

**CITY OF OKANOGAN
COUNCIL AGENDA
September 2, 2025 7:00 P.M.
Council Chambers, also available via Zoom**

Meeting ID: 830 0208 9303

One tap mobile: 1-253-215-8782

1. **CALL TO ORDER and PLEDGE OF ALLEGIANCE**
2. **APPROVAL OF AGENDA and CONSENT AGENDA**
(Approval of Consent Agenda passes all routine items indicated by an asterisk (*) on the agenda. Consent agenda items are not considered separately unless a Councilmember so requests. In the event of such a request, the item is returned to the general agenda and taken up in the order that it appears.)
3. * **EXCUSE COUNCILMEMBERS**
4. * **APPROVAL OF MINUTES**
August 19, 2025 – Council Meeting Minutes
5. * **APPROVAL OF VOUCHERS**
6. **PUBLIC COMMENT**
This is an opportunity for the public to express their concerns, opinions, or suggestions to the Mayor and Council on any matter concerning the city. Please state your name and street address. Comments are limited to 3 minutes.
7. **DEPARTMENT HEAD REPORTS**
8. **COMMITTEE REPORTS**
Water, Wastewater, and Solid Waste Committee
9. **UNFINISHED BUSINESS**
10. **NEW BUSINESS**
NSF Fee Adjustment Request

Progress Estimate 3 – 3rd Avenue Reconstruction & Utility Replacement – Pipkin Construction

Resolution 2025-8 City/County Land Exchange

2025 Backflow Assembly Contract Award

Okanogan County-City of Okanogan In Kind Agreement

11. * **CORRESPONDENCE**

12. **PUBLIC COMMENT**

This is an opportunity for the public to express their concerns, opinions, or suggestions to the Mayor and Council on any matter concerning the city. Please state your name and street address. Comments are limited to 3 minutes.

13. **COUNCILMEMBER'S COMMENTS**

14. **MAYOR'S REPORT**

15. **ADJOURNMENT**

MEMORANDUM

To: Okanogan City Council and Mayor Turner

From: Jessica Blake, Clerk Treasurer

Date: August 28, 2025

Subject: NSF Fee Adjustment Request

As reported by the Water, Wastewater, and Solid Waste Committee, an NSF fee adjustment has been requested by Daniel Van Gasken and the Committee is recommending approval of the request.

Suggested Motion: I move to approve the NSF fee adjustment and authorize a refund in the amount of \$45 to Daniel Van Gasken

MEMORANDUM

To: Okanogan City Council and Mayor Turner

From: Shawn Davisson, Public Works Director

Date: August 29, 2025

Subject: Progress Estimate 3 – 3rd Avenue Reconstruction & Utility Replacement Project

Attached is Progress Estimate 3 for the subject project in the amount of \$423,911.39. The contract is currently 61% complete.

Recommended Motion: I move that the City issue payment to Pipkin Construction for Progress Estimate 3.

Staff Memorandum
Resolution 2025-8 City/County Land Exchange

DATE: August 28, 2025

TO: Honorable Mayor and City Council

FROM: Chris Johnson, Contract Planner

* * * * *

BACKGROUND

City staff has identified that a portion of Oak Street lying east of the Okanogan River was never dedicated to the City as R-O-W (Parcel 138006001). The property is a remnant of the original Susannes Addition to Okanogan subdivision that appears to have been acquired by the Okanogan County concurrent with the initial construction of the first Oak Street bridge in the late 1930's. While the property is currently used as both R-O-W for Oak Street and utilities for storm and domestic water, as well as sewer service, the lack of legal R-O-W complicates application for safety grants.

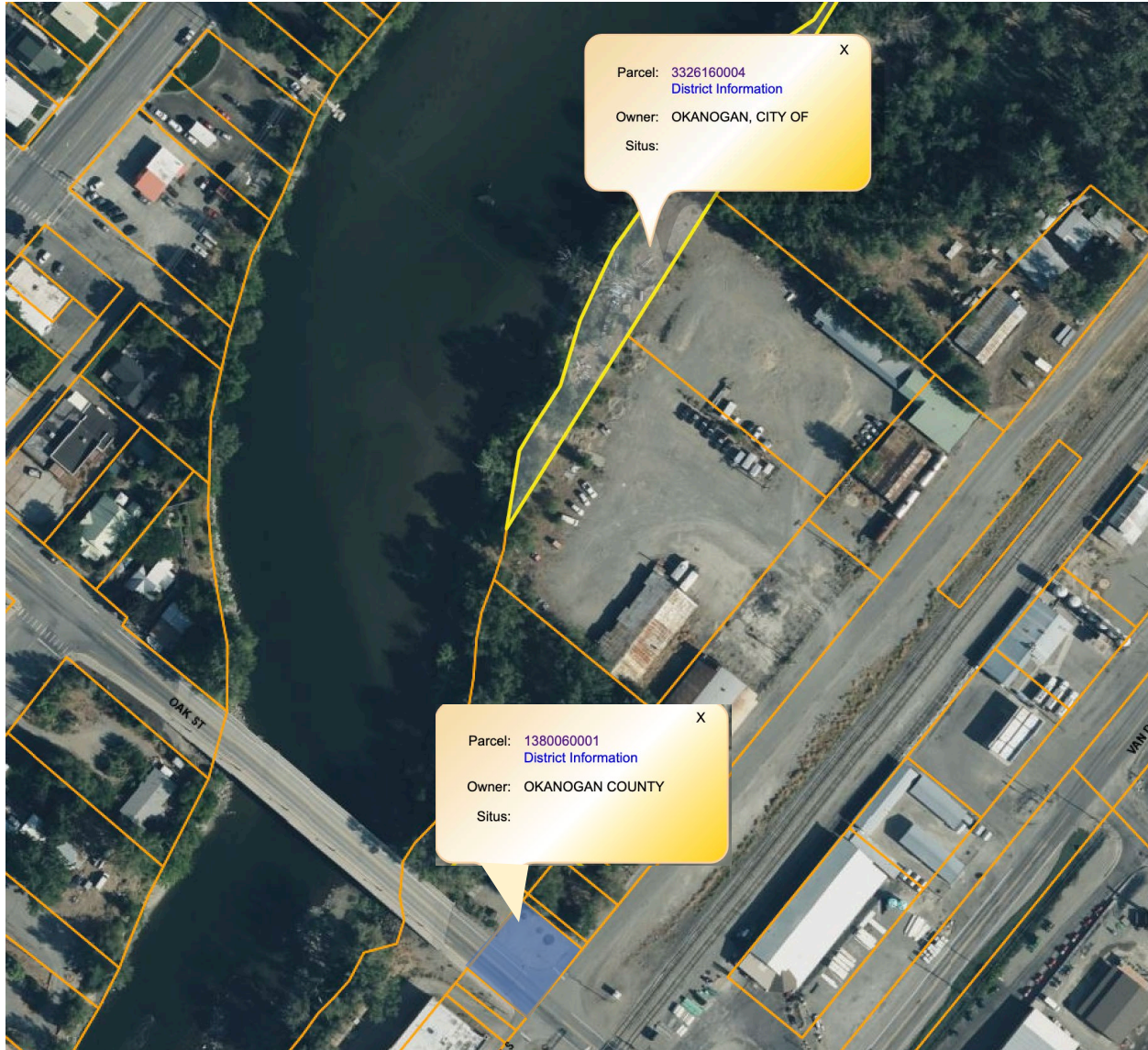
In reviewing the County's application to redevelop the county shop / morgue property on Railroad Avenue, city staff identified that the project, as submitted, would deny access to a city owned parcel of land adjacent to the Okanogan River (3326160004). Staff review of county records indicates that the parcel was acquired in fee simple prior to construction of the Oak Street bridge, but that the parcel was not related to that project. The parcel currently serves no identified purpose or need for the city. In discussion with the county, staff determined that developing access across the county project to access the city property would create an undue burden to their project.

City staff met with the County Commissioners and Public Works staff in December of 2024 to discuss the mutual benefit of a city/county land exchange consistent with RCW 39.33.010, which allows any municipality to exchange, or otherwise dispose of any property without requiring compensation. After legal review, the city and county have determined that exchanging the two properties would simplify ongoing use and maintenance needs for each of the improvements.

SUGGESTED MOTION

"I move to adopt Resolution 2025-8"

EXHIBIT



MEMORANDUM

To: Okanogan City Council and Turner

From: Shawn Davisson, Director of Public Works

Date: August 29, 2025

Subject: 2025 Backflow Assembly Contract

AWA Backflow submitted a quote in the amount of \$1,839.08 to perform backflow assembly testing on City owned devices, this is an annual requirement.

Suggested Motion: I move to accept AWA Backflows quote and award the contract in the amount of \$1,839.08.

MEMORANDUM

To: Okanogan City Council and Mayor Turner

From: Shawn Davisson, Director of Public Works

Date: August 29, 2025

Subject: In-Kind agreement between the Okanogan County Fairgrounds and the City of Okanogan

Attached for Council's consideration is an agreement between the Okanogan County Fairgrounds and the City of Okanogan.

This agreement allows Okanogan County to use City owned bleachers for the 2025 Okanogan County Fair. In return, allows the City of Okanogan a place to store snow if needed for the 2025-2026 winter season.

Suggested Motion: I move to authorize Mayor Turner sign the Okanogan County Fairgrounds In-Kind agreement.

