

**GOLDENDALE CITY COUNCIL
REGULAR MEETING
MAY 19, 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
- G. Department Reports
- H. Council Business
 - 1. Airport Consultant Managers Agreement
 - 2. Airport Update from Rick Lundin
 - 3. Sales Tax Discussion
- I. Resolutions
- J. Ordinances
- 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 June 2, 2025 AT 6:00 PM.

AGENDA TITLE: CONSENT AGENDA

DATE: MAY 19, 2025

ACTION REQUIRED:

ORDINANCE _____ COUNCIL INFORMATION X
RESOLUTION _____ OTHER _____
MOTION X

EXPLANATION:

The consent agenda includes the following:
Minutes of the May 05, 2025 regular council meeting, first pay period May checks # 59508 – 59518, 901891 direct deposit 5/5/2025 in the amount of \$111,903.84, May 13, 2025 claims checks # 59524 – 59553, 901892 - 901896 in the amount of \$71,264.62.

FISCAL IMPACT:

Payroll checks in the amount of \$111,903.84, claims checks in the amount of \$71,264.62.

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.

AGENDA TITLE: CONSENT AGENDA

DATE: May 19, 2025

ACTION REQUIRED:

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

EXPLANATION:

The consent agenda includes the following:

Minutes of the May 05, 2025 regular council meeting, first pay period May checks # 59508 – 59518, 901891 direct deposit 5/5/2025 in the amount of \$111,903.84, May 13, 2025 claims checks # 59524 – 59553, 901892 - 901896 in the amount of \$71,264.62.

FISCAL IMPACT:

Payroll checks in the amount of \$111,903.84, claims checks in the amount of \$71,264.62.

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
May 5, 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 Steve Johnston, Council Member Andy Halm, Council Member Loren Meagher, Council Member Miland Walling, Council Member Theone Wheeler (zoom), Council Member Ellie Casey, Council Member Danielle Clevidence

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

CLOSED PUBLIC COMMENT

Rodger Nichols wanted clarification on Utility Billing

Public Hearing

No Public Hearing

AGENDA AND CONSENT AGENDA

Motion: I move to approve the agenda and the consent agenda, **Action:** Motion, **Moved by** Council Member Danielle Clevidence, **Seconded by** Council Member Ellie Casey
Motion Passed Unanimously

PRESENTATIONS

1st Quarter Review 2025 by Teresa – Teresa gave an update on the first quarter

DEPARTMENT REPORTS

Police Chief Mike Smith – Most of the Department’s training is done for the year. We are getting ready for a busy summer

City Administrator Sandy Wells – The reason Teresa was on giving the presentation tonight is that she is the head of the CPA firm we use and Jen has taken a different job. Paulina will be the new person helping us with our budget

Mayor Dave Jones – Gave a brief update on the Wastewater Treatment Plant

COUNCIL BUSINESS

East Collins Parking Recommendation by Mayor Dave Jones, 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)).

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, **Action:** Motion, **Moved by** Council Member Steve Johnston, **Seconded by** Council Member Miland Walling

Council Member Danielle Clevidence – doesn't agree with doing all of it all at once suggested starting with the 4-way stop and enforce the Goldendale Municipal Codes that are not being enforced right now.

Council Member Andy Halm – believe that taking away parking on that side of the street will just push it down the block and then cause issue there. Agrees with what Council Member Danielle Clevidence said

Council Member Ellie Casey – Also agree with Council Member Danielle Clevidence that we should not be removing the parking but enforcing the Ordinances that are already in place and make it a 4-Way stop

Council Member Theone Wheeler – Thinks that the 4-Way stop and painting the curbs will fix the majority of the issues

Council Member Steve Johnston – The 5 foot setback on the North side will still not give you line of sight coming off the campus of the Hospital to adequately see traffic coming

Council Member Loren Meagher – It's the Council's responsibility to look after the general wellbeing of the public

Ayes: Council Member Miland Walling, Council Member Steve Johnston, Council Member Loren Meagher

Nays: Council Member Theone Wheeler, Council Member Danielle Clevidence, Council Member Ellie Casey, Council Member Andy Halm

Abstain: None

Motion Failed (**summary:** Ayes = 3 Nays =4, Abstain =0)

Mayor Dave Jones – We have a Public Works Committee meeting on Monday May 12th at 2pm the committee can discuss what was said tonight and make a recommendation

Motion: I move to add a 4-Way stop at South Roosevelt and East Collins intersection and enforce the Goldendale Municipal Codes as noted in the explanation, **Action:** Motion, **Moved by** Council Member Danielle Clevidence, **Seconded by** Council Member Ellie Casey

Chief Mike Smith – The way that is worded if you want us to start enforcing parking there will be almost zero parking on the South side of the street

(Amended) **Motion:** I move to add a 4-Way stop at South Roosevelt and East Collins intersection, **Action:** Motion, **Moved by** Council Member Danielle Clevidence, **Seconded by** Council Member Ellie Casey

Council Member Steve Johnston - I feel it's terribly insufficient

Council Member Loren Meagher – I think it should go back to the Committee and it's unfortunate that the committee's recommendation wasn't considered or appreciated for the time and energy that was put into it and the committee members didn't all stick to their guns. This requires more consideration than off the cuff amendment so I would recommend that it goes back to the committee.

