



**CITY OF ILWACO  
CITY COUNCIL MEETING  
Monday, December 14, 2015**

**5:00 p.m. REGULAR COUNCIL MEETING**

**AGENDA**

- A. Call to order**
- B. Flag Salute**
- C. Roll Call**
- D. Approval of Agenda**
- E. Consent Agenda**

All matters, which are listed within the consent section of the agenda, have been distributed or made available for review to each member of the council prior to the meeting. Items listed are considered routine and will be enacted with one motion unless a council member specifically requests it to be removed from the Consent Agenda to be considered separately. The staff recommends the approval of the following items:

- 1. Approval of Minutes (TAB 1)
  - a. November 23, 2015 Regular Meeting
  - b. November 23, 2015 Regular Meeting Edit
- 2. Claims & Vouchers (TAB 2)
  - a. Checks: 38428 to 38433 + electronic payments \$28,855.80
  - b. Checks: 38434 to 38485 \$185,542.35
  - GRAND TOTAL: \$214,398.15

- F. Reports**
  - 1. Staff Reports (TAB 3)
    - a. Police Chief Report
  - 2. Council Reports
  - 3. Mayor's Report

- G. Comments of Citizens and Guests Present**

At this time, the mayor will call for any comments from the public on any subject not on the agenda. Please limit your comments to five (5) minutes. The City Council does not take any action or make any decisions during public comment. To request an item be added to a future

agenda, please contact the city clerk for the council rules of procedure for agenda items.

**H. Business**

1. City of Ilwaco Comprehensive Plan Adoption (TAB 4)

**I. Discussion**

1. Resolution Amending the Fee Schedule for the 2016 Utility Rates and Connection Charges (TAB 9) - *Cassinelli*
2. 2015 2<sup>nd</sup> Budget Amendment Ordinance (TAB 10) - *Cassinelli*
3. PACCOM Interlocal Agreement for Dispatch Equipment (TAB 11) – *Cassinelli*
4. PACCOM Memorandum of Understanding for Receipt and Expenditures of Funds from Proposition #1 (TAB 12) – *Cassinelli*
5. Drinking Water Providers Partnership Grant (TAB 13) - *Forner*

**J. Correspondence and Written Reports**

1. 2016 AWC Quality Communities Scholarship (TAB 14)

**L. Future Discussion/Agendas**

1. Sewer Conservation Loan Program – *Karnofski*
2. Personnel Policy – Termination Process – *Jensen/Karnofski*
3. Neighborhood Preservation Ordinance – *Cassinelli*
4. Ordinance Amending Title 8 – Health and Safety – *Cassinelli*
5. Ordinance Amending Critical Areas – *Cassinelli*
6. Fence Height – *Jensen*
7. Ordinance Establishing Conditional Use Permit Extensions – *Cassinelli*

**M. Adjournment**

**N. Upcoming Meetings**

COUNCIL/COMMISSION	PURPOSE	DAY	DATE	TIME	LOCATION
City Council	Regular Meeting	Monday	12/14/15 12/28/15	5:00 p.m. 6:00 p.m.	Community Building
Planning Commission	Regular Meeting	Tuesday	01/05/16	6:00 p.m.	Fire Hall
Parks & Rec. Commission	Regular Meeting	Tuesday	01/12/16	6:00 p.m.	Fire Hall
Port/City Meeting	Regular Meeting	Tuesday	01/12/16	5:00 p.m.	Port Meeting Rm



**CITY OF ILWACO  
CITY COUNCIL MEETING  
Monday November 23, 2015**

**A. Call to Order**

1. Mayor Cassinelli called the meeting to order at 6:00 p.m.

**B. Flag Salute**

1. The Pledge of Allegiance was recited.

**C. Roll Call**

1. Present: Mayor Cassinelli and Councilmembers Jensen, Marshall, Chambreau, and Forner. Absent Councilmember Karnofski.

**D. Approval of Agenda**

1. **ACTION: Motion to approve agenda. (Chambreau/Jensen) 3 Ayes 1 Nays 0 Abstain.**

**E. Approval of Consent Agenda**

1. Including Checks 38396 to 38397 + Electronic totaling \$14,998.08 and Checks: 38398 to 38427 totaling \$102,308.97 for a grand total of \$117,307.05.  
**ACTION: Motion to approve the consent agenda. (Marshall/Chambreau) 4 Ayes 0 Nays 0 Abstain.**

**F. Reports**

**1. Staff Reports**

**i. Fire Chief Report**

No report.

**ii. City Planner**

Provided the monthly planning report.

**iii. Treasurer Report**

2016 Budget Message.

**2. Council Reports**

**i.** Councilmember Jensen attended the Port meeting regarding the Interlocal Agreement.

**ii.** Councilmember Marshall attended the committee meeting with Mark Scott regarding GIS proposal. Would like to see an economic element added to the comp plan.

**iii.** Councilmember Chambreau attended the budget workshop.

iv. Councilmember Forner attended the Port/City meeting.

### 3. Mayor's Report

i. Mayor Cassinelli attended the budget workshop and PACCOM meetings.

### G. Comments of Citizens and Guests Present

1. Bruce Peterson spoke in favor of allowing short term vacation rentals in the commercial zoning.

### H. Public Hearing

**ACTION: Motion to move Discussion Item 4 to follow the Comprehensive Plan Public Hearing and Discussion Item 3 to follow the 2016 Budget Public Hearing. (Marshall/Jensen) 4 Ayes 0 Nays 0 Abstain**

#### 1. Comprehensive Plan – Public Hearing

Mayor Cassinelli closed the regular meeting and opened the Public Hearing on the Comprehensive Plan update at 6:13 p.m. Matt Buchanan, City Planner presented the Staff Report. Mayor Cassinelli called for public comment, of which there was none. The Public Hearing was closed at 6:26 p.m.

##### i. City of Ilwaco Comprehensive Plan Adoption– Discussion

City Clerk will send council a digital copy of the plan so that they may provide edits to the Clerk/Planner by December 2, 2015.

**ACTION: Move to business at next meeting.**

#### 2. 2016 Budget – Public Hearing

Mayor Cassinelli closed the regular meeting and opened the Public Hearing on the Comprehensive Plan update at 6:59 p.m. Mayor Cassinelli read the Budget Message and called for public comment, of which there was none. The Public Hearing was closed at 7:00 p.m.

##### i. Ordinance Adopting the budget for the City of Ilwaco 2016 – Discussion

Councilmember Marshall discussed showing reserves in the briefing material.

**ACTION: Move to business at this meeting. (Chambreau/Forner) 4 Ayes 0 Nays 0 Abstain**

### I. Business

#### 1. Ordinance adopting the budget for the City of Ilwaco for 2016

**ACTION: I move to adopt the proposed ordinance establishing the 2016 budget for the City of Ilwaco. (Chambreau/Jensen) Roll Call Vote:**

**Jensen/Marshall/Chambreau/Forner Aye, Karnofski Absent**

#### 2. Ordinance Establishing the 2016 Pay Table

**ACTION: I move to adopt the ordinance establishing the 2016 Pay Table.**

**(Jensen/Forner) Roll Call Vote: Jensen/Marshall/Chambreau/Forner Aye, Karnofski Absent**

#### 3. Contract Cancellation, Abeco & Letter of Agreement, Solutions Yes, LLC

**ACTION: I move to authorize the Mayor to cancel the current Maintenance Agreement with Abeco Office Systems. (Marshall/Chambreau) 4 Ayes 0 Nays 0 Abstain**

**ACTION: I move to authorize the Mayor to enter into an Agreement for Equipment Support with Solutions YES, LLC. (Marshall/Chambreau) 4 Ayes 0 Nays 0 Abstain**

**4. Contract with Office 365 for Email Services**

**ACTION: I move to approve the Mayor to enter into an agreement with Microsoft Exchange Online Plan for email services. (Marshall/Chambreau) 4 Ayes 0 Nays 0 Abstain**

**5. Insurance Renewal**

**ACTION: I move to authorize the mayor to renew the city's insurance coverage with CIAW for the annual renewal period beginning December 1, 2015 financed through IPFS, with broker services provided by Propel Insurance subject to being paid in full as appropriate. (Marshall/Chambreau) 4 Ayes 0 Nays 0 Abstain**

**J. Discussion**

**1. Addendum to Ilwaco City Council Rules of Procedure**

Council was provided with the corrected copy of the Rules of Procedure.

**ACTION: None taken at this meeting.**

**2. Contract Cancellation, Abeco & Letter of Agreement, Solutions Yes, LLC**

**ACTION: Move to business at this meeting. (Marshall/Forner) 4 Ayes 0 Nays 0 Abstain**

**3. Resolution Amending the Fee Schedule for the 2016 Utility Rates and Connection Charges**

Council discussed the charge to 20,000cuft and above, and would like more information on the charge for Fire Sprinklers.

**ACTION: None taken at this meeting.**

**4. Contract with Office 365 for Email Services**

**ACTION: Move to business at this meeting. (Marshall/Chambreau) 4 Ayes 0 Nays 0 Abstain**

**5. Interlocal Agreement Port of Ilwaco for Fire Protection Services**

Councilmember Jensen presented the item. Port of Ilwaco Commissioners have a final meeting on the 7<sup>th</sup> of December at 10:00 a.m. to discuss.

**ACTION: None taken at this meeting.**

**6. Insurance Renewal**

Councilmember Chambreau presented the item. Discussion over payment in full vs. financing and paying interest charges.

**ACTION: Move to business at this meeting. (Chambreau/Marshall) 4 Ayes 0 Nays 0 Abstain**

**K. Future Discussion/Agendas**

1. Sewer Conservation Loan Program – *Karnofski*
2. Personnel Policy – Termination Process – *Jensen/Karnofski*
3. Neighborhood Preservation Ordinance – *Cassinelli*
4. Ordinance Amending Title 8 – Health and Safety – *Cassinelli*
5. Ordinance Amending Critical Areas – *Cassinelli*
6. Fence Height – *Jensen*
7. Ordinance Establishing Conditional Use Permit Extensions – *Cassinelli*

**L. Motion to adjourn the meeting (Chambreau)** Mayor Cassinelli adjourned the meeting at 8:01 p.m.

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Mike Cassinelli, Mayor

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Holly Beller, City Clerk



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CITY COUNCIL MEETING  
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**B. Flag Salute**

1. The Pledge of Allegiance was recited.

**C. Roll Call**

1. Present: Mayor Cassinelli and Councilmembers Jensen, Marshall, Chambreau, and Forner. Absent Councilmember Karnofski.

**D. Approval of Agenda**

1. **ACTION: Motion to approve agenda. (Chambreau/Jensen) 3 Ayes 1 Nays 0 Abstain.**

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**F. Reports**

**1. Staff Reports**

**i. Fire Chief Report**

No report.

**ii. City Planner**

Provided the monthly planning report.

**iii. Treasurer Report**

2016 Budget Message.

**2. Council Reports**

**i.** Councilmember Jensen attended the Port meeting regarding the Interlocal Agreement.

**ii.** Councilmember Marshall attended the committee meeting with Mark Scott regarding GIS proposal. ~~Would like to see an economic element added to the comp plan.~~ Pointed out that meeting the vision and intent statements in the comp plan would require significant economic development (however to be done).

- iii. Councilmember Chambreau attended the budget workshop.
- iv. Councilmember Forner attended the Port/City meeting.

### 3. Mayor's Report

- i. Mayor Cassinelli attended the budget workshop and PACCOM meetings.

### G. Comments of Citizens and Guests Present

- 1. Bruce Peterson spoke in favor of allowing short term vacation rentals in the commercial zoning.

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**ACTION: Motion to move Discussion Item 4 (Comprehensive Plan) to follow the Comprehensive Plan Public Hearing and Discussion Item 3 (Budget) to follow the 2016 Budget Public Hearing. (Marshall/Jensen) 4 Ayes 0 Nays 0 Abstain**

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**J. Discussion**

**1. Addendum to Ilwaco City Council Rules of Procedure**

Council was provided with the corrected copy of the Rules of Procedure.

**ACTION: ~~None taken at this meeting.~~ Confirmed the conclusion of the previous meeting to improve the process and council briefing materials regarding public hearings and "to see how it goes" without new rule making.**

**2. Contract Cancellation, Abeco & Letter of Agreement, Solutions Yes, LLC**

**ACTION: Move to business at this meeting. (Marshall/Forner) 4 Ayes 0 Nays 0 Abstain**

**3. Resolution Amending the Fee Schedule for the 2016 Utility Rates and Connection Charges**

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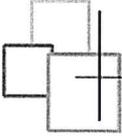
**L. Motion to adjourn the meeting (Chambreau)** Mayor Cassinelli adjourned the meeting at 8:01 p.m.

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Mike Cassinelli, Mayor

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Holly Beller, City Clerk



# Register

Number	Name	Fiscal Description	Amount
38428	Fero, Jimmie W	2015 - December - First meeting	\$1,123.72
38429	Williams, Thomas R	2015 - December - First meeting	\$978.22
38430	AWC - Life Insurance	2015 - December - First meeting	\$13.40
38431	AWC Employee Benefit Trust	2015 - December - First meeting	\$4,819.92
38432	Dept of Retirement - Def Comp	2015 - December - First meeting	\$155.00
38433	Dept of Retirement Systems	2015 - December - First meeting	\$5,431.08
Alderman, Johnny	ACH Pay - 1712	2015 - December - First meeting	\$1,275.46
Beller, Holly Celeste	ACH Pay - 1697	2015 - December - First meeting	\$1,312.12
Benson, Austin	ACH Pay - 1698	2015 - December - First meeting	\$1,129.28
Cassinelli, Michael	ACH Pay - 1699	2015 - December - First meeting	\$423.96
Chambreau, Jon H.	ACH Pay - 1700	2015 - December - First meeting	\$181.91
Forner, Gary	ACH Pay - 1702	2015 - December - First meeting	\$399.55
Gray, Richard Roy	ACH Pay - 1703	2015 - December - First meeting	\$1,257.49
Jensen, David	ACH Pay - 1704	2015 - December - First meeting	\$181.91
Marshall, Fred	ACH Pay - 1705	2015 - December - First meeting	\$181.91
Mc Kee, David A	ACH Pay - 1713	2015 - December - First meeting	\$1,735.28
Mulinix, Vinessa	ACH Pay - 1707	2015 - December - First meeting	\$181.11
Richardson, Troy	ACH Pay - 1708	2015 - December - First meeting	\$1,324.00
Smith, Ariel	ACH Pay - 1709	2015 - December - First meeting	\$1,245.39
Staples, Terri P	ACH Pay - 1710	2015 - December - First meeting	\$330.11
EFT-12-4-15	Discovery Benefits	2015 - December - First meeting	\$750.00
EFT 12-4-15	U.S. Treasury Department	2015 - December - First meeting	\$4,424.98
			<b>\$28,855.80</b>

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, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Ilwaco, and that I am authorized to authenticate and certify said claims.

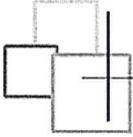
\_\_\_\_\_  
Treasurer

38428 through 38433 and electronic payments totalling \$28,855.80 are approved this 14th day of December, 2015.

\_\_\_\_\_  
Council member

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Council member

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Council member



# Register

Fiscal: 2015  
Deposit Period: 2015 - December  
Check Period: 2015 - December - First meeting

Number	Name	Print Date	Amount
<b>Bank of the Pacific</b>	<b>8023281</b>		
<b>Check</b>			
<u>38434</u>	A & E Security Solutions, Inc.	12/14/2015	\$89.85
<u>38435</u>	A Sparkling Castle	12/14/2015	\$455.00
<u>38436</u>	A-1 Redi Mix	12/14/2015	\$226.32
<u>38437</u>	ABECO Office Systems	12/14/2015	\$81.05
<u>38438</u>	Advanced Analytical Solutions	12/14/2015	\$64.00
<u>38439</u>	Aquionics, Inc	12/14/2015	\$100,800.00
<u>38440</u>	Arthur J Gallagher Rms, Inc.	12/14/2015	\$281.00
<u>38441</u>	Art's Auto Parts, Inc.	12/14/2015	\$43.55
<u>38442</u>	Backflow By The Best	12/14/2015	\$2,450.00
<u>38443</u>	Backflow Management Inc.	12/14/2015	\$900.00
<u>38444</u>	Beneficial State Bank	12/14/2015	\$522.41
<u>38445</u>	BSK Associates	12/14/2015	\$776.75
<u>38446</u>	Cartomation, Inc.	12/14/2015	\$50.00
<u>38447</u>	Chinook Observer	12/14/2015	\$537.38
<u>38448</u>	City of Ilwaco	12/14/2015	\$2,171.76
<u>38449</u>	City of Long Beach	12/14/2015	\$46,371.69
<u>38450</u>	Columbia Pacific Heritage Museum	12/14/2015	\$2,500.00
<u>38451</u>	CREST	12/14/2015	\$600.00
<u>38452</u>	CWCOG	12/14/2015	\$882.63
<u>38453</u>	Dennis CO	12/14/2015	\$425.41
<u>38454</u>	Discovery Benefits	12/14/2015	\$13.50
<u>38455</u>	Edwing Boat Inc	12/14/2015	\$1,510.40
<u>38456</u>	Englund Marine Supply Inc	12/14/2015	\$313.47
<u>38457</u>	Evergreen Rural Water of Washington	12/14/2015	\$20.00
<u>38458</u>	Evergreen Septic Service	12/14/2015	\$165.00
<u>38459</u>	Goulter Diamond Bar Ranch	12/14/2015	\$1,300.00
<u>38460</u>	Hach Company	12/14/2015	\$785.83
<u>38461</u>	Heather Reynolds, Attorney	12/14/2015	\$2,772.00
<u>38462</u>	IFOCUS Consulting Inc.	12/14/2015	\$360.00
<u>38463</u>	Ilwaco Merchants Assoc.	12/14/2015	\$3,000.00
<u>38464</u>	John Deere Financial	12/14/2015	\$1,082.23
<u>38465</u>	Kris Kaino	12/14/2015	\$412.00
<u>38466</u>	LEAF	12/14/2015	\$130.00
<u>38467</u>	Nancy McAllister	12/14/2015	\$412.00
<u>38468</u>	Naselle Rock & Asphalt	12/14/2015	\$24.21
<u>38469</u>	Oman & Son	12/14/2015	\$140.31
<u>38470</u>	One Call Concepts, Inc.	12/14/2015	\$31.07
<u>38471</u>	P & L Johnson Mechanical	12/14/2015	\$202.85
<u>38472</u>	Pacific CO Health Dept.	12/14/2015	\$63.00
<u>38473</u>	Pacific County Treasurer	12/14/2015	\$1,000.00
<u>38474</u>	Peninsula Sanitation Service, Inc.	12/14/2015	\$442.59
<u>38475</u>	Pitney Bowes	12/14/2015	\$500.00
<u>38476</u>	Propel Insurance	12/14/2015	\$7,365.00
<u>38477</u>	Sid's IGA	12/14/2015	\$315.80
<u>38478</u>	Sunset Auto Parts Inc.	12/14/2015	\$35.53
<u>38479</u>	Troy Richardson	12/14/2015	\$92.00
<u>38480</u>	Verizon Wireless	12/14/2015	\$96.95
<u>38481</u>	Visa	12/14/2015	\$1,058.01
<u>38482</u>	Vision Municipal Solutions, Llc	12/14/2015	\$440.44
<u>38483</u>	Wilcox & Flegel Oil Co.	12/14/2015	\$713.65
<u>38484</u>	William R. Penoyar, Attorney at Law	12/14/2015	\$412.00

38485

Zee Medical Service Co.

12/14/2015

\$103.71

Total Check	\$185,542.35
Total 8023281	\$185,542.35
Grand Total	\$185,542.35

\_\_\_\_\_  
Treasurer

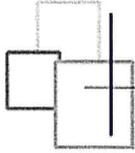
38434 through 38485

totalling \$185,542.35 are approved this 14th day of December, 2015.

\_\_\_\_\_  
Council member

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Council member

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Council member



# Voucher Directory

Vendor	Number	Reference	Account Number	Description	Amount
<b>A &amp; E Security Solutions, Inc.</b>	<b>38434</b>			<b>2015 - December - First meeting</b>	
		<b>Invoice - 12/7/2015 10:46:38 AM</b>			
		<b>136889</b>			
		001-000-000-514-20-31-00		Office & Operating Supplies	\$17.97
		001-000-000-522-10-31-00		Office & Operating Supplies	\$17.97
		101-000-000-543-30-30-00		Office And Operating	\$17.97
		401-000-000-534-00-31-00		Operation & Maintenance	\$17.97
		409-000-000-535-00-31-01		Operations And Maintenance	\$17.97
		<b>Total Invoice - 12/7/2015 10:46:38 AM</b>			<b>\$89.85</b>
	<b>Total 38434</b>				<b>\$89.85</b>
<b>Total A &amp; E Security Solutions, Inc.</b>					<b>\$89.85</b>
<b>A Sparkling Castle</b>	<b>38435</b>			<b>2015 - December - First meeting</b>	
		<b>Invoice - 11/30/2015 10:39:02 AM</b>			
		001-000-000-514-20-31-00		Office & Operating Supplies	\$80.00
		001-000-000-522-10-31-01		Training/Attendance	\$40.00
		001-000-000-572-50-41-00		Custodian Library	\$335.00
		<b>Total Invoice - 11/30/2015 10:39:02 AM</b>			<b>\$455.00</b>
	<b>Total 38435</b>				<b>\$455.00</b>
<b>Total A Sparkling Castle</b>					<b>\$455.00</b>
<b>A-1 Redi Mix</b>	<b>38436</b>			<b>2015 - December - First meeting</b>	
		<b>Invoice - 12/3/2015 11:55:45 AM</b>			
		<b>8342&amp;15643</b>			
		001-000-000-594-14-62-00		Governmental Facility	\$226.32
		<b>Total Invoice - 12/3/2015 11:55:45 AM</b>			<b>\$226.32</b>
	<b>Total 38436</b>				<b>\$226.32</b>
<b>Total A-1 Redi Mix</b>					<b>\$226.32</b>
<b>ABECO Office Systems</b>	<b>38437</b>			<b>2015 - December - First meeting</b>	
		<b>Invoice - 12/7/2015 10:46:24 AM</b>			
		001-000-000-514-20-31-00		Office & Operating Supplies	\$20.26
		101-000-000-543-30-30-00		Office And Operating	\$20.26
		401-000-000-534-00-31-00		Operation & Maintenance	\$20.26
		409-000-000-535-00-31-01		Operations And Maintenance	\$20.27
		<b>Total Invoice - 12/7/2015 10:46:24 AM</b>			<b>\$81.05</b>
	<b>Total 38437</b>				<b>\$81.05</b>
<b>Total ABECO Office Systems</b>					<b>\$81.05</b>
<b>Advanced Analytical Solutions</b>	<b>38438</b>			<b>2015 - December - First meeting</b>	
		<b>Invoice - 12/9/2015 11:26:22 AM</b>			
		<b>16525</b>			
		401-000-000-534-00-31-06		Office & Customer Service	\$64.00
		<b>Total Invoice - 12/9/2015 11:26:22 AM</b>			<b>\$64.00</b>
	<b>Total 38438</b>				<b>\$64.00</b>
<b>Total Advanced Analytical Solutions</b>					<b>\$64.00</b>
<b>Aquionics, Inc</b>	<b>38439</b>			<b>2015 - December - First meeting</b>	
		<b>Invoice - 12/1/2015 4:32:21 PM</b>			
		<b>0030403-IN</b>			
		409-000-000-594-35-64-01		Machinery & Equipment	\$100,800.00
		<b>Total Invoice - 12/1/2015 4:32:21 PM</b>			<b>\$100,800.00</b>
	<b>Total 38439</b>				<b>\$100,800.00</b>
<b>Total Aquionics, Inc</b>					<b>\$100,800.00</b>
<b>Arthur J Gallagher Rms, Inc.</b>	<b>38440</b>			<b>2015 - December - First meeting</b>	
		<b>Invoice - 11/24/2015 10:33:49 AM</b>			
		<b>15499525</b>			
		001-000-000-514-20-46-00		Insurance	\$158.00
		<b>Total Invoice - 11/24/2015 10:33:49 AM</b>			<b>\$158.00</b>

Vendor	Number	Reference	Account Number	Description	Amount
		Invoice - 11/24/2015 10:34:19 AM			
		1549874			
		001-000-000-514-20-46-00		Insurance	\$123.00
		Total Invoice - 11/24/2015 10:34:19 AM			\$123.00
	Total 38440				\$281.00
Total Arthur J Gallagher Rms, Inc.					\$281.00
Art's Auto Parts, Inc.					\$281.00
	38441				
				2015 - December - First meeting	
		Invoice - 12/3/2015 11:56:22 AM			
		17525			
		409-000-000-535-00-31-01		Operations And Maintenance	\$43.55
		Total Invoice - 12/3/2015 11:56:22 AM			\$43.55
	Total 38441				\$43.55
Total Art's Auto Parts, Inc.					\$43.55
Backflow By The Best					\$43.55
	38442				
				2015 - December - First meeting	
		Invoice - 12/1/2015 4:32:04 PM			
		409-000-000-535-00-41-05		Professional Services	\$2,000.00
		Total Invoice - 12/1/2015 4:32:04 PM			\$2,000.00
		Invoice - 12/9/2015 11:25:59 AM			
		409-000-000-535-00-41-05		Professional Services	\$450.00
		Total Invoice - 12/9/2015 11:25:59 AM			\$450.00
	Total 38442				\$2,450.00
Total Backflow By The Best					\$2,450.00
Backflow Management Inc.					\$2,450.00
	38443				
				2015 - December - First meeting	
		Invoice - 12/1/2015 4:30:46 PM			
		401-000-000-534-00-31-06		Office & Customer Service	\$900.00
		Total Invoice - 12/1/2015 4:30:46 PM			\$900.00
	Total 38443				\$900.00
Total Backflow Management Inc.					\$900.00
Beneficial State Bank					\$900.00
	38444				
				2015 - December - First meeting	
		Invoice - 11/24/2015 2:24:38 PM			
		B&O Tax reimbursement			
		001-000-000-316-10-00-00		Business & Occupation Tax	\$522.41
		Total Invoice - 11/24/2015 2:24:38 PM			\$522.41
	Total 38444				\$522.41
Total Beneficial State Bank					\$522.41
BSK Associates					\$522.41
	38445				
				2015 - December - First meeting	
		Invoice - 11/24/2015 10:35:41 AM			
		V503893			
		401-000-000-534-00-31-06		Office & Customer Service	\$776.75
		Total Invoice - 11/24/2015 10:35:41 AM			\$776.75
	Total 38445				\$776.75
Total BSK Associates					\$776.75
Cartomation, Inc.					\$776.75
	38446				
				2015 - December - First meeting	
		Invoice - 11/30/2015 10:38:45 AM			
		001-000-000-557-20-41-00		Ilwaco Web Page	\$50.00
		GIS map storage			
		Total Invoice - 11/30/2015 10:38:45 AM			\$50.00
	Total 38446				\$50.00
Total Cartomation, Inc.					\$50.00
Chinook Observer					\$50.00
	38447				
				2015 - December - First meeting	
		Invoice - 12/3/2015 11:54:53 AM			
		NOV			
		001-000-000-511-30-44-00		Official Publications	\$537.38
		Total Invoice - 12/3/2015 11:54:53 AM			\$537.38
	Total 38447				\$537.38
Total Chinook Observer					\$537.38
City of Ilwaco					\$537.38
	38448				
				2015 - December - First meeting	
		Invoice - 12/1/2015 4:46:55 PM			
		001-000-000-511-60-47-02		City Sewer - Museum	\$40.81
		001-000-000-514-20-47-02		Water - City Hall	\$52.71
		001-000-000-514-20-47-03		Sewer - City Hall	\$77.42
		001-000-000-514-20-47-04		Storm Drainage	\$25.11
		001-000-000-522-50-47-01		Water	\$157.77
		001-000-000-522-50-47-02		Sewer	\$223.95

Vendor	Number	Reference	Account Number	Description	Amount
			001-000-000-522-50-47-03	Storm Drainage	\$70.48
			001-000-000-572-50-47-01	City Water	\$160.67
			001-000-000-572-50-47-02	City Sewer	\$230.36
			001-000-000-572-50-47-03	Storm Drainage	\$10.99
			001-000-000-576-80-47-01	Water-Parks, Sprinklers,Blk Lake	\$186.89
			001-000-000-576-80-47-02	Sewer-Parks, Black Lake	\$47.41
			001-000-000-576-80-47-03	Storm Drainage	\$21.98
			409-000-000-535-00-47-02	Water	\$393.74
			409-000-000-535-00-47-03	Sewer	\$438.50
			409-000-000-535-00-47-05	Storm Drainage	\$32.97
			<b>Total Invoice - 12/1/2015 4:46:55 PM</b>		<b>\$2,171.76</b>
	<b>Total 38448</b>				<b>\$2,171.76</b>
<b>Total City of Ilwaco</b>					
<b>City of Long Beach</b>	<b>38449</b>				
				<b>2015 - December - First meeting</b>	
				<b>Invoice - 11/30/2015 10:37:40 AM</b>	
			001-000-000-521-10-50-00	Law Enforcement Contract	\$46,371.69
			<b>Total Invoice - 11/30/2015 10:37:40 AM</b>		<b>\$46,371.69</b>
	<b>Total 38449</b>				<b>\$46,371.69</b>
<b>Total City of Long Beach</b>					
<b>Columbia Pacific Heritage Museum</b>	<b>38450</b>				
				<b>2015 - December - First meeting</b>	
				<b>Invoice - 12/4/2015 11:35:05 AM</b>	
			LTAC		
			104-000-000-557-30-41-01	Heritage Museum	\$2,500.00
			<b>Total Invoice - 12/4/2015 11:35:05 AM</b>		<b>\$2,500.00</b>
	<b>Total 38450</b>				<b>\$2,500.00</b>
<b>Total Columbia Pacific Heritage Museum</b>					
<b>CREST</b>	<b>38451</b>				
				<b>2015 - December - First meeting</b>	
				<b>Invoice - 11/24/2015 10:36:08 AM</b>	
			3046		
			401-000-000-534-00-49-00	Miscellaneous	\$600.00
			<b>Total Invoice - 11/24/2015 10:36:08 AM</b>		<b>\$600.00</b>
	<b>Total 38451</b>				<b>\$600.00</b>
<b>Total CREST</b>					
<b>CWCOG</b>	<b>38452</b>				
				<b>2015 - December - First meeting</b>	
				<b>Invoice - 12/1/2015 4:29:34 PM</b>	
			2015-207		
			001-000-000-558-60-41-00	Planner Services	\$882.63
			<b>Total Invoice - 12/1/2015 4:29:34 PM</b>		<b>\$882.63</b>
	<b>Total 38452</b>				<b>\$882.63</b>
<b>Total CWCOG</b>					
<b>Dennis CO</b>	<b>38453</b>				
				<b>2015 - December - First meeting</b>	
				<b>Invoice - 12/1/2015 4:35:06 PM</b>	
			NOV		
			001-000-000-576-80-48-00	Repairs & Maintenance	\$66.97
			001-000-000-594-14-62-00	Governmental Facility	\$39.91
			101-000-000-543-30-30-00	Office And Operating	\$84.09
			401-000-000-534-00-31-00	Operation & Maintenance	\$225.85
			<b>Total Invoice - 12/1/2015 4:35:06 PM</b>		<b>\$416.82</b>
				<b>Invoice - 12/7/2015 10:44:48 AM</b>	
			NOV		
			001-000-000-522-10-35-00	Small Tools & Equipment	\$8.59
			<b>Total Invoice - 12/7/2015 10:44:48 AM</b>		<b>\$8.59</b>
	<b>Total 38453</b>				<b>\$425.41</b>
<b>Total Dennis CO</b>					
<b>Discovery Benefits</b>	<b>38454</b>				
				<b>2015 - December - First meeting</b>	
				<b>Invoice - 12/8/2015 3:47:55 PM</b>	
			593361-IN		
			001-000-000-514-20-20-00	Personnel Benefits	\$1.50
			001-000-000-522-10-20-00	Personnel Benefits	\$1.50
			001-000-000-576-80-20-00	Parks Benefits	\$3.00
			101-000-000-542-30-20-00	Benefits	\$3.00
			401-000-000-534-00-20-00	Benefits	\$3.00
			409-000-000-535-00-20-00	Employee Benefits	\$1.50
			<b>Total Invoice - 12/8/2015 3:47:55 PM</b>		<b>\$13.50</b>
	<b>Total 38454</b>				<b>\$13.50</b>
<b>Total Discovery Benefits</b>					<b>\$13.50</b>

Vendor	Number	Reference	Account Number	Description	Amount
<b>Edwing Boat Inc</b>					
	38455			<b>2015 - December - First meeting</b>	
		Invoice - 12/7/2015 10:47:35 AM			
		271			
		001-000-000-594-14-62-00		Governmental Facility	\$1,510.40
		<b>Total Invoice - 12/7/2015 10:47:35 AM</b>			<b>\$1,510.40</b>
	<b>Total 38455</b>				<b>\$1,510.40</b>
<b>Total Edwing Boat Inc</b>					<b>\$1,510.40</b>
<b>Englund Marine Supply Inc</b>					
	38456			<b>2015 - December - First meeting</b>	
		Invoice - 12/3/2015 12:06:17 PM			
		101-000-000-543-30-30-00		Office And Operating	\$11.78
		401-000-000-534-00-31-00		Operation & Maintenance	\$300.18
		409-000-000-535-00-31-01		Operations And Maintenance	\$1.51
		<b>Total Invoice - 12/3/2015 12:06:17 PM</b>			<b>\$313.47</b>
	<b>Total 38456</b>				<b>\$313.47</b>
<b>Total Englund Marine Supply Inc</b>					<b>\$313.47</b>
<b>Evergreen Rural Water of Washington</b>					
	38457			<b>2015 - December - First meeting</b>	
		Invoice - 12/3/2015 12:02:56 PM			
		30741			
		408-000-000-531-38-43-02		Training	\$20.00
		<b>Total Invoice - 12/3/2015 12:02:56 PM</b>			<b>\$20.00</b>
	<b>Total 38457</b>				<b>\$20.00</b>
<b>Total Evergreen Rural Water of Washington</b>					<b>\$20.00</b>
<b>Evergreen Septic Service</b>					
	38458			<b>2015 - December - First meeting</b>	
		Invoice - 12/7/2015 11:28:37 AM			
		18760			
		001-000-000-576-80-48-00		Repairs & Maintenance	\$165.00
		<b>Total Invoice - 12/7/2015 11:28:37 AM</b>			<b>\$165.00</b>
	<b>Total 38458</b>				<b>\$165.00</b>
<b>Total Evergreen Septic Service</b>					<b>\$165.00</b>
<b>Goulter Diamond Bar Ranch</b>					
	38459			<b>2015 - December - First meeting</b>	
		Invoice - 11/30/2015 10:38:34 AM			
		409-000-000-535-00-45-00		Spray Sludge Disposal Site	\$1,300.00
		sludge site			
		<b>Total Invoice - 11/30/2015 10:38:34 AM</b>			<b>\$1,300.00</b>
	<b>Total 38459</b>				<b>\$1,300.00</b>
<b>Total Goulter Diamond Bar Ranch</b>					<b>\$1,300.00</b>
<b>Hach Company</b>					
	38460			<b>2015 - December - First meeting</b>	
		Invoice - 12/3/2015 4:18:45 PM			
		9671396			
		401-000-000-534-00-35-01		Small Tools & Equipment - Lab	\$267.20
		<b>Total Invoice - 12/3/2015 4:18:45 PM</b>			<b>\$267.20</b>
		Invoice - 12/3/2015 4:18:46 PM			
		9671402			
		401-000-000-534-00-35-01		Small Tools & Equipment - Lab	\$283.13
		<b>Total Invoice - 12/3/2015 4:18:46 PM</b>			<b>\$283.13</b>
		Invoice - 12/3/2015 4:18:47 PM			
		9682336			
		401-000-000-534-00-31-03		Annual Meter Calibrations	\$462.97
		<b>Total Invoice - 12/3/2015 4:18:47 PM</b>			<b>\$462.97</b>
		Invoice - 12/3/2015 4:18:48 PM			
		9639610			
		401-000-000-534-00-35-01		Small Tools & Equipment - Lab	\$25.66
		<b>Total Invoice - 12/3/2015 4:18:48 PM</b>			<b>\$25.66</b>
		Invoice - 12/3/2015 4:21:45 PM			
		2120985			
		401-000-000-534-00-31-03		Annual Meter Calibrations	(\$253.13)
		<b>Total Invoice - 12/3/2015 4:21:45 PM</b>			<b>(\$253.13)</b>
	<b>Total 38460</b>				<b>\$785.83</b>
<b>Total Hach Company</b>					<b>\$785.83</b>
<b>Heather Reynolds, Attorney</b>					
	38461			<b>2015 - December - First meeting</b>	
		Invoice - 12/3/2015 12:01:17 PM			
		001-000-000-515-30-41-00		Legal Services	\$2,772.00
		<b>Total Invoice - 12/3/2015 12:01:17 PM</b>			<b>\$2,772.00</b>
	<b>Total 38461</b>				<b>\$2,772.00</b>
<b>Total Heather Reynolds, Attorney</b>					<b>\$2,772.00</b>

