

**CHEHALIS CITY COUNCIL AGENDA**  
 CITY HALL  
 350 N MARKET BOULEVARD, CHEHALIS, WA 98532

Terry F. Harris, District 1, Mayor Pro Tem Daryl J. Lund, District 2 Dr. Isaac S. Pope, District 4	Dennis L. Dawes, Position at Large Mayor	Anthony E. Ketchum Sr., District 3 Chad E. Taylor, Position at Large Bob Spahr, Position at Large
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**Regular Meeting of Monday, May 9, 2016**

**5:00 p.m.**

ITEM	ADMINISTRATION RECOMMENDATION	PAGE
1. <u>Call to Order.</u> (Mayor)		
2. <u>Pledge of Allegiance.</u> (Mayor)		

<b>CITIZENS BUSINESS</b>		
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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<b>PRESENTATIONS / PROCLAMATIONS</b>		
3. <u>Proclamation Declaring May 15-21, 2016, as Police Week in the City of Chehalis.</u> (Mayor, Police Chief)	---	

<b>SPECIAL BUSINESS</b>		
4. <u>Request for Flood Mitigation Funding.</u> (Matt Matayoshi, EDC Executive Director)	SUPPORT REQUEST FOR FUNDING	1

CONSENT CALENDAR		
5. <u>Minutes of the Regular Meeting of April 25, 2016.</u> (City Clerk)	APPROVE	2
6. <u>Vouchers and Transfers.</u> (Finance Manager)	APPROVE	6
7. <u>Resolution No. 12-2016, First and Final Reading – Surplus of City Property.</u> (City Manager, Police Chief)	ADOPT	8
8. <u>Resolution No. 13-2016, First and Final Reading – Authorizing the City Manager to Apply for Washington Wildlife and Recreation Program Grant Funding through the Washington State Recreation and Conservation Office on Behalf of the Discover! Children's Museum.</u> (City Manager)	ADOPT	10
9. <u>Set Date and Time of May 23, 2016, at 5:05 p.m., for Public Hearing on the 2017- 2022 Six-Year Transportation Improvement Program.</u> (City Manager, Public Works Director, Street/Storm Superintendent)	SET DATE AND TIME FOR PUBLIC HEARING	16

ADMINISTRATION AND CITY COUNCIL REPORTS		
10. <u>Administration Reports.</u>		
a. Briefing on Lewis County Communication Center Services. (City Manager, Police Chief, Fire Chief)	INFORMATION ONLY	
11. <u>Council Reports.</u>		
a. Councilor reports. (City Council)	INFORMATION ONLY	
b. Council committee reports. (City Council)	INFORMATION ONLY	

UNFINISHED BUSINESS		
12. <u>Ordinance No. 958-B, Second and Final Reading, Establishing a Zero-Rise Policy for Development in the Floodplain.</u> (City Manager, Airport Manager)	PASS	18

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

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, MAY 23, 2016



May 3, 2016

Mayor Dennis Dawes; City Councilors  
City of Chehalis  
350 N. Market Blvd. Rm 101  
Chehalis, WA 98532

Re: Flood Mitigation

Cc: City of Centralia, City of Chehalis, Port of Centralia, Port of Chehalis, Industrial Commission,  
Lewis County Commissioners.

Dear Mayor Dawes and City Councilors:

Reducing the impact of catastrophic flooding is a top priority of the Lewis County Economic Development Council. We are strong supporters of the proposal from the Governor's Chehalis Basin Work Group. That proposal is for permitting of a water retention facility in the upper Chehalis basin along with an aggressive basin-wide salmon habitat enhancement. It also includes continued local project funding for China Creek and raising the Centralia-Chehalis airport levee.

In 2010 the cities of Chehalis and Centralia along with Lewis County and many local businesses established a FEMA-Flood Fund to help cover the cost of professional services needed to assist our communities to advocate on these issues. These funds have been utilized effectively for their intended purpose. Presently there is a need to replenish the flood funds. To support this effort, EDC is volunteering to serve as the manager of this fund going forward.

We are inviting the City of Centralia, City of Chehalis, Port of Chehalis, Port of Centralia, and Lewis County to each contribute \$15,000 this year to the flood fund.

EDC is available to meet with your board to answer questions about this process.

Cordially,

A handwritten signature in blue ink that reads 'Reggie Hamilton'.

Reggie Hamilton  
Board Chair

April 25, 2016

The Chehalis city council met in regular session on Monday, April 25, 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, Bob Spahr, Daryl Lund, Chad Taylor and Tony Ketchum. Councilor Pope was absent (excused). Staff present included: Merlin MacReynold, City Manager; Bill Hillier, City Attorney; Judy Schave, City Clerk; Glenn Schaffer, Police Chief; Judy Pectol, Finance Manager; Rick Sahlin, Public Works Director; and Dave Vasilauskas, Water Superintendent. Members of the media included Justyna Tomtas from *The Chronicle*.