Mayor Dave Jones – It can go back to the committee this motion is to add that 4-way stop. If the committee wishes to revisit the parking issue and bring a further recommendation to the council that is up to the committee's discretion to do so

Ayes: Council Member Theone Wheeler, Council Member Danielle Clevidence, Council Member Ellie Casey, Council Member Andy Halm

Nays: Council Member Miland Walling, Council Member Steve Johnston, Council Member Loren Meagher

Abstain: None

Motion Passes (**summary:** Ayes = 4 Nays =3, Abstain =0)

Council Member Miland Walling left the meeting at 6:29pm

Airport Managers Agreement by Mayor Dave Jones, 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.

Council Member Loren Meagher – Would like to better understand what the Airport Committee is doing. We should address this from a job description, posting, and submission of applications rather than tailoring it to a specific person. I would like Miland's input and to review the Airport agreement

Rick Lundin – The Airport Committee meets every month we have a master plan for the airport, and we have an airport layout plan. We are looking for Grants so far, we did the Fuel Farm that was about half a million dollars and two more that are worth \$360,00.00 a piece, Phase 1 for

widening the runway and acquiring the land that is in between the taxiways and additionally another seven acres to the north.

Motion: I move to table this to the next meeting and include all this information as well as the Airport Committee Agreement Policy, **Action:** Motion, **Moved by** Council Member Loren Meagher **Seconded by** Council Member Danielle Clevidence.
Motion Passed Unanimously

RESOLUTIONS

No Resolutions

ORDINANCES

Ordinance No. 1547 – Utility Tax Increase by Teresa - 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.

Motion: I move to accept Ordinance No. 1547 increasing our utility tax 6% and waive the 2nd Reading, **Action:** Motion, **Moved by** Council Member Steve Johnston **Seconded by** Council Member Danielle Clevidence.
Motion Passed Unanimously

REPORT OF OFFICERS

Council Member Steve Johnston – Wanted to commend who has done the maintenance down at the little league field it is really looking good. It's that time of year for weed control and fire mitigation. We have two department heads that do not show up regularly at our meetings I suggest that at least every other meeting they attend. Would like an update on the burnt down house. Would like to know what the state requirements are for mobile homes and RV parks, mainly regarding Cottonwood which has no manager or maintenance for their shower room, bathroom and utility rooms.

Council Member Loren Meagher – Encouraged people to consider being on city council

Council Member Ellie Casey – Today is the first day of filing week which is open until Friday at 5pm

Council Member Danielle Clevidence – City wide cleanup is May 31st from 9am until 3pm. If you're interested in volunteering, we are meeting at the courthouse at 8:30am. Great job for the Home and Garden Show and GMA the new auto club in town.

Mayor Dave Jones – Really appreciate what the Goldendale Community Enrichment group is doing for our community. The Friends of the Gorge Area Parks on Thursday May 8th at 10am will be having a Swale Canyon ribbon cutting for the trail that will be opening. They promote the local state parks in our area and are always looking for people to join.

OPEN PUBLIC COMMENT

Jack Runyan – 194 Woodland Rd – spoke about some area in town that need some attention

Mark Sigfrinius – E Collins – Thanked the Council for looking at the intersection of Roosevelt and Collins. Believe the stop signs will be a good idea but is worried about the trees that cover the stop sign of Roosevelt also would like to see an Ordinance for Jake Brakes to help with noise.

OPEN PUBLIC COMMENT

No Public Comment

EXECUTIVE SESSION

No Executive Session

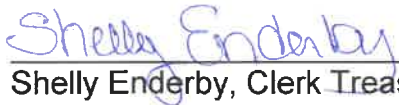
ADJOURNMENT

7:18 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.

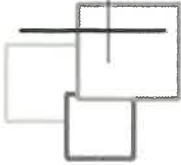


Dave Jones, Mayor



Shelly Enderby, Clerk Treasurer

Register



Fiscal: 2025
 Deposit Period: 2025 - May 2025
 Check Period: 2025 - May 2025 - 1st Council May 2025


