

# 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

**March 23, 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)	---	

**Regular Meeting of Monday, March 23, 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.

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### CONSENT CALENDAR

4. <u>Minutes of the Regular Meeting of March 9, 2015.</u> (City Clerk)	APPROVE	1
5. <u>Vouchers and Transfers.</u> (Finance Manager)	APPROVE	4
6. <u>Resolution No. 4-2015, First and Final Reading – Surplus of City Property.</u> (City Clerk)	ADOPT	5

### ADMINISTRATION AND CITY COUNCIL REPORTS

7. <u>Administration Reports.</u>		
a. February financial report. (Finance Manager)	INFORMATION ONLY	7
b. Update on Chehalis Municipal Court's new video arraignment system. (Municipal Court Administrator)	INFORMATION ONLY	
8. <u>Council Reports.</u>		
a. Councilor reports. (City Council)	INFORMATION ONLY	
b. Council committee reports. (City Council)	INFORMATION ONLY	

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, APRIL 13, 2015

March 9, 2015

The Chehalis city council met in regular session on Monday, March 9, 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; Bill Hillier, City Attorney; Judy Schave, City Clerk; Rick Sahlin, Public Works Director; and Patrick Wiltzius, Wastewater Superintendent.

1. **Executive Session.** Mayor Dawes announced the council would be in executive session pursuant to RCW 42.30.110(1)(i) – potential litigation for approximately 15 minutes and there would be no decision following conclusion of the executive session.

Mayor Dawes closed the executive session at 4:59 p.m. and announced the council would take a short recess before opening the regular meeting at 5:02 p.m. Additional staff included: Dennis Osborn, Community Development Director; Judy Pectol, Finance Manager; and Peggy Hammer, Human Resources Administrator. Members of the media included Dameon Pesanti from *The Chronicle*.

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

a. Minutes of the regular meeting of February 23, 2015;

b. Claim Vouchers No. 111819-111920 in the amount of \$203,725.70 dated February 27, 2015; and Payroll Vouchers No. 37924-37974, Direct Deposit Payroll Vouchers No. 5786-5875, and Electronic Federal Tax Payment No. 145 in the amount of \$740,317.91 dated February 27, 2015; and

c. Award bids for 2015 rock, gravel, and asphalt.

The motion was seconded by Councilor Lund and carried unanimously.

3. **Administration Reports.**

a. **Overview on Upcoming Planning Commission Meeting.** Community Development Director Dennis Osborn reported the Chehalis Planning Commission would be meeting on Tuesday, March 10 to start the review of the Chehalis Comprehensive Plan, zoning codes, State Environmental Policy Act regulations, and a few other housekeeping items. He noted he would keep the council informed throughout the review process.

Councilor Lund asked how things were going with the Historic Preservation Commission.

Mr. Osborn stated he believed they had received three or four tentative applications to bring before council for consideration. He stated, with summer coming up, he would like to get at least one more person to apply to make sure they have enough people available to meet should someone be on vacation.

Councilor Taylor inquired about an issue that was brought up a couple of meetings ago concerning the sidewalks on the hillside. He noted there's a lot of broken concrete and some narrow pathways that make it very difficult to get through, especially for someone in a wheelchair.

Public Works Director Rick Sahlin reported Community Services Officer Angie Elder had looked at the issue and provided some information to Street Superintendent Don Schmitt. He noted Mr. Schmitt would be getting letters out to the property owners to advise them of their responsibilities.

4. **Council Reports.**

a. **Update From Councilor Lund.** Councilor Lund reported he attended the Joint Oversight Board meeting along with Mayor Dawes and Councilor Spahr. He also attended the Tacoma rail work group meeting where they interviewed two consulting firms who submitted qualifications to be considered for providing a feasibility study and business plan to the work group.

March 9, 2015

b. **Update From Councilor Spahr.** Councilor Spahr reported the functional consolidation is somewhat on hold as they've been reporting, but they're still doing some things together that he believed are fruitful and sending us in the right direction.

Councilor Spahr inquired as to when the organic waste disposal site at Stan Hedwall Park would be opening. Mr. Osborn reported it would open on April 1.

c. **Update From Councilor Pope.** Councilor Pope stated he had concerns about the response the city received from the Chamber of Commerce regarding the city's request to have a representative on their Board. He felt the letter the city received was insulting and questioned why the city should support them if we can't have a representative on the Board.