1. **Citizens Business.** Frank Dipola (104 Whitney Blvd.) reported he has some property on Spring Street that he short platted a few years ago. He stated he approached the city to talk about developing the site, but found out his property is no longer in the city as of February 1. Mr. Dipola reported the county is willing to work with him, but he didn't want to go through the same process that he already did with the city that took over a year to do.

Mayor Dawes reported Mr. Dipola's property has always been in the city's Urban Growth Area (UGA), which is outside the physical limits of the city. He stated as of February 1, unless an active permit was in the process with the city, all of the permitting switched over to the county. Mayor Dawes reported, for whatever reason, the county was no longer interested in continuing the agreement we had for the city to do the permitting in our UGA.

Mr. Dipola indicated he did not take out any permits with regard to building, and inquired as to why he had to follow the city's process for all of the preliminary work.

Mayor Dawes stated, at the time, the city was doing the permitting in the UGA for the county, but as of February 1 the city only has jurisdiction over property within the city limits. He suggested if Mr. Dipola wanted to continue to work with the city he could request that his property be annexed into the city because it's contiguous with the city.

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

- a. Minutes of the regular meeting of April 11, 2016;
- b. Claim Vouchers No. 115397-115546 and Electronic Funds Transfer No. 32016 in the amount of \$374,453.57 dated April 15, 2016;
- c. Award contract for High Level Reservoir Replacement to T Bailey, Inc., in the amount of \$718,837.20, and authorize city manager to execute Amendment No. 1 with HDR Engineering, Inc., in the amount of \$82,500 to provide additional engineering services required for the High Level Reservoir Replacement Project;
- d. Authorize city manager to execute Washington State Department of Transportation Construction Supplement Agreement No. 3 and Local Agency Federal Aid Project Prospectus for the National Avenue Salzer Creek Bridge Scour Project;
- e. Adopt Resolution No. 9-2016 on first and final reading authorizing the city manager to apply for land and conservation grant funding through the Washington State Recreation and Conservation Office on behalf of the Discover! Children's Museum; and
- f. Adopt Resolution No. 11-2016 on first and final reading authorizing the sole source purchase of fill for use in the Twin City Town Center.

The motion was seconded by Councilor Taylor and carried unanimously.

Councilor Harris inquired as to what the total cost of the Scour Project is.

Public Works Director Rick Sahlin reported it's just under \$500,000, noting it started out at \$190,000. He indicated the project is being paid for with federal funding.

April 25, 2016

**3. Administration Reports.**

a. **Quarterly and March Financial Reports and Quarterly Sales and Use Tax Report.** Finance Manager Judy Pectol reported she didn't have much to report on either the quarterly or March financials, noting things are looking good.

Mayor Dawes stated the percentages are a bit skewed at this time of the year because some of the larger revenue sources are not received until later in the year, such as property tax. He also noted the projections for sales and use tax are right on with what they budgeted.

City Manager MacReynold reported the ending fund balances for most of the funds are also doing better than what they projected.

**4. Council Reports.**

a. **Update From Councilor Harris.** Councilor Harris reported the Chehalis Basin Partnership met last week and received reports from various agencies, including the Farm Bureau who talked about the handling of water in the Chehalis River.

Councilor Harris stated he hoped the last item on the council's agenda, the ordinance establishing a Zero-Rise Policy, will be something he can take back to the Partnership and be proud of.

b. **Update From Councilor Spahr.** Councilor Spahr reported he attended the Lewis Economic Development Council Board meeting, noting they have a lot of projects that just need to come to fruition.

c. **Update From Mayor Dawes.** Mayor Dawes reported he attended a Business After Hours at the NW Sports Hub in connection with the Home and Garden Show. He also attended the annual Firemen's Pension Board meeting on Thursday, April 21.

Mayor Dawes reported he was pleased to see the Lewis County Commissioners pass an amendment to make funds available for the Discover! Children's Museum Project. He stated he was a little disappointed that our local legislators didn't see fit to include money in their budget for the project, but was happy that they provided some funding for the Theatre in Centralia and the Boys and Girls Club south of town. Mayor Dawes believed the Committee for the Discover! Children's Museum will be successful and will do very well at the proposed location, adding it will be another gem for our community.

**5. Ordinance No. 957-B, Second and Final Reading – Amending the 2016 Budget.** Ms. Pectol reported on the changes to the proposed ordinance since the first reading, to include:

- \$6,000 to update the city's website
- \$5,025 to increase the estimated revenue for Multimodal Transportation
- Funding for the National Avenue Grind and Overlay Project - includes revenues, expenditures, and matching funds
- Transfer of \$32,500 from the wastewater fund to the airport fund to cover their share of the Arkansas Way Extension Project

Councilor Ketchum inquired as to what the wastewater's share is for.

