



# City of Raymond

## WASHINGTON

### CITY COUNCIL AGENDA

**Meeting:** Tuesday, January 16<sup>th</sup>, 2024, at 6:00 PM  
**Location:** City Hall Council Chambers  
**ZOOM LINK:** <https://us02web.zoom.us/j/5780540411>

Meeting ID: 578 054 0411  
One tap mobile 1-253-215-8782, 2590939124# US (Tacoma)

*If you would like to be added to our "Speakers List" your request must be received by 4:00 pm on January 16<sup>th</sup>, 2024.*

*Your request must include the following: meeting date, your first and last name, city of residence, agenda item(s) that you would like to provide comment on, and the telephone number you will be calling from. Please email this information to [clerk@cityofraymond.com](mailto:clerk@cityofraymond.com). \*Please note that the information you provide may be subject to disclosure pursuant to Washington State's Public Record Act, chapter 42.56 RCW.*

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL AND DETERMINATION OF A QUORUM
4. APPROVAL OF AGENDA, CONSENT AGENDA, AND THE MINUTES OF JANUARY 2<sup>nd</sup>, 2024, REGULAR COUNCIL MEETING
5. CORRESPONDENCE
6. ITEMS FROM THE PUBLIC
  - a. Matt Kempton (Willapa Harbor Hospital CEO): New Hospital Bond
7. COUNCIL COMMITTEES REVIEW
8. COUNCIL POSITION #6 APPLICATION REVIEW
9. 2024 LODGING TAX APPLICATIONS- **Action**
10. DEPARTMENT HEAD REPORTS
  - a. Fire Chief Bill Didion
  - b. Police Chief Pat Matlock
  - c. Public Works Director Eric Weiberg
  - d. Clerk- Treasurer Kayla MacIntosh
11. MAYOR'S REPORT
12. PUBLIC COMMENT ON CURRENT AGENDA ITEMS
13. COUNCIL COMMENTS
14. FUTURE AGENDA TOPICS
15. ADJOURNMENT

### **Next Regular Scheduled Council Meeting**

*Monday, February 5<sup>th</sup>, 2024, at 6:00 PM*

*The City of Raymond provides access and services to all members of the public. Please notify City Hall at least 48 hours prior to an event if reasonable accommodations are needed.*



**RAYMOND CITY COUNCIL MEETING**

**January 16<sup>TH</sup>, 2024**

**CONSENT AGENDA**

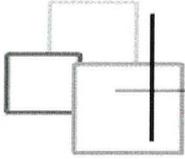
**APPROVAL OF CLAIMS:**

**CLAIMS #72738 THROUGH #72822**

**\$691,215.07**

**DECEMBER EFT/ DEBIT**

**\$347,322.75**



# A/P Check Register

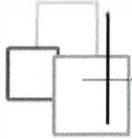
Fiscal : 2024  
 Period : 2024 - January 2024  
 Council Date : 2024 - January 2024 - 2nd Council

Number	Vendor Name	Account Description	Amount	
72738	KD&S ENVIRONMENTAL, INC.	Abatement/Code Enforcement	\$695.00	CODE ENF. ASBESTOS SURVEY - 1129 WILDWOOD
72739	Aberdeen Office Equipment	Operating Supplies	\$80.00	
		Rental Copier	\$80.00	WTP COPIER LEASE/ CH
		Rentals & Leases	\$598.03	COPIER LEASE AND
		Check Total:	\$758.03	COPIES
72740	ADVANCE ENVIRONMENTAL, INC.	Abatement/Code Enforcement	\$12,431.50	CODE ENF. ASBESTOS REMOVAL - 1129 WILDWOOD
72741	Airgas USA, LLC	Operating Supplies	\$69.59	AMB OXYG SUPPLIES
72742	Aramark Uniform Services	Laundry	\$160.47	
		Miscellaneous-Dues, Registration	\$22.86	WWTP LAUNDRY
		Check Total:	\$183.33	SERVICE
72743	Arnold, Tom	Streets Personnel Benefits	\$275.00	CLOTHING ALLOWANCE
72744	Association of WA Cities (AWC)	AWC Dues	\$1,917.00	
		AWC WORKERS' COMP RETRO PROGRAM MEMBERSHIP	\$6,736.07	
		Insurance	\$48,400.20	
		Liability Insurance	\$387,201.60	
		Liabilty Insurance	\$48,400.20	
		Check Total:	\$492,655.07	ALL CITY RISK MANAG.
72745	AWARDS WEST-PRINTWARE, INC.	Personnel Benefits	\$689.40	AMB/FIRE APPARELL
72746	Backflow by the Best	Distribution Supplies	\$160.00	WTP BACKFLOW TESTING
72747	BARNHART HOME CLEANING	Professional Services	\$60.00	CITY HALL CLEANING
72748	BEANS & ROCKS, LLC	Abatement/Code Enforcement	\$1,200.59	GRAVEL FOR WITT PROPERTY ABATEMENT
		Operating Supplies	\$2,180.55	
		Check Total:	\$3,381.14	GRAVEL ALL DEPTS
72749	Boggs, Arlie	Personnel Benefits	\$800.00	CLOTHING ALLOWANCE
72750	Borden's Auto Parts	Distribution Supplies	\$117.43	
		Operating Supplies	\$644.65	
		Repair & Maintenance	\$149.89	
		Check Total:	\$911.97	ALL DEPT SUPPLIES
72751	Bud's Lumber Supply	Distribution Supplies	\$209.44	
		Operating Supplies	\$805.63	

