

**GOLDENDALE CITY COUNCIL
REGULAR MEETING
MAY 5, 2025
6:00 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 5:45. YOU CAN FIND THE INSTRUCTIONS FOR ZOOM ON THE WEBSITE.

- A. Call to Order
 - a. Pledge of Allegiance
- B. Roll Call
- C. Closed Public Comment (Agenda Business Only, comments limited to 3 minutes)
- D. Public Hearing
- E. Agenda
 - 1. Approval of Agenda
 - 2. Consent Agenda
 - a. Approval of Minutes
 - b. Claims
 - c. Payroll
 - d. Other
- F. Presentations
 - 1. 1st Quarter Review 2025 by Teresa
- G. Department Reports
- H. Council Business
 - 1. East Collins Parking Recommendation
 - 2. Airport Managers Agreement
- I. Resolutions
- J. Ordinances
 - 1. Ord No. 1547 – Changing Utility tax
- K. Report of Officers - Council, Mayor, City Administrator
- L. Open Public Comment – 3 Minute Limit
- M. Executive Session
- N. Adjournment

NEXT REGULAR COUNCIL MEETING WILL BE ON MAY 19, 2025 AT 6:00 PM.

AGENDA TITLE: CONSENT AGENDA

DATE: MAY 5, 2025

ACTION REQUIRED:

ORDINANCE _____ COUNCIL INFORMATION _____ X
RESOLUTION _____ OTHER _____
MOTION _____ X

EXPLANATION:

The consent agenda includes the following:

Minutes of the April 21, 2025, regular council meeting, second pay period April checks # 59466 – 59475, 901886 direct deposit 4-21-2025 in the amount of \$150,640.71, May 1, 2025, claims checks # 59476 – 59507, 901887 in the amount of \$63,124.87.

FISCAL IMPACT:

Payroll checks in the amount of \$150,640.71, claims checks in the amount of \$63,124.87.

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
REGULAR MEETING
April 21, 2025
6:00 PM**

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

ROLL CALL

Council Present: Mayor Dave Jones (Not voting), Council Member Andy Halm, Council Member Miland Walling, Council Member Ellie Casey, Council Member Danielle Clevidence, Council Member Theone Wheeler (via Zoom)

Motion: I move to excuse Council Member Steve Johnston and Council Member Loren Meagher, **Action:** Motion, **Moved by** Council Member Danielle Clevidence, **Seconded by** Council Member Miland Walling
Motion Passed Unanimously

Staff Present (Not Voting): City Administrator Sandy Wells, Clerk Treasurer Shelly Enderby, Police Chief Mike Smith

**CLOSED PUBLIC COMMENT
No Public Comment**

PUBLIC HEARING

Parking on West Broadway by Mayor Dave Jones, The Council Public Works Committee recommended eliminating West Broadway parking and / or eliminating parking on one side of West Broadway or other alternative parking recommendations and turning the intersection of West Broadway and Mill Street into a four-way stop.

Jack Runyan, 194 Woodland Rd - against restricting Parking and adding a 4-way stop sign and would like to know where all the cars are going to park if parking is eliminated. There are five (5) houses that have no driveway.

Veronica Clevidence, 406 W Broadway – Would like the city to do a parking study showing how much parking the businesses need. She is in favor of one-sided parking or having the homeowners get a parking permit for each adult household member.

Helen Rolf, Hactor Rd (representing the Legion, 108 N Grant) – is concerned when they have a big event, there won't be enough parking on the side streets to accommodate all the attendees. She is also concerned that if there is a big funeral, there won't be enough parking spaces for people to attend.

Miquette Ihrig, Locust Ln (representing the Presby Museum, 127 W Broadway) – is concerned where buses or customers with trailers will parking when they are visiting the Museum. The Museum does have field trips and homeschool field trips at the museum and is worried about where they will park. She suggested leaving the public parking on

the 100 block of West Broadway so the public can park on both sides of the street and restrict the rest to one side parking or have all of it be timed parking. Also suggest restricted parking to cars only and no large trucks.

Jon Dove, Goldendale (representing the Presby Museum, 127 W Broadway) – is against eliminating parking because there won't be enough parking for their events.

Veronica Clevidence, 406 W Broadway – Would like us to use the empty lots on Main Street as overflow parking.

Dyana Moline – Rassouli, 315 W Broadway – Is in favor of no parking on West Broadway and complained about trucks that are parked and never move in front of her Apartments.

Roger Nichols, The Dalles – Asked if we did or are going to do a traffic study. Mayor, we have 3 different proposals if the council or committee wants to support that idea.

Miquette Ihrig, Locust Ln (representing the Presby Museum, 127 W Broadway)- Wanted to know if the Washington State DOT has a prescriptive easement?

Veronica Clevidence, 406 W Broadway – Is in favor of adding a stop sign at Mill and Broadway.

Helen Rolfe, Hactor Rd (representing the Legion, 108 N Grant) – Does the city know what they are allowed to do because it's a state highway? Mayor, Yes, we have been in contact with DOT and the city has the authority to change parking. Adding the stop sign will have to be approved by DOT.

Dyana Moline – Rassouli, 315 W Broadway – is in favor of adding a stop sign at Mill and Broadway because it will help with the public crossing the road.

Jack Runyan, 194 Woodland Rd – is worried about people running the stop sign if we add one.

PUBLIC HEARING CLOSED AT 6:24 PM

AGENDA AND CONSENT AGENDA

Motion: I move to accept the agenda and consent agenda, **Action:** Motion, **Moved by** Council Member Andy Halm, **Seconded by** Council Member Danielle Clevidence
Motion Passed Unanimously

DEPARTMENT REPORTS

Chief Mike Smith, gave the council an update on the purchase of 5 Flock cameras for the city. Three (3) will be on the entrances into the city and those will be a license plate reader and 2 will be security camera's at the parks.

Mayor Dave Jones, for public works, we had a preconstruction meeting for the Waterline Replacement Project. The residence that will be affected by the project will be noticed prior to the start of construction.

COUNCIL BUSINESS

Parking on West Broadway by Mayor Jones, The public hearing to discuss the parking options was held tonight. The option for the next step is to make a motion tonight regarding the parking options on West Broadway or make a motion to refer it back to the Public Works Committee for recommendations to the council.

Council Member Danielle Clevidence, we wanted a public hearing to be held to get more information regarding parking. Danielle would like to see lines painted on the road and your vehicle must fit into the lines if you want to park on the street. Danielle feels the issue of parking starts at the 300 block of West Broadway. Danielle gave the suggestion of having the residents have a parking pass to park on the street.

Council Member Andy Halm, if we eliminate parking, it's not fair to the homeowners. Andy does not agree with taking away all the parking. If we need to eliminate parking, then he would like to see us keep the north side parking. The Legion will be affected if we eliminate parking. When they have a big event, the streets are full. I don't agree with taking away all the parking

Council Member Miland Walling – We have walked West Broadway, and I thought we were going to possibly make parking on Grant Street. I think we should have no parking on the North side of the street, no RV parking and no Truck parking. I like the stop sign but I am concerned about accidents when people run the stop sign.

Council Member Theone Wheeler – is concerned about line of site issues on Mill Street. Theone is also concerned about how narrow Broadway is when you have cars parked on both sides of the street. I am not opposed to leaving parking in front of Golden Sands. Wants to find a grant to make a multi-story parking garage. If we eliminate parking on both sides of the street, the stop sign is vital. Theone would like to help the Legion get a grant to make their parking lot in a multi-story parking garage.

Council Member Ellie Casey – Is in favor of the stop sign but is concerned about the noise level. I would like to see the city post a sign that jake brakes are not allowed in the city limits. Agrees that parking is an issue.

Motion: I would move that we take this back to the Public Works Committee for them to make a recommendation to the council **Action:** Motion, **Moved by** Council Member Miland Walling, **Seconded by** Council Member Ellie Casey
Motion Passed Unanimously

Council Member Danielle Clevidence would like the Public Works Committee to get the meeting minutes prior to the committee meeting.

REPORT OF OFFICERS

Council Member Miland Walling – is excited to see all the events coming up this summer

Council Member Danielle Clevidence – Walk Through Fire is the band we are having for Community Days, they will be playing in the dalles and encouraged everyone to go out and take a listen to them.

Council Member Andy Halm – Thanked the public for attending the meeting

Council Member Theone Wheeler - Thanked the public for attending the meeting. The Kiwanis is having a duck derby. It will be at Ekone park on May 17th at noon.

Mayor Dave Jones - Thanked the public for attending the meeting. At the next council meeting we will have a recommendation for Collins Street Parking.

City Administrator Sandy Wells – reminded the public that they can subscribe to our website and get notifications.

OPEN PUBLIC COMMENT

Jack Runyan, 194 Woodland Rd – the council voted in red rock on the city streets, and it needs to be taken care of.

Veronica Clevidence, 406 W Broadway – Goldendale Community Enrichment is meeting at Crush Smoothie tomorrow night at 6:00. We will be discussing how to make Goldendale a more wonderful place to live. We will be working on the City Clean up Day on May 31, 2025.


