

**CHEHALIS CITY COUNCIL AGENDA**  
 CITY HALL  
 350 N MARKET BOULEVARD, CHEHALIS, WA 98532

Terry F. Harris, District 1, Mayor Pro Tem Daryl J. Lund, District 2 Dr. Isaac S. Pope, District 4	Dennis L. Dawes, Position at Large Mayor	Anthony E. Ketchum Sr., District 3 Chad E. Taylor, Position at Large Bob Spahr, Position at Large
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**Regular Meeting of Tuesday, May 27, 2014**

5:00 p.m.

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

<b>CITIZENS BUSINESS</b>		
This is an opportunity for members of the audience to address the council on matters not listed elsewhere on the agenda. Speaker identification forms are available at the door and may be given to the city clerk prior to the beginning of the meeting.		
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<b>PUBLIC HEARING</b>		
3. <u>Public Hearing on the 2015-2020 Six-Year Transportation Improvement Program.</u> (City Manager, Public Works Director, Street Superintendent)	CONDUCT PUBLIC HEARING	1

CONSENT CALENDAR		
4. <u>Minutes of the Regular Meeting of May 12, 2014.</u> (City Clerk)	APPROVE	4
5. <u>Vouchers and Transfers.</u> (Finance Manager)	APPROVE	8

ADMINISTRATION AND CITY COUNCIL REPORTS		
6. <u>Administration Reports.</u>		
a. April financial report. (Finance Manager)	INFORMATION ONLY	9
b. Briefing on Coal Creek failing septic systems. (Lewis County Commissioner Lee Grose, Wastewater Superintendent)	INFORMATION ONLY	
c. Update on additional funding for 2014 chip seal program. (City Manager, Public Works Director)	INFORMATION ONLY	
7. <u>Council Reports.</u>		
a. Councilor reports. (City Council)	INFORMATION ONLY	
b. Council committee reports. (City Council)	INFORMATION ONLY	

UNFINISHED BUSINESS		
8. <u>Ordinance No. 929-B, Second and Final Reading – Repealing Surcharges and Latecomer Fees for Roads and Utilities in the Airport District.</u> (City Manager, Community Development Director, City Attorney)	PASS	15

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 9, 2014

## CITY OF CHEHALIS

### AGENDA REPORT

DATE: May 20, 2014

TO: The Honorable Mayor and City Council

FROM: Rick Sahlin, Public Works Director  
Don Schmitt, Street/Storm Superintendent

SUBJECT: Public Hearing and Council direction for the 2015-2020 Six-Year Transportation Improvement Program

#### ISSUE

The administration is presenting the proposed 2015-2020 Six-Year Transportation Improvement Program (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. To be listed on the Washington State Department of Transportation (WSDOT) Statewide Transportation Improvement Program (STIP) the projects must be funded. The city has funding in place for the following two projects.

- Chehalis Avenue from Pacific to Main Street Beautification/Traffic Calming/Safety Enhancement Grant project and the N.W. Chehalis Avenue Preservation Grant project are both funded. The project was awarded at the May 12 City Council meeting to Titan Earthwork, LLC.
- National Avenue Salzer Creek Bridge Scour Project is funded and an agreement has been entered into with HDJ Design Group for project management services.

Also attached is a list of the projects for the 2015-2020 TIP that the administration will continue to pursue funding sources for.

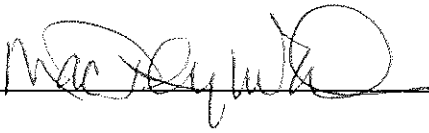
Developing the TIP is the first step in the annual process required by WSDOT of all local agencies. Projects that receive funding from state or other federal sources are required to be identified on a local TIP and once funding is received, they are placed on the Statewide Transportation Improvement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

RECOMMENDATION/COUNCIL ACTION DESIRED

The administration recommends the council direct the administration to present the final recommendation on the 2015-2020 Six-Year Transportation Improvement Program for their consideration at the June 9 council meeting.

SUGGESTED MOTION

None at this time.

REVIEWED BY:  \_\_\_\_\_, CITY MANAGER

CITY OF CHEHALIS - 2015-2020 SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM													
Project	General Description	Funding Source	Start Year	Prior Years	2014	2015	2016	2017	2018	2019	2020	Future	Total Cost
NW Chehalis Ave Beautification/Traffic Calm/Safety/TIB Expanded Preservation	Grind, overlay and beautify	Grants	2014		600,000								600,000
National Ave. Bridge Scour	Scour project & Repair, Salzer Creek Crossing	Grants	2014-2015		114,000	76,500							190,500
National Ave. Overlay	Grind, overlay, safety, etc.	Grants	Future									1,066,000	1,066,000
Market Blvd. - Park to N National Ave.	Renaissance streetscape planning	Utility Fund & Twin Transit	Future									2,000,000	2,000,000
Market Blvd - 13th to city limits	Grind / overlay	Grants & Loans	Future									2,500,000	2,500,000
Snively Ave improvements	Reconstruct 16th to 20th	General Fund, Utility Funds & Twin Transit	Future									2,234,000	2,234,000
Guardrail	Various locations throughout city	General Fund	Future									125,000	125,000
Riverside Dr/Newaukum Ave repairs	Spot repairs Hwy 6 to Shorey Rd	General Fund	Future									250,000	250,000
Chamber Way Bridge Replacement	Replace Bridge	Grants & Loans	Future									15,000,000	15,000,000
Kresky Ave improvements	Overlay	Grants & Loans	Future									1,000,000	1,000,000
Kresky Ave Flood Mitigation	Raise roadway between Exhibitor and Scott Johnson Blvd.	General Fund	Future									2,078,000	2,078,000
Front, Pacific, Park Streets improvements	Grind, overlay/utility/finish improvements	General Fund, Grants & Loans	Future									2,500,000	2,500,000
Louisiana Ave Repairs	Spot repair & overlay Hwy 6 North	General Fund / TBD	Future									450,000	450,000
					714,000	76,500	0	0	0	0	0	29,203,000	29,993,500