Number	Name	Print Date	Clearing Date	Amount
20016310				
Check				
59524	WA St Dept of Licensing	5/13/2025		\$61.25
59525	Allyns Building Center	5/19/2025		\$591.62
59526	Basin Feed & Supply	5/19/2025		\$13.20
59527	Clifford & Martin Inc	5/19/2025		\$69.56
59528	Criminal Justice Training Commission	5/19/2025		\$2,000.00
59529	Danielle Clevidence	5/19/2025		\$67.68
59530	Doug Young	5/19/2025		\$46.03
59531	Fitzjarrald Law Office	5/19/2025		\$23,050.00
59532	General Code	5/19/2025		\$1,851.16
59533	Geosyntec Consultants Inc	5/19/2025		\$1,124.50
59534	Goldendale City of	5/19/2025		\$4,450.97
59535	H.D. Fowler	5/19/2025		\$2,735.25
59536	Inland Fire Protection, Inc	5/19/2025		\$285.87
59537	John Godwin	5/19/2025		\$241.88
59538	Klickitat PUD	5/19/2025		\$11,055.43
59539	Krystal L Smith	5/19/2025		\$1,925.00
59540	L N Curtis & Sons	5/19/2025		\$311.55
59541	Les Schwab Tire Center	5/19/2025		\$555.61
59542	Menke Jackson Beyer LLP	5/19/2025		\$4,153.20
59543	MES Service Company, LLC	5/19/2025		\$462.23
59544	Norco Inc	5/19/2025		\$55.47
59545	One Call Concepts Inc	5/19/2025		\$26.91
59546	Procom LLC	5/19/2025		\$78.00
59547	Radcomp Technologies	5/19/2025		\$290.25
59548	Shred Northwest Inc	5/19/2025		\$75.25
59549	Teresa D Johnson CPA Inc	5/19/2025		\$2,185.53
59550	Uline	5/19/2025		\$214.43
59551	Vision Municipal Solutions LLC	5/19/2025		\$2,459.72
59552	WA ST Dept Labor & Indust (Olympia)	5/19/2025		\$137.60
59553	Western Pacific Timber	5/19/2025		\$61.96
901892	Cashmere Valley Bank	6/1/2025		Void
901893	Department of Revenue	5/13/2025		\$8,298.35
901894	Invoice Cloud	5/13/2025		\$312.05
901895	PAYA	5/1/2025		\$2,005.86

Number	Name	Print Date	Clearing Date	Amount
901896	HSA Bank Employee Plan Funding	5/5/2025		\$11.25
			Check	\$71,264.62
			Total	\$71,264.62
			20016310	\$71,264.62
			Grand Total	\$71,264.62

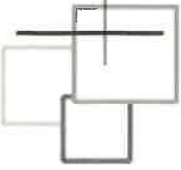
**CITY OF GOLDENDALE
CLAIMS REGISTER**

I, the undersigned, do hereby certify that the materials have been furnished, the services rendered, or the labor performed as shown on Check numbers 59524 through 59553, 901892 through 901896 in the amount of \$71,264.62, and unpaid obligations against the City of Goldendale, Washington and that I am authorized to certify said claims.

DATED this 13th day of May, 2025.


Shelly Enderby, Clerk-Treasurer

Register Activity



Fiscal: 2025
 Period: 2025 - May 2025
 Council Date: 2025 - May 2025 - 1st Council May 2025

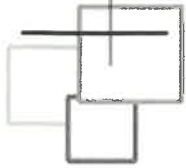
Reference	Date	Amount	Notes
Reference Number: 59524	WA St Dept of Licensing		
Invoice - 5/13/2025 10:25:37 AM	5/13/2025	\$61.25	2010 GMC Ambulance Fire Dept
Reference Number: 59525	Allys Building Center		
381858	4/2/2025	\$591.62	
381886	4/2/2025	\$0.89	Key Ring, Key Identifier
382050	4/7/2025	\$30.07	Brass Bushing & Nipple
382070	4/7/2025	\$120.36	Plywood
382119	4/8/2025	\$6.39	Knit Roller Cover
382190	4/9/2025	\$98.86	Paint
382219	4/10/2025	\$6.43	Key
382715	4/23/2025	\$35.13	Staple Gun, Staples
382752	4/24/2025	\$35.85	Galv Union, Nipple
382755	4/24/2025	\$33.84	Paint Brushes
382768	4/24/2025	\$54.47	Paint, Towels
382796	4/24/2025	\$4.61	Magic Eraser
382903	4/24/2025	\$92.41	Paint
382996	4/28/2025	\$15.04	Blades
383005	4/30/2025	\$32.24	Drop Cloth
	4/30/2025	\$25.03	Blades, Spray Paint
Reference Number: 59526	Basin Feed & Supply		
Invoice - 5/13/2025 8:57:13 AM	5/5/2025	\$13.20	
Invoice - 5/13/2025 8:58:14 AM	4/28/2025	\$3.21	Snap Bolt
		\$9.99	Gloves
Reference Number: 59527	Clifford & Martin Inc		
1313221	4/30/2025	\$69.56	
138337	4/8/2025	\$12.90	Cooler Rent
		\$56.66	Water
Reference Number: 59528	Criminal Justice Training Commission		
201141035	4/21/2025	\$2,000.00	
201141088	5/5/2025	\$1,150.00	Training Dustin Vorce
		\$850.00	Training Michael Stelljes
Reference Number: 59529	Danielle Clevidence		
Invoice - 5/13/2025 11:41:15 AM	5/13/2025	\$67.68	
		\$67.68	2025 Community Days