DEPARTMENT HEAD REPORT

Clerk's Office

September 2, 2025

Since the last Department Head Report to the Okanogan City Council, the Clerk's Office has:

1. Budget

- Posted Vouchers for 1st Council September 2025
- Paid Vouchers for 2nd Council August 2025

2. Clerk Duties

- Distributed Correspondence and Agenda Items
- Responded to Public Records Requests

3. Other

- Receipted in Various Funds (Building Permits, Taxes etc.)
- Made Daily Bank Deposits

4. Payroll

- Completed 2nd Payroll for August 2025

5. Planning/Building

- Assisted Building Official with various issues
- Assisted Planner with various issues
- Assisted Code Enforcement with various issues

6. Utilities

- Updated Utility Accounts
- Printed & Mailed August statements
- Updated Website

7. Sports Complex

- Updated calendar of events

8. Wellness

- Planning safety assessment for September

9. Clerk Treasurer

- Budget preparation
- Participated in union negotiations for Clerk's Office contract
- Attended Water Committee Meeting

Code Enforcement/Animal Control/Assistant Permit Admin Report

City Council Meeting

September 2nd, 2025

Patrolled the city

Animal Complaints

4 open

Public Nuisance

3 closed

8 open including the following-

1701 2nd Avenue North (on going)

708 Monroe Street (on going)

Blue Mountain Motel (on going)

803 2nd Avenue South

Vehicles and Traffic

4 closed

Camping in Legion Park

2 closed

Department Head Report

Fire Department

September 2, 2025

Fire Department

- Updated information in the reporting system.
- Performed minor repair and maintenance to apparatus and station.
- Performed minor repair and maintenance to small tools and equipment and station.
- Updated Department Stats- 177 calls
- Continued transferring inventory into First Due system

Training

- Truck checks
- Business Meeting
- Officers Meeting
- Nozzles and Streams
- Hydrants and Hoses
- OTEP

Fire Calls to Date

- Activated Alarm- 41
- Motor vehicle Accident- 28
- Motor vehicle fire- 13
- Brush Fire- 41
- Structure Fire- 4
- EMS Assist- 10
- Fire Other/Good Intent- 40
- Haz-Mat- 0

Hours Spent on Calls and Training to Date

- District: 72.61 Man Hours to Date: 635.26
- City: 23.06 Man Hours to Date: 174.39
- Training: 122 Man Hours to Date: 2,286.50

Totals Calls to Date:

- District: 110
- City: 67

Events:

Attended the Okanogan County Chief's Meeting

Attended the Okanogan County Fire District # 3 Commissioner's meeting

DEPARTMENT HEAD REPORT

Public Works

September 2, 2025

Since the last Department Head Report to the Okanogan City Council, the Public Works Department has:

Water Department

- Performed customer service as needed
- Performed weekly inspections of wells, reservoirs, and booster stations
- Performed routine maintenance as needed
- Performed utility locates as needed
- Performed daily arsenic removal plant rounds
- Performed meter changeout as needed

Wastewater Department

- Performed daily testing and record keeping
- Performed customer service as needed
- Performed routine maintenance
- Performed utility locates as needed
- Performed vegetation management
- Performed Elmway Lift Station cleaning

Street Department

- Performed street sweeping operations
- Performed tree trimming
- Performed vegetation management
- Performed placing speed sign in various locations
- Performed filling the vault on Queen Street
- Performed preparing roadway for hot mix asphalt on Queen Street
- Performed watering downtown trees

Parks/Cemetery/Pool/City Hall/Airport

- Performed vegetation management
- Performed tree trimming
- Performed additional preparation at the CVSC for a softball tournament
- Performed funeral services as needed
- Performed winterization at the pool
- Performed irrigation repairs

Shop

- Performed vehicle & equipment maintenance
- Performed parks equipment repairs & maintenance
- Continuing to advertise for a Mechanic

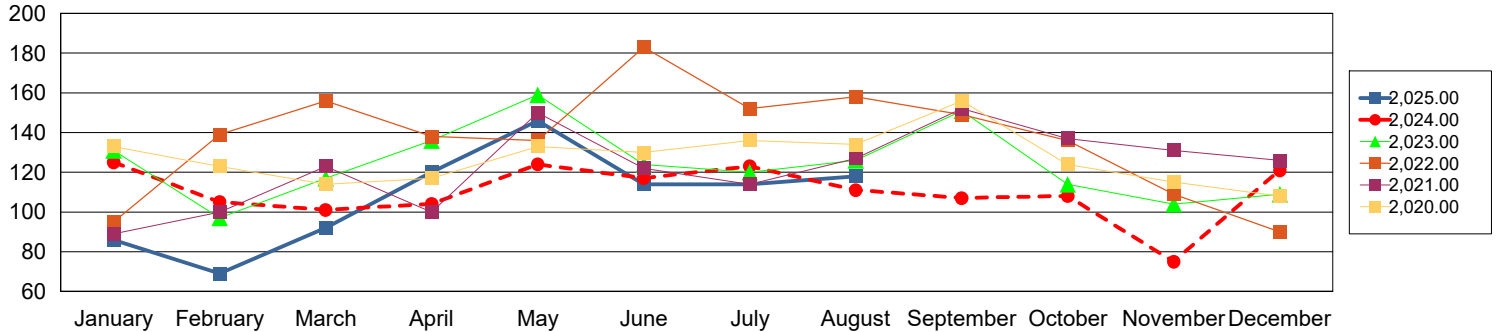
Other

- Performed monitoring the 3rd Avenue project
- Assisted the contractor on the 3rd Avenue project as needed



Okanogan County Sheriff's Office

Okanogan - Monthly Activity Law Incidents



- Total City Incidents in last 30 days: **129**
- Thefts in last 30 days: **4**
- Burglary / Trespass in last 30 days: **9**
- Assaults / Disputes in last 30 days: **15**
- Traffic incidents in last 30 days: **9**
- Total City Incidents YTD: **942**

Traffic Stops: **58**

Law Incidents - Last 30 Days

OCSO

110

07/29/2025 06:52	LOITERING	1ST	OKANOGAN	S25-04716
07/30/2025 05:57	DOMESTIC DISPUT	RAILROAD	OKANOGAN	S25-04747
07/30/2025 22:27	DRUGS	2ND	OKANOGAN	S25-04768
07/30/2025 23:12	OTHER CALLS	2ND	OKANOGAN	S25-04769
07/31/2025 09:57	FRAUD	5TH	OKANOGAN	S25-04778
07/31/2025 13:11	VIN INSPECTION	3RD	OKANOGAN	S25-04785
07/31/2025 13:24	DOMESTIC DISPUT	3RD	OKANOGAN	S25-04786
07/31/2025 20:34	ALARM BURGLARY	2ND	OKANOGAN	S25-04801
08/01/2025 00:37	DRUGS	4TH	OKANOGAN	S25-04808
08/01/2025 00:59	DISORDERLY	2ND	OKANOGAN	S25-04809
08/01/2025 07:45	ALARM OTHER	4TH	OKANOGAN	S25-04817
08/01/2025 09:15	WARRANT ARREST	2ND	OKANOGAN	S25-04821
08/01/2025 14:11	SUSPICIOUS	PINE	OKANOGAN	S25-04830
08/01/2025 18:21	VIOLATE ORDER	1ST	OKANOGAN	S25-04836
08/01/2025 22:10	WELFARE CHECK	1ST	OKANOGAN	S25-04840
08/02/2025 08:33	MHP CONTACT	4TH	OKANOGAN	S25-04846
08/02/2025 19:54	CITIZEN DISPUTE	CONCONULLY	OKANOGAN	S25-04866
08/02/2025 20:47	INTOXICATION	PINE	OKANOGAN	S25-04869
08/02/2025 23:58	NOISE COMPLAINT	RODEO TRAIL	OKANOGAN	S25-04871
08/03/2025 17:37	AGENCY ASSIST	3RD	OKANOGAN	S25-04885
08/03/2025 17:45	LOITERING	2ND	OKANOGAN	S25-04886

