

September 26, 2016

The Chehalis city council met in regular session on Monday, September 26, 2016, in the Chehalis city hall. Mayor Dawes called the meeting to order at 5:00 p.m. with the following council members present: Terry Harris, Daryl Lund, Dr. Isaac Pope, and Bob Spahr. Councilors Tony Ketchum and Chad Taylor were absent (excused). Staff present included: Jill Anderson, City Manager; Bill Hillier, City Attorney; Caryn Foley, City Clerk; David Fleckenstein, Airport Manager; Judy Pectol, Finance Manager; Glenn Schaffer, Police Chief; and Judy Schave, Human Resources/Risk Manager. Members of the media included Justyna Tomtas from *The Chronicle*.

Mayor Dawes recognized the return of Caryn Foley as City Clerk, taking over for Judy Schave who served as City Clerk the last 12 years and was recently appointed Human Resources/Risk Manager. He also welcomed Jill Anderson as the city's new City Manager, adding the Council looked forward to working with her.

1. **Chehalis Community Renaissance Team (CCRT)**. David Hartz, President of the Friends of the Chehalis Community Renaissance updated council on CCRT activities. Mr. Hartz expressed appreciation to the council for their support because the program would not be where it is today without the council and former City Manager MacReynold. The CCRT has been in existence almost nine years and is hiring a part-time executive director to lead the organization. Until now, the Renaissance has relied on volunteers, but realized a paid director is needed to further the program. He acknowledged the city's contribution to the CCRT through the state's Main Street Tax Incentive Program to take this step in hiring an executive director. Mr. Hartz stated they look forward to working with the council and new city manager. He also recognized the 50+ people that volunteer their time to the CCRT. A couple projects currently underway include historic banners and cigarette butt receptacles.

2. **Proclamation – Lee Coumbs Appreciation Day**. Mayor Dawes stated that Lee has been very active in the community. Most recently, he took on the role of interim manager of the Southwest Washington Fair, ensuring that the fair would take place following some administrative changes at the county. Mayor Dawes presented Lee with a proclamation declaring September 26 as "Lee Coumbs Appreciation Day" in the city of Chehalis.

3. **Proclamation – National Recovery Month**. Mayor Dawes presented Janis Housden from Great Rivers Behavioral Health with a proclamation declaring September 2016 as "National Recovery Month" in the city of Chehalis.

4. **Update on Discover! Children's Museum**. Larry McGee welcomed City Manager Anderson. He stated there is a spirit of getting things done in this community that, in his experience, is unmatched. Mr. McGee stated Discover! has two of its biggest funding requests out, including the State Department of Commerce's Building Communities Fund for about \$750,000, and the Coal Transition Board for \$1 million.

Mr. McGee also recognized Judy Schave and Caryn Foley and was thrilled to see both of them elevated at the city.

5. **Consent Calendar**. Mayor Dawes removed agenda item 10 – Authorize the City Manager to executive interlocal agreement between the City, City of Centralia, and the Public Facilities District establishing a Tourism Promotion Area and Sports Commission, to be discussed separately.

Councilor Pope moved to approve the remaining consent calendar items comprised of the following:

- a. Minutes of the regular meeting of September 12, 2016;
- b. Claim Vouchers No. 116887-117070 and Electronic Funds Transfer Nos. 82016 and 92016 in the amount of \$1,082,883.95;
- c. Approve appointment of Gloria Choi to the City's Lodging Tax Advisory Committee; and
- d. Set date and time of October 10, 2016, at 5:05 pm for a public hearing on funding the Transportation Benefit District.

The motion was seconded by Councilor Spahr and carried unanimously.

Mayor Dawes brought back agenda item 10. He stated concern between the version of the agreement included in the agenda packet versus a prior version.

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Mayor Pro Tem Harris asked for discussion about the section outlining how to withdraw and asked if all the hoteliers approve the establishment of the tourism promotion area, specifically whether or not the information collected would breach the hotels proprietary information.

Todd Chaput with the Public Facilities District, suggested some proprietary information might be obtained if one dug down that deep, but he didn't think anyone could get firm data. He stated none of the hotels he's spoken with have concerns, and in fact, it was the hotels that came up with the idea.

Mayor Pro Tem Harris asked if legal counsel was involved with the writing of the agreement, specifically the section addressing withdrawing from the agreement.

City Attorney Hillier stated that he and the former city manager had concerns and reworded the agreement before the council that would give either city the option to withdraw.

City Manager Anderson added she had an opportunity to discuss this with Mr. MacReynold and felt the proposed agreement addressed the concerns he had.

Mayor Pro Tem Harris asked what would happen if the city wanted to leave, but the hotels did not.

City Attorney Hillier explained the hotels hold the trigger, but if the Chehalis hotels come to the city and want to opt out, the council would defer to their request and it would be a council decision.