Reference	Date	Amount	Notes
Reference Number: 59530 Invoice - 5/13/2025 3:24:16 PM	Doug Young 5/13/2025	\$46.03 \$46.03	Overpayment on Water Account 1669.1
Reference Number: 59531 2025-G-04 2025-G03 2025-G05	Fitzjarrald Law Office 4/23/2025 4/23/2025 5/1/2025	\$23,050.00 \$7,350.00 \$8,350.00 \$7,350.00	April 2025 Legal Services March 2025 Legal Services May 2025 Legal Services
Reference Number: 59532 GC-10017571	General Code 5/13/2025	\$1,851.16 \$1,851.16	Municipal Code Web Update
Reference Number: 59533 627093	Geosyntec Consultants Inc 5/12/2025	\$1,124.50 \$1,124.50	AS160331H Goldendale Water Resources Tech
Reference Number: 59534 Invoice - 5/13/2025 3:13:49 PM	Goldendale City of 5/5/2025	\$4,450.97 \$4,450.97	Utilities
Reference Number: 59535 16989523 16990203	H.D. Fowler 4/29/2025 4/29/2025	\$2,735.25 \$553.00 \$2,182.25	Supplies Supplies
Reference Number: 59536 10009669	Inland Fire Protection, Inc 4/28/2025	\$285.87 \$285.87	Annual Maintenance
Reference Number: 59537 Invoice - 5/13/2025 11:31:30 AM	John Godwin 4/29/2025	\$241.88 \$241.88	WWII Basketball Hoop Backboards
Reference Number: 59538 Invoice - 5/13/2025 11:52:02 AM	Klickitat PUD 5/7/2025	\$11,055.43 \$11,055.43	Utilities
Reference Number: 59539 097937	Krystal L Smith 5/6/2025	\$1,925.00 \$1,925.00	Janitorial Services
Reference Number: 59540 INV944711 INV944810 INV945079	L N Curtis & Sons 5/5/2025 5/5/2025 5/6/2025	\$311.55 \$129.00 \$53.55 \$129.00	Belt Pants Belt
Reference Number: 59541 34800365288 34800365593	Les Schwab Tire Center 4/19/2025 4/23/2025	\$555.61 \$311.60 \$244.01	Tire Battery

Reference	Date	Amount	Notes
Reference Number: 59542 Invoice - 5/13/2025 12:23:13 PM	Menke Jackson Beyer LLP 4/30/2025	\$4,153.20 \$4,153.20	Attorney Services for April 2025
Reference Number: 59543 IN2254178	MES Service Company, LLC 5/1/2025	\$462.23 \$462.23	Vehicle Mount System
Reference Number: 59544 0043482147	Norco Inc 4/30/2025	\$55.47 \$55.47	Cylinder Rent
Reference Number: 59545 Invoice - 5/13/2025 12:29:05 PM	One Call Concepts Inc 5/13/2025	\$26.91 \$26.91	Excavation Notifications for April 2025
Reference Number: 59546 140233	Procom LLC 4/30/2025	\$78.00 \$78.00	Pre-Employment Drug Test Josiah Neipp
Reference Number: 59547 106513	Radcomp Technologies 5/4/2025	\$290.25 \$290.25	Laptop Battery
Reference Number: 59548 53038050825	Shred Northwest Inc 5/8/2025	\$75.25 \$75.25	Shred Services
Reference Number: 59549 7360	Teresa D Johnson CPA Inc 4/30/2025	\$2,185.53 \$2,185.53	April 2025 Accounting Services
Reference Number: 59550 192149554	Uline 4/28/2025	\$214.43 \$214.43	Latex Gloves
Reference Number: 59551 09-15888 Invoice - 5/13/2025 1:38:48 PM	Vision Municipal Solutions LLC 4/30/2025 5/13/2025	\$2,459.72 \$1,228.19 \$1,231.53	Utility Billing for April 2025 Utility Billing for May 2025
Reference Number: 59552 387953	WA ST Dept Labor & Indust (Olympia) 5/1/2025	\$137.60 \$137.60	Boiler/Pressure Vessel Inspection
Reference Number: 59553 Invoice - 5/13/2025 3:25:28 PM	Western Pacific Timber 5/13/2025	\$61.96 \$61.96	Overpayment on Water Account 2523.0
Reference Number: 901893 Invoice - 5/13/2025 9:16:20 AM	Department of Revenue 5/13/2025	\$8,298.35 \$8,298.35	Excise Tax
Reference Number: 901894 359-2025_4	Invoice Cloud 4/30/2025	\$312.05 \$312.05	Biller Portal Fee

Reference	Date	Amount	Notes
Reference Number: 901895 Invoice - 5/13/2025 12:38:07 PM	PAYA 5/1/2025	\$2,005.86	Credit Card Fee's
Reference Number: 901896 W621086	HSA Bank Employee Plan Funding 5/5/2025	\$11.25	HSA Service Fee

Register



Number	Name	Fiscal Description	Cleared	Amount
59508	Steve Johnston	2025 - May 2025 - 1st Council May 2025		\$45.35
59509	Council Trust Acct.	2025 - May 2025 - 1st Council May 2025		\$575.55
59510	Deferred Comp Program	2025 - May 2025 - 1st Council May 2025		\$885.50
59511	Dept of Labor & Industries	2025 - May 2025 - 1st Council May 2025		\$2,853.19
59512	Dept of Retirement	2025 - May 2025 - 1st Council May 2025		\$13,382.89
59513	Employment Security - PFML	2025 - May 2025 - 1st Council May 2025		\$625.48
59514	Employment Security - WA Cares Fund	2025 - May 2025 - 1st Council May 2025		\$491.29
59515	Employment Security Department	2025 - May 2025 - 1st Council May 2025		\$187.44
59516	Goldendale, City of	2025 - May 2025 - 1st Council May 2025		\$80.00
59517	Washington State Labor Coalition	2025 - May 2025 - 1st Council May 2025		\$630.00
59518	Washington State Support Registry	2025 - May 2025 - 1st Council May 2025		\$148.87
901891	City of Goldendale	2025 - May 2025 - 1st Council May 2025		\$24,703.56
Direct Deposit Run -	Payroll Vendor	2025 - May 2025 - 1st Council May 2025		\$67,294.72
5/5/2025				\$111,903.84

