

**GOLDENDALE CITY COUNCIL
REGULAR MEETING
DATE November 7, 2022
7:00 PM**

NOTE: THIS MEETING IS BEING HELD IN PERSON OR CAN BE ACCESSED REMOTELY BY TELEPHONE AND ZOOM VIDEO. TO PARTICIPATE VIA ZOOM, YOU WILL NEED TO CALL 415-762-9988. THE MEETING ID NUMBER IS 373 290 5204. YOU WILL BE ABLE TO CALL IN AT 6:45. YOU CAN FIND THE INSTRUCTIONS FOR ZOOM ON THE WEBSITE.

- A. Call to Order
 - 1. Pledge of Allegiance
- B. Roll Call
- C. Public Hearing
- D. Agenda
 - 1. Approval of Agenda
 - 2. Consent Agenda
 - a. Approval of Minutes
 - b. Claims
 - c. Payroll
 - d. Other
- E. Presentations
- F. Department Reports
- G. Council Business
 - 1. TDJ CPA Incorporated Service Agreement
 - 2. Administrator request for consideration
 - 3. GMC Chapter 2.04 City Council Discussion
- H. Resolutions
- I. Ordinances
 - 1. Ordinance #1519
- J. Report of Officers - Council, Mayor
- K. Public Comment – 3 Minute Limit (GMC 2.04.140 Public Comment shall adhere to the business on the agenda ONLY)
- L. Executive Session
- M. Adjournment

NEXT REGULAR COUNCIL MEETING WILL BE ON NOVEMBER 21, 2022 AT 7:00 PM.

AGENDA TITLE: CONSENT AGENDA

DATE: November 7, 2022

ACTION REQUIRED:

ORDINANCE _____ COUNCIL INFORMATION X
RESOLUTION _____ OTHER _____
MOTION X

EXPLANATION:

The consent agenda includes the following:
Minutes of the October 10, 2022 Budget Workshop Council meeting, October 17, 2022 regular council meeting, October 20, 2022 Budget Workshop Council Meeting, second pay period October checks #56218 – 56225, 901516 – 90151, direct deposit 10/21/2022 in the amount of \$118,622.73, November 7, 2022 claims checks #56188, 56216 – 56284, 901514 - 901519 in the amount of \$437,494.45.

FISCAL IMPACT:

Payroll checks in the amount of \$118,622.73, claims checks in the amount of \$437,494.45.

ALTERNATIVES:

Approve the consent agenda.
Remove certain items from the consent agenda for further discussion.

STAFF RECOMMENDATION:

Approve the consent agenda

MOTION:

I MOVE TO APPROVE THE CONSENT AGENDA.

**GOLDENDALE CITY COUNCIL
Budget Workshop Meeting
OCTOBER 10, 2022
7:00 PM**

Mayor Michael Canon called to order the budget workshop meeting of the Goldendale City Council followed by the Pledge of Allegiance.

ROLL CALL

Council Present: Mayor Michael A Canon (Not voting), Council Member Andy Halm, Council Member Ellie Casey, Council Member Dave Jones, Council Member Miland Walling, Council Member Steve Johnston, Council Member Filiberto Ontiveros

Staff Present (Not Voting): Clerk Treasurer Sandy Wells, City Administrator Patrick Munyan, Fire Department Assistant Chief Steven Randall, Fire Chief Noah Halm

Motion: I move to excuse Council Member Loren Meagher, **Action:** Motion, **Moved by** Council Member Andy Halm, **Seconded by** Council Member Ellie Casey
Motion Passed Unanimously

AGENDA

Motion: I move to approve the agenda, **Action:** Motion, **Moved by** Council Member Steve Johnston, **Seconded by** Council Member Andy Halm.
Motion Passed Unanimously.

2023 Budget Workshop

The council went over the preliminary current budget numbers and discussed where the city is at for the 2023 Budget.

The next budget workshop meeting will be held Thursday October 20, 2022

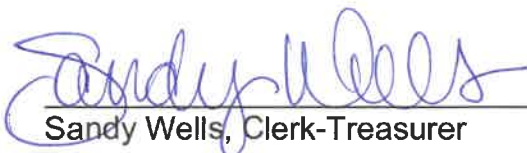
ADJOURNMENT

8:10 PM

Motion: I motion to Adjourn the meeting, **Action:** Motion, **Moved by** Council Member Andy Halm, **Seconded by** Council Member Ellie Casey.
Motion passed unanimously.



Michael A Canon, Mayor



Sandy Wells, Clerk-Treasurer

**GOLDENDALE CITY COUNCIL
REGULAR MEETING
October 17, 2022
7:00 PM**

Mayor Michael Canon called to order the regular meeting of the Goldendale City Council followed by the Pledge of Allegiance.

ROLL CALL

Council Present: Mayor Michael A Canon (Not voting), Council Member Andy Halm, Council Member Ellie Casey, Council Member Dave Jones, Council Member Miland Walling, Council Member Steve Johnston, Council Member Filiberto Ontiveros, Loren Meagher

Staff Present (Not Voting): City Administrator Patrick Munyan, Clerk Treasurer Sandy Wells, Police Chief Jay Hunziker, Fire Chief Noah Halm, Assistant Fire Chief Steven Randall

PUBLIC HEARING

ORDINANCE #1519 amending the Goldendale Municipal Code (GMS) Chapter 17.08 Single family residential sections 17.08.030 and 17.08.060, chapter 17.10 two family residential section 17.10.060, chapter 17.12 multi-family residential section 17.12.06, chapter 17.14 suburban residential, sections 17.14.030, 17.14.060, and chapter 17.16 Rural Residential, sections 17.16.030 and 17.16.060

No Comments on Public Hearing
Public Hearing Closed

AGENDA AND CONSENT AGENDA

Mayor Michael Canon would like to add additional item to the agenda. We will be adding C1 Public Hearing for Ordinance number 1519.

Motion: I move to amend tonight's agenda to include an agenda item C1 Public Hearing for Ordinance number 1519, **Action:** Motion, **Moved by** Council Member Andy Halm, **Seconded by** Council Member Loren Meagher.
Motion Passed Unanimously

Motion: I move to approve the agenda, **Action:** Motion, **Moved by** Council Member Dave Jones, **Seconded by** Council Member Andy Halm.
Motion Passed Unanimously.

Motion: I move to approve the consent agenda, **Action:** Motion, **Moved by** Council Member Miland Walling, **Seconded by** Council Member Andy Halm.
Motion Passed Unanimously.

PRESENTATIONS

Klickitat County Court Service & Probation Service Contract by Commissioner Jacob Anderson, Commissioner Anderson gave a presentation to the council regarding raising the East District Court costs from \$13,860.54 to \$67,423.00 for next year's court fees.

Information only – No Motion

DEPARTMENT REPORTS

City Administrator Patrick Munyan, the public works crew is working on a broken water line on NW High Street. The Airport project is underway. The agreement for the project, the public works crew is going to do all the digging for the electrical work. We were getting about a hundred feet a day and now we are only getting 15 feet day. We have hit solid rock. We are going to keep digging slowly so we don't damage the taxiway. On the Byars Street Project, we have put the sidewalk in. We will also be replacing the sidewalk next to State Farm Insurance Co. The sidewalk was replaced by the owner and didn't meet the ADA requirements, so we are going to replace it and bill the property for the replacement.

Fire Chief Noah Halm, the Goldendale Fire Department had a visit from the 1st graders. We have rented out our brush truck to another fire department. Burn ban is still in effect.

Police Chief Jay Hunziker, we are still advertising for a lateral police officer. GPD ordered a new police car, and it has been delayed for about another month. They are waiting for parts.

COUNCIL BUSINESS

West Broadway Parking by Pat Munyan, traffic safety concerns surrounding on street parking on West Broadway Street have been brought forward to me. The primary concerns brought to the attention of the staff are line of sight issues when trying to turn onto Broadway; and width of travel lane be too narrow to allow on street parking. Currently East Broadway Street does not allow on street parking because of the same safety concerns. We need to look at options to allow one sided street parking or no street parking like there is on East Broadway.

Motion: I move to start the process to have no parking on either side of West Broadway, **Action:** Motion, **Moved by** Council Member Loren Meagher, **Seconded by** Council Member Steve Johnston.
Motion Passed Unanimously.

REPORT OF OFFICERS

Council Member Loren Meagher, I wanted to note that Byars Street looks great with the sidewalk in.

Council Member Dave Jones, I wanted to say that the council meetings are about customer service. I think that public comment should be about any topic, and we should change the ordinance regarding our Agenda. Council member Andy Halm agrees with Dave Jones about changing the agenda.

Council Member Filiberto Ontiveros, agreed with Dave about letting public comment be about any topic. AWC has several committees that need to be filled.

Council Member Miland Walling, we applied for \$2 million dollars earmarked money for the solid waste treatment plant. We were still considered after the 1st phase but during the 2nd phase, Senator Murray's office called and said we were not approved. They said to try again next year, and we would probably be approved but there is no guarantee.

Mayor Mike Canon, Miland Walling and I will be attending a small airport meeting. They will be talking about funding for the airport. I think the meetings have been going better now that we have the new system that we must speak one at a time.

PUBLIC COMMENT

Larry Hctor, Goldendale – Dave I want to thank you for your comment about public comment. I agree that the public should have a say about ideas not on the agenda. I also wanted to make a comment about the no parking on west Broadway. The reason that East Broadway was no parking was because in the 1970's, highway 97 went through town and turned onto East Broadway. So, there was no parking on the street. When you are considering line of site issues regarding safety, I would like you to look at the corner of East Collins and Simcoe drive.

ADJOURNMENT

8:15 PM

Motion: I motion to Adjourn the meeting, Action: Motion, Moved by Council Member Andy Halm, Seconded by Council Member Ellie Casey.

Motion passed unanimously.



Michael A Canon, Mayor



Sandy Wells, Clerk-Treasurer

**GOLDENDALE CITY COUNCIL
BUDGET WORKSHOP MEETING
OCTOBER 20, 2022
7:00 PM**

Mayor Pro Tem Andy Halm called to order the budget workshop meeting of the Goldendale City Council followed by the Pledge of Allegiance.

ROLL CALL

Council Present: Mayor Pro Tem Andy Halm, Council Member Ellie Casey, Council Member Dave Jones, Council Member Loren Meagher

Staff Present (Not Voting): Clerk Treasurer Sandy Wells, City Administrator Patrick Munyan, Fire Department Assistant Chief Steven Randall, Fire Chief Noah Halm, Police Chief Jay Hunziker

Motion: I move to excuse Council Member Steve Johnston, Council Member Miland Walling, Council Member Filiberto Ontiveros, **Action:** Motion, **Moved by** Council Member Andy Halm, **Seconded by** Council Member Ellie Casey
Motion Passed Unanimously

AGENDA

Motion: I move to approve the agenda, **Action:** Motion, **Moved by** Council Member Dave Jones, **Seconded by** Council Member Loren Meagher.
Motion Passed Unanimously.

