

PLEASE NOTE SPECIAL MEETING DATE & 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, Mayor Pro Tem Daryl J. Lund, District 2 Dr. Isaac S. Pope, District 4		Dennis Dawes, Position at Large Chad E. Taylor, Position at Large Bob Spahr, Position at Large

May 28, 2013

5:30 p.m.

WORK SESSION		
1. <u>2013-2015 WSDOT Transit Grant Award.</u> (Twin Transit General Manager Rob LaFontaine)	---	

Regular Meeting of Tuesday, May 28, 2013

6:00 p.m.

ITEM	ADMINISTRATION RECOMMENDATION	PAGE
2. <u>Call to Order.</u> (Mayor)		
3. <u>Pledge of Allegiance.</u> (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.

PUBLIC HEARING

4. Public Hearing on the City's 2014-2019 Six-Year Transportation Improvement Program. (City Manager, Public Works Director)

CONDUCT PUBLIC HEARING

1

SPECIAL BUSINESS

5. Update on the Chehalis Renaissance. (David Hartz – Chair)

CONSENT CALENDAR

6. Minutes of the Regular Meeting of May 13, 2013. (City Clerk)

APPROVE

5

7. Vouchers and Transfers. (Finance Manager)

APPROVE

8

8. Accept State Avenue Pump Station Upgrade Project as Complete and Release Retaining to Triad Mechanical Inc., in the amount of \$22,219.95 (Public Works Director, Wastewater Superintendent)

ACCEPT PROJECT AS COMPLETE AND RELEASE RETAINAGE

9

ADMINISTRATION AND CITY COUNCIL REPORTS

9. Administration Reports.

a. April financial report. (Finance Manager)

INFORMATION ONLY

11

10. Council Reports.

a. Councilor reports. (City Council)

INFORMATION ONLY

b. Council committee reports. (City Council)

INFORMATION ONLY

NEW BUSINESS

11. <u>Ordinance No. 910-B, First Reading – Providing for a Change in Time of Regular City Council Meetings.</u> (Councilor Pope)	PASS	16
12. <u>Approve Interlocal Agreement between the City and the Chehalis-Centralia Airport for the Improvement of the Wastewater Lift Station Located on Airport Property and Authorize City Manager to Execute Agreement.</u> (City Manager, Public Works Director)	APPROVE INTERLOCAL AGREEMENT AND AUTHORIZE CITY MANAGER TO EXECUTE AGREEMENT	18

**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, JUNE 10, 2013

CITY OF CHEHALIS

AGENDA REPORT

DATE: May 22, 2013

TO: The Honorable Mayor and City Council

FROM: Herta Fairbanks, Public Works Director
Rick Sahlin, Street/Storm Superintendent

SUBJECT: Public Hearing and Council direction for the 2014-2019 Six-Year Transportation Improvement Plan

ISSUE

The administration is presenting the City's proposed 2014-2019 six-year Transportation Improvement Plan (TIP) and will consider all comments during the public hearing regarding future transportation priorities.

DISCUSSION

The administration continues to identify aspects of the city's transportation system needing improvement for the safety and convenience of our citizens and visitors to Chehalis. Attached is a listing of the proposed projects for the 2014-2019 TIP as well as those projects identified as needing improvement, but which fall outside of the current planning period. A summary of the projects planned for the six year planning horizon are as follows:

- > Airport Road Extension - LAARC project (NW Louisiana Avenue / Airport Road Connection) remains on our STIP as we have partnered with Lewis County and Washington State Department of Transportation for its completion. This project was bid and awarded earlier this Spring and is currently in the pre-construction phase. This project is part of Phase I of the I-5 / Mellen Street to Blakesly Junction Interchange project. Washington Department of Transportation is now the lead agency for this project. Construction is underway and our portion of the project is nearing completion.
- > Chehalis Ave. Pacific – Main - Beautification & Traffic Calming / Safety Enhancement Grant project and the N.W. Chehalis Ave. Preservation Grant project have both been funded and are presently in the WSDOT approval phases.
- > National Ave Bridge Scour - at Salzer Creek was funded last year by WSDOT and is in the pre-design phase.

There are several other projects identified on the attachment as "future" which indicate streets or roadways identified as needing improvement, but for which there is presently no

identified funding source.

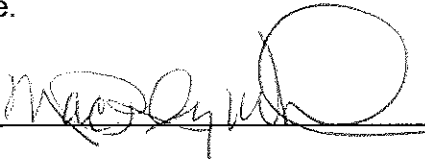
Developing the TIP is the first step in the annual process required by WSDOT of all local agencies. Projects that receive funding from state or federal sources are required to be identified on a local TIP and once funding is received, they are placed on the Statewide Transportation Improvement Program, commonly known as the "STIP".

RECOMMENDATION/COUNCIL ACTION DESIRED

The administration recommends the council direct the administration to present a final recommendation on the 2014-2019 Six-Year Transportation Improvement Plan for their consideration at the June 10 council meeting.

SUGGESTED MOTIONS

None at this time.

REVIEWED BY:  _____, CITY MANAGER

CITY OF CHEHALIS 2014-2019 SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM

Project Start Year General Description Funding Source	Total Cost	2013	2014	2015	2016	2017	2018	2019	Future
STREET DIVISION - PROJECTS									
Alpert Rd Extension 2011 extend roadway from dike to I-S Toyota curb, gutter, streetlights, storm, etc general fund, utilities, grants	\$40,000	\$40,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Kresky Ave flood mitigation project future raise roadway between NE Exhibitor and NE Scott Johnson Blvd general fund	\$3,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000,000
Market Blvd. - Park to N National Ave future realtiesence streetscape planning utility funds, twin transit	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000,000
Shively Ave improvements future reconstruct 16th to 20th general fund, utility funds, twin transit	\$3,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000,000
Guardrail future various location throughout city general fund	\$250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$250,000
National Ave overlay - City Limits to West St future grind, overlay, guardrail, etc grants	\$2,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000,000
Newsakum Ave/Riverside Improvements future overlay, repair and add safety features general fund	\$1,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000,000
Chamber Way bridge replacement future replace bridge grants, loans	\$20,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$20,000,000
Kresky Ave Improvements - Staples to City Limits future structural rehabild grants, loans	\$12,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,000,000
Market Blvd - 13th to city limits future grind/overlay grants, loans	\$2,500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,500,000
Front, Pacific, Park Streets improvements future grind, overlay/utility/fronidge improvements	\$3,000,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000,000

May 13, 2013

The Chehalis city council met in regular session on Monday, May 13, 2013, in the Chehalis city hall. Mayor Ketchum called the meeting to order at 5:31 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.