City Manager MacReynold reported they put in a sewer line.

Councilor Spahr moved to pass Ordinance No. 957-B on second and final reading.

Councilor Harris seconded the motion.

Councilor Spahr reported he's been on the city's website and it functions very well. He wondered what is being done to update it.

April 25, 2016

City Clerk Judy Schave reported the funding would be used to upgrade the site to be more modern and easier to manage and maneuver through. She noted they met with the project manager from aha! Consulting, Inc., last week and he provided some really nice designs for the group to consider.

The motion carried unanimously.

**6. Resolution No. 10-2016, First and Final Reading – Supporting Twin Transit's Request for State and Federal Funds Necessary for the Construction of a Regional Transit Center.** Twin Transit General Manager Rob LaFontaine thanked the council for considering the resolution. He noted they have an opportunity to seek federal funding for the project, but it's a tight application window and he's working quickly to generate support to file with the application.

Mr. LaFontaine reported the Lewis County Transportation Strategy Council met last week and voted in favor to support the project. He also plans to meet with the Centralia City Council and the Lewis County Commissioners to seek their support. In addition, Mr. LaFontaine contacted Congresswoman Jaime Herrera Beutler's office to request a letter of support from her, as well.

Councilor Taylor moved to adopt Resolution No. 10-2016 on first and final reading.

The motion was seconded by Councilor Lund and carried unanimously.

**7. Ordinance No. 958-B, First Reading – Establishing a Zero-Rise Policy for Development in the Chehalis Floodplain.** City Manager MacReynold reported the administration received direction from the council to put something together to deal with the ongoing discussions around development in our floodplain. He noted the administration worked very closely with J. Vander Stoep, our representative on the Governor's Work Group, to develop the proposed ordinance.

City Manager MacReynold believed the ordinance will provide a reasonable approach that will minimize the impact to our downstream partners in the Flood Authority. He noted this Council has been an active member of the Chehalis Flood Authority since its inception in 2008 and was the first to pass a resolution stating support for water retention on the Chehalis River. City Manager MacReynold stated that was significant and suggested the proposed ordinance is another positive step by the council.

Mr. Vander Stoep stated he appreciated what the city did in terms of finding a useful policy that will work for Chehalis, based on what other cities have implemented.

Mr. Vander Stoep reported they know from the data that the impact downstream from fill at the airport is incredibly small, adding some people have a perception that it may be a significant contributor, but it's not. He felt the proposed ordinance would send a clear signal to our neighbors and friends downstream that the city will make sure any future impact will be zero. Mr. Vander Stoep believed the ordinance would also provide a solid policy answer to a lot of concerns and questions that have been raised at the state and federal level, and even locally. He applauded the council for coming up with the ordinance and encouraged them to approve it.

Councilor Lund stated he would like to applaud Mr. Vander Stoep, noting he's been involved with this from the beginning. He reported people don't realize how much Mr. Vander Stoep has done for this community and felt he should get more credit.

Mr. Vander Stoep thanked Councilor Lund for his kind words. He noted a few years ago his parents were Grand Marshals of the Santa Parade and suggested, in fun, that if the council wants to make him the Grand Marshal when he's 80 years old he would be fine with that, but he has a long way to go.

Mayor Dawes stated the council does appreciate what he's done for the community and is pleased that this will be a valuable tool for him to use. He was also glad that Mr. Vander Stoep recognized the work by the staff that put the ordinance together.

Councilor Spahr moved to pass Ordinance No. 958-B on first reading.

April 25, 2016

The motion was seconded by Councilor Lund and carried unanimously.

There being no further business to come before the council the meeting adjourned at 5:37 p.m.

\_\_\_\_\_  
Mayor

Attest:

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

**SUGGESTED MOTION**

I move that the council approve the minutes of the regular city council meeting of April 25, 2016.



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

DATE: April 29, 2016  
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. 115547 through 115662 in the amount of \$183,773.58 dated April 29, 2016 and the transfer of \$74,682.62 from the General Fund, \$110.74 from the Dedicated Street Fund - 4% Sales Tax, \$14,032.03 from the Tourism Fund, \$25,404.85 from the Wastewater Fund, \$5,854.88 from the Water Fund, \$768.14 from the Storm & Surface Water Utility Fund, \$61,948.86 from the Airport Fund and \$971.46 from the Firemen's Pension Fund..

RECOMMENDATION/COUNCIL ACTION DESIRED

The administration recommends that the council approve the April 29, 2016 Claim Vouchers No. 115547 through 115662 in the amount of \$183,773.58.