6:13 pm – Council Member Filiberto Ontiveros showed up to the meeting


2023 Budget Workshop

The council went over the preliminary current budget numbers and discussed where the city is at for the 2023 Budget.

ADJOURNMENT

7:26 PM

Motion: I motion to Adjourn the meeting, **Action:** Motion, **Moved by** Council Member Ellie Casey, **Seconded by** Council Member Loren Meagher.
Motion passed unanimously.

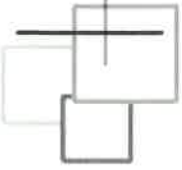


Michael A Canon, Mayor



Sandy Wells, Clerk-Treasurer

Register



Fiscal: 2022
 Deposit Period: 2022 - Oct 2022
 Check Period: 2022 - Oct 2022 - 2nd Council Oct 2022

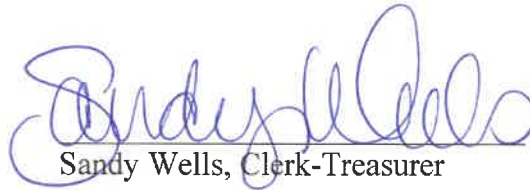
| Number | Name | Print Date | Clearing Date | Amount |
|----------------------------|--|------------|---------------|--------------|
| Columbia State Bank | | | | |
| <u>56188</u> | Check | | | |
| <u>56216</u> | WA St Dept of Licensing | 10/6/2022 | | \$54.00 |
| <u>56217</u> | Centurylink NC | 10/17/2022 | | \$37.01 |
| <u>56218</u> | US Bank | 10/19/2022 | | \$5,054.42 |
| <u>56219</u> | Johnston, Steve | 10/25/2022 | | \$45.76 |
| <u>56220</u> | American Family Life | 11/7/2022 | | \$466.17 |
| <u>56221</u> | Deferred Comp Program | 11/7/2022 | | \$575.00 |
| <u>56222</u> | Dept of Labor & Industries | 11/7/2022 | | \$2,076.62 |
| <u>56223</u> | Dept of Retirement | 11/7/2022 | | \$10,628.66 |
| <u>56224</u> | Employment Security | 11/7/2022 | | \$144.37 |
| <u>56225</u> | Vimly Benefit Solutions Inc | 11/7/2022 | | \$34,138.94 |
| <u>56226</u> | Washington State Support Registry | 11/7/2022 | | \$337.50 |
| <u>56227</u> | Cresline Construction Co. LLC | 10/24/2022 | | \$155,176.53 |
| <u>56228</u> | ASET Advanced Security & Electrical Technology Inc | 11/7/2022 | | \$112.88 |
| <u>56229</u> | Aspect Consulting LLC | 11/7/2022 | | \$2,345.00 |
| <u>56230</u> | AT&T Mobility | 11/7/2022 | | \$88.18 |
| <u>56231</u> | Avista Utilities | 11/7/2022 | | \$106.06 |
| <u>56232</u> | Bishop Sanitation Inc | 11/7/2022 | | \$129.00 |
| <u>56233</u> | Bohn's Printing | 11/7/2022 | | \$13.46 |
| <u>56234</u> | Carquest Auto Parts | 11/7/2022 | | \$172.99 |
| <u>56235</u> | Cascade Fire & Safety | 11/7/2022 | | \$3,343.82 |
| <u>56236</u> | Centurylink AZ | 11/7/2022 | | \$90.12 |
| <u>56237</u> | Class 5 | 11/7/2022 | | \$765.63 |
| <u>56238</u> | Clifford & Martin Inc | 11/7/2022 | | \$47.78 |
| <u>56239</u> | David Brotherton | 11/7/2022 | | \$463.50 |
| <u>56240</u> | Day Management Corporation DBA: Day Wireless Systems | 11/7/2022 | | \$92.67 |
| <u>56241</u> | Enviro-Clean Equipment Inc | 11/7/2022 | | \$1,148.70 |
| <u>56242</u> | Eurofins-Cascade Analytical | 11/7/2022 | | \$117.00 |
| <u>56243</u> | Ferguson Portland Waterworks #3011 | 11/7/2022 | | \$15,280.34 |
| <u>56244</u> | FileOnQ Inc | 11/7/2022 | | \$1,075.65 |
| <u>56245</u> | Goldendale City of | 11/7/2022 | | \$163.46 |
| <u>56246</u> | Goldendale Motorsports Assoc | 11/7/2022 | | \$4,922.41 |
| <u>56247</u> | Goldendale Sentinel | 11/7/2022 | | \$52.49 |
| <u>56248</u> | Goldendale Tire Center | 11/7/2022 | | \$684.08 |
| <u>56249</u> | Goldendale Veterinary Clinic | 11/7/2022 | | \$1,271.16 |

| Number | Name | Print Date | Clearing Date | Amount |
|---------------------------------|-------------------------------------|------------|---------------|--------------|
| 56249 | Gorge Networks | 11/7/2022 | | \$804.64 |
| 56250 | Gwendolyn L Grundei | 11/7/2022 | | \$5,500.00 |
| 56251 | Hattenhauer Energy Co LLC | 11/7/2022 | | \$3,314.83 |
| 56252 | Inland Environmental Resources Inc | 11/7/2022 | | \$3,507.19 |
| 56253 | Joseph or Allison Betzing | 11/7/2022 | | \$88.92 |
| 56254 | Klickitat CO Health Dept | 11/7/2022 | | \$140.00 |
| 56255 | Krystal L Smith | 11/7/2022 | | \$1,475.00 |
| 56256 | Larry Bellamy | 11/7/2022 | | \$3,200.00 |
| 56257 | Les Schwab Tire Center | 11/7/2022 | | \$116.70 |
| 56258 | Lori Lynn Hocht Attorney at Law | 11/7/2022 | | \$2,290.00 |
| 56259 | Michael A Canon | 11/7/2022 | | \$231.64 |
| 56260 | Mid-American Research Chemical | 11/7/2022 | | \$428.94 |
| 56261 | Miland Walling | 11/7/2022 | | \$35.76 |
| 56262 | Optimist Printers | 11/7/2022 | | \$446.13 |
| 56263 | Peterson CAT | 11/7/2022 | | \$324.12 |
| 56264 | Pioneer Surveying & Engineering Inc | 11/7/2022 | | \$28,001.27 |
| 56265 | Precision Service and Electric LLC | 11/7/2022 | | \$2,864.88 |
| 56266 | Quadient Leasing USA Inc | 11/7/2022 | | \$383.78 |
| 56267 | Radcomp Technologies | 11/7/2022 | | \$9,214.06 |
| 56268 | Republic Services Inc | 11/7/2022 | | \$755.19 |
| 56269 | Resources NW Inc | 11/7/2022 | | \$101.47 |
| 56270 | RH2 Engineering Inc | 11/7/2022 | | \$19,363.56 |
| 56271 | Richard Orthmann | 11/7/2022 | | \$42.59 |
| 56272 | Sandy Wells | 11/7/2022 | | \$206.64 |
| 56273 | Shelly Enderby | 11/7/2022 | | \$206.64 |
| 56274 | Simcoe Construction Inc | 11/7/2022 | | \$10,535.00 |
| 56275 | Sound Water Services | 11/7/2022 | | \$3,216.00 |
| 56276 | The Watershed Company | 11/7/2022 | | \$565.00 |
| 56277 | Verax Chemical Company | 11/7/2022 | | \$340.78 |
| 56278 | Verizon Wireless | 11/7/2022 | | \$518.83 |
| 56279 | Vic's Auto & Supply | 11/7/2022 | | \$86.12 |
| 56280 | Vision Municipal Solutions LLC | 11/7/2022 | | \$973.41 |
| 56281 | WA St Auditor | 11/7/2022 | | \$1,102.95 |
| 56282 | WA St Dept of Transportation | 11/7/2022 | | \$1,565.25 |
| 56283 | WA St Treasurer | 11/7/2022 | | \$3,098.79 |
| 56284 | WABO WA Assoc Bldg Official | 11/7/2022 | | \$95.00 |
| 901514 | HSA Bank Employee Plan Funding | 10/14/2022 | | \$11,862.63 |
| 901515 | WA St Dept of Revenue | 10/31/2022 | | \$154.08 |
| 901516 | City of Goldendale | 10/25/2022 | | \$19,042.06 |
| 901517 | Employment Security - PFML | 10/25/2022 | | \$320.83 |
| 901518 | WA St Dept of Revenue | 11/7/2022 | | \$8,662.39 |
| 901519 | Invoice Cloud | 11/7/2022 | | \$243.20 |
| 901519 | Payroll Vendor | 10/25/2022 | | \$50,846.82 |
| Direct Deposit Run - 10/21/2022 | | | | |
| | | | Total | Check |
| | | | Total | 20016310 |
| | | | Grand Total | \$437,494.45 |
| | | | Grand Total | \$437,494.45 |
| | | | Grand Total | \$437,494.45 |

**CITY OF GOLDENDALE
CLAIMS REGISTER**

I, the undersigned, do hereby certify that the materials have been furnished, the services rendered, or the labor performed as shown on Check numbers 56188, 56216 through 56284, 901514 - 901519 in the amount of \$437,494.45, and unpaid obligations against the City of Goldendale, Washington and that I am authorized to certify said claims.

DATED this 2nd day of November 2022.