May 12, 2014

The Chehalis city council met in regular session on Monday, May 12, 2014, in the Chehalis city hall. Mayor Dawes called the meeting to order at 4:30 p.m. with the following council members present: Terry Harris, Bob Spahr, Daryl Lund, Chad Taylor, and Tony Ketchum. Councilor Pope was absent (excused). Staff present included: Merlin MacReynold, City Manager; and Judy Schave, City Clerk.

1. **Executive Session.** Mayor Dawes 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 Dawes closed the executive session at 5:01 p.m. and announced the council would take a four-minute recess before opening the regular meeting at 5:05 p.m. Additional staff included: Bill Hillier, City Attorney; Glenn Schaffer, Police Chief; Judy Pectol, Finance Manager; Dennis Osborn, Community Development Director; Rick Sahlin, Public Works Director; and Don Schmitt, Street Superintendent. Members of the media included Dameon Pesanti from *The Chronicle*.

2. **Introductions.** Bryon McConaughy (3130 South 38<sup>th</sup> Street, Tacoma) introduced himself as the new Senior Local Government Affairs Representative for Puget Sound Energy.

3. **Bakken Oil Train Traffic.** Rick Straw (439 NW Prindle) reported he owns a business on Prindle Street, which sits about 150 feet from the railroad tracks. He noted last week the Washington State Department of Transportation (WSDOT) issued a statement stating railroads need to provide notice when running 35 or more cars containing Bakken oil on their line at one time. Mr. Straw reported he had concerns about this because the oil is extremely flammable. He suggested the council adopt a resolution to encourage the people who are producing the oil to make it safer for transport.

Mayor Dawes reported he was presented with some of the same questions by another gentleman and he referred him to the city manager and fire chief and they were able to address a number of his concerns. He stated Mr. Straw could do the same and suggested he call and make an appointment to speak with them. Mayor Dawes noted the council has shared the same concerns for a long time, since hazardous materials have been transported through the area for a number of years.

4. **Briefing on the Dillenbaugh Creek Realignment.** Bart Gernhart, Assistant Regional Administrator for Engineering, reported WSDOT is not actively pursuing or pushing the idea of realigning Dillenbaugh Creek, noting there are a number of different issues that need to be addressed before any decisions are made. He stated the only active concept WSDOT is pursuing for I-5 is levees and floodwalls.

Mr. Gernhart talked about some of the concepts, and briefly described the challenges that have to be addressed. He noted the two biggest challenges with realigning Dillenbaugh Creek are the effects to the wetlands and the Burlington Northern Santa Fe tracks. Mr. Gernhart suggested if WSDOT could address those two issues they could save about \$10 million by not having to replace several of the bridges that currently flood in that area during major flood events.

Mr. Gernhart reported WSDOT was in support of continuing to look at realigning Dillenbaugh Creek, but they will not take the lead on the project. He noted the Chehalis Flood Authority has it on their list of small projects, but there's no proponent at this time.

Mayor Dawes suggested City Manager MacReynold work with the city's Flood Authority Representative Arnold Haberstroh regarding the matter.

City Manager MacReynold asked Mr. Gernhart if things had changed since they first started looking at the project, noting he seemed to be more comfortable talking about it now. Mr. Gernhart stated no, adding they still don't know how to address the issue with the four bridges on the south side of Highway 6. He noted they still have a lot of outstanding issues and concerns that need to be addressed with all of the concepts, which is why they are still investigating it.

Mayor Dawes suggested City Manager MacReynold be the first contact and anything having to do with the Flood Authority should go through the Mr. Haberstroh.

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

May 12, 2014

- a. Minutes of the regular meeting of April 28, 2014;
- b. Claim Vouchers No. 109098-109205 in the amount of \$146,737.90 dated April 30, 2014; and Payroll Vouchers No. 37285-37345, Direct Deposit Payroll Vouchers No. 4923-5005, and Electronic Federal Tax Payment No. 135 in the amount of \$701,127.07 dated April 30, 2014;
- c. Set date and time of May 27, 2014, at 5:05 p.m. for a public hearing on the 2015-2020 Six-Year Transportation Improvement Program; and
- d. Award bid for the Chehalis Avenue Beautification and Overlay Project to Titan Earthwork, LLC, of Sumner, Washington, in the amount of \$519,104.75 and authorize the city manager to execute the contract agreement.

The motion was seconded by Councilor Lund and carried unanimously.

#### 6. Administration Reports.

a. Update on Citizen Comments from April 14 Council Meeting. City Manager MacReynold reported he and staff met with Mark and Julie Japhet the previous week to outline some options on how to take care of the retroactive water assessments on their two condemned properties. He noted he would be meeting with the Japhets one more time to see if they would like to consider one of the proposed options.