SUGGESTED MOTION

I move to approve the April 29, 2016 Claim Vouchers No. 115547 through 115662 in the amount of \$183,773.58.

Reviewed by:  \_\_\_\_\_, City Manager

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

DATE: April 29, 2016  
TO: The Honorable Mayor and City Council  
FROM: Judy Pectol, Finance Manager *JP*  
PREPARED BY: Michelle White, Accounting Tech II *MW*  
SUBJECT: Payroll Vouchers and Transfers

ISSUE

Council approval is requested of the following financial transactions:

Payroll Vouchers No.38785 through 38835, Direct Deposit Payroll Vouchers No. 7041 through 7134 and Electronic Federal Tax Payment No. 159 dated April 29, 2016 in the amount of \$770,358.75 and the transfer of \$542,787.14 from the General Fund, \$3,949.43 from the Arterial Street Fund, \$89,126.82 from the Wastewater Fund, \$87,009.59 from the Water Fund, \$19,251.23 from the Storm & Surface Water Utility Fund, \$26,523.85 from the Airport Fund and \$1,710.69 from the Firemen's Pension Fund.

RECOMMENDATION/COUNCIL ACTION DESIRED

The administration recommends that the council approve the April 29, 2016 Payroll Vouchers No. 38785 through 38835, Direct Deposit Payroll Vouchers No. 7041 through 7134, and Electronic Federal Tax Payment No. 159 in the amount of \$770,358.75.

SUGGESTED MOTION

I move to approve the April 29, 2016, Payroll Vouchers No. 38785 through 38835, Direct Deposit Payroll Vouchers No. 7041 through 7134, and Electronic Federal Tax Payment No. 159 in the amount of \$770,358.75.

Reviewed by:  , City Manager

**CITY OF CHEHALIS  
AGENDA REPORT**

**DATE:** April 28, 2016  
**TO:** The Honorable Mayor and City Council  
**FROM:** Glenn Schaffer, Police Chief  
**SUBJECT:** Resolution No. 12-2016, First and Final Reading - Surplus of City Property

**ISSUE**

The Police Department has several vehicles that are no longer used or needed. State law requires that property must first be declared surplus by the city council before being sold or disposed of.

**DISCUSSION**

A resolution has been prepared for the council's consideration to surplus five vehicles that are no longer used, or cost effective to repair. The vehicles will be sold at auction or by sealed bid to the highest responsible bidder. The vehicles are:

DODGE VAN	1979	Vin #B21JF9X193050
GMC VAN	1979	Vin #TPL3593503394
FORD CROWN VICTORIA	2005	Vin #2FAHP71W05X148741
JEEP	1995	Vin #1J4FJ68S6SL650298
FORD CROWN VICTORIA	2007	Vin #2FAHP71W97X150295

**RECOMMENDATION / COUNCIL ACTION DESIRED**

The administration recommends that the council adopt Resolution No. 12-2016 on first and final reading.

**SUGGESTED MOTION**

I move that the council adopt Resolution No. 12-2016 on first and final reading.

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

**RESOLUTION NO. 12-2016**

**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.

DODGE VAN	1979	Vin #B21JF9X193050
GMC VAN	1979	Vin #TPL3593503394
FORD CROWN VICTORIA	2005	Vin #2FAHP71W05X148741
JEEP	1995	Vin #1J4FJ68S6SL650298
FORD CROWN VICTORIA	2007	Vin #2FAHP71W97X150295

**Section 2.** The personal property described herein in 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 9<sup>th</sup> day of May, 2016.

\_\_\_\_\_  
Mayor

Attest:

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


Approved as to form and content:

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



CITY OF CHEHALIS  
AGENDA REPORT

TO: The Honorable Mayor and City Council

FROM: Merlin MacReynold, City Manager 

DATE: May 2, 2016

SUBJECT: Resolution No. 13-2016; Authorizing the City Manager to Apply for Washington Wildlife and Recreation Program (WWRP) Grant Funding through the Washington State Recreation and Conservation Office (RCO) on Behalf of Discover! Children's Museum

**ISSUE**

The City Council previously adopted Resolution No. 9-2016 authorizing the City Manager to apply for RCO grant funding under the Land and Water Conservation category. We were recently advised by RCO that the proposed project would have a better chance of award under the WWRP category, requiring a new resolution.

**DISCUSSION**

As stated in the previous agenda report, the land to be leased for construction of an 18,000 square foot facility is located adjacent to 1.36 acres of land designated as "future green space." DCM would develop, improve, and maintain the green space; including parking that would be open to the public. A relatively small portion of the green space would be used exclusively for some outdoor exhibits and a play area for the museum. A complete list of proposed features and estimated budget is attached to this report, along with a concept layout of the property.