1. **Executive Session.** Mayor Ketchum announced the council would be in executive session pursuant to RCW 42.30.110(1)(g) – public employee performance review for approximately 30 minutes and there would be no decision following conclusion of the executive session.

Mayor Ketchum closed the executive session at 6:08 p.m. and announced the council would take a short recess before opening the regular meeting at 6:09 p.m. Additional staff included: Brian Kelly, Assistant City Attorney; Judy Schave, City Clerk; Glenn Schaffer, Police Chief; Jim Walkowski, Fire Chief; Eva Lindgren, Finance Manager; Peggy Hammer, Human Resources Administrator; Dennis Osborn, Community Development Director; and Herta Fairbanks, Public Works Director.

2. **Special Business.** Ms. Lewis County Abrielle Sheets introduced herself to the council and talked briefly about her platform, to promote awareness of music education and discovery. Ms. Sheets stated she was honored to serve as an ambassador of this wonderful county, and grateful for the generous support and encouragement she has received.

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

- a. Minutes of the regular meeting of April 22, 2013;
- b. Claim Vouchers No. 105960-106081 and Electronic Funds Transfer No. 32013 in the amount of \$338,791.46 dated April 30, 2103; Replacement Payroll Voucher No. 36472 dated April 8, 2013; Draw Payroll Voucher No. 36473 dated April 16, 2013; and Payroll Vouchers No. 36474-36537, Direct Deposit Payroll Vouchers No. 3972-4049, and Electronic Federal Tax Payment No. 123 in the amount of \$692,008.23 dated April 30, 2013;
- c. Pass Ordinance No. 909-B on second and final reading -- amending the 2013 budget; and
- d. Set date and time of May 28, 2013, at 6:05 p.m. for public hearing on the city's 2014-2019 Six-Year Transportation Improvement Program.

The motion was seconded by Councilor Spahr and carried unanimously.

4. **Administration Reports.**

a. **Briefing on LEOFF 1 Medical Coverage.** Human Resources Administrator Peggy Hammer reported the city was doing its best to contain medical costs and to prepare for the various requirements coming with the Health Care Reform Act. She noted the city has an opportunity to move its LEOFF 1 retirees to a Medicare Advantage Plan, which will save the city about \$84,000 a year for the 15 retirees who are Medicare eligible.

Ms. Hammer reported they were basically substituting Plan A with the Medicare Advantage Plan, noting the coverage was basically the same. She stated, as soon as a retiree becomes eligible for Medicare, the Advantage Plan becomes their primary. Ms. Hammer reported she would be communicating with the retirees and educating them to make sure nothing happens to interfere with their ability to receive care. She hoped to have things ready and for it to be effective on July 1.

Ms. Hammer reported one of the side benefits to the Medicare Advantage Plan is that all enrollees will be part of the "Silver Sneakers Program," which provides free health club memberships nationwide, and includes Thorbeckes Fitlife Centers.

b. **Update on Airport Ownership.** City Manager MacReynold reported the administration was proceeding down the path to explore whether or not to take complete ownership of the airport property. He noted one of the key elements has been an audit of the airport by the State Auditor's Office, which will take two to four weeks to complete. City Manager MacReynold reported they continue to have positive feedback with regard to any title issues and the interlocal transfer with the county. He stated once they have all the information gathered he would brief the council on the findings.

May 13, 2013

c. **Briefing on Chehalis Municipal Code (CMC) Updates.** Community Development Director Dennis Osborn briefly reviewed the items that will be going before the Chehalis Planning Commission for review and recommendations. He noted the topics will include:

- A binding site plan amendment to remove the one (1) year approval time window
- New state categorical exemptions to SEPA
- 2012 building code updates
- Sale and use of Marijuana
- ADU Issues – Conflicts within the CMC
- Procedures for vacating right-of-ways
- Proposed amendments to Capital Improvement Program
- Shoreline Master Program

d. **Request to Change Date of Council Goal Work Session.** City Manager MacReynold requested the council goal work session scheduled for Monday, May 20 be moved to June 24, prior to the regular meeting. He noted due to the timeliness of the Tacoma Rail issue he hasn't been able to devote time to prepare for the work session. The consensus of the council was to move the work session to June 24, at 5:00 p.m.

5. **Council Reports.**

a. **Update From Councilor Dawes.** Councilor Dawes reported he attended the reception for the departing director of the Lewis County Historical Museum, Johanna Jones. He noted a number of people showed up to thank Ms. Jones for her time. Councilor Dawes indicated they already have an interim director on site.

Councilor Dawes reported the Regional Fire Authority Planning Committee meeting for May had been cancelled, noting they have a lot going on, but nothing ready to bring back to the board for consensus. He reported a tremendous amount of progress was being made and everything was going very smoothly. The next committee meeting was scheduled for June 12.

Councilor Dawes reported he had received some email correspondence about the new roundabout on Louisiana Avenue. He hoped the city would explore what we can do, that will lend to the décor and make it attractive. Councilor Dawes requested an update, so the council knows where we are in the process.

Councilor Dawes reported, through the "Make a Wish Foundation," there was a lot of work done to the W.F. West High School tennis courts. He noted a portion of the new blacktop was destroyed when the city's stormwater culvert along Kelly Avenue had to be replaced. He hoped the city planned to restore the blacktop back to the condition it was prior to the repair work.

b. **Update From Councilor Harris.** Councilor Harris reported he attended the recent prayer breakfast, adding it was a wonderful experience. He noted Ms. Lewis County spoke at the breakfast and did a great job.

