

CHEHALIS CITY COUNCIL AGENDA

CITY HALL
350 N MARKET BLVD | CHEHALIS, WA 98532

Anthony E. Ketchum, Sr.
Mayor

Jerry Lord, District 1
Daryl J. Lund, District 2, District 2
Kate McDougall, Position at Large No. 1

Dr. Isaac S. Pope, District 4
Robert J. Spahr, Mayor Pro Tem, Position at Large No. 3
Vacant, Position at Large No. 2

Regular Meeting of Monday, February 14, 2022 5:00 pm

To access this meeting via Zoom:

Meeting ID: 822 5811 8879

Pass Code: 674890

1. Call to Order. (Mayor Ketchum)
2. Pledge of Allegiance. (Mayor Ketchum)
3. Approval of Agenda. (Mayor Ketchum)

SPECIAL BUSINESS

4. Swearing in of Newly Appointed Council Member Kelly Wilson. (Municipal Court Judge)
5. Review of Committee Assignments. (Mayor Ketchum)

PRESENTATIONS

6. Acknowledgement of Dave Vasilauskas, Water Superintendent.

CITIZENS BUSINESS (PUBLIC COMMENT)

Individuals wishing to provide public comments in general and on agenda items should submit comments by 4:00 pm on the day of the meeting. All comments received will be acknowledged by the Mayor under Citizens Business of this 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 Kiley Franz at 360-345-1042 or at kfranz@ci.chehalis.wa.us. Public comments will be limited to five (5) minutes.

ITEM	ADMINISTRATION RECOMMENDATION	PAGE
CONSENT CALENDAR		
7. <u>Minutes of the Regular City Council Meeting of January 10, 2022.</u> (City Clerk)	APPROVE	5
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9. <u>Minutes of the Special City Council Meeting of February 7, 2022.</u> (City Clerk)	APPROVE	12
10. <u>Vouchers and Transfers – Accounts Payable in the Amount of \$457,384.78 Dated January 31, 2022.</u> (City Manager, Finance Director)	APPROVE	13
11. <u>Vouchers and Transfers – Payroll in the Amount of \$905,175.16 Dated January 31, 2022.</u> (City Manager, Finance Director)	APPROVE	15
12. <u>Confirm Mayor’s Appointment of Derek Dodd to the Planning Commission and Appoint Jo Kuehner to the Historic Preservation Commission.</u> (City Manager, Building and Planning Manager)	APPROVE	16

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13. <u>Consideration of the First Amendment to EVgo Charging Service Agreement.</u> (City Manager, Airport Operations Coordinator)	APPROVE	18
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ITEM	ADMINISTRATION RECOMMENDATION	PAGE
ADMINISTRATION AND CITY COUNCIL REPORTS		
15. <u>Administration Reports.</u>	INFORMATION ONLY	- - -
a. City Manager Update. (City Manager)		
a. Preliminary 2021 Fourth Quarter Financial Status Report		34
16. <u>Councilor Reports/Committee Updates.</u> (City Council)	INFORMATION ONLY	- - -

EXECUTIVE SESSION		
17. Pursuant to RCW:		
a. 42.30.110(1)(i) – Litigation/Potential Litigation		
b. 42.30.110(1)(c) – Sale/Lease of Real Estate		

**THE CITY COUNCIL MAY ADD AND TAKE ACTION ON OTHER ITEMS NOT LISTED ON THIS AGENDA.
NEXT REGULAR CITY COUNCIL MEETING IS MONDAY, FEBRUARY 28, 2022.**

**CHEHALIS CITY COUNCIL MEETING
AGENDA REPORT**

TO: The Honorable Mayor and City Council
FROM: Kiley Franz, City Clerk
MEETING OF: February 14, 2022
SUBJECT: City Council Committee and Board Assignments

ISSUE

A full list of City Council committees, boards, and current assignments was distributed to the City Council in January. While the assignments are typically made at the second meeting in January, the City Council postponed making the majority of the committee assignments in anticipation that there would be a new member of the City Council appointed to fill the vacant seat.

On February 7, 2022, the City Council selected Kelly Wilson to fill the vacancy. Therefore, the matter is scheduled for further consideration so that the assignments can be made with all seven members of the City Council participating.

FISCAL IMPACT

There is no fiscal impact.

RECOMMENDATION

It is suggested that the City Council review the attached list of committees and boards to make the necessary assignments.

SUGGESTED MOTION

There is no suggested motion.

Council Committee/Board Assignments

Approved 2/10/2020

Updated 9/14/2020

Updated 2/8/2021

Updated 2/22/2021

Updated 3/8/2021

Updated 10/11/2021

Updated 2/10/2022

Board/Committee	Council	Staff	Meeting Info
911 Dispatch Committee	Vacant Pope Lund	City Mgr Police Chief Fire Chief	TBD
Beautification Committee	Pope Spahr Lund	Planning & Building Mgr Police Chief	TBD
Centralia-Chehalis Transportation Cooperative	Mayor Ketchum Spahr Vacant	City Mgr Public Works Dir	Does not currently meet
Chehalis Basin Flood Authority	Mayor Ketchum	Public Works Dir	3rd Thurs of each month 9:00 AM
Chehalis Community Renaissance Team	Mayor Ketchum Lord Pope	City Mgr City Mgr's Admin Asst	2nd Fri of each month 8:30 AM City Hall
Chehalis-Napavine-LCSD No. 4 Sewer Operations	Pope Spahr		As needed
Chehalis Parks Subcommittee	Lord Lund Pope	City Mgr Recreation Mgr	As needed

Board/Committee	Council	Staff	Meeting Info
Chehalis River Basin Partnership	City Rep: Terry Harris	Wastwater Supt Water Supt	4th Fri of each month 9:30 AM Lucky Eagle Casino, Rochester
Council Budget Committee	Lord McDougall Spahr	City Mgr Finance Dir	Quarterly
Council Growth Management Committee	Pope (Chair) Vacant Mayor Ketchum		As needed
Council Parking Committee	Lord Lund Spahr		As needed
Council Voucher Committee	McDougall Pope Spahr		Twice per month to review and sign vouchers Finance Department
Fire Consolidation Subcommittee	Vacant Lund Spahr	City Mgr Fire Chief	Not Currently Meeting
Lewis County Historical Museum Board	Mayor Ketchum		3rd Tues of each month 5:00 PM Historical Museum
Lewis County LEOFF Disability Board	Vacant		3rd Fri of each month 3:00 PM Lewis County Commissioner' Office
Lewis County Planned Growth (GMA) Committee	Spahr	City Mgr Planning & Building Mgr	Annually
Lewis County Public Transportation Benefit Area Authority (Twin Transit)	Mayor Ketchum Alternate - Vacant		3rd Tues of each month 8:00 AM TransAlta Commons (Centralia College)

Board/Committee	Council	Staff	Meeting Info
Lewis County Solid Waste Advisory Committee	Lord		1st Wed of each month 1:30 PM Lewis County Public Services
Lewis County Solid Waste Disposal District Executive Committee	Lord		Once per year to approve budget
Lewis County Transportation Strategy Council	Vacant Mayor Ketchum - alt.	City Mgr	3rd Mon of each month 2:00 PM Lewis County Public Services
Economic Alliance of Lewis County Board	Spahr		2nd Thurs of Jan, Mar, May, Jul, Sept, Nov 7:00 AM Holiday Inn Express
Lodging Tax Advisory Committee	Lord	City Mgr's Admin Asst	Annually or as needed City Hall
Pt. 09 Committee	Spahr		2nd Fri of Mar, Jun, Sept, Nov 8:30 AM Lewis EDC
Sister City Committee	Mayor Ketchum	City Mgr's Admin Asst	Currently suspended
SWW Economic Development Commission	Spahr	City Mgr	Twice per year in Jan, Jun
SWW Regional Transportation Planning Organization Board	Vacant		2nd Wed of Feb, May, Sept, Dec Various member locations

Chehalis City Council

Meeting Minutes
January 10, 2022

The Chehalis City Council met in regular session on Monday, January 10, 2022. City Clerk Kiley Franz called the meeting to order at 5:00 pm with the following members present: Tony Ketchum, Jerry Lord, Kate McDougall, Dr. Isaac Pope, and Bob Spahr. Councilor Lund participated via Zoom. Staff present included: Jill Anderson, City Manager; Tammy Baraconi, Planning and Building Manager; Lance Bunker, Street Superintendent; Kiley Franz, City Clerk; Cassie Frazier, City Manager's Administrative Assistant; Tedd Hendershot, Fire Chief; Andrew Hunziker, Facilities Manager; Randy Kaut, Police Chief; Dale McBeth, Municipal Court Judge; Devlan Pool, Wastewater Superintendent; Brandon Rakes, Airport Operations Coordinator; Chun Saul, Finance Director; Glenn Schaffer, HR/Risk Manager; and Lilly Wall, Recreation Manager.

1. **Approval of Agenda.** Kiley Franz explained that the following revisions were necessary:

- Item 7: Lewis County Commissioner Lindsey Pollock would not be presenting; her presentation had been moved to January 24, 2022
- Item 12: On-Call Agreement with Gibbs and Olson for Engineering Review Services – Section J3: Revise 10% to 12% to be consistent with the schedule of fees attached to the contract in Exhibit A
- Item 14: Parking Lot B Lease Agreement with JoAnn Kuehner was removed from the agenda
- Item 15: Correction to Resolution No. 1-2022, not 1-2021
- Item 16: Addition of Resolution No. 2-2022, Declaring an Emergency Relating to the January 2022 Flooding in the City of Chehalis
- Item 18: Remove Executive Session for Litigation/Potential Litigation and Sale/Lease of Real Estate

A motion to approve the agenda as amended was made by Councilor Ketchum. The motion was seconded by Councilor Spahr and carried unanimously.

2. **Swearing in of Re-elected and Newly Elected Council Members.** Kate McDougall and Bob Spahr were sworn into their positions on the City Council, Council Position At-Large No. 1 and Council Position At-Large No. 3 respectively, by Municipal Court Judge Dale McBeth.

3. **Selection of Mayor and Mayor Pro Tem.** City Clerk Kiley Franz called for nominations for mayor. Councilor Lord nominated Councilor Spahr; the nomination was seconded by Councilor Pope. Councilor Lund nominated Councilor Ketchum; the nomination was seconded by Councilor McDougall.

There being no further nominations, Ms. Franz declared the nominations closed and asked for a show of hands for those in favor of Councilor Spahr for mayor. Councilor Spahr received three votes; the nomination failed to pass. Ms. Franz asked for a show of hands for those in favor of Councilor Ketchum for Mayor. Councilor Ketchum received three votes; the nomination failed to pass.

City Attorney, Sam Satterfield, explained that per state statute, a mayor must be selected at this meeting. He encouraged discussion among Councilors regarding the two nominees. Councilors briefly discussed nominations.

City Clerk Kiley Franz called for nominations for mayor. Councilor Lord nominated Councilor Spahr; the nomination was seconded by Councilor Pope. Councilor Lund nominated Councilor Ketchum; the nomination was seconded by Councilor McDougall.

There being no further nominations, Ms. Franz declared the nominations closed and asked for a show of hands for those in favor of Councilor Spahr for mayor. Councilor Spahr received three votes; the nomination failed to pass. Ms. Franz asked for a show of hands for those in favor of Councilor Ketchum for Mayor. Councilor Ketchum received three votes; the nomination failed to pass.

Councilor Spahr expressed his gratitude for the nomination but did not want to stall the process. City Clerk Kiley Franz called for nominations for mayor. Councilor Lund nominated Councilor Ketchum; the nomination was seconded by Councilor McDougall.

There being no further nominations, Ms. Franz declared the nominations closed and asked for a show of hands for those in favor of Councilor Ketchum for mayor. Councilor Ketchum received the majority vote from Councilors Lund, McDougall, Spahr, and himself.

Mayor Ketchum called for nominations for the position of Mayor Pro-tem.

Councilor Lord nominated Councilor Spahr; the nomination was seconded by Councilor McDougall. Mayor Ketchum nominated Councilor Lund; the nomination was seconded by Councilor Lund. Mayor Ketchum made a motion to close the nominations; the motion was seconded by Councilor Pope and carried unanimously.

There being no further nominations, Mayor Ketchum declared the nominations closed and asked for a show of hands for those in favor of Councilor Spahr for mayor pro tem. Councilor Spahr received the majority vote from Councilors Pope, McDougall, Lord, and himself.

4. Preliminary Review of Council Committee and Board Appointments. Mayor Ketchum asked that members of the Council review the list of Council boards and committees to be discussed at the meeting on January 24, 2022.

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

- a. Minutes of the regular City Council meeting of December 13, 2021; and
- b. 2021 Vouchers and Transfers – December 15, 2021 Claim Vouchers No. 133175-1333300 and Electronic Funds Transfer Check Nos. 1709 -1744 and 32 in the amount of \$576,382.38; and
- c. 2021 Vouchers and Transfers – December 30, 2021 Claim Vouchers No. 133301-133390; and Electronic Funds Transfer Check No. 1745-1773 and 33-34 in the amount of \$339,299.36; and
- d. Vouchers and Transfers – December 30, 2021, Payroll Vouchers No. 41876-41904; Direct Deposit Payroll Vouchers No. 14270-14373; and Electronic Federal Tax and DRS Pension/Deferred Comp Payments No. 372-376 in the amount of \$863,521.79; and
- e. On-Call Agreement with Gibbs and Olson for engineering review services (as amended)

The motion was seconded by Councilor Lord and carried unanimously.

6. Vacant City Council Seat. City Manager Anderson explained that no applications had been received by the deadline of Thursday, January 6, 2022. One application was received via email on Saturday, January 8, 2022 from former Councilor Terry Harris. City Manager Anderson explained that the deadline for appointment was February 21, 2022, then the process was turned over to the Lewis County Commissioners.

Councilor Lund expressed his desire to open the process to applications again; Councilor McDougall agreed. A motion to open the process for applications was made by Councilor Lord. Councilor Lund seconded the motion and it carried unanimously.

Mayor Ketchum requested a special meeting on Monday, February 7, 2022 for applicant interviews. Applications will be accepted until 5:00 pm on Wednesday, February 2, 2022.

7. Resolution No. 1-2022, First and Final reading – Update to Chehalis Personnel Policies Manual. City Manager Anderson informed the Council that the current rules and regulations had been adopted in 1999, with a few revisions in subsequent years. A complete review of the document was completed and Glenn Schaffer, HR/Risk Manager, explained that the document was planned to be reviewed annually.

Mr. Schaffer informed the Council that some of the changes covered reasonable accommodation of disabilities and religious beliefs, anti-discrimination, harassment, retaliation, workplace violence, immigration law, sick leave laws, domestic violence sick leave laws, paid family medical leave laws, vehicle use policies, workplace safety policies, and whistleblower retaliation. He asked for any questions; there were none.

A motion to adopt Resolution No. 1-2022 on first and final reading was made by Councilor Spahr. The motion was seconded by Councilor Lord and carried unanimously. Mayor Ketchum confirmed with City Attorney Sam Satterfield that this resolution did not require two readings; Mr. Satterfield confirmed that it did not.

8. Administration Reports.

- a. **City Manager Update.** City Manager Anderson explained that snow melt and significant rainfall contributed to flooding throughout the City of Chehalis.

- a. **Resolution No. 2-2022, First and Final Reading – Declaring an Emergency Relating to the January 2022 Flooding in the City of Chehalis.** City Manager Anderson explained that the resolution would help qualify the county for FEMA assistance as well as Chehalis residence impacted by the flood. Ms. Anderson provided a presentation documenting some of the flooding throughout the city. Ms. Anderson explained that there was a termination date with this emergency declaration of March 31, 2022.

