

CHEHALIS CITY COUNCIL AGENDA
 CITY HALL
 350 N MARKET BLVD | CHEHALIS, WA 98532

| | | |
|--|--|------------------------------------|
| Dennis L. Dawes, Position at Large | | |
| Mayor | | |
| Terry F. Harris, District 1, Mayor Pro Tem | | Anthony E. Ketchum Sr., District 3 |
| Daryl J. Lund, District 2 | | Chad E. Taylor, Position at Large |
| Dr. Isaac S. Pope, District 4 | | Bob Spahr, Position at Large |

Regular Meeting of Monday, August 28, 2017
5:00 p.m.

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| 1. <u>Call to Order.</u> (Mayor) |
| 2. <u>Pledge of Allegiance.</u> (Mayor) |

| SPECIAL BUSINESS | | |
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| This is an opportunity for members of the audience to address the council on matters not listed elsewhere on the agenda. Speaker identification forms are available at the door and may be given to the city clerk prior to the beginning of the meeting. | | |
| 3. <u>Port of Chehalis Update.</u> (Randy Mueller, Port of Chehalis) | | |

| CITIZENS BUSINESS | | |
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| This is an opportunity for members of the audience to address the council on matters not listed elsewhere on the agenda. Speaker identification forms are available at the door and may be given to the city clerk prior to the beginning of the meeting. | | |
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| ITEM | ADMINISTRATION RECOMMENDATION | PAGE |
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| CONSENT CALENDAR | | |
| 4. <u>Minutes of the Regular Meeting of August 14, 2017.</u> (City Clerk) | APPROVE | 1 |
| 5. <u>Vouchers and Transfers.</u> (City Manager, Finance Manager) | APPROVE | 3 |

| ITEM | ADMINISTRATION RECOMMENDATION | PAGE |
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| NEW BUSINESS | | |
| 6. <u>Ordinance No. 979-B, First Reading – Granting a Nonexclusive Franchise to Sprint Communications for Fiber Optic Communications System and Facilities.</u> (City Manager, City Attorney) | PASS | 4 |
| 7. <u>Resolution No. 6-2017, First and Final Reading – Establishing an Order of Procedure for City Council Meetings.</u> (City Manager, City Attorney) | SUSPEND RULES / ADOPT | 17 |
| 8. <u>Resolution No. 7-2017, First and Final Reading – Surplus of Property in the Fire and the Airport Departments.</u> (City Manager, Fire Chief, Acting Airport Director) | ADOPT | 25 |

| ITEM | ADMINISTRATION RECOMMENDATION | PAGE |
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| ADMINISTRATION AND CITY COUNCIL REPORTS | | |
| 9. <u>Administration Reports.</u> | | |
| a. Financial Report. (City Manager, Finance Director) | INFORMATION ONLY | 28 |
| b. City Manager update. (City Manager) | INFORMATION ONLY | --- |
| 10. <u>Councilor Reports/Committee Updates.</u> (City Council) | INFORMATION ONLY | --- |

| EXECUTIVE SESSION | | |
|--|--|--|
| 11. Pursuant to RCW: | | |
| a. 42.30.110(1)(c) – Sale/Lease of Real Estate | | |
| b. 42.30.140(4)(a) – Collective Bargaining | | |

**THE CITY COUNCIL MAY ADD AND TAKE ACTION ON OTHER ITEMS NOT LISTED ON THIS AGENDA.
NEXT REGULAR CITY COUNCIL MEETING IS MONDAY, SEPTEMBER 11, 2017.**

August 14, 2017

The Chehalis city council met in regular session on Monday, August 14, in the Chehalis city hall. Mayor Dennis Dawes called the meeting to order at 5:00 pm with the following council members present: Terry Harris, Daryl Lund, Dr. Isaac Pope, Bob Spahr, and Chad Taylor. Councilor Tony Ketchum was absent (excused). Staff present included: Jill Anderson, City Manager; Ken Cardinale, Fire Chief; Caryn Foley, City Clerk; Randy Kaut, Deputy Police Chief; Brian Kelly, Assistant City Attorney; Judy Pectol, Finance Manager; Brandon Rakes, Airport Office Manager; and Dave Vasilauskas, Water Superintendent. Members of the media included Graham Perednia from *The Chronicle*.

1. **Recognition of Chehalis Water Department.** Mayor Dawes presented Dave Vasilauskas with a Bronze Certificate of Achievement from the Washington State Department of Health Office of Drinking Water for attaining the filtered water turbidity optimization goal of 0.10 NTU or less for three continuous years, 2014-2016. Mr. Vasilauskas stated the award was earned by the good employees who work in the city water department.

Councilor Pope stated he was asked if any of the water going out to the Poplar Farm was anything other than gray water, and whether or not any water or sewer lines had been installed for future use. He was told that wells in that area are drying up. Mr. Vasilauskas stated the only water that goes to the poplars is treated wastewater, and no lines were installed for future use for either water or sewer.

2. **Consent Calendar.** Councilor Spahr moved to approve the consent calendar comprised of the following:

a. Minutes of the regular meeting of July 24, 2017; and

b. July 31, 2017 Claim Vouchers No. 119820-119961 in the amount of \$270,858.06; and July 31, 2017, Payroll Vouchers No. 39686-39773, Direct Deposit Payroll Vouchers No. 8497-8602, and Electronic Federal Tax Payment No. 174 in the amount of \$821,254.05.

The motion was seconded by Councilor Lund and carried unanimously.

3. **Resolution No. 5-2017, First and Final Reading – Authorizing Application for Financial Assistance with the Community Economic Revitalization Board (CERB) for Airport Property Economic Revitalization Implementation Strategy.** City Manager Anderson stated the administration is requesting authorization to submit a grant to do some master planning at the airport, particularly the undeveloped properties to the north. CERB grants are on hold due to the lack of a state capital budget; however, the administration thought it was important to go ahead and submit an application so it would be ready to go when the capital budget is ultimately approved. The anticipated cost is a little under \$38,000 of which \$28,418 would be requested from CERB with a local match of just under \$10,000 from the Airport Fund. Among other options, .09 funding will be looked into.

Mayor Dawes stated the .09 committee is meeting in September, so the application should get turned in soon.

Councilor Taylor moved to suspend the rules requiring two readings of a resolution. The motion was seconded by Councilor Spahr and carried unanimously. Councilor Taylor moved to adopt Resolution No. 5-2017 on first and final reading. The motion was seconded by Councilor Pope and carried unanimously.

4. **Establishing an Order of Procedure for City Council Meetings.** City Manager Anderson stated this was a follow-up item to establish an order of procedure. The city council adopted a resolution in 1995 that set forth some rules with follow-up discussion to streamline those rules that were not codified.

Caryn Foley added that in drafting a new resolution, a question came up about a quorum and what constitutes a majority to pass a resolution or ordinance when less than six members are present. MRSC was contacted and they advised that RCW 35A.12.120 and RCW 35A.13.170 provide that the passage of any ordinance, the granting or revocation of a franchise or license, and any resolution for the payment of money requires an affirmative vote of at least a majority of the whole membership of the council. They went on to say that, beyond that, it's really just a matter of local procedure. To address the question, Bill Hillier put together a couple options for the council. Option 1 would be to require a vote of four or more members in the affirmative or the negative for any business regardless of how many council members were present. The second option would be to follow the state statutes that require the vote of at least a majority of the whole membership of the council for the items

August 14, 2017

mentioned earlier. Ms. Foley asked the council to discuss and consider the two options and then direct staff to prepare the necessary resolution that would incorporate all of the changes.

Councilor Harris was in favor of option 1 since the council has always worked by the four votes approach. Section 17, relating to voting to alter the rules, would need to be changed from a requirement of "two-thirds of the members present" to "four members of the whole membership" if the council selected option 1. He also suggested including language to make sure that in an extreme emergency situation, (e.g., if four council members cannot be present at a meeting) the council can't be crippled.

Mayor Dawes thought it should take four votes to pass anything. This would create no confusion in the future about the number of votes to pass something.

Councilor Spahr indicated either option worked for him, but thought option 1 would make it easier for staff.

Councilor Harris noted that the last sentence of Section 4, dealing with special meetings, was somewhat confusing and asked if that could be looked at. Mayor Dawes indicated the language probably follows the state statute.

Councilor Harris moved to choose option 1 regarding a quorum and voting, and direct staff to prepare a resolution to adopt the proposed changes. The motion was seconded by Councilor Lund and carried unanimously.

5. Administration Reports.

a. **City Manager Update.** City Manager Anderson stated the Chamber of Commerce took action by a vote of their board to launch an effort called One Lewis County to change the form of Lewis County government. As a non-voting member on the Chamber board, Ms. Anderson wanted to let the council know that as Chehalis city manager she was not involved in it in any way. In speaking with Centralia City Manager Rob Hill, he will also not be taking a position one way or the other in the effort.

Ms. Anderson stated while on vacation the last couple weeks, she was married in California. She reported that she will be keeping Anderson as her legal name, since her new husband's name is Rick Beitelspacher. She thought Anderson-Beitelspacher was a bit much (tongue in cheek). She thanked the council for their support and stated she was glad to be back.

6. Councilor Reports/Committee Updates.

a. Mayor Dawes stated the SWW Fair starts tomorrow. He attended the following events: service held for K9, Reign on July 25; Music in the Park on August 28; and helped cook breakfast at the Historical Museum on July 29 for ChehalisFest.

Mayor Dawes noted there would be no executive session as was listed on the agenda.

There being no further business to come before the council, the meeting was adjourned at 5:21 pm.

Dennis L. Dawes, Mayor

Attest:

Caryn Foley, City Clerk

Approved:

Initials: _____

**CITY OF CHEHALIS CITY COUNCIL
AGENDA REPORT**

TO: The Honorable Mayor and City Council

FROM: Jill Anderson, City Manager

BY: Judy Pectol, Finance Manager
Michelle White, Accounting Tech II

MEETING OF: August 28, 2017

SUBJECT: Vouchers and Transfers

ISSUE

City Council approval is requested for Vouchers and Transfers dated August 15, 2017.

DISCUSSION

The August 15, 2017, claim vouchers have been reviewed by a committee of three councilors prior to the release of payments. The administration is requesting City Council approval for Claim Vouchers No. 119962-120121 and Electronic Funds Transfer No. 720171 in the amount of \$886,385.08 dated August 15, 2017, which includes the transfer of:

- \$173,374.70 from the General Fund
- \$897.36 from the Garbage Fund
- \$205,466.46 from the Wastewater Fund
- \$114,679.15 from the Water Fund
- \$2,019.63 from the Storm & Surface Water Utility Fund
- \$389,947.78 from the Airport Fund

RECOMMENDATION

It is recommended that the City Council approve the August 15, 2017, Claim Vouchers No. 119962-120121 and Electronic Funds Transfer No. 720171 in the amount of \$886,385.08.

