

CITY ADMINISTRATOR
ROBERT OMANS

CITY CLERK
DEBBIE LEE

FINANCE DIRECTOR
ROBIN NEWCOMB

PUBLIC WORKS DIRECTOR
MATHEW BAILEY

POLICE CHIEF
RICH ALBO

FIRE CHIEF
ED MILLS

PLANNER
COLLEDA MONICK

General Government Committee Agenda

September 24, 2025

8:30 AM



119 W FIRST STREET
CLE ELUM, WA 98922

MAYOR
MATTHEW LUNDH

MAYOR PRO TEM
STEVEN HARPER

GENERAL GOVERNMENT
COMMITTEE

STEVEN HARPER - CHAIR
JERRED WIES
AUDREY MALEK

CITY ATTORNEY
ALEXANDRA KENYON

Join Virtually with Zoom: <https://zoom.us/j/7573184018?pwd=dERndjBJVC9GdVQ1d2ISRExwZFhXZz09>
Meeting ID: 757 318 4018 Passcode: 98922

Join by Phone: 1-(253)215-8782, Meeting ID: 757 318 4018, Passcode:98922

TextMyGov

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DISCLAIMER: The City does not guarantee that virtual or telephonic access to the City Council meeting will be available and the City does not warrant audio quality. Attendees are encouraged to attend in-person.

1. **Call to Order/Pledge of Allegiance**
2. **Unfinished Business**
 - a. CEMC Title 6 Animals - Update
Animal Incident Form
3. **New Business**
 - a. July 23, 2025, General Government Meeting Minutes
 - b. REET 1 - Laurel Hill Memorial Cemetery Irrigation - Update
4. **Other Committee Comments**
5. **Adjourn**

Upcoming Meetings:

Planning Commission Meeting: September 30, 2025 @ 6:00 p.m.

Public Works & Community Development Committee Meeting: October 1, 2025 @ 8:30 a.m.

Coal Mines Trail Commission Meeting: October 6, 2025 @ 4:00 p.m.

Lodging Tax & Events Committee Meeting: October 8, 2025 @ 8:30 a.m.

Regular Council Meeting: October 14, 2025 @ 6:00 p.m.

Public Safety & Health Committee Meeting: October 15, 2025 @ 2:00 p.m.

Historic Preservation Commission Meeting: October 21, 2025 @ 3:00 p.m.

General Government Committee Meeting: October 22, 2025 @ 8:30 a.m.

Title 6

ANIMALS

Chapters:

6.04 **Regulation of Animals ~~and Fowl~~**

Chapter 6.04

REGULATION OF ANIMALS ~~AND FOWL~~

Sections:

- 6.04.010** **Definitions.**
- 6.04.020** **License and registration required.**
- 6.04.030** **License and registration for dogs.**
- 6.04.040** **Unlawful to keep animals which are offensive, dangerous or which constitute a nuisance.**
- 6.04.050** **Limitation on number.**
- 6.04.060** **Dogs and cats not to be permitted at large.**
- 6.04.070** **Excessive noise by dogs or ~~fowl~~ prohibited.**
- 6.04.080** **Manner of keeping animals ~~and fowl~~.**
- 6.04.081** **Grazing animals – Defined.**
- 6.04.082** **General space requirements.**
- 6.04.083** **Barns, corrals and enclosures.**
- 6.04.084** **Animals being driven or ridden.**
- 6.04.085** **Abandonment of animals.**
- 6.04.086** **Animals in heat.**
- 6.04.087** **Animal abuse.**
- 6.04.088** **Rabies inoculation.**
- 6.04.089** **Cruelty to animals.**
- 6.04.090** **Impounding of animals ~~and fowl~~.**
- 6.04.100** **Notice of impounding.**
- 6.04.110** **Redemption of impounded animals ~~or fowl~~.**
- 6.04.120** **Destruction or release of unclaimed animals ~~and fowl~~.**

- 6.04.130 Purchase of unclaimed animals ~~or fowl~~.
- 6.04.140 Records to be maintained.
- 6.04.150 Disposition of dangerous animals ~~or fowl~~.
- 6.04.160 Impounding for observation.
- 6.04.170 Vicious animals ~~or fowl~~ may be destroyed.
- 6.04.180 Interference with enforcement.
- 6.04.190 Penalty for violation.

6.04.010 Definitions.

For the purpose of this chapter the following words shall have the following meanings:

“Animal” means any and all types of animals, including fowl, both domesticated and wild, male and female, singular and plural.

“At large” means off the premises of the owner or custodian of the animal ~~or fowl~~, and not under the physical control of the owner or custodian either by leash, cord, chain or similar restraining device.

“Authorized person” means any law enforcement officer or their designated Animal Control experts~~police officer or the city pound master~~, or any other person acting under the order or direction of a law enforcement officer or designated Animal Control experts.

~~police officer or of the city pound master.~~

“Exotic animal” means any animal that is neither native to the United States nor traditionally raised and tamed by humans. All exotic animals kept within the city must be licensed and registered as per Section 6.04.020.

~~“Fowl” means any and all fowl, domesticated and wild, male and female, singular and plural.~~

“Owner or custodian” means any person or persons, firm, association or corporation, owning, keeping, having charge of, harboring or feeding any animal ~~or fowl~~ in the city.

“Person” means any person, firm, partnership, corporation or association.

“Vicious animal ~~or fowl~~” means any animal ~~or fowl~~ which has evidenced characteristics rendering it reasonably apparent to a prudent person that the animal ~~or fowl~~ is likely to harm persons or other animals.