08/03/2025	18:06	SUSPICIOUS	3RD	OKANOGAN	S25-04887
08/03/2025	18:38	SICKNESS	MURRAY	OKANOGAN	S25-04888
08/03/2025	20:18	OVERDOSE	2ND	OKANOGAN	S25-04892
08/04/2025	03:22	ALARM BURGLARY	2ND	OKANOGAN	S25-04897
08/04/2025	05:10	SUSPICIOUS	4TH	OKANOGAN	S25-04898
08/04/2025	07:45	THEFT MOTORCYCL	1ST	OKANOGAN	S25-04899
08/04/2025	09:43	BURGLARY	ELMWAY	OKANOGAN	S25-04903
08/04/2025	10:24	ASSAULT	PINE	OKANOGAN	S25-04905
08/04/2025	10:46	INTOXICATION	5TH	OKANOGAN	S25-04907
08/04/2025	14:44	CITIZEN ASSIST	5TH	OKANOGAN	S25-04917
08/04/2025	18:25	WARRANT ARREST	2ND	OKANOGAN	S25-04923
08/04/2025	20:45	CITIZEN DISPUTE	CONCONULLY	OKANOGAN	S25-04928
08/05/2025	04:29	ALARM BURGLARY	3RD	OKANOGAN	S25-04935
08/05/2025	13:39	CITIZEN ASSIST	5TH	OKANOGAN	S25-04948
08/05/2025	22:09	SUSPICIOUS	2ND	OKANOGAN	S25-04959
08/08/2025	01:12	ALARM MEDICAL	4TH	OKANOGAN	S25-05007
08/08/2025	10:02	CIVIL	5TH	OKANOGAN	S25-05012
08/09/2025	00:24	WARRANT ARREST	PINE	OKANOGAN	S25-05030
08/09/2025	05:21	SUSPICIOUS	1ST	OKANOGAN	S25-05035
08/10/2025	00:23	HARASSMENT	SOUTH	OKANOGAN	S25-05049
08/10/2025	00:34	MHP CONTACT	4TH	OKANOGAN	S25-05051
08/10/2025	07:58	TRESPASSING	PINE	OKANOGAN	S25-05053
08/10/2025	15:55	AGENCY ASSIST	ELMWAY	OKANOGAN	S25-05062
08/10/2025	18:50	SUSPICIOUS	ELMWAY	OKANOGAN	S25-05068
08/10/2025	21:23	ASSAULT	CONCONULLY	OKANOGAN	S25-05071
08/11/2025	09:35	MAL MISCHIEF	2ND	OKANOGAN	S25-05079
08/11/2025	12:00	SUSPICIOUS	MONROE	OKANOGAN	S25-05083
08/11/2025	13:07	DISORDERLY	1ST	OKANOGAN	S25-05085
08/11/2025	20:14	SUSPICIOUS	2ND	OKANOGAN	S25-05098
08/12/2025	09:14	CITIZEN DISPUTE	4TH	OKANOGAN	S25-05108
08/12/2025	09:21	SUSPICIOUS	2ND	OKANOGAN	S25-05109
08/12/2025	16:18	AGENCY REFERRAL	4TH	OKANOGAN	S25-05114
08/12/2025	18:43	ALARM OTHER	PINE	OKANOGAN	S25-05117
08/12/2025	23:02	CITIZEN DISPUTE	2ND	OKANOGAN	S25-05123
08/13/2025	19:53	DOMESTIC DISPUT	MILL	OKANOGAN	S25-05141
08/13/2025	20:16	TRESPASSING	2ND	OKANOGAN	S25-05142
08/13/2025	22:03	CITIZEN ASSIST	SUNRISE	OKANOGAN	S25-05145
08/14/2025	09:26	VEHICLE PROWL	3RD	OKANOGAN	S25-05149
08/14/2025	10:11	WELFARE CHECK	ELMWAY	OKANOGAN	S25-05151
08/14/2025	10:41	WANTED PERSON	PINE	OKANOGAN	S25-05153
08/14/2025	11:50	SUSPICIOUS	2ND	OKANOGAN	S25-05158
08/14/2025	14:05	THEFT OTHER	OAK	OKANOGAN	S25-05162
08/14/2025	17:56	CIVIL	RODEO TRAIL	OKANOGAN	S25-05167
08/15/2025	10:57	CIVIL	3RD	OKANOGAN	S25-05184
08/15/2025	18:05	WELFARE CHECK	MONROE	OKANOGAN	S25-05191
08/15/2025	18:13	SUSPICIOUS	2ND	OKANOGAN	S25-05190
08/15/2025	19:39	CITIZEN DISPUTE	RAILROAD	OKANOGAN	S25-05194
08/16/2025	14:41	JAIL INCIDENT	3RD	OKANOGAN	S25-05213
08/16/2025	23:59	NOISE COMPLAINT	7TH	OKANOGAN	S25-05220
08/17/2025	04:23	BURGLARY	ELMWAY	OKANOGAN	S25-05222
08/17/2025	07:22	SUSPICIOUS	1ST	OKANOGAN	S25-05223
08/17/2025	19:04	ATTEMPT-LOC NT	CONCONULLY	OKANOGAN	S25-05234
08/17/2025	20:15	OTHER CALLS	2ND	OKANOGAN	S25-05237
08/18/2025	13:50	CITIZEN ASSIST	5TH	OKANOGAN	S25-05254
08/18/2025	19:03	CIVIL	HIGHWAY 20	OKANOGAN	S25-05262

08/19/2025 09:45	CITIZEN ASSIST	2ND	OKANOGAN	S25-05270
08/19/2025 10:28	FRAUD	2ND	OKANOGAN	S25-05274
08/19/2025 11:52	911 ABUSE	QUEEN	OKANOGAN	S25-05279
08/19/2025 14:25	MISSING PERSON	ROSE	OKANOGAN	S25-05280
08/19/2025 18:27	ROAD RAGE	2ND	OKANOGAN	S25-05284
08/19/2025 19:48	AGENCY ASSIST	5TH	OKANOGAN	S25-05285
08/19/2025 21:41	WARRANT ARREST	4TH	OKANOGAN	S25-05286
08/19/2025 21:59	CITIZEN ASSIST	4TH	OKANOGAN	S25-05288
08/19/2025 22:04	CITIZEN ASSIST	ELMWAY	OKANOGAN	S25-05287
08/20/2025 02:58	SUSPICIOUS	2ND	OKANOGAN	S25-05291
08/20/2025 07:24	SUSPICIOUS	5TH	OKANOGAN	S25-05293
08/20/2025 08:42	TEST MEDICAL	4TH	OKANOGAN	S25-05294
08/20/2025 19:29	CITIZEN DISPUTE	MONROE	OKANOGAN	S25-05310
08/20/2025 22:32	EXTRA PATROL	MONROE	OKANOGAN	S25-05316
08/21/2025 10:18	AGENCY ASSIST	5TH	OKANOGAN	S25-05324
08/21/2025 11:23	DISORDERLY	1ST	OKANOGAN	S25-05326
08/21/2025 14:36	TEST-LAW	4TH	OKANOGAN	S25-05332
08/21/2025 16:18	DRUGS	2ND	OKANOGAN	S25-05334
08/21/2025 17:14	TEST-LAW	4TH	OKANOGAN	S25-05337
08/21/2025 23:08	THREATENING	ELMWAY	OKANOGAN	S25-05344
08/22/2025 09:33	DOMESTIC DISPUT	HIGHWAY 20	OKANOGAN	S25-05347
08/22/2025 13:27	TRESPASSING	PINE	OKANOGAN	S25-05352
08/22/2025 21:21	JUVENILE PROB	ELMWAY	OKANOGAN	S25-05363
08/25/2025 08:59	SEX OFF REGISTR	5TH	OKANOGAN	S25-05400
08/25/2025 11:41	NOISE COMPLAINT	OAK	OKANOGAN	S25-05404
08/25/2025 20:47	DOMESTIC DISPUT	CRESTVIEW	OKANOGAN	S25-05415
08/25/2025 23:55	SUSPICIOUS	ELMWAY	OKANOGAN	S25-05418
08/26/2025 00:43	DRUGS	VAN DUYN	OKANOGAN	S25-05419
08/27/2025 06:45	DOMESTIC DISPUT	2ND	OKANOGAN	S25-05440
08/27/2025 07:36	SUSPICIOUS	5TH	OKANOGAN	S25-05442
08/27/2025 14:51	911 ABUSE	ELMWAY	OKANOGAN	S25-05451
08/27/2025 15:17	DOMESTIC DISPUT	1ST	OKANOGAN	S25-05452
08/27/2025 17:40	TRAFFIC STOP	3RD	OKANOGAN	S25-05457
08/27/2025 22:12	MHP TRANSPORT	CRESTVIEW	OKANOGAN	S25-05462

EMS Calls - Last 30 Days

LIFELINE EMS		47	
07/29/25	00:16	SICKNESS	E25-03715
07/29/25	16:26	SICKNESS	E25-03724
07/30/25	11:10	MEDICAL	E25-03736
07/30/25	11:54	SICKNESS	E25-03737
07/30/25	21:09	UNCONSCIOUSNESS	E25-03746
07/31/25	00:20	ALARM MEDICAL	E25-03750
07/31/25	19:08	ALARM MEDICAL	E25-03767
08/01/25	15:03	FALL	E25-03778
08/02/25	21:27	ALARM MEDICAL	E25-03802
08/03/25	00:02	BREATHING	E25-03804
08/03/25	09:46	ALARM MEDICAL	E25-03815
08/03/25	16:53	ALARM MEDICAL	E25-03826
08/03/25	18:38	SICKNESS	E25-03831
08/03/25	20:18	OVERDOSE	E25-03834
08/04/25	21:22	FALL	E25-03863
08/05/25	00:01	ALARM MEDICAL	E25-03866
08/05/25	10:19	ALARM MEDICAL	E25-03871
08/05/25	11:41	FALL	E25-03872
08/06/25	17:46	TRANSFER PATIENT	E25-03902
08/06/25	22:28	ACCIDENT NONINJ	E25-03906
08/06/25	23:39	ALARM MEDICAL	E25-03908
08/07/25	02:41	ALARM MEDICAL	E25-03910
08/07/25	09:13	DIABETIC PROBLEM	E25-03915
08/07/25	11:50	TRANSFER PATIENT	E25-03917
08/09/25	16:54	ALARM MEDICAL	E25-03968
08/10/25	00:34	MHP CONTACT	E25-03984
08/10/25	19:00	MEDICAL	E25-03999
08/10/25	19:26	MEDICAL	E25-04000
08/10/25	21:23	ACCIDENT INJURY	E25-04004
08/12/25	00:39	SICKNESS	E25-04021
08/13/25	14:17	BACK PAIN	E25-04057
08/13/25	18:24	HEMORRHAGE	E25-04063
08/14/25	19:28	ABDOMINAL	E25-04082
08/15/25	10:24	BREATHING	E25-04092
08/15/25	15:19	FALL	E25-04099
08/15/25	15:57	HEMORRHAGE	E25-04100
08/17/25	01:09	FALL	E25-04130
08/19/25	02:11	FALL	E25-04161
08/19/25	18:05	FALL	E25-04180
08/19/25	22:56	MEDICAL	E25-04183
08/20/25	08:42	TEST MEDICAL	E25-04187
08/21/25	11:33	CARDIAC ARREST	E25-04202
08/23/25	15:27	SEIZURE	E25-04234
08/25/25	07:32	HEAD PAIN	E25-04264
08/26/25	03:18	CHEST PAIN	E25-04281