Vendor	Number	Reference	Account Number	Description	Amount
<b>IFOCUS Consulting Inc.</b>	<b>38462</b>			<b>2015 - December - First meeting</b>	
		<b>Invoice - 12/7/2015 10:45:51 AM</b>			
		9428			
		001-000-000-514-20-41-00		Professional Services	\$120.00
		401-000-000-534-00-41-04		Professional Services -	\$120.00
		409-000-000-535-00-41-02		Professional Services -	\$120.00
		<b>Total Invoice - 12/7/2015 10:45:51 AM</b>			<b>\$360.00</b>
	<b>Total 38462</b>				<b>\$360.00</b>
<b>Total IFOCUS Consulting Inc.</b>					<b>\$360.00</b>
<b>Ilwaco Merchants Assoc.</b>	<b>38463</b>			<b>2015 - December - First meeting</b>	
		<b>Invoice - 12/1/2015 4:49:33 PM</b>			
		2015 LTAC			
		104-000-000-557-30-41-03		Ilwaco Merchants Association	\$3,000.00
		<b>Total Invoice - 12/1/2015 4:49:33 PM</b>			<b>\$3,000.00</b>
	<b>Total 38463</b>				<b>\$3,000.00</b>
<b>Total Ilwaco Merchants Assoc.</b>					<b>\$3,000.00</b>
<b>John Deere Financial</b>	<b>38464</b>			<b>2015 - December - First meeting</b>	
		<b>Invoice - 12/7/2015 11:28:08 AM</b>			
		815796			
		001-000-000-591-48-71-01		John Deer Mower 8157-96 - Prin	\$1,000.00
		001-000-000-592-48-83-00		John Deer Mower 8157-96 -	\$82.23
		<b>Total Invoice - 12/7/2015 11:28:08 AM</b>			<b>\$1,082.23</b>
	<b>Total 38464</b>				<b>\$1,082.23</b>
<b>Total John Deere Financial</b>					<b>\$1,082.23</b>
<b>Kris Kaino</b>	<b>38465</b>			<b>2015 - December - First meeting</b>	
		<b>Invoice - 11/30/2015 10:38:25 AM</b>			
		001-000-000-512-50-40-03		Municipal Court Services	\$412.00
		<b>Total Invoice - 11/30/2015 10:38:25 AM</b>			<b>\$412.00</b>
	<b>Total 38465</b>				<b>\$412.00</b>
<b>Total Kris Kaino</b>					<b>\$412.00</b>
<b>LEAF</b>	<b>38466</b>			<b>2015 - December - First meeting</b>	
		<b>Invoice - 12/1/2015 4:31:14 PM</b>			
		6113431			
		001-000-000-514-20-31-00		Office & Operating Supplies	\$22.10
		001-000-000-522-10-31-00		Office & Operating Supplies	\$20.80
		101-000-000-543-30-30-00		Office And Operating	\$22.10
		401-000-000-534-00-31-00		Operation & Maintenance	\$22.10
		408-000-000-531-38-31-01		Operations & Maintenance	\$20.80
		409-000-000-535-00-31-01		Operations And Maintenance	\$22.10
		<b>Total Invoice - 12/1/2015 4:31:14 PM</b>			<b>\$130.00</b>
	<b>Total 38466</b>				<b>\$130.00</b>
<b>Total LEAF</b>					<b>\$130.00</b>
<b>Nancy McAllister</b>	<b>38467</b>			<b>2015 - December - First meeting</b>	
		<b>Invoice - 11/30/2015 10:38:21 AM</b>			
		001-000-000-512-50-40-03		Municipal Court Services	\$412.00
				Court services	
		<b>Total Invoice - 11/30/2015 10:38:21 AM</b>			<b>\$412.00</b>
	<b>Total 38467</b>				<b>\$412.00</b>
<b>Total Nancy McAllister</b>					<b>\$412.00</b>
<b>Naselle Rock &amp; Asphalt</b>	<b>38468</b>			<b>2015 - December - First meeting</b>	
		<b>Invoice - 12/3/2015 12:02:30 PM</b>			
		26183			
		001-000-000-594-14-62-00		Governmental Facility	\$24.21
		<b>Total Invoice - 12/3/2015 12:02:30 PM</b>			<b>\$24.21</b>
	<b>Total 38468</b>				<b>\$24.21</b>
<b>Total Naselle Rock &amp; Asphalt</b>					<b>\$24.21</b>
<b>Oman &amp; Son</b>	<b>38469</b>			<b>2015 - December - First meeting</b>	
		<b>Invoice - 12/3/2015 12:01:46 PM</b>			
		NOV			
		001-000-000-594-14-62-00		Governmental Facility	\$45.29
		401-000-000-534-00-31-00		Operation & Maintenance	\$95.02
		<b>Total Invoice - 12/3/2015 12:01:46 PM</b>			<b>\$140.31</b>
	<b>Total 38469</b>				<b>\$140.31</b>
<b>Total Oman &amp; Son</b>					<b>\$140.31</b>

Vendor	Number	Reference	Account Number	Description	Amount
One Call Concepts, Inc.	38470				
				2015 - December - First meeting	
		Invoice - 12/3/2015 11:55:26 AM			
		5119069			
		101-000-000-543-30-30-00		Office And Operating	\$4.78
		401-000-000-534-00-31-00		Operation & Maintenance	\$4.78
		409-000-000-535-00-31-01		Operations And Maintenance	\$4.78
		<b>Total Invoice - 12/3/2015 11:55:26 AM</b>			<b>\$14.34</b>
		Invoice - 12/7/2015 11:27:49 AM			
		5099069			
		101-000-000-543-30-30-00		Office And Operating	\$5.58
		401-000-000-534-00-31-00		Operation & Maintenance	\$5.58
		409-000-000-535-00-31-01		Operations And Maintenance	\$5.57
		<b>Total Invoice - 12/7/2015 11:27:49 AM</b>			<b>\$16.73</b>
	<b>Total 38470</b>				<b>\$31.07</b>
Total One Call Concepts, Inc.					<b>\$31.07</b>
P & L Johnson Mechanical	38471				
				2015 - December - First meeting	
		Invoice - 11/24/2015 4:01:13 PM			
		6919			
		409-000-000-535-00-31-01		Operations And Maintenance	\$202.85
		<b>Total Invoice - 11/24/2015 4:01:13 PM</b>			<b>\$202.85</b>
	<b>Total 38471</b>				<b>\$202.85</b>
Total P & L Johnson Mechanical					<b>\$202.85</b>
Pacific CO Health Dept.	38472				
				2015 - December - First meeting	
		Invoice - 12/7/2015 11:26:55 AM			
		2015-139			
		001-000-000-566-00-51-00		Alcohol Program 2%	\$63.00
		<b>Total Invoice - 12/7/2015 11:26:55 AM</b>			<b>\$63.00</b>
	<b>Total 38472</b>				<b>\$63.00</b>
Total Pacific CO Health Dept.					<b>\$63.00</b>
Pacific County Treasurer	38473				
				2015 - December - First meeting	
		Invoice - 12/1/2015 4:38:05 PM			
		001-000-000-512-50-40-03		Municipal Court Services	\$1,000.00
		<b>Total Invoice - 12/1/2015 4:38:05 PM</b>			<b>\$1,000.00</b>
	<b>Total 38473</b>				<b>\$1,000.00</b>
Total Pacific County Treasurer					<b>\$1,000.00</b>
Peninsula Sanitation Service, Inc.	38474				
				2015 - December - First meeting	
		Invoice - 12/3/2015 12:00:30 PM			
		001-000-000-514-20-47-01		Garbage Bills	\$285.22
		409-000-000-535-00-47-04		Garbage Services	\$157.37
		<b>Total Invoice - 12/3/2015 12:00:30 PM</b>			<b>\$442.59</b>
	<b>Total 38474</b>				<b>\$442.59</b>
Total Peninsula Sanitation Service, Inc.					<b>\$442.59</b>
Pitney Bowes	38475				
				2015 - December - First meeting	
		Invoice - 12/3/2015 11:58:00 AM			
		5879			
		001-000-000-514-20-31-00		Office & Operating Supplies	\$100.00
		101-000-000-543-30-30-00		Office And Operating	\$100.00
		401-000-000-534-00-31-06		Office & Customer Service	\$100.00
		408-000-000-531-38-31-01		Operations & Maintenance	\$100.00
		409-000-000-535-00-31-08		Office Supplies & Customer	\$100.00
		<b>Total Invoice - 12/3/2015 11:58:00 AM</b>			<b>\$500.00</b>
	<b>Total 38475</b>				<b>\$500.00</b>
Total Pitney Bowes					<b>\$500.00</b>
Propel Insurance	38476				
				2015 - December - First meeting	
		Invoice - 11/30/2015 10:39:08 AM			
		Broker Fee			
		001-000-000-511-60-46-00		Insurances	\$770.38
		001-000-000-522-50-46-00		Insurance	\$997.96
		001-000-000-572-50-46-00		Insurance	\$1,140.10
		001-000-000-576-80-46-00		Insurance	\$240.10
		101-000-000-543-30-40-01		Insurance	\$147.30
		104-000-000-557-30-46-00		Heritage Museum - Insurance	\$577.42
		401-000-000-534-00-46-00		Insurance	\$1,967.93
		408-000-000-531-38-46-00		Insurance	\$69.97
		409-000-000-535-00-46-00		Insurance	\$1,453.84

Vendor	Number	Reference	Account Number	Description	Amount
		<b>Total Invoice - 11/30/2015 10:39:08 AM</b>			<b>\$7,365.00</b>
	<b>Total 38476</b>				<b>\$7,365.00</b>
<b>Total Propel Insurance Sid's IGA</b>					<b>\$7,365.00</b>
	<b>38477</b>			<b>2015 - December - First meeting</b>	
		<b>Invoice - 12/3/2015 12:08:42 PM</b>			
			<b>NOV</b>		
			001-000-000-514-20-49-00	Miscellaneous	\$302.90
			409-000-000-535-00-31-08	Office Supplies & Customer	\$12.90
		<b>Total Invoice - 12/3/2015 12:08:42 PM</b>			<b>\$315.80</b>
	<b>Total 38477</b>				<b>\$315.80</b>
<b>Total Sid's IGA</b>					<b>\$315.80</b>
<b>Sunset Auto Parts Inc.</b>	<b>38478</b>			<b>2015 - December - First meeting</b>	
		<b>Invoice - 12/7/2015 10:48:02 AM</b>			
			<b>923-849897</b>		
			401-000-000-534-00-31-00	Operation & Maintenance	\$35.53
		<b>Total Invoice - 12/7/2015 10:48:02 AM</b>			<b>\$35.53</b>
	<b>Total 38478</b>				<b>\$35.53</b>
<b>Total Sunset Auto Parts Inc.</b>					<b>\$35.53</b>
<b>Troy Richardson</b>	<b>38479</b>			<b>2015 - December - First meeting</b>	
		<b>Invoice - 11/24/2015 10:35:06 AM</b>			
			<b>DOH permit</b>		
			401-000-000-534-00-43-00	Travel/Meals/Lodging	\$42.00
		<b>Total Invoice - 11/24/2015 10:35:06 AM</b>			<b>\$42.00</b>
		<b>Invoice - 12/1/2015 4:31:33 PM</b>			
			<b>WWTF Fee</b>		
			409-000-000-535-00-43-02	Training	\$50.00
		<b>Total Invoice - 12/1/2015 4:31:33 PM</b>			<b>\$50.00</b>
	<b>Total 38479</b>				<b>\$92.00</b>
<b>Total Troy Richardson</b>					<b>\$92.00</b>
<b>Verizon Wireless</b>	<b>38480</b>			<b>2015 - December - First meeting</b>	
		<b>Invoice - 12/1/2015 4:30:05 PM</b>			
			401-000-000-534-00-42-00	Communications	\$96.95
		<b>Total Invoice - 12/1/2015 4:30:05 PM</b>			<b>\$96.95</b>
	<b>Total 38480</b>				<b>\$96.95</b>
<b>Total Verizon Wireless</b>					<b>\$96.95</b>
<b>Visa</b>	<b>38481</b>			<b>2015 - December - First meeting</b>	
		<b>Invoice - 12/7/2015 11:37:23 AM</b>			
			001-000-000-514-20-31-00	Office & Operating Supplies	\$106.82
			001-000-000-514-20-49-00	Miscellaneous	\$30.00
			<b>FEE</b>		
			401-000-000-534-00-31-00	Operation & Maintenance	\$21.47
			401-000-000-534-00-31-06	Office & Customer Service	\$94.95
			401-000-000-594-34-62-03	Plant Improvements	\$264.23
			409-000-000-535-00-31-01	Operations And Maintenance	\$21.48
			409-000-000-535-00-43-02	Training	\$61.00
		<b>Total Invoice - 12/7/2015 11:37:23 AM</b>			<b>\$599.95</b>
		<b>Invoice - 12/7/2015 11:44:45 AM</b>			
			001-000-000-514-20-31-00	Office & Operating Supplies	\$51.03
			001-000-000-576-80-31-00	Office & Operating Supplies	\$51.03
			101-000-000-543-30-30-00	Office And Operating	\$51.03
			401-000-000-534-00-31-00	Operation & Maintenance	\$202.89
			408-000-000-531-38-31-01	Operations & Maintenance	\$51.04
			409-000-000-535-00-31-01	Operations And Maintenance	\$51.04
		<b>Total Invoice - 12/7/2015 11:44:45 AM</b>			<b>\$458.06</b>
	<b>Total 38481</b>				<b>\$1,058.01</b>
<b>Total Visa</b>					<b>\$1,058.01</b>
<b>Vision Municipal Solutions, Llc</b>	<b>38482</b>			<b>2015 - December - First meeting</b>	
		<b>Invoice - 12/3/2015 11:57:00 AM</b>			
			<b>3292</b>		
			401-000-000-534-00-31-06	Office & Customer Service	\$170.22
			408-000-000-531-38-31-01	Operations & Maintenance	\$100.00
			409-000-000-535-00-31-08	Office Supplies & Customer	\$170.22
		<b>Total Invoice - 12/3/2015 11:57:00 AM</b>			<b>\$440.44</b>
	<b>Total 38482</b>				<b>\$440.44</b>
<b>Total Vision Municipal Solutions, Llc</b>					<b>\$440.44</b>
<b>WA State Dept of Revenue</b>					

Vendor	Number	Reference	Account Number	Description	Amount
		<b>Payment - 12/1/2015 2:58:21 PM</b>		<b>2015 - December - Manual</b>	
		<b>Invoice - 12/1/2015 2:56:16 PM</b>			
			<b>Nov Excise tax</b>		
			401-000-000-534-00-31-02	Monthly Excise Tax Pay	\$2,637.04
			408-000-000-531-38-31-02	Excise Tax	\$92.14
			409-000-000-535-00-31-03	Excise Tax	\$1,016.43
		<b>Total Invoice - 12/1/2015 2:56:16 PM</b>			<b>\$3,745.61</b>
		<b>Total Payment - 12/1/2015 2:58:21 PM</b>			<b>\$3,745.61</b>
<b>Total WA State Dept of Revenue</b>					<b>\$3,745.61</b>
<b>Wilcox &amp; Flegel Oil Co.</b>					<b>\$3,745.61</b>
<b>38483</b>					
				<b>2015 - December - First meeting</b>	
		<b>Invoice - 12/1/2015 4:27:46 PM</b>			
			<b>0706263-IN</b>		
			409-000-000-535-00-32-00	Gas/oil Products	\$107.35
		<b>Total Invoice - 12/1/2015 4:27:46 PM</b>			<b>\$107.35</b>
		<b>Invoice - 12/7/2015 10:50:18 AM</b>			
			001-000-000-576-80-31-00	Office & Operating Supplies	\$102.30
			101-000-000-543-30-30-01	Gasoline & Oil Products	\$102.30
			401-000-000-534-00-32-00	Gasoline	\$199.40
			408-000-000-531-38-32-00	Gas/Oil Products	\$102.30
			409-000-000-535-00-32-00	Gas/oil Products	\$100.00
		<b>Total Invoice - 12/7/2015 10:50:18 AM</b>			<b>\$606.30</b>
		<b>Total 38483</b>			<b>\$713.65</b>
<b>Total Wilcox &amp; Flegel Oil Co.</b>					<b>\$713.65</b>
<b>William R. Penoyar, Attorney at Law</b>					
<b>38484</b>					
				<b>2015 - December - First meeting</b>	
		<b>Invoice - 11/30/2015 10:38:14 AM</b>			
			001-000-000-512-50-40-03	Municipal Court Services	\$412.00
		<b>Total Invoice - 11/30/2015 10:38:14 AM</b>			<b>\$412.00</b>
		<b>Total 38484</b>			<b>\$412.00</b>
<b>Total William R. Penoyar, Attorney at Law</b>					<b>\$412.00</b>
<b>Zee Medical Service Co.</b>					
<b>38485</b>					
				<b>2015 - December - First meeting</b>	
		<b>Invoice - 12/1/2015 4:39:31 PM</b>			
			<b>68299536</b>		
			101-000-000-543-30-30-00	Office And Operating	\$103.71
		<b>Total Invoice - 12/1/2015 4:39:31 PM</b>			<b>\$103.71</b>
		<b>Total 38485</b>			<b>\$103.71</b>
<b>Total Zee Medical Service Co.</b>					<b>\$103.71</b>
<b>Grand Total</b>		<b>Vendor Count</b>	<b>53</b>		<b>\$189,287.96</b>

# Long Beach Police

P.O. Box 795  
Long Beach, WA 98631

lbpdchief@centurytel.net

Phone 360-642-2911  
Fax 360-642-5273

12-01-15

Page 1 of 2

To: Mayor Cassinelli and Ilwaco City Council

From: Chief Flint R. Wright

Ref.: Monthly Report for November 2015

During the month of November the Long Beach Police Department handled the following cases and calls:

## Long Beach

**609** Total Incidents  
Aid Call Assists: 3  
Alarms: 9  
Animal Complaints: 2  
Assaults: 4  
Assists: 70  
(Includes 11 Law Enforcement Agency Assists Outside City Boundaries)  
Burglaries: 2  
Disturbance: 16  
Drug Inv.: 5  
Fire Call Assists: 0  
Follow Up: 115  
Found/Lost Property: 5  
Harassment: 9  
Malicious Mischief: 3  
MIP – Alcohol: 0  
MIP – Tobacco: 0  
Missing/Found Persons: 1  
Prowler: 1  
Runaway: 2  
Security Checks: 241  
Suspicious: 26  
Thefts: 6  
Traffic Accidents: 5  
Traffic Complaints: 5  
Traffic Tickets: 14  
Traffic Warnings: 36  
Trespass: 7  
Warrant Contacts: 11  
Welfare Checks: 11

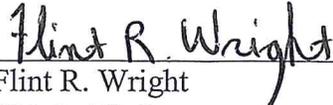
## Ilwaco

**440** Total Incidents  
Aid Call Assists: 4  
Alarms: 4  
Animal Complaints: 4  
Assaults: 1  
Assists: 37  
Burglaries: 1  
Disturbance: 10  
Drug Inv.: 3  
Fire Call Assists: 1  
Follow Up: 78  
Found/Lost Property: 3  
Harassment: 0  
Malicious Mischief: 2  
MIP – Alcohol: 0  
MIP – Tobacco: 0  
Missing/Found Persons: 0  
Prowler: 1  
Runaway: 1  
Security Checks: 249  
Suspicious: 12  
Thefts: 3  
Traffic Accidents: 0  
Traffic Complaints: 4  
Traffic Tickets: 5  
Traffic Warnings: 11  
Trespass: 1  
Warrant Contacts: 4  
Welfare Checks: 1

**Monthly Report Continued:**

**Page 2 of 2**

Nothing to report for November.

  
\_\_\_\_\_  
Flint R. Wright  
Chief of Police

**CITY OF ILWACO  
CITY COUNCIL AGENDA ITEM BRIEFING**

A. Meeting Dates: Council Workshop: Public Hearing: 11/9/15  
11/23/15  
Council Discussion Item: 10/12/15 Council Business Item: 12/14/15  
11/23/15

B. Issue/Topic: **City of Ilwaco Comprehensive Plan Adoption**

C. Sponsor(s):

1. Cassinelli
- 2.

D. Background (overview of why issue is before council):

The City of Ilwaco adopted its current Comprehensive Plan 18 years ago in 1997 as required under the Growth Management Act. RCW 36.70A.130 required the city to update this plan by December 1, 2010 to ensure compliance with the GMA.

E. Discussion (specific details relevant to the issue, pros/cons, alternatives and any other decision-making details):

1. To bring the city in compliance with the GMA, a plan update was initiated in 2014.
2. The Planning Commission held a public visioning session in March 2015.
3. A preliminary draft was prepared in July 2015 based upon data collected during the March visioning session, an update of technical planning information, and the requirements under RCW 36.70A and WAC 365-196.
4. This Comprehensive Plan update will take the place of the outdated 1997 Comp Plan.
5. This update does not include an Economic Development element as it is not a required element, however it would be a good practice to draft a separate economic development stand-alone policy. Please see briefing material for more information on the economic development element requirements.

F. Impacts:

1. Fiscal:
2. Legal: This ordinance has been reviewed by Heather Reynolds.
3. Personnel:
4. Service/Delivery:

G. Planning Commission:  Recommended  N/A  Public Hearing on

H. Staff Comments:

I. Time Constraints/Due Dates:

J. Proposed Motion: **I move to enact Ordinance XXX, adopting the Comprehensive Plan dated June 2015, with recommended amendments December 2015, by reference as part of the Ilwaco Municipal Code.**

**CITY OF ILWACO  
ORDINANCE NO. XXX**

**AN ORDINANCE OF THE CITY OF ILWACO, WASHINGTON, ADOPTING A STATUTORILY REQUIRED UPDATE TO THE CITY OF ILWACO COMPREHENSIVE PLAN.**

**WHEREAS**, the City of Ilwaco adopted its current comprehensive plan 18 years ago, in 1997, as required under the Growth Management Act; and

**WHEREAS**, RCW 36.70A.130 requires that local jurisdictions periodically update their comprehensive plans in keeping with review schedules set forth in the law, to ensure compliance with Growth Management Act and Chapter 365-196 RCW, Procedural Criteria for Adopting Comprehensive Plans and Development Regulations; and

**WHEREAS**, City of Ilwaco is currently in “noncompliance” status with the periodic update requirements of RCW 36.70A.130, and

**WHEREAS**, to bring the city into compliance with the Growth Management Act, the City initiated a plan update in 2015; and

**WHEREAS**, a preliminary draft comprehensive plan was introduced in a public visioning session in March of 2015, and prepared to meet the requirements of RCW Chapter 36.70A and WAC Chapter 365-196; and

**WHEREAS**, following review and public meetings, the Ilwaco Planning Commission recommended adoption of the draft comprehensive plan update in July 2015; and

**WHEREAS**, state agencies with jurisdiction have reviewed the draft comprehensive plan update and offered no comments; and

**WHEREAS**, the draft comprehensive plan update was reviewed under the State Environmental Policy Act and received a Determination of Non-Significance; and

**WHEREAS**, the City Council held a public hearing on October 12, 2015, to gather public input on the adoption of the draft comprehensive plan update; and

**WHEREAS**, the City Council has engaged in additional review and considered additional amendments, technical corrections, and editorial changes to the draft comprehensive plan update;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ILWACO,  
WASHINGTON, DOES ORDAIN AS FOLLOWS:**

**Section 1.** The City Council of the City of Ilwaco hereby adopts by reference the document entitled *Draft City of Ilwaco June 2015 with Recommended Amendments December 2015* and retitles it *City of Ilwaco Comprehensive Plan Update 2015* as a replacement for the comprehensive plan dated 1997; except for the Future Land-Use Map contained in the draft plan.

**Section 2.** The City Council of the City of Ilwaco hereby authorizes its staff and/or contractor(s) to prepare and replace the draft plan cover page with a new page displaying the proper title as shown in Section 1 of this Ordinance, save marked changes as final text, and make pagination and formatting changes to the document date to create a final, "as adopted" plan document.

**Section 3.** The City Council of the City of Ilwaco hereby directs its staff and/or contractor(s) to prepare for its consideration and adoption no later than January 30, 2016, a Future Land-Use Map that meets the standards of the state Growth Management Act.

**Section 4.** Severability. If any section, subsection, paragraph, sentence, clause or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining parts of this ordinance.

**Section 5.** Referendum and Effective Date. This Ordinance, being an exercise of a power specifically delegated to the city legislative body, is not subject to referendum, and shall take effect and is in full force five (5) days after its passage, approval and publication of an approved summary of the title as provided by law.

**PASSED BY THE CITY COUNCIL OF THE CITY OF ILWACO, AND SIGNED IN  
AUTHENTICATION OF ITS PASSAGE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2015.**

\_\_\_\_\_  
Mike Cassinelli, Mayor

ATTEST:

\_\_\_\_\_  
Holly Beller, City Clerk

VOTE	Jensen	Karnofski	Marshall	Chambreau	Fornier	Cassinelli
Ayes						
Nays						
Abstentions						
Absent						

PUBLISHED: Month date, Year

EFFECTIVE: Month date, Year



120 First Avenue North  
PO Box 548 • Ilwaco, WA 98624  
City Hall Phone: 360.642.3145  
City Planner Phone: 360.577.3041  
www.ilwaco-wa.gov

## Staff Report and Recommendation to Ilwaco City Council

**Proposal:** 2015 Comprehensive Plan Update  
**Meeting/Hearing Date:** December 14, 2015  
**Applicant:** City of Ilwaco  
**City Contact:** Sam Rubin, City Planner  
Email: [srubin@cwco.org](mailto:srubin@cwco.org)  
Phone: 360.577.3041  
Address: 207 4<sup>th</sup> Ave. North—Admin Annex  
Kelso, WA 98626  
**Project Vicinity:** All areas within the Ilwaco city limits/urban growth area

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**City Council Action Required:** Yes

**Possible Actions:**

1. Adopt the proposed comprehensive plan update as written;
2. Adopt the proposed comprehensive plan update with recommended modifications;
3. Do not adopt the proposed comprehensive plan update;
4. Continue to a future date to obtain additional information or to consider information presented.

**Planning Commission Recommendation:** At its August 4, 2015 meeting, the Planning Commission voted unanimously to recommend approval of the proposed comprehensive plan update. A memo to City Council was attached as Exhibit A to the November 23 staff report, presenting the Planning Commission's findings of fact, conclusions, and recommendation.

**City Planner Recommendation:** Adopt the "as amended" draft of the comprehensive plan update that includes recommended technical corrections and editorial clean-up, except for the Future Land-Use Map (discussed below and in document notes).

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## OVERVIEW

The City of Ilwaco has prepared an update of its comprehensive plan in compliance with Chapter 36.70A RCW (Growth Management Act - GMA). The comprehensive plan is used to guide actions related to growth and development within the city. The proposed update was developed by planning consultant John Kliem with Creative Community Solutions, with assistance from the former city planner, city staff, the Ilwaco Planning Commission, and community members.

The primary focus of this update was to bring the plan into compliance with the GMA by incorporating the basic required information in a manner consistent with the Pacific County Countywide Planning Policies. The City recognizes that it has missed previous deadlines to update the plan, which are required by GMA. Through this update, the City aims to resolve this noncompliance and regain eligibility for state grants and loans.

The City relied on the Planning Commission as the responsible organization to oversee the update. Briefings have been held with the Planning Commission since March 2015. A public workshop was also held on March 3, 2015 where the planning consultant facilitated a discussion on a community vision statement to guide the development of the comprehensive plan.

## **PROCESS**

Decision Procedure: In accordance with IMC 15.06.060, comprehensive plan updates (legislative process) shall be approved by the Ilwaco City Council, following a State Environmental Policy Act (SEPA) review, a public meeting held by the Planning Commission, and an open record public hearing with City Council.

SEPA Review: A SEPA checklist (Exhibit B to the November 23 staff report) was prepared by City staff, and the proposal was determined to not have a significant adverse impact upon the environment. A Determination of Non-Significance (DNS) was issued by the City on October 13, 2015, and a 14-day public comment period was issued. No comments were submitted during the 14-day period; however, the former city planner submitted a comment letter one day late on October 28, 2015. Those comments may be considered by the City Council and were included as Exhibit C to the November 23 staff report.

Planning Commission Public Meetings: The Ilwaco Planning Commission held numerous monthly public meetings between March and July 2015, where they routinely heard presentations on the comprehensive plan update, given by the former city planner and the planning consultant. Both the public and the Planning Commission had opportunity to offer input.

Public Hearing with City Council: An Open Record Public Hearing before City Council was held November 9, 2015 and continued to November 23, 2015. Necessary changes to the June 2015 draft plan were discussed by members of the Council and were incorporated into the November 23 staff report. Additionally, the former city planner provided comments which were also addressed in the November 23 staff report.

Additional Review and Amendments. At its November 23 meeting, the City Council allowed additional time for individual council members to submit comments. Councilmember Chambreau did so. CWCOG staff took advantage of this additional time to conduct additional review and develop amendments to address their and, where able, Councilmember Chambreau's comments. Staff also provided editorial review for quality control. The final draft provided for consideration with this staff report incorporates all these proposed changes, which are marked for Council's ease in reviewing.

State Department of Commerce Review: The City submitted the June 2015 draft comprehensive plan to the Department of Commerce for 60-day review on July 14, 2015. The Department of Commerce responded on September 23, 2015, and had no comments.

## **MAJOR REVISIONS PROPOSED BY THE JUNE 2015 DRAFT**

The June 2015 draft includes some substantial changes to the currently adopted plan. A new community vision statement was added, based on input gathered at the March 2015 public workshop. This vision statement addresses several community aspirations, including increased business, housing, and transit opportunities; community aesthetics; new infrastructure; additional senior resources; and more parks and recreation. These aspirations were used to develop new goals and planning policies presented in each of the plan's six elements, which should direct the City's decision making process for guiding future

development. Additional data and information used to develop the goals and policies is included in the technical information profiles section of the plan.

Another major revision proposed in the June draft is the elimination of two elements that are included in the currently adopted plan:

1. Port Element: The draft plan does not include a port element. Per RCW 36.70A.085, comprehensive plans of cities that include all or part of a port district with annual operating revenues in excess of \$20 million may include a marine industrial port element. Because this element is not required, the former city planner and planning consultant chose not to include the port element in the update. One may be added at a future date if the City Council and Port of Ilwaco Commission deem it necessary.
2. Economic Development: The currently adopted plan includes an economic development element; however, the draft update does not. An economic development element is required under RCW 36.70A.070; however, an additional clause was later added to nullify the requirement lacking state funding. (If state funding is ever established to do this work, the requirement may resume.) Because this element is not currently required, the former city planner and planning consultant chose not to include the economic development element in the update. One may be added at a future date if the City Council deems it necessary or if the state requirement is reestablished.

Another major revision to the June draft was the addition of a section titled “Sustaining the Comprehensive Plan.” The section outlines new goals and policies that guide the City in protecting private property rights, citizen engagement, comprehensive plan monitoring, interjurisdictional planning, and making future plan amendments.

## **RECOMMENDED TECHNICAL CORRECTIONS**

In the time that the new planning staff has had to review the document, we have found that the draft plan contains certain technical errors that are either necessary or worthwhile to correct before adoption. Recommended corrections are discussed below and are incorporated into the “as amended” draft plan presented with this staff report.

Page 3: The “City of Ilwaco Planning History” has been combined with the following section discussing comprehensive plan update requirements to more accurately portray the legal requirements and timeline of events leading to the current update, as well as future update requirements. This includes appropriate references in the footnotes.

Page 8: The Policies for Residential Districts have been modified to conform with RCW 35A.21.312, consistent with previous Council review and discussion.

Page 9: The official Future Land-Use Map provided with the plan draft is flawed. It does not designate future land uses but instead appears to be a draft “artifact” that shows the zoning districts. There is also an error that leaves out a portion of the map. Because the CWCOG has no access to the City’s GIS layers, there was no opportunity to modify this map for timely adoption. It is recommended that the City Council remove this map from the adopted document and provide for its swift correction and adoption. This is also discussed in the sidebar note in the draft document.

Comments received from Councilmember Chambreau on December 3, 2015, have also been incorporated into the document as discussed below:

Page 38. In reviewing Councilmember Chambreau’s remark about an incomplete sentence, staff came to believe that the information contained in this section leads to a different conclusion. Staff has drafted additional information updating and completing the section on “Population Growth Analysis and Projection” utilizing data from the 2010 Pacific County Comprehensive Plan and the most recent population projection data available through the Washington State Office of Financial Management.

Page 45. The Sahalee Reservoir has been dismantled and has been removed from the text.

Page 51. The Telecommunications section was updated to include additional service providers operating within Ilwaco.

## **CONCLUSIONS**

The CWCOG has contracted with the City of Ilwaco for only a short period of time, was not involved in the update process of the comprehensive plan, and has had limited opportunity to fully ensure the document’s compliance with state law. Therefore, CWCOG staff is relying on the guidance of the planning consultant, City staff, and the Planning Commission in drawing these conclusions:

1. The draft comprehensive plan, as amended, conforms to the requirements of the Growth Management Act and the Procedural Criteria for Adopting Comprehensive Plans and Development Regulations; and
2. The draft comprehensive plan, as amended, reflects the opinions, comments, and ideas of Ilwaco’s citizens as collected through the Planning Commission’s public hearing.

### **Alternatives for action**

There are two different options for adoption. Both would be viable approaches, but each has a different outcome and implications that should be carefully weighed by the City Council.

Option 1. Adopt now. The City Council could adopt the proposed 2015 comprehensive plan update, as presented in the June 2015 Draft, with or without the recommended amendments.

The City has secured funding guarantees (combination loan/grant monies) from the state Water Quality Combined Financial Assistance Account, Drinking Water State Revolving Fund, and the Centennial Clean Water Account. These funds are needed to address an urgent sewer project for the Sahalee subdivision. The state legislature enacted restrictions on numerous state funding sources that require GMA compliance in order to be eligible for this funding; so in its current, noncompliant position, the City cannot access some or all of these funds. It is the City’s hope that adoption of the comprehensive plan update and, separately, the critical areas ordinance and capital facilities plan, will bring it into compliance with GMA so that it may receive these grants and loans.

This may or may not be the case. There are a number of different definitions of GMA compliance specific to various funds. What may be considered “in compliance” for one fund may not be the same as another. At the same time, it is not clear whether funders conduct independent verification of compliance according to specific definitions versus using the Department of Commerce’s compliance status report.

One fundamental, common thread in determining GMA compliance is whether a jurisdiction has (a) adopted a comprehensive plan under the GMA; and (b) adopted development regulations that are consistent with and implement the comprehensive plan. The development regulations contained in the City's currently adopted municipal code have not been reviewed to determine whether or not they are "consistent with and implement" the updated comprehensive plan. Corresponding code amendments have not been developed. Therefore, irrespective of whether the City adopts the updated comprehensive plan, critical areas ordinance, and capital facilities plan, staff cannot predict whether the state will continue to deem it out of compliance with GMA because its development regulations have not been correspondingly updated. If this occurs, the City's eligibility for certain state funds could continue to be compromised, regardless of this update.

Additionally, if the City adopts the plan update at this point, it will still be required to meet the next statutory update deadline of June 2018 (see additional information below). With lead-in work on an update typically taking one to two years, the City will need to initiate another update process no later than 2017.

Option 2. Delay adoption by a year. The next statutory update deadline is June 2018. Per provisions in RCW 36.70A.130, state law allows jurisdictions to adopt ahead of the deadlines. Commerce staff advised that its standard for early adoption is two years. Therefore, by adopting the update now, an entirely separate update process will need to be undertaken sometime between June 2016 and June 2018. Delaying adoption by one year would offer the City time in which to work on updating its development regulations as well, leading toward an improved GMA compliance profile. However, during the intervening year, the City would remain out of compliance with the GMA and, as such, may not be able to access state funds whose eligibility is tied to GMA compliance. It is not clear how long the state will "hold" a grant or loan offer; this may rely on legislative appropriations and the state biennium. It is possible the City could lose some or all of its project funding.

#### **CITY PLANNER RECOMMENDATION**

City staff and the Department of Ecology have asserted that state funds may be withheld unless this plan update is adopted by January 2016. Because these funds are needed in order to address an urgent sewer project that impacts the public health, the City Planner recommends Option 1 listed above: to adopt the "as amended December 2015" draft of the comprehensive plan update, with direction to develop and adopt a consistent Future Land-Use Map as soon as practically possible.

#### **EXHIBITS**

A. Ilwaco Comprehensive Plan – "As Amended December 2015" Draft



**Draft**

# **Comprehensive Plan**



**June 2015**

**With Recommended Amendments**

**December 2015**

**City of Ilwaco**  
**Comprehensive Plan**

As adopted \_\_\_\_\_

**Mayor:**

**Mike Cassinelli**

**City Council:**

**David Jensen**

**Vinessa Karnofski**

**Fred Marshall**

**Jon Chambreau**

**Gary Forner**

**Planning Commission:**

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**Dave McKee, Public Works**

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**Consultant:**

**John Kliem**

 CREATIVE COMMUNITY SOLUTIONS, INC.

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## Introduction

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The City of Ilwaco Comprehensive Plan is a guideline for future development in the community. It communicates to citizens, private developers, and other public agencies a coordinated vision for the city that the City Council and the Planning Commission will encourage over the next 20 years.

### Planning under the Growth Management Act

The City of Ilwaco is required to prepare a comprehensive plan and development regulations that complies with the Growth Management Act (GMA), Chapter 36.70A of the Revised Code of Washington. The Washington State Legislature adopted the GMA in 1990 because it found

*"...that uncoordinated and unplanned growth, together with a lack of common goals expressing the public's interest in the conservation and the wise use of our lands, pose a threat to the environment, sustainable economic development, and the health, safety, and high quality of life enjoyed by residents of this state. It is in the public interest that citizens, communities, local governments, and the private sector cooperate and coordinate with one another in comprehensive land use planning."*<sup>1</sup>

The GMA provides both the legal structure and context for planning in the city, Pacific County, and many other local jurisdictions in the state. The GMA is simultaneously hierarchical and bottoms-up in approach.

The GMA consists of an extensive set of laws and administrative procedures for how Ilwaco plans under the act. The basic planning framework mandated by the GMA requires Ilwaco to:

- Participate in regional planning efforts with Pacific County and the Cities of Long Beach, Raymond, and South Bend to prepare and adopt countywide planning policies;
- Prepare and adopt a comprehensive plan consistent with the GMA and the countywide planning policies; and
- Prepare and adopt development regulations consistent Ilwaco's comprehensive plan. Development regulations consist of critical areas, zoning, and subdivision laws.

The GMA requires local comprehensive plan to address the state's 13 broad planning goals. These are:

- Encourage urban growth where facilities are adequate to meet service needs.

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<sup>1</sup> RCW 36.70A.010

- Eliminate sprawling, low-density development that is expensive to deliver services to and is destructive to critical areas, rural areas, and resource values.
- Encourage efficient, multi-modal transportation.
- Encourage a variety of affordable housing for all economic segments of the population.
- Encourage economic development consistent with resources and facilities throughout the state.
- Protect property from arbitrary decisions or discriminatory actions.
- Issue permits in a timely manner and administer them fairly.
- Maintain and enhance resource-based industries.
- Encourage retention of open space and recreational areas.
- Protect the environment and enhance the quality of life.
- Encourage citizen involvement in the planning process.
- Ensure that adequate provision of public facilities and services in a timely and affordable manner.
- Identify and encourage preservation of historic sites.

### Countywide Planning Policies

In 1997, Pacific County and the Cities of Long Beach, Ilwaco, Raymond, and South Bend prepared and adopted countywide policies.<sup>2</sup> The intent of these policies is to coordinate the broader aspects of how all five jurisdictions approach comprehensive planning within Pacific County. These eight policies addressed:

- Establishing urban growth areas
- Promoting contiguous and orderly development and providing urban services
- Identifying transportation facilities and strategies
- Providing for affordable housing for all citizens
- Encouraging joint county and municipal planning
- Planning for economic development and employment
- Siting countywide and statewide public capital facilities
- Analyzing the fiscal impacts of growth

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<sup>2</sup> Appendix A contains a copy of the Countywide Planning Policies.

Using both GMA goals and the countywide planning policies, the City also must develop its comprehensive plan within a framework set by Chapter 365-196 of the Washington Administrative Code, *Procedural Criteria for Adopting Comprehensive Plans and Development Regulations*.

The comprehensive plan is also important as the City's official policy document that provides the reasoning behind laws relating to zoning, critical areas regulations, and land division. The GMA requires that all development regulations must be consistent with the goals and policies within the comprehensive plan. The state Shoreline Management Act also requires integration of the shoreline master program with the comprehensive plan.

