

**GOLDENDALE CITY COUNCIL  
REGULAR MEETING  
MAY 15, 2023  
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. Grater Goldendale Area Enrichment by Dan Christopher
  - 2. Klickitat County Volunteer Services by Isaiah Garcia
- G. Department Reports
- H. Council Business
  - 1. Goldendale Tax Increment Financing Feasibility Analysis Contract
  - 2. Exit Conference from State Auditor's Office
  - 3. Unavco Lease Agreement
  - 4. U/W PNSN Lease Agreement
- 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 5<sup>th</sup>, 2023 AT 6:00 PM.**

**AGENDA TITLE: CONSENT AGENDA**

**DATE: MAY 15, 2023**

**ACTION REQUIRED:**

ORDINANCE\_\_\_\_\_ COUNCIL INFORMATION\_\_\_\_\_ X

RESOLUTION\_\_\_\_\_ OTHER\_\_\_\_\_

MOTION\_\_\_\_\_ X

---

**EXPLANATION:**

The consent agenda includes the following:

Minutes of the May 1, 2023, regular council meeting, first pay period May checks #56893 – 56899, 901601 – 901602, direct deposit 5/4/2022 in the amount of \$94,111.71, May 15, 2023 claims checks #56891 – 56892, 56900 – 56947, 901597, 901603 in the amount of \$431,864.15.

**FISCAL IMPACT:**

Payroll checks in the amount of \$94,111.71, claims checks in the amount of \$431,864.15.

**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 1, 2023  
6:00 PM**

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

**ROLL CALL**

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

**Staff Present (Not Voting):** Clerk Treasurer Sandy Wells, Police Chief Jay Hunziker, City Administrator Pat Munyan, Fire Chief Noah Halm

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

Council Member Steve Johnston arrived at 6:02 pm

**CLOSED PUBLIC COMMENT**

**No Comments**

**AGENDA AND CONSENT AGENDA**

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

**DEPARTMENT REPORTS**

**Chief Jay Hunziker**, the 2 recruits are doing good at the academy. We are almost up and running with our body cameras. This will be my last council meeting.

**Fire Chief Noah Halm**, we applied for a DNR Grant and was awarded \$6300.00.

**COUNCIL BUSINESS**

Todd Chase presented an update to the City Council on new information regarding Tax Increment Financing.

No Motion

**REPORT OF OFFICERS**

**Council Member Ellie Casey** reminded everyone that it is filing week for 3 city council positions. It is the week of May 15, 2023.

**Council Member Dave Jones**, The Home and Gardens Show is May 5<sup>th</sup> and 6<sup>th</sup>.

**Council Member Steve Johnston** would like us to have more committee meetings. Steve wanted an update on a business that is on Broadway in a residential area. Steve would like the

code enforcement to investigate citizens living in RV's. Steve would like the police department to investigate speeding on NW High and Washington.

Council Member Loren Meager would like us to eliminate parking on West Broadway and would like us to Post the Park Signs for no camping.

**Council Member Miland Walling** would like the city to write a letter in favor of the Pump Storage Project.

**Mayor Mike Canon** will not be running again as mayor.

**City Administrator Pat Munyan** gave the council an update on the Airport Project and an accident that occurred at the Airport. Pat asked for clarity regarding a conditional use permit that was approved 6 years ago. We are getting ready to close out the shoreline management Plan reimbursements and the airport reimbursements. Pat gave the council an update on planning.

#### **PUBLIC COMMENT**

**Roger Nichols, Goldendale** – Let everyone know the meeting at the Goldendale Grange will be Wednesday 10:00 – Noon and 7:00 – 9:00 pm.

**Theone Wheeler** – Thanked the Mayor for all his hard work.

#### **EXECUTIVE SESSION**

**RCW 42.30.110 (1)(i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.**

The council went into executive session at 7:05 pm for 15 minutes to discuss RCW 42.30.110 (ii) Litigation. The council came out of executive session at 7:20 pm and extended the time by 35 more minutes. The council came out of executive session at 7:55 pm.

#### **ADJOURNMENT**

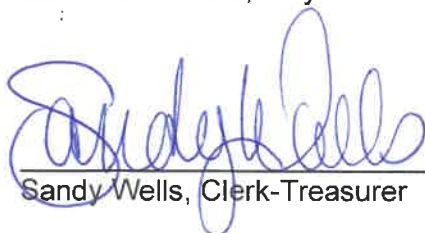
**8:00 PM**

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

**Motion passed unanimously.**



Michael A Canon, Mayor



Sandy Wells, Clerk-Treasurer

# Register

Fiscal: 2023  
Deposit Period: 2023 - May 2023  
Check Period: 2023 - May 2023 - 1st Council May 2023

| Number                                 | Name  | Print Date | Clearing Date | Amount       |
|--|---|------------|---------------|--------------|
| <b>1st Security Bank of Washington</b> | <b>20016310</b>                                 |            |               |              |
| <b>Check</b>                           |   |            |               |              |
| <u>56891</u>                           | 10-75 Emergency Vehicles                        | 5/4/2023   |               | Void         |
| <u>56892</u>                           | Kaban Homes Inc                                 | 5/4/2023   |               | \$154,775.00 |
| <u>56900</u>                           | Department of Commerce                          | 5/8/2023   |               | \$72,960.14  |
| <u>56901</u>                           | Holiday Outdoor Decor                           | 5/9/2023   |               | \$9,023.35   |
| <u>56902</u>                           | Stearns Bank N.A.                               | 5/9/2023   |               | \$1,385.07   |
| <u>56903</u>                           | Abigail Schoenborn                              | 5/15/2023  |               | \$284.70     |
| <u>56904</u>                           | Allyns Building Center                          | 5/15/2023  |               | \$1,007.15   |
| <u>56905</u>                           | Aramark Uniform Serv Inc                        | 5/15/2023  |               | \$520.70     |
| <u>56906</u>                           | Basin Feed & Supply                             | 5/15/2023  |               | \$178.39     |
| <u>56907</u>                           | Bishop Sanitation Inc                           | 5/15/2023  |               | \$129.00     |
| <u>56908</u>                           | Bohn's Printing                                 | 5/15/2023  |               | \$146.29     |
| <u>56909</u>                           | Brilliant Marketing LLC                         | 5/15/2023  |               | \$22,901.03  |
| <u>56910</u>                           | Business Resource Services Inc                  | 5/15/2023  |               | \$20,500.00  |
| <u>56911</u>                           | Carquest Auto Parts                             | 5/15/2023  |               | \$198.07     |
| <u>56912</u>                           | CED - Consolidated Electrical Distributors, Inc | 5/15/2023  |               | \$290.25     |
| <u>56913</u>                           | Christopher R Lantz Law Office LLC              | 5/15/2023  |               | \$300.00     |
| <u>56914</u>                           | CivicBrand                                      | 5/15/2023  |               | \$17,000.00  |
| <u>56915</u>                           | Clifford & Martin Inc                           | 5/15/2023  |               | \$42.78      |
| <u>56916</u>                           | Dhyan Networks and Technologies                 | 5/15/2023  |               | \$29,400.00  |
| <u>56917</u>                           | Ensemble Solutions Group                        | 5/15/2023  |               | \$14,379.92  |
| <u>56918</u>                           | ESO Solutions Inc                               | 5/15/2023  |               | \$2,561.73   |
| <u>56919</u>                           | Eurofins Microbiology Laboratories INC          | 5/15/2023  |               | \$172.60     |
| <u>56920</u>                           | Ferguson Portland Waterworks #3011              | 5/15/2023  |               | \$3,026.79   |
| <u>56921</u>                           | Fitzjarrald Law Office                          | 5/15/2023  |               | \$6,000.00   |
| <u>56922</u>                           | Goldendale Chamber                              | 5/15/2023  |               | \$325.00     |
| <u>56923</u>                           | Goldendale City of                              | 5/15/2023  |               | \$3,082.87   |
| <u>56924</u>                           | Goldendale Sentinel                             | 5/15/2023  |               | \$681.00     |
| <u>56925</u>                           | Goldendale Tire Center                          | 5/15/2023  |               | \$494.40     |
| <u>56926</u>                           | Hattenhauer Energy Co LLC                       | 5/15/2023  |               | \$2,006.84   |
| <u>56927</u>                           | Intoximeters Inc                                | 5/15/2023  |               | \$230.86     |
| <u>56928</u>                           | Kahner Adams                                    | 5/15/2023  |               | \$1,341.12   |
| <u>56929</u>                           | Klickitat Co Auditor                            | 5/15/2023  |               | \$204.50     |
| <u>56930</u>                           | Klickitat County PUD                            | 5/15/2023  |               | \$11,051.83  |
| <u>56931</u>                           | L N Curtis & Sons                               | 5/15/2023  |               | \$12,190.42  |
| <u>56932</u>                           | Larry Bellamy                                   | 5/15/2023  |               | \$1,520.00   |

| Number | Name                               | Print Date      | Clearing Date | Amount              |
|--------|------------------------------------|-----------------|---------------|---------------------|
| 56933  | Linda K Gouge Attorney at Law      | 5/15/2023       |               | \$1,201.25          |
| 56934  | Menke Jackson Beyer LLP            | 5/15/2023       |               | \$1,736.50          |
| 56935  | Mid-American Research Chemical     | 5/15/2023       |               | \$210.94            |
| 56936  | Norco Inc                          | 5/15/2023       |               | \$52.89             |
| 56937  | NWSC Northwest Safety Clean        | 5/15/2023       |               | \$563.19            |
| 56938  | One Call Concepts Inc              | 5/15/2023       |               | \$20.33             |
| 56939  | Optimist Printers                  | 5/15/2023       |               | \$57.51             |
| 56940  | Precision Service and Electric LLC | 5/15/2023       |               | \$535.35            |
| 56941  | Radcomp Technologies               | 5/15/2023       |               | \$8,838.33          |
| 56942  | Republic Services Inc              | 5/15/2023       |               | \$718.52            |
| 56943  | RH2 Engineering Inc                | 5/15/2023       |               | \$24,455.26         |
| 56944  | Shred Northwest Inc                | 5/15/2023       |               | \$75.25             |
| 56945  | Thomas Fitzgibbons                 | 5/15/2023       |               | \$720.00            |
| 56946  | Uline                              | 5/15/2023       |               | \$601.89            |
| 56947  | Vision Municipal Solutions LLC     | 5/15/2023       |               | \$975.54            |
| 901597 | Invoice Cloud                      | 5/15/2023       |               | \$289.60            |
| 901603 | Neopost Leasing Inc                | 4/27/2023       |               | \$500.00            |
|        | <b>Total</b>                       | <b>Total</b>    | <b>Check</b>  | <b>\$431,864.15</b> |
|        |                                    | <b>20016310</b> |               | <b>\$431,864.15</b> |
|        | <b>Grand Total</b>                 |                 |               | <b>\$431,864.15</b> |

**CITY OF GOLDENDALE  
CLAIMS REGISTER**

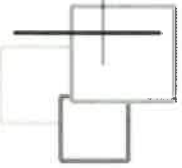
I, the undersigned, do hereby certify that the materials have been furnished, the services rendered, or the labor performed as shown on Check numbers 56891 through 56892, 56900 – 56947, 901597, 901603 in the amount of \$431,864.15, and unpaid obligations against the City of Goldendale, Washington and that I am authorized to certify said claims.

DATED this 11<sup>th</sup> day of May 2023.



Sandy Wells, Clerk-Treasurer

# Register Activity



Fiscal: 2023

Period: 2023 - May 2023

Council Date: 2023 - May 2023 - 2nd Council May 2023, 2023 - May 2023 - 1st Council May 2023

| Reference                      | Date                          | Amount              | Notes                                   |
|--------------------------------|-------------------------------|---------------------|---|
| <b>Reference Number: 56892</b> | <b>Kaban Homes Inc</b>        | <b>\$154,775.00</b> |   |
| Invoice - 5/4/2023 9:47:20 AM  | 4/30/2023                     | \$154,775.00        | Pay Estimate #3 Incubator Building      |
| <b>Reference Number: 56900</b> | <b>Department of Commerce</b> | <b>\$72,960.14</b>  |   |
| PWTF - 253871                  | 4/28/2023                     | \$3,197.04          | East Collins Project #PW-04-691-PRE-106 |
| PWTF - 259962                  | 4/28/2023                     | \$44,691.16         | East Collins Project #PW-05-691-021     |
| PWTFNT - 290291                | 4/28/2023                     | \$9,636.64          | G'dale Building Upgrades #EW13-961-102  |
| PWTFNT - 305523                | 4/28/2023                     | \$15,435.30         | Sewer Collection #PC13-961-030          |
| <b>Reference Number: 56901</b> | <b>Holiday Outdoor Decor</b>  | <b>\$9,023.35</b>   |   |
| PF-00012771                    | 4/13/2023                     | \$9,023.35          | Candy Cane                              |
| <b>Reference Number: 56902</b> | <b>Stearns Bank N.A.</b>      | <b>\$1,385.07</b>   |   |
| 717065                         | 5/11/2023                     | \$1,385.07          | Genie Lift                              |
| <b>Reference Number: 56903</b> | <b>Abigail Schoenborn</b>     | <b>\$284.70</b>     |   |
| Invoice - 5/10/2023 7:06:55 PM | 5/10/2023                     | \$284.70            | Travel Expense Reimbursement            |
| <b>Reference Number: 56904</b> | <b>Alllys Building Center</b> | <b>\$1,007.15</b>   |   |
| 349897                         | 4/3/2023                      | \$25.25             | LED Bulb                                |
| 350040                         | 4/5/2023                      | \$4.45              | Pencil                                  |
| 350287                         | 4/10/2023                     | \$23.64             | Surge Outlet                            |
| 350293                         | 4/10/2023                     | \$323.11            | Water Supplies                          |
| 350410                         | 4/12/2023                     | \$4.92              | Sharpie                                 |
| 350413                         | 4/12/2023                     | \$24.18             | LED Bulb                                |
| 350465                         | 4/13/2023                     | \$40.15             | Screws                                  |
| 350653                         | 4/17/2023                     | \$87.74             | Wood For Gazebo                         |
| 350702                         | 4/18/2023                     | \$148.97            | Parts                                   |
| 350894                         | 4/24/2023                     | \$128.97            | Replacement Parts                       |
| 350900                         | 4/24/2023                     | \$10.31             | Screw                                   |
| 350919                         | 4/24/2023                     | \$16.06             | Riser                                   |
| 350920                         | 4/24/2023                     | \$84.20             | Plywood                                 |
| 350932                         | 4/25/2023                     | \$19.93             | Primer, cement                          |
| 350933                         | 4/25/2023                     | \$6.83              | Cap                                     |
| 350990                         | 4/26/2023                     | \$24.81             | Park Supplies                           |
| 350991                         | 4/26/2023                     | \$2.13              | Tape                                    |
| 351028                         | 4/26/2023                     | \$15.13             | Coupling, Reel                          |



