

AGENDA
MORTON CITY COUNCIL MEETING
7:00 PM September 28, 2026

Mayor Rick Mead

City Clerk LuAnn Ward

Council Jason Sawyer
Council Maria Gonzalez
Council Peter Hansen
Council Jeff Johnson
Charlie Clevenger

REGULAR COUNCIL MEETING

- 1. PLEDGE OF ALLEGIANCE**
- 2. CONSENT AGENDA:**
Minutes of August 24, 2026 vouchers and EFT's
- 3. PUBLIC COMMENT – ITEMS ON AGENDA ONLY**
- 4. COUNCIL COMMITTEE UPDATE**
- 5. DISCUSSION**
 1. Bee complaints from citizens.
 2. Councilman Hansen and Clevenger update on clean-up help.
- 6. NEW BUSINESS:**
 1. Ordinance 2026-08 regarding town hall meetings, workshops and other meetings of the council.
 2. Ordinance 2026-09 amending MMC 15.04 adopting the state building code as required by law.
 3. Ordinance 2026-10 establishing new tax application.
 4. Councilman Clevenger painting curb in front of hospital bus stop.
- 7. OLD BUSINESS:**
 1. None
- 8. PUBLIC PARTICIPATION: - LIMIT 3 MINUTES**

ADJOURN:

August 24, 2026
Morton City Council Regular Meeting

Mayor Rick Mead
Councilman Jason Sawyer
Councilwoman Maria Gonzalez
Councilman Peter Hansen
Councilman Jeff Johnson
Councilman Charlie Clevenger

7:00 pm – REGULAR COUNCIL MEETING

Pledge of Allegiance: Led by Mayor Rick Mead

Council amended the agenda by adding an Executive session (RCW42.30.120(1) and Town Hall discussion under old business. (Motion by councilman Hansen, 2nd councilwoman Gonzalez, all in favor)

Council broke for executive session at 7:03 pm – RCW42.30.120(1) and returned 7:08 pm – no decisions were made.

Consent Agenda minutes, vouchers and EFTs from July 27, 2026 (Motion by councilman Johnson, 2nd councilwoman Gonzalez, all in favor)

Public comment:
None

Council Committee Update

Councilman Sawyer - Junk & Joy is a new business in town; NAPA officially moved. A townhall meeting will be held Tues. at Main Ave Coffee House with a focus on improving business in downtown.

Councilman Hansen – City started working on budget

Councilman Johnson - the park committee along with FOMP is working on park improvements

Councilwoman Gonzalez – working on striping by the school

Councilman Clevenger – PW replaced old water lines on Bingaman Dr., replaced culvert at airport

New business:

- Erika Katt – LC Emergency Management – spoke about wildfires, creating zones around homes to protect from fire, signing up for LC Alerts
- Councilman Sawyer suggested mayor pro-tem be voted on annually. The state RCW requires every 2 years. A comment was made the city already votes every year for mayor pro-tem and council committees and will remain doing so.
- Councilmen Hansen and Clevenger announced volunteering to help people in our community with lawn and garbage pick-up
- Citizen Tara acknowledged being a council member is a hard job and thanks council for what they do; she encourages council members to take on-line classes offered by MRSC.

- Council approved Ordinance 2026-07 accepting pantry donation from ELC Chamber (Motion by councilwoman Gonzalez, 2nd councilman Johnson, all in favor)
- Council approved giving \$4000.00 in tourism funds to the city to increase wages for Backstrom Park Manager (Motion councilman Johnson, 2nd councilman Gonzalez, all in favor)

Old business:

Council discussed having town meetings and asked city attorney to draft an ordinance for additional council meeting-workshops on the 2nd Monday of each month.

Public Participation:

Citizen Richard said thank you to all the council members for what they do.

Councilman Johnson stated he would like to see police blotter in paper.

Citizen Tara would like to see something done to improve acoustics, sometimes is hard to hear.

Motion to adjourn councilman Johnson, 2nd councilman Hansen, all in favor.

Adjourn 7:55 pm

Respectfully, LuAnn Ward, City Clerk

Ricky Mead, Mayor

DISCUSSION – SEPTEMBER 28, 2026 COUNCIL MEETING

The city has received “3” complaints regarding bees in our town. The general complaints:

Bee droppings on their windows, vehicles and outdoor furniture.

Approximate area of complaints

1 – 500 block Main Ave

2 – Sixth St

3 – First St.