Sandy Wells, Clerk-Treasurer

Register Activity

Fiscal: 2022
 Period: 2022 - Oct 2022
 Council Date: 2022 - Oct 2022 - 2nd Council Oct 2022

| Reference | Date | Amount | Notes |
|---|--|--|--|
| Reference Number: 56188 Invoice - 10/6/2022 1:53:23 PM | WA St Dept of Licensing 10/6/2022 | \$54.00 \$54.00 | CDL License |
| Reference Number: 56216 Invoice - 10/17/2022 6:17:24 PM | Centurylink NC 10/6/2022 | \$37.01 \$37.01 | Phone Service |
| Reference Number: 56217 October Statement 2022 | US Bank 9/7/2022 | \$5,054.42 \$5,054.42 | Credit Card |
| Reference Number: 56226 Invoice - 10/24/2022 4:46:43 PM | Crestline Construction Co. LLC 9/1/2022 | \$155,176.53 \$155,176.53 | Byars Street Improvement Project |
| Reference Number: 56227 8792 | ASET Advanced Security & Electrical Technology Inc 10/28/2022 | \$112.88 \$112.88 | Dialer Settings Labor |
| Reference Number: 56228 4827Z 48278 | Aspect Consulting LLC 10/14/2022 10/14/2022 | \$2,345.00 \$1,013.25 \$1,331.75 | Well Analysis Grant Application |
| Reference Number: 56229 287258483135x10182022 | AT&T Mobility 10/10/2022 | \$88.18 \$88.18 | WWTP Wifi |
| Reference Number: 56230 Invoice - 11/1/2022 4:10:48 PM | Avista Utilities 10/11/2022 | \$106.06 \$106.06 | Gas Utilities |
| Reference Number: 56231 A-121502 | Bishop Sanitation Inc 10/19/2022 | \$129.00 \$129.00 | Airport porta potty rental |
| Reference Number: 56232 86314 | Bohn's Printing 10/28/2022 | \$13.46 \$13.46 | Copies rental |
| Reference Number: 56233 4993-622991 4993-623440 4993-623719 4993-623740 4993-623918 | Carquest Auto Parts 10/18/2022 10/21/2022 10/24/2022 10/24/2022 10/26/2022 | \$172.99 \$12.12 \$21.34 \$23.06 \$22.79 \$20.18 | Belt UPS Shipping Blade, Headlight Knob Oscillating Fan UPS Shipping |

| Reference | Date | Amount | Notes |
|--|---|---|--|
| Reference Number: 56233 4993-623944 | Carquest Auto Parts 10/26/2022 | \$172.99 \$73.50 | Seat Covers |
| Reference Number: 56234 16105 | Cascade Fire & Safety 9/23/2022 | \$3,343.82 \$3,343.82 | 75 Gallon Poly Tank |
| Reference Number: 56235 Invoice - 11/1/2022 4:21:12 PM | Centurylink AZ 10/1/2022 | \$90.12 \$90.12 | phone service |
| Reference Number: 56236 143057 | Class 5 10/14/2022 | \$765.63 \$765.63 | Phone service |
| Reference Number: 56237 1048997 1051609 | Clifford & Martin Inc 9/27/2022 9/30/2022 | \$47.78 \$34.88 \$12.90 | Water Cooler Rental |
| Reference Number: 56238 22110104 | David Brotherton 11/1/2022 | \$463.50 \$463.50 | Radio Troubleshooting |
| Reference Number: 56239 INV745520 | Day Management Corporation DBA: Day Wireless Systems 10/3/2022 | \$92.67 \$92.67 | Radio Trouble Shooting, Antenna |
| Reference Number: 56240 22-58635 | Enviro-Clean Equipment Inc 10/11/2022 | \$1,148.70 \$1,148.70 | sweeper Broom |
| Reference Number: 56241 2209257 2209258 | Eurofins-Cascade Analytical 9/9/2022 9/9/2022 | \$117.00 \$78.00 \$39.00 | Lab Testing Lab Testing |
| Reference Number: 56242 1146694 1146838 1146882 1146961 1146974 1147061 | Ferguson Portland Waterworks #3011 10/19/2022 10/28/2022 10/14/2022 10/11/2022 10/14/2022 10/24/2022 | \$15,280.34 \$1,654.43 \$11,403.73 \$593.40 \$200.22 \$933.03 \$495.53 | PVC Coupling Water Supplies Water Supplies Brass Bushing Saddles meter Coupling |
| Reference Number: 56243 10399 | FileOnQ Inc 11/2/2022 | \$1,075.65 \$1,075.65 | Softward Maintenance |
| Reference Number: 56244 22-224 | Goldendale City of 10/25/2022 | \$163.46 \$163.46 | Bulk Water |

| Reference | Date | Amount | Notes |
|--|--|--|--|
| Reference Number: 56245 <u>2203</u> | Goldendale Motorsports Assoc 11/1/2022 | \$4,922.41 | Maryhill Car Show Reimbursement |
| Reference Number: 56246 <u>155448</u> | Goldendale Sentinel 10/5/2022 | \$52.49 | Public Hearing |
| Reference Number: 56247 <u>105866</u> <u>105929</u> <u>106179</u> | Goldendale Tire Center 10/6/2022 10/10/2022 10/24/2022 | \$684.08 \$104.28 \$15.59 \$564.21 | Flat Tire Repair, Stem, O'ring Flat Repair Battery |
| Reference Number: 56248 <u>152154</u> <u>152155</u> | Goldendale Veterinary Clinic 10/6/2022 10/6/2022 | \$1,271.16 \$561.16 \$710.00 | 5 Dogs / Dollar Board Nancy Brewer Euthanize , Board |
| Reference Number: 56249 <u>I-1870258</u> | Gorge Networks 10/19/2022 | \$804.64 | Internet |
| Reference Number: 56250 <u>Invoice - 11/1/2022 5:19:38 PM</u> | Gwendolyn L Grundei 10/31/2022 | \$5,500.00 | prosecution Services |
| Reference Number: 56251 <u>CL06592</u> | Hattenhauer Energy Co LLC 10/31/2022 | \$3,314.83 | Fuel |
| Reference Number: 56252 <u>2022-1357</u> | Inland Environmental Resources Inc 10/12/2022 | \$3,507.19 | Magnesium Hydroxide |
| Reference Number: 56253 <u>Invoice - 11/1/2022 5:22:28 PM</u> | Joseph or Allison Betzing 10/5/2022 | \$88.92 | Credit on Water Bill |
| Reference Number: 56254 <u>INV00010-1022</u> | Klickitat CO Health Dept 10/31/2022 | \$140.00 | Bateria Sample Testing |
| Reference Number: 56255 <u>Invoice - 11/1/2022 5:25:19 PM</u> | Krystal L Smith 11/1/2022 | \$1,475.00 | Janitorial Services |
| Reference Number: 56256 <u>10/03/2022</u> <u>Invoice - 11/1/2022 5:27:34 PM</u> | Larry Bellamy 10/3/2022 10/23/2022 | \$3,200.00 \$1,600.00 \$1,600.00 | Consultant Consultant |
| Reference Number: 56257 <u>34800289809</u> <u>34800290449</u> | Les Schwab Tire Center 10/25/2022 11/1/2022 | \$116.70 \$56.52 \$60.18 | Fiat Repair, Radial Repair Wiper Blade |

| Reference | Date | Amount | Notes |
|---------------------------------------|------------|--------------------|---|
| Reference Number: 56258 | | \$2,290.00 | |
| <u>1A0184669</u> | 10/3/2022 | \$315.00 | Scott Woolley |
| <u>1A0624258</u> | 10/3/2022 | \$312.50 | Nicholas Ford |
| <u>1A0624260</u> | 10/3/2022 | \$525.00 | Nicholas George |
| <u>1A0702585</u> | 10/3/2022 | \$150.00 | Randy Upton |
| <u>2A0117194</u> | 10/3/2022 | \$190.00 | Willy Berch |
| <u>2A0153646</u> | 10/3/2022 | \$307.50 | Santanus Columcus |
| <u>2A0153651</u> | 10/3/2022 | \$142.50 | Cody Cook |
| <u>2A0365346</u> | 10/4/2022 | \$347.50 | Misty Sheppard |
| Reference Number: 56259 | | \$231.64 | |
| <u>Invoice - 11/1/2022 5:39:20 PM</u> | 10/18/2022 | \$231.64 | Travel, Meal |
| Reference Number: 56260 | | \$428.94 | |
| <u>0773118-IN</u> | 9/30/2022 | \$428.94 | Wasp & Hornet Killer, Siliconized Release Agent |
| Reference Number: 56261 | | \$35.76 | |
| <u>Invoice - 11/1/2022 5:41:13 PM</u> | 10/19/2022 | \$35.76 | Meal |
| Reference Number: 56262 | | \$446.13 | |
| <u>55985</u> | 10/14/2022 | \$41.93 | Correction Notice |
| <u>55986</u> | 10/27/2022 | \$404.20 | Building Permit |
| Reference Number: 56263 | | \$324.12 | |
| <u>PC 160058795</u> | 10/19/2022 | \$324.12 | Excavator Parts |
| Reference Number: 56264 | | \$28,001.27 | |
| <u>22-902-17</u> | 9/23/2022 | \$20,271.27 | Byars Ave improvement |
| <u>22-903-2</u> | 9/23/2022 | \$370.00 | EPA Water |
| <u>22-904</u> | 9/23/2022 | \$1,375.00 | Tib Application |
| <u>22-905-1</u> | 9/23/2022 | \$4,740.00 | Public Works Trust Fund |
| <u>22-906-1</u> | 9/23/2022 | \$1,245.00 | Grant Stigreet Side Walk |
| Reference Number: 56265 | | \$2,864.88 | |
| <u>1688</u> | 10/26/2022 | \$2,864.88 | Chlorine Pump Room, PTAC Unit |
| Reference Number: 56266 | | \$383.78 | |
| <u>N9628685</u> | 10/12/2022 | \$383.78 | Postage Machine Lease |
| Reference Number: 56267 | | \$9,214.06 | |
| <u>94452</u> | 8/4/2022 | \$9,214.06 | GPD Laptops & Car Docks |
| Reference Number: 56268 | | \$755.19 | |
| <u>0487000803807</u> | 10/31/2022 | \$755.19 | Garbage Service |

| Reference | Date | Amount | Notes |
|--------------------------------|-------------------------|-------------|--|
| Reference Number: 56269 | | | |
| Invoice - 11/1/2022 5:56:04 PM | Resources NW Inc | \$101.47 | |
| | 10/31/2022 | \$101.47 | Credit on Water Bill |
| Reference Number: 56270 | | | |
| 88040 | RH2 Engineering Inc | \$19,363.56 | |
| | 10/20/2022 | \$19,363.56 | WWTP Improvements |
| Reference Number: 56271 | | | |
| 7764343 - Oct 22 | Richard Orthmann | \$42.59 | |
| 7764343 - Sept 22 | 10/6/2022 | \$4.00 | Medician Refill |
| 7764345 - Sept 22 | 9/8/2022 | \$4.00 | Medician Refill |
| 7768524 - Oct 22 | 9/8/2022 | \$4.00 | Medician Refill |
| 7768524 - Sept 22 | 10/6/2022 | \$4.00 | Medician Refill |
| 7790264 - Oct 22 | 10/6/2022 | \$4.00 | Medician Refill |
| 7790264 - Sept 22 | 9/8/2022 | \$4.00 | Medician Refill |
| 7801981 - Aug 22 | 8/31/2022 | \$3.86 | Medician Refill |
| 7801981 - Oct 22 | 10/4/2022 | \$3.86 | Medician Refill |
| 7801982 | 8/31/2022 | \$4.00 | Medician Refill |
| 7802004 | 9/8/2022 | \$2.87 | Medician Refill |
| Reference Number: 56272 | | | |
| Invoice - 11/1/2022 6:05:22 PM | Sandy Wells | \$206.64 | |
| | 10/14/2022 | \$206.64 | Travel, vision conference |
| Reference Number: 56273 | | | |
| Invoice - 11/1/2022 6:15:19 PM | Shelly Enderby | \$206.64 | |
| | 10/14/2022 | \$206.64 | Travel Vision Conference |
| Reference Number: 56274 | | | |
| 20095 | Simcoe Construction Inc | \$10,535.00 | |
| | 10/19/2022 | \$10,535.00 | Demolition and clean up - 425 West Darland |
| Reference Number: 56275 | | | |
| 220926-1 | Sound Water Services | \$3,216.00 | |
| | 9/26/2022 | \$3,216.00 | Chlor Plus Briquettes |
| Reference Number: 56276 | | | |
| 2022-2530 | The Watershed Company | \$565.00 | |
| | 10/11/2022 | \$565.00 | Shoreline Master Program |
| Reference Number: 56277 | | | |
| 545Z | Verax Chemical Company | \$340.78 | |
| | 11/1/2022 | \$340.78 | Tool Box Wipers |
| Reference Number: 56278 | | | |
| 9917359951 | Verizon Wireless | \$518.83 | |
| 9917483491 | 10/27/2022 | \$360.09 | Police Vehicles |
| | 10/29/2022 | \$158.74 | Chlorination Station |
| Reference Number: 56279 | | | |
| 066324 | Vic's Auto & Supply | \$86.12 | |
| | 9/13/2022 | \$49.43 | Inverter |

