

PLEASE NOTE SPECIAL MEETING TIME

CHEHALIS CITY COUNCIL AGENDA

CITY HALL

350 N MARKET BOULEVARD, CHEHALIS, WA 98532

Anthony E. Ketchum Sr., District 3
Mayor

Terry F. Harris, District 1
Daryl J. Lund, District 2
Dr. Isaac S. Pope, District 4

Dennis Dawes, Position at Large, Mayor Pro Tem
Chad E. Taylor, Position at Large
Bob Spahr, Position at Large

April 25, 2011

5:30 p.m.

WORK SESSION

1. Chehalis-Centralia Airport - First Quarter Report. (Airport Manager Allyn Roe)

Regular Meeting of April 25, 2011

6:00 p.m.

ITEM

ADMINISTRATION
RECOMMENDATION

PAGE

2. Call to Order. (Mayor)

3. Pledge of Allegiance. (Mayor)

CITIZENS BUSINESS

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.

...

| CONSENT CALENDAR | | |
|--|---------|---|
| 4. <u>Minutes of the Regular Meeting of April 11, 2011.</u> (City Clerk) | APPROVE | 1 |
| 5. <u>Vouchers and Transfers.</u> (Finance Manager) | APPROVE | 7 |
| 6. <u>Re-appointment of Lee McCrite, Butch Partee, and Vern Schmidt to the Sister City Committee for Four-Year Terms Expiring December 31, 2014.</u> (Mayor) | APPROVE | 8 |
| 7. <u>Appointment of Sue Carmick to Fill the Unexpired Term of Sue Bellevue on the Sister City Committee Expiring December 31, 2012.</u> (Mayor) | APPROVE | 8 |
| 8. <u>Appointment of Karen Monroe to the Sister City Committee for a Four-Year Term Expiring December 31, 2014.</u> (Mayor) | APPROVE | 8 |

| STAFF AND CITY COUNCIL REPORTS | | |
|--|------------------|----|
| 9. <u>Staff Reports.</u> | | |
| a. First quarter and March financial reports. (Finance Manager) | INFORMATION ONLY | 14 |
| b. First quarter sales and use tax report. (Finance Manager) | INFORMATION ONLY | 20 |
| c. Briefing on council chamber/courtroom recording system. (City Clerk, Court Administrator) | INFORMATION ONLY | 21 |
| 10. <u>Council Reports.</u> | | |
| a. Councilor reports. (City Council) | INFORMATION ONLY | |
| b. Council committee reports. (City Council) | INFORMATION ONLY | |

| UNFINISHED BUSINESS | | |
|---|------|----|
| 11. <u>Ordinance No. 872-B, Second and Final Reading – Revising the Chehalis Parking Code.</u> (Police Chief) | PASS | 25 |

| NEW BUSINESS | | |
|--|------|----|
| 12. <u>Ordinance No. 873-B, First and Final Reading – Authorizing Alternative to Incarceration Options.</u> (Human Resources Administrator, Court Administrator) | PASS | 46 |

THE CITY COUNCIL MAY ADD AND TAKE ACTION ON
OTHER ITEMS NOT LISTED ON THIS AGENDA

NEXT REGULAR CITY COUNCIL MEETING WILL BE ON MONDAY, MAY 9, 2011

April 11, 2011

The Chehalis city council met in regular session on Monday, April 11, 2011, in the Chehalis city hall. Mayor Ketchum called the meeting to order at 5:30 p.m. with the following council members present: Terry Harris, Dr. Isaac Pope, Bob Spahr, Daryl Lund, and Dennis Dawes. Councilor Taylor was absent (excused). Staff present included: Merlin MacReynold, City Manager; Mark Scheibmeir, Assistant City Attorney; Judy Schave, City Clerk; Glenn Schaffer, Police Chief; Larry Allen, Assistant Fire Chief/Fire Marshal; Bob Nacht, Community Development Director; Herta Fairbanks, Public Works Director; and Dave Vasilauskas, Water Superintendent. Members of the news media included Lee Hughes from *The Chronicle* and Bruce Hunting from KITI.

1. **Work Session - Water System Plan (WSP) Update.** Herta Fairbanks reported the 2011 WSP Plan update covered the planning period from 2010 to 2016. She noted the plan was delayed because of efforts made to work with District 5, who the city currently has a contract with. Ms. Fairbanks stated a draft plan was presented to the council at the prior regular meeting. At that time she directed the council to focus on four key chapters in the plan, to include:

- Chapter 4 – Planning Data and Demand
- Chapter 7 – System Analysis
- Chapter 11 – Capital Improvement Program (CIP)
- Chapter 12 – Financial Plan

Ms. Fairbanks stated the purpose of the rest of the plan was to meet state requirements. She noted it talked about what the water system was about, as well as the efforts of the city to maintain it.

Ms. Fairbanks reported Chapter 4 was an analysis of the historical demand on the system. She noted the information provided was used to project and develop a 6-year, 20-year, and 50-year system analysis.

Ms. Fairbanks reported Chapter 7 looked at all the different components of the system, such as: source and supply, storage, distribution system, transmission system, fire flow, etc., and compared the demand forecasts to what the system had available. She noted they used that information to identify places where there might be any deficiencies going into the future.

Ms. Fairbanks stated Chapter 11 identified not only any needed infrastructure to meet demand requirements, but also replacement of any infrastructure that would be necessary, as things become obsolete or additional requirements are placed on the system. Some of the major capital improvement programs were identified, as follows:

- Key Near-Term Projects:
 - Treatment Plant (\$1.35 million) – Automation Project (Phase V), Redundant Flocculation Basin, Planning for Capacity Expansion and/or Additional South End Facility
 - Pumping (\$1.25 million) - High Level Zone and Valley View Zone
 - Piping (\$5.64 million) – Annual Main Replacement, I-5 Crossing Upgrade, Bishop Road (new piping)
- Key Long-Term Projects:
 - Supply/Treatment (\$9.84 million) – North Fork Intake Upgrades, Expansion and/or Additional South End Facility
 - Storage (\$12.23 million) – New Main Zone Reservoir, Upgraded High Level and Valley View Reservoirs
 - Pumping (\$0.74 million) – 18th Street Booster Pump Station Upgrade
 - Piping (\$21.21 million) – Central Business District (pipe upsizing), Newgard Addition (Phase 1), and Jackson Highway Transmission Main Upgrade.

Ms. Fairbanks reported the CIP was a listing of all of the capital improvements that would be necessary to meet future demands, and any needed upgrades to the system.

Ms. Fairbanks stated it was a pretty significant list if they had to do all of the projects. She noted as they get into the future they would have a better grasp on what really needs to be done. Ms. Fairbanks suggested their focus should be on the first six years of the program. She suggested it was not reasonable to expect the current rates to support the full CIP that

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the plan anticipates will be required. Ms. Fairbanks reported they would need to find some additional funding, which could come in the form of low interest loans or grant programs. She added if the economy starts to turn around, and we have a growth spurt, the city would have some capital facility charges that could be used to off-set some of the cost of the CIP. Ms. Fairbanks believed that in order to truly accomplish the entire program the rates would need to be adjusted for the water system, and split between what was growth and what was necessary to serve the existing customers.

Councilor Harris talked briefly about Chapter 2, suggesting they had far more water and water rights than what the city could use. He stated the only restriction was the size of our reservoirs, the piping, and what they could draw out of the Chehalis River.

Councilor Dawes brought up the 18th Street booster pump station, noting they had problems with it, even during the time it was being built. He stated they just finished putting the final touches on it and wouldn't think they would have to turn around so soon and soak another three quarters of a million into it for upgrades. Engineer Jeff Hansen, from HDR Engineering, Inc., noted the three quarters of a million was an escalated cost in future year dollars. He noted the improvement was not a full scale replacement, but rather the upsize of a pump and some mechanical work. Mr. Hansen referred to Table 11-1 of the plan noting it outlined the costs for each CIP in 2010 dollars, as well as future escalated costs. Mr. Hansen indicated the 18th Street booster pump station was on the list to meet future demands in the southern portion of the system. He noted what was really driving the costs for an upgrade was the potential for large industrial growth in the Port area. Mr. Hansen reported they took a very conservative approach in terms of what the largest potential was for industrial demand down south. He noted there was also potential for District #5 to connect, which would pull water from the south. Mr. Hansen stated it was only if those things happen that they would need to do the upgrades to the 18th Street booster pump station. He indicated if growth continued at a more moderate pace, they would not see the need to do the upgrades.

Councilor Pope stated there was discussion at one time about building the 18th Street booster pump station for the future; however, the city couldn't afford to do it at that time.

Councilor Spahr inquired about the Louisiana Avenue Extension, noting it was not listed on the summary sheet. Mr. Hansen reported they didn't list every single piping project on the summary sheet, adding they only called attention to the larger items. He noted the Louisiana Avenue Extension was included in the \$8.65 million listed in the first six years on Table 11-1. Councilor Spahr wondered if that project shouldn't be paid out of the sewer fund with the money the city received for the purchase of the land. He noted they sold the property based on finished product and felt they should use the money received from the purchase to build the road and put in the infrastructure. Mayor Ketchum believed they already used the money from the purchase to upgrade what Mr. Peterson didn't do.

City Manager MacReynold reported some of the money was used for what it was intended; however, there was some money from the general fund that was used, as Councilor Spahr had surmised. He noted the matter was being researched and any general fund money used would have to go back into the general fund.

Councilor Dawes inquired about the amount of money spent to make corrections for the shoddy work that was done on Louisiana Avenue, adding he thought they were anticipating getting that back through late-comer agreements. City Manager MacReynold reported that was correct.

Mr. Hansen stated it was a plan, and not all projects were listed. He noted some of the projects would be funded by developer contributed capital, as noted on Table 11-1.

Councilor Lund suggested opening up the old reservoir that the city filled in. Dave Vasilaukas noted they jack-hammered the bottom out of it before they filled it.

Mayor Ketchum asked if the costs would decrease on the long-term storage project if they spent the \$1.25 million on the High Level and Valley View Reservoirs in the near term. Mr. Hansen indicated it would be a wash.

Councilor Harris asked if the new reservoir project included any property acquisition. Mr. Hansen reported it did not, adding the vision was to build the new storage facility somewhere in the southern portion of the city near the Port, where the significant demands were anticipated. He noted it was placed on the 20-year CIP in order to be on the radar-screen for

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both the city and the Department of Health (DOH).

Councilor Dawes asked if there was a priority list made for the projects. He suggested now might be the time to strike while things are a little more competitive, if they have the financial capability within the budget to do some of the projects. Mr. Hansen stated there was definitely prioritization put into the plan, adding the things of higher priority were put into the near-term window. He noted there were things scheduled based on priority and cash flow listed on the near-term projects on Table 11-1.

Councilor Harris noted the serious water leakage problem and asked if they were going to be able to meet DOH standards. Mr. Hansen reported a lot had been done in the last two years regarding that issue. He noted the historically high numbers were a result of poor accounting of the water and significant leaks. Mr. Hansen believed the accounting of water had essentially been resolved. He stated they could pretty well quantify the water leak issue, adding there were some significant leaks on the Chehalis line, which have been fixed.

Councilor Harris asked if they were now accurately metering the water coming into the system and looking at what was being charged on the meters. Mr. Hansen stated it was challenging, but the city was now accurately metering its water.

Councilor Spahr talked briefly about the financial plan, asking if there were any rate increases between 2005 and 2009. Ms. Fairbanks noted the last rate adjustment was in 2007.

Councilor Spahr inquired about the increase in debt service. Ms. Fairbanks reported there was a Public Works Trust Fund (PWTF) Loan that was taken out in 2009. She indicated the debt service started in 2009 and would presumably continue on a 20-year schedule. City Manager MacReynold stated he didn't remember doing a PWTF Loan in 2009. Mr. Vasilauskas reported the loan was for the water filter plant upgrade.

Councilor Spahr inquired about the miscellaneous revenue, asking what it consisted of. Ms. Fairbanks reported it was pretty much any other fee charged that was not from the sale of water, such as late fees, new connection fees, and NSF check fees.

Ms. Fairbanks commented on the leakage issue, noting there had been significant work done on the system. She reported a few years back the city had Andrew Graham, from HDR, come in and work with the water department on the water use efficiency rule required by DOH. Ms. Fairbanks felt that was really the first time the city had taken a step back to do a self-evaluation of where the city's water was going. She reported they had identified in that effort, and in conjunction with this effort, that there was a lot of water being used from the system that fell into a category called 'non-accounted for' or 'non-revenue' water, such as water for fighting fires and for flushing mains and hydrants.

Councilor Harris noted in 2007-2008 the city gave away over a million gallons of water to help with the flood clean-up.

Councilor Dawes stated, as a member of the council budget committee, as they go through the planning of the budget next year he would like to know the dollar amounts dedicated to debt and the projects that need to get done. He noted this was the first time he had heard about the .16 cents per thousand going against debt.

Mayor Ketchum closed the work session and immediately opened the regular meeting at 6:08 p.m.

2. **Appreciation Letter for Support.** Donna Karvia with Health Partnership Network presented the council with a letter of appreciation for passing a resolution in support for additional funding for substance abuse, drug court, and mental health services in Lewis County.

3. **XII Step Club of Lewis County Day of Recovery.** Mayor Ketchum presented XII Step Club representatives Tom Ellenburger and Carl Bohlin with the a proclamation declaring April 23, 2011, as "XII Step Club of Lewis County Day" in the city of Chehalis.

4. **Consent Calendar.** Councilor Dawes moved to approve the consent calendar comprised of the following:

a. Minutes of the regular meeting of March 28, 2011; and

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b. Claim Vouchers No. 99622-99720 in the amount of \$68,209.74 dated March 31, 2011; and Payroll Vouchers No. 34541-34622, 2170-2237, and Electronic Federal Tax Payment No. 97 in the amount of \$681,913.87 dated March 31, 2011.

