

- 0019 Mayor Larsen called the 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: Greg Marcil, Ed Smith and Jeff Skeie. Councilmember Yund was absent and Councilmember Bean arrived at 7:40 p.m.
- 0069 Councilmember Skeie made a motion, seconded by Smith to approve the minutes of the October 19, 2005 Budget Workshop meeting and the October 24, 2005 Budget Workshop and Regular Council meeting. By roll call vote, Councilmembers Marcil, Smith and Skeie voted unanimous 'Aye.
- 0127 Mayor Larsen presented a proclamation to Mary Beth Foster, Head Start representative, declaring November 14<sup>th</sup> through 20<sup>th</sup>, 2005 Head Start Appreciation Week for 40 years of service promoting school readiness in children three to five years of age.
- Councilmember Bean arrived at 7:40 p.m.
- 0523 Mayor Larsen closed the regular meeting and opened the public hearing to take testimony on the final budget for 2006. Clerk-Treasurer Ryana Covington summarized the 2006 budget.

#### PERSONNEL

2% COLA increase for all non-bargaining personnel. The bargaining contract for public works personnel has not been settled.

The position of Building Official has been budgeted as a part-time position. Staff will continue to pursue a means to either contract with another agency, or solicit for Statements of Qualifications to fill the position. Funding for this position is in the Executive Department.

#### ANNEXATION IMPACTS

(Per the Interlocal Agreement between District #6 and the city)  
District #6 will be unable to levy taxes in 2006. The city will levy the entire amount and will pay the District for the amount of taxes they would have levied. The Fire Department budget reflects the amount available to the District.

All assets in the Ambulance Fund will be turned over to the District. However there will be a certain period, until the transfer is complete, during which the payments will be sent to the city. These payments will be sent to the District, when received. The Ambulance Fund reflects this transfer.

### MUNICIPAL COURT DEPARTMENT

Jail costs have been added to the department's expenses. In 2005, the jail costs were tracked in the Police Department budget. Due to an increase in rates, jail costs have been increased an additional \$6350 over 2005 appropriations.

### POLICE DEPARTMENT

Capital expenses include:

- Rifle (\$700), computer system (\$975)
- MDT laptop replacement (\$485)
- Two computers for paperless citations (\$775)

In addition, fuel appropriations were increased to \$18,000

The department will also purchase a portable generator (\$10,000) which is funded by a Homeland Security Grant

### PARK DEPARTMENT

This fund supports maintenance on Coldwater Park, North Huntington point, and 'The Rock'. Capital expenses include a hand mower (\$350) and publication of additional park brochures (\$500)

### NON-DEPARTMENTAL

Expenses include planning services, building maintenance for City Hall, election services, Civil Service costs, intergovernmental costs (revenue collected for other governmental agencies), animal control services, economic development, emergency management and interfund transfers.

Budgeted items include:

- State Audit costs (\$16,000) to comply with federal requirements resulting from receipt of over \$500,000 in federal grants during fiscal year 2005
- Repair of restrooms and painting the building exterior (\$4500)
- A \$10,000 increase in medical insurance coverage for LEOFF I police retirees
- Funding for a new VISTA\* volunteer (\$8000) to assist with implementation of the city's business feasibility and marketing plan
- Replacement of three workstations (\$6166 total cost) including installation. The cost is shared between the Water and Sewer Funds
- Dues for Cowlitz Economic Development Council (\$1500)

The following projects were noted as high priority, however **were not included** in the 2006 proposed budget. If funding becomes available for these projects, a budgetary amendment would be required:

- \$5300 to reprint, update and provide online access to the city's municipal codes.
- \$12,000 to create a wireless, paperless system for councilmembers
- \$30,000 to \$50,000 to relocate and remodel the police department offices
- \$15,000 to \$25,000 to replace the city's 15-year old phone system

### STREET FUND

\$10,000 to fund an overlay project. The street will be determined at a later date.

### ARTERIAL STREET FUND

The city submitted two separate grants. If awarded they will fund reconstruction of Cowlitz Street West at an estimated cost of \$950,000 and improvements on Front Avenue NW \$120,000.

\$20,000 for alley and parking improvements. Alley is located behind the Exhibit Hall, between Cowlitz Street West and Jackson Street.

### DOT SPOIL SITE

Includes funding for completion of grant funded projects:

- Riverfront Trail bridge to be installed over Whittle Creek
- Design and permitting for a boat ramp
- Completion of utility work for the Sports Complex.
- Extension of the paved trail on the east side of the Cowlitz River to Huntington Avenue. A grant in the amount of \$168,740 has been submitted to fund this project.
- An additional \$75,000 grant has been submitted to Department of Transportation for funding Phase I to provide a pedestrian bridge across the Cowlitz River.

