

CALL TO ORDER

Mayor Pro Tem Earl Queen called the September 24, 2018, regular meeting of the Castle Rock City Council to order at 7:30 p.m., followed by the Pledge of Allegiance. Mayor Helenberg was excused. The following councilmembers were present: Art Lee, Lee Kessler, Earl Queen, Paul Simonsen and Ellen Rose.

Also present: Librarian Vicki Selander, Police Chief Scott Neves, City Attorney Nicole Tideman, Public Works Director Dave Vorse, City Engineer Tom Gower, Student Representative Maddie Neves, and Clerk-Treasurer Carie Cuttonaro.

PROCLAMATION

Clerk-Treasurer Carie Cuttonaro read a proclamation for Suicide Awareness and Prevention Month for September 2018.

BUSINESS FROM THE FLOOR

-Patti McVay, Front Ave SW, invited all to a catered surprise party at 3:00 PM this Saturday, to say goodbye to Lacey Rha's Café. Coni Bush, owner, is closing the restaurant. Bush was a previous president of the Castle Rock Chamber of Commerce. McVay shared her concern for the future of restaurants in Castle Rock.

-Jake Neves, Boy Scouts Castle Rock Troop 313, invited all to their Court of Honor Ceremony at 7:00 PM on October 9<sup>th</sup>, 2018. It will be held at the Castle Rock First Baptist Church, upstairs in the youth room.

DEPARTMENT REPORTS

Police Chief Scott Neves

-reported last weekend there was a male transient subject that threatened a walker on the north end of the trail and chased the walker's 15 year old son and five year old daughter. Subject was taken into custody for felony harassment over the weekend. We believe that this may be the same subject that we've had some problems underneath the bridge area and hope this will resolve that issue.

-reported an assault involving a knife on Shintaffer St NW this weekend.

-Castle Rock CARE Coalition wants to be more interactive with the public to let everyone know what's going on. Neves will continue to report to the Council about the Coalition's activities. Lindsay Worley is the new director of the coalition and was previously the Substance Abuse Coordinator at the high school, so she will be a good fit and is well known in the community. In response to Patty McVay's question, Neves stated the Castle Rock CARE Coalition existed for 15 years and focus specifically on issues involving the City involving substance abuse, quality of life and school interaction. Examples are teen alcohol, teen smoking and health related issues. McVay asked if they deal with homelessness. Neves responded that was not one of their core focuses.

City Engineer, Tom Gower

-reported construction will begin Monday next week on Powell Rd Overpass Repair project.

-reported the pre-construction conference for the Huntington Ave S Overlay project is Wednesday this week and we anticipate construction will begin sometime the following week.

Clerk-Treasurer, Carie Cuttonaro

-provided Cash and Investment Activity report; expenditure and revenue reports with a comparison

Student Representative, Maddie Neves

- school is off to a robust start; staff relieved able to begin the year on-time, without complications of a strike. Students might have wished for a few more days of vacation, but overall the campus is settling into a routine week.
- freshmen orientation was a success; most 9<sup>th</sup> graders seemed confident about opening their lockers and finding their classes. About 25% of freshmen parents showed up for back-to-school night.
- staff were trained last summer in AVID methods. Acronym stands for Advancement Via Individual Determination. The non-profit organization provides professional learning for educators to improve college readiness for all students. One piece of evidence of this program is the binder bundle, required for incoming freshmen. The school supplies are used to help the students become better organized and complete all assignments and turn them in on time.
- The leadership class, assisted by Ms. Hudson, is running the freshmen orientation on the first day of school. Freshmen were divided into small groups and the older student leaders acted as their guide.
- class is planning Homecoming festivities for October 12<sup>th</sup>, 2018 and the Veteran's Day assembly in November.
- football team is under leadership of first-year Coach Aaron Gehring. They have a 1W-3L record.
- cross country has seen a huge improvement in their runners' times for this season.
- FFA members are planning the Harvest Festival (October 6<sup>th</sup>, 2018) which will be held in North County Park.
- Key Club is forming at the high school with the help of the Kiwanis Club internal supporters.

#### Council and Ad Hoc Committees

Councilmember Paul Simonsen

- shared information from the Regional Transportation Planning Organization (RTPO) Resolution 18-02 where several of the seven projects had not spent the funding, returning a total of \$330,000 to be re-allocated. Castle Rock was awarded \$40,000 in the re-allocation. Public Works Director clarified this is the additional funding for the Exit 49 Pedestrian Improvement Phase II project. Patty McVay asked if this was the same as the Big Idea Fund. Simonsen clarified it is not.

#### CONSENT AGENDA

1. Councilmember Lee made a motion, seconded by Rose to approve the minutes to the September 24, 2018 Regular Council Meeting. By roll call vote, Councilmember Kessler abstained, Councilmembers Lee, Queen, Simonsen and Rose voted 'Aye'. Motion carried.