The grant application process requires that the city adopt a resolution as a component of the application package. The resolution must contain text specified by the RCO in order to be acceptable. Resolution No. 13-2016 (attached) has been drafted to satisfy the RCO criteria.

**RECOMMENDATION / COUNCIL ACTION DESIRED**

The administration recommends that the council adopt Resolution No. 13-2016 authorizing the City Manager to apply for an RCO grant for \$75,000 for development of the "green space" property adjacent to the future Discover! Children's Museum using DCM funding for the 50% local match.

**SUGGESTED MOTION**

I move that the council adopt Resolution No. 13-2016 on first and final reading.

*Note: The text contained in this Resolution is specified by the Recreation and Conservation Office for grant applications and may not be altered for this purpose.*

**RESOLUTION NO. 13-2016**

**A RESOLUTION OF THE CITY OF CHEHALIS, WASHINGTON, AUTHORIZING THE APPLICATION FOR A RECREATION AND CONSERVATION OFFICE GRANT (WASHINGTON WILDLIFE AND RECREATION PROGRAM) FOR THE IMPROVEMENT OF LAND WITHIN THE CHEHALIS-CENTRALIA AIRPORT RETAIL DEVELOPMENT AREA.**

**Recreation and Conservation Office  
Washington Wildlife and Recreation Program (WWRP)  
Application Resolution/Authorization**

Organization Name: City of Chehalis

Resolution No. (if applicable): 13-2016

Project Name and Number(s): Discover! Park

This form authorizes submitting application(s) for grant funding assistance for Washington Wildlife and Recreation Program (WWRP) project(s) to the Recreation and Conservation Funding Board as provided in Chapter 79A.15 and 79A.25 RCW, WAC 286, and other applicable authorities.

**WHEREAS**, our organization has approved a comprehensive parks and recreation or habitat conservation plan that includes this project; *[not required for farmland preservation projects]* and

**WHEREAS**, under provisions of the WWRP program, state grant assistance is requested to aid in financing the cost of development; and

**WHEREAS**, our organization considers it in the best public interest to complete the project described in the application(s).

**NOW, THEREFORE, BE IT RESOLVED that:**

1. The City of Chehalis City Manager is authorized to make formal application to the Recreation and Conservation Funding Board for grant assistance.
2. Our organization has reviewed the sample project agreement on the Recreation and Conservation Office's web site at: <http://www.rco.wa.gov/documents/manuals&forms/SampleProjAgreement.pdf> and authorizes Merlin MacReynold, City Manager to enter into such a project agreement, if funding is awarded. We understand and acknowledge that the project agreement will contain the indemnification (applicable to any sponsor) and waiver of sovereign immunity (applicable to Tribes) and other terms and conditions that are contained in the sample project agreement. The sample project agreement may be revised periodically by the Recreation and Conservation Office. Our organization recognizes that such changes might occur prior to our authorized representative signing the actual project agreement, and we accept the responsibility and the

presumption that our authorized representative shall have conferred with us as to any such changes before he/she executes the project agreement on behalf of our organization and so executes with our authorization.

3. Any grant assistance received will be used for only direct eligible and allowable costs that are reasonable and necessary to implement the project(s) referenced above.
4. Our organization expects our matching share of project funding will be derived from Discover! Children's Museum [*insert your anticipated sources*] and that pursuant to WAC 286-13-040 we must certify the availability of match at least one month before funding approval. In addition, our organization understands it is responsible for supporting all non-cash commitments to this project should they not materialize.
5. We acknowledge that if the Recreation and Conservation Funding Board approves grant assistance for the project(s), the Recreation and Conservation Office will pay us on only a reimbursement basis. We understand reimbursement basis means that we will only request payment from the Recreation and Conservation Office after we incur eligible and allowable costs and pay them. The Recreation and Conservation Office may also determine an amount of retainage and hold that amount until the project is complete.
6. [*Development, Renovation, and Restoration Projects Only – If your organization owns the property*] We acknowledge that any property owned by our organization that is developed, renovated or restored with grant assistance must be dedicated for the purpose of the grant in perpetuity after the project is complete unless otherwise provided and agreed to by our organization and the Recreation and Conservation Funding Board in the project agreement or an amendment thereto.
7. [*Development, Renovation, and Restoration Projects only – If your organization DOES NOT own the property*] We acknowledge that any property not owned by our organization that is developed, renovated or restored with grant assistance must be dedicated for the purpose of the grant for at least twenty-five (25) years after the project is complete unless otherwise provided and agreed to by our organization and the Recreation and Conservation Funding Board in the project agreement or an amendment thereto.
8. This application authorization becomes part of a formal application to the Recreation and Conservation Funding Board for grant assistance.
9. We provided appropriate opportunity for public comment on this application.
10. We certify that this application authorization was properly and lawfully adopted following the requirements of our organization and applicable laws and policies and that the person signing as authorized representative is duly authorized to do so.

