



SELAH CITY COUNCIL

Study Session

November 12, 2024

5:00 p.m.– 5:30 p.m.: Countywide Radio Project



SELAH CITY COUNCIL

Regular Meeting

November 12, 2024

5:00 p.m.: Study Session

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 12, 2024
5:00 p.m.: Study Session
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 Don Cline from Bible Baptist of Selah**
- 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** - None

- 10) **Executive Session** – 30 minutes
 RCW 42.30.110(g); RE: Employee Performance
 RCW 42.30.110(i); RE: Potential Litigation

11) **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 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

12) **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

13) **General Business**

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

14) **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

15) **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

16) **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

17) **Closed Session – None**

18) **Adjournment**

Next Regular Meeting: November 26, 2024

Next Study Session: December 10, 2024



Selah City Council
Regular Meeting
AGENDA ITEM SUMMARY

Meeting Date: 11/12/2024
Agenda Number: 11A

Action Item

Title: Approval of Meeting Minutes from October 8, 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
October 22, 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; Ty Jones, Public Works Utility Supervisor; Kimberly Grimm, Finance Director; Zack Schab, Recreation + Tourism Manager; Courtney McGarity, City Clerk

Staff Absent: Rocky Wallace, Public Works Director

Pledge of Allegiance was said by all in attendance

Invocation

Darin Brown of Harvest Community Church provided prayer.

Announcement of Changes

Addition of 15 Minute Executive Session: RCW 42.30.110(g); RE: Employee Performance

Addition of 30 Minute Executive Session: RCW 42.30.110(i); RE: Potential Litigation

Pre-Arranged Oral Comments from the Public

- Pattie Graffe — SDA
Spirit Week was a success; finalizing the required permitting for the Christmas Parade; upcoming Cash Mob at Sweet Paradise; annual Business Trick or Treat will be on 10/31 from 4pm-6:30pm.

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

- Lisa Gordon – Spoke on Transitional Housing

Proclamations/Announcements

- A. Community Pride Awards - Kyra Holland, Ayla Holland, Myca Holland Kevin Holland and Edgardo De La Torre
- B. Fire Lieutenant Jacob Stuker – National Fire Academy Managing Officer Program
- C. Deputy Fire Chief Scott Willis – Fire Inspector 1 Certification

Executive Session – City Hall Conference Room

Executive Session called to order at 5:52 p.m.

Executive Session paused at 6:08 p.m. with no decisions made/no votes taken.

Executive Session resumed for 10 minutes beginning at 6:08 p.m.

Executive Session ended at 6:18 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 8, 2024 Council Meeting
- B. ~~Kimberly Grimm * Approval of Claims & Payroll~~
- C. Chief Soptich * Resolution Declaring a Ford Expedition as Surplus, and Authorizing its Sale
- D. Chief Lange * Resolution Authorizing the Fire Chief to Sign Estimate #241002 from MH Electric, Inc., to Allow Work to Commence, and to Issue Payment when Work is Complete, for Lighting Replacement at Fire Station 21
- E. ~~Rocky Wallace * Resolution Adopting a Water System Plan Amendment to the February 2021 Water System Plan and Authorizing the Public Works Director to Submit the Water System Plan Amendment to the Washington State Department of Health~~

Councilmember Wickenhagen requested item 10B be moved from the Consent Agenda to become 12A under New Business. Councilmember Iverson requested item 10E be moved from the Consent Agenda to become 13B under Resolutions. Councilmember Wickenhagen moved to approve the Consent Agenda as amended. Councilmember Iverson 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.

General Business – New Business

- A. Kimberly Grimm Approval of Claims & Payroll

A. Councilmember Iverson made a motion to approve the Claims and Payroll, seconded by Councilmember Wickenhagen. Following a roll call vote by Ms. McGarity, all are in favor. The motion is passed.

Resolutions

- A. Rich Huebner Resolution Accepting the Proposal from CivicPlus for Digital and Customer Service Software Solutions, and Authorizing the Mayor to Negotiate and Execute a Contract at an Amount Not to Exceed the Approved Proposal
- B. Rocky Wallace Resolution Adopting a Water System Plan Amendment to the February 2021 Water System Plan and Authorizing the Public Works Director to Submit the Water System Plan Amendment to the Washington State Department of Health

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

Ordinances

- A. Rich Huebner Resolution Amending the 2024 Base Salary and Wage Schedule for Unrepresented (a/k/a Non-Union) Positions

A. Councilmember Peterson made a motion to approve the Ordinance, seconded by Councilmember Wickenhagen. 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:

- Chief of Police, Dustin Soptich
- Fire Chief, Jim Lange
- Public Works Utility Supervisor, Ty Jones
- Kimberly Grimm, Finance Director

Councilmember Reports

- Councilmember Monaghan – Moving forward with pool plunge event in January 2025 to benefit Wellness House; working on a holiday neighborhood decorating event for Whisper Estates
- Councilmember Peterson – SPRSA agreed in principal on the Winter Warrior pool plunge challenge event, though there are still some liability items to discuss and coordinate
- Councilmember Costello – Completed WACELI (WA Collaborative Elected Leaders Institute)
- Councilmember Wickenhagen – Attended the YVCOG General Membership meeting; spoke on the Countywide Radio Project updates
- Councilmember Iverson – Upcoming Chamber meeting will be on 10/23

City Attorney Report

No Report

City Administrator Report

We will be moving our pay dates to the 7th and 22nd of each month beginning November 22, 2024; Budget Workshop Meetings are scheduled for November 6th, 7th, and 8th; a joint meeting between City Council and the Fire Commissioners of District #2 will be scheduled for October 29th and 6pm at Selah Civic Center.

Mayor's Report

Reviewing of Robert's Rules; new business ribbon cutting for 98942 Desserts on 10/29 at 11am; Selah Chamber will be hosting its annual Trick or Treat event on 10/31 from 4pm-6:30pm.

Recess

Mayor Bell motioned for a 5-minute recess at 7:29 p.m., before entering into executive session.

Executive Session – Council Chambers

Executive Session called to order at 7:35 p.m.

Executive Session paused at 8:06 p.m. with no decisions made/no votes taken.

Executive Session resumed for 20 minutes beginning at 8:06 p.m.

Executive Session paused at 8:27 p.m. with no decisions made/no votes taken.

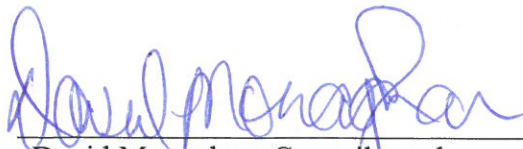
Executive Session resumed for 5 minutes beginning at 8:27 p.m.

Executive Session ended at 8:33 p.m.

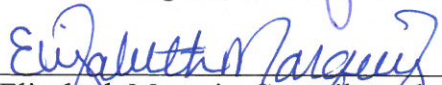
Adjournment

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

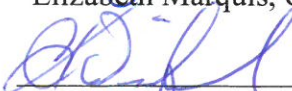
Meeting ended at 8:33 p.m.



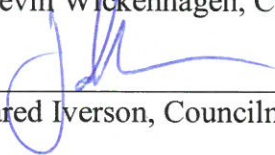
David Monaghan, Councilmember



Elizabeth Marquis, Councilmember

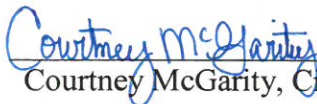


Kevin Wickenhagen, Councilmember



Jared Iverson, Councilmember

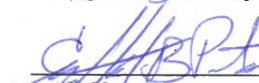
ATTEST:



Courtney McGarity, City Clerk



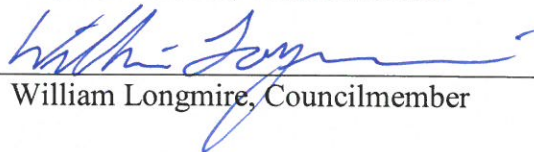
Roger Bell, Mayor



Clifford Peterson, Councilmember



Michael Costello, Councilmember



William Longmire, Councilmember



Selah City Council
Regular Meeting
AGENDA ITEM SUMMARY

Meeting Date: 11/12/2024
Agenda Number: 11B

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: 15:47:13 Date: 11/07/2024

10/31/2024 To: 11/05/2024

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5582	10/31/2024	Payroll	1	EFT		910.82	Oct 16-31 2024 Pay Period
5583	10/31/2024	Payroll	1	EFT		220.84	Oct 16-31 2024 Pay Period
5584	10/31/2024	Payroll	1	EFT		295.84	Oct 16-31 2024 Pay Period
5586	10/31/2024	Payroll	1	EFT		295.84	Oct 16-31 2024 Pay Period
5588	10/31/2024	Payroll	1	EFT		295.84	Oct 16-31 2024 Pay Period
5590	10/31/2024	Payroll	1	EFT		2,015.03	Oct 16-31 2024 Pay Period
5591	10/31/2024	Payroll	1	EFT		1,956.42	Oct 16-31 2024 Pay Period
5592	10/31/2024	Payroll	1	EFT		2,089.77	Oct 16-31 2024 Pay Period
5593	10/31/2024	Payroll	1	EFT		1,953.96	Oct 16-31 2024 Pay Period
5594	10/31/2024	Payroll	1	EFT		3,080.21	Oct 16-31 2024 Pay Period
5595	10/31/2024	Payroll	1	EFT		1,637.23	Oct 16-31 2024 Pay Period
5596	10/31/2024	Payroll	1	EFT		2,421.39	Oct 16-31 2024 Pay Period
5597	10/31/2024	Payroll	1	EFT		1,970.25	Oct 16-31 2024 Pay Period
5598	10/31/2024	Payroll	1	EFT		1,630.36	Oct 16-31 2024 Pay Period
5599	10/31/2024	Payroll	1	EFT		2,019.82	Oct 16-31 2024 Pay Period
5600	10/31/2024	Payroll	1	EFT		4,280.52	Oct 16-31 2024 Pay Period
5601	10/31/2024	Payroll	1	EFT		2,117.38	Oct 16-31 2024 Pay Period
5602	10/31/2024	Payroll	1	EFT		2,740.09	Oct 16-31 2024 Pay Period
5603	10/31/2024	Payroll	1	EFT		117.02	Oct 16-31 2024 Pay Period
5604	10/31/2024	Payroll	1	EFT		2,012.48	Oct 16-31 2024 Pay Period
5605	10/31/2024	Payroll	1	EFT		2,588.70	Oct 16-31 2024 Pay Period
5606	10/31/2024	Payroll	1	EFT		1,987.19	Oct 16-31 2024 Pay Period
5607	10/31/2024	Payroll	1	EFT		1,868.67	Oct 16-31 2024 Pay Period
5608	10/31/2024	Payroll	1	EFT		892.82	Oct 16-31 2024 Pay Period
5609	10/31/2024	Payroll	1	EFT		2,232.04	Oct 16-31 2024 Pay Period
5610	10/31/2024	Payroll	1	EFT		1,983.04	Oct 16-31 2024 Pay Period
5611	10/31/2024	Payroll	1	EFT		1,940.74	Oct 16-31 2024 Pay Period
5613	10/31/2024	Payroll	1	EFT		1,942.09	Oct 16-31 2024 Pay Period
5614	10/31/2024	Payroll	1	EFT		3,434.33	Oct 16-31 2024 Pay Period
5616	10/31/2024	Payroll	1	EFT		2,814.82	Oct 16-31 2024 Pay Period
5617	10/31/2024	Payroll	1	EFT		56.69	Oct 16-31 2024 Pay Period
5619	10/31/2024	Payroll	1	EFT		2,013.74	Oct 16-31 2024 Pay Period
5620	10/31/2024	Payroll	1	EFT		132.08	Oct 16-31 2024 Pay Period
5621	10/31/2024	Payroll	1	EFT		3,674.02	Oct 16-31 2024 Pay Period
5622	10/31/2024	Payroll	1	EFT		1,857.38	Oct 16-31 2024 Pay Period
5623	10/31/2024	Payroll	1	EFT		131.65	Oct 16-31 2024 Pay Period
5624	10/31/2024	Payroll	1	EFT		1,809.94	Oct 16-31 2024 Pay Period
5625	10/31/2024	Payroll	1	EFT		1,969.79	Oct 16-31 2024 Pay Period
5626	10/31/2024	Payroll	1	EFT		1,937.86	Oct 16-31 2024 Pay Period
5628	10/31/2024	Payroll	1	EFT		34.08	Oct 16-31 2024 Pay Period
5629	10/31/2024	Payroll	1	EFT		1,743.74	Oct 16-31 2024 Pay Period
5630	10/31/2024	Payroll	1	EFT		2,760.74	Oct 16-31 2024 Pay Period
5631	10/31/2024	Payroll	1	EFT		3,892.03	Oct 16-31 2024 Pay Period
5632	10/31/2024	Payroll	1	EFT		1,843.35	Oct 16-31 2024 Pay Period
5633	10/31/2024	Payroll	1	EFT		62.17	Oct 16-31 2024 Pay Period
5634	10/31/2024	Payroll	1	EFT		1,927.15	Oct 16-31 2024 Pay Period
5635	10/31/2024	Payroll	1	EFT		1,654.58	Oct 16-31 2024 Pay Period
5636	10/31/2024	Payroll	1	EFT		3,274.58	Oct 16-31 2024 Pay Period
5637	10/31/2024	Payroll	1	EFT		2,389.90	Oct 16-31 2024 Pay Period
5638	10/31/2024	Payroll	1	EFT		2,043.04	Oct 16-31 2024 Pay Period
5639	10/31/2024	Payroll	1	EFT		1,972.17	Oct 16-31 2024 Pay Period
5641	10/31/2024	Payroll	1	EFT		3,508.65	Oct 16-31 2024 Pay Period
5642	10/31/2024	Payroll	1	EFT		3,438.99	Oct 16-31 2024 Pay Period
5643	10/31/2024	Payroll	1	EFT		1,910.87	Oct 16-31 2024 Pay Period
5644	10/31/2024	Payroll	1	EFT		1,989.46	Oct 16-31 2024 Pay Period
5645	10/31/2024	Payroll	1	EFT		2,017.57	Oct 16-31 2024 Pay Period
5646	10/31/2024	Payroll	1	EFT		2,432.61	Oct 16-31 2024 Pay Period
5647	10/31/2024	Payroll	1	EFT		2,545.23	Oct 16-31 2024 Pay Period
5648	10/31/2024	Payroll	1	EFT		1,809.25	Oct 16-31 2024 Pay Period
5649	10/31/2024	Payroll	1	EFT		2,461.44	Oct 16-31 2024 Pay Period

CHECK REGISTER

City Of Selah

Time: 15:47:13 Date: 11/07/2024

10/31/2024 To: 11/05/2024

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5650	10/31/2024	Payroll	1	EFT		99.14	Oct 16-31 2024 Pay Period
5651	10/31/2024	Payroll	1	EFT		3,036.83	Oct 16-31 2024 Pay Period
5652	10/31/2024	Payroll	1	EFT		2,473.03	Oct 16-31 2024 Pay Period
5655	10/31/2024	Payroll	1	EFT		2,091.37	Oct 16-31 2024 Pay Period
5656	10/31/2024	Payroll	1	EFT		2,457.84	Oct 16-31 2024 Pay Period
5657	10/31/2024	Payroll	1	EFT		2,714.66	Oct 16-31 2024 Pay Period
5658	10/31/2024	Payroll	1	EFT		1,939.01	Oct 16-31 2024 Pay Period
5660	10/31/2024	Payroll	1	EFT		1,382.95	Oct 16-31 2024 Pay Period
5662	10/31/2024	Payroll	1	EFT		2,249.46	Oct 16-31 2024 Pay Period
5663	10/31/2024	Payroll	1	EFT		2,178.00	Oct 16-31 2024 Pay Period
5664	10/31/2024	Payroll	1	EFT		2,051.40	Oct 16-31 2024 Pay Period
5666	10/31/2024	Payroll	1	EFT		2,476.58	Oct 16-31 2024 Pay Period
5667	10/31/2024	Payroll	1	EFT		2,328.90	Oct 16-31 2024 Pay Period
5668	10/31/2024	Payroll	1	EFT		3,905.14	Oct 16-31 2024 Pay Period
5669	10/31/2024	Payroll	1	EFT		1,995.95	Oct 16-31 2024 Pay Period
5670	10/31/2024	Payroll	1	EFT		2,863.40	Oct 16-31 2024 Pay Period
5671	10/31/2024	Payroll	1	EFT		2,012.58	Oct 16-31 2024 Pay Period
5672	10/31/2024	Payroll	1	EFT		2,157.75	Oct 16-31 2024 Pay Period
5673	10/31/2024	Payroll	1	EFT		68.16	Oct 16-31 2024 Pay Period
5674	10/31/2024	Payroll	1	EFT		1,882.80	Oct 16-31 2024 Pay Period
5675	10/31/2024	Payroll	1	EFT		3,581.69	Oct 16-31 2024 Pay Period
5676	10/31/2024	Payroll	1	EFT		655.54	Oct 16-31 2024 Pay Period
5677	10/31/2024	Payroll	1	EFT		2,767.54	Oct 16-31 2024 Pay Period
5679	10/31/2024	Payroll	1	EFT		2,558.82	Oct 16-31 2024 Pay Period
5680	10/31/2024	Payroll	1	EFT		2,702.55	Oct 16-31 2024 Pay Period
5693	10/31/2024	Payroll	1	EFT	EFTPS	58,420.15	941 Deposit for Pay Cycle(s) 10/31/2024 - 10/31/2024
5694	10/31/2024	Payroll	1	EFT	Principal Life Ins Company	725.00	Pay Cycle(s) 10/31/2024 To 10/31/2024 - Principal Life Insurance
5695	10/31/2024	Payroll	1	EFT	Vision Services Plan	85.35	Pay Cycle(s) 10/31/2024 To 10/31/2024 - COUNCIL VISION
5696	10/31/2024	Payroll	1	EFT	Washington State Support Registry	234.00	Pay Cycle(s) 10/31/2024 To 10/31/2024 - WA STATE SUPPORT
5704	10/31/2024	Payroll	1	EFT	Dept of Retirement - Def Comp	4,556.10	Pay Cycle(s) 10/31/2024 To 10/31/2024 - Deferred Comp; Pay Cycle(s) 10/31/2024 To 10/31/2024 - Deferred Comp - Roth
5727	11/01/2024	Payroll	1	EFT	Washington Teamsters Welfare Tr-Medical	101,833.80	Pay Cycle(s) 10/31/2024 To 10/31/2024 - MEDICAL
5728	11/01/2024	Payroll	1	EFT	Washington Teamsters Welfare Trust	9,769.60	Pay Cycle(s) 10/31/2024 To 10/31/2024 - Dental + Vision
5729	11/01/2024	Payroll	1	EFT	HRA VEBA Trust - PD & PW YA063	3,401.92	Pay Cycle(s) 10/31/2024 To 10/31/2024 - HRA VEBA
5585	10/31/2024	Payroll	1	86492		295.84	Oct 16-31 2024 Pay Period
5587	10/31/2024	Payroll	1	86493		295.84	Oct 16-31 2024 Pay Period
5589	10/31/2024	Payroll	1	86494		295.84	Oct 16-31 2024 Pay Period
5612	10/31/2024	Payroll	1	86495		34.21	Oct 16-31 2024 Pay Period
5615	10/31/2024	Payroll	1	86496		55.77	Oct 16-31 2024 Pay Period
5618	10/31/2024	Payroll	1	86497		65.83	Oct 16-31 2024 Pay Period
5627	10/31/2024	Payroll	1	86498		139.36	Oct 16-31 2024 Pay Period
5640	10/31/2024	Payroll	1	86499		127.99	Oct 16-31 2024 Pay Period
5653	10/31/2024	Payroll	1	86500		139.36	Oct 16-31 2024 Pay Period
5654	10/31/2024	Payroll	1	86501		204.79	Oct 16-31 2024 Pay Period
5659	10/31/2024	Payroll	1	86502		86.75	Oct 16-31 2024 Pay Period