SUGGESTED MOTION

I move that the City Council approve the August 15, 2017, Claim Vouchers No. 119962-120121 and Electronic Funds Transfer No. 720171 in the amount of \$886,385.08.

**CHEHALIS CITY COUNCIL MEETING
AGENDA REPORT**

TO: The Honorable Mayor and City Council

FROM: Jill Anderson, City Manager

BY: Caryn Foley, City Clerk

MEETING OF: August 28, 2017

SUBJECT: Ordinance No. 979-B, First Reading – Granting a Non-exclusive Franchise to Sprint Communications Company for Underground Fiber Optic Communications System

ISSUE

The current franchise agreement with Sprint Communications expired August 10, 2017.

DISCUSSION

The City entered into a franchise agreement with Sprint Communications in 1987 by passage of Ordinance No. 368-B to install, operate, maintain and/or remove fibercable communications facilities. The agreement provided for a term of 30 years, which recently expired.

The administration has been working with Sprint to update the agreement. Changes to the agreement include:

- General grammatical corrections, and updated formatting and contact information.
- Updated insurance language.
- A 30-year term.
- Deletion of the franchise fee consistent with State Law.

In 2009, the State passed legislation prohibiting cities from imposing a franchise fee or any other fee or charge upon certain businesses, including telephone. Cities may charge for actual administrative costs, such as the required publication of the ordinance in the newspaper.

The agreement was reviewed by the City Attorney and Public Works staff.

FISCAL IMPACT

Even though the franchise fee is removed in the new contract, Sprint actually stopped paying the fee when state legislation changed in 2009, so there is no impact to the budget.

RECOMMENDATION

It is recommended that the City Council pass Ordinance No. 979-B on first reading.

SUGGESTED MOTION

I move that City Council pass Ordinance No. 979-B on first reading.

ORDINANCE NO. 979-B

AN ORDINANCE GRANTING A NONEXCLUSIVE FRANCHISE TO SPRINT COMMUNICATIONS COMPANY L.P., A DELAWARE LIMITED PARTNERSHIP TO INSTALL, OPERATE, MAINTAIN, USE AND/OR REMOVE UNDERGROUND FIBER OPTIC COMMUNICATIONS SYSTEM AND FACILITIES WITHIN THE CORPORATE LIMITS OF THE CITY OF CHEHALIS, WASHINGTON.

THIS FRANCHISE AGREEMENT ("Agreement"), is made and entered into this _____ day of _____, 2017, by and between Sprint Communications Company, L.P., a Delaware limited partnership ("Grantee"), and the City of Chehalis, Washington, a state of Washington municipal corporation ("City"). Sprint and City are collectively referred to herein as the "Parties."

WHEREAS, Grantee and City entered into a Franchise Agreement on August 10, 1987; which Agreement expires on August 10, 2017 ("Prior Franchise Agreement"); and

WHEREAS, Sprint has requested the City renew authorization for the installation, maintenance, repair, improvement and operation of fiber optic cable facilities within the City rights-of-way, and to use its fiber optic cable and related facilities therein for the purpose of creating and maintaining certain telecommunications capabilities; and

WHEREAS, the laws of the state of Washington and the City's Municipal Codes authorize the City to grant the use and occupancy of rights-of-way for placement of such facilities, and to adopt rules and regulations regarding such use and occupancy; and

WHEREAS, the City is authorized to establish standards for occupancy of the rights-of-way by telecommunication facilities that are consistent with and recognize the Washington Public Service Commission's duties and jurisdiction.

NOW THEREFORE, Sprint and City enter into this Agreement under the following terms and conditions:

- 1 Grant of Permission to Use Franchise Area. Subject to the terms and conditions herein, the City grants to the Grantee non-exclusive general permission ("Franchise") to enter, use, and occupy City of Chehalis rights-of-way and public utility easements as shown on Exhibit A ("Franchise Area") for the purpose of installing, constructing, operating, maintaining, repairing, replacing, upgrading, relocating and removing its fiber optic communications system ("Franchise Activities") and necessary appurtenances thereto ("Grantee Facilities").
- 2 Franchise Area. The Franchise Area shall include only those portions of land that have been acquired or dedicated for City of Chehalis public streets. Sprint fiber optic facilities presently occupy the following City rights of way:
 - 2.1 NW Airport Road from the North corporate limits through its intersection with NW Louisiana Avenue;

- 2.2 NW Louisiana Avenue from its intersection with NW Airport Road through its intersection with West Main Street (State Highway No. 6); and
- 2.3 SW Riverside Drive from its intersection with West Main Street (State Highway No. 6) to the Southwesterly corporate limits of the City.
- 3 Non-exclusive Franchise. The Franchise granted herein is non-exclusive and shall not prevent the City its use of or jurisdiction over the public rights of way and public utility easements. The City may grant permission to other entities to use the Franchise Area.
- 4 Retention of Rights. Notwithstanding any provision to the contrary, the City retains all right, title, interest or entitlement in the Franchise Area, which it now has or may hereafter acquire.
- 5 Eminent Domain. The Franchise granted herein shall be subject to the power of eminent domain, and in any proceeding related to eminent domain, the Franchise, any interest associated with the Franchise or Franchise Area, and the Grantee's use of the Franchise Area shall have no value to the Grantee or other entity.
- 6 City Use of Franchise Area. The City reserves its paramount right to perform any lawful act, or refrain from performing any act, with respect to the right of way in the Franchise Area. Such acts may include, but are not limited to, changing, modifying, repairing, re-grading, relocating, re-routing, abandoning, or vacating any of the right of way in the Franchise Area.
- 7 Vacation. If the City vacates any portion of the Franchise Area and such portion contains Grantee Facilities, the City shall reserve an easement for public utilities within that vacated portion, pursuant to RCW 35.79.030, within which the Grantee may continue to operate any existing Grantee Facilities under the terms of this Franchise.
- 8 Subordination of Uses. The Grantee's use of the use of Franchise Area shall at all times be subordinated to and subject to the City's use of the Franchise Area, including, but not limited to, uses that involve municipal facilities, utilities, automobile and pedestrian travel, and access to the Franchise Area.
- 9 Notices. When the Parties to this Franchise Agreement provide notice to each other pursuant to this Agreement, such notice shall be in writing. The form of the writing shall be paper with printed, typed or written text, or an e-mail message with, or without, attachments.

When the Grantee provides written notice, the Grantee shall deliver the notice to the City at the following address:

City Clerk
City of Chehalis
350 N Market Blvd.
Chehalis, WA 98532
Email address: cfoley@ci.chehalis.wa.us

When the City provides written notice, the City shall deliver the notice to the Grantee at the following address:

Sprint Communications Company L.P.
Attn: Real Estate Manager (ROW)
6391 Sprint Parkway
MS: KSOPHT0101 – Z2040
Overland Park, KS 66251
Email address: ROWRenewals@sprint.com

With a copy to

Sprint Communications Company L.P.
Attn: Legal Real Estate Attorney
6391 Sprint Parkway
MS: KSOPHT0101 – Z2020
Overland Park, KS 66251

Either party may change the address to which the other party must deliver notice by providing notice of a change of address to the other party in accordance with the notice requirements of this section.

- 10 Term of Franchise Agreement. The term of the Franchise shall commence upon execution of the Agreement by the Parties and approval by City Ordinance ("Effective Date"). The term shall expire thirty (30) years after the Franchise becomes effective.
- 11 Renewal. The Parties may renew the Franchise. If the Parties do not renew the Franchise prior to expiration, the Franchise shall automatically continue from year to year until either party terminates the continuing Franchise by providing notice of termination to the other Party at least one hundred eighty (180) days in advance of termination.
- 12 The City may require Grantee, when constructing, relocating or placing ducts or conduits in the Franchise Area, to provide the City with additional ducts or conduit and related structures necessary to access the conduit, on the condition that the City shall pay the incremental costs incurred by Grantee to provide the ducts, conduit and related structures pursuant to a contract with Grantee that is consistent with RCW 80.36.150. To the extent allowed under Washington Law, City agrees and covenants to indemnify, defend and hold the Grantee, its officers, agents and employees, harmless from any claim for injury, damage, loss, liability, cost or expense arising from any injury or damage to person or property by reason of any use or activity associated with City, its agents' or employees' use of Grantee's additional ducts or conduit or related structures necessary to access such conduit, or by reason of any omission of City to keep its telecommunications equipment in a safe condition, but not if arising out of or by reason of any negligence or willful misconduct by the Grantee.
- 13 Construction and Maintenance.
 - 13.1 Permits. The Grantee shall apply for, obtain, and comply with the provisions of all permits or approvals required under the

Chehalis Municipal Code or any other applicable laws, regulations, rules, court orders or directives from governmental entities that have authority over the Grantee or the Grantee's Franchise Activities.

- 13.2 Coordination of Activities. The Grantee shall coordinate its Franchise Activities with the City and all other utility companies or other entities that have facilities located within the portion of the Franchise Area that is affected by the Grantee's Franchise Activity.
- 13.3 Control of Right of Way. The City reserves the right to prescribe the location of Grantee Facilities within the Franchise Area and the time and manner of Franchise Activities; and the City reserves the right, from time to time, pursuant to the applicable provisions of this Franchise, to require maintenance, repair, replacement, relocation or removal of the Grantee Facilities at the expense of the Grantee as allowed by applicable law.
- 13.4 One Number Locator. Before commencing any work within the Franchise Area, the Grantee shall comply with the One Number Locator provisions of RCW 19.122, the Underground Utility Damage Prevention Act.
- 14 Emergency Work. In the event of an emergency, the Grantee may commence such repair and emergency response work as required under the circumstances, provided that the Grantee shall notify the City as promptly as possible, before such repair or emergency work commences, or as soon thereafter as possible, if advance notice is not feasible. The City may act, at any time, without prior written notice in the case of emergency, but shall notify the Grantee as promptly as possible under the circumstances.
- 15 Damage to Property. If the Grantee or its Franchise Activities damage any City property or property owned by another entity, Grantee shall promptly restore, at its own cost and expense, the damaged property to a condition that is the same or better than the condition of the property before it was damaged.
- 16 Location of Facilities. The City shall be entitled to determine the location of any Grantee Facilities within the Franchise Area, particularly the location of Grantee Facilities in relationship to the facilities of other entities. Notwithstanding the foregoing, the City will typically apply the first in time principle to decide competing efforts to locate facilities in the same or similar location. Thus, for example, a utility that commences efforts to install or construct its facilities, structures, equipment, appurtenances or tangible property before the Grantee begins to install or construct its Grantee Facilities should have priority over the Grantee to choose the positioning and location of its facilities. The foregoing principle will typically govern when facility relocations are necessitated due to changes in grade or right of way routing.