City Manager MacReynold reported the council gave him very clear direction that they wanted a permanent seat on the Chamber Board and the city's representative would be Mayor Dawes. This was based on the funding level provided by the city, and because we're one of two cities that the Chamber represents to the business community. City Manager MacReynold stated he stood firm on that position, as the council saw from the correspondence, the Chamber had already filled the position. He noted he sent a follow up response, but to date he has not received anything back. City Manager MacReynold reported he had been told that they're working on a response, but if the council wants to take a different approach, they can certainly do that.

Councilor Pope stated it wasn't a matter of taking a different approach; it was their response to our inquiry. He suggested if they don't recognize the city's financial investment, perhaps the city should consider withdrawing its financial support to the Chamber.

Councilor Taylor reported he spoke with Executive Director Alicia Bull and she explained to him that the city is a member of the Chamber and pays dues just like any other business/organization. He noted the city also has a service contract with the Chamber for them to receive tourism funding, but noted that contract could be with anyone to provide those services; they just have to apply for it.

Councilor Taylor stated he understands why we would want to have a representative on the Board, but there is no vacancy at this time, which is why they didn't have an immediate position for us.

Councilor Lund stated he agreed with Councilor Pope, adding it's insulting when someone makes a request and they don't respond in a timely manner. He felt it was wrong for them to treat us that way, adding if Paul McBride was still alive and running the Chamber the city would have received an answer the following day. Councilor Lund stated it's our community and we should all be working together.

Councilor Taylor stated they do work with the city by providing several community events. He asked, "Who are we to demand a position on their Board if we're just like every other member."

Councilor Lund stated his concern was with them not responding in a timely manner.

Councilor Harris stated he didn't think the city was like any other business, noting there aren't too many businesses that request the Chamber to put on events and parades. He reported part of the lodging tax money that the city provides keeps that facility open on Saturdays, which benefits everyone. Councilor Harris stated he was a little taken back, but felt there's a lot of stuff going on behind the scenes that shouldn't have anything to do with this.

Councilor Spahr stated if the Board is full, then it's full, but he still has a concern with their lack of response. He suggested the Chamber should talk to the city council more about their wishes.

Councilor Pope reported the Chamber building would not be where it is today if it wasn't for this council and the generosity of this city. He noted there are a lot of things that have to be taken into consideration and whether we have a representative on the Board, or not, he still had concerns with their response.

Mayor Dawes reported when City Manager MacReynold thought he would be leaving he tendered his resignation from the Chamber Board, and when it became clear he was going to stay, he immediately approached City Manager MacReynold to

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let him know we needed to get him back on the Board. He felt it was important that we have some presence in order to be able to oversee the financial support the city provides.

Mayor Dawes felt the city did a good job of attending the Chamber events. He stated if they didn't want him on their Board we have another councilor who is willing to take the position. Mayor Dawes reported he wasn't about to have the city barge in, adding we'll just ask and see what we get. He felt it was important for the city and the Chamber to work together to promote the betterment of business in our communities.

d. **Update From Mayor Dawes.** Mayor Dawes reported, while the Joint Oversight Board may be in a holding pattern, there's still a lot of joint training and response going on. He noted the city's firefighter/paramedic will be working a shift at Riverside Fire Authority in order to keep up her paramedic certification.

Mayor Dawes reported on February 27 he attended the ribbon cutting for the Wedding Show. He noted without the hard work of our representative on the Lodging Tax Advisory Committee (LTAC), and the support of the council to have the committee take a second look at their proposal, the wedding show would not have happened. Mayor Dawes reported they had a great turnout and a lot of happy vendors who were hosting booths at the event. He wanted to thank the council for taking the extra step to make sure that a successful event still happened in Chehalis and hoped they would look at it favorably again next year.