			Check Total:	\$1,015.07	ALL DEPT SUPPLIES
72752	CenturyLink	Communications		\$190.94	WTP/WWTP PHONES
72753	CINTAS FIRE 636525	Pool Permits, etc		\$108.10	POOL EYEWASH STATION
72754	COMA, RIKKI	Personnel Benefits		\$800.00	CLOTHING ALLOWANCE
72755	Culligan	Professional Services		\$46.49	
		Rentals & Leases		\$37.25	
			Check Total:	\$83.74	CH/POLICE WATER
72756	GREENLER, ALLEN	Customer Deposits Refunded		\$279.25	CUSTOMER REFUND
72757	SMITH, JAY	Customer Deposits Refunded		\$35.00	CUSTOMER REFUND
72758	Databar Inc.	Office Supplies		\$48.29	
		Operating Supplies		\$72.44	
		Supplies		\$24.15	
			Check Total:	\$144.88	ALL DEPT ENVELOPES
72759	Day Wireless Systems	Repair & Maintenance		\$414.61	POLICE MOBILE REPAIR
72760	DEPT OF LABOR & INDUSTRIES - BOILER, PRESSURE VESSEL SECT.	Miscellaneous		\$296.05	
		Miscellaneous - Dues, Fees, Etc.		\$109.15	
		Miscellaneous-Dues, Registration		\$49.35	
		Other Miscellaneous		\$49.35	
		Pool Permits, etc		\$74.00	
			Check Total:	\$577.90	ALL DEPT CERTS
72761	Dept. of Enterprise Services	Professional Services		\$400.00	ANNUAL PARTICI.FEE
72762	Edge Analytical, Inc.	Water Samples		\$179.00	WTP SAMPLE
72763	EKMAN, JACE	Personnel Benefits		\$275.00	CLOTHING ALLOWANCE
72764	Englund Marine & Industrial Supply	Distribution Supplies		\$345.60	
		Operating Supplies		\$3,543.54	
			Check Total:	\$3,889.14	ALL DEPT SUPPLIES
72765	ENVIRODYNE SYSTEMS INC.	Operating Supplies		\$136.96	WWTP SUPPLIES
72766	EO MEDIA GROUP	Professional Services		\$203.75	POLICE ADVERTISEMENT
72767	Evergreen Rural Water of Washington	Other Miscellaneous		\$685.00	WTP ANNUAL MEMBERSHIP
72768	Ferrellgas	Fuel Consumed		\$5,779.05	ALL DEPT PROPANE
72769	Flannery Publications, Inc.	Communications		\$322.00	ALL DEPT LEGALS
72770	Frasier, David	Personnel Benefits		\$275.00	CLOTHING
		Training/Travel		\$74.00	ALLOWANCE/PER DIEM
			Check Total:	\$349.00	REIMB.
72771	FREIGHTLINER NORTHWEST OF OLYMPIA	Operating Supplies		\$71.91	GARBAGE TRUCK SUPPLY
72772	GARCIA, AIYSHA	Personnel Benefits		\$275.00	CLOTHING ALLOWANCE
72773	Grays Harbor County	Water Samples		\$236.00	WATER SAMPLES
72774	H.D. Fowler Co.	Distribution Supplies		\$1,090.63	
		Operating Supplies		\$630.28	
			Check Total:	\$1,720.91	ALL DEPT SUPPLIES
72775	Hach Company	Operating Supplies		\$73.45	WTP SUPPLY
72776	Harbor Hydraulics & Machine	Operating Supplies		\$6.36	GARBAGE SUPPLY
72777	Harbor Saw & Supply	Distribution Supplies		\$51.15	
		Operating Supplies		\$102.31	
		Repair & Maintenance		\$103.64	

