

PLEASE NOTE SPECIAL MEETING TIME

CHEHALIS CITY COUNCIL AGENDA

CITY HALL

350 N MARKET BOULEVARD, CHEHALIS, WA 98532

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

January 26, 2015

4:45 p.m.

EXECUTIVE SESSION		
1. <u>Executive Session Pursuant to RCW 42.30.110(1)(i) – Potential Litigation.</u> (City Manager, City Attorney, Community Development Director)	---	

Regular Meeting of Monday, January 26, 2015

5:00 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.		

CONSENT CALENDAR		
4. <u>Minutes of the Regular Meeting of January 12, 2015.</u> (City Clerk)	APPROVE	1
5. <u>Vouchers and Transfers.</u> (Finance Manager)	APPROVE	4
6. <u>Approve 2015 Council Committee/Board Appointments.</u> (Mayor)	APPROVE	6
7. <u>Authorize City Manager to Execute Automatic Aid Agreement between the City, Riverside Fire Authority, and Lewis County Fire District 6.</u> (City Manager, Police Chief/Interim Fire Chief)	AUTHORIZE CITY MANAGER TO EXECUTE AUTOMATIC AID AGREEMENT	9
8. <u>Set Date and Time of February 9, 2015, at 5:05 p.m., for Public Hearing to Amend the 2015-2020 Six-Year Transportation Improvement Plan.</u> (Public Works Director, Street Superintendent)	SET DATE AND TIME FOR PUBLIC HEARING	19

ADMINISTRATION AND CITY COUNCIL REPORTS		
9. <u>Administration Reports.</u>		
a. Quarterly, November, and December financial reports, and quarterly sales and use tax report. (Finance Manager)	INFORMATION ONLY	20
10. <u>Council Reports.</u>		
a. Councilor reports. (City Council)	INFORMATION ONLY	
b. Council committee reports. (City Council)	INFORMATION ONLY	

UNFINISHED BUSINESS		
11. <u>Ordinance No. 941-B, Second and Final Reading – Amending Section 5.32 of the Chehalis Municipal Code Regarding Temporary Storage of Fireworks.</u> (City Manager, Police Chief/Interim Fire Chief)	PASS	34

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, FEBRUARY 9, 2015

January 12, 2015

The Chehalis city council met in regular session on Monday, January 12, 2015, in the Chehalis city hall. Mayor Dawes called the meeting to order at 4:45 p.m. with the following council members present: Terry Harris, Dr. Isaac Pope, Bob Spahr, Daryl Lund, and Chad Taylor. Councilor Ketchum 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 42.30.140(4)(a) – collective bargaining for approximately 15 minutes and there would be no decisions made during the executive session.

Mayor Dawes closed the executive session at 4:58 p.m. and announced the council would take a short recess before opening the regular meeting at 5:00 p.m. Additional staff included: Bill Hillier, City Attorney; Glenn Schaffer, Police Chief/Interim Fire Chief; Judy Pectol, Finance Manager; Dennis Osborn, Community Development Director; and Rick Sahlin, Public Works Director. Members of the media included Dameon Pesanti from *The Chronicle*.

2. **Interview Applicants for Consideration of Appointment to the Chehalis Planning Commission.** Mayor Dawes reported this item was being pulled, adding he would like for himself and one of the senior Planning Commission members to interview the two applicants individually before bringing forward a recommendation for the full council.

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

- a. Minutes of the regular meeting of December 8, 2014;
- b. Claim Vouchers No. 111129-111273 and Electronic Funds Transfer No. 112014 in the amount of \$265,043.17 dated December 15, 2014; Claim Vouchers 111274-111383 in the amount of \$404,957.38 dated December 31, 2014; and Payroll Vouchers No. 37822-37874, Direct Deposit Payroll Vouchers No. 5607-5695, and Electronic Federal Tax Payment No. 143 in the amount of \$720,443.56 dated December 31, 2014;
- c. Approve collective bargaining agreement and memorandum of understanding between the city and the non-uniformed employees;
- d. Confirm Mayor Dawes' re-appointment of Kyle McKerricher to the Chehalis Planning Commission for a four-year term expiring December 31, 2018; and
- e. Adopt Resolution No. 1-2015 on first and final reading declaring the city of Chehalis to be in a state of emergency.

The motion was seconded by Councilor Lund and carried unanimously.

4. **Administration Reports.**

a. **Council Committee/Board Appointments.** City Manager MacReynold requested input from the council on the current listing of committee and board appointments. He suggested they consider adding one additional council member to the Chehalis, Napavine, and Lewis County Sewer District (LCSD) #4 Operations Committee because of the anticipated discussions regarding rate changes. City Manager MacReynold noted Councilor Pope is our current representative, but thought it would be good to have a second council member on that committee.

City Manager MacReynold reported the .09 Committee was added to the list and Mayor Dawes would be serving on that committee. He stated the only other change he would request is to change the representative on the South Puget Sound Foreign Trade Zone Policy Committee to the Community Development Director.

Mayor Dawes asked if any of the council members would be interested in assisting Councilor Pope on the Chehalis, Napavine, LCSD #4 Sewer Operations Committee. Councilor Spahr volunteered.

b. **Appointment to Chamber Board.** City Manager MacReynold reported, as he was preparing to leave the city at the end of 2014, he resigned his position on the Chamber of Commerce Board. He thought it was important to have a

January 12, 2015

representative on the Board since the city is its largest contributor. City Manager MacReynold thought it would be good for a council member or himself to be serving on that Board and suggested they send a letter requesting the Chamber to appoint a representative from the city.

Councilor Lund stated he would be happy to see Mayor Dawes or City Manager MacReynold appointed to the Chamber Board. He noted Mayor Dawes would be his first choice because he's very good at representing the city.

Mayor Dawes stated he would get together with the city manager and talk about it. He suggested a letter be drafted and sent to the Chamber making the request before they take any formal action on it.

5. Council Reports.

a. **Update From Mayor Dawes.** Mayor Dawes reported the Chamber banquet was coming up on Friday, January 16, at The Loft.

b. **Update From Councilor Taylor.** Councilor Taylor reported the Christmas lights looked beautiful this year, and thanked Councilor Harris for his involvement. Councilor Harris stated he had a lot of help from city staff.

6. **Ordinance No. 940-B, First and Final Reading - Amending the 2014 Budget.** Finance Manager Judy Pectol reported one of the reasons for the budget amendment is that we recently learned the State Auditor's Office is changing some of its requirements. She stated one of those is when you receive money related to debt payment it has to be recorded as revenue and the full debt expense has to be reported as an expense. Ms. Pectol indicated the money we've received from Napavine and LCSD #4 to reimburse the city for some of our wastewater debt has been recorded as a reduction in our debt, which is incorrect.

Ms. Pectol noted another minor change has to do with how we report liquor profits. She stated we can no longer net the two percent that is remitted to Lewis County for drug/rehab related programs, and the total revenue recorded has to match what the state gives us.

Councilor Harris stated they basically have to show the pass through of the money. Ms. Pectol stated that was correct.

Ms. Pectol reported the city did not receive some grant money that was expected in 2014, so she needs to lower the estimated revenue and the transfer between funds related to that. She noted she still anticipates receiving the \$250,000 for the Gail and Carolyn Shaw Aquatics Center in January 2015.

Councilor Spahr inquired about the amendment to increase the 2011 GO Bond Fund by \$2. Ms. Pectol stated she did not realize earlier that the fund was overspent by \$2, noting we cannot over expend any funds.

Councilor Harris moved that the council declare an emergency and pass Ordinance No. 940-B on first and final reading.

The motion was seconded by Councilor Lund and carried unanimously.

7. **Ordinance No. 941-B, First Reading -- Amending Section 5.32 of the Chehalis Municipal Code Regarding Temporary Storage of Fireworks.** Police Chief/Interim Fire Chief Glenn Schaffer reported, sometime last year, the city had a business submit an application to the Community Development Department to place a temporary storage facility to store consumer fireworks within the city, or within the urban growth area. He noted the storage facility consists of metal shipping containers that are stacked side-by-side.

Chief Schaffer reported the application was approved, but a condition was added that the containers maintain distance between them to allow for firefighting efforts. He noted they are allowed to impose those conditions based on language in the International Fire Code.

Chief Schaffer reported, since that time, the language has changed and now allows a person who wants to create one of these storage facilities to actually store the containers side-by-side and stack them on top of each other. He noted the

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language being proposed allows the city to continue with the conditions that require space between containers and fire flow for water access.

Councilor Spahr inquired about the proposed language in the ordinance that reads, "In facilities approved by the Chief of the Washington State Patrol (WSP)," wanting to know where he comes into the picture.

Mayor Dawes stated the Chief of the WSP is the fire marshal for the state.

Chief Richard Mack, Assistant Chief/Fire Marshal for Riverside Fire Authority, stated that was correct, adding he's the supervisor for the state fire marshal. He reported the state fire marshal also adopts rules pertaining to fireworks. Chief Mack noted all persons who manufacture, transport, and store fireworks have to be licensed through the State Fire Marshal's Office.

City Attorney Hillier stated part of the licensing process includes storage facilities. He noted the head of the WSP would be the one granting the license process, which includes granting storage facility areas. City Attorney Hillier stated the proposed ordinance would also make us compliant.

Chief Schaffer reported, essentially, the facility the WSP would be approving is the metal shipping containers. He noted the current code allows them to be stored side-by-side, which is something the administration wants to prevent. Chief Schaffer stated the proposed ordinance will add the additional condition that requires space between the containers and water flow.

Councilor Harris asked if the storage containers are being approved for long term storage.

Chief Mack reported it was for temporary storage only. He noted state law permits storage of consumer fireworks from approximately June 1 until July 15. Chief Mack stated there's a permanent storage facility in Centralia, but it's designed with a sprinkler system for that purpose. He noted the proposed language would only pertain to temporary storage facilities.

Councilor Spahr moved to pass Ordinance No. 941-B on first reading.

The motion was seconded by Councilor Taylor and carried unanimously.

8. **Miscellaneous Items.** Mayor Dawes reminded the council that it was time to submit their annual Public Disclosure Commission forms, noting they had until April 15 to get those turned in.

Mayor Dawes also thanked newly elected Lewis County Commissioner Gary Stamper for attending the meeting.