CITY OF MORTON, WASHINGTON

ORDINANCE NO. 2026-08

AN ORDINANCE OF THE CITY OF MORTON, WASHINGTON, CONCERNING CITY COUNCIL MEETINGS, TOWN HALL MEETINGS, WORKSHOPS, AND OTHER MEETINGS OF THE COUNCIL; AND PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

RECITALS:

WHEREAS, the City of Morton, Washington (the "City") is a Code City under the laws of the State of Washington; and

WHEREAS, pursuant to RCW 35A.11.020, the City may adopt and enforce ordinances of all kinds relating to and regulating the City's local or municipal affairs and appropriate to the good government of the City; and

WHEREAS, RCW 35A.12.110 requires the city council and mayor to meet regularly, at least once a month; and

WHEREAS, Chapter 42.30 RCW (Open Public Meetings Act) defines "Action" as the transaction of the official business of a public agency by a governing body including but not limited to receipt of public testimony, deliberations, discussions, considerations, reviews, evaluations, and final actions. "Final action" means a collective positive or negative decision, or an actual vote by a majority of the members of a governing body when sitting as a body or entity, upon a motion, proposal, resolution, order, or ordinance; and

WHEREAS, the City Council desires to meet more often to discuss specific topics in a workshop setting with citizens; and

WHEREAS, the City Council intends that no formal action will occur at these additional meetings, but rather it is an opportunity to hear from the public; and

WHEREAS, this additional meeting requires a quorum to constitute a public meeting; and

WHEREAS, all references herein to "MMC" shall mean the "Morton Municipal Code," and

WHEREAS, Chapter 2.04 MMC is titled "City Council"; and

WHEREAS, the Council desires to create a new section of Chapter 2.04 MMC as set forth herein.

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

Section 1. Section 2.04.015 of the Morton Municipal Code is hereby created to state:

2.04.015 Additional Council Meetings - Workshops.

The Morton city council shall hold a regular public meeting on the second Monday of each month commencing at 7:00 p.m. The meeting on the second Monday of each month shall be a workshop. Workshops are intended for in-depth discussion of city business and ordinarily no final action will be taken. If there is no business for which a workshop is needed, the workshop meeting may be canceled.

Section 2. **Repealer.** All ordinances or parts of ordinances inconsistent with the provisions of this Ordinance are hereby repealed.

Section 3. **Severability.** If any section, sentence, clause, or phrase of this Ordinance should be held to be unconstitutional or unlawful by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this Ordinance.

Section 4. **Effective Date.** This ordinance shall take effect five (5) days after its publication, or publication of a summary thereof, in the City's official newspaper, or as otherwise provided by law.

Section 5. **Corrections.** Upon approval of the City Attorney, the City Clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbers, section/subsection numbers, and any references thereto.

PASSED by the Council of the City of Morton, Washington, and **APPROVED** by the Mayor of the City of Morton at a regularly scheduled open public meeting thereof, this 28th day of September, 2026.

Ricky Mead, Mayor

Attest:

Approved as to form:

LuAnn Ward, City Clerk

Marissa Y. Jay, WSBA # 55593
City Attorney

Approved Reading: _____/2026
Publication Date: _____/2026
Effective Date: _____/2026

CITY OF MORTON, WASHINGTON

ORDINANCE NO. 2026-09

AN ORDINANCE OF THE CITY OF MORTON, WASHINGTON, AMENDING AND REAFFIRMING SECTIONS OF MORTON MUNICIPAL CODE CHAPTER 15.04; ADOPTING THE STATE BUILDING CODE AS REQUIRED BY LAW; AMENDING AND REAFFIRMING SECTIONS OF ORDINANCE NO. 04-02 AS NECESSARY; AND PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

RECITALS:

WHEREAS, the City of Morton, Washington (the “City”) is a Code City under the laws of the State of Washington; and

WHEREAS, pursuant to RCW 35A.11.020, the City may adopt and enforce ordinances of all kinds relating to and regulating the City’s local or municipal affairs and appropriate to the good government of the City; and

WHEREAS, all references herein to “MMC” shall mean the “Morton Municipal Code,” and

WHEREAS, Chapter 15.04 MMC is entitled “INTERNATIONAL CODES*”; and

WHEREAS, Ordinance No. 04-02, as codified at Chapter 15.04 of the Morton Municipal Code, was enacted in 2004; and

WHEREAS, the State Building Code updated in March of 2024 causing the City’s building code to be obsolete or out of date; and

WHEREAS, the State Building Code will update on May 3, 2027, resulting in the City’s building code to continue to be out of date; and

WHEREAS, the State has mandated the use of the State Building Code as required in Chapters 19.27 and 19.27A RCW; and

WHEREAS, the Council desires to amend Chapter 15.04 MMC as set forth herein.