		Repair & Maintenance (inc. PW Shop Roof and PW Office/Carport + Annual Street Paving)	\$51.83	
			Check Total:	\$308.93 ALL DEPT SUPPLIES
72778	Hatfield Communications	Carriage Repair & Maintenance	\$148.40	
		Repair & Maintenance	\$445.20	ALL DEPT PHONE
		Repairs & Maintenance	\$593.61	REPAIRS
			Check Total:	\$1,187.21
72779	Henry Schein, Inc.	Operating Supplies	\$309.72	AMB SUPPLIES
72780	JOEL PENOYAR ATTORNEY AT LAW	Professional Services	\$2,200.00	CODE ENF. - WITT PROPERTY ABATEMENT
72781	K & L Supply Inc.	Operating Supplies	\$3,833.49	SEWER SUPPLIES
72782	L.N. Curtis & Sons	Operating Supplies	\$4,419.40	AMB SUPPLIES
72783	Lemay Mobile Shredding	Professional Services	\$61.00	ALL DEPT SHREDDING
72784	Lochner	TIB Grant	\$5,719.58	TIB GRANT PAYMENTS
72785	Maneman Electric	Repair & Maintenance	\$8.89	WWTP REPAIR
72786	MORAN, JUSTIN	Other Miscellaneous	\$87.00	CLOTHING
		Water Treatment Personnel Benefits	\$275.00	ALLOWANCE/PER DIEM
			Check Total:	\$362.00 REIMB.
72787	Morley, Brian	Parks Personnel Benefits	\$275.00	CLOTHING ALLOWANCE
72788	MS COMMUNICATIONS	Repair & Maintenance	\$497.26	POLICE REPAIR
72789	NORTHWEST AIR & SAFETY LLC	Rentals & Leases	\$799.94	FIRE AIR QUALITY TEST
72790	One Call Concepts, Inc.	Miscellaneous-Dues, Registration	\$5.94	
		Other Miscellaneous	\$5.94	WTP/WWTP
			Check Total:	\$11.88 NOTIFICATIONS
72791	PACIFIC COUNTY NORTH DISTRICT COURT	Pacific County District Court Contract	\$36,000.00	ANNUAL COURT COSTS
72792	Pacific County Sheriff	County Jail Services	\$1,255.00	JAIL FEES
72793	Page, Brad	Distribution Personnel Benefits	\$275.00	CLOTHING ALLOWANCE
72794	PETROCARD INC.	Fuel Consumed	\$5,533.55	ALL DEPT FUEL
72795	Platt	Operating Supplies	\$315.65	WWTP SUPPLY
72796	PUD #2 of Pac. Co.	Commercial St. Restrooms / Commercial Property Utilities	\$73.73	
		Pool Utilities	\$148.50	
		Public Market Utilities	\$93.61	
		PUD Utilities	\$3,687.03	
		PUD Utilities	\$538.20	
		Seaport Utilities	\$263.18	
		Utilities	\$13,726.47	
		Utility Services	\$1,796.24	
			Check Total:	\$20,326.96 ALL CITY UTILITIES
72797	Raymond City Treasurer	Customer Deposits Refunded	\$595.75	CUSTOMER DEPOSIT REFUND
72798	Ricoh USA, Inc	Rental Copier	\$170.99	
		Rentals & Leases	\$683.98	
			Check Total:	\$854.97 POLICE/PW COPY LEASES
72799	Ricoh USA, Inc	Professional Services	\$5.91	

		Rentals & Leases	\$20.08	
			Check Total:	\$25.99 POLICE/FIRE COPIES
72800	Royal Heights Transfer	Biosolids Disposal	\$300.00	BIOSOLIDS
		Utility Service - Royal Heights	\$18,165.63	
			Check Total:	\$18,465.63 ALL CITY TRASH
72801	RUDELL, STEVE	Personnel Benefits	\$275.00	CLOTHING ALLOWANCE
72802	Schwiesow, Brandon	Miscellaneous	\$68.00	REIMB.
72803	SEA CONSTRUCTION LLC PLUMBING	Pool Repair & Maintenance	\$740.49	POOL PLUMBING REPAIR
72804	Seth Carlyle	Streets Personnel Benefits	\$275.00	CLOTHING ALLOWANCE
72805	SMARTSIGHTS	Miscellaneous - Dues, Fees, Etc.	\$800.00	WWTP SUBSCRIPTION
72806	Smith, Jeff	Personnel Benefits	\$275.00	CLOTHING
		Training/Travel	\$74.00	ALLOWANCE/PER DIEM
			Check Total:	\$349.00 REIMB.
72807	Steve's Front End Inc.	Repair & Maintenance	\$70.69	AMB MAINT
72808	STIGALL, BRITANY	Personnel Benefits	\$800.00	CLOTHING ALLOWANCE
72809	STIGALL, ROBERT	Personnel Benefits	\$275.00	CLOTHING ALLOWANCE
72810	Sunset Air	Professional Services	\$659.41	
		Repair & Maintenance	\$432.40	
		Repairs & Maintenance	\$766.34	
			Check Total:	\$1,858.15 THT/LIBRARY REPAIRS
72811	SWARTZ, GENA	Professional Services	\$200.00	POLICE DEPT CLEANING
72812	T-Mobile	Communications	\$909.04	POLICE/FIRE PHONES
72813	TOVANI HART	City Hall / Fire Hall Building	\$46,069.50	CITY HALL ARCHITECT.
72814	U.S. Cellular	Communications	\$228.58	PW/FIRE CELLS
72815	VAUGHN, JOVON	Training/Travel	\$260.24	TRAINING PER DIEM
72816	WA ST DEPT OF TRANSPORTATION	Fuel Consumed	\$1,660.23	ALL DEPT FUEL
72817	WASHINGTON STATE PATROL	Professional Services	\$26.50	POLICE BACKGROUND CHECKS
72818	Western Steel & Supply	Distribution Supplies	\$29.90	
		Operating Supplies	\$59.79	
			Check Total:	\$89.69 ALL DEPT SUPPLIES
72819	Wetterauer, Tyson	Streets Personnel Benefits	\$275.00	CLOTHING ALLOWANCE
72820	Willapa Harbor Hospital	County Jail Services	\$343.33	INMATE SERVICE
72821	Williams, Jeff	Parks Personnel Benefits	\$275.00	CLOTHING ALLOWANCE
72822	Zoll Data Systems	Professional Services	\$401.78	AMB BILLING
	<b>Grand Total</b>		<b>\$691,215.07</b>	
	<b>Total Accounts Payable for Checks #72738 Through 72822</b>			



# Register Activity

Fiscal: 2023  
Period: 2023 - December 2023  
Council Date: 2023 - December 2023 - Open Period