### City of Ilwaco Planning History and 2015 Update

When Pacific County chose to plan under the GMA in October 1990, the City of Ilwaco was required to prepare a comprehensive plan and development regulations consistent with the state law and the countywide planning policies. The City adopted its first GMA comprehensive plan in July 1997, with its first mandatory update due no later than December 2007.<sup>3</sup> Terms later added to the GMA gave Ilwaco two 36-month automatic extensions<sup>4</sup>, but all three deadlines went unmet. The City is now adopting this 2015 update to its comprehensive plan in order to bring it into compliance with the planning requirements of GMA, so that the City may access state funding programs that are conditioned upon GMA compliance. The next update will be due no later than June 30, 2018, and every eight years thereafter.<sup>5</sup>

In 2011, Pacific County's 2010 comprehensive plan update came under challenge before the Western Washington Growth Management Hearings Board over the delineation of the urban growth area boundaries. While the challenge primarily focused on the unincorporated Seaview area, the County responded by passing an ordinance that retracted all urban growth area associated with incorporated areas to each municipality's city limits.<sup>6</sup> There has been no action to-date on revisiting the urban growth boundaries through the countywide planning process.

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<sup>3</sup> RCW 36.70A.130(4)(d)

<sup>4</sup> RCW 36.70.130(6)(c) and (d)

<sup>5</sup> RCW 36.70A.130(5)(d)

<sup>6</sup> Pacific County Ordinance 161, December 13, 2011; Resolution 2012-022, April 12, 2012

## Organization of the Comprehensive Plan

The comprehensive plan consists of six elements that provide goals and policies for guiding future development in the city. These elements address goals and policies for land use, housing, public facilities and services, utilities, transportation, and sustaining the comprehensive plan.

Information used to develop the goals and policies within each element follows in the technical information profiles.

**Commented [dlj1]:** Recommend removing this section as it has been significantly combined with the prior section. Also, there are numerous RCWs, WACs, and guidelines associated with state funding being reliant on GMA compliance. Depending on the funding program, different citations may apply. This has been captured in a general statement in the previous paragraph.

## **Community Vision Statement**

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The Ilwaco Planning Commission hosted a workshop on March 3, 2015, to develop a community vision statement to guide the development of the comprehensive plan.

### **By Land or by Sea**

Ilwaco will become a destination community that features its historic roots as a fishing village, transportation hub, and center of commerce; where the Columbia River meets the Pacific Ocean. The City will entice visitors to Ilwaco by marketing the community regionally and around the globe. Once here, visitors will learn more about Ilwaco's amenities through information kiosks and improved signage.

### **Increased Business Opportunities**

The future of Ilwaco depends on the presence of a strong local economy that serves the needs of residents and visitors alike. Improving downtown Ilwaco should be a central focus of this effort. The City needs to provide incentives for property owners who invest in their buildings and make them available for new businesses. While creating a year-round economy is important, the community has tremendous potential to expand its range of businesses serving seasonal tourism. The City and private interests should collaborate especially with the Port of Ilwaco to increase services to visitors who come during the charter boat season. Businesses such as restaurants, accommodations, entertainment opportunities, and services will contribute to creating a vibrant downtown environment.

### **Streetscapes – Looking for Excellence**

Ilwaco needs a bit of sprucing up to take best advantage of its many terrific community assets. By cleaning up nuisance properties, improving storefronts, and repairing sidewalks, Ilwaco's appearance and attractiveness will truly shine. The City can facilitate this effort by exploring alternative street design that improves the appearance of its thoroughfares and increases pedestrian accessibility within the community.

### **Infrastructure Serving Housing, Businesses, and Parks**

Infrastructure plays an important economic role in sustaining and growing housing, businesses, and parks in Ilwaco. The City should continue to its investment in improving and expanding its infrastructure throughout the community. Improving City infrastructure to Port of Ilwaco properties benefits the downtown core.

### Increase Senior Resources

As the demographics for Ilwaco show, serving the growing population of people over the age of 65 years is increasing steadily in importance. The City should encourage a wide range of housing types for seniors, including elder housing and long-term care. There also will be a need for expanding senior-oriented health care.

### Increased Housing Opportunities

Ilwaco needs to encourage a diverse array of housing types to address the needs of permanent and part-time residents. The City can be a catalyst for increasing housing opportunities for low- and moderate-income people by adopting innovative regulations, reducing infrastructure costs, and seeking state and federal grant resources. Expanding other housing options for visitors and part-time residents, such as condominiums and vacation rentals, will contribute to Ilwaco's overall economy.

### Increased Transportation Opportunities

The City should collaborate with Pacific Transit to find ways to increase the frequency of transit operations between Ilwaco and Long Beach. Forging this connection will benefit both communities economically.

### More Parks and Recreation

Parks and recreation programs play an important role in the quality of life for Ilwaco citizens, especially for its youth. The City should seek to improve its existing facilities while promoting new ones. Potential projects include skate and splash parks for youth, a performance pavilion for public entertainment, and bike and pedestrian paths that link the community together. The addition of showering and laundry facilities at the Port of Ilwaco that serve visiting recreational boaters would be a great draw.

## Land-Use Element

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This element provides for the general distribution, location, and extent of land uses for residential, commercial, manufacturing areas within the city over the next 20 years to accommodate anticipated growth. It also includes goals and policies for environmental protection, urban growth areas, and open space.

### Accommodating Anticipated Future Growth

*Goal: Ensure an adequate supply of land over the next 20 years to accommodate the residential, commercial, manufacturing, and public services and facilities needs of the community.*

### Planning Policies for Accommodating Future Growth

- 1.1. Ilwaco forecasts an annual growth rate of 0.75 percent over the next 20 years that will increase the resident population by approximately 153 people, resulting in an estimated total resident population of to 1,098 people by 2035.
- 1.2. The City anticipates the continued trend of second home ownership by nonresidents over the 20-year planning period. These vacation homes likely could add an additional 15 units beyond the 73 new units needed to serve a growing resident population.
- 1.3. Carefully monitor annual population estimates annually to evaluate the impact of in-migration into the community to determine if seasonal residents become permanent ones.

### Planning Policies for Future Land Demand

- 1.4. The projected increase in resident population by 2035 will create a need for 73 new housing units within the city, creating an estimated total resident housing stock of 643 units.
- 1.5. The estimated demand for future resident housing is expected to comprise 62 single-family units and 11 multifamily units.
- 1.6. The estimated gross residential acreage necessary for accommodating future single-family development will be approximately nine acres.
- 1.7. The estimated gross residential acreage necessary for accommodating future multifamily housing will be approximately one-half acre.

- 1.8. Future commercial development will focus on the redevelopment of properties within the existing downtown area, First Avenue, and on Port of Ilwaco properties near the waterfront.
- 1.9. Future industrial development will focus on Port of Ilwaco properties near the waterfront and at the airport.
- 1.10. There is sufficient vacant land available within the existing city limits to accommodate projected residential growth. The current city limits boundary is sufficient to accommodate urban growth for the City of Ilwaco over the next 20 years.

### Distribution of Development Districts

**Goal:** *The City will protect traditional development patterns by separating land uses into appropriate districts in accordance with the Future Land Use Map.*

**Commented [dlj2]:** The development districts discussed here are not broad future land-use designations, but rather individual zoning districts.

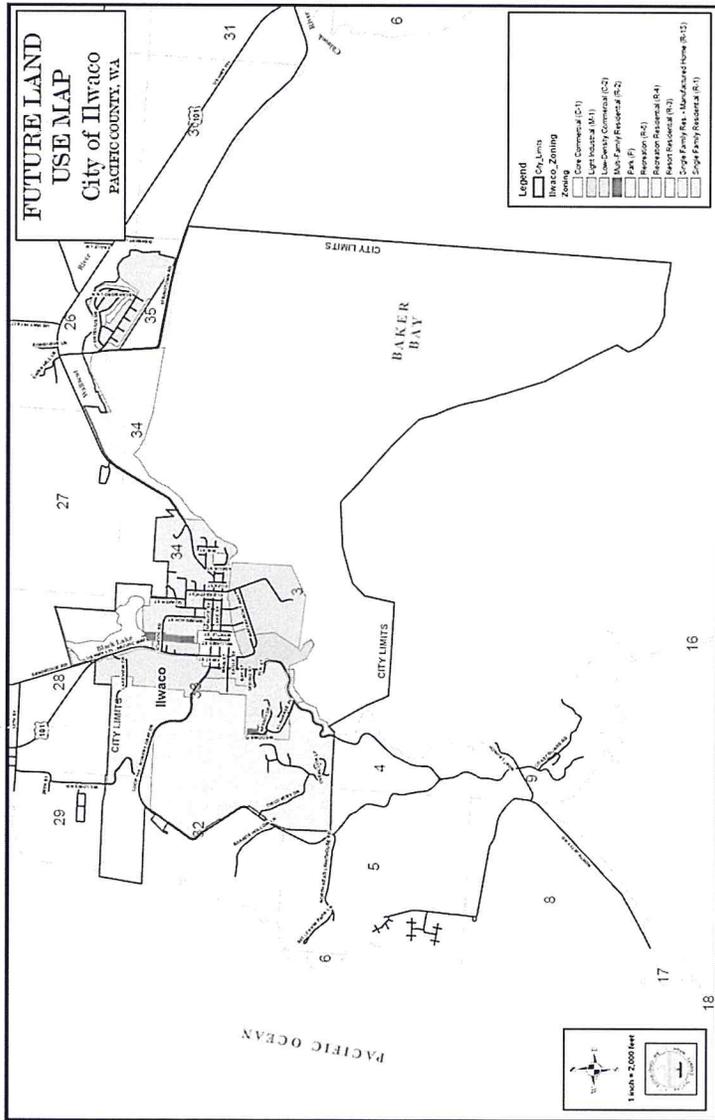
### Policies for Residential Districts

- 1.11. Maintain a low-density Residential (R-1) District that serves the needs of single-family homes, including new manufactured homes, in a traditional neighborhood development pattern. Net density standards for the district will be seven dwelling units per acre with a minimum lot size of 6,000 square feet. Allowed uses also include parks, schools, and public facilities and services.
- 1.12. Maintain a Multifamily Residential (R-2) District that allows single-family, duplex, and multifamily dwellings at higher densities with a minimum lot size of 5,000 square feet for single-family and 7,000 square feet for duplexes. Multifamily units may locate at a net density of up to 25 units per acre. Allowed uses also include parks and public facilities and services.
- 1.13. Maintain a Resort Residential (R-3) District that promotes a mix of residential, recreation, and limited tourist-oriented commercial uses. Net density standards in the district for single-family residences will be seven dwelling units per acre with a minimum lot size of 6,000 square feet and 7,000 square feet for duplexes. Multifamily units may locate at a net density of up to 25 units per acre. Allowed uses also include parks, semi-public uses, and public facilities and services.

**Commented [dlj3]:** This map is problematic. It should show broad future land-use designations such as Residential, Commercial, Industrial, etc. Instead, it is a zoning map and is incomplete. CWCOG cannot repair the map or produce a new one timely to the adoption of this plan because it lacks access to Ilwaco's GIS layers.

1.14. Future Land Use Map

**Commented [dlj4]:** See note above. CWCOG recommends that Ilwaco City Council not adopt this map as part of the plan update but instead direct its replacement by a suitable future land-use map as soon as GIS data is available.



## **Policies for Commercial and Manufacturing Districts**

**Goal:** *Encourage economic development within the city by establishing districts appropriate for a range of commercial and manufacturing uses.*

- 1.15. Maintain a Downtown Commercial (C-1) District that reflects the city's historic mix of retail trade, dining, services, and professional businesses. The C-1 District encourages a compact, pedestrian-oriented development pattern. Residential uses may locate above the ground floor of commercial buildings. Other allowed uses include public facilities and services.
- 1.16. Prepare an economic development and urban design strategy for the Downtown Commercial District that integrates historic elements of Ilwaco's Nordic and commercial fishing heritage.
- 1.17. Maintain a Low-Density Commercial (C-2) District that provides for a wide range of retail trade, services, tourist recreation, public, and semi-public uses that serve the needs of residents and visitors. The focus of the C-2 District centers on the Port of Ilwaco's waterfront, First Avenue, and Second Avenue.
- 1.18. Maintain a Recreation (R-5) District that caters to the needs of tourism and recreational facilities. Businesses located in this district may include parks, camping facilities, recreational facilities, and other uses that serve both active and passive recreation activities.
- 1.19. Maintain a Light Industrial (M-1) District that allows for indoor and outdoor manufacturing activities that can require outdoor storage, sales, repair, and assembly. Uses in this district do not create noise, glare, and industrial wastes.
- 1.20. Discourage the siting of land uses adjacent to the Port of Ilwaco Airport that would disrupt aircraft use, including limiting the height of structures within the flight path.
- 1.21. Create flexible development regulations for the Downtown Commercial District that will provide private property owners with incentives for redevelopment.
- 1.22. Encourage the development of a downtown and waterfront strategic plan that identifies design themes and infrastructure improvements that improve the commercial viability of the area.

- 1.23. Continue to invest in street, sewer, and water infrastructure improvements to ensure the retention and expansion of businesses and manufacturing activities in the downtown and waterfront area.

## Environmental Protection

**Goal:** *Identify areas within the city that pose significant development constraints due to the presence of critical areas and manage them to protect public safety, property, and important environmental resources.*

### Policies for Environmental Protection

- 1.24. Critical areas within Ilwaco include geologically hazardous areas, frequently flooded areas, wetlands, and fish and wildlife habitat conservation areas.
- 1.25. Use best available science to designate and protect wetlands and fish and wildlife habitat conservation areas from incompatible development impacts with appropriate standards for buffers and mitigation.
- 1.26. Protect people and property in geologically hazardous and frequently flooded areas by adopting and implementing development regulations that adequately address the dangers associated with developing in these areas.
- 1.27. Avoid the location of public facilities within tsunami hazard and 100-year floodplains unless no other feasible alternative is available.
- 1.28. Maintain the City's participation in the National Flood Insurance Program.
- 1.29. Rely on Best Management Practices in Volume IV of the *Stormwater Management Manual for Western Washington* and develop a comprehensive storm drainage plans to reduce the threat of flooding to people and property as well as minimizes pollutant discharges to surface waters.
- 1.30. Encourage new developments to use low impact development methods to protect area water quality.
- 1.31. Annually review critical areas regulations to ensure they remain current with the best available science.
- 1.32. Cooperate with local land trusts to acquire and protect unique critical areas, especially quality wetlands and fish and wildlife habitat areas within the city.

- 1.33. Increase community resilience to tsunami inundation by seeking resources to plan for and establish appropriate emergency services at the School Hill evacuation assembly area.

#### Retaining Open Space

**Goal:** *Encourage the retention of open space in the community through innovative development standards, parks, and conservation areas.*

#### Policies for Open Space and Parks

- 1.34. Promote community health by encouraging citizens to stay physically active by providing parks, trails, and other recreation assets.
- 1.35. The comprehensive plan incorporates by reference the City of Ilwaco Parks, Trails & Natural Areas Plan – 2014-2020.
- 1.36. Adopt development regulations that allow for clustered developments for new neighborhoods to reduce development costs and encourage the retention of open space.
- 1.37. Incorporate within development regulations standards that protect unique view corridors within the city.
- 1.38. Encourage both public and private investment in acquiring open spaces within the city.

#### Urban Growth Area

**Goal:** *Ensure an adequate supply of land for future demand for residential, commercial, and industrial growth.*

#### Policies for Urban Growth Area

- 1.39. Monitor growth projections and available land supply annually to evaluate the need to identify lands for inclusion into a City of Ilwaco urban growth area, if necessary. Coordinate this evaluation process with Pacific County and the Cities of Long Beach, Raymond, and South Bend during periodic review of the Countywide Planning Policies and review the boundaries as needed.

## Housing Element

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The comprehensive plan promotes safe, affordable housing of choice for all citizens within the city. The housing element does this by creating a framework of goals and policies that encourages a public-private partnership to achieve these goals for the community.

### Housing Diversity

*Goal: Encourage the development of a wide range of housing types that serve the needs and choice of all Ilwaco residents.*

#### Policies for Housing Diversity

- 2.1. Provide for a mix of single-family (including stick-built and manufactured housing), duplex, and multifamily housing types in appropriate locations within the city's residential development districts.
- 2.2. Establish development regulations that accommodate manufactured housing in residential zoning districts on par with stick-built homes.
- 2.3. Encourage the development of residential living units above the ground floor of buildings in the Downtown Commercial District.
- 2.4. Encourage the development of assisted housing for seniors and people with disabilities throughout the city's residential and commercial districts.
- 2.5. Establish development standards that will allow the inclusion of accessory dwelling units within single-family homes.
- 2.6. Coordinate street and sidewalk improvements within neighborhoods to enhance the needs of residents with limited mobility.
- 2.7. Continue to encourage the development of housing for seasonal residents that includes single-family homes, condominiums, and apartments.
- 2.8. Prepare an assessment examining if there is a need for life/safety improvements for seniors and people with disabilities who wish to remain in their own homes. If such a need exists, pursue state and federal funding through grant programs, such as the Community Development Block Grant.

## Housing Affordability

*Goal: Encourage the development of housing for residents of all income levels.*

### Policies for Housing Affordability

- 2.9. Work with the Joint Housing Authority of Pacific County and the Longview Housing Authority to increase rental assistance programs for Ilwaco residents.
- 2.10. Encourage the development of affordable rental housing by working in part in partnership with private and nonprofit entities.
- 2.11. Explore potential affordable housing opportunities for Ilwaco residents by preparing a housing assessment that examines housing affordability in the community and identifies strategies and projects to address needs.
- 2.12. Incorporate innovative site development standards that reduce costs for new residential development, such as reduced right-of-way widths, sidewalk provisions, and alternative bulk and size requirements on lots.

## Housing Quality

*Goal: Promote safe housing for all Ilwaco residents through programs and services provided by the city and in partnership with other governmental agencies and nonprofits.*

### Policies for Housing Quality

- 2.13. Ensure public safety and housing values by enforcing building codes and nuisance regulations.
- 2.14. Collaborate with regional housing organizations to create and fund housing rehabilitation programs for low- and moderate-income households through state and federal housing programs, such as the Community Development Block Grant Program.

## Public Facilities and Services Element

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This element establish approaches and standards for providing adequate facilities and services in the City of Ilwaco consistent with the land-use element. In addition, it identifies capital improvements needed in the city over the next six years, how the City will allocate those costs between existing and new development, how to site essential public facilities in the community, and adopts by reference functional public facilities and services plans. The element also addresses the siting essential public facilities in accordance with the Countywide Planning Policies.

### Providing Adequate Public Facilities and Services

*Goal: Ensure the availability of adequate public facilities and services that meet the current and future development needs of Ilwaco.*

#### Policies for Providing Adequate Public Facilities and Services

- 3.1. Public facilities essential for accommodating development within the city consist of the water system, sewer collection system, stormwater collection, and city buildings.
- 3.2. The primary public services provided by the City include fire protection and parks.
- 3.3. Major city services that Ilwaco contracts for with other public and private agencies include law enforcement, library services, and solid waste management.
- 3.4. The City of Ilwaco adopts level-of-service (LOS) standards as the benchmark for evaluating, maintaining, and forecasting the adequacy of public services and facilities. The City will ensure public facilities and services meet the following LOS standards during the 20-year planning period:
  - A. Water System
    - Ensure sufficient water rights for the water service area that meets or exceeds the projected average day consumption rates in the City of Ilwaco Water System Plan, June 2011 (Table 2-11)
    - Meet or exceed all requirements for drinking water quality under the Federal Safe Drinking Water Act and under WAC 246-290, Part 4, for Group A Public Water Systems
    - Ensure that the water distribution system and storage facilities continues to meet or exceed the standards established under WAC 246-290, Part 3, for Group A Public Water Systems

- Maintain a fire-flow of 500 gallons per minute for residential zoning, and 3,000 gallons per minute for three hours in the city center and port area.

B. Sewer System

- Provide a sewage collection and treatment system that meets the projected needs of the service area as described in the City of Ilwaco Wastewater Facility Plan Update (2013) and the city's National Pollution Discharge Elimination Permit (NPDES).

C. Stormwater System

- Provide a public collection system capable of conveying a 25-year frequency storm event without flooding or damage to structures

D. City Buildings

- Provide and maintain city buildings for administrative staff, fire station, and community building

E. Law Enforcement

- Continue to contract with the City of Long Beach to provide 24-hour staffing

F. Fire Protection

- Maintain National Fire Protection Association Standard 1720, *Standard for the Organization and Deployment of fire Suppression Operations, Emergency Medical Operations and Special Operations to the Public by Volunteer Fire Departments*

G. Solid Waste Collection

- Continue to contract for solid waste collection services for residential and commercial disposal needs

H. Parks

- Continue to maintain and upgrade existing City park facilities, natural areas, and trails at current levels or better

- 3.5. The City requires the availability of adequate public facilities and services concurrent with the impacts of development.
- 3.6. The City will work with citizens to evaluate the adequacy of existing public facilities and services in neighborhoods and develop projects that address deficiencies.

- 3.7. The City will evaluate and assure that all public facilities and services are consistent with accommodating future growth projections in the land-use element before adopting six-year public facilities plans.
- 3.8. Protect ground and surface water quality by upgrading wastewater collection lines.
- 3.9. The following policies will guide the City in prioritizing public facilities and services capital expenditures:
  - A. Priority 1: Remedy urgent or emergency conditions that are dangerous to public health or safety;
  - B. Priority 2: Correct existing deficiencies;
  - C. Priority 3: Meet the needs of planned growth; and
  - D. Priority 4: Add desirable new facilities and services.
- 3.10. The City will continue to maintain and update its public facilities to accommodate the growth projections in the land-use element. If LOS standards fall below adopted levels in this plan, the City will take one or more of the following actions:
  - A. Reduce demand through demand management strategies;
  - B. Reduce the LOS standards;
  - C. Increase revenues;
  - D. Reduce the cost of public facilities and services; and/or
  - E. Revise the land-use element.
- 3.11. The City of Ilwaco Comprehensive Plan incorporates by reference the following plans for public facilities and services:
  - A. City of Ilwaco Water System Plan, June 2011
  - B. City of Ilwaco 2013 Wastewater Facility Plan Update/Sahalee Subdivision Preliminary Engineering Report, November 2013
  - C. City of Ilwaco Parks, Trails, & Natural Areas Plan – 2014-2020, January 2014
  - D. City of Ilwaco Stormwater Plan,
  - E. Port of Ilwaco Marina Master Plan, February 2012
  - F. Pacific County Hazard Mitigation Plan, June 2010
  - G. Source Watershed Control Plan, May 2015

## Priority Public Facilities and Services Capital Improvements

*Goal: Identify capital expenditures for public facilities and services necessary for implementing the land-use element over the next six years.*

### Policies for Priority Public Facilities and Services Capital Improvements

- 3.12. Update six-year financing plans for public facilities and services capital projects annually.
- 3.13. Pursue ratemaking policies that encourage water conservation.
- 3.14. Water System Six-Year Capital Improvement Plan

Year	Project Description	Estimated Cost	Funding Sources
2015	New 1.0 mgd Treatment Unit	\$850,000	DOH grant/Local funds
2016	Sahalee Water Main Replacement	\$1,257,900	PWTF
2017	Cook's Hill Road Waterline Extension	\$603,000	DWSRF/PWTF
2020	Whealdon Street Booster Station	\$133,000	Local funds

- 3.15. Sewer System Six-Year Capital Improvement Plan

Year	Project Description	Estimated Cost	Funding Sources
2017	Nesadi Drive Sewer Improvements	\$336,000	PWTF
2017	Sahalee Sewer System Improvements	\$2,199,300	ECY SRF
2017	Reroof wastewater treatment facility	\$50,000	Local funds

- 3.16. Parks Six-Year Capital Improvement Plan

Year	Project Description	Estimated Cost	Funding Sources
2015	Improve access roads & develop parking area, including sidewalks, bike lands, ADA accessible parking	\$80,000	Grant
2016	Connect City Park to downtown, Port, & Discovery Trail with signs, sidewalks & bike lanes	\$20,000	Grant
2016	Add & improve City Park amenities, including new signage, drinking fountains, dog bag stations, bicycle racks	\$5,000-10,000	Donations
2015	Redesign & redevelop City Park layout and facilities	\$25,000	Donations
2015	Add & improve Black Lake Park amenities, including	\$10,000	Grant

Year	Project Description	Estimated Cost	Funding Sources
	new & increased signage, drinking fountains, dog bag stations, bicycle racks, & trash cans		
2016	Acquire more of Black Lake Hill and expand Black Lake Park	\$200,000- \$350,000	Grant
2016	If land acquisition is not possible, secure upper Salamander Trail easement	\$30,000	Grant
2017	Improve & expand Black Lake Park trails for mountain biking	\$50,000	Donation
2017	Explore making the Black Lake Park core trail ADA accessible	\$10,000	Grant & donations
2019	Improve boat launch parking at Black Lake Park	\$50,000	Grant
2018	Add more covered picnic areas at Black Lake Park	\$15,000	Grant & donations
2015	Develop water source protection plan for Indian Creek Natural Area	\$50,000	Grant
2015	Buy out two remaining timber harvest rights to protect water source in Indian Creek Natural Area	\$350,000	Grant
2016	Connect Port waterfront to Discovery Trail through designated parking, welcome kiosk, signage, sidewalks, & bicycle lanes.	\$500,000	Grant
2015	Build pedestrian & bicycle trail from waterfront to boat launch	\$20,000	Grant
2016	Add mileage & restroom location signage along Discovery Trail	\$7,500	Grant
2016	Add interpretive signage along Discovery Trail	\$4,000	Grant
2015	Study for re-contouring trail between Beards Hollow & Beards Hollow Overlook	\$10,000	Grant
2015	Study better connection between Beards Hollow Overlook & Discovery Trail with signs & safer, paved trails	\$20,000	Grant
2015	Extend Discovery Trail north from Port, past City Park, over Cooks Hill to SR 101	\$273,400	Grant
2018	Protect Lake Holman east of Discovery Trail	\$25,000- \$100,000	Grant & donations
2015	Develop comprehensive park/trail signage style & use throughout the city	\$40,000	Grant & donations
2018	Connect all parks and trails to downtown through way finding signage, trails, sidewalks, & bicycle lanes	\$500,000	Grant
2015	Promote Ilwaco's parks, trails, & natural areas with signs, brochures, website, social media, smart phone tours	\$50,000	Grant & donations

## 3.17. Stormwater Six-Year Capital Improvement Plan

Year	Project Description	Estimated Cost	Funding Sources
2015	Ditch rehabilitation: west of 2 <sup>nd</sup> Avenue, East of Eagle St./First Ave., Maryann St./SR 101	\$7,000	Stormwater Utility
2015	Willow ditch improvements: Willow St. east of Quaker Ave/Installation of 200 LF of 24-inch pipe	\$55,000	Stormwater Utility
2017	Vandalia stormwater improvements design	Unknown	Stormwater Utility

## 3.18. Public Safety Improvement Plan

Year	Project Description	Estimated Cost	Funding Sources
2017	Purchase new or used ladder truck for Fire Department	\$450,000 used \$930,000 - \$1.0M new	Bond issue
2016	Fire Department emergency supplies	\$500	General fund
2016	72-hour emergency supply for 20 people at tsunami evacuation point	\$5,000	Grant

## Funding for Public Facilities and Services

**Goal:** *Allocate the cost of public facilities and services fairly between existing and new development.*

## Policies for Funding Public Facilities and Services

- 3.19. Existing development will contribute to correcting deficiencies currently existing in public facilities and services.
- 3.20. New development shall pay its own way for improvements required under the comprehensive plan.
- 3.21. Existing and new development will share equally in the cost for new or expanded capital facility improvements that correct existing LOS deficiencies.
- 3.22. The City will explore a variety of financing mechanisms for existing and new public facilities and services improvements, including state and federal grant assistance.

## Coordinating Capital Facilities and Services with Special Use Districts

**Goal:** *Coordinate capital improvement plans with special use districts within the city to ensure adequate facilities and services are concurrent with their growth.*

### Policies for Coordinating Capital Facilities and Services Plans

- 3.23. The City will consult with the Port of Ilwaco, Pacific County Public Hospital District No. 3, and Ocean Beach School District #101 to stay aware of their development plans to ensure there are adequate public facilities and services available for delivery of their services.

## Siting Essential Public Facilities

**Goal:** *Work with Pacific County and the Cities of Long Beach, Raymond, and South Bend to maintain consistent and equitable planning policies for siting of essential public facilities.*

### Policies for Siting Essential Public Facilities

- 3.24. Essential public facilities include:
- A. Multicounty facilities, such as regional transportation facilities, state correction facilities, and state educational facilities;
  - B. Countywide facilities that serve more than a single jurisdiction, such as county jails, landfills, community colleges, sewage treatment facilities, communication towers, inpatient facilities; and
  - C. City facilities that primarily serve Ilwaco.
- 3.25. All essential public facilities are conditional uses within any development district within the city. The proposed siting of an essential public facility shall identify the approximate area where the proposed project could potentially have adverse impacts, (such as increased traffic, public safety risks, noise, glare, emissions, or other environmental impacts) in order to enable the City to determine the project's compatibility with surrounding land uses.
- 3.26. The City may impose reasonable conditions on an essential public facility necessary to mitigate the impacts of the project, but it cannot adopt development regulations that preclude its siting.
- 3.27. The proposed siting of an essential public facility must provide early notification and involvement of affected citizens and jurisdictions.

- 3.28. Essential public facilities must not have any probable significant adverse impact on critical areas, except if no feasible alternative exists.
- 3.29. Applicants for multi-county or countywide essential public facilities should provide an analysis of the alternative sites considered for the proposed facility.
- 3.30. Essential public facilities siting within the city shall be consistent with the comprehensive plan and all adopted City ordinances.

## Transportation Element

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This element describes how the City's comprehensive plan will create an efficient circulation system consisting of roadways, waterways, and non-motorized routes that meets local and regional needs consistent with the land-use element.

### Maintaining Existing Transportation Infrastructure

*Goal: Maintain existing transportation infrastructure and services that meet the residential and economic needs of the community.*

### Policies for Maintaining Existing Transportation Infrastructure

- 4.1. The City adopts a LOS D or better for arterial streets and a LOS C or better for collectors.<sup>7</sup>
- 4.2. The City will monitor existing arterials and collectors for their adequacy in meeting the demands of increased traffic.
- 4.3. Work closely with the Washington State Department of Transportation (WSDOT) to monitor traffic counts along SR 101 within the city to ensure appropriate capacity exists to accommodate increases in traffic demand.
- 4.4. Encourage heavy commercial and industrial truck traffic on SR 101 to use the Elizabeth Avenue-Howerton Way-First Avenue couplet to access the Port of Ilwaco.
- 4.5. Promote the use of the Alternate SR 101 to relieve traffic congestion in Ilwaco during peak traffic periods.
- 4.6. Reduce traffic congestion at Spruce Street and First Avenue by adding turn lanes.
- 4.7. Investigate safe bicycle routes that connect major interest points in the city to ensure rider safety.
- 4.8. Improve pedestrian circulation and safety throughout the city, with an emphasis on providing sidewalks between downtown and the Port of Ilwaco.

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<sup>7</sup> LOS C has an average control delay of less than 20 to 35 seconds per vehicle that maintains stable flows with acceptable delays. LOS D has an average control delay of less than 55-80 seconds per vehicle that approaches unstable flow with tolerable delays, waiting through more than one signal before proceeding.

- 4.9. Retrofit existing sidewalks to make them accessible in accordance with Americans with Disabilities Act.
- 4.10. Improve the safety of the intersection of Cooks Hill Road and SR 101.
- 4.11. Support continued funding for the maintenance of the Baker Bay channel leading to the Port of Ilwaco and the Coast Guard station.
- 4.12. Work with Pacific Transit to increase service to Ilwaco from Long Beach and other destinations within the county.
- 4.13. Work with the WSDOT to include travelers' amenities on SR 101 and SR 100, such as restrooms, visitor information kiosks, and pull-offs.

#### New Transportation Infrastructure

**Goal:** *Design and implement safe transportation improvements that are consistent with the goals and policies of the land-use element.*

#### Policies for New Transportation Infrastructure

- 4.14. All land uses shall provide safe access to a public street.
- 4.15. Extensions and new city arterials shall meet LOS D or better and collectors shall meet LOS C or better.
- 4.16. The City should collaborate with large lot private landowners west of First Avenue to develop a general street design system for the area to ensure future access for all properties.
- 4.17. The City will require new development to extend public streets to ensure safe and efficient circulation throughout the city.
- 4.18. All new streets shall be capable of accommodating emergency service vehicles.
- 4.19. Update the City's Unified Development Ordinance to provide appropriate street, sidewalk, and bicycle design standards, including adopting the most recent Standard Specifications for Public Works Construction published by the American Public Works Association.
- 4.20. Facilitate pedestrian and bicycle path projects in the park plan to promote an increase in the physical activities of citizens.

- 4.21. Participate in and coordinate transportation improvement needs with the Southwest Washington Regional Transportation Planning Organization.

#### Allocating Costs for Transportation Improvements

**Goal:** *Allocate the cost of transportation improvements fairly between existing and new development.*

#### Policies for Allocating Costs for Transportation Improvements

- 4.22. Property owners in established areas of the city will contribute to the cost of correcting street and sidewalk deficiencies.
- 4.23. Developers will be responsible for the cost of new street and sidewalk that solely benefit their development.
- 4.24. Existing users and new development may share equally for expanded streets and sidewalks that benefit all residents and businesses.
- 4.25. Public expenditures for streets will be based on the following priorities:
  - A. Remedy an urgent or emergency condition which is dangerous to public health or safety;
  - B. Correct existing deficiencies that result in transportation facilities falling below the established LOS standard;
  - C. Meet the needs of planned growth; and,
  - D. Add desirable new streets or amenities.
- 4.26. Capital expenditures for streets will conform to the City of Ilwaco's adopted comprehensive plan.
- 4.27. The City will explore a variety of financing mechanisms for improving streets and sidewalks.

**Commented [dlj5]:** These appear to be a formatting issue rather than missing policies, so were removed.

#### Priority Street and Sidewalk Improvements

**Goal:** *Adopt six-year transportation improvement plans for street and sidewalk construction that are consistent with the land-use element.*

## Policies for Priority Street and Sidewalk Improvements from 2016 to 2021

## 4.28. Six-Year Transportation Improvement Plan

Priority / Year	Street	Project Description	Class	Estimated Cost	Funding Sources
1 2016	Adelia & Spruce Streets	Reconstruction and paving from SR 101 cut-off to Lake Street, including parking area	Local	\$496,000	TIB, local
2 2016	Capt. Robert Gray Drive	Chip seal from Stringtown Road to Ortelius Drive	Local	\$124,925	TIB, local
3 2018	Cook's Road NE	Rebuild hazardous intersection with SR 101	Local	\$523,000	TIB, local
4 2016	Discovery Trail Extension	Extend the Discovery Trail from Main Street to Cook's Hill	Pedestrian Bicycle	\$1,728,000	State Ped/ Bike, local
5 2016	Advent Ave. & Hemlock St.	Pave from Spruce to Quaker, (sidewalks from Spruce to Willow) and Hemlock from Advent to Brumbach Avenues	Local	\$506,000	TIB, local
6 2016	Scarborough Ln.	Chip seal and add storm drains	Local	\$249,000	TIB, local
7 2017	Lake St.	Pave and add sidewalks from Adelia to Williams	Local	\$600,000	TIB, local
8 2017	Pearl & Myrtle Avenues	Pave Pearl from Spruce to Howerton & chip seal Myrtle from end to Main	Local	\$389,000	TIB, local
9 2017	Ortelius Dr.	Chip seal and add storm drains from Stringtown to Capt. Robert Gray Dr.	Local	\$344,000	TIB, local
10 2019	Vandalia Cul-de-sacs	Chip seal from Capt. Robert Gray Dr. to end of each cul-de-sac	Local	\$126,000	TIB, local
11 2016	Sidewalk improvements	Repair various city sidewalks	Various	\$20,000	TIB
12 2018	Reservoir Rd.	Chip seal from Wecoma to dead end	Local	\$69,000	TIB, local
13 2017	Miscellaneous chip seal	Advent, Myrtle, Ash, Eagle, Main SE, & Pearl	Local	\$26,064	Local
14 2019	Main St. SW	Repair sloughing street and connect to Discovery Trail	Local	\$218,000	TIB, local
15 2018	Whealdon St.	Chip seal and dedicate gravel road on city property within city limits	Local	\$321,000	TIB, local
16	Quaker St. Extension	Develop road to Black Lake / old city shop	Local		

## Utilities Element

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This element addresses the utilities provided by special use districts and private providers. It assures that these key services will be available to growth in a manner consistent with the land-use element as projected growth happens. The main utility providers in Ilwaco supply electrical and telecommunications services.

### Planning and Locating Utilities

*Goal: Maintain ongoing and cooperative partnerships with utility providers to assist in facilitating the reliable delivery of electricity, telephone, and cable services in the city in an economical manner that respects the aesthetic character of the neighborhood and commercial development districts.*

### Policies for Planning and Locating Utilities

- 5.1. The location of public and private utility transmission facilities lines should be in public rights of way.
- 5.2. New subdivisions will be required to have underground utilities.
- 5.3. The City will require dedication of all new rights of way to provide adequate land for location of utility lines for all utility providers.
- 5.4. The City will encourage utility providers to move overhead lines underground as part of street, sewer, water, and storm drainage projects.
- 5.5. The City will assure timely notification to utility providers of street construction and maintenance of existing rights of way.
- 5.6. Utility providers shall complete restoration of rights of way to City street standards in a reasonable period to assure public safety.
- 5.7. Major utility corridors should be located outside the current city limits.
- 5.8. The City will notify all utility providers of pending updates to the comprehensive plan and/or development regulations that will affect providers.

## Sustaining the Comprehensive Plan

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This section explains how the City will protect private property rights, engage its citizens in planning, monitor the plan's progress, and make plan amendments. This element includes a strategy for involving citizens in the planning process for updating the plan and developing regulations.

### Engaging Citizens for Better Community Decisions

*Goal: Ensure effective community planning by encouraging active citizen participation in the land-use decisionmaking process.*

#### Policies for Engaging Citizens in Planning

- 6.1. The Planning Commission shall schedule regular meetings to listen to community concerns.
- 6.2. The Planning Commission shall hold an annual spring meeting to review planning progress and discuss ideas for change.
- 6.3. Use the City's website to share information about plans and projects available to citizens in advance of any meetings.
- 6.4. Notify people one to two weeks in advance of workshops or meetings by posting notices on the City's website, at City Hall, and in area newspapers.
- 6.5. Provide citizens at least 14 days' official notice of all public hearings on permit applications, plan amendments, or changes to land development regulations.
- 6.6. Develop a set of procedural rules for public hearings that guarantee everyone will have equal access to the hearing process.
- 6.7. Report to the community how their comments influenced decisions.

### Protecting Private Property Rights

*Goal: Conduct all procedural aspects of land use planning in a fair, even-handed, and effective manner for all citizens and development interests.*

#### Policies for Protecting Private Property Rights

- 6.8. The City will prevent unlawful taking of private property by following the State of Washington, Advisory Memorandum: Avoiding Unconstitutional Takings of Private

Property, published in December 2006 by the State of Washington Office of the Attorney General.

