

CALL TO ORDER

Mayor Helenberg called the October 19, 2020 Special Meeting to order at 7:00 PM, followed by the Pledge of Allegiance. Location of meeting: Castle Rock Senior Center, 222 2<sup>nd</sup> Ave SW.

*Please note:*

*This meeting was a virtual meeting due to Washington State Governor issued Proclamation 20-28 which includes temporarily prohibiting in-person public attendance at meetings subject to the Open Public Meeting Act (OPMA). Connectivity instructions were provided on the Agenda.*

Purpose of the Special Meeting: Review and clarify sections of the proposed budget for the fiscal year 2021. Councilmembers in attendance: Art Lee, Lee Kessler, Earl Queen, Paul Simonsen and Ellen Rose.

Also Present: Public Works Director Dave Vorse, Police Chief Scott Neves, Police Sergeant Charlie Worley and Clerk-Treasurer Carie Cuttonaro.

## Documents distributed:

- 2021 Estimated Revenue and Expenditures Reports – which includes the following
  - planned purchases using Real Estate Excise Taxes (REET)
  - proposed utility rates increase of 4% for water base, 1% for sewer base, 2% consumption
  - salary increase impacts
- Capital Outlay requests; include expenses that will be covered by REET funds

Police Chief Neves stated the majority of the capital expenditure requests for the Police Department are included in the Real Estate Excise Tax (REET) reimbursement. This includes portable radio program, taser/body camera program, patrol rifle program, 40 MM launcher, handgun program, radio antenna and video system.

Public Works Director Dave Vorse stated that the remaining REET reimbursement covers painting City Hall, generator modifications, 2<sup>nd</sup> floor A/C & windows replacement, Gateway Park & Old Jail Park signs, Huntington Monument sign, Coldwater Park improvements, additional park signs, and Wi-Fi availability at Exit 49 area. A few of these items are in the 2020 budget and may still be completed in 2020. They remain in the 2021 budget just in case they are not completed in 2020.

Vorse stated that Street Construction Capital includes street maintenance for sections J & K. This work may be funded by grants or TBD. Complete Street and Six Rivers Regional Trail are both grant funded. Power Screed for concrete work, to be funded using street funds. Third phase of the street name replacement, which is a requirement to standardize all street name signs to 6 inch letters on an eight inch sign, to be funded using street funds. Street budget is not requesting more from General Fund than last year.

In response to Councilmember Lee's question, Vorse stated that the proposed budget currently includes the Apprentice position through the end of the year, if Council chooses to continue the program. The position is to be funded through water, sewer and streets.

Vorse stated the capital projects included in the water fund budget (capital and operations & maintenance budget) are the shop remodel, replacement of 150 water meter registers, several water main replacements, paint exterior of public works facility, SR411 bridge water main replacement, jumping jack compactor replacement, and cleaning and inspecting the interior of the reservoirs (1/2 cost). The regional water budget includes the radio survey, SR504 transmission main replacement,

rehab of the pizza well, construction of three C12 buildings by the wells, reserving for the raw water line easement, cleaning and inspecting interior of reservoirs (1/2 cost), roof repairs on water treatment plant.

Vorse stated the capital projects included in the sewer fund budget (capital and operations & maintenance budget) are wastewater treatment plant biosolids compost, wastewater treatment plan PLC replacements, sundial sewer issues, video inspection (1/5 of system), SR411 bridge sewer main replacement, Green St lift station building, and replacing a push mower.

Vorse stated the proposed utility increase of 4% to the water base and 1% to the sewer base are due to the SR411 bridge water and sewer main replacements. Additionally, 2% to the consumption rates is to offset increases in maintenance costs. There is no increase proposed to stormwater.

Cuttonaro stated the proposed increases is equal to \$1.47 per month on the water base, \$0.34 per month on the sewer base and a total of \$0.28 per 100 cubic feet of consumption. A 500 cubic foot bill would increase a total of \$3.69. A 1000 cubic foot bill would increase a total of \$5.30.

Vorse stated the Stormwater Fund is not budgeting a transfer to the Stormwater Capital Fund for 2021. Projects will be funded by reserves in the Stormwater Capital Fund, allowing for no increase in the stormwater rates.

Vorse stated the dredge spoils fund is receiving revenue from the sale of the dredge spoils. Capital expenditures include park signs (reimbursed by REET), park plan (1/2 cost), Lion's Pride Park drinking fountain repair, and Memory Lane Playground cushioning material. Funds from the sale of dredge spoils can be used for anything that is built on dredge spoils or anything associated. This includes the Riverfront Trail, Lion's Pride Park, Michner Park, North Trailhead, and the Boat Launch.

Vorse stated the revenue for the Boat Launch has decreased and is need of additional revenue to offset the expenses for 2020 and 2021.

Mayor Helenberg thanked Police Chief Scott Neves, Sergeant Worley, Public Works Director Dave Vorse and Clerk-Treasurer Carie Cuttonaro for their hard work on the budget. Vorse added that the improvements made in town has increased sales tax revenue and property values.

It is anticipated that the first reading on the proposed budget will be the first meeting in November.

#### ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the Special Meeting at 7:42 PM.

  
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Carie Cuttonaro, Clerk-Treasurer

  
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Paul Helenberg, Mayor