

CALL TO ORDER

Mayor Paul Helenberg called the November 28, 2016, regular meeting of the Castle Rock City Council to order at 7:31 pm., followed by the Pledge of Allegiance. The following councilmembers were present: Art Lee, Lee Keesler, Earl Queen, Paul Simonsen and Ellen Rose.

BUSINESS FROM THE FLOOR

1. Paul Youman, Director of Pathways 2020 distributed Cowlitz County Help Cards, which lists services available for many county-wide services, including those for veterans, senior citizens, legal assistance and family services. Mr. Youman announced two workshops will be held November 30th to discuss Healthy Communities By Design. The first workshop will be for elected officials and planners and begins at 1:00 p.m. The second workshop will begin at 6:00 p.m. and is open to the public. Youman provided statistics from the 2015 Cowlitz County Report Card which showed significant positive impacts in the reduction of youth suicide, high school dropout rates, infant mortality and birth to teen mothers. He encouraged councilmembers to participate in the November 30th meeting.
2. Thelma Blanchette, representing Castle Rock Lions Club requested council approval to sell fireworks prior to New Years, in accordance with State law. Clerk-Treasurer Covington stated the Lion's Club have provided a copy of their insurance policy and written approval from the property owner where sales will take place. In answer to Councilmember Simonsen's question, Covington stated none of the sales will take place on city property. Councilmember Kessler made a motion, seconded by Queen to approve allowing Castle Rock Lions Club to sell fireworks in accordance with State law for the New Year season.

DEPARTMENT REPORTS

Sergeant Scott Neves, Castle Rock Police Department reported the department has just completed testing for Reserve applicants. The department also will have a lateral reserve from Kelso Police Department. Neves stated they are trying to complete this process before the County Reserve Academy begins.

Neves also reported that Officer Gann will be gone for two weeks for certification training at the Police Academy for Firearm Instructor I.

The annual Shop With A Cop is scheduled for December 3rd. Mayor Helenberg noted this is a very good program for the community.

Public Works Director Dave Vorse provided pictures of the maple tree that Steve Johnson had requested to remove at 145 B Street SW. Covington stated Mr. Johnson had called her office this afternoon and is no longer requesting approval to remove the tree. Johnson stated the house at that location will be burned by the fire department as a practice burn on December 3rd; Johnson stated the Fire Department does not feel the tree will be in danger and will not need to be removed. Vorse stated he has also spoken with Mr. Johnson this afternoon and was assured by Mr. Johnson that if the tree is damaged, he would remove and replace the tree, at his cost. Vorse informed the council that if the tree needs to be removed; he would not support planting a replacement due to the narrow right-of-way. Vorse also informed councilmembers that during the house burn the Fire Department will be closing Second Avenue SW from A Street to C Street and also closing B Street SW from Third Avenue to Second Avenue.

Vorse announced the city has been awarded two Transportation Improvement Board (TIB) grants in the amounts of \$734,919 and \$183,200 for street rehabilitation for Dougherty Drive. Vorse clarified that

one of the grants lists the project area as 'Multiple Locations'. He clarified that grant includes Dougherty Drive; from Ramsey to the south city limits. Vorse thanked the city engineer for assisting in preparing the grant applications. Vorse explained the scope of the two grants. Vorse stated the grants require city matching funds and he would be seeking options for obtaining that match.

Mayor Helenberg - reported attending the Shop Local event last Saturday, along with Councilmember Queen; and noted the event was well attended. He announced Festival of Lights will be December 10th and includes a parade, tree lighting and other events.

Mayor Helenberg stated he has received a letter from Nancy Chennault formally resigning her appointment as the city's representative to Cowlitz Economic Development Council (CEDC). The mayor stated Chennault has served as the city's representative since 2010 and has been associated with CEDC since 1986. Mayor Helenberg will take Chennault's place as city representative. Mayor Helenberg thanked Chennault for her dedicated service to the city.