Reference	Date	Amount	Notes
<b>Reference Number: DOR EXCISE TAX DEC 2023</b>	<b>WA St Dept of Revenue</b>	<b>\$12,529.40</b>	
<u>DOR EXCISE TAX DEC 2023</u>	12/27/2023	\$12,529.40	
<b>Reference Number: ICLOUD FEES DEC 2023</b>	<b>ICLOUD</b>	<b>\$322.40</b>	
<u>INVOICE CLOUD FEES DEC 2023</u>	12/7/2023	\$322.40	
<b>Reference Number: MASTERCARD DEC 2023</b>	<b>MASTERCARD C/O FIRST INTERSTATE BANK</b>	<b>\$3,825.47</b>	
<u>MASTERCARD DEC 2023</u>	12/11/2023	\$3,825.47	
<b>Reference Number: PITNEY BOWES POSTAGE DEC 2023</b>	<b>Pitney Bowes</b>	<b>\$1,000.00</b>	
<u>PITNEY BOWES POSTAGE DEC 2023</u>	12/13/2023	\$1,000.00	
<b>Reference Number: POLICE CAR LOAN #3 DEC. 2023</b>	<b>Bank of the Pacific</b>	<b>\$924.67</b>	
<u>POLICE CAR #3 DECEMBER 2023</u>	12/19/2023	\$924.67	
<b>Reference Number: POLICE CAR LOAN #4 DECEMBER 2023</b>	<b>Bank of the Pacific</b>	<b>\$747.81</b>	
<u>POLICE CAR LOAN #4 DECEMBER 2023</u>	12/10/2023	\$747.81	
<b>Reference Number: USDA-RD SCHEDULE A PAYMENT DECEMBER 2023</b>	<b>USDA-RD</b>	<b>\$167,580.00</b>	
<u>USDA-RD SCHEDULE A PAYMENT DECEMBER 2023</u>	12/7/2023	\$167,580.00	
<b>Reference Number: USDA-RD SCHEDULE B PAYMENT DECEMBER 2023</b>	<b>USDA-RD</b>	<b>\$160,393.00</b>	
<u>USDA-RD SCHEDULE B PAYMENT DECEMBER 2023</u>	12/7/2023	\$160,393.00	

\$ 347,322.75



# City of Raymond

## WASHINGTON

### COUNCIL PROCEEDINGS

January 2<sup>nd</sup>, 2024

#### **CALL TO ORDER**

The council meeting was called to order at 6:00 p.m. by Mayor Roberts.

#### **OATH OF OFFICE FOR NEW COUNCIL MEMBERS:**

Clerk-treasurer Kayla MacIntosh swore in council members Steve Jones, Jovon Vaughn, W. Ian Farrell and Karen Tully for their new term.

**Roll was taken after the swearing in, and it was determined that the meeting was quorate.**

#### **Council Members present:**

Heidi Worlton  
Steve Jones  
Karen Tully  
Chris Halpin (Zoom)  
Tony Nordin  
Jovon Vaughn  
Ian Farrell

#### **Council Members absent:**

None

#### **Department Heads Present:**

Kayla MacIntosh, Clerk/Treasurer  
Eric Weiberg, Public Works Director  
Pat Matlock, Chief of Police

#### **APPROVAL OF AGENDA, CONSENT AGENDA & MINUTES**

Prior to approval, Clerk-treasurer Kayla MacIntosh requested an amendment to the consent agenda to include district fire and volunteer fire payroll and claims. Councilor Jones moved to approve the agenda, amended consent agenda for tonight's meeting, as well as the minutes of the December 4<sup>th</sup>, 2023, regular meeting. Motion carried. Motion passed unanimously.

#### **CORRESPONDENCE:**

The council was presented an email from citizen Robert Kinder requesting to rename the Riverdale Bridge the "Candy Crow Memorial Bridge." It was advised that this is a state-owned bridge and Mayor Roberts will reach out to the state and provide information to Mr. Kinder.

#### **ITEMS FROM THE PUBLIC:**

Darian Sheldon and Todd Strozyk from the Pacific County Health and Human Services along with commissioner Doyle, presented to council regarding the housing sales and use tax to support housing development and rehabilitation in the county. They requested a letter of support from the council. Councilor Tully motioned to approve writing a letter of support. Motion Carried. Motion passed unanimously.

#### **2024 COUNCIL COMMITTEES**

Councilor Vaughn joined the RWCC and Community Development committee. All other members and committees remained the same.

**2024 MAYOR PRO-TEM**

Mayor Roberts suggested councilor Worlton as the 2024 mayor pro-tem. Councilor Jones motioned to appoint councilor Worlton and mayor pro-tem. Motion carried. Motion passed unanimously.

**TIB AGREEMENT 2-W-971 (003) RED TOWN INITIATIVE**

Councilor Worlton motioned to approve signing the TIB agreement. Motion carried. Motion passed unanimously.

**DEPARTMENT HEAD REPORTS**

- Police Chief, Pat Matlock, provided status updates for his department regarding calls and cases as well as staffing.
- Public Works Director, Eric Weiberg, advised he didn't have anything new to share other than starting new projects in 2024.
- Clerk/ Treasurer Kayla MacIntosh provided a staffing update.

**MAYOR'S REPORT**

Mayor Roberts provided a recap of the Lemay garbage service presentation and advised that she has since told LeMay's we will not be moving forward with their services, however if customers would like to opt in for curbside recycling that is something that will be available. Mayor Roberts also reiterated the stipend available to newly elected council members for attending meetings.