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

Section 1. Section 15.04.005 of the Morton Municipal Code is hereby created to state:

15.04.005 State Building Code Adopted.

- A. Except as otherwise provided in this chapter, the City hereby adopts by reference the most current version of the Washington State Building Code as promulgated and adopted by the Washington Building Code Council in Title 51 WAC pursuant to Chapter 19.27 RCW and Chapter 19.27A RCW, as may be amended or recodified from time to time, which shall include Chapters 51-04 through 51-56 WAC, as may be amended or recodified from time.
- B. All supplements and appendices to codes, as they now exist or are hereafter amended, recodified, or replaced, enumerated in Chapters 19.27 and 19.27A RCW and Title 51 WAC, are adopted and in force as part of this code.
- C. All future supplements and appendices to codes enumerated in Chapters 19.27 and 19.27A RCW and Title 51 WAC, adopted by the State Building Code Council, are adopted by reference.
- D. The rules adopted by the Washington State Building Code Council establishing standards for making buildings and facilities accessible to and usable by the physically disabled or elderly persons as provided in RCW 70.92.100 through 70.92.160, as they now exist or are hereafter amended, recodified, or replaced.
- E. The City Clerk shall maintain on file one copy of each code as provided for by RCW 35A.12.140 and each code may also be accessed electronically through the State Building Code Council website.

Section 2. Section 15.04.010 of the Morton Municipal Code, as last amended by Ordinance No. 04-02 is hereby amended to state:

15.04.010 Additional Building Regulations/Codes:

The city of Morton adopts the following Codes, by reference, now or as hereafter amended, subject to modifications and/or amendments hereinafter set forth:

- A. Installation of factory built housing and commercial structures, RCW 43.22.460, together with WAC 296-150C-0540, 296-150F-0540 and the installation of manufactured and mobile homes, RCW 43.22.440 and WAC 296-150M-0500.
- B. International Code for the Abatement of Dangerous Buildings, 1997 Edition.
- C. The current edition of the National Electric Code, published by the National Fire Protection Association, as adopted by the Department of Labor and Industries in Chapter 296-46B WAC, and Chapter 19.28 RCW.

Section 3. Section 15.04.015 of the Morton Municipal Code is hereby created to state:

15.04.015 Code conflicts.

- A. In case of conflict between the codes adopted in this chapter, the provisions of RCW 19.27.031 shall govern.

- B. In case of conflicts between other codes and provisions adopted by this chapter, the code or provision that is most restrictive, as determined by the City's building official, shall apply.

Section 4. Section 15.04.020 of the Morton Municipal Code is hereby affirmed in its entirety.

Section 5. Section 15.04.030 of the Morton Municipal Code is hereby affirmed in its entirety.

Section 6. Section 15.04.040 of the Morton Municipal Code is hereby created to state:

15.04.040 Definitions.

- A. Unless the context requires otherwise, any reference to "jurisdiction," "department of building safety," "department of mechanical inspection," "department of inspection," "department of prevention," or "department of property maintenance inspection" shall be construed to mean the City of Morton.
- B. Unless the context requires otherwise, any reference to "building official" or "code official" shall be construed to mean the City's building official in the absence of any specific written designation from the City council.
- C. Unless the context requires otherwise, any reference to "fire code official" shall be construed to mean the City's fire code official in the absence of any specific written designation.
- D. Unless the context requires otherwise, any reference to "board of appeals" shall be construed to mean the hearing examiner. All appeals authorized by the codes adopted in the chapter shall be to the City's hearing examiner.

Section 7. Section 15.04.050 of the Morton Municipal Code is hereby created to state:

15.04.050 Amendments to the Building Code.

- A. International Building Code. The following local amendments to the International Building Code, including all amendments enacted by the state of Washington, are hereby adopted and incorporated into the International Building Code:
1. Duties and powers of building official – Lot lines and setback lines. Section 104 of the International Building Code, entitled "Duties and Powers of Building Official," is amended by adding the following new subsection 104.12:

Sec. 104.12. Lot lines and setback lines. Notwithstanding the authority of the building official to administer and enforce the building code, the building official shall have no duty to verify or establish lot lines or setback lines. No such duty is created by this code, and none shall be implied.
- B. International Existing Building Code. The following local amendments to the International Existing Building Code, including all amendments enacted by the state of Washington, are hereby adopted and incorporated into the International Existing Building Code:
1. Duties and powers of building official – Lot lines and setback lines. Section 104 of the International Existing Building Code, entitled "Duties and Powers of Code Official," is amended by adding the following new subsection 104.12:

Sec. 104.12. Lot lines and setback lines. Notwithstanding the authority of the building official to administer and enforce the building code, the building official shall have no duty to verify or establish lot lines or setback lines. No such duty is created by this code, and none shall be implied.

C. International Residential Code. The following local amendments to the International Residential Code, including all amendments enacted by the state of Washington, are hereby adopted and incorporated into the International Residential Code:

1. Duties and powers of building official – Lot lines and setback lines. Section R104 of the International Residential Code, entitled “Duties and Powers of the Building Official,” is amended by adding the following new subsection R104.12:

Sec. R104.12. Lot lines and setback lines. Notwithstanding the authority of the building official to administer and enforce the building code, the building official shall have no duty to verify or establish lot lines or setback lines. No such duty is created by this code, and none shall be implied.