Fire Calls - Last 30 Days

OKANOGAN FIRE DEPARTMENT FD03		3
08/04/25	06:34	FIRE WILDLAND F25-01563
08/06/25	22:28	ACCIDENT NONINJ F25-01588
08/10/25	21:23	ACCIDENT INJURY F25-01626
OMAK FIRE		1
08/10/25	21:23	ACCIDENT INJURY F25-01627
OKANOGAN PUD		1
08/04/25	06:34	FIRE WILDLAND F25-01564

08/26/25 07:41	TRANSFER PATIEN	E25-04282
08/27/25 13:08	MEDICAL	E25-04301

MEMORANDUM

To: Okanogan City Council and Mayor Turner

From: Water, Wastewater and Solid Waste Committee

Date: August 28, 2025

Subject: NSF Fee Adjustment Request

The Water Committee met on Monday, August 25th at 10am to discuss a request for an NSF fee adjustment. Those present were Committee Chair Lisa Bauer, Councilmember John Lyles, Councilmember Greg Oyler, Mayor Wayne Turner, and Clerk Treasurer Jessica Blake.

The customer paid a bill through our online system on 7/8 and before it was processed, his bank placed a block on his account due to a fraud investigation. We received documentation from the customer's bank to corroborate this information. We reached out to Invoice Cloud, our payment processor, and they have agreed to refund the City the \$15 NSF fee that they charge. The other part of the NSF fee is the \$30 charged by the City. Our bank does not charge any fees for NSF transactions.

The committee is recommending that we adjust the \$45 NSF fee since this was a situation out of the control of the customer.

Further discussion will occur during the new business portion of this meeting.



Daniel Van Gasken

P.O. Box 39155

Lakewood, WA 98496

August 1, 2025

City of Okanogan City Council:

As per enclosed letter from Key Bank, due to no fault of my own, a block was placed on my account due to a fraud alert. I regret that the payment processed in the interim was returned. Once notified, I satisfied the account balance promptly.

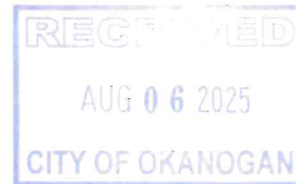
I hope the City Council can refund the \$45 charge to utility account as a result of this unfortunate circumstance.

Thank you for any such consideration.

Sincerely,

A handwritten signature in dark ink, appearing to read "Daniel Van Gasken", written in a cursive style.

Daniel Van Gasken



KeyBank Oakbrook Office

Mail Code: WA-31-99-0113
8017 Steilacoom Blvd SW
Lakewood, WA 98498

p: 253-428-5069
f: 253-597-6790

07/15/2025

To the City Council of Okanogan,

Daniel Van Gasken had fraud on his primary checking account ending in 3776 has an ongoing fraud investigation. As a result of the investigation, there was a block placed on the account that prevented all checks from being negotiated. This block was placed on 7/10 by our fraud department after being alerted to a fraudulent transaction.

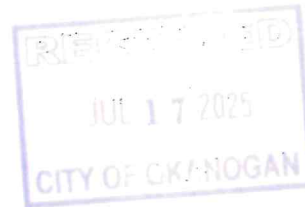
Sincerely,

A handwritten signature in black ink that reads "Mike Kay".

Mike Kay

Michael_p_Kay@keybank.com

WHEATLAND BANK
222 N WALL STE 300 MB 12
SPOKANE, WA 99201-0813
888-896-2577
Activity Statement



COP

City Of Okanogan
General Account
PO Box 752
Okanogan WA 98840-0752

Customer Number: CCG6790
Account Number: XXXXXXXXXXXXX0327
Interest Rate: 0.000000 %
Previous Statement Balance: \$1,170,267.00
Average Balance: \$885,692.53

Date	Check #	Tran Code	Description	Amount	Balance
07/16/2025	1		DDA Regular Deposit	\$252.00	\$622,289.46
07/16/2025	1		DDA Regular Deposit	\$6,803.23	\$629,092.69
07/16/2025	163		ACH Credit	\$40.00	\$629,132.69
			WA ST TREASURER REVDISTRIB		
			CCD 01650		
			042000010610517		
07/16/2025	163		ACH Credit	\$1,370.67	\$630,503.36
			PAYMENTECH TRANSFER		
			CCD Invoi0003616504		
			021000021135190		
07/16/2025	163		ACH Credit	\$1,670.40	\$632,173.76
			PAYMENTECH TRANSFER		
			CCD Invoi0003616504		
			021000021141938		
07/16/2025	163		ACH Credit	\$4,331.49	\$636,505.25
			PAYMENTECH TRANSFER		
			CCD Invoi0003616504		
			021000021145289		
07/16/2025	183		ACH Debit	(\$400.00)	\$636,105.25
			WASHINGTON-DSHS WA53000000		
			CCD 916001479		
			042000011974141		
07/16/2025	183		ACH Debit <i>Van Gasken NSF</i>	(\$924.36)	\$635,180.89
			PAYMENTECH TRANSFER		
			CCD Invoi0003616510		
			021000021147915		

This temporary statement from WHEATLAND BANK is not a formal statement of your account.
These items will be reflected again on your regularly scheduled statement.

July 17, 2025

Page: 1



What are you looking for?



COPY

◀ Return to previous page

EFT/ACH Reject Detail for Invoice: INV202578142650544

Reject Date: 7/14/2025

Customer: "VAN GASKEN, DANIEL VADA"

Account #:

Invoice #: INV202578142650544

Transaction Type: Debit

Receiving Bank RTE: 125000574

Receiving Bank DDA: XXXXXXXX3776

Amount: 924.36

Reject Code: R16 - Account Frozen

Correction Info:

7.15.25

253-376-5678

Called, left msg explained check returned Acct. frozen.

Dan called back; explained needed 2 coiniers cks, one for \$45.00 NSF fee + one for \$ 924.36 amt. of check payment.

LD

Paid on July 17, 2025

Date Withdrawn: 7.16.25
Date Reversed: 7.17.25
Date NSF to Acct:



What are you looking for?



COPY

◀ Return to previous page

EFT/ACH Detail for Invoice: INV202578142650544

Transaction Date: 7/8/2025 12:29:29 PM

Account Number: n/a

Invoice Number: INV202578142650544

Auth Order Number: SH08O2928316

Invoice Type: Utility

Customer: Van Gasken, Daniel Vada

Address: PO Box 39155

City, State, Zip: Lakewood, WA 98496

Phone Number: n/a

Email Address: danvangasken@yahoo.com

RTE / Account: 125000574 / XXXXXXXX3776

Account Type: Checking

Transaction Code: Sale

Transaction Amount: \$924.36

Convenience Fee: \$0.95

Total Amount: \$925.31

Reference: 686D7199192331250000FFB00010831525054AB

Message: PAYMENT PROCESSED 673436

Biller Reference:

WSReportID: 0

Payment Source: Cloud Store - Consumer Initiated

Payment Processed By: N/A

Remote IP: 24.18.85.176

Name: Van Gasken, Daniel & Vada

Check if not Property Owner: False

Service Address: 110 Conconully

Billing Address: PO Box 39155 Lakewood WA 98496

Phone Number: 2533765678

Account Number: 3012.0

Email Address: danvangasken@yahoo.com

Payment Amount: 924.36

EFT/ACH Reject Detail for Invoice: INV202578142650544

Reject Date: 7/14/2025

Account #:

Invoice #: INV202578142650544

Transaction Type: Debit

Receiving Bank RTE: 125000574

Receiving Bank DDA: XXXXXXXX3776

Amount: 925.31

Reject Code: R16 - Account Frozen

Correction Info:



Laura Divis

From: Invoice Cloud Help Desk <helpdesk@invoicecloud.com>
Sent: Thursday, August 14, 2025 2:07 PM
To: Laura Divis
Subject: ACH Reject Fee Refund Request [ref:!00DA00JDhe.!500VR0Sjnlz:ref]

[External Email]

Good Afternoon,

Our Finance team has confirmed the ACH Reject fee for the customer that had the compromised bank account will be credited on your next invoice.

Steven Boyer (he/him)
Product Support Specialist II

InvoiceCloud 

ref:!00DA00JDhe.!500VR0Sjnlz:ref



August 25, 2025

Ms. Jessica Blake
Clerk-Treasurer
City of Okanogan
120 3rd Avenue North
Okanogan, Washington 98840

SUBJECT: PROGRESS ESTIMATE 3, 3RD AVENUE RECONSTRUCTION AND
UTILITY REPLACEMENT
CITY OF OKANOGAN, OKANOGAN COUNTY, WASHINGTON
G&O #24825.00 & #24851.00

Dear Ms. Blake:

We have enclosed Progress Estimate 3 for this project. Please retain a copy for the City files and also provide a copy to the Contractor with the payment. The amount due the Contractor and the amount to be deposited in the retainage account are as follows:

Schedule	Payment to Contractor	Amount to be Deposited in Retainage Account
Schedule A (Roadway)	\$202,465.90	\$10,656.10
Schedule B (Sewer)	\$211,083.07	\$10,197.25
Schedule C (Water)	\$10,362.42	\$500.60
Total	\$423,911.39	\$21,353.95

Please call me if you have any questions or concerns regarding this matter.