AGENDA BILL: H1

AGENDA TITLE: AIRPORT CONSULTANT MANAGERS AGREEMENT

DATE: MAY 19, 2025

ACTION REQUIRED:

ORDINANCE _____ COUNCIL INFORMATION X

RESOLUTION _____ OTHER _____

MOTION X

EXPLANATION:

The City of Goldendale owns and operates Goldendale Airport. Since last year, Rick Lundin has been helping at the Airport with various tasks (attached as Exhibit C). Rick Lundin researched and found some information on the salary of full-time Airport Managers (attached as Exhibit A). The airport consultant's responsibilities are listed in the agreement under #4 a – h. The Budget Committee has met and talked with the CPA Jen regarding the salary for the Airport Manager Consultant (attached as Exhibit B). The Budget Committee recommends the attached Airport Manager Agreement for a 6-month trial period. Also attached is the current Goldendale Airport Advisory Board Bylaws.

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 CONSULTANT 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

Exhibit H

Page 1

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

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

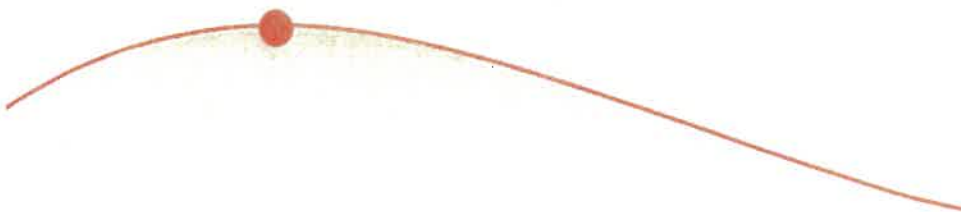
Based on 1237 salaries

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 H

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.

BYLAWS

THE GOLDENDALE AIRPORT ADVISORY BOARD of the City of Goldendale, Washington

ARTICLE 1

PURPOSE AND ORGANIZATION

SECTION 1. The purpose of The Goldendale Airport Advisory Board is to provide advice and recommendations to the City Council on matters of policy and strategic long-term development issues affecting the Goldendale Municipal Airport. The Board will serve in an advisory capacity.

SECTION 2. Said Goldendale Airport Advisory Board shall consist of, not to exceed, seven members. Members shall be recommended by the community and shall be appointed by the City Council. No more than three members may be hangar lessees, the remaining four members should consist of Goldendale citizens and/or Goldendale business owners or managers. The Goldendale Airport Commissioner (who is a City Council member appointed by the council) shall serve as ex officio member of such board.

The Board does not believe it should establish term limits. While term limits could help ensure that there are fresh ideas and viewpoints available to the Board, term limits involve the disadvantage of losing the contribution of members who have been able to develop, over a period of time, increasing insight into the airport and its operations and, therefore, provide an increasing contribution to the Board as a whole. As an alternative to term limits, the Board will review each member's continuation on the Board at least every three years or as deemed necessary. This will allow each member the opportunity to confirm his or her desire to continue as a member of the Board and the Board to consider the appropriateness of the member's continued service. A vacancy shall be filled in the same manner as an original appointment.

The members shall receive no compensation for their services but may be reimbursed for all necessary expenses incurred in the performance of their duties as members of such Board; provided, that all such expenses shall be approved for reimbursement by the Goldendale City Council prior to the time they are incurred.

Any member may be removed by the appointing authority for the same cause as any appointive officer of the city council.

ARTICLE II

POWERS AND DUTIES OF THE GOLDENDALE AIRPORT ADVISORY BOARD

SECTION 1. The Goldendale Airport Advisory Board will be advisory to the City Council and may take no action that binds the City of Goldendale. Board members shall abstain from participation in discussions or matters in which they may have a financial or vested interest.

In the event of such an interest, a Board member shall disclose to the Board that such an interest exists and recuse herself/himself from further participation in that matter.

SECTION 2. The Goldendale Municipal Airport Advisory Board shall advise the City Council and make recommendations on the following topics:

- All matters affecting airport management.
- All matters affecting airport construction, improvement, and operation.
- All matters affecting airport expansion and maintenance.
- Planning and developing airport services.
- The selection of all fixed base operators and other leases located at the airport.
- The terms, conditions, duties, responsibilities, consideration, and other lease provisions to be contained in all lease arrangements concerning airport property.
- Submitting a first draft budget to the City Council for the expenditure of revenues at the airport.

