

**City of South Bend Council Meeting @ 5:30pm
Monday July 27, 2026**

1. Call to Order
2. Pledge of Allegiance
3. **Items from the Public**
4. Approval of Agenda and Consent Agenda
Approval of Minutes: *Regular Meeting July 13, 2026*
5. Correspondence:
6. Public Hearing: Six-Year Transportation Improvement Plan for 2027 Through 2032
7. RESOLUTION 2026-01: A Resolution by the City Council of the City of South Bend Adopting the Six-Year Transportation Improvement Plan for 2027 Through 2032
8. APPROVAL: Increase of Court Administrator position to 0.75 FTE and hiring a Trainee for 3 months to work alongside the current Court Administrator before they retire.
9. Department Head Reports:
 - i) Police Chief Stigall
 - ii) City Supervisor Houk
 - iii) Fire Chief McGee
 - iv) Clerk/Treasurer Johnson
10. Mayor's Report
11. Public Comments – Current Agenda Items
12. Council Comments
13. Future Agenda Topics
14. Adjournment

Unable to attend? Would you like to attend via Zoom?

Zoom Link <https://us02web.zoom.us/j/84328142832?pwd=fxrQdqnOW2gyEyACPnwjGr8booDuvW.1>

Meeting ID: 843 2814 2832 Passcode: 790137 Dial-In Phone Number: 1-253-215-8782

If you would like to be added to our “Speakers List” your request must be received by 4:00 pm on July 27, 2026. Your request must include the following: meeting date, your first and last name, city of residence, agenda item(s) that you would like to provide comment on, and the telephone number you will be calling from. Please email this information to david.johnson@southbend-wa.gov. *Please note that the information you provide may be subject to disclosure pursuant to Washington State’s Public Record Act, chapter 42.56 RCW.

The City of South Bend strives to provide access and services to all members of the public. Please notify the city at least 48 hours prior to an event if reasonable accommodations are needed.

NOTICE – All proceedings of this meeting are sound recorded
Except Executive Sessions.

Next Regular Meeting Monday August 10, 2026 @ 5:30 PM in the South Bend Council Chambers unless otherwise notified.

July 27, 2026

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South Bend Council Meeting

Wednesday, July 27, 2026

CONSENT AGENDA

1. Approval of Vendor Checks

Vendors – Check #50557 thru Check #50583 - \$85,590.19 Including EFT

Payments

7/27/2026

VENDOR		AMOUNT	
50557	ALS Group USA, Corp.	\$	350.00 Sample Testing - Monitoring / Water
50558	Cascadia Computers	\$	1,151.24 Dues - Subscriptions, Professional Service / Financial, Water, Sewer
50559	City of Raymond	\$	33,872.02 O&M April - \$31,738.20, Intertie - \$54.68, Library May & June - \$2079.14
50560	CivicPlus LLC	\$	12,869.06 Miscellaneous Dues & Subscriptions - Website Management / City Hall, Police, Water, Sewer
50561	Correct Equipment Inc	\$	171.12 Sewer Pump Replacement / Sewer
50562	Department of Ecology	\$	660.00 Sample Testing - Monitoring / Water
EFT Pay	Department of Revenue - EFT Pay	\$	143.71 2nd Qtr Leasehold Tax 2026
50563	Department of Transportation	\$	1,941.95 Fuel- Police \$504.26 and PW \$1437.69
50564	Dilk Tire Factory	\$	64.62 Equipment Repair / Police
50565	Harbor Saw & Supply Inc	\$	10.60 Repair Equipment / Parks
50566	Jacqueline Stone	\$	1,400.00 Municipal Court Prosecutor- July 2026
50567	Jonathan Quittner	\$	1,000.00 Municipal Court Public Defender - July 2026
50568	Margo Tackett	\$	765.30 Professional Services / Financial
50569	National Hose Testing Specialties Inc	\$	3,748.75 Repair - Maintenance Equipment / Fire
50570	North Central Laboratories	\$	53.03 Chemicals / Water
50571	Northstar Chemical Inc	\$	1,357.55 Chemicals / Water
50572	Pacific County Communications - PACCOM	\$	9,582.30 Communications - PACCOM / Fire, Police
50573	Pacific County Department of Public Works	\$	1,852.25 Eklund Park Sewer Charges / July
50574	Pioneer Select Grocery	\$	141.47 Operating Supplies / City Hall \$68.48, Police \$72.99
50575	Pitney Bowes Global Financial Services LLC	\$	188.49 Postage - Meter Rental / City Hall
50576	Sea Construction LLC	\$	1,100.73 Gravel / Streets
EFT Pay	Smarsh - EFT Pay	\$	113.05 Archive Capture / All Departments
50577	South Bend Water Deposit - T. Sanborn	\$	282.21 Utility Deposit Refunded
50578	Steve's Front End & Brake Inc	\$	133.62 Repair & Maintenance / Police
50579	Three Rivers Mosquito and Vector Control	\$	10,279.00 Professional Services / Spraying
EFT Pay	Verizon - EFT Pay	\$	694.88 All Depts Communication
EFT Pay	VISA - EFT Pay	\$	254.76 City Hall \$140.96, Police \$7.50, Court \$7.50, Streets \$7.50, Water \$45.65, Sewer \$45.65
50580	Vision Municipal Solutions LLC	\$	83.01 Miscellaneous Professional Services
50581	Walter Nelson	\$	224.01 Operating Supplies / Parks
50582	Westlake Hardware	\$	234.26 Operating Supplies / Fire \$29.20, Water \$67.82, Sewer \$67.81, Parks \$1.62, Streets \$67.81
50583	Willapa Harbor Herald	\$	867.20 Advertising - Legals
TOTAL		\$	85,590.19

