



City of Raymond

WASHINGTON

CITY COUNCIL AGENDA

MEETING: Monday, March 3, 2025, at 5:00 PM
LOCATION: City Hall Council Chambers
MEETING LINK: <https://us02web.zoom.us/j/5780540411?omn=86374139698>
PERSONAL MEETING ID: 578 054 0411

If you would like to be added to our "Speakers List" your request must be received by 4:00 pm on February 28, 2025. 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. For a list of public meeting guidelines please visit the following link [PUBLIC-COMMENT.pdf \(cityofraymond.com\)](#)

**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 FEBRUARY 18, 2025, REGULAR COUNCIL MEETING**
5. **CORRESPONDENCE**
6. **ITEMS FROM THE PUBLIC**
 - a. **Presentation from the Willapa Harbor Hospital**
 - b. **Presentation from Timberland Regional Library**
7. **ORDINANCE #1944: AN ORDINANCE OF THE CITY OF RAYMOND, WASHINGTON ADDING TO TITLE 3 REVENUE AND FINANCE -*Second Reading***
8. **DEPARTMENT HEAD REPORTS**
 - a. Fire Chief Bill Didion
 - b. Police Chief Pat Matlock
 - c. Public Works Director Eric Weiberg
 - d. Deputy Clerk Debra Pearson
9. **MAYOR'S REPORT**
10. **PUBLIC COMMENT ON CURRENT AGENDA ITEMS**
11. **COUNCIL COMMENTS**
12. **FUTURE AGENDA TOPICS**
13. **ADJOURNMENT**

Next Regular Scheduled Council Meeting

Monday, March 17, 2025, at 5:00 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

MARCH 3, 2025

CONSENT AGENDA

APPROVAL OF CLAIMS:

CLAIMS #74760	VOID
CLAIMS #74761- CLAIMS #74807	\$123,011.14

APPROVAL OF PAYROLL CLAIMS:

CLAIMS #74752-CLAIMS #74759 (Direct Deposit included)	\$205,608.10
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A/P Check Register

Fiscal : 2025
 Period : 2025 - March 2025, 2025 - February 2025
 Council Date : 2025 - March 2025 - 1st Council , 2025 - February 2025 - Hand Pays