Section 8. Section 15.04.060 of the Morton Municipal Code is hereby created to state:

15.04.060 Building codes – Fees.

- A. General. The City council shall, by resolution, establish the fees and charges to be assessed to implement and operate the codes adopted in this chapter.
- B. Special Investigation Fee. Whenever any work for which a permit or approval is required by applicable law has commenced without a permit or approval, the City may perform a special investigation before issuance of a permit or approval. The building official is authorized to impose an investigation fee in an amount that compensates the City for performing the investigation. The subject of investigation shall pay the fee whether or not a permit or approval is subsequently issued.

Section 9. Section 15.04.070 of the Morton Municipal Code is hereby created to state:

15.04.070 Appeals.

- A. Appeals generally. All appeals arising from this chapter shall be to the City’s hearing examiner as established by Chapter 1.20 MMC. The hearing examiner shall serve in lieu of all boards of appeals mentioned or described in the codes as adopted and amended by the City.
- B. Appeals to the hearing examiner.
 1. Jurisdiction. The City hearing examiner has been designated as the board of appeals and shall have jurisdiction over all matters concerning the application of the building codes cited in this chapter. The City hearing examiner, however, shall have no authority relative to interpretation of the administrative provisions of these codes, nor shall the City hearing examiner be empowered to waive requirements of these building codes.
 2. Filing. Appeals shall be filed with the hearing examiner by 5:00 p.m. of the fourteenth calendar day following the date of the order, determination, or decision being appealed. When the last day of the appeal period so computed is a Saturday, Sunday, or City holiday, the period shall run until 4:30 p.m. on the next business day. The appeal shall be accompanied by payment of the filing fee. Specific objections to the building official’s decision and the relief sought shall be stated in the written appeal.
 3. Standing. Standing to bring an appeal under this chapter is limited to the following persons:
 - (i) The applicant and the owner of property to which the permit decision is directed.

- (ii) Another person aggrieved or adversely affected by the order, determination, or decision, or who would be aggrieved or adversely affected by a reversal or modification of the order, determination, or decision. A person is aggrieved or adversely affected within the meaning of this section only when all of the following conditions are present:
 - (a) The order, determination, or decision has prejudiced or is likely to prejudice that person;
 - (b) A judgment in favor of that person would substantially eliminate or redress the prejudice to that person caused or likely to be caused by the order, determination, or decision; and
 - (c) The appellant has exhausted his or her administrative remedies to the extent required by law.
- C. Appeals to superior court. Appeals to the hearing examiner shall be made pursuant to Chapter 1.20 MMC. The decision of the hearing examiner shall be final and conclusive unless, within 21 calendar days of the hearing examiner's decision, an appeal is filed with the Lewis County Superior Court. When the last day of the appeal period so computed is a Saturday, Sunday, or City holiday, the period shall run until the next business day.

Section 10. Section 15.04.080 of the Morton Municipal Code is hereby created to state:

15.04.080 Violations and enforcement.

- A. It is unlawful for any person or entity to violate any provision of this chapter, or any code adopted herein, or to erect, construct, enlarge, alter, repair, move, improve, remove, change, convert, demolish, equip, use, occupy, or maintain any building, structure, or equipment, or to use any land contrary to, or in violation of, any of the provisions of this chapter, or any code adopted herein.
- B. Violations—Civil Infraction—Misdemeanor—Gross Misdemeanor.
 - 1. Notwithstanding any of the provisions of any code, rule or regulation herein adopted by reference, any person, firm or corporation who violates or fails to comply with any term or provision of this chapter shall be deemed to have committed the following:
 - 2. First Offense. Constitutes a Class 1 civil infraction, as set forth in RCW 7.80.120, as it now exists or is hereafter amended, with the maximum assessment not to exceed the amount of two hundred fifty dollars, not including statutory assessments.
 - 3. Second Offense. Constitutes a misdemeanor and, if found guilty, shall be subject to a fine not to exceed one thousand dollars, plus costs and assessments, and/or imprisonment not to exceed ninety days or to both such fine and imprisonment. A second offense shall mean a violation of this chapter which is committed at the same location by the same individual within one calendar year of the first offense.
 - 4. Third or Subsequent Offenses. Constitutes a gross misdemeanor and, if found guilty, shall be subject to a fine not to exceed five thousand dollars, plus costs and assessments, and/or imprisonment not to exceed three hundred and sixty-four days or both such fine and

imprisonment. A third or subsequent offense shall mean a violation of this chapter which is committed at the same location by the same individual within one calendar year of the first offense.

