

**CALL TO ORDER**

Mayor Paul Helenberg called the December 21, 2015 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: Art Lee, Lee Kessler, Earl Queen, Mike Davis and Ellen Rose.

**BUSINESS FROM THE FLOOR - None**Department/City Council Reports

1. Councilmember Lee Kessler reported that the laptops for councilmembers have been ordered.
2. Nancy Chennault provided the following report:
  - announced that her tenure as a Cowlitz Economic Development Council (CEDC) board member will expire at the end of 2016. She noted the importance to have a Castle Rock area representative serve as executive board member and she offered to assist the city in seeking a replacement
  - January 8<sup>th</sup> is the next '40 for 20/20' committee meeting. The meeting will be held at Cowlitz County General Meeting room, from p.m. to 3 pm. A forum is scheduled for January 28<sup>th</sup> to discuss economic development opportunities and possible strategies.

**PUBLIC HEARING**

Mayor Helenberg closed regular session at 7:40 p.m. for a public hearing to take testimony on the proposed budget for fiscal year ending December 31, 2016, including capital projects and the following rate increases: water base rate an additional \$1.75/month, water consumption rate an additional \$ .05/100 cubic feet of usage, sewer base rate an additional \$.75/month and a 2% increase in stormwater service rates.

The following documents were provided to the public:

- Mayor's Budget Message which included the following information; expenditure and revenue comparisons from 2014 through 2016, personnel COLA changes, percentage of cost allocations for personnel hours, capital projects, proposed rate increases and an outline showing impacts of the proposed utility rate increases.
- Estimated Revenue Report for all funds
- Estimated Expenditure Report for all funds
- Copy of Ordinance No. 2015-16; amending stormwater rates
- Copy of Resolution No. 2015-11; amending the water and sewer rates
- Copy of Ordinance No. 2015-17; adopting the 2016 fiscal year budget

There being no public comment offered, Mayor Helenberg closed the Public Hearing at 7:43 p.m. and reconvened regular session.

**CONSENT AGENDA**

1. Councilmember Davis made a motion, seconded by Rose to approve the minutes to the December 14, 2015 regular council meeting. By roll call vote, unanimous 'Aye'.

OLD BUSINESS –

1. Councilmembers reviewed proposed signage style options to replace existing signs at Lions Pride Park and Cold Water Park. Vorse stated the Park Board is recommending either of the concepts, which would use wood logs and rock as part of the design. The Park Board is requesting city council approval for the design concept. Mayor Helenberg suggested the signage could include a brief explanation of how each park was named.

Vorse also showed councilmembers a design concept for welcoming signage at Exit 49. Washington State Department of Transportation will not allow any directional arrows at the intersection; therefore the design includes salmon travelling downstream to show the direction to downtown businesses and birds to show businesses from Exit 49.

By consensus, city councilmembers approved the design concepts for both the Exit 49 welcoming signage and the park signage.

2. Public Works Director Dave Vorse requested council approval to purchase supplies for the proposed server room in this current fiscal year. He noted that councilmembers budgeted \$10,000 in 2015 to develop this system. Approximately \$5,500 will be expended for temporarily locating the system to the City Hall building; which leaves approximately \$3,500 unspent. The 2016 proposed budget includes \$12,000 from REET Funds to complete the server room and to upgrade security in the Finance office. Vorse suggested the materials could be purchased this fiscal year with remaining unspent funds. Public Works personnel will be completing the server room improvements; and possibly contracting for air quality (heating and cooling) improvements. Vorse noted expending these funds in the current year, may have an impact on projections made for the 2015 General Fund ending fund balance. Mayor Helenberg asked if the building improvement would be completed by the end of February 2016. Vorse stated he is currently working to complete the Visitor's Center and will begin work on the server room as soon as they are able to.

Councilmember Kessler felt this was a good idea and would free up more money in 2016 for security improvements to the clerk's office.

Councilmember Queen made a motion, seconded by Kessler to allow public works to purchase materials for the server room using 2015 funds. By roll call vote, unanimous 'Aye'.

3. Councilmember Davis made a motion, seconded by Kessler to approve Ordinance No. 2015-13, an ordinance amending various funds for fiscal year ending December 31,

2015, on second reading. By roll call vote, unanimous 'Aye'.

4. Councilmember Davis made a motion, seconded by Rose to approve Ordinance No. 2015-14, an ordinance amending the Street Fund and Street Construction Capital Fund for fiscal year ending December 31, 2015, on second reading. By roll call vote, unanimous 'Aye'.
5. Councilmember Davis made a motion, seconded by Rose to approve Ordinance No. 2015-15, an ordinance amending various funds relating to utility services for fiscal year ending December 31, 2015, on second reading. By roll call vote, unanimous 'Aye'.
6. Councilmember Queen made a motion, seconded by Davis to approve Ordinance No. 2015-16, an ordinance amending stormwater service fees effective January 2016 billing cycle, on second reading. By roll call vote, unanimous 'Aye'.
7. Councilmember Kessler made a motion, seconded by Davis to approve Resolution No. 2015-11, a resolution amending the water and sewer utility rates, effective January 2016 billing cycle, on second reading. By roll call vote, unanimous 'Aye'.
8. Councilmember Davis made a motion, seconded by Rose to approve Ordinance No. 2015-17, an ordinance adopting the budget for fiscal year ending December 31, 2016, on second reading. By roll call vote, Councilmember Lee voted 'Nay'. Councilmembers Kessler, Queen, Davis and Rose voted 'Aye'. Motion passed.
9. Councilmember Kessler made a motion, seconded by Davis to approve Resolution No. 2015-12, a resolution ratifying the Declaration of Emergency Proclamation signed by the Mayor on December 8, 2015. By roll call vote, unanimous 'Aye'.
10. Councilmember Queen made a motion, seconded by Davis to approve Resolution No. 2015-13, a resolution designating authorized agents for the city to obtain federal and/or state emergency or disaster assistance funding for the December 2015 flood event, on second reading. By roll call vote, unanimous 'Aye'.

NEW BUSINESS- None

#### OATH OF OFFICE

Clerk-Treasurer administered the Oath of Office to newly elected officers; Paul Helenberg (Mayor), John Earl Queen (Council Position No. 3), Mike Davis (Council Position No. 4) and Ellen Rose (Council Position No. 5). Terms are for four-years; expiring December 2019.

#### ADJOURNMENT

There being no further business, Mayor Paul Helenberg adjourned the regular meeting at 8:07 p.m.

---

Mayor Paul Helenberg

---

Clerk-Treasurer Ryana Covington