Sincerely,

GRAY & OSBORNE, INC.

David G. Ellis, P.E.

DGE/ch
Encl.
By email

PROGRESS ESTIMATE 3

AUGUST 25, 2025

CITY OF OKANOGAN
OKANOGAN COUNTY
WASHINGTON

PROGRESS ESTIMATE PERIOD
JULY 26, 2025 TO AUGUST 22, 2025

PROJECT:
CITY OF OKANOGAN
3rd AVENUE RECONSTRUCTION AND UTILITY REPLACEMENT
G&O JOB NUMBER #24851.01

CONTRACTOR:
PIPKIN CONSTRUCTION, INC.
P.O. BOX 3181
WENATCHEE, WA 98807

BID ITEMS					QUANTITIES		PROJECT COSTS		PERCENT OF
NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL THIS PERIOD	TOTAL TO DATE	AMOUNT THIS PERIOD	AMOUNT TO DATE	CONTRACT QUANTITY
SCHEDULE A - ROADWAY RECONSTRUCTION									
1	Mobilization, Cleanup, and Demobilization	1	LS	\$80,000.00	10.00%	70.00%	\$8,000.00	\$56,000.00	70%
2	Apprenticeship Incentive	1	CALC	\$800.00	0.00%	0.00%	\$0.00	\$0.00	0%
3	Apprenticeship Penalty	1	CALC	\$0.00	0.00%	0.00%	\$0.00	\$0.00	0%
4	Project Temporary Traffic Control	1	LS	\$20,000.00	20.00%	55.00%	\$4,000.00	\$11,000.00	55%
5	Work Zone Safety Contingency	1	FA	\$1,250.00	0.00%	0.00%	\$0.00	\$0.00	0%
6	SPCC Plan	1	LS	\$500.00	0.00%	100.00%	\$0.00	\$500.00	100%
7	Clearing and Grubbing	1	LS	\$15,000.00	40.00%	90.00%	\$6,000.00	\$13,500.00	90%
8	Excavation, Embankment and Grading, Incl. Haul	2,280	CY	\$36.00	456.00	2,052.00	\$16,416.00	\$73,872.00	90%
9	Crushed Surfacing Base Course	1,700	TN	\$25.00	0.00	0.00	\$0.00	\$0.00	0%
10	Crushed Surfacing Top Course	770	TN	\$45.00	0.00	0.00	\$0.00	\$0.00	0%
11	Crushed Surfacing Repair	2,250	SY	\$12.00	208.00	208.00	\$2,496.00	\$2,496.00	9%
12	Commercial HMA, Cl. 3/8 In. PG 64H-28	860	TN	\$130.00	0.00	0.00	\$0.00	\$0.00	0%
13	Commercial HMA Pavement Repair, Type 1	380	SY	\$73.00	0.00	0.00	\$0.00	\$0.00	0%
14	Storm Sewer Pipe, 12-In. Diam. (Incl. Bedding)	590	LF	\$85.00	606.00	606.00	\$51,510.00	\$51,510.00	103%
15	Catch Basin, Type 1	14	EA	\$2,500.00	14.00	14.00	\$35,000.00	\$35,000.00	100%
16	Catch Basin, Type 2, 48-In. Diam.	7	EA	\$4,500.00	7.00	7.00	\$31,500.00	\$31,500.00	100%
17	Infiltration Trench	240	LF	\$250.00	223.00	223.00	\$55,750.00	\$55,750.00	93%
18	Trench Excavation Safety Systems	1	LS	\$500.00	90.00%	90.00%	\$450.00	\$450.00	90%
19	Bank Run Gravel for Trench Backfill	50	CY	\$45.00	0.00	0.00	\$0.00	\$0.00	0%
20	Erosion Control and Water Pollution Prevention	1	LS	\$10,000.00	20.00%	55.00%	\$2,000.00	\$5,500.00	55%
21	Sod Installation	60	SY	\$65.00	0.00	0.00	\$0.00	\$0.00	0%
22	Cement Conc. Traffic Curb and Gutter	1,940	LF	\$36.00	0.00	0.00	\$0.00	\$0.00	0%
23	Cement Conc. Rolled Curb and Gutter	1,530	LF	\$36.00	0.00	0.00	\$0.00	\$0.00	0%
24	Cement Conc. Driveway Entrance	380	SY	\$170.00	0.00	0.00	\$0.00	\$0.00	0%
25	Cement Conc. Sidewalk	660	SY	\$113.00	0.00	0.00	\$0.00	\$0.00	0%
26	Cement Conc. Curb Ramp	5	EA	\$4,700.00	0.00	0.00	\$0.00	\$0.00	0%

PROGRESS ESTIMATE 3

AUGUST 25, 2025

CITY OF OKANOGAN
OKANOGAN COUNTY
WASHINGTON

PROGRESS ESTIMATE PERIOD
JULY 26, 2025 TO AUGUST 22, 2025

PROJECT:
CITY OF OKANOGAN
3rd AVENUE RECONSTRUCTION AND UTILITY REPLACEMENT
G&O JOB NUMBER #24851.01

CONTRACTOR:
PIPKIN CONSTRUCTION, INC.
P.O. BOX 3181
WENATCHEE, WA 98807

BID ITEMS					QUANTITIES		PROJECT COSTS		PERCENT OF CONTRACT QUANTITY
NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL THIS PERIOD	TOTAL TO DATE	AMOUNT THIS PERIOD	AMOUNT TO DATE	
27	Permanent Signing	1	LS	\$5,000.00	0.00%	0.00%	\$0.00	\$0.00	0%
28	Paint Line	1,550	LF	\$3.25	0.00	0.00	\$0.00	\$0.00	0%
29	Modular Block Wall	160	SF	\$70.00	0.00	152.00	\$0.00	\$10,640.00	95%
Subtotal, Schedule A							\$213,122.00	\$347,718.00	
SCHEDULE B - SANITARY SEWER IMPROVEMENTS									
1	Mobilization, Cleanup, and Demobilization	1	LS	\$15,000.00	10.00%	70.00%	\$1,500.00	\$10,500.00	70%
2	Minor Change	1	CALC	\$10,000.00	0.00%	0.00%	\$0.00	\$0.00	0%
3	Project Temporary Traffic Control	1	LS	\$10,000.00	50.00%	90.00%	\$5,000.00	\$9,000.00	90%
4	Work Zone Safety Contingency	1	FA	\$500.00	0.00%	0.00%	\$0.00	\$0.00	0%
5	Apprenticeship Incentive	1	CALC	\$600.00	0.00%	0.00%	\$0.00	\$0.00	0%
6	Apprenticeship Penalty	1	CALC	\$0.00	0.00%	0.00%	\$0.00	\$0.00	0%
7	SPCC Plan	1	LS	\$500.00	0.00%	100.00%	\$0.00	\$500.00	100%
8	Locate Existing Utilities	3	EA	\$1,000.00	1.00	5.00	\$1,000.00	\$5,000.00	167%
9	Controlled Density Fill	30	CY	\$265.00	5.00	10.00	\$1,325.00	\$2,650.00	33%
10	Crushed Surfacing Repair	495	SY	\$12.00	0.00	0.00	\$0.00	\$0.00	0%
11	Commercial HMA Pavement Repair, Type 2	506	SY	\$62.00	0.00	0.00	\$0.00	\$0.00	0%
12	Manhole, 48 In. Diam.	10	EA	\$9,500.00	2.00	11.00	\$19,000.00	\$104,500.00	110%
13	Manhole Additional Height, 48 In. Diam.	1	LF	\$1,500.00	0.00	0.00	\$0.00	\$0.00	0%
14	Drop Manhole Connection	1	EA	\$6,000.00	0.00	1.00	\$0.00	\$6,000.00	100%
15	Abandon Existing Manhole	1	EA	\$150.00	1.00	1.00	\$150.00	\$150.00	100%
16	Remove Existing Manhole	3	EA	\$1,500.00	1.00	3.00	\$1,500.00	\$4,500.00	100%
17	Connection to Existing Manhole	1	EA	\$3,400.00	0.00	1.00	\$0.00	\$3,400.00	100%
18	Trench Excavation Safety Systems	1	LS	\$500.00	60.00%	100.00%	\$300.00	\$500.00	100%
19	Foundation Gravel	30	CY	\$40.00	0.00	0.00	\$0.00	\$0.00	0%
20	Bank Run Gravel for Trench Backfill	240	CY	\$45.00	0.00	0.00	\$0.00	\$0.00	0%
21	Plugging Existing Pipe	17	EA	\$250.00	6.00	7.00	\$1,500.00	\$1,750.00	41%
22	Abandon Existing Sewer Pipe	24	CY	\$700.00	16.00	16.00	\$11,200.00	\$11,200.00	67%