- 6.9. The City will respect rights of property owners when considering new changes or revisions to the comprehensive plan and/or development regulations.
- 6.10. The City shall follow the requirements of Chapter 36.70B of the Revised Code of Washington, Local Project Review, to ensure adequate notice and timely decisions for all development permits.

### Interjurisdictional Planning

**Goal:** *Work cooperatively with the State of Washington, Pacific County, and adjoining jurisdictions in coordinating land-use planning efforts through a regional focus to achieve mutually beneficial results.*

### Policies for Interjurisdictional Planning

- 6.11. The City shall make an ongoing commitment to joint planning with Pacific County, other county municipalities, and special purpose districts.
- 6.12. The City considers regional sewer and water utility coordination, highway and marine transportation issues, water quality, parks and recreation facilities, and economic development as issues of special interest.
- 6.13. The City will work with Pacific County to determine appropriate urban growth area boundaries and execute interlocal agreements that assure an efficient and fair development permitting process in those areas.
- 6.14. The City will support creative private sector projects of a regional nature that offer employment opportunities and diversification of the regional economic base.
- 6.15. The City will consider relevant Countywide Planning Policies as it makes land-use decisions and prepares development plans and policies.

### Monitoring the Comprehensive Plan

**Goal:** *Conduct an annual evaluation of the comprehensive plan to evaluate its effectiveness and consistency with the GMA and community development needs of the community.*

**Commented [dlj6]:** Because "review" has an implied legal meaning associated with periodically required updates under the GMA, CWCOG recommends that the City not use this word here.

### Policies for Monitoring the Comprehensive Plan

- 6.16. The Planning Commission shall be responsible for evaluating the comprehensive plan in January of every year.
- 6.17. If the Planning Commission approves by majority motion that there should be changes to the comprehensive plan, it shall forward a recommendation to the City Council no later than the first Council meeting in February.
- 6.18. The Planning Commission recommendation shall specify the exact change(s) to the comprehensive plan text and/or the future land use map and the reasons why the requested changes are necessary.

### Amending the Comprehensive Plan

Amendments to the comprehensive plan may occur only once annually. There are two methods for initiating a comprehensive plan amendment: 1) the City Council may initiate an amendment upon passage of a motion, or 2) an Ilwaco citizen or property owner may initiate a plan amendment upon submittal of a complete application.

The following procedures shall guide the comprehensive plan amendment process:

1. The City Planner must receive all applications or Council motions to amend the comprehensive plan anytime up to 14 days before the March Planning Commission meeting. Applications received after this date will undergo Planning Commission review the following year.
2. Applications and motions for amendments shall specify the exact change(s) to the comprehensive plan text and/or the future land-use map and the reasons why the requested changes are necessary.
3. The City Planner will transmit all applications and motions to the Planning Commission one-week before its March meeting.
4. The Planning Commission will review each application and/or motion for amendment at its March meeting to determine if the requests are complete or if more information is necessary. If the application or motion is incomplete, the party requesting the amendment shall submit the information requested by the Planning Commission to the City Planner 14 days before the April meeting. The City Planner will forward it to the Planning Commission no less than seven days before the April meeting.

**Commented [dlj7]:** For purposes of timely adoption, CWCOG has not proposed amendments to this process; however, in future updates the City may wish to consider a process that incorporates the prior section (planning commission-recommended changes) into this one and which enables "the City" (implying staff as well as elected officials as a body) to initiate changes. This reduces the need for formal process where, for example, your planner or attorney might spot an obvious error, a standard changes, etc.

5. The City Planner will provide public notice of the hearing in accordance with RCW 35A.63.070.
6. The Planning Commission will conduct public hearings for all complete comprehensive plan amendments at its April meeting.
7. At the conclusion of the public hearing process, the Planning Commission shall consider the merits of each comprehensive plan amendment request. The Planning Commission will prepare a recommendation to approve, approve with modifications or deny each amendment request by preparing findings of fact that consider the following criteria:
  - a. The amendment conforms to the requirements of the GMA, is internally consistent with the Countywide Planning Policies, and is consistent with any interlocal planning agreements;
  - b. The amendment indicates changed conditions that show a need for the amendment;
  - c. The amendment will not conflict with or will facilitate other comprehensive plan goals and policies;
  - d. The amendment addresses changing circumstances, changing community values, or corrects or updates information in the comprehensive plan; and
  - e. The amendment will not reduce the LOS standards for public facilities and services, reduces critical areas protections, or adversely affect the public health, safety, or general welfare of the community.
8. The Planning Commission shall submit a recommendation with findings of fact for each comprehensive plan amendment to the City Council no later than its first meeting in September.
9. Upon receipt of a Planning Commission amendment recommendation, the City Council may consider additional public hearings as necessary to serve the public interest. However, if the City Council departs from the Planning Commission recommendation, the Council shall hold a public hearing on that amendment.
10. The City Council shall decide to approve, approve with modifications, or deny a comprehensive plan amendment based upon the approval criteria in #7 above.

11. The City Council will make a decision on all comprehensive plan amendments no later than the last meeting of November.
12. Before final adoption by ordinance of any changes to the comprehensive plan, the City Planner shall submit a copy of the proposed changes to the Department of Commerce and other agencies with jurisdiction for review and comment in accordance with RCW 36.70A.106. State agencies have 60 days upon receipt of the copy to conduct their review and provide comments on the proposed changes. Once the City receives state agency comments, or if state agencies provide no comments by the end of the 60-day review period, the City Council may proceed with the adoption by ordinance of the comprehensive plan amendments.
13. The City shall forward copies of the ordinance adopting comprehensive plan amendments to the Department of Commerce and Pacific County.

## Technical Information Profiles

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### Land-Use Element Profile

#### Location

The City of Ilwaco is located in Pacific County on the southern end of the Long Beach Peninsula. The Peninsula, extending approximately 23 miles north of the City of Ilwaco, boasts that it is the longest sandpit peninsula along the Pacific Coast of the contiguous United States. The city lies near the mouth of the Columbia River, adjacent to Baker Bay. The incorporated city limits comprise 2.06 square miles of land and 0.31 square mile of water.

Ilwaco is approximately 45 miles from the county seat of South Bend and is approximately 110 miles and 170 miles from the urban centers of Portland and Seattle, respectively. Ilwaco's geographic coordinates are latitude 46°18'133"N and longitude 124°02'31"W.

#### Community History

The first known inhabitants of the Ilwaco area were Chinookan Native Americans. In the late 1700s, visiting English, Spanish, and French explorers came this part of the Pacific Northwest looking for the Northwest Passage. Americans Meriwether Lewis and William Clark arrived in 1805. In less than ten years, the reports of Lewis and Clark attracted fur traders, missionaries, and eventually European American settlers to the area.

The first recognized settlement in the Ilwaco area occurred in 1848 when Captain James Johnson secured a land claim and built a home. By the late 1860s, Ilwaco became a major stop for stagecoach and ferry routes between Astoria, Oregon, and settlements on Puget Sound. The town's original name was Unity in celebration of the conclusion of the Civil War. Eventually, the name changed to Ilwaco, the Anglicization of the Chinookan Native American name Elowahka Jim. Rail service replaced the stagecoaches in 1889. The Ilwaco Beach Station, also known as the Klipsan Beach Life Saving Station, came about that same year to provide rescue services off the mouth of the Columbia River, one of the most treacherous river bars in the world.

Fishing became a major economic contributor to local Ilwaco economy, with gill nets and fish traps capturing enormous quantities of fish for the cannery industry. Logging and cranberry production also played a major part of the economy. Eventually the North Beach peninsula became a major vacation destination in the early 1900s for visitors from Portland.

Today, Ilwaco still has a strong a strong connection to water, serving as a homeport for commercial and recreational fishers and processors. Tourism also remains a major component of its economy; Cape Disappointment State Park and the Long Beach Peninsula are popular vacation spots. The US Coast Guard Station Cape Disappointment southwest of the city is largest search and rescue station on the Northwest Coast.

**Physical Description**

Topography

The City of Ilwaco is located at the top of Baker Bay at the mouth Columbia River estuary. The main portion of the city generally is flat and bordered by hillier sections to the east and west. The elevation of the main part of the city is approximately 11 feet while the terrain to the east rises to 125 feet and 250 feet in the western portion.

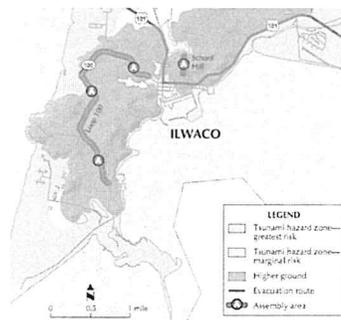
Geology and Soils

The underlying geology of the city reflects its topographical features. In the flatter areas of the city, the underlying geology is a mix of quaternary alluvium consisting of clays, silts, sands, peat, and muck. Tertiary volcanic rocks peak in the Nesadi Drive vicinity while tertiary marine sedimentary rocks are predominant in the Discovery Drive and east of Quaker Street.

Soils in the downtown and waterfront areas of the city consist of Udorthents. These are deep, moderately drained soils 0 to 2 percent in grade. To the west lie Palix silt loam soils that are deep, well-drained soils on grades of 8 to 30 percent. Lebam silt loam soils are south of N. Head Road and south of Black Lake. These soils again are deep, well-drained soils on 5 to 30 percent slopes. A small pocket of Salzer soils is near the City Park, a poorly drained soil that tends to encourage ponding. The major soil types at the eastern end of the city consist of Westport fine sand, Yaquina loamy fine sand, and Ocosta silty clay loam. These soils typically drain poorly and are common to floodplains.

Geologically Hazardous Areas

The primary geologic hazards in Ilwaco consist of tsunami inundation, liquefaction, landslides, and fault lines. Projections for tsunami inundation show having the greatest effect on the port, downtown, and eastern areas of the city. The same areas show indications for moderate to high susceptibility for liquefaction. There are two geologic fault lines, one running the length of the city's



waterfront and another that runs roughly parallel to Discovery Drive. Landslide potential is greatest along Robert Gray Drive.

#### Surface Water

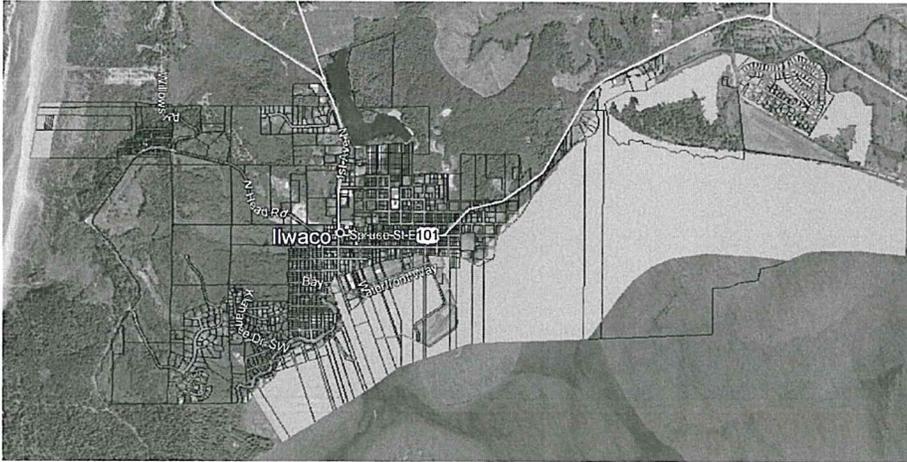
Surface waters resources within city limits include Baker Bay along the Columbia River, Black Lake, the Wallacut River, and the Pacific Ocean. The main channel of the Columbia River is three miles south of the city shoreline. Black Lake is approximately 32 acres in area. The Wallacut River is a low gradient stream at the eastern end of the city.

There is a variety of significant upland and tidal wetlands distributed throughout the city. Estuarine and marine wetlands exist along the shoreline east of the port to the city limit boundaries. Large freshwater, forested/shrub wetland complexes are found along the Wallacut River, east of Ortelius Drive, the north end of Black Lake, and on the Washington State Park land leading to the ocean beach. Three large freshwater emergent wetlands exist in the city; one is south of N. Head Road and the other two lie east and west of First Avenue North near the hospital. Small freshwater emergent wetlands continue from forested/shrub ones in the eastern section of the city.



#### Frequently Flooded Areas

The Vandalia development at the eastern end of the city has the greatest potential for flooding, according to the 2013 Preliminary Flood Insurance Rate Maps (FIRM). Periodic flooding from the Wallacut River contributes to inundating this low-lying area during periods of high stream flows and tides. Undeveloped tidelands along the Baker Bay shoreline are also prone to flooding.



### Groundwater and Aquifer Recharge

Groundwater aquifers in the Ilwaco area are in terrace and upper and lower marine sand deposits. These are relatively shallow lenses and that are prone to nonpoint pollution sources and potential saltwater intrusion. Previous test wells drilled by the City in 1984 found these water sources unsuitable for a municipal water supply. Large wetlands in the city and the surrounding area are likely recharge points for these aquifers.

### Fish and Wildlife Habitat

Ilwaco has a range of important fish and wildlife habitat areas that includes the Columbia River, estuarine intertidal areas, wetlands, streams, and forestland. The Washington Department of Fish and Wildlife (WDFW) Priority Habitat and Species (PHS) database indicate that special upland species in the city include regular concentrations of Roosevelt elk and breeding areas for marbled murrelet and bald eagle. Other common wildlife species, such as deer, birds, and small mammals are distributed throughout the city.

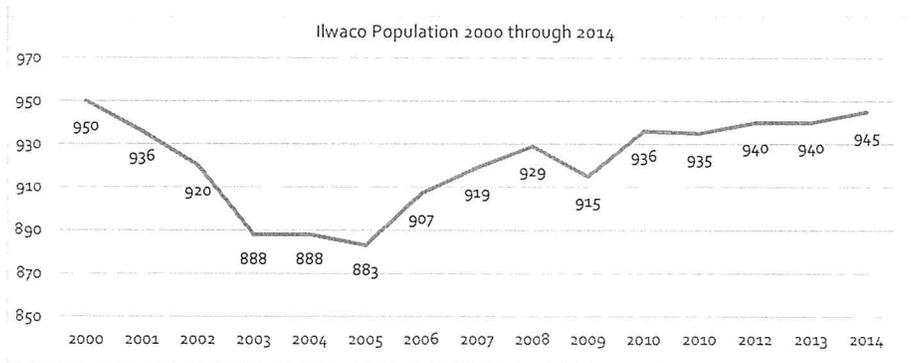
The PHS database shows that Baker Bay has large concentrations of resident and migratory waterfowl. The WDFW SalmonScape database shows that Fall Chum, Coho, and Winter Steelhead use the Wallacut River. Baker Bay and the Columbia River are significant migratory routes for large numbers of returning salmonid species, with the intertidal areas serving as important areas for juveniles rearing and feeding.

### Vegetation

Vegetation in the city consists of forest understory, typified by dense growths of salal and ferns, salmonberry, elderberry, Devil's club, and skunk cabbage in the lowlands. Forested areas consist of Douglas fir, red cedar, western hemlock, Sitka spruce, broadleaf maple and red alder. Intertidal areas of Baker Bay are low, brackish water marshes dominated by Lyngby's sedge and sparse distributions of eelgrass.

### **Past and Current Population**

The Washington State Office of Financial Management (OFM) estimated that the City of Ilwaco has a population of 945 people in April 2015. After losing seven percent of its population between 2000 and 2005, the city has nearly recovered this loss with a slow, steady growth rate. Pacific County and its other municipalities have experienced similar population patterns during this same period.



The city consistently has averaged around 4.4 percent of the county's total population. Ilwaco is the smallest of the four incorporated cities in Pacific County. OFM estimates that Ilwaco has a 2014 density of 405.3 people per square mile, which ranks 261st lowest out of 281 cities and towns statewide.

### Demographic Profile

Compared to the state as a whole, the City of Ilwaco has a much older population and lower household size.

Demographic	Ilwaco	Washington
Median age	50.2	37.3
Percent of people under 18 years	16.7	23.5
Percent of people over 65+ years	21.6	12.3
Average household size	2.11	2.51
Race as percent of population:		
- White	89.9	77.3
- Black or African American	2.1	3.6
- Asian	0.5	7.2
- American Indian/Alaska Native	2.1	1.5
- Two or more races	3.5	4.7
- Hispanic or Latino	5.7	11.2

The resident birth rate per 1,000 in Pacific County is 8.0, which is comparatively lower than the statewide average of 12.6. Conversely, the resident death rate per 1,000 in Pacific County is 13.8 per 1,000 as opposed to 13.8 statewide. This data implies that population increases in the county as a whole result from in-migration rather than natural increase.

### Population Growth Analysis and Projection

In forecasting buildable lands needs, Pacific County assumed a growth rate of 22.8 percent for the time period 2016-2030.<sup>8</sup> It applied this equally to unincorporated and incorporated areas and resulted in a growth forecast of 246 new, full-time residents in Ilwaco by the year 2030.<sup>9</sup> The number was based on the 2009 Ilwaco population of 915 people<sup>10</sup>, which would have resulted in a 2030 population of 1,161.<sup>11</sup>

**Commented [dlj8]:** CWCOC recommends new language that in part incorporates and reorders portions of the existing draft. It is shown as a wholesale replacement to improve clarity in reading. This also changes the recommended growth rate and as a result, the population forecast and future number of units needed to accommodate that population; and "shows the work" in providing a basis for that change.

<sup>8</sup> Pacific County Comprehensive Plan, August 2010, Table 2-7 (footnote 3), page 2-42

<sup>9</sup> Pacific County Comprehensive Plan, August 2010, Table 2-8, page 2-43

<sup>10</sup> *Historical Estimates of April 1 Population and Housing for the State, Counties, and Cities – Intercensal Estimates*, Washington State Office of Financial Management, at <http://www.ofm.wa.gov/pop/april1/hseries/default.asp>

<sup>11</sup> The math seems to be somewhat off; 22.8 percent x 915 people = 209 new residents, or a total of 1,124 people by 2030. It appears the growth number of 246 stated in the Pacific County plan would have equated to a growth rate of 26.9 percent.

Ilwaco's population was reset to 936 following the 2010 federal census. Its growth since then has been sluggish; its 2015 population is only 945.<sup>12</sup> Following decades of declining population, the city's most robust growth occurred between 1970 and 1990. It has since reeled back. The historic population, coupled with current economic conditions, does not support the growth rate reflected in the Pacific County plan.

Historic Ilwaco Growth	1900	10	20	30	40	50	60	70	80	90	2000	10	15
Population	584	664	787	750	656	628	518	506	604	838	950	936	945
Growth Rate (%)	n/a	13.7	18.5	(4.7)	(12.5)	(4.3)	(17.5)	(2.3)	19.4	38.7	13.4	(1.5)	1.0

(Source: OFM data)

Now, at the midpoint of the intercensal period, OFM estimates Ilwaco's population at slightly less than its 2000 census level. This represents only one percent growth since the last census – not one percent per annum, but over a five-year period, which equates to 0.2 percent per annum. This strongly suggests that the assumption in the Pacific County plan is unlikely to occur. The Pacific County assumption is therefore represented as the high-growth scenario in this comparative table, which uses the current-year OFM estimate as a starting point.

<sup>12</sup> April 1, 2015 Population of Cities, Towns and Counties Used for Allocation of Selected State Revenues State of Washington, Washington State Office of Financial Management, at [http://www.ofm.wa.gov/pop/april1/ofm\\_april1\\_population\\_final.pdf](http://www.ofm.wa.gov/pop/april1/ofm_april1_population_final.pdf)

	2015	2020	2025	2030	2035
High Growth (1.25%)	945	1,005	1,070	1,138 <sup>13</sup>	1,211
Medium Growth (0.75%)	945	980	1,018	1,058	1,098
Low Growth (0.25%)	945	955	965	975	986

For the purposes of this plan, it would be more realistic to assume a conservative growth rate reflecting no more than the "medium growth" scenario of 0.75 percent per annum. This would result in a population growth of 153 residents by 2035.

Given the median age of Ilwaco residents, increases in the city's population likely will depend more on in-migration rather than births. The percentage of people 18 years and younger, which is much lower than normally found throughout the state, which further supports this assumption. Predicting population increases on in-migration is more difficult due to its relationship to various economic factors outside of the community.

However, the City of Ilwaco probably will see a growing part-time or seasonal population increase over time. Housing data suggests that there has been an increase in housing units at a rate exceeding the normal resident population growth rate (see Housing Element Profile). The 2000 US Census reported the number of homes used for seasonal, recreational, or occasional use comprised 10.1 percent of all housing units. In 2010, the US Census reported that this figure grew to 13.8 percent of all housing units in the city, or 78 out of 567 homes.<sup>14</sup> This increase represents the growing popularity of Ilwaco as a second home/vacation community, a trend representative of this area of the county. It may also be reflective of current economic conditions and an unfavorable real estate market as older residents downsize, relocate due to health needs, or pass away. Overtime, some of these part-time residents may transition to full-time ones if services are available to serve an older population base.

<sup>13</sup> Slightly under the Pacific Co. projection of 1,161, which would be reached in the 2031-32 timeframe under this scenario.

<sup>14</sup> This compares to 32.5% for the county, 45.2% for Long Beach, and 3.1% for the state

## Distribution of Land Uses

The Pacific County Assessor's Office (2015) provided the following data regarding the distribution of land reflecting the state Department of Revenue land-use codes:

Demographic	Acres	Parcels	Percent of Total Area
Residential			
- Single-family residential	170.7	623	8.9%
- Residential, 2 to 4 units	1.2	6	0.1%
- Residential, 5 or more units	3.2	5	0.2%
- Residential, condominium	0.3	4	.02%
- Residential, manufactured home park	10.8	45	0.6%
- Residential, vacation & cabin	2.9	6	0.2%
- All other residential	7.4	28	0.4%
Residential Subtotal	196.5	717	10.2%
Commercial, Trade, Services, & Recreational	23.9	80	1.2%
Agricultural related land uses	2.4	1	0.1%
Fishing related land uses	8.4	8	0.4%
Designated forest land	84.6	8	4.4%
Public lands (tax exempt)	1,183.0	388	61.5%
Undeveloped land	423.3	453	22.0%
<b>TOTALS</b>	<b>1,922.1</b>	<b>1,658</b>	<b>100.0%</b>

The City of Ilwaco classifies land into ten zoning districts. These include:

Zoning District	Acres	Percent of Total Area
Single-Family Residential (R-1)	287.61	23.3%
Single-Family Residential – Manufactured Home (R-1S)	23.59	1.9%
Multi-family Residential (R-2)	11.40	0.9%
Resort Residential (R-3)	375.01	30.4%
Recreation Residential (R-4)	139.02	11.3%
Recreation (R-5)	93.14	7.6%
Core Commercial (C-1)	26.20	2.1%
Low-Density Commercial (C-2)	183.73	14.9%
Light Industrial (M-1)	38.23	3.1%
<b>TOTAL</b>	<b>1,233.26</b>	<b>100.0%</b>

### Residential Lands

**Commented [dlj9]:** These categories form the basis for the future land-use districts/map discussed above.

Single-family homes make up is the largest developed land use category within the City of Ilwaco. The most compact residential area is within the older portion of Ilwaco within the Single-Family (R-1) District. The residential density within this area is approximately eight units per acre.

Newer developments, including the Coastal Ridge, Discovery Heights, the Vandalia, and the Sahalee subdivisions, have lesser densities of approximately four to six units per acre. Other single-family homes are scattered along Highway 101 towards the Vandalia area. Multifamily residential development is limited, primarily located along Spruce Street and North First Street.

#### Commercial and Industrial Lands

Most commercial uses within Ilwaco generally are within the downtown and along the Port of Ilwaco's waterfront. The City of Ilwaco has a relatively compact, older downtown core surrounded by a larger low-density residential and mixed-use area. Directly south of the downtown area is the Port of Ilwaco that includes a seafood cannery, an 800-slip marina, a ship repair facility, restaurants, retail, and services.

Ilwaco has a range of commercial uses that include retail shops, personal and professional services, dining establishments, and tourist accommodations. Many of these commercial uses depend on area tourism, especially catering to visiting fishers. Commercial tourism and recreational developments, such as hotels and recreational vehicle parks, are in both commercial and residential areas.

The majority of the industrial uses are located on Port of Ilwaco property by the waterfront. These uses include the boat repair yard, fish processing facilities, fuel-related activities, and other repair and storage facilities. Other industrial uses, including repair facilities, are located along Road 100 (North Head Road) just west of First Street.

#### Public and Tax Exempt Lands

Major public uses in Ilwaco serve the transportation, educational, governmental, recreational, and health care needs of area residents and visitors. The Port of Ilwaco operates marina. Educational facilities include Ocean Beach School District's Ilwaco Middle and High Schools and the Grays Harbor College Columbia Education Center. The city operates park facilities that include the City Park along Spruce Street and Black Lake Park. The Ocean Beach Hospital provides a full range of health care needs to the southern Pacific County region.

Natural areas comprise a very large portion of public or tax exempt lands within the city limits. The Washington Departments of Natural Resources and Fish and Wildlife own most of the large tidelands in Baker Bay. The Washington State Parks and Recreation Commission has a

large ownership in the northwest corner of the city that extends to the ocean beach. The Columbia Land Trust owns a large 108-acre wetland complex at the mouth of the Wallacut River.

#### Undeveloped Lands

Ilwaco has a large base of unplatted land as well as vacant subdivided parcels located west of 2<sup>nd</sup> Avenue and on both sides of North Head Road. This area of the city offers significant residential development potential in the future. Currently, the largest land holdings in this area are designated forestlands. There is also undeveloped land and large residential lots east of Mary Ann Avenue NE that provide potential for future residential development if landowners choose to develop.

#### **Future Land Demand**

Based on projected growth rates, Ilwaco has an adequate supply of land within the current city limits to accommodate future need for residential, commercial, industrial, and public lands over the next 20 years. The Pacific County Comprehensive Plan and Countywide Planning Policies have set the boundary of the City of Ilwaco's urban growth area at its current city limits based on a buildable lands analysis prepared by the Pacific County Planning Department. This study indicates a surplus of 249 acres in the city after accommodating all future growth over the next 20 years.<sup>15</sup>

#### Residential Land Needs Analysis

Given a gain of approximately 153 residents and if the average household size remains stable at 2.11 people per household, the city will experience a residential demand of approximately 73 new housing units to serve future residential growth. Currently, the single-family homes, including manufactured housing, account for 85% of all housing units. This translates to a need for approximately 62 single-family units and 11 multifamily units.

This plan sets single-family residential densities at seven dwelling units per acre. To accommodate 62 single-family units, the city will need approximately nine acres. Considering the multifamily residential density of 25 dwelling units per acre, about a half acre would accommodate the estimated multifamily housing demand. Given the significant amount of land in the city identified as undeveloped and designated forestland, the city has an adequate land supply within the city to accommodate this growth. In addition, the growth of accessory dwelling units, the construction of condominiums, and the reuse of second story commercial

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<sup>15</sup> Pacific County Resolution No. 2012-022

buildings for residential purposes will have some impact in reducing the area for residential land demand.

#### Commercial Lands Needs Analysis

Future commercial growth in Ilwaco likely will focus on small retail trade, services, maritime related commercial, and tourism. Redevelopment of the downtown core and continued development on Port of Ilwaco properties likely will be the areas that emphasize or attract this growth. However, Ilwaco lacks adequate vacant land along arterials in the city to accommodate larger scale commercial development.

Extending commercial lands beyond the current city limits is problematic. Extensive wetland complexes to the north and east of Ilwaco along SR 101 beyond the city limits render these areas unsuitable for commercial development.

Tourist related accommodations of a larger scale, which includes motels, resorts, campgrounds, and recreational vehicle parks, have ample growth opportunity on undeveloped parcels in the Resort Residential Development (R-3) District.

#### Industrial Land Needs Analysis

The potential for future industrial growth within the city is limited. Locational requirements for medium- to large-scale industries prefer larger acreage and relatively flat parcels that currently are not available in the city. Lands situated to north and south of the city limits have severe development constraints due to wetlands.

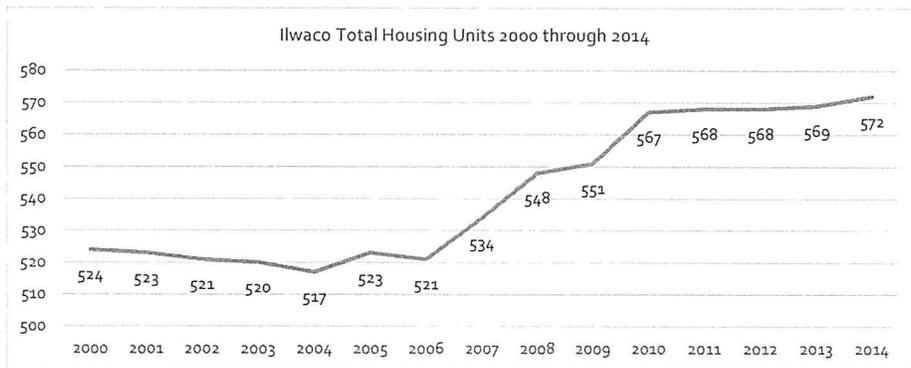
Projected future industrial growth within the city will focus on Port of Ilwaco properties and remain relatively small in scale.

#### Public Land Needs Analysis

Lands needed to accommodate public uses in the future primarily center on parks, schools, and medical services. At current growth projections, there is an adequate land supply within the city to serve expansion needs.

### Housing Element Profile

OFM reports that the total number of housing units increased by 48 housing units, or 9.2 percent, between 2000 and 2014, with most of this growth happening since 2006 at an average increase of 1.2 percent annually.



This rate exceeded the population growth rate in the city during the same period, which suggests that Ilwaco is experiencing an increase in the number of vacation homes serving part-time residents.

The OFM annual estimate shows that the City of Ilwaco has 573 housing units as of April 2015. Single-family homes comprise the majority of the housing in the city, followed by manufactured homes and multifamily dwellings.

The 2010 US Census provides data on the following selected housing characteristics:

Housing Characteristic	Number	Percent
Total housing units:	567	100%
- Occupied housing units	443	78.1%
- Vacant housing units	124	21.9%
- Vacant housing units for sale	14	2.5%
- Vacant housing units for rent	20	3.5%
Owner occupied housing units	289	65.2%
- Owner occupied home without debt	101	22.8%
Renter occupied housing units	154	34.8%
Owner-occupied housing units with age of householder 65 years or older	105	36.3%
Renter-occupied housing units with age of householder	38	24.7%

Housing Characteristic	Number	Percent
65 years or older		
Structures built 1939 or earlier	261	42.5%
Median monthly mortgage costs	\$1,300	X
Median monthly rental costs	\$823	X

Households paying more than 30% of income for housing costs:		
- All owner occupied households with mortgage	65	42.2%
- All renters	120	57.2%
Homes for seasonal, recreational or occasional use	78	13.8%

Compared to statewide data, vacancy rates in Ilwaco are much higher (9.2 percent versus 21.9 percent). However, the percentage of vacant units for sale or rent are similar. This is another indicator of the large number of part-time residents in the city.

The 2009-2013 American Community Survey indicates that the median owner-occupied home value is \$202,000. The Washington Center for Real Estate Research indicated that as of the Third Quarter of 2013, the median house price in Pacific County is \$134,000. The housing affordability index was 202.1 for all homebuyers, but only 103.5 for first time homebuyers. These statistics indicate that for the county as a whole, housing in the county is more affordable for homebuyers than statewide.<sup>16</sup> The US Housing and Urban Development (HUD) 2015 fair market rent for a two-bedroom unit is \$767 in Pacific County.

## Public Facilities and Services Element Profile

### Water System

The City of Ilwaco operates its own water system. The system provides water within the city limits and to some customers outside the city limits to the east along the transmission line from its source at the Indian Creek Treatment Plant. The system also provides water to Cape Disappointment State Park and the US Coast Guard Station Cape Disappointment.

The system relies on surface water outside of the city in Pacific County. The system uses water from Indian Creek, a tributary of the Bear River. A dam on the creek impounds approximately 847 acre-feet over a 35-acre reservoir. The design of the treatment plant is to treat and pump a maximum projected flow rate of 1.5 million gallons per day. The system maintains an intertie

<sup>16</sup> The Housing Affordability Index measures the ability of a middle-income family to carry the mortgage payments on a median price home. When the index is 100 there is a balance between the family's ability to pay and the cost. The higher the index, housing becomes more affordable.

with the City of Long Beach water system. The treatment system currently can meet the maximum daily demand for a 20-year demand.

The system relies on four active storage reservoirs: Two City Center reservoirs (760,000 gallons total), the Indian Creek reservoir (159,000 gallons), and the Discovery Heights reservoir (400,000). The Indian Creek Storage reservoir currently is the only deficiency in storage capacity within the system. There are also six booster pumps to meet peak demands in the service area.

The distribution system has 86, 520 lineal feet of water lines. The installation of the majority of these lines occurred in 1970s. Since 1995, the system has replaced distribution lines serving the port area, along Lake and Spruce Streets, and the Baker Bay Booster Station from the main reservoir. The waterlines serving the state park and the Coast Guard station were installed in 2003. Currently the water distribution system does not extend to the large, undeveloped northwest area of the city.

Distribution lines present the main deficiencies in the system today. Lines in the Whealdon Street and the Sahalee areas currently are not meeting peak demand. Fire flow deficiencies in the City Center, Sahalee, Robert Gray Drive, and the Stringtown Road areas also need addressing. The 2011 Water System Plan provides a schedule for improvements through the year 2026.

#### **Wastewater Collection and Treatment System**

The City of Ilwaco owns and operates the wastewater collection and treatment system for a service area that includes the city, the Seaview Sewer District, Cape Disappointment State Park and the US Coast Guard Station Cape Disappointment.

The system relies on gravity and pressure collection system. Force mains pump wastewater into the system at various points from the Seaview Sewer District, the Vandalia subdivision, the Sahalee subdivision, the state park, and the Coast Guard station.

Deficiencies in the collection system relate to seasonal infiltration and inflow from high groundwater in the service area that the city continues to correct on an ongoing basis. However, significant issues reside in the Sahalee subdivision where collection lines and the pump station are in need of replacement. Unstable conditions along Robert Gray Drive and Nesadi Drive have contributed to this condition and will need addressing as well.

The wastewater treatment plant is Sequencing Batch Reactor (SBR) that consists of three SBR basins, an ultraviolet (UV) disinfection system, an aerobic digester, and an effluent lift station.

The current permitted capacity of the WWTP is 1.01 mgd maximum month flow, 1,600 lb/day 5-day biological oxygen (BOD<sub>5</sub>) and 1,600 lb/day total suspended solids (TSS). The treated effluent discharges to Baker Bay.

The 2013 Wastewater Facility Plan Update projected flow and loading to the treatment plant up to the year 2033. If growth occurs as the rate predicted in plan, the maximum month BOD<sub>5</sub> load discharged into the plant will exceed 85 percent of the permit limit (1,360 lb/day) in the year 2019 and the permit limit would be exceeded in the year 2017. The City will be monitoring this situation to determine which steps will be necessary to upgrade the treatment plant.

The City and the Seaview Sewer District share in the cost of operation and maintenance of the wastewater treatment plant.

### **Stormwater**

Ilwaco's stormwater system consists of a system of above and below ground conveyance systems. There are 11,400 linear feet of storm pipe served by 170 catch basins within primarily in city center. Open ditches convey stormwater elsewhere in the community. The City operates a stormwater utility fund to cover the costs of maintaining and improving the system.

### **City Buildings**

Other buildings supporting municipal activities or services include:

- City Hall administrative offices and City Shop, 120 First Avenue
- The Ilwaco Community Center, which contains the Timberland Regional Library Branch and meeting space facilities for the City Council and public
- Ilwaco Fire Department, 301 Spruce Street

### **Law Enforcement**

The City of Ilwaco contracts with City of Long Beach for police services.

### **Fire Protection**

The Ilwaco Volunteer Fire Department is an all-volunteer department with a staffing of 28.

### **Solid Waste Management**

Peninsula Sanitation Services provides waste management within the city limits.

### **Parks**

The City's park system consists of Ilwaco City Park and Black Lake Park. The Ilwaco City Park, located on the east end of Spruce Street, is approximately 2.5 acres in area and has a softball field, a soccer field, swings and playground equipment, a tennis court, and a basketball court. Other amenities include picnic tables, two covered shelters, and restrooms.

Black Lake Park is approximately 47 acres in size along the shores of Black Lake. Black Lake itself is 30 acres. The park has paved parking, restrooms, a covered picnic shelter, and a multi-use trail. A boat launch and three small docks serve boating needs on the lake.

The Lewis and Clark Discovery trail is a joint venture between the Cities of Ilwaco and Long Beach and Washington State Parks. The 8.2-mile long, partially paved trail serves both pedestrians and bicycles.

#### **Urban Services Provided by Special Use Districts**

##### Ocean Beach School District

The Ocean Beach School District #112 provides K-12 public education for students in the Ilwaco/Long Beach area. The school district has an enrollment of 945 students in four schools. The district's high and middle schools are in Ilwaco while elementary school children attend Long Beach Elementary in Long Beach.

##### Pacific County Public Hospital District No. 3

The Pacific County Public Hospital District No. 3 operates the Ocean Beach Hospital in Ilwaco. The 15-bed hospital, expanded and updated in 2009, provides 24-hour physician-staffed health care for a wide range of healthcare needs.

#### **Transportation Element Profile**

##### **City Streets, Sidewalks, and Trails**

Ilwaco's street system consists of arterials, major collectors, minor collectors, and local streets. Arterials move the bulk of the city's traffic at relatively higher speeds. Arterials in the city include:

- First Avenue North (SR 101); 3,774 feet
- Spruce Street East (SR 101); 2,953 feet
- SR 101; 9,245 feet
- Captain Robert Gray Drive (SR 100); 4,138 feet

Major collectors provide connections between arterials and move traffic at speeds slower than arterials. Major collectors in the city include:

- Second Ave. SW; 1,355 feet
- Brumbach Ave. NE; 1,307 feet
- North Head Road (SR 100 Loop); 4,705 feet
- First Ave S; 1,370 feet
- Elizabeth Ave SE; 583 feet
- Howerton Way SE (Port Roadway); 1,973 feet
- Spruce Street W; 416 feet

Local streets include all other paved and unpaved public streets that serve local traffic. There are approximately eight miles of local streets within the city.

Most streets in the city do not separate bicycle and vehicular traffic. While sidewalks do exist along some stretches of arterials, major collectors, and local streets in the older core of the city, they are absent elsewhere in the city. There is a need for additional sidewalks that connect the downtown core with the Port of Ilwaco. The Discovery Trail is the sole bicycle-pedestrian only route in the city.

### State Highways

State highways in Ilwaco include SR 101 and SR 100. SR 101 is a major north-south highway that runs through the states of California, Oregon, and Washington. Road management and maintenance is the responsibility of WSDOT. The highway is an important asset to the city's tourist economy and commercial activities.

SR 101 is a designated Washington State Scenic Byway known as the Pacific Coast Scenic Byway. WSDOT prepared a corridor plan in 1997 that provides guidance for managing the highway right-of-way. The intent of the plan is to promote tourism along the highway by protecting key resources and establish corridor management strategies.