CHECK REGISTER

City Of Selah

Time: 15:47:13 Date: 11/07/2024

10/31/2024 To: 11/05/2024

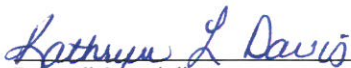
Page: 3

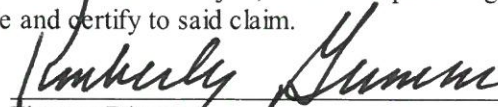
Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5661	10/31/2024	Payroll	1	86503		99.14	Oct 16-31 2024 Pay Period
5665	10/31/2024	Payroll	1	86504		80.45	Oct 16-31 2024 Pay Period
5678	10/31/2024	Payroll	1	86505		204.79	Oct 16-31 2024 Pay Period
5681	10/31/2024	Payroll	1	86506		111.53	Oct 16-31 2024 Pay Period
5683	10/31/2024	Payroll	1	86507	Selah Police Association Employee Fund	290.00	Pay Cycle(s) 10/31/2024 To 10/31/2024 - PD EMP FUND
5684	10/31/2024	Payroll	1	86508	Teamsters Local #760 - PW Dues	923.00	Pay Cycle(s) 10/31/2024 To 10/31/2024 - TEAMSTERS PW DUES
5685	10/31/2024	Payroll	1	86509	Trusteed Service Plan	1,105.00	Pay Cycle(s) 10/31/2024 To 10/31/2024 - Disability
5686	10/31/2024	Payroll	1	86510	WA State Council Police Officer Dues	218.50	Pay Cycle(s) 10/15/2024 To 10/15/2024 - PD COUNCIL DUES
5687	10/31/2024	Payroll	1	86511	Washington Teamsters Welfare Trust	73.41	Pay Cycle(s) 10/31/2024 To 10/31/2024 - Life Insurance Benefit PD
5688	10/31/2024	Payroll	1	86512	Western Conf of Teamsters Pension Tr-PD	9,593.00	Pay Cycle(s) 10/15/2024 To 10/15/2024 - PENSION PD TMS; Pay Cycle(s) 10/15/2024 To 10/15/2024 - PENSION PW TMS; Pay Cycle(s) 10/31/2024 To 10/31/2024 - PENSION PD TMS; Pay Cycle(s) 10/31/2024 To 10/31

001 General Fund	159,750.51
103 Fire Control	73,971.70
110 City Street	20,923.74
111 Street Improvement	1,394.58
118 Civic Center	5,530.28
119 Transit	4,546.81
121 Tourism	446.05
411 Water	35,094.18
415 Sewer	55,366.90
420 Solid Waste	6,112.96

363,137.71 Payroll: 363,137.71

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

As Of: 11/12/2024

Time: 12:52:45 Date: 11/07/2024
Page: 1

Accts Pay #	Received	Date Due	Vendor	Amount	Memo
2161	11/05/2024	11/12/2024	A Plus Fire & Safety	119.13	Invoice #2462
2104	11/05/2024	11/12/2024	Abadan	105.45	Invoice #AR291837
2152	11/05/2024	11/12/2024	Abadan	98.26	Invoice #AR292524
2174	11/06/2024	11/12/2024	Abadan	110.13	Invoice AR292525 Abadan
2105	11/05/2024	11/12/2024	Anatek Labs	156.00	Invoice #2426154, 2426294, 2426683, 2426875
2191	11/06/2024	11/12/2024	Anatek Labs	39.00	Invoice #2426907
2213	11/07/2024	11/12/2024	Ascent Foundation & More LLC	2,755.64	Invoice #24124C-PE02 Final
2085	10/30/2024	11/12/2024	Autozone	43.63	Invoice #03720342692
2106	11/05/2024	11/12/2024	Autozone	106.13	Invoice #03720342903
2162	11/05/2024	11/12/2024	Autozone	26.48	Invoice #03720345008
2192	11/06/2024	11/12/2024	Autozone	64.98	Invoice #03720343427
2193	11/06/2024	11/12/2024	Autozone	12.60	Invoice #03720342606
2057	10/28/2024	11/12/2024	Basin Disposal Of Yakima, LLC	92,422.11	Invoice #5405350
2058	10/28/2024	11/12/2024	Bell, Roger L	718.39	Expense Claim 1024
2214	11/07/2024	11/12/2024	Capture Energy LLC	34,100.44	Invoice #24121C-PE 002
2107	11/05/2024	11/12/2024	Card Service Center	390.17	Invoice #1918 Oct 2024
2086	10/30/2024	11/12/2024	Cascade Natural Gas Corp	94.64	Invoice #828 222 0000 0 1024
2109	11/05/2024	11/12/2024	Cascade Natural Gas Corp	3,191.57	Invoice #60081200002, 13081200001, 22195764331
2176	11/06/2024	11/12/2024	Cascade Natural Gas Corp	377.58	Invoice #144 776 037 1 1024
2183	11/06/2024	11/12/2024	Cascade Natural Gas Corp	17.87	Casecade NG 6602220000 1 Oct PD
2052	10/25/2024	11/12/2024	Cell, Steven	13.88	Jury Duty
2108	11/05/2024	11/12/2024	Central Pre-Mix Concrete CO	951.95	Invoice #3809711
2087	10/30/2024	11/12/2024	Centurylink - FD	159.42	Invoice #333827572 1024
2088	10/30/2024	11/12/2024	Charter Communications	52.12	Invoice #176781401102124
2175	11/06/2024	11/12/2024	Charter Communications	129.98	Charter Invoice #176781801102124 Detective Computer
2177	11/06/2024	11/12/2024	Cintas	190.35	Invoice #4209504741
2097	11/01/2024	11/12/2024	City of Selah, Utilities	169.11	Invoice #10120 1024
2153	11/05/2024	11/12/2024	City of Selah, Utilities	249.18	Invoice #23350, 23351
2154	11/05/2024	11/12/2024	City of Selah, Utilities	683.22	Invoice #27540
2190	11/06/2024	11/12/2024	City of Selah, Utilities	129.77	City of Selah Water bill #27430
2215	11/07/2024	11/12/2024	City of Selah, Utilities	51,677.89	PW/WWTP Utilities 1024
2110	11/05/2024	11/12/2024	Copiers Northwest, Inc.	209.98	Invoice #INV2905262
2042	10/25/2024	11/12/2024	Crenshaw, Reese	16.30	Jury Duty
2216	11/07/2024	11/12/2024	Culligan Yakima	166.58	Invoice #2024107304089562
2098	11/01/2024	11/12/2024	Daniel Polage	9,000.00	Invoice #1024
2218	11/07/2024	11/12/2024	Databar	2,856.74	Invoice #268905
2089	10/30/2024	11/12/2024	Ethos Preparedness	648.00	Invoice #INV-0018491
2043	10/25/2024	11/12/2024	Fischer, Cathy	13.50	Jury Duty
2038	10/25/2024	11/12/2024	Fralely, Megan	11.47	Jury Duty

ACCOUNTS PAYABLE

City Of Selah

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
2084	10/30/2024	11/12/2024 2953	Gill, Lanny	162.00	Application # HMR-2024-0011 McNamara Pool
2056	10/28/2024	11/12/2024 447910	Graf Investment	85.49	4479.1 - 407 SFIFTH
2111	11/05/2024	11/12/2024 1883	HD Fowler Company	114.69	Invoice #16854412
2194	11/06/2024	11/12/2024 2960	HD Supply	381.19	Invoice #828902551
2195	11/06/2024	11/12/2024 1884	HF Hauff Co., Inc.	6,507.02	Invoice #00111088
2178	11/06/2024	11/12/2024 2957	Harestad, Kirsi	85.00	Receipt #1006561.001
2053	10/25/2024	11/12/2024 2950	Heinle, James	13.61	Jury Duty
2090	10/30/2024	11/12/2024 1895	Helms Hardware Company	29.60	Invoice #835312
2112	11/05/2024	11/12/2024 1895	Helms Hardware Company	50.28	Invoice #834290
2113	11/05/2024	11/12/2024 1895	Helms Hardware Company	25.93	Invoice #834302
2114	11/05/2024	11/12/2024 1895	Helms Hardware Company	74.72	Invoice #834310
2115	11/05/2024	11/12/2024 1895	Helms Hardware Company	31.74	Invoice #834349
2116	11/05/2024	11/12/2024 1895	Helms Hardware Company	56.85	Invoice #834456
2117	11/05/2024	11/12/2024 1895	Helms Hardware Company	52.99	Invoice #834471
2118	11/05/2024	11/12/2024 1895	Helms Hardware Company	14.07	Invoice #834659
2119	11/05/2024	11/12/2024 1895	Helms Hardware Company	58.80	Invoice #835005
2120	11/05/2024	11/12/2024 1895	Helms Hardware Company	9.25	Invoice #835118
2121	11/05/2024	11/12/2024 1895	Helms Hardware Company	35.57	Invoice #835120
2122	11/05/2024	11/12/2024 1895	Helms Hardware Company	23.05	Invoice #835165
2123	11/05/2024	11/12/2024 1895	Helms Hardware Company	36.49	Invoice #835201
2124	11/05/2024	11/12/2024 1895	Helms Hardware Company	177.01	Invoice #835228
2125	11/05/2024	11/12/2024 1895	Helms Hardware Company	15.15	Invoice #835284
2126	11/05/2024	11/12/2024 1895	Helms Hardware Company	38.31	Invoice #835288
2127	11/05/2024	11/12/2024 1895	Helms Hardware Company	8.15	Invoice #835307
2128	11/05/2024	11/12/2024 1895	Helms Hardware Company	36.50	Invoice #835337
2129	11/05/2024	11/12/2024 1895	Helms Hardware Company	12.82	Invoice #835348
2130	11/05/2024	11/12/2024 1895	Helms Hardware Company	191.20	Invoice #835367
2131	11/05/2024	11/12/2024 1895	Helms Hardware Company	12.73	Invoice #835374
2132	11/05/2024	11/12/2024 1895	Helms Hardware Company	0.47	Invoice #835379
2133	11/05/2024	11/12/2024 1895	Helms Hardware Company	126.70	Invoice #835399
2134	11/05/2024	11/12/2024 1895	Helms Hardware Company	8.27	Invoice #835467
2135	11/05/2024	11/12/2024 1895	Helms Hardware Company	42.32	Invoice #835493
2187	11/06/2024	11/12/2024 1895	Helms Hardware Company	38.94	Helms Hardware 835548, 835457
2047	10/25/2024	11/12/2024 2944	Hopkins, Bradley	19.67	Jury Duty
2049	10/25/2024	11/12/2024 2946	Huffines, Kerri	19.64	Jury Duty
2091	10/30/2024	11/12/2024 1916	J & B Medical Supply Inc	117.95	Invoice #2675349
2155	11/05/2024	11/12/2024 1933	Jerry's Pest Service, LLC	151.62	Invoice #9437, 9639
2164	11/05/2024	11/12/2024 1933	Jerry's Pest Service, LLC	334.38	Invoice #7721
2181	11/06/2024	11/12/2024 1939	Joel's Tire, LLC	151.78	Joels Tire Invoice 1007537, 1007483, 1007874
2059	10/28/2024	11/12/2024 304	Jones, Daniel T	75.00	Expense Claim 1016-1018 Parking

ACCOUNTS PAYABLE

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
2189	11/06/2024	11/12/2024	KCDA Purchasing Cooperative	243.84	KCDA 101169
2196	11/06/2024	11/12/2024	Kelley's Tele-Communications	201.94	Invoice #1010612811012024
2040	10/25/2024	11/12/2024	Krueger, Douglas	14.55	Jury Duty
2136	11/05/2024	11/12/2024	Kubwater Resources, Inc.	12,168.26	Invoice #12743
2163	11/05/2024	11/12/2024	LN Curtis & Sons	3,892.15	Invoice #INV879621
2197	11/06/2024	11/12/2024	LabTest	1,730.00	Invoice #23436
2046	10/25/2024	11/12/2024	Leist, Alissa	10.80	Jury Duty
2137	11/05/2024	11/12/2024	Les Schwab Tires	1,496.11	Invoice #41800616808
2150	11/05/2024	11/12/2024	Margita A. Dornay, Attorney at Law	8,600.00	Invoice #35, 36
2039	10/25/2024	11/12/2024	McNearney, Monty	24.74	Jury Duty
2103	11/04/2024	11/12/2024	Medstar Cabulance, Inc.	14,904.10	Invoice #ST 16-31 Oct 2024
2165	11/05/2024	11/12/2024	Miracle Cleaners	52.53	Invoice #5017
2179	11/06/2024	11/12/2024	Moon Security Service, Inc.	920.00	Moon Security Invoices 1245091, 1261838 EHM
2048	10/25/2024	11/12/2024	Mooney, Jason	10.53	Jury Duty
2198	11/06/2024	11/12/2024	Morton & Sons	38.52	Invoice #99-62163
2138	11/05/2024	11/12/2024	NCL of Wisconsin, Inc.	1,412.76	Invoice #510496
2139	11/05/2024	11/12/2024	NCL of Wisconsin, Inc.	1,192.88	Invoice #510772
2159	11/05/2024	11/12/2024	Northwest Striping & Sealing LLC	733.46	Invoice #1062
2182	11/06/2024	11/12/2024	O'Reilly Automotive Inc	117.35	O'Reilly Auto Parts 5631-457905
2200	11/06/2024	11/12/2024	O'Reilly Automotive Inc	226.61	Invoice #5631-456410
2201	11/06/2024	11/12/2024	O'Reilly Automotive Inc	79.05	Invoice #5631-458767
2202	11/06/2024	11/12/2024	O'Reilly Automotive Inc	4.66	Invoice #5631-455613
2203	11/06/2024	11/12/2024	O'Reilly Automotive Inc	60.24	Invoice #5631-456411
2204	11/06/2024	11/12/2024	O'Reilly Automotive Inc	53.03	Invoice #5631-456947
2149	11/05/2024	11/12/2024	ODP Business Solutions, LLC	62.51	Invoice #392451634001
2166	11/05/2024	11/12/2024	ODP Business Solutions, LLC	16.01	Invoice #389852663006
2167	11/05/2024	11/12/2024	ODP Business Solutions, LLC	413.89	Invoice 3392971704001
2199	11/06/2024	11/12/2024	One Call Concepts	36.27	Invoice #4109107
2102	11/04/2024	11/12/2024	Operation Omni Janitorial Service	5,460.04	Invoice #328882
2140	11/05/2024	11/12/2024	Owen Equipment Company	-149.93	Invoice #00130576 924
2141	11/05/2024	11/12/2024	Owen Equipment Company	764.22	Invoice #00130721
2220	11/07/2024	11/12/2024	Owen Equipment Company	623,740.37	Invoice #00130763
2205	11/06/2024	11/12/2024	Oxarc, Inc.	24.70	Invoice #0061864285
2096	11/01/2024	11/12/2024	Phillips, Jeff	130.53	6932.0 - 210 SELAH
2041	10/25/2024	11/12/2024	Phoenix, Alice	11.10	Jury Duty
2142	11/05/2024	11/12/2024	Platt Electric Supply	60.60	Invoice #5P91895
2158	11/05/2024	11/12/2024	PlayCreation, Inc.	591.50	Invoice #2408-12475
2168	11/05/2024	11/12/2024	Preferred Security Inc	269.99	Invoice #12690
2156	11/05/2024	11/12/2024	Protime Sports, Inc.	488.66	Invoice #376458
2051	10/25/2024	11/12/2024	Quigley, Chad	11.34	Jury Duty

