

IMPORTANT NOTICE

Until further notice, City Council meetings will be restricted to Council and staff.

The City of Chehalis wishes to do its part to implement social distancing and slow the transmission rate of COVID-19, while still meeting the requirements of the Open Public Meetings Act RCW 42.30.

Citizens may live stream the June 22, 2020, meeting beginning at 5:00 pm using the following link:

<https://www.ci.chehalis.wa.us/citycouncil/live-streaming-and-demand-viewing-city-council-meetings>

Citizens wishing to provide public comments in general and on agenda items should submit comments by 2:00 pm on the day of the meeting. All comments received will be read by the Mayor under the Citizens Business portion of the meeting agenda. Please use the following form to submit comments – <https://www.ci.chehalis.wa.us/contact>. If you do not have computer access or would prefer to submit a comment verbally, please contact City Clerk Caryn Foley at 360-345-1042 or at cfoley@ci.chehalis.wa.us.

If you have any questions about live streaming the meeting or submitting a comment, please contact City Clerk Caryn Foley at cfoley@ci.chehalis.wa.us or 360-345-1042.

**The City truly appreciates the community's cooperation
and patience during this challenging time.**

CHEHALIS CITY COUNCIL AGENDA

CITY HALL
350 N MARKET BLVD | CHEHALIS, WA 98532

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

Regular Meeting of Monday, June 22, 2020 5:00 p.m.

1. Call to Order. (Mayor)

ITEM	ADMINISTRATION RECOMMENDATION	PAGE
PUBLIC HEARING		
2. <u>2021-2026 Six-Year Transportation Improvement Program.</u> (City Manager, Public Works Director) <i>Due to the Governor's restrictions on in-person meetings, citizens wishing to provide comment on this issue may submit comments by 2:00 pm on June 22 using the form available at www.ci.chehalis.wa.us/contact or by contacting the City Clerk at 360-345-1042 / cfoley@ci.chehalis.wa.us. A copy of the agenda report and the proposed 2021-2026 Six-Year Transportation Improvement Program is available at www.ci.chehalis.wa.us/meetings.</i>	CONDUCT PUBLIC HEARING	1

ITEM	ADMINISTRATION RECOMMENDATION	PAGE
PROCLAMATIONS/PRESENTATIONS		
3. <u>Recognition of Fire Captain Casey Beck.</u> (Mayor)		
4. <u>Recognition of Fire Chief Ken Cardinale.</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. Citizens wishing to provide public comments in general and on agenda items must submit comments by 2:00 pm on the day of the meeting using the form available at <https://www.ci.chehalis.wa.us/contact>.

ITEM	ADMINISTRATION RECOMMENDATION	PAGE
CONSENT CALENDAR		
5. <u>Minutes of the Regular City Council Meeting of June 8, 2020.</u> (City Clerk)	APPROVE	3
6. <u>Vouchers and Transfers – Accounts Payable in the Amount of \$362,923.69, Dated June 15, 2020.</u> (City Manager, Finance Director)	APPROVE	7

ITEM	ADMINISTRATION RECOMMENDATION	PAGE
NEW BUSINESS		
7. <u>Resolution No. 8-2020, First and Final Reading – Adopting the 2021-2026 Six-Year Transportation Improvement Program.</u> (City Manager, Public Works Director)	ADOPT	9
8. <u>Regional 911 Consolidation Feasibility Study and Memorandum of Understanding for Cost-Sharing Agreement.</u> (City Manager)	APPROVE	12

ITEM	ADMINISTRATION RECOMMENDATION	PAGE
ADMINISTRATION AND CITY COUNCIL REPORTS		
9. <u>Administration Reports.</u>	INFORMATION ONLY	---
a. City Manager Update. (City Manager)		
10. <u>Councilor Reports/Committee Updates.</u> (City Council)	INFORMATION ONLY	---

EXECUTIVE SESSION
11. Pursuant to RCW:
a. 42.30.110(1)(b) – Selection of Site or Acquisition of Real Estate.
b. 42.30.110(1)(c) – Sale/Lease of Property.
c. 42.30.140(4)(b) – Collective Bargaining.

**THE CITY COUNCIL MAY ADD AND TAKE ACTION ON OTHER ITEMS NOT LISTED ON THIS AGENDA.
NEXT REGULAR CITY COUNCIL MEETING IS MONDAY, JULY 13, 2020.**

**CHEHALIS CITY COUNCIL MEETING
AGENDA REPORT**

TO: The Honorable Mayor and City Council
FROM: Jill Anderson, City Manager
BY: Trent Lougheed, Public Works Director
MEETING OF: June 22, 2020
SUBJECT: Public Hearing for the 2021-2026 Six-Year Transportation Improvement Program

ISSUE

The administration is presenting the proposed 2021-2026 Transportation Improvement Program (TIP) and will consider all comments during the public hearing regarding future transportation priorities.

DISCUSSION

The administration continues to identify aspects of the city's transportation system needing improvement for the safety and convenience of our citizens and visitors to Chehalis. Developing the TIP is the first step in the annual process required by WSDOT of all local agencies. Projects that receive funding from state or other federal sources are required to be identified on a local TIP, and once funding is received, they are placed on the Statewide Transportation Improvement Program, commonly known as the "STIP." To be listed on the Washington State Department of Transportation (WSDOT) Statewide Transportation Improvement Program (STIP) the projects must be funded.

Attached is a list of projects for the 2021-2026 TIP that the administration will continue to pursue funding sources for, including funding by the Transportation Benefit District.

FISCAL IMPACT

There is no fiscal impact associated with the public hearing.

RECOMMENDATION

It is recommended that the City Council consider public testimony provided at the public hearing, close the public hearing, and consider adoption of a resolution approving the 2021-2026 Six-Year Transportation Improvement Program.

SUGGESTED MOTION

No motion needed.