#### 7. Council Reports.

a. Update From Mayor Dawes. Mayor Dawes reported he assisted on a community panel to interview the four candidates for the Port of Chehalis executive director position. He believed the Port Commissioners would be making an announcement on their selection before the end of the month.

Mayor Dawes brought up the TIGER grant application recently submitted by the Port of Centralia to do some improvements on the rail line owed by Genesee & Wyoming, from Blakeslee Junction to the Port of Grays Harbor. He reported there's language in the grant that states the money can be used to "buy" property. Mayor Dawes had concerns that the Port could be looking to buy the same stretch of track that we're looking to buy from the City of Tacoma.

Mayor Dawes reported the Port has not been forthcoming in providing information on the grant and what their plans are for the money. He stated he talked with some folks from Genesee & Wyoming at the Traffic Safety Council meeting last month and they indicated they knew nothing about what was in the grant.

Mayor Dawes noted the council was unanimous in their decision to proceed with a due diligence study and have been very upfront and public with the process we're following. He stated with the council's concurrence he would like to have a letter drafted and sent to the Port of Centralia to ask if their plans include the purchase of the same piece of rail that we're looking at. A majority of the council agreed.

Councilor Lund asked if we should use the Freedom of Information Act to try to obtain a copy of the TIGER grant application from the Port. City Attorney Hillier stated a request could be made, but he didn't know if the information is considered confidential or privileged. City Manager MacReynold believed a straightforward letter asking the question is a more collegial way to deal with a fellow jurisdiction.

8. Ordinance No. 929-B, First Reading – Repealing Surcharges and Latecomer Fees for Roads and Utilities in the Airport District. City Manager MacReynold reported, in their research in looking at the binding site plan and future economic development at the airport, the administration realized there was really no reason for the latecomer agreement since the utilities have been reimbursed for the utilities built. He stated, for that reason, the administration is requesting the council consider amending the ordinances to do away with the latecomer agreement at the airport.

Councilor Spahr moved to pass Ordinance No. 929-B on first reading.

May 12, 2014

The motion was seconded by Councilor Harris and carried unanimously.

9. **Community Rails Committee.** Councilor Harris reported the Association of Washington Cities is looking for members for a Community Rails Committee. He stated he would like the blessing of the council to try to get on that committee. The council was in agreement that Councilor Harris should submit his name if he's interested.

10. **City Chip Seal Program.** Councilor Lund reported, in a recent conversation he had with Public Works Director Rick Sahlin, the condition of Kresky Avenue was brought up. He noted Mr. Sahlin indicated he talked with City Manager MacReynold about chip sealing Kresky Avenue to get more life out of it, but it was going to use up more than half of the chip seal budget for the year. Councilor Lund suggested they consider using some of the extra sales tax revenue received this year to expand the chip seal program, so they don't lose any ground on the streets that have been let go.

Councilor Ketchum stated he supported Councilor Lund's suggestion, but would like to see what area Councilor Lund is looking at and what it would cost.

Councilor Lund stated he wasn't looking at any specific area, he just wanted to add some additional money to the budget to make up for what they're using to do Kresky Avenue.

City Manager MacReynold stated he greatly appreciated the council's approach, adding he's been working with Mr. Sahlin and Street Superintendent Don Schmitt on some alternative approaches for additional funding for our streets and roads. He stated we cannot expect the state or the feds to do anything more than what they have been doing, which is basically reducing the amount of money we get for local streets and roads. City Manager MacReynold noted they are looking at a couple of long-term options to direct money to, and will go after some additional funding for local street and road projects.

City Manager MacReynold believed Councilor Lund was asking the administration to pick a dollar amount and come back with a report on what we can do and how it will be funded. He encouraged the council to look at it as part of a bigger discussion, which the administration will bring back to them in July. City Manager MacReynold asked if the council was interested in having him bring back a proposal for this year, and stay on track to come back and brief the council on possible alternative funding.

Mr. Sahlin reported each year they budget for 90 tons of oil for their oiling program, adding the Kresky Avenue project will take about 60 tons. He noted they still have a couple of small areas they plan to chip seal this year, and would do some crack sealing as well.

Councilor Spahr suggested they're basically looking at a budget amendment, not really taking anything away from what they plan to do.

Mr. Sahlin reported originally they were going to continue to chip seal from where they stopped last year in the Prospect Street area and keep moving south; however, because Kresky Avenue is a main arterial and it needs to be preserved, they decided to go ahead and chip seal that area and do some crack sealing on the other arterials.

Mr. Sahlin stated it would be nice to get more done, but didn't know if they would have the time or manpower to do more area this year, but they could try.

Mayor Dawes suggested staff get together with City Manager MacReynold and report back to the council. He stated they could certainly look at doing some catch up work next year, noting it all has to do with planning.

City Manager MacReynold stated he would report back at the next meeting and provide the council with a proposal.

11. **Appointment of City Representative to the Lewis County LEOFF Disability Board.** Mayor Dawes asked if there was any word on who was appointed as "city representative" on the Lewis County LEOFF Disability Board. City Clerk Judy Schave reported Centralia Mayor Bonnie Canaday was reappointed to that position.