- C. In addition to fines or penalties, a violator shall be liable for all costs and expenses occasioned by such violation.
- D. The permit or approval of a violator may be revoked by the City.
- E. The building official reserves the right to refer violations to the City prosecuting attorney.
- F. Liability for Continuing Violation. Every successive owner or occupant of property who neglects to abate a continuing violation upon or in the use of such property caused by a former owner is liable thereof in the same manner as the owner who created it.

Section 11. Section 15.04.090 of the Morton Municipal Code is hereby created to read:

15.04.090 International Property Maintenance Code.

- A. *Adoption by Reference of International Property Maintenance Code.* The International Property Maintenance Code, 2024 Edition, as may be amended from time to time, as published by the International Code Council, of which there is no less than one copy on file with the office of the City clerk, is adopted as the City's property maintenance code for the regulation and governing of the conditions and maintenance of all property, buildings, and structures; by providing the standards for supplied utilities and facilities and other physical things and conditions essential to ensure that structures are safe, sanitary, and fit for occupation and use, and the demolition of existing structures; providing for the issuance of permits and collection of fees therefor; and each and all regulations, provisions, penalties, conditions, and terms of the Property Maintenance Code on file with the office of the City clerk are referred to, adopted, and made a part hereof, as if fully set forth in this chapter, provided, that Section 104.2 (Refunds) is not adopted; and further provided, those sections of the International Property Maintenance Code set forth in MMC 15.04.100 are amended as set forth below.
- B. *Schedule of fees.* The City council shall adopt by resolution a schedule of fees required under this Ordinance and the International Property Maintenance Code.

Section 12. Section 15.04.100 of the Morton Municipal Code is hereby created to read:

15.04.100 Amendments to the International Property Maintenance Code.

The following sections of the International Property Maintenance Code, 2024 Edition, are amended:

- A. Section 106, Means of appeals, is hereby amended to read:

106.1 General. In order to hear and decide appeals of orders, decisions, or determinations made by the code official relative to the application and interpretation of this code, there shall be and is hereby created a Hearing Examiner. The Hearing Examiner shall be appointed by the City Council and shall hold office at its pleasure. The Hearing Examiner shall adopt rules of procedure for conducting its business and shall render all decisions and findings in writing to the appellant with a duplicate copy to the code official.

106.2 Limitations of authority. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of this code

do not fully apply, or an equivalent or better form of construction is proposed. The Hearing Examiner shall not have authority to waive requirements of this code or interpret the administration of this code.

106.3 Qualifications. Hearing Examiners shall be attorneys in good standing with the Washington State Bar Association and have demonstrated experience in land use law or have ten years' experience in land use planning or public administration with extensive training and experience in land use issues. Examiners shall be appointed solely with regard to their qualifications for the duties of their office and will have such training and experience as will qualify them to conduct administrative or quasi-judicial hearings or regulatory enactments and to discharge the other functions conferred upon them. Examiners shall hold no other elective or appointive office or position in the City of Morton.

106.4 Administration. The code official shall take immediate action in accordance with the decision of the Hearing Examiner.

B. Sections 106.5 through 106.10 are hereby added to read:

106.5 Application for appeal. Any person directly affected by a decision of the code official, or a notice or order issued under this code shall have the right to appeal to the Hearings Examiner, provided that a written application for appeal is filed within 20 days after the day the decision, notice or order was served. An application for appeal shall be based on a claim that the true intent of this code or the rules legally adopted thereunder have been incorrectly interpreted, the provisions of this code do not fully apply, or the requirements of this code are adequately satisfied by other means.

106.6 Open hearing. Hearings before the Hearings Examiner shall be open to the public. The appellant, the appellant's representative, the code official and any person whose interests are affected shall be given an opportunity to be heard.

106.7 Decision. The hearing examiner shall affirm, modify, or reverse the decision of the code official in a written decision.

106.8 Postponed hearing. Postponement or continuance of an appeal maybe requested by either Party to the matter. All postponements or continuances of a hearing shall be approved or denied by the Hearings Examiner.

106.9 Court review. Any person, whether or not a previous party of the appeal, shall have the right to apply to the appropriate court for a writ of certiorari to correct errors of law. Application for review shall be made in the manner and time required by law following the filing of the decision in the office of the chief administrative officer.

106.10 Stays of enforcement. Appeals of notice and orders (other than imminent danger notices) shall stay the enforcement of the notice and order until the appeal is heard by the Hearings Examiner.

C. Section 107.3, Prosecution of Violation, is hereby amended to read:

107.3 Prosecution of violation. Any person failing to comply with a notice of violation or order served in accordance with Section 111.4 shall be deemed guilty of a misdemeanor or civil infraction as indicated in Chapter 15.04 MMC and/or Chapter 1.20 MMC, and the violation shall be deemed a strict liability offense. If the notice of violation is not complied with, the code official shall institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this code or of the order or direction made pursuant thereto. Any action taken by the authority having jurisdiction on such premises shall be charged against the real estate upon which the structure is located and shall be a lien upon such real estate.