CITY OF CHEHALIS - 2021-2026 SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM

Project	General Description	Funding Source	Start Year	Prior Years	2021	2022	2023	2024	2025	2026	Future	Total Cost
Citywide Preservation Program	Chip-sealing, FEMA preweaving, patching	Arterial Street/4% Funds/TBD	2020		125,000	175,000	175,000	200,000	200,000	200,000		1,075,000
Pacific Avenue - Main St. to Park St.	Street reconstruction, storm and water line replacement, ornamental lighting	TBD, Utility funds	2019	100,000	1,700,000							1,800,000
Chehalis Avenue	Repair 3rd St. to 9th St.	TBD, Utility funds	2020	50,000	1,500,000							1,550,000
Market Blvd. - Park to N National Ave.	Renaissance streetscape planning	Grants/Arterial Street/4% Funds/TBD/Utility Funds	2021		200,000		2,750,000					2,950,000
Main St. - BNSF to I-5	Grind and inlay	Grants/TBD	2022			1,025,000						1,025,000
Chamber Way Bridge Replacement	Replace Bridge	Grants/Arterial Street/4% Funds/TBD	2021			2,000,000		33,600,000				35,600,000
Market Blvd - Park St to 13th St	Reconstruction	Grants/Arterial Street/4% Funds/TBD	2022			150,000	4,700,000					4,850,000
Market Blvd - 13th to city limits	Reconstruct, pedestrian improvements	Grants/Arterial Street/4% Funds/TBD	2023				100,000	4,500,000				4,600,000
Louisiana Avenue	Widening/realignment just south of Chamber	Arterial Street/4% Funds/TBD	2021		75,000							75,000
William Avenue	Realign William, sidewalks, curbs	Arterial Street/4% Funds/TBD	2021		100,000							100,000
National Ave./ Coal Cr. Improvements	Coal Creek Bridge, intersection, pedestrian improvements, reconstruction	Grants/Arterial Street/4% Funds/TBD	2021		400,000			200,000		2,500,000		3,100,000
Louisiana Ave. - Chamber Way to Home Depot	Grind & inlay, Chamber to Home Depot, traffic control improvements	Grants/Arterial Street/4% Funds/TBD	2023				275,000					275,000
Riverside Dr/Newaukum Ave repairs	Spot repairs Hwy 6 to Shorey Rd/sidewalks	Grants/Arterial Street/4% Funds/TBD	2025						500,000			500,000
Winchester Hill Dr.	Spot repair/ double chip seal or overlay	Arterial Street/4% Funds/TBD	2022			70,000						70,000
20th St. - Market to Salisbury	Grind and inlay	Grants/Arterial Street/4% Funds/TBD	2025						300,000			300,000
Cascade Ave. - Main St. to 13th St.	Spot Repairs & Grind and Inlay	Grants/Arterial Street/4% Funds/TBD	2025						250,000	2,250,000		2,500,000
Louisiana Ave Repairs	Spot repair & overlay Hwy 6 North	Grants/Arterial Street/4% Funds/TBD	Future								450,000	450,000
Snively Ave improvements	Reconstruct 16th to 20th	Grants/Arterial Street/4% Funds/TBD/Utility Funds	Future								2,500,000	2,500,000
National Ave. - Market to Chamber	Reconstruct, pedestrian improvements	Grants/Arterial Street/4% Funds/TBD	Future								1,525,000	1,525,000
13th St. - Market to Interstate	Grind & overlay, ADA compliance	Grants/Arterial Street/4% Funds/TBD	Future								260,000	260,000
Guardrail	Various locations throughout city	Grants/Arterial Street/4% Funds/TBD	Future								125,000	125,000
Front, Pacific, Park Streets improvements	Grind, overlay/utility/frontage improvements	Grants/Arterial Street/4% Funds/TBD	Future								2,500,000	2,500,000
				150,000	4,100,000	3,420,000	8,000,000	38,500,000	1,250,000	4,950,000	7,360,000	67,730,000

Current Year (2020) Projects

Main Street Improvements- Grind and repave, with ADA ramps improvements, Market Blvd. to BNSF mainline tracks

Kresky Avenue - Grind and repave

Chehalis Avenue- Repair 3rd St. to 9th St. Design work 2020, construction 2021

Pacific Avenue- Reconstruction. Design and utility relocation 2020, construction 2021

June 8, 2020

The Chehalis city council met in regular session on Monday, June 8, 2020, in the Chehalis city hall. Mayor Dennis Dawes (present in the council chambers) called the meeting to order at 5:00 pm with the following council members present via Zoom: Tony Ketchum, Jerry Lord, Daryl Lund, Dr. Isaac Pope; Bob Spahr; and Chad Taylor. Staff present in the council chambers included: Jill Anderson, City Manager; Ken Cardinale, Fire Chief; Caryn Foley, City Clerk; Erin Hillier, City Attorney; and Trent Loughheed, Public Works Director. Due to orders from the Governor's office relating to COVID-19, members of the public and the press were restricted from the meeting room but were able to view the meeting via live streaming and were provided a process for submitting comments prior to the meeting.

1. **Citizens Business**. Mayor Dawes stated two comments were received.

a. Michael Holst (Chehalis resident) asked what plans the police had to deal with rioters that had bad intentions. Mayor Dawes stated there had been a couple of events in Chehalis, but they went without a hitch. He conveyed to Mr. Holst that all local law enforcement agencies were working together to respond as needed.

b. Mark Peterson (Owner of 1660 Bishop Road) inquired about facility charges for his property, which he intends to use for affordable housing. He asked the Community Development Department to assess the capacity facility charges as each home was built instead of paying all fees up-front at a cost of just over \$120,000, but the request was denied.

Trent Loughheed stated Mr. Peterson's correspondence makes reference to the Community Development Department, but this was actually a Public Works Department issue. A request from Mr. Peterson's engineer was received. The letter provided data for reduced ERUs (Equivalent Residential Units), which was approved for an 80% reduction of fees. The issue in question related to capital facilities charges. When the development was proposed the applicant requested that all 29 homes be served on one 2-inch meter. Staff recommended an individual meter for each home that would have allowed the applicant to pay fees as each application for a building permit was applied for. The applicant elected to go with the 2-inch meter, so the full amount has to be charged for the meter.

The council concurred to refer the matter to staff and to meet with Mr. Peterson.

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

- a. Minutes of the regular city council meeting of May 26, 2020;
- b. May 29, 2020 Claim Vouchers No. 129127 – 129226 and Electronic Funds Transfer Nos. 420201, 420202 and 420203 in the amount of \$1,203,738.32;
- c. May 29, 2020 Payroll Vouchers No. 41298-41327, Direct Deposit Payroll Vouchers No. 12134-12241, Electronic Federal Tax and DRS Pension/Deferred Comp Payments No. 295-298 in the amount of \$763,730.81;
- d. Correction to Vouchers and Transfers dated May 15, 2020; and
- e. Set June 22, 2020 at 5:00 pm to conduct a public hearing on the city's 2021-2026 six-year transportation improvement program.

The motion was seconded by Councilor Taylor and carried unanimously.