| Reference | Date | Amount | Notes |
|---|---|-----------------------------------|--------------------------|
| Reference Number: 56279 <u>066987</u> | Vic's Auto & Supply 9/24/2022 | \$86.12 \$36.69 | Tarpstarp, tie down |
| Reference Number: 56280 09-11656 | Vision Municipal Solutions LLC 10/20/2022 | \$973.41 \$973.41 | Utility Billing Mailing |
| Reference Number: 56281 <u>L150511</u> | WA St Auditor 10/12/2022 | \$1,102.95 \$1,102.95 | Audit |
| Reference Number: 56282 <u>RE-313-ATB20919043</u> | WA St Dept of Transportation 10/27/2022 | \$1,565.25 \$1,565.25 | US97 Centerville Rd Vic |
| Reference Number: 56283 <u>Invoice - 11/1/2022 6:24:47 PM</u> | WA St Treasurer 11/1/2022 | \$3,098.79 \$3,098.79 | 3rd Quarter |
| Reference Number: 56284 <u>10460</u> | WABO WA Assoc Bldg Official 11/1/2022 | \$95.00 \$95.00 | Membership Renewal |
| Reference Number: 901514 <u>Invoice - 10/19/2022 4:04:09 PM</u> | HSA Bank Employee Plan Funding 10/14/2022 | \$11,862.63 \$11,862.63 | Plan Funding |
| Reference Number: 901515 <u>Invoice - 10/20/2022 1:09:39 PM</u> | WA St Dept of Revenue 10/31/2022 | \$154.08 \$154.08 | 3rd Quarter Leaseholding |
| Reference Number: 901518 <u>Invoice - 11/2/2022 11:16:03 AM</u> | WA St Dept of Revenue 11/2/2022 | \$8,662.39 \$8,662.39 | Excise Tax - October |
| Reference Number: 901519 <u>Invoice - 11/2/2022 12:47:21 PM</u> | Invoice Cloud 11/2/2022 | \$243.20 \$243.20 | Credit Card Fees |

Register



| Number | Name | Fiscal Description | Cleared | Amount |
|------------------------------------|-----------------------------------|--|---------|---------------------|
| 56218 | Johnston, Steve | 2022 - Oct 2022 - 2nd Council Oct 2022 | | \$45.76 |
| 56219 | American Family Life | 2022 - Oct 2022 - 2nd Council Oct 2022 | | \$466.17 |
| 56220 | Deferred Comp Program | 2022 - Oct 2022 - 2nd Council Oct 2022 | | \$575.00 |
| 56221 | Dept of Labor & Industries | 2022 - Oct 2022 - 2nd Council Oct 2022 | | \$2,076.62 |
| 56222 | Dept of Retirement | 2022 - Oct 2022 - 2nd Council Oct 2022 | | \$10,628.66 |
| 56223 | Employment Security | 2022 - Oct 2022 - 2nd Council Oct 2022 | | \$144.37 |
| 56224 | Vimly Benefit Solutions Inc | 2022 - Oct 2022 - 2nd Council Oct 2022 | | \$34,138.94 |
| 56225 | Washington State Support Registry | 2022 - Oct 2022 - 2nd Council Oct 2022 | | \$337.50 |
| 901516 | City of Goldendale | 2022 - Oct 2022 - 2nd Council Oct 2022 | | \$19,042.06 |
| 901517 | Employment Security - PFML | 2022 - Oct 2022 - 2nd Council Oct 2022 | | \$320.83 |
| Direct Deposit Run - 10/21/2022 | Payroll Vendor | 2022 - Oct 2022 - 2nd Council Oct 2022 | | \$50,846.82 |
| | | | | \$118,622.73 |

AGENDA BILL: G-1

AGENDA TITLE: TDJ CPA Incorporated Service Agreement

DATE: November 2, 2022

ACTION REQUIRED:

ORDINANCE _____ COUNCIL INFORMATION X
RESOLUTION _____ OTHER _____
MOTION X

EXPLANATION:

Whereas the City Council and City Administration both wish to simplify the budget documents to provide a comprehensive budget format. TDJ CPA Incorporated Service has provided a scope of work agreement for City Councils consideration. Scope of work will provide the following services.

- Assistance with balancing the prepared 2021 Schedule VI balance sheet. The Schedule-VI Balance Sheet provides the representation of the City of Goldendale’s financial position at any point in time in the Schedule VI format.
- Check calculations related to the modification of the W-3 form. The W-3 form is used to total up all parts of W-2 Form. Both forms are required to be filed together and sent to Social Security every year.
- Simplifying the budget to correlate with BARS numbers.

FISCAL IMPACT: The estimated fees to complete the provide scope of work will not exceed \$7,000.00.

ALTERNATIVES:

STAFF RECOMMENDATION: Staff recommends approval.

MOTION:

I MOVE TO AUTHORIZE THE CLERK TREASURER TO ENTER INTO THE SERVICE AGREEMENT WITH TDJ CPA INCORPORATED



Teresa D. Johnson CPA, Inc.

October 31, 2022

Sandy Wells, Clerk Treasurer
City of Goldendale
903 E Broadway
Goldendale, WA 98620

Dear Sandy:

Teresa D Johnson CPA, Inc (“firm,” “we,” “us,” or “our”) are pleased to provide the City of Goldendale (“you” or “your”) with the professional services described below. This letter and the attached *Terms and Conditions* and any other attachments incorporated herein (collectively, “Agreement”), confirms our understanding of the terms and objectives of our engagement and the nature and limitations of the services we will provide. The engagement between you and our firm will be governed by the terms of this Agreement.

Engagement Objective and Scope

The objectives of this engagement are to assist you with:

- Assistance with balancing the client prepared 2021 Schedule 6;
- Checking calculations related to the modification of the W-3 (changed from pay period to the pay date time frame); and
- Simplifying the budget to correlate with BARS numbers.

Our recommendations regarding procedures to be performed and the results of the procedures performed are dependent upon the accuracy and completeness of the representations and information that we receive from you. Accordingly, inaccurate, or incomplete representations could result in inaccurate findings or inappropriate recommendations, and critical recommendations may not be identified.

CPA Firm Responsibilities

We will perform our services in accordance with the *Statement on Standards for Consulting Services* issued by the American Institute of Certified Public Accountants (“AICPA”) including the ethical principles of integrity, objectivity, professional competence, and due care. Such services do not constitute an audit, review, or any other attestation service as those services are defined in AICPA literature applicable to such engagements. Accordingly, these services will not result in the issuance of a written communication to third parties by Teresa D Johnson, CPA Inc regarding financial data or internal controls, expressing an opinion or conclusion or obtaining or providing any form of assurance.

Our engagement does not include any procedures designed to detect errors, fraud, or theft. Therefore, our engagement cannot be relied upon to disclose such matters. In addition, we are not responsible for identifying or communicating deficiencies in your internal controls, unless otherwise specified in the scope of this Agreement. You are responsible for developing and implementing internal controls applicable to your operations.

Engagement Deliverables

We anticipate issuing the following deliverables in connection with our services:

- Modified Schedule 6 for 2021; and
- Simplification of budget account structure (BARS)

Draft deliverable(s) will be provided to you for review and comment, prior to final delivery.

Each deliverable will be provided to the Project Sponsor and other members of management, as applicable. Each deliverable is considered an internal report or deliverable that may be distributed as you determine to be appropriate for your needs.

The deliverable(s) presented as part of this engagement are only for the internal use of your management and the board of directors. It is not to be distributed to third parties, in whole or in part, or used for any other purpose.

After we provide you with the deliverables, we shall have no obligation to update or revise the observations or conclusions reflected in our deliverable(s), if new information, future events or changes in applicable laws and regulations affect the observations or conclusions reflected in those deliverables.

You understand and agree that our services may include advice and recommendations based upon our knowledge, training and experience, but at all times, the decisions related to implementation of the advice and recommendations are solely your responsibility. We encourage you to consider our recommendations and advice and implement what you believe is best for your company. If you ask us to assist you in implementing any advice or recommendation, we will confirm this representation in a separate engagement letter.

If, for any reason, we are unable to complete the engagement, we will not issue a deliverable(s).

Client Responsibilities

Your Support

We will require the support of your personnel to achieve timely completion of the engagement. Support includes, but is not limited to, the collection of all relevant documents (paper or electronic) and the scheduling of interviews and coordination of meetings. Failure to receive such support in a timely manner may negatively affect our ability to fulfill the scope requirements described above within the agreed-upon timeframe. Failure to provide such support in a timely manner may negatively affect our ability to fulfill the requirements in the *Engagement Objectives and Scope* and *Engagement Deliverables* within the agreed-upon timeframe.

PHONE

360.904.0972

EMAIL

TERESA@TDJCPA.COM

Project Management

You will designate a member of your management, who possesses suitable skill, knowledge, or experience, (the “Project Sponsor”) to oversee the services and conduct of this engagement, including coordination of your resources needed and review of draft deliverables. You authorize us to accept instructions from the Project Sponsor for this engagement.

The Project Sponsor is responsible for:

- maintaining appropriate oversight of our client service team;
- reviewing and approving the deliverables prepared by our firm during the engagement;
- reporting the results of our services within your reporting structure, including the board of directors or other governing body; and
- evaluating observations and recommendations that arise from the services.

You agree that your personnel assigned to this project are responsible for reviewing any draft deliverables provided by our firm on a timely basis.

Management Functions

Your management agrees to:

- make all management decisions and perform all management functions,
- evaluate the adequacy and results of the services performed;
- accept responsibility for the results of the services, including decisions regarding the implementation of any recommendations provided by us; and
- establish and maintain internal controls and to monitor ongoing activities.