The motion was seconded by Councilor Pope and carried unanimously.

5. **Staff Reports.**

a. **Council Goals and Projects Work Session.** City Manager MacReynold suggested the council meet on Monday, May 16, at 5:00 p.m. for their goals and projects work session. Several council members noted they would not be available on that particular day. After a short discussion, it was decided to try to meet on Tuesday, May 31, at 5:00 p.m.

6. **Council Reports.**

a. **Update from Councilor Spahr.** Councilor Spahr reported he and Councilors Dawes and Lund attended the Regional Fire Protection Service Authority Planning Committee meeting, adding it was their first real work session. He noted Councilor Dawes was elected as Chair of the committee.

Councilor Dawes added, the committee decided to have their meetings at 6:30 p.m. on the third Wednesday of each month. He stated it would be an 18 to 24 month process. Councilor Dawes indicated any costs associated with the process would be shared evenly amongst the four participating groups. He noted they may look at hiring a facilitator, or someone at a later date to look at the finished work project to make sure something wasn't overlooked.

b. **Update from Councilor Harris.** Councilor Harris reported he attended a Chehalis Community Renaissance Team (CCRT) meeting, where Co-chair Allyn Roe provided a draft feasibility study for a children's museum. He noted the project was going well and there was a lot of support from the community. Councilor Dawes noted there was a community group already working on that project and asked if the CCRT group was working with them. Councilor Harris indicated they were.

Councilor Harris reported the committee was also working to get art projects in the empty storefronts along Chehalis Avenue and Market Boulevard to add some life to them.

Councilor Harris reported they were still looking at various types of trees that would work in the downtown area. He noted they did some digging downtown to see what they could do as far as deep-rooted trees and had quite the task of just trying to get through whatever was under the asphalt and brick. Councilor Harris reported when they finally got through the old concrete they ran into water, which suggested they would not be able to plant trees in the ground along Market Boulevard. He indicated they were looking at different planters and ideas for those trees.

c. **Update from Councilor Pope.** Councilor Pope reported on the antique lighting project for Chehalis Avenue that the Chehalis Foundation was working on. He noted they had a brief discussion, but no conclusion was drawn on the increase in the costs for the additional lighting that was going to be required. Councilor Pope hoped they would be able to discuss the matter in more detail at their next Foundation meeting and would report back to the Renaissance Team.

7. **Ordinance No. 870-B, Second Reading – 2011 Amendments to the Chehalis Comprehensive Plan.** Mr. Nacht reported there was a question brought up earlier by one of the councilors regarding the flood mapping. He noted the comprehensive plan would not adopt the new Federal Emergency Management Administration (FEMA) flood maps. Mr. Nacht indicated all of the regulatory programs currently in place are based on the 1980 FEMA maps, adding they were quite accurate in depicting where the water goes during flood events.

Mr. Nacht reported, because of the city's floodplain management practices, it still participated in the National Flood Insurance Program, and qualified for the Community Rating System programs. He stated the plan would adopt the Flood Authority's model floodplain ordinance, which the city already practices. Mr. Nacht reported the final version of the plan would be posted on the city's website.

Councilor Spahr moved to pass Ordinance No. 870-B on second and final reading.

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The motion was seconded by Councilor Pope and carried unanimously.

8. Ordinance No. 871-B, First Reading – Creating and Establishing the Duties and Responsibilities of the Sister City Committee. City Manager MacReynold reported the new ordinance would update the current membership of the sister city committee by expanding the number of members, and would clarify the funding for the program.

Mayor Ketchum reported the current ordinance provided for nine members, with one member being a city councilor. He stated every time they go to Japan more people want to join the committee, and rather than coming back every year to update the ordinance they were asking to expand the committee to allow for up to 12 members.

Councilor Spahr moved to suspend the rules requiring two readings of an ordinance.

The motion was seconded by Councilor Harris and carried unanimously.

Councilor Spahr moved to pass Ordinance No. 871-B on first and final reading.

The motion was seconded by Councilor Lund and carried unanimously.

9. Ordinance No. 872-B, First Reading – Revising the Chehalis Parking Code. Police Chief Glenn Schaffer reported this was just another step in the process to reorganize and revamp some of the city ordinances. He noted the revisions to the parking code came about with their initial effort to revamp some of the signage downtown, both in the parking lots and on signs they post for special events. Chief Schaffer stated the new ordinance would include the addition of some definitions, some clarifying wording, and a clarification on one of the late penalties. He noted there were no increases in fines or changes in the department.

Chief Schaffer reported there was some confusion in the previous ordinance with regard to the \$5, \$10, and \$20 parking fines. He noted only two of the fines had late fees attached to them, so they added the late fee to the third to make it consistent.

Councilor Dawes inquired about Section 10.08.030 (Additional Rules and Regulations), which stated "The Chief shall also have the authority to establish rules and procedures for the validation of parking tickets in conjunction with any system for validation." He noted it seemed like they went down that road before and were advised by the State Auditor that it was illegal to validate parking tickets, adding once the ticket was issued it had to go through the court in order for it to be dismissed. Councilor Dawes reported at one time there was a concern about people receiving tickets for parking in the same zone twice during the same day while trying to take care of business. For example, if someone purchased a large item from one of the downtown merchants and returned a few hours later to pick it up, they could potentially receive a ticket for parking in the same zone twice during that day. He noted they tried to answer that by allowing businesses to validate the parking; however, the State Auditor stated that was illegal.

City Manager MacReynold noted it was existing language in the current ordinance. Councilor Dawes stated he knew that, adding he didn't know how it got in, or why it was still in there. City Manager MacReynold stated because the ordinance required two readings they would check on it and have an answer before the second reading.

Councilor Pope suggested, if the State Auditor made a decision regarding the matter, there should be something in writing. City Manager MacReynold agreed.

Assistant City Attorney Mark Scheibmeir felt the word that may be troublesome was the validation of a 'ticket,' suggesting they might be able to validate the parking, but not the ticket. He stated he would talk with the City Attorney about the wording.

Councilor Lund stated the situation of getting tickets for parking in the same zone twice in one day was still going on, and suggested they may need to get rid of that feature.

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Councilor Spahr asked if they were still using a computer to track parking. Chief Schaffer reported Parking Enforcement Officer Linda Bailey marks the tires and does it all in her head. Councilor Dawes felt Officer Bailey pretty much knew who was down there and what was going on with the parking situation. He noted he didn't believe it was that big of a deal, adding he just wanted to make sure there wasn't something in the ordinance that shouldn't be.

Councilor Lund asked if they were going to remove the language regarding parking in the same zone twice in one day. He felt it wasn't the department's fault; they were just doing their job.

Councilor Harris moved to pass Ordinance No. 872-B on first reading.

The motion was seconded by Councilor Spahr and carried unanimously.

There being no further business to come before the council, the meeting adjourned at 6:35 p.m.

Mayor



Attest:

City Clerk

SUGGESTED MOTION

I move that the council approve the minutes of the regular city council meeting of April 11, 2011.

CITY OF CHEHALIS
AGENDA REPORT

DATE: March 15, 2011
TO: The Honorable Mayor and City Council
FROM: Eva Lindgren, Finance Manager 
PREPARED BY: Michelle White, Accounting Tech II 
SUBJECT: Vouchers and Transfers

ISSUE

Council approval is requested of the following financial transactions:

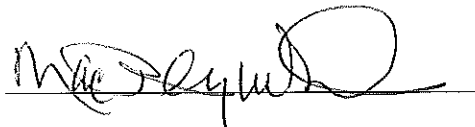
1. Claim Vouchers No. 99721 through 99859 and Claim Voucher No. 32011 in the amount of \$265,280.19 dated April 15, 2011 and the transfer of \$74,581.91 from the General Fund, \$13,513.63 from the Tourism Fund, \$8.34 from the Gambling Enforcement Fund, \$30.22 from the Garbage Fund, \$136,835.80 from the Wastewater Fund, \$34,179.37 from the Water Fund, \$2,402.72 from the Storm & Surface Water Utility Fund, \$3,628.20 from the Firemen's Pension Fund and \$100.00 from City Agency Fund.

RECOMMENDATION/COUNCIL ACTION DESIRED


The administration recommends that the council approve the April 15, 2011 Claim Vouchers No. 99721 through 99859 and Claim Voucher No. 32011 in the amount of \$265,280.19.

SUGGESTED MOTION

I move to approve the April 15, 2011 Claim Vouchers No. 99721 through 99859 and Claim Voucher No. 32011 in the amount of \$265,280.19.

Reviewed by:  , City Manager

**CITY OF CHEHALIS
AGENDA REPORT**

DATE: March 16, 2011
TO: The Honorable Mayor and City Council
FROM: Merlin MacReynold, City Manager 
SUBJECT: Sister City Committee

ISSUE

The terms of Lee McCrite, Butch Partee, and Vern Schmidt expired at the end of last year and all three wish to be reappointed. In addition, Sue Bellevue recently resigned leaving an unexpired term running through December 31, 2012. Karen Monroe and Sue Carmick have applied to become members of the committee.

DISCUSSION

The Sister City Committee plays an integral role in the planning and coordination of incoming delegation visits, and Inasa is tentatively planning to send a delegation in early June.

Mr. Schmidt has been a member of the sister city committee since 1997, while Mr. Partee and Ms. McCrite were appointed in 2002 and 2007, respectively. All three have been very involved and dedicated to the program, having served as host families for numerous visitors and helping with the planning and preparation of the visits themselves. Attached are their applications for reappointment. Mr. Schmidt's current application is attached as he was not available to complete a new one at the time this agenda report was written.

Karen Monroe has been involved with the sister city program for several years, both hosting visitors from Japan and having traveled to Inasa under the sister city program. The Monroe family has also hosted a Japanese exchange student for one year. Karen is part of the planning committee for Inasa's upcoming visit.

Sue Carmick is new to the sister city program. She and her husband, Steve, were part of the delegation that traveled to Japan last November in honor of the 20th anniversary of the city's relationship with Inasa. Like Karen Monroe, Sue is actively involved in Inasa's planned visit this year.

Both applicants would be a tremendous asset to the committee.

RECOMMENDATIONS/COUNCIL ACTION DESIRED

The administration recommends the reappointments of Lee McCrite, Butch Partee, and Vern Schmidt to the sister city committee for four-year terms expiring December 31, 2014, the appointment of Sue Carmick to fill the unexpired term of Sue Bellevue expiring December 31, 2012, and the appointment of Karen Monroe to a four-year term expiring December 31, 2014.

SUGGESTED MOTION

I move that the council approve the reappointments of Lee McCrite, Butch Partee, and Vern Schmidt to the sister city committee for four-year terms expiring December 31, 2014, the appointment of Sue Carmick to fill the unexpired term of Sue Bellevue expiring December 31, 2012, and the appointment of Karen Monroe to a four-year term expiring December 31, 2014.

City of Chehalis APPLICATION FOR APPOINTMENT

Date 9 March 2011

(The city of Chehalis accepts applications from anyone residing in the city limits of Chehalis, who meet the required criteria for each Board, Commission or Committee. Please see below the corresponding RCW, CMC or Resolution for appointment criteria. For more information contact city clerk at 360-345-1042)

I wish to be considered for appointment to the following board, commission, or committee:

- Airport Board (RCW 14.08)
- Sister City Committee (CMC 2.80)
- Lodging Tax Advisory Committee (Resolution 1-98)
- Planning Commission (CMC 2.48)
- Historic Preservation Commission (CMC 2.66)
- Library Board (RCW 27.12)
- Civil Service Commission (CMC 2.56 and RCW 41.08-Fire, RCW 41.12-Police) Other _____

Please print

Name Lee McCrite

Present employer retired

Employer address _____ Phone No. _____

Fax No. _____ E-mail _____

Home address 1421 King Rd. Home Phone No. 360-785-3032

Have you previously or are you now serving on any of the above mentioned? Yes No

If yes, please explain Have been on sister city committee

Date available for appointment _____

Available to attend Evening meetings? Yes No Daytime meetings? Yes No

Approximately how many hours each month can you devote to city business? ?

Brief statement of qualifications for position and reason for requesting appointment.

Have been on since 2007

Signature Lee McCrite Bob

Please return completed form to: Office of the City Clerk
350 N Market Blvd Rm 101, Chehalis WA 98532

Please indicate where you wish meeting information to be mailed and how you would like to be reminded of meetings (e.g., phone, e-mail, cell phone) wanderingstar29@peoplepc.com

City of Chehalis APPLICATION FOR APPOINTMENT

Date 3/9/11

(The city of Chehalis accepts applications from anyone residing in the city limits of Chehalis, who meet the required criteria for each Board, Commission or Committee. Please see below the corresponding RCW, CMC or Resolution for appointment criteria. For more information contact city clerk at 360-345-1042)

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- Library Board (RCW 27.12)
- Civil Service Commission (CMC 2.56 and RCW 41.08-Fire, RCW 41.12-Police)
- Other _____

Please print

Name BUTCH PARTEE

Present employer REALTY WORLD

Employer address 13th ST, CHEHALIS Phone No. (360) 269-3051

Fax No. _____ E-mail partee@g.com

Home address P.O. Box 1205 Home Phone No. (360) 748-0943

Have you previously or are you now serving on any of the above mentioned? Yes No

If yes, please explain Now SERVING

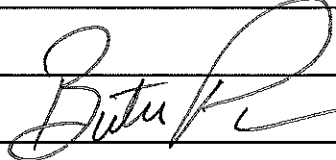
Date available for appointment Now

Available to attend Evening meetings? Yes No Daytime meetings? Yes No

Approximately how many hours each month can you devote to city business? _____

Brief statement of qualifications for position and reason for requesting appointment.

I HAVE BEEN ON SISTER CITY COMMITTEE PREVIOUSLY
& HAVE HOSTED JAPANESE STUDENTS & ADULTS.