(Ord. 967 § 1, 1992; Ord. 651 § 1, 1971)

6.04.020 License and registration required.

A. All dogs in the city must be licensed and registered if over three months of age. The dog license shall be an annual license which shall expire at midnight on December 31st of each year and shall be issued by the city clerk upon payment of the following license fees:

	Neutered Male or Spayed Female	Unneutered or Unspayed Female
First dog	\$ 15.07 .50	\$1 50 .00
Second dog	5 10.00	5 13.00
Third dog and each dog thereafter	5 27.00	5 32.00

B. Licenses and tags will be available Mondays through Fridays during normal business hours at the Cle Elum ~~Police Department or online if offered by the City police department~~. The owner or custodian shall state at the time the application is made for each dog license, upon the form provided for that purpose, the owner’s name and address and the name, breed, color and sex of each dog owned, kept or harbored by him or her; provided, this section shall not apply to dogs brought temporarily into the city for a period not to exceed ten days during any calendar year.

C. All exotic pets kept within the city must be licensed and registered. The exotic pet license shall be an annual license which shall expire at midnight on December 31st of each year. Such

license shall be issued by the city clerk upon payment to the clerk of a fee, and upon the satisfactory completion by the owner or keeper of the animal of the registration form provided by the clerk.

(Ord. 1109 § 1, 1999; Ord. 970 § 1, 1992; Ord. 967 § 2, 1992; Ord. 931 § 1, 1991; Ord. 822 § 1, 1984; Ord. 783 § 1, 1981; Ord. 651 § 3, 1971)

6.04.030 License and registration for dogs.

A. All dogs within the City of Cle Elum must be licensed and registered if over three months of age. The animal license shall be an annual license that shall expire at midnight on December 31st of each year. Upon payment of the license fee as set forth in Section 6.04.020A., the city shall issue to the owner or the custodian a license fee receipt and a metal tag for each animal so licensed. The license shall be stamped thereon with the city's name, the current year, and the number corresponding with the number on the issued receipt. Every owner or custodian must provide each dog with a collar to which the license tag must be securely fastened, and must ensure that the collar and tags are worn by the dog at all times. Dog tags are not transferable from one dog to the other. No refund shall be made on any animal license fee as a result of death to the dog or for any other reason.

B. Animal license applications for dogs must include proof of current rabies and distemper immunization.

C. This section shall not apply to dogs brought temporarily into the city.

(Ord. 1342 § 2, 2011)

Editor's note: Ord. No. [1342](#), § 1, adopted March 8, 2011, repealed the former § [6.04.030](#). Section 2 of said ordinance enacted a new § [6.04.030](#) as set out herein. The former § [6.04.030](#) pertained to tag and collar and derived from Ord. [822](#) § 2, adopted 1984; Ord. [651](#) § 4, adopted 1971.

6.04.040 Unlawful to keep animals which are offensive, dangerous or which constitute a nuisance.

It is unlawful for any person, firm or corporation to keep or allow to be kept, within the city, any animal ~~or fowl~~ that is bothersome, noisome, or offensive to the adjacent property owner(s), or which constitutes a nuisance, as determined by the city council after a written complaint is received and a hearing is held.~~dangerous, noisome or offensive to the adjacent property owner(s), or which animal constitutes a nuisance, which determination shall be made by the city council after a written complaint is received by the city council and a hearing on the complaint is held by the city council.~~

(Ord. 967 § 3, 1992; Ord. 651 § 5, 1971)

6.04.050 Limitation on number.

The raising, keeping, breeding or boarding of small animals are subject to the following requirements:

- A. Small animals that are kept as household pets in a dwelling unit in aquariums, terrariums, cages or similar containers shall not be limited in number unless such animals constitute a nuisance.
- B. Other small animals kept as household pets in a dwelling unit shall be limited to four of any one kind.
- C. The number of small animals kept outside a dwelling unit shall be limited as follows:
 - 1. On sites of less than twenty thousand square feet, three per dwelling unit;
 - 2. On sites of between twenty thousand and thirty-five thousand square feet, five per dwelling unit; and

3. On sites greater than thirty-five thousand square feet, one additional small animal per dwelling unit for each one-half acre of site area over thirty-five thousand square feet up to a maximum of twenty.

D. For the purposes of this section, the following definitions shall apply:

1. "Household pets" means small animals that are kept within a dwelling unit.
2. "Small animal" means any animal other than livestock or animals considered to be predatory or wild which are kept outside a dwelling unit all or part of the time. Animals considered predatory or wild, excluding those in zoo animal breeding facilities, shall be considered small animals when they are taken into captivity for the purposes of breeding, domestication, training, hunting or exhibition.

E. If more than one dwelling unit exists on a lot or parcel then, for the purposes of this section, the limitations as set forth above shall apply to each lot or parcel and not to each dwelling unit.

F. Canine limitations: No more than four canines per parcel are permitted, regardless of the number of dwelling units on the parcel. In multi-family dwellings, the total number of canines on the parcel shall not exceed four, and each dwelling unit is limited to no more than two canines.

(Ord. 1452 § 1, 2016; Ord. 822 § 3, 1984; Ord. 651 § 6, 1971)

6.04.060 Dogs and cats not to be permitted at large.

No owner or custodian of any dog or cat shall permit the same to go at large. A dog or cat is considered at large when it is free of restraint or confinement, without leash, and without a person to control the animal. A dog or cat shall not be "at large" if it remains on the owner's premises. A violation of this section is declared to be a nuisance and dangerous to the public health, safety and welfare.

(Ord. 1342 § 2, 2011; Ord. 651 § 2, 1971)

6.04.070 Excessive noise by ~~Animals~~~~dogs or fowl~~ prohibited.

No owner or custodian of any ~~dog or fowl~~animal shall permit the same to remain outside of the dwelling of such owner or custodian or outside of the closed building where the ~~dog or fowl~~animal is kept while any such ~~dog or fowl~~animal is kept while any such ~~dog or fowl~~animal is causing excessive or frequent noises which disturb, or is likely to disturb, the comfort or repose of other persons in the neighborhood. A violation of this section is declared to be a public nuisance and adverse to the public health and welfare.