CITY OF SOUTH BEND 7/13/2026
Meeting # 828 4728 6105

1-2. CALL TO ORDER

The council meeting was called to order by Mayor pro tem Davis at 5:30 pm. Members present, Councilor Kuiken, Councilor Manlow, Councilor Pearson, Councilor Olsen, City Supervisor Houk, Police Chief Stigall, and Clerk/Treasurer Johnson. Mayor Barnard and Fire Chief McGee were absent. (Excused)

3. ITEMS FROM THE PUBLIC - None

Bruce Weillep commented on the complexities of electric bikes and wheelchairs sharing the same space with motor vehicles.

4. APPROVAL – Agenda, Consent Agenda, and Prior Meeting Minutes

A motion was made by Councilor Manlow to approve the Consent Agenda and the minutes of the June 22, 2026, regular meeting. Motion carried. **Vote: Ayes-4, Noes-0.**

Vendors – Check #50525 thru Check #50556 - \$149,532.90 Including EFT Payments
Payroll – Check #25312 thru Check #25319 - \$191,067.43 Including Direct Deposit, Benefits and Payroll Taxes

5. CORRESPONDENCE -

Correspondence was received from Larry Bale, President of the Royal Heights Transfer Station, concerning proposed revisions to the current Solid Waste Program.

6. PUBLIC HEARING: Six Year Transportation Improvement Plan for 2027 Through 2032

The Public Hearing was postponed until July 27th due to technical difficulties affecting the Zoom portion of the meeting.

7. RESOLUTION 2026-1: A Resolution by the City Council of the City of South Bend Adopting the Six Year Transportation Improvement Plan for 2027 Through 2032

Action on the Resolution was deferred due to the postponement of the preceding Public Hearing.

8. DISCUSSION: Proposed increasement of Court Administrator position to 0.75 FTE and hiring a Trainee for 3 months to work alongside the current Court Administrator before they retire.

Council discussed the evolving staffing needs of the Municipal Court, including the proposed increase in hours and training requirements for a court employee.

9. DEPARTMENT HEAD REPORTS

Chief Stigall: Reported that the Fourth of July holiday weekend resulted in very few fireworks-related complaints, although one injury was reported. The Police Department's evidence room was equipped with a new refrigerator purchased through grant funding. Chief Stigall also advised that the State will be issuing updated requirements regarding e-bike operation, which will be shared with the public upon receipt.

Supervisor Houk: Reported that Public Works crews have responded to numerous water leaks due to recent weather changes. He also announced that the City was awarded an RMSA safety grant to improve and level the loading bay at the Water Treatment Plant.

10. MAYOR'S REPORT - None

9. PUBLIC COMMENT – CURRENT AGENDA ITEMS - None

10. COUNCIL COMMENTS - None

11. FUTURE AGENDA TOPICS - None

The meeting was adjourned at 5:58 PM to meet again on Monday July 27, 2026 for a regular council meeting at South Bend City Hall.