ACCOUNTS PAYABLE

City Of Selah

As Of: 11/12/2024

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
2157	11/05/2024	11/12/2024 2135	Ricoh USA, Inc.	99.24	Invoice #5070356501
2082	10/30/2024	11/12/2024 2138	Robert R. Northcott	300.00	Invoice #102924 Werrion 2A0333097
2217	11/07/2024	11/12/2024 35480	Row, King's	4,412.93	3548.01 - 210 SFIRST (ICE CREAM SHOP)
2044	10/25/2024	11/12/2024 2941	Ruby, Kyle	19.50	Jury Duty
2143	11/05/2024	11/12/2024 2955	Savaco North America Inc	104,129.04	Invoice #PART23237REV-4-PL
2092	10/30/2024	11/12/2024 2161	Sea-Western, Inc.	493.85	Invoice #INVEV10452
2093	10/30/2024	11/12/2024 2161	Sea-Western, Inc.	3,421.81	Invoice #INV34235
2206	11/06/2024	11/12/2024 2161	Sea-Western, Inc.	179.94	Invoice #SOEV1570
2188	11/06/2024	11/12/2024 2163	Securitas Technology Corporation	320.71	Invoice 6004544510, 6004544511
2101	11/01/2024	11/12/2024 2536	Selah Police Dept.	81.29	Invoice #PD-10/2024
2169	11/05/2024	11/12/2024 2196	Smitty's Outdoor Power Equipment, Inc.	41.47	Invoice #134605
2207	11/06/2024	11/12/2024 2196	Smitty's Outdoor Power Equipment, Inc.	52.95	Invoice #134278
2208	11/06/2024	11/12/2024 2196	Smitty's Outdoor Power Equipment, Inc.	36.09	Invoice #134465
2054	10/25/2024	11/12/2024 2210	State Auditor's Office	3,964.35	Invoice #L163793
2144	11/05/2024	11/12/2024 2216	Stoneway Electric Company, LB 1506	210.51	Invoice #S104405500.001
2145	11/05/2024	11/12/2024 2216	Stoneway Electric Company, LB 1506	3.16	Invoice #S104475584.001
2045	10/25/2024	11/12/2024 2942	Sylling, Bobbie	17.23	Jury Duty
2146	11/05/2024	11/12/2024 2222	TMG Services	3,590.91	Invoice #0052532-IN
2147	11/05/2024	11/12/2024 2222	TMG Services	5,396.40	Invoice #0052533-IN
2173	11/06/2024	11/12/2024 2246	TransUnion Risk & Alternative	81.23	329925-202410-1 TLO October Billing
2083	10/30/2024	11/12/2024 2251	Tri-Valley Construction, Inc.	160.57	Application # HMR-2024-0009
2160	11/05/2024	11/12/2024 2251	Tri-Valley Construction, Inc.	259.92	Invoice #11067
2212	11/06/2024	11/12/2024 2959	Vaagan, Lindsey	30.00	Receipt #1006295.001
2219	11/07/2024	11/12/2024 2268	Valley Septic Services LLC	238.00	Invoice #223901, 223902
2170	11/05/2024	11/12/2024 2269	Valvoline Instant Oil Change	63.32	Invoice #35286
2184	11/06/2024	11/12/2024 2269	Valvoline Instant Oil Change	83.71	Valvoline Invoices 34696, 34817
2050	10/25/2024	11/12/2024 2947	Vanklinken, Debra	10.67	Jury Duty
2100	11/01/2024	11/12/2024 2537	WA State Treasurer	9,931.21	Invoice #1024 remit
2172	11/06/2024	11/12/2024 2290	Washington Association of	245.00	Invoice 2024-00277 Dues for WASPC
2094	10/30/2024	11/12/2024 2293	Washington Fire Chiefs	1,872.72	Invoice #2756
2060	10/28/2024	11/12/2024 2305	Washington State Department of Licensing	345.00	Invoice #102424
2148	11/05/2024	11/12/2024 2308	Washington State Department of Transportation - Ya	375.34	Invoice #RE 45 JE5007 L303
2171	11/05/2024	11/12/2024 2311	Washington State Patrol	11.00	Invoice #I2502254
2037	10/25/2024	11/12/2024 2934	Weaver, Trent	13.87	Jury Duty
2180	11/06/2024	11/12/2024 2958	Whorley, Heidi	60.00	Receipt #1005862.002
2055	10/25/2024	11/12/2024 2332	William Ervin	107.22	Invoice #927320 10.4.24
2209	11/06/2024	11/12/2024 2339	Yakima Cooperative Association	4,681.22	Invoice #0000157825 1024
2099	11/01/2024	11/12/2024 2354	Yakima County Prosecutor's	126.34	Invoice #1024
2186	11/06/2024	11/12/2024 2356	Yakima County Sheriff's Office	31,402.77	Yakima County Sheriff's Office 2024-SE-02
2210	11/06/2024	11/12/2024 2360	Yakima Herald Republic	411.25	Invoice #64271

ACCOUNTS PAYABLE

City Of Selah

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Accts Pay #	Received	Date Due	Vendor	Amount	Memo
2211	11/06/2024	11/12/2024 2377	Yakima Waste Systems, Inc.	218.34	Invoice #41836655 195
Report Total:				1,069,326.58	

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.

Matthew L Davis
Payroll Specialist

Kimberly Sumner
Finance Director

Subscribed this _____ day of _____,

The following voucher/checks are approved for payment:

Voucher/check number _____ through _____ Total \$ _____

CHECK REGISTER

City Of Selah

Time: 07:48:28 Date: 11/07/2024

10/22/2024 To: 11/06/2024

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5526	10/22/2024	Claims	1	182417	Medstar Cabulance, Inc.	13,471.40	Invoice #ST 01-15 Oct 2024
5527	10/22/2024	Claims	1	182418	Regence Blue Shield	147.00	W. Ervin Medical 1124
5528	10/22/2024	Claims	1	182419	US Bank N.A. - Custody	168.00	124-324, 1023-1223
5759	11/06/2024	Claims	1	182420	David B Monaghan	30.00	Receipt #1591
		001 General Fund				345.00	
		119 Transit				13,471.40	
						<u>13,816.40</u>	Claims: 13,816.40
						13,816.40	

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.

Matthew L Davis
Payroll Specialist

Kimberly Munson
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: 11/12/2024
 Agenda Number: 11C

Action Item

Title: 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

From: Dustin Soptich, Police Chief

Action Requested: Approval

Staff Recommendation: Approval

Board/Commission Recommendation: N/A

Fiscal Impact: A quarterly fee of thirty-one thousand four hundred two dollars and seventy-seven cents (\$31,402.77 per quarter), for an annual cost of one hundred twenty-five thousand six hundred eleven dollars and eight cents (\$125,611.08 per year).

Funding Source: 001 General Fund

Background/Findings/Facts: The Yakima County Sheriff’s Office (YCSO) is the sole provider of 24-hour police dispatch services, telephone services, all radio communications and ACCESS services, and it also holds and confirms Selah Police Department arrest warrants. YCSO has historically provided these services to the City via written annual contracts/agreements. The time has arrived for a renewal contract/agreement to be put in place for 2025.

YCSO has drafted a three-page Services Assistance Agreement, a copy of which is submitted with the instant AIS. The terms are acceptable to City staff, and City staff hereby seeks authorization from the City Council for Mayor to sign it.

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:

RESOLUTION NO. 3161

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

WHEREAS, the City has historically contracted with, and desires to continue doing so during 2025, the Yakima County Sheriff's Office (YCSO) for law enforcement communication services; and

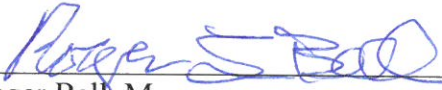
WHEREAS, the current contract/agreement expires on December 31, 2024; and

WHEREAS, YCSO has drafted a new three-page Services Assistance Agreement and its terms are acceptable to City staff; 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 Mayor be and is authorized to sign the three-page Services Assistance Agreement in the form appended hereto.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON this 12th day of November, 2024.




Roger Bell, Mayor

ATTEST:



Courtney McGarity, City Clerk

APPROVED AS TO FORM:



Rob Case, City Attorney



P.O. Box 1388, YAKIMA, WASHINGTON 98907
Telephone (509) 574-2500

Robert Udell, Sheriff

Toll Free 1-800-572-0490
Fax (509) 574-2621

Date: August 28, 2024

To: Dustin Soptich, Chief of Police

From: CarriAnn Ross, Chief Civil Deputy

Re: 2025 Yakima County Sheriff's Office Dispatch Service Contract rate

Chief Soptich,

The 2024 contract rates will be maintained at \$125,611.08 for the 2025 contract year. You will receive quarterly invoices of 25% or \$31,402.77.

These contract amounts are based on the percentage of use calculations averaged over 3 years, 2020-2022. The calculated percentage is imposed on each user agency, including YCSO. The core Dispatch budget used in the calculation includes the cost of employee pay & benefits, training, and annual radio maintenance. We continue to exclude supply, Administrative and capital costs from the core Dispatch budget used to calculate contract rates.

Please sign and return the 2025 contract to me at your earliest convenience.

Respectfully,

CarriAnn Ross, Chief Civil Deputy

*The mission of the Yakima County Sheriff's Office is to enhance public safety
with integrity and professionalism*

SERVICES ASSISTANCE AGREEMENT

LAW ENFORCEMENT COMMUNICATIONS 2025

THIS AGREEMENT is entered into by and between the Yakima County Sheriff (hereinafter referred to as the Sheriff) and the City of Selah (hereinafter referred to as the City), to become effective on the 1st day of January 2025.

IN CONSIDERATION of the mutual promise contained herein, the parties hereto do mutually agree as follows:

1. PURPOSE:

It is the purpose and intent of this agreement that the Sheriff, by and through his communications center, shall provide telephone, radio communication, and access service for the City during hours in which the City has no law enforcement radio personnel on duty.

2. AUTHORITY:

This agreement is entered into pursuant to the authority granted in RCW 39.34.080, the Interlocal Cooperation Act.

3. DUTIES OF THE SHERIFF:

It shall be the duty of the Sheriff to provide and make available phone and radio communication personnel and equipment sufficient to enable it to answer and relay all phone and radio communications for the city twenty-four hours a day.

The Sheriff will follow the City's alarm response policy and only confirm misdemeanor warrants with the City's contract jail.

4. DUTIES OF THE CITY:

It shall be the duty of the City to provide an open phone line capable of switching incoming calls to the City to the phone system of the Sheriff during hours when the City has no dispatchers on duty. The City shall also have radio equipment capable of receiving radio communication from and sending radio communication to the Communication center of the Sheriff. The City shall provide all codes and necessary data, in writing, to meet standards for entry into WACIC/NCIC.

5. PAYMENT:

For the services provided by the Sheriff the City shall pay the Yakima County Sheriff's Office a quarterly fee of thirty-one thousand four hundred two dollars and seventy-seven cents (\$31,402.77), for an annual cost of one hundred twenty-five thousand six hundred eleven dollars and eight cents, (\$125,611.08).

The Sheriff shall bill the City on a quarterly basis with statements being sent to the City by the 10th of the month succeeding each quarter. Such statements will be payable by the end of the month in which they are received.

6. TERM:

The term of this agreement is January 1, 2025, through December 31, 2025.

7. MODIFICATION:

This contract may be modified only by written agreement of the parties.

8. TERMINATION:

This contract may be terminated only upon ninety days written notice by either party to the other, and then only because of a breach of the agreement or because the recited purpose of the contract becomes inapplicable.

9. PARTIES:

Both parties hereto shall carry out their responsibilities hereunder as independent agencies and neither, by virtue of this contract, shall be regarded as an agent of the other.

10. DISCLAIMER OF LIABILITY AND HOLD HARMLESS:

The City agrees to save and hold harmless the County from all claims and actions for liability arising from unlawful arrest, unlawful imprisonment, or any other claim resulting from the City's warrants being entered into WACIC/NCIC. The Sheriff's Office is not responsible for any actions of the City, its employees, volunteers, or designees.

Yakima County disclaims responsibility for malfunctions of the WACIC network and failure to enter or remove warrants, except for claims resulting directly from the negligence of Yakima County or its employees.

11. RADIO FREQUENCY RESOURCES:

Should the County Sheriff, at a later time, need the radio frequency resources currently available to the City of Selah to provide communication services for the City, the City agrees to make available to the County its available radio frequency. The frequency will remain the property of the City of Selah and be on loan to the County as long as this agreement is in effect, provided that if the City elects to recall the use of its radio frequency the county will have 12 months to make alternate arrangements.

12. SHERIFF'S COMMUNICATION USER'S GROUP:

The cost of providing communication services to the City shall be reviewed annually prior to the City adopting its final budget. This review process will involve the Yakima County Sheriff, and other users of the communication services known as the Sheriff's Communication User's Group.


This group will be a part of the process utilized to determine needed improvements, expansion of services and the future cost of providing those services to the various users.

Agreement Number:

City of Selah: Law Enforcement Communication Services Assistant Agreement 2025

**BOARD OF YAKIMA
COUNTY COMMISSIONERS**

CITY OF SELAH

By: 
Roger Bell, Mayor

Date: 11/12/2024

Amanda McKinney, Chair

LaDon Linde, Commissioner

Kyle Curtis, Commissioner

*Constituting the Board of County
Commissioners for Yakima County, WA*

Yakima County Sheriff's Office

By: _____
Robert Udell, Sheriff

Date: _____

DATED:

Attest:

Julie Lawrence, Clerk of the Board *or*
Erin Franklin, Deputy Clerk of the Board

Approved as to form:

Stefanie Weigand,
Deputy Prosecuting Attorney



Selah City Council
 Regular Meeting
AGENDA ITEM SUMMARY

Meeting Date: 11/12/2024
 Agenda Number: 11D

Action Item

Title: Resolution Authorizing the Mayor to Sign a Six-Page Package of Items with Tri-Ply Construction, LLC, for the Selah Civic Center Remodel Project

From: Rocky D. Wallace, Public Works Director

Action Requested: Approval

Staff Recommendation: Approval

Board/Commission Recommendation: N/A

Fiscal Impact: \$240,868.95

Funding Source: 001 General Fund. (City ARPA Funds)

Background/Findings/Facts: The City desires to have certain improvements made to the Civic Center, which improvements will require construction work. The City – with the assistance by one of its retained engineering firms, HLA Engineering and Land Surveying, Inc. – solicited competitive sealed bids from interested contractors for such construction work. The received bids were opened and comparatively evaluated at City Hall at approximately 11:00 a.m., on Wednesday, October 23, 2024. A total of five (5) bids were received, and the lowest bid was for the amount of \$240,868.95 as submitted by Tri-Ply Construction, LLC, of Yakima, WA. Such amount is approximately one percent (1%) above HLA’s estimated amount of \$238,260.00. City staff recommends that the City award this project to Tri-Ply Construction, and that the Mayor be authorized to sign a six-page package of items with such contractor. A copy of the package of items is appended hereto (with its pages numbered as 4-2 through 4-7, because the items will be part of a larger package of contract documents) and the terms are acceptable to City staff.

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:
4/9/2024	Resolution No. 3109 authorizing the Mayor to sign “Task Order No. 2024-04” with HLA Engineering and Land Surveying, Inc., for professional services related to the Civic Center Remodel Project

RESOLUTION NO. 3162

RESOLUTION AUTHORIZING THE MAYOR TO SIGN A SIX-PAGE PACKAGE OF ITEMS WITH TRI-PLY CONSTRUCTION, LLC, FOR THE SELAH CIVIC CENTER REMODEL PROJECT

WHEREAS, the City desires to have certain improvements made to the Civic Center, which improvements will require construction work; and

WHEREAS, the City – with assistance by the City’s retained engineering firm of HLA Engineering and Land Surveying, Inc. – solicited competitive sealed bids from interested contractors for such construction work, comparatively evaluated the received bids, and determined the lowest qualified bidder to be Tri-Ply Construction, LLC, of Yakima, Washington; and

WHEREAS, the City desires to award this project to Tri-Ply Construction, and to enter into a construction contract for the overall total cost of \$240,868.95; and

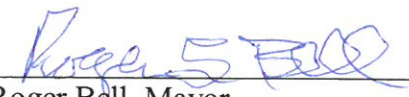
WHEREAS, a written “Contract”, “Authorized Signatures” document and “Contract Bond” have been prepared and they collectively measure six total pages (which pages are numbered 4-2 through 4-7 because such items will be part of a larger total package of contract documents, which package will include the specifications, bid material, and other items), and the terms of such items are acceptable to City staff; and

WHEREAS, the City Council finds that good cause exists;

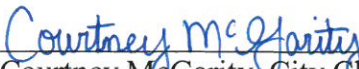
NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, as follows: (1) that the Mayor be and is authorized to sign, and Public Works Director Rocky D. Wallace be and is authorized to fill-in the appropriate data on any blank lines on, the six-page package of items in the form appended hereto; (2) if an award letter and/or any other documentation proves necessary to effectuate awarding and/or receiving this scope of work, the Mayor and/or Mr. Wallace are likewise authorized to sign and/or prepare such; and (3) if it becomes possible for the City to obtain this scope of work for a lesser amount than currently contemplated, the Mayor and/or Mr. Wallace are authorized to enter into and/or sign any necessary agreements or documents without further approval by the City Council.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, this 12th day of November, 2024.

ATTEST:




Roger Bell, Mayor



Courtney McGarity, City Clerk

APPROVED AS TO FORM:



Rob Case, City Attorney



October 25, 2024

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

Attn: Mayor Roger Bell

Re: City of Selah
Selah Civic Center Remodel
HLA Project No.: 24081
Recommendation of Award

Dear Mayor Bell:

The bid opening for the above referenced project was held at Selah City Council Chambers at 11:00 a.m. on Wednesday, October 23, 2024. A total of five (5) bids were received with the low bid of \$240,868.95, being offered by Tri-Ply Construction, LLC, of Yakima, WA. This low bid is approximately one (1) percent above the Engineer's Estimate of \$238,260.00.

We have reviewed and checked the bid proposals of all bidders and recommend the City of Selah award a construction contract to Tri-Ply Construction, LLC, in the amount of \$240,868.95. Please send us a copy of the City of Selah Council meeting minutes authorizing award of this project.

Enclosed please find the project Bid Summary for your review. Please advise if we may answer any questions or provide additional information.