WSDOT collects data on average daily traffic (ADT) volumes for SR 101. The data shows that traffic has been growing about four to five percent annually.

SR 101 Location	2011	2012	2013	2014
MP 9.39 before junction with SR 101 Alternate Route	5,600	5,500	5,700	6,000
MP 11.57 before junction with SR 100 – First Avenue SE	3,000	3,300	3,400	3,500

SR 101 Location	2011	2012	2013	2014
MP 11.57 after junction with SR 100 – First Avenue SE	4,600	4,700	4,800	5,100

The traffic counts infer that a large percentage of travelers on SR 101 use the SR 101 Alternate cut-off to by-pass Ilwaco. Traffic also increases on First Avenue North towards Long Beach as opposed to westward on Spruce Street East. While this reduces traffic congestion in the city, it also creates a potential economic loss for local businesses that depend on tourist traffic.

SR 100 is 4.7-mile loop road serving Cape Disappointment State Park and Coast Guard Station Cape Disappointment. The highway intersects with SR 101 at First Avenue North. The last ADT volume data collected by WSDOT was in 2011, shown below.

SR 100 Location	2008	2009	2010	2011
MP 0.0 after junction with SR 101 First Avenue	2,100	2,100	2,100	2,100
MP 0.06 after junction with SR 100 Second Avenue	990	1,000	1,000	990
MP 2.95 before junction with state park spur	740	760	770	740
MP 2.97 after junction with state park spur	650	660	670	650
MP 4.68 before junction with SR 101 First Avenue	1,100	1,100	1,100	1,100

### Forecasting Traffic Demand

The slow population growth rate in Ilwaco suggests that residents likely will not appreciably increase traffic congestion on local streets. However, it will be important to monitor traffic along SR 101 over the 20-year planning period to ensure that the highway has the capacity to handle increased growth. First Avenue North probably will experience the greatest increase due to tourism to Cape Disappointment State Park.

### Port of Ilwaco Marina and Airport

The Port of Ilwaco owns and operates a marina for recreational and commercial vessels. The marina has 800 slips and upland facilities provide associated vessel repair and support services. The channel to the marina has a depth of -16 feet mean lower low mark. The US Army Corps of Engineers must perform regular maintenance on the channel to keep it connect the port to the Columbia River.

The Port also operates the Port of Ilwaco Airport south of the Vandalia subdivision in Pacific County. The airport consists of an asphalt runway that is 2,070 feet long and 50 feet wide and equipped with pilot-controlled, medium-intensity runway lights. The approaches to both runway ends are visual. There are approximately 4,800 operations annually, but no aircraft use the airport as a base.

## Utilities Element Profile

### Electrical Power Supply

Pacific County Public Utility District (PUD) #2 is a community-owned utility that provides electrical service to all homes and businesses in the City of Ilwaco. The boundary for PUD #2 includes most of Pacific County. PUD #2 purchases all of its power supply from the Bonneville Power Administration.

The Hagen Substation, located at the top of Bear River Hill along SR 101 provides power to the city. This substation has a capacity of 15/20/25 Mva with a feeder lines to customers in Ilwaco.

The PUD distributes electricity within Ilwaco through above- and underground lines that it owns and maintains. The utility continues to convert aboveground lines to underground to increase system reliability when cost-effective. The utility anticipates no difficulties in meeting future demand for power in Ilwaco.

### Telecommunications

**Telecommunication services are provided by multiple service providers including CenturyLink, Charter Communications, and ReachONE. Bibliography**

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US Census, Department of Commerce. American Community Survey: <http://factfinder.census.gov/faces/nav/jsf/pages/searchresults.xhtml?refresh=t>.

US Census, Department of Commerce. American FactFinder: <http://factfinder.census.gov/faces/nav/jsf/pages/index.xhtml>

US Department of Homeland Security, Federal Emergency Management Agency. View Your Community's Preliminary Flood Hazard Data: <http://www.fema.gov/view-your-communitys-preliminary-flood-hazard-data-o>

Washington Department of Fish and Wildlife. PHS on the Web: <http://wdfw.wa.gov/mapping/phs/>

Washington Department of Fish and Wildlife. SalmonScape: <http://apps.wdfw.wa.gov/salmonscape/>

Washington Department of Natural Resources. Geologic Information Portal:

<http://www.dnr.wa.gov/programs-and-services/geology/publications-and-data/geologic-information-portal>

**CITY OF ILWACO**  
**CITY COUNCIL AGENDA ITEM BRIEFING**

- A. Meeting Dates: Council Workshop: Public Hearing:  
Council Discussion Item: 11/23/15 Council Business Item:  
12/14/15
- B. Issue/Topic: **Resolution Amending the Fee Schedule for the 2016 Utility Rates and Connection Charges**
- C. Sponsor(s):  
1. Mike Cassinelli 2.
- D. Background (overview of why issue is before council):  
1. The City Council worked on the utility rates for an extended period of time. Projections were developed for short and potentially long-term needs of the utilities. Those projections included incremental increases.
- E. Discussion (specific details relevant to the issue, pros/cons, alternatives and any other decision-making details).  
1. During the budget workshops, the council reviewed the potential impact of the rate changes on a customer's bill, as well as the impact on the city's budget.
- F. Impacts:  
1. Fiscal: The \$.45cent increase to the water commodity charges under 20,000cuft and \$.45cent increase 20,000cuft and above will provide additional revenue to the water fund that will help support upcoming projects. The \$1.00 increase to the sewer base rate will stabilize the decline in sewer revenues and fund upcoming loan payments. There is no change to the stormwater rates.  
2. Legal:  
3. Personnel:  
4. Service/Delivery:
- G. Planning Commission:  Recommended  N/A  Public Hearing on
- H. Staff Comments:
- I. Time Constraints/Due Dates:
- J. Proposed Motion: **I move to adopt the resolution amending the fee schedule for the 2016 sewer, water and stormwater rates and connection charges.**

**CITY OF ILWACO  
RESOLUTION NO. 2015-XX**

**A RESOLUTION OF THE CITY OF ILWACO, WASHINGTON, AMENDING THE FEE SCHEDULE FOR THE 2016 SEWER, WATER AND STORMWATER RATES AND CONNECTION CHARGES**

**WHEREAS**, it is the desire of the City Council to adjust sewer, water and stormwater rates and connection charges annually, as needed, to align with service costs.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ILWACO, WASHINGTON, DOES RESOLVE AS FOLLOWS:**

**Section 1. Sewer Rates.** The minimum monthly base rate for sanitary sewage disposal shall be on a water meter size basis calculated based on the gallons per minute (GPM) flow capacity of the meter, as follows, and all rates and charges outside the Ilwaco city limits shall pay a surcharge of fifty (50) percent of the amount computed.

<b>Meter Size</b>	<b>GPM Flow*</b>	<b>Meter Weight</b>	<b>2015 Rate</b>	<b>2016 Rate</b>
5/8" or 3/4"	30	1.00	\$38.50	\$39.50
1"	50	1.67	\$64.30	\$65.97
1 1/4"	75	2.5	\$96.25	\$98.75
1 1/2"	100	3.33	\$128.21	\$131.54
2"	160	5.33	\$205.21	\$210.54
3"	300	10.00	\$385.00	\$395.00
4"	500	16.67	\$641.41	\$658.47
6"	1000	33.33	\$1283.21	\$1316.54
8"	1600	53.33	\$2053.21	\$2106.54

\* Washington State Department of Health Financial Viability Manual

In addition to the monthly rate based on meter size, the following rates shall also apply:

<b>Commodity Charge</b>	<b>Rate</b>
<ul style="list-style-type: none"> <li>▪ For each one hundred (100) cubic feet of metered water. For residential accounts, water consumption for the preceding period on or about March 25 through May 25 and September 25 through November 25 will be averaged <u>semi-annually</u> to determine the amount of sanitary sewer usage that will be charged for each month. For commercial accounts, monthly metered water shall determine the commodity charge assessed for sanitary sewer for that month.</li> </ul>	\$8.65
<ul style="list-style-type: none"> <li>▪ For each one hundred (100) cubic feet of metered sewerage flow (ONLY for large business with sewer flow meter)</li> </ul>	\$10.81
<ul style="list-style-type: none"> <li>▪ For each one hundred (100) cubic feet of metered grey water</li> </ul>	\$2.42

**Section 2. Water Rates.** The minimum monthly rates for all water users shall be on meter size basis calculated based on the gallons per minute (GPM) flow capacity of the meter, as follows, and all rates and charges outside the Ilwaco city limits shall pay a surcharge of fifty (50) percent of the amount computed.

Meter Size	GPM Flow*	Meter Weight	2015 Rate	2016 Rate
5/8" or 3/4"	30	1.00	\$26.90	\$26.90
1"	50	1.67	\$44.92	\$44.92
1 1/4"	75	2.50	\$67.25	\$67.25
1 1/2"	100	3.33	\$89.58	\$89.58
2"	160	5.33	\$143.38	\$143.38
3"	300	10.00	\$269.00	\$269.00
4"	500	16.67	\$448.42	\$448.42
6"	1000	33.33	\$896.58	\$896.58

\* Washington State Department of Health Financial Viability Manual

In addition to the monthly rate based on meter size, the following rates shall also apply:

Type of Charge	2015 Rate	2016 Rate
▪ <b>Commodity Rate:</b> For each one hundred (100) cubic feet of water usage	\$3.85	\$4.30
▪ <b>Fire Sprinkler:</b> For each fire sprinkler	\$18.57	\$18.57
▪ <b>Use over 20,000 cubic feet:</b> For each one hundred (100) cubic feet of water usage over 20,000 per month	\$4.15	\$4.60

**Section 3. Stormwater property classifications and rates.** For the purposes of assessing stormwater utility fees, all properties shall be classified by parcel or lot size and whether they are developed or undeveloped as per the records of the Pacific County Assessor, as follows:

Classification	Description	Rate 2015	Rate 2016
All parcels	Undeveloped commercial and residential	\$4.71	\$4.71
Parcels 6000 SF or less (.14 acres)	Developed residential	\$7.28	\$7.28
	Developed commercial	\$8.31	\$8.31
Parcels greater than 6000 SF (greater than .14 acres)	Developed residential	\$9.34	\$9.34
	Developed commercial	\$10.37	\$10.37

**Section 4. Water connection charges.** In addition to the foregoing rates and charges, the city shall charge for each building or service connection to the water system a connection charge of two thousand five hundred dollars (\$2,500) per meter equivalent (Ilwaco Municipal Code 13.04.020), and all connections outside the Ilwaco city limits shall pay a surcharge of fifty (50) percent of the amount computed.

All water meter connections for fire sprinkler installation shall be at the rate of one thousand eight hundred dollars (\$1,800) per connection.

**Section 5. Sewer connection charges.** In addition to the foregoing rates and charges, the city shall charge for each building or service connection to the sanitary sewer system a connection charge of a six thousand two hundred dollars (\$6,200) per proportional equivalent (Ilwaco Municipal Code 13.04.110), and all connections outside the Ilwaco city limits shall pay a surcharge of fifty (50) percent of the amount computed.

**Section 6. Severability.** If any section, sentence, clause or phrase of this resolution shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this resolution.

**Section 7.** This resolution, being an exercise of power specifically delegated to the city legislative body, is not subject to referendum and shall take effect five (5) days after passage by the City Council.

**PASSED BY THE CITY COUNCIL OF THE CITY OF ILWACO, AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS XXTH DAY OF \_\_\_\_\_, 2015.**

\_\_\_\_\_  
Mike Cassinelli, Mayor

ATTEST:

\_\_\_\_\_  
Holly Beller, Deputy City Clerk

VOTE	Jensen	Karnofski	Marshall	Chambreau	Forner	Cassinelli
Ayes						
Nays						
Abstentions						
Absent						

EFFECTIVE: January 1<sup>st</sup> 2016

11/30/15-

# SPRINKLERED BUILDINGS

CCAP Building  
Fire Station  
Hilltop School  
High School - Old Shop  
OB Hospital  
Shore Bank -  
Sunpines Apts -

Interpretive Center? @ STATE PARK

~ PRIVATE RESIDENCE ~  
John Chamberlain

TRW

**CITY OF ILWACO  
ORDINANCE NO. 779**

**AN ORDINANCE OF THE CITY OF ILWACO, WASHINGTON, AMENDING THE ILWACO MUNICIPAL CODE CHAPTER 13 REGARDING THE WATER AND SEWER CONNECTION CHARGES.**

**WHEREAS**, it is the desire of the City Council to amend Chapter 13 of the Ilwaco Municipal Code with regards to the connection charges for each building or service connection to the water system, and each connection to the sanitary sewer system; and

**WHEREAS**, RCW 35.92.010 and RCW 35.67.020 provide for the City Council to have the authority to set water and sewer rates, fees and charges by resolution.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ILWACO, WASHINGTON, DOES ORDAIN AS FOLLOWS:**

**Section 1.** Connection charges. Section 13.04.020 is amended as follows:

In addition to the foregoing rates and charges, the city shall charge for each building or service connection to the water system a connection charge of ~~two thousand dollars (\$2,000)~~ per meter equivalent. ~~This chapter shall include an annual three percent cost of living increase for a period of five years to start on January 1, 2006, and will continue through December 31, 2010 set forth by resolution of the Ilwaco City Council.~~

The connection charge will be determined by multiplying the total number of equivalent water meter factors for the water service to be installed by ~~two thousand dollars (\$2,000)~~ the connection charge set forth by same resolution of the Ilwaco City Council.

All water meter connections for fire sprinkler installation shall be at the rate of ~~one thousand five hundred dollars (\$1,500.00)~~ per connection set forth by resolution of the Ilwaco City Council, and shall be charged a flat monthly fee of ~~fifteen dollars (\$15.00)~~ set forth by same resolution.

All customers outside the corporate limits of the City of Ilwaco shall pay a surcharge of 50 percent of the amount computed as provided (Ord. 696, 2004).

All other charges and procedures for Chapter 13.04 shall remain in effect.

**Section 2.** Connection charges. Section 13.04.110 is amended as follows:

In addition to the foregoing rates and charges, the city shall charge for each connection to the sanitary sewer system a ~~five thousand dollar (\$5,000.00)~~ connection charge set forth by resolution of the Ilwaco City Council. Payment is due at the time of application for service, or, no later than at the time of building permit application.

Monthly charges will be due and payable within one year after purchase of the service connection or upon installation of the connection to the sewer main, whichever occurs first.

All customers outside the corporate limits of the City of Ilwaco shall pay a surcharge of 50 percent of the amount computed as provided (Ord. 697, 2004).

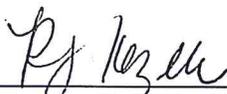
All other charges and procedures for Chapter 13.04 shall remain in effect.

**Section 3.** Effective Date. This Ordinance takes effect and is in full force five (5) days after its passage, approval and publication of an approved summary of the title as provided by law.

**PASSED BY THE CITY COUNCIL OF THE CITY OF ILWACO, AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THIS 27<sup>TH</sup> DAY OF DECEMBER, 2010.**

  
Mike Cassinelli, Mayor

ATTEST:

  
PJ Kezele, Deputy City Clerk

VOTE	Jensen	Chin	Marshall	Greene	Forner	Cassinelli
Ayes	X	X	X	X	X	
Nays						
Abstentions						
Absent						

PUBLISHED: January 5, 2010

EFFECTIVE: January 10, 2010

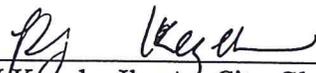


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I, PJ Kezele, City Clerk for the City of Ilwaco, Washington, do hereby certify that the attached is a full, true and correct copy Ordinance # 779, approved by the Ilwaco City Council at its Regular Meeting on the 27<sup>th</sup> day of December, 2010.

WITNESS my hand and official seal this 4<sup>th</sup> day of January, 2011.

(SEAL)

  
\_\_\_\_\_  
PJ Kezele, Ilwaco City Clerk

**CITY OF ILWACO**

**ORDINANCE #654**

**AN ORDINANCE OF THE CITY OF ILWACO, PACIFIC COUNTY, WASHINGTON AMENDING ORDINANCE #581, WATER RATES, OCTOBER 4, 1994 TO CHARGE A CONNECTION FEE AND A FLAT MONTHLY FEE FOR A FIRE SPRINKLER INSTALLATION.**

**WHEREAS, the City of Ilwaco charges a high monthly fee for the installation and maintenance of a Fire Sprinkler Installation, regardless of use; and**

**WHEREAS, the City of Ilwaco finds the large monthly fee is unnecessary and may deter businesses from purchasing a Fire Sprinkler Installation when they are important for the safety of customers and citizens; and**

**WHEREAS, the City of Ilwaco finds that a fixed installation charge with a minimum monthly fee, along with a charge for any water used, is sufficient to support a Fire Sprinkler Installation, NOW THEREFORE,**

**The city council of the City of Ilwaco, Washington do ordain as follows:**

**Ordinance #581, Water Rates, October 4, 1994 is amended as follows:**

**Delete paragraph two of Ordinance #581 regarding the Fire Sprinkler installation in its entirety.**

**Add new paragraph two as follows:**

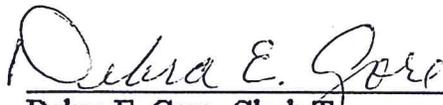
**All water meter connections for Fire Sprinkler installation shall be at the rate of \$1500.00 per connection, and shall be charged at flat monthly fee of \$15.00. Any water usage on this meter for fire service, testing, or vandalism will be billed at the current per cubic foot rate. Water usage from this meter will be for fire purposes only. All other usage will be deemed as a theft of services punishable by law. The City reserves the right to inspect the meter at any time.**

**All other charges and procedures for water service contained in Ordinance #581 shall remain in effect.**

**This ordinance shall become effective and operative upon its passage by the City Council of the City of Ilwaco, and upon its publication in the form and manner required by law.**

Passed by the City Council of the City of Ilwaco this 26<sup>th</sup> day of February, 2001.

  
\_\_\_\_\_  
Michael J. Meno, Mayor

  
\_\_\_\_\_  
Debra E. Gore, Clerk-Treasurer

**CITY OF ILWACO  
CITY COUNCIL AGENDA ITEM BRIEFING**

- A. Meeting Dates: Council Workshop: Public Hearing:  
Council Discussion Item: 12/14/15 Council Business Item:
- B. Issue/Topic: **2015 Second Budget Amendment Ordinance**
- C. Sponsor(s):  
1. Mike Cassinelli 2.
- D. Background (overview of why issue is before council):  
1. Total revenues plus prior year carryover or total expenditures plus end of year carryover must be stated in the budget ordinance. If the amount is exceeded, the city could be issued a finding by the state auditor's office. Because of this requirement, appropriations must be at or more than what is anticipated to occur.
- E. Discussion (specific details relevant to the issue, pros/cons, alternatives and any other decision-making details)  
1. A budget amendment has been created to illustrate the necessary changes to the budget for unforeseen revenues and expenditures that have been incurred or projected since the last budget amendment in June 2015.  
2. The city has received an additional \$25,000 of revenues from Pacific County that has been distributed to the Street fund. These funds are motor vehicle fuel tax the county receives from the state related to the funding of road projects. The county is required to distribute a portion to the cities within the county.  
3. An interlocal between Pacific County and the City of Ilwaco describes payments for the "repayment for purchase of dispatch radio equipment" to either be paid in full at \$13,546.00 or in three installments at \$4,788.92. This needs to be addressed in this amendment, the current draft incorporates the payment needed by December 31, 2015. The agreement has not yet been approved by City Council, but the Mayor asked to have this built-in into the amendment.
- F. Impacts:  
1. Fiscal:  
2. Legal:  
3. Personnel:  
4. Service/Delivery:
- G. Time Constraints/Due Dates: Must be in place before year end
- H. Proposed Motion: **I move that the council adopt the 2015 second budget amendment ordinance as presented.**

**CITY OF ILWACO  
ORDINANCE NO. 8XX**

**AN ORDINANCE AMENDING THE 2015 BUDGET OF THE CITY OF  
ILWACO, WASHINGTON AS ADOPTED BY ORDINANCE #836 AND  
AMENDED BY ORDINANCE #846**

**WHEREAS**, the City of Ilwaco adopted the 2015 budget in final form by Ordinance #836 on November 24, 2014 and amended it on June 8<sup>th</sup>, 2015 by Ordinance #846; and

**WHEREAS**, subsequent thereto it has become necessary for the city to amend said ordinance because of revenues and council approved unbudgeted expenditures of same; and

**WHEREAS**, the city is desirous of amending its budget pursuant to RCW 35A.33.090.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ILWACO, WASHINGTON, DOES ORDAIN AS FOLLOWS:**

**Section 1.** The following funds contained in the 2015 Budget are hereby amended as follows:

<u>City of Ilwaco Funds</u>	<u>Original Appropriation</u>	<u>Amendment #1 Appropriation</u>	<u>Amendment #2 Appropriation</u>	<u>Change</u>
General Fund	936,372	962,846	969,198	6,352
Street Fund	89,405	89,227	92,038	2,811
Tourism Fund	69,164	69,164	69,544	380
Excise Reserve Fund	20,000	20,000	20,000	-
Water Fund	1,697,162	1,766,024	1,677,430	(88,594)
Water/Sewer Bond Redemption Fund	478,949	478,949	478,949	(0)
Water/Sewer Bond Reserve				-
Stormwater Fund	119,815	119,116	87,102	(32,014)
Sewer Fund	1,547,377	1,544,923	1,484,142	(60,781)
<b>Total Appropriations</b>	<b>4,958,243</b>	<b>5,050,248</b>	<b>4,878,403</b>	<b>(171,846)</b>

**Section 2.** The budget for the year 2015 is amended to provide redistribution of monies due to projects not being completed in this fiscal year. As well as distribution from other governmental entities that are not calculated until the end of the year.

**Section 3.** The city clerk is hereby directed to transmit this supplemental budget to the State Auditor's Office and to the Association of Washington Cities.

**Section 4.** Effective Date. This Ordinance takes effect and is in full force five (5) days after its passage, approval and publication of an approved summary of the title as provided by law.

**PASSED BY THE CITY COUNCIL OF THE CITY OF ILWACO, AND SIGNED  
IN AUTHENTICATION OF ITS PASSAGE THIS XX DAY OF DECEMBER,  
2015.**

\_\_\_\_\_  
Mike Cassinelli, Mayor

ATTEST:

\_\_\_\_\_  
Ariel Smith, Treasurer

VOTE	Jensen	Karnofski	Marshall	Chambreau	Ferner	Cassinelli
Ayes						
Nays						
Abstentions						
Absent						

PUBLISHED:

EFFECTIVE:

001 General Fund	ESTIMATED REVENUES -	Actual Thru 11/30/2015	2015		Amendment #1	Amendment #2	2015	ESTIMATED EXPENDITURES -		Actual 11/30/2015	2015		Amendment #1	Amendment #2
			Original					Original						
001-000-000-311-00-00-00	General Property Taxes	127,118	146,300	146,300	146,300	146,300	146,300	0	0	3,328	2,000	2,000	2,000	4,200
001-000-000-313-10-00-00	Local Sales & Use Taxes	135,975	135,000	135,000	140,000	140,000	140,000	5,000	5,000	16,535	18,000	18,000	18,000	20,000
001-000-000-316-10-00-00	Business & Occupation Tax	63,101	60,000	60,000	65,000	65,000	65,000	3,000	3,000	1,731	1,537	1,537	1,537	2,500
001-000-000-316-10-01-00	Garbage 6% Utility Tax	17,153	15,000	15,000	18,000	18,000	18,000	2,000	2,000	1,500	3,833	3,833	3,833	1,500
001-000-000-316-10-02-00	Child Care 6% Utility Tax	9,366	12,000	12,000	10,000	10,000	10,000	(2,000)	(2,000)	7,004	500	500	500	300
001-000-000-316-10-03-00	Telephone 6% Utility Tax	25,832	35,000	35,000	30,000	30,000	30,000	(5,000)	(5,000)	7,004	7,362	7,362	7,362	7,900
001-000-000-316-10-04-00	Electricity 6% Utility Tax	65,293	75,000	75,000	70,000	70,000	70,000	(5,000)	(5,000)	1,241	-	-	-	-
001-000-000-316-10-05-00	Water Utility Tax	48,177	56,871	56,871	52,863	52,863	52,863	(4,008)	(4,008)	367	1,890	1,890	1,890	600
001-000-000-316-10-06-00	Sewer Utility Tax	41,736	46,591	46,591	44,614	44,614	44,614	(1,977)	(1,977)	-	200	200	200	-
001-000-000-316-10-07-00	Storm Drainage Utility Tax	4,834	5,192	5,192	5,192	5,192	5,192	0	0	-	-	-	-	-
001-000-000-316-10-08-00	Fire Hydrant Fee	1,795	-	-	1,800	1,800	1,800	1,800	1,800	65	100	100	100	100
001-000-000-316-31-00-00	Gambling Tax	469	-	-	-	-	-	-	-	6,851	6,000	6,000	6,000	7,000
001-000-000-317-20-00-00	Local Lendhold Excise Tax	23,168	30,000	30,000	30,000	30,000	30,000	-	-	-	-	-	-	-
001-000-000-317-20-00-00	Timber Harvest Excise Tax	166	-	-	-	-	-	-	-	-	-	-	-	-
001-000-000-319-00-00-00	Other Business Licenses and Permits	34,449	40,000	40,000	40,000	40,000	40,000	-	-	15,196	17,250	17,250	17,250	17,500
001-000-000-322-10-00-01	Building Permit Fees	4,144	7,500	7,500	5,000	5,000	5,000	(2,500)	(2,500)	36,337	42,373	42,373	42,373	40,000
001-000-000-322-90-00-00	Land Use Permit Fees	-	-	-	-	-	-	-	-	11,869	12,036	12,036	12,036	13,500
001-000-000-322-90-00-01	Zoning Fees	4,819	5,000	5,000	5,000	5,000	5,000	-	-	6,562	6,020	6,020	6,020	7,000
001-000-000-334-03-12-00	DOE Aquatic Weed Grant	1,866	19,519	19,519	19,519	19,519	19,519	-	-	-	2,000	2,000	2,000	-
001-000-000-334-03-13-00	DOE Shoreline Master Program	48,302	50,000	50,000	50,000	50,000	50,000	-	-	10,659	2,000	2,000	2,000	11,000
001-000-000-335-00-01-00	PUD Privilege Tax	8,799	9,000	9,000	9,500	9,500	9,500	500	500	3,807	4,080	4,080	4,080	4,080
001-000-000-336-06-21-00	Criminal Justice - Violent Crimes/Population	1,000	500	500	1,200	1,200	1,200	700	700	583	1,000	1,000	1,000	700
001-000-000-336-06-25-00	Criminal Justice - Contraband Services	1,600	1,500	1,500	1,700	1,700	1,700	200	200	302	1,500	1,500	1,500	500
001-000-000-336-06-36-00	Criminal Justice - Special Programs	925	795	795	795	795	795	205	205	1,100	1,452	1,452	1,452	1,452
001-000-000-336-06-31-00	DUI & Other Criminal Justice Assistance	143	300	300	300	300	300	-	-	-	-	-	-	-
001-000-000-336-06-94-00	Liquor Excise Tax	2,276	4,176	4,176	4,176	4,176	4,176	-	-	2,946	3,049	3,049	3,049	3,049
001-000-000-336-06-95-00	Liquor Board Profits	6,210	8,244	8,244	8,244	8,244	8,244	-	-	543	432	432	432	700
001-000-000-337-00-01-00	PCOG Fire Station	25,000	25,000	25,000	25,000	25,000	25,000	-	-	809	1,440	1,440	1,440	1,440
001-000-000-337-00-02-00	PCOG Fire Community Building	18,979	18,979	18,979	18,979	18,979	18,979	-	-	251	300	300	300	300
001-000-000-341-10-00-00	Photocopying	35	100	100	100	100	100	(50)	(50)	468	4,000	4,000	4,000	2,000
001-000-000-341-10-00-00	Other General Government Services	675	8,000	8,000	8,000	8,000	8,000	-	-	555	500	500	500	700
001-000-000-342-20-00-00	Fire Protection Services	1,916	5,000	5,000	7,000	7,000	7,000	2,000	2,000	26,931	20,400	20,400	20,400	27,000
001-000-000-353-10-03-01	Municipal Court Fines	6,463	5,000	5,000	5,000	5,000	5,000	-	-	691	1,000	1,000	1,000	1,000
001-000-000-353-10-00-00	Non-Traffic Infraction Penalties	294	25	25	300	300	300	275	275	160,506	165,483	165,483	165,483	179,521
001-000-000-361-11-00-00	Investment Interest	182	500	500	200	200	200	(300)	(300)	20,592	20,000	20,000	20,000	26,000
001-000-000-361-10-00-00	Other Interest	43	40	40	40	40	40	-	-	473	720	720	720	720
001-000-000-362-10-00-00	Space & Facility Rental	1,481	40	40	40	40	40	-	-	1,500	1,500	1,500	1,500	1,500
001-000-000-362-10-00-04	Community Building - Rent	3,090	3,250	3,250	3,250	3,250	3,250	1,500	1,500	500	500	500	500	500
001-000-000-362-50-01-00	Community Building - Electricity	7,240	11,500	11,500	8,000	8,000	8,000	(3,500)	(3,500)	3,142,250	2,142,250	2,142,250	2,142,250	2,142,250
001-000-000-362-90-00-00	Community Building - Other	2,433	3,000	3,000	3,000	3,000	3,000	3,000	3,000	237,315	236,970	236,970	236,970	242,970
001-000-000-367-00-00-00	Templin Foundation Grant	14,000	14,000	14,000	14,000	14,000	14,000	-	-	16,062	15,952	15,952	15,952	17,000
001-000-000-367-10-00-00	Black Lake Fish Derby Donations	5,373	5,000	5,000	5,400	5,400	5,400	400	400	9,317	10,196	10,196	10,196	10,426
001-000-000-367-10-00-00	Ilwaco Park Fund Donations	31,784	-	-	36,784	36,784	36,784	36,784	36,784	-	-	-	-	-
001-000-000-367-19-00-03	Fireworks Donation	8,870	15,000	15,000	9,000	9,000	9,000	(6,000)	(6,000)	1,320	2,100	2,100	2,100	2,100
001-000-000-369-10-00-00	Sale of Scrap And Junk	2,763	-	-	2,800	2,800	2,800	2,800	2,800	-	-	-	-	-
001-000-000-386-83-08-00	Tanaka Care	96	170	170	100	100	100	(70)	(70)	5,393	10,730	10,730	10,730	7,000
001-000-000-386-83-31-00	Auto Theft	191	220	220	220	220	220	-	-	2,763	10,650	10,650	10,650	9,150
001-000-000-386-83-32-00	Brian Tramm	35	40	40	40	40	40	-	-	713	1,600	1,600	1,600	1,600
001-000-000-386-91-00-00	ST Gen Fund 40	952	1,300	1,300	1,300	1,300	1,300	-	-	220	7,700	7,700	7,700	5,000
001-000-000-386-92-00-00	ST Gen Fund 50	509	700	700	700	700	700	-	-	4,670	4,440	4,440	4,440	5,500
001-000-000-386-97-00-00	JIS Account	342	225	225	350	350	350	125	125	12,368	9,540	9,540	9,540	13,500
001-000-000-397-00-00-01	Transfer From 01-IBldg. Rental	11,500	11,500	11,500	11,500	11,500	11,500	125	125	5,001	7,000	7,000	7,000	6,000
001-000-000-397-00-00-02	Transfer From 01-IBldg. Rental	12,375	12,375	12,375	12,375	12,375	12,375	-	-	1,882	1,500	1,500	1,500	2,000
001-000-000-397-00-00-03	Transfer From 402-IBldg. Rental	20,275	20,275	20,275	20,275	20,275	20,275	-	-	2,249	2,940	2,940	2,940	2,940
001-000-000-397-00-00-04	Transfer From 104	2,500	2,500	2,500	2,500	2,500	2,500	-	-	722	500	500	500	1,000
001-000-000-397-00-00-05	Transfer From 408	3,500	5,500	5,500	5,500	5,500	5,500	-	-	3,014	2,800	2,800	2,800	3,200
001-000-000-398-00-00-00	Insurance Recoveries	-	-	-	-	-	-	-	-	69,893	92,048	92,048	92,048	95,616
001-000-000-398-00-00-00	Insurance Recoveries	-	-	-	-	-	-	-	-	2,961	3,500	3,500	3,500	3,500
001-000-000-398-00-00-00	Insurance Recoveries	-	-	-	-	-	-	-	-	50	50	50	50	50

001 General Fund	ESTIMATED REVENUES -	2015 Actual Thru 11/30/2015	2015 Original	2015 Amendment #1	2015 Amendment #2	ESTIMATED EXPENDITURES -	2015 Actual 11/30/2015	2015 Original	2015 Amendment #1	2015 Amendment #2
						Disaster Preparedness	5,902	5,753	5,753	5,753
						Dispatch Services	32,611	28,729	28,729	37,611
						Other Emergency Service	41,474	38,032	38,032	46,914
						Air Pollution Control	423	423	423	423
						Ilwaco Web Page	850	1,500	1,500	850
						Planner Services	71,735			74,000
						Alcohol Program 2%	213	250	250	250
						Other General Government	73,221	72,173	72,173	75,523
						Custodian Library	3,825	4,140	4,140	4,140
						Insurance	2,005	1,781	1,781	3,145
						Electricity	7,119	6,500	6,500	7,400
						City Water	1,616	1,200	1,200	1,900
						City Sewer	2,324	2,200	2,200	2,700
						Storm Drainage	107	100	100	120
						Repairs & Maintenance	1,055	900	900	1,200
						Miscellaneous	11	100	100	100
						Library	18,062	16,921	16,921	20,705
						Street Banners	-			
						Black Lake Fishing Derby	4,124	5,000	5,000	4,200
						Port of Ilwaco Fireworks	7,500		15,000	7,500
						Community Bldg Other - Elcstri	4,746	6,220	6,220	6,220
						Community Bldg Other-Misc	3,719	2,000	2,000	4,000
						Community Building Insurance	8,560	9,120	9,120	9,120
						Other Community Bldg &	28,449	22,340	37,340	31,040
						Parks Salaries and Wages	29,690	35,744	35,744	35,334
						Parks Benefits	10,159	15,039	14,969	14,969
						Office & Operating Supplies	7,853	4,500	4,500	8,300
						Aquatic Weed Treatment	2,057	19,519	19,519	19,519
						Small Tools & Equipment	861	8,000	7,000	1,500
						Insurance	2,183	2,294	2,294	2,500
						Electricity	1,004	1,000	1,000	1,200
						Water-Parks, Sprinklers,BK, Lake	1,897	2,600	2,600	2,600
						Sewer-Parks, Black Lake	727	2,400	2,400	1,000
						Storm Drainage	1,641	1,500	2,000	2,000
						Repairs & Maintenance	1,840	9,954	8,500	4,000
						Miscellaneous	-			
						Other	89,910	107,580	105,117	5,000
						Ucla RD #97-09 Bond - Prin	9,115	19,332	19,332	19,332
						BOP Fire Station - Prin	46,695	37,282	37,282	46,695
						John Deer Mower 8157-96 - Prin	10,082	12,000	12,000	12,000
						BOP Community Bldg - Prin	18,498	15,947	15,947	18,498
						Ucla RD #97-09 Bond - Interest	4,149	7,195	7,195	7,195
						BOP Fire Station - Interest	30,738	40,150	40,150	30,738
						John Deer Mower 8157-96 - Interest	1,822	500	500	2,000
						BOP Community Bldg - Interest	10,529	13,080	13,080	10,529
						Debt Payments	131,628	145,486	145,486	146,987
						Templin Foundation	14,000	14,000	14,000	14,000
						Governmental Facility	10,714	3,000	3,000	14,000
						Administrative Equipment	103			
						Fire Equipment	1,060	5,000	5,000	
						Parks Vehicles/ Equipment	25,877	31,200	31,200	4,000
						Capital Expenditures	32,885	39,200	53,200	32,000
						GRAND TOTAL				
						2015 Reserve Contribution (Depletion)	846,862	936,373	962,846	969,198
							17,165	(40,686)	(38,159)	(11,626)
						Reserve Analysis				
						CARRYOVER FROM PRIOR YEAR				
						2015 Reserve Contribution (Depletion)	(40,686)	(38,159)	(11,626)	(26,532)
						CARRYOVER TO NEXT YEAR	159,706	141,020	167,553	(26,532)