Number	Vendor Name	Account Description	Amount	
74760	PACIFIC COUNTY AUDITOR	Operating Supplies	\$61.25	NEW FIRE TRUCK REGISTRATION
		Voters Registration Costs	\$11,646.63	REGISTERED VOTERS
		Check Total:	\$11,707.88	
74761	Advanced Analytical Solutions, LLC	Professional Services	\$94.64	WWTP LABS
74762	Alrgas USA, LLC	Operating Supplies	\$37.31	AMB SUPPLIES
74763	Bud's Lumber Supply	Ambulance Building	\$26.26	
		Operating Supplies	\$131.22	
		Check Total:	\$156.48	ALL CITY SUPPLIES
74764	City of South Bend	Police Dept Patrol Cars	\$500.00	POLICE 2015 TAHOE
74765	Coast Controls & Automation, Inc.	Professional Services	\$270.50	
			\$573.46	WATER ANNUAL REMOTE NETWORK HOST
74766	Code Publishing Company	Communications	\$573.46	MUNICIPAL CODE UPDATE
74767	COMCAST	Communications	\$405.61	ALL CITY PHONES
74768	COMCAST	Communications	\$1,107.44	
		Pool Communications	\$62.58	
		Check Total:	\$1,170.02	ALL CITY INTERNET
74769	HAMPTON, GAVIN	Customer Deposits Refunded	\$90.64	CUSTOMER DEPOSIT REFUND
74770	KING, MARLENE	Sewer Service Charges	\$8.61	CUSTOMER DEPOSIT REFUND
74771	BOOTH, PAMELA	Customer Deposits Refunded	\$220.29	CUSTOMER DEPOSIT REFUND
74772	ANDERSON, SAMANTHA	Customer Deposits Refunded	\$24.77	CUSTOMER DEPOSIT REFUND
74773	Englund Marine & Industrial Supply	Operating Supplies	\$1,194.43	ALL DEPT. SUPPLIES
74774	ENVIRONMENTAL WORKS COMMUNITY DESIGN CENTER	City Hall / Fire Hall Building	\$14,790.00	CITY HALL BUILDING DESIGN
74775	Ferrelgas	Fuel Consumed	\$596.25	ALL DEPT. FUEL
74776	Flannery Publications, Inc.	Communications	\$802.50	ALL CITY NEWSPAPER PUBLICATIONS
74777	G.H. EMS	Professional Services	\$264.00	AMB SUPPLIES
74778	G.H. Equipment Co.	Operating Supplies	\$33.60	WWTP OPERATING SUPPLIES
74779	Gray & Osborne Inc.	PWTF Regional Design Principal	\$3,819.71	GENERAL SEWER PLAN
74780	Grays Harbor County	Water Samples	\$403.00	WATER TESTING
74781	Henry Schein, Inc.	Operating Supplies	\$1,120.93	AMB MEDICAL SUPPLIES
74782	INOVALON PROVIDER, INC.	Professional Services	\$194.04	AMB CLAIMS
74783	INSLEE BEST DOEZIE & RYDER, P.S.	City Hall / Fire Hall Building	\$1,086.25	
		Professional Services	\$1,086.25	
		Check Total:	\$2,172.50	NEW CITY HALL PLANNING
74784	K & L Supply Inc.	Operating Supplies	\$411.84	WWTP SUPPLIES
74785	KARNATZ, JEFF	Professional Services	\$2,100.00	THEATER MANAGER
74786	Lochner	TIB Engineering	\$62,443.63	TIB
74787	LOMELI, DANIELA	Pool Professional Services	\$1,500.00	POOL MANAGER
74788	Maneman Electric	Professional Services	\$292.14	WTP ELECTRICAL WORK
74789	Motorola Solutions	Operating Supplies	\$8,850.50	POLICE PORTABLE RADIOS
74790	NORTHWEST ROCK, INC.	Operating Supplies	\$441.11	STREETS SAND
74791	Pacific County EDC	Pacific County Economic Development Council Contract	\$2,400.00	CITY 2025 CONTRACT
74792	Penoyar, Joel	City Attorney	\$1,000.00	CITY ATTORNEY
74793	Quill Corporation	Operating Supplies	\$38.38	CITY HALL OFFICE SUPPLIES
74794	Raymond City Treasurer	Customer Deposits Refunded	\$714.30	W/S/G CUSTOMER DEPOSITS APPLIED
74795	Raymond City Water Clerk	Carriage Utilities	\$158.96	
		City Utility Billings	\$185.86	
		Commercial St. Restrooms / Commercial Property Utilities	\$181.14	
		Community Center Utilities	\$123.85	
		Pool Utilities	\$181.14	
		Public Market Utilities	\$9.00	
		PUD Utilities	\$359.35	
		PUD Utilities	\$428.84	
		Seaport Utilities	\$158.96	
		Utilities	\$3,220.24	
		Utility Services	\$123.85	
		Check Total:	\$5,131.19	ALL CITY WATER BILL
74796	Ricoh USA, Inc	Rentals & Leases	\$25.26	AMB/FIRE COPIES
74797	Schwiesow, Brandon	Personnel Benefits	\$19.27	AMB MEDICAL TRANSPORT REIMB.
74798	Standard Insurance Co	Parks Personnel Benefits	\$7.85	
		Personnel Benefits	\$411.18	
		Streets Personnel Benefits	\$12.21	