**ADOPTED** by the City Council of the city of Chehalis, Washington, and **APPROVED** by its Mayor, at a regularly scheduled open public meeting thereof on this 9<sup>th</sup> of May, 2016.

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Mayor

ATTEST:

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

*Approved as to legal form:*

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

*[Native American Tribes, Local Governments, and Nonprofit Organizations Only]* This application authorization was adopted by our organization during the meeting held:

Location Chehalis City Hall Date May 9, 2016

*[All Applicants]* Signed and approved on behalf of the resolving body of the organization by the following authorized representative:

Signed \_\_\_\_\_  
Title Mayor Date May 9, 2016

Washington State Attorney General's Office

Approved as to form *Brian Toller* March 15, 2016  
*Assistance Attorney General* *Date*



**Discover! Children's Museum - Green Space  
Preliminary Design  
Opinion of Probable Landscape Construction Cost**

**Site Area**  
Green Space 65,340

Item	Unit	Quantity	Price	Amount	Section Subtotal
<b>General Provisions</b>					\$ 6,800
Mobilization	LS	1	\$ 3,000	\$ 3,000	
Traffic controls	LS	1	\$ 500	\$ 500	
Temporary access	LS	1	\$ 300	\$ 300	
Selective demolition - Material Removal	CY	150	\$ 20	\$ 3,000	
<b>Earthwork and Grading</b>					\$ 13,801
Rough grading	SF	40,000	\$ 0	\$ 4,000	
Finish grading	SF	65,340	\$ 0	\$ 9,801	
<b>Concrete</b>					\$ 48,000
Sidewalk Paths - 6 ft. Wide	LF	1,200	\$ 18	\$ 21,600	
Flatwork Surfaces	SF	5,000	\$ 3	\$ 15,000	
<b>Fencing</b>					\$ 11,400
4' Black Fabric Chain-link Fencing	LF	700	\$ 12	\$ 8,400	
Gates	LS	6	\$ 500	\$ 3,000	
<b>Utility/Lighting</b>					\$ 20,000
Light Poles and Luminaires	EA	2	\$ 5,000	\$ 10,000	
Fixtures / flood lights	EST	1	\$ 4,000	\$ 4,000	
Power Supply / Outlets / Etc.	EST	1	\$ 6,000	\$ 6,000	
<b>Water</b>					\$ 1,950
Connection to stub out	LS	1	\$ 750	\$ 750	
Water meter setter, 3/4"	EA	1	\$ 1,200	\$ 1,200	
Water meter box	EA	1	\$ 300	\$ 300	
<b>Irrigation</b>					\$ 11,955
Backflow Device	EA	1	\$ 1,000	\$ 1,000	
Quick coupler assembly	EA	1	\$ 35	\$ 35	
Solenoid control valves, w/ std box	EA	10	\$ 140	\$ 1,400	
Manual drain assembly	EA	1	\$ 20	\$ 20	
Digital controller, pedestal mount	EA	1	\$ 1,500	\$ 1,500	
Irrigation zone, lateral/heads, complete	EA	10	\$ 800	\$ 8,000	
<b>Stormwater</b>					
Connection to storm utility	LS	1	\$ 2,000	\$ 2,000	
Basins	EA	4	\$ 2,000	\$ 8,000	
Drain Pipe	LF	250	\$ 30	\$ 7,500	
<b>Landscape</b>					\$ 28,350
Shrub, large	EA	120	\$ 24	\$ 2,880	
Shrub, small	EA	500	\$ 9	\$ 4,500	
Ground cover, 1 gal.	EA	500	\$ 4	\$ 2,000	
Select landscape rocks	EA	120	\$ 10	\$ 1,200	
Imported topsoil, placed	CY	500	\$ 28	\$ 14,000	
Pre-emergent herbicide	EST	1	\$ 250	\$ 250	
Bark mulch, med-fine	CY	160	\$ 22	\$ 3,520	
<b>Specialty</b>					\$ 5,000
Signage	LS	1	\$ 5,000	\$ 5,000	

**Estimated Work \$ 153,656**

DCM Park Landscape Estimate





Green Space Concept Plan



0 10 20 30 40 50 Feet



CITY OF CHEHALIS

AGENDA REPORT

DATE: May 3, 2016  
TO: The Honorable Mayor and City Council  
FROM: Rick Sahlin, Public Works Director  
Don Schmitt, Street/Storm Superintendent  
SUBJECT: Set Date and Time for Public Hearing for the 2017-2022 Six-Year Transportation Program

ISSUE

A public hearing will be included on the May 23, 2016, meeting agenda to provide the opportunity for comment and input on the City's proposed 2017-2022 Transportation Improvement Program (TIP). This hearing is required as part of the Six-Year Transportation Improvement Program (STIP) preparation process.