3. **Emergency Fire Station Alternatives Analysis**. City Manager Anderson stated a number of sites had been evaluated for an emergency fire station. She provided background on how the finding of asbestos led to the Chehalis Fire Department relocating to Fire District 6 in August 2018, where it continues to operate. An agreement between the two agencies was entered into, which included a 60-day termination notice. When the firefighters were relocated to District 6, the city continued to find a site for a new fire station and was currently in the due diligence portion of the process of buying a site. While in the process of the buying property, District 6 provided notice that the current situation was no longer working and that the city needed to vacate by July 5, 2020. Since that notice, staff evaluated a number of sites, including Station 48. Unfortunately, the structural assessment done in 2017 and a more recent peer review, indicate the building has significant structural issues that make it subject to collapse in a seismic event, along with significant water damage. It was her strong recommendation that Station 48 not be used as an emergency fire station.

June 8, 2020

City Manager Anderson stated there were three issues in regard to housing the firefighters that included 1) an emergency fire station; 2) a long-term interim station; and 3) a permanent fire station. The issue before the council tonight was the emergency station. She stated a number of criteria was used to evaluate over 15 sites. The three sites that came to the top were the City Hall basement, a city-owned property on Arkansas Way, and a vacant property on Main Street/Chehalis Avenue owned by Darigold. The property the city was trying to buy on State Avenue for the permanent station was considered, but could be problematic if the sale fell through.

Trent Lougheed reviewed the pros and cons of each of the three sites, while Chief Cardinale spoke to how each location would work operationally. Mr. Lougheed noted that at looking at all of the sites, no site was ideal and each had its issues. Any site not owned by the city would require a lease agreement that would take time. He noted a contractor was ready to begin work immediately.

Councilor Lund asked if District 6 had been approached to see if the July 5 date was a hard deadline. City Manager Anderson said she had not contacted District 6. Chief Cardinale believed an extension was highly unlikely.

City Manager Anderson stated that in addition to a decision on this issue, a resolution was also on the agenda to declare an emergency to allow staff to facilitate the improvements without having to go through the competitive bidding process. She stated it was the recommendation of staff to focus on one of the city-owned sites, with the airport site being the first choice.

Councilor Spahr believed the airport site was the best alternative.

Councilor Taylor asked when the due diligence report was expected on the State Avenue site. City Manager Anderson stated she put in a request to extend the due diligence to July 9. The next council meeting was July 13 and would be the time to look at a plan to fund the site, assuming all purchase details were worked out and that the phase 2 environmental comes through. She expected the phase 2 results by end of June/early July. Council-matic bonds would be needed to fund the project, which would require a period of six to eight weeks, so you could be looking at the middle of September to have the funding. You would then figure a couple of weeks to close, so you could be looking at taking ownership in November.

Trent Lougheed added the consultants doing the phase 2 environmental did their sampling last week. Those samples were taken to the lab and should be tested by the end of the week. The consultant requested two weeks to prepare and provide a report to the city once they receive the test results.

Councilor Lund stated he preferred the Darigold site.

Councilor Spahr moved to authorize the City Manager to take the steps necessary, including the expenditure of funds and the signing of agreements, to establish an Emergency Fire Station location at the city owned property on Arkansas OR alternatively at city hall. The motion was seconded by Councilor Pope and carried 5 to 2. Councilors Lund and Taylor voted against the motion.

4. Resolution No. 7-2020, First and Final Reading – Formally Declaring an Emergency Relating to the Need of an Emergency Temporary Fire Station Facility and Assigning Emergency Contracting Authority to the City Manager. City Manager Anderson stated it was an emergency situation in terms of needing to find a fire station location, so staff was asking the council to approve the emergency resolution that would allow the City manager to proceed with flexibility in terms of bidding requirements.

Trent Lougheed stated the city had 27 days to move the fire department out of District 6. He stated staff had a contractor who could start as early as tomorrow. It would be strictly time and material.

Councilor Taylor asked if the contractor was local. Mr. Lougheed indicated it was KBH Construction out of Tumwater.

Councilor Lord asked if there were limits on the amount of money the City Manager could expend. City Manager Anderson stated the site preparation work was estimated to be \$75,000, plus some contingencies, so they were probably looking at \$150,000, which did not include any structures.

June 8, 2020

Councilor Lund stated he was very disappointed that no local contractors were contacted. Mr. Lougheed stated other contractors could be contacted if that was what the council wanted. Councilor Spahr thought the contractor search should be expanded. Mayor Dawes thought staff should try to contact local contractors, but understood the city was under the gun.

Councilor Spahr asked how much could be paid by the Airport Fund. Mr. Lougheed stated the airport could pay for all site improvements, except structures. City Manager Anderson stated arrangements would be made with Pacific Mobile Structures for them to place a building to house the firefighters which would be paid through the General Fund.

Councilor Pope stated this was an emergency situation not created by District 6, but from within the city's own structure. He did not see any advantage in delaying it to find a local contractor. He thought the city should determine why this happened and make sure it never happened again as it cost the city a tremendous amount of money and time, and put the community at risk. Councilor Pope moved to adopt Resolution No. 7-2020 on first and final reading. The motion was seconded by Councilor Spahr.

Councilor Lord asked if a limit of the amount of money the City Manager was authorized to spend should be part of the motion. Mayor Dawes stated that a dollar amount was not part of the resolution. He believed the City Manager understood that \$150,000 was the limit. The motion carried 5 to 2. Councilors Lund and Taylor voted against the motion.

5. Ordinance No. 1007-B, First and Final Reading – Providing for and Establishing Charges, Rates, and Fees for Installations and Connections to the Water System and the Providing of Water Services. Trent Lougheed stated this related to the LaBree superfund site application for temporary water and sewer connections to remediate groundwater pollution near LaBree Road. The current sewer code has a provision that allows for the reduction of fees for a temporary connection for 2.5% of the standard fee per year that it was needed; however, the water code did not. The additional cost to the applicant would be in excess of \$100,000. The applicant (EPA and the Department of the Army) requested a reduced capacity facilities charge for the size of meter they need for this short, interim use of water and sewer.

Councilor Lord asked if there were different rates for commercial and residential capital facilities charges. Mr. Lougheed stated it was based on the size of the meter. There will not be a reduction in the water and sewer usage charges.

Councilor Lord asked if the EPA had given any reductions in fees to anyone in the city of Chehalis. Mr. Lougheed stated no. Their letter points out that this is all taxpayer money and one reason they are requesting the reduction.

Councilor Spahr moved to suspend the rules requiring two readings of an ordinance. The motion was seconded by Councilor Pope and carried unanimously. Councilor Spahr moved to pass Ordinance No. 1007-B on first and final reading. The motion was seconded by Councilor Lund and carried 6 to 1. Councilor Lord voted against the motion.