There being no further business to come before the council, the meeting adjourned 5:25 p.m.

Mayor

Attest:

City Clerk

SUGGESTED MOTION

I move that the council approve the minutes of the regular city council meeting of January 12, 2015.

CITY OF CHEHALIS
AGENDA REPORT

DATE: January 15, 2015

TO: The Honorable Mayor and City Council

FROM: Judy Pectol, Finance Manager *JP*

PREPARED BY: Michelle White, Accounting Tech II *MW*

SUBJECT: 2014 Vouchers and Transfers

ISSUE

Council approval is requested of the following financial transactions recorded in 2014:

Claim Vouchers No. 111384 through 111485 and Electronic Funds Transfer No. 122014 in the amount of \$187,055.30 dated January 15, 2015 and the transfer of \$72,621.72 from the General Fund, \$12,530.13 from the Tourism Fund, \$187.50 from the Federal & State Grants Fund, \$169.72 from the Automotive Equipment Reserve Fund, \$293.77 from the Garbage Fund, \$29,930.56 from the Wastewater Fund, \$31,999.19 from the Water Fund, \$2,990.45 from the Storm & Surface Water Utility Fund and \$36,332.26 from the Airport Fund.

RECOMMENDATION/COUNCIL ACTION DESIRED

The administration recommends that the council approve the January 15, 2015 Claim Vouchers No. 111384 through 111485 and Electronic Funds Transfer No. 122014 in the amount of \$187,055.30.

SUGGESTED MOTION

I move to approve the January 15, 2015 Claim Vouchers No. 111384 through 111485 and Electronic Funds Transfer No. 122014 in the amount of \$187,055.30.

Reviewed by: *Mac Depledge*, City Manager

CITY OF CHEHALIS
AGENDA REPORT

DATE: January 15, 2015
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 recorded in 2015:

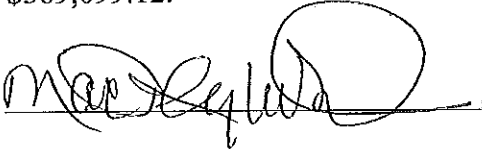
Claim Vouchers No. 111486 through 111547 in the amount of \$369,099.12 dated January 15, 2015 and the transfer of \$338,404.15 from the General Fund, \$53.64 from the 2011 G.O. Bond Fund, \$2,113.71 from the Wastewater Fund, \$26,156.08 from the Water Fund, \$283.19 from the Storm & Surface Water Utility Fund and \$2,088.35 from the City Agency Fund.

RECOMMENDATION/COUNCIL ACTION DESIRED

The administration recommends that the council approve the January 15, 2015 Claim Vouchers No. 111486 through 111547 in the amount of \$369,099.12.

SUGGESTED MOTION

I move to approve the January 15, 2015 Claim Vouchers No. 111486 through 111547 in the amount of \$369,099.12.

Reviewed by: , City Manager

Committee / Board	Representative(s)	Date(s) Appointed	Meeting Information
Centralia Landfill Closure Group: Executive Committee Joint Board	City Manager (chair)	01/26/15	3 to 4 times per year on the 2 nd Thursday of a month 2:00 p.m. Centralia Utilities Department
Centralia-Chehalis Transportation Cooperative	Ketchum Taylor Spahr City Manager - staff Public Works Director-staff	01/26/15 01/26/15 01/26/15 01/26/15 01/26/15	3 rd Monday 7:00 a.m. Centralia City Hall
Chehalis Business Association	Harris Spahr City Manager – Admin Rep	01/26/15 01/26/15 01/26/15	3 rd Tuesday of each month 7:30 a.m. Sweet Inspirations
Chehalis-Napavine-LCSD No. 4 Sewer Operations	Pope Spahr	01/26/15	As needed
Chehalis River Basin Partnership	Harris (chair) Wiltzius – alternate Vasilauskas - alternate	01/26/15 01/26/15 01/26/15	4 th Friday of each month 9:30 a.m. Lucky Eagle Casino, Rochester
Chehalis Basin Flood Authority	Julie Balmelli-Powe Primary (09-22-14) Dr. John Henriksen- Alt. (04-23-12)	01/26/15 01/26/15	3 rd Thursday of each month 9:00 a.m. - Technical Workshop Veterans Museum or Lewis County offices 1:30 p.m. - Flood Authority Meeting Lewis County offices
Chehalis Community Renaissance Team	Pope City Manager Foley - Staff	01/26/15	2 nd Friday of each month 8:30 - 9:30 a.m. City Hall Basement (small meeting room)
Chehalis Foundation	Pope	01/26/15	3 rd Tuesday of each month 12:00 – 1:00 p.m. City Hall Basement (small meeting room) Annually during budget process
Council Budget Committee	Dawes Harris Spahr	01/26/15 01/26/15 01/26/15	As needed and available Usually city offices
Council GMA Committee	Pope (chair) Dawes Ketchum	01/26/15 01/26/15 01/26/15	As needed twice per month to review and sign vouchers Finance Department
Council Voucher Approval Committee	Harris Dawes Pope	01/26/15 01/26/15 01/26/15	As needed twice per month to review and sign vouchers Finance Department

Southwest Washington Economic Development Commission (Formerly - Cowitz-Lewis Economic Development District Board)	Spahr City Manager	01/26/15 01/26/15	Twice per year in January and July (360-577-3041)
Employee Emergency/Disaster Preparedness Committee	Harris Fire Chief - staff	01/26/15	1 st Tuesday Quarterly 1:30 p.m. City Hall - Jury Room
Joint Oversight Board for the Functional Consolidation	Dawes, Spahr, Lund, Fire Chief -staff City Manager -staff	01/26/15	4 th Wednesday - every other (odd) month 6:30 p.m. RFA Fire Station on Harrison Avenue, Centralia
Lewis County EDC Board	Spahr	01/26/15	1 st Thursday of Feb., Apr., June, Aug., Oct., and Dec. 7:00 a.m. Kit Carson Restaurant
Lewis County Historical Museum Board	Lund	01/26/15	1 st Tuesday of each month 5:15 p.m. Museum meeting room
Lewis County Law & Justice Council	Schaffer -Staff Fox -Staff	01/26/15 01/26/15	As scheduled Lewis County Law and Justice Center
Lewis County LEOFF Disability Board	Bonnie Canaday (elected by Lewis County cities)	04/10/14	3 rd Friday of each month 3:00 p.m. Lewis County Commissioners Office
Lewis County Planned Growth (GMA) Committee	Spahr City Manager - alternate Osborn - Staff	01/26/15	1 st and 3 rd Mondays of each month 3:00 p.m. Various locations
Lewis County Public Transportation Benefit Area Authority (Twin Transit Board)	Taylor	01/26/15	3 rd Thursday of each month 8:00 a.m. Twin Transit Office, Centralia
Lewis County Solid Waste Advisory Committee	Harris	01/26/15	2 nd Wednesday of each month 1:00 p.m. Lewis County Transfer Station
Lewis County Solid Waste Disposal District Executive (Advisory) Committee	Harris	01/26/15	Once per year to approve the budget
Lewis County Traffic Safety Council	Sahlin -Staff	01/26/15	3 rd Wednesday of each month 7:00 a.m. Lewis County Sheriff's Training Room
Lewis County Transportation Strategy Council	Taylor City Manager Ketchum - alternate	01/26/15	3 rd Monday of each month 2:00 p.m. LC Public Services
Lodging Tax Advisory Committee	Harris (chair) City Manager -staff Foley - staff	01/26/15 01/26/15	Once per year in September and as needed otherwise City Hall
Pt. 09 Committee (for 2015)	Dawes	01/26/15	2 nd Friday of March, June, Sept., and Nov. 9:00 a.m. Lewis County EDC Conference Room

Sister City Committee	Ketchum Foley -staff	01/26/15	Evenings as needed and available, usually more often in spring and summer City Hall.
Rural Economic Development Public Facilities Advisory Committee Board	Chehalis - 2012 (Ketchum) (1 year cycle)	01/26/15	Annually (February - 2012) 9:00 a.m. Lewis County EDC Board Room
South Puget Sound FTZ Policy Committee	Osborn - Staff	01/26/15	2 nd Thursday of January, April, July, and October 9:00 a.m. Port of Olympia offices
SW WA Regional Transportation Planning Organization Board	Lund Ketchum - alternate	01/26/15 01/26/15	2 nd Wednesday of Feb., May, Sept., and Nov. 5:00 - 7:00 p.m. Various member locations throughout region.

CITY OF CHEHALIS
AGENDA REPORT

TO: The Honorable Mayor and City Council
FROM: Glenn Schaffer, Police Chief/Interim Fire Chief
DATE: January 20, 2015
SUBJECT: Automatic Aid Agreement between the City of Chehalis, Riverside Fire Authority, and District 6 Fire Departments.

ISSUE

The Chehalis Fire Department, Riverside Fire Authority (RFA), and Lewis County District 6 Fire Department each provide automatic firefighting and EMS assistance to each of the other agencies. While a mutual aid agreement exists county-wide for situations requiring additional resources, there is not currently an agreement in place for events that are routine and regular.

DISCUSSION

The Chehalis Fire Department, RFA, and Lewis County District 6 Fire Departments each have apparatus and personnel that are frequently and automatically utilized by the other agencies for EMS and fire fighting events based upon geographic areas, severity of the alarm, and the agency's availability or anticipated response time. This type of frequent assistance between agencies is not supported, nor is it the purpose of the existing county-wide mutual aid agreement, so the attached Automatic Aid Agreement was drafted to cover this practice between Chehalis, RFA, and District 6.

RECOMMENDATION / COUNCIL ACTION DESIRED

The administration recommends that the council authorize the city manager to execute the proposed Automatic Aid Agreement between the City, RFA and Lewis County Fire District 6.

SUGGESTED MOTION

I move that the council authorize the city manager to execute the interlocal agreement between the City, RFA and Lewis County District Fire District 6.

Reviewed by:  _____, City Manager

**INTERLOCAL AGREEMENT
AUTOMATIC AID AGREEMENT**

This agreement is entered into between the City of Chehalis, Lewis County Fire District 6 and the Riverside Fire Authority, local government agencies, all of which are municipal corporations of the State of Washington.