Councilor Harris reported the Chehalis Community Renaissance Team (CCRT) met and received rundowns from all the different programs they are involved in. He noted, later in week, members of the CCRT and the community would be meeting with PARC, a fundraising organization that has access to foundations and grant money for multiple kinds of projects. Councilor Harris stated the committee hoped to get some resources for some of their upcoming projects.

Councilor Harris reported the Lewis County Solid Waste Advisory Committee was working on their six-year hazardous waste plan. He indicated the last time they turned it in the Washington State Department of Ecology took three years to review the chapter having to do with medical and hazardous waste.

Councilor Harris reported, by working with the county, it will save the city thousands of dollars from having to develop and adopt our own plan. He indicated they just started the process and didn't expect to have anything for the council to review until the beginning of next year.

May 13, 2013

c. **Update From Councilor Spahr.** Councilor Spahr asked when the city's organic dump would be open. City Manager MacReynold reported it was already open, adding the permits are \$30.

d. **Recreation Park.** Councilor Dawes reported Recreation Park was looking really nice, and wanted staff to know that it hadn't gone unnoticed.

There being no further business to come before the council, the meeting adjourned at 6:40 p.m.

Mayor

Attest:

City Clerk

SUGGESTED MOTION

I move that the council approve the minutes of the regular city council meeting of May 13, 2013.

CITY OF CHEHALIS
AGENDA REPORT

DATE: May 20, 2013
TO: The Honorable Mayor and City Council
FROM: Eva Lindgren, Finance Manager *EL*
PREPARED BY: Michelle White, Accounting Tech II *MW*
SUBJECT: Vouchers and Transfers

ISSUE

Council approval is requested of the following financial transactions:

Claim Vouchers No. 106082 through 106199 and Electronic Funds Transfer Nos. 42013 and 52013 in the amount of \$250,626.41 dated May 15, 2013 and the transfer of \$60,137.64 from the General Fund, \$8,651.06 from the Tourism Fund, \$9.70 from the Federal & State Grants Fund, \$16,763.13 from the 2011 G. O. Bond Fund, \$682.09 from the Garbage Fund, \$123,610.69 from the Wastewater Fund, \$37,361.41 from the Water Fund, \$2,993.27 from the Storm & Surface Water Utility Fund and \$417.42 from the City Agency Fund.

RECOMMENDATION/COUNCIL ACTION DESIRED

The administration recommends that the council approve the May 15, 2013 Claim Vouchers No. 106082 through 106199 and Electronic Funds Transfer Nos. 42013 and 52013 in the amount of \$250,626.41.

SUGGESTED MOTION

I move to approve the May 15, 2013 Claim Vouchers No. 106082 through 106199 and Electronic Funds Transfer Nos. 42013 and 52013 in the amount of \$250,626.41.

Reviewed by: *[Signature]*, City Manager

CITY OF CHEHALIS
AGENDA REPORT

DATE: May 22, 2013
TO: The Honorable Mayor and City Council
FROM: Herta Fairbanks, Public Works Director
Patrick Wiltzius, Wastewater Superintendent
SUBJECT: Final Acceptance of the State Avenue Pump Station Upgrade Project

ISSUE

The State Avenue pump station upgrade project has been completed. The administration recommends that the city accept the work as complete and release the retainage of \$22,219.95 to Triad Mechanical, Inc. This report is for council's review and consideration.

DISCUSSION

Triad Mechanical, Inc. recently completed an upgrade to the State Avenue pump station for the Wastewater Division. The work included the reconfiguration of the wet well, associated piping and the replacement of the pumps and control system.

Final cost for the construction (w/tax) was \$240,480.48 which is \$4,401.52 under the bid award of \$244,882.00. The administration recommends that the project be closed out and the retainage released. With the final acceptance of the project by the council, and verification by the city clerk that all statutory requirements have been met, the retainage of \$22,219.95 would be released to Triad Mechanical, Inc.

RECOMMENDATION/COUNCIL ACTION DESIRED

The administration recommends that the city council accept the State Avenue pump station upgrade project as complete and release retainage in the amount of \$22,219.95 to Triad Mechanical, Inc.

SUGGESTED MOTIONS

I move that the council accept the State Avenue pump station upgrade project as complete and release retainage in the amount of \$22,219.95 to Triad Mechanical, Inc. after the city clerk ensures all statutory requirements have been met.

REVIEWED BY:  , CITY MANAGER

Certificate of Substantial Completion

Project: NW State Avenue Pump Station	Owner: City of Chehalis	Owner's Contract No.: C 069.03/06
Contract: City of Chehalis NW State Avenue Pump Station		Engineer's Project No.: RBE 10031
Contractor: Triad Mechanical		Date of Contract: August 10, 2011

This definitive Certificate of Substantial Completion applies to:

- All Work under the Contract Documents: The following specified portions:

October 1, 2012

Date of Substantial Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Project or portion thereof designated above is hereby declared and is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below.

A definitive list of items to be completed or corrected, is attached hereto. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents.

The responsibilities between OWNER and CONTRACTOR for security, operation, safety, maintenance, heat, utilities, insurance and warranties shall be as provided in the Contract Documents except as amended as follows:

- Amended Responsibilities Not Amended

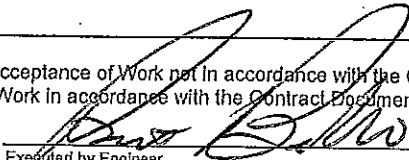
Owner's Amended Responsibilities:

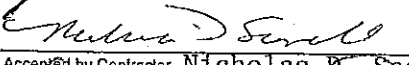
Contractor's Amended Responsibilities:

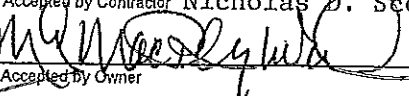
The following documents are attached to and made part of this Certificate:

RB Engineering Punch List Letter Dated 10.4.12

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract Documents.