### PUBLIC WORKS VEHICLE REPLACEMENT FUND

\$40,000 for purchase of two 3/4 ton pickup trucks. This would replace the two oldest trucks that the city purchased, used, from the City of Longview.

### WATER-SEWER OPERATING FUND

Utility Rates: No increase in rates are proposed for 2006. However, the bargaining contract for public works employees is unresolved and rates may need to be re-evaluated

Capital projects in the Water Fund include:

- \$12,000 computerized meter reading system.
- \$800 for a shop air compressor
- \$875 for a 5,000 watt portable generator
- \$375 for purchase of a drill press
- \$13,500 replacement of the water main, 300 block of C Street SW.
- \$5000 to clean and inspect Bond Road reservoir

Capital projects in the Sewer Fund:

\$144,000 for replacement of the main trunk line which includes Hibbard Street SW from Second Avenue to Front Avenue SW. This project is funded by a low-interest loan.

#### REGIONAL WATER FUND

- \$5000 to lower the water main at Powell/Buland Drive. This project will only be completed if Cowlitz County proceeds with their road project in that same area.
- \$5000 to clean and inspect Spirit Lake Reservoir

#### REGIONAL SEWER FUND

- \$450,000 for main trunk line replacement. This is funded by a low interest loan.
- \$5000 to develop a site for biosolid land application. Development of a site will eliminate the costs to truck the biosolids out of the area.

#### STORMWATER MANAGEMENT FUND

- \$30,000 to complete Phase 3 of the stormwater upgrade in the area of Balcer Street.
- \$5000 for acquisition of a pipe laying laser.

#### REGIONAL WATER CAPITAL IMPROVEMENT FUND

- \$50,000 to replace the backwash pump.
- \$15,000 to install a streaming current monitor

- 1482 Covington reports that revenues are not available to increase part-time Building Inspector Services to full-time. Covington will attempt to negotiate an interlocal agreement with the City of Kelso for part-time Building Inspector Services while searching for a desirable applicant to fill this position.

Covington expressed appreciation for council efforts in attending numerous Budget Workshop meetings.

- 1739 There being no further discussion, Mayor Larsen closed the Public Hearing at 8:03 p.m. to resume the Regular Council meeting.

- 1751 Fire Chief Eric Koreis reports that the Fire District #6 Annexation has been approved by voters. The Fire Department shares the telephone system, internet system, cable television and computer system with the City. They also use a storage room on the City Hall building. Koreis would like to enter into an interlocal agreement to share this infrastructure.

The Fire Department also would like to continue sharing the phone system, internet connection costs, network service and the frame relay connection for connection to the 911 center.

Councilmember Skeie stated that he would approve of this sharing if no expense is involved. The Fire Department could continue to use the storage room for a limited time, to be reviewed annually.

- 1934 In response to a question from Councilmember Marcil, Koreis reports that the Fire District #6 commissioners have expressed interest in sharing some of the cost to replace the city-owned phone system.
- 1977 Councilmember Skeie suggests that the cost of maintenance and repairs of infrastructure attached to the Fire Department should be the responsibility of the Fire District and likewise infrastructure attached to City property should be the responsibility of the city. City Attorney Tom O'Neill pointed out that the city will not have any revenue for Fire Department maintenance or repairs.
- 2020 Koreis stated that the monthly internet fees are currently divided equally between different departments. The network is paid for, with the Fire Department providing service. The cost of the frame relay is shared between the Police, Fire and Ambulance Departments.
- 2123 Koreis reports that the State Ambulance License and Medicare License require ownership of ambulances. The transfer of ambulances does not occur until the annexation is certified on November 29<sup>th</sup>. Koreis will draft an agreement, for O'Neill's review, to allow the Fire District to provide services under the city licenses until the district receives these licenses. This agreement would allow the district to provide services as a subcontractor. The city will receive payment for those services and reimburse the Fire District until the licenses are received.
- 2319 City Attorney Tom O'Neill reports that he has met with the Humane Society Director Scott Chandler to discuss suggested amendments to city ordinances regarding animal control.
- 2383 Police Sergeant Scott Neves announced that a \$10,000 Homeland Security grant has been awarded to the Police Department to purchase a generator for City Hall. This generator would be to provide power for critical infrastructure during outages. The city will be reimbursed for this purchase.

Neves reports that the new police car was delivered last week.