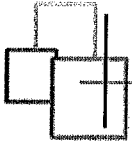
		Volunteer Benefits	\$89.82	
		Water Treatment Personnel Benefits	\$23.55	
		Check Total:	\$544.61	ALL CITY INSURANCE
74799	STOPSTICK, LTD	Operating Supplies	\$4,637.91	POLICE OPERATING SUPPLIES
74800	SYSTEMS DESIGN WEST LLC	Professional Services	\$2,520.00	EMS BILLING
74801	TELEFLEX	Operating Supplies	\$665.00	AMB MEDICAL SUPPLIES
74802	U.S. Cellular	Communications	\$88.73	STREETS CELL PHONE
74803	USA Blue Book	Operating Supplies	\$482.75	WWTP CHEMICALS
74804	VESTIS	Laundry	\$106.15	WWTP LAUNDRY
74805	WA ST Dept of Ecology - Atrn: Cashlering Unit	Permits	\$1,275.00	
		Professional Services	\$600.00	
		Check Total:	\$1,775.00	WTP/WWTP LABS
74806	WA ST Dept of Licensing	Operating Supplies	\$61.25	FIRE NEW TRUCK LICENSING
74807	PACIFIC COUNTY AUDITOR	Voters Registration Costs	11707.88	VOTER COSTS

Grand Total
Total Accounts Payable for Checks #74760 Through #74807

\$134,719.02

-11,707.88
\$123,011.14

*74760 - Voided



Register

<u>Number</u>	<u>Name</u>	<u>Fiscal Description</u>	<u>Cleared</u>	<u>Amount</u>
74752	OREGON DEPT. OF JUSTICE	2025 - February 2025 - 2nd Council		\$339.00
74753	TEAMSTERS Local #252	2025 - February 2025 - 2nd Council		\$636.00
74754	THORBECKES FITNESS	2025 - February 2025 - 2nd Council		\$375.06
74755	WSCFF Emp Benefit Trust/MERP	2025 - February 2025 - 2nd Council		\$1,100.00
74756	Boggs, Arlie H.	2025 - February 2025 - 2nd Council		\$2,641.61
74757	Freeman, Jaxson G	2025 - February 2025 - 2nd Council		\$435.24
74758	Price, Baylee	2025 - February 2025 - 2nd Council		\$1,030.82
74759	Young, Aiden	2025 - February 2025 - 2nd Council		\$809.80
<u>DEF COMP FEB 2ND</u> <u>PAYROLL 2025</u>	WA St Treasurer - Def Comp	2025 - February 2025 - 2nd Council		\$5,038.91
<u>DRS FEB 2ND PAYROLL</u> <u>2025</u>	Dept of Retirement Systems	2025 - February 2025 - 2nd Council		\$42,795.80
<u>FEB 2ND PAYROLL 2025</u>	Payroll Vendor	2025 - February 2025 - 2nd Council		\$106,650.70
<u>IRS TAXES FEB 2ND</u> <u>PAYROLL 2025</u>	Raymond City Treasurer- Taxes	2025 - February 2025 - 2nd Council		\$43,455.16
<u>NATIONWIDE FEB 2ND</u> <u>PAYROLL 2025</u>	Nationwide Retirement Solutions	2025 - February 2025 - 2nd Council		\$300.00
				\$205,608.10



City of Raymond

WASHINGTON

COUNCIL PROCEEDINGS

Tuesday, February 18, 2025

CALL TO ORDER

The council meeting was called to order at 5:00 p.m. by Mayor Roberts via zoom. Roll was taken and it was determined the meeting was quorate.

COUNCIL MEMBERS PRESENT

Heidi Worlton
Steven Jones
Karen Tully-zoom
Chris Halpin
Tony Nordin-absent
Jovon Vaughn
Jason McVey-absent

DEPARTMENT HEADS PRESENT

Debra Pearson, Deputy Clerk
Eric Weiberg, Public Works Director

APPROVAL OF AGENDA, CONSENT AGENDA & MINUTES

Councilor Halpin moved to approve the amended agenda, consent agenda for tonight's meeting, and the minutes of the February 3, 2025, meeting. Motion carried. Motion passed unanimously.

CORRESPONDENCE

The Northwest Carriage Museum sent a letter thanking the City for the Lodging Tax funds they received.

