities within their corporate borders. Selah supports legislation that would provide local municipalities the ability to place reasonable zoning regulations to safeguard vulnerable populations.

Association of Washington Cities (AWC) Legislative Priorities: As a member in good standing of the Association of Washington Cities (AWC), the City of Selah is generally supportive of the AWC's 2025 Legislative Priorities.



Selah City Council
 Regular Meeting
AGENDA ITEM SUMMARY

Meeting Date: 11/26/2024
 Agenda Number: 14A

Action Item

Title: Ordinance to Establish the Amount of Taxes to be Levied Upon Real & Personal Property in the City of Selah, Yakima County, Washington, and Fixing the Tax Levy for the Year 2025

From: Kimberly Grimm, Finance Director

Action Requested: Approval

Staff Recommendation: Approval

Board/Commission Recommendation: N/A

Fiscal Impact: Total Property Tax Certification for 2025 \$2,428,874. Fund 001 General \$1,578,367, 103 Fire Control \$655,796 and 110 City Street \$194,310.

Funding Source: Yakima County Treasurer

Background/Findings/Facts: To establish and levy the amount of real and personal property taxes to be assessed in 2025. To include the refunding amount for property tax year 2023 collected in 2024 in the amount of \$15,059.62 for Property Tax low income/disabled or government exemptions.

Recommended Motion: I move to approve the Ordinance in the form presented.

Record of all prior actions taken by the City Council and/or City Board, City Committee, Planning Commission, or the Hearing Examiner (if not applicable, please state none).

Date: **Action Taken:**

	N/A

ORDINANCE NO. _____

ORDINANCE SPECIFYING REQUESTED REGULAR TAX LEVY
FOR 2025 FOR THE CORPORAL LIMITS OF THE CITY OF SELAH,
AND DIRECTING FINANCE DIRECTOR TO SUBMIT A TAX LEVY REQUEST
CERTIFICATION TO THE YAKIMA COUNTY ASSESSOR'S OFFICE

WHEREAS, the City Council of the City of Selah held a public hearing on November 12, 2024, pursuant to RCW 84.55.120 and other applicable law – after issuing advance notice thereof – for the purposes of considering 2025 expected revenue sources, 2025 expected revenue amounts, 2025 expected expenditure amounts and possible 2025 increases in real property and/or personal property tax rates, each and all as part of developing the City's budget for 2025; and

WHEREAS, in advance of and during such public hearing, the City Council relied upon assessed valuations within the corporal City limits that are – for purposes of 2025 – preliminary only and thus subject to change(s); and

WHEREAS, the City Council finds that good cause exists to request increases in real estate and personal property tax rates during 2025 as set forth within this Ordinance; and

WHEREAS, the City Council further finds that good cause also exists to request the full administrative refund amount from 2024 – which amount is \$15,059.62 – as part of the City's 2025 levy request;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, does hereby ordain as follows:

1. That, pursuant to RCW 84.52.020 and other applicable law, the City of Selah requests that the Yakima County Board of County Commissioners impose a regular tax levy assessment for the corporal limits of the City of Selah during 2025 in the amount of \$2,428,874.00 (rounded). Such amount will constitute a \$36,659.00 (rounded) dollar increase and a one percent (1.00%) percentage increase when compared to the aggregate total of the City's 2024 levy plus and any and all amount(s) for new construction, increase(s) in assessed value, improvement(s) to property and/or annexation(s), if any, that occurred during 2024 subsequent to submission of the City's 2024 levy request in late-2023;
2. That, pursuant to RCW 84.52.020 and other applicable law, the City of Selah further requests that the Yakima County Board of County Commissions impose a regular tax levy assessment for the corporal limits of the City of Selah during 2025 in the amount of \$15,059.62, which constitutes the full administrative refund amount from 2024;
3. That the Finance Director is authorized and directed to timely submit a Tax Levy Request Certification to the Yakima County Assessor's Office.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH,
WASHINGTON this 26th day of November, 2024.

Roger Bell, Mayor

ATTEST:

Courtney McGarity, City Clerk

APPROVED AS TO FORM:

Rob Case, City Attorney