There being no further business to come before the council, the meeting adjourned 6:04 p.m.



May 12, 2014

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

**SUGGESTED MOTION**

I move that the council approve the minutes of the regular city council meeting of May 12, 2014.

**CITY OF CHEHALIS**  
**AGENDA REPORT**

DATE: May 15, 2014  
TO: The Honorable Mayor and City Council  
FROM: Judy Pectol, Finance Manager *JP*  
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. 109206 through 109355 and Electronic Funds Transfer Nos. 42014 and 420141 in the amount of \$681,260.58 dated May 15, 2014 and the transfer of \$90,824.21 from the General Fund, \$10,000.00 from the Tourism Fund, \$293,931.50 from the Federal & State Grants Fund, \$16,373.13 from the 2011 G.O. Bond Fund, \$80.48 from the Automotive Equipment Reserve Fund, \$597.70 from the Garbage Fund, \$48,769.06 from the Wastewater Fund, \$27,840.06 from the Water Fund, \$1,926.29 from the Storm & Surface Water Utility Fund, \$190,637.13 from the Airport Fund and \$281.02 from the City Agency Fund.

RECOMMENDATION/COUNCIL ACTION DESIRED

The administration recommends that the council approve the May 15, 2014 Claim Vouchers No. 109206 through 109355 and Electronic Funds Transfer Nos. 42014 and 420141 in the amount of \$681,260.58.

SUGGESTED MOTION

I move to approve the May 15, 2014 Claim Vouchers No. 109206 through 109355 and Electronic Funds Transfer Nos. 42014 and 420141 in the amount of \$681,260.58.

Reviewed by: *Mac DeFuria*, City Manager

To: The Honorable Mayor and Council  
 Via: Merlin MacReynold, City Manager  
 From: Judy Pectol, Finance Manager  
 Prepared by: Betty Brooks, Payroll Accountant  
 Date: May 12, 2014  
 Subject: Monthly Financial Reports for April