- 17 Confidentiality.
- 17.1 Grantee acknowledges that the City is governed by Washington law, including, the Public Records Act, Chapter 42.56 RCW.
- 17.2 Grantee may identify information submitted to the City as confidential, if Grantee reasonably believes such information is qualified for an exemption recognized under the Washington Public Records Act. Grantee shall prominently mark each page, or portion thereof, for which it is claiming confidentiality as "Confidential" prior to submitting such information to the City. When submitting such information to the City, Grantee shall submit documentation to the City that specifically identifies the applicable exemption under the Washington Public Records Act and stating the reason(s) Grantee believes the information is exempt from public inspection. The City shall take reasonable steps to keep the identified information confidential, acting consistently with the Washington Public Records Act.
- 17.3 Within five (5) working days of receiving a public records request to inspect any information identified by Grantee as confidential, the City shall provide Grantee with written notice of the request, including a copy of the request. Grantee shall have five (5) working days within which to provide a written response to the City, before the City may disclose any of the requested confidential information. After reviewing Grantee's written response, the City shall determine whether any identifiable exemptions are applicable. If the City determines that it will be necessary to reveal the information consistent with the Washington Public Records Act, the City shall promptly notify Grantee, and do so at least five (5) working days prior to the information being released. The City shall retain discretion to determine whether to release the requested information in response to any public records request, consistent with the Washington Public Records Act.
- 17.4 Nothing in this Section 17 affects Grantee's right to seek legal relief to prevent or remedy the City's release of Grantee's confidential information to the public.
- 18 Relocation of Grantee Facilities. For purposes of public welfare, health or safety, or for purposes that are consistent with the City's paramount right to perform any lawful act, or refrain from performing any act, with respect to the Franchise Area, Grantee shall timely comply with City directives to relocate, remove, or reroute Grantee Facilities, at no expense or liability to the City, except as may be required by applicable law. Grantee shall indemnify and hold the City harmless against any claims for service interruption or other losses associated with any such relocation, removal or rerouting of Grantee Facilities, or change, alteration, modification or vacation of the Franchise Area.
- 19 Undergrounding. The City may require Grantee to underground Grantee Facilities. If undergrounding is required, Grantee shall underground Grantee Facilities in the manner required by the City at no expense or liability to the

City, except as may be required by applicable law. If, in addition to Grantee, other entities are required by the City to underground their facilities in the same location, Grantee shall only be required to pay its proportionate share of common costs that are attributable to all such entities, in addition to the costs that are specifically attributable to the undergrounding of Grantee Facilities. Common costs shall include, but are not limited to, necessary costs for common trenching, ducts, vaults and so forth. The City may calculate proportionate costs based the total number and size of all other facilities that must be undergrounded, or other reasonable methodology.

- 20 Abandonment and Removal of Grantee Facilities. Within one hundred eighty days (180) of Grantee's permanent cessation of use of the Grantee Facilities, or any portion thereof, the Grantee shall, at the City's discretion, either abandon in place without further liability, or remove the facilities that are no longer used at Grantee's expense. This section shall survive the expiration, revocation or termination of this Franchise Agreement.
- 21 Indemnification and Hold Harmless. Grantee shall defend, indemnify and hold the City, its officers, officials, employees and agents harmless from any and all claims, injuries, damages, losses or suits, including reasonable attorney fees, arising out of or in connection with Franchise Activities or Grantee's, or its agents and employees', acts or omissions that are related to this Franchise Agreement regardless of whether it is alleged that acts or omissions of the City, its officer, officials, employees and agents caused or contributed thereto; provided that this indemnity shall not apply to claims, injuries, damages or losses caused by the negligence or willful misconduct of the City.
- 22 Insurance. Grantee shall procure and maintain for the duration of this Franchise Agreement, and while Franchise Activities occur, insurance against claims for injuries to persons or damage to property. Grantee's insurance as required by the Agreement shall not be construed to limit the liability of Grantee to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity. Grantee shall obtain and maintain insurance of the type described below:
 - 22.1 Commercial General Liability insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 01 and shall cover products liability. The City shall be named as an additional insured under Grantee's Commercial General Liability insurance policy using ISO Additional Insured-State or Political Subdivisions-Permits CG 20 12 or a substitute endorsement providing equivalent coverage.
 - 22.2 Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form that provides equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
 - 22.3 Minimum Amounts of Insurance. Grantee shall maintain the following insurance limits:

- 22.3.1 Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and a \$2,000,000 products-completed operations aggregate limit. Grantee shall also maintain umbrella coverage of not less than \$10 million dollars.
- 22.3.2 Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident. Umbrella coverage shall be provided as specified above.
- 22.3.3 Grantee's Commercial General Liability insurance policy or policies are to contain, or be endorsed to contain that they shall be primary insurance as respect the City. Any Insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Grantee's insurance and shall not contribute with it.
- 22.3.4 Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A-, VII.
- 22.3.5 Verification of Coverage. Grantee shall furnish the City with original certificates and a copy of the amendatory endorsements, including the additional insured endorsement, evidencing the insurance requirements of the Grantee before issuance of the Permit.
- 22.3.6 Notice of Cancellation. Grantee shall provide the City with written notice of any policy cancellation, reduction of coverage or other material change in the policies.

Successors and Assignees.

- 22.4 The provisions, conditions and requirements in this Agreement and associated permits or approvals, including the related obligations and liabilities of Grantee, shall be binding upon the successors, assigns, transferees and agents of Grantee.
- 22.5 This Franchise shall not be leased, assigned or otherwise transferred or alienated without the express written consent of the City in accordance with applicable law. Notwithstanding the foregoing, Sprint may, without City's prior written consent, grant an indefeasible right of use in a portion of Grantee's fiber to a third party, or assign this Agreement or any of its rights under this Agreement to any corporate affiliate or entity under common control or an entity acquiring all or substantially all of its assets or equity, whether by sale, merger, consolidation or otherwise.

23 Dispute Resolution.

23.1 In the event of a dispute between the City and Grantee arising from this Agreement, the dispute shall first be referred to the representatives, which have designated by the City and Grantee, to have oversight over the administration of this Agreement. The representatives shall meet within thirty (30) calendar days, or at a time established by agreement of the Parties, of either party's request for a meeting, whichever request is first, and the Parties shall make a good faith effort to achieve a resolution of the dispute.

23.2 If the Parties fail to achieve a resolution of the dispute in this manner, either party may then pursue other available remedies. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington

24 Enforcement and Remedies.

24.1 A. If Grantee shall violate, or fail to comply with any provisions of this Agreement, or shall fail to comply with any notice given to Grantee under the provisions of this Franchise, the City may, at its discretion, provide Grantee with written notice to cure the breach within a reasonable time. If the breach is not cured within the specified time, or Grantee does not comply with the specified conditions, the City may, at its discretion, either (1) revoke the Franchise upon written notification to Grantee, or (2) cure the breach at Grantee's expense, such payment to be made within thirty (30) days following receipt of an invoice together with reasonably supporting documentation evidencing such expense, or (3) take other reasonable action.

24.2 B. If the City determines that Grantee is acting beyond the scope of permission granted herein for Grantee Facilities and Franchise Activities, the City reserves the right to terminate this Franchise and require the Grantee to apply for, obtain, and comply with all applicable City permits, approvals, or other City requirements for such actions, and if the Grantee's actions are not authorized under applicable law, to compel Grantee to cease such actions.

25 Compliance with Laws and Regulations. This Franchise is subject to, and the Grantee shall comply with all applicable laws, regulations and policies, including all applicable City Codes, as now exist or as may hereafter be modified, extended or enacted

26 License, Tax and Other Charges. This Franchise Agreement shall not exempt the Grantee from any existing or future assessment, tax, or charge that is authorized by law and applicable to Grantee or Grantee's activities and occupancy of the Franchise Area.

- 27 Consequential Damages Limitation. Notwithstanding any other provision of this Agreement, in no event shall either party be liable for any special, incidental, indirect, punitive, reliance, consequential or similar damages.
- 28 Actual Administrative Expenses Fee. Grantee shall pay a one-time fee for the actual administrative expenses incurred by the City that are directly related to the receiving and approving this Franchise pursuant to RCW 35.21.860. The administrative fee shall be due thirty (30) days following Grantee's receipt of the City's invoice together with reasonable supporting documentation evidencing such expenses.
- 29 Severability. If any portion of this Agreement is deemed invalid, the remainder portions shall remain in effect.
- 30 Survival. All of the provisions, conditions and requirements of Section 13, Construction and Maintenance; Section 15, Damage to Property, Section 20, Abandonment and Removal of Grantee Facilities; Section 21, Indemnification and Hold Harmless; Section 22, Insurance; Section 25, Compliance with Laws and Regulations of this Agreement shall be in addition to any and all other obligations and liabilities the Grantee may have to the City at common law, by statute, or by contract, and shall survive the expiration or termination of the rights conferred hereunder and any renewals or extensions thereof. All of the provisions, conditions, regulations and requirements contained herein shall further be binding upon the heirs, successors, executors, administrators, legal representatives and assigns of the Grantee and all privileges, as well as all obligations and liabilities of the Grantee shall inure to its heirs, successors and assigns equally as if they were specifically mentioned wherever the Grantee is named herein. Provided, however, that Grantee's obligation referenced in this Section shall cease if the City permits Grantee to abandon its Facilities in place as permitted by Section 20, Abandonment and Removal of Grantee Facilities. Provided, further, that Grantee's obligation to indemnify the City against claims, as referenced in Section 22, Insurance shall cease only with respect to claims arising after approval of Grantee's in-place abandonment.
- 31 Upon the Effective Date, the Prior Franchise Agreement shall immediately terminate and be of no further force or effect and this Franchise Agreement, and all exhibits attached hereto shall constitute the entire Franchise Agreement between the Parties.

PASSED by the City Council of the City of Chehalis, Washington, and
APPROVED by its Mayor, at a regularly scheduled open public meeting thereof this
_____ day of _____, 2017.

Mayor

Attest:

City Clerk

Approved as to form:

City Attorney

Sprint Communications Company L.P., for itself, its successors and assigns, hereby accepts and agrees to be bound by all terms, conditions and provisions of the Franchise attached hereto and incorporated herein by this reference.

Sprint Communications Company L.P.