D. Section 107.4, Violation penalties, is hereby amended to read:

107.4 Violation penalties. Any person who shall violate a provision of this code, or fail to comply therewith, or with any of the requirements thereof, shall be prosecuted in accordance with Chapter 15.04 MMC and/or

Chapter 1.20 MMC. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

E. Section 107.6 Liens, is hereby added to the International Property Maintenance Code, to read as follows:

107.6 Liens. The amount of costs and penalties (including any interest) associated with a violation of this code shall constitute a lien on the property on which the violation occurred, and, upon certification by the City, the county treasurer shall enter the amount of such costs and penalties upon the tax rolls against the property for the current year and the same shall become a part of the general taxes for that year to be collected at the same time and when collected remitted to the City.

F. Chapter 8, Reference Standards. Chapter 8 of the International Property Maintenance Code provides a list of referenced standards used throughout the International Property Maintenance Code. Whenever the International Property Maintenance Code, or the amendments or additions found in this ordinance references the International Plumbing Code, it shall mean the Uniform Plumbing Code. Whenever the International Property Maintenance Code, or the amendments or additions found in this ordinance references the International Zoning Code, it shall mean the Morton Zoning Ordinance. References to other codes shall apply.

Section 13. Repealer. All ordinances or parts of ordinances inconsistent with the provisions of this Ordinance are hereby repealed.

Section 14. Severability. If any section, sentence, clause, or phrase of this Ordinance should be held to be unconstitutional or unlawful by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this Ordinance.

Section 15. Effective Date. This ordinance shall take effect five (5) days after its publication, or publication of a summary thereof, in the City's official newspaper, or as otherwise provided by law.

Section 16. Corrections. Upon approval of the City Attorney, the City Clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbers, section/subsection numbers, and any references thereto.

PASSED by the Council of the City of Morton, Washington, and **APPROVED** by the Mayor of the City of Morton at a regularly scheduled open public meeting thereof, this ____ day of September, 2026.

Ricky Mead, Mayor

Attest:

Approved as to form:

LuAnn Ward, City Clerk

Marissa Y. Jay, WSBA # 55593
City Attorney

Approved Reading: _____/2026

Publication Date:

 /2026

Effective Date:

 /2026

DRAFT

**CITY OF MORTON
COUNCIL AGENDA REQUEST FORM**

Name of person/s requesting to be on the City Council Agenda: _____

Charlie Clevenger

Date of Council meeting you wish to speak at: Sept. 28, 2026

Time needed for the presentation: 5 minutes

Subject of presentation: painting curb in front of bus stop at hospital

You must provide the City Clerk with materials related to your presentation prior to Council meeting so that copies are included in the Council Agenda packets for review.

Additional information you may wish to make the City Clerk aware of regarding your presentation: _____

Council meetings are 4th Monday of each month at Bob Lyle Community Center 700 Main Ave.

Agenda request forms must be received at City Hall no later than 12pm Wednesday prior to meeting date.

ORDINANCE 2026-10

AN ORDINANCE OF THE CITY OF MORTON, WASHINGTON, ESTABLISHING RULES AND REGULATIONS CONCERNING LODGING TAX FUND APPLICATIONS AND ANNUAL APPLICATION DEADLINE; AND PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Morton, Washington (the “City”) is a Code City under the laws of the State of Washington; and

WHEREAS, pursuant to RCW 35A.11.020, the City may adopt and enforce ordinances of all kinds relating to and regulating the City’s local or municipal affairs and appropriate to the good government of the City; and

WHEREAS, the City of Morton finds it necessary and appropriate to update its application and reporting requirements for the use of lodging tax revenues; and

WHEREAS, the City of Morton desires to establish a general annual deadline for submission of completed lodging tax applications; and

WHEREAS, the City Council recognizes that special circumstances may arise that warrant consideration of an application submitted after the established deadline, provided that lodging tax funds remain available;

NOW, THEREFORE, the City Council of the City of Morton, Washington, do ordain as follows:

Section 1. **Section 3.20.065 of the Morton Municipal Code is hereby created to read as follows:**

3.20.065 Lodging Tax Revenues Use and Purposes.

- A. Lodging tax revenues shall be used solely for the purposes set forth in Chapter 67.28 RCW, as the same now exists or as it may hereafter be amended, including but not limited to the following:
 1. Tourism marketing;
 2. The marketing and operations of special events and festivals designed to attract tourists;
 3. Supporting the operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district created under Chapters 35.57 and 36.100 RCW;
 4. Supporting 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.
- B. Any lodging tax revenues received but not used within the year awarded, shall be returned to the City of Morton no later than 30 days after the event occurred or the last working day in September, whichever occurs later.