Councilor Lord asked about mobile homes that were parked at the new fire station site. Ms. Anderson explained that in an effort to assist local businesses, emergency authorization had been given to Imperial Homes to relocate their inventory temporarily on the site to avoid flood damage. Imperial Homes had lost most of their inventory in the 2007 flood. The mobile homes would be moved soon.

For their work during the flooding, City Manager Anderson thanked the Chief Hendershot and the entire fire department, Chief Kaut and the entire police department, Trent Lougheed and the entire public works department, Lance Bunker and the entire streets department, and Devlan Pool and the entire wastewater treatment plant staff.

Councilor McDougall informed the Council and members of the public that United Way was providing assistance to those affected by the flooding. She noted that interested parties could sign up online.

A motion to adopt Resolution No. 2-2022 on first and final reading was made by Councilor Spahr. The motion was seconded by Councilor Lord and carried unanimously.

11. Councilor Reports/Committee Updates.

- a. **Councilor Pope.** Councilor Pope explained that he had been asked to resign from the Chehalis Foundation Board in September due to an article in the Chronicle. A special meeting was later held by the Chehalis Foundation in which Councilor Pope felt Jay Vanderstoep had indicated Councilor Pope's guilt on unproven allegations. He explained that the bylaws of the Chehalis Foundation were not followed; there were not enough members present to vote him off of the board. Another meeting took place on September 17th, at which they stated that the settlement of the case with Greenhill School implied that Councilor Pope was guilty and they believed that major donors would not contribute to the Chehalis Foundation if Councilor Pope was on the board. Councilor Pope reached out to known major donors, both of which were unaware of the actions of the Chehalis Foundation Board.

Councilor Pope informed the Council that the only remaining member of the Chehalis Foundation to represent the City of Chehalis was City Manager Anderson, who is not a voting member. He informed the Council that the Chehalis Foundation had begun as a brainchild of the Council to assist with projects throughout the city without raising taxes. Councilor Pope expressed his belief that the Chehalis Foundation had been taken over by those wishing to make it an educational foundation instead of a community-based entity. Councilor Pope expressed frustration that the bylaws did not have a stipulation requiring a board seat to be occupied by a City Council member.

Councilor Pope explained that due to health issues, he did not want to engage in a legal battle with the Chehalis Foundation regarding this issue but informed the Council that he had never before felt the level of disrespect showed to him by the Chehalis Foundation Board, in particular Jay Vanderstoep, Chuck Emrich, and Allen Unzelman. He expressed his belief that if a Council member was not on the Chehalis Foundation Board, it would likely become strictly a school district foundation. He encouraged Council members to approach the Chehalis Foundation Board to become a board member.

- b. **Councilor Lund.** Councilor Lund thanked Kiley Franz, Chief Hendershot, and the public works crew that cleared his street so that an ambulance could make it to his residence. He informed the Council that he was feeling much better.
- c. **Councilor McDougall.** Councilor McDougall expressed her excitement and thanked the Council for their support during her first meeting.
- d. **Mayor Ketchum.** Mayor Ketchum informed the Council that all of his meeting were postponed due to the holidays.

There being no further business, the meeting was adjourned at 5:56 pm.

Anthony Ketchum, Sr., Mayor

Kiley Franz, City Clerk

Approved:

Initials: _____

DRAFT

Chehalis City Council

Meeting Minutes
January 24, 2022

The Chehalis City Council met in regular session on Monday, January 24, 2022. Mayor Ketchum called the meeting to order at 5:00 pm with the following members present: Tony Ketchum, Jerry Lord, Kate McDougall, Dr. Isaac Pope, and Bob Spahr. Councilor Lund participated via Zoom. Staff present included: Jill Anderson, City Manager; Tammy Baraconi, Planning and Building Manager; Lance Bunker, Street Superintendent; Kiley Franz, City Clerk; Cassie Frazier, City Manager's Administrative Assistant; Erin Hillier, City Attorney; Andrew Hunziker, Facilities Manager; Randy Kaut, Police Chief; and Chun Saul, Finance Director.

1. **Approval of Agenda.** Mayor Ketchum informed the Council that Lewis County Commissioner Lindsey Pollock was unable to attend and there would be no executive session. A motion to approve the agenda as amended was made by Councilor Spahr. The motion was seconded by Councilor Lord and carried unanimously.

2. **Chehalis River Basin Flood Authority Update – Edna Fund.** Edna Fund introduced Scott Boettcher, who provided an overview of the recent flood event. He explained that excessive rainfall and snow melt lead to flooding. The pump at the airport worked well during the flood; the area inside the levy stayed dry. Mr. Boettcher explained that the flood information website that was created by the flood authority received major traffic during the flood event and provided much needed information to the community. Edna Fund informed the Council that Lewis County Alert subscriptions had doubled; she encouraged everyone to sign up for the alert system, which provides critical information during disaster situations. Edna Fund explained that two water related bills were up for review at the state level, one of which is in regard to flooding and the other in regard to fish.

3. **Economic Alliance Update – Richard DeBolt, Executive Director.** Richard DeBolt informed the Council that 2021 had been a busy, yet successful year. Several companies were recruited to the area and the hydrogen fuel project is coming along well. Mr. DeBolt explained that they had hired staff member Dolly Tardiff to assist businesses and entrepreneurs. Mr. DeBolt explained that a map had been created to show upcoming projects throughout the county, which encouraged local entities to work together on projects that may take place in the same area, such as: a road replacement where a new sewer line was necessary. Cooperation during these projects can save entities approximately 30%, eliminating wasted time and materials. Mr. DeBolt explained that the 2022 goals were to secure a hydrogen company and help with the wastewater system.

4. **Citizens Business.**

- a. Lewis County Gospel Mission Representative Tricia Ziese: Tricia Ziese, Executive Director for the Lewis County Gospel Mission, introduced herself and explained that she wanted to foster a relationship with the City of Chehalis. Ms. Ziese explained that the mission provided food, clothing, and hygiene services to the homeless community. She explained that she is working to ensure that the homelessness situation does not become like that of Seattle. Ms. Ziese explained that providing housing to the homeless was not the true issue, many psychological issues and substance dependencies create barriers preventing them from being productive members of society. She informed the Council that the mission hoped to provide services to ensure the homeless population felt worthy of the change necessary in their lives. Councilor McDougall and Mayor Ketchum expressed their appreciation for the work of the mission.
- b. Hilarey Jantzen: Hilarey Jantzen explained that she lived in the St. Helens apartments and was frustrated with the parking downtown. She explained that the spots were only reserved from 8:00 am to 5:00 pm, which created issues with those spots being taken after she returns from work.

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

- a. Minutes of the regular City Council meeting of January 10, 2022; and
- b. 2021 Vouchers and Transfers – January 14, 2022 Claim Vouchers No. 133391-133464 and Electronic Funds Transfer Check Nos. 1774 -1803 and 35 – 37 in the amount of \$436,527.89; and
- c. 2022 Vouchers and Transfers – January 14, 2022 Claim Vouchers No. 133465-133494; and Electronic Funds Transfer Check No. 1804-1808 in the amount of \$664,693.93; and

Councilor Pope expressed his belief that the minutes of the January 10, 2022 meeting minutes did not accurately reflect his comments and asked that they be revised before approval. Councilor Spahr amended his motion to exclude the meeting minutes from approval. The amended motion was seconded by Councilor Lord and carried unanimously.

6. Review of Council Committee and Board Appointments. Mayor Ketchum asked Councilor McDougall if there were any committees that she would like to join; Councilor McDougall expressed interest in the budget committee. Mayor Ketchum asked if she would be interested in the voucher committee as well; Councilor McDougall stated that she would. Mayor Ketchum explained that the .09 committee was typically handled by the mayor but asked Councilor Spahr if he would be able to participate on that committee; Councilor Spahr stated that he would. City Manager Anderson explained that the previous Public Works Director had been appointed to the Chehalis River Basin Flood Authority, but they would like Council representation. Mayor Ketchum stated that he would like to be part of that committee.

7. Parking Lot B Lease Agreement with JoAnn Kuehner, Sole Trustee of the Kuehner Trust. Andrew Hunziker provided an overview of the parking lot agreement. He explained that the parking lot was currently a free parking lot, which has experienced issues with abandoned cars, drug use, cars being lived in, and theft. Mr. Hunziker explained the boundaries of the lot and the terms of the lease. Annual rent of the lot would be provided to the City in the amount of \$1,658.98, which includes \$338.98 in leasehold excise tax. This lease agreement provides parking only for residents of the San Juan Apartments.

Erin Hillier explained that the language in the legal description for the parking lot about an easement was accurate for the parcel, but had no effect on the portion that was being leased.

An amendment was made to the agreement under section 2, subsection 1a, removing the second and third paragraph of the legal description and inserting the following language: Subject to easements, covenants, conditions, and restrictions of record. A motion approve the amended lease agreement between the City of Chehalis and JoAnn Kuehner, sole trustee of the Kuehner Trust, and authorize the city manager to execute said agreement was made by Councilor Lord. The motion was seconded by Councilor Pope and carried unanimously.

8. Chehalis Flood Storage Master Plan Status Update and Request for Policy Direction. City Manager Anderson informed the Council that in prior years, a grant had been received from the Chehalis Basin Flood Authority to assist in increased flood storage capacity. Research into the project has been conducted by Skillings Connolly; Patrick Skillings and Anthony Garerro provided an overview of the research to the Council.

Patrick Skillings provided an in-depth explanation of the two flood storage options. One of which would assist in a reduction of the yearly flooding, and the other would assist in reducing damage during major flood events. They explained that the project attempted to create a natural flood plain terrace. The Council expressed concern that the project would affect those downstream; City Manager Anderson explained that if the project was found to negatively impact those downstream, the project would not be implemented.

The Council unanimously agreed that the project should be taken to the next phase.

9. Administration Reports.

- a. **City Manager Update.** City Manager Anderson informed the public that any damages that occurred during the flood could be reported to Lewis County Emergency Management at (360) 740-2600. She informed the Council that the Chamber banquet had been moved from February to March.

10. Councilor Reports/Committee Updates.

- a. **Councilor Lund.** Councilor Lund informed the Council that the Steam Train had several wash outs along the tracks and will be unable to operate until repairs are made.
- b. **Mayor Ketchum.** Mayor Ketchum informed the Council that he had participated in two meetings the prior week. One meeting was for the energy coalition and one regarding the 2022 flood event.

There being no further business, the meeting was adjourned at 7:01 pm.

Anthony Ketchum, Sr., Mayor

Kiley Franz, City Clerk

Approved:

Initials: _____

DRAFT

Chehalis City Council
Meeting Minutes
February 7, 2022

The Chehalis city council met in special session on Monday, February 7, 2022. Mayor Ketchum called the meeting to order at 5:00 pm with the following members present: Jerry Lord, Kate McDougall, Dr. Isaac Pope, and Bob Spahr. Councilor Daryl Lund participated via Zoom. Staff present included: Jill Anderson, City Manager; Lance Bunker, Street/Stormwater Superintendent; Kiley Franz, City Clerk; Cassie Frazier, City Manager's Administrative Assistant; and Erin Hillier, City Attorney.

1. **Interview Candidates for City Council Member At-Large No. 2 Vacant Position.** Mayor Ketchum explained the purpose of the special meeting was to interview three individuals for the vacancy on the council. He thanked the candidates for their willingness to apply for the position. The candidates were informed that they would be interviewed in alphabetical order and asked to step out until their interview. Each candidate was asked the same question by each council member. The candidates were interviewed in the following order:

1. Aaron Fuller
2. Terry Harris
3. Kelly Wilson

2. **Executive Session.** Mayor Ketchum announced the council would be in executive session pursuant to RCW 42.30.110(1)(h) – Evaluate Qualifications of a Candidate for Appointment to Elective Office not to exceed 6:15 pm and there would be action following conclusion of the executive session. Mayor Ketchum closed the regular meeting at 5:45 pm. Following conclusion of the executive session, the special meeting was reopened at 6:06 pm.

3. **Appoint Candidate to Fill City Council Member At-Large No. 2 Vacant Position.** Mayor Ketchum asked for nominations.

Councilor Lord nominated Kelly Wilson; Councilor McDougall seconded the nomination.

Councilor Spahr nominated Terry Harris; Councilor Pope seconded the nomination.

There being no further nominations, Mayor Ketchum closed the nominations.

Mayor Ketchum called for a vote on Kelly Wilson. Mayor Ketchum and Councilors Lord, Lund, and McDougall voted in favor of Mr. Wilson. There being four votes for Mr. Wilson, the nomination carried.

Mayor Ketchum welcomed Mr. Wilson and stated that he would be sworn in during the council's regular meeting on Monday, February 14, 2022.

There being no further business, the meeting was adjourned at 6:07 pm.

Anthony Ketchum, Sr., Mayor

Attest:

Kiley Franz, 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
Clare Roberts, Accounting Tech II

MEETING OF: February 14, 2022

SUBJECT: 2022 Vouchers and Transfers – Accounts Payable in the Amount of \$457,384.78

ISSUE

City Council approval is requested for 2022 Vouchers and Transfers dated January 31, 2022.

DISCUSSION

The January 31, 2022 claim vouchers have been reviewed by a committee of two councilors prior to the release of payments. The administration is requesting City Council approval for Claims Vouchers including Electronic Funds Transfer Checks No. 1809 - 1835 and 38 - 40 and Voucher Checks No. 133495 - 133584 in the amount of \$457,384.78 dated January 31, 2022, which included the transfer of:

- \$ 213,719.99 from the General Fund
- \$ 13,866.00 from the Street Fund
- \$ 8,607.50 from the Transportation Benefit District Fund
- \$ 4,864.26 from the LEOFF 1 OPEB Reserve Fund
- \$ 35,324.90 from the G.O. Bond Fund
- \$ 12,255.63 from the Public Facilities Reserve Fund
- \$ 37,767.48 from the Wastewater Fund
- \$ 16,885.19 from the Water Fund
- \$ 10,948.93 from the Storm & Surface Water Utility Fund
- \$ 20,697.43 from the Airport fund
- \$ 81,930.27 from the Airport Capital Fund
- \$ 406.20 from the Firemen's Pension fund
- \$ 111.00 from the Custodial Other Agency Fund

RECOMMENDATION

It is recommended that the City Council approve the January 31, 2022 Claims Vouchers including Electronic Funds Transfer Checks No. 1809 - 1835 and 38 - 40 and Voucher Checks No. 133495 - 133584 in the amount of \$457,384.78 dated January 31, 2022.

SUGGESTED MOTION

I move that the City Council approve the January 31, 2022 Claims Vouchers including Electronic Funds Transfer Checks No. 1809 - 1835 and 38 - 40 and Voucher Checks No. 133495 - 133584 in the amount of \$457,384.78 dated January 31, 2022.

**CHEHALIS CITY COUNCIL MEETING
AGENDA REPORT**

TO: The Honorable Mayor and City Council

FROM: Jill Anderson, City Manager

BY: Chun Saul, Finance Director
Deri-Lyn Stack, Payroll Accounting

MEETING OF: February 14, 2022

SUBJECT: Vouchers and Transfers – Payroll in the Amount of \$905,175.16

ISSUE

City Council approval is requested for Payroll Vouchers and Transfers dated January 31, 2022.