ARTICLE III

MEETINGS OF THE GOLDENDALE AIRPORT ADVISORY BOARD

SECTION 1. Regular meetings of the Goldendale Airport Advisory Board shall be set annually by the Goldendale Airport Advisory Board. Said meetings shall be monthly for the first two years, and may be reduced for year three, but not less than quarterly.

SECTION 2. The City Clerk or other authorized representative shall prepare a notice of the meeting and an agenda of all matters to come before the meeting, and mail or deliver the same to the Goldendale Airport Advisory Board prior to the next regular meeting. Any officer of the Goldendale Airport Advisory Board or the Goldendale Airport Commissioner may cause matters to be placed on the agenda by advising the City Clerk no later than 12:00 noon one week preceding the next regular meeting.

SECTION 3. Special meetings of the Goldendale Airport Advisory Board may be called by the Chairperson or Goldendale Airport Commissioner at any time by giving notice of the time and place of such meeting to all members thereof.

SECTION 4. A quorum shall consist of a majority of the members of the Goldendale Airport Advisory Board appointed and qualified at any given time.

SECTION 5. All meetings of the Goldendale Airport Advisory Board shall be conducted in accordance with Robert's Rules of Order.

ARTICLE IV

OFFICERS AND THEIR DUTIES

SECTION 1. The officers of the Goldendale Airport Advisory Board shall be as follows:

- Chairperson, who shall be elected by said Goldendale Airport Advisory Board from its numbers and shall preside at all meetings of the Goldendale Airport Advisory Board.
- Chairperson Pro Tem, who shall be elected by said Goldendale Airport Advisory Board from its numbers, and in the absence or disqualification or disability of the Chairperson shall perform duties of the Chairperson.

SECTION 2. The Goldendale Airport Advisory Board may appoint such other officers as the Goldendale Airport Advisory Board deems necessary.

SECTION 3. The Chairman and Chairman Pro-Tem shall be appointed by the Board. Any voting member is eligible for appointment. The Board will review each Officer's appointment at least every four years but at the Board's discretion may appoint new Officers at any time. Officers may resign at any time without affecting their status as a Member.

ARTICLE V

RULES AND PROCEDURES

The Goldendale Airport Advisory Board may adopt appropriate rules and procedures for the conduct of meetings and for the transaction of the Goldendale Airport Advisory Board's business.

ARTICLE VI

AMENDMENTS TO BYLAWS

SECTION 1. The Goldendale Airport Advisory Board may, by a two-thirds (2/3) majority vote, amend these Bylaws or any provisions or section thereof, at any time when the same is not in conflict or in contravention of any of the laws of the State of Washington or ordinances applicable thereto, and such amendments shall be subject to approval by the City Council. Provided, however, that notice of the proposed amendments be furnished to the Goldendale Airport Advisory Board members not less than ten (10) days prior to the meeting at which said amendments are to be considered. A copy of the Bylaws will be filed with the office of the City Clerk.

The above and foregoing Bylaws are hereby adopted as the Bylaws of the Goldendale Airport Advisory Board of the City of Goldendale, Washington.

Amended this 17 day of July, 2015²³.

Signed Michael Brown Mayor, City of Goldendale

ATTEST: GOLDENDALE AIRPORT ADVISORY BOARD

Title  Chairperson, Goldendale Airport Advisory Board

Dated 7-17-2023

Recommendations for Initial Airport Advisory Members

Richard Lundin

Mike Flood

Ty Ross

Jonathan Lewis

Ray Mosbrucker

Jay Mouser

Gene Callan

Mantle Powers

Doug Herlihy

Goldendale Airport Advisory Board
For the City of Goldendale, Washington

Purpose

The Airport Advisory Board consists of a group of individuals whose purpose is to aid and advise the City Council in the management and direction of the Airport.

Board Goal

To provide an aerial gateway to the Goldendale Area and to do so by respecting and partnering with our community and stakeholders.

To provide a safe, attractive, and well-maintained airport facility; to support the economic development of our community; to be responsive to the business and recreational needs of our residents, neighbors, visitors and users; to operate in an efficient, self-sustaining and prudent manner; and to be in compliance with all applicable federal, state and local regulations.

AGENDA BILL: H2

AGENDA TITLE: AIRPORT UPDATE BY RICK LUNDIN

DATE: MAY 19, 2025

ACTION REQUIRED:

ORDINANCE _____ COUNCIL INFORMATION _____ X _____

RESOLUTION _____ OTHER _____

MOTION _____

EXPLANATION:

Rick Lundin will be in attendance to give an update on the airport and the airport committee meetings

AGENDA BILL: H3

AGENDA TITLE: SALES TAX DISCUSSION

DATE: MAY 19, 2025

ACTION REQUIRED:

ORDINANCE _____ COUNCIL INFORMATION _____ X _____

RESOLUTION _____ OTHER _____

MOTION _____

EXPLANATION:

Council Member Loren Meagher would like to have a discussion on the sales tax. He would like to propose to evaluate the establishment of a 0.1% sales tax to support the Goldendale Police Department and Fire Department.