 11-12-12
 Executed by Engineer Date

 11/14/12
 Accepted by Contractor Nicholas D. Scovill, President Date

 10/9/2012
 Accepted by Owner Date

To: The Honorable Mayor and Council
 Via: Merlin MacReynold, City Manager
 From: Eva K. Lindgren, Finance Manager
 Date: May 9, 2013
 Subject: Monthly Financial Reports for April

City of Chehalis
 Comparative Financial Reports
 April 2012 and 2013

GENERAL FUND (#001) REVENUES	A April 2012		B Actual		C=B/A		D April 2013		E Actual		F=E/D		G Expected		H [^] Variance		I=F-G	
	Budget	Actual	Budget	Actual	% Recd.	% Recd.	Budget	Actual	% Recd.	% Recd.*	Expected	% Recd.	Variance	% Variance	Expected	% Variance	Variance	% Variance
General Property Taxes	\$1,235,000	\$82,907	\$1,249,000	\$96,713	6.7%	7.7%	\$1,249,000	\$96,713	7.7%	33.3%	(\$319,620)	33.3%	-25.6%	33.3%	(\$319,620)	-25.6%		
EMS Property Taxes	236,000	15,861	237,500	18,333	6.7%	7.7%	237,500	18,333	7.7%	33.3%	(60,834)	33.3%	-25.6%	33.3%	(60,834)	-25.6%		
Sales & Use Tax	3,000,000	963,920	3,015,000	1,046,024	32.1%	34.7%	3,015,000	1,046,024	34.7%	33.3%	41,024	33.3%	1.4%	33.3%	41,024	1.4%		
Electricity Tax	400,000	64,188	417,000	141,702	16.0%	34.0%	417,000	141,702	34.0%	33.3%	2,702	33.3%	0.7%	33.3%	2,702	0.7%		
Gas/Natural Gas Tax	250,000	102,603	240,000	88,250	41.0%	36.8%	240,000	88,250	36.8%	33.3%	8,250	33.3%	3.5%	33.3%	8,250	3.5%		
Criminal Justice Tax	88,000	27,523	90,000	29,683	31.3%	33.0%	90,000	29,683	33.0%	33.3%	(3,17)	33.3%	-0.3%	33.3%	(3,17)	-0.3%		
(Interfund) Water/Sewer Tax	340,000	106,094	399,996	130,143	31.2%	32.5%	399,996	130,143	32.5%	33.3%	(3,189)	33.3%	-0.8%	33.3%	(3,189)	-0.8%		
Garbage Tax	62,000	28,998	62,000	14,647	46.8%	23.6%	62,000	14,647	23.6%	33.3%	(6,020)	33.3%	-9.7%	33.3%	(6,020)	-9.7%		
Cable Tax	92,000	45,999	92,000	23,944	50.0%	26.0%	92,000	23,944	26.0%	33.3%	(6,723)	33.3%	-7.3%	33.3%	(6,723)	-7.3%		
Telephone Tax	325,000	122,682	313,000	88,501	37.7%	28.3%	313,000	88,501	28.3%	33.3%	(15,832)	33.3%	-5.0%	33.3%	(15,832)	-5.0%		
Leasehold Excise Tax	35,000	8,810	38,000	9,032	25.2%	23.8%	38,000	9,032	23.8%	33.3%	(3,635)	33.3%	-9.5%	33.3%	(3,635)	-9.5%		
Other Taxes	30	0	32	0	0.0%	0.0%	32	0	0.0%	33.3%	(11)	33.3%	-33.3%	33.3%	(11)	-33.3%		
Total Tax Revenues	6,063,030	1,569,585	6,153,528	1,686,972	25.9%	27.4%	6,153,528	1,686,972	27.4%	33.3%	(364,204)	33.3%	-5.9%	33.3%	(364,204)	-5.9%		
Licenses & Permits	63,630	20,098	63,980	19,094	31.6%	29.8%	63,980	19,094	29.8%	33.3%	(2,233)	33.3%	-3.5%	33.3%	(2,233)	-3.5%		
Intergov't. Grants/Entitlements	643,765	73,387	168,502	34,750	11.4%	20.6%	168,502	34,750	20.6%	33.3%	(21,417)	33.3%	-12.7%	33.3%	(21,417)	-12.7%		
Charges for Goods and Svcs.	800,725	255,392	341,170	56,371	31.9%	16.5%	341,170	56,371	16.5%	33.3%	(67,352)	33.3%	-16.8%	33.3%	(67,352)	-16.8%		
Fines and Forfeitures	167,080	55,923	159,055	49,703	33.5%	31.2%	159,055	49,703	31.2%	33.3%	(3,315)	33.3%	-2.1%	33.3%	(3,315)	-2.1%		
Interest Earnings	12,546	3,005	9,306	2,631	24.0%	28.3%	9,306	2,631	28.3%	33.3%	(471)	33.3%	-5.0%	33.3%	(471)	-5.0%		
Rents & Royalties	71,422	18,738	70,100	22,300	26.2%	31.8%	70,100	22,300	31.8%	33.3%	(1,067)	33.3%	-1.5%	33.3%	(1,067)	-1.5%		
Donations/Contributions	42,200	12,109	5,000	2,050	28.7%	N/A	5,000	2,050	N/A	33.3%	2,050	33.3%	N/A	33.3%	2,050	N/A		
Misc. Revenue/Insurance	3,100	7,800	3,500	10,448	251.6%	209.0%	3,500	10,448	209.0%	33.3%	8,781	33.3%	175.7%	33.3%	8,781	175.7%		
Non-Revenues	4,866	1,395	3,500	1,270	28.7%	36.3%	3,500	1,270	36.3%	33.3%	103	33.3%	3.0%	33.3%	103	3.0%		
Total Non-Tax Revenues	1,809,334	447,847	820,613	198,617	24.8%	24.2%	820,613	198,617	24.2%	33.3%	(74,921)	33.3%	-9.1%	33.3%	(74,921)	-9.1%		
Proceeds of Long-Term Debt	0	0	0	0	N/A	N/A	0	0	N/A	33.3%	0	33.3%	N/A	33.3%	0	N/A		
Operating Transfers-In	1,024,017	0	500,000	0	0.0%	0.0%	500,000	0	0.0%	33.3%	(166,667)	33.3%	-33.3%	33.3%	(166,667)	-33.3%		
Total Other Financing Sources	1,024,017	0	500,000	0	0.0%	0.0%	500,000	0	0.0%	33.3%	(166,667)	33.3%	-33.3%	33.3%	(166,667)	-33.3%		
TOTALS	\$8,896,381	\$2,017,432	\$7,474,141	\$1,885,589	22.7%	25.2%	\$7,474,141	\$1,885,589	25.2%	33.3%	(\$605,791)	33.3%	-8.1%	33.3%	(\$605,791)	-8.1%		