| Reference                      | Date  | Amount             | Notes                       |
|--------------------------------|---|--------------------|-----------------------------|
| <b>Reference Number: 56904</b> |   | <b>\$1,007.15</b>  |                             |
| <u>351087</u>                  | Allyns Building Center<br>4/27/2023         | \$16.37            | Key, Key Rings              |
| <b>Reference Number: 56905</b> |   | <b>\$520.70</b>    |                             |
| <u>5291209633</u>              | Aramark Uniform Serv Inc<br>4/4/2023        | \$23.44            | Cleaning Supplies, Mats     |
| <u>5291209637</u>              | 4/4/2023                                    | \$45.99            | Uniforms                    |
| <u>5291209638</u>              | 4/4/2023                                    | \$32.61            | Uniforms, Cleaning Supplies |
| <u>5291209640</u>              | 4/4/2023                                    | \$16.67            | Cleaning Supplies, Mats     |
| <u>5291213722</u>              | 4/11/2023                                   | \$67.85            | Cleaning Supplies, Mats     |
| <u>5291213742</u>              | 4/11/2023                                   | \$47.44            | Uniforms                    |
| <u>5291213747</u>              | 4/11/2023                                   | \$32.61            | Uniforms, Cleaning Supplies |
| <u>5291213758</u>              | 4/11/2023                                   | \$16.67            | Cleaning Supplies, Mats     |
| <u>5291217449</u>              | 4/18/2023                                   | \$23.44            | Cleaning Supplies, Mats     |
| <u>5291217475</u>              | 4/18/2023                                   | \$45.99            | Uniforms                    |
| <u>5291217484</u>              | 4/18/2023                                   | \$32.61            | Uniforms, Cleaning Supplies |
| <u>5291217492</u>              | 4/18/2023                                   | \$16.67            | Cleaning Supplies, Mats     |
| <u>5291222334</u>              | 4/25/2023                                   | \$23.44            | Cleaning Supplies, Mats     |
| <u>5291222338</u>              | 4/25/2023                                   | \$45.99            | Uniforms                    |
| <u>5291222339</u>              | 4/25/2023                                   | \$32.61            | Uniforms, Cleaning Supplies |
| <u>5291222341</u>              | 4/25/2023                                   | \$16.67            | Cleaning Supplies, Mats     |
| <b>Reference Number: 56906</b> |   | <b>\$178.39</b>    |                             |
| <u>88916</u>                   | Basin Feed & Supply<br>4/17/2023            | \$58.03            | Gloves                      |
| <u>88986</u>                   | 4/18/2023                                   | \$27.94            | Gloves                      |
| <u>89258</u>                   | 4/20/2023                                   | \$47.28            | Gloves                      |
| <u>90101</u>                   | 4/29/2023                                   | \$45.14            | Cattle Panel                |
| <b>Reference Number: 56907</b> |   | <b>\$129.00</b>    |                             |
| <u>A-130379</u>                | Bishop Sanitation Inc<br>5/3/2023           | \$129.00           | Port - a - Pottie Rental    |
| <b>Reference Number: 56908</b> |   | <b>\$146.29</b>    |                             |
| <u>87661</u>                   | Bohn's Printing<br>4/26/2023                | \$85.65            | Copies                      |
| <u>87662</u>                   | 4/26/2023                                   | \$11.57            | Copies                      |
| <u>87663</u>                   | 4/26/2023                                   | \$49.07            | Copies                      |
| <b>Reference Number: 56909</b> |   | <b>\$22,901.03</b> |                             |
| <u>1209</u>                    | Brilliant Marketing LLC<br>4/18/2023        | \$22,901.03        | Workshop                    |
| <b>Reference Number: 56910</b> |   | <b>\$20,500.00</b> |                             |
| <u>4894</u>                    | Business Resource Services Inc<br>4/26/2023 | \$20,500.00        | Two-Day Program             |
| <b>Reference Number: 56911</b> |   | <b>\$198.07</b>    |                             |
| <u>4993-640558</u>             | Carquest Auto Parts<br>4/4/2023             | \$42.97            | Pliers                      |
| <u>4993-640667</u>             | 4/5/2023                                    | \$9.99             | Tire Repair Kit             |
| <u>4993-640845</u>             | 4/6/2023                                    | \$6.75             | Hand Pad                    |

| Reference                      | Date   | Amount             | Notes                    |
|--------------------------------|--|--------------------|--------------------------|
| <b>Reference Number: 56911</b> | <b>Carquest Auto Parts</b>                             | <b>\$198.07</b>    |                          |
| 4993-641420                    | 4/12/2023  | \$33.30            | Tie Wrap                 |
| 4993-641431                    | 4/12/2023  | \$75.28            | Battery                  |
| 4993-641940                    | 4/17/2023  | \$24.42            | Terminal                 |
| 4993-642271                    | 4/20/2023  | \$5.36             | Safety Glasses           |
| <b>Reference Number: 56912</b> | <b>CED - Consolidated Electrical Distributors, Inc</b> | <b>\$290.25</b>    |                          |
| 9477-1048818                   | 4/20/2023  | \$290.25           |                          |
| <b>Reference Number: 56913</b> | <b>Christopher R Lanz Law Office LLC</b>               | <b>\$300.00</b>    |                          |
| 2A0674799                      | 4/20/2023  | \$200.00           | Harriman Palmer          |
| 3A0252908                      | 4/20/2023  | \$100.00           | Anthony Annalora         |
| <b>Reference Number: 56914</b> | <b>CivicBrand</b>                                      | <b>\$17,000.00</b> |                          |
| 3811                           | 4/18/2023  | \$17,000.00        | Workshop                 |
| <b>Reference Number: 56915</b> | <b>Clifford &amp; Martin Inc</b>                       | <b>\$42.78</b>     |                          |
| 1112264                        | 4/11/2023  | \$29.88            | Water                    |
| 1128402                        | 4/30/2023  | \$12.90            | Cooler Rental            |
| <b>Reference Number: 56916</b> | <b>Dhyan Networks and Technologies</b>                 | <b>\$29,400.00</b> |                          |
| 2624                           | 5/3/2023   | \$29,400.00        | Smart Lighting Solution  |
| <b>Reference Number: 56917</b> | <b>Ensemble Solutions Group</b>                        | <b>\$14,379.92</b> |                          |
| 75291                          | 5/3/2023   | \$14,379.92        | Body Cameras             |
| <b>Reference Number: 56918</b> | <b>ESO Solutions Inc</b>                               | <b>\$2,561.73</b>  |                          |
| ESO-107525                     | 5/1/2023   | \$2,561.73         | Fire Package             |
| <b>Reference Number: 56919</b> | <b>Eurofins Microbiology Laboratories INC</b>          | <b>\$172.60</b>    |                          |
| 2302997                        | 5/5/2023   | \$172.60           | Lab Testing              |
| <b>Reference Number: 56920</b> | <b>Ferguson Portland Waterworks #3011</b>              | <b>\$3,026.79</b>  |                          |
| 1146948-2                      | 5/4/2023   | \$2,894.22         | Water Meter & Supplies   |
| 1201390                        | 5/4/2023   | \$132.57           | Water Supplies           |
| <b>Reference Number: 56921</b> | <b>Fitzjarrald Law Office</b>                          | <b>\$6,000.00</b>  |                          |
| 2023-G004                      | 5/3/2023   | \$6,000.00         | Prosecuting Attorney Fee |
| <b>Reference Number: 56922</b> | <b>Goldendale Chamber</b>                              | <b>\$325.00</b>    |                          |
| 400                            | 6/2/2023   | \$325.00           | Membership               |
| <b>Reference Number: 56923</b> | <b>Goldendale City of</b>                              | <b>\$3,082.87</b>  |                          |
| 23-98                          | 5/2/2023   | \$104.06           | Bulk Water               |
| Invoice - 5/10/2023 8:21:45 PM | 5/10/2023  | \$2,978.81         | Water Bill               |

| Reference                             | Date                                  | Amount             | Notes                         |
|---------------------------------------|---------------------------------------|--------------------|-------------------------------|
| <b>Reference Number: 56924</b>        | <b>Goldendale Sentinel</b>            | <b>\$681.00</b>    |                               |
| <u>156068</u>                         | 4/24/2023                             | \$150.00           | Public Works Job              |
| <u>156078</u>                         | 4/27/2023                             | \$531.00           | Journey Through Klick Co 2023 |
| <b>Reference Number: 56925</b>        | <b>Goldendale Tire Center</b>         | <b>\$494.40</b>    |                               |
| <u>109602</u>                         | 4/3/2023                              | \$225.70           | Battery                       |
| <u>109856</u>                         | 4/13/2023                             | \$268.70           | Brakes                        |
| <b>Reference Number: 56926</b>        | <b>Hattenhauer Energy Co LLC</b>      | <b>\$2,006.84</b>  |                               |
| <u>CL09335</u>                        | 4/30/2023                             | \$2,006.84         | Fuel                          |
| <b>Reference Number: 56927</b>        | <b>Intoximeters Inc</b>               | <b>\$230.86</b>    |                               |
| <u>732988</u>                         | 4/28/2023                             | \$230.86           | DryGas                        |
| <b>Reference Number: 56928</b>        | <b>Kahner Adams</b>                   | <b>\$1,341.12</b>  |                               |
| <u>Invoice - 5/10/2023 8:35:34 PM</u> | 4/13/2023                             | \$1,341.12         | Travel Reimbursement          |
| <b>Reference Number: 56929</b>        | <b>Klickitat Co Auditor</b>           | <b>\$204.50</b>    |                               |
| <u>23-994</u>                         | 4/14/2023                             | \$204.50           | Lien Release                  |
| <b>Reference Number: 56930</b>        | <b>Klickitat County PUD</b>           | <b>\$11,051.83</b> |                               |
| <u>Invoice - 5/10/2023 8:37:54 PM</u> | 5/10/2023                             | \$11,051.83        | Electricity Utility           |
| <b>Reference Number: 56931</b>        | <b>L N Curtis &amp; Sons</b>          | <b>\$12,190.42</b> |                               |
| <u>Inv694708</u>                      | 4/12/2023                             | \$131.30           | Pants                         |
| <u>Inv695823</u>                      | 4/17/2023                             | \$380.16           | Hat                           |
| <u>Inv699351</u>                      | 4/27/2023                             | \$65.73            | Hats                          |
| <u>INV699744</u>                      | 4/28/2023                             | \$9,881.40         | Armor                         |
| <u>Inv701137</u>                      | 5/3/2023                              | \$1,646.90         | Armor                         |
| <u>Inv7012773</u>                     | 5/3/2023                              | \$84.93            | Pants                         |
| <b>Reference Number: 56932</b>        | <b>Larry Bellamy</b>                  | <b>\$1,520.00</b>  |                               |
| <u>Invoice - 5/10/2023 8:39:18 PM</u> | 5/8/2023                              | \$1,520.00         | Professional Services         |
| <b>Reference Number: 56933</b>        | <b>Linda K Gouge Attorney at Law</b>  | <b>\$1,201.25</b>  |                               |
| <u>1A0660766 - 1</u>                  | 4/27/2023                             | \$462.50           | Ashley Warner                 |
| <u>2A0117191</u>                      | 4/27/2023                             | \$738.75           | Erica Starr                   |
| <b>Reference Number: 56934</b>        | <b>Menke Jackson Beyer LLP</b>        | <b>\$1,736.50</b>  |                               |
| <u>Invoice - 5/10/2023 8:46:33 PM</u> | 4/30/2023                             | \$1,736.50         | Lawyer Services               |
| <b>Reference Number: 56935</b>        | <b>Mid-American Research Chemical</b> | <b>\$210.94</b>    |                               |
| <u>0788910-IN</u>                     | 4/21/2023                             | \$210.94           | Deodorizer                    |

| Reference  | Date   | Amount  | Notes   |
|--|--|---|---|
| <b>Reference Number: 56936</b><br><u>37615071</u>                        | <b>Norco Inc</b><br>4/30/2023                          | <b>\$52.89</b><br>\$52.89                     | Cylinder Rental                                   |
| <b>Reference Number: 56937</b><br><u>23-35134</u>                        | <b>NWSC Northwest Safety Clean</b><br>5/1/2023         | <b>\$563.19</b><br>\$563.19                   | Cleaning & Inspection                             |
| <b>Reference Number: 56938</b><br><u>3049076</u>                         | <b>One Call Concepts Inc</b><br>4/30/2023              | <b>\$20.33</b><br>\$20.33                     | Locates   |
| <b>Reference Number: 56939</b><br><u>57347 - 2023</u>                    | <b>Optimist Printers</b><br>4/27/2023                  | <b>\$57.51</b><br>\$57.51                     | Recorded Cards                                    |
| <b>Reference Number: 56940</b><br><u>1890</u>                            | <b>Precision Service and Electric LLC</b><br>4/26/2023 | <b>\$535.35</b><br>\$535.35                   | Install Cables                                    |
| <b>Reference Number: 56941</b><br><u>98536</u><br><u>MSP-98838</u>       | <b>Radcomp Technologies</b><br>5/1/2023<br>5/3/2023    | <b>\$8,838.33</b><br>\$2,580.00<br>\$6,258.33 | Replace meeting Computer<br>May Billing           |
| <b>Reference Number: 56942</b><br><u>0487-000832518</u>                  | <b>Republic Services Inc</b><br>4/30/2023              | <b>\$718.52</b><br>\$718.52                   | Garbage Services                                  |
| <b>Reference Number: 56943</b><br><u>90607</u>                           | <b>RH2 Engineering Inc</b><br>5/9/2023                 | <b>\$24,455.26</b><br>\$24,455.26             | Wastewater Treatment Plant<br>Improvement Project |
| <b>Reference Number: 56944</b><br><u>53038050423</u>                     | <b>Shred Northwest Inc</b><br>5/4/2023                 | <b>\$75.25</b><br>\$75.25                     | shred   |
| <b>Reference Number: 56945</b><br><u>Invoice - 5/10/2023 9:03:31 PM</u>  | <b>Thomas Fitzgibbons</b><br>4/27/2023                 | <b>\$720.00</b><br>\$720.00                   | Animal Control                                    |
| <b>Reference Number: 56946</b><br><u>162644625</u>                       | <b>Uline</b><br>4/20/2023                              | <b>\$601.89</b><br>\$601.89                   | Garbage Bags                                      |
| <b>Reference Number: 56947</b><br><u>Invoice - 5/10/2023 9:05:21 PM</u>  | <b>Vision Municipal Solutions LLC</b><br>5/10/2023     | <b>\$975.54</b><br>\$975.54                   | Utility Billing                                   |
| <b>Reference Number: 901597</b><br><u>359-2023-4</u>                     | <b>Invoice Cloud</b><br>4/30/2023                      | <b>\$289.60</b><br>\$289.60                   | Visa Fees   |
| <b>Reference Number: 901603</b><br><u>Invoice - 5/10/2023 8:50:35 PM</u> | <b>Neopost Leasing Inc</b><br>4/27/2023                | <b>\$500.00</b><br>\$500.00                   | Postage   |



# Register

| Number               | Name                       | Fiscal Description                     | Cleared | Amount             |
|----------------------|----------------------------|--|---------|--------------------|
| 56893                | Johnston, Steve            | 2023 - May 2023 - 1st Council May 2023 |         | \$45.69            |
| 56894                | Council Trust Acct.        | 2023 - May 2023 - 1st Council May 2023 |         | \$1,088.54         |
| 56895                | Deferred Comp Program      | 2023 - May 2023 - 1st Council May 2023 |         | \$425.00           |
| 56896                | Dept of Labor & Industries | 2023 - May 2023 - 1st Council May 2023 |         | \$2,196.17         |
| 56897                | Dept of Retirement         | 2023 - May 2023 - 1st Council May 2023 |         | \$11,628.69        |
| 56898                | Employment Security        | 2023 - May 2023 - 1st Council May 2023 |         | \$158.26           |
| 56899                | Goldendale, City of        | 2023 - May 2023 - 1st Council May 2023 |         | \$85.00            |
| 901601               | City of Goldendale         | 2023 - May 2023 - 1st Council May 2023 |         | \$21,462.45        |
| 901602               | Employment Security - PFML | 2023 - May 2023 - 1st Council May 2023 |         | \$465.47           |
| Direct Deposit Run - |                            |  |         | \$56,556.44        |
| 5/4/2023             |                            |  |         | <b>\$94,111.71</b> |

**AGENDA BILL: F1**

**AGENDA TITLE: Presentation for Grater Goldendale Area  
Enrichment by Dan Christopher**

**DATE: May 15, 2023**

**ACTION REQUIRED:**

ORDINANCE \_\_\_\_\_ COUNCIL INFORMATION \_\_\_\_\_ X \_\_\_\_\_

RESOLUTION \_\_\_\_\_ OTHER \_\_\_\_\_

MOTION \_\_\_\_\_  
\_\_\_\_\_

**EXPLANATION:**

Grater Goldendale Area Enrichment will be working in partnership with the County Solid Waste Department and Republic Services to host a Goldendale community clean up event on Saturday June 3<sup>rd</sup> from 9:00 am to 3:00 pm. Dan will be giving a presentation to give the council all the details.