DISCUSSION

The administration requests City Council approval for Payroll Vouchers No. 41905-41927, Direct Deposit Payroll Vouchers No. 14374-14483, Electronic Federal Tax and DRS Pension/Deferred Comp Payments No. 377-381 dated January 31, 2022 in the amount of \$905,175.16, which include the transfer of:

- \$575,170.40 from the General Fund
- \$43,232.19 from the Street Fund
- \$904.17 from the Arterial Street Fund
- \$5,197.50 from the LEOFF1 OPEB Reserve Fund
- \$11,626.65 from the Federal Advance Grant Control
- \$103,895.09 from the Wastewater Fund
- \$106,752.34 from the Water Fund
- \$27,417.83 from the Storm & Surface Water Utility Fund
- \$30,978.99 from the Airport Fund

RECOMMENDATION

It is recommended that the City Council approve the January 31, 2022 Payroll Vouchers No. 41905-41927, Direct Deposit Payroll Vouchers No. 14374-14483, Electronic Federal Tax and DRS Pension/Deferred Comp Payments No. 377-381 in the amount of \$905,175.16.

SUGGESTED MOTION

I move that the City Council approve the January 31, 2022 Payroll Vouchers No. 41905-41927, Direct Deposit Payroll Vouchers No. 14374-14483, Electronic Federal Tax and DRS Pension/Deferred Comp Payments No. 377-381 in the amount of \$905,175.16.

**CHEHALIS CITY COUNCIL MEETING
AGENDA REPORT**

TO: The Honorable Mayor and City Council

FROM: Jill Anderson, City Manager

BY: Amelia Schwartz, City Planner

MEETING OF: February 14, 2022

SUBJECT: Confirm Mayor’s Appointment of Derek Dodd to the Planning Commission and Appoint Jo Kuehner to the Historic Preservation Commission

ISSUE

The Planning Commission currently has two (2) vacancies. Derek Dodd applied to fill one (1) of these vacancies. This Historic Preservation Commission presently has two (2) vacancies, Jo Kuehner has applied to fill one (1) of these vacancies.

DISCUSSION

The Planning and Historic Preservation Commissions are currently operating without a full board, frequently making the requirement of meeting quorum difficult and reducing the variety of perspectives working with staff on planning and historic preservation projects. Both applicants have deep ties to the community, and each have unique connections to the commission they have applied for.

Applicant to the Planning Commission, Derek Dodd owns his own renovation business and has the unique position of being a contractor who would be directly impacted by planning in the City of Chehalis. He can bring a “user’s perspective” to proposed changes in city codes and regulations.

Jo Kuehner is a former commissioner for the Planning Commission and is applying to be on the Historic Preservation Commission, as her skills and experience with maintaining and refurbishing historic properties match with the needs of the commission.

The Mayor and staff have met with both of the applicants and find them to be enthusiastic and willing to commit to the time requirements and work necessary for these appointments. The Mayor appoints members to the Planning Commission to be confirmed by the Council; while the Council appoints members to the Historic Preservation Commission.

Applications are kept with the City Clerk and may be reviewed upon request.

FISCAL IMPACT

No fiscal impact.

RECOMMENDATION

Mayor Ketchum has met with Derek Dodd and Jo Kuehner and recommends approval of both appointments.

SUGGESTED MOTION

I move that the City Council confirm the Mayor's appointment of Derek Dodd to the Planning Commission and appoint Jo Kuehner to the Historic Preservation Commission.

**CHEHALIS CITY COUNCIL MEETING
AGENDA REPORT**

TO: The Honorable Mayor and City Council

FROM: Jill Anderson, City Manager

BY: Brandon Rakes, Airport Operations Coordinator

DATE: February 14, 2022

SUBJECT: Consideration of the First Amendment to EVgo Charging Service Agreement

ISSUE

The Chehalis-Centralia Airport has received an amendment request for the Charging Service Agreement with EVgo Services LLC (EVgo).

INTRODUCTION

The original EVgo Agreement with the City of Chehalis was established in 2018. This project was partially funded by a grant from the Washington State Department of Transportation to encourage Public-Private Partnerships to support the deployment of electric vehicle charging infrastructure that is supported by private financing. The City of Chehalis' in-kind contribution to this project was to allow for the use of four parking spaces adjacent to the southeast corner of Home Depot.

TERMS OF THE PROPOSAL

The Amendment to the Agreement with EVgo provides the following updates:

- ***New Charging Stations:*** EVgo shall be permitted to replace the initial Charging Stations with new stations consisting of three DC Fast Charging Stations and two EV-Charger "Make-Ready" stubs.
- ***Rent Payments:*** Commencing on the date that the Replacement DC Fast Charging Stations become available for commercial charging activity, EVgo shall pay Host rent of \$75.00 per month per EV-charging stall (which shall include, for purposes of determining rent payments, parking spaces adjacent to the Make-Ready Stubs and reserved for future expansion as set forth on Exhibit A), for a total of \$600.00 per month, due on the tenth business day of the calendar month, provided that Host is not in breach of the Agreement. Suppose the Replacement DC Fast Charging Stations become available for commercial charging activity on a day after the first day of the month. In that case, the payment obligation for that first month shall be prorated to cover the portion of the month between that day and the end of the month. Currently, electric vehicle infrastructure (charging stations) is exempt from leasehold taxes. This exemption is scheduled to expire on July 1, 2025.
- ***Revised Site Plan:*** The current location will still be utilized with the addition of four more adjacent parking stalls to the north. The Replacement Charging Stations shall be installed at the Premises described in the site plan in the First Amendment to the Charging Services Agreement. Upon completion of such installation, the site plan in Exhibit B of the Agreement shall be automatically deleted and replaced with the Replacement Site Plan.

- **Extended Term:** Upon completion of installation of the Replacement Charging Stations, the initial term of the Agreement shall be automatically extended to the date that is five (5) years after the date the Replacement Charging Stations became operational.
- **Non-Exclusivity:** The Exclusive Agreement EVgo currently has to provide EV charging will be removed.

The City Attorney has carefully reviewed the Agreement and made modifications as needed to protect the rights of the City.

FISCAL IMPACT

If the proposed Amendment is accepted, the City will receive lease revenue in the amount of \$7,200 annually that would be restricted for the operation of the Chehalis-Centralia Airport.

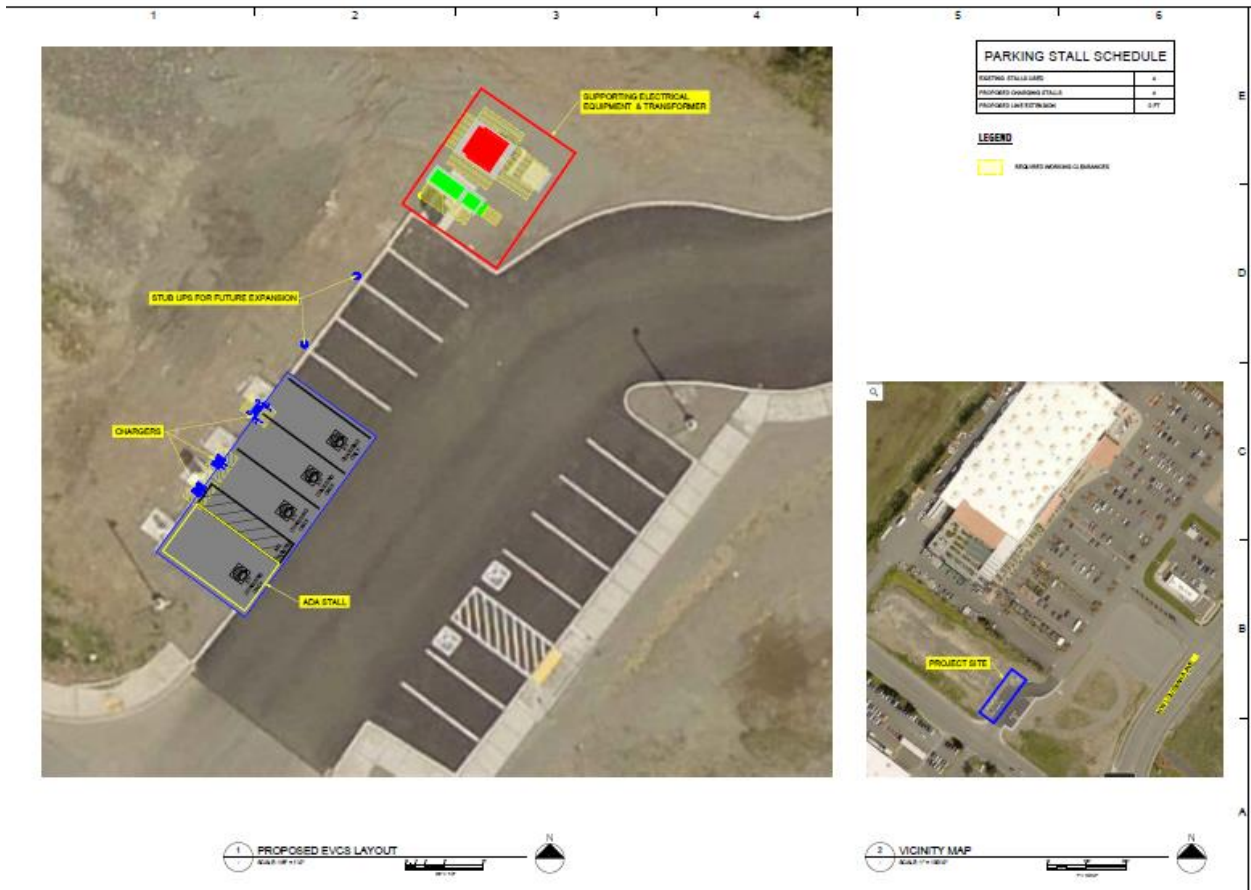
RECOMMENDATION

It is recommended that the City Council approve the First Amendment to Charging Services Agreement with EVgo and authorize the City Manager to execute the documents.

SUGGESTED MOTION

I move that the City Council approve the First Amendment to Charging Services Agreement with EVgo and authorize the City Manager to execute the documents.

Premises Site Plan for EVgo



FIRST AMENDMENT TO CHARGING SERVICES AGREEMENT

This First Amendment to Charging Services Agreement (this "Amendment"), dated as of _____, is between EVgo Services LLC ("EVgo") and the City of Chehalis, Chehalis-Centralia Airport ("Host"). EVgo and Host are sometimes referred to individually as a "Party" and collectively as the "Parties."

RECITALS

A. EVgo and Host are parties to that certain *Charging Services Agreement* dated May 4, 2018 (the "Agreement"); and

B. The Parties hereby desire to amend the Agreement as set forth herein.

AMENDMENT

In consideration of the terms, covenants and conditions contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby amend the Agreement as follows:

1. New Charging Stations. Section 2.a of the Agreement is hereby amended by inserting the following sentence at the end thereof:

"Notwithstanding the foregoing, EVgo shall be permitted to replace the initial Charging Stations with new Charging Stations as may be agreed to in an amendment executed by both EVgo and Host."

By this Amendment, the Parties expressly agree that EVgo shall be permitted to replace the Charging Stations contemplated by the Agreement with the following (collectively, the "Replacement Charging Stations"):

- Three (3) DC Fast Charging Stations; and
- Two (2) EV-Charger "Make-Ready" Stubs.

2. Rent Payments. Commencing on the date that the Replacement DC Fast Charging Stations become available for commercial charging activity, EVgo shall pay Host rent in the amount of \$75.00 per month per EV-charging stall (which shall include, for purposes of determining rent payments, parking spaces adjacent to the Make-Ready Stubs and reserved for future expansion as set forth on Exhibit A), for a total of \$600.00 per month, due on the tenth business day of the calendar month, provided that Host is not in breach of the Agreement. If the Replacement DC Fast Charging Stations become available for commercial charging activity on a day after the first day of the month, then the payment obligation for that first month shall be prorated to cover the portion of the month between that day and the end of the month.

3. Revised Site Plan. The Replacement Charging Stations shall be installed at the Premises described in the site plan attached hereto as Exhibit 1 (the "Replacement Site Plan"). Upon completion of such installation, the site plan in Exhibit B of the Agreement shall be automatically deleted and replaced with the Replacement Site Plan.

4. Extended Term. Upon completion of installation of the Replacement Charging Stations, the initial term of the Agreement shall be automatically extended to the date that is five (5) years after the date the Replacement Charging Stations became operational.

5. Non-Exclusivity. Section 3 of the Agreement is deleted in its entirety.

6. Removal Upon Termination. Section 5 of the Agreement is deleted and replaced with the following:

"5. Removal Upon Termination. Promptly following the termination of this Agreement, EVgo shall remove the Charging Stations and all of EVgo's other property associated with the Premises from the Host Property except the underground electrical infrastructure, which shall be capped off and secured but not removed."

7. Definitions. All capitalized terms not defined herein shall have the meanings given to them in the Agreement.

8. No Modification. Except as specifically modified and amended herein, all of the terms and conditions of the Agreement remain in full force and effect.

9. Counterparts. This Amendment may be executed in any number of identical counterparts, each of which will be deemed to be an original, and all of which together will be deemed to be one and the same instrument when each Party has signed and delivered one such counterpart to the other Party.

[Signatures on Following Page]

IN WITNESS WHEREOF, the Parties have executed this Amendment as of the date set forth above.

City of Chehalis, Chehalis-Centralia Airport

EVgo Services LLC

By: _____

Name: _

Title: _

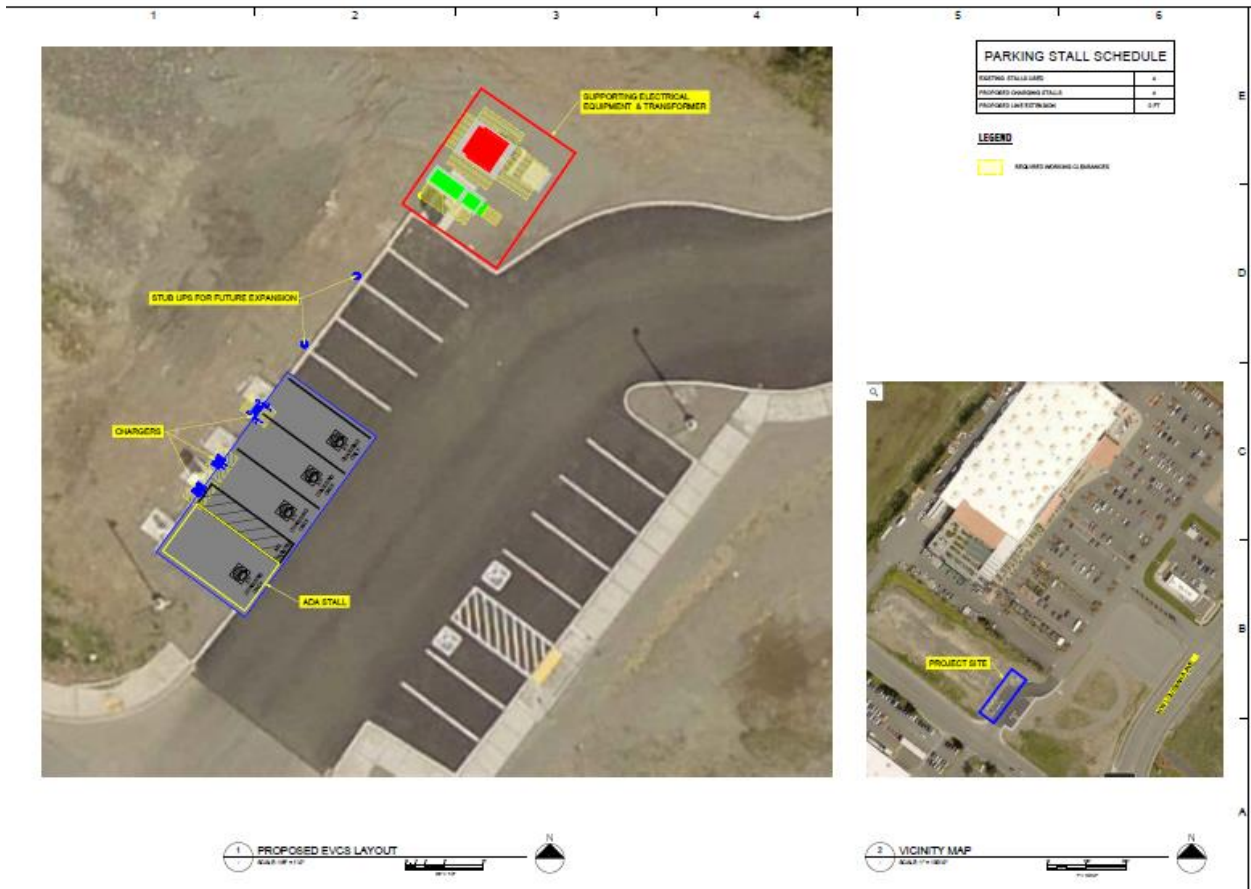
By: _____

Name: _

Title: _

Exhibit A

Premises Site Plan



**CHEHALIS CITY COUNCIL MEETING
AGENDA REPORT**

TO: The Honorable Mayor and City Council

FROM: Jill Anderson, City Manager

BY: Lance Bunker, Interim Public Works Director

MEETING OF: February 14, 2022

SUBJECT: SW Chehalis Avenue Reconstruction Project: Amendment to Engineering Services Agreement with Gibbs and Olson

ISSUE

Gibbs and Olson is providing engineering and design services for the SW Chehalis Avenue Reconstruction Project. The firm is recommending that the City authorize additional work prior to construction to “pothole” the area during the design phase to confirm the location of existing underground utilities. The cost of the potholing would be \$25,000. Conducting this work now, rather than during construction should minimize surprises and the associated cost increases and delays that accompany change orders.