City of Chehalis  
 Comparative Financial Reports  
 April 2013 and 2014

GENERAL FUND (#001) REVENUES	A April 2013		B Actual		C=B/A		D Budget		E April 2014		F=E/D		G Expected % Rec'd*		H^ Var'n c/fm Expected		I=F-G % Variance	
	Budget	Actual	Budget	Actual	% Rec'd	% Rec'd	Budget	Actual	Budget	Actual	% Rec'd	% Rec'd	Expected	Expected	Expected	Variance		
General Property Taxes	\$1,249,000	\$96,713	\$1,262,000	\$90,182	7.7%	7.1%	\$1,262,000	\$90,182	\$1,262,000	\$90,182	7.1%	33.3%	(\$330,064)	33.3%	(\$330,064)	-26.2%		
EMS Property Taxes	237,500	18,333	239,500	17,108	7.7%	7.1%	239,500	17,108	239,500	17,108	7.1%	33.3%	(62,646)	33.3%	(62,646)	-26.2%		
Sales & Use Tax	3,015,000	1,046,024	3,265,000	1,110,809	34.7%	34.0%	3,265,000	1,110,809	3,265,000	1,110,809	34.0%	33.3%	23,564	33.3%	23,564	0.7%		
Electricity Tax	417,000	141,702	430,000	135,772	34.0%	31.6%	430,000	135,772	430,000	135,772	31.6%	33.3%	(7,418)	33.3%	(7,418)	-1.7%		
Gas/Natural Gas Tax	240,000	88,250	222,000	93,209	36.8%	42.0%	222,000	93,209	222,000	93,209	42.0%	33.3%	19,283	33.3%	19,283	8.7%		
Criminal Justice Tax	90,000	29,683	91,000	31,137	33.0%	34.2%	91,000	31,137	91,000	31,137	34.2%	33.3%	834	33.3%	834	0.9%		
Water/Sewer Tax	399,996	130,143	415,834	141,904	32.5%	34.1%	415,834	141,904	415,834	141,904	34.1%	33.3%	3,431	33.3%	3,431	0.8%		
Garbage Tax	62,000	14,647	60,000	14,971	23.6%	25.0%	60,000	14,971	60,000	14,971	25.0%	33.3%	(5,009)	33.3%	(5,009)	-8.3%		
Cable Tax	92,000	23,944	94,000	49,707	26.0%	52.9%	94,000	49,707	94,000	49,707	52.9%	33.3%	18,405	33.3%	18,405	19.6%		
Telephone Tax	313,000	88,501	318,000	92,934	28.3%	29.2%	318,000	92,934	318,000	92,934	29.2%	33.3%	(12,960)	33.3%	(12,960)	-4.1%		
Leasehold Excise Tax	38,000	9,032	38,000	9,046	23.8%	23.8%	38,000	9,046	38,000	9,046	23.8%	33.3%	(3,608)	33.3%	(3,608)	-9.5%		
Other Taxes	32	0	40	0	0.0%	0.0%	40	0	40	0	0.0%	33.3%	(13)	33.3%	(13)	-33.3%		
<b>Total Tax Revenues</b>	<b>6,153,528</b>	<b>1,686,972</b>	<b>6,435,374</b>	<b>1,786,779</b>	<b>27.4%</b>	<b>27.8%</b>	<b>6,435,374</b>	<b>1,786,779</b>	<b>6,435,374</b>	<b>1,786,779</b>	<b>27.8%</b>	<b>33.3%</b>	<b>(356,201)</b>	<b>33.3%</b>	<b>(356,201)</b>	<b>-5.5%</b>		
Licenses & Permits	63,980	19,094	69,980	10,186	29.8%	14.6%	69,980	10,186	69,980	10,186	14.6%	33.3%	(13,117)	33.3%	(13,117)	-18.7%		
Intergovt: Grants/Entitlements	168,502	34,750	167,950	54,410	20.6%	32.4%	167,950	54,410	167,950	54,410	32.4%	33.3%	(1,517)	33.3%	(1,517)	-0.9%		
Charges for Goods and Svcs.	341,170	56,371	332,800	110,248	16.5%	33.1%	332,800	110,248	332,800	110,248	33.1%	33.3%	(574)	33.3%	(574)	-0.2%		
Fines and Forfeitures	159,055	49,703	151,875	45,333	31.2%	29.8%	151,875	45,333	151,875	45,333	29.8%	33.3%	(5,241)	33.3%	(5,241)	-3.5%		
Interest Earnings	9,306	2,631	11,760	2,549	28.3%	21.7%	11,760	2,549	11,760	2,549	21.7%	33.3%	(1,367)	33.3%	(1,367)	-11.6%		
Rents & Royalties	70,100	22,300	71,350	21,129	31.8%	29.6%	71,350	21,129	71,350	21,129	29.6%	33.3%	(2,631)	33.3%	(2,631)	-3.7%		
Donations/Contributions	0	2,050	40,475	6,056	N/A	15.0%	40,475	6,056	40,475	6,056	15.0%	33.3%	(7,422)	33.3%	(7,422)	-18.3%		
Misc. Revenue/Insurance	5,000	10,448	11,850	12,484	209.0%	105.4%	11,850	12,484	11,850	12,484	105.4%	33.3%	8,538	33.3%	8,538	72.1%		
Non-Revenues	3,500	1,270	4,225	1,046	36.3%	24.8%	4,225	1,046	4,225	1,046	24.8%	33.3%	(361)	33.3%	(361)	-8.5%		
<b>Total Non-Tax Revenues</b>	<b>820,613</b>	<b>198,617</b>	<b>862,265</b>	<b>263,441</b>	<b>24.2%</b>	<b>30.6%</b>	<b>862,265</b>	<b>263,441</b>	<b>862,265</b>	<b>263,441</b>	<b>30.6%</b>	<b>33.3%</b>	<b>(23,693)</b>	<b>33.3%</b>	<b>(23,693)</b>	<b>-2.7%</b>		
Operating Transfers-In	500,000	0	1,000,000	122,012	N/A	12.2%	1,000,000	122,012	1,000,000	122,012	12.2%	33.3%	(210,988)	33.3%	(210,988)	-21.1%		
<b>Total Other Financing Sources</b>	<b>500,000</b>	<b>0</b>	<b>1,000,000</b>	<b>122,012</b>	<b>N/A</b>	<b>12.2%</b>	<b>1,000,000</b>	<b>122,012</b>	<b>1,000,000</b>	<b>122,012</b>	<b>12.2%</b>	<b>33.3%</b>	<b>(210,988)</b>	<b>33.3%</b>	<b>(210,988)</b>	<b>-21.1%</b>		
<b>TOTALS</b>	<b>\$7,474,141</b>	<b>\$1,885,589</b>	<b>\$8,297,639</b>	<b>\$2,172,232</b>	<b>25.2%</b>	<b>26.2%</b>	<b>\$8,297,639</b>	<b>\$2,172,232</b>	<b>\$8,297,639</b>	<b>\$2,172,232</b>	<b>26.2%</b>	<b>33.3%</b>	<b>(\$590,882)</b>	<b>33.3%</b>	<b>(\$590,882)</b>	<b>-7.1%</b>		

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 2013 and 2014

GENERAL FUND (#001) EXPENDITURES	A April 2013		B		C=B/A		D April 2014		E		F=E/D		G		H^		I=G-F	
	Budget	Actual	Budget	Actual	Exp'd	%	Budget	Actual	Exp'd	%	Expected % Exp*	Exp'd	%	Expected	Variance	Expected	Variance	
City Council	\$76,587	\$24,220	\$93,551	\$25,519	31.6%	27.3%	\$25,519	27.3%	33.3%	33.3%	\$5,633	6.0%	\$5,633	6.0%				
Municipal Court	332,409	107,875	340,304	102,638	32.5%	30.2%	102,638	30.2%	33.3%	33.3%	10,683	3.1%	10,683	3.1%				
City Manager	226,121	75,919	270,131	88,932	33.6%	32.9%	88,932	32.9%	33.3%	33.3%	1,022	0.4%	1,022	0.4%				
Finance	159,594	56,718	183,331	66,667	35.5%	36.4%	66,667	36.4%	33.3%	33.3%	(5,618)	-3.1%	(5,618)	-3.1%				
City Clerk	56,516	16,539	74,986	24,714	29.3%	33.0%	24,714	33.0%	33.3%	33.3%	256	0.3%	256	0.3%				
Non-Departmental	796,715	198,904	1,302,246	595,548	25.0%	45.7%	595,548	45.7%	33.3%	33.3%	(161,900)	-12.4%	(161,900)	-12.4%				
Human Resources	91,769	30,631	90,033	31,794	33.4%	35.3%	31,794	35.3%	33.3%	33.3%	(1,813)	-2.0%	(1,813)	-2.0%				
Police	2,464,666	851,747	2,573,370	880,920	34.6%	34.2%	880,920	34.2%	33.3%	33.3%	(23,988)	-0.9%	(23,988)	-0.9%				
Fire	1,705,443	560,917	1,657,866	591,531	32.9%	35.7%	591,531	35.7%	33.3%	33.3%	(39,462)	-2.4%	(39,462)	-2.4%				
Public Works - Streets	471,480	103,110	469,060	118,326	21.9%	25.2%	118,326	25.2%	33.3%	33.3%	37,871	8.1%	37,871	8.1%				
Community Development	1,227,135	404,521	1,228,727	385,193	33.0%	31.3%	385,193	31.3%	33.3%	33.3%	23,973	2.0%	23,973	2.0%				
<b>TOTALS</b>	<b>\$7,608,435</b>	<b>\$2,431,101</b>	<b>\$8,283,605</b>	<b>\$2,911,782</b>	<b>32.0%</b>	<b>35.2%</b>	<b>\$2,911,782</b>	<b>\$2,911,782</b>	<b>33.3%</b>	<b>33.3%</b>	<b>(\$153,342)</b>	<b>-1.9%</b>	<b>(\$153,342)</b>	<b>-1.9%</b>				