Very truly yours,


 Digitally signed by Michael R Heit
Date: 2024.10.25 14:16:36-07'00'

Michael R. Heit, PE

MRH/jld

Enclosures

Copy: Richard Huebner, Rocky Wallace, Kimberly Grimm – City of Selah
Taylor Denny, Angie Ringer – HLA

BID SUMMARY										BIDDER NO. 1		BIDDER NO. 2		BIDDER NO. 3	
Owner: City of Selah Project: Selah Civic Center Remodel HLA Project No.: 24081 Bid Opening Date: October 23, 2024										Tri-Ply Construction, LLC 106 W. Pine St. Yakima, WA 98902		M Sevigny Construction, Inc. 1212 N. 16th Avenue Yakima, WA 98902		Zak O'Brien Construction Co., Inc. 501 N. Quay St., Bldg C101 Kennewick, WA 99336	
ITEM NO.	SCH.	DESCRIPTION	QTY.	UNIT	ENGINEER'S ESTIMATE		UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT			
					UNIT PRICE	AMOUNT									
1	A	Minor Change	Est.	FA	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00			
2	A	Mobilization	---	LS	\$ 20,000.00	\$ 20,000.00	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00			
3	A	Civic Center Improvements, Complete	---	LS	\$ 165,000.00	\$ 165,000.00	\$ 92,771.00	\$ 92,771.00	\$ 183,250.00	\$ 183,250.00	\$ 189,639.00	\$ 189,639.00			
4	B	North Heated Sidewalk System, Complete	---	LS	\$ 9,000.00	\$ 9,000.00	\$ 50,905.00	\$ 50,905.00	\$ 13,200.00	\$ 13,200.00	\$ 13,987.87	\$ 13,987.87			
5	C	West Heated Sidewalk System, Complete	---	LS	\$ 16,000.00	\$ 16,000.00	\$ 68,733.00	\$ 68,733.00	\$ 15,500.00	\$ 15,500.00	\$ 15,638.00	\$ 15,638.00			
Schedule A Bid Subtotal						\$ 195,000.00	\$ 102,771.00	\$ 203,250.00		\$ 209,639.00		\$ 209,639.00			
8.3% Sales Tax - Schedule A						\$ 16,185.00	\$ 8,529.99	\$ 16,869.75		\$ 17,400.04		\$ 17,400.04			
SCHEDULE A - TOTAL						\$ 211,185.00	\$ 111,300.99	\$ 220,119.75		\$ 227,039.04		\$ 227,039.04			
Schedule B Bid Subtotal						\$ 9,000.00	\$ 50,905.00	\$ 13,200.00		\$ 13,987.87		\$ 13,987.87			
8.3% Sales Tax - Schedule B						\$ 747.00	\$ 4,225.12	\$ 1,095.60		\$ 1,160.99		\$ 1,160.99			
SCHEDULE B - TOTAL						\$ 9,747.00	\$ 55,130.12	\$ 14,295.60		\$ 15,148.86		\$ 15,148.86			
Schedule C Bid Subtotal						\$ 16,000.00	\$ 68,733.00	\$ 15,500.00		\$ 15,638.00		\$ 15,638.00			
8.3% Sales Tax - Schedule C						\$ 1,328.00	\$ 5,704.84	\$ 1,286.50		\$ 1,297.95		\$ 1,297.95			
SCHEDULE C - TOTAL						\$ 17,328.00	\$ 74,437.84	\$ 16,786.50		\$ 16,935.95		\$ 16,935.95			
SCHEDULES A, B, AND C TOTAL						\$ 238,260.00	\$ 240,868.95	\$ 251,201.85		\$ 259,123.85		\$ 259,123.85			
ENGINEER'S REPORT															
Competitive bids were opened October 23, 2024. All bids have been reviewed by this office. We recommend the contract be awarded to: Tri-Ply Construction, LLC.															
Digitally signed by Michael R Heit Date: 2024.10.25 14:17:22-0700															
Project Engineer _____ Date _____															
															
*Bid results can be found at: hlacliv.com															
*Highlighted amounts have been corrected.															

Mountain States Const. Co.
Alpha Developers, LLC

BIDDER

BID TOTAL

\$ 279,974.97
Non-Responsive

ADDITIONAL BID TOTALS

CONTRACT

THIS AGREEMENT, made and entered into in triplicate, this 12th day of November, 2024, by and between the City of Selah, hereinafter called the OWNER, and Tri-Ply Construction, LLC, hereinafter called the CONTRACTOR,

WITNESSETH:

That in consideration of the terms and conditions contained herein and attached and made a part of this Agreement, the parties hereto covenant and agree as follows:

- I. The CONTRACTOR shall do all work and furnish all tools, materials, and equipment for the bid amount of \$ 240,868.95, for SELAH CIVIC CENTER REMODEL, HLA Project No. 24081, in accordance with and as described in the attached Plans and Specifications, and the Standard Specifications for Road, Bridge, and Municipal Construction, which are by this reference incorporated herein and made a part hereof, and shall perform any alterations in or additions to the work provided under this Contract and every part thereof.

Contract time shall begin on the first working day following the Notice to Proceed Date and shall be completed within sixty (60) working days of the date of such Notice to Proceed (see SPECIAL PROVISIONS - Section 1-08.5).

If said work is not completed within the time specified, the CONTRACTOR agrees to pay to the OWNER for each and every working day said work remains uncompleted after expiration of the specified time, liquidated damages as determined in Section 1-08.9.


The CONTRACTOR shall provide and bear the expense of all equipment, work, and labor of any sort whatsoever that may be required for the transfer of materials and for constructing and completing the work provided for in this Contract and every part thereof, except such as are mentioned in the Specifications to be furnished by the OWNER.

- II. The OWNER hereby promises and agrees with the CONTRACTOR to employ, and does employ the CONTRACTOR to provide the materials and to do and cause to be done the above described work and to complete and finish the same according to the attached Plans and Specifications and the terms and conditions herein contained; and hereby contracts to pay for the same according to the attached Specifications and the schedule of unit or itemized prices hereto attached, at the time and in the manner and upon the conditions provided for in this Contract.
- III. The CONTRACTOR for himself, and for his/her heirs, executors, administrators, successors, and assigns does hereby agree to the full performance of all the covenants herein upon the part of the CONTRACTOR.
- IV. It is further provided that no liability shall attach to the OWNER by reason of entering into this Contract, except as expressly provided herein.
- V. CONTRACTOR is an independent contractor and not an employee of the OWNER. The OWNER has designated the Contract performance and the CONTRACTOR shall be responsible for the details of that work. The parties recognize the CONTRACTOR has unique skills not otherwise available to the OWNER to accomplish the purpose of the Contract. The CONTRACTOR shall supply all equipment and supplies necessary to accomplish the Contract. The parties recognize that the purpose of the Contract is not within the regular course of business of the OWNER. The parties state that the right of control over the activities necessary to perform the Contract are with the CONTRACTOR.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed the day and year first herein above written.

OWNER:

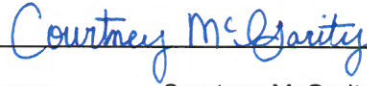
City of Selah, Washington

By: 

Name: Roger Bell

Title: Mayor

ATTEST:



Name: Courtney McGarity

Title: City Clerk

CONTRACTOR:

Tri-Ply Construction, LLC
(CONTRACTOR NAME)

By: _____
AUTHORIZED OFFICIAL'S SIGNATURE

(SEAL)

Name: _____
(Please Print or Type)

ATTEST:

Address: _____

Phone: _____

Email: _____

Name: _____
(Please Print or Type)



Authorized Signatures

List the name and title of those individuals in your organization who are authorized to execute proposals, contracts, bonds and other documents and/or instruments on behalf of the organization. Specify if more than one signature is required.

NOTE: Signature must appear next to name

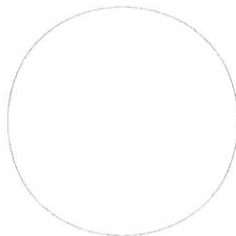
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Name (Typed)	Signature	Title

The undersigned, being duly sworn, deposes and says that the foregoing is a true statement of facts concerning the individual, corporation, co-partnership or joint venture herein named, as of the date indicated:

Name of Firm - Be Exact

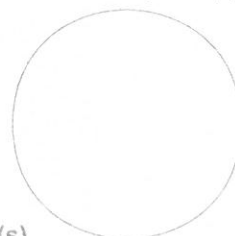
Sworn to before me this _____
day of _____, _____

Notary Public



Notary Seal

Authorized Signature(s)



Corporate Seal(s)

CONTRACT BOND

CITY OF SELAH
SELAH CIVIC CENTER REMODEL
HLA PROJECT NO. 24081

BOND TO CITY OF SELAH

KNOW ALL PERSONS BY THESE PRESENTS:

That we, the undersigned, _____ Tri-Ply Construction, LLC _____,

as principal, and _____,

a corporation organized and existing under the laws of the State of _____, as a Surety corporation, and qualified under the laws of the State of Washington to become Surety upon bonds of contractors with municipal corporations, as Surety, are jointly and severally held and firmly bound to the City of Selah in the penal sum of \$ 240,868.95 for the payment of which sum we bind ourselves and our successors, heirs, administrators, or personal representatives, as the case may be.

This obligation is entered into in pursuance of the statutes of the State of Washington and the Ordinances of the City of Selah.

Dated at _____, Washington, this _____ day of _____, 2024.

Nevertheless, the conditions of the above obligation are such that:

WHEREAS, under and pursuant to action of the City of Selah, on November 12, 2024, the Mayor of said City of Selah, has let or is about to let to the said

_____, the above bounden Principal, a certain Contract, the said Contract being numbered HLA Project No. 24081, and providing for the construction of SELAH CIVIC CENTER REMODEL which Contract is referred to herein and is made a part hereof as though attached hereto, and

WHEREAS, the said Principal has accepted, or is about to accept, the said Contract, and undertake to perform the work therein provided for in the manner and within the time set forth;

NOW, THEREFORE, if the said _____ Tri-Ply Construction, LLC _____ shall faithfully perform all the provisions of said Contract in the manner and within the time therein set forth, or within such extensions of time as may be granted under said Contract, and shall pay all laborers, mechanics, subcontractors and material men and all industrial insurance premiums, and all persons who shall supply said principal or subcontractors with provisions and supplies for the carrying on of said work, and shall indemnify and hold the City of Selah harmless from any damage or expense by reason of failure of performance as specified in said Contract or from defects appearing or developing in the material or workmanship provided or performed under said Contract within a period of one year after its acceptance thereof by the City of Selah, then and in that event this obligation shall be void; but otherwise it shall be and remain in full force and effect.

CITY OF SELAH
SELAH CIVIC CENTER REMODEL
HLA PROJECT NO. 24081

SURETY: _____

CONTRACTOR:

By: _____
(Attorney-in-fact)

Tri-Ply Construction, LLC
CONTRACTOR NAME

Name: _____
(Please Print or Type)

By: _____
AUTHORIZED OFFICIAL'S SIGNATURE

Agent: _____

Name: _____
(Please Print or Type)

Address: _____

Surety Representative Name:

Surety Representative Phone:

Surety Representative Email:

SCHEDULE OF WORKING HOURS

CITY OF SELAH
SELAH CIVIC CENTER REMODEL
HLA PROJECT NO. 24081

In accordance with Section 1-08.0(2) Hours of Work, the normal straight time working hours for this project will be from _____ a.m. to _____ p.m., _____ days per week. It is understood that normal straight time working hours shall not exceed 40 hours per week, regardless of the number of days worked per week. All hours worked in excess of 40 hours per week shall be considered as overtime hours subject to the reimbursement provisions of Section 1-08.0(2) Hours of Work and Section 1-08.0(3) Reimbursement for Overtime Work of Contracting Agency Employees.

Overtime hours are defined as any hours in excess of or outside of the above normal straight time working hours when the Contractor and/or his subcontractors are on the project site performing work.

I hereby certify that my subcontractors have been notified of the normal straight time working hours provisions of this project and understand that Engineer/Contracting Agency costs for overtime hours will be deducted from amounts due to me for work performed on the project.

Tri-Ply Construction, LLC

Contractor

Signature

Date



Selah City Council
Regular Meeting
AGENDA ITEM SUMMARY

Meeting Date: 11/12/2024
Agenda Number: 11E

Action Item

Title: 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

From: Rocky Wallace, Public Works Director

Action Requested: Approval

Staff Recommendation: Approval

Board/Commission Recommendation: N/A

Fiscal Impact: \$614,100.00 for HLA’s services, which will including engineering and other tasks. (The actual costs for engaging a contractor to perform the work are not yet known, will be presented later, and will be separately acted upon by the City Council.)

Funding Source: 411, Water Fund

Background/Findings/Facts: The City desires, as part of its Hillcrest Water Main Replacement Project (Project), to replace approximately 7,00 linear feet (LF) of existing aged and deteriorated water main piping with new ductile iron water main. This Project also includes the replacement of 114 existing water service connections and eight hydrant assemblies. This Project will improve water quality, reduce discharge system leakage (DSL), increased system reliability, and improve fire flow capacity. Design and construction will also prepare for future growth and build-out in the Hillcrest area.

Funding has been received for these improvements through the Public Works Board (PWB) construction loan program. The City has been awarded \$1,263,865.60 in loan funding at a rate of 0.86% with a 20-year term, and the City has also been awarded \$1,263,865,60 in grant funding. Both awards are set out in a letter dated October 25, 2024, from the PWB – a copy of which is appended to this AIS.

Construction is anticipated to begin in the fall of 2025 and to be completed in spring 2026 for PWB loan closeout.

The entity of HLA Engineering and Land Surveying, Inc. (HLA) is one of the City’s contracted engineering firms and provides professional engineering services to the City on a project-by-project basis, because the City does not directly employ any engineer(s) on its staff. HLA is willing and able to provide the necessary engineering, bidding and other services on this Project. A written task order – labeled “Task Order No. 2024-08” – has been prepared, reflecting HLA’s

expected maximum fees of \$614,100.00 combined (which fees are separated out into a few different categories).

The attached proposed Resolution will, if approved, authorize the Mayor to sign Task Order No. 2024-08, so that work can commence on this Project forthwith. The City’s adopted 2024 budget – via Ordinance No. 2216 – includes an appropriation of monies that will be sufficient to cover the initial \$80,000.00 of work on this Project. The remaining monies will be included in the City’s 2025 budget, which will be adopted later this fall.

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:
6/11/2024	Resolution No. 3129 authorizing the signing and submission of a Washington State Public Works Board Funding Application Related to the City’s Hillcrest Water Main Replacement Project.

RESOLUTION NO. 3163

RESOLUTION AUTHORIZING THE MAYOR SIGN "TASK ORDER NO. 2024-07" WITH HLA ENGINEERING AND LAND SURVEYING, INC., FOR PROFESSIONAL SERVICES RELATED TO THE CITY'S HILLCREST WATER MAIN REPLACEMENT PROJECT

WHEREAS, the City desires, as its Hillcrest Water Main Replacement Project (Project), to design and construct improvements to a certain water main, water service connections and hydrant assemblies; and

WHEREAS, the entity of HLA Engineering and Land Surveying, Inc. (HLA) is one of the City's contracted engineering firms and provides professional engineering services to the City on a project-by-project basis pursuant to a previously-entered-into Contract for Professional Engineering Services, because the City does not directly employ any engineer(s) on its staff; and

WHEREAS, HLA is willing and able to provide the professional engineering and bidding services that are necessary for this Project; and

WHEREAS, HLA has drafted a six-page "Task Order No. 2024-08", which recites HLA's scope of work and HLA's expected maximum fees of \$614,100.00 combined (which fees are separated out into a few different categories); and


WHEREAS, the terms of Task Order No. 2024-08 are acceptable to City staff and City staff recommends that the City Council authorize the Mayor to sign it; and

WHEREAS, the City Council finds that good causes exists;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, that the Mayor be and is authorized to sign the six-page Task Order No. 2024-08 with HLA in the form appended hereto.

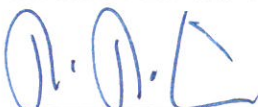
PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, this 12th day of November, 2024.

ATTEST:


Roger Bell, Mayor


Courtney McGarity, City Clerk

APPROVED AS TO FORM:


Rob Case, City Attorney



WASHINGTON STATE
PUBLIC WORKS BOARD
INFRASTRUCTURE IS FUNDAMENTAL

1011 Plum St SE • Box 42525 • Olympia, WA 98504-2525
www.pwb.wa.gov

October 25, 2024

Roger Bell
City of Selah
115 W Naches Ave
Selah, WA 98942

RE: PUBLIC WORKS BOARD CONSTRUCTION PROGRAM AWARD LETTER

Dear Mayor Roger Bell,

Thank you for submitting a Public Works Board Construction program application for consideration by the Public Works Board (Board). Congratulations, your Hillcrest Water Main Replacement Project has been selected for an award of \$1,263,865.60 in loan funding and \$1,263,865.60 in grant funding. Our office just completed the underwriting for this project, and your loan interest rate is 0.86% with a loan term of 20 years. This award letter amends the prior award letter dated October 31, 2024.

The Board approved your construction application for funding at their September 6, 2024 board meeting. The approval date is the funding award date. Any eligible costs incurred from this date forward are reimbursable.

The Governor's Executive Order 21-02 requires projects funded through appropriations in the State's Capital Budget to be reviewed prior to any ground-disturbing activities and the expenditure of any state funds for construction, demolition, or acquisition.

Your contract will be emailed to you for signature using DocuSign once your scope of work and milestones are approved. Applicants must fully execute contracts within six months of receipt.

Once again, thank you for applying to the Public Works Board. Please contact your Project Manager, Alison Mitchell by email at alison.mitchell@commerce.wa.gov if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'SR'.

Sheila Richardson
PWB Programs Director and Tribal Liaison
(564) 999-1927



*** TRANSMITTAL ***

Date: November 5, 2024

Project No.: 24185E

To: City of Selah
222 S. Rushmore Road
Selah, WA 98942

Attention: Rocky Wallace
Public Works Director

From: Justin L. Bellamy, PE

Re: Hillcrest Water Main Replacement
Task Order No. 2024-08

We are sending you the attached following items:

Two (2) Original Task Order Agreements

Comment:

Rocky:

Attached for your review and consideration are two (2) signed original Task Order No. 2024-08 agreements for the Hillcrest Water Main Replacement project.

Please execute the Task Orders and return one signed original to our office.

We very much appreciate the opportunity to work with you and serve the City of Selah. If you have any questions or need additional information, please contact me at jbellamy@hlacivil.com or (509) 966-7000.

Copy to: _____ Signed: 

TASK ORDER NO. 2024-08

REGARDING GENERAL AGREEMENT BETWEEN THE CITY OF SELAH

AND

HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)

PROJECT DESCRIPTION:

Hillcrest Water Main Replacement
HLA Project No. 24185E

The CITY of Selah (CITY) desires to replace approximately 7,000 linear feet (LF) of existing aged and deteriorated galvanized iron, asbestos cement, and cast-iron water main piping with new ductile iron water main. This project also includes the replacement of approximately 114 existing water service connections and approximately eight existing hydrant assemblies. The existing water main, which was installed in the 1950s and 1960s, is causing health and safety concerns for users and is at the end of its service life. This project will improve water quality, reduce discharge system leakage (DSL), increase system reliability, and improve fire flow capacity. Design and construction will also prepare for future growth and build-out in the Hillcrest area.

Engineering design, environmental and cultural review, preparation of bid documents, funding administration, and services during construction will begin immediately following receipt of the signed Task Order. Funding has been received for these improvements through the Public Works Board (PWB) construction loan program. Construction is anticipated to begin in the fall of 2025 and be completed in spring 2026 for PWB loan closeout.