**AGENDA BILL: F2**

**AGENDA TITLE: Klickitat County Volunteer Services by  
Isaiah Garcia**

**DATE: May 15, 2023**

**ACTION REQUIRED:**

ORDINANCE\_\_\_\_\_ COUNCIL INFORMATION\_\_\_\_\_X\_\_\_\_\_

RESOLUTION\_\_\_\_\_ OTHER\_\_\_\_\_

MOTION\_\_\_\_\_

\_\_\_\_\_

**EXPLANATION:**

Klickitat County Volunteer Services would like to work with the City on a brush clean up for seniors.

*"There is no better  
exercise for your heart  
than reaching down and  
helping to lift someone  
up." – Bernard Meltzer*

### **Volunteer Opportunities:**

Visitor Friends  
Neighbor Friends  
Lend a Hand Friend  
Respite Care Friend  
Culinary Assistant  
Meal Delivery Driver  
Dining Room Assistant  
Volunteering as a corporate, faith  
based, school, or friend group.

### **HOW WE ARE FUNDED**

Volunteer Connections is primarily  
funded by a grant from the Area Agency  
On Aging & Disabilities Of Southwest  
Washington. Other funding sources are  
local donations and/or grants.  
Donations are always welcomed.

### **Volunteer Connections** Klickitat County Senior Services

115 W Court St. Suite 101,  
Goldendale WA 98620

501 NE Washington St  
PO BOX 1877  
White Salmon WA 98672

Goldendale Phone  
# 509-773-3757

White Salmon Phone  
#509-493-3068

Email:  
[isaiasg@klickitatcounty.org](mailto:isaiasg@klickitatcounty.org)

[www.klickitatseniorservices.galaxydigital.com](http://www.klickitatseniorservices.galaxydigital.com)



Klickitat County Senior Services

### **Program Information**



*"No one is more  
cherished in this world  
than someone who  
lightens the burden of  
another." Unknown  
Author*





What we do:  
Our mission is to honor our seniors and disabled citizens of Klickitat County with friendly volunteer services so they can continue enjoying independent living in their own home.



## VOLUNTEER SERVICES

**Visitor Friend:** Visits that are social in nature. They may include tv watching, board games, reading books, reminiscences, trips to hair salon, trips to community events, crafting, porch sitting, and etc.



**Neighbor Friend:** Visits that include collecting and or sorting your mail, filling out forms, help with technology, help with building a calendar, shopping list and etc.

**Lend a Hand Friend:** Visits that involve helping with minor chores around the home, either inside or outside. These visits may also include lawn work, light fixes around home, shopping, and etc. Some work that is more involved like fire hazard and hoarding mitigation can be done on a case by case based on volunteer and resource availability.\* some projects may have a suggested minimum donation.



**Respite Care:** This service is for helping caregivers get a break once in a while. If you need to go out, take a break, take a nap, or other self care you may request a volunteer to stop by and give you a respite. No caregiving services are done like medication admin, diaper changes, laundry, bathing or other things that require a license. You mainly get a volunteer to watch for emergencies while you are out.

### Nutrition Program:

Klickitat County Senior Services has a nutrition program that sends out home delivered meals, and has meal sites throughout



Klickitat County. This program is primarily staffed by volunteers.

**Volunteer Driver:** Our volunteer drivers work with Mt. Adams Transportation. They primarily get assigned to give medical appointment, shopping, and pharmacy rides.

**AGENDA BILL: H-1**

**AGENDA TITLE: Contact Agreement Between City of Goldendale & Financial Consulting Solutions Group, Inc.**

**DATE: May 15, 2023**

**ACTION REQUIRED:**

ORDINANCE \_\_\_\_\_ COUNCIL INFORMATION \_\_\_\_\_ X \_\_\_\_\_

RESOLUTION \_\_\_\_\_ OTHER \_\_\_\_\_

MOTION \_\_\_\_\_ X \_\_\_\_\_

---

**EXPLANATION:**

On the May 1, 2023, City Council meeting Todd Chase updated the City Council on additional work needed to Complete the Tax Increment Feasibility Analysis. The attached agreement does not add any additional cost, only additional time to complete the work. The original cost of \$26,180 and scope of work can be found in Exhibit A.

**FISCAL IMPACT:** None

**ALTERNATIVES:**

**STAFF RECOMMENDATION:** Approval

**MOTION:**

**I MOVE TO AUTHORIZE TO MAYOR SIGN THE CONTRACT AGREEMENT BETWEEN THE CITY OF GOLDENDALE AND FINANCIAL CONSULTING SOLUTIONS GROUP, INC.**

**CONTRACT AGREEMENT**

**BETWEEN**

**FINANCIAL CONSULTING SOLUTIONS  
GROUP, INC.**  
Redmond Town Center  
7525 – 166<sup>th</sup> Ave. NE, Suite D-215  
Redmond, Washington 98052

**AND**

**City of Goldendale**  
1103 S. Columbus Avenue  
Goldendale, WA  
98620

**PROJECT: City of Goldendale Tax Increment Area Feasibility Analysis**

**THIS AGREEMENT** combines all understandings between the Parties regarding professional services for the Project named above and supersedes all prior proposals, quotations, solicitations, negotiations, representations, agreements or understandings, whether written or oral.

The performance of the professional services herein described and authorized by the City of Goldendale, as well as payment for such services, shall be in accordance with the terms and conditions presented in this Agreement and the following Sections and Exhibits which are attached and incorporated by reference which, taken together, shall constitute the whole Agreement.

- Section I - Relationship of the Parties**
- Section II - Contract Provisions**
- Exhibit A - Scope of Work and Task Plan**
- Exhibit B - Fee Schedule**

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**APPROVED:**

**FINANCIAL CONSULTING  
SOLUTIONS GROUP, INC.**

**APPROVED:**

**City of Goldendale**



**Todd Chase**  
Principal

Date: 4/14/2023\_\_\_\_\_

Date: \_\_\_\_\_

**ATTEST:**

\_\_\_\_\_

## **SECTION I: RELATIONSHIP OF THE PARTIES**

The **City of Goldendale** ("Client"), desires to conduct a Tax Increment Area Feasibility Analysis Study ("Project"). In furtherance of the Project, the Client hereby contracts with **Financial Consulting Solutions Group, Inc.** ("FCS GROUP") to perform the professional services described in Exhibit A of this Agreement. All services shall be performed under the joint supervision of the Client's Representative, Pat Munyan, or a designee or designees identified in writing to FCS GROUP by the Client's Representative.

This Agreement shall inure to the benefit of and be binding upon successors, assigns, and legal representatives of each of the Parties hereto. Any assignment or transfer of an interest in this Agreement by either Party without the written consent of the other shall be void.

## **SECTION II: CONTRACT PROVISIONS**

**1. Scope of Work:** FCS GROUP shall perform the service for the Client which as defined in Exhibit A of this Agreement.

**2. Time for Completion:** The Scope of Work for the conduct of the study as set forth above is anticipated to be completed by FCS GROUP within a time frame approximating that shown by the following schedule:

**Notice to Proceed:** On or before April 30, 2022

**Completion of Draft Analysis:** On or before October 31, 2023

**Completion of Project:** No later than March 1, 2024, unless amended per mutual agreement.

FCS GROUP agrees to perform the work described in the Scope of Work according to the contract schedule. Any delays shall be agreed upon by FCS GROUP and Client prior to the due date. Changes in the schedule caused by Client delays may require additional compensation and a change order.

If FCS GROUP is delayed in the performance of services by conditions which are beyond their control, or by a change in the scope of work, the schedule showing time of performance may be revised. Any revision thereto shall be submitted in writing to the Client for review and approval by the Client Representative. If FCS GROUP's services are temporarily suspended by the Client in the interest of the Project and with written notice to FCS GROUP, and the suspensions last longer than 90 consecutive days, FCS GROUP shall be compensated for any additional labor and direct expenses incurred due to the interruption and resumption of services.

**3. Payment:** FCS GROUP will be paid by the Client on a time and materials basis as outlined below and in accordance with the standard billing rates attached hereto as Exhibit B. FCS GROUP agrees to perform the services as set forth in Exhibit A at a cost not to exceed \$26,180. It is understood that FCS GROUP will not exceed this amount without the Client's prior written authorization.

Payment to FCS GROUP for services set forth in Exhibit A shall be: an amount equal to FCS GROUP's standard billing rates as set forth in Exhibit B multiplied by the actual hours worked. Should any unforeseen project delays, not caused by FCS GROUP, and/or any requested amendments to the original scope of work, cause this contract to extend more than 90 days past the original contracted schedule date, any work and/or amendments to the work shall be billed at the standard billing rates in effect for the period of time the work is being performed. If said change in billing rates will cause the project to exceed the amount stated in the preceding paragraph, a change order will be prepared and signed by both parties.

Direct expenses will not be charged except as identified in Exhibit B. Payment shall be made monthly upon receipt and approval of FCS GROUP's invoice.

**4. Supplemental Agreements:** Supplemental Agreements may be entered into upon mutual written agreement that would increase or decrease the scope and associated costs and payment.

**5. Work to be Accomplished:** All work accomplished will be performed under the direction of the Client Representative or his/her Designee.

**6. Termination:** This contract may be terminated by the Client by giving FCS GROUP written notice of such termination no fewer than fifteen (15) days in advance of the effective date of said termination. FCS GROUP shall be entitled to terminate this agreement only in the case of a material breach by the Client, and upon failure of the Client to remedy said breach within fifteen (15) days of said notice. In the event that the contract is terminated before completion, FCS GROUP shall be paid for the services to date on the basis set forth in Paragraph 3, plus 10% of the total compensation earned to time of termination to compensate for FCS GROUP's rescheduling adjustments, reassignment of personnel, and related costs incurred due to termination. The Client shall notify FCS of termination or abandonment in writing.

**7. Indemnity:** FCS GROUP shall comply with all Federal Government, State and local laws and ordinances applicable to the work to be done under this Agreement.

FCS GROUP hereby agrees to hold the Client harmless from and shall process and defend at its own expense, specific claims, demands or suits at law or equity, arising from FCS GROUP's negligent performance of the provisions of this Agreement; provided that if the Client and FCS GROUP are concurrently negligent, FCS GROUP shall be required to indemnify and defend only in proportion to negligence of FCS GROUP. These indemnity provisions shall not require FCS GROUP to defend or indemnify the Client against any action based solely on the alleged negligence of the Client.

**8. All Work Produced is Joint Property of FCS GROUP and the Client:** The materials, computer programs, reports, calculations, analyses, etc., generated by FCS GROUP under this contract including the final report shall be the joint property of the Client and FCS GROUP. FCS GROUP may retain copies thereof for work paper documentation. FCS GROUP may summarize the results of this work in technical articles or presentations with written consent by the Client.

Computer models use generally available software, such as Microsoft Excel (TM), and FCS GROUP does not intend or imply any warranty of those programs.

**9. Financial Forecasts:** Neither FCS GROUP's name nor the report and its financial projections may be referred to or included in any prospectus or as a part of any offering or representation made in connection with the sale of securities or participation interests to the public, whether through a public or private offering.

The information used in developing the forecast assumptions will be derived from published information and other sources FCS GROUP considers appropriate. However, FCS GROUP cannot assume responsibility for the accuracy of other published information or source materials. Moreover, forecasts are subject to many uncertainties as to the future; therefore, FCS GROUP cannot represent that the projected financial statements will be representative of the results that actually occur. FCS GROUP will endeavor to include appropriate comments drawing the readers' attention to these matters.

**10. Integrated Agreement:** This agreement together with attachments or addenda, represents the entire and integrated agreement between the Client and FCS GROUP supersedes all prior negotiations, representations, or agreements written or oral. This agreement may be amended by written instrument signed by both the Client and FCS GROUP.

**11. Independent Contractor:** The parties intend that an independent Contractor/Client relationship will be created by this agreement. No agent, employee, or representative of FCS GROUP shall be deemed to be an agent, employee, or representative of the Client for any purpose. FCS GROUP shall be solely responsible for all acts of its agents, employees, representatives, and subcontractors during the performance of this contract.

**12. Equal Opportunity:** FCS GROUP is committed to the principles of providing equal employment opportunities for all employees. The performance and diversity of our employees will help us meet the challenges of the present and the future in serving our clients. This policy statement is a reaffirmation of our long-standing commitment to provide equal opportunity on the basis of individual merit and personal qualifications to employees and applicants for employment without regard to race, color, religious creed, sex, sexual orientation or preference, gender identity, genetic characteristics or information of employee or family, age, national origin, ancestry, marital status, citizenship, the presence of sensory, mental, or physical disability, pregnancy/childbirth or related condition, medical condition, membership in the military service, veteran's status, political ideology or any other basis protected by applicable federal, state, or local laws.

**13. Notices:** Notices to the Client shall be sent to the following address:

**City of Goldendale**  
Attention: Pat Munyan  
1103 S. Columbus Avenue  
Goldendale, WA 98620  
(509) 773-3771

Notices to FCS GROUP shall be sent to the following address:

**Financial Consulting Solutions Group, Inc.**  
Attention: Todd Chase, Principal  
Redmond Town Center  
7525 – 166<sup>th</sup> Ave. NE, Suite D-215  
Redmond, Washington 98052  
(425) 867-1802 (x 228)

**EXHIBIT A: SCOPE OF WORK AND TASK PLAN****Goldendale Tax Increment Financing Feasibility Analysis****Scope of Work**

**Objective:** Determine the RCW 39.114.020 regulatory requirements for establishing a tax increment area within the City of Goldendale. Identify draft increment area(s) and evaluate potential value creation and supportable debt, impacts on affected taxing districts, and potential use of funds.

**Task 1. Key Assumptions**

At the beginning of the project, FCS GROUP will attend an initial “kickoff” meeting and site tour with the City’s project team. Ideally, this meeting would include representatives from departments that address financial, engineering, planning and administrative issues. This meeting will establish a foundation for the project, focusing the efforts of the project team. It will cover the project scope, objectives, deliverables, schedule, and appropriate lines of communication.

The initial meeting will discuss and identify baseline assumptions regarding:

- Preliminary Boundaries for the Increment Area based on site tour and review of preliminary development opportunity maps provided by the City.
- Current and Future Anticipated Development Conditions within the Increment Area
- Public Improvements Needed and Related Capital Cost Assumptions

**Deliverables**

- Updated project schedule with task completion and key milestone review points.
- Meeting Notes that describe initial project assumptions.

**Task 2. Alternatives Analysis**

The alternatives analysis enables the City to plan for the future proactively by evaluating and quantifying the sensitivity associated with changes in the underlying assumptions. It is a tool that the City can use to craft a TIF district to meet its short and long-term objectives, including (but not limited to) fiscal sustainability and affordability.

As part of this task, FCS will conduct research and interviews of other jurisdictions in WA state and compile/review supporting ordinance findings. We will summarize lessons learned from these jurisdictions in a Task 2 Memorandum.