Net Budget/Income/Variance: (\$134,294) (\$545,512)

\$14,034 (\$739,550)

(\$744,223)

Key:

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

City of Chehalis  
Comparative Financial Reports  
April 2013 and 2014

WASTEWATER FUND (#404) REVENUES	A April 2013		B		C=B/A		D		E		F=E/D		G		H^		I=F-G		
	Budget	Actual	Budget	Actual	% Rec'd	Budget	Actual	Budget	Actual	% Rec'd	% Rec'd*	% Rec'd	Expected	Var'nc frm Expected	% Variance	Expected	Var'nc frm Expected	% Variance	
Wastewater Fees	\$4,160,318	\$1,447,252	0	0	0.0%	\$4,364,408	\$1,558,594	10,000	4,545	35.7%	33.3%	33.3%	\$105,246	1,215	12.2%	2,438	2,439	73.4%	73.9%
Sewer Connection/Misc. Fees	3,323	3,323	3,323	3,379	100.0%	3,300	3,538	300	94	107.2%	33.3%	33.3%	(6)		-2.0%				
Rentals	3,300	3,000	3,000	3,000	102.4%	300	300	300	300	31.3%	33.3%	33.3%	\$111,333		2.5%				
Misc. Revenues/Insurance																			
Interest Earnings																			
Totals:	\$4,204,941	\$1,453,954	\$4,381,331	\$1,570,316	34.6%					35.8%									

WASTEWATER FUND (#404) EXPENSES	A April 2013		B		C=B/A		D		E		F=E/D		G		H^		I=G-F		
	Budget	Actual	Budget	Actual	% Exp'd	Budget	Actual	Budget	Actual	% Exp'd	% Exp'd*	% Exp'd	Expected	Var'nc frm Expected	% Variance	Expected	Var'nc frm Expected	% Variance	
Operating Expenses	\$2,638,208	\$830,338	31.5%	31.5%	16.9%	\$2,550,559	\$800,935	67,000	12,557	18.7%	33.3%	33.3%	\$48,401	9,754	14.6%	426,099	27,750	27.4%	27.4%
Capital Outlay	192,000	32,398	73,147	1,868	3.7%	1,552,598	90,916	27,480	12,127	5.9%	33.3%	33.3%	(2,976)		-10.8%				
Debt Principal	2,001,005	38,715	0	0	N/A	83,332	0	83,332	0	0.0%	33.3%	33.3%	\$509,028		11.9%				
Interest Expense	38,715	1,868	0	0	N/A														
Interfund Loan Repayment	0	0	0	0															
Totals:	\$4,869,928	\$937,751	\$4,280,969	\$916,535	19.3%					21.4%									

Net Budget/Income/Variance: (\$664,987) \$516,203 \$100,362 \$653,781

Key:

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City of Chehalis  
Comparative Financial Reports  
April 2013 and 2014

WATER FUND (#405) REVENUES	A April 2013		B		C=B/A		D April 2014		E		F=E/D		G		H^		I=F-G	
	Budget	Actual	Budget	Actual	% Rec'd	Budget	Actual	% Rec'd	Budget	Actual	% Rec'd	% Rec'd*	Expected	Var'nc	Expected	Var'nc	% Variance	
Water Sales	\$2,496,400	\$721,858	\$2,566,160	\$818,616	28.9%	\$2,566,160	\$818,616	31.9%	\$2,566,160	\$818,616	31.9%	33.3%	\$81,372	(\$35,915)	2,847	(\$35,915)	-1.4%	
Water Connection/Misc. Fees	20,000	0	10,000	6,177	0.0%	10,000	6,177	61.8%	10,000	6,177	61.8%	33.3%	154,513	2,847	28,513	2,847	28.5%	
Interfund Principal Repayment	397,411	0	83,332	0	0.0%	83,332	0	0.0%	83,332	0	0.0%	33.3%	34,982	(27,750)	358	(27,750)	-33.3%	
Misc. Revenues/Insurance	0	701	1,000	691	N/A	1,000	691	69.1%	1,000	691	69.1%	33.3%	3,102	358	358	358	35.8%	
Interest Earnings	18,076	432	11,073	2,681	2.4%	11,073	2,681	24.2%	11,073	2,681	24.2%	33.3%	(1,006)	(1,006)	(1,006)	(1,006)	-9.1%	
Totals:	\$2,931,887	\$722,991	\$2,671,565	\$828,165	24.7%	\$2,671,565	\$828,165	31.0%	\$2,671,565	\$828,165	31.0%	33.3%	\$273,969	(\$61,466)	\$273,969	(\$61,466)	-2.3%	