6. Administration Reports.

a. **City Manager Update.** City Manager Anderson stated the executive session included on the agenda was not needed. She reported the police department has been monitoring and taking appropriate steps in regards to some of the protests and demonstrations that have been going on. She stated protests in Chehalis had been peaceful. There are concerns about the budget due to impacts of COVID-19 and the associated recession. Staff has taken steps to stop spending on non-essential items and large purchases. Staff continues to focus on the Recreation Park and the pool projects. Seasonal staff has been reduced and there are 5½ vacant positions in the budget, so drastic cuts to the budget have not had to be made. She anticipated working with the budget committee beginning late June/early July and then coming to the council with provisions to reduce the budget as needed. Staff continues to watch the Governor's actions in allowing us to move into different phases, and are taking steps to comply with the Governor's orders for health and safety requirements for employees, as well as the public.

7. Councilor Reports/Committee Updates.

a. **Councilor Taylor.** Councilor Taylor acknowledged all the work being done by staff during this time. The work being done by the contractor at Recreation Park was great, but he was disappointed that when people are struggling in Lewis County it was not a priority to contact local contractors for the emergency fire station.

b. **Councilor Lund.** Councilor Lund echoed Councilor Taylor's comments. The steam train will begin operating this Saturday.

June 8, 2020

c. **Mayor Dawes.** Mayor Dawes reported he presented a plaque to Don Schmitt for his retirement. He responded to several comments on social media relating to the Hamilton sign and continues to attend meetings relating to COVID. Mayor Dawes prepared a letter to the county in support of moving to phase 3. He hoped the order prohibiting in-person meetings that was set to expire June 17 would allow the next council meeting to be held in-person.

d. **Councilor Ketchum.** Councilor Ketchum stated he appreciated all of Councilor Taylor's comments.

There being no further business to come before the council, the regular was adjourned 6:55 pm.

Dennis L. Dawes, Mayor

Caryn Foley, City Clerk

Approved:

Initials: _____

**CHEHALIS CITY COUNCIL MEETING
AGENDA REPORT**

TO: The Honorable Mayor and City Council

FROM: Jill Anderson, City Manager

BY: Chun Saul, Finance Director
Michelle White, Accounting Tech II

MEETING OF: June 22, 2020

SUBJECT: Vouchers and Transfers – Accounts Payable in the Amount of \$362,923.69

ISSUE

City Council approval is requested for Vouchers and Transfers dated June 15, 2020.

DISCUSSION

The June 15, 2020 claim vouchers have been reviewed by a committee of three councilors prior to the release of payments. The administration is requesting City Council approval for Claim Vouchers No. 129227 – 129356 and Electronic Funds Transfer Nos. 520201, 520202 and 520203 in the amount of \$362,923.69 dated June 15, 2020 which includes the transfer of:

- \$ 97,320.44 from the General Fund
- \$ 356.64 from Dedicated Street Fund – 4% Sales Tax
- \$ 28,003.39 from Transportation Benefit District Fund
- \$ 2,201.15 from the LEOFF 1 OPEB Reserve Fund
- \$ 62,670.40 from the Public Facilities Reserve Fund
- \$ 1,057.32 from the Garbage Fund
- \$ 57,814.92 from the Wastewater Fund
- \$ 72,627.02 from the Water Fund
- \$ 6,843.82 from the Storm & Surface Water Utility Fund
- \$ 33,853.59 from the Airport Fund
- \$ 175.00 from the Firemen’s Pension Fund

RECOMMENDATION

It is recommended that the City Council approve the June 15, 2020 Claim Vouchers No. 129227 – 129356 and Electronic Funds Transfer Nos. 520201, 520202 and 520203 in the amount of \$362,923.69.

SUGGESTED MOTION

I move that the City Council approve the June 15, 2020 Claim Vouchers No. 129227 – 129356 and Electronic Funds Transfer Nos. 520201, 520202 and 520203 in the amount of \$362,923.69.

**CHEHALIS CITY COUNCIL MEETING
AGENDA REPORT**

TO: The Honorable Mayor and City Council

FROM: Jill Anderson, City Manager

BY: Trent Lougheed, Public Works Director

MEETING OF: June 22, 2020

SUBJECT: Resolution No. 8-2020, First and Final Reading - Adopting the 2021-2026 Six-Year Transportation Improvement Program

ISSUE

On June 22, 2020, the City Council held a public hearing on the proposed Transportation Improvement Program (TIP) to receive public comment on the proposed plan. The finalized TIP is being presented without change since the public hearing/presentation. Attached is Resolution No. 8-2020, which includes the recommended 2021-2026 Six-Year TIP.

DISCUSSION

The city is required to annually update the six-year transportation improvement plan and to submit any updates to the Regional Transportation Planning Organization (RTPO), whose duty is to submit a regional transportation plan to Washington State Department of Transportation. As mentioned in the past, a project's inclusion in the city's or RTPO's TIP does not, by itself, provide or guarantee funding. However, in order for a project to be eligible for federal or state funding assistance, it must first be listed in the TIP. Should a funding opportunity arise for a project not listed on the TIP, the TIP can be amended to add the project.

FISCAL IMPACT

None at is time, although Transportation Benefit District funds will be utilized for projects and engineering services later this year.

RECOMMENDATION

It is recommended that the City Council adopt Resolution No. 8-2020 on first and final reading.

SUGGESTED MOTION

I move that the City Council adopt Resolution No. 8-2020 on first and final reading.

RESOLUTION NO. 8-2020

**A RESOLUTION OF THE CITY OF CHEHALIS, WASHINGTON,
ADOPTING THE 2021-2026 SIX-YEAR TRANSPORTATION
IMPROVEMENT PLAN FOR THE CITY OF CHEHALIS.**

WHEREAS, pursuant to RCW 35.77.010, a public hearing was held by the City Council on the 22nd day of June, 2020 to consider the 2021-2026 six-year transportation improvement plan for the city; and

WHEREAS, the City Council is desirous of adopting a six-year transportation improvement plan, now, therefore,

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

Section 1. The 2021-2026 six-year transportation improvement plan for the city, hereto attached and by this reference incorporated herein, shall be, and the same hereby is, adopted as the 2021-2026 six-year transportation improvement plan for the city effective the reporting year 2020/2021.

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 ____ day of _____, 2020.