Bethany Barnard
Mayor

ATTEST: _____
David Johnson

**NOTICE OF PUBLIC HEARING
RE-SCHEDULED**

SIX-YEAR TRANSPORTATION IMPROVEMENT PLAN FOR 2027 THROUGH 2032

CITY OF SOUTH BEND

NOTICE IS HEREBY GIVEN that the public hearing has been re-scheduled and will be held in person and via zoom at the hour of 5:35 pm on July 27, 2026 as part of the city's regular council meeting.

To participate using your computer please use the following link:

<https://us02web.zoom.us/j/84328142832?pwd=fxrQdqnOW2gyEyACPnwjGr8booDuvW.1>

Meeting ID: 843 2814 2832

Passcode: 790137

or to participate by phone please call 1-253-215-8782 and follow the prompts.

The purpose of the public hearing is to consider the Six-Year Transportation Improvement Plan for 2027 through 2032.

Written comments/requests may be submitted to the City Council in care of the:

Clerk/Treasurer's Office
City of South Bend
P.O. Drawer 9
South Bend, Washington 98586-0009
Phone: (360) 875-5571
Email: david.johnson@southbend-wa.gov

Comments/requests must be received no later than 4:00 pm July 27, 2026 to be considered.

Publish: July 22nd

CITY OF SOUTH BEND: SIX-YEAR TRANSPORATION IMPROVEMENT PLAN (2027 THROUGH 2032)

STIP Year	Project Title	Project Description	Agency	County	WSDOT Region	Road Name	Priority Number	Begin Termini	End Termini	Total Project Length (feet)	Total Estimated Cost	Phase Start Year	State Funds	Local Funds
2026	Water Street	Road reconstruction. Storm drainage.	South Bend	Pacific	SW	Water Street	1	SR 101	Adams Street	540	\$692,000	2027	\$657,400	\$34,600
2026	Second Street	Road reconstruction. Storm drainage.	South Bend	Pacific	SW	Second Street	2	Monroe Street	Quincy Street	265	\$340,000	2028	\$323,000	\$17,000
2026	Cowlitz Ave.	Road reconstruction. Storm drainage.	South Bend	Pacific	SW	Cowlitz Ave.	3	Quincy Street	Jackson Street	635	\$814,000	2029	\$773,300	\$40,700
2026	W. Cowlitz Ave.	Road reconstruction. Storm drainage.	South Bend	Pacific	SW	W. Cowlitz Ave.	4	Memorial	Cedar Street	225	\$288,000	2030	\$273,600	\$14,400
2026	W. Cowlitz Ave.	Road reconstruction. Storm drainage.	South Bend	Pacific	SW	W. Cowlitz Ave.	4	Cedar Street	Ferry Street	690	\$886,000	2030	\$841,700	\$44,300
2026	W. Second Street	Road reconstruction. Storm drainage.	South Bend	Pacific	SW	W. Second Street	5	Kendrick Street	West End of Road	1,270	\$1,627,000	2031	\$1,545,700	\$81,300
2026	B Street	Road reconstruction. Storm drainage.	South Bend	Pacific	SW	B Street	6	3rd Street	First Street	735	\$942,000	2032	\$894,900	\$47,100
2026	3rd Street	Road reconstruction. Storm drainage.	South Bend	Pacific	SW	3rd Street	7	A Street	B Street	320	\$412,000	2032	\$391,400	\$20,600

RESOLUTION #2026-01

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SOUTH BEND ADOPTING THE SIX-YEAR TRANSPORTATION IMPROVEMENT PLAN FOR 2027 THROUGH 2032

WHEREAS, the laws of 1067 of the State of Washington, Chapter 82 Extraordinary Session require the publication and notice of hearing for adoption of the Revised Six-Year Transportation Improvement Plan (TIP) for municipalities, and

WHEREAS, the City of South Bend, Washington, a municipal corporation, desires to adopt a Revised Six-Year Transportation Improvement Plan for 2027 – 2032, listed below, and

WHEREAS, notice of the public hearing was duly published in the Willapa Harbor Herald, setting the public hearing for the adoption of the 2027 – 2032 Six-Year Transportation Improvement Plan; and

WHEREAS, the date of the public hearing for the adoption of such Six-Year Transportation Improvement Plan was July 27, 2026

NOW, THEREFORE BE IT RESOLVED, that the 2027-2032 Six-Year Transportation Improvement Plan for the said City as set forth below is hereby adopted.

