

**CASTLE ROCK CITY COUNCIL
MONDAY, JULY 26, 2010
MINUTES**

CALL TO ORDER

Mayor Paul Helenberg called the July 26, 2010 regular meeting of the Castle Rock City Council to order at 7:30 p.m., followed by the Pledge of Allegiance.

ROLL CALL

The following councilmembers were present: Ray Teter, Glenn Pingree, Earl Queen, Jack Reilly and Mike Mask.

PROCLAMATION – National Night Out – 2010

On behalf of Mayor Helenberg, Councilmember Queen presented Police Sergeant Scott Neves with a proclamation declaring Tuesday, August 3, 2010 as National Night Out. The Castle Rock CARE Coalition, Castle Rock Police Department and National Association of Town Watch partner to bring this community based event to Castle Rock. The National Night Out event is held to build community awareness and participation to reduce the use of alcohol, tobacco, and other drugs by sixth to twelfth graders; and to prevent crime in general.

DEPARTMENT REPORTS

Mayor	Mayor Helenberg announced the opening of a new business - Penny's Floral, Sweets and Treats
Attorney	No report
Police	Sergeant Neves reports that the volume of calls has increased with the summer weather. Most of the department is attending Active Shooters training this week at the Middle School.
Engineer	No report
Public Works	No report
Building-Planning	No report
Clerk-Treasurer	Covington reports receiving three software proposals. These will be reviewed with Councilmember Teter.

Covington reviewed the 2nd Quarter Budget Report. There are concerns regarding the prosecuting and indigent attorney expenses, which will also effect jail appropriations. Covington reviewed General Fund projected revenues and expenditures. Revenues at this point appear to be consistent with 2009. The expenditure assessment included input from department supervisors pertaining to remaining expenses and anticipated overages. If all allocations are expended, and if anticipated overages continue, General Fund expenditures will exceed revenues by \$113,673. Covington recommends a review the General Fund expenditures to ascertain areas to reduce. Exhibit Hall Fund revenues from hotel/motel taxes are approximately 50% less than in previous years. The Exhibit Hall beginning fund balance

of \$24,047 has been reduced to \$14,460. Councilmember Pingree questioned whether inclusion in the AWESOME Brochure is worth \$3,400. Councilmember Mask feels the distribution of this brochure is inadequate.

Covington reviewed the 2nd Quarter Utility Report. The 2008 net loss for this same time period was (\$3,106). The 2010 year-to-date net loss is (\$45,341). Comparisons demonstrate a reduction in usage along with an increase in sewer treatment costs. Covington noted that replacing the water and sewer mains on Cowlitz Street W will diminish the operating fund balance. Vorse cautioned that contingency funds should be preserved for emergencies.

Librarian

Librarian Vicki Selander requests approval to reinstate the janitorial position on August 1, 2010 at a rate of \$13.55 per hour for a maximum of ten hours per month, as recommended by the Library Board of Trustees. She stated that sufficient funds will be available to extend this position through 2011 if the Library Excess Levy is approved by voters.

**Exhibit Hall/Visitor
Info. Center Manager**

No report

5. COUNCIL AND AD HOC COMMITTEE REPORTS

Mayor Paul Helenberg -----

All councilmembers attended the July 21, 2010 Workshop Meeting regarding Park Model Homes and the Westside Annexation.

Councilmember Ray Teter ----

Councilmember Glenn Pingree

Councilmember Earl Queen ---

Councilmember Jack Reilly ---

Councilmember Mike Mask ---

Councilmember Mask met with Cowlitz County Commissioner George Raiter regarding the formation of a Metropolitan Park District.

6. CONSENT AGENDA

a. Approval of Minutes – July 12, 2010 Regular Council Meeting

Councilmember Pingree made a motion, seconded by Teter to approve the minutes of the July 12, 2010 Regular Council Meeting. By roll call vote, Reilly abstained, the rest Aye, motion passed.

b. Approval of Minutes – July 21, 2010 Workshop Meetings

Councilmember Queen made a motion, seconded by Pingree to approve the minutes of the July 21, 2010 Council Workshop Meeting. By roll call vote, unanimous Aye.

7. REGULAR AGENDA

OLD BUSINESS -

a. Annexation Committee's recommendations and proposed timeframe for providing assistance to property owners within the Westside utility service area who have expressed desire to annex property into the city limits.

City Planner T.J. Keiran presented the Annexation Committee recommendation for the annexation area and timeline for processing the Westside Annexation Request. Approximately 65% of the property owners in the proposed area have verbally agreed to annex, approximately 22% have not responded and a small percentage opposes annexation. Every effort was made to exclude the properties where the owner opposes annexation while still meeting state guidelines.