Mayor

Attest:

City Clerk

Approved as to form and content:

City Attorney

CITY OF CHEHALIS - 2021-2026 SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM

Project	General Description	Funding Source	Start Year	Prior Years	2021	2022	2023	2024	2025	2026	Future	Total Cost
Citywide Preservation Program	Chip-sealing, HMA preleveling, patching	Arterial Street/4% Funds/TBD	2020		125,000	175,000	175,000	200,000	200,000	200,000		1,075,000
Pacific Avenue - Main St. to Park St.	Street reconstruction, storm and water line replacement, ornamental lighting	TBD, Utility funds	2019	100,000	1,700,000							1,800,000
Chehalis Avenue	Repair 3rd St. to 9th St.	TBD, Utility funds	2020	50,000	1,500,000							1,550,000
Market Blvd. - Park to N National Ave.	Renaissance streetscape planning	Grants/Arterial Street/4% Funds/TBD/Utility Funds	2021		200,000		2,750,000					2,950,000
Main St. - BNSF to I-5	Grind and inlay	Grants/TBD	2022			1,025,000						1,025,000
Chamber Way Bridge Replacement	Replace Bridge	Grants/Arterial Street/4% Funds/TBD	2021			2,000,000		33,600,000				35,600,000
Market Blvd - Park St to 13th St	Reconstruction	Grants/Arterial Street/4% Funds/TBD	2022			150,000	4,700,000					4,850,000
Market Blvd - 13th to city limits	Reconstruct, pedestrian improvements	Grants/Arterial Street/4% Funds/TBD	2023				100,000	4,500,000				4,600,000
Louisiana Avenue	Widening/realignment just south of Chamber	Arterial Street/4% Funds/TBD	2021		75,000							75,000
William Avenue	Realign William, sidewalks, curbs	Arterial Street/4% Funds/TBD	2021		100,000							100,000
National Ave/ Coal Cr. Improvements	Coal Creek Bridge, intersection, pedestrian improvements, reconstruction	Grants/Arterial Street/4% Funds/TBD	2021		400,000			200,000		2,500,000		3,100,000
Louisiana Ave. - Chamber Way to Home Depot	Grind & inlay, Chamber to Home Depot, traffic control improvements	Grants/Arterial Street/4% Funds/TBD	2023				275,000					275,000
Riverside Dr/Newaukau Ave repairs	Spot repairs Hwy 6 to Shorey Rd/sidewalks	Grants/Arterial Street/4% Funds/TBD	2025						500,000			500,000
Winchester Hill Dr.	Spot repair/ double chip seal or overlay	Arterial Street/4% Funds/TBD	2022			70,000						70,000
20th St. - Market to Salisbury	Grind and inlay	Grants/Arterial Street/4% Funds/TBD	2025						300,000			300,000
Cascade Ave. - Main St. to 13th St.	Spot Repairs & Grind and Inlay	Grants/Arterial Street/4% Funds/TBD	2025						250,000	2,250,000		2,500,000
Louisiana Ave Repairs	Spot repair & overlay Hwy 6 North	Grants/Arterial Street/4% Funds/TBD	Future								450,000	450,000
Snively Ave improvements	Reconstruct 16th to 20th	Grants/Arterial Street/4% Funds/TBD/Utility Funds	Future								2,500,000	2,500,000
National Ave. - Market to Chamber	Reconstruct, pedestrian improvements	Grants/Arterial Street/4% Funds/TBD	Future								1,525,000	1,525,000
13th St. - Market to Interstate	Grind & overlay, ADA compliance	Grants/Arterial Street/4% Funds/TBD	Future								260,000	260,000
Guardrail	Various locations throughout city	Grants/Arterial Street/4% Funds/TBD	Future								125,000	125,000
Front, Pacific, Park Streets improvements	Grind, overlay/utility/frontage improvements	Grants/Arterial Street/4% Funds/TBD	Future								2,500,000	2,500,000
				150,000	4,100,000	3,420,000	8,000,000	38,500,000	1,250,000	4,950,000	7,360,000	67,730,000

Current Year (2020) Projects

Main Street Improvements- Grind and repave, with ADA ramps improvements, Market Blvd. to BNSF mainline tracks

Kresky Avenue - Grind and repave

Chehalis Avenue- Repair 3rd St. to 9th St. Design work 2020, construction 2021

Pacific Avenue- Reconstruction. Design and utility relocation 2020, construction 2021

**CHEHALIS CITY COUNCIL MEETING
AGENDA REPORT**

TO: The Honorable Mayor and City Council

FROM: Jill Anderson, City Manager

DATE: June 22, 2020

SUBJECT: Regional 911 Consolidation Feasibility Study and Memorandum of Understanding for Cost Sharing Agreement

ISSUE

A Statement of Work has been provided by DELTAWRX to Lewis County to perform a 911 Consolidation Feasibility Study to assess the feasibility of consolidating Lewis County 911 Dispatch services with TCOMM, the 911 service provider in Thurston County. A Memorandum of Understanding (MOU) has been prepared to create a funding partnership between the City of Chehalis, City of Centralia, Riverside Fire Authority (RFA), and Lewis County to share the cost of the study equally, as the largest users of the Lewis County 911 System.

BACKGROUND

The City of Chehalis has been working with the City of Centralia, RFA, and Lewis County to improve ongoing performance and equipment issues that impact the reliability of 911 dispatch services available through the Lewis County Dispatch Center for several years. Multiple alternatives have been discussed including the feasibility of creating an independent dispatch center with the City of Centralia and RFA. The research regarding an independent dispatch center was presented to the City Council in July 2018. It was decided at that time to direct staff to research other, more economically feasible options.

In 2019, elected and administrative officials from the City of Chehalis, the City of Centralia, RFA, and Lewis County started earnest discussions about the issues surrounding 911 and identifying alternatives for addressing the service delivery now and in the future, understanding that the current system needs major technology upgrades. The County Manager, Erik Martin, then invited RFA Fire Chief Mike Kytta; Centralia City Manager Rob Hill; and Chehalis City Manager, Jill Anderson, to form an informal working group to improve communications between the agencies and develop a plan to evaluate consolidation. This led to the County releasing a Request for Qualifications (RFQ) for the preparation of a 911 Consolidation Study with the full support and involvement of the working group, as well as the Executive Director of TCOMM. At the conclusion of the process, the group unanimously agreed that DELTAWRX was the firm best suited to conduct the feasibility study. The firm then developed a scope of work in consultation with the working group, which is being presented for your consideration at this time.

DELTAWRX PROPOSAL

DELTAWRX has prepared a scope of work to explore how regionalization and other changes to the dispatching model might impact call processing and call flow, staffing and operations, facilities and equipment, and capital expenditures and operational budgets. The project would include a thorough

analysis of the feasibility of consolidating Lewis County 9-1-1 dispatching services with TCOMM, a non-profit PSAP in Thurston County, as well as considering alternatives to improve service delivery internally, for comparison and consideration. This process will involve significant interaction with stakeholders, including Chehalis, to understand the current conditions and concerns, as well as future needs and goals.