Mayor Roberts also discussed moving the council retreat date to March 16<sup>th</sup>, 2024. The council and department heads agreed.

**PUBLIC COMMENT ON CURRENT AGENDA ITEMS:**

None

**COUNCIL COMMENTS**

Councilor Farrell announced that this would be his last meeting and he would be resigning the following day at 12PM.

**FUTURE AGENDA TOPICS**

None

**ADJOURNMENT**

With no further business to discuss and no objections, the meeting was adjourned by Mayor Roberts at 6:53PM.

**ATTEST:**

\_\_\_\_\_  
Kayla MacIntosh, Clerk/ Treasurer

\_\_\_\_\_  
Dee Roberts, Mayor

## 2024 Council Committee's

Mayor Roberts

*Chair – Public Works*

*Chair – Finance*

*Chair – Parks & Recreation*

*Chair – Police*

*Chair - Fire*

*CWCOG Alternate*

*RWCC*

Council Position #1

Jovon Vaughn

*\*RWCC*

*\*Parks & Recreation*

Council Position #2

Heidi Worlton (Mayor Pro Tem)

*\*Finance*

Council Position #3

Karen Tully

*\*Parks & Recreation*

*\*Public Works*

Council Position #4

Chris Halpin

*\*Finance*

Council Position #5

Tony Nordin

*\*Parks & Recreation*

Council Position #6

Vacant

Council Position #7

Steve Jones

*\*CWCOG Representative*

## APPLICATION FOR APPOINTMENT TO RAYMOND CITY COUNCIL POSITION #1

### Applicant Information

(Please type or print)

Applicant Name Pattie Gray  
Residence Address 226 Ash Street Raymond, WA 98577  
Home Phone (360) 942-9761 (C) Work Phone (425) 677-9537  
E-Mail pattieg@outlook.com

### Letter of Interest

Please attach a letter of interest answering the following supplemental questions below using no more than three (3) pages total:

### Supplemental Questions

Please respond to the following questions regarding your interest in the position of Councilmember for the City of Raymond:

1. What does the city of Raymond mean to you?
2. What strength would you bring to the Council?
3. What are the three highest priorities and/or issues you believe the City needs to address? How would you propose to address these issues?
4. Explain your current and past community involvement and/or service on city, nonprofit, or public boards, committees, task forces, or commissions and how this has contributed to the Raymond community. Address its relevance to the position of Raymond City Councilmember.
5. What do you wish to accomplish during this appointed term as a Raymond City Councilmember?
6. What is your vision for our City and community?
7. Is there anything else that you may wish to add that would help us get to know you a better?

Please return this completed application packet **no later than 9:00 am on Friday, January 12th 2024**. Applications received after 9:00 am will not be accepted.

The application materials should be addressed to:

**Kayla MacIntosh, Clerk/Treasurer**  
230 Second Street  
Raymond, WA 98577  
clerk@cityofraymond.com

January 9, 2024

Kayla MacIntosh, Clerk/Treasurer  
230 Second Street  
Raymond, WA 98577

Dear Ms. MacIntosh,

RE: Letter of Interest Councilmember for the City of Raymond

1. ***What does the city of Raymond mean to me?*** I have lived in Raymond for many years. Although I moved away for work in 2010, I moved back in 2018, I chose to live in Raymond. In 2021, I decided to have a house built in Raymond. I chose Raymond because everything is closely accessible. I can walk or ride on the trail, I walk to the grocery store, and other amenities. I have chosen to take employment in Raymond. Raymond is a livable city with beautiful views of the river, and I love the positive movement that is happening in Raymond. The city looks very clean and beautiful.
2. ***What strength would you bring to the council?*** I am passionate about where I live. I am an effective communicator and leader and enjoy working in a group collaborating to get results that best serve all the residents and making a difference for our community. I also enjoy public speaking. I am compassionate and I understand and respect the views of others, even if they do not match my views. I am a good listener and a problem solver. City council members are responsible for the well-being of all citizens in the area. It is important that all perspectives and needs are taken into account when making decisions.
3. ***What are the three highest priorities and/or issues you believe the City needs to address? How would you propose to address these issues?***
  1. **TOURISM/BUSINESS:** City council members are tasked with promoting the economic well-being of their constituents. This is a critical job and one that requires a good understanding of the local economy, job market, and potential opportunities for growth. My family had a successful business for 39 years, and I am very experienced with tourism and business. I completely understand how to promote the community in its best light. I understand and have the knowledge, skills, abilities, and experience to help bring about positive change. Economic development is crucial to the success of the Raymond downtown core.
  2. **PROPOSED NEW HOSPITAL:** City councils are expected to work together to pass laws and regulations that are in the best interest of the community. It is not always easy to get a majority of the council to agree on a particular measure. Having the ability to build consensus and compromise is essential for a successful city council member. Working together to reach a common goal that best serves the community and constituents. The proposed bond for the hospital will cost the homeowners in Raymond a large amount in additional taxes and many low-income residents cannot afford such a facility. The role of a city council member is to represent the interests of the community and make decisions that benefit the public not the CEO and CFO, and the board at Willapa Harbor Hospital. The city council needs to know how to engage the public and solicit their input to make informed, effective decisions that benefit the citizens.
  3. **ROADS:** Budgeting is a critical part of a city council member's job, and it is important to understand how a potential candidate approaches it. A city council member must understand how the city prioritizes resources, and how they make touch decisions when it comes to allocating funds for projects such as roads. City council members must have a commitment to fiscal responsibility and transparency in decision making where funds are spent by deducing what roads and projects are the most important and will

serve the most citizens in Raymond. Budgeting for the city's services and programs requires a thoughtful and comprehensive approach. I would start by evaluating the needs of the city, understanding the current and projected financial resources, and assessing the impact of the proposed budget on the citizens. I would prioritize resources based on the immediate needs of the city and long-term goals of the community. I would also strive to ensure transparency in decision-making and to maintain fiscal responsibility.