James B. Farris
Real Estate Manager

STATE OF KANSAS)
) ss:
COUNTY OF JOHNSON)

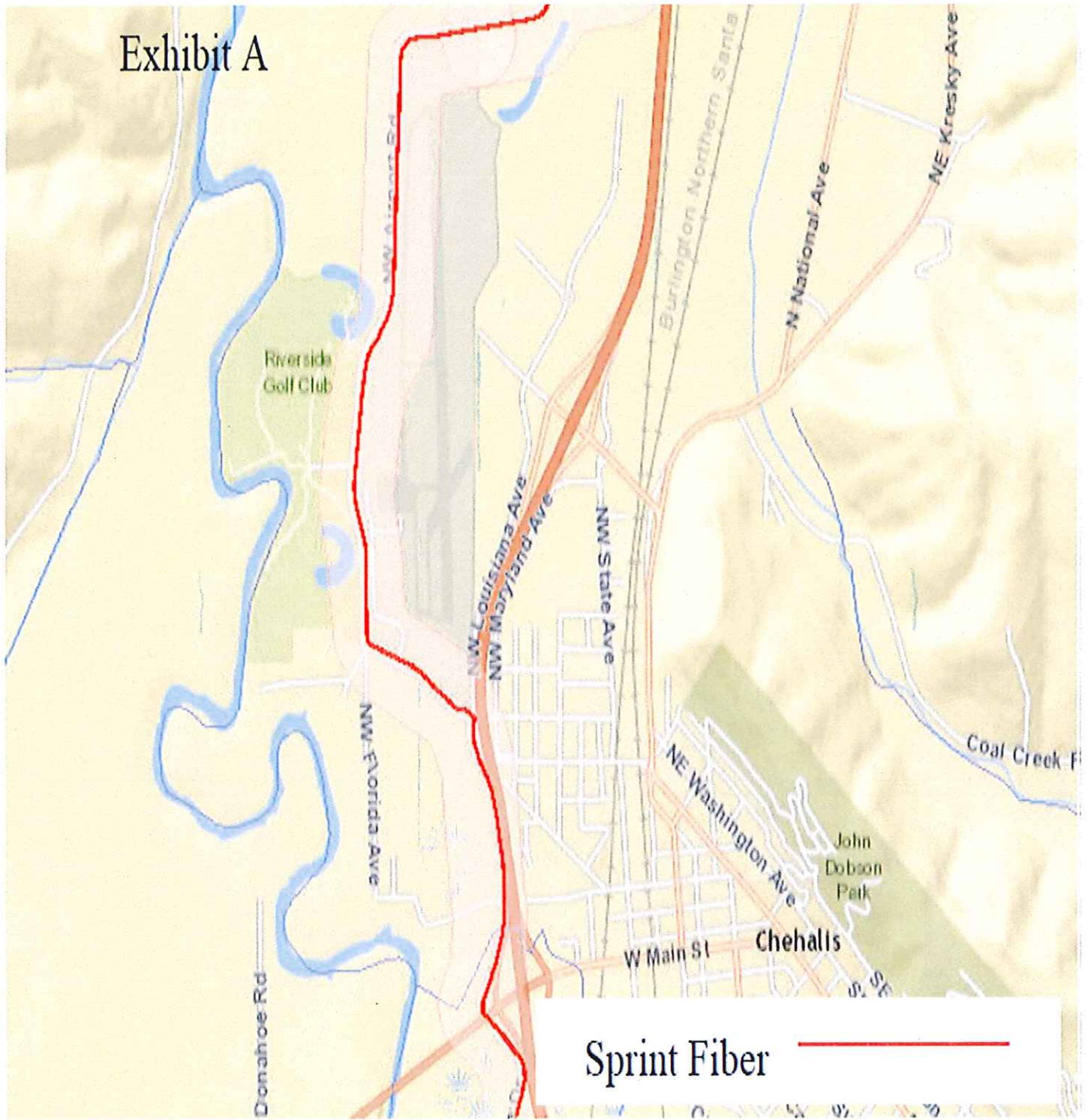
On this ____ day of _____, 2017, before me the undersigned, a Notary Public in and for the State of Kansas, duly commissioned and sworn, personally appeared, James B. Farris, Real Estate Manager for Sprint Communications Company L.P. and acknowledged that he is authorized to accept the above-written Franchise Agreement on behalf of Sprint Communications Company L.P.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal on the date hereinabove set forth.

Mary K. Joshi, Notary Public

My Commission Expires: March 5, 2021

Exhibit A



**CHEHALIS CITY COUNCIL MEETING
AGENDA REPORT**

TO: The Honorable Mayor and City Council

FROM: Jill Anderson, City Manager

BY: Caryn Foley, City Clerk
Bill Hillier, City Attorney

MEETING OF: August 28, 2017

SUBJECT: Resolution No. 6-2017, First and Final Reading - Establishing an Order of Procedure for City Council Meetings

ISSUE

In recent City Council meetings, certain procedures have been questioned, specifically the process for passing ordinances and adopting resolutions.

DISCUSSION

In 1995, the City Council adopted Resolution No. 1-95, which established an order of procedure for meetings. Following passage of the resolution, the City Council altered certain provisions contained in the resolution to streamline the process for passing ordinances and adopting resolutions; however, those changes were not officially voted on by the City Council as required in the resolution. It was determined that a new resolution was needed to officially adopt the policy changes made by City Council since adoption of Resolution No. 1-95.

During the drafting of a new resolution, a question arose about what constitutes a majority to pass a resolution or ordinance when less than six members are present at a meeting. For example, if only four or five members are present all four, or at least four of the five, would have to vote in favor to pass the matter, or could a matter be passed with only three votes – a majority of the members present?

Municipal Research and Services Center (MRSC) was contacted and advised that state statutes provide that the passage of any ordinance, grant or revocation of franchise or license, and any resolution for the payment of money require the affirmative vote of at least a majority of the whole membership of the council. Beyond that, council voting requirements are a matter of local procedure. Many cities follow Robert's Rules of Orders, and there are situations where procedural votes can be passed by a majority of the council present as opposed to a majority of the entire council.

Since Resolution No. 1-95 does not address this question, the administration suggested adding language to the section to clarify the City Council's intent. The two options included:

Option 1: Regardless of the number of council members attending the quorum, a vote of four or more members in the affirmative or negative is required for any business being conducted.

Option 2: Votes necessary for conducting any business of the council shall be governed by RCW 35A.12.120 and 35A.13.170

During the August 14, City Council meeting, Council voted unanimously to choose Option 1.

Additionally, Council Harris asked the Administration to review the following sections for possible revisions:

- The last sentence of Section 4 relates to the dispensing of notices for special meetings in the event of certain emergencies. Councilor Harris asked if the sentence could be revised to read more clearly. The sentence is taken from the state statute, so it is recommended that no revisions be made.
- Section 17 needs to be revised to read, "The rules of the Council may be altered, amended, or temporarily suspended by an affirmative vote of four or more members. ~~a vote of two thirds of the members present.~~
- Councilor Harris suggested including language to make sure that in an extreme emergency situation, (e.g., if four council members cannot be present at a meeting) the council won't be hamstrung.

An emergency is very narrowly defined and needs to be a severe one that "involves or threatens physical damage" and "requires urgent or immediate action." The City Attorney believes it would be unlikely, even in the event of an extreme emergency, that the City Council would be unable to give the proper notice (24 hours) and bring at least four members together (via telephone or otherwise) to act on city business. Accordingly, we believe the matter need not be specifically addressed in the resolution.

If the City Council wishes to include language to address an emergency situation, the following language could be added to Section 4:

No provision in this resolution shall impede the rights of the City Council to conduct business in the event of an emergency consistent with the laws of the State of Washington or the Revised Code of Washington.

Two versions of the resolution have been prepared for signature based on which action the City Council takes.

FISCAL IMPACT

N/A.

RECOMMENDATION

It is recommended that the City Council suspend the rules requiring two readings of a resolution and adopt Resolution No. 6-2017 on first and final reading.

SUGGESTED MOTION

I move that the City Council suspend the rules requiring two readings of a resolution.

I move that the City Council adopt Resolution No. 6-2017 on first and final reading.

RESOLUTION NO. 6-2017

**A RESOLUTION OF THE CITY OF CHEHALIS,
WASHINGTON, ESTABLISHING AN ORDER OF
PROCEDURE FOR CITY COUNCIL MEETINGS; AND
REPEALING RESOLUTION NO. 1-95, ADOPTED THE 23RD
DAY OF JANUARY, 1995.**

WHEREAS, an established order of procedure for City Council meetings appears to be the most expedient means of conducting City Council meetings; and

WHEREAS, this established order of procedure will prevent confusion and aid in the expeditious conduct of city business; and

WHEREAS, the City Council of the City of Chehalis, Washington, desires to establish formal procedure for the conduct of its meetings.

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF CHEHALIS,
WASHINGTON, DO RESOLVES AS FOLLOWS:**

Section 1. Order of Procedure to Govern. The order of procedure herein contained shall govern the deliberations and meetings of the City Council of the City of Chehalis, Washington.

Section 2. Open Public Meeting. Except as otherwise provided herein, all meetings of the City Council of the City of Chehalis shall be held in compliance with the Open Public Meetings Act of the State of Washington, pursuant to RCW Chapter 42.30. All City Council meetings shall be open and public, and all persons shall be permitted to attend any meeting of the City Council of the City of Chehalis, except as otherwise provided in this rule of procedure.

Section 3. Regular Meeting. Regular meetings of the City Council shall be held as provided for by ordinance.

Section 4. Special Meeting. A special meeting may be called at any time by the Mayor or by a majority of the members of the City Council by delivering written notice of said meeting to each local newspaper of general circulation in the City of Chehalis and to each local radio station. Said written notice shall be delivered not less than twenty-four (24) hours before the time of such meeting as specified in the notice. The call and notice shall specify the time and place of such meeting and the nature of business to be transacted. Final disposition shall not be taken on any matter not included as part of the business of said meeting. The notice provided in this paragraph may be dispensed with in the event a special meeting is called to deal with an emergency involving injury or damage to person or property or the likelihood of such injury or damage, when time requirements of such notice would make notice impractical and increase the likelihood of such injury or damage.

No provision in this resolution shall impede the rights of the City Council to conduct business in the event of an emergency consistent with the laws of the State of Washington or the Revised Code of Washington.

Section 5. Executive Session. Nothing contained in these rules of procedure shall be construed to prevent the City council of the City of Chehalis from holding executive sessions during regular or special meetings to consider matters as provided for in RCW 42.30.110, establishing the criteria for executive sessions. The City Council may also exclude from such public meetings or executive sessions, during examination of witnesses on any such matter, any or all other witnesses in the matter being investigated by the City Council.