Key:
 * The expected percentage is calculated as follows: since the report is for the 4th month of the year, 4 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
April 2012 and 2013

GENERAL FUND (#001) EXPENDITURES	A April 2012		B		C=B/A		D April 2013		E		F=E/D		G		H [^]		I=G-F			
	Budget	Actual	Budget	Actual	% Exp'd	% Exp'd	Budget	Actual	Budget	Actual	% Exp'd	% Exp'd	Expected	% Exp [*]	Variance	Expected	% Variance			
City Council	\$100,319	\$32,410	\$76,587	\$24,220	32.3%	31.6%	\$76,587	\$24,220	\$76,587	\$24,220	31.6%	33.3%	\$1,309	33.3%	1.7%	\$1,309	1.7%			
Municipal Court	334,309	106,394	332,409	107,875	31.8%	32.5%	332,409	107,875	332,409	107,875	32.5%	33.3%	2,928	33.3%	0.8%	2,928	0.8%			
City Manager	338,840	110,687	226,121	75,919	32.7%	33.6%	226,121	75,919	226,121	75,919	33.6%	33.3%	(545)	33.3%	-0.3%	(545)	-0.3%			
Finance	319,776	108,348	159,594	56,718	33.9%	35.5%	159,594	56,718	159,594	56,718	35.5%	33.3%	(3,520)	33.3%	-2.2%	(3,520)	-2.2%			
City Clerk	93,216	30,018	56,516	16,539	32.2%	29.3%	56,516	16,539	56,516	16,539	29.3%	33.3%	2,300	33.3%	4.0%	2,300	4.0%			
Non-Departmental	1,377,555	103,691	796,715	198,904	7.5%	25.0%	796,715	198,904	796,715	198,904	25.0%	33.3%	66,668	33.3%	8.3%	66,668	8.3%			
Human Resources	132,619	43,469	91,769	30,631	32.8%	33.4%	91,769	30,631	91,769	30,631	33.4%	33.3%	(41)	33.3%	-0.1%	(41)	-0.1%			
Police	2,346,053	760,427	2,464,666	851,747	32.4%	34.6%	2,464,666	851,747	2,464,666	851,747	34.6%	33.3%	(30,192)	33.3%	-1.3%	(30,192)	-1.3%			
Fire	1,727,813	603,380	1,706,443	560,917	34.9%	32.9%	1,706,443	560,917	1,706,443	560,917	32.9%	33.3%	7,564	33.3%	0.4%	7,564	0.4%			
Public Works - Streets	890,073	130,665	471,480	103,110	14.7%	21.9%	471,480	103,110	471,480	103,110	21.9%	33.3%	54,050	33.3%	11.4%	54,050	11.4%			
Public Works - Engineering	111,017	33,094	0	0	29.8%	N/A	0	0	0	0	N/A	33.3%	0	33.3%	N/A	0	N/A			
Community Development	1,167,726	389,851	1,227,135	404,521	33.4%	33.0%	1,227,135	404,521	1,227,135	404,521	33.0%	33.3%	4,524	33.3%	0.3%	4,524	0.3%			
TOTALS	8,939,316	2,452,434	7,608,435	2,431,101	27.4%	32.0%	7,608,435	2,431,101	7,608,435	2,431,101	32.0%	33.3%	105,044	33.3%	1.3%	105,044	1.3%			
Net Budget/Income/Variance:															(\$42,935)	(\$435,002)	(\$134,294)	(\$545,512)	(\$500,747)	-6.8%

Key:

* The expected percentage is calculated as follows: since the report is for the 4th month of the year, 4 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) Operating transfers are dependent upon FEIMA elevation activity. Transfers will be made out of Non-Departmental, as necessary, to provide adequate cash-flow for the project. These funds will be transferred back to the General Fund from the Federal and State Grant Fund when not required.

City of Chehalis
Comparative Financial Reports
April 2012 and 2013

WASTEWATER FUND (#404) REVENUES	A		B		C=B/A		D		E		F=E/D		G		H^		I=F-G	
	Budget	Actual	Budget	Actual	% Rec'd	% Exp'd	Budget	Actual	Budget	Actual	% Rec'd	% Exp'd	Expected	% Rec'd^	Expected	Var'nc Expected	Expected	% Variance
Wastewater Fees	\$3,404,344	\$1,219,699	\$4,160,318	\$1,447,252	35.8%	34.8%	\$4,160,318	\$1,447,252	0	0.0%	34.8%	33.3%	\$60,479	33.3%	(11,667)	33.3%	33.3%	1.5%
Sewer Connection/Misc. Fees	25,000	11,473	35,000	0	45.9%	0.0%	35,000	0	0	0.0%	0.0%	33.3%	(11,667)	33.3%	2,215	33.3%	33.3%	-33.3%
Rentals	3,750	3,323	3,323	3,323	88.6%	100.0%	3,323	3,323	3,323	100.0%	100.0%	33.3%	2,215	33.3%	2,279	33.3%	33.3%	66.7%
Misc. Revenues/Insurance	2,000	21,124	3,300	3,379	1056.2%	102.4%	3,300	3,379	0	0.0%	102.4%	33.3%	2,279	33.3%	(1,000)	33.3%	33.3%	69.1%
Interest Earnings	4,655	2,236	3,000	0	48.0%	0.0%	3,000	0	0	0.0%	0.0%	33.3%	(1,000)	33.3%	\$52,307	33.3%	33.3%	-33.3%
Totals:	\$3,439,749	\$1,257,855	\$4,204,941	\$1,453,954	36.6%	34.6%	\$4,204,941	\$1,453,954			34.6%	33.3%		33.3%			33.3%	1.2%