4. ***Explain your current and past community involvement and/or service on city, nonprofit, or public boards, committees, task forces, or commissions and how this has contributed to the Raymond community. Address its relevance to the position of Raymond City councilmember.***

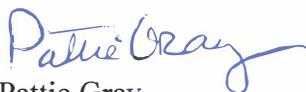
I have worked on local committees chairing events/festivals such as Come and Play on Labor Day and Oyster Stampede. During that time, I served as a board member of the WHCC with Brent Dennis and others. I have been a part of fundraising efforts for non-profits such as ABC, the POOL, the Willapa Harbor Ministerial Association and have participated in National Night Out, and I have organized and led committee meetings, assigned workers to assist in the efforts to put on a successful event. I am organized, reliable, accountable and know how to make presentations in front of a group of people. I know that I can bring all my skills and abilities to the city councilmember position to benefit the City of Raymond.

5. ***What do you wish to accomplish during this appointed term as Raymond City Councilmember?*** Being a city council member means understanding and staying informed about the city's issues and current events. I stay informed about current events and issues affecting the city by reading our local newspapers and news sources, and participating in online forums and groups that discuss city issues. I make sure to stay in contact with city staff, when needed, local business owners, and other community members to get a well-rounded understanding of the city's current state. I also try to stay on top of national and global trends as they can have an impact on our city as well. Most importantly, I would make sure to analyze the information I come across to ensure I'm making informed decisions on behalf of the city and its citizens.

6. ***What is your vision for our City and Government?*** I understand how important it is to manage competing interests in a city council setting. I strive to create an atmosphere of collaboration and respect among all members, and I would focus on listening to all sides of an issue before coming to a conclusion. I also make sure to solicit input from stakeholders in the community and ensure that everyone has a chance to be heard. In the past, I have been successful in balancing multiple interests by using a combination of these strategies.

7. ***Is there anything else that you may wish to add that would help us to know you better?*** Transparency and accountability are key elements of democracy, and a city council member is expected to uphold these values. I understand the importance of being open and responsive to the public, and that I have a plan in place to ensure that everyone is informed about decisions the council makes.

Sincerely,



Pattie Gray

[pattieg@outlook.com](mailto:pattieg@outlook.com)

P.O. Box 163

Raymond, WA 98577

(360) 942-9761



**LODGING TAX FUNDING APPLICATION  
2024**

**GUIDELINES**

Lodging tax funds are derived from the hotel-motel tax collected by the city's lodging establishments and maybe used towards the marketing and operations of special events and festivals designed to attract tourists. They may also be used to support the operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district created under RCW 35.57 and 36.100. Finally, lodging tax funds may also support the operations of tourism-related facilities owned or operated by nonprofit organizations described under 26 U.S.C. Sec 501(c)(3) and 26 U.S.C. Sec. 501(c)(6) of the internal revenue code of 1986, as amended.

**ELIGIBILITY**

State law (Chapter 67.28 RCW) requires you to provide estimates of potential economic impact. In addition, the city requires you to provide a brief description of how you calculated the estimates for the event, activity, or facility for which you are requesting funding.

I. **Amount of Lodging Tax Requested:** \$ 4,000

II. **Agency/Organization Name:** Willapa Harbor Chamber of Commerce

a. Organization is:

Government Entity     501(c)3     501(c)6     Other

b. Federal Tax ID No. 61-1444951    UBI Number 602-490-879

III. **Project/Activity/Event:** Tourism Promotion & Marketing

IV. **Representative Contact Information:**

Name, Title Jovon Vaughn, Director

Mailing Address PO Box 1249, South Bend, WA 98586

Phone(s) O- 360.942.5419 C-206.620.4448

Email info@willapaharbor.org

9. Describe your target tourist audience (location, demographics, etc.)

We welcome visitors of all ages from a variety of locations, however we are expanding our focus on reaching out of state visitors through a variety of platforms. Our goal is to promote all that our area has to offer to a much broader audience, with a focus on engaging young professionals and potential business owners/employers to discover the many wonderful attractions that our region has to offer.

10. Describe how you will promote your event/activity/facility to attract tourists.

Through a very active and varied use of online, digital, and print media distribution our aim is to attract visitors from out of state and internationally. By using advertisement slots on streaming services, we will reach new visitors where they are, matched with our connections with tourism centers in 6 neighboring states where we will be distributing our materials to a much broader audience.

11. Describe how the event will help promote lodging establishments, restaurants, and businesses located in the City of Raymond.

As our area's premier Chamber of Commerce, we are committed to highlighting all that our area has to offer by directly engaging with our local businesses, lodging establishments, and restaurants to support promotions of their offerings. We feature local Raymond businesses on a variety of media materials, and are working to develop an interactive digital map that will allow visitors to customize their trips to our area, this will also provide more opportunity to our Raymond businesses to reach broader audiences.