(Ord. 1342 § 3, 2011; Ord. 651 § 7, 1971)

6.04.080 Manner of keeping animals and fowl.

No owner or custodian of any animal ~~or fowl~~ shall keep or harbor or maintain any such animal ~~or fowl~~, or maintain any place in which such animal ~~or fowl~~ is kept, in such manner as to be unclean or hazardous to health. Unclean or hazardous conditions include, but are not limited to, the unhealthy accumulation of waste, inadequate sanitation, or conditions that pose a risk to the health or safety of the animal, or the public.~~filthy or unsanitary~~. Violation of this section is declared to be a public nuisance and adverse to the public health, safety and welfare.

(Ord. 651 § 8, 1971)

6.04.081 Grazing animals – Defined.

A. *Grazing Animals Defined.* A grazing animal is considered to be one horse, one cow, one mule, four sheep, two burros, four goats or two llamas.

B. Grazing animals must be kept within adequate space and properly constructed fences. Animals raised for commercial purposes require a valid business license. Such animals are to be kept within proper space and properly constructed fences. Animals raised for commercial purposes are considered a business and business licenses are required.

(Ord. 887 § 1, 1989)

6.04.082 General space requirements.

With respects to each grazing animal to be kept within the city the owner or keeper thereof must provide a minimum of ten thousand square feet of grazing area for each grazing animal.

(Ord. 887 § 1, 1989)

6.04.083 Barns, corrals and enclosures.

No person shall keep, use or maintain any livestock barn, corral or enclosure located closer than fifty feet~~which is located closer than one hundred feet~~ to any neighboring residence or other inhabited building within the city.

(Ord. 887 § 1, 1989)

6.04.084 Animals being driven or ridden.

No person shall ride or drive any horse, mare, mule, burro or any other beast of burden of any description in or upon any of the streets or public places within the city faster than an ordinary walking gait; nor ride any of said animals across or onto any sidewalk, parking strip, tavern or other commercial building.

(Ord. 887 § 1, 1989)

6.04.085 Abandonment of animals.

It is unlawful for any person to abandon within the city any domestic animal by dropping off or leaving such animal on any street, road, alley, highway or by dropping off or leaving such animal on the street, road, alley, highway or any other public place or upon private property without the consent of such private property owner. An animal is abandoned when left in any such place without any provision made for the care and feeding of such animal by its owner or keeper.

(Ord. 887 § 1, 1989)

6.04.086 Animals in heat.

Every female dog or cat in heat shall be confined in a building or secure enclosure, in such manner that such female dog or cat cannot come into contact with another animal except for planned breeding.

(Ord. 887 § 1, 1989)

6.04.087 Animal abuse.

~~[Stricken and replaced with reference to RCW 16.52.205: Animal cruelty in the first degree.] No person shall beat, cruelly treat, torment, overload, overwork or otherwise abuse an animal or cause, instigate or permit any dog fight, cock fight, bull fight or other combat between animals or between animals and humans.~~

(Ord. 887 § 1, 1989)

6.04.088 Rabies inoculation.

All ~~dogs, cats, and ferrets~~ ~~dogs~~ licensed within the city shall at all times wear a rabies tag evidencing current rabies inoculation ~~as required by WAC 246-100-197-9-b~~

(Ord. 887 § 1, 1989)

6.04.089 Cruelty to animals.

~~[Stricken and replaced with reference to RCW 16.52.207: Animal cruelty in the second degree.]A. *Injuring Animal with Vehicle.* No person shall willfully injure, beat, abuse or run down any animal with a vehicle. Any person who kills or injures an animal while driving a vehicle shall stop at the scene of the accident and render such assistance as practicable, shall make reasonable efforts to locate and identify himself to the owner or to any person having custody of the animal and shall report the accident immediately to the department of public safety or animal control officer.~~

~~B. *Feeding and Care of Animals.* It is unlawful for any person to keep or harbor an animal within the city without providing a suitable amount of wholesome food and clean water for the nutrition and comfort thereof, and without providing a clean sleeping area, or to leave the premises upon which the animal is confined or to which it customarily returns for more than 24 hours without providing for the feeding and care of such animal in the absence of the person.~~

~~C. *Poisoning of Animals.* It is unlawful for any person to willfully or maliciously poison any domestic animal or bird or to lay out or expose any kind of poison or to leave exposed any poisoned food or drink for man, animal or fowl, or any substance or fluid whatever whereon or wherein there is or shall be deposited or mingled any kind of poison or poisonous or deadly substance, or fluid whatever, on any premises or in any unenclosed place, or to aid or abet any person in doing so; except, that the provisions of this section shall not apply to the killing by poison of any animal or bird in a lawful and humane manner by the owner thereof or by a duly authorized servant or agent of such owner, or by the owner, or by a person acting pursuant to instructions from a duly constituted public authority, in accordance with the exceptions provided in RCW Chapter 16.52.190.~~

~~D. *Injury to Animal – Neglect of Injured Animal.* It is unlawful for any person to:~~

- ~~1. Willfully and cruelly injure or kill any animal by any means causing it fright or pain;~~
- ~~2. By reason of neglect or intent, to cause or allow any animal to endure pain, suffering or injury or to fail or neglect to aid or attempt alleviation of pain, suffering or injury such person has caused to any animal; or~~
- ~~3. Maintain any place where fowl or any animals are suffered to fight upon exhibition or for sport upon any wager.~~

~~E. *Criminal Penalty.* Any person and any owner or custodian found to have violated this Section shall be shall be guilty of a misdemeanor, punishable by not more than 90 days in jail and a fine of not more than \$500.00.~~

(Ord. 1342 § 4, 2011; Ord. 887 § 1, 1989)

6.04.090 Impounding of animals and fowl.

For any violation of this chapter, any authorized person may impound any such offending animal ~~or fowl~~ in the city animal shelter, or, if he deems it necessary, in a suitable private animal shelter.