This would go on the general ballot under RCW 82.14.450 (that RCW is attached to the packet)

FISCAL IMPACT:

ALTERNATIVES:

STAFF RECOMMENDATION:

MOTION:

Sandy Wells

From: Loren Meagher <cm.meagher5@gmail.com>
Sent: Wednesday, May 14, 2025 10:55 AM
To: Dave Jones; Sandy Wells; Mike Smith
Subject: [EXTERNAL]

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.

Please put a new sales tax discussion on the next agenda. I will introduce a proposal to evaluate the establishment of a 0.1% sales tax to support the PD and FD.

This would go on the general ballot under RCW 82.14.450. I will be advocating that all of the funds this generates be used for the PD and FF and none are used to increase the general fund.

See page ⁷⁴92 of this document for more information:
<https://mrsc.org/getmedia/d3f7f211-fc63-4b7a-b362-cb17993d5fe5/Revenue-Guide-For-Washington-Cities-and-Towns.pdf?ext=.pdf>

Please forward this to Noah Halm. I'm not able to find his email.

Loren

PUBLIC SAFETY SALES TAX

Quick Summary

- Sales tax up to 0.1% – revenues are partially restricted; 1/3 must be used for criminal justice and/or fire protection.
- May be imposed by any city or town, but only if county has not previously imposed a 0.3% public safety sales tax.
- Revenue shared with county.
- Motor vehicle sales and first 36 months of motor vehicle leases are exempt.
- Requires voter approval.

RCW: [82.14.450](#)

Any city or town may impose a sales tax of up to 0.1% for public safety with voter approval ([RCW 82.14.450](#)). Motor vehicle sales and the first 36 months of motor vehicle leases are exempt. For instance, if the local sales tax rate is 8.7%, including a 0.1% public safety sales tax, the sales tax rate for motor vehicle sales and leases would be 8.6%.

Counties may also impose a public safety sales tax under the same statute, with a higher maximum rate of 0.3 percent. However, the combined city/county rate may not exceed 0.3 percent. For instance, if the county imposes a rate of 0.2% and the city imposes a rate of 0.1%, the total combined rate will be 0.3%. However, if the city imposed a 0.1% sales tax first and then the county imposes a 0.3% sales tax at a later date, the county must credit the 0.1% back to the city (effectively lowering the county's rate to 0.2% within the city) so it does not exceed the combined 0.3% rate. If the county already levies the full 0.3%, no city within the county may impose a new public safety sales tax because doing so would exceed the maximum 0.3% rate.

Use of Revenues

At least one-third of the revenue must be used solely for criminal justice purposes (as defined in [RCW 82.14.340](#)), fire protection purposes, or both. The statute does not provide a specific definition of "fire protection purposes," but it defines "criminal justice purposes" as:

[A]ctivities that substantially assist the criminal justice system, which may include circumstances where ancillary benefit to the civil justice system occurs, and which includes domestic violence services such as those provided by domestic violence programs, community advocates, and legal advocates, as defined in [RCW 70.123.020](#)

The remaining two-thirds are unrestricted and may be used for any lawful governmental purpose, but must be spent in accordance with the purpose(s) specified in the ballot measure.

Ballot Measure Requirements

The sales tax may only be submitted at a primary or general election; it may *not* appear in any February or April special election. The ballot measure must clearly state the purposes for which the tax is to be used and must be approved by a simple majority of the voters. According to MRSC's [Local Ballot Measure Database](#), voters have approved the majority of these measures.

Revenue Sharing

The revenues must be shared between the city and the county, but the exact formula depends on which jurisdiction (city, county, or both) placed the issue on the ballot. The county retains 60% of any countywide public safety sales tax revenues, while the remaining 40% is distributed to the cities within the county on a per capita (population) basis. If a city imposes a public safety sales tax, the city retains 85% of the revenues and must share 15% of the revenue with the county.

In addition, the Department of Revenue retains 1% as an administrative fee. Below you will find examples of a few different scenarios to help demonstrate the revenue-sharing provisions.

Example #1. *City imposes public safety sales tax. City receives 85% of the revenue, with the remaining 15% distributed to the county.*

Total CITY sales tax revenues	\$100,000
City receives 85%	\$85,000
County receives 15%	\$15,000

Example #2. *County imposes public safety sales tax. County receives 60% of the revenue, with the remaining 40% distributed on a per capita basis to the cities within the county.*

Total COUNTYWIDE sales tax revenues	\$1,000,000
County receives 60%	\$600,000
Remainder for distribution	\$400,000

Jurisdiction	Population	Percent of Incorporated Population	Remaining Revenues Distributed (% population x \$400,000)
City A	10,000	25%	\$100,000
City B	22,000	55%	\$220,000
City C	8,000	20%	\$80,000
TOTAL	40,000	100%	\$400,000

Example #3. *Both city and county have imposed a public safety sales tax. The same principles apply as above. The city keeps 85% of the city sales tax revenue, shares 15% with the county, and also receives a proportional share of the county's sales tax revenue based on population size. This example reflects a city imposing a 0.1% sales tax first and then the county imposing the maximum 0.3% sales tax later. The county must credit 0.1% back to the city so that the maximum rate is no greater than 0.3% within the city.*