FCS will prepare a multi-year financial analysis that addresses the following RCW 39.114.020 regulatory requirements:

- The increment area(s) may not have an assessed valuation of more than \$200,000,000 or more than 20 percent of the City's total assessed valuation, whichever is less, when the ordinance is passed;
- The public improvements proposed to be paid or financed with tax allocation revenues are expected to encourage private development within the increment area and to increase the assessed value of real property within the increment area;
- Private development that is anticipated to occur within the increment area as a result of the proposed public improvements will be permitted consistent with the permitting jurisdiction's applicable zoning and development standards;

- The private development would not reasonably be expected to occur solely through private investment within the reasonably foreseeable future without the proposed public improvements; and
- The increased assessed value within the increment area that could reasonably be expected to occur without the proposed public improvements would be less than the increase in the assessed value estimated to result from the proposed development with the proposed public improvements.

#### **Deliverables**

- Memorandum identifying increment area alternatives analysis and lessons learned from other jurisdictions.
- Project Review Video Conference with City representatives.

#### **Task 3. Draft Feasibility Report Findings**

FCS will prepare a report that documents key project assumptions, analysis results, findings and next steps. The report will address RCW 39.114.020 regulatory requirements for establishing a tax increment area within the City of Goldendale, including:

- (a) A statement of objectives of the local government for the designated increment area;
- (b) A statement as to the property within the increment area, if any, that the local government may intend to acquire;
- (c) The duration of the increment area;
- (d) Identification of all parcels to be included in the area;
- (e) A description of the expected private development within the increment area, including a comparison of scenarios with the proposed public improvements and without the proposed public improvements;
- (f) A description of the public improvements, estimated public improvement costs, and the estimated amount of bonds or other obligations expected to be issued to finance the public improvement costs and repaid with tax allocation revenues;
- (g) The assessed value of real property listed on the tax roll as certified by the county assessor under RCW 84.52.080 from within the increment area and an estimate of the increment value and tax allocation revenues expected to be generated;
- (h) An estimate of the job creation reasonably expected to result from the public improvements and the private development expected to occur in the increment area; and
- (i) An assessment of any impacts and any necessary mitigation to address the impacts identified on the following:
  - Affordable and low-income housing;
  - The local business community;
  - The local school districts; and
  - The local fire service.

#### **Deliverables**

- Draft Tax Increment Feasibility Report
- Project Review Video Conference with City representatives.

#### **Task 4. Documentation and Presentation**



Based on the input received from city review of the draft report, FCS will revise the report and prepare a summary presentation that highlights key findings along with action steps/schedule for proceeding with implementation and adoption.

### Deliverables

- Final Tax Increment Feasibility Report
- Project Summary Presentation
- In-person Presentation (to City Council or Advisory Board)

### Project Schedule and Budget

This work program shall be completed over a 6-7 month time frame from notice to proceed, with all work starting not later than May 1 with draft report provided no later than December 31, 2022. FCS will complete this scope of work for a total not-to-exceed budget of \$26,180. An estimate of budget by work task is provided below.

### Project Budget

| Work Task                                     | T. Chase,<br>Principal<br>\$290 | T. Wood,<br>Deputy PM<br>\$190 | Analyst<br>\$150 | Support<br>\$95 | Total<br>Estimated<br>Hours | Labor<br>Budget |
|---|---------------------------------|--------------------------------|------------------|-----------------|-----------------------------|-----------------|
| <b>Task 1. Key Assumptions</b>                | 8                               | 12                             | 4                | 2               | 26                          | \$5,390         |
| <b>Task 2. Alternatives Analysis</b>          | 16                              | 12                             | 16               | 2               | 46                          | \$9,510         |
| <b>Task 3. Draft Findings</b>                 | 16                              | 8                              | 4                | 4               | 32                          | \$7,140         |
| <b>Task 4. Documentation and Presentation</b> | 8                               | 6                              | 0                | 4               | 18                          | \$3,840         |
| <b>Total Labor:</b>                           | <b>48</b>                       | <b>38</b>                      | <b>24</b>        | <b>12</b>       | <b>122</b>                  | <b>\$25,880</b> |
| Expenses                                      |                                 |                                |                  |                 |                             | \$300           |
| <b>TOTAL LABOR &amp; EXPENSES</b>             | <b>48</b>                       | <b>38</b>                      | <b>24</b>        | <b>12</b>       | <b>122</b>                  | <b>\$26,180</b> |

**EXHIBIT B: FEE SCHEDULE****LABOR**

| <b><u>Name</u></b> | <b><u>Title</u></b>    | <b><u>Billing Rate</u></b> |
|--------------------|------------------------|----------------------------|
| Todd Chase         | Principal              | \$290                      |
| Tim Wood           | Deputy Project Manager | \$190                      |
| FCS Analyst        | Analyst                | \$150                      |
| FCS Tech. Support  | Technical Support      | \$95                       |

**DIRECT EXPENSES**

Direct Expenses will be included within total project budget amount and limited to project related data purchases and mileage to/from meetings. For any other client-requested extraordinary expenses, specific terms will be established prior to expenditure and billing.

**AGENDA BILL: H-2**

**AGENDA TITLE: Exit Conference from State Auditor's Office**

**DATE: May 15, 2023**

**ACTION REQUIRED:**

ORDINANCE\_\_\_\_\_ COUNCIL INFORMATION\_\_\_\_\_X\_\_\_\_\_

RESOLUTION\_\_\_\_\_ OTHER\_\_\_\_\_

MOTION\_\_\_\_\_

**EXPLANATION:**

Attached is the Exit Conference document from the State Auditor's Office. Staff will be present to discuss.



## Office of the Washington State Auditor

Pat McCarthy

### Exit Conference: City of Goldendale

The Office of the Washington State Auditor's vision is increased trust in government. Our mission is to provide citizens with independent and transparent examinations of how state and local governments use public funds, and develop strategies that make government more efficient and effective.

The purpose of this meeting is to share the results of your audit and our draft reporting. We value and appreciate your participation.

#### Audit Reports

We will publish the following reports:

- Accountability audit for January 1, 2020 through December 31, 2021 – see draft report.
- Financial statement audit for January 1, 2020 through December 31, 2021 – see draft report.

#### Recommendations not included in the Audit Reports

##### **Management Letters**

Management letters communicate control deficiencies, noncompliance, or abuse with a less-than-material effect on the financial statements or other items significant to our audit objectives. Management letters are referenced, but not included, in the audit report. We noted certain matters that we are communicating in a letter to management related to financial statement preparation.

##### **Exit Items**

We have provided exit recommendations for management's consideration. Exit items address control deficiencies or noncompliance with laws or regulation that have an insignificant or immaterial effect on the entity, or errors with an immaterial effect on the financial statements. Exit items are not referenced in the audit report.

#### Financial Statement Audit Communication

We would like to bring the following to your attention:

- We did not identify any material misstatements during the audit.
- Uncorrected misstatements in the audited financial statements are summarized on the attached schedule. We agree with management's representation that these misstatements are immaterial to the fair presentation of the financial statements. However, the conditions that led to these misstatements may result in more significant misstatements if not corrected.
- The audit addressed the following risks, which required special consideration:
  - Due to the possibility that management may be able to circumvent certain controls, standards require the auditor to assess the risk of management override.

## **Finalizing Your Audit**

### **Report Publication**

Audit reports are published on our website and distributed via email in a .pdf file. We also offer a subscription service that notifies you by email when audit reports are released or posted to our website. You can sign up for this convenient service at <https://portal.sao.wa.gov/SAOPortal>.

### **Other Matters**

During the course of the audit, we encountered some significant delays in obtaining necessary information. While we understand that unforeseen circumstances can arise during the audit process, this did impact our ability to conclude the audit in a timely manner. We appreciate the cooperation and effort of management and staff in addressing these delays and ultimately providing the requested information. As we move forward, we recommend that we work together to establish a more efficient process for information gathering and sharing to avoid similar delays in future audits.

### **Management Representation Letter**

We have included a copy of representations requested of management.

### **Audit Cost**

At the entrance conference, we estimated the cost of the audit to be \$21,000 and actual audit costs will exceed that amount due to the new billing rate that went into effect January 1, 2023 and the additional time it took to work through some audit issues.

### **Your Next Scheduled Audit**

Your next audit is scheduled to be conducted in 2023 and will cover the following general areas:

- Financial statement
- Federal Programs

The estimated cost for the next audit based on current rates is \$19,500 plus travel expenses. This preliminary estimate is provided as a budgeting tool and not a guarantee of final cost.

## **Working Together to Improve Government**

### **Audit Survey**

When your report is released, you will receive an audit survey from us. We value your opinions on our audit services and hope you provide feedback.

### **Local Government Support Team**

This team provides support services to local governments through technical assistance, comparative statistics, training, and tools to help prevent and detect a loss of public funds. Our website and client portal offers many resources, including a client Help Desk that answers auditing and accounting questions. Additionally, this team assists with the online filing of your financial statements.

## **The Center for Government Innovation**

The Center for Government Innovation at the Office of the Washington State Auditor offers services specifically to help you help the residents you serve at no additional cost to your government. What does this mean? We provide expert advice in areas like Lean process improvement, peer-to-peer networking, and culture-building to help local governments find ways to be more efficient, effective and transparent. The Center can help you by providing assistance in financial management, cybersecurity and more. Check out our best practices and other resources that help local governments act on accounting standard changes, comply with regulations, and respond to recommendations in your audit. The Center understands that time is your most precious commodity as a public servant, and we are here to help you do more with the limited hours you have. If you are interested in learning how we can help you maximize your effect in government, call us at (564) 999-0818 or email us at [Center@sao.wa.gov](mailto:Center@sao.wa.gov).

### **Questions?**

Please contact us with any questions about information in this document or related audit reports.

**Kelly Collins, CPA, CFE, Director of Local Audit, (564) 999-0807, [Kelly.Collins@sao.wa.gov](mailto:Kelly.Collins@sao.wa.gov)**

**Tina Watkins, CPA, Assistant Director of Local Audit, (360) 260-6411, [Tina.Watkins@sao.wa.gov](mailto:Tina.Watkins@sao.wa.gov)**

**Lindsay Osborne, Program Manager, (360) 260-6409, [Lindsay.Osborne@sao.wa.gov](mailto:Lindsay.Osborne@sao.wa.gov)**

**Joshua Young, Assistant Audit Manager, (564) 444-6613, [Joshua.Young@sao.wa.gov](mailto:Joshua.Young@sao.wa.gov)**

**James Lester, Audit Lead, (564) 444-6616, [James.Lester@sao.wa.gov](mailto:James.Lester@sao.wa.gov)**

**LETTER OF REPRESENTATION TO BE TYPED ON CLIENT LETTERHEAD**

May 10, 2023

Office of the Washington State Auditor  
3200 Capitol Blvd  
P.O. Box 40031  
Olympia, WA 98504-0031

To the Office of the Washington State Auditor:

We are providing this letter in connection with your audit of the City of Goldendale for the period from January 1, 2020 through December 31, 2021. Representations are in relation to matters existing during or subsequent to the audit period up to the date of this letter.

Certain representations in this letter are described as being limited to matters that are significant or material. Information is considered significant or material if it is probable that it would change or influence the judgment of a reasonable person.

We confirm, to the best of our knowledge and belief, having made appropriate inquiries to be able to provide our representations, the following representations made to you during your audit. If we subsequently discover information that would change our representations related to this period, we will notify you in a timely manner.

**General Representations:**

1. We have provided you with unrestricted access to people you wished to speak with and made available all relevant and requested information of which we are aware, including:
  - a. Financial records and related data.
  - b. Minutes of the meetings of the governing body or summaries of actions of recent meetings for which minutes have not yet been prepared.
  - c. Other internal or external audits, examinations, investigations or studies that might concern the objectives of the audit and the corrective action taken to address significant findings and recommendations.
  - d. Communications from regulatory agencies, government representatives or others concerning possible noncompliance, deficiencies in internal control or other matters that might concern the objectives of the audit.
  - e. Related party relationships and transactions.
  - f. Results of our internal assessment of business risks and risks related to financial reporting, compliance and fraud.

2. We acknowledge our responsibility for compliance with requirements related to confidentiality of certain information, and have notified you whenever records or data containing information subject to any confidentiality requirements were made available.
3. We acknowledge our responsibility for compliance with applicable laws, regulations, contracts and grant agreements.
4. We have identified and disclosed all laws, regulations, contracts and grant agreements that could have a direct and material effect on the determination of financial statement amounts, including legal and contractual provisions for reporting specific activities in separate funds.
5. We have complied with all material aspects of laws, regulations, contracts and grant agreements.
6. We acknowledge our responsibility for establishing and maintaining effective internal controls over compliance with applicable laws and regulations and safeguarding of public resources, including controls to prevent and detect fraud.
7. We have established adequate procedures and controls to provide reasonable assurance of safeguarding public resources and compliance with applicable laws and regulations.
8. Except as reported to you in accordance with RCW 43.09.185, we have no knowledge of any loss of public funds or assets or other illegal activity, or any allegations of fraud or suspected fraud involving management or employees.
9. In accordance with RCW 43.09.200, all transactions have been properly recorded in the financial records, notwithstanding immaterial uncorrected items referenced below.

**Additional representations related to the financial statements:**

10. We acknowledge our responsibility for fair presentation of the financial statements and believe financial statements are fairly presented in accordance with the *Budgeting, Accounting and Reporting Standards Manual* (BARS Manual), which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.
11. We acknowledge our responsibility for establishing and maintaining effective internal control over financial reporting.
12. The financial statements properly classify all funds and activities.
13. Revenues are appropriately classified by fund and account in accordance with the BARS Manual.
14. Expenses are appropriately classified by fund and account, and allocations have been made on a reasonable basis.



15. Ending cash and investments are properly classified as nonspendable, restricted, committed, assigned, and unassigned.
16. Significant assumptions we used in making accounting estimates are reasonable.
17. The following have been properly classified, reported and disclosed in the financial statements, as applicable:
  - a. Interfund, internal, and intra-entity activity and balances.
  - b. Related-party transactions, including sales, purchases, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties.
  - c. Joint ventures and other related organizations.
  - d. Guarantees under which the government is contingently liable.
  - e. All events occurring subsequent to the fiscal year end through the date of this letter that would require adjustment to, or disclosure in, the financial statements.
  - f. Effects of all known actual or possible litigation, claims, assessments, violations of laws, regulations, contracts or grant agreements and other loss contingencies.
18. We have accurately disclosed to you all known actual or possible pending or threatened litigation, claims or assessments whose effects should be considered when preparing the financial statements. We have also accurately disclosed to you the nature and extent of our consultation with outside attorneys concerning litigation, claims and assessments.
19. We acknowledge our responsibility to include all necessary and applicable disclosures required by the BARS Manual, including:
  - a. Description of the basis of accounting, summary of significant accounting policies and how this differs from Generally Accepted Accounting Principles (GAAP).
  - b. Disclosures similar to those required by GAAP to the extent they are applicable to items reported in the financial statements.
  - c. Any additional disclosures beyond those specifically required by the BARS Manual that may be necessary for the statements to be fairly presented.
20. We acknowledge our responsibility for reporting supplementary information (the Schedule of Liabilities) in accordance with applicable requirements and believe supplementary information is fairly presented, in both form and content in accordance with those requirements.
21. We have disclosed to you all significant changes to the methods of measurement and presentation of supplementary information, reasons for any changes and all significant assumptions or interpretations underlying the measurement or presentation.
22. We believe the effects of uncorrected financial statement misstatements summarized in the schedule of uncorrected items provided to us by the auditor are not material, both individually and in the aggregate, to the financial statements taken as a whole.