WATER FUND (#405) EXPENSES	A April 2013		B		C=B/A		D April 2014		E		F=E/D		G		H^		I=G-F	
	Budget	Actual	Budget	Actual	% Exp'd	Budget	Actual	% Exp'd	Budget	Actual	% Exp'd	% Exp'd*	Expected	Var'nc	Expected	Var'nc	% Variance	
Operating Expenses	\$1,782,704	\$516,675	\$1,834,545	\$529,531	29.0%	\$1,834,545	\$529,531	28.9%	\$1,834,545	\$529,531	28.9%	33.3%	\$81,372	\$81,372	154,513	154,513	29.4%	
Capital Outlay	640,000	52,182	525,333	20,423	8.2%	525,333	20,423	3.9%	525,333	20,423	3.9%	33.3%	34,982	34,982	34,982	34,982	26.5%	
Debt Principal	131,077	9,000	132,077	9,000	6.9%	132,077	9,000	6.8%	132,077	9,000	6.8%	33.3%	3,102	3,102	3,102	3,102	16.1%	
Interest Expense	21,690	3,750	19,225	3,300	17.3%	19,225	3,300	17.2%	19,225	3,300	17.2%	33.3%	3,102	3,102	3,102	3,102	16.1%	
Totals:	\$2,575,471	\$581,607	\$2,511,180	\$562,254	22.6%	\$2,511,180	\$562,254	22.4%	\$2,511,180	\$562,254	22.4%	33.3%	\$273,969	\$273,969	\$273,969	\$273,969	10.9%	

Net Budget/Income/Variance: \$356,416    \$141,384    \$160,385    \$265,911    \$212,503

Key:

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City of Chehalis  
Comparative Financial Reports  
April 2013 and 2014

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	% Actual	Budget	Actual	% Rec'd	% Actual	% Rec'd	% Actual	Expected % Rec'd*	Expected % Actual	Var'nc	fm	Expected	Variance
Storm & Surface Water Fees	\$441,674	\$146,552	0	0	33.2%	N/A	\$470,284	\$158,787	33.8%	N/A	33.3%	33.3%	33.3%	33.3%	\$2,182	1,232	N/A	0.5%
Storm Connection/Misc. Fees	0	0	0	0	N/A	N/A	0	250	N/A	N/A	33.3%	33.3%	33.3%	33.3%	250	250	N/A	N/A
Misc. Revenues/Insurance	0	514	0	0	N/A	N/A	0	0	0.0%	0.0%	0.0%	0.0%	0.0%	0	(100)	(100)	-33.3%	-33.3%
Interest Earnings	500	0	0	0	0.0%	0.0%	300	0	0.0%	0.0%	0.0%	0.0%	0.0%	0	0	0	0	0.0%
Totals:	\$442,174	\$147,066	0	0	33.3%	33.3%	\$470,584	\$160,269	34.1%	34.1%	33.3%	33.3%	33.3%	\$3,565	\$3,565	\$3,565	0.8%	0.8%

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	% Actual	Budget	Actual	% Exp'd	% Actual	% Exp'd	% Actual	Expected % Exp*	Expected % Actual	Var'nc	fm	Expected	Variance	
Operating Expenses	\$345,875	\$126,735	0	0	36.6%	N/A	\$452,358	\$121,835	26.9%	N/A	33.3%	33.3%	33.3%	33.3%	\$28,800	4,995	N/A	6.4%	
Capital Outlay	0	0	0	0	N/A	N/A	15,000	0	N/A	N/A	33.3%	33.3%	33.3%	33.3%	4,995	4,995	N/A	N/A	
Totals:	\$345,875	\$126,735	0	0	36.6%	36.6%	\$467,358	\$121,835	26.1%	26.1%	33.3%	33.3%	33.3%	33.3%	\$33,795	\$33,795	\$33,795	7.2%	7.2%

Net Budget/Income/Variance: \$96,299      \$20,331      \$3,226      \$38,434      \$37,360

Key:

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City of Chehalis  
Comparative Financial Reports  
April 2013 and 2014