DELTAWRX has identified the following project tasks:

1. Hold Project Planning Meeting
2. Conduct Project Kickoff Meeting
3. Gather Information for Analysis
4. Benchmark Current Environment
5. Assess Consolidation and Identify Service Delivery Improvement Alternatives
6. Develop Staffing and Financial Models
7. Conduct Dispatch Consolidation Workshop
8. Develop Implementation Plan and Funding Options

These project tasks will support implementation planning for the desired path forward and provide recommendations for funding options. Additional details on each project task can be found in the DELTAWRX Statement of Work, which is attached to this agenda report. The project is expected to start on July 7, 2020 and be completed by the end of the year, barring any unforeseen delays, including those related to COVID 19.

COST SHARING MOU

An MOU Cost Sharing Agreement has been prepared by Lewis County, with input from the working group, for consideration by each of the four entities that have been leading this effort: City of Chehalis, City of Centralia, RFA, and Lewis County. It creates a funding partnership to set forth terms for sharing the cost of the proposed feasibility study, with the County acting as the lead agency.

Total costs for this study are projected to be \$96,922.00. Costs would be split equally among the four agencies, totaling \$24,230.50 each. Any additional costs exceeding the proposed amount would be allocated among the four agencies after negotiation and mutual agreement. Lewis County has agreed to make the payment to the consultant in full, to be reimbursed by the member agencies.

If approved by all agencies, the agreement, which is attached for reference, will remain in effect until the feasibility study has been completed and all cost sharing commitments have been met. The RFA approved the Memorandum of Understanding and funding for the project at its June 10, 2020 meeting. The City of Centralia and Lewis County are scheduled to act on this proposal before the end of June.

FISCAL IMPACT

The City of Chehalis is being asked to contribute one quarter of the cost, which is \$24,230.50. This feasibility study it is not a budgeted expense and will require a budget amendment to the general fund, if approved. A contingency of \$2,500 would also be requested as part of the proposed budget authorization in the event that some additional work is deemed necessary during the course of the project. This would bring the total cost to \$26,730.50.

911 IMPROVEMENT IS A STRATEGIC GOAL

In its first Strategic Planning Session in 2018, the City identified improving 911 dispatch services in Chehalis as a strategic priority to improve public safety as a result of some ongoing concerns about service delivery and increasing costs. The City had taken many steps to address this issue prior to that time and has continued to be a strong advocate for improving 911 in Lewis County, with a particular interest in consolidating with TCOMM.

Unfortunately, this funding request for the feasibility study is being made at a time of tremendous financial uncertainty due to the COVID-19 pandemic and associated disruptions to the economy in WA and most of the world. The request for funding also comes after years of work to bring multiple stakeholders to a consensus that consolidation with TCOMM is a viable option for long-term cost control and improving 911 service delivery. Therefore, it is recommended that the City of Chehalis participate in the funding of the feasibility study of consolidating Lewis County 911 with TCOMM, making an investment in the work needed to identify a long-term plan to manage costs and improve delivery of this critical public safety service.

RECOMMENDATION

It is recommended that the City Council:

- 1) **Approve** the Memorandum of Understanding for Cost Sharing Agreement to conduct a feasibility study of consolidating 911 services with TCOMM
- 2) **Authorize** the expenditure of up to \$26,730.50 to fund the 9-1-1 Regionalization Feasibility study, which includes a contingency of \$2,500
- 3) **Authorize** the City Manager to execute documents related to the project, including the Cost Sharing MOU with Lewis County, City of Centralia, and RFA.

SUGGESTED MOTION

I move that the City Council:

- 1) **Approve** the Memorandum of Understanding for Cost Sharing Agreement to conduct a feasibility study of consolidating 911 services with TCOMM
- 2) **Authorize** the expenditure of up to \$26,730.50 to fund the 9-1-1 Regionalization Feasibility study, which includes a contingency of \$2,500
- 3) **Authorize** the City Manager to execute documents related to the project, including the Cost Sharing MOU with Lewis County, City of Centralia, and RFA.

Appendix A - Statement of Work

Lewis County (“County”) has contracted with DELTAWRX to provide the services identified in Appendix A of the Lewis County-DELTAWRX Agreement (“Agreement”). This Statement of Work (“SOW”) herein guides the primary activities and responsibilities for the 911 Consolidation Feasibility Study project. It identifies each major task that DELTAWRX will complete, a project schedule and the associated fees for each project task.

Project Tasks

This project will analyze the feasibility of consolidating Lewis County 911 dispatching services with TCOMM, a non-profit PSAP in neighboring Thurston County, as well as considering alternatives to improve service delivery internally, should a regional approach be deemed suboptimal. The following project tasks will explore how regionalization and other changes to the dispatching model might impact call processing and call flow, staffing and operations, facilities and equipment and capital expenditures and operational budgets. In addition, these project tasks will support implementation planning for the desired path forward and provide recommendations for funding options.

A successful effort will fulfill the County’s goals of ensuring that public safety is a top priority, making best use of taxpayer dollars, supporting efficiency and effectiveness in an employee-friendly professional environment and facilitating a consensus-based decision-making model among the diverse group of project stakeholders.

Task 1 - Hold Project Planning Meeting – To initiate the project, DELTAWRX will facilitate a meeting to finalize the work plan and project schedule, develop a project communications and reporting plan and discuss any constraints and risks that could affect project outcomes.

Task 2 - Conduct Project Kickoff Meeting – DELTAWRX will conduct a project kickoff meeting with the Project Team and other interested stakeholders. We recommend inviting agency leadership, command staff and leaders from the participating municipalities to ensure clarity regarding project drivers, objectives, and team member roles and responsibilities. During the meeting, we will review our work plan, deliverables and project timeline, discuss our approach to collecting data and answer any questions from project stakeholders, as appropriate.

Task 3 - Gather Information for Analysis – DELTAWRX will gather information from a variety of sources to enable a complete and factual understanding of the current environment and the factors contributing to the feasibility of dispatch consolidation. To accomplish this task, we will:

- **Review Background Data** – DELTAWRX will review any documentation that provides background information or context for the 911 Consolidation Feasibility Study, as well as information regarding the state of existing facilities, operations and systems.
- **Survey Participating Agencies** – DELTAWRX will distribute a Statistics Checklist and a Staffing, Technology and Facilities Survey that lists the information we need to conduct

subsequent analysis. These documents include items such as technology and equipment, incoming administrative and emergency call volumes by day of week and hour of day, call for service levels, annual reports, budgets, maintenance agreements, salary and benefit structures, agency size and staffing statistics.