You agree that your management and employees are responsible for the accuracy and reliability of information provided to us, including but not limited to, the proper recording of transactions, the safekeeping of assets, and the accuracy of the financial statements.

Timing of Engagement

We expect to begin our services upon receipt of this executed Agreement and the information requested, at a time mutually determined by you and Teresa D Johnson CPA, Inc. Our services will conclude upon the earliest occurrence of one (1) of the following events:

- December 31, 2022;
- issuance of the deliverable(s) outlined in this engagement letter to you;
- as of the date of our closure letter; or
- written notification by either party that the engagement is terminated.

PHONE

360.904.0972

EMAIL

TERESA@TDJCPA.COM

We expect to begin services on or about November 1, 2022. The timing of our work is dependent on the timely receipt of the information we request from you.

Professional Fees and Billings

We estimate that our fee for the services outlined above will not exceed \$7,000. This will be billed monthly at the standard billing rate of \$175 per hour. This fee is based upon the complexity of the work to be performed, and our professional time, as well as out-of-pocket expenses. Additionally, this fee is dependent on the timely delivery, availability, quality, and completeness of the information you provide to us. If this estimate will be exceeded, we will obtain pre-approval prior to performing additional services.

If the information that you provide or we request is not submitted in a timely manner, or it is incomplete or unusable, we reserve the right to delay services and charge additional fees and expenses.

We reserve the right to suspend or terminate our work due to non-payment of fees. If our work is suspended or terminated, you agree that we will not be responsible for your failure to meet governmental and other deadlines, for penalties or interest that may be assessed against you resulting from your failure to meet such deadlines, and for any other damages, including, but not limited to consequential, indirect, lost profits, or punitive damages incurred as a result of the suspension or termination of our service.

Termination and Other Terms

We reserve the right to withdraw from the engagement without completing services for any reason, including, but not limited to, non-payment of fees, your failure to comply with the terms of this Agreement, or as we determine professional standards require. If our work is suspended or terminated, you agree that we will not be responsible for your failure to meet governmental and other deadlines, or for any liability, including but not limited to, penalties or interest that may be assessed against you resulting from your failure to meet such deadlines.

If this Agreement is terminated before services are completed, you agree to compensate us for the services performed and expenses incurred through the effective date of termination.

You may request that we perform additional services not contemplated by this engagement letter. If this occurs, we will communicate with you regarding the scope and estimated cost of these additional services. Engagements for additional services may necessitate that we amend this letter or issue a separate engagement letter to reflect the obligations of both parties. In the absence of any other written communications from us documenting additional services, our services will be limited to and governed by the terms of this engagement letter.

Electronic Signatures and Counterparts

Each party hereto agrees that any electronic signature is intended to authenticate a written signature, shall be valid, and shall have the same force and effect as a manual signature. For purposes hereof, "electronic signature" includes, but is not limited to, a scanned copy of a manual signature, an electronic copy of a

PHONE

360.904.0972

EMAIL

TERESA@TDJCPA.COM

manual signature affixed to a document, a signature incorporated into a document utilizing touchscreen capabilities, or a digital signature. This agreement may be executed in one or more counterparts, each of which shall be considered an original instrument, but all of which shall be considered one and the same agreement.

Entire Agreement

This engagement letter, including any attachments, encompasses the entire agreement of the parties and supersedes all previous understandings and agreements between the parties, whether oral or written. Any modification to the terms of this engagement letter must be made in writing and signed by both parties.

* * * * *

We appreciate the opportunity to be of service to City of Goldendale. Please date and execute the enclosed copy of this Agreement and return it to us to acknowledge your acceptance. We will not initiate services until we receive the executed Agreement.

Very truly yours,



Teresa D. Johnson

Approved:

Sandy Wells, Clerk Treasurer

Date: _____

PHONE

360.904.0972

EMAIL

TERESA@TDJCPA.COM

Terms and Conditions Addendum for Teresa D Johnson CPA, Inc

Overview

This addendum to the engagement letter describes our standard terms and conditions (“Terms and Conditions”) related to our provision of services to you. This addendum, and the accompanying engagement letter, comprise your agreement with us (“Agreement”). If there is any inconsistency between the engagement letter and this *Terms and Conditions Addendum*, the engagement letter will prevail to the extent of the inconsistency.

For the purposes of this *Terms and Conditions Addendum*, any reference to “firm,” “we,” “us,” or “our” is a reference to Teresa D Johnson CPA, Inc, and any reference to “you,” or “your” is a reference to the party or parties that have engaged us to provide services. References to “Agreement” mean the engagement letter or other written document describing the scope of services, any other attachments incorporated therein, and this *Terms and Conditions Addendum*.

Electronic Data Communication and Storage

In the interest of facilitating our services to you, we may send data over the Internet, temporarily store electronic data via computer software applications hosted remotely on the Internet, or utilize cloud-based storage. Your confidential electronic data may be transmitted or stored using these methods. In using these data communication and storage methods, our firm employs measures designed to maintain data security. We use reasonable efforts to keep such communications and electronic data secure in accordance with our obligations under applicable laws, regulations, and professional standards.

You recognize and accept that we have no control over the unauthorized interception or breach of any communications or electronic data once it has been transmitted or if it has been subject to unauthorized access while stored, notwithstanding all reasonable security measures employed by us. You consent to our use of these electronic devices and applications during this engagement.

Newsletters and Similar Communications

We may send newsletters, emails, explanations of technical developments or similar communications to you. These communications are of a general nature and should not be construed as professional advice. We may not send all such communications to you. These communications do not constitute a client relationship with you, nor do they constitute advice or an undertaking on our part to monitor issues for you.

PHONE

360.904.0972

EMAIL

TERESA@TDJCPA.COM

Independent Contractor

When providing services to your company, we will be functioning as an independent contractor and in no event will we or any of our employees be an officer of you, nor will our relationship be that of joint venturers, partners, employer and employee, principal and agent, or any similar relationship giving rise to a fiduciary duty to you.

Our obligations under this agreement are solely obligations of Teresa D Johnson CPA, Inc, and no partner, principal, employee or agent of Teresa D Johnson CPA, Inc shall be subjected to any personal liability whatsoever to you or any person or entity.

Disclaimer of Legal and Investment Advice

Our services under this Agreement do not constitute legal or investment advice unless specifically engaged to provide investment advice in the *Engagement Objective and Scope* section of this Agreement. We recommend that you retain legal counsel and investment advisors to provide such advice.

Brokerage or Investment Advisory Statements

If you provide our firm with copies of brokerage (or investment advisory) statements and/or read-only access to your accounts, we will use the information solely for the purpose described in the *Engagement Objective and Scope* section of the engagement letter. We will rely on the accuracy of the information provided in the statements and will not undertake any action to verify this information. We will not monitor transactions, investment activity, provide investment advice, or supervise the actions of the entity or individuals entering into transactions or investment activities on your behalf. We recommend that you receive and carefully review all statements upon receipt and direct any questions regarding account activity to your banker, broker or investment advisor.

Limitations on Oral and Email Communications

We may discuss with you our views regarding the treatment of certain items or decisions you may encounter. We may also provide you with information in an email. Any advice or information delivered orally or in an email (rather than through a memorandum delivered as an email attachment) will be based upon limited research and a limited discussion and analysis of the underlying facts. Additional research or a more complete review of the facts may affect our analysis and conclusions.

Due to these limitations and the related risks, it may or may not be appropriate to proceed with a decision solely on the basis of any oral or email communication from us. You accept all responsibility, except to the extent caused by our gross negligence or willful misconduct, for any liability, including but not limited to additional tax, penalties or interest resulting from your decision (i) not to have us perform the research and analysis necessary to reach a more definitive conclusion and (ii) to instead rely on an oral or email communication. The limitation in this paragraph will not apply to an item of written advice that is a deliverable of a separate engagement.

PHONE

360.904.0972

EMAIL

TERESA@TDJCPA.COM

If you wish to engage us to provide formal advice on a matter on which we have communicated orally or by email, we will confirm this service in a separate engagement letter.

Management Responsibilities

While Teresa D Johnson CPA, Inc can provide assistance and recommendations, you are responsible for management decisions and functions, and for designating an individual with suitable skill, knowledge or experience to oversee any services that Teresa D Johnson CPA, Inc provides. You are responsible for evaluating the adequacy and results of the services performed and accepting responsibility for such services. You are ultimately responsible for establishing and maintaining internal controls, including monitoring ongoing activities.

Conflicts of Interest

If we, in our sole discretion, believe a conflict has arisen affecting our ability to deliver services to you in accordance with either the ethical standards of our firm or the ethical standards of our profession, we may be required to suspend or terminate our services without issuing our work product.

Mediation

If a dispute arises out of or relates to the Agreement, including the scope of services contained herein, or the breach thereof, and if the dispute cannot be settled through negotiation, the parties agree first to try to settle the dispute by mediation administered by the American Arbitration Association (“AAA”) under the *AAA Accounting and Related Services Arbitration Rules and Mediation Procedures* before resorting to arbitration, litigation, or some other dispute resolution procedure. The mediator will be selected by mutual agreement of the parties. If the parties cannot agree on a mediator, a mediator shall be designated by the AAA.

The mediation will be treated as a settlement discussion and, therefore, all discussions during the mediation will be confidential. The mediator may not testify for either party in any later proceeding related to the dispute. No recording or transcript shall be made of the mediation proceedings. The costs of any mediation proceedings shall be shared equally by all parties. Any costs of legal representation shall be borne by the hiring party.

Indemnification

You agree to indemnify, defend, and hold harmless Teresa D Johnson CPA, Inc and any of its partners, principals, shareholders, officers, directors, members, employees, agents or assigns with respect to any and all claims made by third parties arising from this engagement, regardless of the nature of the claim, and including the negligence of any party, excepting claims arising from the gross negligence or intentional acts of the Teresa D Johnson CPA, Inc.

PHONE

360.904.0972

EMAIL

TERESA@TDJCPA.COM

Insurance

Teresa D Johnson, CPA Inc shall, during the term of the engagement and for 3 years after termination of same by either you or us, maintain in full force and effect, accountants professional liability insurance coverage from an insurance carrier or carriers licensed to conduct business in the state of Washington. As of the policy effective date, such insurance carrier(s) shall be rated A-(Excellent), by A.M. Best with a Financial Size Category of Class VII or greater. Premiums for said insurance policy shall be paid by Teresa D Johnson CPA, Inc.

Upon your written request, Teresa D Johnson CPA, Inc shall furnish certificates of insurance for the required insurance coverage. Such certificate of insurance shall indicate the minimum limits of liability per claim and in the aggregate as required by you.

Proprietary Information

You acknowledge that proprietary information, documents, materials, management techniques and other intellectual property are a material source of the services we perform and were developed prior to our association with you. Any new forms, software, documents or intellectual property we develop during this engagement for your use shall belong to us, and you shall have the limited right to use them solely within your business. All reports, templates, manuals, forms, checklists, questionnaires, letters, agreements and other documents which we make available to you are confidential and proprietary to us. Neither you, nor any of your agents, will copy, electronically store, reproduce or make available to anyone other than your personnel, any such documents. This provision will apply to all materials whether in digital, "hard copy" format or other medium.