SCOPE OF SERVICES:

At the direction of the CITY, HLA shall provide professional engineering services for the Hillcrest Water Main Replacement (PROJECT). HLA services shall include the following.

1.0 Design Engineering

- 1.1 Provide complete PROJECT management to deliver the PROJECT within mutually determined expectations.
- 1.2 Conduct a topographic survey of the PROJECT area as required to complete design, plans, and specifications, including call for utility locates.
- 1.3 Perform field investigations necessary to design the identified improvements.
- 1.4 Attend meetings with the CITY to address technical aspects of the work related to scope, design, and schedule of the PROJECT. Up to four (4) meetings are anticipated.
- 1.5 Prepare preliminary 30% plans and a cost estimate of improvements for review and approval by the CITY.
- 1.6 Notify private utilities of pending improvements.
- 1.7 Based on approved preliminary engineering plans, perform and present design to CITY at 60% and 90% completion for final coordination.
- 1.8 Perform quality control and assurance review of all final documents.
- 1.9 Incorporate CITY review comments and prepare final plans, specifications, and estimate for review and approval by CITY.

- 1.10 Prepare Engineer's construction cost estimate.
- 1.11 Provide final plans and specifications to the CITY in electronic format suitable for printing and use at time of bid advertisement. It is anticipated HLA will prepare one (1) complete set of plans and specifications for one bid call; additional bid packages will be considered additional services.
- 1.12 Prepare advertisement for bids. Coordinate with CITY on number and location publications. All advertising fees to be paid by the CITY.
- 1.13 Post documents to HLA website and notify potential bidders, utility companies, and plan centers of PROJECT posting, and maintain planholder list.
- 1.14 Answer and supply information as requested by prospective bidders.
- 1.15 Prepare and issue addenda to contract documents, if necessary.
- 1.16 Attend the bid opening and participate in bid evaluation process.
- 1.17 Prepare a summary of the bids received and review the bidder's qualifications and responsiveness.
- 1.18 Make recommendation of award to the CITY for construction contract.

2.0 Construction Engineering

- 2.1 Following Council award authorization, prepare notice of award to the Contractor, assemble construction contract documents, and coordinate contract execution with the CITY and Contractor.
- 2.2 Review Contractor's submission of certificate of insurance and contract bond.
- 2.3 Coordinate and facilitate preconstruction meeting with the CITY, Contractor, private utilities, and affected agencies, including preconstruction agenda and meeting record.
- 2.4 Prepare and transmit notice to proceed to Contractor.
- 2.5 Furnish a field survey crew to provide geometric control, including construction staking.
- 2.6 Furnish a qualified resident engineer (inspector) to observe construction for substantial compliance with plans and specifications and CITY Construction Standards.
- 2.7 Review Contractor's submission of samples and shop drawings.
- 2.8 Maintain a record of materials (ROM) for duration of PROJECT.
- 2.9 Respond to Contractor requests for information (RFI).
- 2.10 Interpret plans and specifications when necessary.
- 2.11 Prepare daily progress reports.
- 2.12 Prepare weekly statements of working days.
- 2.13 Create and maintain accurate construction documentation for the life of the PROJECT.
- 2.14 Maintain and provide CITY necessary files for potential audits.

- 2.15 Consult and advise the CITY during construction and make final review and report of the completed work with CITY representatives.
- 2.16 Coordinate testing scheduling with the Contractor's materials testing firm and review acceptance sampling and testing for construction materials.
- 2.17 Coordinate and attend construction meetings anticipated once per week during the duration of improvements.
- 2.18 Perform measurement and computation of pay items.
- 2.19 Prepare and provide monthly progress estimates to the CITY and recommend progress payments for the Contractor.
- 2.20 Prepare proposed contract change orders and/or force account computations as required.
- 2.21 Conduct final walkthrough inspection with the Contractor and CITY. Prepare and transmit punchlist to Contractor.
- 2.22 Prepare and furnish record drawings and field notes of completed work in accordance with PROJECT field records provided by the resident engineer and those submitted by the Contractor.
- 2.23 Monitor the Contractor's compliance with state labor standards.
- 2.24 Prepare and submit recommendation for PROJECT acceptance.
- 2.25 Prepare and submit Notice of Completion of Public Works Contract (NOC). Monitor lien releases from state agencies.
- 2.26 Notify CITY when retainage may be released.

3.0 Environmental and Cultural Review

- 3.1 Assist CITY with coordination of the Executive Order 21-02 process. Executive Order 21-02 includes consultation with the Department of Archaeological and Historical Preservation (DAHP) affected tribes. Should DAHP require a Cultural Resources Report (CRR), HLA will provide a proposal by a subconsultant to complete the CRR as Additional Services.

4.0 Funding Administration

- 4.1 Assist CITY with preparation of pre-contract forms and documents required by the funding agency, including updated cost estimate, revised scope of work description, and project distribution of funds.
- 4.2 Assist CITY with review of funding agency contract forms and documents.
- 4.3 Assist CITY with contract requirements of the funding agency, including progress reports.
- 4.4 Assist CITY with funding agency reimbursement process, preparation of payment vouchers, and supportive documentation.
- 4.5 Assist CITY with the submittal of bid documents to funding agency for review and approval for bid advertisement.
- 4.6 Assist CITY with funding agency project closeout process.

5.0 Additional Services

Provide professional engineering services for additional work requested by the CITY that is not included in this Task Order.

6.0 Items to be Furnished and Responsibility of the CITY

The CITY will provide or perform the following:

- 6.1 Provide full information as to CITY requirements for the PROJECT.
- 6.2 Provide all available information pertinent to the PROJECT relative to completion of design and construction of the PROJECT.
- 6.3 Examine all documents presented by HLA and provide written decisions within a reasonable time so as not to delay the work of HLA.
- 6.4 Obtain approval of all governmental authorities for the PROJECT, and approvals and consents from other individuals as necessary for completion of the PROJECT.
- 6.5 Pay for advertising, notices, or other publications as may be required.
- 6.6 Pay for all necessary permits and testing fees not paid by the Contractor.

TIME OF PERFORMANCE:

HLA will diligently pursue the completion of the PROJECT as follows:

1.0 Design Engineering

- 1.1 HLA will provide 30% draft plans and cost estimate for CITY review within fifty(50) working days from receipt of this signed Task Order.
- 1.2 HLA will provide 60% draft plans, draft specifications, and cost estimate for CITY review within fifty-five (55) working days of receiving comments on 30% plans, specifications, and estimate.
- 1.3 90% draft plans, specifications, and estimate will be provided within thirty-five (35) working days of receiving CITY comments on 60% plans, specifications, and estimate.
- 1.4 100% draft plans, specifications, and estimate will be provided within twenty (20) working days of receiving CITY comments on 90% plans, specifications, and estimate.
- 1.5 Final plans, specifications, and estimate will be provided within ten (10) working days of receiving CITY comments on 100% plans, specifications, and estimate.

2.0 Construction Engineering

- 2.1 Construction engineering services shall begin upon construction contract award by the CITY to the lowest responsible bidder and extend through the completion of construction, and completion of as-constructed drawings.
- 2.2 A maximum of ninety (90) working days has been assumed for the construction of improvements, utilizing a standard 40-hour work week.
- 2.3 Should the Contractor be granted time extensions for construction completion due to recognized delays, requested additional work, and/or change orders, services during construction beyond the ninety (90) working days shall be considered additional services.

3.0 Environmental and Cultural Review

Environmental review for the PROJECT shall begin upon receipt of this signed Task Order and be completed within sixty (60) working days. Environmental review is anticipated to be done at the same time as preliminary design.

4.0 Funding Administration

Funding administration shall begin upon receipt of this signed Task Order and extend through the completion and closeout of the PROJECT.

5.0 Additional Services

Time for completion of work directed by the CITY under additional services shall be negotiated and mutually agreed upon at the time service is requested by the CITY.

FEE FOR SERVICES:

For the services furnished by HLA as described within this Task Order, the CITY agrees to pay HLA the fees as set forth herein. The amounts listed below may be revised only by written agreement of both parties.

1.0 Design Engineering

All work for design engineering services shall be performed for the lump sum fee of \$267,900.

2.0 Construction Engineering

All work for construction engineering services shall be performed on a time-spent basis at the normal hourly billing rates included in our General Agreement, plus reimbursement for non-salary expenses for the estimated fee of \$306,200. If the Contractor is granted additional working days beyond those identified in the Time of Performance, then work shall be billed as additional services until an amendment to this Task Order is executed.

3.0 Environmental and Cultural Review

All work for environmental and cultural review shall be performed on a time-spent basis at normal hourly billing rates included in our General Agreement for the not to exceed fee of \$15,000.

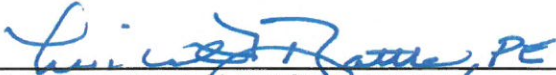
4.0 Funding Administration

All work for funding administration shall be performed on a time-spent basis at normal hourly billing rates included in our General Agreement for the not to exceed fee of \$25,000.


5.0 Additional Services

Additional work requested by the CITY not included in this Task Order shall be authorized by the CITY and agreed upon by HLA in writing prior to proceeding with services. HLA will perform additional services as directed/authorized by the CITY on a time-spent basis at the hourly billing rates included in our General Agreement, plus reimbursement for direct non-salary expenses such as vehicle mileage, out-of-town meals/lodging, advertising, and printing expenses. Outside subconsultant's invoices shall be marked up by a factor of 1.10 times the subconsultant invoice.

Signatures on following page.

Proposed: 
HLA Engineering and Land Surveying, Inc.
Michael T. Battle, PE, President

11/5/2024
Date

Approved: 
City of Selah
Roger Bell, Mayor

11/12/2024
Date



Selah City Council
Regular Meeting
AGENDA ITEM SUMMARY

Meeting Date 11/12/2024
Agenda Number: 12A

Action Item

Title: Open Record Public Hearing to Receive Public Input, if Any, Regarding the Potential Adoption of the “City of Selah’s Water System Plan Amendment”

From: Rocky Wallace, Public Works Director

Action Requested: Public Hearing - Open Record

Staff Recommendation: Conduct a Public hearing

Board/Commission Recommendation: N/A

Fiscal Impact: N/A

Funding Source: N/A

Background/Findings/Facts: As part of the required process of amending our Water System Plan – pursuant to the rules and regulations of the Washington State Department of Health and those within WAC 246-290-100(8) – the City must hold an open record public hearing to receive public input, if any, via oral testimony and /or submission of written comments with regard to the potential amendment.

Recommended Language for Use by Mayor: We will now open the public hearing. Does anyone present desire to present testimony regarding the potential adoption of the “Selah’s Water System Plan Amendment”? Courtney, did we receive any written comments on this Plan?

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:
10/29/2024	Notice of Public Hearing City of Selah, Washington - Consumer Input Meeting

CITY OF SELAH

WATER SYSTEM PLAN AMENDMENT



HLA PROJECT NO. 24164E

OCTOBER 2024



CITY OF SELAH

WATER SYSTEM PLAN AMENDMENT

Prepared by:



PROJECT NO. 24164E

OCTOBER 2024





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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.

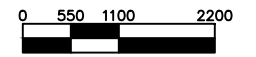
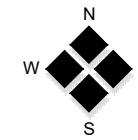
1.2 WATER RIGHTS IMPACT

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.






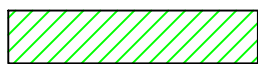



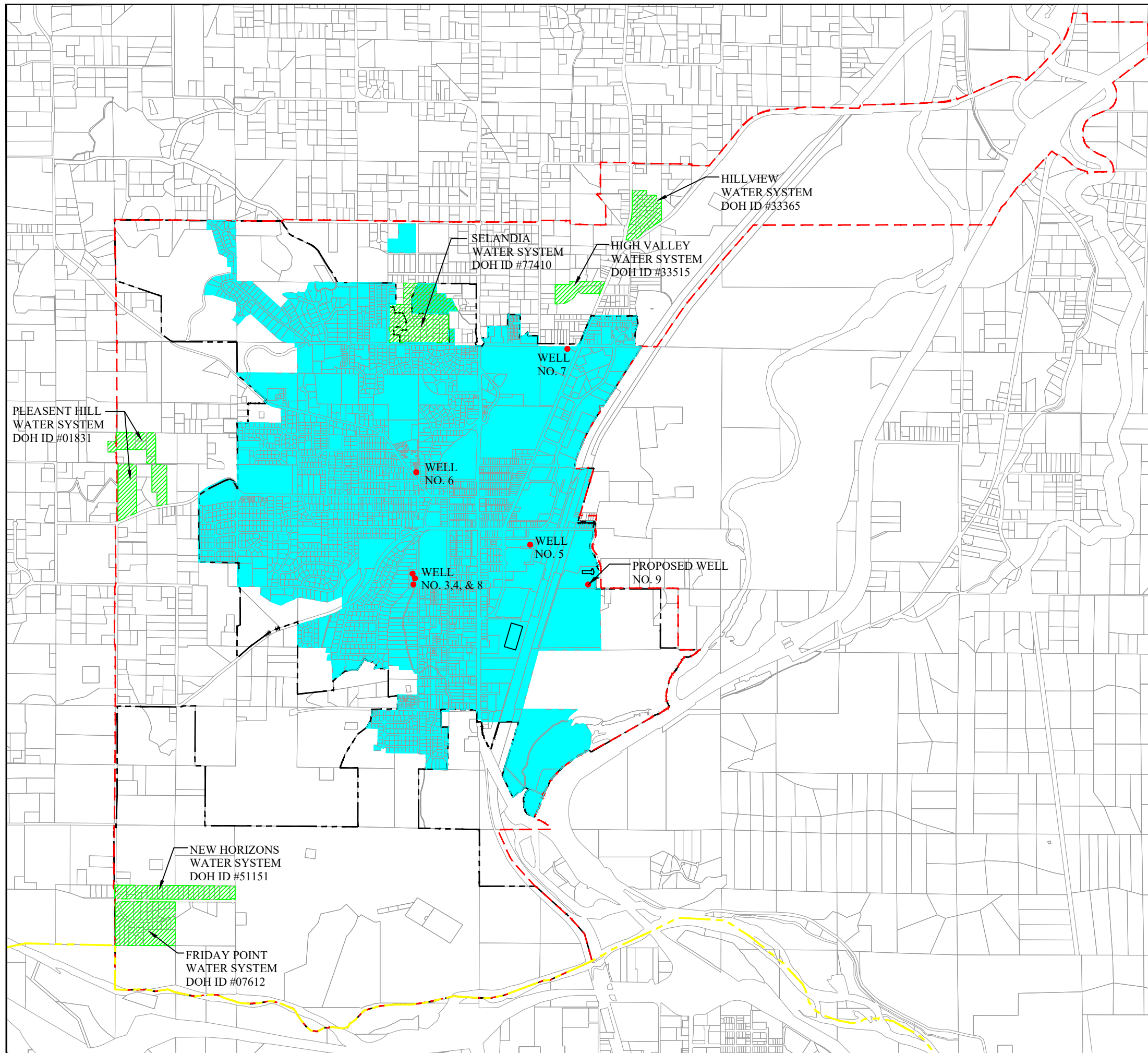
CITY OF SELAH

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





HLA

Engineering and Land Surveying, Inc.

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

P: \Projects\2024\24164\24164.dwg FIGURE 1



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.





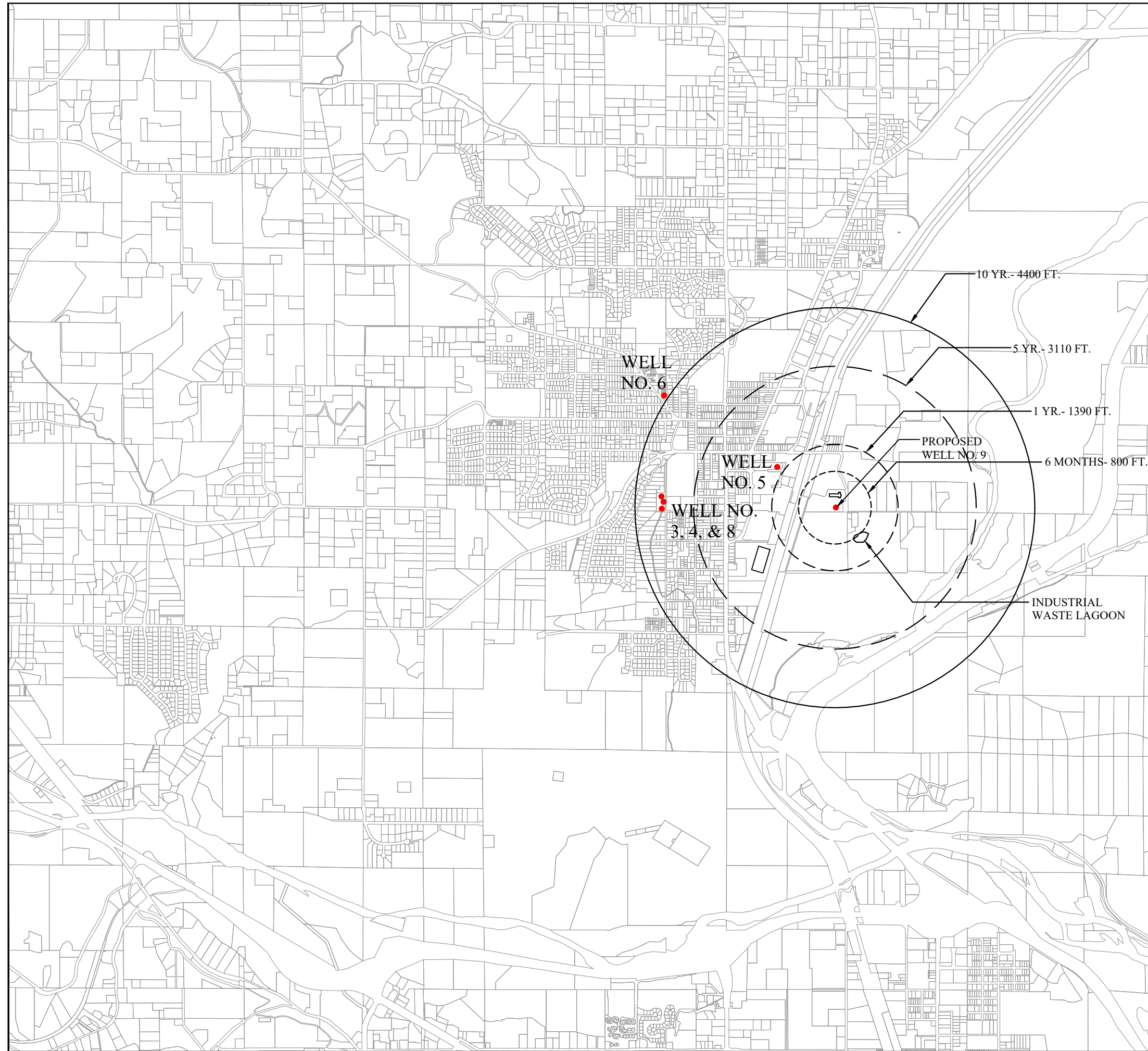
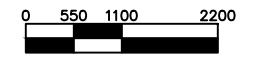
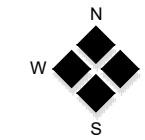
WATER SYSTEM PLAN AMENDMENT

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.