- **Interview Personnel** – DELTAWRX will work with the Project Team to identify a list of stakeholders to interview. We expect that the list will include representatives and subject matter experts from Lewis and Thurston County and their respective law enforcement and fire departments, as well as EMS providers and potential external stakeholders.
- **Shadow Operations** – To further understand the operations and culture of each of the two Counties' communications centers, DELTAWRX will shadow telecommunicators to ensure that we understand their business processes and environment.

Task 4 - Benchmark Current Environment – To confirm our understanding of the status quo and to provide a sound basis for subsequent analysis, DELTAWRX will document the existing emergency communications environment in Lewis County and Thurston County. We expect to document and analyze:

- Facilities, focusing primarily on the ability for Lewis County 911 Communications or TCOMM to support consolidated operations
- Technology, especially with regards to the CAD systems in use, systems interfaced to CAD, GIS, two-way radio systems, the flow of voice and data information through the various systems, and what equipment, networks, hardware and software can be used or modified for use in a consolidated public safety communications environment
- Operations, focusing on similarities and differences among the two PSAPs in:
 - Call loads, call volumes, call for service volumes
 - PSAP call routing, call handling methods, non-emergency call processing
 - Standard operating procedures, policies and service levels for both law enforcement and fire/EMS dispatch operations
 - Staffing, scheduling and cross-training
 - Mutual aid agreements, interoperability facilitators
 - Non-communications tasks performed by communications staff, such as WACIC/NCIC entries, video monitoring, cash disbursement, etc.
 - Current staffing levels, including both authorized positions and filled positions
- Human resource practices, focusing on similarities and differences among the two PSAPs in the following areas:
 - Supervision and management structures
 - Training and quality assurance practices
 - Salary, vacation, seniority, retirement plans and benefit structures
 - Recruitment efforts, and reasons for and rates of turnover
- Financial factors, focusing on current operating costs and planned capital expenditures

DELTAWRX will present our understanding of the environment to the Project Team for validation before proceeding with subsequent tasks.

Task 5 - Assess Consolidation and Identify Service Delivery Improvement Alternatives – DELTAWRX will assess the feasibility of consolidating and co-locating Lewis County and Thurston County 911 dispatching services. For each scenario, we will create a conceptual plan that describes the facility, space, technology and projected staffing requirements and provide an overview of operations, accounting for both communications and non-communications tasks. We will describe the anticipated advantages and disadvantages of each option, which could pertain to service delivery, call processing times, mutual aid/response times, training, costs and other factors. In addition, should regionalization be deemed suboptimal, we will identify potential alternative actions that Lewis County could pursue internally to improve dispatch service delivery.

Task 6 - Develop Staffing and Financial Models – Concurrent with our assessment of consolidation and identification of service delivery improvement alternatives, DELTAWRX will prepare detailed staffing and financial models. Our staffing model will incorporate industry standards, the projected call volumes and workloads by hour of day, service levels, scheduling, staffing ratios, radio talk channels, radio channel discipline and radio traffic volume. We will use the model to identify the optimal number and type of staff, including technical support and on-call personnel, GIS personnel, communications officers and supervisors.

Personnel and technology costs are typically the two largest inputs into a consolidated public safety dispatch center financial model. If a new facility or substantial expansions to the existing facilities are required, additional financial considerations are clearly necessary. To determine the financial impact of consolidation, DELTAWRX will project one-time capital expenditures (e.g., facility renovations or technology investments, such as software licenses or interface development costs), transition costs (e.g., training and professional service fees), and operating costs (e.g., administrative, technology maintenance and personnel). We will compare these costs to the current environment to identify the delta. We plan to baseline our analysis against current authorized staffing levels at the two emergency communications centers unless an alternative method is desired.

Task 7 - Conduct Dispatch Consolidation Workshop – To ensure our efforts and final recommendations result in both a practical implementation plan and meaningful change, we propose conducting a half-day workshop for the project team and municipality leadership. In the first portion of the workshop, DELTAWRX will present our assessment of the feasibility of dispatch consolidation, including how consolidation and co-location with TCOMM address (or fail to address) shortcomings in the current environment, as compared to the alternative internal service delivery improvement mechanisms we identified. We will facilitate a discussion regarding the feasibility of consolidation and our findings, and obtain feedback from the group regarding the preferred path forward. While we do not anticipate reaching full consensus-based final decisions during the workshop, we believe that the collective process of narrowing the path forward is a critical step in building stakeholder buy-in. In addition, this process provides a transparent forum for stakeholders to voice preferences, comments and concerns.

In the second portion of the workshop, should consolidation be appealing to the participants, we will facilitate a structured discussion about the governance options that are available in a regional dispatch model. In the event that consolidation is not viewed as a viable option, we will spend this

time obtaining feedback from the representatives from the Lewis County agencies on the internal service delivery improvement alternatives, including priorities, resource requirements, concerns and how these recommendations might dovetail with other organizational and/or Countywide efforts. We are additionally able to conduct a hybrid approach to the second half of the workshop, should this be desired.

Task 8 - Develop Implementation Plan and Funding Options – Our final report will summarize our findings, analysis and recommendations in the areas of staffing, technology, equipment, facilities, human resources, finances and governance. Should consolidation be desired, we will discuss the opportunities and challenges associated with transitioning to a consolidated entity, including the operational effectiveness of consolidation, as well as the drivers and barriers to implementation, provide governance recommendations based on the discussion held during the workshop and prepare an implementation plan. Should the team determine that consolidation is not a feasible option, we will prepare an implementation plan for the internal service delivery improvement alternatives, incorporating feedback received during the workshop. In either case, we will document funding options to support the desired path forward, in an effort to ensure the long-term financial sustainability of the decision.

DELTAWRX will deliver the final report to the project team in draft format and will update the document as necessary to incorporate any feedback that is received.

Project Schedule

The preliminary project schedule shown in Figure 1 assumes a start date of July 7, 2020. Given the fluid nature of project planning and the current public health environment as a result of COVID-19, this schedule may be adjusted as necessary.

DELTAWRX has factored time into the schedule to accommodate known holidays and natural project lag times (e.g., review cycles), but we have not built time into the schedule to accommodate delays on the part of project team resources. We will plan to review this proposed project schedule with the County’s Project Manager and other key stakeholders as an initial project task.