This agreement is entered into under the authority of Chapter 39.34 RCW, the Inter local Cooperation Act, RCW 35A.11.040 and RCW 52.12.031(3).

RECITALS

A. Each of the parties owns and maintains apparatus and equipment for the suppression of fires and for the supplying of emergency medical services and responses to other situations, which may be hazardous to the public. Each of the parties also employs and/or supervises firefighting personnel who are trained to provide various levels of emergency medical services and response to other hazardous conditions.

B. Each of the parties is so situated as to be capable of providing fire suppression and/or emergency medical services to one or more other agencies in Lewis County, and/or in portions of another party's service area.

C. Each of the parties may have the necessary equipment and personnel to enable it to provide such services to another party in the event of such an emergency.

D. The geographical boundaries of each party are located so as to enable each party to render automatic aid service to certain other parties in described areas.

The parties subject to the terms of this agreement, to carry out the purposes and functions described above and in consideration of the benefits to be received by each of the parties, agree as follows:

1. Purpose of Agreement. The purpose and intent of this agreement is to provide for the dispatch of Fire Service units whenever in service and feasible to all parties to the agreement. Central Dispatch will automatically dispatch available units to all emergency responses, as established by each fire department's response plan. Feasibility and availability shall be determined within each jurisdiction's command structure. For example, in certain jurisdictions the duty chief or shift command officer shall have the authority and responsibility to determine if it is necessary to withhold resources from automatic aid in order to ensure adequate protection within the "home jurisdiction". In such cases, the responsible officer shall notify dispatch of any unit or units that are unavailable for dispatch outside the home jurisdiction to such otherwise automatic aid calls. "Authority Having Jurisdiction" means the agency or entity within whose boundaries an incident occurs necessitating some emergency response. This agreement is intended primarily to validate, support and/or legitimize the agency response plans and/or run cards, insofar as the same provide for responses outside agency boundaries and is not intended to require any agency to provide automatic aid to any other agency irrespective of such agency's response plan.

2. Compensation. Each party agrees not to seek compensation from one another for services rendered under this agreement. The mutual consideration supporting this agreement is the reciprocal services provided by each agency to the other parties; provided, however, that upon request by a responding agency, the party requesting assistance shall attempt to obtain financial assistance from federal and State agencies where such assistance is available to reimburse the assisting party for losses or damages incurred in supplying aid under this agreement. It is permissible for responding agencies with fee for service programs including but

not limited to Emergency Medical Services and hazardous materials cost recovery to directly bill the recipient of the services. Nothing in this agreement shall prohibit any party to this agreement from seeking civil damages from any individual or entity that may have been responsible for the emergency conditions for which aid was requested.

3. Command Responsibility at Emergency Scene. The nearest available unit will assume Incident Command upon arrival at scene. The Authority Having Jurisdiction (AHJ) may assume command of incidents within their boundaries or at the request of the department providing assistance. Incidents shall be managed using the Incident Command System in compliance with the National Incident Command System (NIMS). All responding equipment and personnel shall fall under the authority of the incident commander. The equipment and personnel of any responding party shall be released from service and returned to the responding party by the incident commander as soon as conditions warrant.

4. Liability. The parties agree that the department assuming command control (incident command) at the scene shall assume liability for, defend, indemnify and hold all other parties harmless from all liabilities arising out of command decisions or judgments. Subject to the above, each party hereto agrees to assume responsibility for liabilities arising out of the actions of its own personnel and to defend, indemnify and hold the other parties hereto harmless therefrom as to each party's own actions relating to performance under this agreement.

5. Insurance. Each party agrees to maintain adequate Automobile and Commercial General Liability insurance coverage for its own equipment and personnel, covering their

operations. Limits of such coverage should be no less than \$2,000,000.00 combined single limit per occurrence. Each party agrees to provide workers compensation, liability, errors and omissions, and all other applicable insurance coverage, for each and every one of its personnel participating in services arising from this agreement, notwithstanding the fact that the location of provision of such services is outside of the boundaries of the party's jurisdiction, pursuant to RCW 52.12.111 and RCW 52.12.121.

6. Pre-emergency Planning/First Response. The chief officers of the parties may, from time to time, mutually establish pre-emergency plans which shall indicate: the types of and locations of potential problem areas where emergency assistance may be needed; the type of equipment that should be dispatched under various possible circumstances. Such plans shall take into consideration and ensure proper protection by the responding party of its own geographical area. When applicable, the parties shall share pre-incident plan documents or programs.

7. Purchase Contracts/Bidding. This Agreement is intended to constitute the Inter local Agreement required by RCW 39.04.030 for utilizing other Parties' purchase contracts. Whenever possible, a Party that solicits bids for equipment and material purchases will conduct its solicitation in a manner that will allow other Parties to utilize its purchase contract. To enable other Parties to utilize this benefit, the initial contracting Party shall:

(a) Comply with the public bidding laws of the State of Washington as they apply to such Party;

(b) Provide in its bid specifications or contract documents that other municipal corporations may utilize the contract for independent purchases;

(c) Either (i) post the bid or solicitation notice on a web site established and maintained by a government, purchasing cooperative or similar service provider or (ii) provide an access link to the state's web portal to the notice.

8. Duration. The duration of this agreement shall be for one year commencing from the date of filing. However, the agreement shall be automatically continued from year to year unless terminated as provided below in section 9.

9. Termination. This agreement shall remain in full force and effect unless and until terminated as follows:

9.1 Written notice shall be served by any party hereto upon all parties of its intention to terminate the agreement. Such notice shall be served not less than thirty days prior to the termination date set forth therein, and a copy shall be forwarded to each party signatory hereto. Said notice shall automatically terminate the agreement on the date set out unless rescinded prior thereto in writing.

9.2 Termination of the agreement between parties affected by such notification shall not affect the continuation of the agreement as to any party hereto not indicating an intention to withdraw as provided herein.

9.3 Termination of the relationship affected by this agreement shall not preclude future agreements for mutual aid between the parties terminated hereunder.

10. Agreement Not Exclusive. This agreement is not intended to be exclusive as between the several parties hereto. Any of the parties hereto may, as they deem necessary or

expedient, enter into separate automatic aid or mutual aid agreements with any other party or parties. Entry into such separate agreements shall not, unless specifically stated therein, affect any relationship or covenant herein contained; provided that no such separate agreement shall terminate any responsibility herein undertaken unless notice shall be given pursuant to Section 8 of this agreement.

11. Filing. As provided by RCW 39.34.040, this agreement shall be separately filed prior to its entry in force, with the City Clerk of any participating city, with the district secretary of any participating fire protection district and with the County Auditor. Alternatively, the agreement may be posted on an agency's web site, and filing shall be deemed completed as to such agency. For "filing" to be complete, all of the foregoing filings shall be accomplished. An agreement shall be deemed "filed" on the date of the last filing of the foregoing.

12. Employees/Volunteers. No employee or volunteer of a Responding Agency shall be deemed to be a loaned servant, employee, agent or volunteer of the Requesting Agency or any other Party. No Party shall assume any liability for the direct payment of any salary, wage, compensation, stipend or other payment to any of the other Party's personnel performing services hereunder or for any other liability not expressly assumed herein. No agent, employee, volunteer or other representative of the parties shall be deemed an agent, employee, or other representative of the other Parties for any reason.

13. No Separate Entity Created. This Agreement does not establish a separate legal entity, joint board, or administrative section for the purpose of acquiring, managing, or disposing of property, or any other financial obligation allowed under the Act.

14. Administration. Unless the Parties otherwise agree, there shall be no lead agency responsible for the administration of this Agreement. This Agreement shall be administered jointly by the chief officers of the respective Parties.

15. Property Ownership. This Agreement does not provide for jointly owned property. All property presently owned or hereafter acquired by a party to enable it to perform the services required under this agreement, shall remain the property of the party in the event of the termination of this agreement.

16. Assignment.. None of the Parties to this Mutual Agreement may assign any of their duties, rights or responsibilities under this Agreement without the express written consent of the other Parties. This restriction on assignment shall not apply to the formation of a new entity between parties.

17. Amendments. No modification, termination or amendment of this Agreement may be made except by written agreement signed by all Parties.

18. Governing Law And Venue. This Agreement shall be deemed to be made and construed in accordance with the laws of the State of Washington. Jurisdiction and venue for any action arising out of this Agreement shall lie exclusively in Lewis County, Washington.

19. Benefits. This agreement is entered into for the benefit of the parties to this agreement only and shall confer no benefits, direct or implied, on any third persons.

20. Complete Agreement. This Agreement is the full and complete understanding of the parties and there are no other agreements, either verbal or written, which would alter the terms of this document.

City of Chehalis

Lewis County Fire District 6

Mayor

by *Jeri D*

Board of Commissioners, Chair

City Manager

[Signature]

Fire Chief

Fire Chief

Attest:

Attest:

City clerk
Date _____

Board Secretary
Date _____

Riverside Fire Authority

Board of Commissioners, Chair

Fire Chief

Attest:

Board Secretary

Date _____

(TK) (MSK)

CITY OF CHEHALIS
AGENDA REPORT

DATE: January 21, 2015
TO: The Honorable Mayor and City Council
FROM: Rick Sahlin, Public Works Director
Don Schmitt, Street/Storm Superintendent
SUBJECT: Set Date and Time for Public Hearing to Amend the 2015-2020 Six-Year Transportation Plan.

ISSUE

The administration is requesting a public hearing to amend the 2015-2020 Six-Year Transportation Improvement Plan, adopted by Resolution No. 6-2014.

DISCUSSION

The city is required to annually update the Six-Year Transportation Improvement Plan (TIP) and to amend the TIP when necessary for a project to be eligible for federal or state funding assistance.

In August 2014, the city council authorized a consulting agreement with ESA Vigil-Agrimis for engineering design. The administration recently received 60% design plans, which now estimate construction costs at \$251,000 and bringing the estimated total project cost to \$430,700. The original cost estimate for the project was \$190,500.

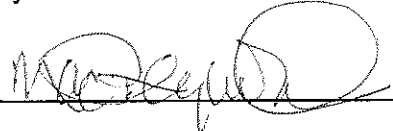
Because of the timing of the project, and the need to keep the project moving to meet a narrow construction window, the administration is proposing to bring a resolution to the council for their consideration on the same date as the public hearing of February 9.