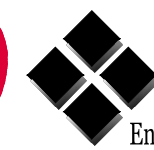
CITY OF SELAH

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							
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 ft³/month)	Volumetric Portion (1,000+ ft³/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: 11/12/2024
Agenda Number: 12B

Action Item

Title: 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

From: Rich Huebner, City Administrator; and Kim Grimm, Finance Director

Action Requested: Hold the Public Hearing

Staff Recommendation: Staff is requesting that the City Council hold a Public Hearing – during its regularly-scheduled City Council meeting – regarding revenue sources for the City’s forthcoming 2025 budget. This is required by RCW 84.55.120 and other applicable law.

Board/Commission Recommendation: N/A

Fiscal Impact: None via this action; also none as a result of the adoption of the 2025 budget, whenever that occurs (and it might occur later today, during the instant City Council meeting); rather, funds will only be spent under such budget once the year of 2025 commences.

Funding Source: N/A

Background/Findings/Facts: Each year the City is required to hold a Public Hearing regarding the revenue sources that the City anticipates for its next forthcoming annual budget. Today, it is the revenue sources for the City’s forthcoming 2025 budget that are the subject.

In advance of today’s Public Hearing, City staff published advance written notice in the Yakima Herald-Republic newspaper. Also, the published Agenda for today’s meeting likewise specified that a Public Hearing on this subject would occur during the City Council’s regularly-scheduled meeting on today’s date. Thus, the City is now ready to conduct the Public Hearing.

Recommended Language for Use by Mayor: 1. We will now begin the Public Hearing regarding revenue sources for the City’s forthcoming 2025 budget. 2. The first step is for Kim Grimm, our Finance Director, to make a brief presentation; Kim, please summarize the types of revenue sources the City expects for 2025 and the approximate amounts from each type. 3. The final step is an opportunity for the City Council to receive written and/or oral comments by the public, if any; Courtney, did we receive any written comments on this topic? Does anyone present in the room desire to offer a public comment about this topic. 4. We will now close the Public Hearing.

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:
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Comparison of Selah water and sewer base rates to other cities

	Water	Sewer	Garbage	Total
Selah	\$ 23.55	\$ 82.90	\$ 19.68	\$ 126.13
Ellensburg	\$ 38.49	\$ 43.64	\$ 24.33	\$ 106.46
Grandview	\$ 35.40	\$ 67.09	\$ 19.90	\$ 122.39
Sunnyside	\$ 43.99	\$ 93.71	\$ 21.25	\$ 158.95
Terrace Heights	\$ 24.17	\$ 57.00	\$ 19.39	\$ 100.56
Toppenish	\$ 70.91	\$ 121.84	\$ 34.03	\$ 226.78
Yakima	\$ 41.41	\$ 76.82	\$ 29.56	\$ 147.79
Naches	\$ 35.72	\$ 66.71	\$ 15.30	\$ 117.73
Zillah	\$ 28.81	\$ 40.82	\$ 28.23	\$ 97.86
Totals	\$ 342.45	\$ 650.53	\$ 211.67	\$ 1,204.65
Average	\$ 38.05	\$ 72.28	\$ 23.52	\$ 133.85



Selah City Council
Regular Meeting
AGENDA ITEM SUMMARY

Meeting Date 11/12/2024
Agenda Number: 14A

Action Item

Title: Resolution Revising Consumer Rates for Sewer Service

From: Kimberly Grimm, Finance Director

Action Requested: Approval

Staff Recommendation: Approval

Board/Commission Recommendation: N/A

Fiscal Impact: The following new rates will become applicable:

- for residential service, \$97.74 per month;
- for Low-Income Senior Citizens and Low-Income Disabled Persons service, \$58.64 per month;
- for multi-residential consisting of more than 4 units on one parcel, \$97.74 per month per unit;
- for commercial users and industrial users without monitoring stations and with 200 mg/l BOD & TSS discharge, \$88.79 per month and \$5.12 per hundred cubic feet (hcf) in excess of 17 hcf per month;
- for schools (other than the Yakima Valley School), \$518.02 per month and \$14.46 per hcf in excess of 36 hcf;
- for convenience stores, sandwich shops, coffee shops, hotels and assisted living facilities, \$88.79 per month and \$5.12 per hcf in excess of 11 hcf;
- for supermarkets and restaurants, \$103.63 per month and \$15.98 per hcf in excess of 7 hcf; and
- for the Yakima Valley School, \$1,731.69 per month and \$16.98 per hcf in excess of 102 hcf per month.

Funding Source: N/A

Background/Findings/Facts: From time to time, the City updates the various monetary rates that it charges to consumers of sewer service. City administration has determined that it is appropriate to increase such rates effective as of November 1, 2024, for multiple reasons including

ongoing inflation that the City continues to experience and also the City’s need to raise funding to design and build a new wastewater treatment plant.

The attached proposed Resolution specifies what each new rate would be, if such Resolution is approved in the form presented. The instant AIS specifies, via the above “Fiscal Impact” section, also specifies what each new rate would be.

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:
10/29/2024	Notice of Public Hearing City of Selah, Washington - Consumer Input Meeting

RESOLUTION NO. 3164

RESOLUTION REVISING CONSUMER RATES FOR SEWER SERVICE

WHEREAS, section 9.10.060 of the Selah Municipal Code provides that the various monetary rates that the City charges consumers for sewer services shall be set by Resolution of the City Council from time to time; and

WHEREAS, the City Council has determined that such rates should be adjusted upward, such that the newly-applicable rates will be set forth within the instant Resolution;

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

1. RESIDENTIAL RATES

- A. Single-family dwellings and multi-family units of four units or less shall be charged a rate of ninety-seven dollars and seventy-four cents (\$97.74) per month, provided water or sewer service is requested and connection has been made.
- B. Multi-residential dwellings consisting of more than four units on one parcel of land, including, but not limited to, multiplexes, apartments and multi-unit residential complexes, served collectively or independently, shall be charged sixty-eight dollars and thirty-eight cents (\$68.38) per unit per month without consideration to occupancy status.
- C. Multi-family dwellings, including guest and sleeping rooms, shall be charged ninety-seven dollars and seventy-four cents (\$97.74) per unit of family capacity, per month, without consideration to occupancy status. Family capacity is based on the number of beds, where three beds are considered equal to one unit of family capacity.
- D. Multi-residential developments, including manufactured housing parks, condominium and townhouse developments, and residential development complexes served collectively or independently, shall be charged sixty-eight dollars and thirty-eight cents (\$68.38) per unit, or space, per month without consideration to occupancy status.
- E. Low-Income Senior Citizens and Low-Income Disabled Persons Occupant Rate.
 - (1) Single-family dwellings shall be charged a rate of fifty-eight dollars and sixty-four cents (\$58.64) per month, per dwelling, regardless of occupancy, provided water or sewer service is requested and connection has been made.
 - (2) A senior citizen is a person who occupies a dwelling unit and is sixty-two years of age or older.

- (3) A low-income senior citizen shall be a senior citizen whose income, combined with the income of other household occupants, if any, for the calendar year preceding was less than:

<u>Household Size</u>	<u>Annual Household Income</u>
1	\$ 26,000
2	35,000
3	44,000
4	53,000

- (4) A disabled person is a person who occupies a dwelling unit and qualifies for special parking privileges under RCW 46.16.381(1)(a) through (f) or a blind person as defined in RCW 74.18.020(4) or developmentally disabled as defined in RCW 71A.10.020(2) or a mentally ill person as defined in RCW 71.05.020(1).
- (5) A low-income disabled person shall be a disabled person whose income, combined with other household occupants, if any, for the calendar year preceding was less than:

<u>Household Size</u>	<u>Annual Household Income</u>
1	\$ 26,000
2	35,000
3	44,000
4	53,000

- (6) Combined income shall be income from all sources and any gain realized by any person from the sale, transfer, or upon being displaced from, his or her residence shall not be considered as income for the purposes of this section, if reinvested in a replacement residence within eighteen (18) months of its realization.
- (7) Determination of eligibility shall be made by the City Finance Director based upon the annual statement of the low-income senior citizen or low-income disabled person, or any other reasonable and verifiable means at the discretion of the Finance Director.

- F. Outside utility residential user accounts shall pay one hundred fifty percent (150%) of the applicable sewer service rates charged to all City residents.

2. COMMERCIAL/BUSINESS RATES

- A. Commercial/business accounts shall be charged based on the volume and strength of wastewater discharged into the City sewage system. Volume shall be determined

through metered water consumption. The strength of wastewater will be determined based on the type of commercial/business activity. For commercial/businesses not listed in the categories below, the Public Works Director shall determine which category is most closely related to the commercial/business account.

- B. Category A – This category applies to those commercial and business establishments maintaining only restroom facilities for employees and the public, and for hotels and motels without a restaurant that discharges to the same service line. These establishments generally discharge wastewater with a strength of 200 mg/l BOD and 200 mg/l TSS. The domestic sewer charge shall be based upon metered water consumption, and shall be five dollars and twelve cents (\$5.12) per one hundred cubic feet, but not less than eighty-eight dollars and seventy-nine cents (\$88.79) per establishment, per month.
- C. Category B – This category applies to those commercial and business establishments such as convenience stores, sandwich shops, coffee shops, hotels and motels with a restaurant, and assisted living facilities. These establishments generally discharge wastewater with a strength of 400 mg/l BOD and 400 mg/l TSS. The domestic sewer charge shall be based upon metered water consumption, and shall be nine dollars and ten cents (\$9.10) per one hundred cubic feet, but not less than one hundred and three dollars and sixty-three cents (\$103.63) per establishment, per month.
- D. Category C – This category applies to those commercial and business establishments such as restaurants, pizza shops, bakeries, fast food/drive-in restaurants, and supermarkets. These establishments generally discharge wastewater with a strength of 800 mg/l BOD and 800 mg/l TSS. The domestic sewer charge shall be based upon metered water consumption, and shall be fifteen dollars and ninety-eight cents (\$15.98) per one hundred cubic feet, but not less than one hundred and three dollars and sixty-three cents (\$103.63) per establishment, per month.
- E. Where multiple commercial and business establishments are tenants in a single building and are served by a common water meter, and have a single account with the City, domestic waste charges shall be based upon metered water consumption, and shall be at the rate determined by the City for the highest BOD and TSS values of the users discharging to the sewer, but not less than eighty-eight dollars and seventy-nine cents (\$88.79) per establishment, per month. If commercial and business establishments are served by separate water meters, then each establishment shall be charged at the appropriate rate specified within this section, but not less than eighty-eight dollars and seventy-nine cents (\$88.79) per meter, per month.
- F. Where multiple commercial and business establishments are tenants in a single building and are served by a common water meter, and each establishment has a separate account with the City, domestic waste charges shall be based upon metered water consumption at the rate determined by the City for the highest BOD and TSS values of the users discharging to the sewer, but not less than eighty-eight dollars and

seventy-nine cents (\$88.79) per establishment, per month. Billing amounts in excess of the minimum shall be distributed equally between the establishments connected to the meter.

- G. Where residential and commercial uses are jointly served by a common water meter, each residential dwelling unit shall be charged ninety-seven dollars and seventy-four cents (\$97.74), per unit, per month, and be allotted three hundred cubic feet of water per month per residential dwelling unit. Each business establishment shall be charged a minimum of eighty-eight dollars and seventy-nine cents (\$88.79) per unit, per month. Water metered in excess of three hundred cubic feet per residential unit shall be considered commercial consumption, and the appropriate commercial rate described above as determined by the City shall be applied.
- H. Commercial/business users who lose water through evaporation, irrigation, or in the product, may request a reduction in their monthly sewer charge only if the difference between water consumed and wastewater discharged to the City is documented through the use of water meters. In such a situation, the monthly sewer charges will be based upon the volume of wastewater discharged to the City at the appropriate rate specified within this section.
- I. Outside utility commercial/business sewer accounts shall pay one hundred fifty percent (150%) of the applicable sewer service rates charged to City commercial/business users.

3. GOVERNMENT RATES

- A. Unless otherwise noted below, governmental sewer accounts shall be charged at Commercial/Business Rates as described in Section 2. The Public Works Director shall determine which category of Commercial/Business rates shall apply to the governmental sewer account.
- B. Schools – Schools shall be charged for sewer service based upon metered water consumption at the rate of fourteen dollars and forty-six cents (\$14.46) per one hundred cubic feet, but not less than five hundred eighteen dollars and two cents (\$518.02) per month per metered account.
- C. Yakima Valley School – Yakima Valley School shall be charged for sewer service based upon metered water consumption at the rate of sixteen dollars and ninety-eight cents (\$16.98) per one hundred cubic feet, but not less than seventeen hundred thirty-one dollars and sixty-nine cents (\$1,731.69) per month. Residential dwelling units associated with the Yakima Valley School and served by separate water meters shall be charged for sewer service at the residential rate set forth in Section 1.

- D. Outside utility governmental user accounts shall pay one hundred fifty percent (150%) of the applicable sewer service rates charged to City government users.

4. INDUSTRIAL RATES

Industrial users of City wastewater facilities shall be evaluated and determined by the City as to whether monitoring stations on wastewater discharges will be required. If monitoring stations are required by the City, the City shall designate when, where, and how many stations shall be placed. City-approved monitoring stations shall be installed and maintained continuously in satisfactory and effective operation by, and at the expense of, the industrial user, at the direction of the City.

A. General Industrial User Conditions

The following conditions apply to all industrial users discharging to the City wastewater facilities:

- (1) There shall be no unmetered sources of water contributing wastewater to the City sewage works without the knowledge and prior written approval of the City.
- (2) The City reserves the right to test, monitor, and control any wastewater discharged to any City facility at any time, including the right set forth in Selah Code Section 9.10.072.
- (3) The discharges of industrial users may be restricted to a capacity allocated in an industrial discharge contract with the City, or a State or NPDES Waste Discharge Permit issued to the user by the Washington Department of Ecology, whichever results in the smaller capacity. In the event the discharge from an industrial user exceeds that allocated, then a rate surcharge shall be assessed. Such a surcharge shall only be assessed when the discharge exceeds that allocated to the industrial user on an average monthly basis for any of the three components that comprise the rate determination (flow, BOD, and TSS). The surcharge shall only be applied to that portion of the component that is in excess of the industrial user's allocation, and shall be equal to one hundred twenty-five percent (125%) of the rate for that component. For example, if an industrial user's discharge is within the allocated limits for flow and BOD, but exceeds the TSS allocated limit by 100 pounds per day on an average monthly basis, then that excess 100 pounds per day times the number of days in the month shall be charged a rate equal to 125% of the per pound TSS rate.
- (4) Industrial users who lose water through evaporation, irrigation, or in the product, may request a reduction in their monthly sewer charge only if the difference between water consumed and wastewater discharged to the City is documented using water meters. In such a situation, the monthly sewer

charges will be based upon the volume of wastewater discharged to City wastewater facilities at the appropriate rate specified within this section.

- (5) The pH of discharges from all industrial users discharging liquids into the public sewers other than the industrial pretreatment system shall not be lower than 6.0 nor greater than 9.0 as determined by monitoring station results. Any discharge of waste outside this range shall be subject to a penalty of three hundred forty-seven dollars and forty-four cents (\$347.44) per day. For the purposes of this monetary penalty, each day's discharge shall be considered a separate event.
- (6) In the event characteristics of the wastewater as determined by the monitoring station results are not available due to an equipment malfunction, failed laboratory test, or other unforeseen circumstance, then the quantities of flow, BOD, and TSS shall be determined as follows:
 - a. The quantity of wastewater flow shall be based on one of the following methods as determined by the City to be effective and representative for the month when data or results are not available:
 - i. The wastewater flow shall be equal to the flow for the same month in the previous year times the average flow for the previous twelve (12) months divided by the average flow for the twelve (12) month period preceding the month used from the previous year. For example, if the quantity of flow is not available in October 2017, then the flow would be calculated as follows:

$$\text{October 2017 flow} = \frac{(\text{October 2016 flow}) \times (\text{Average daily flow Oct 2016 through Sept 2017})}{(\text{Average daily flow Oct 2015 through Sept 2016})}$$

- ii. The wastewater flow shall be equal to the total water flow into the user, as determined by water meter readings for the user, times a conversion factor determined by dividing the wastewater flows for the previous twelve (12) months by the water meter readings for the previous twelve (12) months. For example, if the quantity of flow is not available in October 2017, then the flow would be calculated as follows:

$$\text{October 2017 flow} = \frac{(\text{October 2017 water flow}) \times (\text{Oct 2016 through Sept 2017 wastewater flow})}{(\text{Oct 2016 through Sept 2017 water flow})}$$

- iii. The wastewater flow shall be equal to the total water flow into the user, as determined by water meter readings for the user, times a conversion factor determined by the City performing a quantitative water balance through the users process to develop a relationship between water consumption and wastewater discharge.
 - iv. The wastewater flow shall be determined by any other method deemed acceptable to the City.
- b. The quantity of BOD shall be based on one of the following methods as determined by the City to be effective and representative for the month when data or results are not available:
- i. The BOD concentration shall be equal to the BOD concentration for the same month in the previous year times the average BOD concentration for the previous twelve (12) months divided by the average BOD concentration for the twelve (12) month period preceding the month used from the previous year. For example, if the BOD concentration is not available in October 2017, then the BOD concentration would be calculated as follows:

$$\text{October 2017 BOD} = \frac{(\text{October 2016 BOD}) \times (\text{Average BOD concentration Oct 2016 through Sept 2017})}{(\text{Average BOD concentration Oct 2015 through Sept 2016})}$$

- ii. The BOD concentration shall be equal to the BOD concentration for the previous month.
 - iii. The BOD concentration shall be determined by any other method deemed acceptable to the City.
- c. The quantity of TSS shall be based on one of the following methods as determined by the City to be effective and representative for the month when data or results are not available:
- i. The TSS concentration (conc.) shall be equal to the TSS concentration for the same month in the previous year times the average TSS concentration for the previous twelve (12) months divided by the average TSS concentration for the twelve (12) month period preceding the month used from the previous year. For example, if the TSS concentration is not available in October 2017, then the TSS concentration would be calculated as follows:

October 2017 TSS = $\frac{(\text{October 2016 TSS}) \times (\text{Average TSS concentration Oct 2016 through Sept 2017})}{(\text{Average TSS concentration Oct 2015 through Sept 2016})}$

- ii. The TSS concentration shall be equal to the TSS concentration for the previous month.
 - iii. The TSS concentration shall be determined by any other method deemed acceptable to the City.
- (7) The City shall charge monetary penalties for any discharge from an industrial user that meets the criteria of an excessive industrial discharge as defined in Selah Code section 9.10.010. For the purposes of charging monetary penalties, each day's discharge and each component (flow, BOD, and TSS) shall be considered a separate event. Monetary penalties shall include, but not necessarily be limited to, the following:
- a. All costs associated with providing treatment to the industrial slug discharge.
 - b. All costs associated with repair of equipment damaged by, or associated with, providing treatment to the industrial slug discharge.
 - c. All costs associated with NPDES permit violations, federal or state government orders resulting from NPDES permit violations, penalties imposed by the federal or state government upon the City for NPDES permit violations, and all costs associated with any citizens lawsuit filed against the City for NPDES permit violations.
 - d. Industrial slug discharges lasting five (5) or more consecutive days shall be subject to the surcharge provisions of Section 4.A.(3) of this Resolution whether or not the industrial user's maximum monthly allocated capacity is exceeded.
- (8) Outside utility industrial users shall pay one hundred fifty percent (150%) of the applicable sewer service rates charged to City industrial users.