ADJOURNMENT

6:49 PM

Motion: I move to Adjourn the meeting, Action: Motion, Moved by Council Member Miland Walling, Seconded by Council Member Ellie Casey. Motion passed unanimously.



Dave Jones, Mayor



Shelly Enderby, Clerk Treasurer

Register

Fiscal: 2025
Deposit Period: 2025 - April 2025
Check Period: 2025 - April 2025 - 2nd Council Apr 2025

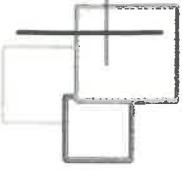
Number	Name	Print Date	Clearing Date	Amount
1st Security Bank of Washington	20016310			
Check				
59476	Vimly Benefit Solutions Inc	4/21/2025		\$413.80
59477	WA St Dept of Ecology	4/21/2025		\$1,725.00
59478	AT&T Mobility	4/21/2025		\$96.93
59479	Avista Utilities	4/21/2025		\$1,429.36
59480	America's Phone Guys	4/21/2025		\$666.50
59481	Department of Revenue	4/23/2025		\$1,517.96
59482	WA St Treasurer	4/23/2025		\$1,806.91
59483	Umpqua Bank	4/28/2025		\$12,465.55
59484	Stearns Bank N.A.	4/28/2025		\$1,360.07
59485	ABATE CGC of WA	5/5/2025		\$2,608.65
59486	Bishop Sanitation Inc	5/5/2025		\$73.50
59487	Bohn's Printing	5/5/2025		\$249.64
59488	Bryant Pipe & Supply Inc	5/5/2025		\$270.28
59489	Farwest Steel Corporation	5/5/2025		\$867.61
59490	Flock Group Inc	5/5/2025		\$16,125.00
59491	Ford Motor Credit Company LLC	5/5/2025		\$4,980.00
59492	Foremost Promotions	5/5/2025		\$1,130.61
59493	Goldendale Chamber	5/5/2025		\$2,031.12
59494	Goldendale Sentinel	5/5/2025		\$746.25
59495	Goldendale Tire Center	5/5/2025		\$1,007.67
59496	IBS Incorporated	5/5/2025		\$488.93
59497	JTI The Dalles	5/5/2025		\$11.66
59498	Klickitat County Health Dept	5/5/2025		\$175.00
59499	L N Curtis & Sons	5/5/2025		\$49.69
59500	Les Schwab Tire Center	5/5/2025		\$206.36
59501	MES Service Company, LLC	5/5/2025		\$3,335.04
59502	Quadiant Leasing USA Inc	5/5/2025		\$467.62
59503	Richard Orthmann	5/5/2025		\$88.80
59504	S&S Auto Value	5/5/2025		\$49.42
59505	Sound Water Services	5/5/2025		\$4,080.00
59506	Vestis	5/5/2025		\$447.59
59507	Vic's Auto & Supply	5/5/2025		\$133.76
90188Z	PAYA	4/1/2025		\$2,018.59
	Total	Check		\$63,124.87
	Total	20016310		\$63,124.87
	Grand Total			\$63,124.87

**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 59476 through 59507, 901887, in the amount of \$63,124.87, and unpaid obligations against the City of Goldendale, Washington and that I am authorized to certify said claims.

DATED this 1st day of May, 2025.


Shelly Enderby, Clerk-Treasurer



Register Activity

Fiscal: 2025
Period: 2025 - April 2025
Council Date: 2025 - April 2025 - 2nd Council Apr 2025

Reference	Date	Amount	Notes
Reference Number: 59476 <u>Invoice - 4/21/2025 12:20:58 PM</u>	Vimly Benefit Solutions Inc 4/21/2025	\$413.80 \$413.80	Benefit Correction for Hodges
Reference Number: 59477 <u>LAU-WA-W703-25</u>	WA St Dept of Ecology 2/24/2025	\$1,725.00 \$1,725.00	Renewal for Wastewater Laboratory Accreditation Fees
Reference Number: 59478 <u>287258483135X04182025</u>	AT&T Mobility 4/10/2025	\$96.93 \$96.93	Chlorination Station Hotspot
Reference Number: 59479 <u>Invoice - 4/21/2025 2:42:27 PM</u>	Avista Utilities 4/11/2025	\$1,429.36 \$1,429.36	Utilities
Reference Number: 59480 <u>14682CW</u>	America's Phone Guys 4/21/2025	\$666.50 \$666.50	Public Works Phones
Reference Number: 59481 <u>Leasehold Tax 1st Quarterly 2025</u>	Department of Revenue 4/23/2025	\$1,517.96 \$1,517.96	1st Quarter 2025
Reference Number: 59482 <u>Form A8-2 1st Quarter 2025</u>	WA St Treasurer 4/23/2025	\$1,806.91 \$1,806.91	1st Quarter 2025
Reference Number: 59483 <u>Invoice - 4/28/2025 8:19:13 AM</u>	Umpqua Bank 4/28/2025	\$12,465.55 \$12,465.55	Credit Card
Reference Number: 59484 <u>1622641</u>	Stearns Bank N.A. 4/28/2025	\$1,360.07 \$1,360.07	Genie Lift
Reference Number: 59485 <u>Invoice - 4/28/2025 12:17:54 PM</u>	ABATE CGC of WA 4/22/2025	\$2,608.65 \$2,608.65	Gen Liab Ins for Community Days
Reference Number: 59486 <u>14657</u>	Bishop Sanitation Inc 4/30/2025	\$73.50 \$73.50	Airport Port a Pottie
Reference Number: 59487 <u>6515</u> <u>6516</u>	Bohn's Printing 4/28/2025 4/28/2025	\$249.64 \$172.32 \$23.53	Copies City Hall Copies for FD

Reference	Date	Amount	Notes
Reference Number: 59487 <u>6517</u>	Bohn's Printing 4/28/2025	\$249.64 \$53.79	Copies for PD
Reference Number: 59488 <u>2046934</u> <u>2047698</u>	Bryant Pipe & Supply Inc 4/17/2025 4/28/2025	\$270.28 \$46.41 \$223.87	Galv Nipple Sprinker, Vaulve
Reference Number: 59489 <u>2204040</u>	Farwest Steel Corporation 4/28/2025	\$867.61 \$867.61	Supplies
Reference Number: 59490 <u>INV-63272</u>	Flock Group Inc 4/24/2025	\$16,125.00 \$16,125.00	Camera's
Reference Number: 59491 <u>1780518</u>	Ford Motor Credit Company LLC 4/22/2025	\$4,980.00 \$4,980.00	Ford F550's
Reference Number: 59492 <u>2053686</u>	Foremost Promotions 4/7/2025	\$1,130.61 \$1,130.61	Coloring Books, Pencil Toppers, Litterbags, Crayons, Tattoos
Reference Number: 59493 <u>1493</u>	Goldendale Chamber 4/11/2025	\$2,031.12 \$2,031.12	March 2025
Reference Number: 59494 <u>158223</u> <u>158226</u> <u>158242</u> <u>158255</u> <u>158256</u> <u>158257</u> <u>158260</u>	Goldendale Sentinel 4/7/2025 4/9/2025 4/16/2025 4/23/2025 4/23/2025 4/23/2025 4/28/2025	\$746.25 \$99.00 \$224.25 \$135.00 \$39.00 \$42.00 \$57.00 \$150.00	Community Days Ad for Old Hwy 97 Cruisers Community Days Ad for City of Goldendale Community Days Ad for Old Hwy 97 Cruisers Legal Notice Summary of Ordinance No. 1545 Legal/Public Notice of Ordinance No. 1546 Legal/Public Notice of Ordinance No. 1541 Ad for Utility Worker
Reference Number: 59495 <u>125235</u>	Goldendale Tire Center 4/7/2025	\$1,007.67 \$1,007.67	Tires FD 61-24
Reference Number: 59496 <u>873382-1</u> <u>873382-2</u>	IBS Incorporated 4/11/2025 4/24/2025	\$488.93 \$461.69 \$27.24	Supplies Carnage Bolt