RECOMMENDATION/COUNCIL ACTION DESIRED

The administration recommends that the council set February 9, 2015, at 5:05 p.m. as the date and time for a public hearing concerning the city's 2015-2020 Six-Year Transportation Improvement Plan.

SUGGESTED MOTION

I move that the council set February 9, 2015, at 5:05 p.m. as the date and time for a public hearing on the city's 2015-2020 Six-Year Transportation Improvement Plan.

REVIEWED BY:  _____, CITY MANAGER

City of Chehalis
Fourth Quarter Preliminary Financial Statements - All Funds
December 31, 2014

	General Fund #001		Arterial Street Fund #102		Tourism Fund #107		CDBG Fund #195		HUD BG Fund #197	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Beginning Fund Balance	860,937	871,336	27,091	29,909	50,135	62,952	90,646	90,857	327,335	327,631
Revs. & Transfers In	8,619,364	8,943,707	150,000	151,736	175,000	194,252	10,100	65	3,600	213
Exps. & Transfers Out	(8,919,183)	(8,815,927)	(175,540)	(160,390)	(181,475)	(162,102)	(90,922)	(90,922)	(188,000)	(188,000)
Ending Fund Balance	561,118	999,116	1,551	21,255	43,660	95,102	9,824	0	142,935	139,844

	Gambling Enforcmt. #198		Federal & State Grant Fund #199		2011 G.O. Bond Fund #200		Public Fac. Res. #301		Auto/Equip. Res. #302	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Beginning Fund Balance	0	0	0	0	54	0	0	0	1,638	5,154
Revs. & Transfers In	0	0	3,609,413	3,555,480	102,993	102,993	0	0	56,756	53,102
Exps. & Transfers Out	0	0	(3,609,413)	(3,555,480)	(103,047)	(102,993)	0	0	(58,256)	(58,256)
Ending Fund Balance	0	0	0	0	0	0	0	0	138	0

	1st Qtr. REET Fund #305		2nd Qtr. REET Fund #306		Garbage Fund #402		Wastewater Fund #404		Water Fund #405	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Beginning Fund Balance	127,012	131,159	53,137	57,591	15	257	1,409,148	1,517,797	3,353,790	3,865,151
Revs. & Transfers In	45,400	35,904	45,000	35,854	12,550	6,522	4,658,709	4,941,848	2,671,565	3,061,403
Exps. & Transfers Out	(43,772)	(43,772)	(33,473)	(33,473)	(12,347)	(4,992)	(4,558,347)	(4,513,532)	(2,511,180)	(2,086,865)
Ending Fund Balance	128,640	123,291	64,664	59,972	218	1,787	1,509,510	1,946,113	3,514,175	4,839,689

	Storm/Surface Wtr. #406		Airport Fund #407		Firemens' Pension #611		City Agency Fund #633		All Funds Totals	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Beginning Fund Balance	448,246	454,098	0	0	294,300	291,761	356,127	3,025	7,399,611	7,708,678
Revs. & Transfers In	470,584	479,464	3,403,213	3,189,851	148,550	144,402	0	65	24,182,797	24,896,860
Exps. & Transfers Out	(467,158)	(421,510)	(1,716,119)	(1,367,370)	(69,400)	(53,081)	0	0	(22,737,632)	(21,658,665)
Ending Fund Balance	451,672	512,052	1,687,094	1,822,481	373,450	383,081	356,127	3,090	8,844,776	10,946,873

Note: In some instances, ending fund balances include non-cash components, such as prepaid insurance and inventory. Resulting variances are considered immaterial.

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

City of Chehalis
 Comparative Financial Reports
 November 2013 and 2014

GENERAL FUND (#001) REVENUES	A November 2013		B November 2014		C=B/A		D November 2014		E		F=E/D		G		H ^A		I=F-G	
	Budget	Actual	Budget	Actual	% Rec'd	% Rec'd	Budget	Actual	% Rec'd	% Rec'd	% Rec'd	% Rec'd	Expected	% Rec'd	Expected	Variance	% Variance	
General Property Taxes	\$1,249,000	\$1,117,026	\$1,262,000	\$1,141,677	89.4%	90.5%	\$1,262,000	\$1,141,677	90.5%	91.7%	91.7%	90.5%	91.7%	(\$15,577)	-1.2%			
EMS Property Taxes	237,500	211,640	239,500	216,151	89.1%	90.3%	239,500	216,151	90.3%	91.7%	91.7%	90.3%	91.7%	(3,471)	-1.4%			
Sales & Use Tax	3,155,000	2,984,490	3,265,000	3,336,504	94.6%	102.2%	3,265,000	3,336,504	102.2%	91.7%	91.7%	102.2%	91.7%	342,499	10.5%			
Electricity Tax	417,000	421,016	430,000	450,829	101.0%	104.8%	430,000	450,829	104.8%	91.7%	91.7%	104.8%	91.7%	56,519	13.1%			
Gas/Natural Gas Tax	240,000	191,780	222,000	192,427	79.9%	86.7%	222,000	192,427	86.7%	91.7%	91.7%	86.7%	91.7%	(11,147)	-5.0%			
Criminal Justice Tax	90,000	87,105	91,000	95,053	96.8%	104.5%	91,000	95,053	104.5%	91.7%	91.7%	104.5%	91.7%	11,606	12.8%			
Water/Sewer Tax	399,996	373,972	415,834	401,430	93.5%	96.5%	415,834	401,430	96.5%	91.7%	91.7%	96.5%	91.7%	20,110	4.8%			
Garbage Tax	62,000	59,199	60,000	61,040	95.5%	101.7%	60,000	61,040	101.7%	91.7%	91.7%	101.7%	91.7%	6,020	10.0%			
Cable Tax	92,000	95,002	94,000	98,981	103.3%	105.3%	94,000	98,981	105.3%	91.7%	91.7%	105.3%	91.7%	12,783	13.6%			
Telephone Tax	313,000	260,661	318,000	252,763	83.3%	79.5%	318,000	252,763	79.5%	91.7%	91.7%	79.5%	91.7%	(38,843)	-12.2%			
Leasehold Excise Tax	38,000	27,897	38,000	28,774	73.4%	75.7%	38,000	28,774	75.7%	91.7%	91.7%	75.7%	91.7%	(6,072)	-16.0%			
Other Taxes	32	40	40	37	125.0%	92.5%	40	37	92.5%	91.7%	91.7%	92.5%	91.7%	0	0.8%			
Total Tax Revenues	6,293,528	5,829,828	6,435,374	6,275,666	92.6%	97.5%	6,435,374	6,275,666	97.5%	91.7%	91.7%	97.5%	91.7%	374,428	5.8%			
Licenses & Permits	63,980	64,886	69,980	99,654	101.4%	142.4%	69,980	99,654	142.4%	91.7%	91.7%	142.4%	91.7%	35,482	50.7%			
Intergov't Grants/Entitlements	168,502	176,798	167,950	208,768	104.9%	124.3%	167,950	208,768	124.3%	91.7%	91.7%	124.3%	91.7%	54,758	32.6%			
Charges for Goods and Svcs.	341,170	299,956	332,800	299,531	87.9%	90.0%	332,800	299,531	90.0%	91.7%	91.7%	90.0%	91.7%	(5,647)	-1.7%			
Fines and Forfeitures	159,055	130,522	151,875	124,157	82.1%	81.7%	151,875	124,157	81.7%	91.7%	91.7%	81.7%	91.7%	(15,112)	-10.0%			
Interest Earnings	9,306	8,306	11,760	7,690	89.3%	65.4%	11,760	7,690	65.4%	91.7%	91.7%	65.4%	91.7%	(3,094)	-26.3%			
Rents & Royalties	70,100	65,618	71,350	78,139	93.6%	109.5%	71,350	78,139	109.5%	91.7%	91.7%	109.5%	91.7%	12,711	17.8%			
Donations/Contributions	64,646	4,676	40,475	22,458	N/A	55.5%	40,475	22,458	55.5%	91.7%	91.7%	55.5%	91.7%	(14,658)	-36.2%			
Misc. Revenue/Insurance	28,985	41,262	11,850	43,010	142.4%	363.0%	11,850	43,010	363.0%	91.7%	91.7%	363.0%	91.7%	32,144	271.3%			
Non-Revenues	3,500	3,058	4,225	3,543	87.4%	83.9%	4,225	3,543	83.9%	91.7%	91.7%	83.9%	91.7%	(331)	-7.8%			
Total Non-Tax Revenues	909,244	795,082	862,265	886,950	87.4%	102.9%	862,265	886,950	102.9%	91.7%	91.7%	102.9%	91.7%	96,253	11.2%			
Operating Transfers-In	1,000,000	143,794	1,000,000	1,250,722	N/A	125.1%	1,000,000	1,250,722	125.1%	91.7%	91.7%	125.1%	91.7%	333,722	33.4%			
Total Other Financing Sources	1,000,000	143,794	1,000,000	1,250,722	N/A	125.1%	1,000,000	1,250,722	125.1%	91.7%	91.7%	125.1%	91.7%	333,722	33.4%			
TOTALS	\$8,202,772	\$6,768,704	\$8,297,639	\$8,413,338	82.5%	101.4%	\$8,297,639	\$8,413,338	101.4%	91.7%	91.7%	101.4%	91.7%	\$804,403	9.7%			