AIRPORT FUND (#407) REVENUES	A April 2013		B	C=B/A		D April 2014		E	F=E/D		G		H <sup>^</sup>		I=F-G	
	Budget	Actual		Actual	Rec'd	Budget	Actual		% Rec'd	% Rec'd	Expected	% Exp*	Expected	% Exp*	Var'nc	f'm
Intergovernmental Revenues	\$0	\$0	\$0	N/A	\$265,000	\$0		\$0	0.0%	33.3%	(\$88,245)	33.3%	(\$88,245)	-33.3%		
Charges for Goods and Svcs.	0	0	137,819	N/A	500,000	137,819		137,819	27.6%	33.3%	(28,681)	33.3%	(28,681)	-5.7%		
Interest Earnings	0	0	0	N/A	8,000	109		109	1.4%	33.3%	(2,555)	33.3%	(2,555)	-31.9%		
Rents & Royalties	0	0	0	N/A	73,203	22,713		22,713	31.0%	33.3%	(1,664)	33.3%	(1,664)	-2.3%		
Misc. Revenues/Insurance	0	0	0	N/A	2,000	1,105		1,105	55.3%	33.3%	439	33.3%	439	22.0%		
Capital Contribution - Airport	0	0	0	N/A	1,672,724	164,314		164,314	9.8%	33.3%	(392,703)	33.3%	(392,703)	-23.5%		
Capital Lease Receipts	0	0	0	N/A	821,918	286,551		286,551	34.9%	33.3%	12,852	33.3%	12,852	1.6%		
Totals:	\$0	\$0	\$0	N/A	\$3,342,845	\$612,611		\$612,611	18.3%	33.3%	(\$500,556)	33.3%	(\$500,556)	-15.0%		

AIRPORT FUND (#407) EXPENSES	A April 2013		B	C=B/A		D April 2014		E	F=E/D		G		H <sup>^</sup>		I=G-F	
	Budget	Actual		Actual	Exp'd	Budget	Actual		% Exp'd	% Exp'd	Expected	% Exp*	Expected	% Exp*	Var'nc	f'm
Operating Expenses	0	0	0	N/A	\$941,045	\$239,692		\$239,692	25.5%	33.3%	\$73,676	33.3%	\$73,676	7.8%		
Capital Outlay	0	0	0	N/A	398,500	9,452		9,452	2.4%	33.3%	123,249	33.3%	123,249	30.9%		
Principal - G.O. Bonds	0	0	0	N/A	222,285	0		0	0.0%	33.3%	74,021	33.3%	74,021	33.3%		
Interest Expense	0	0	0	N/A	93,921	0		0	0.0%	33.3%	31,276	33.3%	31,276	33.3%		
Totals:	\$0	\$0	\$0	N/A	\$1,655,751	\$249,144		\$249,144	15.0%	33.3%	\$302,221	33.3%	\$302,221	18.3%		

Net Budget/Income/Variance: \$0 \$363,467  
\$1,687,094 -\$198,335

Key:

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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:** May 27, 2014  
**TO:** The Honorable Mayor and City Council  
**FROM:** Dennis Osborn, Community Development Director  
**SUBJECT:** Ordinance No. 929-B – Removing Late Comer Fees for Airport: second reading

**ISSUE**

The administration reviewed the latecomer agreement for commercial properties at the airport. There are a series of ordinances in place that implement the latecomer fees. The ordinance presented here repeals the other ordinances and repeals the latecomer agreement. This ordinance was presented at the May 12 council meeting for first reading and was passed by Council. This item is before Council for the second and final reading.

**DISCUSSION**

Council concurred at the May 12 meeting that the latecomer agreement is no longer warranted. The narrative explaining the situation as presented at May 12 meeting is as follows: The City of Chehalis established surcharges and latecomer fees for development of utilities and roads on and near Louisiana Avenue as part of the airport development project. At the time the Airport was part owned by the City of Chehalis, but managed by an independent airport board and staff. In January 2014, the airport came under sole ownership of the City of Chehalis and is now a department within the City. Given this, the administration reviewed the latecomer agreement and notes that the fees are not necessary as the city's utility's accounts have been fully reimbursed for money used in conjunction with these improvements.

**RECOMMENDATION/COUNCIL ACTION DESIRED**

The administration recommends that council pass Ordinance No. 929-B on second and final reading.

**SUGGESTED MOTION**

I move that the council pass Ordinance No. 929-B on second and final reading.

Reviewed:  \_\_\_\_\_, City Manager

**ORDINANCE NO. 929-B**

**AN ORDINANCE OF THE CITY OF CHEHALIS, WASHINGTON,  
REPEALING ORDINANCE NO. 817-B; ORDINANCE NO. 818-B;  
ORDINANCE NO. 820-B; AND ORDINANCE NO. 829-B OF THE  
CHEHALIS MUNICIPAL CODE DEALING WITH AND ESTABLISHING  
SURCHARGES AND LATECOMER FEES FOR ROADS AND UTILITIES  
IN THE AIRPORT DISTRICT.**

**WHEREAS**, the city of Chehalis established surcharges and latecomer fees for development of utilities and roads on and near Louisiana Avenue; and

**WHEREAS**, the City Council has determined the fees are not necessary as the city utility's accounts have been fully reimbursed for funds used in conjunction with these improvements; and

**WHEREAS**, it is in the intent of the city to repeal all surcharges and latecomer fees of the airport property now owned by the city; now, therefore,

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

**Section 1.** The City Council of the city of Chehalis, Washington, hereby repeals Ordinance No. 817-B; Ordinance No. 818-B; Ordinance No. 820-B; and Ordinance No. 829-B, in their entirety and terminates the Latecomers Agreement recorded with the Lewis County Auditor's Office on May 2, 2007, under File Number 3279097.

**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 27<sup>th</sup> day of May, 2014.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk

Approved as to form and for content:

\_\_\_\_\_  
City Attorney