Section 6. Quorum. At all meetings of the City Council, a majority of the Council members shall constitute a quorum for the transaction of business, but a less number may adjourn from time to time and may compel the attendance of absent members in such a manner and under such penalties as may be prescribed by ordinance. Regardless of the number of council members attending the quorum, a vote of four or more members in the affirmative or negative is required for any business being conducted.

Section 7. Mayor and Mayor-Pro-Tempore to Preside. All meetings of the City Council shall be presided over by the Mayor or in the Mayor's absence by the Mayor Pro-tempore. The appointment of a City Council member as Mayor and Mayor Pro-tempore shall not in any way abridge his or her right to vote upon all questions coming before the City Council.

Section 8. Order of Business. The usual order of business for City Council meetings shall be as follows:

- A. Call to Order
- B. Pledge of Allegiance (flag salute)
- C. Proclamations/Presentations
- D. Consent Calendar (approval of minutes of previous meeting, approval of claim vouches and transfer vouchers, certain resolutions, certain committee appointments, and other matters of a routine, non-controversial business nature)
- E. Public Hearings
- F. Citizens Business (comments or questions about topics not otherwise listed on the agenda)
- G. Unfinished Business (matters, and certain ordinances and resolutions discussed at a recent council meeting)
- H. New Business (matters, ordinances, and resolutions not discussed at a recent council meeting)
- I. City Council/City Manager Reports (includes staff reports, usually for information only)
- J. Executive Session

Section 9. Consent Calendar. The Consent Calendar shall include items of a routine business nature as determined and submitted by the City Manager to be noncontroversial and require no discussion. Matters on the Consent Calendar shall be approved collectively by a single motion, provided, however, any member of the City Council may request a matter on the Consent Calendar to be removed therefrom prior to approval for separate discussion and motion. Any matter so removed shall be discussed and disposed of by motion immediately after approval of the Consent Calendar.

Section 10. Speaking. No City Council member shall speak more than twice on the same subject without permission of the presiding officer, provided, however, that if this rule of procedure is waived as to one City Council member it shall be deemed as waived to all City Council members. No person, not a member of the City Council, shall speak more than twice on the same subject without permission of the presiding officer, providing, however, if this rule of procedure is waived as to one person it shall be deemed waived as to all persons.

Section 11. Motions. Motions shall be reduced to writing when required by the presiding officer of the City Council. All ordinances and resolutions shall be in writing.

Section 12. Ordinances. Ordinances before the City Council for consideration and passage shall be read by title only at two (2) consecutive meetings of the City Council prior to passage, provided, the City Council, upon proper motion and second by a majority vote, may require the proposed ordinance to be read in its entirety.

Second readings of fairly routine and noncontroversial ordinances will be placed on the Consent Calendar. Second readings of ordinances relating to adoption of the budget or having a financial impact, will be placed under Unfinished Business.

Amendments to any proposed ordinance may be made by a majority vote of the City Council at any time prior to the approval of each reading. The failure to approve each reading of an ordinance shall defeat passage of the ordinance and consideration of the same shall be terminated unless the same shall be presented at a subsequent regular meeting of the City Council.

All ordinances shall be read by the City Attorney, Assistant City Attorney, or City Manager.

Nothing contained in these rules of procedure shall prohibit the City Council from enacting an ordinance by reason of an emergency after a single reading upon suspension of the rules and procedure as provided in Section 18 below.

Section 13. Resolutions. Resolutions before the City Council for consideration and adoption shall be read by title only at one (1) meeting of the City Council prior to adoption, provided, the City Council, upon proper motion and second, by a majority vote, may require the proposed resolution to be read in its entirety.

The reading of fairly routine and noncontroversial resolutions will be placed on the Consent Calendar. Resolutions having a financial impact will have two readings. The first reading shall be placed under New Business. The second reading shall be placed on the Consent Calendar.

Amendments to any proposed resolution may be made by a majority vote of the City Council at any time prior to the approval of the reading. The failure to approve the reading of a resolution shall defeat adoption of the resolution and consideration of the same shall be terminated unless the same shall be presented at a subsequent regular meeting of the City Council.

All resolutions shall be read by the City Attorney, Assistant City Attorney, or City Manager.

Section 14. Motions to Reconsider. Motions to reconsider must be by a member who voted with the majority and at the same or next succeeding meeting of the City Council.

Section 15. Journal of Proceedings. The City Clerk shall keep a correct journal of all proceedings and at the desire of any City Council member the “ayes” and “nays” shall be taken on any question and entered in the journal.

Section 16. All questions or order shall be decided by the presiding officer of the City Council with the right of appeal to the City Council by any member.

Section 17. Voting. Each member present must vote on all questions put to the City Council except as to matters with respect to which such City Council member has an apparent personal or financial interest.

• **Section 18. Amendments to Rules.** The rules of the City Council may be altered, amended, or temporarily suspended by an affirmative vote of four or more members, a vote of two-thirds of the members present.

Section 19. Duties of Presiding Officer. It shall be the duty of the presiding officer of the City Council to:

- A. Call the meeting to order.
- B. Keep the meeting to the order of business.
- C. State each motion and require a second to that motion before permitting discussion.
- D. Handle discussion in an orderly way:
 - 1) Give every City Council member who wishes an opportunity to speak.
 - 2) Permit audience participation at appropriate times.
 - 3) Keep all speakers to the rule and to the question.
 - 4) Give opponents and proponents alternating opportunities to speak.

- E. Put motion to a vote and account the outcome.
- F. Appoint committees when authorized to do so.

Section 20. Robert's Rules of Order. Robert's Rules of Order, Newly Revised, shall govern the deliberations of the City Council except when it conflicts with any of the foregoing rules.

Section 21. Repeal. Resolution No. 1-95, adopted the 23rd day of January, 1995, shall be, and the same hereby is, repealed.

ADOPTED by the City Council of the City of Chehalis, Washington, and **APPROVED** by its Mayor, at a regularly scheduled open public meeting thereof this _____ day of _____, 2017.

Mayor

Attest:

City Clerk

Approved as to form and content:

City Attorney

**CHEHALIS CITY COUNCIL MEETING
AGENDA REPORT**

TO: The Honorable Mayor and City Council

FROM: Jill Anderson, City Manager

BY: Ken Cardinale, Fire Police Chief
Trent Lougheed, Acting Airport Director

MEETING OF: August 28, 2017

SUBJECT: Resolution No. 7-2017, First and Final Reading – Declaring Property to be Surplus

ISSUE

The Fire Department and the Airport Department have property that is no longer used or needed.

DISCUSSION

State law requires that property must first be declared surplus by the City Council before being sold, donated, used as trade-in, or disposed of. Resolution No. 7-2017 has been prepared for the City Council's consideration.

The Fire Department has fire hose, that due to its age, is no longer serviceable because it exceeds the 20-year mark. Even though the hose passed recent testing, because it exceeds 20 years, the WCIA rating bureau does not consider hose that old serviceable and the city would be downgraded in its insurance rating. The hose was replaced last year, and will be donated, most likely to Mexico.

The Airport has a 2000 service truck that will be sold at auction. The truck has 187,000 hard miles (frequent short trips) on it and the department squeezed every bit out of the vehicle that they could. A new truck was included in this year's budget and has been purchased. The vehicle will be placed on the equipment schedule with a 15-year life expectancy, making it due for replacement in 2032.

FISCAL IMPACT

The surplus items will be donated or sold at auction with funds going back to their respective departments.

RECOMMENDATION

It is recommended that the City Council adopt Resolution No. 7-2017 on first and final reading.

SUGGESTED MOTION

I move that the City Council adopt Resolution No. 7-2017 on first and final reading.

RESOLUTION NO. 7-2017

**A RESOLUTION OF THE CITY OF CHEHALIS,
WASHINGTON, DECLARING PERSONAL PROPERTY OF
THE CITY OF CHEHALIS TO BE SURPLUS AND OF NO
FURTHER USE TO THE CITY, AND DIRECTING THE
DISPOSITION THEREOF.**

**THE CITY COUNCIL OF THE CITY OF CHEHALIS, WASHINGTON, DO
RESOLVE AS FOLLOWS:**

Section 1. The following described personal property of the city of Chehalis, Washington, a municipal corporation, shall be, and the same hereby is, declared to be surplus and no longer of necessary use.

| Fire Department | Identifying Information |
|---|--------------------------------|
| One Thousand (1,000) Feet of 1987-Era Five (5) Inch Rubber Supply Hose with Male/Female Storz Fitting | NA |
| Airport Department | |
| 2000 Chevrolet Model 2500 Service Truck | VIN #1GCGC24R5YR158576 |

Section 2. The personal property described herein shall be disposed of by the City Manager.

ADOPTED by the City Council of the city of Chehalis, Washington, and **APPROVED** by its Mayor, at a regularly scheduled open public meeting thereof this _____ day of _____, 2017.

Mayor

Attest:

City Clerk

Approved as to form and content:

City Attorney

**CHEHALIS CITY COUNCIL MEETING
AGENDA REPORT**

TO: The Honorable Mayor and City Council
FROM: Jill Anderson, City Manager
BY: Judy Pectol, Finance Manager
MEETING OF: August 28, 2017
SUBJECT: Finance Report for the Seven Months Ending July 31, 2017

ISSUE

Staff would like to present the City Council with information regarding the City's financial results of operations for the seven months ending July 31, 2017.

DISCUSSION

After seven months of operation, the City's financial position is as strong as we had expected. We still face some unknowns, such as what will happen with our collective bargaining negotiations. However, as our budget process begins and we look closely at each line item we are pleased with where we stand now.

For the General Fund, one small surprise is that the revenue for Plan Checks was \$25,739 which is 85.8% of the annual budgeted revenue of \$30,000.

All General Fund departments have reasonable expenses at this point in the year.

As shown for the Wastewater, Water, and Storm Water Funds, the connection fees are \$164,832, \$156,814, and \$74,971 respectively; all of which significantly exceed our budget estimates.

For all Enterprise Funds, expenditures appear reasonable.

FISCAL IMPACT

As shown.

RECOMMENDATION

It is recommended that the City Council review this information and let staff know if there are any questions.