Figure 1 – Preliminary Project Schedule

	Task	Estimated Start Date	Estimated Finish Date
1	Hold Project Planning Meeting	7/7/2020	7/7/2020
2	Conduct Project Kickoff Meeting	7/21/2020	7/21/2020
3	Gather Information for Analysis	7/7/2020	7/31/2020
4	Benchmark Current Environment	8/3/2020	8/21/2020
5	Assess Consolidation and Identify Service Delivery Improvement Alternatives	8/31/2020	9/18/2020
6	Develop Staffing and Financial Models	8/31/2020	9/18/2020

	Task	Estimated Start Date	Estimated Finish Date
7	Conduct Dispatch Consolidation Workshop	10/12/2020	10/13/2020
8	Develop Implementation Plan and Funding Options	11/2/2020	12/4/2020

Project Fees

Figure 2 identifies the firm-fixed fee to perform the above-described tasks. This fee is inclusive of all administrative, travel, report production and related expenses. DELTAWRX will invoice the County upon the completion of each task.

Figure 2 - Project Fees

	Task	Hours	Fees
1	Hold Project Planning Meeting	4	\$ 989
2	Conduct Project Kickoff Meeting	12	\$ 2,967
3	Gather Information for Analysis	80	\$ 19,780
4	Benchmark Current Environment	88	\$ 21,758
5	Assess Consolidation and Identify Service Delivery Improvement Alternatives	48	\$ 11,868
6	Develop Staffing and Financial Models	48	\$ 11,868
7	Conduct Dispatch Consolidation Workshop	36	\$ 8,901
8	Develop Implementation Plan and Funding Options	76	\$ 18,791
Total		392	\$ 96,922

MEMORANDUM OF UNDERSTANDING

COST SHARING AGREEMENT

Introduction

This Memorandum of Understanding is entered into between the County of Lewis ("County"), the City of Centralia ("Centralia"), the City of Chehalis ("Chehalis"), and the Riverside Fire Authority ("Riverside FA"), collectively (the "Parties"). The Parties agree to jointly fund a 911 Consolidation Feasibility Study ("Study"), which study shall be conducted under the direction of Erik Martin, Lewis County Manager. The scope of work will include the following areas, among others, as referenced in the attached Statement of Work – Exhibit A:

1. Call Processing and Call Flow
2. Staffing and Operations
3. Facility and Equipment
4. Capital and Operational Budgets
5. Implementation Planning
6. Funding Options

The County, Centralia, Chehalis, and the Riverside FA hereby agree to share in the cost of the feasibility study as set forth herein below. The purpose of this Memorandum of Understanding is to set forth the Parties' agreement with respect to contributions that shall be paid by the County, Centralia, Chehalis and the Riverside FA.

Amount of Cost Sharing

All of the Parties hereby agree to provide payment to fund the Study in the following amounts:

<u>Agency</u>	<u>Amount</u>
County of Lewis	\$24,230.50
City of Centralia	\$24,230.50
City of Chehalis	\$24,230.50
Riverside Fire Authority	\$24,230.50
Total	\$96,922.00

Terms

1. Maximum Proposed Study Cost: In the event of any cost over-runs that later cause the final total cost of the Study to exceed the initial proposed amount, then the final total cost shall be allocated among the Parties in accordance with future negotiation and mutual agreement.

2. Payment: County will, as an advance, make the payment to the consultant in the full amount of the initial proposed cost of the study. Chehalis, Centralia and Riverside FA hereby agree to make payment to County to reimburse County for their portion of the cost as set forth above, within 30 days of receipt of notice that the County has made the payment to the consultant. This same procedure regarding payment by the County and reimbursement to the County from the other Parties shall also apply in the event of any cost over-runs that later cause the final total cost of the Study to exceed the initial proposed amount.

3. Termination: This Agreement will automatically terminate if the subject proposal is not funded. If funded, this Agreement will remain in effect until the Study has been completed and all cost sharing commitments have been met.

4. Notices: Any notice required or permitted to be given under this agreement shall be in writing and may be given by personal delivery or by U.S. Postal Service mail. Notice shall be deemed given upon actual receipt in the case of personal delivery or within three (3) business days after mailing. The address for service of notices for each party is set forth adjacent to the signatures below.

5. No Waiver: The wavier or failure of any party to exercise, in any respect, any right provided in this Agreement shall not be deemed a waiver of any other right or remedy to which the party may be entitled.

6. Integrated Agreement: The terms and conditions set forth herein constitute the entire agreement between the Parties as to the matters set forth herein and supersede any communications or previous agreements with respect to the subject matter of this Agreement. There are no written or oral understandings directly or indirectly related to this Agreement that are not set forth herein. No change can be made to this Agreement other than in a writing signed by the Parties.

7. Governing Law and Venue: The Parties agree that any action to interpret or enforce this Agreement shall be governed and enforced according to the laws of the State of Washington and any dispute under this Agreement shall be brought in the Superior Court in and for the County of Lewis.

8. Attorney Fees: If any party(ies) hereto brings any legal action regarding the interpretation or enforcement of this Agreement, the prevailing party(ies) shall be entitled to recover its reasonable attorney fees from the non-prevailing party(ies) in the litigation, in addition to any other relief that may be granted.

9. Severability: If any term or provision of this Agreement is held by a court to be invalid or unenforceable, then this Agreement, including all of the remaining terms, will remain in full force and effect as if such invalid or unenforceable term or provision had never been included.

10. Contra Proferentem Rule Excluded: This Agreement was negotiated jointly by the Parties, and it shall not be construed against any party in case of any dispute.

[SIGNATURES APPEAR ON THE FOLLOWING PAGES]

DRAFT

Concurrence

The County of Lewis agrees to make the payments identified above, and will comply with the terms of this MOU.

County of Lewis

By: Erik Martin
Title: County Manager

Date: _____

County of Lewis
Erik Martin, County Manager
351 NW North Street
Chehalis, WA, 98532
Telephone: (360)740-2697
Erik.Martin@lewiscountywa.gov

The City of Centralia agrees to make the payments identified above, and will comply with the terms of this MOU.

City of Centralia

By: Rob Hill
Title: Centralia City Manager

Date: _____

City of Centralia
Rob Hill, City Manager
118 Maple St
PO Box 609
Centralia, WA 98531
Telephone: (360)330-7674
Rhill@cityofcentralia.com

The City of Chehalis agrees to make the payments identified above, and will comply with the terms of this MOU.

City of Chehalis

By: Jill Anderson
Title: Chehalis City Manager

Date: _____

City of Chehalis
Jill Anderson, City Manager
350 N Market Blvd, Room 101
Chehalis, WA 98532
Telephone: (360)345-1042
janderson@ci.chehalis.wa.us

Riverside Fire Authority agrees to make the payments identified above, and will comply with the terms of this MOU.

Riverside Fire Authority

By: Mike Kytta
Title: Fire Chief

Date: _____

Riverside Fire Authority
Mike Kytta, Fire Chief
1818 Harrison Ave
Centralia, WA 98531
Telephone: (360)736-3975
mkytta@riversidefire.net