Mayor Dawes reported on March 6 he attended the Mayors meeting, noting the highlight was they now have retired Sheriff Steve Mansfield overseeing the Emergency Management Department. He noted they're in the process of working out the Emergency Management Plans for the different jurisdictions, which includes Chehalis.

e. **Update From Councilor Harris.** Councilor Harris reported he echoed what the mayor had to say about the Wedding Show, adding he too wanted to thank the council for suggesting they go back to the LTAC. He also thanked the Committee for being open-minded enough to support it. Councilor Harris reported the Loft was a fantastic venue and the vendors who took part were very happy with the turnout.

Councilor Harris reported David Hartz, Chair of the Chehalis Community Renaissance Team (CCRT), and Steve Koreis, President of the Centralia Downtown Association (CDA), attended the Solid Waste Advisory Committee (SWAC) meeting last week to make presentations on the B&O tax. He noted the SWAC would be presenting a recommendation to the Lewis County Board of Commissioner's to take the B&O tax collected and redistribute it through the Main Street Programs of the two cities. Councilor Harris stated it was his understanding that the county's legal department was going to look at it to make sure it's not a gifting of public funds. He noted he wouldn't be surprised if it happened this year because everything is so time-sensitive.

Councilor Harris reported there are a lot of phone scams going on and suggested that people be very careful if they receive any unusual calls.

Councilor Harris reported Keith Blackwell was currently going through a battle and wanted to let him know that he was being thought of and prayers were being sent his way.

There being no further business to come before the council, the meeting adjourned 5:24 p.m.

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Mayor

Attest:

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City Clerk

**SUGGESTED MOTION**

I move that the council approve the minutes of the regular city council meeting of March 9, 2015.

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

DATE: March 13, 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:

Claim Vouchers No. 111921 through 112048 and Electronic Funds Transfer No. 22015 in the amount of \$287,288.33 dated March 13, 2015 and the transfer of \$150,559.54 from the General Fund, \$4.17 from the Garbage Fund, \$56,645.83 from the Wastewater Fund, \$27,421.16 from the Water Fund, \$1,648.11 from the Storm & Surface Water Utility Fund and \$51,009.52 from the Airport Fund.

RECOMMENDATION/COUNCIL ACTION DESIRED

The administration recommends that the council approve the March 13, 2015 Claim Vouchers No. 111921 through 112048 and Electronic Funds Transfer No. 22015 in the amount of \$287,288.33.

SUGGESTED MOTION

I move to approve the March 13, 2015 Claim Vouchers No. 111921 through 112048 and Electronic Funds Transfer No. 22015 in the amount of \$287,288.33.

Reviewed by: *[Signature]*, City Manager

**CITY OF CHEHALIS  
AGENDA REPORT**

**DATE:** March 16, 2015  
**TO:** The Honorable Mayor and City Council  
**FROM:** Judy Schave, City Clerk  
**SUBJECT:** Resolution No. 04-2015 - Surplus of City Property

**ISSUE**

State law requires that property must first be declared surplus by the city council before being sold, traded, or disposed of.

**DISCUSSION**

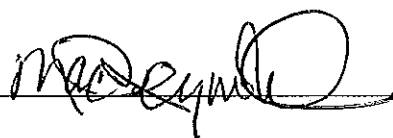
The Airport Department has a 1995 - L-2900 Tractor that they wish to surplus and trade-in on a new tractor. The company that has the state contract has indicated they desire to take the old tractor in on trade. The estimated value is \$4,000, but it may come in slightly higher upon inspection.

**RECOMMENDATION/COUNCIL ACTION DESIRED**

The administration recommends that the council adopt Resolution No. 04-2015 on first and final reading.

**SUGGESTED MOTION**

I move that the council adopt Resolution No. 04-2015 on first and final reading.

REVIEWED BY:  \_\_\_\_\_, City Manager

RESOLUTION NO. 04-2015

A RESOLUTION OF THE CITY OF CHEHALIS, WASHINGTON, DECLARING PERSONAL PROPERTY OF THE CITY OF CHEHALIS TO BE SURPLUS AND OF NO FURTHER USE TO THE CITY, AND DIRECTING THE SALE AND DISPOSITION THEREOF.

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

**Section 1.** The following described personal property of the city of Chehalis, Washington, a municipal corporation, shall be, and the same hereby is, declared to be surplus and no longer of necessary use.