Reference	Date	Amount	Notes
Reference Number: 59497 <u>D37705</u>	JTI The Dalles 4/17/2025	\$11.66 \$11.66	Supplies
Reference Number: 59498 <u>INV00016-0425</u>	Klickitat County Health Dept 4/8/2025	\$175.00 \$175.00	Bacteria Sample
Reference Number: 59499 <u>INV935695</u>	L N Curtis & Sons 4/9/2025	\$49.69 \$49.69	Shirt
Reference Number: 59500 <u>34800363991</u>	Les Schwab Tire Center 4/5/2025	\$206.36 \$206.36	Dismount, Mount, balance, & Disposal
Reference Number: 59501 <u>IN2247014</u> <u>IN2247025</u> <u>IN2247920</u>	MES Service Company, LLC 4/22/2025 4/22/2025 4/23/2025	\$3,335.04 \$1,684.81 \$1,058.98 \$591.25	Portable Lights Helmets Compressor Service Call
Reference Number: 59502 <u>Q1818415</u>	Quadient Leasing USA Inc 4/11/2025	\$467.62 \$467.62	Postage Machine Lease
Reference Number: 59503 <u>Invoice - 4/28/2025 11:56:39 AM</u>	Richard Orthmann 4/28/2025	\$88.80 \$88.80	Prescription Reimbursement
Reference Number: 59504 <u>721087</u>	S&S Auto Value 4/30/2025	\$49.42 \$49.42	Brake Fluid, SYN 5W20
Reference Number: 59505 <u>250417-1</u>	Sound Water Services 4/17/2025	\$4,080.00 \$4,080.00	Chlorine Briquette
Reference Number: 59506 <u>529167411</u> <u>529167412</u> <u>529167413</u> <u>5291674128</u> <u>5291678416</u> <u>5291678417</u> <u>5291678418</u> <u>5291678433</u> <u>5291682716</u> <u>5291682717</u> <u>5291682718</u> <u>5291682733</u> <u>5291687000</u> <u>5291687001</u> <u>5291687002</u>	Vestis 4/1/2025 4/1/2025 4/1/2025 4/1/2025 4/8/2025 4/8/2025 4/8/2025 4/8/2025 4/15/2025 4/15/2025 4/15/2025 4/15/2025 4/22/2025 4/22/2025 4/22/2025	\$447.59 \$16.12 \$30.70 \$17.74 \$19.40 \$16.12 \$42.52 \$16.12 \$19.40 \$16.12 \$36.60 \$16.12 \$19.40 \$16.12 \$36.60 \$16.12	Uniforms and Janitorial Uniforms Uniforms and Janitorial Janitorial Uniforms and Janitorial Uniforms Uniforms and Janitorial Janitorial Uniforms and Janitorial Uniforms Uniforms and Janitorial Janitorial Uniforms and Janitorial Uniforms Uniforms and Janitorial

Reference	Date	Amount	Notes
Reference Number: 59506			
5291687017	Vestis	\$447.59	
5291691280	4/22/2025	\$19.40	Janitorial
5291691281	4/29/2025	\$16.12	Uniforms and Janitorial
5291691282	4/29/2025	\$41.35	Uniforms
5291691297	4/29/2025	\$16.12	Uniforms and Janitorial
		\$19.40	Janitorial
Reference Number: 59507			
117795	Vic's Auto & Supply	\$133.76	
117834	4/14/2025	\$41.73	Paint, Mask Paper, Tape
117845	4/15/2025	\$29.00	Paint
118492	4/15/2025	\$14.50	Paint
118567	4/23/2025	\$35.10	Oil Filters, Oil
	4/24/2025	\$13.43	Paint
Reference Number: 901887			
Invoice - 4/30/2025 4:42:00 PM			
	PAYA	\$2,018.59	
	4/1/2025	\$2,018.59	Credit Card Fees

Register

Number	Name	Fiscal Description	Cleared	Amount
59466	Steve Johnston	2025 - April 2025 - 2nd Council Apr 2025		\$45.35
59467	American Family Life	2025 - April 2025 - 2nd Council Apr 2025		\$110.50
59468	Deferred Comp Program	2025 - April 2025 - 2nd Council Apr 2025		\$885.50
59469	Dept of Labor & Industries	2025 - April 2025 - 2nd Council Apr 2025		\$2,706.65
59470	Dept of Retirement	2025 - April 2025 - 2nd Council Apr 2025		\$13,352.32
59471	Employment Security - PFML	2025 - April 2025 - 2nd Council Apr 2025		\$624.20
59472	Employment Security - WA Cares Fund	2025 - April 2025 - 2nd Council Apr 2025		\$490.61
59473	Employment Security Department	2025 - April 2025 - 2nd Council Apr 2025		\$187.04
59474	Vimly Benefit Solutions Inc	2025 - April 2025 - 2nd Council Apr 2025		\$42,465.28
59475	Washington State Support Registry	2025 - April 2025 - 2nd Council Apr 2025		\$148.87
901886	City of Goldendale	2025 - April 2025 - 2nd Council Apr 2025		\$24,281.61
	Payroll Vendor	2025 - April 2025 - 2nd Council Apr 2025		\$65,342.78
Direct Deposit Run - 4/21/2025				\$150,640.71

AGENDA BILL: F1

AGENDA TITLE: 1ST QUARTER REVIEW 2025

DATE: MAY 5, 2025

ACTION REQUIRED:

ORDINANCE_____ COUNCIL INFORMATION_____ X _____

RESOLUTION_____ OTHER_____ PRESENTATION _____

MOTION_____

EXPLANATION:

Attached is our first quarter update. Teresa will be in attendance to answer questions.

FISCAL IMPACT:

ALTERNATIVES:

STAFF RECOMMENDATION:

MOTION:



CITY OF GOLDENDALE

FIRST QUARTER REVIEW - 2025

2025 REVENUES – GENERAL FUND

- 2025 revenue collected is 18.64% of the budget compared to 20.4% collected in 2024.
- Actual revenue collected stayed consistent with the prior year.

2025 REVENUES – GENERAL FUND

General Fund Revenue Source	1Q 2025 Actual	2025 Budget	1Q % of Budget	1Q 2024 Actual	2024 Budget	1Q % of Budget	1Q 2025 vs 1Q 2024
Regular Property Taxes	\$ 56,752	\$ 1,152,280	4.93%	\$ 15,936	\$ 1,041,000	1.53%	256.13%
Retail Sales Taxes/Criminal Justice Tax	389,650	824,750	47.24%	418,801	800,000	52.35%	-6.96%
B&O Taxes	196,618	721,670	27.24%	182,372	659,238	27.66%	7.81%
Leasehold Taxes	108	3,000	3.60%	1,067	1,500	71.10%	-89.87%
Licenses and Permits	13,689	93,500	14.64%	26,981	64,000	42.16%	-49.26%
State and Federal Grants	-	722,766	0.00%	766	660,000	0.00%	-100.00%
State Shared Revenues/Entitlements	46,155	215,499	21.42%	34,105	209,794	16.26%	35.33%
General Government Charges	7,345	62,000	11.85%	4,505	47,000	9.59%	63.03%
Fines and Penalties	2,693	30,000	8.98%	3,675	30,000	12.25%	-26.71%
Other Revenue Sources/Interest	14,164	76,000	18.64%	37,090	42,500	87.27%	-61.81%
Total:	\$ 727,174	\$ 3,901,465	18.64%	725,298	3,555,032	20.40%	0.26%

2025 EXPENDITURES – GENERAL FUND

- 2025 expenses were 25.09% of the budget compared to 25.10% expended in 2024.
- Actual expenses increased 9.53% from the prior year, due to an increase in insurance and the airport fuel system.

2025 EXPENDITURES – GENERAL FUND

General Fund Department's	1Q 2025 Actual	2025 Budget	1Q % of Budget	1Q 2024 Actual	2024 Budget	1Q % of Budget	1Q 2025 vs 1Q 2024
Legislative	\$ 8,900	\$ 13,883	64.11%	\$ 10,168	\$ 13,802	73.67%	-12.47%
Judicial	56,704	124,500	45.55%	45,185	167,890	26.91%	25.49%
Mayor	5,177	16,475	31.42%	986	15,450	6.38%	425.20%
Finance and Records Services	124,160	393,212	31.58%	93,172	372,345	25.02%	33.26%
Legal	10,586	25,750	41.11%	-	25,750	0.00%	100.00%
Employee Benefit Programs	7,291	20,891	34.90%	6,889	21,115	32.63%	5.83%
Facilities/Risk Management/Other	130,338	135,100	96.48%	113,766	98,056	116.02%	14.57%
Administration	3,180	10,506	30.27%	3,776	10,300	36.66%	-15.78%
Information Technology	10,215	22,063	46.30%	40,223	121,630	33.07%	-74.60%
Law Enforcement	419,702	1,452,823	28.89%	262,181	1,416,199	18.51%	60.08%
Fire Department	111,919	290,427	38.54%	91,743	280,633	32.69%	21.99%
Protective Inspections	40,747	134,222	30.36%	43,227	96,717	44.69%	-5.74%
Airport Facilities	12,041	55,364	21.75%	14,238	38,652	36.84%	-15.43%
Animal Control	11,269	34,547	32.62%	12,902	26,471	48.74%	-12.66%
Planning and Community Development	12,821	59,916	21.40%	17,137	57,680	29.71%	-25.19%
Redemption of Debt	-	9,289	0.00%	-	9,289	0.00%	0.00%
Interest/Other/Transfer Out	-	523,976	0.00%	66,000	904,238	7.30%	100.00%
Capital Outlay	-	638,000	0.00%	-	-	0.00%	0.00%
Airport Fuel System	32,917	114,000	28.87%	4,283	-	100.00%	100.00%
Shoreline Master Plan	-	-	0.00%	-	-	0.00%	0.00%
ARPA Funds Law Enforcement Admin	-	-	0.00%	24,991	5,126	0.00%	0.00%
ARPA Funds Law Enforcement Operations	24,235	-	100.00%	82,392	23,352	0.00%	0.00%
Total:	\$ 1,022,202	\$ 4,074,944	25.09%	\$ 933,261	\$ 3,718,085	25.10%	9.53%

2025 REVENUES – UTILITY FUND

- 2025 revenue collected is 23.46% of the budget compared to 7.32% collected in 2024.
- Actual revenue collected increased 83.98% from the prior year due to programed rate increases in the utility systems and PWTF loan proceeds received in 2025.