(Ord. 651 § 9, 1971)

6.04.100 Notice of impounding.

Not later than two days after the impounding of any animal ~~or fowl~~ under the provisions of this chapter, the city ~~Police Department or their designated Animal Control experts police department or city poundmaster~~ shall notify the owner or custodian, if known, ~~by phone call, text message, or personal contact~~ either in person or by first-class United States mail, of the impounding, describing the animal or fowl, and the place and time of taking and advising where the animal is held. If the owner or custodian is unknown a written notice shall be posted for not less than five calendar days on the ~~City Hall main entrance and/or, on the city website or official social media pages. east door of the City Hall (main entrance).~~ City Hall main entrance and/or, on the city website or official social media pages. The notice shall also advise that unless the animal is redeemed within five days after the date of service or posting of notice, the animal may be sold or destroyed.

(Ord. 822 § 4, 1984; Ord. 651 § 10, 1971)

6.04.110 Redemption of impounded animals or fowl.

A. The owner or lawful custodian of any animal ~~or fowl~~ impounded under the provisions of this chapter may reclaim such animal within five days after the notification by phone call, text message, personal contact, or posting of notices as provided in Section 6.04.100~~personal service, mailing, or date of posting of notices above provided~~; provided, however, the animal ~~or fowl~~ shall be released to the owner or custodian only upon payment of the annual license fees for such animal if not paid, and all ~~of the~~ costs and charges incurred by the city for impounding and maintenance of the animal or fowl. These charges shall be paid to the city clerk~~Police Department~~ and shall consist of the following:

1. For each impounding or capturing of any animal ~~or fowl~~, included in the annual license fee; \$10.00;
2. For food and care, \$5.00 per day per animal or fowl.

B. Any owner of an animal ~~or fowl~~ being impounded, not wishing to reclaim the animal ~~or fowl~~ or pay the charges for the animal, may sign a form "release of ownership," giving the city the right to find the animal ~~or fowl~~ a new owner or in the event a new owner cannot be found, the right to destroy the animal or fowl. No additional fee shall accompany this certificate.~~A fee of \$10.00 payable to the city shall accompany each certificate.~~

(Ord. 822 § 5, 1984; Ord. 718 § 2, 1977; Ord. 651 § 11, 1971)

6.04.120 Destruction or release of unclaimed animals and fowl.

All animals ~~and fowl~~ impounded under the provisions of this chapter, if unclaimed, shall be retained in the animal shelter for a minimum period of five days. If at the expiration of five days from date of notice to owner or the date of posting of notice or mailing of notice, the animal ~~or fowl~~ has not been reclaimed, it may be destroyed; or, except in the case of vicious animals or fowl, it may be released to any person, upon such person obtaining a license as provided in this chapter and paying a \$10.00 new owner's fee.

(Ord. 822 § 6, 1984; Ord. 651 § 12, 1971)

6.04.130 Purchase of unclaimed animals or fowl.

In the event any animal ~~or fowl~~ is released to any person other than the owner or lawful custodian pursuant to and in accordance with the provisions of Section [6.04.120](#), such person to whom the animal ~~or fowl~~ is so released shall be deemed a purchaser of the same from the city. The purchaser shall receive from the city clerk a certificate of purchase, and the certificate shall be conclusive evidence of the vesting of complete title to such animal ~~or fowl~~ in the purchaser and of the termination of all interest and rights of the former owner in and to the animal or fowl.

(Ord. 651 § 13, 1971)

6.04.140 Records to be maintained.

The ~~P~~police ~~D~~department shall prepare in duplicate a detailed record of each animal ~~or fowl~~ impounded showing the time and place of taking, a description of the animal or fowl, the name and address of the person to whom released, date of release or other disposition of the animal or fowl. The original copy of this record shall be filed with and maintained in the records of the ~~P~~police ~~D~~department and shall be available to the public for inspection, ~~and one copy thereof shall be filed and maintained in the records of the city clerk.~~

(Ord. 822 § 7, 1984; Ord. 651 § 14, 1971)

6.04.150 Disposition of dangerous animals or fowl.

Whenever it reasonably appears to an authorized person attempting to impound an animal ~~or fowl~~ under the provisions of this chapter that the animal ~~or fowl~~ is dangerous to the public, if capture cannot be effected safely and promptly, said person is authorized to destroy the animal ~~or fowl~~ forthwith.

(Ord. 651 § 15, 1971)

6.04.160 Impounding for observation.

Any authorized person, upon receiving notice that any animal ~~or fowl~~ has bitten any person or has acted in such manner as to indicate that it has rabies or other similar dangerous disease, is authorized to detain such animal ~~or fowl~~ after its identification by the victim or a witness, and the animal ~~or fowl~~ shall be held under observation and for examination by a veterinarian for a period of not less than ten days. The owner or custodian of such animal ~~or fowl~~ will be required to produce proof of rabies immunization. If no owner is located, the city will hold the animal ~~or fowl~~ for ten days, and if the animal is not redeemed by the owner or custodian, it may be sold or destroyed as otherwise provided in this chapter. The owner or custodian of the animal ~~or fowl~~ shall be liable for all medical costs incurred by any person as a result of such animal's behavior, and shall also pay all veterinarian's fees and costs of impoundment and care as provided in this chapter before such animal may be redeemed.

(Ord. 822 § 8, 1984; Ord. 651 § 16, 1971)

6.04.170 Vicious animals ~~or fowl~~ may be destroyed.

Any vicious animal ~~or fowl~~ impounded under the provisions of this chapter and remaining unredeemed after notice has been given as provided in this chapter, or any animal ~~or fowl~~ which has bitten any person and after examination by a qualified veterinarian has been determined by him to have rabies or other disease rendering the animal dangerous to persons, may be destroyed by any authorized person.

(Ord. 651 § 17, 1971)

6.04.180 Interference with enforcement.

It is unlawful for any person, firm, organization or corporation to interfere with, hinder, delay or impede any authorized person in the enforcement of the provisions of this chapter.

(Ord. 651 § 18, 1971)

[Note: Consult Chief Albo for any revisions to this section.]**6.04.190 Penalty for violation.**

A. *Civil Penalties – First and Second Violations.* Any person and any owner or custodian violating any provisions of this chapter (with the exception of Section [6.04.089](#)) shall incur a fine in the amount of \$50.00 for a first violation, and a fine in the amount of \$100.00 for a second violation within the twelve consecutive month period following the date on which the first violation was found to be committed.