Nancy Chennault – CEDC Representative

- Castle Rock Small Cities Saturday was well attended last Saturday. Pictures of the event are posted on the Castle Rock America In Bloom and Castle Rock Community Development Alliance Facebook pages.
- Reported that Castle Rock has been invited to participate in the 2017 International Communities In Bloom Challenge. She noted this is an honor to be invited; however Castle Rock America In Bloom committee will not be able to accept the invitation due to the additional requirements of the program.
- stated she gave a presentation to Castle Rock School Board on the economic benefits of the Castle Rock America In Bloom program.
- announced that Festival of Lights committee is still accepting donations for lighting the hemlock trees in town.

Other Business

Mayor Helenberg announced that two members of the community passed away last week. Mike Huson, served as mayor of Castle Rock for twelve years and also operated Castle Rock Bakery. Tiny Berndt was a long-time business owner and operated Wilcox and Flegel. Helenberg asked for a moment of silence in remembrance of their contributions to the city.

PUBLIC HEARING

Mayor Helenberg opened the public hearing at 7:53 p.m. to take public testimony on the proposed 2017 fiscal year budget for the city, including the 2017-2022 Capital Facility Plan and a proposed 2% utility rate increase for water, sewer and stormwater customers. Mayor Helenberg noted the utility increase would increase the average utility bill by approximately \$3.00 per month.

Copies of documents available to the public included the following:

- Estimated Revenue Report, showing comparisons between 2015, 2016 and proposed 2017 budgets
- Estimated Expenditure Report, showing comparisons between 2015, 2016 and proposed 2017 budgets.
- Copy of 2017 – 2022 Capital Facilities Plan
- Copy of proposed Ordinance No. 2016-12, increasing Stormwater utility rates
- Copy of proposed Resolution No. 2016-11, amending the water and sewer utility rates
- Copy of proposed Ordinance No. 2016-13, adopting the 2017 fiscal year budget

Covington stated the proposed budget in the amount of \$7,778,379 is approximately 2% less than the 2016 budget; which is attributed to completion of the State Route 504 Pedestrian Improvement Project.

A 2% utility rate increase is proposed; which will result in an impact of approximately \$3.00/month total increase for the average residential utility customer.

The budget includes salary increases in accordance with the three Collective Bargaining Agreements for Public Works, Police and Clerical units. A 2% COLA increase is proposed for non-bargaining employees.

Mayor Helenberg asked for public comment; there being no comments offered, Mayor Helenberg closed the Public Hearing at 8:03 p.m. and resumed regular session.

CONSENT AGENDA

1. Councilmember Kessler made a motion, seconded by Queen to approve the minutes of the November 14, 2016 regular city council meeting. By roll call vote; unanimous 'Aye'.
2. Councilmember Rose made a motion, seconded by Queen to approve the minutes to the November 22, 2016 Special Meeting, (budget workshop). By roll call vote; unanimous 'Aye'.

OLD BUSINESS

1. City Attorney Nicole Tideman stated their office has reviewed the non-exclusive telecommunications franchise agreement with Astound Broadband LLC. This company has obtained ownership of Cascade Networks; which has a franchise agreement with the city. Tideman stated this is not a re-negotiation of the franchise agreement with Cascade Networks; only a change in ownership and the city has 120 days to accept the new company. If necessary, the city could request additional information from Astound Broadband LLC. Vorse added that if the city does not accept the new company within 120 days; the franchise agreement automatically is amended to reflect the new ownership. Vorse added this is a larger company than Cascade Networks and the new company will be taking over the monitoring for the PUD. He felt the PUD probably did their due diligence of Astound Broadband LLC. Vorse stated if the city required additional information from Astound Broadband, the prior owner of Cascade Networks has offered to assist the city. In answer to Councilmember Kessler's question; Vorse stated he does not see any 'red flags'; however he does not have knowledge of the company. Tideman stated that attorney Frank Randolph also did not see any concerns through his research.

Councilmember Kessler made a motion, seconded by Lee to approve Ordinance No. 2016-11, an ordinance approving the assignment of a non-exclusive telecommunications franchise with Astound Broadband LLC, on first reading. By roll call vote, Councilmember Queen abstained, Councilmembers Kessler, Lee, Simonsen and Rose voted 'Aye'. Motion carried.