In addition, Neves stated the first hearing for seizure and forfeiture of property as a result of a drug arrest was held today. The city drug fund received \$483 and a pistol to be auctioned as a result of that hearing.

## Side B

- 2555 In response to a question from Councilmember Marcil, Public Works Director David Vorse stated that he is currently looking into the cost to install a generator compatible hookup at City Hall. Vorse estimates that critical infrastructure at City Hall will require a 30 kilowatt generator. The normal operation of City Hall would require a 100 kilowatt generator. A trailer mounted generator is preferable as it could be stored elsewhere.

- 2799 Vorse reports that \$11,000 remains from the Rural Development Administration grant for the Wastewater Treatment Plant Rehabilitation. Vorse recommends the purchase of the following items:
1. Install Security Fencing - install three strands of barb wire atop existing perimeter fence for an estimated cost of \$4800
  2. Purchase Three Life Rings - this is Labor & Industries required equipment for both clarifiers and the oxidation ditch at an estimated cost of \$1150
  3. Install Grates on the Oxidation Ditch - Grates would allow access to work on the four aerators for an estimated cost of \$5050
- 2932 Councilmember Bean made a motion, seconded by Skeie to approve the purchase of these items for the Wastewater Treatment Plant from the remaining Rural Development Administration grant. By roll call vote, unanimous 'Aye'.
- 3052 Vorse stated that 18 people toured the Wastewater Treatment Plant during open house on October 27<sup>th</sup>. Councilmember Skeie participated in that event.
- 3063 Vorse reports that a vehicle hit the Pioneer Well House causing extensive damage. That structure has been condemned and needs to be replaced. The person responsible was insured. The cost estimates to rebuild that structure will be forwarded to the driver's insurance company. Vorse noted that all the pipes and electric infrastructure remain intact.
- 3160 Clerk-Treasurer Ryana Covington requests approval for payment of October 2005 invoices in the amount of \$572,324.71, as described in the Summary of Claims and further described as check numbers 33989 through 34110 for general expenditures and check numbers 18632 through 18707 for payroll expenses.
- 3184 Councilmember Smith made a motion, seconded by Bean to approve payment of October 2005 invoices in the amount of \$572,324.71, as described in the Summary of Claims. By roll call vote, unanimous 'Aye'.
- 3220 Councilmember Skeie briefly left the meeting.
- 3230 Librarian Vicki Selander reports that the library levy passed with 66.6%, but has yet to be certified.

#### Council Report of Meetings

- 3280 All councilmembers reported attending Budget Workshop meetings.
- 3334 In response to a question from Mayor Larsen, Covington reports that the High School Annexation is completed.

3406 Councilmember Smith made a motion, seconded by Marcil to approve Ordinance 2005-12 fixing the estimated amount to be raised by Ad Valorem taxes and assessed in 2006, on first reading.

3422 Covington reports that as this ordinance requires a supermajority no action can be taken until Councilmember Skeie returns.

3450 Mayor Larsen closed the regular meeting at 8:33 p.m. for a five-minute executive session to discuss real property.

3452 Mayor Larsen resumed the regular meeting at 8:37 p.m. then closed the regular meeting for a five-minute executive session to discuss litigation.

Councilmember Skeie returned at 8:39 p.m.

3464 Mayor Larsen resumed the regular meeting at 8:40 p.m. then closed the regular meeting for a ten-minute executive session to discuss personnel.

3476 Mayor Larsen resumed the regular meeting at 8:46 p.m.

3511 Councilmember Smith made a motion, seconded by Marcil to approve Ordinance 2005-12 fixing the estimated amount to be raised by Ad Valorem taxes to be assessed in 2006, on first reading. By roll call vote, unanimous 'Aye'.

3526 Councilmember Smith made a motion, seconded by Skeie to approve Resolution 2005-15 pursuant to Section 209 of Referendum Number 47 of the State of Washington authorizing an increase in the Regular Property Tax Levy, in addition to any amount resulting from new construction, improvements and any increase in the value of state assessed property, from the amount that was levied in 2005, on first reading. By roll call vote, unanimous 'Aye'.

3583 Councilmember Smith made a motion, seconded by Marcil to approve Ordinance 2005-13 adopting the budget for the City of Castle Rock, fiscal year ending December 31, 2006, on first reading.

During discussion: Vorse clarified that Michner Volunteer Park is supported with DOT Spoils funds.

Vote on motion: By roll call vote, unanimous 'Aye'.

3658 Mayor Larsen adjourned the meeting at 8:55 p.m.

---

Mayor Barbara Larsen

---

Clerk-Treasurer