PROPOSED PROJECT SCHEDULE

2027

WATER STREET ROAD RECONSTRUCTION AND STORM IMPROVEMENTS, ADD SIDEWALK ON ONE SIDE OF ROADWAY (U.S. ROUTE 101 TO ADAMS STREET)

2028

SECOND STREET RECONSTRUCTION AND STORM IMPROVEMENTS (MONROE STREET TO QUINCY STREET)

2029

COWLITZ AVENUE RECONSTRUCTION AND STORM IMPROVEMENTS (QUINCY STREET TO JACKSON STREET)

2030

W. COWLITZ AVENUE RECONSTRUCTION AND STORM IMPROVEMENTS (MEMORIAL AVENUE TO CEDAR STREET)

W. COWLITZ AVENUE RECONSTRUCTION AND STORM IMPROVEMENTS (CEDAR STREET TO FERRY STREET)

2031

W. SECOND STREET RECONSTRUCTION AND STORM IMPROVEMENTS (KENDRICK STREET TO WEST END OF ROAD)

2032

B STREET RECONSTRUCTION AND STORM IMPROVEMENTS (3RD STREET TO FIRST STREET)

3RD STREET RECONSTRUCTION AND STORM IMPROVEMENTS (A STREET TO B STREET)

Upon motion made for the adoption of this resolution, the following vote was cast by the City Council of the City of South Bend, July 27, 2026:

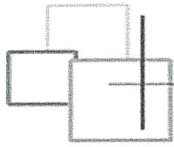
Ayes - 0

Noes - 0

Absent - 0

Bethany Barnard, Mayor

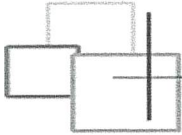
AUTHENTICATED BY: _____
David Johnson, Clerk/Treasurer



Expenditure

Starting Account Number: 001-000-000-512-50-10-00 Salaries & Wages
Ending Account Number: 001-000-000-512-50-43-00 Training/Travel
Period: 2026 - June

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
Current Expense						
Expenditure						
General Government Services						
Judicial						
Municipal Court						
001-000-000-512-50-10-00	Salaries & Wages	\$1,400.00	\$28,108.20	\$50,400.00	55.77%	\$22,291.80
001-000-000-512-50-20-00	Benefits	\$108.71	\$3,362.91	\$6,600.00	50.95%	\$3,237.09
001-000-000-512-50-31-00	Office Supplies/Forms	\$121.11	\$728.48	\$2,000.00	36.42%	\$1,271.52
001-000-000-512-50-41-10	Contract Public Defender	\$1,000.00	\$6,000.00	\$12,000.00	50.00%	\$6,000.00
001-000-000-512-50-41-15	Contract Prosecutor	\$1,400.00	\$8,400.00	\$16,800.00	50.00%	\$8,400.00
001-000-000-512-50-41-30	Interpreter	\$0.00	\$455.00	\$2,000.00	22.75%	\$1,545.00
001-000-000-512-50-41-40	Miscellaneous Services	\$479.86	(\$783.55)	\$10,400.00	-7.53%	\$11,183.55
001-000-000-512-50-43-00	Training/Travel	\$0.00	\$0.00	\$3,300.00	0.00%	\$3,300.00
Total Municipal Court		\$4,509.68	\$46,271.04	\$103,500.00	44.71%	\$57,228.96
Total Judicial		\$4,509.68	\$46,271.04	\$103,500.00	44.71%	\$57,228.96
Total General Government Services		\$4,509.68	\$46,271.04	\$103,500.00	44.71%	\$57,228.96
Total Expenditure		\$4,509.68	\$46,271.04	\$103,500.00	44.71%	\$57,228.96
Total Current Expense		\$4,509.68	\$46,271.04	\$103,500.00	44.71%	\$57,228.96
Grand Totals		\$4,509.68	\$46,271.04	\$103,500.00	44.71%	\$57,228.96



Projected Expenditure Salary / Wages / Benefits

Starting Account Number: 001-000-000-512-50-10-00 Salaries & Wages

Account Number	Title	Period	Fiscal	Budget	% of Total	Balance
Current Expense						
Expenditure						
General Government Services						
Judicial						
Municipal Court						
001-000-000-512-50-10-00	Salaries & Wages		\$59,348.20	\$50,400.00	118.00%	(\$8,948.20)
001-000-000-512-50-20-00	Benefits		\$13,362.91	\$6,600.00	202.00%	(\$6,762.91)

New Hire Aug 1 to Dec 31 2026 @ 23.45 Hr

Wages - \$15,240.00

*Benefits - \$4,880

Court Clerk to Oct 31 2026 @ 30.77 Hr

Wages - \$16,000

*Benefits - \$5,120

*Full-Time Benefits