2015 Budget - City of Ilwaco

401 Water Fund	ESTIMATED EXPENDITURES				2015 Actual Thru 11/30/2015	2015 Original	2015 Amendment #1	2015 Amendment #	2015 Amendment #
	2015 Actual Thru 11/30/2015	2015 Original	2015 Amendment #1	2015 Amendment #2					
401-000-000-534-00-10-					209,558	216,634		220,634	
Salaries & Wages					66,881	74,490		73,651	
401-000-000-534-00-20-					36,577	40,000		40,000	
Benefits					36,547	40,000		40,000	
401-000-000-534-00-31-					33,723	35,751		35,751	
Operation & Maintenance					1,583	2,500		2,500	
401-000-000-534-00-31-					3,723	5,000		5,000	
Chemicals					9,649	6,000		6,000	
401-000-000-534-00-31-					4,138	7,500		7,500	
Monthly Excise Tax Pay					4,670	5,000		5,000	
401-000-000-534-00-31-					6,002	5,000		5,000	
Annual Meter Calibrations					3,912	10,000		10,000	
401-000-000-534-00-31-					14,102	12,000		12,000	
Annual Permit Fees					6,161	9,000		9,000	
401-000-000-534-00-31-					4,956	4,500		4,500	
Office & Customer Service					2,987	2,000		2,000	
401-000-000-534-00-32-					17,892	18,802		18,802	
Gasoline					24,757	35,000		35,000	
401-000-000-534-00-35-					643	660		660	
Small Tools & Equipment					1,762	5,000		5,000	
401-000-000-534-00-35-					-	5,000		5,000	
Small Tools & Equipment - Lab					-	5,000		5,000	
401-000-000-534-00-41-					3,912	10,000		10,000	
Professional Services					14,102	12,000		12,000	
401-000-000-534-00-41-					6,161	9,000		9,000	
Professional Services - Electrician					4,956	4,500		4,500	
03					2,987	2,000		2,000	
401-000-000-534-00-41-					17,892	18,802		18,802	
Professional Services - Computer					24,757	35,000		35,000	
401-000-000-534-00-42-					643	660		660	
Communications					1,762	5,000		5,000	
401-000-000-534-00-43-					-	5,000		5,000	
Travel/Meals/Lodging					-	5,000		5,000	
401-000-000-534-00-47-					2,133	2,000		2,000	
Electricity					492,549	549,836		553,198	
401-000-000-534-00-47-					-	-		-	
Storm Drainage					-	-		-	
401-000-000-534-00-48-					16,949	16,985		16,985	
Vehicle Repairs/Maintenance					1,864	1,864		1,864	
401-000-000-534-00-48-					89,652	66,248		66,248	
Water Line Replacement					108,465	85,097		85,097	
401-000-000-534-00-49-					98,368	121,000		121,000	
Safety Training					16,156	44,500		40,500	
401-000-000-534-00-49-					2,133	2,000		2,000	
Software Upgrade					118,080	265,500		261,500	
401-000-000-534-00-49-					492,549	549,836		553,198	
Miscellaneous					-	-		-	
401-000-000-534-00-49-					-	-		-	
Subtotal O&M					-	-		-	
401-000-000-591-34-72-					16,949	16,985		16,985	
Principal Pwrf - 94206					1,864	1,864		1,864	
401-000-000-591-34-72-					89,652	66,248		66,248	
Principal Pwrf - 04-65104-013					108,465	85,097		85,097	
401-000-000-592-34-80-					98,368	121,000		121,000	
Interest Pwrf - 94206					16,156	44,500		40,500	
401-000-000-592-34-83-					2,133	2,000		2,000	
Interest Pwrf - 04-65104-013					118,080	265,500		261,500	
401-000-150-591-34-79-					3,418	-		-	
Subtotal Debt					3,418	-		-	
401-000-000-594-64-34-					846,000	780,000		846,000	
Plant Improvements					852,748	780,000		849,500	
401-000-000-594-64-34-					16,156	44,500		40,500	
Vehicle Purchase					3,556	100,000		100,000	
401-000-000-594-64-34-					118,080	265,500		261,500	
Equipment					3,418	-		-	
401-000-000-594-64-34-					3,418	-		-	
Contingency (paint reservoir)					846,000	780,000		846,000	
401-000-000-594-64-34-					846,000	780,000		846,000	
Subtotal SLA Expenditures					3,330	-		3,500	
401-000-000-594-34-41-					3,330	-		3,500	
Engineering - Plant					852,748	780,000		849,500	
401-000-000-594-34-41-					3,418	-		4,354	
Engineering - Distribution					12,375	12,375		12,375	
401-000-000-594-34-62-					846,000	780,000		846,000	
Construction Project - Reservoir					4,354	4,354		4,354	
401-000-000-594-34-62-					852,748	780,000		849,500	
Construction - Plant					12,375	12,375		12,375	
401-000-000-594-34-62-					852,748	780,000		849,500	
Construction - Distribution					4,354	4,354		4,354	
401-000-000-597-00-00-					16,729	16,729		16,729	
Subtotal Project Expenditures					1,588,571	1,697,162		1,766,024	
401-000-000-597-00-00-					16,729	16,729		16,729	
Transfer TO 001					1,588,571	1,697,162		1,766,024	
401-000-000-597-00-00-					84,950	84,950		84,950	
Transfer TO 403 Usda 91-01					84,950	84,950		84,950	
401-000-000-597-00-00-					1,588,571	1,697,162		1,766,024	
Transfer To 03 pwr(04-65104-					84,950	84,950		84,950	
401-000-000-597-00-00-					1,588,571	1,697,162		1,766,024	
Subtotal Transfers					84,950	84,950		84,950	
GRAND TOTAL EXPENDITURES					1,588,571	1,697,162		1,766,024	
2014 Reserve Contribution/(Depletion)					(84,981)	(127,572)		(196,434)	
401-000-000-534-00-10-									
401-000-000-534-00-20-									
401-000-000-534-00-31-									
401-000-000-534-00-31-									
401-000-000-534-00-31-									
401-000-000-534-00-31-									
401-000-000-534-00-31-									
401-000-000-534-00-32-									
401-000-000-534-00-35-									
401-000-000-534-00-35-									
401-000-000-534-00-41-									
401-000-000-534-00-41-									
401-000-000-534-00-42-									
401-000-000-534-00-43-									
401-000-000-534-00-47-									
401-000-000-534-00-47-									
401-000-000-534-00-48-									
401-000-000-534-00-48-									
401-000-000-534-00-49-									
401-000-000-534-00-49-									
401-000-000-534-00-49-									
401-000-000-591-34-72-									
401-000-000-591-34-72-									
401-000-000-592-34-80-									
401-000-000-592-34-83-									
401-000-150-591-34-79-									
401-000-000-594-64-34-									
401-000-000-594-64-34-									
401-000-000-594-64-34-									
401-000-000-594-34-41-									
401-000-000-594-34-41-									
401-000-000-594-34-62-									
401-000-000-594-34-62-									
401-000-000-597-00-00-									
401-000-000-597-00-00-									
401-000-000-597-00-00-									
GRAND TOTAL ALL REVENUES	1,474,463	1,503,590	1,569,590	1,525,592	1,474,463	1,503,590	1,569,590	1,525,592	1,474,463
Reserve Analysis									
Original									
Amended									
CARRYOVER FROM PRIOR YEAR (Beginning Balance)**									
Revenues	1,503,590		332,491	332,491					
Operational Expenses	(651,662)		(1,569,590)	(882,930)					
Net Collections (Usage) from Operations Activity			914,566	842,662					
Reserve Including 2015 Contribution			1,229,708	1,175,153					
Utilization of Reserve for Capital Items - 2015			(1,045,500)	(994,500)					
RESERVE FOR FUTURE (Ending Balance)			184,208	270,653					

2015 Budget - City of Ilwaco

404 Bond Reserve Fund

ESTIMATED REVENUES	2015		ESTIMATED EXPENDITURES	2015 Reserve	2015 Reserve Contribution / (Depletion)	Thru 2014 Have	Difference
	Actual Thru 11/30/2015	Original					
404-000-000-397-35-70-01 WWTP Bond Reserve- L1300001	4,668	4,668		4,668 +2			
404-000-000-397-35-70-02 Wwp Sfr Reserve- First Avenue	12,920	12,920		12,920 +3			
404-000-000-397-35-70-03 Wwp 2004+Usda Reserve	-	-		-			
404-000-000-397-35-72-06 Wwp 2008 Reserve-B of P	2,965	2,965		2,965 +2			
	<b>20,553</b>	<b>20,553</b>		<b>20,553</b>	<b>\$20,552.93</b>		
<b>Reserve Analysis</b>							
CARRYOVER FROM PRIOR YEAR (Beginning Balance)	Original \$	Amended \$					
	\$ 347,731.00	\$ 327,178.00					
2015 Reserve Contribution / (Depletion)	\$	\$					
	\$ 20,552.93	\$ 20,552.93					
CARRYOVER TO NEXT YEAR	\$	\$					
	\$ 368,283.93	\$ 347,730.93					
WWTP Bond Reserve-1987-#91-01		Water				Thru 2014 Have	Difference
WWTP Bond Reserve First Ave						\$ 4,500.00	\$ -
WWTP Bond Reserve-1995-#92-07 - transferred to L1300001						\$ 12,920.00	\$ 51,684.00
WWTP Bond Reserve-2000-#L9400008		Sewer Plant				\$ 104,307.88	\$ -
WWTP Bond Reserve L1300001 (refi of USDA 92-07 & 92-10)	(Seaview 39,537.90)	Sewer Plant				\$ 201,663.00	\$ 14,003.70
WWTP Bond Reserve-2004-#92-10 - transferred to L1300001	(Seaview 59,371)	Sewer Plant & SBR #3				\$ 215,666.70	\$ -
WWTP Bond Reserve-2008-BoP		PumpStations				\$ 24,341.12	\$ 5,305.68
						\$ 418,725.38	\$ 70,993.38
						\$ 347,732.00	\$ -
SRF/DOE Loan #L1300001 requires 1 annual payment accrued over the first 5 years of loan.							
SRF/DOE Loan #L9400008 requires 1 annual payment accrued over the first 5 years of loan.							
USDA-RD Loan #92-07 required 1 annual payment in reserve within 10 years.							
USDA-RD Bond requires 1 annual payment in reserve within 10 years.							



2015 Budget - City of Ilwaco

408 STORMWATER FUND

ESTIMATED EXPENDITURES	2015		2015		2015 Actual Thru 11/30/2015	Original	2015		Amendment #1	Amendment #2
	Original	Amendment #1	Amendment #1	Amendment #2						
Storm Drainage	80,747	86,538	86,538	86,538	13,527	15,704	15,107	15,107		15,107
Investment Interest	39				4,564	5,437	5,335	5,335		5,335
Transfer from Excise Rsv	20,000	20,000	20,000	20,000	9,713	8,800	8,800	8,800		11,500
Transfer from Streets	8,000	8,000	8,000	8,000	1,382	1,600	1,600	1,600		1,600
<b>GRAND TOTAL REVENUES</b>	<b>80,786</b>	<b>114,538</b>	<b>114,538</b>	<b>114,538</b>	<b>1,085</b>	<b>1,000</b>	<b>1,000</b>	<b>1,000</b>		<b>1,400</b>
					157	1,500	1,500	1,500		200
					636	692	692	692		750
					3,588	3,588	3,588	3,588		3,588
					1,496	1,496	1,496	1,496		1,496
					20,260	20,260	20,260	20,260		20,260
					1,130	1,131	1,131	1,131		1,131
					137	150	150	150		150
					4,085	4,457	4,457	4,457		4,085
					12,607	48,500	48,500	48,500		15,000
					5,500	5,500	5,500	5,500		5,500
<b>GRAND TOTAL EXPENDITURES</b>	<b>80,786</b>	<b>114,538</b>	<b>114,538</b>	<b>114,538</b>	<b>79,867</b>	<b>119,816</b>	<b>119,116</b>	<b>119,116</b>		<b>87,102</b>
2015 Reserve Contribution/(Depletion)					\$919	(\$39,030)	(\$4,578)	(\$4,578)		\$27,436
<b>Reserve Analysis</b>										
CARRYOVER FROM PRIOR YEAR (Beginning Balance)	Original \$ 11,120	Amended \$ 18,556								
2015 Reserve Contribution/(Depletion)	\$ (4,578)	\$ (4,578)								
CARRYOVER TO NEXT YEAR	\$ 6,542	\$ 13,978								





**CITY OF ILWACO**  
**CITY COUNCIL AGENDA ITEM BRIEFING**

A. Meeting Dates: Council Workshop: Public Hearing:  
Council Discussion Item:12/14/15 Council Business Item:

B. Issue/Topic: **Interlocal Agreement for Repayment of the Purchase of Dispatch Radio Equipment**

C. Sponsor(s):

1. Cassinelli
- 2.

D. Background (overview of why issue is before council):

As part of the 2014 budget process, PACCOM member agencies approved the purchase/upgrade of radio equipment to assure interoperability and compliance with the state and federal regulations.

E. Discussion (specific details relevant to the issue, pros/cons, alternatives and any other decision-making details):

1. Pacific County has passed a short term resolution which authorizes a short term loan from the county's cumulative reserve fund at a 3% annual interest rate to the member agencies.
2. Loan term is three years commencing 01/01/15 through 12/31/17, at a rate of 3% annually with principal and interest paid annually by December 31, beginning in 2015 in the amount of \$4,788.92
3. Or, the city may choose to pay in full by December 31, 2015 the amount of \$13,546.00 without interest charges.
4. By entering into this interlocal agreement, the city is responsible for the repayment of the radio equipment either in full, or by installment.

F. Impacts:

1. Fiscal: This item as not been budgeted for in 2015, but the loan payment has been factored into the 2015 Budget Amendment.
2. Legal: This Interlocal has been reviewed by Heather Reynolds
3. Personnel:
4. Service/Delivery:

G. Planning Commission:  Recommended  N/A  Public Hearing on

H. Staff Comments:

I. Time Constraints/Due Dates: December 31, 2015

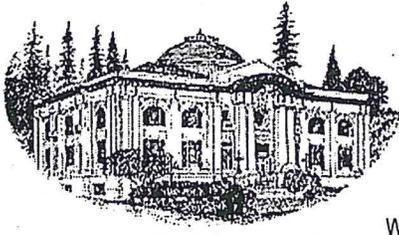
J. Proposed Motion:

1. **I move to authorize the mayor to execute the Interlocal Agreement between the City of Ilwaco and Pacific County entitled "Repayment for Purchase of Dispatch Radio Equipment".**

2. **I move to authorize the mayor to pay in full by December 31, 2015 the full amount of \$13,546.00 to the Pacific County Treasurer's Office.**

**OR**

**I move to authorize the mayor to enter into a 3 year loan from Pacific County's Cumulative Reserve Fund (FUND #197), commencing 01/01/2015 to 12/31/2017 according to the terms of the attached amortization schedule and at an interest rate of 3% per annum.**



PACIFIC COUNTY COURTHOUSE  
National Historic Site

# COUNTY OF PACIFIC

## Treasurer's Office

300 Memorial Drive, P.O. Box 98, South Bend, WA

*Pacific County is an Equal Opportunity Employer*

Willapa Harbor Area  
(360) 875-9421  
FAX 875-9402

Peninsula Area  
(360) 642-9421  
FAX 642-9402

Naselle  
(360) 484-7421  
FAX 484-7402

North Cove/Tokeland  
(360) 267-8421  
FAX 267-8402

TDD  
(360) 875-9400

November 2, 2015

City of Ilwaco  
P O Box 548  
Ilwaco, WA 98624

Dear City Treasurer,

Per Interlocal Agreement "Repayment for Purchase of Dispatch Radio Equipment" the Pacific County Treasurer's office is beginning our 3 year billing cycle with the district. Enclosed is the yearly invoice for \$4,788.92 which is due by December 31, 2015. However, if the district chooses to pay in full by December 31, 2015 no interest will be charged and the amount to be remitted would be \$13,546.00.

Please feel free to contact us about any concerns you have about this billing at any of the listed numbers.

Sincerely,

Shelly Flemetis  
Chief Treasury Investment Officer

Cc: Kathy Spoor, County Administrative Officer

**PACIFIC COUNTY TREASURER**

PO BOX 98  
SOUTH BEND, WA 98586  
Phone (360) 875-9421 Fax (360) 875-9402

INVOICE #2015-109

DATE: NOVEMBER 2, 2015

**TO:**  
City of Ilwaco  
P O Box 548  
Ilwaco, WA 98624

DESCRIPTION	AMOUNT
Inter-local Agreement "Repayment for Purchase of Dispatch Radio Equipment" (1 <sup>st</sup> yearly payment of three) Due December 31, 2015	\$4,788.92
<b>Payment in full of Inter-local Agreement "Repayment for Purchase of Dispatch Radio Equipment"</b>	<b>\$13,546.00</b>
TOTAL	\$4,788.92

Make all checks payable to PACIFIC COUNTY TREASURER.  
If you have any questions concerning this invoice, contact (360) 875-9421

Interlocal Agreement

Repayment for Purchase of Dispatch Radio Equipment

Between

PACIFIC COUNTY, WASHINGTON

And

CITY OF ILWACO

**This Interlocal Agreement, (AGREEMENT)** is made between Pacific County ("COUNTY"), and the City of Ilwaco, ("MEMBER AGENCY").

**WHEREAS;** PACCOM is governed by an Interlocal agreement made by and among municipal corporations, and political subdivisions held to be municipal corporations within the laws and Constitution of the State of Washington, located either in whole or in part within Pacific County which are collectively referred to as Member Agencies; and

**WHEREAS;** as part of the 2014 budget process it was approved by the PACCOM MEMBER AGENCIES to purchase/upgrade radio equipment to assure interoperability and compliance with state and federal regulations, and

**WHEREAS;** as part of the 2014 budget process it was agreed that there were insufficient funds available within the PACCOM fund (Fund #160) to make this purchase;

**WHEREAS;** as a MEMBER AGENCY the City of Ilwaco has agreed to reimburse the COUNTY for the portion of the cost of the dispatch radio equipment calculated using the approved funding formula either in one lump sum payment, or over the course of three years; and

**WHEREAS;** the COUNTY has passed Resolution No. 2014-065 which authorized a short term loan for MEMBER AGENCIES from its cumulative reserve fund (FUND 197) which includes 3% annual interest rate;

**NOW THEREFORE IT IS HEREBY RESOLVED** that the COUNTY authorizes a short term loan from the COUNTY's Cumulative Reserve Fund (FUND #197) in the amount of \$13,546 with the City of Ilwaco (LAW ENFORCEMENT-\$11,856, FIRE-\$553, EMS-\$1,137) for repayment for purchase of dispatch radio equipment upgrade/replacement in 2014 subject to the following conditions:

- ◆ The term of loan will be 3 years. The terms of this AGREEMENT and the performance of the parties hereto shall be deemed to have commenced the 1st day of January 2015. It will continue in effect through the 31st day of December 2017 unless terms of loan are satisfied sooner.
- ◆ MEMBER AGENCY may elect to pay their portion of the loan repayment in one lump sum, or annually over the three year period.

- ◆ Terms of the Amortization Schedule (Attachment A) to this AGREEMENT for MEMBER AGENCIES electing to make annual payments over a 3 year period.
- ◆ Interest will be applied at a rate of 3% per annum.
- ◆ Accumulated principal and interest to be paid annually by December 31st, beginning in 2015.
- ◆ The full faith, credit and resources of the MEMBER AGENCY are pledged irrevocably for the annual payment of this short term loan (principal and interest) until such time that the loan amount is paid in full.

**BE IT FURTHER RESOLVED** that the Treasurer will provide an annual invoice to Member Agencies each year, and will receive these loan payments and deposit to Fund 197 (Cumulative Reserve).

**IN WITNESS WHEREOF**, representatives of both the MEMBER AGENCY and the COUNTY executed this CONTRACT the date(s) so noted below.

**MEMBER AGENCY**

**BOARD OF COUNTY COMMISSIONERS**

**PACIFIC COUNTY, WASHINGTON**

\_\_\_\_\_  
*(Name)*                      *Date*

\_\_\_\_\_  
 Steve Rogers, Commissioner

\_\_\_\_\_  
*(Title)*

\_\_\_\_\_  
 Frank Wolfe, Commissioner

\_\_\_\_\_  
 Lisa Ayers, Commissioner

**APPROVED AS TO FORM:**

**ATTEST:**

\_\_\_\_\_  
 Mark McClain  
 Pacific County Prosecuting Attorney

\_\_\_\_\_  
 Marie Guernsey  
 Clerk of the Board

# Amortization Schedule – City of Ilwaco

Below is the amortization schedule for the purchase of the PACCOM dispatch radio equipment in 2014. The City of Ilwaco's portion of the equipment purchase totaled \$13,546.00 (LAW \$11,856.00, FIRE \$553.00, EMS \$1,137.00). You may pay this amount in a **one-time payment** or **annual payments** over a period of **three years** beginning in 2015.

**The annual payment for a \$13,546.00 loan at 3.00% annual interest rate will be \$4,788.92 (LAW \$4,214.25, FIRE \$383.11, EMS \$191.56) per payment.** You will be invoiced annually by the Pacific County Treasurer with payment due by December 31st each year. Final payment will be due by December 31, 2017.

The loan amortization table below shows your monthly payment divided into two portions. One portion is put towards interest (**interest paid**), while the other portion goes towards principal (**principal paid**).

Year:	Due Date:	Interest paid:	Principal paid:	Remaining balance:
1	12/31/2015	\$406.38	\$4,382.54	\$9,163.46

**Loan amortization schedule for year 1 (2015):** You will spend **\$406.38** on interest and **\$4,382.54** on principal.

Year:	Due Date:	Interest paid:	Principal paid:	Remaining balance:
2	12/31/2016	\$274.90	\$4,514.02	\$4,649.44

**Loan amortization schedule for year 2 (2016):** You will spend **\$274.90** on interest and **\$4,514.02** on principal.

Year:	Due Date:	Interest paid:	Principal paid:	Remaining balance:
3	12/31/2017	\$139.48	\$4,649.44	\$0.00

**Loan amortization schedule for year 3 (2017):** You will spend **\$139.48** on interest and **\$4,649.44** on principal.

## Loan payoff summary

Loan details:		Loan payoff details:	
Loan amount:	\$13,546.00	Annually payment:	\$4,788.92
Annual interest rate:	3.00%	Loan start date:	12/31/2014
Loan length:	3 years	Loan payoff date:	12/31/2017
Pay periodicity:	annually	Interest paid:	\$820.76

On a \$13,546.00 loan you will spend \$14,366.73.  
From this \$820.76 goes towards interest and \$13,546.00 will be applied to the principal.



## City Clerk

---

**From:** Stephanie Fritts <sfritts@co.pacific.wa.us>  
**Sent:** Monday, December 07, 2015 1:35 PM  
**To:** mayorraymond@willapabay.org; Bob Andrew; brundage@pcfd1.org; City Clerk; David Glasson (E-mail); Flint Wright; Greg McLeod (E-mail); Greg McLeod 2; Julie Struck (julie.struck@southbend-wa.gov); Kathy Spoor; Lisa Ayers; Marie Guernsey; Mike Cassinelli (beacon@willapabay.org); Mike Cassinelli (mayor@ilwaco-wa.gov); Robert P Jones (jonesandjones1@comcast.net); Ron Clark; Scott Johnson; Taileen Wilson; Jamie Meling; Coty Grote; Gary Schwiesow (garypcfd3@gmail.com); James Mueller; Andi Shotwell (ehoyster@willapabay.org); Steve Shotwell (oysterboy@reachone.com); Bay Center FD (baycenterfire@yahoo.com); Todd Strozyk (tstrozyk@raymondfire.org)  
**Subject:** PACCOM Memorandum of Understanding  
**Attachments:** FUND 161 PACCOM Special Revenue Account MOU FINAL.doc  
**Importance:** High  
**Follow Up Flag:** Follow up  
**Due By:** Monday, December 14, 2015 8:00 AM  
**Flag Status:** Flagged

Good Morning,

Attached is a Memorandum of Understanding regarding PACCOM Fund 161, which will be the new fund specific to the revenue generated by the passage of Pacific County Proposition #1 in the General Election. The PACCOM Administrative Board has developed the memorandum and is requesting that each member agency review and sign the document at their earliest opportunity.

**Each Commission, Board or Council should sign their particular page** and return the original by US Postal Service to the address below. A completed copy of all signed documents will be scanned and emailed out once all signatures have been submitted.

It would be greatly appreciated if this could be completed by December 31, 2015. If you have any questions, please contact me.

Thank you -

*Stephanie Fritts, RPL*

Chief Deputy, Pacific County E9-1-1 and Emergency Mgmt.

PO Box 27

South Bend, WA 98586

Telephone: 360.875.9340

[Facebook](#) | [Website](#) | [Blog](#) | [Twitter](#) | [PC EOCNews](#)

## Memorandum of Understanding

Between

Pacific County

And

PACCOM Member Agencies

This Memorandum of Understanding between Pacific County, hereinto referred to as "County", and PACCOM Member Agencies, hereinto referred to as "Agency" is an agreement for receipt and expenditure of Funds received from an increase of 1/10 of 1% sales tax, herein referred to as "sales tax" approved by the voters in November 2015 (Proposition #1).

It is mutually agreed that:

- RCW 82.14.420 states that moneys received from any tax imposed under this RCW shall be used solely for the purpose of providing funds for costs associated with financing, design, acquisition, construction, equipping, operating, maintaining, remodeling, repairing, reequipping, and improvement of emergency communications.
- Funds from Proposition #1 (1/10 of 1% sales tax increase) will be received from the State Department of Revenue by the County Treasurer and deposited into Special Revenue, FUND #161, PACCOM Special Account.
- Decisions regarding how funds collected through the 1/10 of 1% will be expended will be directed by the provisions listed below:
  - Expenditures from FUND #161 will only occur with prior approval of the PACCOM Admin Board. This approval will be recorded in the PACCOM Admin Board minutes, and generally will be at the time of the annual budget preparation, approval and recommendation to the Board of County Commissioners. Approval can be provided in person, by email or phone to the Admin Board Chairperson.
    - In the case of unanticipated capital purchases, the PACCOM Admin Board will call a special meeting to review the request and provide a written recommendation to the BOCC for a supplemental to the current year's budget. Admin Board members can attend special meeting in person, or join by phone.
  - Beginning in 2016, the first \$50,000 received in sales tax will be reserved for capital purchases. Annually thereafter a minimum of 10% of the sales tax collected in FUND #161 will be reserved in FUND #161 for capital purchases. By a majority vote of the Admin Board, more than the minimum 10% can be reserved for future capital purchases. At no time, can less than 10% be reserved for capital purchases.

- With the approval of the PACCOM Admin Board, revenue that has been reserved in FUND #161 for capital purchases can be included in the upcoming year's budget to offset the cost of specific capital purchases.
- Remaining funds ((total funds collected the previous year in FUND #161 minus the amount reserved for capital purchases (\$50,000 in 2016 and min of 10% annually thereafter)) collected the previous year will be used to offset PACCOM operating expenses, including personnel for the upcoming year. For example, total revenue collected in calendar year 2016 minus \$50,000 reserved for capital will be the amount available to be budgeted for 2017.
- Annually, by June 30<sup>th</sup>, the Sheriff's Office will provide a copy of both FUND #160 and FUND 161 status report to the PACCOM Board and Budget Committee. This status report will include projected ending FUND balances for that calendar year.
- In preparing the annual budget for the Budget Committee's review, the PACCOM Director will reduce the overall proposed PACCOM expenses by the estimated FUND #161 revenue that will be budgeted in the upcoming year prior to application of the formula being applied to share expenses among all member agencies. This revenue source will be handled the same as other "outside" revenue sources, it will be deducted from the overall projected PACCOM expenses.
- The PACCOM Budget Committee will prepare two proposed budgets for review and approval by the PACCOM Admin Board. One for FUND #161 which will include a transfer to the PACCOM budget (FUND #160) for operating expenses, and a reserved amount for capital expenses, and the second will be the annual overall PACCOM budget (FUND #160).

IN WITNESS THEREOF, THE PARTIES HAVE EXECUTED THIS AGREEMENT.

AUTHORIZED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 201\_

BOARD OF COMMISSIONERS  
PACIFIC COUNTY, WASHINGTON

\_\_\_\_\_  
Steve Rogers, Chairman

\_\_\_\_\_  
Frank Wolfe, Commissioner

\_\_\_\_\_  
Lisa Ayers, Commissioner

ATTEST:

\_\_\_\_\_  
Marie Guernsey,  
Clerk of the Board

Authorized this \_\_\_\_\_ day of \_\_\_\_\_ 201\_.

CITY OF ILWACO:

\_\_\_\_\_  
Mayor Mike Cassinelli

Attest: \_\_\_\_\_  
Ilwaco City Clerk

Authorized this \_\_\_\_\_ day of \_\_\_\_\_ 201\_.

CITY OF LONG BEACH:

\_\_\_\_\_  
Mayor Bob Andrew

Attest: \_\_\_\_\_  
Long Beach City Clerk

Authorized this \_\_\_\_\_ day of \_\_\_\_\_ 201\_.

CITY OF RAYMOND:

\_\_\_\_\_  
Mayor Jason Dunsmoor

Attest: \_\_\_\_\_  
Raymond City Clerk

Authorized this \_\_\_\_\_ day of \_\_\_\_\_ 201\_.

CITY OF SOUTH BEND:

\_\_\_\_\_  
Mayor Julie Struck

Attest: \_\_\_\_\_  
South Bend City Clerk

Authorized this \_\_\_\_\_ day of \_\_\_\_\_ 201\_.

PACIFIC COUNTY SHERIFF:

\_\_\_\_\_  
Sheriff Scott L. Johnson

Attest: \_\_\_\_\_  
Civil Clerk

Authorized this \_\_\_\_\_ day of \_\_\_\_\_ 201\_.

PACIFIC COUNTY FIRE DISTRICT 1 COMMISSIONER

\_\_\_\_\_  
Commissioner

Attest: \_\_\_\_\_

Authorized this \_\_\_\_\_ day of \_\_\_\_\_ 201\_.

PACIFIC COUNTY FIRE DISTRICT 2 COMMISSIONER

\_\_\_\_\_  
Commissioner

Attest: \_\_\_\_\_

Authorized this \_\_\_\_\_ day of \_\_\_\_\_ 201\_.

PACIFIC COUNTY FIRE DISTRICT 3 COMMISSIONER

\_\_\_\_\_  
Commissioner

Attest: \_\_\_\_\_

Authorized this \_\_\_\_\_ day of \_\_\_\_\_ 201\_.

PACIFIC COUNTY FIRE DISTRICT 4 COMMISSIONER

\_\_\_\_\_  
Commissioner

Attest: \_\_\_\_\_

Authorized this \_\_\_\_\_ day of \_\_\_\_\_ 201\_.

PACIFIC COUNTY FIRE DISTRICT 6 COMMISSIONER

\_\_\_\_\_  
Commissioner

Attest: \_\_\_\_\_

Authorized this \_\_\_\_\_ day of \_\_\_\_\_ 201\_.

PACIFIC COUNTY FIRE DISTRICT 7 COMMISSIONER

\_\_\_\_\_  
Commissioner

Attest: \_\_\_\_\_

Authorized this \_\_\_\_\_ day of \_\_\_\_\_ 201\_.

PACIFIC COUNTY FIRE DISTRICT 8 COMMISSIONER

\_\_\_\_\_  
Commissioner

Attest: \_\_\_\_\_

Authorized this \_\_\_\_\_ day of \_\_\_\_\_ 201\_.

NORTH PACIFIC COUNTY EMERGENCY MEDICAL SERVICES DISTRICT

\_\_\_\_\_  
Commissioner

Attest: \_\_\_\_\_

**CITY OF ILWACO**  
**CITY COUNCIL AGENDA ITEM BRIEFING**

A. Meeting Dates: Council Workshop: Public Hearing:  
Council Discussion Item: 12/14/15 Council Business Item:

**B. Issue/Topic: Grant application to fund “Ilwaco – Indian Creek Drinking Water Source Watershed Protection Project”**

C. Sponsor(s):

1. Gary Forner
- 2.

D. Background (overview of why issue is before council):

In 2015, the City completed an update to the Source Water Control Plan. It recommended that the City complete a forest management plan with the ultimate goal of potentially buying out the remaining reserved timber rights. This would help prevent sediment pollution issues that negatively impact water quality. The proposed grant, along with one from WA Dept. of Health (and possibly another Ecology grant, previously reviewed and submitted), would fund this recommended action.

E. Discussion (specific details relevant to the issue, pros/cons, alternatives and any other decision-making details):

The draft grant is attached. It was developed at no cost to the City by Nadia Gardner at Columbia Land Trust. The budget brings in \$70,000 to the city for the project (\$40,000 from the Drinking Water Providers Partnership and \$30,000 from Dept. of Health, previously approved and submitted), covering the whole project, including funds for staff for grant administration and funds for CREST to manage the project. The previously reviewed and submitted Ecology grant has a longer timeline, which didn't well match up with the Dept. of Health grant. If that one was also awarded, we would work to apply those funds to on the ground projects developed in the planning process.

F. Impacts:

1. Fiscal:
2. Legal:
3. Personnel:
4. Service/Delivery:

G. Planning Commission:  Recommended  N/A  Public Hearing on

H. Staff Comments:

I. Time Constraints/Due Dates: Grant due 12/21/2015

**J. Proposed Motion: Motion to approve the Mayor to submit the Drinking Water Providers Partnership Grant titled “Ilwaco – Indian Creek Drinking Water Source Watershed Protection Project” by 12/21/2015**

# 2016 Application for Funding

Oregon-Washington

## DRINKING WATER PROVIDERS PARTNERSHIP



Due 21 December 2015 at 5:00PM Pacific Time  
Responses may be single-spaced and font should be size 12.  
Application, including attachments, should not exceed 15 pages.  
Submit electronically to [jcapurso@fs.fed.us](mailto:jcapurso@fs.fed.us)

Award announcements will be made in February 2016  
For additional information, see [www.workingwatersgeos.org](http://www.workingwatersgeos.org)

COVER PAGE

~ does not count towards proposal total ~

## Section 1: Overview

### Project Description

Title: Ilwaco – Indian Creek Drinking Water Source Watershed Protection Project

Start Date: 3/1/2017

End Date: 9/1/2018

Type of Work For Which Funding is Sought (choose all that apply):  
 Habitat Restoration  Education/Outreach  
 Protection/Conservation  Planning  Design  
 Implementation  Evaluation/Assessment

Total Funds Requested: \$40,000

Total Project Cost: \$70,000

State and County of Project Location: Pacific County, Washington

### Public Water System Information

Water System Name: City of Ilwaco – Indian Creek

PWS ID Number: 355002

Service Population: 1,262

Street Address: 201 Walberg Rd, Chinook WA 98614

Mailing Address: PO Box 548 Ilwaco, WA 98624

Contact Name: Rick Gray

Title: Water Supervisor

Phone: 360-777-8330

Email: water@ilwaco-wa.gov

### Primary Applicant Information (if different than above)

Organization: City of Ilwaco

Executive Director: Mike Cassinelli, Mayor

Mailing Address: PO Box 548 Ilwaco, WA 98624

Phone: 360-642-3145

Email: mayor@ilwaco-wa.gov

Website: www.ilwaco-wa.gov

EIN: 91-6001443

### Primary Project Contact (to whom we should direct questions)

Organization: Columbia River Estuary Study Taskforce (CREST)

Lead Contact Name: Garrett Phillips

Title: Coastal Planner

Mailing Address: 818 Commercial Street, Suite 203 Astoria, OR 97103

Phone: (503) 325-0435 X 220

Email: gphillips@columbiaestuary.org

## Section 2: Narrative

### A. Geographic Focus (10 points total)

**1. Identify the project location, including watershed and subwatershed.** Provide any additional descriptive location information that is available. E.g., LAT/LONG, river mile 18, Fall Creek, a tributary to Salmon River.

The project is located 6 miles northeast of the City of Ilwaco in southwest Pacific County in southwest Washington. It is the 900 acre drinking water source Indian Creek Watershed, which is a sub-watershed of the Bear Creek Watershed. These watersheds drain into Willapa Bay.

Drinking Water Source Intake Lat/Long: 46°19'21.32"N 123°55'51.01"W

**2. Identify the project location by all of the designations that apply:**

a. Is the project within, or immediately downstream of, a USFS identified, "Priority Watershed?" See RFP for a map and list.

\_\_\_\_ YES or X NO      If YES, which one?

b. Is the project within, or immediately downstream of, a BLM identified, "Focus Watershed" or "Priority Watershed?" See RFP for a map and list.

\_\_\_\_ YES or X NO      If YES, which one(s)?

c. Is the project within an identified Sensitive Area in the source watershed as defined in a Source Water Assessment? Consult with your source water provider or, in Oregon, see summary reports at <http://www.deq.state.or.us/wq/dwp/swrpts.asp>

X YES or \_\_\_\_ NO

### B. Project Description, Justification, and Goals (35 points total)

**3. Project Description (5 points).** What are the proposed activities and methods? If this project is part of a larger phased project, describe the overall project, but clearly identify the discrete activities of this phase for which funding is sought (note: all subsequent answers should be specific to the discrete activities of this phase).

The Indian Creek watershed consists of almost 900 acres of forestland and streams draining into the larger Bear River watershed and Willapa Bay near Ilwaco in Pacific County, Southwest Washington. Since the 1980s, the City of Ilwaco has owned almost 700 acres of the watershed, which provides the local community with clean drinking water. The property and associated watersheds also serve as wildlife habitat for species including Chinook, coho, and chum salmon, steelhead, cutthroat trout, Roosevelt elk, and black bear. The lower Bear River watershed is part of the Willapa National

Wildlife Refuge. The U.S. Fish & Wildlife Service has restored 500 acres of land and waters in the lower watershed for wildlife and recreation. This project will build on that protected habitat.

The Ilwaco – Indian Creek Drinking Water Source Watershed Protection Project will develop an “Indian Creek Watershed & Drinking Water Source Protection Plan” that will result in a healthier, more sustainable watershed with lower water pollution levels, particularly sediment and nutrients. It will improve water quality and habitat, benefitting wildlife and human health.

Historically logged, the City property consists primarily of an unmanaged tree farm with a mix of 30-50 year old conifers. Timber conditions are overstocked. The trees are too close together, which has led them to grow very tall and thin, making them very susceptible to blow down, fire, and pests. There are more than 6 miles of stream and steep slopes with highly erodible soils. A series of old logging roads with associated ditches and culverts cross the property. Management has been very limited, resulting in lower water quality, forest and steep slope vulnerability, and low wildlife habitat quality.

Within the City’s ownership, a private timber company retains reserved timber harvest rights on 175 acres (retained in the original land purchase). The company has recently constructed roads for harvesting, and given the City notice that it intends to harvest part of the area in 2018, and part of the area in 2021. The clear cut harvest of these lands will result in significant sediment being released into the streams and drinking water system, impacting people and wildlife, especially fish species. The City is working to acquire these rights before the harvests. The timber company owns an additional 230 acres of the watershed (land and timber), and intends to harvest part of this area in 2016, and the remainder in 2021. If possible, the city would like to acquire more of this land also.

In May 2015, the City completed a “Source Watershed Control Plan”. It identified degraded water quality as an issue throughout the year. The City regularly monitors water quality in the watershed. Primary issues occur in the fall when initial heavy rains flush tannins, sediments, and organic matter into the water, and in the summer when algae grow in the drinking source water, and tannins become concentrated at lower water levels. These issues are exacerbated by active logging in the upper watershed (roads and clear cuts), unmanaged roads and infrastructure throughout the City-owned land, lack of and unstable riparian buffers on streams, coastal wind blow down events, and fire. The unmanaged forest has resulted in unnatural forest structure - tall, thin trees, which are highly susceptible to wind and fire events. High turbidity and discoloration associated with flushing rain events recur throughout fall, winter, and spring. This pollution impacts streams, Willapa Bay, and the wildlife that relies on them. They also hurt human health. Organic compounds react chemically with disinfectant chemicals used in drinking water treatment, creating byproducts that have negative health impacts.

The “Source Watershed Control Plan” recommended that the City complete a more detailed watershed management plan to reduce and prevent water pollution. The proposed project will fulfill this recommendation. The “Indian Creek Watershed & Drinking Water Source Protection Plan” will characterize the watershed and provide recommendations for activities, such as road management and removal, ditch and cross drain maintenance, culvert removal and replacement, forest management and riparian restoration. It will include activity feasibility analysis and cost estimates, allowing the City to prioritize and move forward on critical activities, reducing pollution in the short and longer terms. Public outreach and input will be a critical part of project success.

If successful, the proposed project will be supported by both the Washington Department of Health and the Drinking Water Providers Partnership with their complementary mandates. The project significantly involves non-profit partners, Columbia Land Trust and Columbia River Estuary Study Taskforce (CREST), who provide critical expertise to the project. Other partners include the Natural Resource Conservation Service, The Nature Conservancy of Washington, and private environmental consultants.

**4. Project Justification (10 Points).** What is the problem the project is addressing? E.g., what priority risks or key limiting factors will this work affect? Have the proposed activities been identified in an existing source water control or restoration plan? If so, cite the specific reports used to justify this work.

**Problem: Degraded water quality due to forest roads and drainage infrastructure**

City owned forest roads, drainage ditches and culverts have not been actively maintained. If kept in serviceable condition they can facilitate conservation forest management to the benefit of water quality and serve as access to control wildfire; however if not maintained they will contribute to sedimentation of the water source. Some of the roads may be eventually un-needed (as forest restoration activities are completed) and could be removed (abandonment), reducing sediment pollution. The City completed a detailed inventory of some of its forest roads under the 2015 "Source Water Control Plan", however there were insufficient funds to complete an inventory of all City owned roads. Without a complete detailed road inventory, and without a complete forest inventory, the City cannot make informed decisions on which road segments to maintain, and which road segments to decommission and restore to natural conditions.