2025 REVENUES – UTILITY FUND

Revenue Source	1Q 2025 Actual	2025 Budget	1Q % of Budget	1Q 2024 Actual	2024 Budget	1Q % of Budget	1Q 2025 vs 1Q 2024
Water/Sewer Fund 401							
Licenses and Permits	\$ -	\$ 20,000	0.00%	\$ 6,000	\$ 20,000	30.00%	-100.00%
Charges for Goods and Services	778,866	2,890,282	26.95%	664,813	2,865,928	23.20%	17.16%
Miscellaneous	8,269	11,000	75.18%	1,444	5,000	28.88%	472.64%
Other Financing Sources	449,655	2,350,000	0.00%	-	6,288,359	0.00%	0.00%
Total:	\$ 1,236,790	\$ 5,271,282	23.46%	\$ 672,257	\$ 9,179,287	7.32%	83.98%

2025 EXPENDITURES – UTILITY FUND

- 2025 expenses were 21.01% of the budget compared to 7.53% expended in 2024. The 2025 budget is lower than the 2024 budget due to capital outlay that occurred. Therefore, the % of the budget spent is more in 2025.
- Actual expenses increased 58.83% from the prior year due to the timing of the payments for the capital projects.

2025 EXPENDITURES – UTILITY FUND

Expenses:

Water/Sewer Fund 401

	1Q 2025 Actual	2025 Budget	1Q % of Budget	1Q 2024 Actual	2024 Budget	1Q % of Budget	1Q 2025 vs 1Q 2024
Water - Administration - General	\$ 224,417	\$ 551,322	40.71%	\$ 202,534	\$ 371,418	54.53%	10.80%
Water - Training	91	4,990	1.83%	4,662	4,893	95.28%	-98.04%
Water - Maintenance	8,999	308,364	2.92%	13,143	297,567	4.42%	-31.53%
Water - Operations - Customer Service and Marketing	-	41,937	0.00%	-	40,170	0.00%	0.00%
Water - Operations - General	67,050	225,464	29.74%	65,963	171,701	38.42%	1.65%
Water - Other Operating Expenditures	2,327	25,579	9.10%	3,676	24,720	14.87%	-36.70%
Sewer - Administration - General	177,578	499,593	35.54%	165,764	328,570	50.45%	7.13%
Sewer - Training	533	1,314	40.54%	227	1,288	17.59%	0.00%
Sewer - Maintenance	6,494	125,630	5.17%	8,214	132,252	6.21%	-20.94%
Sewer - Operations - General	73,422	295,032	24.89%	65,783	243,132	27.06%	11.61%
Sewer - Other Operating Expenditures	852	3,993	21.34%	994	14,729	6.75%	-14.26%
Principal and Other Debt Service Costs	70,522	319,479	22.07%	57,046	355,228	16.06%	23.62%
Interest and Other Debt Service Costs	26,518	144,694	18.33%	25,055	151,213	16.57%	5.84%
Capital Expenditures	2,804	47,000	5.97%	1,869	-	100.00%	50.00%
WW Treatment Plant Improvements	63,693	500,000	12.74%	21,530	3,757,500	0.57%	195.83%
ASR Project	10,925	150,000	7.28%	-	200,000	0.00%	100.00%
PWTF Water Project	302,502	1,700,000	17.79%	17,525	2,588,359	0.68%	1626.11%
Total:	\$ 1,038,727	\$ 4,944,391	21.01%	\$ 653,983	\$ 8,682,739	7.53%	58.83%

2025 REVENUES – STREET FUND

- 2025 revenue collected is 3.57% of the budget compared to 5.41% collected in 2024.
- Actual revenue collected increased 6.08% from the prior year, due to an increase in sales tax.

2025 REVENUES – STREET FUND

Revenue - Street Fund 101	1Q 2025 Actual	2025 Budget	1Q % of Budget	1Q 2024 Actual	2024 Budget	1Q % of Budget	1Q 2025 vs 1Q 2024
Special Sales Tax	\$ 74,672	\$ 283,440	26.35%	\$ 67,768	\$ 270,000	0.00%	10.19%
Licenses and Permits	10	1,000	1.00%	55	1,000	5.50%	-81.82%
Intergovernmental Revenue	13,682	1,831,367	0.75%	15,481	841,002	1.84%	-11.62%
Charges for Goods and Services	-	1,000	0.00%	-	1,000	0.00%	0.00%
Other Financing Sources	-	359,500	0.00%	-	426,959	0.00%	0.00%
Total:	\$ 88,365	\$ 2,476,307	3.57%	\$ 83,303	\$ 1,539,961	5.41%	6.08%

2025 EXPENDITURES – STREET FUND

- 2025 expenses were 5.98% of the budget compared to 7.87% expended in 2024.
- Actual expenses increased 32.61% from the prior year due to the South Columbus Avenue Overlay project.

2025 EXPENDITURES – STREET FUND

Expense - Street Fund 101	1Q 2025 Actual	2025 Budget	1Q % of Budget	1Q 2024 Actual	2024 Budget	1Q % of Budget	1Q 2025 vs 1Q 2024
Roadway	\$ 20,748	\$ 47,742	43.46%	\$ 10,811	\$ 98,880	10.93%	91.92%
Drainage	-	6,366	0.00%	-	14,420	0.00%	0.00%
Street Lighting	2,690	10,609	25.36%	2,611	41,200	6.34%	3.04%
Traffic Control	-	4,000	0.00%	-	27,810	0.00%	0.00%
Snow and Ice	108	7,956	1.36%	230	21,115	1.09%	-52.98%
Street Cleaning	-	1,591	0.00%	197	9,785	2.01%	-100.00%
Roadside	-	3,000	0.00%	94	20,600	0.46%	-100.00%
Administrative Services	105,372	288,359	36.54%	97,579	91,256	106.93%	7.99%
Debt Service	-	177,433	0.00%	-	227,299	0.00%	0.00%
West Columbus Neighborhood Imp Proj	-	29,400	0.00%	-	-	0.00%	0.00%
South Columbus Avenue Overlay	15,268	1,000,000	1.53%	-	-	0.00%	100.00%
Byars Street Project	-	-	0.00%	-	869,934	0.00%	0.00%
Darland Street Project	3,625	900,000	0.40%	-	-	0.00%	0.00%
Genie Lift	633	6,000	10.54%	422	-	100.00%	0.00%
Total:	\$ 148,444	\$ 2,482,456	5.98%	\$ 111,943	\$ 1,422,299	7.87%	32.61%

2025 REVENUES – OTHER FUNDS

Revenue - Parks and Rec Fund 103

	1Q 2025 Actual	2025 Budget	1Q % of Budget	1Q 2024 Actual	2024 Budget	1Q % of Budget	1Q 2025 vs 1Q 2024
Charges for Goods and Services	\$ -	\$ -	100.00%	\$ 32,000	\$ -	100.00%	-100.00%
State Grants	\$ 28,245	\$ 40,000	70.61%	\$ -	\$ 85,000		100.00%
Space & Facilities Leases	200	500	100.00%	250	-	0.00%	-20.00%
Other Financing Sources	-	179,266	0.00%	66,000	132,000	50.00%	-100.00%
Total:	\$ 28,445	\$ 219,766	12.94%	\$ 98,250	\$ 217,000	45.28%	-71.05%

Revenue - Gdale Housing Rehab Fund 104

	1Q 2025 Actual	2025 Budget	1Q % of Budget	1Q 2024 Actual	2024 Budget	1Q % of Budget	1Q 2025 vs 1Q 2024
Miscellaneous	\$ 481	\$ 2,000	24.07%	\$ 856	\$ 2,000	42.80%	-43.77%
Sale of Capital Assets	29	1,000	2.86%	116	1,000	11.58%	-75.33%
Total:	\$ 510	\$ 3,000	17.00%	\$ 972	\$ 3,000	32.39%	-47.53%

Revenue - Economic Development Fund 105

	1Q 2025 Actual	2025 Budget	1Q % of Budget	1Q 2024 Actual	2024 Budget	1Q % of Budget	1Q 2025 vs 1Q 2024
Miscellaneous	\$ 8,834	\$ 13,000	67.95%	\$ 34	\$ 12,000	0.29%	25668.96%
Intergovernmental Revenue	-	0	100.00%	103,796	0	100.00%	0.00%
Total:	\$ 8,834	\$ 13,000	67.95%	\$ 103,830	\$ 12,000	865.25%	-91.49%

2025 REVENUES – OTHER FUNDS

Revenue - Public Safety Reserve Fund 106

	1Q 2025 Actual	2025 Budget	1Q % of Budget	1Q 2024 Actual	2024 Budget	1Q % of Budget	1Q 2025 vs 1Q 2024
Special Sales Tax	\$ 49,782	\$ 183,562	27.12%	\$ 45,178	\$ 180,000	0.00%	10.19%
Grants	0	1,500	0.00%	2,822	0	0.00%	-100.00%
Miscellaneous	2,124	-	0.00%	202	-	0.00%	951.23%
Total:	\$ 51,905	\$ 185,062	28.05%	\$ 48,202	\$ 180,000	26.78%	7.68%