B. Industrial Users Not Required to Have Monitoring Stations

- (1) Industrial users not required to have metering and monitoring stations shall be charged at Commercial/Business Rates as described in Section 2. The Public Works Director shall determine which category of Commercial/Business rates shall apply to the industrial user.

C. Industrial Users Required to Have Monitoring Stations

- (1) The minimum monthly charge to an industrial account in this category shall be six-hundred sixty-nine dollars and ninety-six cents (\$669.96) per month, per industry.
- (2) Industrial users required to install City-approved monitoring stations on their discharges to the City, but not required to connect to the City pretreatment facility, shall be charged for sewer service based upon the volume, strength, and characteristics of the wastewater as determined by the monitoring station results at the following rates:

<u>Component</u>	<u>Symbol</u>	<u>Rate</u>
Hydraulic (flow)	Q	\$1.5418 per 100 cu.ft.
Biochemical oxygen demand	BOD	\$0.6810 per pound
Total suspended solids	TSS	\$1.1910 per pound

D. Industrial Users Required to Connect to the City Pretreatment Facility

- (1) The minimum monthly charge to an industrial account in this category shall be one thousand seven hundred thirty-one dollars and sixty-nine cents (\$1,731.69) per month, per monitoring station, per industry.
- (2) The industrial pretreatment facility is recognized as having a finite capacity to treat wastewater. The following capacities and limitations have been established:

<u>Component</u>	<u>Units</u>	<u>Capacity</u>	<u>Occurrence</u>
Hydraulic (flow)	MGD	0.40	Max. Monthly Flow
BOD	lbs./day	4,000	Max. Monthly BOD Loading
TSS	lbs./day	1,500	Max. Monthly TSS Loading

- (3) In the event of multiple users of the pretreatment facility, the City shall allocate a respective share of the capacity of each component to each of the users.
- (4) Industrial users required to connect to the City pretreatment facility shall install City-approved monitoring stations at their expense on their wastewater discharge lines to monitor the volume, strength, and characteristics of their wastewater discharges into the pretreatment facility. Charges for sewer service shall be based upon the volume, strength, and characteristics of the wastewater discharged to the pretreatment facility as determined by monitoring station results at the following rates:

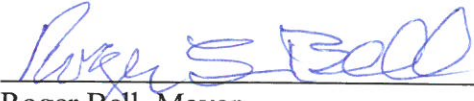
<u>Component</u>	<u>Symbol</u>	<u>Rate</u>
Hydraulic (flow)	Q	\$1.5418 per 100 cu.ft.

Biochemical oxygen demand	BOD	\$0.6810 per pound
Total suspended solids	TSS	\$1.1910 per pound

- (5) The pH of discharges from all industrial users discharging liquids into the industrial pretreatment system shall not be lower than 5.0 nor greater than 11.0 as determined by monitoring station results. Any discharge of waste outside this range shall be subject to a penalty of five hundred eighteen dollars and two cents (\$518.02) per day. For the purposes of this monetary penalty, each day's discharge shall be considered a separate event.

BE IT FURTHER RESOLVED that the rates set forth herein shall be effective commencing on November 1, 2024.

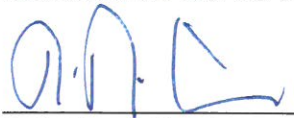
PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, this 12th day of November 2024.


 Roger Bell, Mayor

ATTEST:


 Courtney McGarity, Clerk

APPROVED AS TO FORM:


 Rob Case, City Attorney

SEWER	CURRENT BASE RATE	CURRENT CONSUMPTION 2ND RATE	CURRENT CONSUMPTION 3RD RATE	CURRENT BASE RATE PLUS 35%	NEW BASE RATE	CURRENT CONSUMPTION 2ND RATE PLUS 35%	CURRENT CONSUMPTION 3RD RATE PLUS 35%	NEW CONSUMPTION 2ND RATE PLUS 35%	NEW CONSUMPTION 3RD RATE PLUS 35%
Single Family Residence	72.40			25.34	97.74				
Low Income Senior/ Disabled	43.44			15.20	58.64				
Multi Family 4 or Less	72.40			25.34	97.74				
Multi Residential Development	50.66			17.73	68.38				
Commercial 200	72.40	17.00	3.79	25.34	97.74	5.95	1.33	22.95	5.12
Surcharge Consumption			0.06				0.02		0.08
Commercial 400	76.76	11.00	6.74	26.87	103.63	3.85	2.36	14.85	9.10
Surcharge Consumption			0.06				0.02		0.08
Commercial 800	76.76	6.00	11.84	26.87	103.63	2.10	4.14	8.10	15.98
Surcharge Consumption			0.06				0.02		0.08
School Surcharge Consumption	383.72		10.71	134.30	518.02		3.75		14.46
Surcharge Consumption			0.06				0.02		0.08
Yakima Valley School	1,282.73		12.58	448.96	1,731.69		4.40		16.98
Surcharge Consumption	1,282.73		12.58	448.96	1,731.69		4.40		16.98
Sewer Monitoring Station									
Drop Box	784.78			274.67	1,059.45				
Single Family Outside	108.60			38.01	146.61				
Multi Family < 4 Outside	108.60			38.01	146.61				
Outside Commercial 200	98.66		5.685	34.53	133.19		1.99		7.67



Selah City Council
Regular Meeting
AGENDA ITEM SUMMARY

Meeting Date 11/12/2024
Agenda Number: 14B

Action Item

Title: Resolution Revising Consumer Rates for Solid Waste Service

From: Kimberly Grimm, Finance Director

Action Requested: Approval

Staff Recommendation: Approval

Board/Commission Recommendation: N/A

Fiscal Impact: The following increases will become applicable, on top of previously-applicable rates:

- for a 32-gallon tote, \$1.58 per month;
- for a 64-gallon tote, \$1.72 per month;
- for a 96-gallon tote, \$2.47 per month;
 - for each additional 64-gallon tote, \$3.00 per month;
 - for each additional 96-gallon tote, \$3.00 per month;
 - for occasional extra 32-gallon equivalent, \$3.00 per month;
- for yard waste, \$0.24 per month;
- for Low-Income Senior Citizens and Low-Income Disabled Persons
 - with a 64-gallon tote, \$1.42 per month;
 - with a 96-gallon tote, \$1.84 per month;
- for 1.5 yard bin, \$7.82 per month;
- for 2.0 yard bin, \$11.37 per month;
- for 3.0 yard bin, \$18.54 per month;
- for 4.0 yard bin, \$22.45 per month;
- for 6.0 yard bin, \$26.70 per month;
- for 8.0 yard bin, \$31.37 per month;
- for overfill per yard, \$0.81 per month;
- for 20 yard drop box pickup, \$11.77 per month; and
- for a 30/40 yard drop box pickup, \$14.37 per month.

Funding Source: N/A

Background/Findings/Facts: From time to time, the City updates the various monetary rates that it charges to consumers of solid waste (a/k/a garbage) service. City administration has determined that it is appropriate to increase such rates effective as of January 1, 2025, for multiple reasons including ongoing inflation that the City continues to experience and also increased rates

charged to the City by the contractor (Basin Disposal Service) that actually collects and disposes of the solid waste on the City's behalf.

The attached proposed Resolution specifies what each new rate would be, if such Resolution is approved in the form presented. The instant AIS specifies, via the above "Fiscal Impact" section, the amount of each applicable increase that would be applied on top of each previously-applicable rate – again, if the attached proposed Resolution is approved in the form presented.

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:
10/29/2024	Notice of Public Hearing City of Selah, Washington - Consumer Input Meeting

RESOLUTION NO. 3165

RESOLUTION REVISING CONSUMER RATES FOR SOLID WASTE SERVICE

WHEREAS, section 3.02.080 of the Selah Municipal Code provides that the various monetary rates that the City charges consumers for solid waste (a/k/a garbage) service shall be set by Resolution of the City Council from time to time; and

WHEREAS, the City Council has determined that such rates should be adjusted upward, such that the newly-applicable rates will be as set forth within the instant Resolution;

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

The following rates are to be billed monthly by the City and paid by solid waste customers/consumers:

REGULAR SERVICE:

Classification	Collection Interval	Rates and Fees Monthly:
<u>Totes:</u>		
32-gallon tote	per week	\$17.33
64-gallon tote	per week	\$18.91
96-gallon tote	per week	\$23.03
Each additional 64-gallon tote		\$10.06
Each additional 96-gallon tote		\$13.61
Occasional extra 32-gallon equivalent	each	\$ 6.54
*Yard Waste (up to 3 bags)	2 times per month	\$ 2.61

*Yard waste service is optional. This is not a mandatory service but does allow the customer/consumer the choice to have it picked up at his/her/their/its curb or to dispose of it directly in a legal manner.

LOW-INCOME SENIOR CITIZEN AND/OR LOW-INCOME DISABLED PERSON
SERVICE:

Classification	Collection Interval	Rates and Fees Monthly:
<u>Totes:</u>		
64-gallon tote	per week	\$15.60
96-gallon tote	per week	\$20.23

- (1) A senior citizen is a person who occupies a dwelling unit and is sixty-two years of age or older.
- (2) A low-income senior citizen shall be a senior citizen whose income, combined with the income of other household occupants, if any, for the calendar year preceding was less than:

<u>Household Size</u>	<u>Annual Household Income</u>
1	\$ 26,000
2	\$ 35,000
3	\$ 44,000
4	\$ 53,000

- (3) A disabled person is a person who occupies a dwelling unit and qualifies for special parking privileges under RCW 46.16.381(1)(a) through (f) or a blind person as defined in RCW 74.18.020(4) or developmentally disabled as defined in RCW 71A.10.020(2) or a mentally ill person as defined in RCW 71.05.020(1).
- (4) A low-income disabled person shall be a disabled person whose income, combined with other household occupants, if any, for the calendar year preceding was less than:

<u>Household Size</u>	<u>Annual Household Income</u>
1	\$ 26,000
2	\$ 35,000
3	\$ 44,000
4	\$ 53,000

OTHER TYPES OF SERVICE/OCCURRENCES:

Classification	Collection Interval	Rates and Fees Monthly:
<u>Bins & Drop Boxes:</u>		
1.5 Yard Bin	1 time per week	\$ 85.97
1.5 Yard Bin	2 times per week	\$159.70
1.5 Yard Bin	3 times per week	\$236.43
1.5 Yard Bin	Special on-call pickup each	\$ 24.92
2.0 Yard Bin	1 time per week	\$125.11
2.0 Yard Bin	2 times per week	\$235.41
2.0 Yard Bin	Special on-call pickup each	\$ 36.19
3.0 Yard Bin	1 time per week	\$203.91
3.0 Yard Bin	2 times per week	\$381.79
3.0 Yard Bin	Special on-call pickup each	\$ 58.28

4.0 Yard Bin	1 time per week	\$246.93
4.0 Yard Bin	2 times per week	\$461.70
4.0 Yard Bin	Special on-call pickup each	\$ 71.46
6.0 Yard Bin	1 time per week	\$293.70
6.0 Yard Bin	2 times per week	\$548.59
6.0 Yard Bin	Special on-call pickup each	\$ 85.02
8.0 Yard Bin	1 time per week	\$345.06
8.0 Yard Bin	2 times per week	\$643.99
8.0 Yard Bin	Special on-call pickup each	\$ 99.91
Overfill per yard	per pickup	\$ 27.63
20 yard drop box	per pickup	\$129.47*
20 yard self contained compactor	per pickup	\$243.51*
30 & 40 yard drop box	per pickup	\$158.07*
30 yard self contained compactor	per pickup	\$296.64*

*Plus dump fee(s). Temporary drop boxes are subject to a daily rental charge and initial delivery fee, as well.


Walk-in Service: per pickup and roundtrip \$0.42 per foot

Commercial locking container: per month an additional charge of \$27.77 per month

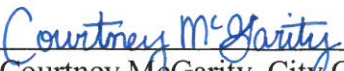
Roll out charge: If a driver is required to move a commercial container more than ten feet but less than twenty-five feet to the curb or alley line, an additional charge of \$9.60 per pickup will be assessed. An additional charge of \$6.84 per pickup will be assessed for each additional twenty-five-foot increment.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON that the rates set forth herein shall be effective commencing January 1, 2025.

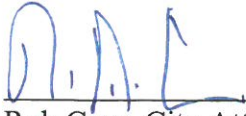
PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON this 12th day of November, 2024.


 Roger Bell, Mayor

ATTEST:


 Courtney McGarity, City Clerk

APPROVED AS TO FORM:

A handwritten signature in blue ink, appearing to read 'R. Case', written over a horizontal line.

Rob Case, City Attorney

GARBAGE	CURRENT RATE	Present X-tra Can Charge		With 10% added cost	New Charge	\$3 added X-tra Can fee
32 Gallon	15.75	3.54		1.58	17.33	6.54
64 Gallon	17.19	7.06		1.72	18.91	10.06
64+64 Gallon	24.68	7.06		2.47	27.15	10.06
64+64+64 Gallon	32.16			3.22	35.38	3
96 Gallon	20.94	10.61		2.09	23.03	13.61
96+96 Gallon	32.18			3.22	35.40	3
96+96+96 Gallon	43.43			4.34	47.77	3
96 X 5 Gallon	65.92			6.59	72.51	3
96+64 Gallon	28.42			2.84	31.26	3
96+64+64 Gallon	35.90			3.59	39.49	3
96+64+64+64+64 Gallon	50.87			5.09	55.96	3
+2 - 64 Gallon at Duplex	34.40			3.44	37.84	3
Senior Carry Out	17.25			1.73	18.98	3
Low Income 64 Gallon	14.18	7.06		1.42	15.60	10.06
Low Income 96 Gallon	18.39	10.61		1.84	20.23	13.61
Low Income 96+64 Gallon	25.87			2.59	28.46	3
Carryout for Ferguson	55.98			5.60	61.58	3
1 Yard Dumpster	68.69	64.80		6.87	75.56	67.80
1 Yard W/Lock 1 Pickup	93.03			9.30	102.33	3.00
1.5 Yard 1 Pickup	78.15	73.73		7.82	85.97	76.73
1.5 Yard W/Lock 1 Pickup	102.49			10.25	112.74	3
2 Yard Bin	113.74	107.3		11.37	125.11	110.3
3 Yard Dumpster	185.37	174.88		18.54	203.91	177.88
3 Yard w/lock 1 pickup	209.71			20.97	230.68	3
4 Yard Dumpster	224.48	211.77		22.45	246.93	214.77
4 Yard w/lock 1 pickup	241.56			24.16	265.72	3
6 Yard Dumpster	267.00	251.89		26.70	293.70	254.89
6 Yard w/lock 1 pickup	291.34			29.13	320.47	3
6 - 64 Gallon at 6 Plex	103.16			10.32	113.48	3
8 Yard Dumpster	313.69	295.93		31.37	345.06	298.93
8 Yard w/lock	338.02			33.80	371.82	3
20 Yard Drop Box	117.70	111.04		11.77	129.47	114.04
20 Yard Self Contained	205.77	194.12		20.58	226.35	197.12
30 & 40 Yard Drop Box	143.70	135.57		14.37	158.07	138.57
30 Yard Self Contained	265.29	250.27		26.529	291.82	253.27
Yard Waste	2.37			0.237	2.61	3



Selah City Council
Regular Meeting
AGENDA ITEM SUMMARY

Meeting Date 11/12/2024
Agenda Number: 14C

Action Item

Title: Resolution Revising Consumer Rates for Water Service

From: Kimberly Grimm, Finance Director

Action Requested: Approval

Staff Recommendation: Approval

Board/Commission Recommendation: N/A

Fiscal Impact: The following increases will become applicable, on top of previously-applicable rates:

- for ¾” water service using 100 hundred cubic feet (hcf) per month, \$4.11 and \$0.37 per additional hcf;
- for 1” water service using 10 hcf per month, and \$5.47 per additional hcf;
- for 1¼” - 1½” water service using 10 hcf per month, \$6.83 and \$0.37 per additional hcf;
- for 2” water service using 10 hcf per month, \$8.19 and \$0.37 per additional hcf;
- for 3” water service using 20 hcf per month, \$10.93 and \$0.37 per additional hcf;
- for 4” water service using 20 hcf per month, \$16.39 per month and \$0.46 per additional hcf for the next 180 hcf and \$0.37 per additional hcf;
- for over 4” water service using 20 hcf per month, \$16.39 per month and \$0.46 per additional hcf for the next 4,980 hcf and \$0.37 per additional hcf;
- for multiple dwelling units / mobile home park units, \$2.96 per month for each dwelling unit or space;
- for Low-Income Senior Citizens or Low-Income Disabled Persons service using 3 hcf per month, \$2.60 per month and \$0.32 per additional hcf for the next 7 hcf and \$0.26 per additional hcf; and
- bulk water users will pay an increase of \$0.15 per hundred gallons.