**Solution:** The project will complete the forest road and culvert inventory, and result in scheduled prescriptions for road/culvert maintenance, reconstruction, and abandonment (restoration to natural conditions). This element of the project implements a recommended action in Ilwaco's "Source Water Control Plan".

**Problem: Unhealthy forest conditions**

The City owned stands of timber are overstocked, providing limited wildlife benefits, and are susceptible to pests, wildfire, and blow down. They are on a trajectory to become more susceptible to these threats. There is very little plant diversity and understory. Simply allowing nature to take its course over several hundred years could eventually result in a return to relatively natural conditions that also support water quality. However, active management now can accelerate the return to relatively natural conditions and processes that support wildlife and water quality.

**Solution:** This project will inventory City-owned stands of timber, and prescribe scheduled conservation thinning in certain, less sensitive areas (lower slopes away from streams) that will contribute to the development of a more natural forest structure that will provide better wildlife habitat and be more resilient to fire, pests, and blow down. Some of this thinning may generate revenue to contribute to management and timber right buyout. This element of the project implements a recommended action in Ilwaco's "Source Water Control Plan".

**Problem: Reserved timber rights will result in clear cuts, impacting habitat and water quality.**

A private timber company plans to clearcut 405 acres of the 900-acre watershed over the next six years. The City does not know how much the timber is worth, and does not know how much its

own timber is worth and thus cannot effectively negotiate to limit the company's harvests. The City does not know the value of timber stands as logs for wood products, or for sequestering carbon that can be monetized. Thus the City is not equipped to negotiate for expanding riparian buffers, delaying harvests, purchasing timber rights and/or the remaining private watershed land.

**Solution:** This project will estimate the volume and growth rates of timber and value the timber in three areas: 1) The area where the City owns the land but the private timber company has a reserved timber right 2) The area in the watershed that the City owns completely and 3) The area immediately outside of the watershed that the City owns completely. The project will prescribe alternative actions that the City can take to raise funds to purchase timber rights and land. In all three areas, sources of revenue include conservation thinning, carbon credit sales, and using land and timber to secure loans. The City will use this information to negotiate with the timber owners and complete due diligence, leading to more comprehensive drinking water/habitat protection. This element of the project implements a recommended action in Ilwaco's "Source Water Control Plan".

Beyond the Indian Creek Watershed, the project will also help to solve problems in the Bear River Watershed and Willapa Bay, and is supported by several associated wildlife plans. This 24,000-acre Bear River watershed is most comprehensively described in the "Pacific County (WRIA 24) Strategic Plan For Salmon Recovery" (2001), "Bear River Conservation and Restoration Plan" (Liebovitz 1998), and the "Bear River Estuary Restoration Draft Biological Evaluation" (Willapa Bay Regional Fisheries Enhancement Group 2010). The plans describe Bear River Watershed as supporting populations of chum, Chinook, coho, steelhead, and searun cutthroat trout. Major salmonid habitat problems include a lack of large wood in streams, excessive sedimentation from landslides and roads, and a large loss of estuarine habitat. Other issues include an immature riparian forest, which consists of young conifer, as well as a concern that the reduction in tree maturity is resulting in possible higher high flows and lower low flows. The plans say that roads contribute substantially to the high sediment levels, loss of off-channel rearing habitat, and reduction of available riparian forest vegetation. Projects to decommission roads, or improve them to reduce sediment production and the risk of slope failure are appropriate restoration activities. Removing or replacing road culverts that limit or block fish passage are also important and appropriate activities.

Willapa Bay, into which Indian Creek and Bear River empty, is described in the "Pacific County (WRIA 24) Strategic Plan For Salmon Recovery" and the "USFWS Willapa National Wildlife Refuge Comprehensive Management Plan" (2013). Lack of large wood, sediment, dissolved oxygen and high temperatures have been determined to be limiting factors affecting the aquatic habitat and fish in the Willapa system. The plans recommend forest, stream and estuary restoration. This project will support both the Bear River watershed and Willapa Bay.

**5. Project Goals, Benefits, and Outcomes (20 Points).** What are the project goals and anticipated outcomes? E.g., how will the proposed work address the problem(s) identified in the project justification section above? Include short- and long-term benefits to water quality or supply, but also to aquatic and riparian habitat and the species dependent upon them. Benefits and outcomes may also be described in the number of acres or miles of habitat improved, the magnitude of improvements, as well as economic and social impacts.

**Overall Goal:** Conserve, restore and manage wildlife habitat in the Indian Creek Watershed to support clean drinking water and terrestrial and aquatic wildlife populations into the future.

**Objective 1:** Comprehensive understanding of the watershed, wildlife habitat, limiting factors, and planning of the solutions so as to begin implementation.

**Strategy 1:** Complete the “Indian Creek Watershed & Drinking Water Source Protection Plan”.

The Project Manager will hire a qualified contractor to complete the Indian Creek Watershed & Drinking Water Source Protection Plan. The plan will include, at minimum:

1. Description of property’s natural resources
  - a. Vegetation
  - b. Wildlife habitat and fisheries
  - c. Streams and wetlands
  - d. Soils, geology and topographic features
  - e. Forest roads
  - f. Historic and cultural resources
  - g. Past and current forest management activities
  - h. Land use and ownership
  - i. Surrounding land uses
2. Cartography
  - a. Forest management units
  - b. Land use designations
  - c. Hydrology, streams, wetlands
  - d. Topography
  - e. Forest roads
  - f. Soils, site class and site index
3. Description of water pollution sources and measures needed to reduce them
  - a. Identification of causes of impairment and pollutant sources that need to be controlled to achieve needed load reductions.
  - b. A description of the nonpoint source management measures recommended to be implemented to achieve load reductions
  - c. An estimate of the load reductions expected from management measures
4. Forest inventory & wildlife habitat enhancement/restoration projects
  - a. Stand typing and forest management units
  - b. Species, composition, stocking, volume
  - c. Inventory analysis
5. Forest practices & other wildlife habitat enhancement/restoration projects
  - a. Timber harvest methods and prescriptions
  - b. Riparian and wetland management zones
  - c. Wildlife enhancement
  - d. Forest health, insects, wildfire and invasive species
  - e. Protection of cultural resources
  - f. Non-timber forest products
  - g. Forest roads
6. Recommended activities’ descriptions, costs and schedule with milestones (30 years)

7. Estimate of technical and financial assistance needed, associated costs, and/or the sources and authorities that will be relied upon to implement the plan

**Strategy 2:** Use the Plan information to complete negotiation and due diligence for the buyout of reserved timber rights and land.

The City will contract with Columbia Land Trust for initial timber right and land acquisition negotiation and due diligence. Activities will include: land/timber owner communication, title report investigation, environmental assessment, and other due diligence required by lenders or acquisition funders.

**Outcomes:** This phase of the project will result in a comprehensive watershed plan, laying out implementation steps for the next 30 years. It will also initiate negotiation and due diligence for the buyout of reserved timber rights and land. Resulting benefits in the longer term will include: 1) improved water quality and riparian conditions (shade, large wood) in more than 6 miles of streams; 2) 700+ acres of restored forest on a trajectory to develop old growth characteristics, supporting high priority species; 3) un-used roads decommissioned (less sediment, altered hydrology, wildlife migration disruption); and 4) well maintained roads and drainage systems into the future. Benefits to people include cleaner water at a lower cost due to reduced need to filter out sediment, pesticides and other pollutants. The protected and restored property will add significant habitat connectivity to the extensive Willapa National Wildlife Refuge just downstream.

### C. Capacity (30 points total)

6. **Partners (7 points).** Use the table below to list all significant organizational project partners and their roles and contributions. Add rows as necessary.

<b>Partner</b> (e.g., name of organization or individual)	<b>Role</b> (i.e., landowner, funder)	<b>Contribution Description</b> (i.e., land access, cash, logs)
City of Ilwaco	Landowner, project lead/decision maker	Land access, staff and volunteer time, public outreach
Columbia River Estuary Study Taskforce (CREST)	Planning and water quality/habitat restoration technical assistance; project management; grant writing	Staff time, mileage
Columbia Land Trust	Water quality/habitat protection and restoration technical assistance; grant writing	Staff time, mileage
Northwest Natural Resource Group	Plan development and writing	Staff time, mileage
Washington Department of Health	Regulatory agency; drinking water source technical assistance; grant funder	Staff time, cash

7. **Experience (8 points).** List similar projects that your organization has successfully completed and identify project staff and their qualifications pertinent to this project.

In 2015, the City of Ilwaco and above-listed partners worked together to update the “Ilwaco Source Water Control Plan”. As with the proposed plan, they also pulled in experts from the Natural Resource Conservation Service, The Nature Conservancy of Washington, and private environmental consultants. The 100-page plan looks at the watershed from a drinking water perspective, focusing on vulnerabilities and making recommendations for improvement. It recommends that the City 1) complete a comprehensive property management plan; 2) work with adjacent timber owners to reduce impacts; 3) acquire additional land within the watershed; 4) improve management; 5) increase public understanding; and 6) leverage and dedicate external funding for the watershed. This proposal is the City’s next step in implementing these recommendations.

**Project Staff:**

City of Ilwaco: Mayor Cassinelli, City Clerk Holly Beller, Treasurer Ariel Smith – The mayor will provide leadership, communicating with the city council and public. The clerk will manage the grant and the Treasurer will manage the grant budget and billing.

Drinking Water Source Staff Rick Gray and Troy Richardson – Certified in water plant operations, these staff will provide information on water quality and monitoring, plant operations, road and culvert maintenance and issues.

Columbia River Estuary Study Taskforce (CREST): Planner Garrett Phillips has a Masters’ Degree in Urban and Regional Planning and has significant experience managing similar projects for Ilwaco and other local cities and counties. Other staff persons at CREST have also managed numerous habitat restoration projects and will also weigh in as needed. He will manage the project, including working with the contractors to produce planning documents.

Columbia Land Trust: Conservation Manager Nadia Gardner has a Masters’ Degree in Environmental Science & Management and has managed habitat conservation and restoration projects for land trusts for more than 10 years. She will provide fundraising, land negotiation and other technical expertise.

Northwest Natural Resource Group: This non-profit fosters collaborative, market-based approaches to assist landowners in improving the health of forests in the Northwest. For this project, they will act as environmental consultants, developing and writing the plan. Kirk Hanson, Northwest Certified Forestry Director has significant experience in developing similar plans and will work on the project.

Washington Department of Health: State Source Water Protection Program Lead Corina Hayes and other staff provide Ilwaco with technical expertise and funding for both the previously completed source water protection plan and this next phase (match).

**8. Timeline and Readiness (15 points).**

a. Use the table below to describe the project work plan and schedule by major activity, task, or phase of work. Add rows as necessary.

Activity	Estimated Start Date	Estimated Completion Date
Grant Contracting (DOH, DWPP) & Environmental Consultant Contracting	February 2017	March 2017
Goals and Objective Setting & Conservation Forestry Learning with Partners	March 2017	June 2017

Draft Indian Creek Watershed & Forest Management Plan	June 2017	August 2017
Public Outreach & Input	August 2017	September 2017
Final Indian Creek Watershed & Forest Management Plan	September 2017	By December 2017

**b.** Based upon steps already taken to prepare this project, describe how it is ready for implementation in 2016 (e.g., with respect to landowner willingness, design, and/or contract preparation).

If the grants are awarded, the project is ready to begin as soon as the two funding contracts are finalized. The landowner is the City and is willing and ready. The partners have capacity and the contractor (NW Natural Resources Group) is ready to be engaged.

**c.** Use the table below to identify permits expected to be necessary for the project and describe their current status.

Permit/Approval	Application Date	Expected Issuance
None		

## D. Effectiveness & Engagement (15 points total)

**9. Monitoring (5 points).** Describe your implementation monitoring plan and how it supports your stated goals and objectives. I.e., habitat restoration requires before and after photos illustrating the issue the project is addressing and the results of the work.

The project will be a success if the plan is completed within 18 months. The plan and baseline aerial photo maps and photos will be provided at the end of the grant. In the longer term, science-based monitoring will be a part of any resulting projects. The City has a comprehensive water quality monitoring program, which will continue through the planning and implementing of recommended projects. In addition, photo, hydrological and other effectiveness monitoring will occur with each project.

**10. Community Outreach (10 points).** List volunteer, education, outreach, stewardship, or other opportunities for community involvement during the project or to be created as a result of the project.

The Project Manager and Environmental Consultant will work with the City Council, City staff, and the public to establish short term and long term goals during early watershed management plan development. The project will begin with interviews of City staff and council members (volunteers), and public presentations. The public will be invited to review and give input on the draft plan. The final plan will be made available to the public. A public tour will be held. When future projects occur, there will be opportunities for volunteer involvement. Information on the process and opportunities for public input and involvement will be disseminated through the press, social media and the city website.

## E. Budget (10 points total)

**11. Budget Form.** Complete the budget table below and include expenses and revenue sources for the entire project, including match. Add rows as needed. You may also provide a budget narrative or justification. Note: A 25% match (in-kind and/or cash) is required.

Expense Item	Funds Requested	Non-Federal *Match		Other *Contributions		Total Project Value
		Amount	**Source	Amount	**Source	
Materials and Supplies						
Equipment						
Labor/salary***	\$3,000 Non-federal	\$2,000 Non-federal	WA DOH P			\$5,000
Service or Construction Contracts	\$31,000	\$21,500				\$42,500
Travel	\$1,000	\$1,500	WA DOH P			\$2,500
Project Administration	\$5,000	\$5,000	WA DOH P			\$10,000
Other (describe)						
<b>Total</b>	<b>\$40,000</b>	<b>\$30,000</b>				<b>\$70,000</b>

\*Match and Contributions indicate the amount of funding or value of in-kind support you have or expect to receive from a federal or non-federal partner.

\*\*Under both Source columns, please indicate with either an S or a P whether your matching funds are Secured or Pending.

\*\*\* Identify all salary/labor expenses as Federal or non-Federal staff.

### Notes:

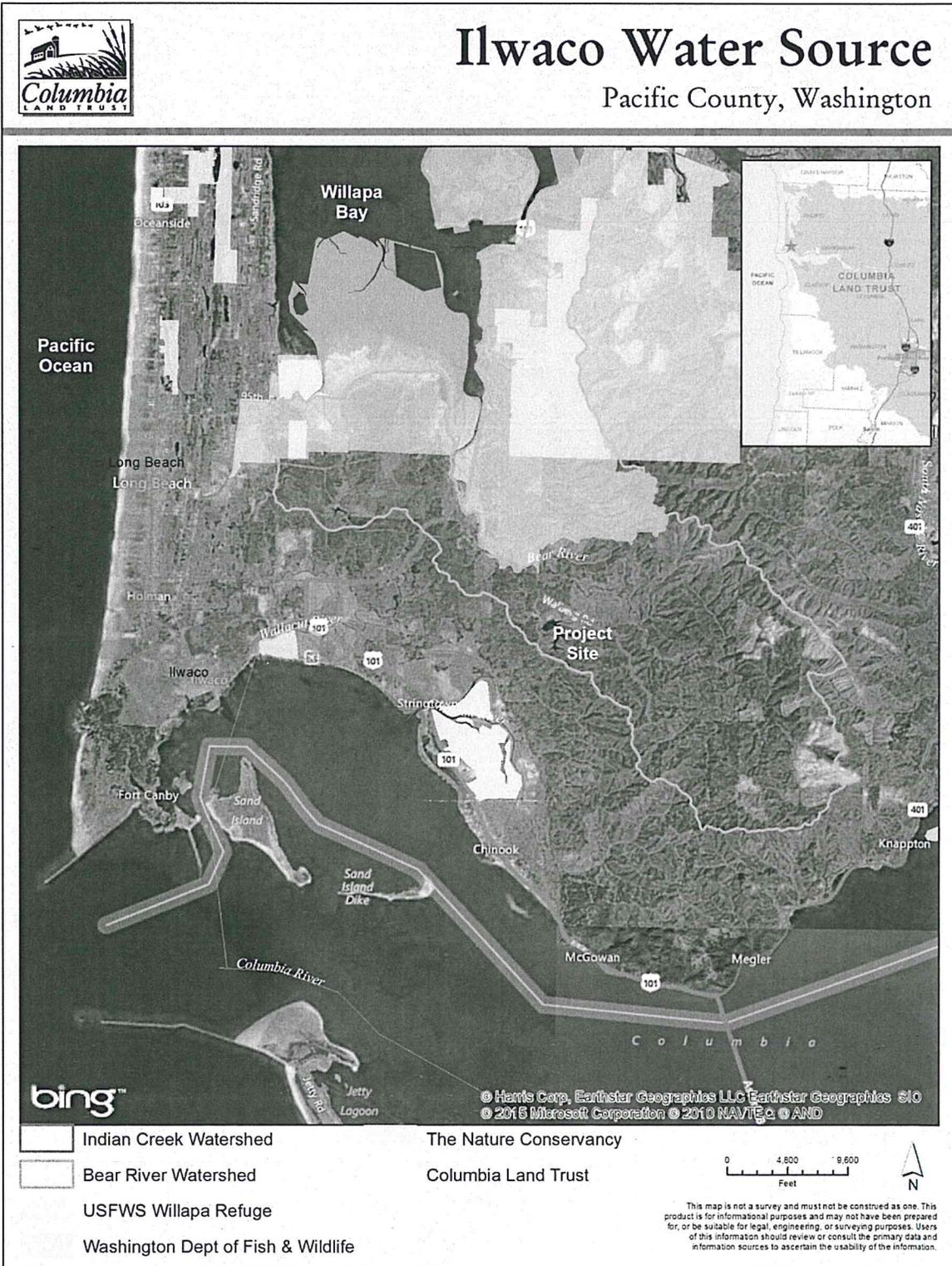
Labor and Salary: City of Ilwaco staff for grant and fiscal management.

Contracts include: NW Natural Resource Group for watershed plan development and Columbia Land Trust for timber right and land acquisition negotiation and due diligence.

Project administration: CREST staff will provide project management, working closely with the other partners.

Columbia Land Trust, The Nature Conservancy and other non-governmental and state and federal agency partners are providing ongoing support and additional technical expertise as needed, providing additional in-kind salary and mileage contributions.

## Section 3: Appendix





Drinking Water Providers Partnership  
c/o Geos Institute  
84 Fourth Street  
Ashland, OR 97520

December 10, 2015

Dear Drinking Water Providers Partnership:

Columbia Land Trust supports the City of Ilwaco's efforts to responsibly manage their drinking water source to benefit people and wildlife, and encourages you to fund their grant request. The funds will allow the city to complete a comprehensive watershed management plan, including activities to improve water quality and wildlife habitat for decades to come. Without the funding, this project will not be possible.

Columbia Land Trust is a non-profit corporation that conserves and cares for vital lands, waters, and wildlife of the Columbia River region. With our headquarters in Vancouver, Washington, we focus our work from the John Day River east of the Cascades to the Pacific Ocean, reaching about 50 miles from the Columbia into both Oregon and Washington. We have conserved over 28,000 acres of land and waters for wildlife.

Since 2011, our Astoria-based staff has worked with Ilwaco on parks, trails and natural areas planning and drinking water protection. We are currently collaborating closely with the Columbia River Estuary Study Task Force (CREST), federal and state agencies, environmental consultants, and other partners to help this small city develop a plan for the responsible management of their 900-acre drinking source watershed, of which they acquired 700 acres in the 1980s. All of our work has been unpaid, providing thousands of dollars of in-kind contributions.

With your help, Ilwaco can become a model for Oregon and Washington drinking water sources. They can show how small water districts and cities can protect and restore drinking water watersheds to benefit people as well as wildlife forever. Using innovative partnerships, funding sources and projects, this type of project can be realized in the Northwest.

I welcome your questions and can be reached at (503)338-5263 or [ngardner@columbianlandtrust.org](mailto:ngardner@columbianlandtrust.org).

Sincerely,

Nadia Gardner, Coast & Estuary Conservation Manager



MAIN OFFICE  
1351 Officers' Row  
Vancouver, WA 98661  
(360) 696-0131  
(503) 224-3601  
Fax (360) 696-1847  
[www.columbianlandtrust.org](http://www.columbianlandtrust.org)

PORTLAND OFFICE  
511 SE Morrison Street  
Portland, OR 97214  
(503) 841-5918

ASTORIA OFFICE  
750 Commercial Street, Room 208  
Astoria, OR 97103  
(503) 338-5263  
Fax (503) 338-1277

HOOD RIVER OFFICE  
216 Cascade Avenue, Suite B  
Hood River, OR 97031  
(541) 436-4210

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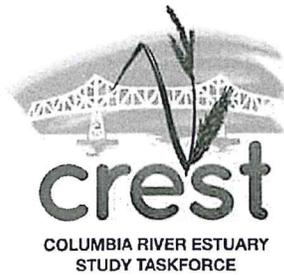
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EXECUTIVE DIRECTOR  
*Glenn Lamb*





December 10, 2015

Drinking Water Providers Partnership  
c/o Geos Institute  
84 Fourth Street  
Ashland, OR 97520

Dear Drinking Water Providers Partnership:

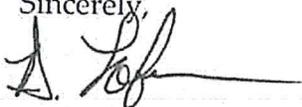
Columbia River Estuary Study Taskforce (CREST) is a regional Council of Governments that provides environmental and community planning services to towns, counties, and ports surrounding the lower Columbia River Estuary. CREST has over 40 years of experience working with these communities to help them achieve their goals.

CREST has for several years worked with the City of Ilwaco and Columbia Land Trust to help the City learn about opportunities to protect their drinking water source, and more recently in 2014-2015 CREST helped the City complete their Source Water Control Plan. The Source Water Control Plan was completed within Washington State's source water protection framework and was aimed at identifying actions that could be completed to protect the drinking water source. The plan identified concrete near term actions, but also identified the need for additional planning to address the biggest source water protection concerns. The City's proposed project to the Drinking Water Provider's Partnership is a critical step in the City's path to achieving its drinking water source protection goals while simultaneously improving fish and wildlife habitat.

The proposed watershed management plan will enable the City to make informed long term investments in its watershed to protect people and wildlife. The watershed management plan will draw on public input and a multidisciplinary expert team with experience in ecological restoration, forest management, drinking water source management, land acquisition, and community planning. This project will make the City a leader among small communities seeking to responsibly manage forested watersheds for the benefit of people and wildlife.

CREST's intended role in the proposed project is to serve as Project Manager, coordinating public involvement, communications between the watershed planning consultant, technical advisors and City, and helping the City establish priorities. As an ongoing partner to the City in drinking water source protection, CREST requests the support of DWPP to help the City complete this important and exemplary project.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Lofman", written over a horizontal dashed line.

Denise Lofman

Director

# DRINKING WATER PROVIDERS PARTNERSHIP

## 2016 Request for Proposals

Updated v. November 12, 2015,

Includes Attachment 4

Proposal Deadline is 21 December 2015 at 5:00PM Pacific Time

Award announcements will be made in February 2016

Download Application: [www.workingwatersgeos.org](http://www.workingwatersgeos.org)

The Drinking Water Providers Partnership (DWPP) is inviting project proposals for 2016. The partnership includes USDA Forest Service, Geos Institute, Oregon Department of Environmental Quality, Washington Department of Health, U.S. Environmental Protection Agency, U.S. Bureau of Land Management, and WildEarth Guardians. Together, the partners present this watershed restoration funding opportunity for water providers and watershed restoration practitioners in Oregon and Washington. The goals of the DWPP are to:

- Restore and protect the health of watersheds which communities depend upon for drinking water through the development and support of local partnerships between drinking water providers, landowners, and restoration practitioners.
- Benefit aquatic and riparian ecosystems, including the native fish that inhabit them, through the successful implementation of those projects.



**GEOS**  
INSTITUTE



## Background

The participants in the DWPP share a common vision that watershed restoration is an important and effective way to provide clean, inexpensive drinking water to communities and protect and restore native fish populations and habitat. Over the last two years, the partners have been gauging interest among water providers to partner with watershed restoration practitioners in activities that will enhance or protect water quality and the upstream watershed. There was unanimous support among water providers, but drinking water providers and local restoration partners requested assistance, specifically requesting a regional funding source for on-the-ground activities that protect and restore water sources. This RFP responds to that request through the creation of an interagency partnership to coordinate funding for those activities.

## Available Funding

Available funding includes both federal and state sources. In 2016, we anticipate a total of \$262,000 being available from federal grant sources. Both Oregon and Washington have drinking water source grants available within their states, totaling \$200,000 each. Hence, the total available funding in the region will be \$662,000 for this first year of the DWPP.

Project proposals should range between \$10,000 and \$50,000. Funded activities must be completed within 18 months of the award start date. Please note that the only applicants eligible to receive state sources of drinking water protection funding are public water systems. As the partnership team reviews grant applications, those projects qualifying for state funding sources will be recommended to those programs and the states will work directly with drinking water providers through the remaining state application process.

### **Eligible Project Types**

Projects should focus on activities that will protect or restore drinking water quality or supply in a public water system watershed in Oregon and Washington. Projects should clearly address a known water quality or supply concern for the public drinking water system. Proposal reviewers will give additional emphasis to projects that benefit native fish and their habitat. Applicants are encouraged to submit projects identified in a recognized source water protection plan, restoration action plan, rare species recovery plan, or other publicly vetted prioritization document.

Eligible activities may include feasibility analyses, planning, design, outreach, education, and monitoring. Activities that constitute legally required mitigation for the adverse effects of an activity regulated or otherwise governed by local, state, tribal, or federal law will not be considered.

The following are examples of eligible restoration and conservation projects. This list is not intended to be comprehensive nor exclusive.

- Restoration and/or conservation projects within the drinking water source area
- Implementation of pollution prevention or waste reduction projects
- Culvert removal and traditional culvert replacement with streambed simulation type culverts or bridges
- Addition of road drainage culverts to permanent forest roads in order to route road runoff onto the vegetated forest floor instead of into streams.
- Replacement of aging culvert infrastructure with new and larger culverts to avoid catastrophic road failures.
- Removal of dams or other large obstructions (not for permitting)
- Breaching or removal of levees and tide gates
- Road decommissioning or road modification/fine sediment prevention (storm-proofing)
- Reestablishing river flow patterns, meanders, and channels that have been previously altered
- Restoring stream complexity and roughness, increasing streamflow travel times to improve water quality.
- Restoring and enhancing connections between lakes, sloughs, side channels, floodplains, and main channels
- Restoring river banks and floodplains, including riparian restoration
- Establishing management plans for conservation easements or lands purchased within source areas
- Projects for reducing pesticide application rates and loadings in source area
- Projects for reforestation or replanting in sensitive or riparian areas
- Installation of fencing to protect sensitive riparian areas

- Development of educational flyers/brochures for purposes of public education
- Implementation of educational outreach projects emphasizing watershed resource conservation
- Planning and preparation for the purchase of lands within the drinking water source area
- Planning and preparation for the purchase of water for instream flow purposes
- Installation of signs at boundaries of zones or protection areas
- Projects to decommission onsite sewer systems and connect homes to existing sewer lines
- Installation of fencing around the immediate water intake area to provide protection
- Structures to divert contaminated storm water runoff affecting the source area
- Implementation of water reuse and other conservation measures related to source protection
- Development of an Ecosystem Services project in watershed to fund preservation areas
- Implementation of conservation easements to protect sensitive source areas, such as fencing or habitat restoration

### **Eligible Applicants**

Eligible applicants include Tribal, local, state, or federal governments, educational institutions, non-profit organizations, watershed councils, landowners, soil and water conservation districts, and others. Please note that the only applicants eligible to receive state funding (\$400,000) are public water systems.

### **Geographic Eligibility**

Only projects located in a public drinking water watershed in the state of Oregon or Washington will be considered for 2016 funding. Please see Attachment 1 for a map of source watersheds (i.e., areas upstream of intakes) and Attachment 2 for a partial list of those public water systems which rely upon surface water (streams or rivers). For more information, visit: Oregon DEQ at <http://www.deq.state.or.us/wq/dwp/dwp.htm> and Washington DOH at <http://www.doh.wa.gov/CommunityandEnvironment/DrinkingWater/SourceWater/Assessment>

### **Partnerships and Match**

One of the goals of the DWPP is to initiate dialogue and strengthen working relationships between water providers and restoration practitioners at a watershed scale. It should be evident in the funding application that a local partnership has been developed in order to meet shared goals. Cost-sharing and in-kind contributions by each partner for services, personnel, equipment, and other resources should be documented. A 25% match (in-kind and/or cash) is required for all project proposals.

### **Compliance with NEPA and Other State and Federal Regulations**

Successful applicants are likely to receive federal funds and will be required to satisfy applicable financial and programmatic requirements and meet all applicable local, state, and Tribal environmental laws and federal requirements before project implementation, including but not limited to the National Environmental Policy Act, Endangered Species Act, National Historic Preservation Act, and Clean Water Act. If environmental compliance requirements have not already been completed, applicants can request necessary funding in the application.

## **Application Process**

- Applicants are required to use the application available at [www.workingwatersgeos.org](http://www.workingwatersgeos.org)
- The total application, including attachments, should not exceed 15 pages.
- Responses to narrative questions may be single-spaced and font should be size 12.
- Applications and all other required documentation must be submitted electronically to [jcapurso@fs.fed.us](mailto:jcapurso@fs.fed.us) by 5:00PM PST on 21 December 2015.

## **Proposal Evaluation Criteria**

Each proposal will be reviewed by an evaluation committee composed of representatives of the seven core DWPP organizations on a scale of 100 points and awarded funding based upon how well it meets the following criteria:

- **Geographic Focus (10 Points):** Only projects that fall within drinking water source watersheds in Oregon and Washington are eligible for an award. However, to receive the maximum number of points in this category, projects should meet one or more of the following criteria:
  - The work falls within, or immediately downstream of, a USFS identified, "Priority Watershed." See attachments for a map and list.
  - The work falls within, or immediately downstream of, a BLM identified, "Priority Watershed." See attachments for a map and list.
  - In Oregon, extra consideration is given if the project is within a sensitive area as defined in the Updated Source Water Assessment delineations. (For questions regarding Oregon's sensitive area delineations, applicants can call the Oregon DEQ GIS Coordinator at 503-229-6798.)
- **Project Description (5 Points):** What are the proposed activities and methods? If this project is part of a larger phased project, describe the overall project, but clearly identify the discrete activities of this phase for which funding is sought (note: all subsequent answers should be specific to the discrete activities of this phase).
- **Project Justification (10 Points):** What is the problem the project is addressing? E.g., what priority risks or key limiting factors will this work affect? Have the proposed activities been identified in an existing source water control or restoration plan? If so, cite the specific reports used to justify this work.
- **Project Goals, Benefits, and Outcomes (20 Points):** What are the project goals and anticipated outcomes? E.g., how will the proposed work address the problem(s) identified in the project justification section above? The description should include benefits to water quality or supply, but also to aquatic and riparian habitat and the species dependent upon them. Benefits and outcomes may also be described in the number of acres or miles of habitat improved, the magnitude of improvements, as well as economic and social impacts.
- **Partnerships and Experience (15 Points):** The development of local, grassroots partnerships between restoration practitioners and water providers is one of the goals of the DWPP. In addition to the grassroots partnership, value is placed on the number of

partners involved in the project, as measured by the number and level of confirmed partner contributions. Cost-sharing and in-kind contributions by each partner for services, personnel, equipment, and other resources should be documented. Applicants must also show capacity to implement the scope and scale of the proposed work and the ability to successfully complete the project within the proposed budget and timeline. Organizations previously participating in similar projects with a proven record of project completion and qualified staff may score higher during the evaluation process.

- **Timeline and Readiness (15 Points):** The project timeline should be feasible and appropriate given the project activities, goals and budget, and for the grant award period. The applicant(s) should clearly describe project “readiness” as the degree to which the project is ready for implementation in terms of landowner willingness (include a letter of support from the landowner), NEPA standing, design, permits, and/or contract preparation.
- **Monitoring (5 Points):** Project monitoring is important and should be described. Implementation monitoring is required (e.g., was the project implemented as described? Were the project design parameters achieved?). Project monitoring reports must include before and after photos illustrating the issue(s) the project is addressing and then the effects of the project. Projects that incorporate effectiveness monitoring (Did the project perform as promised?) and/or leverage existing monitoring efforts within the watershed may score higher during evaluation.
- **Community Outreach (10 Points):** Ideal projects will demonstrate a high degree of community involvement in and benefit from project development, implementation, and monitoring. Proposals including complementary public outreach and awareness-building components contributing to their watershed restoration project may be scored higher than those without outreach activities.
- **Budget (10 Points):** The budget description should detail all funds requested, as well as all matching funds and in-kind contributions, and whether the contributions are pending or secured. The budget form provided must be used.

**Points of Contact:**

The members of the DWPP look forward to working with you to foster partnerships between water providers and restoration practitioners throughout Oregon and Washington. Please don't hesitate to contact any of the following individuals with questions.

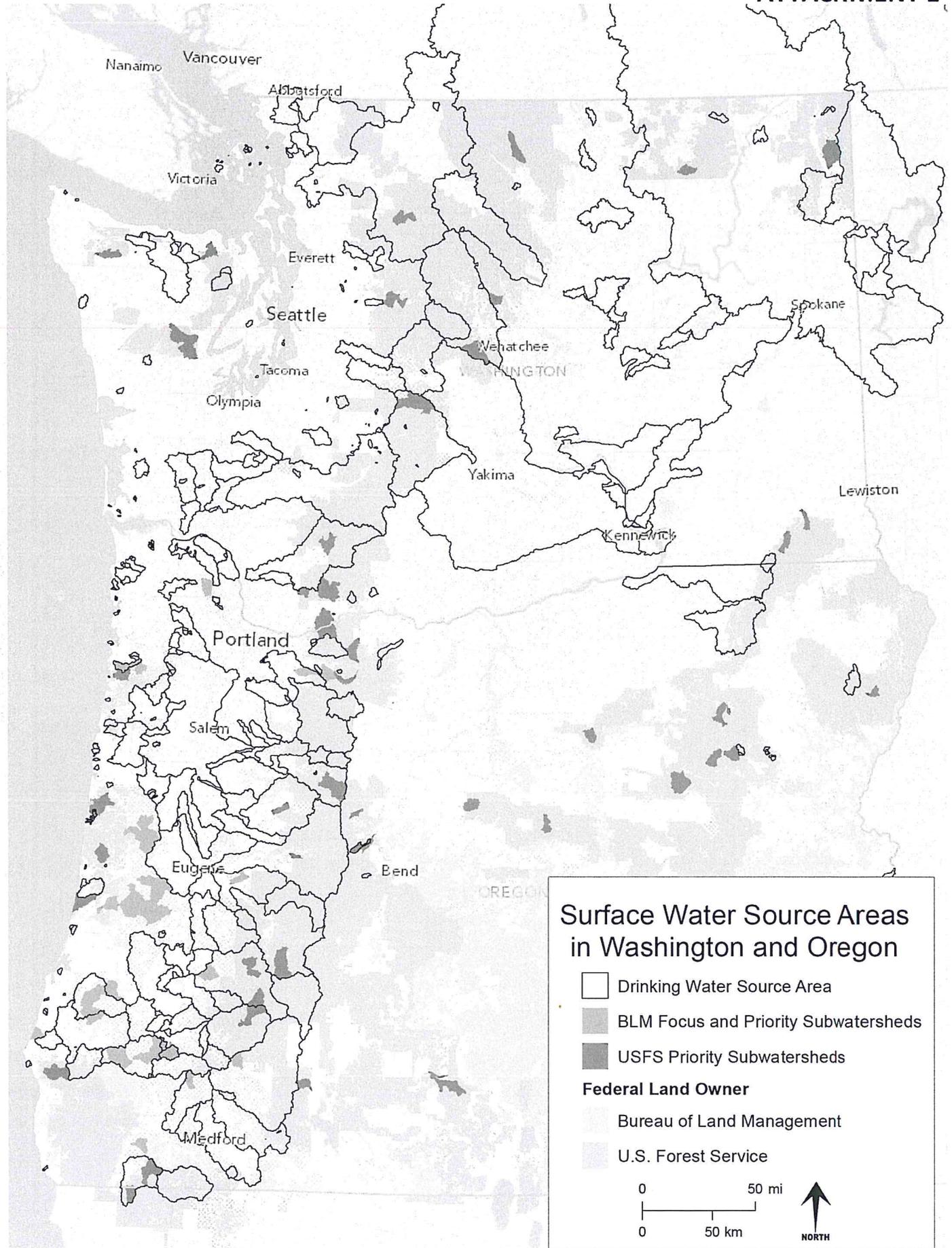
<u>Affiliation:</u>	<u>Contact:</u>	<u>Title</u>	<u>Phone:</u>	<u>Email:</u>
USDA Forest Service	James Capurso	Regional Fisheries Biologist	503-808-2847	<a href="mailto:jcapurso@fs.fed.us">jcapurso@fs.fed.us</a>
Geos	Cathy	Working	541-613-	<a href="mailto:cathy@geosinstitute.org">cathy@geosinstitute.org</a>

Institute	Kellon	Waters Director	4773	
Oregon DEQ	Sheree Stewart	Drinking Water Protection Coordinator	503-229- 5413	<a href="mailto:Stewart.sheree@deq.state.or.us">Stewart.sheree@deq.state.or.us</a>
Washington DOH	Corina Hayes	Source Water Protection Manager	360-236- 3114	<a href="mailto:corina.hayes@doh.wa.gov">corina.hayes@doh.wa.gov</a>
US BLM	Scott Lightcap	Fisheries Program Lead, Or/WA	541-464- 3325	<a href="mailto:slightca@blm.gov">slightca@blm.gov</a>
US EPA	Teresa Kubo	Environmental Review and Sediment Management	503-326- 2859	<a href="mailto:Kubo.Teresa@epa.gov">Kubo.Teresa@epa.gov</a>
WildEarth Guardians	Marlies Wierenga	PNW Conservation Manager	503-278- 0669	<a href="mailto:mwierenga@wildearthguardians.org">mwierenga@wildearthguardians.org</a>

This request for proposals was developed in part under Assistant Agreement No. DW-012-92404901 awarded by the U.S. Environmental Protection Agency. It has not been formally reviewed by EPA. The views expressed are solely those of their partners and EPA does not endorse any products or commercial services mentioned.

## ATTACHMENTS

- Attachment 1: Source Watersheds Map with BLM and USFS Priority Watersheds
- Attachment 2: Surface Water Source List
- Attachment 3: USFS Priority Watershed List
- Attachment 4: BLM Priority Watershed List



# ATTACHMENT 2

November 12, 2015: This table lists public drinking water systems in Oregon and Washington which rely upon surface water sources, wholly or partially. Surface water sources are listed below each water system. Acreage in the source watershed that is in BLM or FS ownership is summarized by designation.