DISCUSSION

Gibbs and Olson is in the final stages of the design work for the SW Chehalis Avenue Reconstruction Project which involves the section of the street between 3rd and 9th Streets. The project will include roadway replacement, new curb, gutter and sidewalk, limited storm drain improvements, and 8-inch water line replacement. The current contract is for survey and design; preparation of bid documents; and tasks necessary to provide services through the bid award.

For Chehalis Avenue, there are several storm pipes shown on the drawings that have limited information related to pipe size, type, location, and depth. Documenting existing conditions for these storm pipes is critical for the project design as there are several utilities on the project that the new storm drain piping must not conflict with to be installed per the design.

Gibbs and Olson is recommending that the City conduct potholing during the design phase rather than the construction phase to confirm that the design accurately reflects the location of existing utilities. This work will need to be done now or prior to construction; however, if it is done now, potential conflicts with existing utilities can be addressed with the initial design, rather than risk having to make changes during construction.

WHAT IS UTILITY POTHOLING

Utility potholing is used to locate a one or more existing buried utilities by spot excavating through the roadway surface of a roadway. Potholing allows for existing utility location and depth to be verified prior

to construction. Vacuum excavation is commonly utilized for this work as it is the safest and least disruptive method of minimizing the size of excavation needed to locate a given buried utility of interest.

WHY IS POTHOLING DURING DESIGN RECOMMENDED?

Potholing to accurately determine the location and depth of existing buried utility pipe at key locations during design provides accurate location of the horizontal and vertical location of the underground utility of interest, as well as the pipe size and material type. Obtaining this information during design eliminates potential conflicts of new underground piping with existing underground piping during construction.

Verifying the depth of existing utilities is also important to eliminate the risk of a connection of a new line being designed to connect to an existing pipeline at the wrong elevation. This is particularly important for gravity utilities, such as storm pipes or sanitary sewer pipes, that rely on gravity flow for the system to function. If a gravity pipe, such as a storm pipe, cannot be installed at the invert designed for the system to function, the gravity line will likely need to be redesigned during construction, potentially delaying the contractor or requiring additional materials and construction time to reroute the pipe to avoid the conflict. Eliminating as much of this type of risk as possible during design reduces the potential for additional costs and change orders during construction.

COST TO POTHOLE DURING DESIGN

The cost of potholing is a project cost regardless of whether it is completed during design or at the start of construction; however, potholing can reduce construction risks and the potential for the associated change order costs it is performed during design.

Gibbs & Olson proposes to have Applied Professional Services perform utility potholing at the 16 locations noted on the attached pdf. The cost for the potholing is approximately \$25,000. If the potholing is not done during design, it will be specified for the contractor to perform potholing at the start of construction, but any conflicts identified will not be able to be addressed during design. If the City waits to do the potholing as part of the construction contract, the risk of construction change orders due to conflicts found during construction are much higher and the cost of change orders can easily be 4 to 5 times the cost of potholing.

The proposed design for the Chehalis Avenue storm drainage system is tying into an existing storm drain system with limited information, with multiple crossing of the existing sanitary sewer piping; therefore, it is recommended that City approve the request to pothole the existing utilities during design.

FISCAL IMPACT

The proposed cost to add potholing to the existing contract with Gibbs and Olson would be \$25,000. The cost of this work would be added to the contract by an amendment, which is being funded by the Transportation Benefit District (TBD).

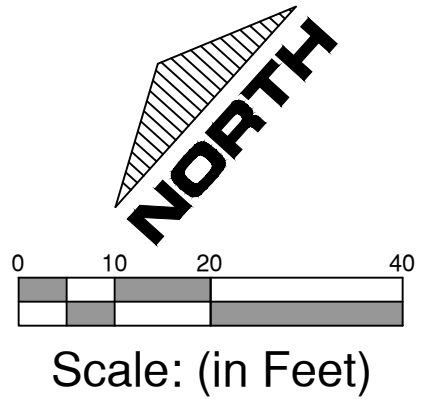
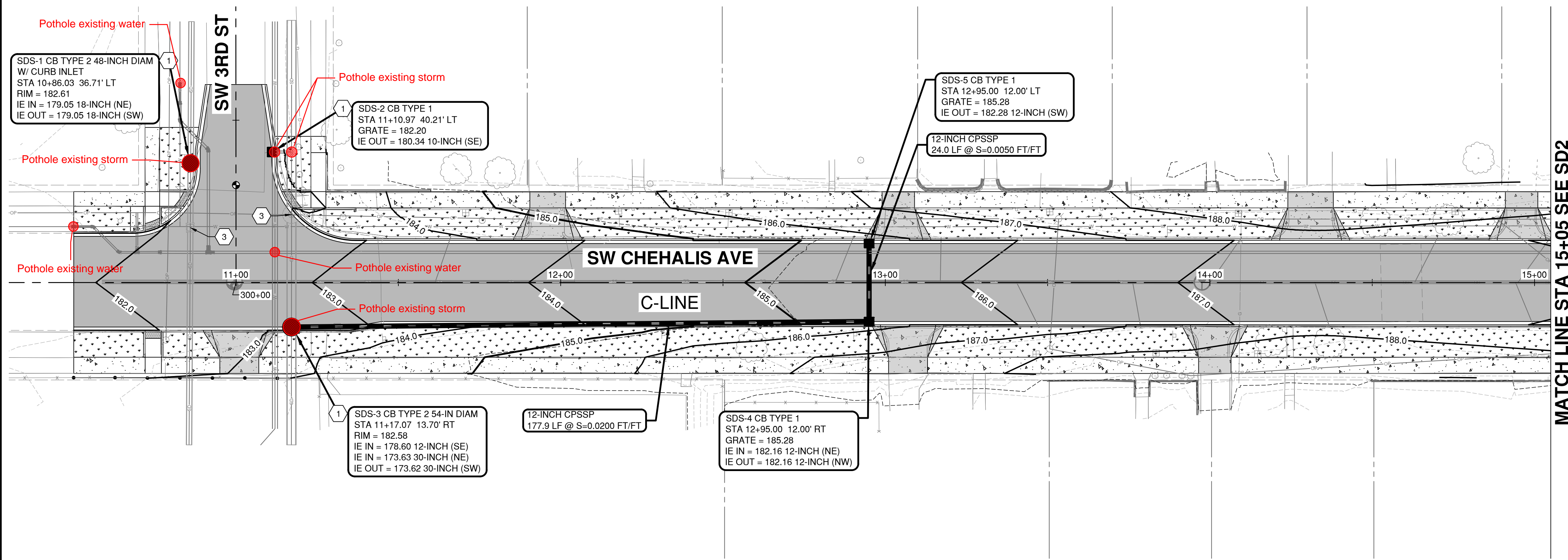
RECOMMENDATION

It is recommended that the City Council approve the attached amendment to the engineering services agreement with Gibbs and Olson for the SW Chehalis Avenue Reconstruction Project in the amount of \$25,000 to perform utility potholing and authorize the City Manager to execute the contract.

SUGGESTED MOTION

I move that the City Council approve an amendment to the engineering services agreement with Gibbs and Olson for the SW Chehalis Avenue Reconstruction Project in the amount of \$25,000 to perform utility potholing and authorize the City Manager to execute the contract.

DRAWING: 15-CHEHALIS-AVE-IMPROVEMENTS-CHEHALIS-AVE-C-LINE-PROFILE-DATE: 1/18/2022 10:54 AM USER: KWB PLOTTED: 1/18/2022 11:00 AM PLOT BY: KJUSBY

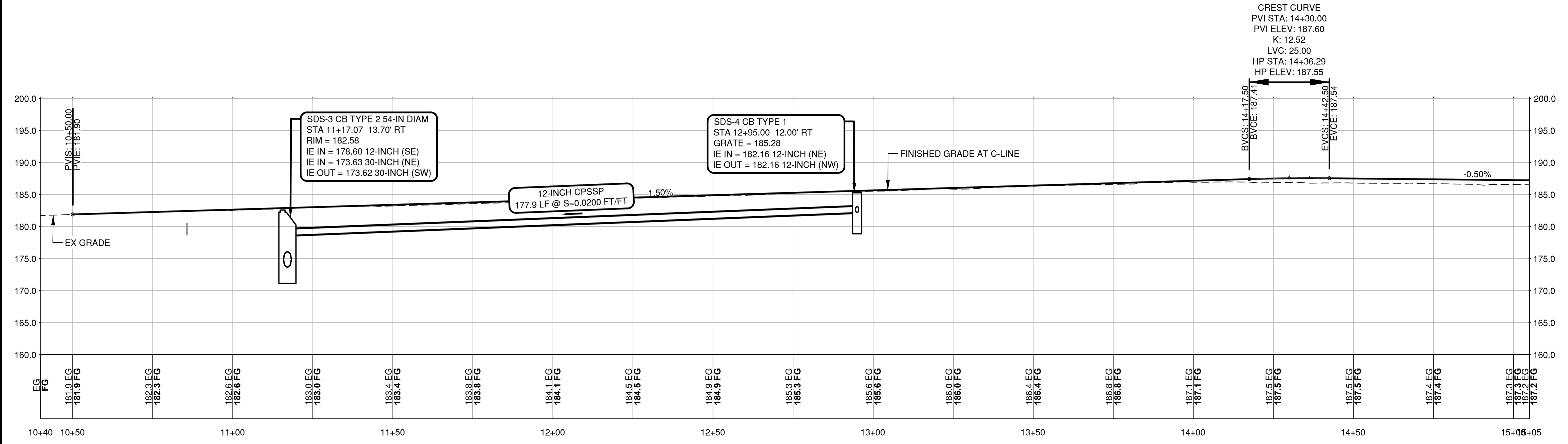


- LEGEND:**
- STORM SEWER PIPE
 - TYPE 1 CATCH BASIN
 - TYPE 2 CATCH BASIN

- STORM DRAINAGE CONSTRUCTION NOTES:**
1. CONNECT EXISTING PIPE TO NEW DRAINAGE STRUCTURE. SEE GENERAL NOTE 1.
 2. CONNECT EXISTING PIPE TO NEW STORM SEWER PIPE. SEE GENERAL NOTE 1.
 3. INSTALL RECTANGULAR FRAME AND HERRINGBONE GRATE ON EXISTING DRAINAGE STRUCTURE PER WSDOT STD PLAN B-30.10-03 AND B-30.50-03.
 4. CUT PIPE TO BE REMOVED AT A DISTANCE OF 2 DIAMETERS FROM BLIND CONNECTION. PLUG EXISTING PIPE BRANCH WITH COMMERCIAL CONCRETE.

- GENERAL NOTES:**
1. EXISTING PIPE LOCATIONS AND DEPTHS ARE ASSUMED BASED ON AVAILABLE RECORDS. CONTRACTOR SHALL POTHOLE AND VERIFY THE DEPTH AND LOCATION OF THE EXISTING STORM SEWER PIPE WHERE NEW STORM SEWER STRUCTURES OR NEW STORM SEWER PIPE CONNECT TO EXISTING STORM SEWER PIPE PRIOR TO ORDERING MATERIALS.
 2. CONTRACTOR SHALL POTHOLE AND VERIFY THE DEPTH AND LOCATION OF EXISTING UNDERGROUND UTILITIES WHERE NEW STORM SEWER STRUCTURES AND PIPES ARE INSTALLED. THIS INCLUDES BUT IS NOT LIMITED TO EXISTING WATER, GAS, SANITARY SEWER, STORM SEWER, TELEPHONE AND POWER LINES. CONTRACTOR SHALL COORDINATE WITH THE UTILITY OWNER FOR PROTECTION OR RELOCATION IF CONFLICTS ARISE.
 3. STATIONS AND OFFSETS OF STORM DRAIN STRUCTURES REFERENCE C-LINE AND ARE TAKEN AT THE CENTER OF THE STRUCTURE.
 4. CONTRACTOR SHALL PLACE CONTROLLED DENSITY FILL BETWEEN EXISTING UTILITY PIPES AND NEW STORM SEWER PIPE AT CROSSINGS.
 5. CONTRACTOR SHALL INSTALL STORM DRAIN INLET PROTECTION PER WSDOT STD PLAN I-40.20-00 TO ALL CATCH BASIN GRATES ALONG THE GUTTER FLOWLINES AT TIME OF CATCH BASIN INSTALL.
 6. ALL TYPE 1 AND TYPE 2 CATCH BASINS IN THE FLOW LINE SHALL BE SET WITH RECTANGULAR FRAMES AND HERRINGBONE GRATES PER WSDOT STD PLAN B-30.10-03 AND B-30.50-03.
 7. CONSTRUCT COLLAR AROUND ALL NEW AND EXISTING STORM DRAIN MANHOLES OR TYPE 2 CATCH BASINS PER CITY OF CHEHALIS STD PLAN 5-3.