Force Majeure

Neither party shall be held liable for any delays resulting from circumstances or causes beyond our reasonable control, including, without limitation, fire or other casualty, act of God, strike or labor dispute, war or other violence, epidemics or pandemics as defined by The Centers for Disease Control and Prevention, or any law, order or requirement of any governmental agency or authority. However, no Force Majeure event shall excuse the client of any obligation to pay any outstanding invoice or fee or from any indemnification obligation under this Agreement.

Assignment

All parties acknowledge and agree that the terms and conditions of this Agreement shall be binding upon and inure to the parties' successors and assigns, subject to applicable laws and regulations.

Severability

If any portion of this Agreement is deemed invalid or unenforceable, said finding shall not operate to invalidate the remainder of the terms set forth in this Agreement.

PHONE

360.904.0972

EMAIL

TERESA@TDJCPA.COM

Potential Impact of COVID-19 on Services

We and you acknowledge that governmental authorities may restrict travel and/or the movement of citizens due to the COVID-19 pandemic. In addition, we and you may restrict personnel from travel and onsite work, whether at a client facility or our facility. Accordingly, to the extent that the services described in the Agreement requires or relies on personnel to travel and/or perform work onsite, we and you acknowledge and agree that the performance of such work may be delayed, significantly or indefinitely, or may require modification. We and you agree to provide the other with prompt written notice in the event any of the services described herein must be rescheduled, suspended, or modified. We and you also both acknowledge and agree that any delays or modifications may increase the cost of the services. We will obtain your prior written approval for any increase in the cost of our services that may result from the impact of COVID-19 on our services.

PHONE

360.904.0972

EMAIL

TERESA@TDJCPA.COM

AGENDA BILL: G-2

AGENDA TITLE: Administrator request for consideration

DATE: November 2, 2022

ACTION REQUIRED:

ORDINANCE _____ COUNCIL INFORMATION X

RESOLUTION _____ OTHER _____

MOTION X

EXPLANATION: The City currently provides the City Administrator/Public Works Director with medical insurance at a total cost to the City of \$2,167.64 monthly (*\$1,559.31 for medical insurance and an additional \$608.33 into an HSA account to offset out of pocket costs*). The Administrator/Public Works Director will be changing his medical insurance to another provider at his expense in January 2023. For City Council consideration, the City Administrator/Public Works Director is requesting to add the \$608.33 that is currently paid into the HSA to his Monthly salary. If approved this change will save the city \$18,711.72 annually. The Administrator/Public Works Director would still be covered by the City's dental and vision plans.

FISCAL IMPACT: City savings of \$18,711.72

ALTERNATIVES:

STAFF RECOMMENDATION: City Council decision

MOTION:

I MOVE TO INCREASE THE CITY ADMINISTRATOR/PUBLIC WORKS DIRECTOR MONTHLY SALARY BY \$608.33 AND STOP PAYING HIS MEDICAL COVERAGE STARTING JANUARY 1, 2023. EMPLOYER WILL CONTINUE TO PROVIDE VISION AND DENTAL COVERAGE TO THE EMPLOYEE.

AGENDA BILL: G-3

AGENDA TITLE: GMC Chapter 2.04 -City Council

DATE: November 7, 2022

ACTION REQUIRED:

ORDINANCE _____ COUNCIL INFORMATION _____ X _____

RESOLUTION _____ OTHER _____

MOTION _____ X _____

EXPLANATION: City Council requested staff to review and make recommended changes to GMC Chapter 2.04. Please review attached changes for comment and recommendations.

FISCAL IMPACT:

ALTERNATIVES:

STAFF RECOMMENDATION:

MOTION:

Chapter 2.04 **CITY COUNCIL**

2.04.010 Election—Eligibility—Tenure.

The members of the city council shall be elected and serve for such terms as is provided by statute. (Ord. 1182 (part), 1996)

2.04.020 Authority.

The Goldendale city council shall be the legislative body of the city government, and in accordance with state statutes, may determine its own rules of conduct, proceedings and business, and have such powers and duties as provided in this chapter and the Revised Code of Washington, as now or hereafter amended. (Ord. 1182 (part), 1996)

2.04.030 Meeting.

A. The regular meetings of the council shall be held on the first and third Monday of each month at the hour of ~~six~~seven p.m.; provided, that if the regular meeting falls on a legal holiday, the meeting shall take place on the next business day at the same hour. Adjourned meetings may be held at such times as the council may determine. All regular meetings of the city council shall be held at the council chambers in the city hall at Goldendale, Washington. Meetings shall last until nine p.m. unless sooner adjourned, with one-half-hour extensions allowed by a majority vote. Unfinished business will be continued to the next regular meeting or recessed to another time.

B. The city council, by majority vote, may cancel or reschedule regular meetings to a different date or time.

C. All official meetings of the council shall be open to the public except for executive sessions, as set forth in RCW [42.30](#), or meetings which are not subject to RCW [42.30](#) such as quasi-judicial hearings or collective bargaining issues, as set forth in RCW [42.30.140](#). Nothing shall prevent the council from holding an executive session during a regular or special meeting.

D. Seating and arrangement of the council chambers shall be determined by the council. (Ord. 1221 (part), 1998: Ord. 1182 (part), 1996)

2.04.040 Special meetings.

Special meetings of the council may be called by the mayor or by a request of a majority of the councilmembers; provided that a written notice or phone call of such meetings and its agenda shall be given to each member of the council and the press at least twenty-four hours before the time set for the meeting; provided, further, that in the case all of the elected members of the council are present at any special meeting then the requirement of notice shall be unnecessary and shall be deemed waived; provided, further, if, by reason of emergency, as described in RCW [42.30](#) there is the need for expedited action by the council, the foregoing requirement for notice shall be suspended and a meeting of the council may be held at a site other than the regular meeting site.

Special meetings are any meetings of the council, other than regular meetings, that include workshops, study sessions, and retreats. No final action may be taken on any matter not on the agenda. (Ord. 1182 (part), 1996)

2.04050 Presiding officers.

The mayor shall be the presiding officer of the council at all regular or special meetings and when the council meets as a committee of the whole. In the absence of the mayor and mayor pro tempore, the council shall designate another member of the council as presiding officer as described in RCW [35A.12.110](#). (Ord. 1182 (part), 1996)

2.04.060 Quorum

At all meetings of the city council, four councilmembers, who are present and eligible to vote shall constitute a quorum thereof, but no ordinance or measure for the expenditure of money or for the grant or revocation of any franchise or license shall be passed except upon the favorable vote of a majority of the elected members as provided by statutes. (Ord. 1182 (part), 1996)

2.04.070 Committees, boards, commissions, and task forces.

The council may create special committees, boards and commissions to assist in the conduct of the operation of the city government with such duties as the council may specify, not inconsistent with the Goldendale Municipal Code or the Revised Code of Washington. Special, ad hoc and citizen advisory committees, or task forces may be created, and its members appointed by the mayor with confirmation by the council. Any special, ad hoc and citizen advisory committee, or task force so created shall have no powers other than advisory to the council and shall cease to exist upon the accomplishment of the special purpose for which it was created, or when abolished by a majority vote of the council. All special, ad hoc and citizen advisory committees, task forces, boards and commissions, whether statutory, or created and appointed by the city, shall provide the city council with copies of the minutes, if any, or a report of the action or discussion that has taken place. These minutes and reports shall be noted in the official minutes of the council. (Ord. 1182 (part), 1996)

2.04.075 Standing committees.

A. Created. The following standing committees of the city council are created and established:

1. Finance.
2. Ordinance.

3. Public works.

4. Event.

B. Purpose. The purpose of each committee shall be to review matters within the following subject areas:

1. Finance Committee. The primary purpose of the finance committee is to review and advise the city council upon all matters involving financial affairs of the city, including the annual budget and amendments thereto, review of capital and financial planning, financial tracking and reports, and such other matters as may be assigned to this committee.

2. Ordinance. The primary purpose of the ordinance committee is to review and advise the city council on all matters involving the amendment and preparation of new ordinances for the Goldendale Municipal Code and other such matters as may be assigned to the committee.

3. Public Works. The primary purpose of the public works committee is to review and advise the city council upon all matters involving public utilities, including streets, storm drains, street lighting, water supply, treatment and distribution, wastewater treatment plant and collection system, and parks and other such matters as may be assigned to the committee.

4. Event. The primary purpose of the event committee is to review and advise the city council upon all matters pertaining to tourism development and promotion.

C. Term. The term and membership of each committee shall commence on the first regular meeting of the city council in January of every even year and shall terminate effective the date prior to such meeting. The appointment to each council committee shall be made by the council during the first meeting of the council in January of every even year. No councilmember should serve on more than two committees at one time. The mayor shall be ex officio member of each committee.

D. Duties and Responsibilities. The committees shall consider, review, and make recommendations to the council concerning matters referred to them by the council. The mayor, committee chairpersons and boards and commissions are encouraged to suggest items to the council which should be considered by a committee.

E. Committee Support. Respective department heads may attend council committee meetings to provide information, draft documents and other support as reasonably requested by the committee. (Ord. 1463 §1, 2016)

2.04.080 Records.

The city clerk-treasurer or designee, as approved by council, shall keep the minutes and records of the council proceedings, and enter them into a book constituting the official records of the council which shall be kept at city hall for public inspection. It is the policy of the city to record on tape all open meetings of the council and to preserve them for a period of two years. The city clerk-treasurer or designee shall store the tapes in a secure fashion. Access to the original shall be limited to clerk-treasurer or designee. Copies of the tape may be made available for public inspection by the clerk-treasurer or designee. (Ord. 1182 (part), 1996)

2.04.090 Disturbing meetings.

A. It is unlawful to disturb any meetings of the city council or of any committee thereof, or to behave in a disorderly manner at any such meeting.