Due to discrepancies in the source data there may be omissions. For more information, visit: Oregon DEQ at <http://www.deq.state.or.us/wq/dwp/dwp.htm> and Washington DOH at <http://www.doh.wa.gov/CommunityandEnvironment/DrinkingWater/SourceWater/Assessment>

Data sources: Washington Department of Health, Oregon Department of Environmental Quality, U.S. Forest Service, U.S. Bureau of Land Management Esri, Geos Institute

Acres by designation

	BLM, Non-priority	BLM Focus	BLM Priority	USFS, Non-priority	USFS Priority	Grand Total
OR	1,193,995	89,278	199,920	3,998,686	280,324	5,762,203
ADAIR VILLAGE WATER SYSTEM	8,122			80		8,202
WILLAMETTE RIVER	8,122			80		8,202
ALBANY, CITY OF	30,862			316		31,178
SANTIAM RIVER	30,862			316		31,178
ALDERWOOD WATER DEVELOPMENT CO	0					0
WOAHINK LAKE	0					0
AMITY, CITY OF	12					12
SOUTH YAMHILL RIVER	12					12
ANGLERS COVE/SCHWC	5,227					5,227
ROGUE RIVER	5,227					5,227
ASHLAND WATER DEPARTMENT				12,394		12,394
ASHLAND CREEK				12,394		12,394
BAKER CITY	3			6,429		6,433
ELK CREEK INTAKE				1,686		1,686
GOODRICH CREEK INTAKE	3			1,462		1,466
LITTLE MARBLE CREEK				355		355
LITTLE MILL CREEK				613		613
LITTLE SALMON CREEK				414		414
MAIN SALMON CREEK				711		711

	BLM, Non-priority	BLM Focus	BLM Priority	USFS, Non-priority	USFS Priority	Grand Total
MILL CREEK				994		994
SOUTH SALMON CREEK 1				55		55
SOUTH SALMON CREEK 2				139		139
BEAVER WATER DISTRICT	1	18,633	1	2	3	18,641
BEAVER CREEK	1	18,633	1	2	3	18,641
BEND WATER DEPARTMENT				3,219		3,219
BRIDGE CREEK				3,219		3,219
BREITENBUSH HOT SPRINGS				34,926		34,926
BREITENBUSH RIVER				34,926		34,926
BROWNSVILLE, CITY OF	5,247			5,879		11,127
CALAPOOIA RIVER	5,247			5,879		11,127
BUELL-RED PRAIRIE WATER ASSN	951					951
GOOSENECK CREEK	951					951
CANBY UTILITY	2,887			237		3,124
MOLALLA RIVER MAIN INTAKE & IG (NEW 10/98)	2,887			237		3,124
CANYONVILLE, CITY OF	33	22,584	16			22,633
CANYON CREEK	33	22,584	16			22,633
CARLTON, CITY OF	1,081					1,081
PANTHER CREEK	1,081					1,081
CITY OF CAVE JUNCTION	14,120			51,165	49,707	114,992
ILLINOIS RIVER (EAST FORK)	14,120			51,165	49,707	114,992
CLACKAMAS RIVER WATER-CLACKAMAS	6,886	5	17,845	17,248		41,984
CLACKAMAS RIVER	6,886	5	17,845	17,248		41,984
CLARKS BRANCH WTR. ASSOCIATION	31,428			141		31,569
SOUTH UMPQUA RIVER	31,428			141		31,569
COLTON WATER DISTRICT	596					596
JACKSON CREEK	596					596
COQUILLE, CITY OF	58,080	5	16,702	5,848		80,635
COQUILLE RIVER	58,080	5	16,702	5,848		80,635
RINK CREEK	0					0
CORBETT WATER DISTRICT	377			3,024		3,401
NORTH FORK GORDON CREEK	333			1,470		1,804

	BLM, Non-priority	BLM Focus	BLM Priority	USFS, Non-priority	USFS Priority	Grand Total
SOUTH FORK GORDON CREEK	44			1,554		1,598
<b>CORVALLIS, CITY OF</b>	<b>53</b>			<b>6,072</b>		<b>6,125</b>
GRIFFITH CREEK				902		902
NORTH FORK ROCK CREEK				2,046		2,046
SOUTH FORK ROCK CREEK	45			3,124		3,170
WILLAMETTE RIVER	8					8
<b>COTTAGE GROVE, CITY OF</b>	<b>37,277</b>			<b>50,999</b>		<b>88,276</b>
ROW RIVER	37,277			50,999		88,276
<b>COUNTRY VIEW MH ESTATES</b>	<b>90,413</b>			<b>359,325</b>	<b>17,477</b>	<b>467,215</b>
ROGUE RIVER	90,413			359,325	17,477	467,215
<b>CRESWELL, CITY OF</b>	<b>26,178</b>					<b>26,178</b>
COAST FORK WILLAMETTE RIVER	26,178					26,178
<b>DALLAS, CITY OF</b>	<b>2,879</b>			<b>1,028</b>		<b>3,908</b>
RICKREAL CREEK	2,879			1,028		3,908
<b>DEPOE BAY, CITY OF</b>	<b>38</b>					<b>38</b>
NORTH DEPOE BAY CREEK	9					9
SOUTH DEPOE BAY CREEK	30					30
<b>DETROIT WATER SYSTEM</b>				<b>31,818</b>		<b>31,818</b>
BREITENBUSH RIVER (SUMMER ONLY)				31,666		31,666
MACKEY CREEK - INTAKE #1				152		152
<b>DRAIN, CITY OF</b>	<b>1,367</b>					<b>1,367</b>
BEAR CREEK (WHIPPLE RESERVOIR)	1,132					1,132
BILLY CREEK	235					235
<b>ELKTON, CITY OF</b>	<b>64,614</b>					<b>64,614</b>
UMPQUA RIVER	64,614					64,614
<b>ESTACADA, CITY OF</b>	<b>5,659</b>			<b>323,449</b>		<b>329,108</b>
CLACKAMAS RIVER	5,659			323,449		329,108
<b>EUGENE WATER &amp; ELECTRIC BOARD</b>	<b>25,855</b>		<b>4</b>	<b>541,314</b>	<b>5,097</b>	<b>572,270</b>
MCKENZIE RIVER	25,855		4	541,314	5,097	572,270
<b>FALLS CITY WATER DEPARTMENT</b>	<b>546</b>					<b>546</b>
GLAZE CREEK	360					360
TEAL CREEK	185					185

	BLM, Non-priority	BLM Focus	BLM Priority	USFS, Non-priority	USFS Priority	Grand Total
<b>FIFE BSA CAMP</b>				708		708
Strawberry Creek (gravity)				708		708
<b>FISH LAKE RESORT</b>				660		660
FISH LAKE				660		660
<b>GATES, CITY OF</b>	2,555			138,820	50,489	191,864
NORTH SANTIAM RIVER	2,555			138,820	50,489	191,864
<b>GEORGIA-PACIFIC CPLP WAUNA</b>	817		0			817
COLUMBIA RIVER	817		0			817
<b>GLENDALE, CITY OF</b>	37,682	10	5	24,130		61,827
COW CREEK (old intake)	37,213	10	5	24,130		61,359
MILL CREEK	42					42
SECTION CREEK	426					426
<b>GLIDE WATER ASSOCIATION</b>	49,480		24,565	252,007	49,674	375,726
NORTH UMPQUA RIVER	49,480		24,565	252,007	49,674	375,726
<b>GOLD HILL, CITY OF</b>	36,649			10,148		46,797
ROGUE RIVER	36,649			10,148		46,797
<b>GRANTS PASS, CITY OF</b>	59,488	16,069		940		76,497
ROGUE RIVER	59,488	16,069		940		76,497
<b>HERMISTON, CITY OF</b>	6,250			56,297		62,547
COLUMBIA RIVER	6,250			56,297		62,547
<b>HILLSBORO-CHERRY GROVE</b>	960					960
UPPER TUALATIN R. - HAINES FALLS INTAKE	960					960
<b>HILLSBORO-FOREST GROVE-BEAVERTON</b>	3,416					3,416
NORTH FORK TRASK RIVER (BARNEY RESERVOIR)	599					599
TUALATIN RIVER	2,817					2,817
<b>IDANHA CITY WATER</b>				249		249
MUD PUPPY CREEK				4		4
SPRING (RAINBOW CREEK)				244		244
<b>JEFFERSON, CITY OF</b>	89					89
SANTIAM RIVER	89					89
<b>JOSEPH, CITY OF</b>				28,532		28,532
WALLOWA LAKE				28,532		28,532

	BLM, Non-priority	BLM Focus	BLM Priority	USFS, Non-priority	USFS Priority	Grand Total
KERVILLE-GLENEDEDEN-LINCOLN BCH W D	1,857			10,380		12,237
DRIFT CREEK	1,857			10,380		12,237
LAKESHORE WTR & DEVELOP CO-OP				22		22
HARRIS CREEK				22		22
LANGLOIS WATER DISTRICT	3,108	16				3,124
FLORAS CREEK	3,108	16				3,124
LATGAWA METHODIST CHURCH CAMP				41		41
LITTLE BUTTE CREEK				41		41
LAWSON ACRES WATER ASSOCIATION	0	8	6,944			6,953
COW CREEK	0	8	6,944			6,953
LEBANON, CITY OF	4,522					4,522
SANTIAM CANAL (SO SANTIAM)	4,522					4,522
LINCOLN CITY WATER DISTRICT	309			6,426		6,735
SCHOONER CREEK	309			6,426		6,735
LONDON WATER CO-OP	250					250
BEAVER CREEK	250					250
LOWELL, CITY OF	686			388,460	48,889	438,034
DEXTER LAKE	686			388,460	48,889	438,034
LYONS MEHAMA WATER DISTRICT	15,318			36,725		52,043
NORTH SANTIAM RIVER	15,318			36,725		52,043
MAPLETON WATER DISTRICT				502		502
BERKSHIRE CREEK				502		502
MCMINNVILLE WATER AND LIGHT	714					714
HASKINS RESERVOIR	20					20
MCGUIRE RESERVOIR	695					695
MEDFORD WATER COMMISSION	64,524			59,960		124,484
ROGUE RIVER	64,524			59,960		124,484
MILL CITY WATER DEPARTMENT	1,616			419		2,035
NORTH SANTIAM RIVER	1,616			419		2,035
MILO ACADEMY	10,306			2,519		12,824
LICKEY CREEK (11/01-05/31)	224					224
SOUTH UMPQUA RVR.(06/01-10/31)	10,081			2,519		12,600

	BLM, Non-priority	BLM Focus	BLM Priority	USFS, Non-priority	USFS Priority	Grand Total
MOLALLA, CITY OF	43,179			2,548		45,727
MOLALLA RIVER	43,179			2,548		45,727
MONROE, CITY OF	21,976	11	12			21,998
LONG TOM RIVER	21,976	11	12			21,998
MYRTLE CREEK, CITY OF	652					652
SOUTH UMPQUA RIVER	449					449
SPRINGBROOK SPRINGS	132					132
SPRINGBROOK SPRINGS B	71					71
MYRTLE POINT, CITY OF	50,402	16,489	42,213			109,104
NORTH FORK COQUILLE RIVER	50,402	16,489	42,213			109,104
NEKOWIN REGIONAL WATER DISTRICT				165		165
HAWK CREEK				165		165
OAKLAND, CITY OF	5,046					5,046
CALAPOOYA CREEK	5,046					5,046
ONTARIO, CITY OF	3,564					3,564
SNAKE RIVER	3,564					3,564
PANTHER CREEK WATER DISTRICT	30			712		743
PANTHER CREEK	30			712		743
PENDLETON, CITY OF	910			149,981		150,892
UMATILLA RIVER	910			149,981		150,892
PHILOMATH PUBLIC WORKS	1,074			2,781		3,856
MARY'S RIVER	1,074			2,781		3,856
POPE & TALBOT, INC.,	30,305					30,305
WILLAMETTE RIVER	30,305					30,305
PORTLAND BUREAU OF WATER WORKS	56			62,831	52	62,939
BULL RUN	56			62,831	52	62,939
POWERS, CITY OF	250			61,313	28	61,591
BINGHAM CREEK	16					16
SOUTH FORK (COQUILLE RIVER)	234			61,313	28	61,575
PP&L-TOKETEE VILLAGE				207,574	1	207,575
TOKETEE LAKE (N. UMPQUA RIVER)				207,574	1	207,575
REEDSPORT, CITY OF				172		172

	BLM, Non-priority	BLM Focus	BLM Priority	USFS, Non-priority	USFS Priority	Grand Total
CLEAR LAKE				172		172
<b>RHODODENDRON SUMMER HOMES ASSN</b>				<b>1,652</b>		<b>1,652</b>
HENRY CREEK				1,652		1,652
<b>RIDDLE, CITY OF</b>	<b>42,993</b>	<b>13,870</b>	<b>76,217</b>	<b>2,780</b>		<b>135,860</b>
COW CREEK	42,993	13,870	76,217	2,780		135,860
<b>ROGUE RIVER, CITY OF</b>	<b>25,290</b>					<b>25,290</b>
ROGUE RIVER	25,290					25,290
<b>ROSEBURG FOREST PROD-DILLARD</b>	<b>3,734</b>					<b>3,734</b>
SOUTH UMPQUA RIVER	3,734					3,734
<b>ROSEBURG, CITY OF - WINCHESTER</b>	<b>24,669</b>			<b>17,694</b>		<b>42,363</b>
NORTH UMPQUA RIVER	24,669			17,694		42,363
<b>ROW RIVER VALLEY WATER DIST</b>	<b>79</b>			<b>35,834</b>		<b>35,914</b>
LAYNG CREEK	79			35,834		35,914
<b>S.W. LINCOLN COUNTY WTR. DIST.</b>				<b>3,430</b>	<b>2</b>	<b>3,432</b>
BIG CREEK				1,037	1	1,038
DICK'S FORK CREEK				634	1	634
STARR CREEK				761		761
VINGIE CREEK				998		998
<b>SALEM PUBLIC WORKS</b>	<b>917</b>					<b>917</b>
N SANTIAM RIVER & INFILTRATION GALLERY	917					917
<b>SANDY, CITY OF</b>	<b>617</b>	<b>7</b>		<b>2,612</b>		<b>3,236</b>
ALDER CREEK	617	7		2,612		3,236
<b>SCAPPOOSE, CITY OF</b>	<b>2,421</b>					<b>2,421</b>
GOURLEY CREEK	554					554
LAZY CREEK	388					388
SOUTH FORK SCAPPOOSE CREEK	1,479					1,479
<b>SHERIDAN, CITY OF</b>	<b>14,956</b>			<b>5,521</b>		<b>20,476</b>
SOUTH YAMHILL RIVER	14,956			5,521		20,476
<b>SILETZ, CITY OF</b>	<b>13,665</b>					<b>13,665</b>
SILETZ RIVER	13,662					13,662
TANGERMAN CREEK	2					2
<b>SILVERTON, CITY OF</b>	<b>2,036</b>					<b>2,036</b>

	BLM, Non-priority	BLM Focus	BLM Priority	USFS, Non-priority	USFS Priority	Grand Total
ABIQUA CREEK	1,788					1,788
SILVER CREEK	248					248
<b>SISTERS, CITY OF</b>				<b>20</b>	<b>10,200</b>	<b>10,220</b>
POLE CREEK				20	10,200	10,220
<b>SOUTH COAST WATER DIST INC</b>	<b>824</b>			<b>16,666</b>	<b>2</b>	<b>17,492</b>
SILTCOOS LAKE	824			16,666	2	17,492
<b>SPRINGFIELD UTILITY BOARD</b>	<b>21,592</b>		<b>15,213</b>	<b>101,248</b>		<b>138,053</b>
MIDDLE FORK WILLIAMETTE RIVER	21,592		15,213	101,248		138,053
<b>STAYTON WATER SUPPLY</b>	<b>0</b>					<b>0</b>
NORTH SANTIAM RIVER	0					0
<b>SUMPTER, CITY OF</b>				<b>6,261</b>	<b>0</b>	<b>6,261</b>
MCCULLY FORK INTAKE				5,132	0	5,132
O'FARREL CREEK				1,129	0	1,129
<b>SUTHERLIN, CITY OF</b>	<b>5,551</b>		<b>7</b>			<b>5,558</b>
CALAPOOYA CREEK NON-PARIEL	5,070		7			5,077
COOPER CREEK	480					480
<b>SWEET HOME, CITY OF</b>	<b>31,517</b>			<b>137,578</b>	<b>13,473</b>	<b>182,568</b>
SOUTH SANTIAM RIVER	31,517			137,578	13,473	182,568
<b>THE DALLES.CITY OF</b>	<b>425</b>			<b>13,023</b>		<b>13,448</b>
DOG RIVER				2,965		2,965
FORK MILL CREEK	425			10,058		10,483
<b>TIERRA DEL MAR WATER COMPANY</b>				<b>160</b>		<b>160</b>
BELTZ CREEK				160		160
<b>TILLAMOOK WATER DEPT, CITY OF</b>		<b>1</b>				<b>1</b>
FAWCETT CREEK		1				1
<b>TILLER ELEMENTARY, SD #15</b>	<b>387</b>			<b>34,323</b>	<b>1</b>	<b>34,711</b>
SOUTH UMPQUA RIVER	387			34,323	1	34,711
<b>TOLEDO WATER UTILITIES</b>				<b>1,668</b>		<b>1,668</b>
MILL CREEK (OCT-MAY)				1,668		1,668
<b>TRI-CITY WATRI-CITY JW &amp; SA</b>	<b>36,219</b>	<b>1,570</b>	<b>174</b>	<b>185</b>		<b>38,148</b>
SOUTH UMPQUA RIVER	36,219	1,570	174	185		38,148
<b>UMPQUA BASIN WATER ASSOCIATION</b>	<b>1,210</b>					<b>1,210</b>

	BLM, Non-priority	BLM Focus	BLM Priority	USFS, Non-priority	USFS Priority	Grand Total
NORTH UMPQUA RIVER	1,210					1,210
<b>USFS STAR RANGER STATION</b>	<b>4,405</b>			<b>155,585</b>	<b>0</b>	<b>159,991</b>
APPLEGATE RIVER	4,405			155,585	0	159,991
<b>USFS TILLER RANGER STATION</b>	<b>10,566</b>			<b>227,119</b>	<b>32,045</b>	<b>269,730</b>
SOUTH UMPQUA RIVER	10,566			227,119	32,045	269,730
<b>USFS TIMBER LAKE JCC</b>				<b>72,378</b>		<b>72,378</b>
PIPELINE (FROG LAKE) (Src Harriet Lake)				72,378		72,378
<b>USFS WOLF CREEK JOB CORPS</b>	<b>2,398</b>			<b>45,933</b>		<b>48,330</b>
LITTLE RIVER	2,398			45,933		48,330
<b>WALDPORT, CITY OF</b>				<b>2</b>	<b>3,185</b>	<b>3,186</b>
ECKMAN CREEK				2	2,793	2,795
NORTH FORK WEIST CREEK					198	198
SOUTH FORK WEIST CREEK					193	193
<b>WESTFIR, CITY OF</b>				<b>154,476</b>		<b>154,476</b>
NORTH FORK OF WILLAMETTE				154,476		154,476
<b>WILLAMINA, CITY OF</b>	<b>15,008</b>			<b>1,020</b>		<b>16,027</b>
WILLAMINA CREEK	15,008			1,020		16,027
<b>WILSONVILLE, CITY OF</b>	<b>24,017</b>			<b>2</b>		<b>24,018</b>
WILLAMETTE RIVER	24,017			2		24,018
<b>WINSTON-DILLARD WATER DISTRICT</b>	<b>28,210</b>		<b>3</b>			<b>28,214</b>
SOUTH UMPQUA RIVER	28,210		3			28,214
<b>YACHATS, CITY OF</b>				<b>580</b>		<b>580</b>
REEDY CREEK				580		580
SALMON CREEK				251		251
<b>YAMHILL, CITY OF</b>	<b>960</b>			<b>329</b>		<b>960</b>
TURNER CREEK/STORAGE RESERVOIR	960			329		960
<b>YONCALLA, CITY OF</b>	<b>494</b>					<b>494</b>
ADAMS CREEK	494					494
<b>WA</b>	<b>2,304,486</b>			<b>41,577,829</b>	<b>1,511,557</b>	<b>45,393,872</b>
<b>ABERDEEN, CITY OF</b>				<b>1,422</b>		<b>1,422</b>
Wishkah River				1,422		1,422

	BLM, Non-priority	BLM Focus	BLM Priority	USFS, Non-priority	USFS Priority	Grand Total
<b>ANACORTES, CITY OF</b>	350			893,431	25,477	919,258
SKAGIT RIVER	350			893,431	25,477	919,258
<b>Bear Mountain Water District</b>	2,491			379,815		382,306
Lake Chelan	2,491			379,815		382,306
<b>Berachah at Buck Creek</b>				742		742
BUCK CREEK				742		742
<b>BLACK DIAMOND WATER DISTRICT</b>				204		204
S.FORK/LITTLE RIVER				204		204
<b>BOISE PAPER - PCA - WALLULA</b>	313,694			4,850,152	205,674	5,369,519
COLUMBIA RIVER	313,694			4,850,152	205,674	5,369,519
<b>CARSON</b>				7,749		7,749
BEAR CREEK				7,749		7,749
<b>CASHMERE WATER DEPARTMENT</b>	1,201			665,248	38,490	704,939
Water Treatment Plant	1,201			665,248	38,490	704,939
<b>CASTLE ROCK MUNICIPAL WATER</b>	330			543,869		544,199
Cowlitz River	330			543,869		544,199
<b>CHEHALIS WATER DEPARTMENT</b>				581		581
CHEHALIS RIVER				581		581
<b>CHELAN WATER DEPT, CITY OF</b>	2,491			379,815		382,306
Lake Chelan	2,491			379,815		382,306
<b>CLE ELUM WATER DEPARTMENT</b>	40			223,204		223,244
Yakima River	40			223,204		223,244
<b>COLUMBIA GENERATING STATION</b>	266,058			3,975,692	148,084	4,389,834
COLUMBIA RIVER	266,058			3,975,692	148,084	4,389,834
<b>COULEE DAM WATER DEPT</b>	39,972			1,342,552	65,414	1,447,938
Lake Roosevelt	39,972			1,342,552	65,414	1,447,938
<b>CRESCENT WATER ASSN</b>				1,039		1,039
LYRE RIVER				1,039		1,039
<b>CRYSTAL MOUNTAIN INC</b>				451		451
ELIZABETH CREEK				162		162
SILVER CREEK				289		289
<b>CUSICK, TOWN OF</b>	47			149,397		149,444

	BLM, Non-priority	BLM Focus	BLM Priority	USFS, Non-priority	USFS Priority	Grand Total
Pend Oreille River	47			149,397		149,444
<b>ENERGY, DEPT OF/100K</b>	<b>253,365</b>			<b>3,975,692</b>	<b>148,084</b>	<b>4,377,141</b>
Export Line	253,365			3,975,692	148,084	4,377,141
<b>ENERGY, DEPT OF/200W</b>	<b>253,365</b>			<b>3,975,692</b>	<b>148,084</b>	<b>4,377,141</b>
Export Line	253,365			3,975,692	148,084	4,377,141
<b>EVERETT PUBLIC WORKS DEPT. CITY OF</b>				<b>7,113</b>		<b>7,113</b>
SULTAN RVR-CLIMBK DAM				7,113		7,113
<b>FORTY NINE DEGREES NORTH</b>				<b>188</b>		<b>188</b>
Little Calispel Creek				188		188
<b>HART CREEK SUMMER HOMES</b>				<b>442</b>		<b>442</b>
Hart Creek				442		442
<b>HOLDEN VILLAGE</b>				<b>1,915</b>		<b>1,915</b>
Copper Creek				1,915		1,915
<b>HOZOMEEN WATER SYSTEM</b>				<b>3</b>		<b>3</b>
HOZOMEEN CREEK				3		3
<b>Intalco Aluminum Corporation WS</b>	<b>157</b>			<b>159,133</b>		<b>159,291</b>
WHATCOM COUNTY PUD#1	157			159,133		159,291
<b>KENNEWICK, CITY OF</b>	<b>313,652</b>			<b>4,850,152</b>	<b>205,674</b>	<b>5,369,478</b>
COLUMBIA RIVER	313,652			4,850,152	205,674	5,369,478
<b>LA WIS WIS CAMPGROUND</b>				<b>160</b>		<b>160</b>
CLEAR CREEK				160		160
<b>LAKE CHELAN RECLAMATION DISTRICT</b>	<b>2,491</b>			<b>379,815</b>		<b>382,306</b>
Lake Chelan Reclamation Dist WTP	2,491			379,815		382,306
<b>LEAVENWORTH, CITY OF</b>				<b>129,182</b>		<b>129,182</b>
Icicle Creek WTP				129,182		129,182
<b>Little Butte Water System</b>	<b>2,491</b>			<b>379,815</b>		<b>382,306</b>
Lake Chelan	2,491			379,815		382,306
<b>LOG CABIN</b>				<b>376</b>		<b>376</b>
LAKE CRESCENT				376		376
<b>LONGMIRE</b>				<b>129</b>		<b>129</b>
ZURLO CREEK				129		129
<b>LYNDEN WATER DEPARTMENT</b>	<b>136</b>			<b>158,988</b>		<b>159,124</b>

	BLM, Non-priority	BLM Focus	BLM Priority	USFS, Non-priority	USFS Priority	Grand Total
NOOKSACK	136			158,988		159,124
<b>METALINE FALLS, TOWN OF</b>				<b>4,966</b>		<b>4,966</b>
North Fork Sullivan Crk				4,966		4,966
<b>METALINE WATER DEPT</b>	<b>1</b>					<b>1</b>
Monk Springs	1					1
<b>MORTON, CITY OF</b>				<b>638</b>		<b>638</b>
CONNLEY CREEK				638		638
<b>MOUNT BAKER SKI AREA - WHITE SALMON</b>				<b>146</b>		<b>146</b>
RAZORHONE CREEK				146		146
<b>OHANAPECOSH</b>				<b>0</b>		<b>0</b>
NO-NAME CREEK				0		0
<b>ORIENT WATER COMPANY</b>				<b>11,623</b>		<b>11,623</b>
E Deer Creek				11,623		11,623
<b>PASCO WATER DEPARTMENT</b>	<b>581,867</b>			<b>7,951,384</b>	<b>296,169</b>	<b>8,829,420</b>
COLUMBIA RIVER	290,934			3,975,692	148,084	4,414,710
Columbia River-West. Pasco WTP	290,934			3,975,692	148,084	4,414,710
<b>Phillips 66 Company</b>	<b>157</b>			<b>159,133</b>		<b>159,291</b>
WHATCOM CO. PUD #1	157			159,133		159,291
<b>PORT ANGELES, CITY OF</b>				<b>8,207</b>		<b>8,207</b>
ELWHA RIVER				8,207		8,207
<b>PORT TOWNSEND, CITY OF</b>				<b>37,508</b>		<b>37,508</b>
BIG QUILCENE RIVER				30,854		30,854
LITTLE QUILCENE RIVER				6,655		6,655
<b>RAINIER SCHOOL</b>				<b>7,508</b>		<b>7,508</b>
SOUTH PRAIRIE CREEK				7,508		7,508
<b>RICHLAND, CITY OF</b>	<b>266,222</b>			<b>3,975,692</b>	<b>148,084</b>	<b>4,389,998</b>
COLUMBIA RIVER	266,222			3,975,692	148,084	4,389,998
<b>RIVER BEND WATER SYSTEM</b>	<b>47</b>			<b>236,850</b>		<b>236,896</b>
Pend Oreille River	47			236,850		236,896
<b>ROSLYN, CITY OF</b>				<b>1,938</b>		<b>1,938</b>
DOMERIE CREEK				1,938		1,938
<b>SEATTLE PUBLIC UTILITIES</b>				<b>4,057</b>		<b>4,057</b>

	BLM, Non-priority	BLM Focus	BLM Priority	USFS, Non-priority	USFS Priority	Grand Total
CEDAR RIVER				292		292
TOLT RIVER				3,765		3,765
<b>SNOHOMISH, CITY OF</b>				<b>141</b>		<b>141</b>
PILCHUCK RIVER				141		141
<b>STEVENS PASS WATER SYSTEM</b>				<b>82</b>		<b>82</b>
TYE RESERVOIR				82		82
<b>STEVENSON WATER DEPT</b>				<b>69</b>		<b>69</b>
LA BONG CR				69		69
<b>SUN MOUNTAIN RESORT</b>	<b>72</b>			<b>2,508</b>		<b>2,580</b>
Patterson Lake	72			2,508		2,580
<b>SUNNYBANK WATER SYSTEM</b>	<b>2,491</b>			<b>379,815</b>		<b>382,306</b>
Lake Chelan	2,491			379,815		382,306
<b>TACOMA WATER DIVISION, CITY OF</b>				<b>37,485</b>		<b>37,485</b>
GREEN RIVER				37,485		37,485
<b>THOUSAND TRAILS - LEAVENWORTH</b>				<b>2,161</b>		<b>2,161</b>
CLEAR CREEK				2,161		2,161
<b>TRANSALTA CENTRALIA GENERATION</b>				<b>28</b>		<b>28</b>
SKOOKUMCHUCK RIVER				28		28
<b>VADER-ENCHANTED VALLEY</b>	<b>330</b>			<b>543,869</b>		<b>544,199</b>
Cowlitz River	330			543,869		544,199
<b>WALLA WALLA WATER DIVISION</b>	<b>98</b>			<b>19,866</b>		<b>19,963</b>
Mill Creek Water Shed	98			19,866		19,963
<b>WHITE RIVER ENTRANCE</b>				<b>7</b>		<b>7</b>
KLICKITAT CREEK				7		7
<b>WHITE SALMON, CITY OF</b>				<b>302</b>		<b>302</b>
BUCK CREEK				302		302
<b>WOODLAND, CITY OF</b>	<b>306</b>			<b>298,874</b>	<b>24,733</b>	<b>323,913</b>
LEWIS RIVER	306			298,874	24,733	323,913
<b>YAKIMA WATER DIVISION, CITY OF</b>	<b>563</b>			<b>458,811</b>	<b>57,590</b>	<b>516,964</b>
Naches River WTP	563			458,811	57,590	516,964
<b>Grand Total</b>	<b>3,498,481</b>	<b>89,278</b>	<b>199,920</b>	<b>45,576,515</b>	<b>1,791,881</b>	<b>51,156,075</b>

## ATTACHMENT 3

### U.S. Forest Service, Region 6 Priority Subwatersheds

ID*	HUC12_NAME
1	West Branch Le Clerc Creek
2	East Branch Le Clerc Creek
3	Ninemile Creek
4	Eight Mile Creek
5	Tillcum Creek
6	Upper Peshastin Creek
7	Upper Little Naches River
8	Lower Little Naches River
9	Lick Creek
10	Sheep Creek
11	Cummings Creek
12	Upper North Fork Touchet River
13	Upper West Fork Hood River
14	Trapper Creek-Wind River
15	Trout Creek
16	Bull Run Creek
17	Clear Creek
18	Upper Big Wall Creek
19	Upper Camp Creek
20	Lick Creek
21	Lower Camp Creek
22	Upper Squaw Creek
23	Lower Lake Creek
24	Crazy Creek-Deep Creek
25	Upper McKay Creek
26	Still Creek
27	Tanner Creek-Columbia River
28	Hamilton Creek-Columbia River
29	Lower Clear Creek
30	Lower Muddy River
31	Slide Creek-East Fork Lewis River
32	Staley Creek
33	Echo Creek-Middle Fork Willamette River
34	Cougar Creek-South Fork McKenzie River
35	Marion Creek
36	Minto Creek-North Santiam River
37	Moose Creek
38	Sitkum River
39	Farmer Creek-Nestucca River
40	Lower Drift Creek
41	Eckman Creek-Alsea River
42	Upper North Fork Siuslaw River
43	Tahkenitch Lake-Frontal Pacific Ocean
44	Upper Steamboat Creek
45	Middle Steamboat Creek
46	Copeland Creek
47	Black Rock Fork
48	Skillet Creek-South Umpqua River
49	Upper Elk River
50	Sugarpine Creek
51	Middle Sucker Creek
52	Grayback Creek
53	Dunn Creek
54	Circle Creek-Sulatte River
55	Upper South Fork Skykomish River
56	Upper South Fork Skokomish River
57	Lower South Fork Skokomish River
58	Middle Dungeness River
59	Headwaters Sycan River
60	Sevenmile Creek

## ATTACHMENT 4

<b>BLM Focus* and Priority Watersheds in Western Oregon</b>	
<b>Salem District</b>	<b>HUC Number</b>
<b>*Lower Salmon River</b>	<b>170800010304</b>
North Fk Eagle Creek	170900110502
<b>*Middle Little North Santiam River</b>	<b>170900050504</b>
East Fk Nehalem River	171002020108
<b>*Beaver Creek</b>	<b>171002030207</b>
Moon Creek	171002030205
<b>*Headwaters Nestucca River</b>	<b>171002030201</b>
Upper North Fk Alsea River	171002050103
<b>*Lower South Fk Alsea River</b>	<b>171002050104</b>
<b>*Upper Lobster Creek</b>	<b>171002050201</b>
<b>Eugene District</b>	<b>HUC Number</b>
<b>*Congdon Creek – Lake Creek</b>	<b>171002060601</b>
<b>*Triangle Lake – Lake Creek</b>	<b>171002060602</b>
Esmond Creek – Upper Siuslaw River	171002060307
Lower Wolf – Wolf Creek	171002060102
Upper Wolf – Wolf Creek	171002060101
Dogwood Creek – Siuslaw River	171002060305
Lost Creek- Lost Creek	170900010702
Upper Mosby Creek- Coast Fork Willamette	170900020101
Gate Creek - McKenzie	170900040701
Lower Little Fall Creek- Fall Creek	170900010802
<b>Roseburg District</b>	<b>HUC Number</b>
<b>*Big Tom Folley Creek-Elk Creek</b>	<b>171003030309</b>
<b>*Canyon Creek -South Umpqua</b>	<b>171003020507</b>
Twelvemile Creek-Mid. Fork Coquille	171003050102
Lower Rock Creek-Rock Creek	171003010903
Middle Creek-Cow Creek	171003020901
Halfway Creek-Upper Smith River	171003030602
Smith River Headwaters	171003030601
Cattle Creek-Cow Creek	171003020903
Pass Creek-North Umpqua	171003010602
Russel Creek-Cow Creek	171003020905
<b>Coos Bay District</b>	<b>HUC Number</b>
Spencer Creek – Smith River	171003030704
<b>*Big Creek – Smith River</b>	<b>171003030604</b>
Halfway Creek – Smith River	171003030602
South Sister Creek	171003030603
<b>*Tioga Creek</b>	<b>171003040104</b>
Middle Creek (North Fork Coquille)	171003050402
<b>*Yankee Run – East Fork Coquille</b>	<b>171003050306</b>
Elk Creek (East Fork Coquille)	171003050305
Big Creek (Middle Fork Coquille)	171003050109
<b>*Morton Creek – Frontal Pacific Ocean</b>	<b>171003060104</b>
<b>Medford District</b>	<b>HUC Number</b>
<b>*Lower South Fork Little Butte Creek-Ashland</b>	<b>171003070806</b>
Star Gulch-Ashland	171003090203
Thompson Creek-Ashland	171003090404

<b>*Upper West Fork Evans Creek-BF</b>	171003080302
Lower West Fork Evans Creek-BF	171003080303
Sugar Pine Creek-BF	171003070503
<b>*Bear Creek-West Fork Cow Creek-GP</b>	171003020804
Elk Valley Creek-West Fork Cow Creek-GP	171003020803
Gold Mountain-West Fork Cow Creek-GP	171003020802
Middle Deer Creek-GP	171003110502



# AWC CENTER for Quality Communities

November 24, 2015

Mayor Mike Cassinelli  
City of Ilwaco  
PO Box 548  
Ilwaco, WA 98624

Dear Mayor Cassinelli,

The AWC Center for Quality Communities is pleased to once again, announce the recruitment of outstanding young leaders from your community for the 2016 Quality Communities Scholarship program. In 2015, the Center awarded six outstanding young leaders scholarships. I hope your city will participate in this program and nominate a student to compete for one of six scholarships to be awarded next spring.

The AWC Center for Quality Communities is a 501(c)(3) organization, sponsored by the Association of Washington Cities, to promote civic engagement and provide the public a better understanding of the role cities and towns play in Washington. In 2016, we are pleased to be able to offer six \$1,000 Quality Communities Scholarships. The funds were raised during AWC's 2015 Annual Conference in Wenatchee when city officials just like you pledged to invest in young leaders—the future of our communities.

Your city or town can be an integral part of the Center's scholarship program by selecting and nominating one outstanding young leader who plans to attend college or a trade school in fall 2016. How you decide to recruit applicants is completely up to you. You can look community wide, concentrate on city hall volunteers or partner with your community high school. The deadline for nominating your local student is March 11, 2016.

I've enclosed information about the AWC Center for Quality Communities and the scholarship fund, and you can find the application form and outreach suggestions at [www.cfqc.org](http://www.cfqc.org). I look forward to seeing your application form. If you have any questions, please contact Karen Tanner ([karent@awcnet.org](mailto:karent@awcnet.org)) at (360) 753-4137.

Sincerely,

A handwritten signature in black ink, appearing to read 'Peter B. King', is written over a light blue horizontal line.

Peter B. King  
AWC Chief Executive Officer

c: City Clerk



## AWC Center for Quality Communities Scholarship

### Background

AWC Center for Quality Communities promotes municipal leadership development and civic engagement. The Center's goal is to help citizens understand the important role their cities and towns play in Washington. The Center is a 501(c)(3) organization.

The Center believes in educating student leaders who care about their communities. The Center for Quality Communities Scholarship supports senior high school students who are actively engaged with their community and/or city government and want to pursue post-secondary education.

The scholarship fund is supported by people who are passionate about cultivating Washington's future local leaders.

### Scholarships

Six \$1,000 scholarships will be awarded to high school students who plan to pursue a post-secondary degree in fall 2016. Scholarship funds will be sent directly to the institution. Funds can be used for education expenses and will be deposited directly into a student account.

### Student Eligibility

Students interested in competing for the Center for Quality Communities scholarship fund must be:

- Involved (or have been involved) with a city government or with a community/school leadership activity;
- Eligible to graduate from high school, complete home school or receive a GED in spring/summer 2016;
- A Washington state resident; and
- Plan to continue education in the 2016-2017 academic year at an accredited college, community college or trade school on a half-time or more basis.

### Timeframe

Washington's 281 cities and towns begin recruiting scholarship applicants in fall 2015. Each participating city must forward the completed application form of one nominee to the AWC Center for Quality Communities by March 11, 2016. Scholarship winners will be notified in May 2016.

### City Instructions & Selection Process

One nominee per city/town will be considered for the Center for Quality Communities scholarship fund.

Cities are asked to:

- Decide how you want to choose one local nominee (competitive process open to the community, competitive process open to active city volunteers, recruit through local schools, etc.). You may limit applicants to city residents.
- Publicize the scholarship.
- Collect locally completed application forms.
- Write a letter of support for your nominee.
- Submit one application form and letter of support to:

**Center for Quality Communities  
Scholarship**

**1076 Franklin St SE  
Olympia, WA 98501-1346**

**Deadline for city nominee to be  
forwarded to AWC Center for  
Quality Communities is March 11,  
2016.**

For more information, check the Center for Quality Communities website at [cfqc.org](http://cfqc.org).