1. One (1) 1995 L-2900 Tractor, S/N 53568

**Section 2.** The personal property described herein shall be disposed of by the City Manager.

**ADOPTED** by the City Council of the city of Chehalis, Washington, and **APPROVED** by its Mayor, at a regularly scheduled open public meeting thereof this 23<sup>rd</sup> day of March, 2015.

\_\_\_\_\_  
Mayor

Attest:

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

Approved as to form and content:

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



To: The Honorable Mayor and Council  
 Via: Merlin MacReynold, City Manager  
 From: Judy Pectol, Finance Manager  
 Prepared by: Betty Brooks, Payroll Accountant  
 Date: March 16, 2015  
 Subject: Monthly Financial Reports for February

City of Chehalis  
 Comparative Financial Reports  
 February 2014 and 2015

GENERAL FUND (#001) REVENUES	A		B		C=B/A		D		E		F=E/D		G		H^A		I=F-G	
	Budget	February 2014 Actual	%	Recd	Budget	February 2015 Actual	%	Recd	Budget	February 2015 Actual	%	Recd	Expected % Recd	Expected	Variance	%	Variance	
General Property Taxes	\$1,262,000	\$9,671	0.8%		\$1,268,579	\$15,439	1.2%					16.7%		(\$196,414)	-15.5%			
EMS Property Taxes	239,500	1,840	0.8%		238,157	2,930	1.2%					16.7%		(36,842)	-15.5%			
Sales & Use Tax	3,265,000	623,905	19.1%		3,762,844	610,709	16.2%					16.7%		(17,686)	-0.5%			
Electricity Tax	430,000	66,319	15.4%		440,000	69,424	15.8%					16.7%		(4,056)	-0.9%			
Gas/Natural Gas Tax	222,000	40,509	18.2%		221,000	29,930	13.5%					16.7%		(6,977)	-3.2%			
Criminal Justice Tax	91,000	17,268	19.0%		110,000	18,243	16.6%					16.7%		(127)	-0.1%			
Water/Sewer Tax	415,834	67,982	16.3%		445,000	66,591	15.0%					16.7%		(7,724)	-1.7%			
Garbage Tax	60,000	14,971	25.0%		61,000	15,949	26.1%					16.7%		5,762	9.4%			
Cable Tax	94,000	24,808	26.4%		104,000	25,694	24.7%					16.7%		8,326	8.0%			
Telephone Tax	318,000	54,423	17.1%		270,500	48,172	17.8%					16.7%		2,999	1.1%			
Leasehold Excise Tax	38,000	9,046	23.8%		39,500	9,341	23.6%					16.7%		2,745	6.9%			
Timber Excise Tax	40	0	0.0%		40	0	0.0%					16.7%		(7)	-16.7%			
<b>Total Tax Revenues</b>	<b>6,435,374</b>	<b>930,742</b>	<b>14.5%</b>		<b>6,960,620</b>	<b>912,422</b>	<b>13.1%</b>					<b>16.7%</b>		<b>(250,002)</b>	<b>-3.6%</b>			
Licenses & Permits	69,980	1,587	2.3%		168,116	29,836	17.7%					16.7%		1,761	1.0%			
Intergov't Grants/Entitlements	167,950	17,847	10.6%		421,400	105,872	25.1%					16.7%		35,498	8.4%			
Charges for Goods and Svcs.	332,800	87,841	26.4%		408,295	38,058	9.3%					16.7%		(30,127)	-7.4%			
Fines and Forfeitures	151,875	22,804	15.0%		163,739	26,216	16.0%					16.7%		(1,128)	-0.7%			
Interest Earnings	11,760	1,777	15.1%		9,990	3,956	39.6%					16.7%		2,288	22.9%			
Rents & Royalties	71,350	9,421	13.2%		88,472	10,206	11.5%					16.7%		(4,569)	-5.2%			
Donations/Contributions	40,475	2,042	5.0%		0	0	0.0%					16.7%		0	0.0%			
Misc. Revenue/Insurance	11,850	1,557	13.1%		11,850	37,381	315.5%					16.7%		35,402	298.8%			
Non-Revenues	4,225	482	11.4%		4,225	674	16.0%					16.7%		(32)	-0.7%			
<b>Total Non-Tax Revenues</b>	<b>862,265</b>	<b>145,358</b>	<b>16.9%</b>		<b>1,276,087</b>	<b>252,199</b>	<b>19.8%</b>					<b>16.7%</b>		<b>39,092</b>	<b>3.1%</b>			
Operating Transfers-In	1,000,000	122,012	12.2%		0	0	0.0%					16.7%		0	0.0%			
<b>Total Other Financing Sources</b>	<b>1,000,000</b>	<b>122,012</b>	<b>12.2%</b>		<b>0</b>	<b>0</b>	<b>0.0%</b>					<b>16.7%</b>		<b>0</b>	<b>0.0%</b>			
<b>TOTALS</b>	<b>\$8,297,639</b>	<b>\$1,198,112</b>	<b>14.4%</b>		<b>\$8,236,707</b>	<b>\$1,164,621</b>	<b>14.1%</b>					<b>16.7%</b>		<b>(\$210,909)</b>	<b>-2.6%</b>			