B. Any person violating any provision of this section shall be fined not less than ~~fifty-one~~ dollars nor more than ~~two hundred ten~~ dollars for each offense. (Ord. 1182 (part), 1996)

2.04.100 Sergeant-at-arms.

The chief of police ex officio shall be the sergeant-at-arms. (Ord. 1457 §2(part), 2015; Ord. 1372 §1(part), 2008; Ord. 1182 (part), 1996)

2.04.110 Order of business.

A. The order of business at meetings of the city council shall be as follows:

1. Call to order

a. Pledge of Allegiance

2. Roll call

~~3. Closed public comment/agenda business only (comments limited to 3 minutes)~~

~~43.~~ Public hearing

~~54.~~ Agenda

a. Approval of agenda

b. Consent agenda

i. Approval of minutes

ii. Claims

iii. Payroll

iv. Other

~~65.~~ Presentations

~~76.~~ Department reports

~~87.~~ Council business

Formatted: Font: 10 pt, Italic

Formatted: Font: 10 pt, Italic

Formatted: Font: 10 pt, Italic

Formatted: Indent: Left: 0.38", Hanging: 0.24"

a. Regular business (staff and administration);

b. New business (council concerns);

~~98.~~ Resolutions

~~109.~~ Ordinances

a. First reading

b. Second reading

~~1140.~~ Report of officers and city administrator:

a. Mayor

b. Councilmembers

c. City administrator

~~1244.~~ Open pPublic comment; (comments limited to 3 minutes)

~~1342.~~ Executive session (if called for)

~~1413.~~ Adjournment

B. With the concurrence of the council, items may be:

1. Taken out of the agenda order

2. Be introduced for action as a new item

C. At a regular meeting, the city council may discuss the agenda for the next regular meeting.

D. Any item may be placed on the agenda by the mayor, any councilmember or department head (or designee) advising the clerk or city administrator, prior to the agenda deadline. The agenda for council meetings shall be set by Wednesday noon, before any regular meeting.

E. Agenda packets shall contain all necessary information for council review to determine what is being requested and what outcome is be sought at the forthcoming meeting. Agenda packets shall be placed in each councilmember's mailbox (located near the council chambers) by Friday/Thursday, twelve/five p.m., before the up and coming council meeting. Each councilmember shall be given access a-key to the outside entry door of the council chambers, which shall be returned to the city at the termination of his or her office. (Ord. 1221 (part), 1998: Ord. 1182 (part), 1996)

2.04.120 Council action/votes/motions.

A motion may be made at any time, regarding any subject under consideration, by any councilmember who has obtained the floor, and if seconded, shall be voted on after discussion. At any time before the vote is taken, any councilmember may request the mover to modify or restate the motion. A motion to reconsider the vote may be made only at the same meeting. A roll call vote may be requested by any councilmember at which time each member shall be given an opportunity to explain his or her vote. The yeas and nays of all council votes shall be entered into the official minutes and, except for abstentions, all non-votes shall be counted with the majority. The presiding officer shall announce the results after each vote taken. No vote or action of the city council shall be rescinded at any special meeting unless there be present at such special meeting as many members of the council as were present at the meeting when such vote or action was taken, as provided by statute. (Ord. 1182 (part), 1996)

2.04.130 Resolutions.

Any resolution submitted to the city council shall be reduced to writing before being voted upon, at the request of any two members of the council.

A resolution is an internal legislative act, a formal but temporary statement of policy concerning the affairs of the city. A motion, once approved and entered into the official record shall have the equivalence of a resolution in those instances where a resolution is not required by law. (Ord. 1182 (part), 1996)

2.04.140 Addressing meetings.

No person other than the mayor or a member of the city council or other municipal officer or employee shall address that body at any regular or special meetings of the council except upon consent of a majority of the members present.

After approval, the public may address the council as a whole, not individual councilmembers. Persons making personal, impertinent, or slanderous remarks, or become threatening, boisterous, intimidating or disrespectful in any way, may be banned from addressing the council in the future unless permission to continue is granted by majority vote of the council. All persons addressing the council during public comment shall state their name and address and shall be allowed to speak for such period of time not to exceed three minutes.

Closed pPublic comments period shall adhere to the business on the agenda. Open public comments period shall be opened to any appropriate comments as determined by the council. City council reserves the right to stop any public comments that they determine to be inappropriate The council will not entertain complaints or suggestions that are administrative in nature. No questions shall be asked the councilmembers except through the presiding officer at which time the council shall consider the disposition of the issue and shall suggest a solution or appointment with the citizen. These rules, regarding citizen comments, may be overridden by a majority vote of the council. (Ord. 1182 (part), 1996)

2.04.150 Robert's Rules of Order.

Except when in conflict with the foregoing provisions, Robert's Rules of Order (Newly Revised) shall govern the deliberations of the council. (Ord. 1182 (part), 1996)

2.04.160 City attorney.

The city attorney shall advise the city authorities and officers in all legal matters pertaining to the business of the city and shall approve all ordinances as to form. Any member of the council may, at any time during a regular or special meeting of the council, call upon the city attorney for an oral or written opinion to decide any question of law. (RCW [35.23.114](#)) (Ord. 1182 (part), 1996)

2.04.170 Consideration and adoption of ordinances.

No ordinance shall be prepared for presentation to the council unless requested by the city administrator, the mayor or any two councilmembers. All ordinances, before final passage, shall be reviewed by the city attorney. No ordinance, except an appropriation ordinance, an ordinance adopting or embodying an administrative or governmental code, or an ordinance adopting a code of ordinances, shall relate to more than one subject, which shall be clearly stated in its title. All ordinances authorizing an expenditure of money shall include the exact source of the funds to be expended. When passed by the council, an ordinance shall be signed by the presiding officer and be attested by the city clerk and it shall be immediately filed and thereafter preserved in the office of the clerk-treasurer.

Prior to the adoption or amendment of an ordinance by the city council, the adoption or amendment must be placed on the council meeting agenda for a first reading and discussion. Following the first reading and discussion, the adoption or amendment must be placed on a subsequent council meeting agenda for a second reading and citizen comment, limited to two minutes per person, prior to approval or rejection of the adoption or amendment. Council may, by a consensus of the majority, waive the second reading requirement and adopt or reject an ordinance during the meeting at which it is introduced. (Ord. 1182 (part), 1996)

2.04.180 Council library.

A council library shall be created and maintained in the council chambers or conference room and if budgeted, any publication shall be added to the library at the request of the council. A list of the publications shall be registered with the clerk and shall be provided to all councilmembers.

Councilmember shall be welcome to freely use the Council Library for study purposes (RCW [42.30.070](#)). (Ord. 1182 (part), 1996)

2.04.190 Secretarial services and travel expenses for council.

The city shall provide general secretarial service to the mayor and councilmembers and shall reimburse them for costs incurred while performing the regular duties of their office. A travel and training request form shall be filled out and presented to the council for approval in advance of any elected official wishing to travel or obtain training at the city's expense. The rate of reimbursement shall be the same as for employees of the city. (Ord. 1182 (part), 1996)

2.04.200 Contracts let in open meetings.

No contract, lease or agreement shall be let, entered into, or canceled except by a majority vote of the council in an open public council meeting. (Ord. 1182 (part), 1996)

2.04.210 Media at council meetings.

All open meetings of the council shall be freely subject to recording by radio, television, newspaper reporters, and photographic services, except executive session, provided that such arrangements do not interfere with the orderly conduct of the meetings. The media shall be forbidden to televise or record executive session in any direct or indirect manner. (Ord. 1182 (part), 1996)

2.04.220 Vacancies.

If a vacancy occurs in the office of a councilmember the council will follow the procedure outlined in RCW [35A.12.050](#), RCW [42.12.070](#) and RCW [42.30.060](#) (2). (Ord. 1182 (part), 1996)

2.04.230 Council involvement in city property.

Prior to the acquisition, or sale of city property the price and conditions of such transaction shall first be discussed with and determined by the city council in executive session. (Ord. 1182 (part), 1996)

2.04.240 Request for information.

All requests by councilmember(s) for information regarding the status of the city shall be provided to the councilmember(s), in a reasonably expedient manner, relative to developments, trends, conditions and issues in the various functional areas of city government.

AGENDA BILL: I - 1

AGENDA TITLE: Ordinance No. 1519

DATE: November 7, 2022

ACTION REQUIRED:

ORDINANCE _____ COUNCIL INFORMATION _____ X _____

RESOLUTION _____ OTHER _____

MOTION _____ X _____

EXPLANATION: A public hearing was held at the last City Council meeting; no public comments were received regarding the changes to Ordinance No. 1519. Some minor non-substant language changes were made to the document to avoid conflicting issues in the future.

FISCAL IMPACT:

ALTERNATIVES:

STAFF RECOMMENDATION: Recommends Approval

**MOTION:
I MOVE TO APPROVE ORDINANCE NO 1519**

**CITY OF GOLDENDALE
GOLDENDALE, WASHINGTON**

ORDINANCE NO. 1519

AN ORDINANCE OF THE CITY OF GOLDENDALE, WASHINGTON, AMENDING THE GOLDENDALE MUNICIPAL CODE (GMC) CHAPTER 17.08 SINGLE-FAMILY RESIDENTIAL SECTIONS 17.08.030 and 17.08.060, CHAPTER 17.10 TWO-FAMILY RESIDENTIAL, SECTION 17.10.060, CHAPTER 17.12 MULTI-FAMILY RESIDENTIAL, SECTION 17.12.060, CHAPTER 17.14 SUBURBAN RESIDENTIAL, SECTIONS 17.14.030, 17.14.060, AND CHAPTER 17.16 RURAL RESIDENTIAL, SECTIONS 17.16.030 and 17.16.060

WHEREAS, the City Council of the City of Goldendale, Washington desires to amend the Goldendale Municipal Code, **NOW THEREFORE**,

THE CITY COUNCIL OF THE CITY OF GOLDENDALE, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1: GMC Section 17.08.030 is hereby repealed and amended to read as follows:

17.08.030 Permitted accessory uses.

Accessory buildings shall not be permitted on a parcel prior to the existence of a principal use. The following uses shall be permitted as accessory to a permitted use in the R-1 district (see definition, Section [17.04.040](#)):

- A. Detached residential garages, as defined in Section [17.04.385](#), provided they do not exceed twenty feet in height and two thousand square feet in area;
- B. Home occupations, as defined in Section [17.04.390](#) and regulated by Chapter [17.48](#);
- C. Storage buildings not exceeding two hundred square feet of gross floor area and twelve feet in height; provided no container storage, as defined in Section [17.04.655](#), shall be permitted;
- D. In home day care licensed by the state of Washington for no more than twelve children after obtaining a city home occupation license and in conformity with Chapter 17.48.

Section 2: GMC Section 17.08.060 is hereby repealed and amended to read as follows:

17.08.060 Area regulations--Construction and siting standards.

- A. Roof Slope. Roof slope shall be not less than a three-foot rise for each twelve feet of horizontal run.

B. Roofing Materials. Roofing materials shall be compatible in appearance with surrounding homes.

C. Siding Materials. Siding materials shall be wood or other material compatible with surrounding homes that have siding materials commonly used on conventional site-built International Building Code single-family residences.

D. In addition, all manufactured homes shall comply with the following standards:

1. Age Restriction. All manufactured homes shall have to be a "new manufactured home" and shall not be more than five years old as determined by the manufacturer's date.

2. Pit Set. Manufactured homes shall be "pit set" with the first-floor elevation no more than twelve inches above finished grade. The pit shall be of sufficient depth to accommodate eighteen inches' clearance below the frame of the unit with crawl space access located near utility connections. The foundation shall be installed in compliance with the requirements of the Washington Administrative Code.