B. *Criminal Penalties – Third and Subsequent Violations.* A third violation of any provision of this chapter (with the exception of Section [6.04.089](#)) within the 12-consecutive month period following the date on which the first violation was found to be committed shall be a misdemeanor, punishable by not more than 90 days in jail and a fine of not more than \$500.00. A fourth violation of any provision of this chapter (with the exception of CEMC [6.04.089](#)) within the 12-consecutive month period following the date on which the first violation was found to be committed shall be a gross misdemeanor, punishable by not more than one year in jail and a fine of not more than \$5,000.00. A fifth or subsequent violation of any provision of this chapter (with the exception of Section [6.04.089](#)) shall be a gross misdemeanor, regardless of the passage of time from the date on which the first violation was found to be committed, punishable by not more than one year in jail and a fine of not more than \$5,000.00.

(Ord. 1342 § 5, 2011; Ord. 822 § 9, 1984; Ord. 651 § 19, 1971)

The Cle Elum Municipal Code is current through Ordinance 1700, passed June 10, 2025.

Disclaimer: The city clerk's office has the official version of the Cle Elum Municipal Code. Users should contact the city clerk's office for ordinances passed subsequent to the ordinance cited here.

[City Website: cityofcleelum.com](http://cityofcleelum.com)

[City Telephone: \(509\) 674-2262](tel:(509)674-2262)

[Hosted by General Code.](#)

CLE ELUM GENERAL GOVERNMENT COMMITTEE
MINUTES
JULY 23, 2025
8:30 AM
119 W FIRST STREET
CLE ELUM, WA 98922

1. Call to Order/Pledge of Allegiance

Steven Harper - present
Jerred Weis - present
Audrey Malek - present

Matthew Lundh - Mayor
Rob Omans - City Administrator
Jackie Von Dongen - Code Enforcement
Debbie Lee - Clerk

2. Unfinished Business

a. CEMC Title 6 Animals

Committee Chair Harper asked if the committee had any changes to the red-lined version of Title 6 Animals.

Points of discussion:

- The committee went over the attached suggestions from Chief Albo.
- An Animal Incident Report Form was created.
- A few suggestions were added: closest breed of animal, size of animal, for example, small, medium and large and add weight to this description, also if this was a first time offense or a repetitive event.
- The committee will reach out to legal on how the hearing will work and what it will look like when it is related to municipal code 6.04.040 unlawful to keep animals that are offensive.
- Municipal code 6.04.110 redemption of impounded animals will be forwarded to legal for creative language to accomplish the goal.
- 6.04.140 records to be maintained need to clarify who is keeping the records, possibly talk with legal if it is the city's responsibility to see if someone else can keep the records (for example, AARF).

Steven Harper will incorporate all the changes that were discussed and hopefully have a clean version for the committee at the next meeting.

[Chief Albo Comments on Code Update](#)

General Government Committee Agenda

July 23, 2025

119 W FIRST STREET
CLE ELUM, WA 98922

[Animal Incident Form](#)

3. New Business

a. [Meeting Minutes Dated June 25, 2025](#)

MOTION: Committee Member Weis made a motion to approve the meeting minutes dated June 25, 2025; seconded by Committee Member Malek.

MOTION CARRIED: 3 yes 0 no.

b. [Ordinance 1702 - Amending Section 5.02.010 Update Minimum Business Threshold](#)

Steven Harper explained that this is an update required by the Department of Revenue regarding the threshold for obtaining a business license. The city attorney drafted this Ordinance. The committee will recommend this to the City Council once it is clarified who decides the threshold amount every 4 years. Is it the City Treasurer or the Department of Revenue? This will be answered before the next Council Meeting in August.

4. Other Committee Comments

5. Adjourn

The meeting was adjourned at 9:01 a.m.

Steven Harper, Chair

Debbie Lee, Clerk

Table 19. Summary of the Cle Elum Municipal Airport's Capital Improvement Program

Year	Project or Program	Status (Planned or Secured)
2019	Apron & Taxi lane	Planned
2019	Runway Maintenance – Crack seal, fog seal, repaint markings	Planned
2019	Remove Obstructions – Trees on airport property	Planned
2020	West Taxi lane Rehabilitation	Planned
2021	East Taxi lane Rehabilitation	Planned
2022	Install Fence	Planned
2023	Apron Expansion	Planned
2024	RPZ EA – Environmental Assessment for land acquisition	Planned
2025	Construct Helpads	Planned

Cle Elum is developing municipal codes in 2019 to address airport land uses, restrictions, and fees to be compatible with Washington State and federal regulations. Additionally, airport-related goals and policies are being added to this update of the Comprehensive Plan.

Table 20. Potential Grant or Funding Sources for Airport Capital Improvements

Funding Grant or Source	Link
AIP Entitlement Grants and Discretionary Grants from the Federal Aviation Administration	https://www.faa.gov/airports/aip/2018_aip_grants/
Washington State Department of Transportation State Aviation Grants	https://www.wsdot.wa.gov/aviation/Grants/

9. Laurel Hill Memorial Park (Cemetery)

The Laurel Hill Memorial Park is 43.39 acres in size. Approximately 1/4 of the cemetery's capacity is used and the cemetery interns an average of 25 people each year. Needed improvements for the cemetery include extending water lines to the cemetery for irrigation.

The Department of Archaeology and Historic Preservation established a funding source for cemeteries meeting age and size requirements. Cle Elum's cemetery qualifies to apply for capital projects through the new grant opportunity.

Table 21. Potential Grant or Funding Source for Cemeteries

Funding Grant or Source	Link
Department of Archaeology and Historic Preservation	https://dahp.wa.gov/archaeology/cemeteries/historic-cemetery-grant-program

Real Estate Excise Taxes (REET)

This page provides a general overview of real estate excise taxes (REET) for local governments in Washington State, including the state real estate excise tax, REET 1, REET 2, and other local REET options, as well as exemptions and sample documents.