Key:

\* The expected percentage is calculated as follows: since the report is for the 2nd month of the year, 2 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  
February 2014 and 2015

GENERAL FUND: (#001) EXPENDITURES	A February 2014		B		C=B/A		D		E		F=E/D		G		H <sup>^</sup>		I=G-F	
	Budget	Actual	Budget	Actual	% Exp'd	Budget	Actual	% Exp'd	% Exp*	% Exp'd	% Exp*	% Exp'd	% Exp*	Var from Expected	% Variance	Var from Expected	% Variance	
City Council	\$93,551	\$12,555	\$111,811	\$16,850	13.4%	\$111,811	\$16,850	15.1%	16.7%	15.1%	16.7%	16.7%	\$1,822	1.6%	\$1,822	1.6%		
Municipal Court	340,304	52,129	380,000	55,480	15.3%	380,000	55,480	14.6%	16.7%	14.6%	16.7%	16.7%	7,980	2.1%	7,980	2.1%		
City Manager	270,131	43,975	266,410	59,274	16.3%	266,410	59,274	22.2%	16.7%	22.2%	16.7%	16.7%	(14,784)	-5.5%	(14,784)	-5.5%		
Finance	183,331	40,241	203,500	81,644	21.9%	203,500	81,644	40.1%	16.7%	40.1%	16.7%	16.7%	(47,660)	-23.4%	(47,660)	-23.4%		
City Clerk	74,986	12,182	78,816	15,450	16.2%	78,816	15,450	19.6%	16.7%	19.6%	16.7%	16.7%	(2,288)	-2.9%	(2,288)	-2.9%		
Non-Departmental	1,302,246	126,869	461,773	59,682	9.7%	461,773	59,682	12.9%	16.7%	12.9%	16.7%	16.7%	17,434	3.8%	17,434	3.8%		
Human Resources	90,033	14,915	85,969	21,388	16.6%	85,969	21,388	24.9%	16.7%	24.9%	16.7%	16.7%	(7,031)	-8.2%	(7,031)	-8.2%		
Police	2,573,370	419,146	2,717,426	433,021	16.3%	2,717,426	433,021	15.9%	16.7%	15.9%	16.7%	16.7%	20,789	0.8%	20,789	0.8%		
Fire	1,632,938	270,315	1,902,335	270,497	16.6%	1,902,335	270,497	14.2%	16.7%	14.2%	16.7%	16.7%	47,193	2.5%	47,193	2.5%		
Public Works - Streets	469,060	50,598	731,360	97,804	10.8%	731,360	97,804	13.4%	16.7%	13.4%	16.7%	16.7%	24,333	3.3%	24,333	3.3%		
Community Development	1,228,727	185,019	1,396,330	200,955	15.1%	1,396,330	200,955	14.4%	16.7%	14.4%	16.7%	16.7%	32,232	2.3%	32,232	2.3%		
<b>TOTALS</b>	<b>\$8,258,677</b>	<b>\$1,227,944</b>	<b>\$8,335,730</b>	<b>\$1,312,045</b>	<b>14.9%</b>	<b>\$8,335,730</b>	<b>\$1,312,045</b>	<b>15.7%</b>	<b>16.7%</b>	<b>15.7%</b>	<b>16.7%</b>	<b>16.7%</b>	<b>\$80,022</b>	<b>1.0%</b>	<b>\$80,022</b>	<b>1.0%</b>		