12. State law governing the distribution of lodging tax funds requires they be used primarily to encourage visitors from out of the area, so do your best!

<b><i>As a direct result of your proposed tourism related service, please provide:</i></b>	<b><i>2024 Estimate</i></b>	<b><i>2023 Actual</i></b>	<b><i>Methodology</i></b>
Overall attendance at your event/activity/facility	5500	4500	Sign in sheets, online data, street counts, receipts
Number of people who travel more than 50 miles for your event/activity/facility	3500	2000	receipts, online data, sign ins
Of the people who travel more than 50 miles, the number of people who travel from another country or state.	2500	1500	lodging counts, sign in sheets, receipts
Of the people who travel more than 50 miles, the number of people who stay overnight in the Raymond area.	2000	1000	lodging counts, sign ins
Of the people staying overnight, the number of people who stay in PAID accommodations e.g. hotel, motel, bed-breakfast, RV park, in the Raymond area.	1500	800	lodging counts, receipts, sign in sheets
Number of paid lodging room nights resulting from your event/activity/facility.	300	280	lodging counts, receipts



**LODGING TAX FUNDING APPLICATION  
2024**

**GUIDELINES**

Lodging tax funds are derived from the hotel-motel tax collected by the city's lodging establishments and maybe used towards the marketing and operations of special events and festivals designed to attract tourists. They may also be used to support the operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district created under RCW 35.57 and 36.100. Finally, lodging tax funds may also support the operations of tourism-related facilities owned or operated by nonprofit organizations described under 26 U.S.C. Sec 501(c)(3) and 26 U.S.C. Sec. 501(c)(6) of the internal revenue code of 1986, as amended.

**ELIGIBILITY**

State law (Chapter 67.28 RCW) requires you to provide estimates of potential economic impact. In addition, the city requires you to provide a brief description of how you calculated the estimates for the event, activity, or facility for which you are requesting funding.

I. **Amount of Lodging Tax Requested: \$**

\_\_\_\_\_ \$5000.00 \_\_\_\_\_

II. **Agency/Organization Name:** \_\_\_\_\_ Northwest Carriage Museum \_\_\_\_\_

a. Organization is:

Government Entity  501(c)3  501(c)6  Other

b. Federal Tax ID No. \_\_\_\_\_ 91-2027251 \_\_\_\_\_ UBI Number \_\_\_\_\_ 602034689 \_\_\_\_\_

III. **Project/Activity/Event:** \_\_\_\_\_ Year-round Museum & Visitor Center \_\_\_\_\_

IV. **Representative Contact Information:**

Name, Title \_\_\_\_\_ Anna Golbov, Director \_\_\_\_\_

Mailing Address \_\_\_\_\_ 314 Alder Street—P.O. Box 534, Raymond, WA 98577 \_\_\_\_\_

Phone(s) \_\_\_\_\_ (360) 942-4150 or (206) 605-8666 (cell) \_\_\_\_\_

Email \_\_\_\_\_ annag@nwcarriagemuseum.org \_\_\_\_\_

**V. Service Categories, check all applicable:**

- X Tourism Promotion/Marketing
- X Operation of a Special Event/Festival designed to attract tourists
- X Operation of a Tourism-Related Facility owned or operated by Non-Profit Organization
- Operation and/or Capital Expenditure of a Tourism-Related Facility owned by a Municipality

**CERTIFICATION**

- I am the authorized agent of the Agency/Organization applying for Lodging Tax funding.
- I understand and affirm that:
  - If awarded, my organization intends to enter a contract with the City of Raymond and meet all specified requirements of that contract.
  - My Agency/Organization is required to submit a report documenting economic impact results in a format determined by the City of Raymond.



Signature

11/22/2023

Date

Anna Golbov  
Print or Type Name

## **LODGING TAX APPLICATION - REQUIRED SUPPLEMENTAL QUESTIONS**

*(You may use this form or type the questions and answers on separate sheets)*

1. How will the project/program help increase the number of people traveling to Raymond for business or pleasure on a trip?

The Northwest Carriage Museum is the largest year-round tourist attraction and visitor center in all of Pacific County. The museum has made Raymond a destination stop for travelers from all over the world and is considered a "must-see" for visitors coming to the Pacific Northwest. The museum is responsible for bringing more visitors to the community than any other entity or function and spends more money of marketing/advertising than any other local business in the Raymond area. The museum guarantees that all Raymond Lodging Tax money allocated will be used only for marketing purposes with the hope of bringing even more out-of-area visitors to the Raymond communities.

2. How will the project/program help increase paid overnight accommodations in Pacific County?

Through surveys, we know that 60% of our visitors come from more than 50 miles away. 70% of those visitors have indicated that they will spend a minimum of one night in our area, if not more. The majority of our visitors have more than one person in their party. We are proud of the economic vitality we bring to our community. Visitors to our museum eat in our restaurants, buy our gas, stay in our motels and campgrounds, shop in our stores, and support local businesses and families.

3. How will the project/program encourage visitors to come from a distance greater than 50 miles, either for the day or for an overnight visit? If so, please describe how.