Signature  Bob

Please return completed form to: Office of the City Clerk
350 N Market Blvd Rm 101, Chehalis WA 98532

Please indicate where you wish meeting information to be mailed and how you would like to be reminded of meetings (e.g., phone, e-mail, cell phone) _____

I wish to be considered for appointment to the following board, commission, or committee:

- Airport Board
- Library Board
- Sister City Committee
- Civil Service Commission
- Lodging Tax Advisory Committee
- Other _____
- Historic Preservation Commission
- Planning Commission

Please print

Name Vernier N. Schmidt & Charlotte

Present employer Retired

Employer address NA Phone No. 360-748-4562

Fax No. '' E-mail Vernier Char @ MSN.COM

Home address 129 Bryan Drive Home Phone No. _____
Chehalis, WA

Have you previously or are you now serving on any of the above mentioned? Yes No

If yes, please explain I've been on the committee since 1996 & have been to Inasa w/ two delegations.

Available for appointment any time

Available to attend Evening meetings? Yes No Daytime meetings? Yes No

Approximately how many hours each month can you devote to city business? except Jan to May enough to accomplish needed activity.

Brief statement of qualifications for position and reason for requesting appointment.
Charlotte & I have thoroughly enjoyed this sister city assignment & have established many friends in Inasa & Hamamatsu through the years

Signature Vernier N. Schmidt

Please return completed form to: Office of the City Clerk
80 NE Cascade Avenue / P.O. Box 871, Chehalis WA 98532

Please indicate where you wish meeting information to be mailed and how you would like to be reminded of meetings (e.g., phone, e-mail, cell phone)

1. January to May Cell Phone 360-880-0822
2. After replacing our computer by E-mail
3. By phone or letter May thru December

City of Chehalis APPLICATION FOR APPOINTMENT

Date 3-9-2011

(The city of Chehalis accepts applications from anyone residing in the city limits of Chehalis, who meet the required criteria for each Board, Commission or Committee. Please see below the corresponding RCW, CMC or Resolution for appointment criteria. For more information contact city clerk at 360-345-1042)

I wish to be considered for appointment to the following board, commission, or committee:

- Airport Board (RCW 14.08)
- Sister City Committee (CMC 2.80)
- Lodging Tax Advisory Committee (Resolution 1-98)
- Planning Commission (CMC 2.48)
- Historic Preservation Commission (CMC 2.66)
- Library Board (RCW 27.12)
- Civil Service Commission (CMC 2.56 and RCW 41.08-Fire, RCW 41.12-Police) Other _____

Please print

Name Karen Monroe

Present employer St. Joseph Church (PT) and Self-employed

Employer address _____ Phone No. _____

Fax No. _____ E-mail _____

Home address 630 NW Ohio Ave Chehalis, Wa 98532 Home Phone No. 360-740-8022

Have you previously or are you now serving on any of the above mentioned? Yes No

If yes, please explain _____

Date available for appointment _____

Available to attend Evening meetings? Yes No Daytime meetings? Yes No *→ not very well. The week of 2nd Tuesday, on Wednesday night is almost the only night of the mo I can do.*

Approximately how many hours each month can you devote to city business? _____

Brief statement of qualifications for position and reason for requesting appointment.
Hosted a Japanese student for a year. Hosted couple Japanese visitors for sister city exchange. Been to Japan on sister city exchange.

Signature Karen Monroe Bob

Please return completed form to: Office of the City Clerk
350 N Market Blvd Rm 101, Chehalis WA 98532

Please indicate where you wish meeting information to be mailed and how you would like to be reminded of meetings (e.g., phone, e-mail, cell phone) _____

City of Chehalis APPLICATION FOR APPOINTMENT

Date 3/9/11

(The city of Chehalis accepts applications from anyone residing in the city limits of Chehalis, who meet the required criteria for each Board, Commission or Committee. Please see below the corresponding RCW, CMC or Resolution for appointment criteria. For more information contact city clerk at 360-345-1042)

I wish to be considered for appointment to the following board, commission, or committee:

- Airport Board (RCW 14.08)
- Sister City Committee (CMC 2.80)
- Lodging Tax Advisory Committee (Resolution 1-98)
- Planning Commission (CMC 2.48)
- Historic Preservation Commission (CMC 2.66)
- Library Board (RCW 27.12)
- Civil Service Commission (CMC 2.56 and RCW 41.08-Fire, RCW 41.12-Police)
- Other _____

Please print

Name Sue Carmick

Present employer Chehalis School / Retired

Employer address _____ Phone No. _____

Fax No. 360-748-6230 E-mail scarmick@gmail.com

Home address 2156 S. Scheuler Rd Home Phone No. _____

Chehalis, WA 98532
Have you previously or are you now serving on any of the above mentioned? Yes No

If yes, please explain _____

Date available for appointment _____

Available to attend Evening meetings? Yes No Daytime meetings? Yes No

Approximately how many hours each month can you devote to city business? _____

Brief statement of qualifications for position and reason for requesting appointment.
Various volunteer boards and activ. (Civil Air Patrol, Salvation Army, Church)

Signature Sue R Carmick Bob

Please return completed form to: Office of the City Clerk
350 N Market Blvd Rm 101, Chehalis WA 98532

Please indicate where you wish meeting information to be mailed and how you would like to be reminded of meetings (e.g., phone, e-mail, cell phone) _____

City of Chehalis
First Quarter Financial Statements - All Funds
March 31, 2011

| | General Fund #001 | | Arterial Street Fund #102 | | Tourism Fund #107 | | Compensated Abs. #110 | | CDBG Fund #195 | |
|------------------------|-------------------|-------------|---------------------------|----------|-------------------|---------|-----------------------|---------|----------------|--------|
| | Budget | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget | Actual |
| Beginning Fund Balance | 583,736 | 615,991 | 35,989 | 56,203 | 86,502 | 90,773 | 57,268 | 59,717 | 178 | 1,877 |
| Revs. & Transfers In | 8,518,630 | 1,536,344 | 154,050 | 56,307 | 153,000 | 24,872 | 150 | 0 | 0 | 1,249 |
| Exps. & Transfers Out | (8,686,368) | (1,758,059) | (187,264) | (34,215) | (160,900) | (9,872) | (55,810) | (6,996) | 0 | 0 |
| Ending Fund Balance | 415,998 | 394,276 | 2,755 | 78,295 | 78,602 | 105,773 | 1,608 | 52,721 | 178 | 3,126 |

| | HUD Fund #197 | | Gambling Enforcmt. #198 | | Public Fac. Res. #301 | | Auto/Equip. Res. #302 | | 1st Qtr. REET Fund #305 | |
|------------------------|---------------|---------|-------------------------|----------|-----------------------|--------|-----------------------|--------|-------------------------|---------|
| | Budget | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget | Actual |
| Beginning Fund Balance | 313,193 | 321,558 | 445,428 | 448,139 | 46,867 | 46,948 | 33,627 | 35,589 | 149,259 | 152,606 |
| Revs. & Transfers In | 1,500 | 0 | 0 | 0 | 150 | 8,294 | 100 | 0 | 38,550 | 4,818 |
| Exps. & Transfers Out | (2,500) | 0 | (165,000) | (47,223) | 0 | 0 | 0 | 0 | 0 | 0 |
| Ending Fund Balance | 312,193 | 321,558 | 280,428 | 400,916 | 47,017 | 55,242 | 33,727 | 35,589 | 187,809 | 157,424 |

| | 2nd Qtr. REET Fund #306 | | Garbage Fund #402 | | Wastewater Fund #404 | | Water Fund #405 | | Storm/Surface Wtr. #406 | |
|------------------------|-------------------------|--------|-------------------|--------|----------------------|-----------|-----------------|-----------|-------------------------|----------|
| | Budget | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget | Actual |
| Beginning Fund Balance | 55,796 | 60,584 | 16,485 | 16,789 | 2,442,140 | 2,480,719 | 1,956,382 | 2,096,427 | 307,535 | 266,997 |
| Revs. & Transfers In | 38,250 | 4,818 | 5,740 | 840 | 3,961,483 | 816,186 | 3,149,533 | 559,093 | 412,000 | 103,451 |
| Exps. & Transfers Out | 0 | 0 | (12,892) | (267) | (4,420,098) | (665,075) | (2,282,898) | (467,780) | (358,747) | (73,972) |
| Ending Fund Balance | 94,046 | 65,402 | 9,333 | 17,362 | 1,983,525 | 2,631,830 | 2,823,017 | 2,187,740 | 360,788 | 296,476 |

| | Firemen's Pension #611 | | City Agency Fund | |
|------------------------|------------------------|----------|------------------|---------|
| | Budget | Actual | Budget | Actual |
| Beginning Fund Balance | 297,688 | 299,302 | 302,256 | 319,741 |
| Revs. & Transfers In | 13,750 | 0 | 0 | 0 |
| Exps. & Transfers Out | (135,000) | (30,246) | 0 | 0 |
| Ending Fund Balance | 176,438 | 269,056 | 302,256 | 319,741 |

Notes:
The beginning actual fund balances are the preliminary adjusted beginning cash and investment totals for each fund. In some instances, ending fund balances include non-cash components, such as prepaid insurance, inventory, accounts receivable, etc.

To: The Honorable Mayor and Council
 Via: Merlin MacReynold, City Manager
 From: Eva K. Lindgren, Finance Manager
 Date: April 14, 2011
 Subject: Monthly Financial Reports for March

City of Chehalis
 Comparative Financial Reports
 March 2010 and 2011

| GENERAL FUND (#001) REVENUES | A | | B | | C=B/A | | D | | E | | F=E/D | | G | | H^ | | I=F-G | |
|--------------------------------------|--------------------|--------------------|--------------------|--------------------|--------------|--------------------|--------------------|--------------|----------------------|----------------------|------------------------|---------------|----------------------|----------------------|------------------------|---------------|-------|--|
| | Budget | Actual | Budget | Actual | % Rec'd | Budget | Actual | % Rec'd | Expected % Rec'd* | Expected % Rec'd* | Var'nc frm Expected | % Variance | Expected % Rec'd* | Expected % Rec'd* | Var'nc frm Expected | % Variance | | |
| General Property Taxes | 1,212,580 | 34,900 | 1,219,000 | 27,560 | 2.9% | 1,219,000 | 27,560 | 2.3% | 25.0% | 25.0% | (277,190) | -22.7% | 25.0% | 25.0% | (277,190) | -22.7% | (1) | |
| EMS Property Taxes | 230,920 | 6,670 | 233,000 | 5,274 | 2.9% | 233,000 | 5,274 | 2.3% | 25.0% | 25.0% | (52,976) | -22.7% | 25.0% | 25.0% | (52,976) | -22.7% | (1) | |
| Sales & Use Tax | 3,300,000 | 808,714 | 3,000,000 | 753,075 | 24.5% | 3,000,000 | 753,075 | 25.1% | 25.0% | 25.0% | 3,075 | 0.1% | 25.0% | 25.0% | 3,075 | 0.1% | (1) | |
| Electricity Tax | 400,000 | 119,178 | 375,000 | 58,277 | 29.8% | 375,000 | 58,277 | 15.5% | 25.0% | 25.0% | (35,473) | -9.5% | 25.0% | 25.0% | (35,473) | -9.5% | (1) | |
| Gas/Natural Gas Tax | 284,000 | 84,746 | 253,000 | 92,202 | 29.8% | 253,000 | 92,202 | 36.4% | 25.0% | 25.0% | 28,952 | 11.4% | 25.0% | 25.0% | 28,952 | 11.4% | (1) | |
| Criminal Justice Tax | 100,000 | 21,906 | 92,000 | 20,389 | 21.9% | 92,000 | 20,389 | 22.2% | 25.0% | 25.0% | (2,611) | -2.8% | 25.0% | 25.0% | (2,611) | -2.8% | (1) | |
| Interfund Water/Sewer Tax | 328,200 | 76,991 | 350,000 | 77,336 | 23.5% | 350,000 | 77,336 | 22.1% | 25.0% | 25.0% | (10,164) | -2.9% | 25.0% | 25.0% | (10,164) | -2.9% | (1) | |
| Garbage Tax | 65,000 | 14,993 | 65,000 | 15,058 | 23.1% | 65,000 | 15,058 | 23.2% | 25.0% | 25.0% | (1,192) | -1.8% | 25.0% | 25.0% | (1,192) | -1.8% | (1) | |
| Cable Tax | 80,000 | 21,122 | 80,000 | 22,868 | 26.4% | 80,000 | 22,868 | 28.6% | 25.0% | 25.0% | 2,868 | 3.6% | 25.0% | 25.0% | 2,868 | 3.6% | (1) | |
| Telephone Tax | 335,000 | 81,200 | 335,000 | 83,891 | 24.2% | 335,000 | 83,891 | 25.0% | 25.0% | 25.0% | 141 | 0.0% | 25.0% | 25.0% | 141 | 0.0% | (1) | |
| Leasehold Excise Tax | 34,000 | 8,303 | 35,000 | 8,574 | 24.4% | 35,000 | 8,574 | 24.5% | 25.0% | 25.0% | (176) | -0.5% | 25.0% | 25.0% | (176) | -0.5% | (1) | |
| Total Tax Revenues | \$6,369,700 | \$1,278,723 | \$6,037,000 | \$1,164,504 | 20.1% | \$6,037,000 | \$1,164,504 | 19.3% | 25.0% | 25.0% | (\$344,746) | -5.7% | 25.0% | 25.0% | (\$344,746) | -5.7% | (1) | |
| Licenses & Permits | 66,080 | 11,563 | 120,200 | 17,785 | 17.5% | 120,200 | 17,785 | 14.8% | 25.0% | 25.0% | (12,265) | -10.2% | 25.0% | 25.0% | (12,265) | -10.2% | (1) | |
| Intergov't. Grants/Entitlements | 339,150 | 63,087 | 256,150 | 62,794 | 18.6% | 256,150 | 62,794 | 24.5% | 25.0% | 25.0% | (1,244) | -0.5% | 25.0% | 25.0% | (1,244) | -0.5% | (1) | |
| Charges for Goods and Svcs. | 1,052,589 | 253,411 | 780,094 | 178,770 | 24.1% | 780,094 | 178,770 | 22.9% | 25.0% | 25.0% | (16,254) | -2.1% | 25.0% | 25.0% | (16,254) | -2.1% | (1) | |
| Fines and Forfeitures | 96,360 | 30,356 | 101,824 | 43,708 | 31.5% | 101,824 | 43,708 | 42.9% | 25.0% | 25.0% | 18,252 | 17.9% | 25.0% | 25.0% | 18,252 | 17.9% | (1) | |
| Interest Earnings | 28,200 | 4,932 | 18,800 | 2,026 | 17.5% | 18,800 | 2,026 | 10.8% | 25.0% | 25.0% | (2,674) | -14.2% | 25.0% | 25.0% | (2,674) | -14.2% | (1) | |
| Rents & Royalties | 64,215 | 14,454 | 64,200 | 17,744 | 22.5% | 64,200 | 17,744 | 27.6% | 25.0% | 25.0% | 1,694 | 2.6% | 25.0% | 25.0% | 1,694 | 2.6% | (1) | |
| Donations/Contributions | 10,952 | 27,300 | 0 | 47,270 | 249.3% | 0 | 47,270 | N/A | 25.0% | 25.0% | (440) | -12.6% | 25.0% | 25.0% | (440) | -12.6% | (1) | |
| Misc. Revenue/Insurance | 3,000 | 1,735 | 3,500 | 435 | 57.8% | 3,500 | 435 | 12.4% | 25.0% | 25.0% | (67) | -1.2% | 25.0% | 25.0% | (67) | -1.2% | (1) | |
| Non-Revenues | 3,958 | 1,131 | 5,500 | 1,308 | 28.6% | 5,500 | 1,308 | 23.8% | 25.0% | 25.0% | (67) | -1.2% | 25.0% | 25.0% | (67) | -1.2% | (1) | |
| Total Non-Tax Revenues | 1,664,504 | 407,969 | 1,350,268 | 371,840 | 24.5% | 1,350,268 | 371,840 | 27.5% | 25.0% | 25.0% | \$34,273 | 2.5% | 25.0% | 25.0% | \$34,273 | 2.5% | (1) | |
| Proceeds of Long-Term Debt | 1,131,362 | 0 | 1,131,362 | 0 | 0.0% | 1,131,362 | 0 | 0.0% | 25.0% | 25.0% | (282,841) | -25.0% | 25.0% | 25.0% | (282,841) | -25.0% | (1) | |
| Operating Transfers-In | 50,000 | 12,500 | 0 | 0 | 25.0% | 0 | 0 | N/A | 25.0% | 25.0% | 0 | N/A | 25.0% | 25.0% | 0 | N/A | (1) | |
| Total Other Financing Sources | 1,181,362 | 12,500 | 1,131,362 | 0 | 1.1% | 1,131,362 | 0 | 0.0% | 25.0% | 25.0% | (\$282,841) | -25.0% | 25.0% | 25.0% | (\$282,841) | -25.0% | (1) | |
| TOTALS | \$9,215,566 | \$1,699,192 | \$8,518,630 | \$1,536,344 | 18.4% | \$8,518,630 | \$1,536,344 | 18.0% | 25.0% | 25.0% | (\$593,314) | -7.0% | 25.0% | 25.0% | (\$593,314) | -7.0% | (1) | |