23. We acknowledge our responsibility not to publish any document containing the audit report with any change in the financial statements, supplementary and other information referenced in the auditor's report. We will contact the auditor if we have any needs for publishing the audit report with different content included.

---

Patrick Munyan, City Administrator

---

Sandy Wells, Clerk-Treasurer



Office of the Washington State Auditor  
Pat McCarthy

**Preliminary Draft - Please do not duplicate, distribute, or disclose.**

# **Accountability Audit Report**

## **City of Goldendale**

**For the period January 1, 2020 through December 31, 2021**

*Published (Inserted by OS)*

Report No. 1032568



Find out what's new at SAO  
by scanning this code with  
your smartphone's camera



**Office of the Washington State Auditor  
Pat McCarthy**

Issue Date – (Inserted by OS)

Mayor and City Council  
City of Goldendale  
Goldendale, Washington

**Report on Accountability**

Thank you for the opportunity to work with you to promote accountability, integrity and openness in government. The Office of the Washington State Auditor takes seriously our role of providing state and local governments with assurance and accountability as the independent auditor of public accounts. In this way, we strive to help government work better, cost less, deliver higher value and earn greater public trust.

Independent audits provide essential accountability and transparency for City operations. This information is valuable to management, the governing body and public stakeholders when assessing the government's stewardship of public resources.

Attached is our independent audit report on the City's compliance with applicable requirements and safeguarding of public resources for the areas we examined. We appreciate the opportunity to work with your staff and value your cooperation during the audit.

Sincerely,

Pat McCarthy, State Auditor  
Olympia, WA

***Americans with Disabilities***

*In accordance with the Americans with Disabilities Act, we will make this document available in alternative formats. For more information, please contact our Office at (564) 999-0950, TDD Relay at (800) 833-6388, or email our webmaster at [webmaster@sao.wa.gov](mailto:webmaster@sao.wa.gov).*

TABLE OF CONTENTS

Audit Results.....4

Related Reports.....6

Information about the City.....7

About the State Auditor's Office.....8

## AUDIT RESULTS

### Results in brief

This report describes the overall results and conclusions for the areas we examined. In those selected areas, City operations complied, in all material respects, with applicable state laws, regulations, and its own policies, and provided adequate controls over the safeguarding of public resources.

In keeping with general auditing practices, we do not examine every transaction, activity, policy, internal control, or area. As a result, no information is provided on the areas that were not examined.

### About the audit

This report contains the results of our independent accountability audit of the City of Goldendale from January 1, 2020 through December 31, 2021.

Management is responsible for ensuring compliance and adequate safeguarding of public resources from fraud, loss or abuse. This includes the design, implementation and maintenance of internal controls relevant to these objectives.

This audit was conducted under the authority of RCW 43.09.260, which requires the Office of the Washington State Auditor to examine the financial affairs of all local governments. Our audit involved obtaining evidence about the City's use of public resources, compliance with state laws and regulations and its own policies and procedures, and internal controls over such matters. The procedures performed were based on our assessment of risks in the areas we examined.

Based on our risk assessment for the years ended December 31, 2021 and 2020, the areas examined were those representing the highest risk of fraud, loss, abuse, or noncompliance. We examined the following areas during this audit period:

- Accounts payable – general disbursements, credit cards, and electronic funds transfers
- Selected IT security policies, procedures, practices and controls protecting financial systems
- Procurement – public works and professional services
- Compliance with public work projects – prevailing wages, change orders and retainage requirements
- Payroll – gross wages and electronic funds transfers
- Use of restricted funds – hotel/motel taxes
- Open public meetings – compliance with minutes, meetings and executive session requirements
- Financial condition – reviewing for indications of financial distress

## RELATED REPORTS

### Financial

Our opinion on the City's financial statements is provided in a separate report, which includes the City's financial statements. That report is available on our website, <http://portal.sao.wa.gov/ReportSearch>.

## INFORMATION ABOUT THE CITY

The City of Goldendale is the county seat for Klickitat County and serves approximately 3,760 citizens. The City provides a range of services including water and sewer systems as well as public safety, fire protection, street maintenance and improvement, parks and recreation, general administrative services, and tourism.

The City is governed by a Mayor and a seven-member Council. For fiscal years 2020 and 2021, the City had 25 full-time employees with an operations and capital budget of approximately \$6.3 million and \$7.4 million, respectively.

| Contact information related to this report |   |
|--|---|
| Address:                                   | City of Goldendale<br>1103 S. Columbus Avenue<br>Goldendale, WA 98620 |
| Contact:                                   | Sandy Wells   |
| Telephone:                                 | (509) 773-3771  |
| Website:                                   | <a href="http://www.ci.goldendale.wa.us">www.ci.goldendale.wa.us</a>  |

*Information current as of report publish date.*

### Audit history

You can find current and past audit reports for the City of Goldendale at <http://portal.sao.wa.gov/ReportSearch>.



## ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the Washington State Constitution and is part of the executive branch of state government. The State Auditor is elected by the people of Washington and serves four-year terms.

We work with state agencies, local governments and the public to achieve our vision of increasing trust in government by helping governments work better and deliver higher value.

In fulfilling our mission to provide citizens with independent and transparent examinations of how state and local governments use public funds, we hold ourselves to those same standards by continually improving our audit quality and operational efficiency, and by developing highly engaged and committed employees.

As an agency, the State Auditor's Office has the independence necessary to objectively perform audits, attestation engagements and investigations. Our work is designed to comply with professional standards as well as to satisfy the requirements of federal, state and local laws. The Office also has an extensive quality control program and undergoes regular external peer review to ensure our work meets the highest possible standards of accuracy, objectivity and clarity.

Our audits look at financial information and compliance with federal, state and local laws for all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits and cybersecurity audits of state agencies and local governments, as well as state whistleblower, fraud and citizen hotline investigations.

The results of our work are available to everyone through the more than 2,000 reports we publish each year on our website, [www.sao.wa.gov](http://www.sao.wa.gov). Additionally, we share regular news and other information via an email subscription service and social media channels.

We take our role as partners in accountability seriously. The Office provides training and technical assistance to governments both directly and through partnerships with other governmental support organizations.

### Stay connected at [sao.wa.gov](http://sao.wa.gov)

- [Find your audit team](#)
- [Request public records](#)
- Search BARS Manuals ([GAAP](#) and [cash](#)), and find [reporting templates](#)
- Learn about our [training workshops](#) and [on-demand videos](#)
- Discover [which governments serve you](#) — enter an address on our map
- Explore public financial data with the [Financial Intelligence Tool](#)

### Other ways to stay in touch

- Main telephone:  
(564) 999-0950
- Toll-free Citizen Hotline:  
(866) 902-3900
- Email:  
[webmaster@sao.wa.gov](mailto:webmaster@sao.wa.gov)



Office of the Washington State Auditor  
Pat McCarthy

**Preliminary Draft - Please do not duplicate, distribute, or disclose.**

# Financial Statements Audit Report

## City of Goldendale

For the period January 1, 2020 through December 31, 2021

*Published (Inserted by OS)*

Report No. 1032567



Find out what's new at SAO  
by scanning this code with  
your smartphone's camera



**Office of the Washington State Auditor  
Pat McCarthy**

Issue Date – (Inserted by OS)

Mayor and City Council  
City of Goldendale  
Goldendale, Washington

**Report on Financial Statements**

Please find attached our report on the City of Goldendale's financial statements.

We are issuing this report in order to provide information on the City's financial activities and condition.

Sincerely,

A handwritten signature in cursive script that reads "Pat McCarthy".

Pat McCarthy, State Auditor  
Olympia, WA

***Americans with Disabilities***

*In accordance with the Americans with Disabilities Act, we will make this document available in alternative formats. For more information, please contact our Office at (564) 999-0950, TDD Relay at (800) 833-6388, or email our webmaster at [webmaster@sao.wa.gov](mailto:webmaster@sao.wa.gov).*

TABLE OF CONTENTS

Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*.....4

Independent Auditor's Report on the Financial Statements.....7

Financial Section.....11

About the State Auditor's Office.....12

## INDEPENDENT AUDITOR'S REPORT

Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

### City of Goldendale January 1, 2020 through December 31, 2021

Mayor and City Council  
City of Goldendale  
Goldendale, Washington

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the City of Goldendale, as of and for the years ended December 31, 2021 and 2020, and the related notes to the financial statements, which collectively comprise the City's financial statements, and have issued our report thereon dated May 10, 2023.

We issued an unmodified opinion on the fair presentation of the City's financial statements in accordance with its regulatory basis of accounting. We issued an adverse opinion on the fair presentation with regard to accounting principles generally accepted in the United States of America (GAAP) because the financial statements are prepared by the City using accounting practices prescribed by state law and the State Auditor's *Budgeting, Accounting and Reporting System* (BARS) manual described in Note 1, which is a basis of accounting other than GAAP. The effects on the financial statements of the variances between the basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

### REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING

In planning and performing our audits of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described above and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified.

Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses.

We noted certain other matters that we have reported to the management of the City in a separate letter dated May 10, 2023.

## REPORT ON COMPLIANCE AND OTHER MATTERS

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## PURPOSE OF THIS REPORT

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and

compliance. Accordingly, this communication is not suitable for any other purpose. However, this report is a matter of public record and its distribution is not limited. It also serves to disseminate information to the public as a reporting tool to help citizens assess government operations.

A handwritten signature in black ink that reads "Pat McCarthy". The signature is fluid and cursive, with the first name "Pat" and last name "McCarthy" clearly distinguishable.

Pat McCarthy, State Auditor

Olympia, WA

May 10, 2023



## INDEPENDENT AUDITOR'S REPORT

### Report on the Audit of the Financial Statements

#### City of Goldendale January 1, 2020 through December 31, 2021

Mayor and City Council  
City of Goldendale  
Goldendale, Washington

### REPORT ON THE AUDIT OF THE FINANCIAL STATEMENTS

#### Unmodified and Adverse Opinions

We have audited the financial statements of the City of Goldendale, as of and for the years ended December 31, 2021 and 2020, and the related notes to the financial statements, as listed in the financial section of our report.

#### Unmodified Opinion on the Regulatory Basis of Accounting (BARS Manual)

As described in Note 1, the City has prepared these financial statements to meet the financial reporting requirements of state law and accounting practices prescribed by the State Auditor's *Budgeting, Accounting and Reporting System* (BARS) Manual. Those accounting practices differ from accounting principles generally accepted in the United States of America (GAAP). The differences in these accounting practices are also described in Note 1.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the cash and investments of the City of Goldendale, and its changes in cash and investments, for the years ended December 31, 2021 and 2020, on the basis of accounting described in Note 1.

#### Adverse Opinion on U.S. GAAP

The financial statements referred to above were not intended to, and in our opinion, they do not, present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the City of Goldendale, as of December 31, 2021 and 2020, or the changes in financial position or cash flows thereof for the years then ended, because of the significance of the matter discussed below.



## **Basis for Unmodified and Adverse Opinions**

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and *Government Auditing Standards*. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit unmodified and adverse opinions.

## **Matter Giving Rise to Adverse Opinion on U.S. GAAP**

Auditing standards issued by the American Institute of Certified Public Accountants (AICPA) require auditors to formally acknowledge when governments do not prepare their financial statements, intended for general use, in accordance with GAAP. As described in Note 1 of the financial statements, the financial statements are prepared by the City in accordance with state law using accounting practices prescribed by the BARS Manual, which is a basis of accounting other than accounting principles generally accepted in the United States of America. The effects on the financial statements of the variances between the regulatory basis of accounting and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material and pervasive.

## **Responsibilities of Management for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the financial reporting provisions of state law and the BARS Manual described in Note 1. This includes determining that the basis of accounting is acceptable for the presentation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

## **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and

*Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Performing an audit in accordance with GAAS and *Government Auditing Standards* includes the following responsibilities:

- Exercise professional judgment and maintain professional skepticism throughout the audit;
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements;
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed;
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements;
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time; and
- We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

### Supplementary Information

Our audits were conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's financial statements. The Schedules of Liabilities are presented for purposes of additional analysis, as required by the prescribed BARS manual. These schedules are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves,

and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

## OTHER REPORTING REQUIRED BY GOVERNMENT AUDITING STANDARDS

In accordance with *Government Auditing Standards*, we have also issued our report dated May 10, 2023 on our consideration of the City's internal control over financial reporting and on the tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.



Pat McCarthy, State Auditor

Olympia, WA

May 10, 2023

## **FINANCIAL SECTION**

### **City of Goldendale January 1, 2020 through December 31, 2021**

#### **FINANCIAL STATEMENTS**

Fund Resources and Uses Arising from Cash Transactions – 2021  
Fund Resources and Uses Arising from Cash Transactions – 2020  
Fiduciary Fund Resources and Uses Arising from Cash Transactions – 2021  
Fiduciary Fund Resources and Uses Arising from Cash Transactions – 2020  
Notes to Financial Statements – 2021  
Notes to Financial Statements – 2020

#### **SUPPLEMENTARY AND OTHER INFORMATION**

Schedule of Liabilities – 2021  
Schedule of Liabilities – 2020

## ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the Washington State Constitution and is part of the executive branch of state government. The State Auditor is elected by the people of Washington and serves four-year terms.

We work with state agencies, local governments and the public to achieve our vision of increasing trust in government by helping governments work better and deliver higher value.

In fulfilling our mission to provide citizens with independent and transparent examinations of how state and local governments use public funds, we hold ourselves to those same standards by continually improving our audit quality and operational efficiency, and by developing highly engaged and committed employees.

As an agency, the State Auditor's Office has the independence necessary to objectively perform audits, attestation engagements and investigations. Our work is designed to comply with professional standards as well as to satisfy the requirements of federal, state and local laws. The Office also has an extensive quality control program and undergoes regular external peer review to ensure our work meets the highest possible standards of accuracy, objectivity and clarity.

Our audits look at financial information and compliance with federal, state and local laws for all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits and cybersecurity audits of state agencies and local governments, as well as state whistleblower, fraud and citizen hotline investigations.

The results of our work are available to everyone through the more than 2,000 reports we publish each year on our website, [www.sao.wa.gov](http://www.sao.wa.gov). Additionally, we share regular news and other information via an email subscription service and social media channels.

We take our role as partners in accountability seriously. The Office provides training and technical assistance to governments both directly and through partnerships with other governmental support organizations.

### Stay connected at [sao.wa.gov](http://sao.wa.gov)

- [Find your audit team](#)
- [Request public records](#)
- Search BARS Manuals ([GAAP](#) and [cash](#)), and find [reporting templates](#)
- Learn about our [training workshops](#) and [on-demand videos](#)
- Discover [which governments serve you](#) — enter an address on our map
- Explore public financial data with the [Financial Intelligence Tool](#)

### Other ways to stay in touch

- Main telephone:  
(564) 999-0950
- Toll-free Citizen Hotline:  
(866) 902-3900
- Email:  
[webmaster@sao.wa.gov](mailto:webmaster@sao.wa.gov)



**Office of the Washington State Auditor  
Pat McCarthy**

May 10, 2023

Mayor and City Council  
City of Goldendale  
Goldendale, Washington

Management Letter

This letter includes a summary of specific matters that we identified in planning and performing our financial audit of the City of Goldendale from January 1, 2020 through December 31, 2021. We believe our recommendations will assist you in improving the City's internal controls and compliance in these areas.

We will review the status of these matters during our next audit. We have already discussed our comments with and made suggestions for improvements to City officials and personnel. If you have any further questions, please contact me at (360) 260-6409.

This letter is intended for the information and use of management and the governing body and is not suitable for any other purpose. However, this letter is a matter of public record and its distribution is not limited.

We would also like to take this opportunity to extend our appreciation to your staff for their cooperation and assistance during the audit.