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
November 2013 and 2014

GENERAL FUND (#001) EXPENDITURES	A November 2013		B		C=B/A		D		E		F=E/D		G		H^		I=G-F	
	Budget	Actual	Budget	Actual	% Exp'd	Budget	Actual	% Exp'd	Actual	% Exp'd	% Exp'd	% Exp'd	Expected	% Exp*	Var'nc from Expected	% Variance		
City Council	\$76,587	\$67,098	\$93,551	\$81,372	87.6%	\$93,551	\$81,372	87.0%	\$81,372	87.0%	91.7%	\$4,414	91.7%	\$4,414	4.7%			
Municipal Court	333,882	291,354	340,304	306,402	87.3%	340,304	306,402	90.0%	306,402	90.0%	91.7%	5,657	91.7%	5,657	1.7%			
City Manager	242,621	220,352	270,131	251,074	90.8%	270,131	251,074	92.9%	251,074	92.9%	91.7%	(3,364)	91.7%	(3,364)	-1.2%			
Finance	165,316	150,513	183,331	175,189	91.0%	183,331	175,189	95.6%	175,189	95.6%	91.7%	(7,074)	91.7%	(7,074)	-3.9%			
City Clerk	56,516	49,206	74,986	68,101	87.1%	74,986	68,101	90.8%	68,101	90.8%	91.7%	661	91.7%	661	0.9%			
Non-Departmental	1,331,204	924,868	1,302,246	1,562,816	69.5%	1,302,246	1,562,816	120.0%	1,562,816	120.0%	91.7%	(368,656)	91.7%	(368,656)	-23.3%			
Human Resources	91,769	83,923	90,033	82,095	91.5%	90,033	82,095	91.2%	82,095	91.2%	91.7%	465	91.7%	465	0.5%			
Police	2,478,097	2,234,189	2,573,370	2,374,031	90.2%	2,573,370	2,374,031	92.3%	2,374,031	92.3%	91.7%	(14,251)	91.7%	(14,251)	-0.6%			
Fire	1,705,443	1,450,920	1,657,866	1,525,817	85.1%	1,657,866	1,525,817	92.0%	1,525,817	92.0%	91.7%	(5,554)	91.7%	(5,554)	-0.3%			
Public Works - Streets	501,315	386,236	469,060	675,308	77.0%	469,060	675,308	144.0%	675,308	144.0%	91.7%	(245,180)	91.7%	(245,180)	-52.3%			
Community Development	1,299,643	1,186,007	1,228,727	1,126,757	91.3%	1,228,727	1,126,757	91.7%	1,126,757	91.7%	91.7%	(14)	91.7%	(14)	0.0%			
TOTALS	\$8,282,393	\$7,044,666	\$8,283,605	\$8,228,962	85.1%	\$8,283,605	\$8,228,962	99.3%	\$8,228,962	99.3%	91.7%	(\$632,896)	91.7%	(\$632,896)	-7.6%			

Net Budget/Income/Variance: (\$79,621) (\$275,962) \$14,034 \$184,376 \$171,507

Key:

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City of Chehalis
Comparative Financial Reports
November 2013 and 2014

	A November 2013		B November 2013		C=B/A		D November 2014		E November 2014		F=E/D		G Expected % Rec'd*		H ^A Var'nc from Expected		I=F-G	
	Budget	Actual	% Rec'd	Budget	Actual	% Rec'd	Budget	Actual	% Rec'd	Actual	% Rec'd	% Rec'd	% Rec'd	Expected	Expected	Expected	%	Variance
WASTEWATER FUND (#404)																		
REVENUES																		
Intergovernmental Revenues	\$0	\$35,000	N/A	\$0	\$0	N/A	\$0	\$0	N/A	\$0	N/A	N/A	91.7%	\$0	N/A			
Wastewater Fees	4,160,318	3,823,621	91.9%	4,364,408	4,256,122	97.5%	4,364,408	4,256,122	97.5%	4,256,122	97.5%	91.7%	91.7%	253,960	5.8%			
Sewer Connection/Misc. Fees	35,000	17,856	51.0%	10,000	182,668	1826.7%	10,000	182,668	1826.7%	182,668	1826.7%	91.7%	91.7%	173,498	1735.0%			
Rentals	3,323	3,323	100.0%	3,323	3,545	106.7%	3,323	3,545	106.7%	3,545	106.7%	91.7%	91.7%	498	15.0%			
Misc. Revenues/Insurance	3,300	7,886	239.0%	3,300	4,873	147.7%	3,300	4,873	147.7%	4,873	147.7%	91.7%	91.7%	1,847	56.0%			
Interest Earnings	3,000	465	15.5%	300	1,367	455.7%	300	1,367	455.7%	1,367	455.7%	91.7%	91.7%	1,092	364.0%			
Totals:	\$4,204,941	\$3,888,151	92.5%	\$4,381,331	\$4,448,575	101.5%	\$4,381,331	\$4,448,575	101.5%	\$4,448,575	101.5%	91.7%	91.7%	\$430,894	9.8%			

	A November 2013		B November 2013		C=B/A		D November 2014		E November 2014		F=E/D		G Expected % Exp*		H ^A Var'nc from Expected		I=G-F	
	Budget	Actual	% Exp'd	Budget	Actual	% Exp'd	Budget	Actual	% Exp'd	Actual	% Exp'd	% Exp'd	% Exp'd	Expected	Expected	Expected	%	Variance
WASTEWATER FUND (#404)																		
EXPENSES																		
Operating Expenses	\$2,638,208	\$2,256,247	85.5%	\$2,550,559	\$2,286,734	89.7%	\$2,550,559	\$2,286,734	89.7%	\$2,286,734	89.7%	91.7%	91.7%	\$52,129	2.0%			
Capital Outlay	192,000	92,298	48.1%	67,000	59,673	87.7%	67,000	59,673	89.1%	59,673	89.1%	91.7%	91.7%	1,766	2.6%			
Debt Principal	1,603,594	918,573	57.3%	1,552,598	1,829,976	117.9%	1,552,598	1,829,976	117.9%	1,829,976	117.9%	91.7%	91.7%	(406,244)	-26.2%			
Interest Expense	32,540	31,108	95.6%	27,480	27,480	100.0%	27,480	27,480	100.0%	27,480	100.0%	91.7%	91.7%	(2,281)	-8.3%			
Interfund Loan Repayment	82,794	82,794	N/A	83,332	83,332	100.0%	83,332	83,332	100.0%	83,332	100.0%	91.7%	91.7%	(6,917)	-8.3%			
Totals:	\$4,549,136	\$3,381,020	74.3%	\$4,280,969	\$4,287,195	100.1%	\$4,280,969	\$4,287,195	100.1%	\$4,287,195	100.1%	91.7%	91.7%	-\$361,546	-8.4%			

Net Budget/Income/Variance: (\$344,195) \$507,131 \$100,362 \$161,380 \$69,348

Key:

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City of Chehalis
Comparative Financial Reports
November 2013 and 2014

WATER FUND (#405) REVENUES	A November 2013		C=B/A % Rec'd	D November 2014		E Actual	F=E/D % Rec'd	G Expected % Rec'd*	H [^]		I=F-G % Variance
	Budget	Actual		Budget	Actual				Var'nc from Expected	Expected	
Intergovernmental Revenues	\$0	\$0	N/A	\$0	\$4,362		N/A	8.3%	\$4,362	N/A	
Water Sales	2,496,400	2,401,674	96.2%	2,566,160	2,606,714		101.6%	91.7%	253,545	9.9%	
Water Connection/Misc. Fees	20,000	21,468	107.3%	10,000	140,650		1406.5%	91.7%	131,480	1314.8%	
Interfund Principal Repayment	82,794	82,794	100.0%	83,332	83,332		100.0%	91.7%	6,917	8.3%	
Misc. Revenues/Insurance	0	48,714	N/A	1,000	2,361		236.1%	91.7%	1,444	144.4%	
Interest Earnings	11,901	10,569	88.8%	11,073	5,230		47.2%	91.7%	(4,924)	-44.5%	
Totals:	\$2,611,095	\$2,565,219	98.2%	\$2,671,565	\$2,842,649		106.4%	91.7%	\$392,824	14.7%	

WATER FUND (#405) EXPENSES	A November 2013		C=B/A % Exp'd	D November 2014		E Actual	F=E/D % Exp'd	G Expected % Exp*	H [^]		I=G-F % Variance
	Budget	Actual		Budget	Actual				Var'nc from Expected	Expected	
Operating Expenses	\$1,782,704	\$1,459,302	81.9%	\$1,834,545	\$1,641,729		89.5%	91.7%	\$40,549	2.2%	
Capital Outlay	640,000	108,581	17.0%	525,333	87,901		16.7%	91.7%	393,829	75.0%	
Debt Principal	131,077	131,077	100.0%	132,077	132,077		100.0%	91.7%	(10,962)	-8.3%	
Interest Expense	21,690	21,690	100.0%	19,225	19,225		100.0%	91.7%	(1,596)	-8.3%	
Totals:	\$2,575,471	\$1,720,650	66.8%	\$2,511,180	\$1,880,932		74.9%	91.7%	\$421,820	16.8%	

Net Budget/Income/Variance: \$35,624 \$844,569

\$160,385 \$961,717

\$814,644

Key:

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City of Chehalis
Comparative Financial Reports
November 2013 and 2014

	A		B		C=B/A		D		E		F=E/D		G		H^		I=F-G		
	Budget	November 2013 Actual	% Rec'd	November 2014 Budget	Actual	% Rec'd	November 2014 Budget	Actual	% Rec'd	Expected % Rec'd*	Var'nc from Expected	%	Expected % Rec'd*	Var'nc from Expected	%	Expected % Rec'd*	Var'nc from Expected	%	
STORM FUND (#406)																			
REVENUES																			
Storm & Surface Water Fees	\$441,674	\$405,491	91.8%	\$470,284	\$431,293	91.7%	0	4,557	91.7%	91.7%	\$43	91.7%	91.7%	4,557	91.7%	91.7%	0.0%	N/A	
Storm Connection/Misc. Fees	0	489	N/A	0	0	N/A	0	276	N/A	91.7%	276	N/A	91.7%	276	N/A	91.7%	N/A	N/A	
Misc. Revenues/Insurance	0	5,406	N/A	0	0	N/A	0	347	115.7%	91.7%	347	115.7%	91.7%	72	91.7%	91.7%	24.0%	N/A	
Interest Earnings	500	0	0.0%	300	0	0.0%	300	0	92.8%	91.7%	0	92.8%	91.7%	72	91.7%	91.7%	24.0%	N/A	
Totals:	\$442,174	\$411,386	93.0%	\$470,584	\$436,473	92.8%	\$470,584	\$436,473	92.8%	91.7%	\$4,947	92.8%	91.7%	\$4,947	91.7%	91.7%	1.1%	N/A	