SUGGESTED MOTION

N/A

To: The Honorable Mayor and Council
 Via: Tracie J Anderson, City Manager
 From: Judy Pectol, Finance Manager
 Prepared by: Betty Brooks, Payroll Accountant
 Date: August 21, 2017
 Subject: Monthly Financial Reports for July

City of Chehalis
 Comparative Financial Reports
 July 2016 and 2017

| GENERAL FUND (#001) REVENUES | A July 2016 | | B Actual | | C=B/A | | D July 2017 | | E Actual | | F=E/D | | G Expected % Recd* | | H^ Varinc from Expected | | I=F-G % Variance | |
|---------------------------------|--------------------|--------------------|--------------|--------------------|--------------------|--------------|--------------------|--------------------|--------------|------------------|----------------------|--------------|--------------------|----------------------|-------------------------|--|------------------|--|
| | Budget | Actual | % Recd | Budget | Actual | % Recd | Budget | Actual | % Recd | Expected % Recd* | Varinc from Expected | % Recd | Expected % Recd* | Varinc from Expected | % Variance | | | |
| General Property Taxes | \$1,276,948 | \$690,051 | 54.0% | \$1,464,432 | \$733,475 | 50.1% | \$733,475 | \$733,475 | 50.1% | 58.3% | (\$120,289) | 50.1% | 58.3% | (\$120,289) | -8.2% | | | |
| EMS Property Taxes | 304,886 | 165,304 | 54.2% | 328,028 | 175,015 | 53.4% | 328,028 | 175,015 | 53.4% | 58.3% | (16,225) | 53.4% | 58.3% | (16,225) | -4.9% | | | |
| Sales & Use Tax | 3,772,472 | 2,215,854 | 58.7% | 4,044,090 | 2,532,039 | 62.6% | 4,044,090 | 2,532,039 | 62.6% | 58.3% | 174,335 | 62.6% | 58.3% | 174,335 | 4.3% | | | |
| Electricity Tax | 495,100 | 309,315 | 62.5% | 505,002 | 280,309 | 55.5% | 505,002 | 280,309 | 55.5% | 58.3% | (14,107) | 55.5% | 58.3% | (14,107) | -2.8% | | | |
| Gas/Natural Gas Tax | 217,725 | 123,411 | 56.7% | 240,202 | 142,820 | 59.5% | 240,202 | 142,820 | 59.5% | 58.3% | 2,782 | 59.5% | 58.3% | 2,782 | 1.2% | | | |
| Criminal Justice Tax | 105,050 | 62,634 | 59.6% | 106,101 | 69,664 | 65.7% | 106,101 | 69,664 | 65.7% | 58.3% | 7,807 | 65.7% | 58.3% | 7,807 | 7.4% | | | |
| Main Street B & O Credit | 0 | 0 | 0.0% | 0 | 41,250 | 100.0% | 0 | 41,250 | 100.0% | 58.3% | 41,250 | 100.0% | 58.3% | 41,250 | 41.7% | | | |
| Water/Sewer B & O Tax | 452,900 | 272,882 | 60.3% | 464,727 | 299,135 | 64.4% | 464,727 | 299,135 | 64.4% | 58.3% | 28,199 | 64.4% | 58.3% | 28,199 | 6.1% | | | |
| Garbage Tax | 81,900 | 31,748 | 38.8% | 81,900 | 51,040 | 62.3% | 81,900 | 51,040 | 62.3% | 58.3% | 3,292 | 62.3% | 58.3% | 3,292 | 4.0% | | | |
| Cable Tax | 133,485 | 79,175 | 59.3% | 135,500 | 79,191 | 58.4% | 135,500 | 79,191 | 58.4% | 58.3% | 195 | 58.4% | 58.3% | 195 | 0.1% | | | |
| Telephone Tax | 275,000 | 145,782 | 53.0% | 260,000 | 154,575 | 59.5% | 260,000 | 154,575 | 59.5% | 58.3% | 2,995 | 59.5% | 58.3% | 2,995 | 1.2% | | | |
| Leasehold Excise Tax | 41,000 | 24,384 | 59.5% | 43,050 | 25,750 | 59.8% | 43,050 | 25,750 | 59.8% | 58.3% | 652 | 59.8% | 58.3% | 652 | 1.5% | | | |
| Timber Excise Tax | 45 | 43 | 95.6% | 45 | 44 | 97.4% | 45 | 44 | 97.4% | 58.3% | 18 | 97.4% | 58.3% | 18 | 39.1% | | | |
| Total Tax Revenues | 7,156,511 | 4,120,583 | 57.6% | 7,673,077 | 4,584,307 | 59.7% | 7,673,077 | 4,584,307 | 59.7% | 58.3% | 110,903 | 59.7% | 58.3% | 110,903 | 1.4% | | | |
| Licenses & Permits | 157,050 | 125,972 | 80.2% | 210,550 | 113,413 | 53.9% | 210,550 | 113,413 | 53.9% | 58.3% | (9,338) | 53.9% | 58.3% | (9,338) | -4.4% | | | |
| Intergov't Grants/Entitlements | 450,645 | 189,551 | 42.1% | 679,028 | 659,263 | 97.1% | 679,028 | 659,263 | 97.1% | 58.3% | 283,390 | 97.1% | 58.3% | 283,390 | 38.8% | | | |
| Charges for Goods and Svcs. | 371,196 | 185,657 | 50.0% | 326,265 | 202,946 | 62.2% | 326,265 | 202,946 | 62.2% | 58.3% | 12,734 | 62.2% | 58.3% | 12,734 | 3.9% | | | |
| Fines and Forfeitures | 147,420 | 87,407 | 59.3% | 144,945 | 67,570 | 46.6% | 144,945 | 67,570 | 46.6% | 58.3% | (16,933) | 46.6% | 58.3% | (16,933) | -11.7% | | | |
| Interest Earnings | 11,890 | 13,777 | 115.9% | 16,950 | 14,675 | 86.6% | 16,950 | 14,675 | 86.6% | 58.3% | 4,793 | 86.6% | 58.3% | 4,793 | 28.3% | | | |
| Rents & Royalties | 71,280 | 49,406 | 69.3% | 82,100 | 47,139 | 57.4% | 82,100 | 47,139 | 57.4% | 58.3% | (725) | 57.4% | 58.3% | (725) | -0.9% | | | |
| Donations/Contributions | 87,000 | 72,421 | 100.0% | 36,525 | 11,519 | 100.0% | 36,525 | 11,519 | 100.0% | 58.3% | (9,775) | 100.0% | 58.3% | (9,775) | 0.0% | | | |
| Misc. Revenue/Insurance | 29,385 | 20,704 | 70.5% | 30,747 | 17,468 | 56.8% | 30,747 | 17,468 | 56.8% | 58.3% | (458) | 56.8% | 58.3% | (458) | -1.5% | | | |
| Non-Revenues | 142,435 | 98,415 | 69.1% | 148,351 | 61,033 | 41.1% | 148,351 | 61,033 | 41.1% | 58.3% | (25,456) | 41.1% | 58.3% | (25,456) | -17.2% | | | |
| Total Non-Tax Revenues | 1,468,301 | 843,310 | 57.4% | 1,675,461 | 1,195,026 | 71.3% | 1,675,461 | 1,195,026 | 71.3% | 58.3% | 218,232 | 71.3% | 58.3% | 218,232 | 13.0% | | | |
| | \$8,624,812 | \$4,963,893 | 57.6% | \$9,348,538 | \$5,779,333 | 61.8% | \$9,348,538 | \$5,779,333 | 61.8% | 58.3% | \$329,135 | 61.8% | 58.3% | \$329,135 | 3.5% | | | |

Key:
 * The expected percentage is calculated as follows: since the report is for the 7th month of the year, 7 is divided by 12-the number of months in the year.
 ^To calculate the dollar variance between expected and actual expenditures, the following formula is used:
 H=(D*G) -E (i.e.(annual budgeted amount x expected % expended) - actual expenditures.)

City of Chehalis
Comparative Financial Reports
July 2016 and 2017

| GENERAL FUND (#001) EXPENDITURES | A July 2016 | | B Actual | | C=B/A | | D July 2017 | | E Actual | | F=E/D | | G Expected % Exp* | | H^ Variance from Expected | | I=G-F |
|-------------------------------------|-------------|-------------|-------------|-------------|---------|-------------|-------------|---------|-------------|-------------|-------------|---------|-------------------|------------|---------------------------|--|-------|
| | Budget | Actual | Budget | Actual | % Exp'd | Budget | Actual | % Exp'd | Actual | % Exp'd | Actual | % Exp'd | % Exp* | Variance | % Variance | | |
| City Council | \$98,657 | \$50,916 | \$92,351 | \$52,509 | 51.6% | \$92,351 | \$52,509 | 56.9% | \$52,509 | \$52,509 | \$52,509 | 58.3% | 58.3% | \$1,332 | 1.4% | | |
| Municipal Court | 522,105 | 300,233 | 480,523 | 250,481 | 57.5% | 480,523 | 250,481 | 52.1% | 250,481 | 250,481 | 250,481 | 58.3% | 58.3% | 29,664 | 6.2% | | |
| City Manager | 308,708 | 169,425 | 312,582 | 159,247 | 54.9% | 312,582 | 159,247 | 50.9% | 159,247 | 159,247 | 159,247 | 58.3% | 58.3% | 22,988 | 7.4% | | |
| Finance | 228,295 | 110,269 | 232,471 | 171,295 | 48.3% | 232,471 | 171,295 | 73.7% | 171,295 | 171,295 | 171,295 | 58.3% | 58.3% | (35,764) | -15.4% | | |
| City Clerk | 78,878 | 38,373 | 79,915 | 43,902 | 48.6% | 79,915 | 43,902 | 54.9% | 43,902 | 43,902 | 43,902 | 58.3% | 58.3% | 2,688 | 3.4% | | |
| Facilities and Parks | 0 | 0 | 850,411 | 542,513 | 0.0% | 850,411 | 542,513 | 63.8% | 542,513 | 542,513 | 542,513 | 58.3% | 58.3% | (46,723) | -5.5% | | |
| Non-Departmental | 542,916 | 270,897 | 611,351 | 331,124 | 49.9% | 611,351 | 331,124 | 54.2% | 331,124 | 331,124 | 331,124 | 58.3% | 58.3% | 25,294 | 4.1% | | |
| Human Resources | 85,553 | 49,398 | 80,584 | 60,297 | 57.7% | 80,584 | 60,297 | 74.8% | 60,297 | 60,297 | 60,297 | 58.3% | 58.3% | (13,317) | -16.5% | | |
| Police | 2,751,643 | 1,658,008 | 2,944,719 | 1,753,434 | 60.3% | 2,944,719 | 1,753,434 | 59.5% | 1,753,434 | 1,753,434 | 1,753,434 | 58.3% | 58.3% | (36,663) | -1.2% | | |
| Fire | 2,048,797 | 1,209,857 | 2,225,620 | 1,367,200 | 59.1% | 2,225,620 | 1,367,200 | 61.4% | 1,367,200 | 1,367,200 | 1,367,200 | 58.3% | 58.3% | (69,664) | -3.1% | | |
| Public Works - Streets | 758,249 | 284,237 | 590,064 | 291,671 | 37.5% | 590,064 | 291,671 | 49.4% | 291,671 | 291,671 | 291,671 | 58.3% | 58.3% | 52,336 | 8.9% | | |
| Planning & Building | 0 | 0 | 482,332 | 226,085 | 0.0% | 482,332 | 226,085 | 46.9% | 226,085 | 226,085 | 226,085 | 58.3% | 58.3% | 55,115 | 11.4% | | |
| Recreation | 0 | 0 | 481,645 | 284,006 | 0.0% | 481,645 | 284,006 | 59.0% | 284,006 | 284,006 | 284,006 | 58.3% | 58.3% | (3,207) | -0.7% | | |
| Community Development | 1,688,294 | 1,059,964 | 0 | 0 | 62.8% | 0 | 0 | 0.0% | 0 | 0 | 0 | 58.3% | 58.3% | 0 | 0.0% | | |
| | \$9,112,095 | \$5,201,577 | \$9,464,568 | \$5,533,764 | 57.1% | \$9,464,568 | \$5,533,764 | 58.5% | \$5,533,764 | \$5,533,764 | \$5,533,764 | 58.3% | 58.3% | (\$15,921) | -0.2% | | |
| Net Budget/Income/Variance: | (\$487,283) | (\$237,684) | (\$116,030) | \$245,569 | | (\$116,030) | \$245,569 | | \$245,569 | \$245,569 | \$245,569 | | | \$313,214 | | | |

Key:

* The expected percentage is calculated as follows: since the report is for the 7th month of the year, 7 is divided by 12-the number of months in the year.