Funding Source: N/A

Background/Findings/Facts: From time to time, the City updates the various monetary rates that it charges to consumers of water service. City administration has determined that it is appropriate to increase such rates effective as of November 1, 2024, for multiple reasons including ongoing inflation that the City continues to experience and also the City’s need to raise funding to drill a replacement water well due to the recent failure of one of the City’s existing water wells.

The attached proposed Resolution specifies what each new rate would be, if such Resolution is approved in the form presented. The instant AIS specifies, via the above “Fiscal Impact” section, the amount of each applicable increase that would be applied on top of each previously-applicable rate – again, if the attached proposed Resolution is approved in the form presented.

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:
10/29/2024	Notice of Public Hearing City of Selah, Washington - Consumer Input Meeting

RESOLUTION NO. 3166

RESOLUTION REVISING CONSUMER RATES FOR WATER SERVICE

WHEREAS, section 9.02.190 of the Selah Municipal Code provides that the various monetary rates that the City charges consumers for water service shall be set by Resolution of the City Council from time to time; and

WHEREAS, the City Council has determined that such rates should be adjusted upward, such that the newly-applicable rates will be as set forth within the instant Resolution;

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

Water Service Charges:

A) Within Corporate Limits

Meter Size	Consumption (100 cubic ft)	Minimum per month	Overage (per 100 cubic ft)
3/4" or smaller	First	3	\$24.68
	Next	7	\$2.20
	Over	10	\$1.70
1"	First	4	\$32.80
	Next	6	\$2.20
	Over	10	\$1.70
1&1/4" through 1&1/2"	First	5	\$41.00
	Next	5	\$2.20
	Over	10	\$1.70
2"	First	5	\$49.14
	Next	5	\$2.20
	Over	10	\$1.70
3"	First	10	\$65.57
	Next	10	\$2.20
	Over	20	\$1.70
4"	First	20	\$98.33
	Next	180	\$2.76
	Over	200	\$2.20

Over 4"	First	20	\$98.33	
	Next	4,980		\$2.76
	Over	5,000		\$2.20

B) The minimum charge per month for the availability of water service for two-family dwellings, multiple dwellings, group houses and condominiums, apartment houses, and mobile home parks as defined in Chapter 10.02 shall be seventeen dollars and seventy-four cents (\$17.74) for each dwelling unit or mobile home space. Each dwelling unit or mobile home space shall be allotted 300 cubic feet of minimum consumption, and water used over this minimum amount shall be charged at the applicable rate in section (a) above.

C) Low-Income Senior Citizens and Low-Income Disabled Persons Occupant Rate.

- (1) Single-family dwellings shall be charged fifteen dollars and sixty-two cents (\$15.62) per month, for the first 300 cubic feet of water consumption. Additional water consumption will be charged at the rate of one dollar and ninety-three cents (\$1.93) per 100 cubic feet for the next 700 cubic feet and one dollar and fifty-four cents (\$1.54) per 100 cubic feet for over 1,000 cubic feet.
- (2) A senior citizen is a person who occupies a dwelling unit and is sixty-two years of age or older.
- (3) A low-income senior citizen shall be a senior citizen whose income, combined with the income of other household occupants, if any, for the calendar year preceding was less than:

Household <u>Size</u>	Annual Household <u>Income</u>
1	\$ 26,000
2	35,000
3	44,000
4	53,000

- (4) A disabled person is a person who occupies a dwelling unit and qualifies for special parking privileges under RCW 46.16.381(1)(a) through (f) or a blind person as defined in RCW 74.18.020(4) or developmentally disabled as defined in RCW 71A.10.020(2) or a mentally ill person as defined in RCW 71.05.020(1).
- (5) A low-income disabled person shall be a disabled person whose income, combined with other household occupants, if any, for the calendar year preceding was less than:

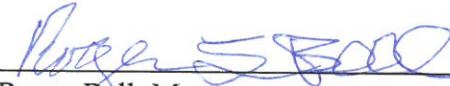
Household <u>Size</u>	Annual Household <u>Income</u>
1	\$ 26,000
2	35,000

3	44,000
4	53,000

- (6) Combined income shall be income from all sources and any gain realized by any person from the sale, transfer, or upon being displaced from, his or her residence shall not be considered as income for the purposes of this section, if reinvested in a replacement residence within eighteen (18) months of its realization.
 - (7) Determination of eligibility shall be made by the City Finance Director based upon the annual statement of the low-income senior citizen or low-income disabled person, or any other reasonable and verifiable means at the discretion of the Finance Director.
- D) Outside utility users shall pay one hundred fifty percent (150%) of the applicable water service charges charged to City residents and commercial/business users.
- E) Bulk water consumers shall be served at the convenience of the City and shall pay the sum of twelve dollars and sixty cents (\$12.60) per fill and two dollars and seventy-six cents (\$2.76) per hundred gallon unit.

BE IT FURTHER RESOLVED that the rates set forth herein shall be effective commencing November 1, 2024.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, this 12th day of November, 2024.




Roger Bell, Mayor

ATTEST:



Courtney McGarity, Clerk

APPROVED AS TO FORM:



Rob Case, City Attorney

WATER	UNITS	CURRENT BASE RATE	CURRENT CONSUMPTION 2ND RATE	CURRENT CONSUMPTION 3RD RATE	CURRENT BASE RATE PLUS 20%	NEW BASE RATE	CURRENT CONSUMPTION 2ND RATE PLUS 20%	CURRENT CONSUMPTION 3RD RATE PLUS 20%	NEW CONSUMPTION 2ND RATE PLUS 20%	NEW CONSUMPTION 3RD RATE PLUS 20%
3/4 Inside	3	20.57	1.83	1.42	4.11	24.68	0.37	0.28	2.20	1.70
1" Inside	4	27.33	1.83	1.42	5.47	32.80	0.37	0.28	2.20	1.70
1.5 Inch Inside	5	34.17	1.83	1.42	6.83	41.00	0.37	0.28	2.20	1.70
2" Inside City	5	40.95	1.83	1.42	8.19	49.14	0.37	0.28	2.20	1.70
3" Inside	10	54.64	1.83	1.42	10.93	65.57	0.37	0.28	2.20	1.70
4" Inside	20	81.94	2.30	1.83	16.39	98.33	0.46	0.37	2.76	2.20
Over 4" Inside	20	81.94	2.30	1.83	16.39	98.33	0.46	0.37	2.76	2.20
Low Income/Senior Disabled	3	13.02	1.61	1.28	2.60	15.62	0.32	0.26	1.93	1.54
Multi Family Units	3	14.78	1.83	1.42	2.96	17.74	0.37	0.28	2.20	1.70
3/4" Outside	3	30.86	2.73	2.13	6.17	37.03	0.55	0.43	3.28	2.56
1" Outside	4	41.00	2.75	2.13	8.20	49.20	0.55	0.43	3.30	2.56
1.5" Outside	5	51.26	2.75	2.13	10.25	61.51	0.55	0.43	3.30	2.56



Selah City Council

Regular Meeting

AGENDA ITEM SUMMARY

Meeting Date: 11/12/2024
Agenda Number: 15A

Action Item

Title: Ordinance Amending Selah Municipal Code Section 4.34.040

From: Rob Case, City Attorney

Action Requested: Approval

Staff Recommendation: Approval

Board/Commission Recommendation: N/A

Fiscal Impact: None via this action; modification of tax structure going forward

Funding Source: N/A

Background/Findings/Facts: This is part of the ongoing update of the Selah Municipal Code.

SMC Chapter 4.34, labeled as Utility Occupation Tax, was enacted in 1983 (via Ordinance No. 810) and its various subsections have seldom been revised.

SMC section 4.34.040 imposes so-called utility taxes. City administration suggests that the presently-existing subsection (8) be amended and that a new subsection (9) be added, so as to provide greater clarity and also to more closely align with how municipalities typically impose interfund “taxes” on City-run utilities. Appended to this AIS is a proposed Ordinance, which sets forth these proposed changes. The changes will separately state the two utility taxes (of 6.0% and 8.5%) and unequivocally confirm that henceforth such taxes are interfund taxes imposed on revenues that the City receives from operating its utilities (water, sewer and garbage), rather than traditional taxes that are or can be imposed against residents, citizens, customers, or third-party utility operations.

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:

ORDINANCE NO. 2236

ORDINANCE AMENDING SELAH MUNICIPAL CODE SECTION 4.34.040

WHEREAS, Selah Municipal Code (SMC) Chapter 4.34, labeled as Utility Occupation Tax, was enacted in 1983 (via Ordinance No. 810) and its various subsections have seldom been revised; and

WHEREAS, the City Council finds that good cause exists to amend SMC 4.34.040(8) and to create a new subsection (9), so as to provide greater clarity and also to more closely align with how municipalities typically impose interfund "taxes" on City-run utilities;

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

Section 1. Amendment of SMC 4.34.040(8). That the presently-published version SMC 4.34.040(8), which reads as follows:

(8) Upon the city engaged in or carrying on the business of operating water and sewerage systems for domestic, business, or industrial use, and upon the city engaged in or carrying on the business of operating a garbage collection service, a fee or tax of equal to six percent of the total gross income derived from such business within the city during the period for which the license fee or tax is due. Of this amount 8.5 percent will be distributed with 5.16 percent recorded for the support of fire department operations and 3.34 percent for police department operations. Provided that city utility customers participating in low income senior and/or disabled rate programs will only be charged a fee or tax equal to the rates imposed in subsections (1) thru (7) for private utility company providers.

; shall be and hereby is amended to henceforth read as follows:

(8) An interfund tax of six percent is hereby imposed upon and against gross enterprise revenues that the City receives from its utility customers due to the City directly or via a third-party contractor carrying on the business(es) of operating a water system, a sewerage system, a garbage (a/k/a solid waste) collection service, or any combination thereof, and such interfund tax revenues shall be credited to the City's general fund account and available for use on or toward any proper City expenditure or undertaking. As stated, this is an interfund tax, rather than a traditional tax that is or can be imposed against residents, citizens, customers, or third-party utility operations.

Section 2. Enactment of New SMC 4.34.040(9). That a new subsection (9) is hereby added to SMC 4.34.040, to read as follows:

(9) An interfund tax of eight and one-half percent is hereby imposed upon and against gross enterprise revenues that the City receives from its utility customers

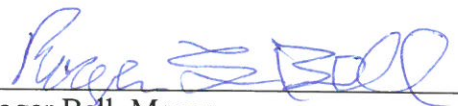
due to the City directly or via a third-party contractor carrying on the business(es) of operating a water system, a sewerage system, a garbage (a/k/a solid waste) collection service, or any combination thereof, and such interfund tax revenues shall be credited to the City's general fund account and such tax revenues shall customarily be devoted toward public safety. As stated, this is an interfund tax, rather than a traditional tax that is or can be imposed against residents, citizens, customers, or third-party utility operations.

Section 3. Severability. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be preempted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 4. Corrections. The City Attorney and the codifiers of the SMC are authorized – consistent with RCW 35.21.500 – to make any necessary or desirable clerical or formatting changes – including but not limited to correcting scrivener errors; changing formatting; eliminating bold, italic and underscore emphasis; changing numbering; and correcting references – when publishing or republishing the official text of any section(s), Chapter(s), title(s) or other portion(s) of the SMC due to any amendment, addition, alteration, change, impact or enactment effectuated by this Ordinance.


Section 5. Publishing & Effective Date. Consistent with RCW 35A.12.130 (3rd ¶) and .160 (1st and 2nd ¶¶), this Ordinance or a summary of it shall be published at least once in the City's official newspaper prior to the Ordinance taking effect.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON this 12th day of November, 2024.




Roger Bell, Mayor

ATTEST:



Courtney McGarity, City Clerk

APPROVED AS TO FORM:



Rob Case, City Attorney



Selah City Council
 Regular Meeting
AGENDA ITEM SUMMARY

Meeting Date 11/12/2024
 Agenda Number: 15B

Action Item

Title: Ordinance Adopting the Budget for the City of Selah, Washington for the Calendar Year of 2025

From: Kimberly Grimm, Finance Director

Action Requested: Approval

Staff Recommendation: Approval

Board/Commission Recommendation: N/A

Fiscal Impact: Appropriations of \$29,105,121

Funding Source: The various operating and reserve funds of the City.

Background/Findings/Facts: In accordance with RCW 35A.33.075 and other applicable law, the City is required to adopt its annual operating budget via Ordinance. The current subject is the City’s budget for the forthcoming year of 2025.

The instant AIS is accompanied by a proposed Ordinance, which includes an appended document labeled “2025 Budget”. If such proposed Ordinance is adopted, that will cause the 2025 Budget to be adopted. On its own, the Ordinance sets forth some necessary legal language and presents a summary of the 2025 Budget.

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:
10/29/2024	Notice of Public Hearing City of Selah, Washington - Consumer Input Meeting

ORDINANCE NO. **2237**

ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF SELAH, WASHINGTON,
FOR THE CALENDAR YEAR OF 2025

WHEREAS, the City Council has considered the City’s estimated revenues and estimated appropriations for the forthcoming year of 2025, as part of its budgeting process and in conformance with applicable law; and

WHEREAS, the City Council has conducted public hearings relative to the City’s anticipated budget for the forthcoming year of 2025, after having published notice of the dates and times that such public hearings would occur, in conformance with applicable law; and

WHEREAS, City staff has prepared a preliminary budget for the forthcoming year of 2025, and the City Council finds that good cause exists to adopt the same as the City’s actual budget for such year;

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

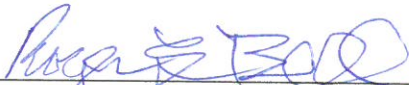
Section 1. Adoption of Budget. The budget for the year 2025 is hereby adopted, in the form appended hereto and labeled as “2025 Budget”. Each fund level and all content therein shall be and is part of the budget.

Section 2. Summary. Estimated Revenues & Beginning Net Cash & Investments, Requested Appropriations and Estimated Ending Net Cash & Investments, are described in summary as follows:

<u>Fund</u>	<u>Department</u>	<u>Est. Revenues & Beginning Fund Balances</u>	<u>Appropriations</u>	<u>Total Estimated Ending Fund Balance</u>	<u>Total Requested Appropriations & Ending Fund Balance</u>
001	<u>General</u>	\$970,846	0	\$943,053	\$937,453
	Legislative		75,651	0	75,651
	Court	115,385	215,853	0	215,853
	Executive	91,500	229,403	0	229,403
	Finance, Recording & Election Svcs		244,649	0	244,649
	Legal	5,000	137,617	0	137,617
	Facilities		50,363	0	50,363
	Police	178,916	3,184,301	0	3,184,301
	Detention	2,300	59,600	0	59,600
	Emergency Svcs		5,415	0	5,415
	Pollution Control		4,015	0	4,015
	Animal Control-Environmental Svcs		70,653	0	70,653
	Code & Building, Planning	44,620	676,959	0	676,959
	Substance Abuse		0	0	0
	Parks & Recreation	126,500	1,127,628	0	1,127,628
	Interfund Transfer Out		7,500	0	7,500
	Non Departmental	<u>5,491,993</u>			
		<u>\$7,027,060</u>	<u>\$6,084,007</u>	<u>\$943,053</u>	<u>\$7,027,060</u>

<u>Fund</u>	<u>Department</u>	<u>Est. Revenues & Beginning Fund Balances</u>	<u>Appropriations</u>	<u>Estimated Ending Fund Balance</u>	<u>Appropriations & Ending Fund Balance</u>
103	Fire Control	\$6,088,333	\$2,864,344	\$3,223,989	\$6,088,333
110	Street	1,347,851	1,272,166	75,685	1,347,851
111	Street Improvements	3,969,549	3,499,937	469,612	3,969,549
113	Paths & Trails	4,257	0	4,257	4,257
115	Local Access Street Imp	269,797	83,000	186,797	269,797
118	Civic Center	548,737	545,468	3,269	548,737
119	Transit	1,320,399	694,630	625,769	1,320,399
121	Tourism	95,633	65,422	30,211	95,633
135	Criminal Justice	191,992	180,000	11,992	191,992
139	3/10 Law & Justice	310,210	298,324	11,886	310,210
140	Contingency Reserve	1,006,244	0	1,006,244	1,006,244
150	Fire Equipment Res	1,455,334	313,800	1,141,534	1,455,334
153	EMS Equipment Res	30,288	0	30,288	30,288
170	Police Equipment Res	758,505	175,000	583,505	758,505
171	Public Works Equip Res	702,967	96,875	606,092	702,967
180	Drugs & Alcohol Comm Res	4,856	0	4,856	4,856
181	Crime Prevention Acc Res	6,778	0	6,778	6,778
301	Capital Improvement	1,172,704	12,500	1,160,204	1,172,704
303	Fire Control Building Res	107,003	0	107,003	107,003
308	Civic Center Capital Proj	10,667	0	10,667	10,667
310	CE Building/Property Res	1,166,609	0	1,166,609	1,166,609
411	Water	9,561,281	8,910,235	651,046	9,561,281
415	Sewer	10,794,814	7,016,271	3,778,543	10,794,814
420	Solid Waste	1,585,947	1,585,447	500	1,585,947
461	Water Reserve	2,783,770	1,000,000	1,783,770	2,783,770
465	Sewer Reserve	1,120,834	270,000	850,834	1,120,834
633	Custodial	115,385	48,300	67,085	115,385
		<u>\$53,557,804</u>	<u>\$28,931,719</u>	<u>\$17,599,025</u>	<u>\$53,557,804</u>


PASSED AND ORDAINED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON, this 12th day of November, 2024.


 Roger Bell, Mayor

ATTEST:


 Courtney McGarity, City Clerk

APPROVED AS TO FORM:


 Rob Case, City Attorney