MATCH LINE STA 15+05 SEE SD2



Chehalis Ave C-Line Profile
 Horiz Scale: 1" = 20'
 Vert Scale: 1" = 5'

Chehalis Ave Improvements

City of Chehalis
Storm Drainage Plan

Datum: **NAD83/91 NAVD 88**
 Survey Book: **1856, 1856A, 1856B**
 Project Milestone: **90%**
 Date: **1/18/2022**

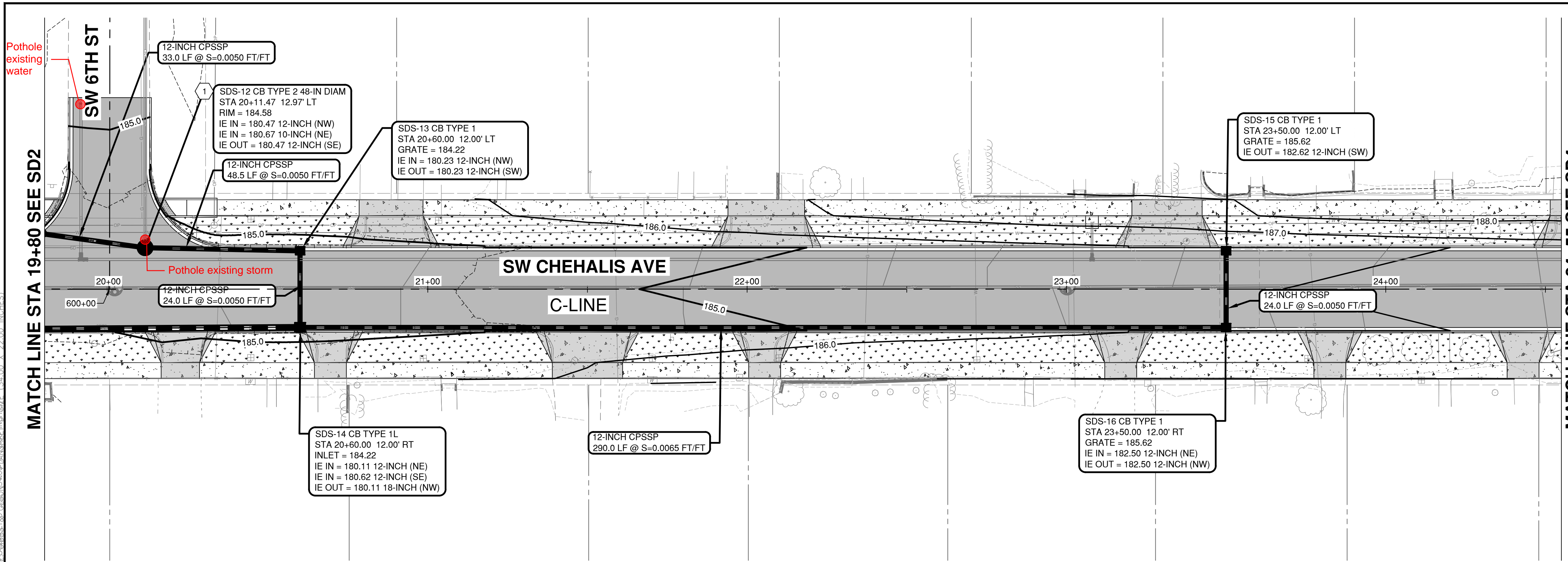


Project Manager: **KWB**
 Designed by: **KWB**
 CAD by: **KAR**
 Checked by: **KWB**
 Approved by: **KWB**

Project Number:
0155.1083

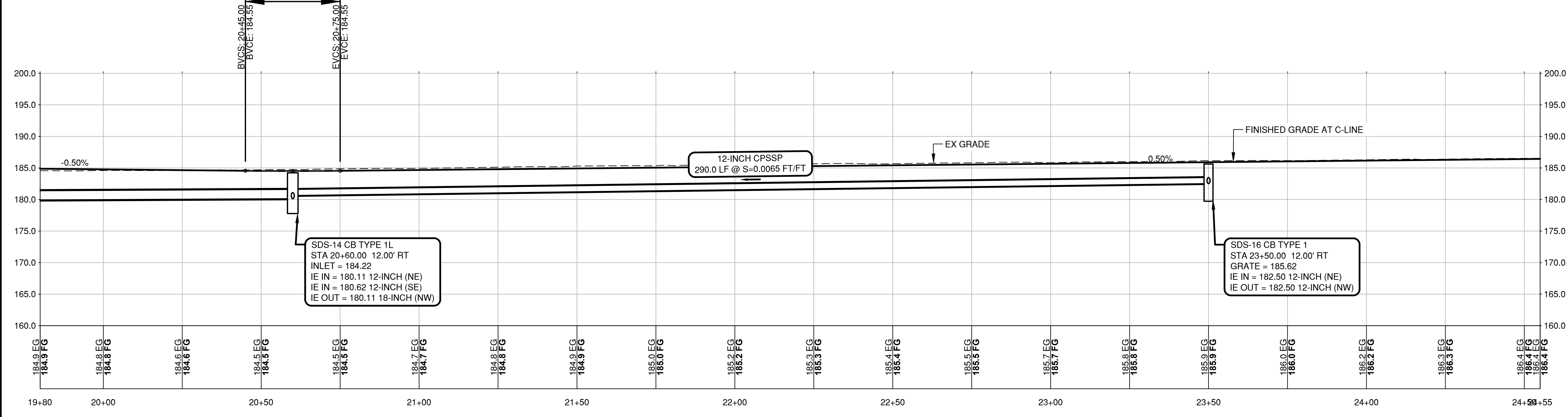
Drawing Number:
SD1

Sheet Number:
28 of 39



- LEGEND:**
- STORM SEWER PIPE
 - TYPE 1 CATCH BASIN
 - TYPE 2 CATCH BASIN
- STORM DRAINAGE CONSTRUCTION NOTES:**
- 1 CONNECT EXISTING PIPE TO NEW DRAINAGE STRUCTURE. SEE GENERAL NOTE 1.
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 5. CONTRACTOR SHALL INSTALL STORM DRAIN INLET PROTECTION PER WSDOT STD PLAN I-40.20-00 TO ALL CATCH BASIN GRATES ALONG THE GUTTER FLOWLINES AT TIME OF CATCH BASIN INSTALL.
 6. ALL TYPE 1 AND TYPE 2 CATCH BASINS IN THE FLOW LINE SHALL BE SET WITH RECTANGULAR FRAMES AND HERRINGBONE GRATES PER WSDOT STD PLAN B-30.10-03 AND B-30.50-03.
 7. CONSTRUCT COLLAR AROUND ALL NEW AND EXISTING STORM DRAIN MANHOLES OR TYPE 2 CATCH BASINS PER CITY OF CHEHALIS STD PLAN 5-3.

SAG CURVE
 PVI STA: 20+60.00
 PVI ELEV: 184.47
 K: 30.24
 LVC: 30.00
 LP STA: 20+60.00
 LP ELEV: 184.51



Chehalis Ave C-Line Profile
 Horiz Scale: 1" = 20'
 Vert Scale: 1" = 5'



Chehalis Ave Improvements
 City of Chehalis
 Storm Drainage Plan

Datum: NAD83/91 NAVD 88
 Survey Book: 1856, 1856A, 1856B
 Project Milestone: 90%
 Date: 1/18/2022

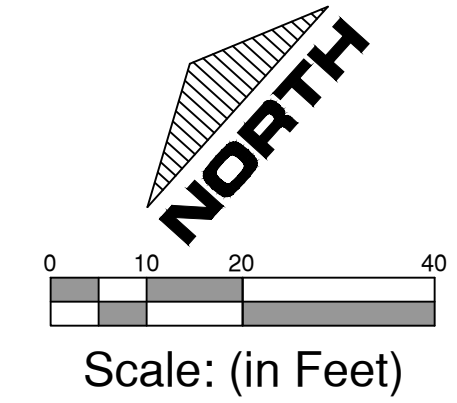
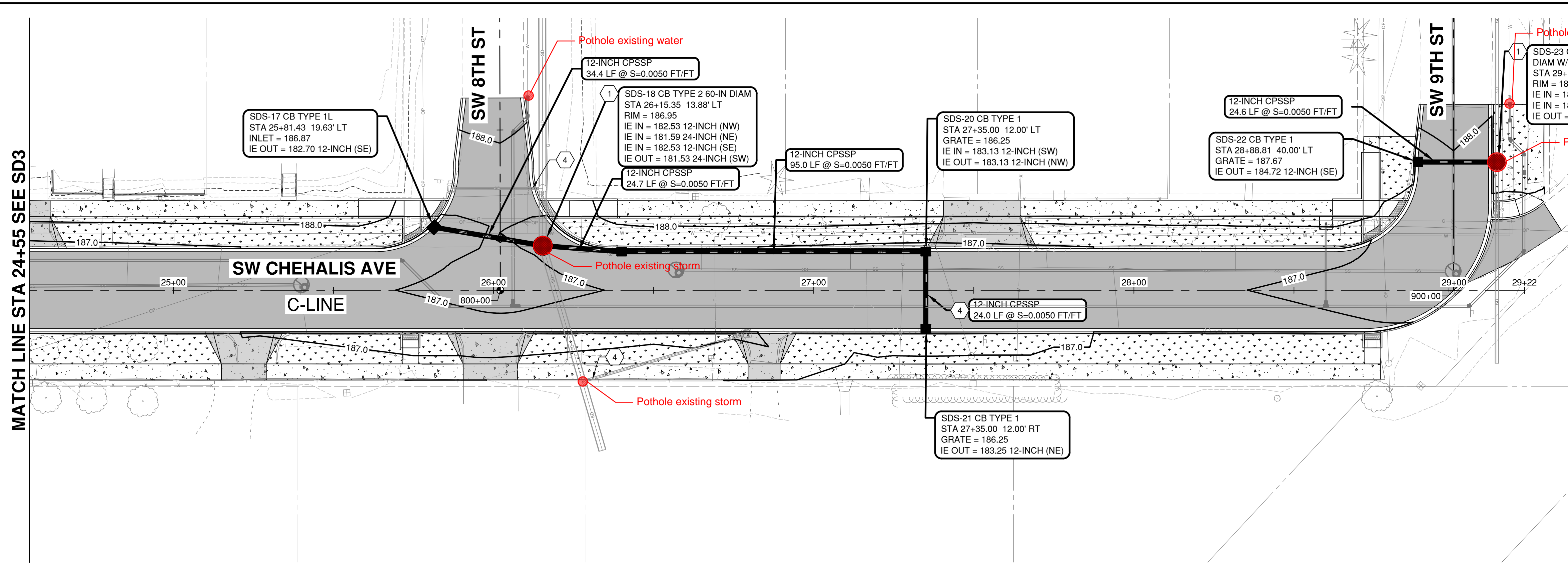


Project Manager: KWB
 Designed by: KWB
 CAD by: KAR
 Checked by: KWB
 Approved by: KWB

Project Number:
0155.1083
 Drawing Number:
SD3
 Sheet Number:
30 of 39

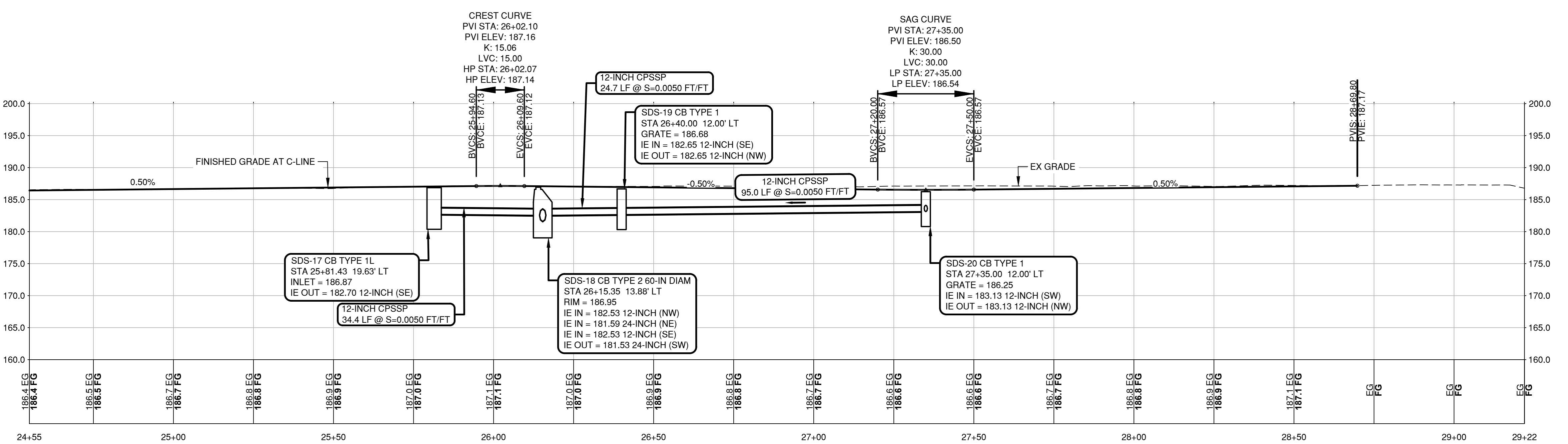
DRAWINGS: 1/18/2022 10:54 AM CHEHALIS AVE IMPROVEMENTS STORM DRAINAGE PLAN (SHEET 30 OF 39) PLOT BY: KELUSBY

DRAWING: 17-11-2022 10:54 AM CHEHALIS AVE C-LINE PROFILE (SHEET 1) PROJECT: CHEHALIS AVE IMPROVEMENTS (SHEET 1) DATE: 1/18/2022 10:54 AM PLOTTED BY: KEBUSBY



- LEGEND:**
- STORM SEWER PIPE
 - TYPE 1 CATCH BASIN
 - TYPE 2 CATCH BASIN
- STORM DRAINAGE CONSTRUCTION NOTES:**
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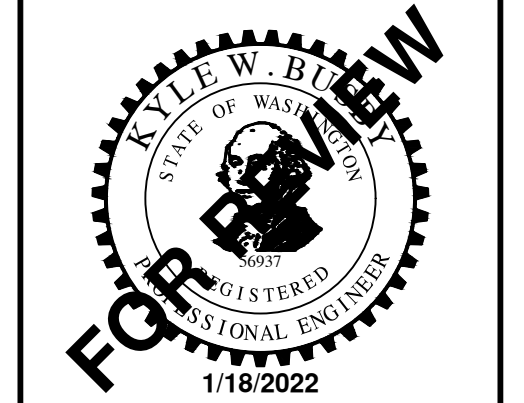
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Chehalis Ave C-Line Profile
Horiz Scale: 1" = 20'
Vert Scale: 1" = 5'

Chehalis Ave Improvements
City of Chehalis
Storm Drainage Plan

Datum: **NAD83/91 NAVD 88**
Survey Book: **1856, 1856A, 1856B**
Project Milestone: **90%**
Date: **1/18/2022**



Project Manager: **KWB**
Designed by: **KWB**
CAD by: **KAR**
Checked by: **KWB**
Approved by: **KWB**

Project Number:
0155.1083
Drawing Number:
SD4
Sheet Number:
31 of 39

AMENDMENT NO. 1

This Amendment No. 1 modifies the Agreement for Engineering Services (Agreement) between Gibbs & Olson, Inc., Longview, Washington (Engineer) and the City of Chehalis, Washington (Client) executed on April 13, 2020, for a project known as the Chehalis Avenue Reconstruction Project.

The following modifications are made to the Agreement and all other terms and conditions in the original Agreement remain in full force and effect.

The Engineer's Scope of Work is modified to include the additional scope of work as shown in Exhibit A. The Engineer's Budget is increased by \$25,000 to provide compensation for the additional Scope of Work to be performed.

Original Agreement Amount	\$ 152,600.00
<u>Amendment No. 1.....</u>	<u>\$25,000.00</u>
The new Total Agreement Amount including Amendment No. 1	\$177,600.00

GIBBS & OLSON, INC.

CITY OF CHEHALIS, WASHINGTON



By: Richard A. Gushman, PE - President

By: T. Jill Anderson, City Manager

February 9, 2022

Date

Date

**AMENDMENT NO. 1
EXHIBIT A
SCOPE OF WORK**

DESCRIPTION

Engineer will utilize the services of a subconsultant to perform utility pothole locating of existing City of Chehalis utilities within the project limits of Chehalis Avenue to obtain existing utility information such as depth, size, location, and material type. This information will be used to verify the existing design and update as necessary based on the utility pothole locates.

SCOPE OF WORK

Engineer will utilize a specialized subconsultant to perform utility potholing at 16 locations within the project limits of the Chehalis Avenue improvement project. Potholing work will consist of:

- Air vacuum excavation of approximately (16) test-holes to document existing underground utility locations at key locations of the project.
- Jackhammering of existing asphalt or concrete if a given a test-hole is within the hard surface
- Backfill all test-holes with a material approved by City of Chehalis (5/8” select, sand or pea gravel), CDF backfill, and permanent asphalt repair of each pothole location is not required. Pothole restoration, at each location, will consist of 5/8” crushed rock back fill or native fill and an EZ-street patch which will have a 2-year warranty from the date the test-hole is completed.
- Collect utility depth and location data with a photograph for each located utility.