PROGRESS ESTIMATE 3

AUGUST 25, 2025

CITY OF OKANOGAN
OKANOGAN COUNTY
WASHINGTON

PROGRESS ESTIMATE PERIOD
JULY 26, 2025 TO AUGUST 22, 2025

PROJECT:
CITY OF OKANOGAN
3rd AVENUE RECONSTRUCTION AND UTILITY REPLACEMENT
G&O JOB NUMBER #24851.01

CONTRACTOR:
PIPKIN CONSTRUCTION, INC.
P.O. BOX 3181
WENATCHEE, WA 98807

BID ITEMS					QUANTITIES		PROJECT COSTS		PERCENT OF CONTRACT QUANTITY
NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL THIS PERIOD	TOTAL TO DATE	AMOUNT THIS PERIOD	AMOUNT TO DATE	
23	PVC Sanitary Sewer Pipe and Fittings, 8 In. Diam., Incl. Bedding Material	2,023 LF		\$68.00	1,220.00	2,023.00	\$82,960.00	\$137,564.00	100%
24	Maintaining Sewage Flow	1 LS		\$20,000.00	65.00%	100.00%	\$13,000.00	\$20,000.00	100%
25	Side Sewer Connection	19 EA		\$2,200.00	17.00	21.00	\$37,400.00	\$46,200.00	111%
26	PVC Side Sewer Pipe and Fittings, 4 In. Diam., Incl. Bedding Material	417 LF		\$85.00	316.00	472.00	\$26,860.00	\$40,120.00	113%
27	Erosion Control and Water Pollution Prevention	1 LS		\$2,500.00	50.00%	90.00%	\$1,250.00	\$2,250.00	90%
28	Cement Conc. Traffic Curb and Gutter	15 LF		\$90.00	0.00	0.00	\$0.00	\$0.00	0%
29	Cement Conc. Sidewalk	9 SY		\$300.00	0.00	0.00	\$0.00	\$0.00	0%
Change Order 1									
	Item 1 - Sanitary Sewer Main Repair	1 LS		\$5,137.44	0.00%	100.00%	\$0.00	\$5,137.44	100%
	Item 2 - Concrete Collars Around New Manholes	1 LS		\$5,546.81	0.00%	0.00%	\$0.00	\$0.00	0%
Subtotal, Schedule B							\$203,945.00	\$410,921.44	
SCHEDULE C - WATER SYSTEM IMPROVEMENTS									
1	Mobilization, Cleanup, and Demobilization	1 LS		\$15,000.00	10.00%	70.00%	\$1,500.00	\$10,500.00	70%
2	Minor Change	1 CALC		\$10,000.00	0.00%	0.00%	\$0.00	\$0.00	0%
3	Project Temporary Traffic Control	1 LS		\$8,000.00	10.00%	90.00%	\$800.00	\$7,200.00	90%
4	Work Zone Safety Contingency	1 FA		\$500.00	0.00%	0.00%	\$0.00	\$0.00	0%
5	Apprenticeship Incentive	1 CALC		\$600.00	0.00%	0.00%	\$0.00	\$0.00	0%
6	Apprenticeship Penalty	1 CALC		\$0.00	0.00%	0.00%	\$0.00	\$0.00	0%
7	SPCC Plan	1 LS		\$500.00	0.00%	100.00%	\$0.00	\$500.00	100%
8	Locate Existing Utilities	12 EA		\$1,000.00	0.00	13.00	\$0.00	\$13,000.00	108%
9	Controlled Density Fill	30 CY		\$265.00	10.00	10.00	\$2,650.00	\$2,650.00	33%
10	Crushed Surfacing Repair	196 SY		\$12.00	0.00	0.00	\$0.00	\$0.00	0%
11	Commercial HMA Pavement Repair, Type 3	411 SY		\$65.00	0.00	0.00	\$0.00	\$0.00	0%
12	Trench Excavation Safety Systems	1 LS		\$500.00	0.00%	100.00%	\$0.00	\$500.00	100%

PROGRESS ESTIMATE 3**AUGUST 25, 2025**

CITY OF OKANOGAN
OKANOGAN COUNTY
WASHINGTON

PROGRESS ESTIMATE PERIOD
JULY 26, 2025 TO AUGUST 22, 2025

PROJECT:
CITY OF OKANOGAN
3rd AVENUE RECONSTRUCTION AND UTILITY REPLACEMENT
G&O JOB NUMBER #24851.01

CONTRACTOR:
PIPKIN CONSTRUCTION, INC.
P.O. BOX 3181
WENATCHEE, WA 98807

BID ITEMS					QUANTITIES		PROJECT COSTS		PERCENT OF CONTRACT QUANTITY
NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL THIS PERIOD	TOTAL TO DATE	AMOUNT THIS PERIOD	AMOUNT TO DATE	
13	Foundation Gravel	31	CY	\$40.00	0.00	0.00	\$0.00	\$0.00	0%
14	Bank Run Gravel for Trench Backfill	187	CY	\$45.00	0.00	0.00	\$0.00	\$0.00	0%
15	PVC Pipe for Water Main, 8 In. Diam., Incl. Bedding Material	2,065	LF	\$68.00	0.00	2,054.00	\$0.00	\$139,672.00	99%
16	DI Pipe for Fire Hydrant, 6 In. Diam., Incl. Bedding Material	90	LF	\$42.00	0.00	75.00	\$0.00	\$3,150.00	83%
17	Connection to Existing Water Main	5	EA	\$3,000.00	0.00	5.00	\$0.00	\$15,000.00	100%
18	Remove Existing Water Main (3rd Avenue N)	1,090	LF	\$6.00	802.00	1,090.00	\$4,812.00	\$6,540.00	100%
19	Gate Valve, 8 In.	7	EA	\$3,500.00	0.00	7.00	\$0.00	\$24,500.00	100%
20	Abandon Existing Valve	3	EA	\$650.00	0.00	3.00	\$0.00	\$1,950.00	100%
21	Fire Hydrant Assembly	3	EA	\$11,000.00	0.00	3.00	\$0.00	\$33,000.00	100%
22	Salvage Existing Hydrant	3	EA	\$1,500.00	0.00	3.00	\$0.00	\$4,500.00	100%
23	Service Connection, 2 In. Diam.	1	EA	\$7,000.00	0.00	1.00	\$0.00	\$7,000.00	100%
24	Service Connection, 1 In. Diam.	33	EA	\$4,500.00	0.00	33.00	\$0.00	\$148,500.00	100%
25	Service Pipe, 2 In. Diam., Incl. Bedding Material	22	LF	\$12.00	0.00	14.00	\$0.00	\$168.00	64%
26	Service Pipe, 1 In. Diam., Incl. Bedding Material	782	LF	\$5.00	0.00	728.00	\$0.00	\$3,640.00	93%
27	Erosion Control and Water Pollution Prevention	1	LS	\$2,500.00	10.00%	90.00%	\$250.00	\$2,250.00	90%
28	Cement Conc. Traffic Curb and Gutter	15	LF	\$90.00	0.00	0.00	\$0.00	\$0.00	0%
29	Cement Conc. Sidewalk	9	SY	\$300.00	0.00	0.00	\$0.00	\$0.00	0%
Change Order 1									
	Item 1 - Unmarked Water Service Abandonment	1	LS	\$4,439.20	0.00%	100.00%	\$0.00	\$4,439.20	100%
	Item 2 - Traffic Rated Meter Box Frames in New Sidewalk	1	LS	\$4,884.28	0.00%	0.00%	\$0.00	\$0.00	0%
	Item 3 - Concrete Pad for 2" Water Meter Box	1	LS	\$1,065.95	0.00%	0.00%	\$0.00	\$0.00	0%
	Item 4 - Concrete Bollards and Concrete Pad at New Hydrant								
	Locations	1	LS	\$7,303.24	0.00%	0.00%	\$0.00	\$0.00	0%
	Item 5 - Concrete Collar Around New Valve Boxes	1	LS	\$5,546.81	0.00%	0.00%	\$0.00	\$0.00	0%
Subtotal, Schedule C							\$10,012.00	\$428,659.20	

PROGRESS ESTIMATE 3
AUGUST 25, 2025

CITY OF OKANOGAN
OKANOGAN COUNTY
WASHINGTON

PROGRESS ESTIMATE PERIOD
JULY 26, 2025 TO AUGUST 22, 2025

PROJECT:
CITY OF OKANOGAN
3rd AVENUE RECONSTRUCTION AND UTILITY REPLACEMENT
G&O JOB NUMBER #24851.01

CONTRACTOR:
PIPKIN CONSTRUCTION, INC.
P.O. BOX 3181
WENATCHEE, WA 98807

	PROJECT COSTS	
	AMOUNT THIS PERIOD	AMOUNT TO DATE
SUBTOTAL EARNED TO DATE	\$427,079.00	\$1,187,298.64
SALES TAX (SCHEDULES B AND C ONLY)	8.50%	\$18,186.34
SCHEDULE A (PER W.S. REVENUE RULE 171)	0.00%	\$0.00
SCHEDULE B SALES TAX	8.50%	\$17,335.32
SCHEDULE C SALES TAX	8.50%	\$851.02
MATERIALS ON HAND		\$0.00
TOTAL		\$445,265.34
LESS 5% RETAINED (BEFORE TAX)		\$21,353.95
SCHEDULE A RETAINAGE		\$10,656.10
SCHEDULE B RETAINAGE		\$10,197.25
SCHEDULE C RETAINAGE		\$500.60
TOTAL EARNED TO DATE LESS RETAINAGE		\$1,199,298.06
LESS AMOUNTS PREVIOUSLY PAID		
PROGRESS ESTIMATE 1		\$496,191.48
PROGRESS ESTIMATE 2		\$279,195.19
TOTAL PAYMENT NOW DUE:	\$423,911.39	\$423,911.39
ORIGINAL CONTRACT AMOUNT (WITHOUT TAX)	\$1,905,464.50	
CONTRACT AMOUNT WITH CHANGE ORDER 1	\$1,939,388.23	
CONTRACT PERCENTAGE TO DATE	61%	

PROGRESS ESTIMATE 3

AUGUST 25, 2025

CITY OF OKANOGAN
OKANOGAN COUNTY
WASHINGTON

PROGRESS ESTIMATE PERIOD
JULY 26, 2025 TO AUGUST 22, 2025

PROJECT:
CITY OF OKANOGAN
3rd AVENUE RECONSTRUCTION AND UTILITY REPLACEMENT
G&O JOB NUMBER #24851.01

CONTRACTOR:
PIPKIN CONSTRUCTION, INC.
P.O. BOX 3181
WENATCHEE, WA 98807

I HEREBY CERTIFY THE ABOVE ESTIMATE IS A TRUE AND
CORRECT STATEMENT OF THE WORK PERFORMED UNDER
THIS CONTRACT.