Total COUNTYWIDE sales tax revenues at 0.3%	\$1,000,000
Total "CITY A" sales tax revenues at 0.1% <i>Imposed prior to county sales tax; county must credit back to City A</i>	\$100,000
Revised COUNTYWIDE sales tax revenues	\$900,000
County receives 60%	\$540,000
Remaining COUNTYWIDE revenues for distributio	\$360,000

Jurisdiction	Population	Percent of Incorporated Population	Remaining COUNTYWIDE Revenues Distributed <i>(% population x \$360,000)</i>
City A	10,000	25%	\$90,000
City B	22,000	55%	\$198,000
City C	8,000	20%	\$72,000
TOTAL	40,000	100%	\$360,000

Total "CITY A" sales tax revenues	\$100,000
City A receives 85%	\$85,000
County receives 15%	\$15,000

"CITY A" GRAND TOTAL	City A receives \$175,000 (\$85,000 from city sales tax and \$90,000 from county sales tax)
-----------------------------	---

RCW 82.14.450

Sales and use tax for counties and cities.

(1) A county legislative authority may submit an authorizing proposition to the county voters at a primary or general election and, if the proposition is approved by a majority of persons voting, impose a sales and use tax in accordance with the terms of this chapter. The title of each ballot measure must clearly state the purposes for which the proposed sales and use tax will be used. The rate of tax under this section may not exceed three-tenths of one percent of the selling price in the case of a sales tax, or value of the article used, in the case of a use tax.

(2)(a) A city legislative authority may submit an authorizing proposition to the city voters at a primary or general election and, if the proposition is approved by a majority of persons voting, impose a sales and use tax in accordance with the terms of this chapter. The title of each ballot measure must clearly state the purposes for which the proposed sales and use tax will be used. The rate of tax under this subsection may not exceed one-tenth of one percent of the selling price in the case of a sales tax, or value of the article used, in the case of a use tax. A city may not begin imposing a tax approved by the voters under this subsection prior to January 1, 2011.

(b) If a county adopts an ordinance or resolution to submit a ballot proposition to the voters to impose the sales and use tax under subsection (1) of this section prior to a city within the county adopting an ordinance or resolution to submit a ballot proposition to the voters to impose the tax under this subsection, the rate of tax by the city under this subsection may not exceed an amount that would cause the total county and city tax rate under this section to exceed three-tenths of one percent. This subsection (2)(b) also applies if the county and city adopt an ordinance or resolution to impose sales and use taxes under this section on the same date.

(c) If the city adopts an ordinance or resolution to submit a ballot proposition to the voters to impose the sales and use tax under this subsection prior to the county in which the city is located, the county must provide a credit against its tax under subsection (1) of this section for the city tax under this subsection to the extent the total county and city tax rate under this section would exceed three-tenths of one percent.

(3) The tax authorized in this section is in addition to any other taxes authorized by law and must be collected from those persons who are taxable by the state under chapters 82.08 and 82.12 RCW upon the occurrence of any taxable event within the county.

(4) The retail sale or use of motor vehicles, and the lease of motor vehicles for up to the first thirty-six months of the lease, are exempt from tax imposed under this section.

(5) One-third of all money received under this section must be used solely for criminal justice purposes, fire protection purposes, or both. For the purposes of this subsection, "criminal justice purposes" has the same meaning as provided in RCW 82.14.340, except that from May 13, 2021, through December 31, 2023, "criminal justice purposes" includes local government programs which have a reasonable relationship to reducing the numbers of people interacting with the criminal justice system including, but not limited to, reducing homelessness or improving behavioral health.

(6) Money received by a county under subsection (1) of this section must be shared between the county and the cities as follows: 60 percent must be retained by the county and 40 percent must be distributed on a per capita basis to cities in the county.

(7) Tax proceeds received by a city imposing a tax under this section must be shared between the county and city as follows: 15 percent must be distributed to the county and 85 percent is retained by the city.

[2021 c 296 s 6; 2010 c 127 s 1; 2009 c 551 s 1; 2007 c 380 s 1; 2003 1st sp.s. c 24 s 2.]

NOTES:

Finding—Intent—Effective date—2021 c 296: See notes following RCW 82.14.310.

Finding—Intent—2003 1st sp.s. c 24: "The legislature finds that local governments in the state of Washington face enormous challenges in the area of criminal justice and public health. It is the legislature's intent to allow general local governments to raise revenues in order to better protect the health and safety of Washington state and its residents. It is further the intent of the legislature to provide such local governments relief from regulatory burdens that do not harm the public health and safety of the citizens of the state as a means of minimizing the need to generate new revenues authorized under this act." [2003 1st sp.s. c 24 s 1.]

Effective date—2003 1st sp.s. c 24: "This act is necessary for the immediate preservation of the public peace, health, or safety, or support of the state government and its existing public institutions, and takes effect July 1, 2003." [2003 1st sp.s. c 24 s 6.]

Severability—2003 1st sp.s. c 24: "If any provision of this act or its application to any person or circumstance is held invalid, the remainder of the act or the application of the provision to other persons or circumstances is not affected." [2003 1st sp.s. c 24 s 7.]