Net Budget/Income/Variance: \$38,962 (\$29,832) (\$99,023) (\$147,424) (\$130,887)

Key:

\* The expected percentage is calculated as follows: since the report is for the 2nd month of the year, 2 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  
February 2014 and 2015

WASTEWATER FUND (#404) REVENUES	A February 2014		B		C=B/A		D		E February 2015		F=E/D		G		H^		I=F-G	
	Budget	Actual	Budget	Actual	%	Rec'd	Budget	Actual	%	Actual	%	Rec'd	Expected %	Exp'd*	Expected %	Expected	Variance	%
Wastewater Fees	\$4,364,408	\$748,188	\$4,968,202	\$711,795	17.1%	14.3%	\$4,968,202	\$711,795	14.3%	0	16.7%	16.7%	16.7%	16.7%	16.7%	-\$117,895	-2.4%	-2.4%
Sewer Connection/Misc. Fees	10,000	4,545	10,000	0	45.5%	0.0%	10,000	0	0.0%	0	16.7%	0.0%	16.7%	16.7%	(1,670)	-16.7%	-16.7%	
Rentals	3,323	0	3,545	0	0.0%	0.0%	3,545	0	0.0%	0	16.7%	0.0%	16.7%	16.7%	(592)	-16.7%	-16.7%	
Misc. Revenues/insurance	3,300	2,618	4,000	604	79.3%	15.1%	4,000	604	15.1%	0	16.7%	16.7%	16.7%	16.7%	(64)	-1.6%	-1.6%	
Interest Earnings	300	46	985	0	15.3%	0.0%	985	0	0.0%	0	16.7%	0.0%	16.7%	16.7%	(164)	-16.7%	-16.7%	
Totals:	\$4,381,331	\$755,397	\$4,986,732	\$712,399	17.2%	14.3%	\$4,986,732	\$712,399	14.3%		16.7%	16.7%	16.7%	16.7%	(\$120,385)	-2.4%	-2.4%	

WASTEWATER FUND (#404) EXPENSES	A February 2014		B		C=B/A		D		E February 2015		F=E/D		G		H^		I=G-F	
	Budget	Actual	Budget	Actual	%	Exp'd	Budget	Actual	%	Actual	%	Exp'd	Expected %	Exp'd*	Expected %	Expected	Variance	%
Operating Expenses	\$2,550,559	\$330,791	\$2,666,292	\$334,820	13.0%	12.6%	\$2,666,292	\$334,820	12.6%	19,688	16.7%	7.8%	16.7%	16.7%	16.7%	\$110,451	4.1%	4.1%
Capital Outlay	67,000	4,994	293,000	19,688	7.5%	7.8%	293,000	19,688	7.8%	19,773	16.7%	1.1%	16.7%	16.7%	22,563	8.9%	8.9%	
Debt Principal	1,552,598	19,773	1,832,390	19,773	1.3%	1.1%	1,832,390	19,773	1.1%	0	16.7%	0.0%	16.7%	16.7%	286,236	15.6%	15.6%	
Interest Expense	27,480	0	24,524	0	0.0%	0.0%	24,524	0	0.0%	0	16.7%	0.0%	16.7%	16.7%	4,096	16.7%	16.7%	
Interfund Loan Repayment	83,332	0	83,784	0	N/A	0.0%	83,784	0	0.0%	0	16.7%	0.0%	16.7%	16.7%	13,992	16.7%	16.7%	
Totals:	\$4,280,969	\$355,558	\$4,859,990	\$374,281	8.3%	7.7%	\$4,859,990	\$374,281	7.7%		16.7%	7.7%	16.7%	16.7%	\$437,337	9.0%	9.0%	

Net Budget/Income/Variance: \$100,362      \$399,839      \$126,742      \$338,118      \$316,952

Key:

\* The expected percentage is calculated as follows: since the report is for the 2nd month of the year, 2 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.)