GRAY & OSBORNE, INC.



DAVID G. ELLIS, P.E.

I HEREBY CERTIFY THAT THE WAGES HAVE BEEN PAID IN
ACCORDANCE WITH RCW 39.12 (PREVAILING WAGES.)

PIPKIN CONSTRUCTION, INC.



CONTRACTOR'S REPRESENTATIVE

SUMMARY AND DISTRIBUTION OF PAYMENTS

PAY EST NO.	PROGRESS ESTIMATE PERIOD DATES	TOTAL EARNED PER PERIOD	SALES TAX		MATERIALS ON HAND	RETAINAGE (5%)	TOTAL PAYMENT
			(SCH. B AND C ONLY)	SALES TAX			
1	MAY 12, 2025 TO JUNE 20, 2025	\$489,345.64	8.50%	\$31,313.12	\$0.00	\$24,467.28	\$496,191.48
2	JUNE 21, 2025 TO JULY 25, 2025	\$270,874.00	8.50%	\$21,864.89	\$0.00	\$13,543.70	\$279,195.19
3	JULY 26, 2025 TO AUGUST 22, 2025	\$427,079.00	8.50%	\$18,186.34	\$0.00	\$21,353.95	\$423,911.39
TOTAL:		\$1,187,298.64		\$71,364.35	\$0.00	\$59,364.93	\$1,199,298.06

CITY OF OKANOGAN

RESOLUTION 2025-8

A RESOLUTION APPROVING AN EXCHANGE OF REAL PROPERTY PURSUANT TO RCW

WHEREAS, the County owns real property, parcel 1380060001, that contains improvements owned by the City of Okanogan, specifically a right of way for Oak Street and utilities for storm water, domestic water and sewer service; and

WHEREAS, transfer of parcel 1380060001 from the County to the City of Okanogan would simplify ongoing use and maintenance needs of these city owned improvements; and

WHEREAS, the City of Okanogan owns a narrow strip of property, parcel 3326160004, located between the Okanogan River and several parcels owned by Okanogan County; and

WHEREAS, consolidation of parcel 3326160004 owned by the City of Okanogan with the parcels owned by Okanogan County would eliminate the City of Okanogan's need to maintain access to parcel 3326160004 as well as any set back issues associated with this parcel; and

WHEREAS, the two parcels have relatively similar fair market values, parcel 1380060001 is tax assessed at \$6,800 and parcel 3326160004 is tax assessed at \$9,400; and

WHEREAS, the City of Okanogan has proposed an exchange of the two parcels as an Intergovernmental Property Transfer without compensation, pursuant to RCW 39.33.010; and

WHEREAS, the fair market value of each parcel is below the \$50,000, therefore no public hearing is required per RCW 39.33.020,

NOW, THEREFORE, BE IT RESOLVED; by the City of Okanogan as follows:

Section 1. The above Recitals are incorporated into the body of this Resolution and are adopted as findings of fact.

Section 2. The City Council hereby approves the exchange of Real Property and authorizes Mayor Turner to execute the Real Estate Exchange Agreement, Quit Claim Deed, and other necessary documents to complete the exchange.

Section 3. The Clerk is instructed to record the Quit Claim Deed in the public records of Okanogan County, Washington.

PASSED AND ADOPTED by the City Council of the City of Okanogan at Okanogan, Washington this ____ day of _____, 2025.

**OKANOGAN CITY COUNCIL
OKANOGAN, WASHINGTON**

ATTEST:

Wayne L. Turner, Mayor

Jessica Blake, City Clerk Treasurer

REAL PROPERTY EXCHANGE AGREEMENT

STATE OF WASHINGTON

COUNTY OF OKANOGAN

1. PARTIES: Per RCW 39.33.010, the City of Okanogan (hereinafter, "City") and the County of Okanogan (hereinafter "County") agree to exchange to the two parcels of real property described below.

2. PROPERTY:

The City currently owns and wishes to convey to the County, Parcel 3326160004, Tax 4 PT LOT 3 (NE NW), as described on attached exhibit 1 together with all rights, privileges and appurtenances pertaining thereto, including but not limited to: water rights, claims, permits, strips and gores, easements, and cooperative or association memberships.

The County currently owns and wishes to Convey to the City, Parcel 1380060001, Lot 5 L/SW35FT, LOT 6 L/N9FT SUSANNES ADD OKANOGAN (GARAGE), as described on attached exhibit 2 together with all rights, privileges and appurtenances pertaining thereto, including but not limited to: water rights, claims, permits, strips and gores, easements, and cooperative or association memberships.

3. SALES PRICE:

The consideration of this agreement is the exchange of **Parcel 3326160004** for **Parcel 1380060001**. The fair market value of these properties is similar and no additional consideration is required.

4. EARNEST MONEY: No earnest money is required of either party.

5. TITLE POLICY AND SURVEY:

A. TITLE POLICY: Each Party shall acquire a policy of title insurance at their own expense from CW Title Company for the property they currently own and are transferring to the other Party.

B. SURVEY: Each Party has the option of obtaining a survey for the property they are acquiring at their own expense.

6. PROPERTY CONDITION:

A. INSPECTIONS AND ACCESS: Either Party may have the Property they are acquiring in the exchange inspected by an inspector of their choice at their expense. Each Party shall permit the other Party's agents access to the Property at reasonable times.

B. ACCEPTANCE OF PROPERTY CONDITION: Each Party accepts the Property they are receiving pursuant to this agreement in its present condition.

7. CLOSING:

A. The closing of the sale will be on or before _____, 20____, (Closing Date).

B. At closing:

(1) City shall execute and deliver a quit claim deed conveying title to **Parcel 3326160004** to County and County shall execute and deliver a quit claim deed convey title to **Parcel 1380060001** to City.

(2) The City and the County shall execute and deliver any notices, statements, certificates, affidavits, releases and other documents necessary for the closing of the sale.

C. All covenants, representations and warranties in this contract survive closing.

8. POSSESSION: City shall deliver possession of **Parcel 3326160004** to County and County shall deliver possession of **Parcel 1380060001** to City upon closing.

9. SETTLEMENT AND OTHER EXPENSES:

A. The following expenses must be paid at or prior to closing:

(1) Expenses payable by City:

REET minimum fee and recording fees for property it is acquiring; and other expenses payable by City under this contract.

(2) Expenses payable by County:

REET minimum fee and recording fees for property it is acquiring; and other expenses payable by County under this contract.

10. MEDIATION: Any dispute between City and County related to this contract which is not resolved through informal discussion will be submitted to a mutually acceptable mediation service or provider. The parties to the mediation shall bear the mediation costs equally. This paragraph does not preclude a party from seeking equitable relief from a court of competent jurisdiction.

11. ATTORNEY'S FEES: Each Party is responsible for their own attorney fees in any legal proceeding related to this contract.

12. REPRESENTATIONS: Each party represents that as of the Closing Date (a) there will be no liens, assessments, or security interests against the Property they are conveying which will not be satisfied prior to conveyance. If any representation of either Party in this contract is untrue on the Closing Date, the other Party may terminate this contract.

13. NOTICES: All notices from one party to the other must be in writing and are effective when mailed to, hand-delivered at, as follows:

To City at:

City of Okanogan
PO Box 752/120 3rd Ave N
Okanogan, WA 98840

Telephone: (509) 422-3600

To County at:

Telephone: ()

14. AGREEMENT OF PARTIES: This contract contains the entire agreement of the parties and cannot be changed except by their written agreement.

15. CONSULT AN ATTORNEY: If you do not understand the effect of this contract, consult an attorney BEFORE signing.

City's Attorney is:

W. Scott DeTro
285 Parks Dr, Okanogan

Telephone: (509) 557-4500

County's Attorney is:

Esther Milner
Chief Civil Deputy Prosecuting Attorney
PO Box 1130
Okanogan, WA 98840

Telephone: (509) 846-4635

EXECUTED the _____ day of _____, 20____ (EFFECTIVE DATE).

City

County

After Recording Return to:

City of Okanogan
PO Box 752
Okanogan, WA 98840

QUIT CLAIM DEED

Grantor: City of Okanogan

Grantee: Okanogan County

Legal: TAX 4 PT LOT 3 (NE NW)

Parcel No: 3326160004

THE GRANTOR, CITY OF OKANOGAN, a political subdivision of the State of Washington, without consideration pursuant to RCW 39.33.010, hereby, conveys and quit claims to OKANOGAN COUNTY, a municipal corporation of the State of Washington, the following-described real estate, situated in the County of Okanogan, State of Washington, including any interest therein which Grantor may hereafter acquire:

See full legal description in attached exhibit 1

Together with and subject to any and all covenants and restrictions of record or apparent.

