

February 10, 2020

The Chehalis city council met in regular session on Monday, February 10, 2020, in the Chehalis city hall. Mayor Dennis Dawes called the meeting to order at 5:00 pm with the following council members present: Tony Ketchum, Jerry Lord, Daryl Lund, Dr. Isaac Pope, and Bob Spahr. Councilor Chad Taylor arrived at 5:01 pm. Staff present included: Jill Anderson, City Manager; Caryn Foley, City Clerk; Erin Hillier, City Attorney; Brandon Rakes, Airport Operations Coordinator; Chun Saul, Finance Director; Glenn Schaffer, Police Chief; and Lilly Wall, Recreation Manager. Members of the news media included Celine Fitzgerald of *The Chronicle*.

1. **Proclamation – 211 Day.** Mayor Dawes read and presented a proclamation to Ryan Cole of Lewis County United Way proclaiming February 11, 2020 as 211 Day.

2. **Proclamation – Recognizing the W.F. West Bearcat Girls Bowling Team.** Mayor Dawes read and presented a proclamation to the coaches and athletes of the Bearcat girls bowling team congratulating the team on their recent state championship.

3. **Lewis County Vision 2025.** Larry McGee and Joe Clark, Strategic Planning Advisory Committee members for Lewis County Vision 2025, provided an overview of the County's Strategic Planning Effort, including the importance of public participation. The Council was asked to provide input about concerns or suggestions they may have so their comments could be considered along with other public input being provided during county's strategic planning public outreach work. Elected officials and all members of the public were also encouraged to participate in an on-line survey. Mr. Clark then asked what the council thought the focus of the county should be for the next five years.

There was concern by some council members about not wanting to appear to be criticizing another elected body with their comments. In response to the request for City Council input, the following thoughts were shared:

- Continuously look for ways to streamline development/building processes
- Eliminate obstacles for working together collaboratively (all entities)
- Broader representation of Lewis County residents
- City residents paying county taxes, but city is still billed for certain services (e.g., dispatch, jail)
- Networking on a regular basis to talk about various issues (e.g., 911)
- Educate citizens on who to speak with when they have ideas
- What are the plans for the property purchased by the county for a multi-use project (garage, retail, etc.)?
- Overall, the city has a good relationship with the county, and everyone needs to continue working together

4. **Twin Transit Update.** Joe Clark provided a brief overview of Twin Transit activities, including the organization's involvement in the community as a resource; installing new bus stops on Market; enhancing the appearance and safety of bus stops; receiving a \$3.8 million grant to create electrification of I-5, which will be the first in the state; expanding service both north and south; receiving grants for upgrading the fleet; replacing buses in a more cost effective manner; and implementing new technology, such as people being able to track their bus and buy passes on-line.

5. **Citizens Business – Parking and Smoking on North Market Boulevard.** Stanley Langland (174 Old Saxton Place, Chehalis) addressed the council regarding parking and smoking on North Market Boulevard. Mr. Langland stated he was a former business owner (Petals flower shop) in Chehalis, but walked away from his \$30,000 investment. One of the issues related to parking, which had gotten worse in the past few months. He stated you have to go around the block numerous times to find a place to park, which makes operating a business difficult for customers to get to businesses. He stated other businesses feel the same way and he was concerned the city was going to lose businesses in the downtown area. He also addressed smoking in front of stores, and in some instances well within the 25' range. He asked the city to eliminate those situations.

Mayor Dawes asked the City Manager and Police Chief to look into the issues.

6. **Consent Calendar.** City Manager Anderson noted a needed clarification to the minutes relating to the second to last paragraph on page 3 of the January 27 meeting minutes. The sentence read, "City Manager Anderson stated these applications go through the Planning Commission and then ultimately, come to the council." She stated it should be revised to state, "City Manager Anderson stated that comp plan updates go through the Planning Commission and then ultimately, come to the council."

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Councilor Spahr moved to approve the consent calendar comprised of the following, including the proposed amendment to the January 27, 2020 meeting minutes:

- a. Minutes of the regular City Council meeting of January 27, 2020;
- b. Minutes of the special City Council meeting of February 3, 2020;
- c. January 31, 2020 Claim Vouchers No. 128085 - 128202 in the amount of \$607,005.33;
- d. January 31, 2020, Payroll Vouchers No. 41179-41208, Direct Deposit Payroll Vouchers No. 11706-11812, Electronic Federal Tax and DRS Pension/Deferred Comp Payments No. 278-282 in the amount of \$847,681.49; and
- e. Council committee/board assignments.

The motion was seconded by Councilor Pope and carried unanimously.

7. Resolution No. 1-2020, First and Final Reading – Updating the City’s Debt Management and Post Issuance Compliance Policy. Chun Saul stated the city’s current policy was adopted in 2001, which limited the city’s annual debt service on non-voted general obligation (G.O.) debt to 3% of the general fund operating revenues. Since that time, the city issued additional debt related to the Recreation Park renovation project, along with some capital equipment leases, which exceeded the policy limit of 3%. Ms. Saul stated the city was currently exploring financing options for purchase of property for a future fire station, which was estimated to be \$1.2 million, which would increase the city’s annual debt service to about 4.1%. As a result, the city needs to update its policy. Ms. Saul stated it was recommended that the city increase the total annual debt service on non-voted long-term general obligation debt from 3% of the general fund operating revenues to 4.2% of the general fund operating revenue or \$420,000 per year, whichever is greater.

Councilor Lord asked if the 2.75% interest was fixed in stone. Ms. Saul stated it was not. It was an estimate based on the recent bond sales through the Washington State Treasurer’s Office.