#### OLD BUSINESS

-none

#### NEW BUSINESS

1. City Engineer Tom Gower stated bids were opened September 13<sup>th</sup>, 2018 for the Exit 49 Pedestrian Improvement Phase II Project. Three bids were received from Clark & Sons Excavating, Inc., C&R Tractor and Landscaping, Inc., and Nutter Corporation. All three bids came in high. After evaluating the bids, the item that jumps out is the Illumination System, Item #20. Engineer's Estimate was \$80,000 for this item and the bids came in around \$140,000. Taking that item out, along with the excavation, rock, asphalt and concrete items, the Engineer's Estimate comes in right between the 1<sup>st</sup> and 2<sup>nd</sup> bidders. This project was originally bid in 2016 and it also included this Illumination System item. At that time, the three lowest bids were averaging \$80,000 for this item. Since that bid, the City has purchased a service cabinet that is worth approximately \$10,000. A contractor would mark that up a bit when submitting a bid. Gibbs & Olson used \$80,000 as the estimate based on the past

bids and knowing there was a \$10,000 cabinet the City already purchased. Gower called the contractor to find out if he knew of something that was missed. The contractor stated he hadn't heard anything but did supply contact information for his electrical sub-contractor. The electrical sub-contractor stated there was no confusion on the item, that it was clear, that the item included installation of poles and bases and pull wire, and that the conduits were previously installed in the first days of the project. Gower went one step further and called the light supplier to ask about the bids and see if there was a cost increase and was told the bid the light supplier submitted was within 2% of bid he had submitted in 2016. Based on that information, there is a significant markup on the bid by the contractors, due to the economy, which resulted in high bids. At this point, Gibbs & Olson will work with Public Works Director Dave Vorse to look for other funding options. We are not asking for any Council Action at this time. We have 60 days from the bid opening to award or reject the project. Vorse added that the RTPO grant of \$40,000 that was mentioned earlier by Councilmember Simonsen, was secured to help alleviate what was \$30,000 short on this project at the time. Including securing this \$40,000, this project was bid \$50,000 over the funding available. We will see if WSDOT will allow City crews to work to minimize some of the cost in order to get this project completed.

In response to Councilmember Simonsen's question, Gower stated there are 14 light poles, installation of the service cabinet that the City is providing, pulling the wire and installing the bases.

Mayor Pro Tem Queen tabled the item until there is further information.

2. Tenants residing at 109-B Shintaffer St NW experienced a leak that did not qualify for an adjustment. Tenants request an extended payment arrangement for the \$1,516.91 bill. A payment of \$520.00 was made on September 20, 2018, leaving a balance of \$996.91. The request is to divide the remaining two thirds of the bill between five months, paid in addition to the regular monthly bill. The past due payments would total \$199.38 per month until paid. Using the accounts average of \$206.25 per month for the regular bill amount for calculation purposes only, along with the additional payment of \$199.38 would total \$405.63 per month. This amount would fluctuate as the regular bill fluctuates. The policy currently allows for an arrangement up to 60 days, with anything longer requiring Council approval.

Councilmember Lee asked why the leak did not qualify for an adjustment and if Public Works Director Dave Vorse had previously reviewed the leak adjustment request. Vorse stated the fixture was not allowable under the ordinance. If it had been a broken pipe, that would have qualified, but the ordinance excludes fixtures.

Councilmember Simonsen asked how long the leak had ran. Clerk-Treasurer Carie Cuttonaro stated the leak happened between readings from July 19 and August 21. Simonsen questioned why a leak of 9,500 cubic feet wouldn't have been seen. Vorse stated that this was in the backyard and went unnoticed.

Councilmember Rose stated she didn't think the tenant won't pay, just that he needs extra time, but if we extend for one we need to extend for everyone.

City Attorney Nicole Tideman stated the ordinance provides for a leak adjustment, but there isn't an ordinance that speaks directly to the repayment of the bills. The standard payment is within 60 days. Customers could potentially fill a pool and then request an extended period of time to pay

their bill. Council can certainly make their decision, but she has concerns that if you do it for one, you need to do it for all. Tideman's recommendation is that we stick with the normal timeframe for payment.

Mayor Pro Tem Queen stated that the tenant is wanting to pay his bill, but that he just can't pay it all at once.

Councilmember Kessler stated that we are here to serve the people and he understands what Tideman is saying, that our ordinance doesn't cover this, but if you can't pay it, you can't pay it.

Tideman asked when the 60 days would expire. Cuttonaro stated they have some time before disconnection would take place, as the bill was just due on the 20<sup>th</sup>. Kessler stated he is not in favor of disconnecting someone's water because they don't have the money on hand to pay for an emergency like this, that there should be a work around for something like this. He also stated he doesn't know what other municipalities do, but we're here to serve people, although we don't want to open it up for someone who left their hose turned, or filled their pool, request an extension, but this is something that's different. Kessler asked for clarification on how much is remaining due. Cuttonaro responded that the remaining balance is \$996.91. Councilmember Rose asked for clarification on the 60 days. Cuttonaro stated the 60 days just started.

Tideman recommends that Council looks into what other cities do and table this until the next meeting. Mayor Pro Tem tabled this item until the next meeting.

3. Councilmember Simonsen asked for clarification from City Engineer Tom Gower regarding the Huntington Ave S Overlay and Powell Rd Overpass Repair projects, when construction begins. Gower stated construction begins next week. Expected timeframe is 30 working days for Huntington and Powell is shorter. Simonsen then asked about the weather and how that will affect the projects. Gower stated we have the ability to shut down the project if the weather turns.

#### ADJOURNMENT

There being no further business, Mayor Pro Tem Queen adjourned the meeting at 8:04 p.m.

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Mayor Paul Helenberg

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Clerk-Treasurer Carie Cuttonaro