DISCUSSION

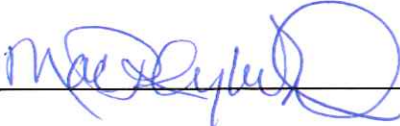
State law requires that a municipality conduct a public hearing to provide citizens the opportunity to comment on a proposed TIP prior to its adoption. The administration will conduct the required hearing on May 23 as part of the regular scheduled city council meeting. The proposed TIP will be presented to the public at that time. The administration will then use the public comments received to refine the TIP and present it to the council for formal adoption during the June 13 council meeting. For your reference, attached is a copy of the 2016-2021 TIP.

RECOMMENDATION/COUNCIL ACTION DESIRED

The administration recommends that council set May 23, 2016, at 5:05 p.m. as the date and time to conduct the public hearing concerning the City's 2017-2022 Six-Year Transportation Improvement Program.

SUGGESTED MOTIONS

I move that the council set May 23, 2016 at 5:05 p.m. as the date and time for a public hearing on the City's 2017-2022 Six-Year Transportation Improvement Program.

REVIEWED BY:  \_\_\_\_\_, CITY MANAGER

CITY OF CHEHALIS - 2016-2021 SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM

Project	General Description	Funding Source	Start Year	Prior Years	2015	2016	2017	2018	2019	2020	2021	Future	Total Cost
National Ave. Bridge Scour	Scour project & Repair, Salzer Creek Crossing	Grants	2014-2015		396,447								396,447
National Ave. Overlay	Grind, overlay, safety, etc.	Grants	Future									1,066,000	1,066,000
Market Blvd. - Park to N National Ave.	Renaissance streetscape planning	Utility Fund & Twin Transit	Future									2,000,000	2,000,000
Market Blvd - 13th to city limits	Grind / overlay	Grants & Loans	Future									2,500,000	2,500,000
Snively Ave improvements	Reconstruct 16th to 20th	General Fund, Utility Funds & Twin Transit	Future									2,234,000	2,234,000
Guardrail	Various locations throughout city	General Fund	Future									125,000	125,000
Riverside Dr/Newaukum Ave repairs	Spot repairs Hwy 6 to Shorey Rd	General Fund	Future									250,000	250,000
Chamber Way Bridge Replacement	Replace Bridge	Grants & Loans	Future									15,000,000	15,000,000
Kresky Ave improvements	Overlay	Grants & Loans	Future									500,000	500,000
Kresky Ave Flood Mitigation	Raise roadway between Exhibitor and Scott Johnson Bldg.	General Fund	Future									2,078,000	2,078,000
Front, Pacific, Park Streets improvements	Grind, overlay/utility/frontage improvements	General Fund, Grants & Loans	Future									2,500,000	2,500,000
Louisiana Ave Repairs	Spot repair & overlay Hwy 6 North	General Fund / TBD	Future									450,000	450,000
					396,447	0	0	0	0	0	0	28,703,000	29,099,447

National Ave. Bridge Scour 2015 breakdown Estimated project cost, less amounts paid prior years

**CITY OF CHEHALIS  
AGENDA REPORT**

**DATE:** April 26, 2016

**TO:** The Honorable Mayor and City Council

**FROM:** Dave Fleckenstein – Airport Manager

**SUBJECT:** Ordinance No. 958-B, Second and Final Reading – Establishing a Zero-Rise Policy for Development in the Floodplain

**ISSUE**

The city of Chehalis, along with other local communities, has experienced significant flooding in the recent history of the Chehalis Basin, and with climate change, there appears to be an increased potential for more severe flooding. The city also recognizes its important relationship as a partner, contributor, and solver of flood damage reduction and fish habitat issues within and among the Chehalis Basin Flood Authority.

Additionally, the city also recognizes the critical role and contribution that development and the business community have in the city.

**DISCUSSION**

Attached for council consideration is Ordinance No. 958-B. The proposed ordinance establishes a Zero-Rise Policy that would limit the impact downstream caused by fill in the Chehalis floodplain. The proposed ordinance would require any fill greater than 500 cubic yards include a P.E. stamped engineering report identifying the impact to the Base Flood Elevation (BFE). If the report shows a rise in the BFE, the applicant will have to mitigate by providing a compensatory excavation site at a location secured by the applicant. In lieu of compensatory excavation, the applicant may contribute funds for flood mitigation or aquatic species enhancement projects within the Chehalis River floodplain. The list of projects and fees will be developed and presented to council in resolution form at a future council meeting.

It is the city of Chehalis' intent that the Zero-Rise Policy will limit the impact to our partners downstream, while allowing development to continue within the city of Chehalis floodplain without being overly burdensome.