The Northwest Carriage Museum is known throughout the country and world for its historic collection of 19th-century horse-drawn vehicles and artifacts. The museum has been featured on TV, social media, radio, and numerous publications. We will continue in 2024, as we have done in previous years, to utilize the marketing and advertising methods that have given us proven returns on attendance from outside our area. That includes print, tv, radio, social media, and digital advertising. Additionally, we are always looking for new opportunities to increase our exposure, whether that be through paid advertising, improving our effectiveness on social media and other DIY-style marketing, or cultivating partnerships and relationships with museums and entities outside our area for exposure to existing audiences and niches. We are also excited in 2024 to introduce new interactive digital enhancements to our physical exhibits. This will allow visitors to access extra information about the vehicles and artifacts and choose to more deeply explore

whichever types of background information interest them most. This digital addition will broaden our appeal and demographic, and we will be specifically marketing this new style of visitor engagement both in our existing advertising methods, and in some new mediums, publications, and websites. The museum has already become a “must see” for anyone visiting the Pacific Northwest over the last 21 years. Once someone visits, it is not unusual for that visitor to bring back more people within a year. Folks love the museum, and we are especially known for our tours! Tour groups love the fun facts and history of the collection, and most return within a couple of years. We advertise the availability of tours to the whole region, and we maintain our relationships with organizations that have booked tours in the past.

4. How will the project/program encourage visitors to come from another country or state?

See 2 & 3 – In addition, it should be noted that in 2023 the museum has had visitors from all over the US and over 20 foreign countries so far. The museum truly is world famous.

5. If the project/program is an event, please provide the name, date(s) and estimated attendance.

The Northwest Carriage Museum is an event that occurs 363 days per year. We are so proud to be open year-round, and to be the only visitor center staffed 7 days a week, all year in Pacific County.

6. 2023 Tourism-Impact Estimate and 2022 Annual Report.

See below.

7. Describe the prior success of your event/activity/facility in attracting tourists.

We have a proven track record and have grown the museum into the largest year-round tourist attraction in our community. We spend a significant portion of our operating budget on advertising/marketing in order to bring people to Raymond. As in years past, we will continue to bring more people to Raymond with the City's Lodging Tax money.

8. Is there a host hotel for your event? If yes, please identify.

Based on our visitor sheets, surveys, and conversations with visitors, we believe it is fair to say that our visitors have stayed in most hotels, motels, camping facilities, and AirBnB/Vrbo in Pacific County.

9. Describe your target tourist audience (location, demographics, etc.)

Everyone is our target market—we truly have something for everyone. Kids, parents, grandparents, young travelers, historians, museum buffs, tour groups, schools, retirement homes, travel caravans, and car clubs all love our museum; nobody goes away disappointed! We look forward to marketing our new digital exhibit additions in the coming year to continue to strengthen and expand our appeal and fanbase.

10. Describe how you will promote your event/activity/facility to attract tourists.

We are creative and diverse in our promotion of our museum and Raymond. We distribute thousands of rack cards throughout Washington and Oregon, advertise in magazines, do radio, tv, and podcast interviews, actively post and engage on social media, and investigate and leverage all the new forms of digital and web marketing as it emerges. We regularly give presentations at various museum/history conferences and attend tourism and industry conferences throughout the PNW. In 2023, our curator tapped new niches for speaking engagements and collaboration with numerous genealogy groups, and university and post-graduate museum and history students through class lectures and consultation as a historical expert. We continue to promote the city at conventions and history talks throughout the states. We are on social media and promote the museum daily and share local events actively.

11. Describe how the event will help promote lodging establishments, restaurants, and businesses located in the City of Raymond.

We take great pride in our community and in bringing more visitors to Raymond than any other tourist-related entity. We work diligently toward this goal. We care about our community, its people, and businesses. With the majority of our visitors coming from outside the area, we are pleased to know that stay, eat, fill up their gas tanks, and shop locally. We train all of our employees to actively engage our visitors, and we are frequently asked for recommendations for where to eat, stay, shop, and explore, for which we gladly provide information about all the great options in our town. We keep our visitor center well-stocked with information about our local area, attractions, and businesses, as well as those in greater Pacific County and the rest of our region. We are also proud of our Show Your Card & Save program that encourages local shopping and has grown to nearly ten times as many participating businesses as when it began. Our curator provides hundreds of hours of volunteer services to the city every year by mowing the park weekly; it is important to us that the gateway to Raymond looks inviting!

12. State law governing the distribution of lodging tax funds requires they be used primarily to encourage visitors from out of the area, so do your best!

<b><i>As a direct result of your proposed tourism related service, please provide:</i></b>	<b><i>2024 Estimate</i></b>	<b><i>2023 Actual</i></b>	<b><i>Methodology</i></b>
Overall attendance at your event/activity/facility	7,500	As of 10/31/23 6,633	Surveys
Number of people who travel more than 50 miles for your event/activity/facility	5,625	As of 10/31/23 4,975	Surveys
Of the people who travel more than 50 miles, the number of people who travel from another country or state.	4,125	As of 10/31/23 3,648	Surveys
Of the people who travel more than 50 miles, the number of people who stay overnight in the Raymond area.	2,250	As of 10/31/23 1,990	Surveys
Of the people staying overnight, the number of people who stay in PAID accommodations e.g. hotel, motel, bed-breakfast, RV park, in the Raymond area.	1,688	As of 10/31/23 1,493	Surveys
Number of paid lodging room nights resulting from your event/activity/facility.	Unknown Count	Unknown Count	Not tracked