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WATER FUND (#405) REVENUES	A February 2014		B	C=B/A		D February 2015		E	F=E/D		G	H^		I=F-G
	Budget	Actual		% Rec'd	Budget	Actual	% Rec'd		Expected % Rec'd*	Variance from Expected		% Variance		
Water Sales	2,566,160	400,301		15.6%	2,566,160	402,390	15.7%	16.7%	(26,159)	-1.0%				
Water Connection/Misc. Fees	10,000	6,177		61.8%	10,000	0	0.0%	16.7%	(1,670)	-16.7%				
Interfund Principal Repayment	83,332	0		0.0%	83,332	0	0.0%	16.7%	(13,916)	-16.7%				
Misc. Revenues/Insurance	1,000	443		44.3%	1,000	4,926	492.6%	16.7%	4,759	475.9%				
Interest Earnings	11,073	1,109		10.0%	11,073	19	0.2%	16.7%	(1,830)	-16.5%				
<b>Totals:</b>	<b>\$2,671,565</b>	<b>\$408,030</b>		<b>15.3%</b>	<b>\$2,671,565</b>	<b>\$407,335</b>	<b>15.2%</b>	<b>16.7%</b>	<b>(\$38,816)</b>	<b>-1.5%</b>				

WATER FUND (#405) EXPENSES	A February 2014		B	C=B/A		D February 2015		E	F=E/D		G	H^		I=G-F
	Budget	Actual		% Exp'd	Budget	Actual	% Exp'd		Expected % Exp'd*	Variance from Expected		% Variance		
Operating Expenses	\$1,834,545	\$240,110		13.1%	\$1,819,713	\$261,386	14.4%	16.7%	\$42,506	2.3%				
Capital Outlay	525,333	0		0.0%	979,400	69,179	7.1%	16.7%	94,381	9.6%				
Debt Principal	132,077	9,000		6.8%	133,077	10,000	7.5%	16.7%	12,224	9.2%				
Interest Expense	19,225	3,300		17.2%	26,185	2,825	10.8%	16.7%	1,548	5.9%				
Transfers Out	0	0		0.0%	420,000	0	0.0%	16.7%	70,140	16.7%				
<b>Totals:</b>	<b>\$2,511,180</b>	<b>\$252,410</b>		<b>10.1%</b>	<b>\$3,378,375</b>	<b>\$343,390</b>	<b>10.2%</b>	<b>16.7%</b>	<b>\$150,659</b>	<b>6.5%</b>				

Net Budget/Income/Variance: \$160,385 \$155,620 (\$706,810) \$63,945 \$111,842

Key:

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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	% Rec'd	Budget	Actual	February 2015 Budget	February 2015 Actual	% Rec'd	% Rec'd	Expected % Exp*	Expected % Rec'd	Variance Expected	Variance Expected	% Variance	% Variance
Storm & Surface Water Fees	\$470,284	\$79,824	\$79,824	\$79,824	17.0%	17.0%	\$506,772	\$83,194	\$506,772	\$83,194	16.4%	16.7%	16.7%	16.7%	-\$1,437	-\$1,437	-0.3%	-0.3%
Storm Connection/Misc. Fees	0	1,232	1,232	1,232	100.0%	100.0%	1,000	0	1,000	0	0.0%	0.0%	0.0%	0.0%	(167)	(167)	-16.7%	-16.7%
Misc. Revenues/Insurance	0	0	0	0	100.0%	100.0%	825	1,475	825	1,475	178.8%	16.7%	16.7%	16.7%	1,337	1,337	100.0%	100.0%
Interest Earnings	300	0	0	0	0.0%	0.0%	1,300	0	1,300	0	0.0%	0.0%	0.0%	0.0%	(217)	(217)	-16.7%	-16.7%
Totals:	\$470,584	\$81,056	\$81,056	\$81,056	17.2%	17.2%	\$509,897	\$84,669	\$509,897	\$84,669	16.6%	16.7%	16.7%	16.7%	(\$484)	(\$484)	-0.1%	-0.1%