Revenue - Capital Improvement Fund 107

	1Q 2025 Actual	2025 Budget	1Q % of Budget	1Q 2024 Actual	2024 Budget	1Q % of Budget	1Q 2025 vs 1Q 2024
Taxes	\$ 13,221	\$ 45,000	29.38%	\$ 7,478	\$ 50,000	14.96%	76.79%
Total:	\$ 13,221	\$ 45,000	29.38%	\$ 7,478	\$ 50,000	14.96%	76.79%

Revenue - Criminal Justice Program Fund 108

	1Q 2025 Actual	2025 Budget	1Q % of Budget	1Q 2024 Actual	2024 Budget	1Q % of Budget	1Q 2025 vs 1Q 2024
State Entitlements, Impact Payments & Taxes	\$ 1,545	\$ 6,327	24.43%	\$ 1,454	\$ 5,785	25.13%	6.30%
Total:	\$ 1,545	\$ 6,327	24.43%	\$ 1,454	\$ 5,785	25.13%	6.30%

2025 REVENUES – OTHER FUNDS

Revenue - Drug Enforcement/Investigation Fund 109

	1Q 2025 Actual	2025 Budget	1Q % of Budget	1Q 2024 Actual	2024 Budget	1Q % of Budget	1Q 2025 vs 1Q 2024
Fines and Penalties	895	5,000	17.91%	906	5,000	18.11%	-1.13%
Miscellaneous	27	1,000	2.67%	10	1,000	1.00%	167.77%
Total:	\$ 922	\$ 6,000	15.37%	\$ 916	\$ 6,000	15.26%	0.71%

Revenue - Tourism Fund 110

	1Q 2025 Actual	2025 Budget	1Q % of Budget	1Q 2024 Actual	2024 Budget	1Q % of Budget	1Q 2025 vs 1Q 2024
Taxes	12,025	65,000	18.50%	11,235	75,000	14.98%	7.04%
Charges for Goods and Services	-	4,000	0.00%	-	4,000	0.00%	0.00%
Miscellaneous	433	600	100.00%	105	-	100.00%	312.72%
Total:	\$ 12,458	\$ 69,600	17.90%	\$ 11,340	\$ 79,000	14.35%	9.86%

Revenue - Agency Suspense Fund 650

	1Q 2025 Actual	2025 Budget	1Q % of Budget	1Q 2024 Actual	2024 Budget	1Q % of Budget	1Q 2025 vs 1Q 2024
Agency Type Deposits	1,807	25,000	7.23%	2,627	25,000	10.51%	-31.22%
Total:	\$ 1,807	\$ 25,000	7.23%	\$ 2,627	\$ 25,000	10.51%	-31.22%

2025 EXPENDITURES – OTHER FUNDS

Expense - Parks and Rec Fund 103

	1Q 2025 Actual	2025 Budget	1Q % of Budget	1Q 2024 Actual	2024 Budget	1Q % of Budget	1Q 2025 vs 1Q 2024
General Parks	\$ 61,863	\$ 152,765	40.50%	\$ 36,266	\$ 135,869	26.69%	70.58%
Capital Outlay	302	67,000	100.00%	201	85,000	100.00%	50.00%
Total:	\$ 62,165	\$ 219,765	28.29%	\$ 36,467	\$ 220,869	16.51%	70.47%

Expense - Gdale Housing Rehab Fund 104

	1Q 2025 Actual	2025 Budget	1Q % of Budget	1Q 2024 Actual	2024 Budget	1Q % of Budget	1Q 2025 vs 1Q 2024
Housing and Community Development	\$ -	\$ 1,050	0	\$ -	\$ 1,030	0	0.00%
Total:	\$ -	\$ 1,050	0.00%	\$ -	\$ 1,030	0.00%	0.00%

Expense - Economic Development Fund 105

	1Q 2025 Actual	2025 Budget	1Q % of Budget	1Q 2024 Actual	2024 Budget	1Q % of Budget	1Q 2025 vs 1Q 2024
Economic Development	\$ -	\$ 12,607	0.00%	\$ -	\$ 12,360	0.00%	0.00%
DOC - Small Business Innovation Grant	324	-	100.00%	872	-	100.00%	-62.86%
Total:	\$ 324	\$ 12,607	2.57%	\$ 872	\$ 12,360	7.06%	0.04%

2025 EXPENDITURES – OTHER FUNDS

Expense - Public Safety Reserve Fund 106

	1Q 2025 Actual	2025 Budget	1Q % of Budget	1Q 2024 Actual	2024 Budget	1Q % of Budget	1Q 2025 vs 1Q 2024
Debt Repayment	\$ -	\$ 28,567	0.00%	\$ -	\$ 27,209	0.00%	0.00%
Interest and Other Debt Costs	-	5,443	0.00%	-	6,837	0.00%	0.00%
Capital Expenditures	(2,000)	146,000	-1.37%	1,357	145,954	0.93%	-247.35%
Total:	\$ (2,000)	\$ 180,010	-1.11%	\$ 1,357	\$ 180,000	0.75%	-247.35%

Expense - Capital Improvement Fund 107 Transfer Out

	1Q 2025 Actual	2025 Budget	1Q % of Budget	1Q 2024 Actual	2024 Budget	1Q % of Budget	1Q 2025 vs 1Q 2024
	\$ -	\$ 15,000	0.00%	\$ -	\$ 15,000	0.00%	0.00%
Total:	\$ -	\$ 15,000	0.00%	\$ -	\$ 15,000	0.00%	0.00%

Expense - Criminal Justice Program Fund 108 Operating Supplies

	1Q 2025 Actual	2025 Budget	1Q % of Budget	1Q 2024 Actual	2024 Budget	1Q % of Budget	1Q 2025 vs 1Q 2024
	\$ -	\$ 3,000	0.00%	\$ -	\$ 1,545	0.00%	0.00%
Total:	\$ -	\$ 3,000	0.00%	\$ -	\$ 1,545	0.00%	0.00%

2025 EXPENDITURES – OTHER FUNDS

Expense - Drug Enforcement/Investigation Fund 109

K-9 Expenses

	1Q 2025 Actual	2025 Budget	1Q % of Budget	1Q 2024 Actual	2024 Budget	1Q % of Budget	1Q 2025 vs 1Q 2024
	\$ 998	\$ 5,253	19.00%	\$ 943	\$ 5,150	18.31%	5.87%
Total:	\$ 998	\$ 5,253	19.00%	\$ 943	\$ 5,150	18.31%	5.87%

Expense - Tourism Fund 110

Administration - General
 Tourism Money Awarded - Chamber
 Tourism Money Awarded - Pride Event
 Tourism Money Awarded - Community Days
 Tourism Money Awarded - ABATE
 Tourism Money Awarded - Brighter Goldendale

	1Q 2025 Actual	2025 Budget	1Q % of Budget	1Q 2024 Actual	2024 Budget	1Q % of Budget	1Q 2025 vs 1Q 2024
	\$ -	\$ -	100.00%	\$ -	\$ -	100.00%	0.00%
	3,538	22,000	16.08%	3,653	46,350	7.88%	-3.16%
	1,250	2,000	62.50%	-	11,330	0.00%	100.00%
	3,437	15,000	0.00%	-	-	0.00%	100.00%
	-	4,000	100.00%	7,000	13,390	100.00%	-100.00%
	-	41,048	0.00%	-	11,330	0.00%	0.00%
Total:	\$ 8,225	\$ 84,048	9.79%	\$ 10,653	\$ 82,400	12.93%	-22.80%

Expense - Agency Suspense Fund 650

Nonexpenditures

	1Q 2025 Actual	2025 Budget	1Q % of Budget	1Q 2024 Actual	2024 Budget	1Q % of Budget	1Q 2025 vs 1Q 2024
	\$ 2,054	\$ 30,000	6.85%	\$ 1,413	\$ 30,000	4.71%	45.37%
Total:	\$ 2,054	\$ 30,000	6.85%	\$ 1,413	\$ 30,000	4.71%	45.37%

QUESTIONS

-
- Thank you!

AGENDA BILL: H1

**AGENDA TITLE: EAST COLLINS PARKING
RECOMMENDATION**

DATE: MAY 5, 2025

ACTION REQUIRED:

ORDINANCE _____ COUNCIL INFORMATION _____ X _____

RESOLUTION _____ OTHER _____

MOTION _____ X _____

EXPLANATION:

The Public Works Committee met on April 16, 2025, to discuss the options for East Collins Parking. The Public Works Committee recommends eliminating parking on the North Side of East Collins from Roosevelt Intersection to Sanders Way and adding a 4-way stop at the South Roosevelt and East Collins Intersection. In front of all driveways on East Collins, there is no parking within five feet of the driveway (GMC 10.16.030 (B)(1)). No parking on the south side of East Collins within twenty feet of a crosswalk (GMC 10.16.030 (B) (3)). On the South side of East Collins, no Parking with thirty feet of the stop sign (GMC 10.16.030 (B) (5)).