ITEMS FROM THE PUBLIC

None

PACIFIC COUNTY ECONOMIC DEVELOPMENT COUNCIL TECHNICAL SERVICE CONTRACT- *Action*

Councilor Vaughn motioned to approve the Mayor permission to sign the contract with the Pacific County EDC. Motion carried. Motion passed unanimously. Discussion took place on the amount of the contract and it was decided to pay the amount originally budgeted for which is \$2400, not the \$11,000.00 they are requesting. Councilor Halpin made a motion to amend the original motion and to approve a \$2400 payment to EDC. Motion carried. Motion passed unanimously with one abstinance.

DEPARTMENT HEAD REPORTS

- Fire Chief Bill Didion was absent.
- Police Chief Pat Matlock was absent.
- Public Works Director Eric Weiberg had nothing to report but said he would answer any questions. Councilor Vaughn wanted to comment on how good the parks look even through the winter.
- Deputy Clerk Debra Pearson reported that the new utility billing software has been installed and that there have been a few problems, but they are trying to work through them. Also, Clerk/Treasurer MacIntosh will be coming back next week on a flex schedule and will be back full time on March 17, 2025.

MAYOR'S REPORT

Mayor Roberts reported she will be absent the next two meetings and that Mayor Pro-tem Halpin will be taking her place. She also stated that she has been meeting with the strategic planner, and she wants the council to come up with 3-4 strategic priorities they want to address during the meeting April 5, 2025. Lastly,

she wanted to thank everyone that helped at the warming shelter and encouraged people to volunteer the next time the shelter is open.

PUBLIC COMMENT ON CURRENT AGENDA ITEMS

None

COUNCIL COMMENTS

Councilor Halpin stated that he was hoping the reduced amount the council agreed to pay for the EDC contract would send a message about the service we have received. Councilor Vaughn said he has met with Shoalwater Bay & USDA representatives and they gave kudos to the Mayor for her commitment to finding a solution to the animal control issue.

