

**CALL TO ORDER**

Mayor Pro Tempore Earl Queen called the September 9, 2013 regular meeting of the Castle Rock City Council to order at 7:30 p.m., followed by the Pledge of Allegiance. The following councilmembers were present: Glenn Pingree, Mike Davis and Ellen Rose. Mayor Paul Helenberg and Councilmember Ray Teter were absent.

**BUSINESS FROM THE FLOOR**

Ron Worthington, representing the Castle Rock Community Development Alliance (CRCDA), requested permission to place signage on city right-of-way to inform residents of two fund raising campaigns they are working on relating to the implementation of the Castle Rock Strategic Marketing Plan. The first project is completion of a new landscaped 'Welcome' feature to be located at the southern entrance to Castle Rock. The estimated cost for this project is \$65,000. The second project is an electronic message board to replace the manual reader board located at City Hall. Estimated cost for the message board is \$15,000. Mr. Worthington distributed a flier that will be sent to Castle Rock community members. Worthington asked permission to hang a banner across Huntington Avenue and to put a 5' x 8' sign near the existing message board at City Hall. In response to Councilmember Pingree's comment, City Attorney Frank Randolph noted the signage committee has not yet completed any recommendation on regulating signs on city right-of-way and he suggested council consensus would be sufficient. By consensus, all councilmembers agreed to allow Mr. Worthington's request for use of city right-of-way.

**DEPARTMENT REPORTS****Police Chief Bob Heuer**

Reported that the Castle Rock Police Reserve unit received a \$500 donation. The police reserves are seeking to become self-supported and Chief Heuer praised their efforts.

**CONSENT AGENDA**

1. Councilmember Davis made a motion, seconded by Rose to approve the minutes of the August 26, 2013 Regular Council Meeting. Councilmember Pingree announced he was absent from this meeting and will abstain from voting. Covington noted with the abstention, there are not enough votes for consideration of approval. Consideration for approval will be deferred until the September 23, 2013 council meeting.
2. Councilmember Pingree advised that he reviewed August invoices as presented in the Fund Transaction Summary as adjustment numbers 297-8/13 and EFTPayroll8/31/2013, payroll check numbers 23720 through 23771 and general expenditure check numbers 44097 through 44148; for a total amount of \$842,620.12. Mr. Pingree stated he did have a couple of questions; however he recommends approval as submitted. Councilmember Davis made a motion, seconded by Rose to approve the expenditures for August as presented. By roll call vote, unanimous 'Aye'.

**OLD BUSINESS**

1. Vicki Selander, librarian, presented a proposal to increase library service hours, for the remainder of this fiscal year. Selander stated this would restore library services to the level of service prior to the last levy failure. The increase would allow the library to be open seven hours per day, four days per week.

Selander submitted the following proposal for consideration:

Librarian hours: increase from 80 hours/month to 130 hours/month at \$11.25/hour;

Janitorial: restore janitorial services at a rate of \$13.55/hour for ten hours/month;

Assistant Librarian: restore position at \$9.30/hour, maximum of 50 hours/month.

Councilmember Davis stated he thought the janitorial service was to be reconsidered later this year. Covington read the motion made at the May 28, 2013 council meeting.

Councilmember Davis made a motion, seconded by Rose to accept the proposal submitted by Selander for increasing library service hours and staffing. By roll call vote, unanimous Aye.

**NEW BUSINESS**

- City council reviewed documentation relating to a leak at 414-B Huntington Avenue South. City staff initially noted a high reading in July and on July 22<sup>nd</sup>, sent a letter to property owner, Ron Quaife advising of a higher than normal usage for July services. On August 26<sup>th</sup>, Mr. Quaife contacted the finance office advising that he was unable to find any leak. As a result, Public Works staff responded to discuss this issue with the property owner. Public Works located a leak in the gasket at the bottom of the meter riser and replaced the gasket; which eliminated the leak. Public Works Director Dave Vorse reviewed the documentation and sent written recommendation for a 100% adjustment for July and August billings due to city equipment failure. Covington noted that due to timing of the meter reading, an adjustment for September services would also be warranted. However the amount of that adjustment cannot be calculated until after meters are read later this month. The calculated adjustment for July is \$152.93 and for August is \$446.04; for a total of \$598.97.

Councilmember Pingree made a motion, seconded by Davis to approve a leak adjustment in the amount of \$598.97 for July and August service, and September service in an amount yet to be determined. By roll call vote, unanimous 'Aye'.

**ADJOURNMENT**

There being no further business, Mayor Pro-tempore Queen adjourned the meeting at 7:46 p.m.

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**Mayor Pro-Tempore Earl Queen**

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**Clerk-Treasurer Ryana Covington**