

February 12, 2018

The Chehalis city council met in regular session on Monday, February 12, 2018, in the Chehalis city hall. Mayor Pro Tem Terry Harris called the meeting to order at 5:00 pm with the following council members present: Tony Ketchum, Daryl Lund, Dr. Isaac Pope, Bob Spahr, and Chad Taylor. Mayor Dennis Dawes was absent (excused). Staff present included: Jill Anderson, City Manager; Caryn Foley, City Clerk; Bill Hillier, City Attorney; Trent Lougheed, Community Development Director; Brandon Rakes, Airport Office Manager; Rick Sahlin, Public Works Director; Chun Saul, Finance Director; Glenn Schaffer, Police Chief; and Lilly Wall, Recreation Manager. No members of the news media were in attendance.

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

- a. Minutes of the special meeting of January 19, 2018, and the regular meeting of January 22, 2018;
- b. January 31, 2018 Claim Vouchers No. 121473-121604 in the amount of \$181,971.76;
- c. January 31, 2018, Payroll Vouchers No. 40071-40113, Direct Deposit Payroll Vouchers No. 9107-9205, and Electronic Federal Tax Payment No. 180 in the amount of \$720,295.47; and
- d. Waive right of first refusal to purchase the 6.75 acre Kmart site from Tuffree Enterprises unless the price drops to less than \$3.6 million.

With regard to the waiver of right of first refusal on the Kmart site, Councilor Ketchum stated the city doesn't have \$3.6 million to buy the property. City Manager Anderson stated the idea was to give the city an opportunity to revisit the issue if for some reason the market doesn't support the \$4 million asking price. She concurred that the city's financial resources would make \$3.6 million out of the question, but it gives the city a chance to stay in the game. She noted the council could certainly reduce that amount or completely waive the right.

The motion was seconded by Councilor Lund and carried unanimously.

2. **Discussion of Recreation Park Phase I Improvements and Contract Amendment with Skillings Connolley, Inc., for 100% Design Documents.** Lilly Wall provided background on the development and previous scope of work on the project. She stated the previous scope of work was based on a facilities condition assessment, a ball field feasibility study, and interviews with city officials and public feedback. From that, a Recreation Park comprehensive plan was developed. The highest priority improvements identified were site drainage; ball field drainage; existing parking areas; a new Penny Playground; upgrade of restroom facilities; and replacement of picnic shelters. Phase I included new Penny Playground; ball field drainage/improvements; drainage/irrigation improvements to the entire park; minor renovations to existing restrooms; improved lighting; new picnic shelters; improved accessibility; new parking along the park access road; and a one-way connector drive from the park access road to the Green Hill parking lot and the existing parking lot near Penny Playground.

Councilor Ketchum stated the agenda report indicated that Burlington Northern (BNSF) is not going to allow the city to use its right-of-way and Green Hill School may not extend a lease for parking. He stated that meant they would have to use park green space to create parking, which defeated the purpose of renovating the park. City Manager Anderson stated those issues would be discussed later in the presentation, including staff's recommendations for moving forward.

Ms. Wall stated that in February 2017, the council authorized a consultant agreement for 30% design documents for a modified Phase 1 to reduce the scope due to budget constraints. The city took over the in-house design of Penny Playground, which saved about \$75,000 with the hope of using those funds for more active play equipment. It was also decided that the replacement of the picnic shelters and upgrading of the restroom facilities could be done using community involvement.

During that time, BNSF denied the city's request to continuing using the access road. If the city wanted to continue to have road access along the railroad tracks it would require moving the road into Recreation Park and removing some utilities and park elements. As a result, the city reached out to Green Hill School to request an extension of the current parking lot lease to a 100-year lease. While it appeared this alternative could work, the city was notified by the state that proposed bills currently in the legislature could increase the population at Green Hill and they would need the parking, so a lease extension is on hold.

Ms. Wall stated that in order to keep the project moving, the recommendation is to move forward with Phase 1 improvements and assess the need for additional parking once the situation with Green Hill is resolved. Staff would like to proceed with 100% design of Phase 1 plans, which include approving an amendment to the professional service agreement

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with Skillings Connolley at a cost of \$86,165; proceeding with design assuming use of the Green Hill parking lot and if a final lease is denied, adding a portion of parking back to the plan; and additional scope change due to BNSF restrictions by removing the access road and parking improvements, creating a promenade, a pedestrian lighted pathway, and a trail around park.

Councilor Lund asked if anyone had contacted Gus Melonas at BNSF. He stated this area is his region to solve problems like this. City Manager Anderson believed staff attempted to follow up with all of council's suggested contacts. It was her understanding that BNSF used to give out these types of easements, but no longer does so. Trent Lougheed confirmed that he had contacted Mr. Melonas and others with BNSF.

Ms. Wall stated the recommendations for Phase I include renovated ball fields; new promenade and trail system; new Penny Playground; inclusion of existing rose garden; upgrade of leased parking once a long-term lease is received; and upgrading existing restrooms. The total cost of Phase 1 is estimated at \$2,175,000. Ms. Wall stated that \$400,000 over five years has been committed by the Chehalis Foundation (Ingwersen Trust) for ball field improvements, along with \$50,000 annually from Chehalis Lodging Tax Funds to support the renovation project. Staff will also be looking into grants. She noted they are still looking for a community fundraising leader for the Penny Playground portion of the project.

Councilor Spahr asked if moving the ball fields to another location was ever looked at due to potential parking loss. Ms. Wall stated a ball field feasibility study was done, but there was not another location that was feasible.

Councilor Ketchum moved to approve an amendment to the professional services contract to Skillings Connolly, Inc., increasing the total "Not-to-Exceed" budget to \$171,165 for completion of bid documents and bid phase services for Phase I of the Recreation Park Project.

Councilor Spahr asked about the property across the street from the pool for additional parking. Ms. Wall stated that area was discussed but it is not ideal because of traffic, but it is an option. Trent Lougheed stated if they did use that area he would want to see an actuated pedestrian crossing adjacent to the railroad.

Councilor Pope asked about the possibility of vacating a portion of William Avenue. Mr. Lougheed stated reconfiguring that area of the park and the street is actually recommended for Phase II.

The motion was seconded by Councilor Pope and carried unanimously.

3. Administration Reports.

a. **City Manager Update.** City Manager Anderson stated the Chehalis Wedding Show is this Saturday from 10:00 am to 3:00 pm at the City Farm building, which is the first event for the facility.

4. Councilor Reports/Committee Updates.

- a. Councilor Lund acknowledged the great job by Mayor Pro Tem Harris this evening.
- b. Councilor Spahr attended the EDC banquet last week at the Jester Auto Museum.
- c. Mayor Pro Tem Harris attended the CCRT meeting last Friday. A ribbon cutting for the new Chehalis Coworks facility at 478 North Market on February 22 at 12:15 is scheduled. Among other things, the facility includes fast fiber WiFi and meeting space.

Terry F. Harris, Mayor Pro Tem

Caryn Foley, City Clerk

Approved: 2/26/2018
Initials: cf