FUTURE AGENDA TOPICS

None

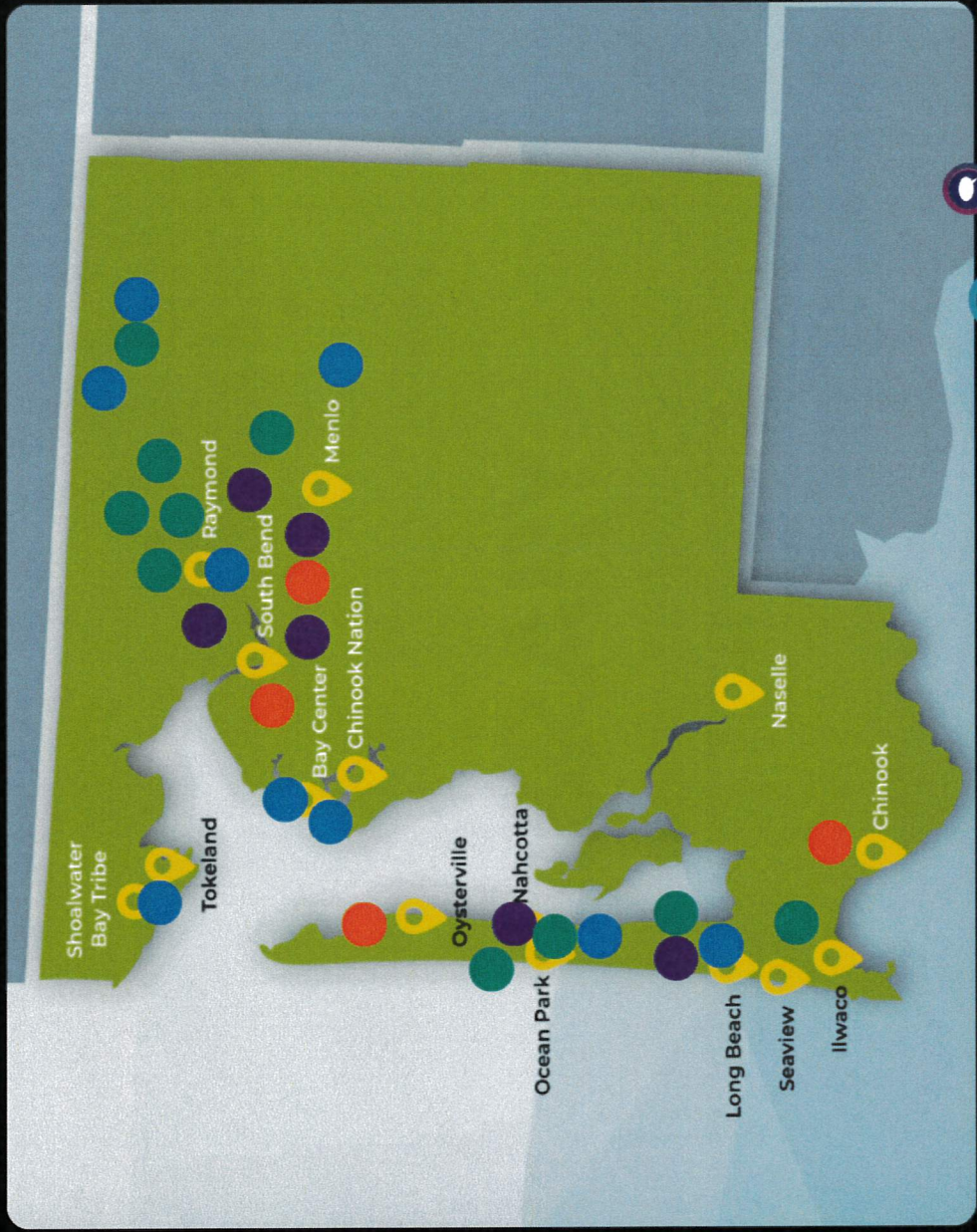
ADJOURNMENT

With no further business to discuss and no objections, the meeting was adjourned by Mayor Roberts at 5:30PM.

ATTEST:

Debra Pearson, Deputy Clerk

Dee Roberts, Mayor



Legend

- **BLUE** Current public stops
- **TEAL** Current agency stops
- **PURPLE** Planned and seasonal stops
- **ORANGE** Discontinued stops

Anywhere
LIBRARY

Timberland Regional
LIBRARY



ORDINANCE #1944

**AN ORDINANCE OF THE CITY OF RAYMOND, WASHINGTON ADDING TO
TITLE 3 REVENUE AND FINANCE**

WHEREAS, the City of Raymond understands the critical need for more affordable housing within its community; and

WHEREAS, by establishing a Sales and Use Tax Deferral program, it will provide an incentive for the construction of affordable housing within the city; and

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF RAYMOND DO ORDAIN AS FOLLOWS:

Chapter 3.06 Sales and Use Tax Deferral Program for Underdeveloped Urban Land Redevelopment

Section 3.06.010 Purpose and Intent

The purpose of this chapter is to authorize a sales and use tax deferral program within the City of Raymond in accordance with Chapter 82.92 RCW, enacted into law as 2022 Wash. Sess. Law, Chapter 241, §§1-14.

This sales and use tax deferral program aims to assist the City of Raymond and increase more affordable housing units in targeted urban areas by incentivizing the redevelopment of underutilized lands located in the urban core.

Section 3.06.020 Definitions

- A. "Affordable homeownership housing" means housing intended for owner occupancy to lower or moderate-income households whose monthly housing costs, including utilities other than telephone, do not exceed 30 percent of the household's monthly income.
- B. "Affordable rental housing" means housing for very low or low-income households whose monthly housing costs, including utilities other than telephone, do not exceed 30 percent of the household's monthly income.
- C. "Applicant" means an owner of underdeveloped property.
- D. "Application Fee" shall be the fee adopted by the Raymond City Council for applications under this Chapter pursuant to SMC 08.07D.070.
- E. "City" means the City of Raymond, acting through the Director of Economic and Community Development and/or the City Council, as provided in this Chapter.
- F. "Conditional recipient" means an owner of underdeveloped land granted a conditional certificate of program approval under this chapter, which includes any successor owner of the property.