Section 2. **Section 3.20.070 of the Morton Municipal Code is hereby created to read as follows:**

3.20.070 Proposals for expenditure.

- A. **Proposals.** Annually, the City Council shall accept proposals to expend the lodging tax revenues for the purposes set forth in MMC 3.20.065 from eligible applicants.
- B. **Lodging Tax Applications.** The proposals shall be submitted on application forms approved by the City Clerk. The City of Morton hereby adopts and approves the Lodging Tax Application attached hereto as Exhibit A, which is incorporated herein by reference. The application shall be used by organizations and entities seeking to expend lodging tax funds from the City of Morton. At a minimum, applications shall comply with all requirements of Chapter 67.28 RCW.
- C. **Application Deadline.** The general deadline for submission of completed Lodging Tax Applications shall be the last working day in November of each year. Applications received by the deadline will be presented to the City Council for discussion at its January meeting, with funding decisions to be made at the February City Council meeting.
- D. **Late Applications.** The City Council may, by majority vote, consider and award lodging tax funds to an applicant after the last working day in November deadline when special circumstances warrant such consideration and sufficient lodging tax funds remain available.
- E. **Tourism Promotion Agreement – Required.** As part of the Application, all entities, persons, or groups other than the City, applying for lodging tax funds shall be required to enter into and execute a Tourism Promotion Agreement with the City of Morton.

Section 3. **Section 3.20.080 of the Morton Municipal Code is hereby created to read as follows:**

3.20.080 Final Report to City on Awarded Funds.

- A. Within ninety (90) days of the end of the project(s) which received funding under the application process pursuant to MMC 3.20.070, but no later than the last working day in September of the year funding was received, the party receiving the award shall submit a report to the City Clerk. These reports shall be shared by the City with the City Council, the public, and the Joint Legislative Audit and Review Committee of the Washington State Legislature. Final Reports shall contain the following information:
 - 1. Report to the City total funding and expenditures, and funding sources; and
 - 2. Report to the City as required pursuant to Revised Code of Washington 67.28.1816, as amended, using the form approved by the City Clerk, regarding the number of people traveling for business or pleasure as the result of the funded proposal on a trip:
 - (i) Away from their place of residence or business and staying overnight in paid accommodations;
 - (ii) To a place 50 miles or more one way from their place of residence or business for the day or staying overnight; or
 - (iii) From another country or state outside of their place of residence or their business.

Section 4. **Effective Date.**

This ordinance shall take effect five (5) days after its publication, or publication of a summary thereof, in the City's official newspaper, or as otherwise provided by law.

Section 5. Repealer.

All ordinances or parts of ordinances inconsistent with the provisions of this Ordinance are hereby repealed.

Section 6. Severability.

If any section, sentence, clause, or phrase of this Ordinance should be held to be unconstitutional or unlawful by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this Ordinance.

Section 7. Corrections.

Upon approval of the City Attorney, the City Clerk and the codifiers of this ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbers, section/subsection numbers, and any references thereto.

PASSED by the City Council of the City of Morton, Washington, and **approved** by the Mayor at a regularly scheduled meeting held this 28th day of September 2026.

Ricky Mead, Mayor

Attest:

Approved as to form:

LuAnn Ward, City Clerk

Marissa Y. Jay, WSBA # 55593
City Attorney

Approved Reading: 9/28/2026
Publication Date: /2026
Effective Date: /2026

City of Morton 192 Adams Ave
PO Box 1089
Morton, WA 98356
360-496-6881



City of Morton Lodging Tax Application

Deadline – Last Working Day of November

Please read carefully and include all information. Keep your answers clear, concise and to the point of the question.

Applications must be delivered to: City Hall – City Clerk's Office 192 Adams Ave., Morton, WA 98356

Funding Year: _____

Organization Name: _____

Amount Requested: _____

Contact Name: _____

Street Address: _____

Mailing Address (if different from street address) _____

Work Phone: _____

Cell Phone: _____

Email address: _____

Agency Tax ID Number: _____

UBI Number: _____

UBI Expiration Date: _____

Type of Organization: ☐ 501(c)3 ☐ 501(c)6 ☐ Other _____

Name of Organization

Activity Type:

- ☐ **Single Occurrence Event/Festival:** A planned public or social occasion. Occurs one time during the year.
- ☐ **Multiple Occurrence Event/Festival:** A planned public or social occasion. Occurs over a span of time or in multiple instances throughout the year.
- ☐ **Tourism-Related Facility – Operations:** Operations of tourism-related facilities owned or operated by a municipality or a public facilities district or owned or operated by a nonprofit organization used to support tourism, performing arts, or to accommodate tourist activities.
- ☐ **Tourism-Related Facility – Capital Expenditure:** Capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district.
- ☐ **Tourism Promotion Activities:** Activities, operations, and expenditures designed to increase tourism, including but not limited to advertising publicizing, or otherwise distributing information for the purpose of attracting and welcoming tourists; developing strategies to expand tourism;; operating tourism promotion agencies and fund the marketing of/or the operation of special events and festivals designed to attract tourists.