WASTEWATER FUND (#404) EXPENSES	A		B		C=B/A		D		E		F=E/D		G		H^		I=G-F	
	Budget	Actual	Budget	Actual	% Exp'd	% Exp'd	Budget	Actual	Budget	Actual	% Exp'd	% Exp'd	Expected	% Exp'd^	Expected	Var'nc Expected	Expected	% Variance
Operating Expenses	\$2,532,028	\$831,895	\$2,638,208	\$830,338	32.9%	31.5%	\$2,638,208	\$830,338	192,000	32,398	16.9%	33.3%	\$49,065	33.3%	31,602	33.3%	33.3%	1.8%
Capital Outlay	650,000	39,297	192,000	73,147	6.0%	3.7%	192,000	73,147	2,001,005	1,868	4.8%	33.3%	593,855	33.3%	11,037	33.3%	33.3%	16.4%
Debt Principal	1,694,944	138,640	2,001,005	1,868	8.2%	4.8%	2,001,005	1,868	4,869,928	937,751	19.3%	33.3%	685,558	33.3%		33.3%	33.3%	29.6%
Interest Expense	40,660	19,646	38,715	1,868	48.3%	4.8%	38,715	1,868				33.3%		33.3%			33.3%	28.5%
Totals:	4,917,632	1,029,478	4,869,928	937,751	20.9%	19.3%	4,869,928	937,751			19.3%	33.3%		33.3%			33.3%	14.0%

Net Budget/Income/Variance: (\$1,477,883) \$228,377 (\$664,987) \$516,203

Key:

* The expected percentage is calculated as follows: since the report is for the 4th month of the year, 4 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) Debt service is not paid evenly throughout the year.

City of Chehalis
Comparative Financial Reports
April 2012 and 2013

WATER FUND (#405) REVENUES	A April 2012		B		C=B/A		D		E		F=E/D		G		H [^]		I=F-G	
	Budget	Actual	Budget	Actual	% Rec'd	% Exp'd	Budget	Actual	% Actual	% Actual	% Rec'd	% Exp'd	Expected	% Rec'd*	Expected	Var'nc'fm	% Variance	
Water Sales	\$2,456,633	\$758,055	\$2,496,400	\$721,858	30.9%	28.9%	\$2,496,400	\$721,858	28.9%	28.9%	33.3%	33.3%	(\$110,275)	33.3%	(\$110,275)	(6,667)	-4.4%	
Water Connection/Misc. Fees	20,000	24,495	20,000	0	122.5%	0.0%	20,000	0	0.0%	0.0%	33.3%	33.3%	(6,667)	33.3%	(6,667)	(132,470)	-33.3%	
Interfund Principal Repayment	0	0	397,411	0	N/A	0.0%	397,411	0	0.0%	0.0%	33.3%	33.3%	(132,470)	33.3%	(132,470)	701	N/A	
Misc. Revenues/Insurance	0	610	0	701	N/A	N/A	0	701	N/A	N/A	33.3%	33.3%	701	33.3%	701	(5,593)	-30.9%	
Interest Earnings	10,000	2,673	18,076	432	26.7%	2.4%	18,076	432	2.4%	2.4%	33.3%	33.3%	(5,593)	33.3%	(5,593)	(30,9%)		
Totals:	\$2,486,633	\$785,833	\$2,931,887	\$722,991	31.6%	24.7%	\$2,931,887	\$722,991	24.7%	24.7%	33.3%	33.3%	(\$254,305)	33.3%	(\$254,305)		-8.7%	

WATER FUND (#405) EXPENSES	A April 2012		B		C=B/A		D		E		F=E/D		G		H [^]		I=G-F	
	Budget	Actual	Budget	Actual	% Exp'd	% Exp'd	Budget	Actual	% Exp'd	% Exp'd	Expected	% Exp*	Expected	% Exp*	Expected	Var'nc'fm	% Variance	
Operating Expenses	1,900,894	554,324	1,782,704	516,675	29.2%	29.0%	1,782,704	516,675	29.0%	29.0%	33.3%	33.3%	77,560	33.3%	77,560	161,151	25.1%	
Capital Outlay	790,000	59,023	640,000	52,182	7.5%	8.2%	640,000	52,182	8.2%	8.2%	33.3%	33.3%	161,151	33.3%	161,151	34,692	26.4%	
Debt Principal	130,077	8,000	131,077	9,000	6.2%	6.9%	131,077	9,000	6.9%	6.9%	33.3%	33.3%	34,692	33.3%	34,692	3,480	16.0%	
Interest Expense	24,131	4,175	21,690	3,750	17.3%	17.3%	21,690	3,750	17.3%	17.3%	33.3%	33.3%	3,480	33.3%	3,480	276,883	10.7%	
Totals:	2,845,102	625,522	2,575,471	581,607	22.0%	22.6%	2,575,471	581,607	22.6%	22.6%	33.3%	33.3%	276,883	33.3%	276,883		10.7%	
Net Budget/Income/Variance:	(\$358,469)	\$160,311	\$356,416	\$141,384			\$356,416	\$141,384					\$22,579		\$22,579		2.1%	

Key:

* The expected percentage is calculated as follows: since the report is for the 4th month of the year, 4 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) Capital expenditures are not made evenly throughout the year.