ASSUMPTIONS

The following assumptions are included in the scope of work:

- Existing utilities are between 0-10 feet in depth.
- Prevailing wage rates do not apply to this scope of work.
- All bonding and/or right-of-entry required will be obtained by Engineer’s subconsultant arrival onsite.

DELIVERABLE

The following documents will be provided from the utility pothole locates:

- Test-hole data sheets summarizing top, bottom, width, diameter and direction of the utility.
- An Excel spread sheet containing all test-hole data for the project.
- Google earth Reference Map link to be provided with photos.
- Photos of all Found Utilities.
- One and a quarter inch zinc washer left at grade where utility was found with measurements stamped into zinc washer.

**HEHALIS CITY COUNCIL MEETING
AGENDA REPORT**

TO: The Honorable Mayor and City Council

FROM: Jill Anderson, City Manager

BY: Chun Saul, Finance Director

MEETING OF: February 14, 2021

SUBJECT: 2021 Fourth Quarter Financial Status Report (Preliminary)

DISCUSSION

This document provides a summary review of the City’s financial activities and status for the fourth quarter ending December 31, 2021.

The attached financial statements include 1) Summary of Revenues, Expenditures, and Fund Balances – Budget to Actual for all city funds combined and 2) Two-year comparative financial statements for the General Fund and the major enterprise funds.

The financial statements have been formatted to be consistent with the budget for ease of comparison and review of information. Comparisons and variances shown are based on straight line projections. **The YTD target for the fourth quarter is 100% (12 of 12 months).**

CITY-WIDE OVERVIEW

Overall, on a city-wide basis, the city has received \$29,471,269 or 96.0% of the 2021 total revenue budget (including transfers-in) and has expensed \$27,867,621 or 90.0% of the 2021 total expenditure budget (including transfers-out) through the end of December 2021. Total YTD actual revenues exceeded total expenditures by \$1,603,648. The city-wide total fund balance as of December 31, 2021, is \$26,748,726.

	2021 Amended Budget	YTD Actual 12/31/2021	YTD % of Budget	YTD Variance Actual to Target Positive (Negative)
City-Wide, All Funds				
Revenues & Transfers In	\$ 30,700,068	\$ 29,471,269	96.0%	\$ (1,228,799)
Expenditures & Transfers Out	30,965,387	27,867,621	90.0%	3,097,766
Excess Revenue Over (under) Expenditure	(265,319)	1,603,648	-604.4%	\$ 1,868,967
Beginning Cash & Investments	25,145,078	25,145,078	100.0%	
Ending Cash & Investments	\$ 24,879,759	\$ 26,748,726	107.5%	

Total 2021 YTD city-wide revenue is about 4.0% or \$1,228,799 below the 2021 revenue budget. One of the contributing factors for this variance is mainly due to federal and state grant revenue receipts below the budget amount.

- The 2021 budget includes a total of \$3,154,821 federal and state grants but only \$1,704,349 or about 54.0% was received in 2021. This is \$1.45 million below the 2021 budget. The 2021 total grant revenue received includes a \$1,068,299 for the American Rescue Plan Act (ARPA), Coronavirus State and Local Fiscal Recovery Funds. The City must use the funds by December 31, 2024, for the eligible costs defined by US. Treasury.

The other remaining grants are reimbursement-based grants which includes a state RCO grant for a flood storage master plan, a state Transportation Improvement Board (TIB) grant for the Main Street Resurfacing project, and Federal FAA grants for the Airfield Rehabilitation project. After eligible costs are incurred, grant billings will be submitted for reimbursements. The Main Street Resurfacing project has been completed and a TIB grant reimbursement in the amount of \$557,348 is expected to be received by the end of February 2022.

- The City’s total tax revenues received exceeded the 2021 budget projections by \$209,539.

Total 2021 YTD expenditures through the end of December is about 10.0 % or \$3,097,766 below the 2021 budget.

- About 48% or \$1,5 million of this variance is related to capital project expenditures. The city-wide total 2021 capital budget is \$7,421,763 and about 79.8% was used by the end of December.
- About \$1.59 million or 52% of the total variance is for operating expenditures, which includes salaries and benefits, operating supplies and services. About 92.0% of the 2021 operating budget was used through the end of December.

Additional information on the revenue and expenditure variances for the General Fund and the major enterprise funds are explained in more detail in the fund overview sections below.

GENERAL FUND OVERVIEW

The General Fund revenue received through the end of December is \$11,291,835 or 101.2% of the 2021 budget. This exceeds the 2021 revenue budget by \$128,807. Total YTD expenditures and transfers through the end of December is \$10,823,270 or 95.2% of the 2021 budget. This is \$541,527 or 4.8% below the 2021 budget. Total actual revenues exceeded the total expenditures by \$468,565.

General Fund Summary	2021 Amended Budget	YTD Actual 12/31/2021	YTD Actual % of Budget	YTD Variance Actual to Target Positive (Negative)
Revenues & Transfers-In	\$ 11,163,028	\$ 11,291,835	101.2%	\$ 128,807
Expenditures & Transfers-out	11,364,797	10,823,270	95.2%	541,527
Revenues Over (Under) Expenditures	(201,769)	468,565	-232.2%	670,334
Beginning Fund Balance	2,240,739	2,240,739		
Ending Fund Balance	\$ 2,038,970	\$ 2,709,304		
Ending Fund Balance % of Revenue	18.3%	24.3%		

The ending cash and investments (fund balance) as of December 31, 2021, is \$2,709,304, which is about 24.3% of the 2021 general fund revenue budget. A Council Budget Committee meeting is scheduled on 2/22/2022 to discuss prioritizing and assigning the fund balances in excess of the 10% reserve policy goal of the City Council.

General Fund Revenues:

The table below provides the budget-to-actual comparisons for General Fund revenues by major revenue sources.

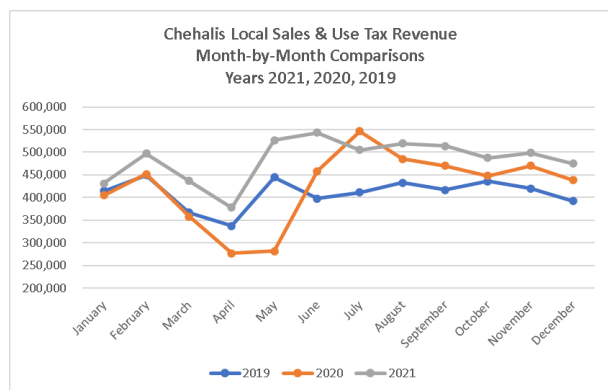
General Fund Revenues	2021 Budget	YTD Actual 12/31/2021	YTD % of		YTD Actual 12/31/2020	2020-20201	
			Budget Rec'd	Variance YTD Target vs. Actual		YTD Comparison	% Incr. (decr.)
Property Taxes	\$ 1,980,859	\$ 1,987,256	100.3%	\$ 6,397	\$ 1,951,512	\$ 35,744	1.8%
Sales and Use Taxes	5,905,300	6,039,307	102.3%	134,007	5,283,036	756,271	14.3%
Utility Business Taxes	1,667,380	1,685,145	101.1%	17,765	1,589,090	96,055	6.0%
Other Taxes	54,700	51,379	93.9%	(3,321)	56,164	(4,785)	-8.5%
Subtotal for Tax Revenues	9,608,239	9,763,087	101.6%	154,848	8,879,802	883,285	9.9%
Licenses and Permits	397,710	406,961	102.3%	9,251	224,054	182,907	81.6%
Intergovernmental	430,356	394,552	91.7%	(35,804)	681,917	(287,365)	-42.1%
Charges for Goods & Services	467,185	461,145	98.7%	(6,040)	176,139	285,006	161.8%
Fines and Forfeitures	112,705	103,481	91.8%	(9,224)	117,561	(14,080)	-12.0%
Miscellaneous	146,833	162,609	110.7%	15,776	178,487	(15,878)	-8.9%
Subtotal for Non-Tax Revenues	1,554,789	1,528,748	98.3%	(26,041)	1,378,158	150,590	10.9%
Total Revenues	\$ 11,163,028	\$ 11,291,835	101.2%	\$ 128,807	\$ 10,302,960	\$ 988,875	9.6%

2021 YTD total tax revenues is \$9,763,087 or 101.6% of the 2021 budget. Total tax revenue makes up about 86.5% of the general fund revenues.

Property Tax: YTD revenue received is \$1,987,256 or 100.3% of the 2021 budget. Total property tax collected includes 2021 tax of \$1,916,430 and delinquent (prior years) tax of \$35,083. About 98.5% of 2021 tax levy was collected in 2021. Historically, about 98.5% of tax levy is collected in the levy year and the remaining is collected in subsequent years.

Retail Sales Tax: YTD sales tax received is \$6,039,307 or 102.3% of the 2021 budget. This exceeds the 2021 projection by \$134,007 and is a \$756,271 (or 14.3%) increase from 2020. This total includes local sales and use tax, Brokered Natural Gas sales tax, and Criminal Justice sales tax.

There is a 2-month lag time between the month of sales and when the tax revenues are received by the City. Example, December sales tax revenue primarily represents October sales. The chart provides month-to-month comparisons for local sales tax revenues received in 2021, 2020, and 2019.



Utility Business Tax: Total YTD received is \$1,685,145 or 101.1% of the 2021 budget. This exceeds the 2021 budget by \$17,765. 2021 YTD utility tax revenue increased \$96,055 or 6.0% from last year. Electricity, gas, cable, water/sewer utility taxes increased about 9.3%, whereas telephone utility tax revenue declined by \$12,581 or 7.7%, from 2020.

Licenses and Permits: Total YTD received is \$406,961 or 102.3% of the 2021 budget. This exceeds the 2021 budget by \$9,251. This amount includes business licenses and permit fees (i.e., business license fees and franchise fees) and non-business license and permit fees (i.e., building permit fees, animal licenses and gun permits). 2021 YTD total licenses and permit fees revenue increased \$182,907 or 81.6% from 2020. About 92% or \$167,926 of the increase is from building permit fees.

Intergovernmental Revenue: YTD total received is \$394,552 or 91.7% of the 2021 budget. This category includes intergovernmental grants, state shared revenues, and the Main Street B&O Tax Credit. State RCO grant budgeted for \$46,910 was not received in 2021. This grant has been extended and expenditure incurred in 2021 is expected to be reimbursed in 2022.

Charges for goods and services: Total YTD revenue is \$461,145 or 98.7% of the 2021 budget. This category includes charges for fire and police services, plan review fees, and recreation program fees. Recreation program fees makes up about 45% and plan review fees makes up about 48% of the 2021 revenue in this category. 2021 YTD total revenue increased \$285,006 or 161.8% from 2020. Plan review fees increased \$174,324 or 374% and recreation program fees increased \$144,093 or 697% from year 2020.

Miscellaneous: Total YTD revenues is \$162,609 or 110.7% of the 2021 budget. This amount includes field and facility rentals, interest earnings, seizures & forfeitures, proceeds of surplus sales, and insurance recoveries, etc. YTD downtown parking fees collected is \$17,997. YTD recreation fields and facility rental revenue is \$57,248.

General Fund Expenditures and Transfers-out

2021 YTD expenditures is \$10,823,270 or 95.2% of the 2021 budget. This is \$541,527 below the 2021 budget. All departments operated within the budget parameters with one exception:

- Planning and Building Department expensed \$858,646 which exceeded the 2021 budget by \$48,300 or 6.0%. This is mainly due to the higher than anticipated levels of activities for contracted services for building permits and inspections and plan reviews needed to respond to the large number of projects that are in the development pipeline.

2021 YTD expenditures for public safety (police and fire) is \$5,214,074 and makes up about 48.2% of the total general fund expenditures. YTD expenditures for public works streets and facilities/parks is \$1,864,008 and makes up about 17.2% of the total general fund expenditures.

2021 YTD Non-Departmental Department expenditures includes transfer-outs of \$1,186,550 to the following general fund supported funds: Dedicated Street Fund \$145,262; Compensated Absences Reserve Fund \$200,000; LEOFF 1 OPEB Reserve Fund \$156,245; Debt Service Fund \$25,043; Public Facilities Reserve Fund \$460,000; and Automotive/Equipment Reserve Fund \$200,000 which were approved by the City Council in 2021.

The City's General Fund provides administrative support services to utilities and Airport funds. The administrative departments include City Council, City Manager, City Clerk, Human Resources, Finance, and non-departmental IT-services. A portion of administrative support department expenditures are allocated to utilities and Airport funds using specific allocation factors. A total of \$426,374 was allocated to utilities and Airport funds in 2021 which was netted against the General Fund overall expenditures.

WASTEWATER FUND OVERVIEW

2021 YTD total revenues received is \$5,706,765. This is about 3.2% or \$175,054 above the 2021 revenue budget. Overall, total 2021 YTD revenue increased \$225,938 from 2020. Charges for services increased \$207,698 (4.1%) and Hookup/Connection fee revenue increased \$90,377 (167.1%) from 2020. Interest earnings declined by \$54,529 from 2020 due to the declined interest rates.

YTD operating expenditures is \$3,253,336 or 95.1% of the 2021 budget. This is \$198,064 or 4.9% below the 2021 budget. YTD capital outlays is \$470,046 or 92.5% of the 2021 budget. 2021 capital projects include Snively Avenue & Sitka Avenue sewer replacements and I&I Glenn St/NE Oak Terrace to Hillside.

YTD total revenues exceeded total expenditures by \$100,487.

WATER FUND OVERVIEW

YTD total revenues received is \$3,330,878. This is about 2.8% or \$92,281 above the 2021 budget. Overall, 2021 total revenue increased \$141,199 from 2020. Charges for services increased \$112,491 (3.8%) and Hookup/Connection fee revenue increased \$78,399 (187.9%) from 2020. Late payment fees were not assessed during 2021 due to the Governor's COVID-19 proclamation for rate payer assistance. Interest earnings declined by \$42,815 from 2020 due to the declined interest rates.

YTD operating expenditures is \$2,279,731 or 89.4% of the 2021 budget. This is \$271,524 below the 2021 budget. YTD capital outlay is \$891,046 or 75.8% of the 2021 budget. 2021 capital outlays include Chehalis Pump Station, Snively Avenue Waterline replacement, Pacific Avenue Reconstruction, and a purchase of a new pick-up truck.

YTD total expenditures exceeded the total revenues by \$119,167.

STORM AND SURFACE WATER FUND OVERVIEW

YTD total revenues received is \$722,297. This is about 1.8% or \$12,532 above the 2021 revenue budget.

YTD operating expenditures is \$389,097 or 70.2% of the 2021 budget. This is \$165,101 below the 2021 budget. The key contributing factors for this variance include hiring delay for the Street Superintendent position and spending only 8.8% of operating supplies budget.

YTD capital outlay is \$515,318 which about 131.0% of the 2021 capital budget. 2021 capital outlay is for the Stormwater share of the Pacific Avenue Reconstruction project which is a combined project for Street (TBD), Watermain Replacement, and Stormwater line replacement. Cost breakdown between TBD, Water, and Stormwater funds for construction costs budgeted and actual expenditures allocated for invoices paid different, and it is under review as a part of the 2021 year-end reconciliation.

YTD total expenditures exceeded the total revenues by \$182,523.

AIRPORT FUND OVERVIEW

2021 YTD total revenues received through December is \$3,052,647. This is \$1,153,811 or 27.4% below the 2021 revenue budget. The key contributing factors for this variance include 1) Federal FAA grant for the Airport pavement project is budgeted for \$1,475,447 and only \$531,071 or 36.0% was received in 2021. 2) CARB loan proceeds for the above ground fuel storage project was budgeted for \$750,000 but only \$602,837 or 80.4% was received in 2021, and 3) fuel sales and lease revenues were 93.9% and 98.3% of the 2021 budget, respectively, resulting in YTD revenue come under \$62,262 below the 2021 budget.