FISCAL IMPACT:

ALTERNATIVES:

STAFF RECOMMENDATION:

MOTION:

**I MOVE TO ELIMINATE PARKING ON THE NORTH SIDE OF EAST COLLINS AND
ADD A 4-WAY STOP AT SOUTH ROOSEVELT AND EAST COLLINS
INTERSECTION.**

AGENDA BILL: H2

AGENDA TITLE: AIRPORT MANAGERS AGREEMENT

DATE: MAY 5, 2025

ACTION REQUIRED:

ORDINANCE _____ COUNCIL INFORMATION _____ X _____

RESOLUTION _____ OTHER _____

MOTION _____ X _____

EXPLANATION:

The City of Goldendale owns and operates the Goldendale Airport. Since last year, Rick Lundin has been helping at the Airport with various tasks (attached as Exhibit C) and the previous Administrator had been working with Rick on an Airport Managers Agreement. Rick Lundin researched and found some information on the salary of full-time Airport Managers (attached as Exhibit A). The Budget Committee has met and talked with the CPA Jen regarding the salary for the Airport Manager (attached as Exhibit B). The Budget Committee recommends the attached Airport Manager Agreement for a 6-month trial period.

FISCAL IMPACT: \$1000.00 a month consultant fee

ALTERNATIVES:

STAFF RECOMMENDATION:

MOTION:

I MOVE TO AUTHORIZE THE MAYOR TO EXECUTE AN AIRPORT MANAGERS' AGREEMENT BETWEEN RICHARD LUNDIN AND THE CITY OF GOLDENDALE FOR AIRPORT MANAGERS SERVICES.

AIRPORT MANAGER'S AGREEMENT

THIS AGREEMENT made and entered into this _____ day of _____, 2025 by and between the City of Goldendale, a municipal corporation existing by and under the authority of the laws of the State of Washington and hereinafter referred to as the Owner, and Richard Lundin, hereinafter referred to as the Manager.

WHEREAS, the City of Goldendale owns and operates an airport known as the Goldendale Municipal Airport, and the Manager is desirous of entering into a contractual arrangement for the management of the airport.

WHEREAS, the Owner, insofar as relationships are concerned in this Agreement, shall mean the City of Goldendale.

NOW THEREFORE, in consideration of the salary and other employee benefits and agreements herein contained, the Manager does hereby agree to assume responsibility for management of the Goldendale Municipal Airport, upon the following terms and conditions:

1. It is understood and agreed that nothing in this agreement shall be construed to authorize or grant to the Manager any exclusive right or privilege in connection with any business or activity on the airport in which the Manager may have an interest or association.
2. The Owner does hereby agree to pay the Manager for such management services the cash sum of \$ 1000.00 per month. The term of this Agreement shall be for a 6-month period and then go back to the budget committee for review. The committee would like an itemized list of duties and hours submitted to the City Administrator monthly for the 6-month review period. After the 6-month period, the committee will review the salary and hours spent and adjust accordingly. Unless sooner terminated as provided in paragraph 6. Furthermore, this Agreement shall be renewed automatically for a period of two (2) years, unless three months written notice is given to the Manager by the Owner.
3. The owner shall provide liability insurance for the Manager and airport operations.
4. Under policy established by the Owner, the Manager oversees, and is responsible for, the administration, operation and maintenance of the Goldendale Municipal Airport. The Manager, as part of their duties and responsibilities, shall:
 - a. Conduct or provide for weekly inspections of all airport physical properties, including runways, taxiways, lighting systems, buildings, navigational equipment, automobile parking areas and access roads; coordinate with City Public Works Staff to perform weekly inspections in the absence of the Manager, to make routine repairs, replacements and improvements in a timely and efficient manner; keep a complete and accurate record of all maintenance work performed on the airport, and make such reports to the Owner as may be required at such time and in the form requested by the Owner.
 - b. Determine current and potential program needs and prepare plans to fill these needs; make recommendations for current and future development of aviation facilities; Report and work on Action Items to support funding of airport improvements as determined by the Owner; coordinate all development and improvement with the proper local, state and federal agencies, engineers, architects and other professionals, aviation organizations, and public interest groups.

- c. Recommend to the Owner ordinances and regulations relating to the safe and efficient operation of the airport, and governing the use of the airport, including the leasing of floor space, parking, hangars and other property; assure enforcement of all ordinances and regulations concerning the airport;
 - d. Serve as a liaison between the Owner and the airport users and lessees relative to the preparation, negotiation, rates and charges, and terms of leases and agreements;
 - e. Develop and maintain effective liaison with the traveling and general public, commercial and general aviation interests, agencies having control over, or interest in, certain airport activities, tenants and their employees, and all entities with an interest in the airport;
 - f. Establish appropriate airport accounts, prepare periodic and special operations and financial reports, including annual budget requests for the Owner;
 - g. Be responsible for notifying the Federal Aviation Administration Flight Service Station promptly of all conditions affecting the safe use of the airport;
 - h. Participate in conferences and meetings of aeronautical and civic organizations for the promotion of aviation activity in the community; give talks on airport progress and service; coordinate the plans and assure safe operating procedures are followed for air shows, demonstrations and exhibitions at the airport.
5. The Manager for themselves, their personal representatives, successors in interest, and assigns agrees that: (1) no person on the grounds of race, color, religion, or national origin shall be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of all airport facilities; (2) in the construction and maintenance of any improvements on, over, or under such land and the furnishing of services thereon or therein, no person on the grounds of race, color, religion or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) the Manager shall use the premises in compliance with all other requirements imposed by or pursuant of Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21; Nondiscrimination in Federally Assisted Programs of the Department of Transportation Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.
6. The Manager shall not assign or delegate any of their duties or responsibilities under this Agreement without the prior written approval of the Owner.
7. In the event that the Manager fails to comply with the terms and conditions of this Agreement, the Owner shall notify the Manager, in writing, of the alleged violation of this Agreement and, if the violation has not been corrected within 30 days from the date of the alleged violation or if the Owner has other reasonable and just cause, this Agreement may be terminated by the Owner upon thirty days written notice. The Manager may terminate this Agreement at any time upon giving not less than thirty days written notice to the Owner.
8. Any controversy or claim arising out of or relating to this Agreement or any alleged breach thereof which cannot be settled between the parties, shall be settled by arbitration in accordance with the rules of the American Arbitration Association, and judgment upon the dispute rendered by the arbitrator(s) shall be final and binding on the parties.

CITY of Goldendale

Airport Manager

Dave Jones, Mayor

Richard Lundin

ATTEST:

Shelly Enderby, Clerk Treasurer

Sandy Wells

From: Sandy Wells
Sent: Wednesday, March 19, 2025 9:10 AM
To: Sandy Wells
Subject: FW: [EXTERNAL] Re: [EXTERNAL] Re: [EXTERNAL] Re: [EXTERNAL] Airport Manager
Attachments: Port of Lopez Manager current job listing.docx

Exhibit H

Page 1

Thanks,

*Sandy Wells
City Administrator
City of Goldendale
509-773-3771*

From: Richard Lundin <richard.lundin@gmail.com>
Sent: Monday, January 6, 2025 9:49 AM
To: Sandy Wells <swells@ci.goldendale.wa.us>
Subject: [EXTERNAL] Re: [EXTERNAL] Re: [EXTERNAL] Re: [EXTERNAL] Airport Manager

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning Sandy,

Attached are two general salary ranges with a median. I took that median number and multiplied it by .25 for a quarter time position. There is a current listing for a similar position on Lopez Island. That is also part time at 16 hours per week and a salary of \$2774 or \$43.34 per hour. Multiply that by 32 hours per month and you get \$1387. or time 40 and you have \$1733.60. I was planning to have more comparisons for you but we got notified we have a house showing at noon today. We are hustling to be ready. Let me know if you need anything else.

Best,
Rick

**Port of Lopez Manager
Lopez Island, WA**

Position type: Part-Time, Exempt, Hourly
Average 16 hour work week
Compensation: \$2,774/month

Position Description:

The Manager reports directly to the Commission. The Manager makes decisions regarding daily, normal maintenance and operation of the airport and port properties, following written policies where applicable and keeping the Commission informed. Duties vary as listed below, but not limited to those under the Responsibilities of the Port of Lopez Manager. This is a Part-Time, Exempt, hourly position based on an average of a 16-hour work week. The Pay is \$2,774 per month. Work schedule may vary due to the season or other activities requiring the presence of the manager. The manager may also be required to respond to emergencies and other urgent airport matters after regular hours. The responsibilities and the level of authority may be limited or delayed for a training period depending on knowledge and experience.

Full job description: visit PortofLopez.com

To apply, respond to: PO Box 907, Lopez Island, WA 98261 or rhoffman@portoflopez.com

From talent.com

\$62,491

/ Annual

Based on 1237 salaries

The average **airport manager** salary in **Washington** is **\$62,491** per year or **\$30.04** per hour.

Entry level positions start at **\$48,360** per year while most experienced workers make up to **\$104,267** per year.

Median

\$62,491



Low

\$48,360

Exhibit A
Page 3

High
\$104,267

Salary.com:

What is the highest and lowest pay for Airport Manager?