Key:
 * The expected percentage is calculated as follows: since the report is for the 3rd month of the year, 3 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
March 2010 and 2011

| GENERAL FUND (#001) EXPENDITURES | A March 2010 | | B Actual | | C=B/A % | | D March 2011 | | E Actual | | F=E/D % | | G Expected % Exp* | | H^ Var'nc frm Expected | | I=G-F % Variance | |
|-------------------------------------|--------------------|--------------------|--------------------|--------------------|--------------|--------------|--------------------|--------------------|--------------|--------------|--------------|--------------------|----------------------|--------------------|---------------------------|--------------------|---------------------|---|
| | Budget | Actual | Budget | Actual | Exp'd | % | Budget | Actual | Budget | Actual | Exp'd | % | Exp'd | % | Expected | % | Expected | % |
| City Council | 97,019 | 26,834 | 97,509 | 22,831 | 27.7% | 23.4% | 97,509 | 22,831 | 23.4% | 23.4% | 25.0% | 25.0% | 1,546 | 1.6% | | | | |
| Municipal Court | 320,275 | 84,754 | 324,523 | 75,569 | 26.5% | 23.3% | 324,523 | 75,569 | 23.3% | 23.3% | 25.0% | 25.0% | 5,562 | 1.7% | | | | |
| City Manager | 348,613 | 93,486 | 322,761 | 79,454 | 26.8% | 24.6% | 322,761 | 79,454 | 24.6% | 24.6% | 25.0% | 25.0% | 1,236 | 0.4% | | | | |
| Finance | 483,290 | 162,431 | 312,765 | 76,491 | 33.6% | 24.5% | 312,765 | 76,491 | 24.5% | 24.5% | 25.0% | 25.0% | 1,700 | 0.5% | | | | |
| City Clerk | 95,738 | 24,365 | 91,523 | 21,015 | 25.4% | 23.0% | 91,523 | 21,015 | 23.0% | 23.0% | 25.0% | 25.0% | 1,866 | 2.0% | | | | |
| Non-Departmental | 1,520,266 | 75,016 | 1,515,052 | 64,897 | 4.9% | 4.3% | 1,515,052 | 64,897 | 4.3% | 4.3% | 25.0% | 25.0% | 313,866 | 20.7% | | | | |
| Human Resources | 141,096 | 31,922 | 130,751 | 33,591 | 22.6% | 25.7% | 130,751 | 33,591 | 25.7% | 25.7% | 25.0% | 25.0% | (903) | -0.7% | | | | |
| Police | 2,384,344 | 603,971 | 2,314,569 | 533,409 | 25.3% | 23.0% | 2,314,569 | 533,409 | 23.0% | 23.0% | 25.0% | 25.0% | 45,233 | 2.0% | | | | |
| Fire | 1,870,464 | 476,035 | 1,714,518 | 439,497 | 25.5% | 25.6% | 1,714,518 | 439,497 | 25.6% | 25.6% | 25.0% | 25.0% | (10,868) | -0.6% | | | | |
| Public Works - Streets | 522,499 | 125,824 | 499,379 | 79,950 | 24.1% | 16.0% | 499,379 | 79,950 | 16.0% | 16.0% | 25.0% | 25.0% | 44,895 | 9.0% | | | | |
| Public Works - Engineering | 278,175 | 81,600 | 111,538 | 25,317 | 29.3% | 22.7% | 111,538 | 25,317 | 22.7% | 22.7% | 25.0% | 25.0% | 2,568 | 2.3% | | | | |
| Community Development | 1,498,170 | 398,014 | 1,251,480 | 306,038 | 26.6% | 24.5% | 1,251,480 | 306,038 | 24.5% | 24.5% | 25.0% | 25.0% | 6,832 | 0.5% | | | | |
| TOTALS | \$9,559,949 | \$2,184,252 | \$8,686,368 | \$1,758,059 | 22.8% | 20.2% | \$8,686,368 | \$1,758,059 | 20.2% | 20.2% | 25.0% | 25.0% | 413,533 | 4.8% | | | | |
| Net Budget/Income/Variance: | | | | | | | | | | | | (\$344,383) | (\$485,060) | (\$167,738) | (\$221,715) | (\$179,781) | -2.2% | |

Key:

* The expected percentage is calculated as follows: since the report is for the 3rd month of the year, 3 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.)

- (1) Property taxes are not collected evenly throughout the year.
- (2) Debt has yet to be issued.
- (3) Interfund loans will be repaid only once debt has been issued.

City of Chehalis
Comparative Financial Reports
March 2010 and 2011

| WASTEWATER FUND (#404) REVENUES | A | | B | | C=B/A | | D | | E | | F=E/D | | G | | H^ | | I=G-F | |
|------------------------------------|-------------|-------------------|-------|-------|-------------|-------------------|--------|-------|--------|-------------------|-------|-------|-------------------|-------------|--------|----------|----------|--|
| | Budget | March 2010 Actual | % | Rec'd | Budget | March 2011 Actual | % | Rec'd | Budget | March 2011 Actual | % | Exp'd | Expected % Rec'd* | Var'nc | fm | Expected | Variance | |
| Wastewater Fees | 3,510,208 | 791,135 | 22.5% | | 3,338,552 | 797,401 | 23.9% | | | | | 25.0% | 25.0% | (37,237) | -1.1% | | | |
| Sewer Connection/Misc. Fees | 70,000 | 3,030 | 4.3% | | 35,000 | 10,099 | 28.9% | | | | | 25.0% | 25.0% | 1,349 | 3.9% | | | |
| Rentals | 3,750 | 3,750 | N/A | | 3,750 | 3,750 | 100.0% | | | | | 25.0% | 25.0% | 2,813 | 75.0% | | | |
| Misc. Revenues/Insurance | 2,500 | 536 | 21.4% | | 2,500 | 824 | 33.0% | | | | | 25.0% | 25.0% | 199 | 8.0% | | | |
| Interfund Principal Repayment | 565,681 | 0 | 0.0% | | 565,681 | 0 | 0.0% | | | | | 25.0% | 25.0% | (141,420) | -25.0% | | | |
| Interest Earnings | 54,000 | 2,927 | 5.4% | | 16,000 | 4,112 | 25.7% | | | | | 25.0% | 25.0% | 112 | 0.7% | | | |
| Totals: | \$4,206,139 | \$801,378 | 19.1% | | \$3,961,483 | \$816,186 | 20.6% | | | | | 25.0% | 25.0% | (\$174,185) | -4.4% | | | |

(1)

| WASTEWATER FUND (#404) EXPENSES | A | | B | | C=B/A | | D | | E | | F=E/D | | G | | H^ | | I=G-F | |
|------------------------------------|-------------|-------------------|-------|-------|-------------|-------------------|-------|-------|--------|-------------------|-------|-------|-----------------|-----------|-------|----------|----------|--|
| | Budget | March 2010 Actual | % | Exp'd | Budget | March 2011 Actual | % | Exp'd | Budget | March 2011 Actual | % | Exp'd | Expected % Exp* | Var'nc | fm | Expected | Variance | |
| Operating Expenses | 2,207,422 | 636,608 | 28.8% | | 2,394,038 | 576,081 | 24.1% | | | | | 25.0% | 25.0% | 22,429 | 0.9% | | | |
| Capital Outlay | 70,000 | 10,784 | 15.4% | | 290,000 | 13,979 | 4.8% | | | | | 25.0% | 25.0% | 58,521 | 20.2% | | | |
| Debt Principal | 1,717,887 | 82,966 | 4.8% | | 1,685,894 | 66,285 | 3.9% | | | | | 25.0% | 25.0% | 355,189 | 21.1% | | | |
| Interest Expense | 59,481 | 11,822 | 19.9% | | 50,166 | 8,730 | 17.4% | | | | | 25.0% | 25.0% | 3,812 | 7.6% | | | |
| Totals: | \$4,054,790 | \$742,180 | 18.3% | | \$4,420,098 | \$665,075 | 15.0% | | | | | 25.0% | 25.0% | \$439,950 | 10.0% | | | |

(2)

Net Budget/Income/Variance: \$151,349 \$59,198 (\$458,615) \$151,111

Key:

* The expected percentage is calculated as follows: since the report is for the 3rd month of the year, 3 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.)

- (1) Interfund loans will only be paid once G.O. debt has been issued.
- (2) Debt is not paid evenly throughout the year.

City of Chehalis
Comparative Financial Reports
March 2010 and 2011

| WATER FUND (#405) REVENUES | A March 2010 | | B | | C=B/A | | D | | E | | F=E/D | | G | | H^A | | I=F-G | |
|-------------------------------|--------------------|------------------|--------------------|------------------|--------------|--------------|--------------------|------------------|----------------------|------------------|--------------|--------------|----------------------|--------------------|------------------------|---------------|----------------------|---------------|
| | Budget | Actual | Budget | Actual | % Rec'd | % Rec'd | Budget | Actual | March 2011 Budget | Actual | % Rec'd | % Exp'd | Expected % Rec'd* | Expected % Exp* | Var'nc frm Expected | % Variance | Expected % Rec'd* | % Variance |
| Water Sales | 2,298,896 | 501,377 | 2,541,852 | 548,684 | 21.8% | 21.6% | 2,541,852 | 548,684 | 2,541,852 | 548,684 | 21.6% | 25.0% | 25.0% | (86,779) | -3.4% | | 25.0% | |
| Water Connection/Misc. Fees | 200,000 | 5,542 | 26,000 | 8,948 | 2.8% | 34.4% | 26,000 | 8,948 | 26,000 | 8,948 | 34.4% | 25.0% | 25.0% | 2,448 | 9.4% | | 25.0% | |
| Interfund Principal Repayment | 565,681 | 0 | 565,681 | 0 | N/A | 0.0% | 565,681 | 0 | N/A | 0 | 0.0% | 25.0% | 25.0% | (141,420) | -25.0% | | 25.0% | |
| Misc. Revenues/Insurance | 0 | 0 | 0 | 337 | N/A | N/A | 0 | 337 | 0 | 337 | N/A | 25.0% | 25.0% | 337 | N/A | | 25.0% | |
| Interest Earnings | 14,000 | 0 | 16,000 | 1,124 | 0.0% | 7.0% | 16,000 | 1,124 | 16,000 | 1,124 | 7.0% | 25.0% | 25.0% | (2,876) | -18.0% | | 25.0% | |
| Totals: | \$3,078,577 | \$506,919 | \$3,149,533 | \$559,093 | 16.5% | 17.8% | \$3,149,533 | \$559,093 | \$3,149,533 | \$559,093 | 17.8% | 25.0% | 25.0% | (\$228,290) | -7.2% | | 25.0% | -7.2% |

(1)

| WATER FUND (#405) EXPENSES | A March 2010 | | B | | C=B/A | | D | | E | | F=E/D | | G | | H^A | | I=G-F | |
|-------------------------------|--------------------|------------------|--------------------|------------------|--------------|--------------|--------------------|------------------|----------------------|------------------|--------------|--------------|--------------------|--------------------|------------------------|---------------|--------------------|---------------|
| | Budget | Actual | Budget | Actual | % Exp'd | % Exp'd | Budget | Actual | March 2011 Budget | Actual | % Exp'd | % Exp'd | Expected % Exp* | Expected % Exp* | Var'nc frm Expected | % Variance | Expected % Exp* | % Variance |
| Operating Expenses | 1,775,940 | 485,972 | 1,837,325 | 440,672 | 27.4% | 24.0% | 1,837,325 | 440,672 | 1,837,325 | 440,672 | 24.0% | 25.0% | 25.0% | 18,659 | 1.0% | | 25.0% | |
| Capital Outlay | 577,000 | 30,484 | 290,000 | 14,533 | 5.3% | 5.0% | 290,000 | 14,533 | 290,000 | 14,533 | 5.0% | 25.0% | 25.0% | 57,967 | 20.0% | | 25.0% | |
| Debt Principal | 127,464 | 8,000 | 129,077 | 8,000 | 6.3% | 6.2% | 129,077 | 8,000 | 129,077 | 8,000 | 6.2% | 25.0% | 25.0% | 24,269 | 18.8% | | 25.0% | |
| Interest Expense | 28,725 | 4,975 | 26,496 | 4,575 | 17.3% | 17.3% | 26,496 | 4,575 | 26,496 | 4,575 | 17.3% | 25.0% | 25.0% | 2,049 | 7.7% | | 25.0% | |
| Totals: | \$2,509,129 | \$529,431 | \$2,282,898 | \$467,780 | 21.1% | 20.5% | \$2,282,898 | \$467,780 | \$2,282,898 | \$467,780 | 20.5% | 25.0% | 25.0% | \$102,945 | 4.5% | | 25.0% | 4.5% |

Net Budget/Income/Variance: \$569,448 (\$22,512) \$866,635 \$91,313 (\$125,346) -2.7%

Key:

* The expected percentage is calculated as follows: since the report is for the 3rd month of the year, 3 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.)

(1) Interfund loans will only be paid once G.O. debt has been issued.

City of Chehalis
Comparative Financial Reports
March 2010 and 2011

| | A | | B | | C=B/A | | D | | E | | F=E/D | | G | | H^ | | I=F-G | |
|-----------------------------|-----------|-------------------|---------|-------------------|-----------|---------|-------------------|-----------|---------|----------|---------|----------|---------------------|------------|----------|---------------------|------------|--|
| | Budget | March 2010 Actual | % Rec'd | March 2011 Budget | Actual | % Rec'd | March 2011 Budget | Actual | % Rec'd | Expected | % Rec'd | Expected | Var'nc frm Expected | % Variance | Expected | Var'nc frm Expected | % Variance | |
| STORM FUND (#406) | | | | | | | | | | | | | | | | | | |
| REVENUES | | | | | | | | | | | | | | | | | | |
| Storm & Surface Water Fees | 402,500 | 99,453 | 24.7% | 401,500 | 103,451 | 25.8% | 401,500 | 103,451 | 25.8% | 25.0% | 25.0% | 3,076 | 0.8% | 25.0% | (2,500) | -25.0% | | |
| Storm Connection/Misc. Fees | 24,000 | 489 | 2.0% | 10,000 | 0 | 0.0% | 10,000 | 0 | 0.0% | 25.0% | 25.0% | (2,500) | -25.0% | 25.0% | (125) | -25.0% | | |
| Interest Earnings | 1,500 | 0 | 0.0% | 500 | 0 | 0.0% | 500 | 0 | 0.0% | 25.0% | 25.0% | (125) | -25.0% | 25.0% | (125) | -25.0% | | |
| Totals: | \$428,000 | \$99,942 | 23.4% | \$412,000 | \$103,451 | 25.1% | \$412,000 | \$103,451 | 25.1% | 25.0% | 25.0% | \$451 | 0.1% | 25.0% | \$451 | 0.1% | | |

| | A | | B | | C=B/A | | D | | E | | F=E/D | | G | | H^ | | I=G-F | |
|--------------------------|-----------|-------------------|---------|-------------------|----------|---------|-------------------|----------|---------|----------|---------|----------|---------------------|------------|----------|---------------------|------------|--|
| | Budget | March 2010 Actual | % Exp'd | March 2011 Budget | Actual | % Exp'd | March 2011 Budget | Actual | % Exp'd | Expected | % Exp'd | Expected | Var'nc frm Expected | % Variance | Expected | Var'nc frm Expected | % Variance | |
| STORM FUND (#406) | | | | | | | | | | | | | | | | | | |
| EXPENSES | | | | | | | | | | | | | | | | | | |
| Operating Expenses | 371,642 | 93,590 | 25.2% | 358,747 | 73,972 | 20.6% | 358,747 | 73,972 | 20.6% | 25.0% | 25.0% | 15,715 | 4.4% | 25.0% | 0 | N/A | | |
| Capital Outlay | 73,000 | 0 | 0.0% | 0 | 0 | N/A | 0 | 0 | N/A | 25.0% | 25.0% | 0 | N/A | 25.0% | 0 | N/A | | |
| Totals: | \$444,642 | \$93,590 | 21.0% | \$358,747 | \$73,972 | 20.6% | \$358,747 | \$73,972 | 20.6% | 25.0% | 25.0% | \$15,715 | 4.4% | 25.0% | \$15,715 | 4.4% | | |

Net Budget/Income/Variance: (\$16,642) \$6,352 \$53,253 \$29,479 \$16,166 4.5%

Key:
 * The expected percentage is calculated as follows: since the report is for the 3rd month of the year, 3 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.)

RECOMMENDATION/COUNCIL ACTION DESIRED

This report is for the Council's information only. No action is necessary.

Received by:  City Manager

City of Chehalis
Sales & Use Tax Revenue

| | Month-by-Month Comparisons | | | | | | | | | | 10-11 % Chg |
|------------------------|----------------------------|----------------|----------------|------------------|----------------|----------------|----------------|--|--|--|--------------|
| | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011* | | | | |
| January | 244,346.77 | 264,552.49 | 303,003.96 | 338,775.84 | 311,681.25 | 242,158.24 | 255,550.11 | | | | 5.5% |
| February | 328,762.57 | 388,722.09 | 370,242.18 | 325,708.20 | 326,987.75 | 296,867.87 | 288,322.28 | | | | -2.9% |
| March | 208,023.53 | 254,068.00 | 275,769.04 | 352,594.58 | 247,974.49 | 269,687.71 | 209,202.31 | | | | -22.4% |
| April | 222,298.47 | 246,106.89 | 262,854.70 | 323,886.70 | 245,182.86 | 223,636.27 | | | | | |
| May | 257,313.38 | 350,778.11 | 309,705.17 | 366,700.91 | 255,481.63 | 246,998.74 | | | | | |
| June | 225,729.39 | 287,446.83 | 288,762.68 | 340,751.01 | 266,335.35 | 228,867.63 | | | | | |
| July | 274,225.27 | 318,763.36 | 280,090.89 | 352,426.34 | 270,324.94 | 239,316.92 | | | | | |
| August | 361,378.86 | 331,608.32 | 367,841.64 | 416,021.47 | 276,851.50 | 268,052.83 | | | | | |
| September | 292,417.87 | 304,839.70 | 331,262.66 | 327,171.53 | 250,448.70 | 246,365.20 | | | | | |
| October | 298,905.19 | 327,097.48 | 353,302.89 | 305,787.51 | 345,695.15 | 260,630.19 | | | | | |
| November | 285,548.60 | 303,346.25 | 352,562.39 | 373,132.35 | 257,314.61 | 251,801.70 | | | | | |
| December | 274,668.21 | 322,768.97 | 314,120.78 | 194,375.82 | 234,399.17 | 241,368.04 | | | | | |
| Inter-year adj. | 16,143.47 | (16,143.47) | - | - | - | - | | | | | |
| Totals | 3,289,761.58 | 3,683,955.02 | 3,809,518.98 | 4,017,332.26 | 3,288,677.40 | 3,015,751.34 | 753,074.70 | | | | N/A |
| As of 3/XX: | 781,133 | 907,343 | 949,015 | 1,017,079 | 886,643 | 808,714 | 753,075 | | | | -6.9% |
| As of 1st Qtr.: | 781,133 | 907,343 | 949,015 | 1,017,079 | 886,643 | 808,714 | 753,075 | | | | -6.9% |

**CITY OF CHEHALIS
AGENDA REPORT**

TO: The Honorable Mayor and City Council
FROM: Judy Schave, City Clerk
Becky Fox, Court Administrator
DATE: April 4, 2011
SUBJECT: New Audio/Video System for Council Chamber/Courtroom

ISSUE

In the administration's effort to implement the council's interest in providing the public video of the council meetings, we are asking to purchase a new audio/video system for the council chamber/courtroom, to include: new computer system, microphones and cameras.

DISCUSSION

In order to provide quality audio and video, the administration is recommending that the city consider purchasing six new gooseneck microphones with desktop bases, and two cameras (one fixed on the podium in the center of the council chamber and a second that would face the council with eight alarm/presets that adjust the camera to whomever is speaking at the dais, or at the city manager's table. Other expenses for the new system are outlined in the financial impact information listed below.

The city has been very fortunate that our current system has lasted as long as it has. In 2005, the city looked into televising council meetings; however, the cost of providing that service and the on-going expenses far exceeded the amount the council was willing to expend at the time.

The administration is currently looking at a webcast solution for government agencies developed by AV Capture All. Other agencies currently using the system include: the Washington State Senate and House of Representatives; Counties of San Juan and Grays Harbor; and Cities of Olympia, Issaquah, Kent, Yelm, and Roy. The 'software-plus-service' allows agencies to capture, manage, and share meetings with the public-at-large over the internet, providing a greater level of public access. AV Capture All uses a cloud-based storage system. The city would set up a link on our website that would provide on-line services, such as: LIVE streaming; on-demand viewing; document dissemination; content management; media purchase and automated transcription services for items, such as court proceedings, which the city does not currently transcribe unless requested.

If approved, the new recording system would also be used by the Chehalis Planning Commission and Civil Service Commission, who meet every month in the council chamber. Weekly court sessions would be recorded in audio only and not televised.

Currently, most information is accessible through the internet. We believe the AV Capture All system will provide a complete end-to-end multi-media solution for the city of Chehalis at a reasonable cost, and will be a great benefit to the public.

FINANCIAL IMPACT

The financial impact would include the costs of a new computer w/monitor and software - \$1,385; Video equipment – Exhibit A, estimated at \$9,000; IT services - \$1,000; and the annual maintenance - Exhibit B, \$199 per month.

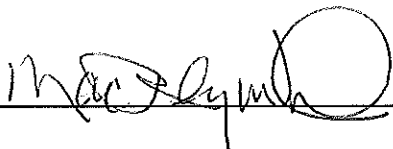
The initial financial impact is estimated to be approximately \$14,000. The 2011 annual budget already includes \$5,000 in the general fund to cover the cost of the annual maintenance, computer, monitor, software, miscellaneous cables, and a portion of the IT services. The administration suggests that the video equipment be purchased with automotive/equipment reserve funds.

RECOMMENDATIONS/COUNCIL ACTION DESIRED

This report is for information only.

SUGGESTED MOTION

This report is for information only.

Reviewed by:  _____, City Manager

Applied Technologies NW Inc

19716 61st PL NE
Kenmore, WA 98028-1930

253-830-4201
aptechnw@comcast.net

March 30, 2011

Quote #1103302

To: City of Chehalis /Ed Schonack

This quote is for hardware improvements in the City of Chehalis council chambers to enable audio and video recording of council meetings with AV Capture All software.

The following equipment will be supplied:

- 6-Audio-Technica gooseneck mics with desktop bases.
- 1-Crown ceiling mounted ambient mic
- 1-PC/program line input
- 1-Recording PC interface
- 1-Rane RPM88, 8x8 DSP (mic mixer and camera logic)
- 1-Single gang remote control for the RPM88
- 1-Equipment rack (about 15" high, 21" wide, 20" deep)
- 1-Filtered AC rack power & on/off switch
- 1-RDL 2x1 composite video switch
- 1-Sanyo VCC-MC500 color PTZ dome camera with 8 alarm/presets
- 1-Sony fixed dome camera
- 2-Video/power cables (one 60ft, the other 100ft) for the cameras
- 1-Osprey or equiv video PCI capture card for recording PC
- 1-Lot interconnection cables and connectors

The following services will be provided:

- Delivery and installation of the equipment listed above.
- Connection to the existing amplifier and speakers.
- Installation of the capture card in the PC supplied by Comp-Prime Computers.
- Audio and Video system adjustments for optimal performance.

It is expected that Comp-Prime Computers will handle the physical installation of wiring and cameras with on-site direction from Applied Technologies NW Inc.

Cost is \$8,152.00 plus sales tax.

Thank you,
Jack Osborne

Accepted by: _____

Title: _____

PO# (if available) _____

This quote is valid for 45 days.

AFFORDABLE Webcast Solution for Government Agencies

AV Capture All's Agenda Voting Application (AVA) was developed to meet the Audio/Video recording needs of Legislative & Executive bodies that meet regularly over an agenda with voting members.

AVA is a complete end-to-end multi-media software plus service solution designed to work with any off-the-shelf PC* and most audio & video hardware equipment to capture the official record and intent of the live meetings.