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	% Exp'd	Budget	Actual	February 2015 Budget	February 2015 Actual	% Exp'd	% Exp'd	Expected % Exp*	Expected % Rec'd	Variance Expected	Variance Expected	% Variance	% Variance
Operating Expenses	\$452,358	\$60,373	\$60,373	\$60,373	13.3%	13.3%	\$442,590	\$50,583	\$442,590	\$50,583	11.4%	11.4%	16.7%	16.7%	\$23,330	\$23,330	5.3%	5.3%
Capital Outlay	15,000	0	0	0	0.0%	0.0%	18,000	0	18,000	0	0.0%	0.0%	0.0%	0.0%	3,006	3,006	16.7%	16.7%
Totals:	\$467,358	\$60,373	\$60,373	\$60,373	12.9%	12.9%	\$460,590	\$50,583	\$460,590	\$50,583	11.0%	11.0%	16.7%	16.7%	\$26,336	\$26,336	5.7%	5.7%

Net Budget/Income/Variance: \$3,226      \$20,683      \$49,307      \$34,086      \$25,852

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AIRPORT FUND (#407) REVENUES	A		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	Budget	Actual	% Exp'd	% Exp'd	Expected	Var'nc from Expected	% Variance	% Variance
Rental Car Tax	\$0	\$0			0.0%	0.0%		\$6	100.0%	16.7%		\$6	100.0%	16.7%	\$6	\$6	83.3%	
Intergovernmental Revenues	265,000	0			0.0%	0.0%		0	0.0%	16.7%		0	0.0%	16.7%	(133,600)	(133,600)	-16.7%	
Charges for Goods and Svcs.	500,000	62,845			12.6%	12.6%		94,135	18.1%	16.7%		94,135	18.1%	16.7%	7,295	7,295	1.4%	
Interest Earnings	8,000	0			0.0%	0.0%		15,085	0.0%	16.7%		0	0.0%	16.7%	(2,519)	(2,519)	-16.7%	
Rents & Royalties	73,203	11,919			16.3%	16.3%		13,263	13.8%	16.7%		13,263	13.8%	16.7%	(2,769)	(2,769)	-2.9%	
Misc. Revenues/Insurance	2,000	922			46.1%	46.1%		158	7.9%	16.7%		158	7.9%	16.7%	(176)	(176)	-8.8%	
Capital Contribution - Airport	1,672,724	164,142			9.8%	9.8%		0	0.0%	16.7%		0	0.0%	16.7%	(11,869)	(11,869)	-1.3%	
Capital Lease Receipts	821,918	142,934			17.4%	17.4%		135,033	15.4%	16.7%		135,033	15.4%	16.7%	(70,140)	(70,140)	-16.7%	
Operating Transfers In	0	0			0.0%	0.0%		0	0.0%	16.7%		0	0.0%	16.7%				
Totals:	\$3,342,845	\$382,762			11.5%	11.5%		\$242,595	8.9%	16.7%		\$242,595	8.9%	16.7%	(\$143,638)	(\$143,638)	-7.8%	

AIRPORT FUND (#407) EXPENSES	A		B		C=B/A		D		E		F=E/D		G		H^		I=G-F	
	Budget	Actual	Budget	Actual	% Exp'd	% Exp'd	Budget	Actual	% Exp'd	% Exp'd	Budget	Actual	% Exp'd	% Exp'd	Expected	Var'nc from Expected	% Variance	% Variance
Operating Expenses	941,045	92,085			9.8%	9.8%		\$139,589	11.6%	16.7%		\$139,589	11.6%	16.7%	\$60,780	\$60,780	5.1%	
Capital Outlay	398,500	3,675			0.9%	0.9%		375	0.0%	16.7%		375	0.0%	16.7%	242,610	242,610	16.7%	
Principal - G.O. Bonds	222,285	0			0.0%	0.0%		0	0.0%	16.7%		0	0.0%	16.7%	38,743	38,743	16.7%	
Interest Expense	93,921	0			0.0%	0.0%		0	0.0%	16.7%		0	0.0%	16.7%	14,064	14,064	16.7%	
Totals:	\$1,655,751	\$95,760			5.8%	5.8%		\$139,964	4.7%	16.7%		\$139,964	4.7%	16.7%	\$356,197	\$356,197	12.0%	

Net Budget/Income/Variance: \$1,687,094      \$287,002  
(\$238,287)      \$102,631

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RECOMMENDATION/COUNCIL ACTION DESIRED  
 This report is for the Council's information only. No action is necessary.

Reviewed by  City Manager