3. Transportation Equipment. All wheels, tongues and other transportation equipment must be removed when the manufactured home is placed upon a lot.

4. Facade. All manufactured homes shall have a perimeter foundation look that will match those of a typical site-built residence.

5. HUD Code. All manufactured homes must conform to the U.S. Department of Housing and Urban Development (HUD) 1976 Federal Manufactured Home Construction and Safety Standards Act.

6. Minimum Size. Is comprised of at least two fully enclosed parallel sections each of which is not less than twelve feet wide by thirty-six feet long.

E. Replacement of a nonconforming mobile home/manufactured home on an individual lot shall be with a new manufactured home or by a stick-built home meeting current lot setback requirement. This section shall not be misconstrued as a requirement for pre-existing non-conforming use RV and Trailer Parks. For pre-existing non-conforming uses refer to GMC Chapter 17.56.

F. Residential dwellings located within the one-hundred-year floodplain shall conform to the Goldendale flood ordinance and shoreline master program.

Section 3: GMC Section 17.10.060 is hereby repealed and amended to read as follows:

17.10.060 Area regulations--Construction and siting standards.

A. Roof Slope. Roof slope shall be not less than a three-foot rise for each twelve feet of horizontal run.

B. Roofing Materials. Roofing materials shall be compatible in appearance with surrounding homes.

C. Siding Materials. Siding materials shall be wood or other material compatible with surrounding homes that have siding materials commonly used on conventional site-built International Building Code single-family residences.

D. In addition, all manufactured homes shall comply with the following standards:

1. Age Restriction. All manufactured homes shall have to be a “new manufactured home” and shall not be more than five years old as determined by the manufacturer’s date.

2. Pit Set. Manufactured homes shall be “pit set” with the first-floor elevation no more than twelve inches above finished grade. The pit shall be of sufficient depth to accommodate eighteen inches’ clearance below the frame of the unit with crawl space access located near utility connections. The foundation shall be installed in compliance with the requirements of the Washington Administrative Code.

3. Transportation Equipment. All wheels, tongues and other transportation equipment must be removed when the manufactured home is placed upon a lot.

4. Facade. All manufactured homes shall have a perimeter foundation look that will match those of a typical site-built residence.

5. HUD Code. All manufactured homes must conform to the U.S. Department of Housing and Urban Development (HUD) 1976 Federal Manufactured Home Construction and Safety Standards Act.

6. Minimum Size. Is comprised of at least two fully enclosed parallel sections each of which is not less than twelve feet wide by thirty-six feet long.

E. Replacement of a nonconforming mobile home/manufactured home on an individual lot shall be with a new manufactured home or by a stick-built home meeting current lot setback requirement. This section shall not be misconstrued as a requirement for pre-existing non-conforming use RV and Trailer Parks. For pre-existing non-conforming uses refer to GMC Chapter 17.56.

F. Residential dwellings located within the one-hundred-year floodplain shall conform to the Goldendale flood ordinance and shoreline master program.

Section 4: GMC Section 17.12.060 is hereby repealed and amended to read as follows:

17.12.060 Area regulations--Construction and siting standards.

A. Roof Slope. Roof slope shall be not less than a three-foot rise for each twelve feet of horizontal run.

B. Roofing Materials. Roofing materials shall be compatible in appearance with surrounding homes.

C. Siding Materials. Siding materials shall be wood or other material compatible with surrounding homes that have siding materials commonly used on conventional site-built International Building Code single-family residences.

D. In addition, all manufactured homes shall comply with the following standards:

1. Age Restriction. All manufactured homes shall have to be a “new manufactured home” and shall not be more than five years old as determined by the manufacturer’s date.

2. Pit Set. Manufactured homes shall be “pit set” with the first-floor elevation no more than twelve inches above finished grade. The pit shall be of sufficient depth to accommodate eighteen inches’ clearance below the frame of the unit with crawl space access located near utility connections. The foundation shall be installed in compliance with the requirements of the Washington Administrative Code.

3. Transportation Equipment. All wheels, tongues and other transportation equipment must be removed when the manufactured home is placed upon a lot.

4. Facade. All manufactured homes shall have a perimeter foundation look that will match those of a typical site-built residence.

5. HUD Code. All manufactured homes must conform to the U.S. Department of Housing and Urban Development (HUD) 1976 Federal Manufactured Home Construction and Safety Standards Act.

6. Minimum Size. Is comprised of at least two fully enclosed parallel sections each of which is not less than twelve feet wide by thirty-six feet long.

E. Replacement of a nonconforming mobile home/manufactured home on an individual lot shall be with a new manufactured home or by a stick-built home meeting current lot setback requirementsrequirement. This section shall not be misconstrued as a requirement for pre-existing non-conforming use RV and Trailer Parks. For pre-existing non-conforming uses refer to GMC Chapter 17.56.

F. Residential dwellings located within the one-hundred-year floodplain shall conform to the Goldendale flood ordinance and shoreline master program.

Section 5: GMC Section 17.14.030is hereby repealed and amended to read as follows:

17.14.030 Permitted accessory uses.

Accessory buildings shall not be permitted on a parcel prior to the existence of a principal use. The following uses shall be permitted as accessory to a permitted use in the SR district (see definition, Section [17.04.040](#)):

- A. Detached residential garages, as defined in Section [17.04.385](#), provided they do not exceed twenty feet in height and two thousand square feet in area;
- B. Home occupations, as defined in Section [17.04.390](#) and regulated by Chapter [17.48](#);
- C. Storage buildings not exceeding two hundred square feet of gross floor area and twelve feet in height; provided no container storage, as defined in Section [17.04.655](#), shall be permitted;
- D. In home day care licensed by the state of Washington for no more than twelve children after obtaining a city home occupation license and in conformity with Chapter 17.48.

Section 6: GMC Section 17.14.060 is hereby repealed and amended to read as follows:

17.14.060 Area regulations--Construction and siting standards.

- A. **Roof Slope.** Roof slope shall be not less than a three-foot rise for each twelve feet of horizontal run.
- B. **Roofing Materials.** Roofing materials shall be compatible in appearance with surrounding homes.
- C. **Siding Materials.** Siding materials shall be wood or other material compatible with surrounding homes that have siding materials commonly used on conventional site-built International Building Code single-family residences.
- D. In addition, all manufactured homes shall comply with the following standards:
 - 1. **Age Restriction.** All manufactured homes shall have to be a “new manufactured home” and shall not be more than five years old as determined by the manufacturer’s date.
 - 2. **Pit Set.** Manufactured homes shall be “pit set” with the first-floor elevation no more than twelve inches above finished grade. The pit shall be of sufficient depth to accommodate eighteen inches’ clearance below the frame of the unit with crawl space access located near utility connections. The foundation shall be installed in compliance with the requirements of the Washington Administrative Code.
 - 3. **Transportation Equipment.** All wheels, tongues and other transportation equipment must be removed when the manufactured home is placed upon a lot.
 - 4. **Facade.** All manufactured homes shall have a perimeter foundation look that will match those of a typical site-built residence.

5. HUD Code. All manufactured homes must conform to the U.S. Department of Housing and Urban Development (HUD) 1976 Federal Manufactured Home Construction and Safety Standards Act.

6. Minimum Size. Is comprised of at least two fully enclosed parallel sections each of which is not less than twelve feet wide by thirty-six feet long.

E. Replacement of a nonconforming mobile home/manufactured home on an individual lot shall be with a new manufactured home or by a stick-built home meeting current lot setback requirements. This section shall not be misconstrued as a requirement for pre-existing non-conforming use RV and Trailer Parks. For pre-existing non-conforming uses refer to GMC Chapter 17.56.

F. Residential dwellings located within the one-hundred-year floodplain shall conform to the Goldendale flood ordinance and shoreline master program.

Section 7: GMC Section 17.16.030 is hereby repealed and amended to read as follows:

17.16.030 Permitted accessory uses.

Accessory buildings shall not be permitted on a parcel prior to the existence of a principal use. The following uses shall be permitted as accessory to a permitted use in the RR district (see definition, Section [17.04.040](#)):

A. Detached residential garages, as defined in Section [17.04.385](#), provided they do not exceed twenty feet in height and two thousand square feet in area;

B. Home occupations, as defined in Section [17.04.390](#) and regulated by Chapter [17.48](#);

C. Storage buildings not exceeding two hundred square feet of gross floor area and twelve feet in height; provided no container storage, as defined in Section [17.04.655](#), shall be permitted;

D. In home day care licensed by the state of Washington for no more than twelve children after obtaining a city home occupation license and in conformity with Chapter 17.48.

Section 8: GMC Section 17.16.060 is hereby repealed and amended to read as follows:

17.16.060 Area regulations--Construction and siting standards.

A. Roof Slope. Roof slope shall be not less than a three-foot rise for each twelve feet of horizontal run.

B. Roofing Materials. Roofing materials shall be compatible in appearance with surrounding homes.

C. Siding Materials. Siding materials shall be wood or other material compatible with surrounding homes that have siding materials commonly used on conventional site-built International Building Code single-family residences.

D. In addition, all manufactured homes shall comply with the following standards:

1. Age Restriction. All manufactured homes shall have to be a "new manufactured home" and shall not be more than five years old as determined by the manufacturer's date.

2. Pit Set. Manufactured homes shall be "pit set" with the first-floor elevation no more than twelve inches above finished grade. The pit shall be of sufficient depth to accommodate eighteen inches' clearance below the frame of the unit with crawl space access located near utility connections. The foundation shall be installed in compliance with the requirements of the Washington Administrative Code.

3. Transportation Equipment. All wheels, tongues and other transportation equipment must be removed when the manufactured home is placed upon a lot.

4. Facade. All manufactured homes shall have a perimeter foundation look that will match those of a typical site-built residence.

5. HUD Code. All manufactured homes must conform to the U.S. Department of Housing and Urban Development (HUD) 1976 Federal Manufactured Home Construction and Safety Standards Act.

6. Minimum Size. Is comprised of at least two fully enclosed parallel sections each of which is not less than twelve feet wide by thirty-six feet long.

E. Replacement of a nonconforming mobile home/manufactured home on an individual lot shall be with a new manufactured home or by a stick-built home meeting current lot setback requirements. requirement. This section shall not be misconstrued as a requirement for pre-existing non-conforming use RV and Trailer Parks. For pre-existing non-conforming uses refer to GMC Chapter 17.56.

F. Residential dwellings located within the one-hundred-year floodplain shall conform to the Goldendale flood ordinance and shoreline master program.

Section 9. **Effective Dates.** This ordinance shall be in full force and effect five (5) days after its passage and publication as required by law.

PASSED by the **CITY COUNCIL** and approved by the **MAYOR** at its regular meeting on May 16, 2022.

ATTEST:

MAYOR

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY