

May 23, 2011

The Chehalis city council met in regular session on Monday, May 23, 2011, in the Chehalis city hall. Mayor Ketchum called the meeting to order at 6:02 p.m. with the following council members present: Terry Harris, Bob Spahr, Daryl Lund, Chad Taylor, and Dennis Dawes. Councilor Pope was absent (excused). Staff present included: Merlin MacReynold, City Manager; Bill Hillier, City Attorney; Judy Schave, City Clerk; Glenn Schaffer, Police Chief; Kelvin Johnson, Fire Chief; Bob Nacht, Community Development Director; Eva Lindgren, Finance Manager; and Herta Fairbanks, Public Works Director. Members of the news media included Lee Hughes from *The Chronicle* and Bruce Hunting from KITI.

1. **Public Hearing on the 2012-2017 Six-Year Transportation Improvement Program (STIP).** Herta Fairbanks reported the 2012-2017 STIP was required in order to submit transportation related projects to the Washington State Department of Transportation (WSDOT). She noted WSDOT used the information to compile a statewide listing to be submitted to the federal government, depending upon whether or not the projects qualify or are expected to receive federal funding.

Ms. Fairbanks reported the council received copies of what was sent off to WSDOT, which included seven projects totaling \$6.5 million. She stated a secondary capital improvement program list was also included showing all of the city's projects that would soon be necessary, totaling \$47.7 million. Ms. Fairbanks indicated the largest ticket item was a \$15 million dollar bridge replacement for the Chamber of Commerce Way Bridge. She stated there was only one project on the list that had secured funding, which was the Chehalis Avenue Beautification Project.

Mayor Ketchum inquired about the Chamber Way Project, wondering what was left to do before they could technically close it out. Ms. Fairbanks indicated there were some details that needed to be coordinated between WSDOT and the city. City Manager MacReynold noted part of it had to do with the funding change with reference to the federal highway money that went to the City of Centralia for the Galvin Road/Harrison Avenue Project. He stated WSDOT was being very cautious about giving the city direction to close it out because they don't want to lose the opportunity to reimburse Centralia that \$700,000.

Councilor Dawes stated he thought the Airport Road Extension Project was funded. Ms. Fairbanks noted it wasn't technically funded yet, adding it would be part of the greater project that WSDOT has on the books. She stated until that project was funded in its entirety from the federal government the city couldn't technically say we have the funding for it.

Mayor Ketchum closed the regular meeting at 6:06:30 p.m. and opened the public hearing. There being no public comment, Mayor Ketchum closed the public hearing and reopened the regular meeting at 6:06:50 p.m.

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

- a. Minutes of the regular meeting of May 9, 2011; and
- b. Claim Vouchers No. 99974-100102 in the amount of \$198,148.56 dated May 13, 2011.

The motion was seconded by Councilor Lund and carried unanimously.

3. **Administration Reports.**

a. **April Financial Report.** Eva Lindgren noted a question was raised during the April 25 council meeting concerning electricity tax. She reported the Lewis County Public Utility District made an effort to pay the city every other month; however, they recently upgraded their software which caused a delay in payment. Ms. Lindgren indicated the city was currently above the projected year-to-date revenues for electricity tax and didn't feel there was any need to be concerned at this time.

Ms. Lindgren reported the general fund showed a negative \$742,685, which was primarily due to property taxes, which were slightly down, and proceeds of long-term debt.

Mr. Lindgren reported on the wastewater fund, noting they were slightly ahead in regular fees. She reminded the council that they had some very heavy debt service payments for the wastewater treatment plant, which were not paid evenly throughout the year.

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Ms. Lindgren reported the water fund showed a slight negative variance from expected water sales; however, they were still ahead of last year. She noted there were also some variances in the storm water fund revenues having to do with storm connections and miscellaneous fees.

Ms. Lindgren indicated they would start allocating interest earnings on a monthly basis, once they get caught up.

b. **Municipal Court Judge Retiring.** City Manager MacReynold reported Chehalis Municipal Court Judge Steve Buzzard was moving on to retirement and his last day with the city would be Wednesday, May 25. He noted they had solicited applications to fill the vacancy and received four, which the administration would review over the next few weeks.

c. **Upcoming Council Work Session.** City Manager MacReynold reminded the council about the upcoming council work session on Tuesday, May 31, at 5:00 p.m. in the council chamber.

#### 4. **Council Reports.**

a. **Update from Councilor Dawes.** Councilor Dawes reported he stopped by Stan Hedwall Park Saturday morning for the Relay-for-Life event, adding they seemed to have been able to carry through despite the weather. He noted it was a good cause and the people did a lot of work this year to raise money.

b. **Update from Councilor Lund.** Councilor Lund presented Mayor Ketchum with a pen that he received from Pastor Tom Bradshaw at the Day of Prayer Breakfast. He noted the pens were given out to all the mayors who attended the breakfast.

Councilor Lund also attended the 50<sup>th</sup> anniversary of the Lions Club, which was held at the Veterans Memorial Museum. He stated it was amazing to see how much the Lions Club had done for our community.

c. **Update from Councilor Harris.** Councilor Harris reported he attended the Chehalis River Basin Partnership meeting, adding there were some notable absentees. He stated Vice-chair Mark White, from the Chehalis Tribe, attended for the first time in about four months. Councilor Harris reported the meeting became quite contentious at the beginning after Lewis County Commissioner Bill Schulte suggested they select a new temporary chair, since Mr. White was no longer a member of the committee due to the agreement signed by the Tribe, Grays Harbor County and Thurston County, which disqualified them from other entities and agencies. Councilor Harris noted the point was taken and the meeting was finally allowed to proceed.

Councilor Harris reported he also attended the Chehalis Community Renaissance Team meeting, adding they were working very well on getting things done.

d. **Update from Councilor Spahr.** Councilor Spahr stated he and his wife (Jackie) did a little canyon hopping down in the southwest, noting it was beautiful country, but they didn't have anything over us.

e. **Update from Mayor Ketchum.** Mayor Ketchum reported he attended the opening ceremonies for the Lewis County Cancer Walk at Stan Hedwall Park. He noted they had a record number of teams (65) turnout, and it was nice to have the event back in Chehalis where it originally started in this area. Mayor Ketchum added it was an honor to be amongst people he considered to be heroes just because of what they have to go through every day. He indicated they had a little rain throughout the night, but the park held up well and the participants' spirits didn't diminish.

Mayor Ketchum reported their goal was \$137,000 and at closing they had raised a total of \$131,000. He noted they would find out later the total amount raised, once they do their final tally.

Mayor Ketchum reported he and Councilor Harris also had the privilege to walk around Friday evening and judge all of the campsites.

Councilor Harris noted the parks department did a wonderful job accommodating everyone.

5. **Lodging Tax Advisory Committee (LTAC) – Request for Tourism Funding.** Councilor Harris introduced 'Jazz in July' Chair, Erin McQuigg, to briefly explain what they were requesting funding for.

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Ms. McQuigg reported this year was the 10th anniversary for 'Jazz in July.' She noted the event raised funds for Pope's Kids Place, and Alder House, which was an adult family home for young adults with developmental disabilities. Ms. McQuigg stated, in the past, it had been a one-night event where they bring in food, wine, and some of the best musicians in the Northwest. She reported, with this year being the anniversary, they were planning to expand the event to three days, to include the following:

- New Orleans Jazz -Thursday night at the Olympic Club in Centralia
- Jazz in July (normal annual event) - Friday night at the Edison House in Centralia
- Gospel Concert – Saturday morning at the Edison House in Centralia

Ms. McQuigg reported some of the related expenses for the event would include: food, venue rental fees, ticket printing, publishing, and fees for musicians and vocalist. She noted the \$5,000 would help pay for some of those expenses, so all of the ticket sales can go to the two charitable organizations.

Ms. McQuigg stated the events would be held in Centralia, but all the musicians and their guests would be lodged in Chehalis. She noted the event has been held in Chehalis in the past; however, they've not been able to find a venue with good acoustics. Ms. McQuigg stated they hoped to eventually expand it to a week-long festival that will draw in more people from the outside area.

Councilor Spahr stated he would like to see the council approve the request because in ten years it could be a winning combination of bringing people into the community, adding he thought it was a good investment for the city.

Ms. McQuigg reported, between Pope's Kids Place and Alder House, they averaged about \$30,000 each year. She stated it was hard to project what ticket sales were going to be, but after 10 years they had a good idea of what the event would bring in.

Councilor Spahr asked if they would be keeping track of the number of heads-in-beds. Mayor Ketchum noted one of the stipulations on getting the funding was that they had to come back next year with a count on the number of heads they put in beds, in Chehalis. Ms. McQuigg reported they planned to provide that information, as well as an accounting of what they spend the entire \$5,000 on.

Mayor Ketchum reported the event had grown every year and it was unfortunate that the city didn't have a venue for such events. He stated it was good overall for both communities, no matter where it was held.

Councilor Lund reported Ms. McQuigg's husband was well known for his musical talent. He noted he and Todd Chaput from the Holiday Inn got to talking about hotel/motel tax and when he mentioned the event, Mr. Chaput reported, out of all of the money given out by the LTAC, the 'Jazz in July' event was about the only one that really puts heads-in-beds.

Councilor Harris reported, the way the RCWs are now written, they allow for promotion and operations to include things such as: supplies, musicians, and food. He stated the motel owners were very happy with the program and were willing to support it primarily because they already put heads-in-beds. Councilor Harris suggested most of the promotions that the LTAC funds are weekend warrior type events; whereas, the 'Jazz in July' event should bring people in earlier in the week.

Councilor Spahr moved to approve the recommendation of the Lodging Tax Advisory Committee to award \$5,000 to Pope's Kids Place for the 'Jazz in July' event.

The motion was seconded by Councilor Harris and carried unanimously.

**6. Increase Number of LTAC Participants.** Mayor Ketchum reported the Lewis County Historical Museum, one of the recipients of tourism funding, was asking to be appointed to the LTAC. It was noted that the Holiday Inn was also interested in being a part of the committee, as well. Mayor Ketchum asked that invitations be sent to those who were currently on the committee to see if they still had an interest in being appointed, and to also send invitations to the Lewis County Historical Museum and the Holiday Inn to invite them to be a part of the committee.

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7. **Sister City Delegation Arrival**. Mayor Ketchum reported the Sister City Delegation from Inasa, Japan, would be arriving on June 2. He noted their first stop would be a 'Welcome Reception' at the V.R. Lee Community Building at Recreation Park, at 11:30. Mayor Ketchum stated anyone interested in joining the group on any of their other scheduled events should contact Caryn Foley, so they can be added to the list.

There being no further business to come before the council, the meeting adjourned at 6:38 p.m.

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Mayor

Attest:

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City Clerk

**SUGGESTED MOTION**

**I move that the council approve the minutes of the regular city council meeting of May 23, 2011.**