	A		B		C=B/A		D		E		F=E/D		G		H^		I=G-F		
	Budget	November 2013 Actual	% Exp'd	November 2014 Budget	Actual	% Exp'd	November 2014 Budget	Actual	% Exp'd	Expected % Exp*	Var'nc from Expected	%	Expected % Exp*	Var'nc from Expected	%	Expected % Exp*	Var'nc from Expected	%	
STORM FUND (#406)																			
EXPENSES																			
Operating Expenses	\$345,875	\$334,369	96.7%	\$452,358	\$368,063	81.4%	\$452,358	\$368,063	81.4%	91.7%	\$46,749	81.4%	91.7%	\$46,749	91.7%	91.7%	10.3%	N/A	
Capital Outlay	0	0	N/A	15,000	17,417	N/A	15,000	17,417	N/A	91.7%	(3,662)	N/A	91.7%	(3,662)	N/A	91.7%	N/A	N/A	
Totals:	\$345,875	\$334,369	96.7%	\$467,358	\$385,480	82.5%	\$467,358	\$385,480	82.5%	91.7%	\$43,087	82.5%	91.7%	\$43,087	91.7%	91.7%	9.2%	N/A	

Net Budget/Income/Variance: \$96,299 \$77,017 \$3,226 \$50,993 \$48,035

Key:

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^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
November 2013 and 2014

AIRPORT FUND (#407) REVENUES	A November 2013		B Actual	C=B/A		D November 2014		E Actual	F=E/D		G Expected % Rec'd*	H^ Var'nc from Expected		I=F-G % Variance
	Budget	Actual		% Rec'd	Budget	Actual	% Rec'd		Expected % Rec'd*	Expected		Variance		
Rental Car Tax	\$0	\$0	\$0	N/A	\$76	N/A	\$0	\$76	N/A	91.7%	\$76	N/A	N/A	
Licenses & Permits	0	0	0	N/A	3,000	N/A	0	3,000	N/A	91.7%	3,000	N/A	N/A	
Intergovernmental Revenues	0	0	0	N/A	0	N/A	265,000	0	0.0%	91.7%	(243,005)	-91.7%	N/A	
Charges for Goods and Svcs.	0	0	0	N/A	505,387	N/A	500,000	505,387	101.1%	91.7%	46,887	9.4%	N/A	
Interest Earnings	0	0	0	N/A	7,152	N/A	8,000	7,152	89.4%	91.7%	(184)	-2.3%	N/A	
Rents & Royalties	0	0	0	N/A	63,359	N/A	73,203	63,359	86.6%	91.7%	463	-5.1%	N/A	
Misc. Revenues/Insurance	0	0	0	N/A	2,297	N/A	2,000	2,297	114.9%	91.7%	196,203	23.2%	N/A	
Capital Contribution - Airport	0	0	0	N/A	1,730,091	N/A	1,672,724	1,730,091	103.4%	91.7%	10,064	11.7%	N/A	
Capital Lease Receipts	0	0	0	N/A	763,763	N/A	821,918	763,763	92.9%	91.7%	\$6,660	0.3%	N/A	
Totals:	\$0	\$0	\$0	N/A	\$3,075,125	N/A	\$3,342,845	\$3,075,125	92.0%	91.7%	\$6,660	0.3%	N/A	

AIRPORT FUND (#407) EXPENSES	A November 2013		B Actual	C=B/A		D November 2014		E Actual	F=E/D		G Expected % Exp*	H^ Var'nc from Expected		I=G-F % Variance
	Budget	Actual		% Exp'd	Budget	Actual	% Exp'd		Expected % Exp*	Expected		Variance		
Operating Expenses	0	0	0	N/A	\$847,240	N/A	\$941,045	\$847,240	90.0%	91.7%	\$15,698	1.7%	N/A	
Capital Outlay	0	0	0	N/A	14,393	N/A	398,500	14,393	3.6%	91.7%	351,032	88.1%	N/A	
Principal - G.O. Bonds	0	0	0	N/A	222,285	N/A	222,285	222,285	100.0%	91.7%	(18,450)	-8.3%	N/A	
Interest Expense	0	0	0	N/A	93,921	N/A	93,921	93,921	100.0%	91.7%	(7,795)	-8.3%	N/A	
Totals:	\$0	\$0	\$0	N/A	\$1,177,839	N/A	\$1,655,751	\$1,177,839	71.1%	91.7%	\$340,485	20.6%	N/A	

Net Budget/Income/Variance: \$0 \$1,687,094 \$1,897,286 \$347,145

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

To: The Honorable Mayor and Council
 Via: Merlin MacReynold, City Manager
 From: Judy Pectol, Finance Manager
 Date: January 26, 2015
 Subject: Preliminary Monthly Financial Reports for December

City of Chehalis
 Comparative Financial Reports
 December 2013 and 2014

GENERAL FUND: (#001) REVENUES	A December 2013		B		C=B/A		D December 2014		E		F=E/D		G		H ^A		I=F-G	
	Budget	Actual	Budget	Actual	% Recd.	% Recd.	Budget	Actual	Budget	Actual	% Recd.	% Recd.	Expected	% Recd.	Var'nc from Expected	% Variance	% Variance	
General Property Taxes	\$1,249,000	\$1,205,330	\$1,262,000	\$1,221,741	96.5%	96.8%	\$1,262,000	\$1,221,741	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	(\$40,259)	-3.2%	-3.2%	
EMS Property Taxes	237,500	228,349	239,500	231,301	96.1%	96.6%	239,500	231,301	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	(8,199)	-3.4%	-3.4%	
Sales & Use Tax	3,225,000	3,262,413	3,265,000	3,630,321	101.2%	111.2%	3,265,000	3,630,321	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	365,321	11.2%	11.2%	
Electricity Tax	417,000	421,016	430,000	450,829	101.0%	104.8%	430,000	450,829	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	20,829	4.8%	4.8%	
Gas/Natural Gas Tax	205,000	193,007	222,000	192,427	94.1%	86.7%	222,000	192,427	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	(29,573)	-13.3%	-13.3%	
Criminal Justice Tax	90,000	95,218	91,000	104,064	105.8%	114.4%	91,000	104,064	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	13,064	14.4%	14.4%	
Water/Sewer Tax	399,996	406,784	415,834	437,683	101.7%	105.3%	415,834	437,683	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	21,849	5.3%	5.3%	
Garbage Tax	62,000	59,199	60,000	61,040	95.5%	101.7%	60,000	61,040	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	1,040	1.7%	1.7%	
Cable Tax	92,000	95,002	94,000	99,620	103.3%	106.0%	94,000	99,620	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	5,620	6.0%	6.0%	
Telephone Tax	313,000	286,610	318,000	267,340	91.6%	84.1%	318,000	267,340	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	(50,660)	-15.9%	-15.9%	
Leasehold Excise Tax	38,000	37,843	38,000	38,060	99.6%	100.2%	38,000	38,060	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	60	0.2%	0.2%	
Timber Excise Tax	32	97	40	99	302.1%	247.7%	40	99	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	59	147.7%	147.7%	
Total Tax Revenues	6,328,528	6,290,869	6,435,374	6,734,525	99.4%	104.6%	6,435,374	6,734,525	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	299,151	4.6%	4.6%	
Licenses & Permits	63,980	74,577	69,980	103,991	116.6%	148.6%	69,980	103,991	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	34,011	48.6%	48.6%	
Intergov't: Grants/Entitlements	168,502	203,267	215,011	231,066	120.6%	107.5%	215,011	231,066	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	16,055	7.5%	7.5%	
Charges for Goods and Svcs.	341,170	316,554	332,800	315,820	92.8%	94.9%	332,800	315,820	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	(16,980)	-5.1%	-5.1%	
Fines and Forfeitures	159,055	140,826	151,875	135,233	88.5%	89.0%	151,875	135,233	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	(16,642)	-11.0%	-11.0%	
Interest Earnings	9,306	9,322	11,760	8,694	100.2%	73.9%	11,760	8,694	100.0%	100.0%	100.0%	100.0%	100.0%	(3,066)	-26.1%	-26.1%		
Rents & Royalties	70,100	71,792	71,350	86,094	102.4%	120.7%	71,350	86,094	100.0%	100.0%	100.0%	100.0%	100.0%	14,744	20.7%	20.7%		
Donations/Contributions	64,646	67,897	42,342	30,319	105.0%	71.6%	42,342	30,319	100.0%	100.0%	100.0%	100.0%	100.0%	(12,023)	-28.4%	-28.4%		
Misc. Revenue/Insurance	28,985	49,843	33,836	43,467	172.0%	128.5%	33,836	43,467	100.0%	100.0%	100.0%	100.0%	100.0%	9,631	28.5%	28.5%		
Non-Revenues	3,500	3,207	4,225	3,778	91.6%	89.4%	4,225	3,778	100.0%	100.0%	100.0%	100.0%	100.0%	(447)	-10.6%	-10.6%		
Total Non-Tax Revenues	909,244	937,287	933,179	958,461	103.1%	102.7%	933,179	958,461	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	25,282	2.7%	2.7%	
Operating Transfers-In	1,000,000	502,736	1,250,811	1,250,722	50.3%	100.0%	1,250,811	1,250,722	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	(89)	0.0%	0.0%	
Total Other Financing Sources	1,000,000	502,736	1,250,811	1,250,722	50.3%	100.0%	1,250,811	1,250,722	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	(89)	0.0%	0.0%	
TOTALS	\$8,237,772	\$7,730,891	\$8,619,364	\$8,943,708	93.8%	103.8%	\$8,619,364	\$8,943,708	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	\$324,344	3.8%	3.8%	