As of January 01, 2025, the average annual salary for an Airport Manager in Washington is **\$73,731**. According to Salary.com, salaries can range from a low of **\$56,175** to a high of **\$93,538**, with most professionals earning between **\$64,541** and **\$84,099**.

[View Minimum Wage Values in Washington](#)

[Develop a Job description](#)

[Pay Equity](#)

[Salary Grading Scale](#)

[Pay Strategy](#)

[2024 Compensation Trend](#)

[Compensation Consulting](#)

[Salary](#) [Salary + Bonus](#) [Benefits](#)

Sandy Wells

Exhibit B

From: Jen Forsberg <Jen@tdj.cpa>
Sent: Tuesday, February 11, 2025 8:56 AM
To: Sandy Wells
Subject: [EXTERNAL] RE: [EXTERNAL] Airport Manager

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Is this the type of blurb you were looking for:

Using FY24 information, the airport collected \$14,614.15 in fuel sales in comparison to expenses totaling \$52,068.93. This represents a loss of \$37,454.78 which is part of the general fund overall activity. Any additional expenses will increase the loss experienced by the airport. The City general fund is limited on revenue growth based on the 1% limit on property tax increases. The other major component of revenue in the general fund is sales tax and that is limited to the sales in the City. The City could increase the utility tax on the water and sewer revenues to give some relief to the general fund as presented in the rate study analysis that was performed by FCS.

Jen Forsberg, CFE
Senior Associate
Jen@tdj.cpa
A Higher Standard for Governmental Accounting



From: Sandy Wells <swells@ci.goldendale.wa.us>
Sent: Thursday, February 6, 2025 1:32 PM
To: Jen Forsberg <Jen@tdj.cpa>
Subject: FW: [EXTERNAL] Airport Manager

Thanks,

Sandy Wells
City Administrator
City of Goldendale
509-773-3771

From: Richard Lundin <richard.lundin@gmail.com>
Sent: Monday, December 30, 2024 11:45 AM
To: Sandy Wells <swells@ci.goldendale.wa.us>; Dave Jones <djones@ci.goldendale.wa.us>
Subject: [EXTERNAL] Airport Manager

Exhibit C

Page 1

Airport management tasks:

Weekly fuel sampling and testing.

Fuel system monthly, quarterly, semiannual and annual inspections and replacements.

Fuel ordering and delivery inspections as needed. 24-7 cardlock maintenance and troubleshooting as required.

Projects currently on going include implementation of the Airport Layout Plan (ALP), this includes grant writing, implementation follow up, property negotiations, government agency interaction and negotiations. This is a \$360K grant

Closeout documents for the current fuel farm to facilitate reimbursement of costs by WSDOT.

Additional information and implementation plan for a new WSDOT grant that will be a phase I to runway widening and safety upgrades. This is a \$360K grant with \$342k coming from the grant.

Work with the new ordinance committee members to implement the required ordinances to allow for various fees typically collected by airports.

Investigate building code requirements for structures on the airport and provide a design criteria for hangars etc.

Work with WSDOT for surface improvement as required after the surface inspection results return.

Attend conferences and workshops as opportunities present.

Review warranties from QT Pod, Mascott, and Beam prior to expiration.

Research runway lighting activation and equipment to validate current operation status is correct.

Develop and put in place a Maintenance System for the airport equipment

Continue leading the Airport Advisory Committee

Sandy Wells

Exhibit C

Page 2

From: Richard Lundin <richard.lundin@gmail.com>
Sent: Monday, December 30, 2024 1:28 PM
To: Sandy Wells
Cc: Dave Jones
Subject: [EXTERNAL] Re: [EXTERNAL] Airport Manager

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Usually I have 8 hours total in airport tasks but I have weeks when it is considerably more.

On Mon, Dec 30, 2024 at 11:48 AM Sandy Wells <swells@ci.goldendale.wa.us> wrote:

Can you list about how many hours it takes you for all those tasks or just at the top list how many hours you work in a week for the airport?

Thanks,

Sandy Wells

City Administrator

City of Goldendale

509-773-3771

From: Richard Lundin <richard.lundin@gmail.com>
Sent: Monday, December 30, 2024 11:45 AM
To: Sandy Wells <swells@ci.goldendale.wa.us>; Dave Jones <djones@ci.goldendale.wa.us>
Subject: [EXTERNAL] Airport Manager

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Sandy and Dave,

Attached is a list of the items I am currently working on for the airport. My thought on this is as stated in the contract draft. This will be a 1/4 time position, sometimes a little less, sometimes quite a bit more. Let me know what you think.

AGENDA BILL: J1

AGENDA TITLE: ORDINANCE NO 1547 – Utility Tax Increase

DATE: MAY 5, 2025

ACTION REQUIRED:

ORDINANCE_____ COUNCIL INFORMATION_____X_____

RESOLUTION_____ OTHER_____

MOTION_____X_____

EXPLANATION:

The Budget Committee met with our CPA Jen Forsberg and recommended increasing our Utility Tax 6% for a total of 12%. That increase will help increase the revenue in our General Fund. Teresa is attending by zoom for questions regarding our General Fund.

FISCAL IMPACT:

ALTERNATIVES:

STAFF RECOMMENDATION:

MOTION:

I MOVE TO ACCEPT ORDINANCE NO 1547 INCREASING OUR UTILITY TAX 6% FOR IT'S 1ST READING.

(OPTION – YOU CAN WAIVE THE 2ND READING IF YOU ARE READY TO APPROVE IT)



INCORPORATED

Teresa D. Johnson CPA, Inc.

May 1, 2025

To: Sandra Wells, City Administrator

Re: FCS Rate Study Suggestion regarding Utility Tax increases

Per the FCS Rate Study that was conducted in FY23 for implementation in FY24, we would recommend the City of Goldendale increase the utility tax on water and sewer charges from 6% to 12% in order to support the General Fund activities of the City. Here is the expected revenue generated by the increase based on FY24 activity:

	2024	Current 6%	Proposed up to 12%	Potential Increase
Water Sales	\$ 1,689,063.79	\$ 101,343.83	\$ 202,687.65	
Sewer Sales	1,247,115.64	74,826.94	149,653.88	
Calculated	\$ 2,936,179.43	\$ 176,170.77	\$ 352,341.53	\$ 176,170.77
Actual Utility Tax 2024		\$ 168,636.85		\$ 168,636.85

PHONE
360.904.0972
EMAIL
Teresa@TDJCPA.COM

6012 NW 169th Street • Ridgefield, WA • 98642

ORDINANCE NO. 1547

**AN ORDINANCE OF THE CITY OF GOLDENDALE,
WASHINGTON AMENDING ORDINANCE NO. 1242 AND
GOLDENDALE MUNICIPAL CODE SECTION 5.38.030,
INCREASING THE BUSINESS AND OCCUPATION TAX
ON WATER AND SEWER SERVICE, AND ESTABLISHING
A SPECIAL REFERENDUM PROCEDURE**

WHEREAS, the City of Goldendale has authority as a municipal corporation of the State of Washington to impose utility and occupation taxes pursuant to RCW 35A.82.020; and

WHEREAS, in 1999 the City adopted Ordinance No. 1242 imposing a business and occupation tax on businesses furnishing water, sewer and garbage disposal services within the City in an amount equal to six percent of the gross total operating revenues of businesses providing such services within the City; and

WHEREAS, state law prescribes no limit to the maximum utility rate which may be imposed upon sewer, solid waste, stormwater, and water utility services; and

WHEREAS, upon due consideration, the City Council has determined that the business and occupation tax rate imposed upon sewer and water utility services within the City should be increased from six percent to twelve percent of the gross total operating revenues of businesses providing such services within the City; and

WHEREAS, upon the change of any utility tax, state law requires such ordinance to be subject to referendum procedures as codified at RCW 35.21.706;

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

Section 1. Goldendale Municipal Code Section 5.38.030, Levy--Collection, which currently reads as follows:

Levy--Collection

From and after the first day of the calendar month next following the effective date of the ordinance codified in this chapter, there shall be levied upon and collected from any person engaged in the business of selling or furnishing water, sewer or garbage disposal within or partially within the city limits a tax equal to six percent of the gross total operating revenues of such business. Such tax shall be levied for monthly periods corresponding with the billing periods of the taxpayer and shall be payable within thirty days after the close of each such billing period.

IS HEREBY AMENDED TO READ AS FOLLOWS:

Levy--Collection

A. There shall be levied upon and collected from any person engaged in the business of selling or furnishing garbage disposal within or partially within the city limits a tax equal to six percent of the gross total operating revenues of such business.

B. There shall be levied upon and collected from any person engaged in the business of selling or furnishing water or sewer utility services within or partially within the city limits a tax equal to twelve percent of the gross total operating revenues of such business.

C. Utility taxes shall be levied for monthly periods corresponding with the billing periods of the taxpayer and shall be payable within thirty days after the close of each such billing period.

Section 2. Except as amended herein, Ordinance No. 1242 is affirmed and Goldendale Municipal Code Ch. 5.38 is unchanged.