For an even more comprehensive discussion of local REET options, as well as a wide variety of other revenue sources, refer to MRSC's [City Revenue Guide](#) and [County Revenue Guide](#).

New legislation: Effective July 27, 2025:

- [HB 1791](#) provides significant new flexibility regarding the use of REET revenues, including allowing REET 1 revenues to be used for REET 2 purposes and vice versa, removing the distinctions between GMA and non-GMA jurisdictions for REET 1, removing certain reporting requirements, and amending the use of revenues for homelessness and affordable housing.
- [HB 1650](#) allows REET 1 and REET 2 revenues to be used for certain airport capital projects.

We will update this page soon to reflect this legislation.

[On this Page \[hide\]](#) ▲

[Overview](#)

[State Portion of Real Estate Excise Tax](#)

[REET 1 – The First Quarter Percent](#)

[REET 2 – The Second Quarter Percent](#)

[Using REET 1 and REET 2 for Maintenance](#)

[Using REET 2 for Affordable Housing and Homelessness](#)

[REET in Lieu of Sales Tax](#)

[Conservation Areas REET](#)

[Affordable Housing REET](#)


[REET Exemptions](#)

[Accounting for REET Funds](#)

[Examples of REET Ordinances/Documents](#)

[Recommended Resources](#)

Overview

The State of Washington levies a real estate excise tax (REET) upon most sales of real property. The tax is calculated based on the full selling price, including the amount of any liens, mortgages, and other debts given to secure the purchase. The tax is due at the time of sale and is collected by the county when the documents of sale are presented for recording ([WAC 458-61A-301](#).

In addition to the state real estate excise tax, cities and counties may impose local real estate excise taxes. The two main REET options for cities and counties are:

- **REET 1, or the “first quarter percent”** – a 0.25% REET which may be imposed by any city, town, or county primarily for capital projects and limited maintenance;
- **REET 2, or the “second quarter percent”** – an additional 0.25% REET which may be imposed by any city, town, or county fully planning under the [Growth Management Act](#), to be used primarily for capital projects and limited maintenance;

There are also several other, more limited REET options available to certain cities and counties as discussed below.

Real estate excise taxes are typically the responsibility of the seller of the property, not the buyer, although the buyer is liable if the tax is not paid. However, sometimes the buyer pays some or all of the tax as part of the negotiated sale agreement, and there are a few other exceptions described below.

State Portion of Real Estate Excise Tax

The State of Washington levies a real estate excise tax (REET) upon sales of real estate ([chapter 82.45 RCW](#)). While most of this revenue goes to the state general fund, a portion is deposited into certain accounts that are distributed to local governments, including the public works assistance account ([RCW 43.155.050](#)) used for loans and grants for public works projects and the city-county assistance account ([RCW 43.08.290](#)) for distribution to qualifying cities and counties.

The state rate used to be a flat 1.28% of the purchase price. However, effective January 1, 2020 the state implemented a graduated REET tax scale based on the selling price of the property ([RCW 82.45.060](#)). These sale price thresholds will be adjusted by the state Department of Revenue (DOR) every four years; for the current state REET thresholds, see [DOR's Real Estate Excise Tax webpage](#).

The sale of real property classified as timberland or agricultural land is not subject to the graduated tax scale and is taxed at a flat 1.28% rate regardless of the sale price.

REET 1 – The First Quarter Percent

Any city, town, or county may impose a 0.25% real estate excise tax – known as REET 1 or the “first quarter percent” ([RCW 82.46.010](#)). If a county imposes this tax, it is applied within the unincorporated areas only. This tax may be imposed by the legislative body and does not require voter approval. Almost all cities, towns, and counties in the state have imposed REET 1, with the exception of a few very small jurisdictions.

REET 1 revenues are restricted and may only be used for certain purposes. However, the exact purposes depend on the jurisdiction’s population and whether or not it is fully planning under the Growth Management Act (GMA).

Population > 5,000 and Fully Planning Under GMA

Cities and counties that are fully planning under GMA *and* have a population of more than 5,000 must spend their REET 1 revenues on “capital projects” that are listed in the capital facilities plan (CFP) element of their comprehensive plan. [RCW 82.46.010](#) (6)(b) defines “capital projects” as:

[T]hose public works projects of a local government for planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets; roads; highways; sidewalks; street and road lighting systems; traffic signals; bridges; domestic water systems; storm and sanitary sewer systems; parks; recreational facilities; law enforcement facilities; fire protection facilities; trails; libraries; administrative facilities, judicial facilities, river flood control projects [...] and technology infrastructure that is integral to the capital project.

Sub-section (2)(b) also states that REET 1 funds may be spent on housing relocation assistance as defined within [RCW 59.18.440](#) and [59.18.450](#), which in summary provide assistance to low-income tenants under specific circumstances defined by statute and local ordinance.

In addition, a portion of the REET 1 proceeds may be used for the maintenance of capital facilities as described below, with additional reporting requirements.

Note that REET 1 funds may not be used for developing or updating a capital facilities plan (CFP) or capital improvement plan (CIP), but they can be used for design, engineering, surveys, etc. associated with a specific qualifying project listed in a CFP or CIP.

Population ≤ 5,000 or Not Fully Planning Under GMA

Cities and counties that are not fully planning under GMA, or that are fully planning but have a population of 5,000 or less, must spend their REET 1 revenues “for any capital purpose identified in a capital improvements plan and local capital improvements, including those listed in [RCW 35.43.040](#)” (see [RCW 82.46.010](#) (2)(a)).

[RCW 35.43.040](#) lists local improvements that can be funded through a local improvement district (LID), which includes projects such as streets, parks, sewers, water mains, swimming pools, and gymnasiums. Local capital improvements include the acquisition of real and personal property associated with such improvements – so for instance, land acquisition for parks is a permitted expenditure.

Capital projects not listed in the local improvement statute (for example, a fire station, city hall, courthouse, or library) are also permitted uses as long as they are included in the city's capital improvement plan (CIP).