^To calculate the dollar variance between expected and actual expenditures, the following formula is used:

H=(D*G) -E (i.e.(annual budgeted amount x expected % expended) - actual expenditures.)

City of Chehalis
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| WASTEWATER FUND (#404) REVENUES | A | | B | | C=B/A | | D | | E | | F=E/D | | G | | H^A | | I=F-G | |
|------------------------------------|--------------------|--------------------|--------------|--------------------|--------------------|--------------|--------------------|--------------------|--------------|-------------------|----------------------|-------------|---|--|-----|--|-------|--|
| | Budget | July 2016 Actual | % Rec'd | Budget | July 2017 Actual | % Rec'd | Budget | July 2017 Actual | % Rec'd | Expected % Rec'd* | Var'nc from Expected | Variance | | | | | | |
| Non-Revenue - Loans | \$1,400,000 | \$0 | 0.0% | \$275,000 | \$0 | 0.0% | \$0 | \$0 | 0.0% | 58.3% | (\$160,325) | 0.0% | | | | | | |
| Wastewater Fees | 4,818,053 | 3,154,254 | 65.5% | 5,289,972 | 3,040,608 | 57.5% | 3,040,608 | 3,040,608 | 57.5% | 58.3% | (43,446) | -0.8% | | | | | | |
| Sewer Connection/Misc. Fees | 30,000 | 14,241 | 47.5% | 60,000 | 164,832 | 274.7% | 164,832 | 164,832 | 274.7% | 58.3% | 129,852 | 216.4% | | | | | | |
| Rentals | 3,545 | 3,545 | 100.0% | 3,545 | 3,545 | 100.0% | 3,545 | 3,545 | 100.0% | 58.3% | 1,478 | 41.7% | | | | | | |
| Misc. Revenues/Insurance | 3,000 | 2,212 | 73.7% | 3,000 | 1,106 | 36.9% | 1,106 | 1,106 | 36.9% | 58.3% | (643) | -21.4% | | | | | | |
| Non-Revenue Tax Receipts | 555 | 524 | 94.4% | 555 | 544 | 98.0% | 544 | 544 | 98.0% | 58.3% | 220 | 39.7% | | | | | | |
| Intergovernmental Receipts | 0 | 0 | 0.0% | 13,500 | 13,412 | 99.3% | 13,412 | 13,412 | 99.3% | 58.3% | 5,542 | 41.0% | | | | | | |
| Proceeds of Long-Term Debt | 0 | 63,535 | 100.0% | 890,100 | 578,543 | 65.0% | 578,543 | 578,543 | 65.0% | 58.3% | 59,615 | 6.7% | | | | | | |
| Fines and Forfeitures | 50,000 | 34,131 | 0.0% | 50,000 | 29,412 | 58.8% | 29,412 | 29,412 | 58.8% | 58.3% | 262 | 0.5% | | | | | | |
| Interest Earnings | 2,459 | 5,540 | 225.3% | 3,000 | 14,572 | 485.7% | 14,572 | 14,572 | 485.7% | 58.3% | 12,823 | 427.4% | | | | | | |
| Total | \$6,307,612 | \$3,277,982 | 52.0% | \$6,588,672 | \$3,846,574 | 58.4% | \$3,846,574 | \$3,846,574 | 58.4% | 58.3% | \$5,378 | 0.1% | | | | | | |

| WASTEWATER FUND (#404) EXPENSES | A | | B | | C=B/A | | D | | E | | F=E/D | | G | | H^A | | I=G-F | |
|------------------------------------|--------------------|--------------------|--------------|--------------------|--------------------|--------------|--------------------|--------------------|--------------|-----------------|----------------------|-------------|---|--|-----|--|-------|--|
| | Budget | July 2016 Actual | % Exp'd | Budget | July 2017 Actual | % Exp'd | Budget | July 2017 Actual | % Exp'd | Expected % Exp* | Var'nc from Expected | Variance | | | | | | |
| Operating Expenses | \$2,723,260 | \$1,331,134 | 48.9% | \$2,804,925 | \$1,462,995 | 52.2% | \$1,462,995 | \$1,462,995 | 52.2% | 58.3% | \$172,276 | 6.1% | | | | | | |
| Capital Outlay | 1,467,900 | 124,954 | 8.5% | 1,113,100 | 624,558 | 56.1% | 624,558 | 624,558 | 56.1% | 58.3% | 24,379 | 2.2% | | | | | | |
| Debt Principal | 1,834,840 | 917,111 | 50.0% | 1,846,181 | 918,350 | 49.7% | 918,350 | 918,350 | 49.7% | 58.3% | 157,974 | 8.6% | | | | | | |
| Interest Expense | 34,188 | 11,073 | 32.4% | 43,937 | 9,911 | 22.6% | 9,911 | 9,911 | 22.6% | 58.3% | 15,704 | 35.7% | | | | | | |
| Transfers Out | 32,500 | 0 | 0.0% | 0 | 0 | 0.0% | 0 | 0 | 0.0% | 58.3% | 0 | 58.3% | | | | | | |
| Total | \$6,092,688 | \$2,384,272 | 39.1% | \$5,808,143 | \$3,015,814 | 51.9% | \$3,015,814 | \$3,015,814 | 51.9% | 58.3% | \$370,333 | 6.4% | | | | | | |

Net Budget/Income/Variance: \$214,924 \$893,710 \$780,529 \$830,760 \$375,711

Key:

* The expected percentage is calculated as follows: since the report is for the 7th month of the year, 7 is divided by 12-the number of months in the year.

^To calculate the dollar variance between expected and actual expenditures, the following formula is used:

H=(D*G) -E (i.e.(annual budgeted amount x expected % expended) - actual expenditures.)

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| WATER FUND (#405) REVENUES | A July 2016 | | B | | C=B/A | | D | | E | | F=E/D | | G | | H^ | | I=F-G | |
|-------------------------------|--------------------|--------------------|--------------------|--------------------|--------------|--------------|--------------------|--------------------|--------------------|--------------------|--------------|--------------|--------------------|--------------------|--------------------|--------------------|--------------------|---------------|
| | Budget | Actual | Budget | Actual | % Rec'd | % Rec'd | Budget | Actual | Budget | Actual | % Rec'd | % Rec'd* | Expected | Actual | Expected | Actual | Expected | Variance |
| Intergovernmental Revenues | \$0 | \$0 | \$0 | \$0 | 100.0% | 100.0% | \$0 | \$0 | \$0 | \$0 | 0.0% | 58.3% | \$0 | \$0 | \$0 | \$0 | \$0 | 100.0% |
| Water Sales | \$2,351,387 | \$1,440,029 | \$1,440,029 | \$1,440,029 | 61.2% | 53.3% | \$2,613,600 | \$1,393,839 | \$2,613,600 | \$1,393,839 | 53.3% | 58.3% | (129,890) | \$1,393,839 | (129,890) | \$1,393,839 | (129,890) | -5.0% |
| Water Connection/Misc. Fees | 10,000 | 20,661 | 20,661 | 20,661 | 206.6% | 209.1% | 75,000 | 156,814 | 75,000 | 156,814 | 209.1% | 58.3% | 113,089 | 156,814 | 113,089 | 156,814 | 150.8% | |
| Misc. Revenues/Insurance | 2,121 | 3,740 | 3,740 | 3,740 | 176.3% | 33.1% | 2,121 | 702 | 2,121 | 702 | 33.1% | 58.3% | (535) | 702 | (535) | 702 | -25.2% | |
| Non-Revenue Tax Receipts | 100 | 365 | 365 | 365 | 0.0% | 44.0% | 150 | 66 | 150 | 66 | 44.0% | 58.3% | (21) | 66 | (21) | 66 | -14.3% | |
| Proceeds of Long-Term Debt | 1,464,500 | 0 | 0 | 0 | 0.0% | 0.0% | 1,000,000 | 0 | 1,000,000 | 0 | 0.0% | 58.3% | (583,000) | 0 | (583,000) | 0 | -58.3% | |
| Fines and Forfeitures | 25,000 | 17,177 | 17,177 | 17,177 | 0.0% | 67.9% | 28,000 | 19,022 | 28,000 | 19,022 | 67.9% | 58.3% | 2,698 | 19,022 | 2,698 | 19,022 | 9.6% | |
| Interest Earnings | 6,275 | 7,181 | 7,181 | 7,181 | 114.4% | 107.3% | 10,000 | 10,726 | 10,000 | 10,726 | 107.3% | 58.3% | 4,896 | 10,726 | 4,896 | 10,726 | 49.0% | |
| Total | \$3,859,383 | \$1,489,153 | \$1,489,153 | \$1,489,153 | 38.6% | 42.4% | \$3,728,871 | \$1,581,169 | \$3,728,871 | \$1,581,169 | 42.4% | 58.3% | (\$592,763) | \$1,581,169 | (\$592,763) | \$1,581,169 | (\$592,763) | -15.9% |