- G. "County median price" means the most recently published quarterly data of median home prices by the Washington center for real estate research. F. "Department" means the administrative division of a government.
- H. "Department" means the Washington State Department of Revenue.
- I. "Director" means the director of the Raymond Department of Public Works or the Director's designee.
- J. "Eligible investment project" means an investment project that is located in the City of Raymond and receiving a conditional certificate of program approval.
- K. "Fair market rent" means the estimates of 40th percentile gross rents for standard quality units within counties as published by the federal department of housing and urban development.
- L. "Household" means a single person, family, or unrelated persons living together.
- M. "Initiation of construction" means the date that a building permit is issued under the building code adopted under RCW 19.27.031 for construction of the qualified building if the underlying ownership of the building vests exclusively with the person receiving the economic benefit of the deferral.
1. "Initiation of construction" does not include soil testing, site clearing and grading, site preparation, or any other related activities that are initiated before the issuance of a building permit for the construction of the foundation of the building.
 2. If the investment project is a phased project, "initiation of construction applies separately to each phase.
- N. "Investment project" means an investment in multifamily housing, including labor, services, and materials incorporated in the planning, installation, and construction of the project. "Investment project" includes investment in related facilities such as playgrounds and sidewalks as well as facilities used for business use for mixed-use development.
- O. "Low-income household" means a single person, family, or unrelated persons living together whose adjusted income is more than 50 percent but is at or below 80 percent of the median family income adjusted for family size, for the county, city, or metropolitan statistical area, where the project is located, as reported by the United States department of housing and urban development.
- P. "Moderate-income household" means a single person, family, or unrelated person living together whose adjusted income is more than 80 percent but is at or below 115 percent of the median family income adjusted for family size, for the county, city, or metropolitan statistical area, where the project is located, as reported by the United States department of housing and urban development.
- Q. "Multifamily housing" means a building or a group of buildings having two or more dwelling units not designed or used as transient accommodations and not including hotels and motels. Multifamily units may result from new construction or rehabilitation or conversion of vacant, underutilized, or substandard buildings to multifamily housing.

- R. "Owner" means the property owner of record.
- S. "Underdeveloped property" means land used as a surface parking lot for parking of motor vehicles off the street or highway, which is open to public use with or without charge, as of the effective date of this section.
- T. "Very low-income household" means a single person, family, or unrelated persons living together whose adjusted income is at or below 50 percent of the median family income adjusted for family size, for the county, city, or metropolitan statistical area, where the project is located, as reported by the United States department of housing and urban development.

Section 3.06.030 Application Process

An owner of an underdeveloped property seeking a sales and use tax deferral under this chapter on an investment project must complete the following procedures:

- A. The owner must apply to the City in writing, on forms adopted by the City. The application must contain the following:
 - 1. Information setting forth the grounds supporting the requested deferral including information indicated on the application form or in the guidelines;
 - 2. A description of the investment project and site plan, and other information request;
 - 3. A statement of the expected number of affordable housing units to be created;
 - 4. A statement that the applicant is aware of the potential tax liability involved if the investment project ceases to be used for eligible uses under this chapter;
 - 5. A statement that the applicant is aware that the investment project must be completed within three years from the date of approval of the application;
 - 6. A statement that the applicant is aware that the City, with the consent of the Raymond City Council, may extend the deadline for completion of construction or rehabilitation for a period not to exceed twenty-four consecutive months; and
 - 7. A statement that the applicant would not have built in this location but for the availability of the tax deferral under this chapter;
- B. The applicant must verify the application by oath or affirmation;
- C. The application must be accompanied by the application fee, if any, required under this chapter; and.
- D. The Director, with the approval of Raymond City Council, may permit the applicant to revise an application before final action by the City on the application.