Sincerely,

A handwritten signature in cursive script that reads "Lindsay Osborne".

Lindsay Osborne, Program Manager

Attachment

Management Letter  
City of Goldendale  
January 1, 2020 through December 31, 2021

**Financial Statement Preparation**

City management is responsible for designing, implementing, and maintaining internal controls that provide reasonable assurance the financial statements, related schedules, and notes are reliable and fairly presented. The City prepares its financial statements using the cash basis accounting method, as prescribed by the *Budgeting, Accounting and Reporting System (BARS) Manual*.

Our audit identified deficiencies in internal controls with the City's year-end financial statement preparation process. The City did not sufficiently research new accounting changes and did not ensure financial reporting was complete, accurate, and in accordance with the BARS Manual. Additionally, the City did not perform an effective review to detect the following errors in the annual report submitted for audit:

- The City issued debt in 2021, and it understated revenues and expenses by not recording the premium on the issuance or the related expenses in the amount of \$147,329.
- The City reported \$426,905 as committed and \$888,383 as unassigned in 2020. Both balances should have been classified as assigned, indicating they were not freely available for spending. In 2021, the City reported \$354,036 as committed that should have been classified as assigned.
- The City overstated its nonoperating revenues and expenses in the Current Expense Fund by \$47,000 in 2021 because it did not eliminate all intrafund activity.

We also identified other errors in the financial statements, schedules, and notes that were not individually significant, but when taken together, impair the understandability of the financial reports.

The City subsequently corrected the errors related to recording the premium on the issuance of debt and the elimination of intrafund activity in the financial statements.

We recommend the City strengthen internal controls over financial statement preparation to ensure financial statements are accurate, complete, and comply with BARS Manual requirements. Specifically, we recommend the City dedicate sufficient resources to understand and identify BARS Manual requirements, as well as ensure a knowledgeable person performs an effective review to identify errors or omissions in the annual reports.

**AGENDA BILL: H-3**

**AGENDA TITLE: Unavco Lease Agreement**

**DATE: May 15, 2023**

**ACTION REQUIRED:**

ORDINANCE \_\_\_\_\_ COUNCIL INFORMATION \_\_\_\_\_ X \_\_\_\_\_

RESOLUTION \_\_\_\_\_ OTHER \_\_\_\_\_

MOTION \_\_\_\_\_ X \_\_\_\_\_

---

**EXPLANATION:**

Unavco is requesting site access agreement authorization to install and maintain a Seismic Monitoring unit on City Property near the wastewater treatment plant. This is a no cost agreement which provides that the City has the right to terminate the agreement at any time with 30 days' notice.

**FISCAL IMPACT:** None

**ALTERNATIVES:**

**STAFF RECOMMENDATION:** Approval

**MOTION:**

**I MOVE TO AUTHORIZE CITY STAFF TO ENTER INTO THE AGREEMENT WITH UNAVCO.**



NOTA Site # GOBS  
NOTA Representative: Pyatt  
NOTA Region: PNW

## Site Contact Info

Contact Name: Pat Munyan  
Mailing Address:  
1103 S. Columbus  
Goldendale, WA 98620  
Phone: 509-773-3771  
Email:  
pmunyan@ci.goldendale.wa.us



## Geodetic Monitoring Station Land Use Lease Agreement

THIS Geodetic Monitoring Station Land Use Lease Agreement (hereinafter "Lease"), is entered into as of December 1, 2022, by and between **City of Goldendale**, together with its successors and assigns (hereinafter "Lessor"), and **UNAVCO, Inc., a Colorado Nonprofit Corporation, with its principal office located at 6350 Nautilus Drive, Suite B/C, Boulder CO 80301, together with its successors, assigns, and scientific collaborators** (hereinafter "Lessee" or "UNAVCO"), for the purpose to install, operate, maintain, and service a Global Navigation Satellite System (GNSS) monument and other related earth monitoring instrumentation which measure ground shifts caused by earthquakes and slow fault slip between earthquakes at the location specified below and in attached images and maps (if required):

---

County: Klickitat City: Goldendale State: OR Address: Wastewater Treatment Facility, Wing Rd

Lat: \_\_\_\_\_ Long: \_\_\_\_\_

A 10' x 20' square foot area located in the southwest corner within the triangle of land South of the wastewater treatment plant, as shown in Attachment A. Along with the right of ingress and egress to cross other portions of the triangle portion land as shown in Attachment A. Ingress and egress that would interfere with other lessee rights or other uses is strictly forbidden.

---

WHEREAS UNAVCO intends to formally change its name to EarthScope Consortium, Inc. ("EarthScope") as of January 1, 2023; and

WHEREAS UNAVCO intends for this lease to automatically assign at that time.

### IT IS HEREBY AGREED AS FOLLOWS:

1. This Lease is valid for a period of 10 years, commencing on the 1st of December 2022, and shall expire on the 14th of November 2032. If the Lessee is in good standing with Lessor at the expiration of the initial lease period and the Lease has not been terminated, Lessee shall have the option to renew the Lease for two consecutive five (5) year terms. The Lessor reserves the right to terminate this Lease at any time, with or without cause, upon submitting written notice to the Lessee. The termination will take effect thirty (30) days from the date Lessee receives the written notice from Lessor. In the event Lessor terminates this Lease, Lessee will have sixty (60) days from the termination date, or ninety (90) days from the day Lessor submits written notice to Lessee, to remove all of Lessee's equipment from Lessor's property.
2. The Lessee shall give the Lessor sixty (60) day written notice prior to any further assignments of this Lease. Lessee shall also provide Lessor with a copy of any such assignment.
3. The Lessee will give the Lessor or Lessor's agent reasonable notification, at least seven (7) days prior to entry for any maintenance visits if such visits are required.
4. The Lessee accepts the premises in an "as is" condition and, upon completion of the Lease, Lessee agrees to restore the premises as reasonably as possible to the condition at the start of the Lease.
5. The Lessee agrees to maintain the premises in a safe manner.
6. The Lessee shall install and maintain the GNSS monument, instruments, and ancillary equipment on the lands of the Lessor with reasonable diligence and precaution to avoid damage to the land, property, or personnel.

## ATTACHMENT A



# PBO SiteLog

*An Update on the EarthScope Plate Boundary Observatory*



## The EarthScope Plate Boundary Observatory

A Message from UNAVCO's President, **M. Meghan Miller**

Greetings, and thank you for your interest in the EarthScope Plate Boundary Observatory (PBO)!

UNAVCO is pleased to share a brief overview of some of the great accomplishments from more than a decade of measurements. The PBO project began in 2003 when geoscientists recognized the need for a dense, unified network of instruments to precisely measure small changes in the Earth's surface. In the United States, these changes are most pronounced along the tectonic plate boundary between the North American plate and the Pacific plate. This plate boundary is marked by major fault zones, including the San Andreas Fault Zone through California, the Cascadia Subduction Zone just offshore of the Pacific Northwest, and the Aleutian Trench Subduction Zone across southern Alaska.

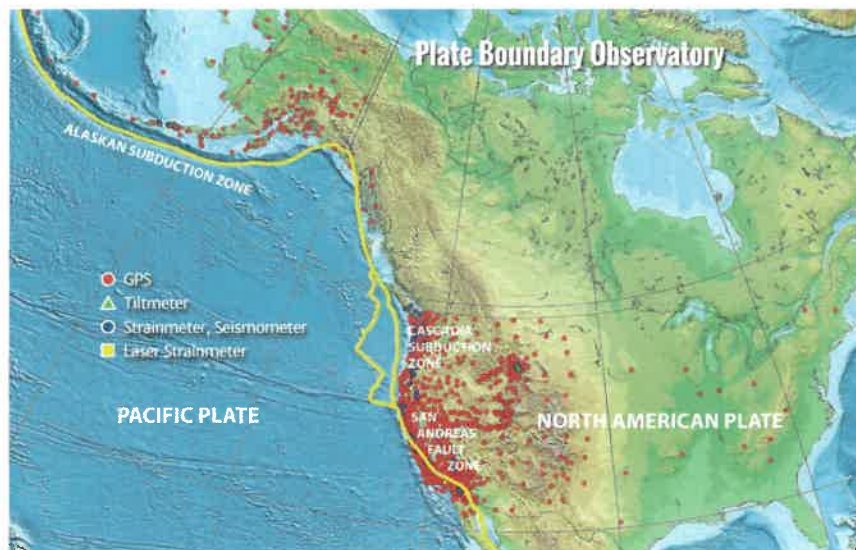


Plate boundary processes cause earthquakes, tsunamis and volcanoes. PBO was named for this active boundary in the Western United States. UNAVCO, with funding from the National Science Foundation, built the world's greatest project of its kind—including building new stations, incorporating and upgrading existing stations, and creating a cohesive, reliable, and comprehensive network of more than 1,200 GPS and borehole strainmeter instruments to observe this major plate boundary and the rest of the United States.

Hundreds of research papers by many different groups of geoscientists have advanced our fundamental understanding of the plate boundary with PBO measurements. PBO has told us how much and in which direction the plates are moving, how much faults creep without any earthquakes, how much some faults are locked and thus likely to break in a future earthquake, how much some faults slip during an earthquake, how much a volcano inflates or deflates before, during, or after an eruption, and what seafloor motions are likely to move a large volume of ocean water as an offshore series of tsunamis in a great earthquake.

UNAVCO, as a non-profit consortium of more than 100 U.S. universities and nearly 100 international universities, observatories, and academies of science, operates and maintains the network for our members and for all researchers around the world. Like the GPS constellation itself, all PBO network data is publicly available.

The reach of one site or the entire network goes far beyond research on the plate boundary. New discoveries include measuring water vapor in the lower atmosphere to understand weather and forecast storms; weighing the water and snowpack on the surface and below the surface to understand the water cycle and manage water resources; measuring soil moisture and snow depth to track water budgets and manage land uses; and measuring volcanic ash plumes to understand volcanic processes and warn aviation.

Beyond researchers, there are many other users of PBO data. PBO provides information for earthquake early warning systems, tsunami early warning systems, volcanic eruption alerts, space weather forecasts, severe weather forecasts, hurricane tracking, forest fire potential forecasts, drought monitoring, snow depth monitoring, precision agriculture, precision drilling, surveying, engineering, navigation, timing, and other purposes.

I hope this brief overview gives you some idea about the great utility of this flexible, efficient, and successful observatory. We are excited to discover what more this network will reveal about the Earth and its hazards in the years to come. Thank you for being our partner in this important work!

**M. Meghan Miller** | President, UNAVCO





## SPOTLIGHT



GPS Station AB50

**Name** AB50 Mendenhall Glacier

**Location** Mendenhall Glacier visitors center near Juneau, in southeast Alaska

**Scientific Importance** Is used to study the nearby Mendenhall Glacier; changes in its position are also linked to the water cycle, as winter snowfall accumulates in the Coastal Ranges and the Earth deforms under the load

**Societal Impact** Provides data for local surveyors and researchers studying the Juneau Icefield

**Claim to Fame** Lucky visitors may get to see the glacier calving icebergs into Mendenhall Lake!

**More Info** Search the web for "pbo ab50"

**Whose Favorite?** Elsie Boyce, UNAVCO PBO Alaska Field Engineer

## SPOTLIGHT



Borehole Station B030

**Name** B030 Patterson

**Location** Fall Creek, Oregon, SE of Eugene

**Scientific Importance** Strainmeter records large global earthquakes and regional "silent earthquakes" produced by slow-slip events every ~19 months

**Societal Impact** Installed to understand how slow slip events impact seismic hazard in central Oregon

**Claim to Fame** Some of the rock down the borehole is vesicular, or air-bubble-filled, basalt, where the voids are filled with growing quartz crystals and other minerals. Station is near an air-conditioned chicken coop!

**More Info** Search the web for "pbo b030"

**Whose Favorite?** Elizabeth Van Boskirk, UNAVCO PBO Borehole Geophysics Field Engineer

# What GPS can tell us about the Earth

High-precision GPS\* Stations measure natural phenomena and hazards.

Reflected signals give us information about the Earth's water cycle.

**Snow Depth**  
GPS provides remote snow depth measurements in hard-to-reach areas.

**Ice Height**  
Changing ice heights indicate how much freshwater is stored by or being lost from glaciers.

**Sea Level**  
As a tide gauge, GPS can measure local, regional, and global changes in sea level.

**Vegetation**  
GPS can measure the onset of plant growth, plant aging, maximum vegetation growth, and the length of the growing season.

**Soil Moisture**  
Soil moisture measured over broad regions indicates how much precipitation evaporated back into the atmosphere.

GPS Satellites

GPS signals sense information about the atmosphere.

**Ionosphere**

The GPS satellite signal is delayed by charged particles caused by solar storms; this layer can also be displaced by tsunamis, yielding information for tsunami early warning.

**Troposphere**

The GPS satellite signal is delayed by water vapor that can turn into rain. This informs forecasting of flash floods and hurricanes.

**What's on the Box?**

- Comms. Antenna  
- Meteorological Pack

**What's In the Box?**

- Comms (e.g., radios)  
- GPS Receiver  
- Batteries

Solar Panels

Radome + GPS Antenna (inside)

Data travels through an underground cable



GPS positions give us information about the Earth's many systems.

**Tectonics**

GPS measures Earth movements as slow as millimeters per year; it's sensitive enough to record the tiny motions of plate tectonics.

**Water Resources**

The ground moves up and down slightly in response to changes in lake, snow, and groundwater levels, useful in monitoring drought.

**Glacier**

Glaciers weigh down and depress the Earth's surface, which rebounds as glaciers melt away. This motion gives important information about Earth structure and changing shorelines.

**Earthquakes**

GPS measures both the slow build-up to earthquakes and the rapid movement during a quake, crucial for hazards assessments and early warning systems.

**Volcanoes**

Many volcanoes bulge and deflate like a balloon as magma pressures fluctuate. GPS also measures ash plume height based on changes in the satellite signals traveling through the ash.

\* GPS is the U.S. global navigation satellite system (GNSS). The principles here can be extended to all GNSS systems.



# Six Things

## We've Learned Since We Started

### Earthquake Hazards

Using PBO data, scientists have produced a computer image showing large sections of California rising and sinking around the San Andreas fault. This is just one example of an improved understanding of faults in the western U.S.

**'Seismic strain': Land around the San Andreas fault is rising and sinking, new earthquake research shows** —*Los Angeles Times*

<http://tinyurl.com/h7m5t2h>

### Drought Monitoring

As rainwater evaporates from soil and cracks in bedrock, mountains get just a little bit taller. Tracking this motions tells us how much water we're losing to drought.

**GPS is Tracking West's Vanishing Water, Scientists Surprised to Learn** —*National Geographic*

<http://tinyurl.com/nazmy2u>

### Tsunami and Earthquake Early Warning

PBO can be used for tsunami early warning in two ways: measuring how much the Earth moves during an earthquake, and tracking the water wave as it compresses the atmosphere above it. Two for one!

**Satellite system will speed up tsunami warnings** —*Nature News*

<http://tinyurl.com/78j2jhz>

### Weather Forecasting

By measuring water vapor in the atmosphere, PBO has been used to alert residents to oncoming flash flooding in California.

**California tests natural disaster early warning system** —*BBC*

<http://tinyurl.com/zzkkt46>

### Tides and Faults

PBO strainmeters measure slow earthquakes of several weeks in the Pacific Northwest. This slip moves a little faster or a little slower throughout the day—depending on the tide!

**Tidal modulation of slow slip in Cascadia** —*Journal of Geophysical Research*

<http://tinyurl.com/zuezf2z>

### Water Resources

Bounce! Reflected signals from GPS satellites tell us about snow depth, soil moisture, sea level, vegetation, and glacier height (if we're near a glacier). This realization greatly expands the utility of the PBO network.