Expenditures that are not allowed are such things as the purchase of police cars or backhoes. Accountants may consider these to be "capital" for accounting purposes, but they are not considered "capital purposes" or "local capital improvements" as defined in the REET statute. See [correspondence between Allen R. Hancock, Deputy Prosecuting Attorney of Island County and Philip H. Austin, Senior Deputy Attorney General](#) (1984).

In addition, a portion of the REET 1 proceeds may be used for the maintenance of capital facilities as described below, with additional reporting requirements.

Note that REET 1 funds may not be used for developing or updating a capital improvement plan, but they can be used for design, engineering, surveys, etc. associated with a specific qualifying project listed in a CIP.

REET 2 – The Second Quarter Percent

In addition to REET 1, any city or town that is fully planning under the Growth Management Act (GMA) may impose an additional 0.25% real estate excise tax – known as "REET 2" or the "second quarter percent" ([RCW 82.46.035](#)). If a county imposes this tax, it is applied within the unincorporated areas only. Unlike REET 1, there are no differences based on population size.

For jurisdictions that are *required* to fully plan under GMA, REET 2 may be imposed by the legislative body and does not require voter approval. However, any jurisdiction that is *voluntarily* choosing to plan under GMA must submit the REET 2 proposition to voters.

REET 2 revenues are restricted and may only be used for financing "capital projects" specified in the capital facilities plan element of the city's comprehensive land use plan. [RCW 82.46.035](#)(5) defines "capital project" as:

- (a) Planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems;

(b) Planning, construction, reconstruction, repair, rehabilitation, or improvement of parks; and

(c) Until January 1, 2026, planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of facilities for those experiencing homelessness and affordable housing projects.

However, the use of funds for affordable housing and homelessness in subsection (5)(c) is subject to certain limitations described below.

Note that the definition of “capital project” for REET 2 is more restrictive than it is in the REET 1 statute. REET 2 funds are more specifically directed to infrastructure and parks capital projects. (However, note that park lands “acquisition” is not an allowed use for REET 2.) **REET 2 omits public facilities** such as law enforcement, fire protection, libraries, administration, and courts that were listed within the REET 1 statute.

However, REET 2 funds *may* be used for REET 1 projects, as well as REET 2 maintenance, subject to certain limitations described below.

REET 2 funds may not be used for developing or updating a capital facilities plan (CFP) or capital improvement plan (CIP), but they can be used for design, engineering, surveys, etc. associated with a specific qualifying project listed in a CFP or CIP.

Using REET 1 and REET 2 for Maintenance

Cities, towns, and counties may use a portion of their REET 1 and REET 2 funds for capital project maintenance, subject to limitations and reporting requirements as described below. Some REET 2 funds may also be used to fund REET 1 projects, subject to the same conditions and reporting.

The definition of “maintenance” is the same for both REET 1 ([RCW 82.46.015](#)) and REET 2 ([RCW 82.46.037](#)):

For purposes of this section, “**maintenance**” means the use of funds for **labor and materials that will preserve, prevent the decline of, or extend the useful life of a capital project.** “Maintenance” *does not include labor or material costs for routine operations of a capital project* [emphasis added].

Using REET 1 for Maintenance

Any city, town, or county, regardless of its population or whether it fully plans under GMA, may use up to \$100,000 or 25% of its available REET 1 funds – whichever is greater, but not to exceed \$1 million per year – for the maintenance of REET 1 capital projects ([RCW 82.46.015](#)). The definition of capital projects is the same as in [RCW 82.46.010](#)(6)(b).

Using REET 2 for Maintenance and REET 1 Projects

Similarly, any city, town, or county that is fully planning under GMA may use up to \$100,000 or 25% of its available REET 2 funds – whichever is greater, but not to exceed \$1 million per year – for the following purposes ([RCW 82.46.037](#)):

- The maintenance of REET 2 capital projects, as defined in [RCW 82.46.035](#)(5).
- Planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, improvement, or maintenance of REET 1 capital projects that are not also included within the REET 2 definition of capital projects.

Reporting Requirements

To use REET 1 and/or REET 2 funds for maintenance, the city or county must fulfill additional reporting requirements defined within [RCW 82.46.015](#) (REET 1) and [RCW 82.46.037](#) (REET 2), including preparing and adopting a written report that includes:

- Information necessary to demonstrate that the city has, or will have, adequate funding from all sources to pay for all capital projects identified in its capital facilities plan;
- How revenues collected under REET 1 and/or REET 2 have been used during the prior two-year period;
- How revenues collected under REET 1 and/or REET 2 will be used for the succeeding two-year period; and
- What percentage of funds for capital projects is attributed to REET 1 and/or REET 2 revenues compared to all other sources of capital project funding.

This report must be adopted as part of the public budget process.

Additionally, the local government must declare that it has not enacted any requirement on the listing or sale of real property; or any requirement on landlords, at the time of executing a lease, to perform or provide physical

improvements or modifications to real property or fixtures, except if necessary to address an immediate threat to health or safety; unless the requirement is specifically authorized by other state and federal laws.

Using REET 2 for Affordable Housing and Homelessness

New legislation in 2019 expanded the use of revenues for homeless housing to also include affordable housing ([RCW 82.46.035](#)(6)). Until January 1, 2026 any city may now use up to \$100,000 or 25% of its available REET 2 funds – whichever is greater, but not to exceed \$1 million – for affordable housing projects and the planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of facilities for those experiencing homelessness, as long as such projects are listed in the capital facilities plan. (These dollar limits do not apply to any city that used REET 2 revenue for homeless housing prior to June 30, 2019.)

To use REET 2 for affordable housing and homelessness, the city must document in its capital facilities plan that it has funds during the next two years for capital projects in subsection (5)(a) of the section – which is to say, all REET 2-eligible capital projects *except* park projects (which are listed in subsection (5)(b)). Note that these documentation requirements are much less stringent than the reporting requirements necessary to use REET 2 for maintenance/REET 1 projects.