Section 3.06.040 Approval Process

The Director shall approve the application and grant a conditional certificate of program approval if it finds that:

- A. The investment project is set aside primarily for multifamily housing units and the applicant commits to renting or selling at least 50 percent of the units as affordable rental housing or affordable homeownership housing to very low, low, and moderate-income households. In a mixed-use project, only the ground floor of a building may be used for commercial or municipal purposes with the remainder dedicated to multifamily housing units;
- B. At least 50 percent of the investment project set aside for multifamily housing units will be rented at a price at or below fair market rent for Pacific County or sold at a price at or below Pacific County median price;
- C. The applicant commits to any additional affordability and income eligibility conditions adopted by the City under this chapter not otherwise inconsistent with this chapter;
- D. The investment project is, or will be, at the time of completion, in conformance with all local plans and regulations that apply at the time the application is approved;
- E. The investment project will occur on land that constitutes underdeveloped property;
- F. The area where the investment project will occur is located within an area zoned for residential or mixed uses.
- G. The terms and conditions of the implementation of the development meet the requirements of this chapter and any requirements of the City that are not otherwise inconsistent with this chapter;
- H. The land where the investment project will occur was not acquired through a condemnation proceeding under Title 8 RCW; and
- I. All other requirements of this chapter have been satisfied as well as any other requirements of the City that are not otherwise inconsistent with this chapter.

Section 3.06.050 Appeals Process

- A. The City must approve or deny an application filed under this chapter within 90 days after receipt of the application.
- B. If the application is approved, the City must issue the applicant a conditional certificate of program approval. The certificate must contain a statement by the Public Works Director that the investment project described in the application will comply with the required criteria of this chapter.
- C. If the application is denied by the City, the City must state in writing the reasons for denial and send the notice to the applicant at the applicant's last known address within 10 days of the denial.
- D. Upon denial of an application by the City, an applicant may appeal the denial to the City's Hearing Examiner within 30 days after receipt of the denial. The appeal before the Hearing Examiner must be

based upon the record made before the City with the burden of proof on the applicant to show that there was no substantial evidence to support the City's decision.

E. The decision of the City on appeal is final.

Section 3.06.060 Application Fee

The City may establish an application fee. This fee shall not exceed the amount determined to be required to cover the cost to be incurred by the City in administering the program under this chapter and shall be reviewed and approved by the City Council on an annual basis. The application fee must be paid at the time the application for program approval is filed.

Section 3.06.070 Additional Requirements, Conditions, and Obligations

- A. Within 30 days of the issuance of a certificate of occupancy by the City for an eligible investment project, the conditional recipient must file with the city the following:
1. A description of the work that has been completed and a statement that the eligible investment project qualifies the property for sales and use tax deferral under this chapter;
 2. A statement of the new affordable housing to be offered as a result of the new construction; and
 3. A statement that the work has been completed within three years of the issuance of the conditional certificate of program approval.
- B. Within 30 days after receipt of the statements required under subsection (A) of this section, the City must determine and notify the conditional recipient as to whether the work completed and the affordable housing to be offered are consistent with the application and the contract approved by the City, and the investment project continues to qualify for a tax deferral under this chapter. The conditional recipient must notify the Director within 30 days of receiving the City's determination as provided by RCW 82.92.070.
- C. The City must notify the conditional recipient within 30 days that a tax deferral under this chapter is denied if the City determines that:
1. The work was not completed within three years of the application date;
 2. The work was not constructed consistently with the application or other applicable requirements;
 3. The affordable housing units to be offered are not consistent with the application and criteria of this chapter; or
 4. The owner's property is otherwise not qualified for sales and use tax deferral under this chapter.
- D. If the City finds that the work was not completed within the required time period due to circumstances beyond the control of the conditional recipient and that the conditional recipient has been acting and could reasonably be expected to act in good faith and with due diligence, the Director, with the approval

of the City Council, may extend the deadline for completion of the work for a period not to exceed 24 consecutive months.