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

City of Chehalis
Comparative Financial Reports
December 2013 and 2014

GENERAL FUND (#001) EXPENDITURES	A December 2013		B December 2013		C=B/A		D December 2014		E December 2014		F=E/D		G Expected % Exp.		H [^] Variance from Expected		I=G-F % Variance	
	Budget	Actual	Budget	Actual	% Exp'd	Budget	Actual	% Exp'd	Budget	Actual	% Exp'd	% Exp'd	% Exp'd	Variance	% Variance			
City Council	\$76,587	\$73,122	\$94,051	\$90,878	95.5%	\$94,051	\$90,878	96.6%	\$90,878	\$90,878	100.0%	100.0%	\$3,173	3.4%				
Municipal Court	333,882	319,632	354,304	341,610	95.7%	354,304	341,610	96.4%	341,610	341,610	100.0%	100.0%	12,694	3.6%				
City Manager	242,621	239,740	274,409	274,083	98.8%	274,409	274,083	99.9%	274,083	274,083	100.0%	100.0%	326	0.1%				
Finance	165,316	164,606	97,498	80,992	99.6%	97,498	80,992	83.1%	80,992	80,992	100.0%	100.0%	16,506	16.9%				
City Clerk	56,516	54,289	76,636	74,008	96.1%	76,636	74,008	96.6%	74,008	74,008	100.0%	100.0%	2,628	3.4%				
Non-Departmental	1,331,876	960,034	1,683,761	1,589,752	72.1%	1,683,761	1,589,752	94.4%	1,589,752	1,589,752	100.0%	100.0%	94,009	5.6%				
Human Resources	91,769	91,716	90,033	89,325	99.9%	90,033	89,325	99.2%	89,325	89,325	100.0%	100.0%	708	0.8%				
Police	2,484,641	2,471,162	2,581,570	2,592,073	99.5%	2,581,570	2,592,073	100.4%	2,592,073	2,592,073	100.0%	100.0%	(10,503)	-0.4%				
Fire	1,680,515	1,594,865	1,668,956	1,674,868	94.9%	1,668,956	1,674,868	100.4%	1,674,868	1,674,868	100.0%	100.0%	(5,912)	-0.4%				
Public Works - Streets	501,315	435,169	738,961	753,798	86.8%	738,961	753,798	102.0%	753,798	753,798	100.0%	100.0%	(14,837)	-2.0%				
Community Development	1,299,643	1,299,519	1,259,004	1,254,541	100.0%	1,259,004	1,254,541	99.6%	1,254,541	1,254,541	100.0%	100.0%	4,463	0.4%				
TOTALS	\$8,264,681	\$7,703,854	\$8,919,183	\$8,815,927	93.2%	\$8,919,183	\$8,815,927	98.8%	\$8,815,927	\$8,815,927	91.7%	91.7%	\$103,256	-7.1%				

Net Budget/Income/Variance: (\$26,909) \$27,037

(\$299,819) \$127,780

\$427,599

Key:

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City of Chehalis
Comparative Financial Reports
December 2013 and 2014

WASTEWATER FUND (#404) REVENUES	A December 2013		B		C=B/A		D		E		F=E/D		G		H^		I=F-G	
	Budget	Actual	Budget	Actual	% Rec'd	% Rec'd	Budget	Actual	% Rec'd	% Rec'd	Expected	% Rec'd	Expected	% Rec'd	Expected	% Rec'd	Variance	% Variance
Intergovernmental Revenues	\$35,000	\$35,000	\$35,000	\$35,000	100.0%	100.0%	\$0	\$0	0.0%	0.0%	100.0%	100.0%	\$0	100.0%	\$0	100.0%	\$0	0.0%
Wastewater Fees	4,160,318	4,459,664	4,459,664	4,749,195	107.2%	102.3%	4,641,766	4,749,195	102.3%	102.3%	100.0%	100.0%	107,409	100.0%	107,409	100.0%	107,409	2.3%
Sewer Connection/Misc. Fees	35,000	17,856	17,856	182,668	51.0%	1826.7%	10,000	182,668	1826.7%	1826.7%	100.0%	100.0%	172,668	100.0%	172,668	100.0%	172,668	1726.7%
Rentals	3,323	3,323	3,323	3,545	100.0%	106.7%	3,323	3,545	106.7%	106.7%	100.0%	100.0%	222	100.0%	222	100.0%	222	6.7%
Misc. Revenues/Insurance	3,300	7,886	7,886	5,073	239.0%	153.7%	3,300	5,073	153.7%	153.7%	100.0%	100.0%	1,773	100.0%	1,773	100.0%	1,773	53.7%
Interest Earnings	3,000	2,142	2,142	1,367	71.4%	45.5.7%	300	1,367	455.7%	455.7%	100.0%	100.0%	1,067	100.0%	1,067	100.0%	1,067	355.7%
Totals:	\$4,239,941	\$4,525,872	\$4,525,872	\$4,941,848	106.7%	106.1%	\$4,658,709	\$4,941,848	106.1%	106.1%	100.0%	100.0%	\$283,139	100.0%	\$283,139	100.0%	\$283,139	6.1%

WASTEWATER FUND (#404) EXPENSES	A December 2013		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'd	Expected	% Exp'd	Expected	% Exp'd	Variance	% Variance
Operating Expenses	\$2,474,409	\$2,365,860	\$2,365,860	\$2,513,072	95.6%	98.5%	\$2,550,559	\$2,513,072	98.5%	98.5%	100.0%	100.0%	\$37,487	100.0%	\$37,487	100.0%	\$37,487	1.5%
Capital Outlay	72,000	96,680	96,680	59,673	134.3%	89.1%	67,000	59,673	89.1%	89.1%	100.0%	100.0%	7,327	100.0%	7,327	100.0%	7,327	10.9%
Debt Principal	1,603,594	1,603,594	1,603,594	1,829,976	100.0%	100.0%	1,829,976	1,829,976	100.0%	100.0%	100.0%	100.0%	0	100.0%	0	100.0%	0	0.0%
Interest Expense	32,540	32,540	32,540	27,480	100.0%	100.0%	27,480	27,480	100.0%	100.0%	100.0%	100.0%	0	100.0%	0	100.0%	0	0.0%
Interfund Loan Repayment	82,794	82,794	82,794	83,332	N/A	100.0%	83,332	83,332	100.0%	100.0%	100.0%	100.0%	0	100.0%	0	100.0%	0	0.0%
Totals:	\$4,265,337	\$4,181,467	\$4,181,467	\$4,513,532	98.0%	99.0%	\$4,558,347	\$4,513,532	99.0%	99.0%	100.0%	100.0%	\$44,815	100.0%	\$44,815	100.0%	\$44,815	1.0%

Net Budget/Income/Variance: (\$25,396) \$344,405 \$100,362 \$428,316 \$327,954

Key:

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City of Chehalis
Comparative Financial Reports
December 2013 and 2014

WATER FUND (#405) REVENUES	A December 2013		B Actual		C=B/A		D December 2014		E Actual		F=E/D		G Expected % Rec'd*		H^ Variance from Expected		I=G-F	
	Budget	Actual	%	Rec'd	Budget	Actual	%	Rec'd	Budget	Actual	%	Rec'd	Expected % Rec'd*	Variance	Expected	Variance	%	Variance
Intergovernmental Revenues	\$0	\$0	0.0%	0.0%	\$0	\$4,869		100.0%	\$0	\$4,869		100.0%	100.0%	\$4,869	N/A			
Water Sales	2,496,400	2,496,738	100.0%	100.0%	2,566,160	2,824,517		110.1%	2,566,160	2,824,517		110.1%	100.0%	258,357	10.1%			
Water Connection/Misc. Fees	20,000	24,239	121.2%	121.2%	10,000	140,650		1406.5%	10,000	140,650		1406.5%	100.0%	130,650	1306.5%			
Interfund Principal Repayment	82,794	82,794	100.0%	100.0%	83,332	83,332		100.0%	83,332	83,332		100.0%	100.0%	0	0.0%			
Misc. Revenues/Insurance	0	436,453	100.0%	100.0%	1,000	2,361		236.1%	1,000	2,361		236.1%	100.0%	1,361	136.1%			
Interest Earnings	11,901	7,427	62.4%	62.4%	11,073	5,674		51.2%	11,073	5,674		51.2%	100.0%	(5,399)	-48.8%			
Totals:	\$2,611,095	\$3,047,651	116.7%	116.7%	\$2,671,565	\$3,061,403		114.6%	\$2,671,565	\$3,061,403		114.6%	100.0%	\$389,838	14.6%			

WATER FUND (#405) EXPENSES	A December 2013		B Actual		C=B/A		D December 2014		E Actual		F=E/D		G Expected % Exp.*		H^ Variance from Expected		I=G-F	
	Budget	Actual	%	Exp'd	Budget	Actual	%	Exp'd	Budget	Actual	%	Exp'd	Expected % Exp.*	Variance	Expected	Variance	%	Variance
Operating Expenses	\$1,841,183	\$1,673,498	90.9%	90.9%	\$1,834,545	\$1,829,019		99.7%	\$1,834,545	\$1,829,019		99.7%	100.0%	\$5,526	0.3%			
Capital Outlay	125,000	117,555	94.0%	94.0%	525,333	106,544		20.3%	525,333	106,544		20.3%	100.0%	418,789	79.7%			
Debt Principal	131,077	131,077	100.0%	100.0%	132,077	132,077		100.0%	132,077	132,077		100.0%	100.0%	0	0.0%			
Interest Expense	21,690	21,690	100.0%	100.0%	19,225	19,225		100.0%	19,225	19,225		100.0%	100.0%	(0)	0.0%			
Totals:	\$2,118,950	\$1,943,820	91.7%	91.7%	\$2,511,180	\$2,086,865		83.1%	\$2,511,180	\$2,086,865		83.1%	100.0%	\$424,315	16.9%			

Net Budget/Income/Variance: \$492,145 \$1,103,830 \$160,385 \$974,538 \$814,153

Key:

* The expected percentage is calculated as follows: since the report is for the 12th month of the year, 12 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
December 2013 and 2014

STORM FUND (#406) REVENUES	A December 2013		B		C=B/A		D		E		F=E/D		G		H^		I=F-G	
	Budget	Actual	Budget	Actual	% Rec'd	% Rec'd	Budget	Actual	December 2014 Budget	December 2014 Actual	% Rec'd	% Rec'd*	Expected %:Rec'd*	Expected %:Rec'd*	Varnc. Expected	from Expected	% Variance	% Variance
Storm & Surface Water Fees	\$441,674	\$440,985	0	489	99.8%	100.0%	\$470,284	\$471,107	0	4,557	100.2%	100.0%	100.0%	100.0%	\$823	4,557	0.2%	100.0%
Storm Connection/Misc. Fees	0	489	0	5,406	100.0%	100.0%	0	3,453	0	347	N/A	N/A	100.0%	100.0%	3,453	47	100.0%	100.0%
Misc. Revenues/Insurance	0	5,406	0	517	103.4%	101.2%	300	347	300	347	115.7%	100.0%	100.0%	100.0%	47	47	15.7%	15.7%
Interest Earnings	500	517	500	517	103.4%	101.2%	300	347	300	347	115.7%	100.0%	100.0%	100.0%	47	47	15.7%	15.7%
Totals:	\$442,174	\$447,397	\$442,174	\$447,397	101.2%	101.2%	\$470,584	\$479,464	\$470,584	\$479,464	101.9%	100.0%	100.0%	100.0%	\$8,880	\$8,880	1.9%	1.9%