Councilor Ketchum moved to adopt Resolution No. 1-2020 on first and final reading. The motion was seconded by Councilor Lund and carried unanimously.

8. Resolution No. 2-2020, First and Final Reading – Establishing Fees for Use of Athletic Facilities. Lilly Wall stated this was an ideal time to evaluate the city’s current process and develop a fee structure that supports our newly renovated facility (Recreation Park), as well as existing facilities at Stan Hedwall Park. The proposed rates reflect the state-of-the-art facility at Recreation Park, as well as other athletic facilities. Currently there is no adopted fee schedule for the use of athletic facilities. Tournaments have been hosted by the Recreation Department. With the new facilities, the city will need to rent the facilities to outside users for tournaments. While the proposed fees will not cover all of the direct and indirect costs, it will help with maintaining the facilities.

The city has resident youth groups that are non-profit organizations that use city facilities (e.g., Girls Fastpitch Association, Little League, Babe Ruth, and Youth Football) that do not currently pay for use of the fields. They are charged for supplies such as paint and chalk. There is no charge for utilities, cleaning supplies, paper products, or staff time. The reasoning behind this practice was partnering with the volunteers in the youth sports organizations to make facility improvements, which would often have more value than collecting fees. There has been a steady decline in such partnerships, so it was being recommended that the city establish a fee schedule for resident non-profit youth organizations. However, the fee schedule proposed includes the option of using the cost of an approved facility improvement project completed in partnership the city to offset the cost of user fees.

Ms. Wall stated the recommended rates were developed through a number of factors, including the fees charged by other like facilities; increased maintenance costs associated with the new ballfield complex; outside user rates for groups that want to rent facilities for the purpose of hosting tournaments, leagues, camps, and clinics for profit; and local user rates for city-approved non-profit youth organizations. The proposed fee schedule addressed both outside users and city-approved non-profit youth organizations. It was also created by reviewing what other neighboring cities with similar amenities charge. The resident non-profit youth sport fees correlate very closely with the City of Centralia’s fee structure.

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Councilor Pope moved to adopt Resolution No. 2-2020 on first and final reading. The motion was seconded by Councilor Taylor.

In response to questions from the council, Ms. Wall stated there would be a set fee per game that would be multiplied by the number of games. She noted groups would not be charged for using the facilities for practice. She stated she had spoken with each of groups about the proposed fees, and she explained that outside group was any group that had not been approved as a non-profit resident group.

The motion carried unanimously.

9. **Recreation Park Scoreboard Agreement with L&E Bottling, Inc.** Lilly Wall stated L&E Bottling is willing to furnish two Daktronic baseball/softball scoreboards for the newly renovated complex that is valued at approximately \$42,000. They would also like to supply dispensing/cooling equipment along with maintenance and replacement of the equipment. In exchange, they request advertising space on the scoreboards with their corporate logo, as well as exclusive beverage sales within the park for a 20-year term. Upon acceptance of the scoreboards, they become city property and the city would be responsible to install the scoreboards at the facility. The cost to install the scoreboards is included in the Recreation Park project budget. There are no direct costs associated with the agreement, and they would be installed for spring use. Based on the formula used by L&E Bottling for similar contracts, the value of the scoreboards exceeds the exchange in value of the sales and advertising received by L&E Bottling by about \$22,000. L&E intends to donate this portion of the scoreboards' value to the city. If L&E elects to claim tax benefits associated with the donated value of \$22,000, the city will provide reasonable written verification.

Councilor Spahr moved that the City Council approve entering into a 20-year term agreement with L&E Bottling, Inc., for acceptance of two Daktronic baseball/softball scoreboards, and authorize the City Manager to execute the agreement. The motion was seconded by Councilor Pope and carried unanimously. Councilor Taylor abstained from voting, stating L&E was a client of his business.

Councilor Pope asked if electrical would be installed in the event that scoreboards be installed in the future to the other two fields. Ms. Wall stated that was not included in the project. She stated the two other fields had portable fencing so that the area could be used for special events, such as Music in the Park.

10. Administration Reports.

a. **City Manager Update.** City Manager Anderson reminded everyone about the Chehalis Community Renaissance Team's monthly meetings that are held on the second Friday of every month at 8:30 am in the city hall basement.

11. Councilor Reports/Committee Updates.

a. Councilor Spahr stated he would not be at the February 24 council meeting.

b. Councilor Taylor stated February 12 is the annual wine mixer scholarship event at I-5 Toyota. He also announced that his daughter started a new career in real estate and just got her first listing.

c. Mayor Dawes attended the Office of Chehalis Basin meeting; the 2018 audit exit conference; a TransAlta briefing; the monthly mayors' meeting; and the annual Lewis County Historical dinner.

Councilor Taylor asked is letters could be drafted on behalf of the council to those who donated to the Recreation Park project. Ms. Wall stated there are 500+ donors at this point. She stated that for past projects, the city placed an ad in The Chronicle listing and thanking all donors.

12. **Executive Session.** Mayor Dawes announced the council would take a short recess and then be in executive session pursuant to RCW 42.30.110(1)(b) – Selection of Site or Acquisition of Real Estate, not to exceed 6:50 pm and there would be no decision following conclusion of the executive session. Mayor Dawes closed the regular meeting at 6:29 pm. The executive session began at 6:30 pm. Following conclusion of the executive session, the regular meeting was reopened and immediately adjourned at 6:48 pm.

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Dennis L. Dawes, Mayor

Caryn Foley, City Clerk

Approved: 2/24/2020
Initials: cf