Activity Attendance:

All fields must be completed, if none or unknown put 0. See page 3 for Definitions and Methodology.

	Predicted	Actual	Methodology
Overall attendance			
Attendees who travelled 50 miles or more to attend			
Attendees who travelled from out of state or out of country			
Attendees who stayed overnight in paid lodging			
Attendees who stayed overnight and did not pay for lodging			
Total paid lodging nights			

Name of Organization

Methodology:

Direct Count: Actual count of visitors using methods such as paid admissions or registrations, clicker counts at entry points, vehicle counts or number of chairs filled. A direct count may also include information collected directly from businesses, such as hotels, restaurants or tour guides, likely to be affected by an event.

Indirect Count: Estimate based on information related to the number of visitors such as raffle tickets sold, redeemed discount certificates, brochures handed out, police requirements for crowd control or visual estimates.

Representative Survey: Information collected directly from individual visitors/participants. A representative survey is a highly structured data collection tool, based on a defined random sample of participants, and the results can be reliably projected to the entire population attending an event and includes margin of error and confidence level.

Informal Survey: Information collected directly from individual visitors or participants in a nonrandom manner that is not representative of all visitors or participants. Informal survey results cannot be projected to the entire visitor population and provide a limited indicator of attendance because not all participants had an equal chance of being included in the survey.

Structured Estimate: Estimate produced by computing known information related to the event or location. For example, one jurisdiction estimated attendance by dividing the square footage of the event area by the international building code allowance for persons (3 square feet).

Paid accommodations: Stays with paid overnight accommodations.

Unpaid accommodations: Stays without paying for overnight lodging.

Lodging Night: A lodging night is one or more persons occupying a room for a single night. Example: One (1) lodging night = one or more persons occupying one (1) room for one (1) night).

Name of Organization

Description

Please describe a detailed description of the proposed activity/project. Include information on the area the project will serve, its expected impact, and list the responsible party(s).

1. How will this project/activity promote tourist throughout Morton?
2. Why do you feel you should receive funding for this project?
3. From the list below, in what season will your project enhance tourism?

SEASON:	EXPLANATION
☐ Year-round	
☐ Off-Season i.e. Nov - March	
☐ Shoulder Season i.e. May & Oct.	
☐ High Season i.e. June - Aug	

Name of Organization

EXPENSE

ACTIVITY	CITY FUNDS	OTHER FUNDS	TOTAL
Personnel - Staff			
Administration			
Marketing/Promotion			
Direct Sales Activities			
Minor Equipment			
Travel			
Contract Services/Vendors			
Permits/Licensing			
Other Activities			

Other Application Comments: Please provide additional information that will assist the council.

Name of Organization _____

GENERAL GUIDELINES:

The City of Morton is accepting proposals for tourism related services to be provided during the calendar year _____ and paid for from Morton's lodging tax fund. Following the proposal deadline, the Council will review, discuss at a council meeting and receive taxpayer input then make a decision for the use of lodging tax fund. Please read carefully and include all requested information, if applicable. Feel free to use extra pages for additional information. If handwritten, it must be legible.

- Proposals are to be for tourism promotion for the marketing and operation of special events conducted during the calendar year _____. These funds could also be used to fund the operations of tourism-related facilities.
- Proposals must comply with Federal, State of Washington, and City of Morton laws and requirements. NOTE: The City of Morton may not use public funds in any way that can be construed as a gift to an individual or organization.
- Proposals must completely address the questions, and all requested information must be provided. Incomplete proposals will not be considered. Please be sure your organization's name is on the top of all pages of your submittal.
- Documents submitted to the City of Morton are public records and eligible for release to the public.
- City staff will verify incorporation status of the non-profit agencies that submit service proposals by checking the Washington Secretary of States's on-line corporation records.
- To be considered, one fully completed and signed original application with supporting documents must be received by the Morton City Clerk at Morton City Hall, 192 Adams Ave by _____

CERTIFICATION

The applicant hereby certifies and affirms that, during the performance of any event/activity/project arising from this application, he/she will provide equal opportunity and access regardless of race, religion, creed, color, national origin, sex, sexual orientation, disabled veteran status, veteran status, physical, mental or sensory disability and further certifies and affirms that he/she will abide by all applicable local, State of Washington and federal laws and regulations.

The applicant is also aware of the reporting requirements to the City after the event/activity/project has occurred.

The City of Morton reserves the right to appropriate some or all of the Hotel/Motel Lodging Tax or reserve it for City projects that fall within the allowable uses of the fund.

Certified By: (Signature) _____

Date: _____

Print or type name _____