STORM FUND (#406) EXPENSES	A December 2013		B		C=B/A		D		E		F=E/D		G		H^		I=G-F	
	Budget	Actual	Budget	Actual	% Exp'd	% Exp'd	Budget	Actual	December 2014 Budget	December 2014 Actual	% Exp'd	% Exp'd	Expected %:Exp*	Expected %:Exp*	Varnc. Expected	from Expected	% Variance	% Variance
Operating Expenses	\$415,695	\$406,492	0	0	97.8%	N/A	\$452,158	\$404,093	\$452,158	\$404,093	89.4%	89.4%	100.0%	100.0%	\$48,065	(2,417)	10.6%	N/A
Capital Outlay	0	0	0	0	N/A	N/A	15,000	17,417	15,000	17,417	N/A	N/A	100.0%	100.0%	(2,417)	(2,417)	N/A	N/A
Totals:	\$415,695	\$406,492	\$415,695	\$406,492	97.8%	97.8%	\$467,158	\$421,510	\$467,158	\$421,510	90.2%	90.2%	100.0%	100.0%	\$45,648	\$45,648	9.8%	9.8%

Net Budget/Income/Variance: \$26,479 \$40,905 \$3,426 \$57,954 \$54,528

Key:

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^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
December 2013 and 2014

AIRPORT FUND (#407) REVENUES	A December 2013		B		C=B/A		D		E		F=E/D		G		H^		I=F-G	
	Budget	Actual	Budget	Actual	% Rec'd	% Rec'd	Budget	Actual	% Rec'd	% Rec'd	Expected % Rec'd	% Rec'd	Expected % Rec'd	% Rec'd	Expected % Rec'd	Actual	Var from Expected	% Variance
Rental Car Tax	\$0	\$0	\$0	\$109	N/A	N/A	\$0	\$109	N/A	N/A	100.0%	N/A	100.0%	100.0%	\$109	N/A	N/A	N/A
Licenses & Permits	0	0	0	3,000	N/A	N/A	3,000	3,000	N/A	N/A	100.0%	N/A	100.0%	100.0%	0	N/A	N/A	N/A
Intergovernmental Revenues	0	0	0	265,000	N/A	N/A	265,000	0	0.0%	0.0%	100.0%	100.0%	100.0%	(265,000)	-100.0%	(265,000)	-100.0%	
Charges for Goods and Svcs.	0	0	0	500,000	N/A	N/A	500,000	546,424	109.3%	109.3%	100.0%	100.0%	100.0%	46,424	9.3%	46,424	9.3%	
Interest Earnings	0	0	0	8,000	N/A	N/A	8,000	7,152	89.4%	89.4%	100.0%	100.0%	100.0%	(848)	-10.6%	(848)	-10.6%	
Rents & Royalties	0	0	0	73,203	N/A	N/A	73,203	69,874	95.5%	95.5%	100.0%	100.0%	100.0%	(3,329)	-4.5%	(3,329)	-4.5%	
Misc. Revenues/Insurance	0	0	0	2,336	N/A	N/A	2,336	2,336	100.0%	100.0%	100.0%	100.0%	100.0%	336	16.8%	336	16.8%	
Capital Contribution - Airport	0	0	0	1,730,092	N/A	N/A	1,730,092	1,730,091	100.0%	100.0%	100.0%	100.0%	100.0%	(1)	0.0%	(1)	0.0%	
Capital Lease Receipts	0	0	0	821,918	N/A	N/A	821,918	830,865	101.1%	101.1%	100.0%	100.0%	100.0%	8,947	1.1%	8,947	1.1%	
Totals:	\$0	\$0	\$0	\$3,403,213	N/A	N/A	\$3,403,213	\$3,189,851	93.7%	93.7%	100.0%	100.0%	100.0%	(\$213,471)	-6.3%	(\$213,471)	-6.3%	

AIRPORT FUND (#407) EXPENSES	A December 2013		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'd	% Exp'd	Expected % Exp'd	% Exp'd	Expected % Exp'd	Actual	Var from Expected	% Variance
Operating Expenses	0	0	0	\$1,049,413	N/A	N/A	\$1,049,413	\$1,033,348	98.5%	98.5%	100.0%	100.0%	100.0%	\$16,065	1.5%	\$16,065	1.5%	
Capital Outlay	0	0	0	350,500	N/A	N/A	350,500	17,816	5.1%	5.1%	100.0%	100.0%	100.0%	332,684	94.9%	332,684	94.9%	
Principal - G.O. Bonds	0	0	0	222,285	N/A	N/A	222,285	222,285	100.0%	100.0%	100.0%	100.0%	100.0%	(0)	0.0%	(0)	0.0%	
Interest Expense	0	0	0	93,921	N/A	N/A	93,921	93,921	100.0%	100.0%	100.0%	100.0%	100.0%	0	0.0%	0	0.0%	
Totals:	\$0	\$0	\$0	\$1,716,119	N/A	N/A	\$1,716,119	\$1,367,370	79.7%	79.7%	91.7%	91.7%	91.7%	\$348,749	12.0%	\$348,749	12.0%	
Net Budget/Income/Variance:	\$0	\$0	\$0	\$1,687,094			\$1,687,094	\$1,822,481						\$135,278		\$135,278		

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 Sales & Use Tax Revenue

	Month-by-Month Comparisons							
	2008	2009	2010	2011	2012	2013	2014	% Chg.
January	338,775.84	311,681.25	242,158.24	255,550.11	239,905.57	271,375.98	290,642.45	7.1%
February	325,708.20	326,987.75	296,867.87	288,322.28	293,448.86	322,000.58	333,263.02	3.5%
March	352,594.58	247,974.49	269,687.71	209,202.31	201,418.97	221,154.40	238,177.91	7.7%
April	323,886.70	245,182.86	223,636.27	211,769.41	229,146.29	231,493.06	248,725.24	7.4%
May	366,700.91	255,481.63	246,998.74	269,316.42	250,189.48	271,850.87	297,383.10	9.4%
June	340,751.01	266,335.35	228,867.63	253,348.87	253,817.94	265,285.99	277,316.08	4.5%
July	352,426.34	270,324.94	239,316.92	235,882.93	251,676.19	268,330.22	329,111.43	22.7%
August	416,021.47	276,851.50	268,052.83	264,592.08	264,996.44	278,101.71	385,924.11	38.8%
September	327,171.53	250,448.70	246,365.20	320,998.49	276,271.10	291,464.88	300,288.47	3.0%
October	305,787.51	345,695.15	260,630.19	245,472.95	283,408.61	278,187.79	316,620.23	13.8%
November	373,132.35	257,314.61	251,801.70	261,382.66	273,852.79	285,244.13	319,051.89	11.9%
December	194,375.82	234,399.17	241,368.04	233,191.67	258,144.76	277,923.31	293,816.98	5.7%
Year Totals	4,017,332.26	3,288,677.40	3,015,751.34	3,049,030.18	3,076,277.00	3,262,412.92	3,630,320.91	11.3%
As of 3rd Quarter	3,144,036.58	2,451,268.47	2,261,951.41	2,308,982.90	2,260,870.84	2,421,057.69	2,700,831.81	11.6%
As of 2nd Quarter	2,048,417.24	1,653,643.33	1,508,216.46	1,487,509.40	1,467,927.11	1,583,160.88	1,685,507.80	6.5%
As of 1st Quarter	1,017,078.62	886,643.49	808,713.82	753,074.70	734,773.40	814,530.96	862,083.38	5.8%

CITY OF CHEHALIS

AGENDA REPORT

DATE: January 13, 2015
TO: The Honorable Mayor and City Council
FROM: Glenn Schaffer, Police Chief
SUBJECT: Ordinance 941-B – Second and Final Reading - Amending Section 5.32 of the Chehalis Municipal Code Dealing with Storage of Fireworks

ISSUE

Attached is proposed Ordinance No. 941-B for council consideration.

DISCUSSION

The City Prosecuting Attorney, in conjunction with the Chehalis Fire Department and the Fire Marshall, has determined that the City of Chehalis would benefit by revising the Chehalis Municipal Code Title 5.32. The addition of paragraph 5.32.030, would provide provisions for the safe storage of fireworks that would ensure compliance with the fire code in respect to fire apparatus access and water flow.

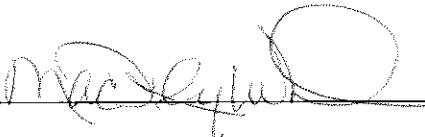
At the meeting of January 12, 2015, the council unanimously passed Ordinance No. 941-B on first reading.

RECOMMENDATION/COUNCIL ACTION DESIRED

The administration recommends the council pass Ordinance No. 941-B on second and final reading.

SUGGESTED MOTION

I move that the council pass Ordinance No. 941-B on second and final reading.

Reviewed by:  _____, City Manager

ORDINANCE NO. 941-B

**AN ORDINANCE OF THE CITY OF CHEHALIS,
WASHINGTON, AMENDING CHAPTER 5.32 OF THE
CHEHALIS MUNICIPAL CODE, AND ESTABLISHING AN
EFFECTIVE DATE HEREOF.**

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

Section 1. Section 5.32.030 of the Chehalis Municipal Code shall be, and the same hereby is, amended to read as follows:

5.32.030 Temporary Storage of Fireworks.

All temporary storage of consumer fireworks in facilities approved by the Chief of the Washington State Patrol must also be in compliance with Chapter 5 of the city's fire code with respect to fire apparatus access and fire flow requirements.

Section 2. The effective date of this ordinance shall be the 3rd day of February, 2015.

PASSED by the City Council of the city of Chehalis, Washington, and **APPROVED** by its mayor this 26th day of January, 2015.

Mayor

Attest:

City Clerk

Approved as to form and content:

City Attorney