City of Chehalis
Comparative Financial Reports
April 2012 and 2013

STORM FUND (#406) 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	Budget	Actual	% Rec'd	% Exp*	Expected	Actual	Expected	Variance	%	
Storm & Surface Water Fees	\$407,780	\$134,993	\$441,674	\$146,552	33.1%	\$441,674	\$146,552	33.2%	\$441,674	\$146,552	33.3%	33.3%	(\$673)	0	(\$673)	0	-0.1%	
Storm Connection/Misc. Fees	0	5,477	0	0	N/A	0	0	N/A	0	0	N/A	33.3%	0	0	0	0	N/A	
Interest Earnings	500	0	500	0	0.0%	500	0	0.0%	500	0	0.0%	33.3%	(167)	0	(167)	0	-33.3%	
Misc. Revenues/Insurance	0	1,443	0	514	N/A	0	514	N/A	0	514	N/A	33.3%	514	514	514	0	N/A	
Totals:	\$408,280	\$141,913	\$442,174	\$147,066	34.8%	\$442,174	\$147,066	33.3%	\$442,174	\$147,066	33.3%	33.3%	(\$325)	514	(\$325)	0	0.0%	

STORM FUND (#406) EXPENSES	A		B		C=B/A		D		E		F=E/D		G		H^		I=G-F	
	Budget	Actual	Budget	Actual	% Exp'd	Budget	Actual	% Exp'd	Budget	Actual	% Exp'd	% Exp*	Expected	Actual	Expected	Variance	%	
Operating Expenses	\$358,897	\$105,712	\$345,875	\$126,735	29.5%	\$345,875	\$126,735	36.6%	\$345,875	\$126,735	36.6%	33.3%	(\$11,443)	0	(\$11,443)	0	-3.3%	
Capital Outlay	31,416	0	0	0	0.0%	0	0	N/A	0	0	N/A	33.3%	0	0	0	0	N/A	
Totals:	390,313	105,712	345,875	126,735	27.1%	345,875	126,735	36.6%	345,875	126,735	36.6%	33.3%	(11,443)	0	(11,443)	0	-3.3%	

Net Budget/Income/Variance: \$17,967 \$36,201 \$96,299 \$20,331 (\$11,769) -3.3%

Key:

* The expected percentage is calculated as follows: since the report is for the 4th month of the year, 4 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.

Reviewed by  City Manager

**CITY OF CHEHALIS
AGENDA REPORT**

Date: April 25, 2013
To: The Honorable Mayor and City Council
From: Merlin G. MacReynold 
Subject: Ordinance Amending City Council Meeting Time

ISSUE

Following up on a request of the council from the meeting of April 22, the administration developed an ordinance providing for a change in time of regular city council meetings for your consideration.

DISCUSSION

The attached ordinance provides that, effective June 20, regular council meetings would be held on the second and fourth Mondays of each month beginning at 5:00 p.m.

Changing the regular meetings to the specified time would be cost neutral.

SUGGESTED MOTION

I move that the council pass Ordinance No. 910-B on first reading.

ORDINANCE NO. 910-B

AN ORDINANCE OF THE CITY OF CHEHALIS, WASHINGTON, AMENDING SECTION 2.08.060 OF THE CHEHALIS MUNICIPAL CODE, PROVIDING FOR MEETING DATES, TIME, AND PLACE OF THE CHEHALIS CITY COUNCIL; AND PROVIDING FOR AN EFFECTIVE DATE HEREOF.

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

Section 1. Section 2.08.060 of the Chehalis Municipal Code shall be, and the same hereby is, amended to read as follows:

2.08.060 Meetings/Time and Place.

All regular meetings of the city council shall be held in the council chamber at the Chehalis City Hall, 350 N Market Boulevard, Chehalis, Lewis County, Washington, on the 2nd and 4th Mondays of each month, with each regular meeting to begin at 5:00 p.m. and to continue thereafter until adjourned.

Section 2. This ordinance shall become effective on the 20th day of June, 2013.

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 _____, June, 2013.

Mayor

Attest:

City Clerk

Approved as to form and content:

City Attorney

CITY OF CHEHALIS

AGENDA REPORT

DATE: May 22, 2012

TO: The Honorable Mayor and City Council

FROM: Herta Fairbanks, Public Works Director
Patrick Wiltzius, Wastewater Superintendent

SUBJECT: Interlocal Agreement with Chehalis-Centralia Airport

ISSUE

The Administration has been working with the Chehalis-Centralia Airport on developing an interlocal agreement for funding of the Airport Lift Station Capacity Improvement to support development in the Westside commercial area.

DISCUSSION

Recent inquiries for development of the Westside commercial area have brought the issue of the capacity restrictions in the Airport Lift Station back to the forefront. The capacity has been in need of upgrading since the early 2000's and the funding source of these upgrades has always been identified as developer funded at the time of development that would add capacity needs to that section of the City's wastewater system. In an effort to expedite the upgrades and bring the commercial area one step closer to "development-ready", the City has been working with the Airport to develop a cost-sharing arrangement for completing the upgrades now, prior to specific development. The attached interlocal agreement reflects the terms by which this cost sharing will occur.

The agreement specifies that the Airport will contribute \$35,000 toward the upgrade of the lift station. The total cost of the upgrade is estimated to be around \$50,000. The Airport has stated that they will not seek a latecomer's fee on their contribution, but the City will seek developing a latecomer's fee for our portion of the contribution. The latecomer's fee will split the City's costs amongst the new development in a manner commensurate to the benefit they receive.

RECOMMENDATION/COUNCIL ACTION DESIRED

The administration recommends the council authorize the City Manager to execute the Interlocal Agreement for the improvement of the wastewater lift station located on airport property between city of Chehalis, Washington and Chehalis-Centralia Airport Governing Board.

SUGGESTED MOTION

I move that the council authorize the City Manager to execute the Interlocal Agreement for the improvement of the wastewater lift station located on airport property between city of Chehalis, Washington and Chehalis-Centralia Airport Governing Board.