At the meeting of April 25, 2016, the council passed Ordinance No. 958-B on first reading.

**RECOMMENDATION/COUNCIL ACTION DESIRED**

The administration recommends that the council pass Ordinance No. 958-B on second and final reading, establishing a Zero-Rise Policy for development within the city of Chehalis floodplain.

**SUGGESTED MOTION**

I move that the council pass Ordinance No. 958-B on second and final reading, establishing a Zero-Rise Policy for development within the city of Chehalis floodplain.

Reviewed:  \_\_\_\_\_, City Manager

**ORDINANCE NO. 958-B**

**AN ORDINANCE OF THE CITY OF CHEHALIS, WASHINGTON,  
ESTABLISHING A ZERO-RISE POLICY, AND ESTABLISHING  
AN EFFECTIVE DATE HEREOF.**

**WHEREAS**, the City of Chehalis has experienced significant flood events in the recent history of the Chehalis Basin; and

**WHEREAS**, the City of Chehalis recognizes that with climate change there appears to be an increased potential for the increased severity of flooding in the Chehalis Basin; and

**WHEREAS**, the City of Chehalis has been an active member of the Chehalis Flood Authority since its inception in 2008; and

**WHEREAS**, the City of Chehalis recognizes its important relationship as a partner, contributor, and solver of flood damage reduction and fish habitat issues within and among the Chehalis Basin Flood Authority and our many communities; and

**WHEREAS**, the City of Chehalis recognizes construction fill is commonly associated with development within a city, and at times fill may occur in the 100 year floodplain and may have an impact upon our citizens, businesses and Chehalis Basin partners; and

**WHEREAS**, the City of Chehalis is establishing a "Zero-Rise Policy" within the approved floodplain in its efforts to create no significant impact downstream caused by fill in the floodplain; and

**WHEREAS**, the City of Chehalis has determined that the boundary of the flood of record as mapped by the Chehalis Basin Flood Authority shall serve as the boundary map for the 100 year floodplain; and

**WHEREAS**, the City of Chehalis recognizes the critical role and contribution the development and business community have in the City and a "Zero-Rise Policy" should not be overly burdensome. **NOW, THEREFORE,**

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

**Section 1.** AN ORDINANCE establishing a "Zero-Rise Policy" within the approved floodplain within the city shall exist to limit the impact downstream caused by fill in the floodplain and is established by Ordinance under Section 17.22.035 of the Chehalis Municipal Code.

**Section 2.** AN ORDINANCE relating to fill and a zero net rise in the base flood elevation (BFE) within the 100 year floodplain as identified by the flood of record flood boundary map created by the Chehalis Flood Authority; and adding CMC 17.22.035.

**17.22.035 Zero-Rise Policy**

(a) A "Zero-Rise Policy" means any project in a floodplain must be reviewed to determine to not increase flood heights.

(b) Any fill material over 500 cubic yards cumulatively placed within a floodplain shall require compensatory excavation necessary to achieve zero net rise.

(c) Any fill greater than 500 cubic yards as measured cumulatively within the 100 year floodplain shall require a P.E. stamped engineering report identifying the findings on the impact of the BFE in terms of impacting the height of the BFE based on the proposed fill project. The engineer will evaluate the impact referencing the latest HEC-RAS hydraulic modeling or other available modeling consistent with current hydraulic modeling.

(d) If an engineering report shows a rise in the BFE, the applicant shall provide compensatory excavation. The compensatory site must remain as a compensatory site in perpetuity. However, if the fill site is behind the airport levee, the compensatory site must function as such, or until the levee is raised utilizing NGVD29 with a BFE of 182 feet. It shall be the applicant's responsibility to obtain a compensatory fill site and secure such site prior to commencing fill.

(e) The compensatory fill site shall be recorded as such with the Lewis County Auditor.

(f) The requirement of compensatory fill is waived if an engineering report is provided from a professional engineer stating there will be no rise in the BFE due to the proposed fill. The report shall be stamped by the P.E.

(g) If the engineering report shows a rise in the BFE due to the proposed fill, in lieu of compensatory excavation, the applicant may contribute funds for flood mitigation or aquatic species enhancement projects within the Chehalis River floodplain, so long as the projects are on the Chehalis River and its associated floodplain within the City of Chehalis limits. The City of Chehalis shall establish by resolution a list of Chehalis Basin Flood Authority approved projects and a formula for contribution to fund such projects.

**Section 3.** This effective date of this Ordinance shall be the 17<sup>th</sup> day of May, 2016.

**PASSED** by the City Council of the city of Chehalis, Washington, and **APPROVED** by its mayor, at a regularly scheduled open public meeting thereof this 9<sup>th</sup> day of May, 2016.

\_\_\_\_\_  
Mayor

Attest:

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

Approved as to form and for content:

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