Mayor Dawes stated his concern related to the make-up of the Sports Commission board, specifically the four at large members. He wanted to make sure the commission was represented on an equal basis between the two cities. After speaking with Councilor Taylor, it was his understanding that the commission may want to solicit members that may be outside the jurisdictions of Chehalis or Centralia. Mayor Dawes proposed to change the language to, "Four at large members, when selected by a majority of the Sports Commission, will ensure equal representation of the two municipalities."

Mr. Chaput stated that when the four at large positions were discussed they didn't concern themselves with equal representation by jurisdiction because some of those positions may be filled by individuals outside Chehalis and/or Centralia.

Mayor Pro Tem Harris stated he didn't have any concerns about the make-up of the board, except for the large number of 13 members.

Councilor Spahr stated the make-up includes parks and recreation representatives from both cities and asked who would make the decision of who the representatives would be.

Mr. Chaput assumed that would be a decision of the council or city manager. Mr. Hillier noted the appointment would come from city administration. City Manager Anderson agreed, indicating she would probably make the appointment and if there were any changes in staff, a replacement would be appointed.

Councilor Spahr asked who would select the Chehalis and Centralia hotel representatives. Mr. Chaput stated the hotels would make that decision.

Councilor Lund stated he had no concerns and wanted to see the agreement approved.

Mayor Dawes stated a majority of the Council was fine with the agreement.

Mayor Pro Tem Harris moved to authorize the City Manager to executive the interlocal agreement between the City, City of Centralia, and the Public Facilities District establishing a Tourism Promotion Area and Sports Commission. The motion was seconded by Councilor Lund and carried unanimously.

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6. Administration Reports.

a. **August Financial Report.** Finance Manager Judy Pectol asked that the minutes reflect that the new City Manager, T. Jill Anderson, will be added to all bank accounts and Merlin G. MacReynold would be removed from all bank accounts. Ms. Pectol reported things are fine and on track. A budget amendment will be prepared to address things that need to be adjusted. The Airport budget is being watched closely as many projects are going on. At least one project planned for next year, is happening this year, so a short-term loan may be needed. The general fund will look stronger next month because of the \$318,000 construction permit fee from the School District.

Mayor Dawes noted that with regard to the airport, the reason for a loan was because the funding is paid up front and the FAA reimburses the City.

7. Council Reports.

a. **Update from Mayor Pro Tem Harris.** Mayor Pro Tem Harris thanked Gloria Choi for her willingness to serve on the Lodging Tax Advisory Committee, which meets tomorrow to review 2017 funding requests. Mayor Pro Tem Harris was recently appointed chair of the Chehalis Basin Partnership beginning in January.

b. **Update from Councilor Pope.** Councilor Pope thanked the community for making Pope's Kids Place get to the level it is today and he announced a groundbreaking ceremony was held for a new facility. He hoped that this time next year they would be dedicating the building. Another bingo fundraiser for Penny Playground is being planned October 1 at the V.R. Lee Community Building. The fundraisers are being organized by the Fraternal Order of Eagles.

c. **Update from Councilor Spahr.** Councilor Spahr attended the Business After Hours at Rainer Connect and the 100th birthday celebration of Locomotive No. 15 at the Chehalis-Centralia Railroad & Museum. He mentioned an article in Saturday's Chronicle about marijuana and the amount of money the state is collecting. While the city has collected about \$7,000, the state has collected about \$1 million out of Chehalis. He noted the city's share would go down if Centralia and Lewis County allow these businesses.

d. **Update from Councilor Lund.** Councilor Lund attended the Southwest Washington Fair Association meeting and thanked Mayor Dawes for the proclamation honoring Lee Coumbs. He stated people don't realize the things Lee has done for the community over the years, especially the silver letters stating "Southwest Washington Fair" at the front of the fairgrounds that were placed 30+ years ago when Lee was fair manager. He stated buildings were full with vendors and was a much better event this year.

e. **Update from Mayor Dawes.** Mayor Dawes attended the monthly meeting with Fire District No. 6. He asked that a meeting be set for the council subcommittee (Dawes, Lund, and Spahr), the city manager, and the fire chief prior to the next meeting with District 6. Mayor Dawes also attended the Pope's Kids Place groundbreaking ceremony, along with Business After Hours at Rainier Connect, and he will be busy with budget committee meetings with Mayor Pro Tem Harris and Councilor Spahr during the next couple weeks.

City Manager Anderson thanked everyone for the very warm welcome and looks forward to getting a lot done.

There being no further business to come before the council the meeting adjourned at 5:40 pm.

Mayor

Attest:

City Clerk

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SUGGESTED MOTION

I move that the council approve the minutes of the regular city council meeting of September 26, 2016.