Section 3. The provisions of this Ordinance are subject to the following referendum procedures:

A. A referendum petition seeking to repeal this Ordinance shall be filed with the City Clerk within seven days of passage by the City Council of this Ordinance or publication thereof, whichever is later.

B. Within ten days, the City Clerk shall confer with the petitioner(s) concerning the form and style of the petition, issue the petition an identification number, and secure an accurate, concise, and positive ballot title from the designated local official.

C. The ballot title shall be posed as a question, so that an affirmative answer to the question and affirmative vote on the measure results in the tax or tax rate increase being imposed, and a negative answer to the question and a negative vote on the measure results in the tax or tax rate increase not being imposed. The petitioner shall be notified of the identification number and ballot title within this ten-day period.

D. After notification of the identification number and ballot title, the petitioner shall have thirty days in which to secure on petition forms the signatures of not less than fifteen percent of the registered voters of the City and to file the signed petitions with the City Clerk.

E. Each petition form shall contain the ballot title in the full text of the measure to be referred. The City Clerk shall verify the sufficiency of the signatures on the petitions. If sufficient valid signatures are properly submitted, the City Clerk shall cause a referendum measure to be submitted to the City voters at the next election within the City or at a special election as provided pursuant to RCW 35.17.260(2).

Section 4. Pursuant to RCW 35.21.706, the referendum procedure set forth in Section 3 above, shall be the exclusive referendum procedure for the utility tax imposed herein, and shall supersede the procedures, to the extent applicable, under Goldendale Municipal Code Ch. 1.12 and all other statutory provisions for initiative or referendum which might otherwise apply.

Section 5. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person, entity, or circumstances, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be pre-empted by state or federal law or regulation, such decision or pre-emption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 6. This Ordinance shall take force and be in effect five (5) days from and after its passage, approval, and publication according to law, subject to the provisions of Section 4 herein in the event of the filing of a referendum.

**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF
GOLDENDALE, WASHINGTON THIS 5th DAY OF MAY 2025.**

Dave Jones
Mayor

ATTEST:

Shelly Enderby
Clerk-Treasurer

APPROVED AS TO FORM:

CITY ATTORNEY

PUBLICATION:
EFFECTIVE:

Chapter 5.38

UTILITIES TAX ON WATER, SEWER AND GARBAGE DISPOSAL SERVICES

Sections:

- [5.38.010 Exercise of power.](#)
- [5.38.020 Definitions.](#)
- [5.38.030 Levy--Collection.](#)
- [5.38.040 Return required.](#)
- [5.38.050 Deductions.](#)
- [5.38.060 Records to be kept.](#)
- [5.38.070 Records inspection.](#)
- [5.38.080 Overpayment--Balance due.](#)
- [5.38.090 Delinquent payment--Penalty.](#)
- [5.38.100 Credit--Refund.](#)
- [5.38.110 Evasions--False information.](#)
- [5.38.120 Chapter construction.](#)
- [5.38.130 Enforcement.](#)

5.38.010 Exercise of power.

The provisions of this chapter are an exercise of the power of the city to license for revenue. (Ord. 1242 §1(part), 1999)

5.38.020 Definitions.

In construing the provisions of this chapter, save when otherwise plainly declared or clearly apparent from the context, the following definitions shall be applied:

"Gross operating revenue" means the revenue accruing from the performance of the public service business transacted within the city limits, and shall more specifically mean the gross operating revenue required to be credited by the taxpayer to the taxpayer's operations within the city under the uniform system of accounts prescribed for that public service business by the regulatory body of the state having jurisdiction. Unless otherwise provided in this chapter, there shall be no deduction on account of the costs of the commodity furnished or sold, the costs of materials used, labor costs, interest, discount, delivery cost, taxes or other expense.

"Person" whenever used in this chapter means company, corporation, co-partnership, municipal corporation or individual including the city. (Ord. 1242 §1(part), 1999)

5.38.030 Levy--Collection.

From and after the first day of the calendar month next following the effective date of the ordinance codified in this chapter, there shall be levied upon and collected from any person engaged in the business of selling or furnishing water, sewer or garbage disposal within or partially within the city limits a tax equal to six percent of the gross total operating revenues of such business. Such tax shall be levied for monthly periods corresponding with the billing periods of the taxpayer and shall be payable within thirty days after the close of each such billing period. (Ord. 1242 §1(part), 1999)

5.38.040 Return required.

Each such payment shall be accompanied by a return showing the monthly gross operating revenues of the taxpayer for each of the six months next preceding such return and shall be verified as correct by an officer or agent of the taxpayer; provided, the initial return required under this chapter is for the period commencing with the first day of the month next following, the effective date of, the chapter. (Ord. 1242 §1(part), 1999)

5.38.050 Deductions.

In computing the tax there shall be deducted from the gross operating revenues the following items:

- A. The amount of credit losses and uncollectible accounts actually sustained in the business;
- B. Amounts derived from any business which the city is prohibited from taxing under the Constitution of the United States or the state of Washington;
- C. Amounts derived from suburban or other residence, firms or corporations whose service connections are located outside the city limits;
- D. Such amounts as are derived from transactions in interstate or foreign commerce or from business done for the government of the United States, its officers or agents, and any amounts paid by the taxpayer to the United States, the state or the city as excise, occupation or business taxes, levied or imposed upon the sale or distribution of property or services in the city. (Ord. 1242 §1(part), 1999)

5.38.060 Records to be kept.

It shall be the duty of each taxpayer to keep and enter in a proper book, or set of books, or records an account which shall accurately reflect the amount of gross income, which account shall always be open to the inspection of the city clerk-treasurer or his authorized agent, and for which the officer or his agent may verify the return made by the taxpayer. (Ord. 1242 §1(part), 1999)

5.38.070 Records inspection.

If any taxpayer fails to make the return, or if the city clerk-treasurer is dissatisfied as to the correctness of the return of the taxpayer, the officer or his agent may enter the premises of the taxpayer at any reasonable time for the purpose of inspecting taxpayer's books or records of account to ascertain the amount of the tax or to determine the correctness of such under oath, administered by the officer or his agent, touching the matters inquired into, may fix a time and place for an investigation of the correctness of the return, and may issue a subpoena to the taxpayer or any other person, to attend upon such investigation, and there testify under oath administered by the officer or his agent, in regard to the matters inquired into and by subpoena require taxpayer or any other person to produce for inspection such books, records and papers as may be necessary. (Ord. 1242 §1(part), 1999)

5.38.080 Overpayment--Balance due.

If the city clerk-treasurer, upon investigation, or upon checking returns, finds that the tax paid on any of them is more than the amount required of the taxpayer, he shall refund the amount overpaid by a warrant upon the general funds. If the city clerk-treasurer finds that the tax paid is less than required, he shall send a statement to the taxpayer showing the balance due and the taxpayer shall within ten days pay the amount shown thereon. (Ord. 1242 §1(part), 1999)

5.38.090 Delinquent payment--Penalty.

If any taxpayer fails to make the return or pay the tax therefor within ten days after the same shall become due, the city clerk-treasurer shall ascertain the amount of the tax due and shall notify such taxpayer thereof, and such taxpayer shall be liable therefor in any suit or action by the city for collection thereof. The city clerk-treasurer shall also notify the city attorney, in writing, of the name of such delinquent taxpayer and the amount due from such taxpayer, and the officer shall, with the assistance of the city clerk-treasurer, collect the same by any appropriate means or by suit or action in the name of the city. Any payments received after the due date and any additional assessments made after investigation, or inquiry, shall be subject to a penalty of ten percent. (Ord. 1242 §1(part), 1999)

5.38.100 Credit--Refund.

Any money paid to the city through error or otherwise not in payment of the tax imposed by this chapter or in excess of such tax shall upon request of the taxpayer be credited against any tax due or to become due from such taxpayer under this chapter or upon the taxpayer's ceasing to do business in the city, may be refunded to the taxpayer. (Ord. 1242 §1(part), 1999)

5.38.110 Evasions--False information.

It is unlawful for any person liable to tax provided in this chapter to fail or refuse to make a return or pay the tax when due, or for any person to make any false or fraudulent return or false statement or representation in, or in connection with, any such return or to allow or to abet another in any attempt to evade payment of the tax or fail to appear and testify in response to subpoena in pursuance hereto, or to testify falsely upon any investigation of the correctness of a return, or in any manner to hinder or delay the city or any of its officers in carrying out the provisions of this chapter. (Ord. 1242 §1(part), 1999)

5.38.120 Chapter construction.

Nothing in this chapter shall be construed as requiring a license or the payment of a license fee or tax, or the doing of any act which would constitute an unlawful burden or interference in violation of the Constitution or laws of the United States or which would not be consistent with the Constitution or laws of the state. (Ord. 1242 §1(part), 1999)

5.38.130 Enforcement.

The city council is authorized to adopt, publish and enforce such rules and regulations for the proper administration of this chapter as shall be necessary and may delegate the enforcement of such rules and regulations to such officers or agents of the city as may be necessary to effectively carry out the terms and provisions of this chapter. It is a violation of this chapter to violate or to fail to comply with any such rules or regulations lawfully promulgated under this chapter. (Ord. 1242 §1(part), 1999)