Dated this _____ day of _____, 2025.

CITY OF OKANOGAN

By _____
Wayne L. Turner, Mayor

Attest:

Jessica Blake, City Clerk-Treasurer

STATE OF WASHINGTON)
) ss.
COUNTY OF OKANOGAN)

I certify that I know or have satisfactory evidence that Wayne L. Turner is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to executed the instrument and acknowledged it as the Mayor of the CITY OF OKANOGAN to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED this _____ day of _____ 2025.

(Legibly print name of notary)
NOTARY PUBLIC in and for the State of
Washington, residing at _____
My commission expires _____

Invoice

AWA Backflow

Date: 08-22-2025

Invoice # 4497

PO #

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To: City of Okanogan
PO Box 752

Okanogan WA 98840

Svc Address: 1601 1st Ave South Okanogan, WA 98840

Qty.	Description	Unit Price	Line Total
22	Backflow Tests for city irrigation and facility assemblies.	\$60.00	\$1,320.00
3	Backflow assemblies in Confined Space Vaults	\$125.00	\$375.00
	The backflow assembly test report(s) will be		
	delivered to the appropriate water purveyor.		
	(Okanogan)		

Thank You for your business!

Subtotal	\$1,695.00
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Sales Tax	\$144.08
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Total	\$1,839.08
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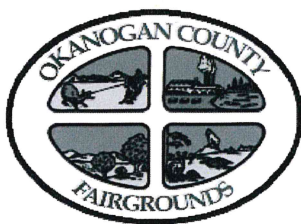
AWA Backflow

P.O. Box A

Malott, WA 98829

Payable Upon Receipt

Phone: (509)846-5054 Email: wabackflow@gmail.com; Venmo - Jeff Hansen@Jeff_Hansen; Zelle - 206-369-5660



Okanogan County Fairgrounds In-Kind Agreement

DATE: August 29, 2025

BUSINESS NAME: City of Okanogan
CONTACT NAME: Shawn Davisson
ADDRESS: publicworks@okanogancity.com
PHONE NUMBER: 509-322-0121

Description of Services Business will be providing:

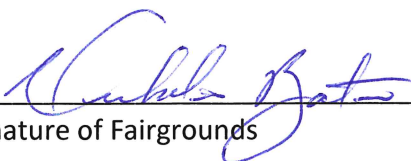
Bleachers for 2025 Fair

VALUE OF SERVICES PROVIDED BY BUSINESS: \$ 500.00

Description of Service the Fairgrounds will provide in lieu of payment for business services:

The Okanogan County Fairgrounds will provide a space for the City of Okanogan to dump their snow removal for the 2025-2026 winter snow season

VALUE OF SERVICES PROVIDED BY FAIRGROUNDS: \$ 500.00


Signature of Fairgrounds

8/29/25
Date

Signature of Business Representative

Date

FOR OFFICE USE ONLY:

____ REQUEST ACCEPTED

____ REQUEST DENIED

BOCC CHAIRMAN

DATE

REASON FOR DENIAL: _____

**CITY OF OKANOGAN
COUNCIL MINUTES
August 19, 2025**

CALL TO ORDER

The Regular Meeting of the Okanogan City Council was called to order by Mayor Turner at 7:00 p.m. and those present stood for the Pledge of Allegiance.

The following were:

Present: Mayor Wayne L. Turner Councilmembers: Rob Gillespie (arrived at 7:02 pm), Eric Lind Sr., John Lyles, Greg Oyler, Steve Streeter, and Denise Varner.

Also Present: Clerk Treasurer Jessica Blake, Deputy Clerk Treasurer Susan Stewart, Public Works Director Shawn Davisson, and Fire Chief Brad Armstrong.

Excused: Lisa Bauer

APPROVAL OF AGENDA AND CONSENT AGENDA

Mayor Turner asked if there were any alterations to the Agenda or Consent Agenda. Oyler moved, seconded by Lind, Sr. to approve the Agenda and Consent Agenda as presented. Mayor Turner asked if there were any objections to the motion. Seeing no objection raised, the motion passed without objection.

EXCUSE COUNCILMEMBERS

Councilmember Lisa Bauer was excused with passage of the Agenda and Consent Agenda.

APPROVAL OF MINUTES

The Minutes of the Regularly Scheduled Council Meeting and Public Hearing of August 05, 2025 were approved with passage of the Consent Agenda.

APPROVAL OF VOUCHERS

Claims Vouchers numbered 56403 through 56447 dated August 19, 2025 in the amount of \$130,388.75, and Debit Transactions dated June 02, 2025 through July 08, 2025 in the amount of \$23,443.59 were approved with the Consent Agenda.

PUBLIC COMMENT

Mayor Turner opened the floor for Public Comment. Seeing none raised, Public Comment was closed.

DEPARTMENT HEAD REPORTS

Director of Public Works Shawn Davisson submitted a written report. In addition, he announced the following:

- ❖ Performed monitoring the 3rd Avenue Project
- ❖ Addressed power loss issues which shut down Murray Street Booster station causing both motors to single phase and eventually lose a motor resulting in water not being pumped to residents
- ❖ Further investigation by both the City and the Okanogan Historical Society with regards to the Queen Street Vault resulted in the conclusion that it is an old cistern: it will be cleaned out, compacted, and filled in so the asphalt can be ground up and the street can be repaired

Building Official/Permit Administrator Bryan Forbus was excused from the meeting.

Fire Chief Brad Armstrong submitted a written report. In addition, he announced the following:

- ❖ Updated Department stats from 164 calls to 169 calls to date
- ❖ The Green Acres, Brooks Tracts, and Salmon Creek fires are still under investigation
- ❖ Continuing to test an 800 Mhz radio in preparation for the upcoming conversion from the VHS frequency currently used by Okanogan County, however since this is the only one currently in use it is difficult to explore all the aspects it may be capable of. In addition, Forest Service and DNR are not switching to the 800 Mhz from VHS so there is a need to have cards which would enable the use of VHS/800 Mhz to continue communication with them during wildland fires.
- ❖ The AFG grant that was applied for in December 2024 is currently on hold.

Code Enforcement/Assistant Permit Administrator Craig Caswell submitted a written report and was excused from the meeting.

Clerk Treasurer Blake submitted a written report. In addition, she announced the following:

- ❖ Working on 2026 Budget
- ❖ Submitted an Ecology Grant for a little over \$13,000.00 for future Clean-Up events

Sheriff's Office submitted a written report and was not present at the meeting.

COMMITTEE REPORTS

There were no Committee Reports on the Agenda.

UNFINISHED BUSINESS

There was no Unfinished Business.

NEW BUSINESS

Gray & Osborne, Inc. Amendment 24 – WWTF Improvement Design

Public Works Director Davisson introduced the Gray & Osborne, Inc. Amendment 24.

Lyles moved, seconded by Gillespie to approve the Gray & Osborne, Inc. Amendment 24 and authorize Mayor Turner to sign the Amendment.

There was a brief discussion.

Ayes: Lyles, Oyler, Streeter, Varner, Gillespie, and Lind, Sr.

Noes: None

Motion carried: 6 Ayes: 0 Noes

Airport Liability Insurance Renewal

Clerk Treasurer Blake introduced the Airport Liability Insurance 2025 – 2026.

Varner moved, seconded by Streeter that the City approve the 2025 – 2026 liability premium of \$2,688.00.

There was no discussion.

Ayes: Oyler, Streeter, Gillespie, Lyles, Lind, Sr., and Varner

Noes: None

Motion carried: 6 Ayes: 0 Noes

Ordinance No. 1248 – Business Taxes, Licenses, and Regulations

Clerk Treasurer Blake introduced Ordinance No. 1248 – Business Taxes, Licenses, and Regulations.

Lind, Sr., moved, seconded by Lyles to adopt Ordinance No. 1248.

There was a brief discussion.

Ayes: Lind, Sr., Lyles, Varner, Gillespie, Oyler, and Streeter

Noes: None

Motion carried: 6 Ayes: 0 Noes

Okanogan Legion Airport Capital Improvement Plan

Public Works Director Davisson introduced the Okanogan Legion Airport Capital Improvement Plan.

Varner moved, seconded by Gillespie to approve the Okanogan Legion Airport Capital Improvement Plan.

There was no discussion.

Ayes: Gillespie, Lyles, Lind, Sr., Oyler, Streeter, and Varner

Noes: None

Motion carried: 6 Ayes: 0 Noes

PUBLIC COMMENT

Mayor Turner opened the floor and invited Public Comment. Seeing none offered, Public Comment was closed.

COUNCILMEMBER'S COMMENT

Varner announced the following:

- ❖ Harvest Fest is October 4th – Vendor registration will be done online at www.okchamber.com, There will not be a pig roast or fun run this year, there will be a pet parade and other activities
- ❖ Preparing for the upcoming America 250 Celebration
- ❖ Will not be in attendance at the October 7th Council meeting

MAYOR'S REPORT

Mayor Turner announced that he will not be in attendance at the September 16th or October 7th Council meetings and requested that Councilmember Varner attend the Trango meeting in his place.

ADJOURNMENT

There being no further business before the Council, the Meeting was adjourned at 7:21 p.m.

Minutes taken and prepared by Deputy Clerk Treasurer Susan Stewart

APPROVED:

Wayne L. Turner, Mayor

ATTEST:

Jessica Blake, Clerk Treasurer