- E. In the event the City determines the conditional recipient is not entitled to a sales and use tax deferral under this Section 3.06.080(D), the conditional recipient may appeal a decision by the City to the City's Hearing Examiner within 30 days after receipt of the denial. The appeal before the Hearing Examiner must be based upon the record made before the City with the burden of proof on the applicant to show that there was no substantial evidence to support the City's decision. The conditional recipient may appeal a decision by the City's Hearing Examiner to deny a deferral of sales and use taxes in superior court under RCW 34.05.510 through 34.05.598 if the appeal is filed within 30 days of notification by the City to the conditional recipient.
- F. Upon denial of the sales and use tax deferral by the City under this Section 08.07D.070, the City shall notify the Department of Revenue, upon which taxes deferred under this chapter are immediately due and payable, subject to any appeal by the conditional recipient.

Section 03.06.080 Annual Report

- A. Thirty days after the anniversary of the date of issuance of the certificate of occupancy and each year thereafter for ten years, the conditional recipient must file with the Director an annual report indicating the following:
 - 1. A statement of the affordable housing units constructed in the property as of the anniversary date;
 - 2. A certification by the conditional recipient that the property has not changed use;
 - 3. A description of changes or improvements constructed after issuance of the certificate of occupancy; and
 - 4. Any additional information requested by the City.
- B. The conditional recipient of a deferral of taxes under this chapter must file a complete annual tax performance report with the Department pursuant to RCW 82.32.534 beginning the year the certificate of occupancy is issued and each year thereafter for 10 years.
- C. In the event the City issues a certificate of program approval under this chapter, it shall report annually by December 31st of each year, beginning in 2025, to the Washington Department of Commerce with the following information:
 - 1. The number of program approval certificates granted;
 - 2. The total number and type of new buildings constructed;
 - 3. The number of affordable housing units resulting from the new construction; and
 - 4. The estimated value of the sales and use tax deferral for each investment project receiving a program approval and the total estimated value of sales and use tax deferrals granted.

Section 3.06.090 Application to the Department

- A. A conditional recipient must submit an application to the Department for a sales and use tax deferral before initiation of the construction of the investment project. In the case of an investment project involving multiple qualified buildings, applications must be made for, and before the initiation of construction, each qualified building. The application must be made to the Department of Revenue in the form and manner prescribed by the Department. The application must include a copy of the conditional certificate of program approval issued by the City, estimated construction costs, time schedules for completion and operation, and any other information required by the Department.

Section 3.06.100 Voluntary Discontinuance

- A. If a conditional recipient voluntarily opts to discontinue compliance with the requirements of this chapter, the recipient must notify the City and Department within 60 days of the change in use or intended discontinuance.
- B. If, after the Department has issued a sales and use tax deferral certificate and the conditional recipient has received a certificate of occupancy, the City finds that a portion of an investment project is changed or will be changed to disqualify the recipient for sales and use tax deferral eligibility under this chapter, the City must notify the Department and all deferred sales and use taxes are immediately due and payable as provided in RCW 82.92.110.
- C. This section does not apply after ten years from the date of the certificate of occupancy.

Section 3.06.110 Transfer of Ownership

- A. Transfer of investment project ownership does not terminate the deferral. The deferral is transferred subject to the successor meeting the eligibility requirements of this Section 08.07D and Chapter 82.92 RCW.
- B. The transferor of an eligible project must notify the City and the Department of such transfer, in writing and whereupon the City will certify to the Department whether the successor meets the requirements of the deferral. The transferor must provide the information necessary for the Department to transfer the deferral. If the transferor fails to notify the City and the Department, all deferred sales and use taxes are immediately due and payable as provided in Chapter 82.92 RCW.

Section 3.06.120 Sunset

This sales and use tax deferral program shall expire five (5) years from the effective date of this ordinance.

This Ordinance shall take effect upon the fifth day following publication.

This Ordinance was **INTRODUCED** on the 18th day of February 2025 and **PASSED** on this 3rd day of March 2025 by the City Council of the City of Raymond, Washington by the following vote:

Ayes –

Noes –

Absent –

Dee Roberts, Mayor

Authenticated By:

Debra Pearson, Deputy Clerk

Publish: 03/12/2025