Our solution synchronizes audio and video with the agenda and any associated documents you may choose to publish to the web for On-Demand Viewing or Stream the meeting LIVE to the public-at-large.

For as little as **\$199 per/month** staff can;

- Record the audio/video feed from any analog source (maybe even your public access TV provider)
- Record in a "Open Format" (no special playback software required)
- Import and attach multiple documents to the A/V stream like, MS Word, Excel, MS PPT or PDF
- Synchronize any part of the imported documents to the A/V stream
- Track and synchronize Roll, Motions and Voting of any meeting
- Pre-Publish all documents to the website prior to a meeting for viewing by the public-at-large
- Private-Publish any recording or documents until they are ready for viewing
- Public Access-50 hours of On-Demand audio/video and document viewing for the public-at-large (via our website or yours)
- Archive-150 hours of archived audio/video and documents available for staff to access online
- LIVE Streaming-50, stream any meeting live over the Internet (up to 50 customers per/mo)
- Full-Upgrades over the life of the subscription agreement
- Phone and web support over the life of the subscription agreement
- Initial and continued training over the life of the subscription agreement
- No up-front costs, monthly billing starts after installation is complete
- One, Three or Five year subscription agreements (lock-in this amazingly LOW price today)

(* Desktop PC Meeting AVCA Minimum PC Specs, Win7, Word 2007, PCI Video Capture Card, Internet Access)

Web-Demo Available - 60-Day FREE Trial - log on to avcaptureall.com

www.avcaptureall.com - 888.360.2822 - sales@avcaptureall.com

CITY OF CHEHALIS

AGENDA REPORT

DATE: April 19, 2011
TO: The Honorable Mayor and City Council
FROM: Glenn Schaffer, Police Chief
SUBJECT: Adoption of an ordinance revising the Chehalis Parking Code.

ISSUE

Attached is proposed Ordinance No. 872-B.

DISCUSSION

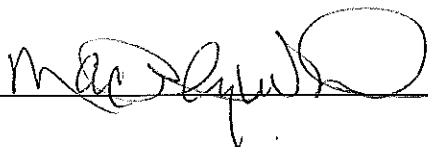
The City Prosecuting Attorney, in conjunction with the Chehalis Police Department and Chehalis Municipal Court, has determined that the City of Chehalis would benefit by revising the Chehalis Municipal Parking Code Title 10.08. The revisions would provide further clarity with the addition of definitions and clarifying text on the violations and provisions. The portion of the ordinance referring to the validation of parking tickets by the Chief of Police in the ordinance passed on first reading has been removed.

RECOMMENDATION/COUNCIL ACTION DESIRED

The administration recommends the council pass Ordinance No. 872-B on second and final reading.

SUGGESTED MOTION

I move that the council pass Ordinance No. 872-B on second and final reading.

Reviewed by:  _____, City Manager

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF CHEHALIS, WASHINGTON,
ESTABLISHING THE CHEHALIS PARKING CODE AND REPEALING
CHAPTER 10.08 OF THE CHEHALIS MUNICIPAL CODE**

WHEREAS, the City Council of the city of Chehalis has determined that it is in the best interests of the city and its citizens that Chapter 10.08 of the Chehalis Municipal Code be repealed and replaced in its entirety to clarify and update the same; now therefore,

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

Section 1. Chapter 10.08 of the Chehalis Municipal Code, the Parking Code, shall be, and the same hereby is, repealed; and

Section 2. The following provisions shall replace Chapter 10.08 of the Chehalis Municipal Code, the Parking Code, together with future amendments thereto:

Chapter 10.08

PARKING

Sections:

- 10.08.010 Definitions.
- 10.08.020 Stopping, standing, or parking prohibited in specific places.
- 10.08.030 Additional rules and regulations – Establishment.
- 10.08.040 Applicability.
- 10.08.050 Rules and regulations – Violation – Penalty.
- 10.08.060 Parking prohibited at all times on certain streets – Penalty for violation.
- 10.08.070 Parking limited on certain streets.
- 10.08.080 Angle parking.
- 10.08.090 Physically disabled parking.
- 10.08.100 Zone 1 – Two-hour parking.
- 10.08.110 Zone 2 – Two-hour parking.
- 10.08.120 Parking adjacent to schools.
- 10.08.130 Parking time limits – Penalty for violation.
- 10.08.140 Civil assessments.

10.08.170 Tampering with parking enforcement process is a violation.

10.08.180 City parking lots – Regulations.

10.08.190 City parking lots – Fee schedule.

10.08.200 City parking lots – Penalty for violation.

10.08.010 Definitions.

“Camper” means a structure designed to be mounted upon a motor vehicle which provides facilities for human habitation or for temporary outdoor or recreational lodging and which is five feet or more in overall length and five feet or more in height from its floor to its ceiling when fully extended, but shall not include motor homes as defined in RCW 46.04.305.

“Motor home” means a motor vehicle originally designed, reconstructed, or permanently altered to provide facilities for human habitation, which include lodging and cooking or sewage disposal, and is enclosed within a solid body shell with the vehicle, but excludes a camper or like unit constructed separately and affixed to a motor vehicle.

“Motor vehicles” means any and all vehicles licensed in accordance with RCW Title 46, with the exception of motor vehicles licensed for a gross weight of 20,000 pounds or more, including their trailers.

“Right-of-way” means all public streets and property granted or reserved for, or dedicated to, public use for streets, together with public property granted or reserved for, or dedicated to, public use for walkways, sidewalks, and bikeways, whether improved or unimproved, including air rights, subsurface rights, and easements related thereto.

“Travel trailer” means a trailer built on a single chassis transportable upon the public streets and highways that is designed to be used as a temporary dwelling without a permanent foundation and may be used without being connected to utilities. [Ord. 725B, 2002; Ord. 679B, 2000.]

“Full trailer” means every vehicle without motive power, designed for carrying persons or property, drawn by a motor vehicle and so constructed that no part of its weight rests upon the towing vehicle.

“Semitrailer” means every vehicle without motive power designed for carrying persons or property and for being drawn by a motor vehicle and so constructed that some part of its weight and that of its load rests upon or is carried by the towing vehicle.

“Utility trailer” means any full trailer or semitrailer constructed and used solely for the purpose of carrying property and not to exceed a gross weight of 6,000 pounds.

10.08.020 Stopping, standing, or parking prohibited in specific places.

A. Except when necessary to avoid conflict with other traffic, or in compliance with law or the directions of a police officer or official traffic control device, no person shall:

1. Stop, stand, or park a vehicle:

- a. On the roadway side of any vehicle stopped or parked at the edge or curb of a street;
- b. On a sidewalk or street planting strip;
- c. Within an intersection;
- d. On a crosswalk;
- e. Opposite the direction of authorized traffic movement.
- f. Alongside or opposite any street excavation or obstruction when stopping, standing, or parking would obstruct traffic;
- g. Upon any bridge or other elevated structure upon a highway or within a highway tunnel;
- h. On any railroad tracks;
- i. In the area between roadways of a divided highway including crossovers
- j. In front of a public or private driveway or within five feet of the end of the curb radius leading thereto;
- k. Within 15 feet of a fire hydrant;
- l. Within 20 feet of a crosswalk;
- m. Within 30 feet upon the approach to any flashing signal, stop sign, yield sign, or traffic control signal located at the side of a roadway;
- n. Within 20 feet of the driveway entrance to any fire station and on the side of a street opposite the entrance to any fire station within 75 feet of said entrance when properly signposted; or
- o. Within 50 feet of the nearest rail of a railroad crossing; or
- p. At any place where official signs prohibit stopping, standing, or parking.

B. Stopping, standing, or parking shall be permitted in the manner provided by law at all other places, except a time limit and/or other restrictions as otherwise designated may be imposed.

C. No person shall move a vehicle not lawfully under his or her control into any such prohibited area or away from a curb such a distance as is unlawful.

D. It shall be unlawful for any person to reserve or attempt to reserve any portion of a highway for the purpose of stopping, standing, or parking to the exclusion of any other like person, nor shall any person be granted such right.

E. It shall be unlawful for any person to cause or allow their vehicle to remain parked on city streets or rights-of-way for longer than 24 hours after notice by city officials requesting removal of said vehicle for municipal purposes and/or posting of impending parking restrictions.

F. Campers, motor homes, travel trailers, full trailers, semitrailers, utility trailers, and boat trailers are prohibited from parking on a city street, alley, or right-of-way, unless the owner/operator is in the process of loading or unloading supplies, or in the process of cleaning. Further, any camper, motor home, travel trailer, full trailer, semitrailer, utility trailer, or boat trailer parked in a manner that constitutes traffic or visibility obstruction shall be removed immediately. If an officer is unable to locate the owner within a reasonable period of time, the officer may cause the vehicle to be impounded. [Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.030 Additional rules and regulations – Establishment.

The Chief of Police shall establish rules and regulations for the parking of motor vehicles in or upon the public streets and rights-of-way of the city. Said rules and regulations shall make provision for no-parking areas, limited-parking areas, and methods of parking. The rules and regulations promulgated by the Chief shall be accepted by the city upon presentation and notice as determined appropriate by the city. Said rules and regulations shall have no force and effect until such time as they are promulgated by the Chief, together with notification being made to the public. [Ord. 766B, 2004; Ord. 725B, 2002; Ord. 679B, 2000.]

Deleted: The Chief shall also have the authority to establish rules and procedures for the validation of parking tickets in conjunction with any system for validation.

10.08.040 Applicability.

The provisions of this chapter prohibiting the stopping, standing or parking of a vehicle shall apply at all times or those times specified in this chapter or as indicated on official signs, except when it is necessary to stop a vehicle to avoid conflict with other traffic or in compliance with the directions of a police officer or an official traffic control device. [Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.050 Rules and regulations – Violation – Penalty.

Any person, firm, or corporation violating any provision of the rules and regulations promulgated under this chapter may, upon notice being received, be responsible for payment of a civil assessment in an amount to be established from time to time by the city, dependent upon the type of violation occurring. Should any person, firm, or corporation found to have violated any provision under this chapter fail to pay the assessment in the time required by the city, said person, firm, or corporation subjects himself, herself, or itself to a misdemeanor charge for failure to comply with a mandate of the city. In addition, whenever a police officer finds a vehicle standing upon the roadway in violation of any provision of CMC 10.08.020, the officer may provide for the removal of the vehicle or require the driver or other person in charge of the vehicle to move the vehicle to a position off the roadway in accordance with RCW 46.55.113. [Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.060 Parking prohibited at all times on certain streets – Penalty for violation.

A. When signs are erected giving notice thereof, no person shall stop, stand, or park a vehicle at any time upon streets so posted. Such areas shall be so designated by the police department and/or public works department.

B. A vehicle found in violation of this section may incur an infraction of \$15.00 per violation and/or impoundment of the vehicle. [Ord. 766B, 2004; Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.070 Parking limited on certain streets.

When signs are erected giving notice thereof, no person shall stop, stand, or park a motor vehicle for a period longer than the time indicated for the various streets so posted; provided, these limitations shall not apply on Saturdays, Sundays, or those legal holidays enumerated in RCW 1.16.050; and provided further, these limitations shall apply only between the hours of 8:00 a.m. and 5:00 p.m. [Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.080 Angle parking.

There shall be authorized within the city, subject to the approval of the Chief of Police, angle parking, which currently exists on Chehalis Avenue, Cascade Avenue, and Market Boulevard. Such parking shall be authorized subject to any modification of this rule by the Chief. [Ord. 766B, 2004; Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.090 Physically disabled parking.

No vehicle shall be parked in a parking place reserved for physically disabled persons pursuant to RCW 46.19, without a special license plate, card, or decal issued by the State of Washington Department of Licensing. [Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.100 Zone 1 – Two-hour parking.

A. There shall be a two-hour parking zone at N.E. Boistfort Street from and including the intersection with N.W. Pacific Avenue and N.W. Chehalis Avenue to and including the intersection with N.E. Washington Avenue; N.E. Washington Avenue from and including the intersection with N.E. Boistfort Street to and including the intersection with N.E. Cascade Avenue; N.E. Cascade Avenue from and including its intersection with N.E. Washington Avenue to and including its intersection with North Market Boulevard and N.W. Park Street; N.W. Park Street from and including its intersection with North Market Boulevard to and including its intersection with N.W. Chehalis Avenue; and all streets in between, unless otherwise indicated.

B. No person, firm, or corporation shall stop, stand, or park any vehicle on the streets within the parking zone created by this section for a period of more than two hours, or other time as indicated for a particular street, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, excluding legal holidays. [Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.110 Zone 2 – Two-hour parking.

A. There shall be a two-hour parking zone at N.E. Washington Avenue from, but not including, its intersection with N.E. Division Street to, but not including, its intersection with N.E. Boistfort Street; N.W. Front Street from and including its intersection with North Market Boulevard to and including its intersection with N.W. Pacific Avenue; N.W. Pacific Avenue from and including its intersection with N.W. Front Street to, but not including, its intersection with N.E. Boistfort Street; and all streets in between unless otherwise indicated.

B. No person, firm, or corporation shall stop, stand, or park any vehicle on the streets within the zone created by this section for a period of more than two hours, or other time as indicated for a particular street, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, excluding legal holidays. [Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.120 Parking adjacent to schools.

A. The public works department is authorized to erect signs indicating no parking upon that side of any street adjacent to any school property when such parking would interfere with traffic or create a hazardous situation.

B. When official signs are erected indicating no parking upon the side of the street adjacent to any school property, no person, firm, or corporation shall park a vehicle in any such designated place. [Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.130 Parking time limits – Penalty for violation.

A. No person, firm, or corporation shall park any vehicle on streets designated as timed parking for a consecutive period of more than the indicated limit set forth in CMC 10.08.100 and 10.08.110, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, excluding legal holidays. It shall be no defense that the vehicle has been moved from one parking space to another within the same parking zone or that the vehicle traversed streets not within the zone in so being moved.