| WATER FUND (#405) EXPENSES | A July 2016 | | B | | C=B/A | | D | | E | | F=E/D | | G | | H^ | | I=G-F | |
|-------------------------------|--------------------|--------------------|--------------------|--------------------|--------------|--------------|--------------------|--------------------|--------------------|--------------------|--------------|--------------|------------------|--------------------|------------------|--------------------|------------------|-------------|
| | Budget | Actual | Budget | Actual | % Exp'd | % Exp'd | Budget | Actual | Budget | Actual | % Exp'd | % Exp'd* | Expected | Actual | Expected | Actual | Expected | Variance |
| Operating Expenses | \$1,888,309 | \$1,069,370 | \$1,069,370 | \$1,069,370 | 56.6% | 62.4% | \$1,930,577 | \$1,204,580 | \$1,930,577 | \$1,204,580 | 62.4% | 58.3% | (\$79,054) | \$1,204,580 | (\$79,054) | \$1,204,580 | (\$79,054) | -4.1% |
| Capital Outlay | 1,847,000 | 277,852 | 277,852 | 277,852 | 15.0% | 42.4% | 1,603,000 | 680,048 | 1,603,000 | 680,048 | 42.4% | 58.3% | 254,501 | 680,048 | 254,501 | 680,048 | 15.9% | |
| Debt Principal | 134,077 | 21,000 | 21,000 | 21,000 | 15.7% | 16.3% | 135,077 | 22,000 | 135,077 | 22,000 | 16.3% | 58.3% | 56,750 | 22,000 | 56,750 | 22,000 | 42.0% | |
| Interest Expense | 14,435 | 4,400 | 4,400 | 4,400 | 30.5% | 26.8% | 12,730 | 3,414 | 12,730 | 3,414 | 26.8% | 58.3% | 4,008 | 3,414 | 4,008 | 3,414 | 31.5% | |
| Total | \$3,883,821 | \$1,372,622 | \$1,372,622 | \$1,372,622 | 35.3% | 51.9% | \$3,681,384 | \$1,910,042 | \$3,681,384 | \$1,910,042 | 51.9% | 58.3% | \$236,205 | \$1,910,042 | \$236,205 | \$1,910,042 | \$236,205 | 6.4% |

Net Budget/Income/Variance: (\$24,438) \$116,531 \$47,487 (\$328,873) (\$356,558)

Key:
* The expected percentage is calculated as follows: since the report is for the 7th month of the year, 7 is divided by 12-the number of months in the year.
^To calculate the dollar variance between expected and actual expenditures, the following formula is used:
H=(D*G) -E (i.e.(annual budgeted amount x expected % expended) - actual expenditures.)

City of Chehalis
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| STORM FUND (#406) REVENUES | A | | B | | C=B/A | | D | | E | | F=E/D | | G | | H^ | | I=F-G | |
|-------------------------------|------------------|------------------|--------------|------------------|------------------|--------------|-------------------|-------------------|----------------------|-----------|--------|-------|------------------|----------------------|-------|-----------------|----------------------|--------------|
| | Budget | July 2016 Actual | % Rec'd | Budget | July 2017 Actual | % Rec'd* | Expected % Rec'd* | Expected % Rec'd* | Var'nc from Expected | % | Exp'd | % | Expected % Exp* | Var'nc from Expected | % | Expected % Exp* | Var'nc from Expected | % |
| Storm & Surface Water Fees | \$501,000 | \$316,257 | 63.1% | \$540,910 | \$356,613 | 65.9% | 58.3% | \$41,262 | 65.9% | 74,971 | 749.7% | 58.3% | 69,141 | 7.6% | 58.3% | 691.4% | 58.3% | 691.4% |
| Storm Connection/Misc. Fees | 4,000 | 0 | 0.0% | 10,000 | 0 | 0.0% | 58.3% | 0 | 0.0% | 0 | 0.0% | 58.3% | 0 | -58.3% | 58.3% | 0 | 58.3% | 0 |
| Misc. Revenues/Insurance | 2,000 | 0 | 0.0% | 0 | 0 | 0.0% | 58.3% | 0 | 100.0% | 25 | 100.0% | 58.3% | 25 | 41.7% | 58.3% | 25 | 58.3% | 41.7% |
| Non-Revenue Tax Receipts | 275 | 0 | 0.0% | 0 | 0 | 0.0% | 58.3% | 0 | 60.7% | 3,037 | 60.7% | 58.3% | 122 | 2.4% | 58.3% | 122 | 58.3% | 2.4% |
| Fines and Forfeitures | 4,500 | 3,308 | 73.5% | 5,000 | 3,037 | 60.7% | 58.3% | 1,963 | 272.9% | 2,729 | 272.9% | 58.3% | 2,146 | 214.6% | 58.3% | 2,146 | 58.3% | 214.6% |
| Interest Earnings | 580 | 1,163 | 200.5% | 1,000 | 2,729 | 272.9% | 58.3% | 1,749 | 78.5% | \$437,375 | 78.5% | 58.3% | \$112,696 | 20.2% | 58.3% | \$112,696 | 58.3% | 20.2% |
| Total | \$512,355 | \$320,728 | 62.6% | \$556,910 | \$437,375 | 78.5% | 58.3% | \$119,532 | | | | | \$112,696 | | | | | 20.2% |

| STORM FUND (#406) EXPENSES | A | | B | | C=B/A | | D | | E | | F=E/D | | G | | H^ | | I=G-F | |
|------------------------------------|------------------|------------------|--------------|------------------|------------------|--------------|-----------------|------------------|----------------------|-----------|-------|-------|------------------|----------------------|-------|-----------------|----------------------|--------------|
| | Budget | July 2016 Actual | % Exp'd | Budget | July 2017 Actual | % Exp'd | Expected % Exp* | Expected % Exp* | Var'nc from Expected | % | Exp'd | % | Expected % Exp* | Var'nc from Expected | % | Expected % Exp* | Var'nc from Expected | % |
| Operating Expenses | \$469,176 | \$161,446 | 34.4% | \$524,898 | \$193,948 | 36.9% | 58.3% | \$330,952 | 36.9% | 0 | 0.0% | 58.3% | \$112,068 | 21.4% | 58.3% | 0 | 58.3% | 21.4% |
| Transfers Out | 18,000 | 18,000 | 100.0% | 0 | 0 | 0.0% | 58.3% | 0 | 36.9% | \$193,948 | 36.9% | 58.3% | 0 | 58.3% | 58.3% | 0 | 58.3% | 0 |
| Total | \$487,176 | \$179,446 | 36.8% | \$524,898 | \$193,948 | 36.9% | 58.3% | \$330,952 | | | | | \$112,068 | | | | | 21.4% |
| Net Budget/Income/Variance: | \$25,179 | \$141,282 | | \$32,012 | \$243,427 | | | \$224,764 | | | | | \$224,764 | | | | | |

Key:
 * The expected percentage is calculated as follows: since the report is for the 7th month of the year, 7 is divided by 12-the number of months in the year.
 ^To calculate the dollar variance between expected and actual expenditures, the following formula is used:
 H=(D*G) -E (i.e.(annual budgeted amount x expected % expended) - actual expenditures.)

City of Chehalis
Comparative Financial Reports
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| AIRPORT FUND (#407) REVENUES | A July 2016 | | B Actual | C=B/A | | D July 2017 | | E Actual | F=E/D | | G Expected % Rec'd* | H^ | | I=F-G % Variance |
|---------------------------------|-------------|-------------|----------|-------------|-------------|-------------|---------|----------|----------------------|--|---------------------|--------|--|------------------|
| | Budget | Actual | | % Rec'd | Budget | Actual | % Rec'd | | Var'nc from Expected | | | | | |
| Intergovernmental Revenues | \$916,600 | \$275,336 | 30.0% | \$1,305,191 | \$587,373 | 45.0% | | | 58.3% | | (173,553) | -13.3% | | |
| Charges for Goods and Svcs. | 533,622 | 292,754 | 54.9% | 534,567 | 301,388 | 56.4% | | | 58.3% | | (10,265) | -1.9% | | |
| Interest Earnings | 14,000 | 5,421 | 38.7% | 5,325 | 13,080 | 245.6% | | | 58.3% | | 9,976 | 187.3% | | |
| Licenses & Permits | 0 | 1,350 | 0.0% | 1,450 | 1,350 | 93.1% | | | 58.3% | | 505 | 34.8% | | |
| Rents & Royalties | 896,423 | 600,226 | 67.0% | 981,437 | 609,566 | 62.1% | | | 58.3% | | 37,388 | 3.8% | | |
| Misc. Rev/ins/Donations | 600 | 180 | 30.0% | 2,140 | 5,755 | 268.9% | | | 58.3% | | 4,507 | 210.6% | | |
| Non-Revenue Tax Receipts | 157,373 | 100,415 | 63.8% | 168,424 | 102,625 | 60.9% | | | 58.3% | | 76 | 2.6% | | |
| Operating Transfers In | 32,500 | 0 | 0.0% | 0 | 0 | 0.0% | | | 58.3% | | 0 | -58.3% | | |
| | \$2,551,118 | \$1,275,682 | 50.0% | \$2,998,534 | \$1,621,137 | 54.1% | | | 58.3% | | (\$131,442) | -4.2% | | |

| AIRPORT FUND (#407) EXPENSES | A July 2016 | | B Actual | C=B/A | | D July 2017 | | E Actual | F=E/D | | G Expected % Exp* | H^ | | I=G-F % Variance |
|---------------------------------|-------------|-------------|----------|---------------|-------------|-------------|---------|----------|----------------------|--|-------------------|-------|--|------------------|
| | Budget | Actual | | % Exp'd | Budget | Actual | % Exp'd | | Var'nc from Expected | | | | | |
| Operating Expenses | \$1,338,870 | \$732,241 | 54.7% | \$1,337,671 | \$672,766 | 50.3% | | | 58.3% | | \$107,096 | 8.0% | | |
| Capital Outlay | 904,130 | 376,818 | 41.7% | 1,554,005 | 813,913 | 52.4% | | | 58.3% | | 92,072 | 5.9% | | |
| Principal - G.O. Bonds | 278,505 | 127,178 | 45.7% | 1,597,850 | 8,897 | 0.6% | | | 58.3% | | 922,650 | 57.7% | | |
| Interest Expense | 74,084 | 44,267 | 59.8% | 44,382 | 6,668 | 15.0% | | | 58.3% | | 19,207 | 43.3% | | |
| | \$2,595,589 | \$1,280,504 | 49.3% | \$4,533,908 | \$1,502,244 | 33.1% | | | 58.3% | | \$1,141,024 | 25.2% | | |
| | (\$44,471) | (\$4,822) | | (\$1,535,374) | \$118,893 | | | | | | \$1,009,582 | | | |

Key:
 * The expected percentage is calculated as follows: since the report is for the 7th month of the year, 7 is divided by 12-the number of months in the year.
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 H=(D*G) -E (i.e.(annual budgeted amount x expected % expended) - actual expenditures.)