2. Councilmember Kessler made a motion, seconded by Lee to approve Resolution No. 2016-09, a resolution approving an Interlocal Agreement with the Association of Washington Cities (AWC) Risk Management Service Agency and its Members, on second reading. By roll call vote; unanimous 'Aye'.
3. Councilmember Kessler made a motion, seconded by Lee to approve Resolution No. 2016-10, a resolution authorizing submitting application for grant funding assistance to Recreation and Conservation Funding Board from the Boating Facilities Program (BFP) as provided in Chapter 79A.25 RCW, WAC 286, on second reading. By roll call vote; unanimous 'Aye'.

4. City Attorney Tideman stated her office has reviewed the proposed one-year contract between the Humane Society of Cowlitz County and the City of Castle Rock. At the last meeting, city council voiced concern over wording in the contract that allowed the Humane Society to set reasonable boarding and impound fees. She noted boarding and impound fees do not affect the fee charged to the city for Humane Society services; those fees are assessed to the animal owner. The city's existing contract required the Humane Society to request approval from the city before increasing those operating fees; which is different from contracts with the other cities. Councilmember Kessler stated he discussed this concern with the Humane Society Director. The director stated their goal is to return the animal to their owner; not to impose such high fees that would prohibit this to happen. Mayor Helenberg summarized the time spent in negotiating this contract and feels this is a reasonable contract. Councilmember Kessler made a motion, seconded by Roe to approve the one-year contract with Humane Society of Cowlitz County for animal control services at the rate stated, excluding the patrol clause. By roll call vote, Councilmember Queen voted 'Nay' and the remaining councilmembers voted 'Aye'. Motion carried.

NEW BUSINESS

1. Councilmember Kessler made a motion, seconded by Rose to approve paying \$500 toward the application fee to participate in the America In Bloom project for 2017.
Discussion: Nancy Chennault clarified that the application fee was increased from last year and the \$500 is 50% of that fee; Castle Rock Chamber of Commerce will pay the other 50% of the application fee. Vote on the motion: By roll call vote, unanimous 'Aye'
2. Councilmember Kessler made a motion, seconded by Queen to approve Ordinance No. 2016-12, an ordinance amending Stormwater service fees, effective January 2017 billing cycle, on first reading.
Discussion: Councilmember Simonsen requested clarification of what the fee is used for. Vorse stated the fee is used to support the levee system, pump stations, slough maintenance, and other stormwater systems. Simonsen asked why users along State Route 504 are required to pay for this fee, since the State of Washington maintains those systems. Vorse answered the State directs runoff into ditches on city right-of-way. Vorse also noted that all customers share assessment of stormwater fees because maintaining those systems protects other city infrastructure such as the water and sewer treatment plants. He added that customers with large areas of impervious surfaces, who have installed retention or detention systems; receive a credit discount for those systems; which reduces their monthly charge. Residential customers are assessed a flat rate. Vorse explained the city is currently in the process of identifying and mapping the stormwater system. Many maps, which date back to 1955, are no longer accurate. Engineering for this project began this year and will continue into next year. Once the mapping is completed, the city will begin TV'ing those areas to identify any issues that need to be addressed. Vorse added that other areas within the county have established diking districts to pay for costs associated with stormwater systems; and in some cases those districts also assess stormwater fees to their customers within the district. The city does not have a diking district; instead assessed a monthly fee which is maintained in the city's Stormwater Fund. Vote on the motion: roll call vote; unanimous 'Aye'.
3. Councilmember Queen made a motion, seconded by Rose to approve Resolution No. 2016-11, a resolution amending water and sewer utility rates; imposing a 2% increase effective January 2017 billing cycle, on first reading. By roll call vote; unanimous 'Aye'.
4. Councilmember Queen made a motion, seconded by Kessler to approve Ordinance No. 2016-13, an ordinance adopting the budget for fiscal year ending December 31, 2017, on first reading. By roll

call vote; unanimous 'Aye'.

OTHER BUSINESS

Covington noted that the second meeting in December will coincide with a city holiday and by city ordinance will need to be held Tuesday, December 27th. She asked councilmembers to consider changing the date of the second council meeting to December 19th. Mayor Helenberg stated this can be discussed at the next council meeting.

ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 8:42 p.m.

Paul Helenberg, Mayor

Ryana Covington, Clerk-Treasurer