B. A showing that a vehicle was found parked in any on-street parking space within said parking zone or within the city lots more than two hours after it was previously noted in the same or any other on-street parking space within the zone, within any consecutive eight-hour period, shall constitute a prima facie presumption that the vehicle has been parked in violation of this section.

C. A first infraction shall constitute overtime parking and shall result in a penalty of \$5.00. If a vehicle is found, pursuant to this chapter, parked within the areas designated herein subsequent to the issuance of the first violation notice in that same day, the same shall constitute chain parking and shall be assessed a penalty pursuant to CMC 10.08.140. [Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.140 Civil assessments.

The following shall constitute the assessment for parking violations within the city not otherwise prescribed in this chapter:

A. Overtime parking – exceeding the established time limit for a designated parking space: \$5.00 for the first (1st) offense in a 24 hour period and \$10.00 for the second (2nd) and/or each subsequent offense within the same 24 hour period. If any parking ticket is not paid within seventy-two (72) hours of the time of issuance, the penalty shall be \$20.00 for each parking violation regardless of the time-period in which the offense(s) occurred.

B. Chain parking – parking in a designated zone as set forth in CMC 10.08.100 and 10.08.110 and relocating the vehicle within the same zone during the original time limit and thereafter exceeding the zone limit (i.e. parking in a two-hour time zone for 20 minutes in one space then moving the vehicle to a different space within the same two-hour time zone for a period exceeding the two hour time-zone limit) constitutes overtime parking as defined in Section A.

C. Handicapped parking violations shall be penalized as established by state statute, incorporated herein by reference. [Ord. 766B, 2004; Ord. 725B, 2002; Ord. 679B, 2000.]

D. Miscellaneous parking violations as defined by in CMC 10.08.020: \$15.00 per violation within a 24 hour period. If any parking ticket is not paid within seventy-two (72) hours of the time of issuance, the penalty shall be \$50.00 for each parking violation regardless of the time-period in which the offense(s) occurred.

10.08.150 Parking zones – Sign posting.

Appropriate signs shall be erected in established time parking zones to reasonably inform the public of parking regulations enacted in this chapter. Neither failure of a person to observe any sign nor the nonexistence of a sign in a particular location shall be a defense to any violation of CMC 10.08.100 and 10.08.110. [Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.160 Parking of motorcycles, motor-driven cycles, and mopeds within parking spaces.

A. Notwithstanding any provisions of the model traffic ordinance as adopted in this chapter or any other provisions of this chapter, more than one motorcycle, as defined in RCW 46.04.332, and/or moped, as defined in RCW 46.04.304, may be parked within a single parking space within the city, subject to the following provisions:

1. That no more than three motorcycles, motor-driven cycles and/or mopeds be allowed within a single parking space and that same are parked so as not to unreasonably interfere with other such vehicles;
2. That the vehicles be parked at any angle with the rear tire touching the curb and in a manner so as not to interfere with traffic;
3. That any violation would result in a citation being given to all the vehicles then and there parked; and
4. That each vehicle must comply with the relevant time limits established for that parking zone.

B. In all other regards, the vehicles must comply with all other appropriate traffic and/or parking regulations. [Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.170 Tampering with parking enforcement process is a violation.

A. It shall be a violation of this chapter for a person to erase chalk marks placed on tires or vehicles by enforcement officers of the city to enforce provisions of this chapter or to tamper with any other enforcement process implemented by the officials, with the intent of circumventing that enforcement process or the provisions of this chapter.

B. The penalty for violation of this section shall be \$47.00. [Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.180 City parking lots – Regulations.

When signs are erected giving notice thereof, no person, firm, or corporation shall stop, stand, or park a vehicle within any city-maintained parking lots for a period of time longer than indicated, contrary to any restrictions or without paying the applicable parking fee established pursuant to this chapter. [Ord. 766B, 2004; Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.190 City parking lots – Fee schedule.

The city council shall establish and post a fee schedule, where applicable, for the city-owned and operated parking lots and to implement the parking regulations by the installation of appropriate signs and/or collection devices. The fee schedule, and any changes thereto, shall be filed with the police department. [Ord. 766B, 2004; Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.200 City parking lots – Violations/penalties.

A. Failure to pay fees in a time-regulated municipal parking lot pursuant to this chapter shall constitute a parking infraction and shall be penalized as follows:

1. City parking lots - 4-hour and 24 hour: If a vehicle is found, pursuant to this Chapter, parked within a time-regulated municipal lot in excess of the established time, the same shall constitute an infraction resulting in a penalty of \$15.00 per violation. Nothing in this section will prohibit a vehicle from being cited for multiple violations.

2. Permitted City parking lots: If a vehicle is found pursuant to this Chapter parked in a permit lot without a valid City-issued permit, the same shall constitute an infraction resulting in a penalty of \$15.00 per violation. Nothing in this section will prohibit a vehicle from being cited for multiple violations.

B. Moving vehicle is not a defense: It shall be no defense that a vehicle has been moved from one parking space to another within a parking lot if the vehicle remains in the lot at the end of the applicable time limit or without a permit.

C. Towing vehicles: Vehicles found in violation of this Chapter may be impounded and towed at the direction of the Chehalis Police or other law enforcement agencies.

[Ord. 766B, 2004; Ord. 725B, 2002; Ord. 679B, 2000.]

Section 3. The City Clerk shall be, and she hereby is, instructed to repeal Chapter 10.08 of the Chehalis Municipal Code and replace the same as set forth herein.

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 _____, 2011.

Mayor

Attest:

City Clerk

Approved as to form and for content:

City Attorney

ORDINANCE NO. 872-B

**AN ORDINANCE OF THE CITY OF CHEHALIS, WASHINGTON,
ESTABLISHING THE CHEHALIS PARKING CODE AND REPEALING
CHAPTER 10.08 OF THE CHEHALIS MUNICIPAL CODE**

WHEREAS, the City Council of the city of Chehalis has determined that it is in the best interests of the city and its citizens that Chapter 10.08 of the Chehalis Municipal Code be repealed and replaced in its entirety to clarify and update the same; now therefore,

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

Section 1. Chapter 10.08 of the Chehalis Municipal Code, the Parking Code, shall be, and the same hereby is, repealed; and

Section 2. The following provisions shall replace Chapter 10.08 of the Chehalis Municipal Code, the Parking Code, together with future amendments thereto:

Chapter 10.08

PARKING

Sections:

- 10.08.010 Definitions.
- 10.08.020 Stopping, standing, or parking prohibited in specific places.
- 10.08.030 Additional rules and regulations – Establishment.
- 10.08.040 Applicability.
- 10.08.050 Rules and regulations – Violation – Penalty.
- 10.08.060 Parking prohibited at all times on certain streets – Penalty for violation.
- 10.08.070 Parking limited on certain streets.
- 10.08.080 Angle parking.
- 10.08.090 Physically disabled parking.
- 10.08.100 Zone 1 – Two-hour parking.
- 10.08.110 Zone 2 – Two-hour parking.
- 10.08.120 Parking adjacent to schools.
- 10.08.130 Parking time limits – Penalty for violation.
- 10.08.140 Civil assessments.
- 10.08.150 Parking zones – Sign posting.
- 10.08.160 Parking of motorcycles, motor-driven cycles, and mopeds within parking spaces.

- | | |
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| <u>10.08.170</u> | Tampering with parking enforcement process is a violation. |
| <u>10.08.180</u> | City parking lots – Regulations. |
| <u>10.08.190</u> | City parking lots – Fee schedule. |
| <u>10.08.200</u> | City parking lots – Penalty for violation. |

10.08.010 Definitions.

“Camper” means a structure designed to be mounted upon a motor vehicle which provides facilities for human habitation or for temporary outdoor or recreational lodging and which is five feet or more in overall length and five feet or more in height from its floor to its ceiling when fully extended, but shall not include motor homes as defined in RCW 46.04.305.

“Motor home” means a motor vehicle originally designed, reconstructed, or permanently altered to provide facilities for human habitation, which include lodging and cooking or sewage disposal, and is enclosed within a solid body shell with the vehicle, but excludes a camper or like unit constructed separately and affixed to a motor vehicle.

“Motor vehicles” means any and all vehicles licensed in accordance with RCW Title 46, with the exception of motor vehicles licensed for a gross weight of 20,000 pounds or more, including their trailers.

“Right-of-way” means all public streets and property granted or reserved for, or dedicated to, public use for streets, together with public property granted or reserved for, or dedicated to, public use for walkways, sidewalks, and bikeways, whether improved or unimproved, including air rights, subsurface rights, and easements related thereto.

“Travel trailer” means a trailer built on a single chassis transportable upon the public streets and highways that is designed to be used as a temporary dwelling without a permanent foundation and may be used without being connected to utilities. [Ord. 725B, 2002; Ord. 679B, 2000.]

“Full trailer” means every vehicle without motive power, designed for carrying persons or property, drawn by a motor vehicle and so constructed that no part of its weight rests upon the towing vehicle.

“Semitrailer” means every vehicle without motive power designed for carrying persons or property and for being drawn by a motor vehicle and so constructed that some part of its weight and that of its load rests upon or is carried by the towing vehicle.

“Utility trailer” means any full trailer or semitrailer constructed and used solely for the purpose of carrying property and not to exceed a gross weight of 6,000 pounds.

10.08.020 Stopping, standing, or parking prohibited in specific places.

A. Except when necessary to avoid conflict with other traffic, or in compliance with law or the directions of a police officer or official traffic control device, no person shall:

1. Stop, stand, or park a vehicle:

- a. On the roadway side of any vehicle stopped or parked at the edge or curb of a street;
- b. On a sidewalk or street planting strip;
- c. Within an intersection;
- d. On a crosswalk;
- e. Opposite the direction of authorized traffic movement.
- f. Alongside or opposite any street excavation or obstruction when stopping, standing, or parking would obstruct traffic;
- g. Upon any bridge or other elevated structure upon a highway or within a highway tunnel;
- h. On any railroad tracks;
- i. In the area between roadways of a divided highway including crossovers
- j. In front of a public or private driveway or within five feet of the end of the curb radius leading thereto;
- k. Within 15 feet of a fire hydrant;
- l. Within 20 feet of a crosswalk;
- m. Within 30 feet upon the approach to any flashing signal, stop sign, yield sign, or traffic control signal located at the side of a roadway;
- n. Within 20 feet of the driveway entrance to any fire station and on the side of a street opposite the entrance to any fire station within 75 feet of said entrance when properly signposted; or
- o. Within 50 feet of the nearest rail of a railroad crossing; or
- p. At any place where official signs prohibit stopping, standing, or parking.

B. Stopping, standing, or parking shall be permitted in the manner provided by law at all other places, except a time limit and/or other restrictions as otherwise designated may be imposed.

C. No person shall move a vehicle not lawfully under his or her control into any such prohibited area or away from a curb such a distance as is unlawful.

D. It shall be unlawful for any person to reserve or attempt to reserve any portion of a highway for the purpose of stopping, standing, or parking to the exclusion of any other like person, nor shall any person be granted such right.

E. It shall be unlawful for any person to cause or allow their vehicle to remain parked on city streets or rights-of-way for longer than 24 hours after notice by city officials requesting removal of said vehicle for municipal purposes and/or posting of impending parking restrictions.

F. Campers, motor homes, travel trailers, full trailers, semitrailers, utility trailers, and boat trailers are prohibited from parking on a city street, alley, or right-of-way, unless the owner/operator is in the process of loading or unloading supplies, or in the process of cleaning. Further, any camper, motor home, travel trailer, full trailer, semitrailer, utility trailer, or boat trailer parked in a manner that constitutes traffic or visibility obstruction shall be removed immediately. If an officer is unable to locate the owner within a reasonable period of time, the officer may cause the vehicle to be impounded. [Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.030 Additional rules and regulations – Establishment.

The Chief of Police shall establish rules and regulations for the parking of motor vehicles in or upon the public streets and rights-of-way of the city. Said rules and regulations shall make provision for no-parking areas, limited-parking areas, and methods of parking. The rules and regulations promulgated by the Chief shall be accepted by the city upon presentation and notice as determined appropriate by the city. Said rules and regulations shall have no force and effect until such time as they are promulgated by the Chief, together with notification being made to the public. [Ord. 766B, 2004; Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.040 Applicability.

The provisions of this chapter prohibiting the stopping, standing or parking of a vehicle shall apply at all times or those times specified in this chapter or as indicated on official signs, except when it is necessary to stop a vehicle to avoid conflict with other traffic or in compliance with the directions of a police officer or an official traffic control device. [Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.050 Rules and regulations – Violation – Penalty.

Any person, firm, or corporation violating any provision of the rules and regulations promulgated under this chapter may, upon notice being received, be responsible for payment of a civil assessment in an amount to be established from time to time by the city, dependent upon the type of violation occurring. Should any person, firm, or corporation found to have violated any provision under this chapter fail to pay the assessment in the time required by the city, said person, firm, or corporation subjects himself, herself, or itself to a misdemeanor charge for failure to comply with a mandate of the city. In addition, whenever a police officer finds a vehicle standing upon the roadway in violation of any provision of CMC 10.08.020, the officer may provide for the removal of the vehicle or require the driver or other person in charge of the vehicle to move the vehicle to a position off the roadway in accordance with RCW 46.55.113. [Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.060 Parking prohibited at all times on certain streets – Penalty for violation.

A. When signs are erected giving notice thereof, no person shall stop, stand, or park a vehicle at any time upon streets so posted. Such areas shall be so designated by the police department and/or public works department.

B. A vehicle found in violation of this section may incur an infraction of \$15.00 per violation and/or impoundment of the vehicle. [Ord. 766B, 2004; Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.070 Parking limited on certain streets.

When signs are erected giving notice thereof, no person shall stop, stand, or park a motor vehicle for a period longer than the time indicated for the various streets so posted; provided, these limitations shall not apply on Saturdays, Sundays, or those legal holidays enumerated in RCW 1.16.050; and provided further, these limitations shall apply only between the hours of 8:00 a.m. and 5:00 p.m. [Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.080 Angle parking.