**PBOH<sub>2</sub>O** —*University of Colorado*

<http://xenon.colorado.edu/spotlight/>

### GPS in Earthquake Early Warning

GPS data may be the missing piece of the earthquake early warning puzzle. While Japan's early warning system alarmed the country to the devastating Tohoku earthquake in 2011, it grossly underestimated the earthquake's 9.0 magnitude. This in turn underestimated the area and duration of shaking, and the size of the resulting tsunami. What were they missing? The early warning system operated only on seismometers, with no GPS.

GPS and seismometers throughout the western U.S. are strong partners in giving warning systems the information they need. Seismometers are more sensitive and quickly identify that a quake has occurred and where it started. But close to the epicenter, they max out at a certain magnitude—usually around 7.0. This is where GPS takes over. GPS never maxes out, and measures the total shift of the land, not just the transient shaking. This allows us to map out the entire rupture and quickly calculate the full magnitude for large events. Together, seismometers and GPS can rapidly yield earthquake occurrence, location, magnitude, and extent. This information is crucial in providing warnings of when, where, and how intensely shaking will occur, and the size of any expected tsunamis. Scientists are working to incorporate both GPS and seismometers into nascent earthquake early warning systems in the Pacific Northwest and California.



Courtesy of NASA

### Yellowstone's Lakes and Lavas

Sometimes tiny measurements yield big surprises. Borehole strainmeters, very sensitive instruments measuring minuscule changes in their shape, are recording waves in Yellowstone Lake. Here's the surprising part: The strainmeters are hundreds of feet deep and up to 12.5 miles (20 km) away from the lake. Also, these water waves tell us something about Yellowstone's volcanic plumbing system.

It's not that Yellowstone's magma affects the waves, but it does affect the way the waves are measured at the strainmeters. The waves show up bigger than they should if the crust under Yellowstone were solid. Computer simulations shows that a zone of magma under the huge caldera would amplify the waves' motion—consistent with what the strainmeters measure. This agrees with other instruments at Yellowstone, like seismometers, strengthening the theory that there is a zone of molten rock about 2.5 miles (4 km) beneath the steamy surface. This is no cause for alarm, say scientists, but is another example of how we are learning more about the deep secrets of Yellowstone and other volcanoes through sensitive instruments on the surface.

Read more at <http://tinyurl.com/j5gud9n>



## Reaching Out to Students



UNAVCO PBO Southwest Region field engineer **Ryan Turner** talks to Briggs Middle School students about the GPS station OVLS, hosted at neighboring Oliveland Elementary.

Every station needs a host, and many stations within PBO are hosted by schools. UNAVCO staff visited four of these host schools in April 2016 to meet with students ranging from fourth graders to community college students. These visits brought geoscience into the classroom and out into the schoolyard, where students got a look into the enclosure and discussed the challenges of keeping the stations running. UNAVCO is striving to inspire the next generation of geoscientists by introducing potential career paths and exposing students to the important applications of geoscience and instrumentation in this geologically active region.

## PBO User SPOTLIGHT

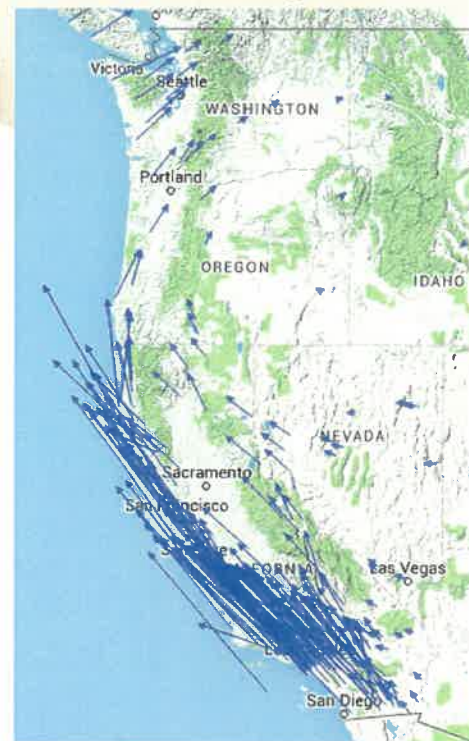


*"I use GPS and seismometers to improve earthquake and tsunami early warning methods. A lot of my recent research is spent creating rapid tsunami simulations so that when a large earthquake happens close to a populated coast we can give people several minutes' worth of warning so they can get out of harm's way."*

**Diego Melgar**

*University of California, Berkeley*

## The UNAVCO GPS Velocity Viewer



Want to learn more about how the Earth is moving? The arrows, or vectors, in this online tool show the direction and speed of all the PBO GPS stations, and more. Zoom in and find your closest station, and compare it to its neighbors. Don't see your station? Make sure you've selected **"Show all"** under **"How many markers displayed."** Want to explore other places in the world? Select a different **"GNSS Data source"** and go on a trip!

**Share this tool with the educators in your life.**

<http://tinyurl.com/zkvfxls>



PBO, USArray, and USGS-AVO share resources during summer helicopter operations in Alaska for efficiency and collaboration.

## Elsewhere in EarthScope

PBO is one of the three major observatories of EarthScope. Other EarthScope observatories include USArray, an array of seismometers and other instruments to image the Earth's structure, and the San Andreas Fault Observatory at Depth (SAFOD), a borehole drilled into the San Andreas fault near Parkfield, California. EarthScope is funded by the National Science Foundation with investments of additional resources from many partners.

Photo courtesy Ellie Boyce, UNAVCO

## The Power of Partnerships

UNAVCO would like to thank all of its PBO station landowners for hosting UNAVCO GPS and borehole strainmeter sites since the inception of the Plate Boundary Observatory. **Every station is an invaluable piece of the greater network.**

For more information regarding your site, or if there has been a change in ownership, please contact

**James Downing**

[downing@unavco.org](mailto:downing@unavco.org) -or- 303-381-7559

We look forward to further developing our relationship with you throughout our research projects.



[earthscope.org](http://earthscope.org)

THE PLATE BOUNDARY OBSERVATORY IS PART OF EARTHSCOPE, A VAST PROJECT TO UNDERSTAND THE HISTORY AND HAZARDS OF THE NORTH AMERICAN CONTINENT.



[nsf.gov](http://nsf.gov)



[nasa.gov](http://nasa.gov)



[unavco.org](http://unavco.org)

**AGENDA BILL: H-4**

**AGENDA TITLE: U/W PNSN Lease Agreement**

**DATE: May 15, 2023**

**ACTION REQUIRED:**

ORDINANCE\_\_\_\_\_ COUNCIL INFORMATION\_\_\_\_\_X\_\_\_\_\_

RESOLUTION\_\_\_\_\_ OTHER\_\_\_\_\_

MOTION\_\_\_\_\_X\_\_\_\_\_

---

**EXPLANATION:**

PNSN with the University of Washington is requesting site access agreement authorization to install and maintain a Seismic Monitoring unit on City Property near the airport. This is a no cost agreement which provides that the has City the right to terminate the agreement at any time with 90 days' notice.

**FISCAL IMPACT:** none

**ALTERNATIVES:**

**STAFF RECOMMENDATION:** Approval with condition (read motion of condition)

**MOTION:**

**I MOVE TO AUTHORIZE CITY STAFF TO ENTER INTO THE AGREEMENT WITH PNSN WITH THE CONDITION LESSEE CAN ONLY UTILIZE A 20'X20' AREA TO HOUSE THEIR SEISMIC MONITORING EQUIPMENT.**



## ShakeAlert Station Siting Report

**Station: GOLDN**

**Site Coordinates: 45.83295 -120.84539**

**Elevation: 512m**

**PLSS Information: S18 T4N R16E**

**Magnetic Declination: 14.62° E**

**Landowner:**

**Name:** City of Goldendale, WA  
**Site Address:** 1005 N Fairgrounds Rd  
Goldendale, WA 98620

**Contact(s):**

**Main contact:** City Administrator Pat Munyan  
**Office phone:** 509-773-3771  
**Mobile phone:**  
**E-mail:** pmunyan@ci.goldendale.wa.us  
**Mailing address:** 1103 S. Columbus  
Goldendale, WA 98620

**Site Type:** Airport / free field

**Site video:** <https://youtu.be/Xb7yTCL02MM>

**Site Visit:** 24 Jan 2023  
**Visitors:** Graylan Vincent  
**Report by:** Graylan Vincent  
**Report approval:** Karl Hagel 1/30/2023



**Instrumentation to be Installed:**

- 6-channel instrument with solar panels, and batteries in an enclosure; sensor buried 20-50 feet away. Desert installation with solar panels near ground level.
- Directional antenna.

**Instrument Location:**

The instrument would be located in the field approximately 150m west of the airport taxiway.

**Power Option:**

- Solar

**Internet Option:**

- Cellular
- Telemetry to nearby: high school, county EOC, or Police Department.

**Issues and Additional Information:**

- All personnel must request permission from the main contact to enter the site area and/or perform any installation or servicing.
- Vehicle accessibility: paved, accessible year round. Last 100m to the site can be muddy.
- Environmental hazards: None expected

**Background Vibrations:**

- Wind
- County road 273m NE
- Small business 230m NNE
- Runway 93m south
- County fairgrounds 900m ESE
- WA-142 945m south

**Site Photos:**



**Image 1:** Looking north at the proposed site location.



**Image 2:** Looking east at the proposed site location.



**Image 3:** Looking south at the proposed site location.



**Image 4:** Looking west at the proposed site location.



**Image 5:** Looking at a zoomed in view west towards the airport.

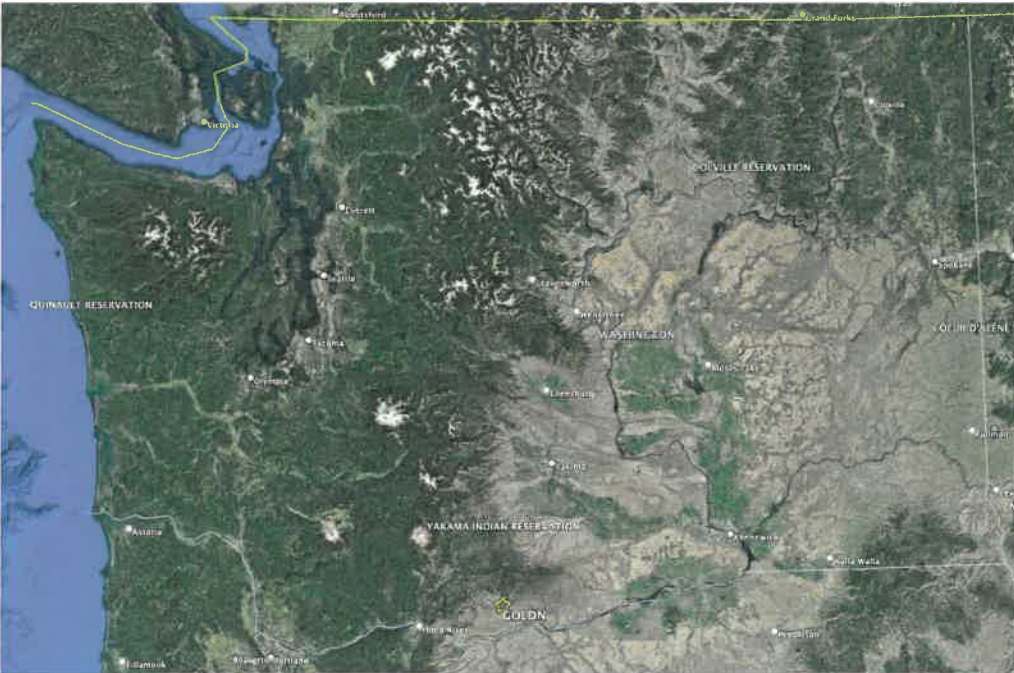


**Image 6:** Looking southeast towards Goldendale and possible radio telemetry location.





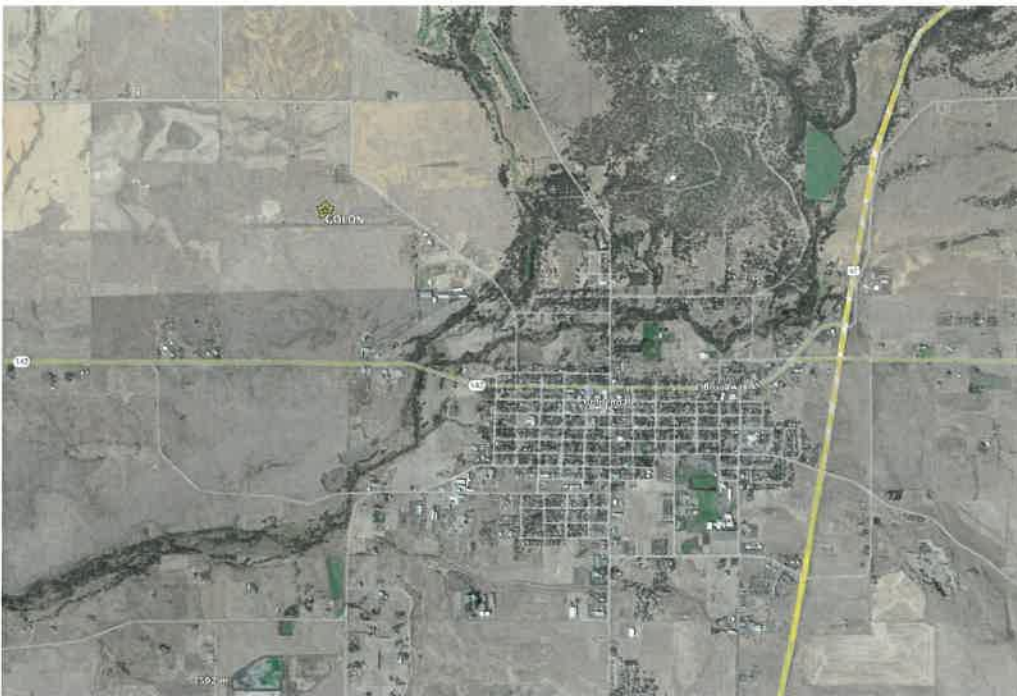
**Image 7:** Looking West from Fairground Road at the entrance of the airport, towards the site location.



**Image 8:** Statewide view.



**Image 9: Regional view.**



**Image 10: City view.**



**Image 11:** Airport view.



**Image 12:** Airport view with property boundaries.





Mercator Projection  
WGS84  
UTM Zone 10T  
C4L TOPO  
Parcels (c) LandGrid





Dear Site Host:

On behalf of everyone here at the Pacific Northwest Seismic Network, I would like to thank you for your participation in the ShakeAlert Earthquake Early Warning system. The ShakeAlert system is being built to provide people on the West Coast a critical warning before an earthquake's destructive shaking hits. This will give people crucial time to take protective actions, and it cannot happen without your help and the help of others like you.

How does it work? The Pacific Northwest Seismic Network is a collaboration between the University of Washington, the University of Oregon, and the United States Geological Survey. We are developing and implementing the ShakeAlert Earthquake Early Warning system to immediately warn the public when a damaging earthquake starts to occur. With earthquake sensors spread across the Pacific Northwest, the ShakeAlert system rapidly detects a strong earthquake using the nearest sensors, determines the magnitude and location, and immediately sends out an alert, before the destructive shaking has time to reach most of the public. This provides up to tens of seconds of warning before intense shaking hits, allowing people to take cover, drivers to pull over, tunnels and drawbridges to stop traffic, hospitals to pause surgeries, and gas valves to close.