The FAA grants and CARB loan proceeds are reimbursement-based. Reimbursement requests for expenditures incurred in 2021 has not completed by the end of 2021 and are being prepared by the Airport staff.

YTD operating expenditures is \$1,267,251 or 97.4% of the 2021 budget. 2021 capital expenditure budget is \$2,118,930 and about 68.5% or \$1,452,225 was used by the end of December.

YTD total revenues exceeded total expenditures by \$151,701.

TREASURER’S REPORT – CASH AND INVESTMENTS

The city’s total cash, deposits, and investments as of December 31, 2021, is \$26,748,726. A total of \$23,820,277 or about 89.0% is invested and earns interests. The remaining 11.0% or \$2,928,449 is deposited in non-interest-bearing checking accounts to cover on-going cash flow needs.

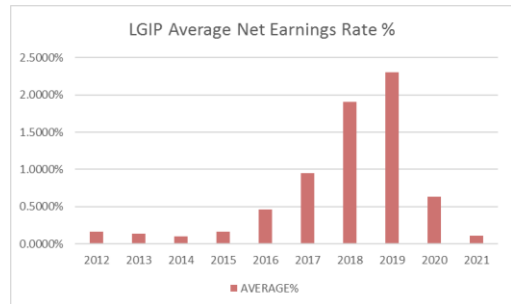
A summary of cash funds and investment types are as follows:

City of Chehalis Cash, Deposits & Investments - Total Combined All Funds		
Account Type	Balance 12/31/2021	% of Total
Checking & Revolving Cash Fund	\$ 2,936,158	11%
Local Government Investment Pool (LGIP)	18,737,271	70%
US Govt Agency Securities (Bonds)	5,075,297	19%
Total	\$ 26,748,726	100%

General Fund portion of the total of the total cash and investments is \$2,709,304 or 10.1%. Other than the General Fund, all other funds are restricted funds which account for specific revenues or resources that are legally restricted or designated to finance particular activities of the city, such as transportation benefit district, lodging tax, utilities, and Airport funds, etc.

2021 total investment interest earnings through December 31, 2021, is \$42,693. This is a \$156,327 decrease from last year.

YTD average net earnings rates for LGIP for 2021 and 2020 were 0.1047% and 0.6379%, respectively. The LGIP net earnings rate has declined from 0.1395% in January 2021 to 0.0907% in December 2021.



FISCAL IMPACT

As shown.

RECOMMENDATION

It is recommended that the City Council review this information and let staff know if there are any questions.

SUGGESTED MOTION

N/A

City of Chehalis



Quarterly Council Financial Report Fourth Quarter 2021 (Preliminary)

**For the Period Ending
December 31, 2021
(January through December)**

City of Chehalis, Washington

City of Chehalis
Revenues, Expenditures, and Fund Balances - Budget to Actual
2021 Third Quarter Financial Statements - All Funds
As of December 31, 2021

Fund Type/Name	Beginning Fund Balance		Revenues & Transfers				Expenditures & Transfers				Changes in Fund Balance		Ending Fund Balance	
	2021 Amended Budget	Actual 1/1/2021	2021 Amended Budget	YTD 12/31/2021 Actual	Balance	YTD % of Budget	2021 Amended Budget	YTD 12/31/2021 Actual	Balance	YTD % of Budget	2021 Amended Budget	YTD 12/31/2021 Actual	2021 Amended Budget	YTD 12/31/2021 Actual
General Fund & Sub-Funds:														
General Fund	\$ 2,240,739	\$ 2,240,739	\$ 11,163,028	\$ 11,291,835	\$ (128,807)	101.2%	\$ 11,364,797	\$ 10,823,270	\$ 541,527	95.2%	\$ (201,769)	\$ 468,565	2,038,970	\$ 2,709,304
Sub-funds:														
Dedicated Street Fund	188,475	188,475	142,480	150,545	(8,065)	105.7%	184,520	51,040	133,480	27.7%	(42,040)	99,505	146,435	287,980
Building Abatement Fund	51,614	51,614	100	45	55	45.0%	-	-	-	0.0%	100	45	51,714	51,659
Compensated Absences Fund	198,020	198,020	200,400	200,181	219	99.9%	151,000	151,187	(187)	100.1%	49,400	48,994	247,420	247,014
LEOFF 1 OPEB Reserve Fund	101,107	33,607	166,100	156,293	9,807	94.1%	168,300	123,822	44,478	73.6%	(2,200)	32,471	98,907	66,078
Federal Advance Grant Fund	-	-	1,068,671	1,068,806	(135)	100.0%	25,000	-	25,000	0.0%	1,043,671	1,068,806	1,043,671	1,068,806
Automotive/Equip. Reserve Fund	108,178	108,178	206,514	206,613	(99)	100.0%	46,500	31,539	14,961	67.8%	160,014	175,074	268,192	283,252
<i>Total sub-funds</i>	<i>647,394</i>	<i>579,894</i>	<i>1,784,265</i>	<i>1,782,483</i>	<i>1,782</i>	<i>99.9%</i>	<i>575,320</i>	<i>357,588</i>	<i>217,732</i>	<i>62.2%</i>	<i>1,208,945</i>	<i>1,424,895</i>	<i>1,856,339</i>	<i>2,004,789</i>
Total General Fund and Sub-Funds	2,888,133	2,820,633	12,947,293	13,074,318	(127,025)	101.0%	11,940,117	11,180,858	759,259	93.6%	1,007,176	1,893,460	3,895,309	4,714,093
Special Revenue Funds:														
Arterial Street Fund	98,528	98,528	160,600	142,949	17,651	89.0%	168,300	144,709	23,591	86.0%	(7,700)	(1,760)	90,828	96,768
Transportation Benefit Dist. Fund	3,105,160	3,105,160	1,850,664	1,384,585	466,079	74.8%	1,757,650	1,418,049	339,601	80.7%	93,014	(33,464)	3,198,174	3,071,696
Tourism Fund	110,053	110,053	267,100	272,572	(5,472)	102.0%	260,113	242,521	17,592	93.2%	6,987	30,051	117,040	140,104
Community Block Grant Fund	24,592	24,592	50	21	29	42.0%	1,000	-	1,000	0.0%	(950)	21	23,642	24,613
HUD Block Grant Fund	88,424	88,424	180	77	103	42.8%	2,000	-	2,000	0.0%	(1,820)	77	86,604	88,501
Total Special Revenue Funds	3,426,757	3,426,757	2,278,594	1,800,204	478,390	79.0%	2,189,063	1,805,279	383,784	82.5%	89,531	(5,075)	3,516,288	3,421,682
Debt Service Funds:														
2011 G.O. Bond Fund	5	5	301,934	301,932	2	100.0%	301,934	301,932	2	100.0%	-	-	5	5
Total Debt Service Fund	5	5	301,934	301,932	2	100.0%	301,934	301,932	2	100.0%	-	-	5	5
Capital Project Funds:														
Public Facilities Reserve Fund	958,474	958,474	802,296	775,509	26,787	96.7%	1,589,195	1,256,917	332,278	79.1%	(786,899)	(481,408)	171,575	477,066
First Quarter REET Fund	217,375	217,375	175,560	201,592	(26,032)	114.8%	130,196	130,195	1	100.0%	45,364	71,397	262,739	288,772
Second Quarter REET Fund	240,627	240,627	175,660	201,661	(26,001)	114.8%	75,131	75,131	-	100.0%	100,529	126,530	341,156	367,157
Total Capital Project Funds	1,416,476	1,416,476	1,153,516	1,178,762	(25,246)	102.2%	1,794,522	1,462,243	332,279	81.5%	(641,006)	(283,481)	775,470	1,132,995
Proprietary Funds:														
Garbage Fund	8,318	8,318	6,115	4,912	1,203	80.3%	6,100	4,781	1,319	78.4%	15	131	8,333	8,449
Wastewater Fund	5,368,364	5,368,364	5,531,711	5,706,765	(175,054)	103.2%	5,812,570	5,606,278	206,292	96.5%	(280,859)	100,487	5,087,505	5,468,851
Water Fund	7,990,124	7,990,124	3,238,597	3,330,878	(92,281)	102.8%	4,047,307	3,450,045	597,262	85.2%	(808,710)	(119,167)	7,181,414	7,870,957
Storm & Surface Water Fund	1,699,119	1,699,119	709,765	722,297	(12,532)	101.8%	948,100	904,820	43,280	95.4%	(238,335)	(182,523)	1,460,784	1,516,596
Airport Fund	1,391,726	1,391,726	4,206,458	3,052,647	1,153,811	72.6%	3,601,769	2,900,946	700,823	80.5%	604,689	151,701	1,996,415	1,543,427
Total Proprietary Funds	16,457,651	16,457,651	13,692,646	12,817,499	875,147	93.6%	14,415,846	12,866,870	1,548,976	89.3%	(723,200)	(49,371)	15,734,451	16,408,280
Fiduciary Funds:														
Firemen's' Pension Fund	956,056	1,023,556	15,480	13,907	1,573	89.8%	13,300	4,783	8,517	36.0%	2,180	9,124	958,236	1,032,680
Custodial Court Fund	-	-	103,800	73,212	30,588	70.5%	103,800	73,212	30,588	70.5%	-	-	-	-
Custodial Other Agency Fund	-	-	206,805	211,435	(4,630)	102.2%	206,805	172,444	34,361	83.4%	-	38,991	-	38,991
Total Fiduciary Funds	956,056	1,023,556	326,085	298,554	27,531	91.6%	323,905	250,439	73,466	77.3%	2,180	48,115	958,236	1,071,671
TOTAL ALL CITY FUNDS	\$ 25,145,078	\$ 25,145,078	\$ 30,700,068	\$ 29,471,269	\$ 1,228,799	96.0%	\$ 30,965,387	\$ 27,867,621	\$ 3,097,766	90.0%	\$ (265,319)	\$ 1,603,648	\$ 24,879,759	\$ 26,748,726

Note: May contain rounding differences of +/-1

City of Chehalis
Comparative Revenues, Expenditures, and Fund Balances - Budget to Actual
December 2020 and 2021
General Fund

					YTD Target % * 100.00%			
GENERAL FUND (#001)	2020 Amended Budget	2020 YTD Actual 12/31/2020	2020 YTD % of Budget	2021 Amended Budget	2021 YTD Actual 12/31/2021	2021 YTD % of Budget	^Variance YTD Target vs. Actual	Change YTD Actual 2021-2020
Revenues:								
Taxes:								
Property Taxes	\$ 1,937,842	\$ 1,951,512	100.7%	\$ 1,980,859	\$ 1,987,256	100.3%	\$ 6,397	\$ 35,744
Sales and Use Taxes	4,893,500	5,283,036	108.0%	5,905,300	6,039,307	102.3%	134,007	756,271
Utility Taxes	1,592,635	1,589,090	99.8%	1,667,380	1,685,145	101.1%	17,765	96,055
Other Taxes	50,168	56,164	112.0%	54,700	51,379	93.9%	(3,321)	(4,785)
Total Taxes	8,474,145	8,879,802	104.8%	9,608,239	9,763,087	101.6%	154,848	883,285
Non-Tax Revenues:								
Licenses and Permits	195,780	224,054	114.4%	397,710	406,961	102.3%	9,251	182,907
Intergovernmental Revenues	882,282	681,917	77.3%	430,356	394,552	91.7%	(35,804)	(287,365)
Charges for Goods & Services	180,670	176,139	97.5%	467,185	461,145	98.7%	(6,040)	285,006
Fines and Forfeitures	120,190	117,561	97.8%	112,705	103,481	91.8%	(9,224)	(14,080)
Miscellaneous	122,669	178,487	145.5%	146,833	162,609	110.7%	15,776	(15,878)
Total Non-Tax Revenues	1,501,591	1,378,158	91.8%	1,554,789	1,528,748	98.3%	(26,041)	150,590
Other Fund Sources:								
Transfers-in	51,000	45,000	88.2%	-	-	0.0%	-	(45,000)
Total Other Fund Sources	51,000	45,000	88.2%	-	-	0.0%	-	(45,000)
Total Revenues	\$ 10,026,736	\$ 10,302,960	102.8%	\$ 11,163,028	\$ 11,291,835	101.2%	\$ 128,807	\$ 988,875
Expenditures								
Expenditures by Department:								
City Council	\$ 91,601	\$ 71,691	78.3%	\$ 62,430	\$ 60,708	97.2%	\$ 1,722	\$ (10,983)
Municipal Court	399,558	410,988	102.9%	403,316	385,948	95.7%	17,368	(25,040)
City Manager	199,081	202,330	101.6%	206,015	189,591	92.0%	16,424	(12,739)
Finance	286,298	278,215	97.2%	305,635	262,154	85.8%	43,481	(16,061)
City Clerk	85,367	81,218	95.1%	65,776	63,490	96.5%	2,286	(17,728)
Legal Service	75,673	73,646	97.3%	94,700	80,030	84.5%	14,670	6,384
Facilities and Parks	1,082,802	1,046,497	96.6%	1,307,686	1,299,784	99.4%	7,902	253,287
Non-Departmental	534,793	534,576	100.0%	1,427,917	1,403,126	98.3%	24,791	868,550
Human Resources	139,311	117,917	84.6%	99,750	99,017	99.3%	733	(18,900)
Police	3,337,741	3,247,541	97.3%	3,274,610	3,059,650	93.4%	214,960	(187,891)
Fire	2,432,267	2,218,158	91.2%	2,318,815	2,155,074	92.9%	163,741	(63,084)
Public Works - Streets	620,487	502,670	81.0%	606,257	564,224	93.1%	42,033	61,554
Planning & Building	698,027	459,945	65.9%	810,340	858,641	106.0%	(48,301)	398,696
Recreation	339,790	278,953	82.1%	381,550	341,833	89.6%	39,717	62,880
Total Expenditures	10,322,796	9,524,345	92.3%	11,364,797	10,823,270	95.2%	541,527	1,298,925
Excess Revenues Over (Under) Expenditures	\$ (296,060)	\$ 778,615	-263.0%	\$ (201,769)	\$ 468,565	-232.2%	670,334	\$ (310,050)
Beginning Fund Balance	1,804,262	1,804,262	100.0%	2,240,739	2,240,739	100.0%	-	436,477
Ending Fund Balance	\$ 1,508,202	\$ 2,582,877	171.3%	\$ 2,038,970	\$ 2,709,304	132.9%	\$ 670,334	\$ 126,427

Foot Note:

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^ Variance from YTD target amount to YTD actual amount. Positive variance, if YTD revenue>target amount and YTD expenditure<target amount.