REVIEWED BY:  _____, CITY MANAGER

**INTERLOCAL AGREEMENT FOR THE IMPROVEMENT OF THE
WASTEWATER LIFT STATION LOCATED ON AIRPORT PROPERTY**

BETWEEN

**CITY OF CHEHALIS, WASHINGTON AND CHEHALIS-CENTRALIA AIRPORT
GOVERNING BOARD**

THIS AGREEMENT is made and entered into this _____ day of _____, 2013,
by and between the **CITY OF CHEHALIS, WASHINGTON, a municipal corporation**,
hereinafter referred to as “Chehalis”, and **CHEHALIS-CENTRALIA AIRPORT
GOVERNING BOARD, a volunteer board of Lewis County, and the city of Chehalis**,
hereinafter referred to as “Airport Board”.

WITNESSETH:

WHEREAS, the parties have determined that the wastewater lift station located near the
airport is not able to sufficiently handle additional capacity through the development of airport
property; and

WHEREAS, both the city and the airport board are desirous of upgrading the lift station
so that it can handle additional capacity for the benefit of the commercial development of airport
property; and

WHEREAS, it is the desire of the airport to contribute Thirty-five Thousand and no/100
Dollars (\$35,000.00) toward the costs of the upgrades necessary at the wastewater lift station;
and

WHEREAS, it is the desire of Chehalis and the Airport Board to reduce to written agreement the transfer of funds and the commitment of Chehalis to complete a lift station upgrade, now, therefore,

IN CONSIDERATION of the above-referenced recitals and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties agree as follows:

1. **Purpose.** The purpose of this Agreement is to provide for a definitive Agreement regarding the sharing of costs for the improvement of the wastewater lift station located on or near airport property in Chehalis, Lewis County, Washington.
2. **Implementation.** It is the intent of the parties to this Agreement for Chehalis to develop plans for the implementation of the improvements necessary at the wastewater lift station referred to herein. The Airport Board shall transfer the sum of Thirty-five Thousand and no/100 Dollars (\$35,000.00) to Chehalis within thirty (30) days of execution of this Agreement. In return, Chehalis shall complete all plans and schedule the improvements to the wastewater lift station so that all improvements are made before the end of the calendar year 2014. Any costs incurred in the improvement of the wastewater lift station which exceeds the sum of Thirty-five Thousand and no/100 Dollars (\$35,000.00) shall be paid for by Chehalis.
3. **Intended Result.** The proposed upgrade may yield an increase in capacity of up to 70 gpm. This increase is based upon data from the pump curves and may not represent the actual increase after installation. The actual increase after installation may vary slightly from the pump curves depending upon actual flow type and quantity.
4. **Effective Date.** This Agreement shall become effective and enforceable upon its execution.

5. **Interagency Cooperation.** Chehalis and Airport Board agree that each entity shall act together for purposes of cooperating in the implementation, facilitation, equipping and other things necessary to provide for the construction, financing and completion of the project referred to herein.

6. **Obligation of Chehalis.** It shall be the obligation of Chehalis to provide for all construction design and implementation of any bidding process necessary to complete the improvements of the lift station. Chehalis shall also be responsible for any and all costs incurred in the improvement of the lift station which exceed the sum of \$35,000.00. Nothing in this Agreement shall prohibit the city from seeking as latecomers fee for costs expired by the city.

7. **Obligation of Airport Board.** Airport Board agrees to tender to Chehalis the sum of Thirty-five Thousand and no/100 Dollars (\$35,000.00) toward this project which funds shall be made available to Chehalis within thirty (30) days of execution of this Agreement.

8. **Term of Agreement.** This Agreement shall remain in effect until close out of the project. Any agreed upon modifications to this Agreement must be reduced to writing.

9. **Compliance with Applicable Laws.** The parties hereto agree that all applicable laws, ordinances and resolutions of the state and city and each entity shall be followed in the application of funds herein and construction of the lift station.

10. **Dispute Resolution.** It is agreed between the parties that any dispute arising out of this Agreement shall be resolved through the mediation process first. Any aggrieved party to this Agreement shall have the right to initiate mediation with an approved mediator in Lewis County, Washington. Any mediation process shall be non-binding and final resolution of any dispute may be had in any appropriate venue in Lewis County, Washington. In the event either party is required to bring suit to enforce the provisions of this Agreement, the prevailing party

shall be entitled to recover its costs and attorney's fees in addition to any other remedies available to them under Washington law.

11. **Equal Opportunity.** The parties to this Agreement are equal opportunity employers.

12. **Severability.** If any portion of this Agreement is changed, or any portion is held invalid, the remainder of this Agreement shall remain in full force and effect.

13. **Notices.** Unless stated otherwise, all notices and demands shall be in writing and sent to the party at their address as follows:

Chehalis:	City of Chehalis P.O. Box 871 Chehalis, WA 98532
-----------	--

Airport Board:	Chehalis-Centralia Airport Governing Board P.O. Box 1344 Chehalis, WA 98532.
----------------	--

14. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the state of Washington. Venue for any action to enforce or interpret this Agreement shall lie in the Superior Court of the State of Washington for Lewis County.

15. **Filing With County Auditor.** A copy of this Agreement shall be filed with the Lewis County Auditor pursuant to RCW 32.34.040.

16. **Counterparts.** This Agreement may be executed in any number of counterpart copies, each of which shall be deemed an original, but all of which together shall constitute a single instrument.

17. **Authority to Bind.** Each of the parties to this Agreement certifies that the person(s) signing this Agreement has the authority to bind the respective governing bodies to all of the terms and conditions of the Agreement herein.

EXECUTED IN DUPLICATE on the date and year first above written.

CITY OF CHEHALIS, WASHINGTON

By _____

Name: _____

Title: _____

Attest: _____

Name: _____

Title: _____

CHEHALIS

**CHEHALIS-CENTRALIA AIRPORT
GOVERNING BOARD**

By _____

Name: _____

Title: _____

Attest: _____

Name: _____

Title: _____

AIRPORT BOARD