Your site will be named UW.GOLDN. Please find attached a copy of the siting report which includes the proposed location for the sensor, installation details, and all other information relevant to the installation at your location. Within the next few months, the PNSN will be reaching out to you to schedule the station installation between you and our contractor. We plan on giving you plenty of heads up, but if you have any concerns, questions, or corrections, please do not hesitate to let us know.

Also attached is a copy of our land use agreement. Please read through this, sign it, and send it back to us via email. If you would prefer hard copies of the documents, just let us know. Again, if you have any questions please contact us at 206-685-8180 or by email at [pnsn@uw.edu](mailto:pnsn@uw.edu).

For more information about the Pacific Northwest Seismic Network, visit our website at [www.pnsn.org](http://www.pnsn.org). You can also learn more about the ShakeAlert Earthquake Early Warning project at [www.shakealert.org](http://www.shakealert.org).

Thank you again from the PNSN and the Pacific Northwest for your participation in this effort to save lives!

Sincerely,

Dr J Renate Hartog  
PNSN Network Manager

Pacific Northwest Seismic Network | University of Washington Department of Earth & Space Sciences  
Box 351310 | Seattle, WA 98195-1310  
[www.pnsn.org](http://www.pnsn.org)

## Site Access Agreement for Seismic Monitoring

Date: 13 February 2023

This Site Access Agreement ("Agreement") is between City Of Goldendale, Washington ("Grantor") as property owner and the University of Washington, a state institution of higher education ("UW") on behalf of the Pacific Northwest Seismic Network ("PNSN"), a cooperative organization whose members include UW, the University of Oregon and the U.S. Geologic Survey.

### RECITALS

A. PNSN is conducting research in Washington and Oregon identifying earthquake hazards, assessing earthquake risks, and monitoring seismic activity with emphasis on data contribution to *ShakeAlert*, an Earthquake Early Warning system.

B. This research includes installing equipment at various sites and Grantor wishes to support PNSN by granting access for this purpose.

### TERMS

1. Ownership. Grantor owns the real property ("Property") located at:

Physical Address: 1005 N Fairgrounds Rd, Goldendale, WA 98620

Tax Parcel #(s): \_\_\_\_\_

Equipment Location: Field about 150m west of airport taxiway

Latitude: 45.83295 Longitude: -120.84539

Station Name: UW.GOLDN

2. Permission. At UW's sole cost, Grantor grants PNSN and PNSN's members permission to enter the Property for the limited purpose of conducting seismic monitoring, operation, maintenance and retrieval of data. This includes the right to construct, install, inspect, relocate, and maintain telecommunications equipment ("Equipment").
3. Term and Termination of the Agreement. This Agreement will be in effect from 13 February 2023 and will continue through 12 February 2028 and then automatically renew every five (5) years. Either party may terminate this Agreement at any time by providing at least ninety-(90)-days' written notice to the other party.
4. Installation, Operation & Removal.
- a. PNSN will notify Grantor prior to installing any Equipment on the Property. Entry onto the Property by PNSN may occur only at reasonable times after reasonable notice to Grantor as provided below in Section 9(b). While on the Property, PNSN will use all reasonable efforts not to interfere with Grantor's use of the Property.

- b. If the Equipment is located within Grantor's building, PNSN may use one (1) 120-volt outlet for backup low-level power that is expected to draw no more than 10 watts.
  - c. In order to record seismic activity, the Equipment must be located so that it does not move during seismic events. As a result, placement of the Equipment may require anchoring, fixing or bolting of the Equipment to the Property with the prior approval of Grantor.
  - d. PNSN will install, maintain, and operate the Equipment in accordance with applicable law and with all reasonable precaution to avoid damage to Grantor's land or property.
  - e. Upon termination of this Agreement, PNSN will remove the Equipment and restore areas of the Property on which the Equipment was located to their pre-existing condition (as nearly as possible) prior to the commencement of activities under this Agreement. This removal and restoration will be completed within ninety (90) days after the date of termination unless extended by the mutual agreement of the parties, such agreement not to be unreasonably withheld.
5. Condition of the Property. UW acknowledges that (a) Grantor has made no representation or warranty concerning the condition of the Property or the fitness of its use for seismic monitoring and, (b) entry onto the Property is accepted strictly in an "as is" condition and solely at the risk of PNSN and its members.
6. Right to Remove Equipment. Equipment located on the Property will not become a fixture. PNSN will have the right to remove any or all of the Equipment at any time.
7. Liens. PNSN shall not permit any mechanics or other liens to be filed against the Property by reason of labor or materials furnished to the Property by PNSN.
8. Liability/Insurance. Grantor shall be reimbursed for losses arising from property damage caused in whole or in part by the negligent act or omission of any employee or agent of the UW or PNSN while performing activities under this Agreement. Grantor assumes no liability for loss or damage to the Equipment or for injuries to UW's agents, contractors, employees or representatives while in, on, or about the Property.

9. Notices.

- (a) General Notices. Notices to the other party, for matters not involving access and entry to the Property, will be effective three (3) days after mailing in the US mail, postage prepaid, certified or registered mail, return receipt requested. Any notice by personal delivery will be deemed given when actually delivered.

To Grantor at:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

To UW/PNSN at:

University of Washington

PNSN

Campus Box 351310

Seattle, WA 98195-1310

Phone: (206) 685-8180

e-mail: [pnsn@uw.edu](mailto:pnsn@uw.edu)

- (b) Notices for Access and Entry to the Property. Grantor's preferred means for being contacted when PNSN is planning to access and enter the Property is by ☐ phone, ☐ e-mail, or ☐ not all. Notices for access and entry to the Property shall be provided to Grantor as set forth above in Section 9(a) unless as may be alternatively provided below:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

10. Transfer or Sale of Property. Grantor will notify (a) UW of any sale or transfer of the Property at least thirty (30) days prior to such sale or transfer and (b) any third-party purchaser/transferee of the Property of the existence and terms of this Agreement.

11. Authority. Grantor represents and warrants that Grantor owns the Property and has the legal authority to enter into this Agreement and grant UW the access it provides.

**AGREED TO BY:**

**GRANTOR**

**UW**

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

By: 

Name: Dr J Renate Hartog

Title: PNSN Network Manager

Date: 13 February 2023



Mercator Projection  
WGS84  
UTM Zone 10T  


Parcels (c) LandGrid

0.1 0.2 0.3 0.4 km  
0.1 0.2 mi  
Scale **1:2553** 1 inch = 213 feet





## ShakeAlert Station Siting Report

**Station: GOLDN**

**Site Coordinates: 45.83295 -120.84539**

**Elevation: 512m**

**PLSS Information: S18 T4N R16E**

**Magnetic Declination: 14.62° E**

**Landowner:**

Name: City of Goldendale, WA  
Site Address: 1005 N Fairgrounds Rd  
Goldendale, WA 98620

**Contact(s):**

Main contact: City Administrator Pat Munyan  
Office phone: 509-773-3771  
Mobile phone:  
E-mail: pmunyan@ci.goldendale.wa.us  
Mailing address: 1103 S. Columbus  
Goldendale, WA 98620

**Site Type:** Airport / free field

**Site video:** <https://youtu.be/Xb7yTCL02MM>

**Site Visit:** 24 Jan 2023  
**Visitors:** Graylan Vincent  
**Report by:** Graylan Vincent  
**Report approval:** Karl Hagel 1/30/2023

**Instrumentation to be Installed:**

- 6-channel instrument with solar panels, and batteries in an enclosure; sensor buried 20-50 feet away. Desert installation with solar panels near ground level.
- Directional antenna.

**Instrument Location:**

The instrument would be located in the field approximately 150m west of the airport taxiway.

**Power Option:**

- Solar

**Internet Option:**

- Cellular
- Telemetry to nearby: high school, county EOC, or Police Department.

**Issues and Additional Information:**

- All personnel must request permission from the main contact to enter the site area and/or perform any installation or servicing.
- Vehicle accessibility: paved, accessible year round. Last 100m to the site can be muddy.
- Environmental hazards: None expected

**Background Vibrations:**

- Wind
- County road 273m NE
- Small business 230m NNE
- Runway 93m south
- County fairgrounds 900m ESE
- WA-142 945m south



## Site Photos:



**Image 1:** Looking north at the proposed site location.



**Image 2:** Looking east at the proposed site location.





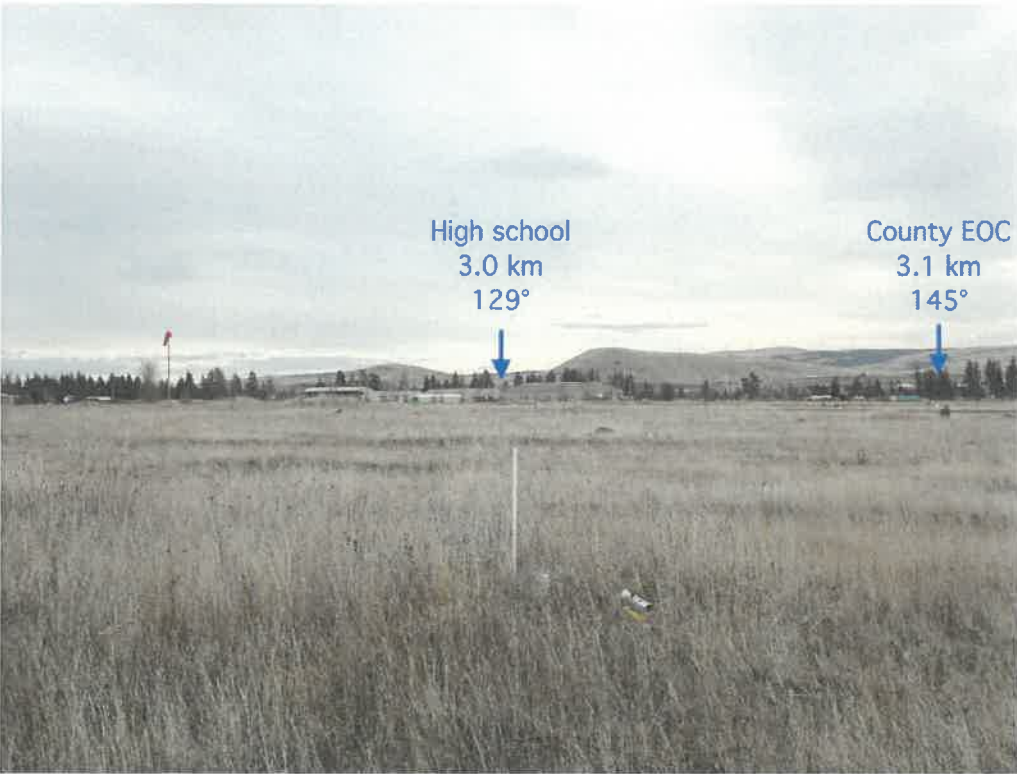
**Image 3:** Looking south at the proposed site location.



**Image 4:** Looking west at the proposed site location.



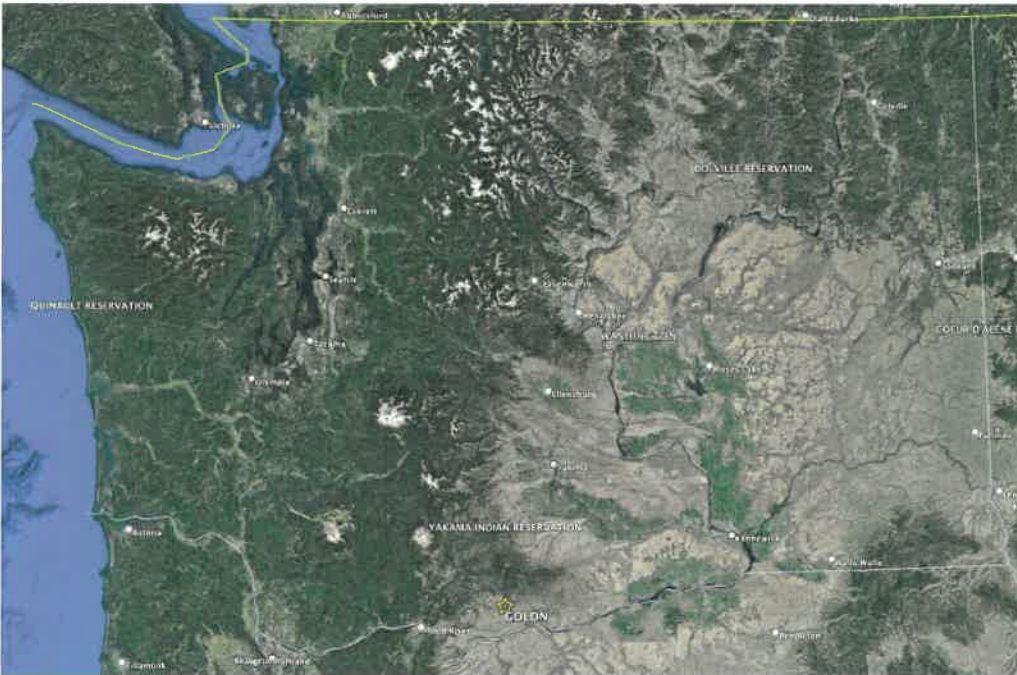
**Image 5:** Looking at a zoomed in view west towards the airport.



**Image 6:** Looking southeast towards Goldendale and possible radio telemetry location.



**Image 7:** Looking West from Fairground Road at the entrance of the airport, towards the site location.

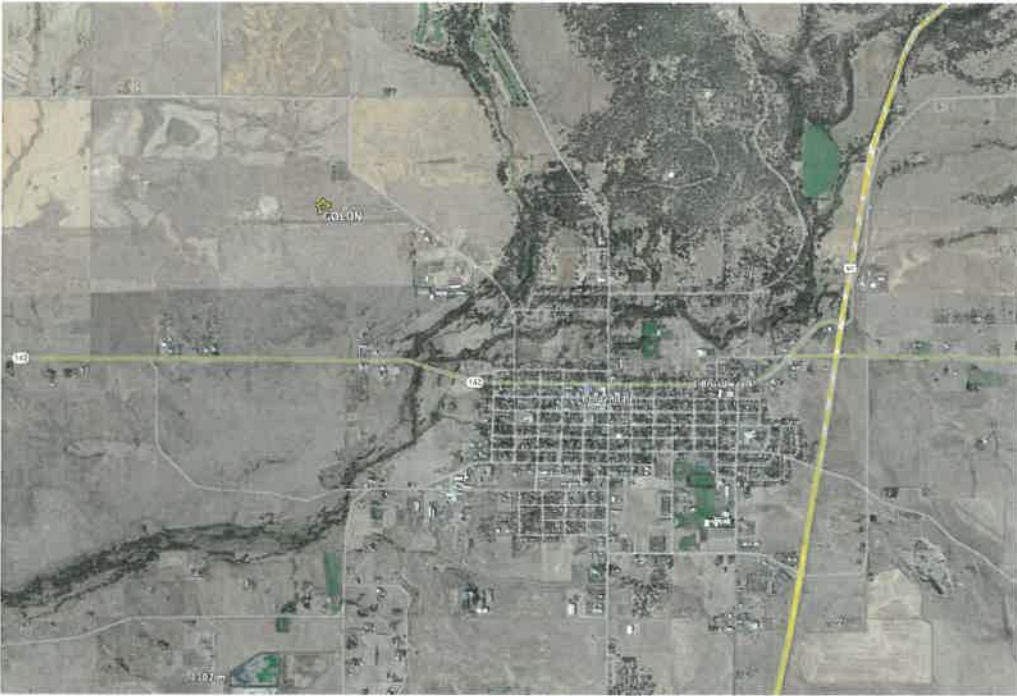


**Image 8:** Statewide view.





**Image 9:** Regional view.



**Image 10:** City view.



**Image 11:** Airport view.



**Image 12:** Airport view with property boundaries.