REET in Lieu of Sales Tax

Any city, town, or county that is *not* levying the "optional" or "second half" sales tax ([RCW 82.14.030](#)(2)) may levy an additional real estate excise tax up to 0.5% ([RCW 82.46.010](#)(3)), with the revenues restricted in the same manner as REET 1. However, all cities and counties have levied the "second half" sales tax and are not eligible for this revenue source.

Conservation Areas REET

Any county may impose an additional real estate excise tax of up to 1.0% for conservation areas ([RCW 82.46.070](#)). Cities do not have this authority. Unlike REET 1 and REET 2, which are only imposed within the unincorporated areas, the conservation area REET is imposed upon all properties countywide, including within the incorporated cities. However, this tax does not apply to properties that the county acquires as conservation areas. Unlike

other real estate excise taxes, which are typically the responsibility of the seller, the conservation area REET is the responsibility of the buyer.

This REET option requires voter approval with a simple majority and must be periodically reauthorized by voters. The ballot measure must specify the length of time and the maximum rate at which the REET will be imposed.

The revenues must be used exclusively for the acquisition and maintenance of “conservation areas.” For the definition of “conservation areas,” the statute references [RCW 36.32.570](#), which states:

“[C]onservation area” means land and water that has environmental, agricultural, aesthetic, cultural, scientific, historic, scenic, or low-intensity recreational value for existing and future generations, and includes, but is not limited to, open spaces, wetlands, marshes, aquifer recharge areas, shoreline areas, natural areas, and other lands and waters that are important to preserve flora and fauna.

The county must prepare a plan for the expenditure of the proceeds, and the proceeds must be spent in conformance with this plan. Prior to the adoption of the plan, the county must consult with the elected officials of cities located within the county and hold a public hearing to obtain public input.

As of 2024, only San Juan County has successfully imposed this conservation area REET.

Affordable Housing REET

Any county that imposed a conservation area REET (see above) at the full rate of 1.0% no later than January 1, 2003, may impose an additional excise tax of 0.5% upon all real estate sales within the county for affordable housing ([RCW 82.46.075](#)). San Juan County is the only eligible county and successfully passed its first affordable housing REET measure in 2018.

As with the conservation area REET, the tax is imposed upon all real estate sales countywide, including within incorporated cities. Cities have no affordable housing REET authority. Unlike other REET options which are typically the responsibility of *either* the buyer or the seller, the statute states that the affordable housing REET shall be the obligation of *both* the buyer and the seller. The county legislative body must establish the allocation of this tax obligation between the buyer and the seller, with at least 50% being the obligation of the buyer.

This REET option requires voter approval with a simple majority and must be periodically re-authorized by voters. The ballot measure must specify the length of time and the maximum rate at which the REET will be imposed.

The revenues must be used exclusively for the development of affordable housing, including acquisition, building, rehabilitation, and maintenance and operation of housing for very low-income, low-income, and moderate-income persons and those with special needs.

The county must prepare a plan for the expenditure of the proceeds, and the proceeds must be spent in conformance with this plan. Prior to the adoption of the plan, the county must consult with the elected officials of cities located within the county and hold at least one public hearing to obtain public input.

REET Exemptions

Some real estate property transfers are exempt from REET under [chapter 458-61A WAC](#). For instance, gifts of real property are generally exempt from REET ([WAC 458-61A-201](#)), as are transfers of property through wills or inheritance ([WAC 458-61A-202](#)) and transfers due to divorce settlement agreements ([WAC 458-61A-203](#)). Any property sold by a government agency is exempt from REET, but generally any real property purchased by a government agency is subject to REET unless otherwise exempted ([WAC 458-61A-205](#)).

Accounting for REET Funds

Because REET 1 and REET 2 revenues are restricted to eligible capital projects, they must be accounted for separately in a capital projects fund. Those cities and counties that are planning under GMA and levying both REET 1 and REET 2 need to keep track of each of these revenues separately because the allowable uses are different ([RCW 82.46.010](#)(5)(b) and [82.46.035](#)(5)).

Although no special direction is given in the statutes as to how to account for funds collected under [RCW 82.46.070](#) for conservation areas or [RCW 82.46.075](#) for affordable housing, both of these statutes explicitly state that “the proceeds of the tax shall be used exclusively” for those respective purposes, so we recommend keeping these revenues in separate special revenue funds.

Examples of REET Ordinances/Documents

Below are several sample documents related to local real estate excise taxes, including several sample ordinances that MRSC has prepared for imposing REET 1 and REET 2.

MRSC REET 1 Sample Ordinances

- [Cities and towns planning under GMA and population over 5,000](#) (2012)
- [Cities and towns not planning under GMA or with a population of 5,000 or less](#) (2012)
- [Counties planning under GMA and population over 5,000](#) (2012)
- [Counties not planning under GMA or with a population of 5,000 or less](#) (2012)

MRSC REET 2 Sample Ordinances

- [Cities and towns planning under GMA](#) (2012)
- [Counties planning under GMA](#) (2012)

Affordable Housing REET

- [San Juan County Ordinance No. 11-2018](#) (2018) – Establishing requirements for collection and disbursement of affordable housing REET revenues; also includes supporting resolution establishing election date

Other REET Documents

- [Kirkland REET 1 and REET 2 Maintenance Expenses Report](#) (2018) – See final page for explanation of why city chose this format for the report
- [Oak Harbor REET 1 and REET 2 Maintenance Expenses Report](#) (2018) – Identifies one maintenance project and three REET 1 projects funded by REET 2 revenues
- [Pacific County Resolution No. 2017-029](#) (2017) – Submitting REET 2 to voters, as required by RCW 82.46.035(2) for jurisdictions voluntarily planning under GMA. Also includes two-page FAQ.


Recommended Resources

- [WA Department of Revenue Real Estate Excise Tax](#)  – Includes examples of how the graduated state real estate excise tax is calculated,

information on exemptions, and links to current and historical REET rates for all cities and counties

- [WA Department of Revenue 2023 Tax Reference Manual: Real Estate Excise Tax](#) 

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