City of Chehalis
Expenditures by Category - Budget to Actual
December 2020 and 2021
General Fund

GENERAL FUND (#001)	2020		2020 YTD % of Budget	2021		2021 YTD % of Budget	2021 YTD Target	^Variance YTD Target vs. Actual	Change YTD Actual 2021- 2020
	Amended Budget	YTD Actual 12/31/2020		Amended Budget	YTD Actual 12/31/2021				
Expenditures by Category:									
Salaries	\$ 4,969,656	\$ 4,832,666	97.2%	\$ 5,078,950	\$ 4,962,755	97.7%	\$5,078,950	\$ 116,195	\$ 130,089
Benefits	2,207,194	2,037,346	92.3%	2,150,133	2,053,653	95.5%	2,150,133	96,480	16,307
Subtotal for Payroll	7,176,850	6,870,012	95.7%	7,229,083	7,016,408	97.1%	7,229,083	212,675	146,396
Supplies	409,893	344,104	83.9%	491,229	411,398	83.7%	491,229	79,831	67,294
Services	2,635,817	2,177,024	82.6%	2,665,622	2,416,465	90.7%	2,665,622	249,157	239,441
Capital Outlay	164,013	171,660	104.7%	65,040	55,166	84.8%	65,040	9,874	(116,494)
Debt Service	114,432	114,432	100.0%	128,406	128,379	100.0%	128,406	27	13,947
Non-expense (582.589.*.00)	-	15,751	0.0%	38,243	35,278	92.2%	38,243	2,965	19,527
Transfers-out	245,332	255,964	104.3%	1,193,374	1,186,550	99.4%	1,193,374	6,824	930,586
Inferfund Charges	(423,541)	(424,602)	100.3%	(446,200)	(426,374)	95.6%	(446,200)	(19,826)	(1,772)
Total Expenditures	10,322,796	9,524,345	671.5%	11,364,797	10,823,270	95.2%	11,364,797	541,527	1,298,925

Foot Note:

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City of Chehalis
Comparative Revenues and Expenditures - Budget to Actual
December 2020 and 2021
Wastewater Fund

Wastewater Fund (#404)	2020		2020 YTD % of Budget	2021		2021 YTD % of Budget	^Variance YTD Target vs. Actual	Change YTD Actual 2021- 2020
	Amended Budget	YTD Actual 12/31/2020		Amended Budget	YTD Actual 12/31/2021			
YTD Target % * 100.00%								
Revenues:								
Operating Revenues:								
Intergovernmental Revenues	\$ 4,400	\$ 6,370	144.8%	\$ 36,211	\$ 38,211	105.5%	\$ 2,000	\$ 31,841
Charges for Services	5,056,865	5,062,791	100.1%	5,082,600	5,270,489	103.7%	187,889	207,698
Hookup/Connection Fee	57,920	54,068	93.3%	119,200	144,405	121.1%	25,205	90,337
Capacity Charge (Cost Share)	277,380	277,378	100.0%	277,400	242,706	87.5%	(34,694)	(34,672)
Late Payment Fees	15,450	14,707	95.2%	1,200	360	30.0%	(840)	(14,347)
Interest Earnings	67,250	61,342	91.2%	10,000	6,813	68.1%	(3,187)	(54,529)
Rental Income	3,550	3,545	99.9%	3,500	3,651	104.3%	151	106
Miscellaneous Other	1,540	626	40.6%	1,600	130	8.1%	(1,470)	(496)
Total Operating Revenues	5,484,355	5,480,827	99.9%	5,531,711	5,706,765	103.2%	175,054	225,938
Other Fund Sources:								
Custodial Activities	-	-	0.0%	-	-	0.0%	-	-
Total Other Fund Source	-	-	0.0%	-	-	0.0%	-	-
Total Revenues & Fund Sources	\$ 5,484,355	\$ 5,480,827	99.9%	\$ 5,531,711	\$ 5,706,765	103.2%	\$ 175,054	\$ 225,938
Expenditures:								
Operating Expenditures:								
Wages	\$ 1,066,122	\$ 958,820	89.9%	\$ 1,090,100	\$ 1,021,675	93.7%	\$ 68,425	\$ 62,855
Benefits	563,775	480,539	85.2%	561,200	487,182	86.8%	74,018	6,643
Supplies	438,652	502,728	114.6%	460,666	553,417	120.1%	(92,751)	50,689
Services	1,232,999	1,086,318	88.1%	1,309,434	1,191,062	91.0%	118,372	104,744
Total Operating Expenditures:	3,301,548	3,028,405	91.7%	3,421,400	3,253,336	95.1%	168,064	224,931
Other Expenditures:								
Capital Outlays	938,395	576,249	61.4%	508,300	470,046	92.5%	38,254	(106,203)
Debt Service	1,882,803	1,882,801	100.0%	1,882,870	1,882,896	100.0%	(26)	95
Custodial Activities	-	-	0.0%	-	-	0.0%	-	-
Interfund Loan Disbursements	-	-	0.0%	-	-	0.0%	-	-
Total Other Expenditures	2,821,198	2,459,050	87.2%	2,391,170	2,352,942	98.4%	38,228	(106,108)
Total Expenditures	\$ 6,122,746	\$ 5,487,455	89.6%	\$ 5,812,570	\$ 5,606,278	96.5%	\$ 206,292	\$ 118,823
Excess Revenues Over (Under) Expenditures	\$ (638,391)	\$ (6,628)	1.0%	\$ (280,859)	\$ 100,487	-35.8%	\$ 381,346	\$ 107,115
Beginning Fund Balance	5,374,991	5,374,991	100.0%	5,368,364	5,368,364	100.0%	-	(6,627)
Ending Fund Balance	\$ 4,736,600	\$ 5,368,363	113.3%	\$ 5,087,505	\$ 5,468,851	107.5%	\$ 381,346	\$ 100,488

Foot Note:

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City of Chehalis
Comparative Revenues and Expenditures - Budget to Actual
December 2020 and 2021
Water Fund

	2020		2020 YTD % of Budget	YTD Target % * 2021		2021 YTD % of Budget	^Variance YTD Target vs. Actual	Change YTD Actual 2021-2020
	Amended Budget	YTD Actual 12/31/2020		Amended Budget	YTD Actual 12/31/2021			
WATER FUND (#405)								
Revenues:								
Operating Revenues:								
Intergovernmental Revenues	\$ 5,500	\$ 5,480	99.6%	\$ -	\$ 61	0.0%	\$ 61	\$ (5,419)
Charges for Services	2,864,810	2,968,646	103.6%	2,930,290	3,081,137	105.1%	150,847	112,491
Hookup/Connectoin Fee	61,770	41,722	67.5%	120,300	120,121	99.9%	(179)	78,399
Late Payment Fees	7,820	7,629	97.6%	800	1,601	200.1%	801	(6,028)
Interest Earnings	59,120	56,963	96.4%	13,876	14,148	102.0%	272	(42,815)
Other Receipts	230	(553)	-240.4%	3,200	4,010	125.3%	810	4,563
Total Operating Revenues	2,999,250	3,079,887	102.7%	3,068,466	3,221,078	105.0%	152,612	141,191
Other Funding Source								
Interfund Loan Repayment	69,490	69,482	100.0%	70,911	70,911	100.0%	-	1,429
Customer Deposits	-	135,596	0.0%	98,120	30,521	31.1%	(67,599)	(105,075)
Other Resources	-	4,714	0.0%	1,100	8,368	760.7%	7,268	3,654
Total Other Fund Source	69,490	209,792	301.9%	170,131	109,800	64.5%	(60,331)	(99,992)
Total Revenues & Fund Sources	\$ 3,068,740	\$ 3,289,679	107.2%	\$ 3,238,597	\$ 3,330,878	102.8%	\$ 92,281	\$ 41,199
Expenditures								
Operating Expenditures								
Wages	\$ 848,476	\$ 792,643	93.4%	\$ 906,720	\$ 847,153	93.4%	59,567	54,510
Benefits	430,881	368,888	85.6%	445,900	386,766	86.7%	59,134	17,878
Supplies	344,456	283,039	82.2%	336,136	211,828	63.0%	124,308	(71,211)
Services	1,399,897	922,326	65.9%	862,499	833,984	96.7%	28,515	(88,342)
Total Operating Expenditures	3,023,710	2,366,896	78.3%	2,551,255	2,279,731	89.4%	271,524	(87,165)
Other Expenditures								
Refunds of Deposits	-	88,294	0.0%	81,000	40,489	50.0%	40,511	(47,805)
Capital Outlays	1,578,173	515,177	32.6%	1,176,200	891,046	75.8%	285,154	375,869
Debt Service	289,243	297,103	102.7%	238,852	238,779	100.0%	73	(58,324)
Total Other Expenditures	1,867,416	900,574	48.2%	1,496,052	1,170,314	78.2%	325,738	269,740
Total Expenditures	\$ 4,891,126	\$ 3,267,470	66.8%	\$ 4,047,307	\$ 3,450,045	85.2%	\$ 597,262	\$ 182,575
Excess Revenues Over (Under) Expenditures	\$ (1,275,134)	\$ 22,209	-1.7%	\$ (808,710)	\$ (119,167)	14.7%	\$ 689,543	\$ (141,376)
Beginning Fund Balance	7,437,091	7,437,091	100.0%	7,990,124	7,990,124	100.0%	-	553,033
Ending Fund Balance	\$ 6,161,957	\$ 7,459,300	121.1%	\$ 7,181,414	\$ 7,870,957	109.6%	\$ 689,543	\$ 411,657

Foot Note:

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City of Chehalis
 Comparative Revenues and Expenditures - Budget to Actual
 December 2020 and 2021
 Storm and Surface Water Fund

	2020			YTD Target % * 100.00%			^Variance YTD Target vs. Actual	Change YTD Actual 2021- 2020
	2020 Amended Budget	YTD Actual 12/31/2020	2020 YTD % of Budget	2021 Amended Budget	YTD Actual 12/31/2021	2021 YTD % of Budget		
Storm Water Fund (#406)								
Revenues:								
Operating Revenues:								
Intergovernmental Revenue	\$ 3,100	\$ 3,097	99.9%	\$ -	\$ -	0.0%	\$ -	\$ (3,097)
Charges for Goods & Services	677,015	724,679	107.0%	677,015	712,213	105.2%	35,198	(12,466)
Hookup/Connection Fee	4,750	3,472	73.1%	29,750	8,240	27.7%	(21,510)	4,768
Late Payment Fees	2,200	2,095	95.2%	-	1	0.0%	1	(2,094)
Interest Earnings	9,230	8,669	93.9%	3,000	1,500	50.0%	(1,500)	(7,169)
Other Misc. Revenues	-	311	0.0%	-	343	0.0%	343	32
Total Operating Revenues	696,295	742,323	106.6%	709,765	722,297	101.8%	12,532	(20,026)
Other Fund Sources:								
Custodial Activities	-	-	0.0%	-	-	0.0%	-	-
Total Other Fund Sources	-	-	0.0%	-	-	0.0%	-	-
Total Revenues & Fund Sources	\$ 696,295	\$ 742,323	106.6%	\$ 709,765	\$ 722,297	101.8%	\$ 12,532	\$ (20,026)
Expenditures:								
Operating Expenditures:								
Wages	\$ 259,451	\$ 241,498	93.1%	\$ 266,350	\$ 191,327	71.8%	\$ 75,023	\$ (50,171)
Benefits	131,530	124,263	94.5%	147,710	110,889	75.1%	36,821	(13,374)
Supplies	60,852	70,930	116.6%	66,284	23,933	36.1%	42,351	(46,997)
Services	64,250	66,365	103.3%	73,854	62,948	85.2%	10,906	(3,417)
Total Operating Expenditures	516,083	503,056	97.5%	554,198	389,097	70.2%	165,101	(113,959)
Other Expenditures:								
Capital Outlays	175,000	-	0.0%	393,498	515,318	131.0%	(121,820)	515,318
Debt Service	200	202	101.0%	404	405	100.2%	(1)	203
Custodial Activities	-	-	0.0%	-	-	0.0%	-	-
Total Other Expenditures	175,200	202	0.1%	393,902	515,723	130.9%	(121,821)	515,521
Total Expenditures	691,283	503,258	72.8%	948,100	904,820	95.4%	43,280	401,562
Excess Revenues Over (Under) Expenditures	\$ 5,012	\$ 239,065	4769.9%	\$ (238,335)	\$ (182,523)	76.6%	\$ 55,812	\$ (421,588)
Beginning Fund Balance	1,264,662	1,264,662	100.0%	1,699,119	1,699,119	100.0%	-	434,457
Ending Fund Balance	\$ 1,269,674	\$ 1,503,727	118.4%	\$ 1,460,784	\$ 1,516,596	103.8%	\$ 55,812	\$ 12,869

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City of Chehalis
 Comparative Revenues and Expenditures - Budget to Actual
 December 2020 and 2021
 Airport Fund

			2020 YTD % of Budget	YTD Target % * 100.00%		2021 YTD % of Budget	^Variance YTD Target vs. Actual	Change YTD Actual 2021- 2020
	2020 Amended Budget	YTD Actual 12/31/2020		2021 Amended Budget	YTD Actual 12/31/2021			
Airport Fund (#407)								
Revenues:								
Operating Revenues:								
Fuel sales	\$ 675,000	\$ 726,501	107.6%	\$ 650,000	\$ 610,549	93.9%	\$ (39,451)	\$ (115,952)
Rents & Leases	1,143,344	1,165,573	101.9%	1,198,611	1,177,954	98.3%	(20,657)	12,381
Other Misc. Revenues	1,300	483	37.2%	1,300	554	42.6%	(746)	71
Interest Earnings	9,750	8,131	83.4%	3,000	1,592	53.1%	(1,408)	(6,539)
Total Operating Revenues	1,829,394	1,900,688	103.9%	1,852,911	1,790,649	96.6%	(62,262)	(110,039)
Other Fund Sources:								
Intergovernmental - Capital Grants	321,684	267,877	83.3%	1,475,447	531,071	36.0%	(944,376)	263,194
Non-revenues/Custodial	15,256	15,256	100.0%	128,100	128,090	100.0%	(10)	112,834
Interfund Loan Receipts	-	-	0.0%	-	-	0.0%	-	-
Proceeds from Sale of Capital Assets	-	-	0.0%	-	-	0.0%	-	-
Debt Proceeds (Bonds/Loans)	500,000	-	0.0%	750,000	602,837	80.4%	(147,163)	602,837
Total Other Fund Sources	836,940	283,133	33.8%	2,353,547	1,261,998	53.6%	(1,091,549)	978,865
Total Revenues & Fund Sources	\$ 2,666,334	\$ 2,183,821	81.9%	\$ 4,206,458	\$ 3,052,647	72.6%	\$ (1,153,811)	\$ 868,826
Expenditures:								
Wages	\$ 312,092	\$ 296,884	95.1%	\$ 340,700	\$ 333,642	97.9%	\$ 7,058	\$ 36,758
Benefits	179,291	155,560	86.8%	157,800	158,359	100.4%	(559)	2,799
Supplies	592,480	628,816	106.1%	576,600	542,945	94.2%	33,655	(85,871)
Services	233,890	218,841	93.6%	226,269	232,305	102.7%	(6,036)	13,464
Total Operating Expenditures	1,317,753	1,300,101	98.7%	1,301,369	1,267,251	97.4%	34,118	(32,850)
Other Expenditures:								
Capital Outlays	850,375	393,079	46.2%	2,118,930	1,452,225	68.5%	666,705	1,059,146
Debt Service	99,795	98,987	99.2%	110,559	110,559	100.0%	-	11,572
Custodial Activities	100,076	100,076	100.0%	-	-	0.0%	-	(100,076)
Interfund Loan Payment	69,490	69,482	100.0%	70,911	70,911	100.0%	-	1,429
Total Other Expenditures	1,119,736	661,624	59.1%	2,300,400	1,633,695	71.0%	666,705	972,071
Total Expenditures	\$ 2,437,489	\$ 1,961,725	80.5%	\$ 3,601,769	\$ 2,900,946	80.5%	\$ 700,823	\$ 939,221
Excess Revenues Over (Under) Expenditures	\$ 160,163	\$ 222,096	138.7%	\$ 604,689	\$ 151,701	25.1%	\$ (452,988)	\$ (70,395)
Beginning Fund Balance	1,051,418	1,051,418	100.0%	1,391,726	1,391,726	100.0%	-	340,308
Ending Fund Balance	\$ 1,211,581	\$ 1,273,514	105.1%	\$ 1,996,415	\$ 1,543,427	77.3%	\$ (452,988)	\$ 269,913

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