There shall be authorized within the city, subject to the approval of the Chief of Police, angle parking, which currently exists on Chehalis Avenue, Cascade Avenue, and Market Boulevard. Such parking shall be authorized subject to any modification of this rule by the Chief. [Ord. 766B, 2004; Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.090 Physically disabled parking.

No vehicle shall be parked in a parking place reserved for physically disabled persons pursuant to RCW 46.19, without a special license plate, card, or decal issued by the State of Washington Department of Licensing. [Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.100 Zone 1 – Two-hour parking.

A. There shall be a two-hour parking zone at N.E. Boistfort Street from and including the intersection with N.W. Pacific Avenue and N.W. Chehalis Avenue to and including the intersection with N.E. Washington Avenue; N.E. Washington Avenue from and including the intersection with N.E. Boistfort Street to and including the intersection with N.E. Cascade Avenue; N.E. Cascade Avenue from and including its intersection with N.E. Washington Avenue to and including its intersection with North Market Boulevard and N.W. Park Street; N.W. Park Street from and including its intersection with North Market Boulevard to and including its intersection with N.W. Chehalis Avenue; and all streets in between, unless otherwise indicated.

B. No person, firm, or corporation shall stop, stand, or park any vehicle on the streets within the parking zone created by this section for a period of more than two hours, or other time as indicated for a particular street, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, excluding legal holidays. [Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.110 Zone 2 – Two-hour parking.

A. There shall be a two-hour parking zone at N.E. Washington Avenue from, but not including, its intersection with N.E. Division Street to, but not including, its intersection with N.E. Boistfort Street; N.W. Front Street from and including its intersection with North Market Boulevard to and including its intersection with N.W. Pacific Avenue; N.W. Pacific Avenue from and including its intersection with N.W. Front Street to, but not including, its intersection with N.E. Boistfort Street; and all streets in between unless otherwise indicated.

B. No person, firm, or corporation shall stop, stand, or park any vehicle on the streets within the zone created by this section for a period of more than two hours, or other time as indicated for a particular street, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, excluding legal holidays. [Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.120 Parking adjacent to schools.

A. The public works department is authorized to erect signs indicating no parking upon that side of any street adjacent to any school property when such parking would interfere with traffic or create a hazardous situation.

B. When official signs are erected indicating no parking upon the side of the street adjacent to any school property, no person, firm, or corporation shall park a vehicle in any such designated place. [Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.130 Parking time limits – Penalty for violation.

A. No person, firm, or corporation shall park any vehicle on streets designated as timed parking for a consecutive period of more than the indicated limit set forth in CMC 10.08.100 and 10.08.110, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, excluding legal holidays. It shall be no defense that the vehicle has been moved from one parking space to another within the same parking zone or that the vehicle traversed streets not within the zone in so being moved.

B. A showing that a vehicle was found parked in any on-street parking space within said parking zone or within the city lots more than two hours after it was previously noted in the same or any other on-street parking space within the zone, within any consecutive eight-hour period, shall constitute a prima facie presumption that the vehicle has been parked in violation of this section.

C. A first infraction shall constitute overtime parking and shall result in a penalty of \$5.00. If a vehicle is found, pursuant to this chapter, parked within the areas designated herein subsequent to the issuance of the first violation notice in that same day, the same shall constitute chain parking and shall be assessed a penalty pursuant to CMC 10.08.140. [Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.140 Civil assessments.

The following shall constitute the assessment for parking violations within the city not otherwise prescribed in this chapter:

A. Overtime parking – exceeding the established time limit for a designated parking space: \$5.00 for the first (1st) offense in a 24 hour period and \$10.00 for the second (2nd) and/or each subsequent offense within the same 24 hour period. If any parking ticket is not paid within seventy-two (72) hours of the time of issuance, the penalty shall be \$20.00 for each parking violation regardless of the time-period in which the offense(s) occurred.

B. Chain parking – parking in a designated zone as set forth in CMC 10.08.100 and 10.08.110 and relocating the vehicle within the same zone during the original time limit and thereafter exceeding the zone limit (i.e. parking in a two-hour time zone for 20 minutes in one space then moving the vehicle to a different space within the same two-hour time zone for a period exceeding the two hour time-zone limit) constitutes overtime parking as defined in Section A.

C. Handicapped parking violations shall be penalized as established by state statute, incorporated herein by reference. [Ord. 766B, 2004; Ord. 725B, 2002; Ord. 679B, 2000.]

D. Miscellaneous parking violations as defined by in CMC 10.08.020: \$15.00 per violation within a 24 hour period. If any parking ticket is not paid within seventy-two (72) hours of the time of issuance, the penalty shall be \$50.00 for each parking violation regardless of the time-period in which the offense(s) occurred.

10.08.150 Parking zones – Sign posting.

Appropriate signs shall be erected in established time parking zones to reasonably inform the public of parking regulations enacted in this chapter. Neither failure of a person to observe any sign nor the nonexistence of a sign in a particular location shall be a defense to any violation of CMC 10.08.100 and 10.08.110. [Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.160 Parking of motorcycles, motor-driven cycles, and mopeds within parking spaces.

A. Notwithstanding any provisions of the model traffic ordinance as adopted in this chapter or any other provisions of this chapter, more than one motorcycle, as defined in RCW 46.04.332, and/or moped, as defined in RCW 46.04.304, may be parked within a single parking space within the city, subject to the following provisions:

1. That no more than three motorcycles, motor-driven cycles and/or mopeds be allowed within a single parking space and that same are parked so as not to unreasonably interfere with other such vehicles;
2. That the vehicles be parked at any angle with the rear tire touching the curb and in a manner so as not to interfere with traffic;
3. That any violation would result in a citation being given to all the vehicles then and there parked; and
4. That each vehicle must comply with the relevant time limits established for that parking zone.

B. In all other regards, the vehicles must comply with all other appropriate traffic and/or parking regulations. [Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.170 Tampering with parking enforcement process is a violation.

A. It shall be a violation of this chapter for a person to erase chalk marks placed on tires or vehicles by enforcement officers of the city to enforce provisions of this chapter or to tamper with any other enforcement process implemented by the officials, with the intent of circumventing that enforcement process or the provisions of this chapter.

B. The penalty for violation of this section shall be \$47.00. [Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.180 City parking lots – Regulations.

When signs are erected giving notice thereof, no person, firm, or corporation shall stop, stand, or park a vehicle within any city-maintained parking lots for a period of time longer than indicated, contrary to any restrictions or without paying the applicable parking fee established pursuant to this chapter. [Ord. 766B, 2004; Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.190 City parking lots – Fee schedule.

The city council shall establish and post a fee schedule, where applicable, for the city-owned and operated parking lots and to implement the parking regulations by the installation of appropriate signs and/or collection devices. The fee schedule, and any changes thereto, shall be filed with the police department. [Ord. 766B, 2004; Ord. 725B, 2002; Ord. 679B, 2000.]

10.08.200 City parking lots – Violations/penalties.

A. Failure to pay fees in a time-regulated municipal parking lot pursuant to this chapter shall constitute a parking infraction and shall be penalized as follows:

1. City parking lots - 4-hour and 24 hour: If a vehicle is found, pursuant to this Chapter, parked within a time-regulated municipal lot in excess of the established time, the same shall constitute an infraction resulting in a penalty of \$15.00 per violation. Nothing in this section will prohibit a vehicle from being cited for multiple violations.

2. Permitted City parking lots: If a vehicle is found pursuant to this Chapter parked in a permit lot without a valid City-issued permit, the same shall constitute an infraction resulting in a penalty of \$15.00 per violation. Nothing in this section will prohibit a vehicle from being cited for multiple violations.

B. Moving vehicle is not a defense: It shall be no defense that a vehicle has been moved from one parking space to another within a parking lot if the vehicle remains in the lot at the end of the applicable time limit or without a permit.

C. Towing vehicles: Vehicles found in violation of this Chapter may be impounded and towed at the direction of the Chehalis Police or other law enforcement agencies.

[Ord. 766B, 2004; Ord. 725B, 2002; Ord. 679B, 2000.]

Section 3. The City Clerk shall be, and she hereby is, instructed to repeal Chapter 10.08 of the Chehalis Municipal Code and replace the same as set forth herein.

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 25th day of April, 2011.

Mayor

Attest:

City Clerk

Approved as to form and for content:

City Attorney

CITY OF CHEHALIS
AGENDA REPORT

TO: The Honorable Mayor and City Council

FROM: Peggy Hammer, Human Resources/Risk Manager
Becky Fox, Court Administrator

DATE: April 15, 2011

SUBJECT: Authorization of Alternative Sanctions in the Municipal Court

ISSUE

At a recent WCIA training, one of the “up and coming” risks that was emphasized was the supervision of persons in alternatives to incarceration programs. In order to decrease the city’s liability, it was suggested that an ordinance be adopted by the council authorizing these programs.

DISCUSSION

In 1995, the municipal court began an electronic home monitoring program (EHM) with the intent of reducing jail costs incurred by the city. The program has been successful with little or no problems to date.

The municipal court has established policies and procedures that will help to minimize risks with the program. The policies and procedures are reviewed frequently and are strictly adhered to as we recognize the responsibility of monitoring these defendants.

Because the staff position that is responsible for this program is part-time, we have made a decision to only enroll 2-3 defendants at one time. Our caseload has been such that we have more defendants who qualify for EHM than we can accommodate. Therefore, we have a referral list of outside agencies that provide this service. There is no state licensing or certification at this time for EHM agencies, but we feel that these are reputable agencies that have been in business for quite some time. These agencies notify the court when a defendant begins and completes their EHM requirements.

In order to decrease potential liability related to EHM, WCIA encourages cities using these types of programs to adopt an ordinance that recognizes the risks of such programs, but find that the benefits outweigh the risks.

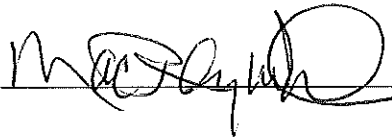
RECOMMENDATIONS/COUNCIL ACTION DESIRED

The administration is recommending that the council suspend the rules requiring two readings of an ordinance and pass Ordinance No. 873-B on first and final reading.

SUGGESTED MOTION

I move that the council suspend the rules requiring two readings of an ordinance.

I move that the council pass Ordinance No. 873-B on first and final reading.

Reviewed by:  _____, City Manager

ORDINANCE NO. 873-B

**AN ORDINANCE OF THE CITY OF CHEHALIS, WASHINGTON,
AUTHORIZING ALTERNATIVES TO INCARCERATION OF
CONVICTED MISDEMEANANTS IN THE CHEHALIS MUNICIPAL
COURT.**

WHEREAS, the City Council of the City of Chehalis has determined that it is in the best interest of the City and its citizens to adopt an ordinance authorizing alternatives to incarceration of convicted misdemeanants in the Chehalis Municipal Court.

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

Section 1. **Findings.** The City Council of the City of Chehalis has considered the risks and benefits associated with utilizing a combination of supervised and unsupervised alternatives to incarceration and have determined that the benefits of such programs outweigh the risk that some misdemeanants will commit offenses that might have been prevented if they were incarcerated. In making this decision, the City Council finds that the majority of misdemeanants sentenced by the Chehalis Municipal Court have committed non-violent offenses and serve jail sentences of less than a week; that the misdemeanants routinely schedule a date to report to jail that is several weeks after the date of sentencing; and that the primary purpose of imposing jail sentences is to punish prior misconduct and to discourage future misconduct (recidivism) and not to prevent the commission of new offenses by removing the misdemeanant from society. The City Council also recognizes that an alternative sanctions program presents an inherent risk of shortcomings or errors in the selection and monitoring of misdemeanants in the alternative sanctions program. Nevertheless, the City Council concludes that an alternative sanctions program will help to reduce the costs incurred for incarceration of misdemeanants sentenced by the Chehalis Municipal Court while still serving the purpose of punishment and reducing recidivism.

Section 2. **Definitions.** The following words, terms, and phrases shall have the following meanings:

- A. Sentence monitor shall mean the administrative staff in the municipal court that monitors sentences imposed by the judge of the municipal court including, EHM compliance.
- B. Alternative Sanctions shall mean incarceration other than confinement in the jail such as electronic home monitoring.
- C. Defendant shall mean a person whose case has been adjudicated through the municipal court.
- D. Electronic Home Monitoring (EHM) shall mean the monitoring of a defendant in a private residence, or another qualifying residence, subject to an acceptable

system of electronic surveillance.

Section 3. Alternative Sanctions as a privilege: Participation in the alternative sanctions program is discretionary and the defendant shall have no right to participate in such a program rather than serving the entire jail sentence imposed by the court. There shall be no guarantee to any defendant that he or she will be permitted to participate in any program even after a date for participation is established.

Section 4. Policies and Procedures: The municipal court administrator shall establish policies and procedures for the sentence monitoring judicial assistant who currently administers the EHM program in the municipal court. These policies and procedures will include the following:

- A. Establish fees for participation based on the cost of administering the program.
- B. Provide guidelines establishing the qualifications of a defendant to participate in the EHM program.
- C. Provide guidelines for non-compliance with the EHM program.
- D. Establish the number of defendants that may participate in the EHM program.

Section 5. Referrals to other agencies for EHM Services. The court recognizes that, in order to adequately monitor defendants enrolled in its EHM program, it must limit the number of defendants that can be monitored at one time. Therefore, there may be times when a defendant is referred to an outside agency for EHM services. The court may maintain a list of agencies, approved by the Municipal Court Judge, that provide EHM services.

PASSED by the City Council of the City of Chehalis, Washington, and **APPROVED** by its Mayor, at a regularly scheduled open public meeting this _____ day of _____, 2011.

Mayor

Attest:

City Clerk

Approved as to form and for content:

City Attorney