At this time, staff requests direction on the recommended area to be annexed and authorization to prepare informational, petition materials and to collect signatures for the notice of intent to petition and have the surveyor begin writing the legal description. Finally, staff recommends council direct the Planning Commission to begin working on various zoning issues, including:

- Reviewing and recommending amendments to the Comprehensive Plan / Zoning Maps;
- Evaluate the appropriateness of permitting livestock in the R-1 district;
- Draft an ordinance for a new commercial district; and
- Draft an ordinance for a new fairgrounds or parks and recreation district

Councilmember Mask stated that the Daily News incorrectly reported that the city is sharing costs with residents pertaining to the annexation. Keiran noted that a press release will follow the preparation of informational materials. Mayor Helenberg specified that property owners should be directed to contact City Hall to clarify misinformation. The City is coordinating and absorbing the cost for this annexation process because of the Westside utility ownership transfer. After this annexation petition is completed, any future annexation requests will be the property owner's responsibility, including costs associated with that application.

Keiran reviewed the proposed rapid timeline for processing the Westside Annexation Request. Keiran will present the approved annexation area to the Cowlitz County Assessors Office and request assessed valuation, parcel numbers and contact information.

By council consensus, the Annexation Committee will proceed with the recommended process for the Westside Annexation Request with the annexation area as indicated on Exhibit C -7/26/10 Revised.

In response to a question from Larry Bullock, Green Acres Way, Public Works Director David Vorse specified that the county ownership of the center lot in the Green Acres subdivision will not change with this annexation. However, Cowlitz County legal staff has indicated that this lot must be sold at public auction.

NEW BUSINESS -

a. Request to reinstate the library janitorial position.

Councilmember Pingree made a motion, seconded by Reilly to reinstate the library janitorial position while funds are available.

Discussion: Councilmember Mask does not feel that it is prudent to hire a new employee at this time. Librarian Vicki Selander explained that it has been extremely difficult to keep the facility clean. If the Library Excess Levy fails, the janitor will be laid off. Councilmember Teter noted that the Library Board of Trustees oversees Library functions.

Vote: By roll call vote, Mask Nay, the rest Aye, motion passed.

b. Ordinance No. 2010-12, an ordinance amending the city nuisance ordinance regarding noise, on first reading.

In response to a question from Councilmember Reilly, City Attorney Frank Randolph clarified this noise exemption for off-road vehicle parks and race tracks from CRMC 9.06.010(4), as long as state noise requirements are met.

Councilmember Mask made a motion, seconded by Reilly to approve Ordinance 2010-12, amending the city nuisance ordinance regarding noise, on first reading. By roll call vote, unanimous Aye.

c. Ordinance No. 2010-13, an ordinance amending the Castle Rock Municipal Code Chapter 15.02, Building Code to bring into compliance with the amended International Building Code, which went into effect July, 2010, on first reading.

In response to a question from Councilmember Reilly, Covington clarified that this ordinance would amend the city's setback requirement from a 120 square foot exemption to the International Building Code requirement of 200 square foot exemption. The City Building Inspector indicates that the City cannot require a more stringent setback than specified by the International Building Code as adopted by Washington State.

Councilmember Reilly made a motion, seconded by Queen to approve Ordinance No. 2010-13, an ordinance amending the Castle Rock Municipal Code Chapter 15.02, Building Code to bring into compliance with the amended International Building Code, which went into effect July, 2010, on first reading. By roll call vote, unanimous Aye.

d. Utility leak adjustment due to city equipment failure; Eklund, Kirby Avenue SE in the amount of \$94.55.

Vorse explained that the water leak at 306 Kirby Avenue SE was due to the decay of the meter gasket. A 100% leak adjustment should be granted as this is a failure of city equipment.

Councilmember Reilly made a motion, seconded by Queen to approve a utility adjustment at 306 Kirby Avenue SE due to the failure of city equipment, in the amount of \$94.55. By roll call vote, unanimous Aye.

e. Installation of light at North County Recreation Association access road; cost of \$18/month.

In response to a question from Councilmembers Reilly and Pingree, Mayor Helenberg specified that a light is needed at the intersection of Westside Hwy and the boat launch access road due to the predawn traffic. The electricity fee for this light will be \$18 per month.

Councilmember Reilly made a motion, seconded by Mask to install a light at the North County Recreation Association access road at a cost of \$18 per month. By roll call vote, unanimous Aye.

8. EXECUTIVE SESSION(S) –

- a.** Personnel issue (5 Minutes)
- b.** Potential contract dispute; (anticipated one hour in length)

Mayor Helenberg adjourned regular session at 8:32 p.m. for a ten minute executive session to discuss a personnel issue to be immediately followed by an additional sixty minute executive session to discuss a potential contract dispute, with no action anticipated on either issue.

9. ADJOURNMENT

Mayor Helenberg reconvened regular session at 9:35 p.m. with no action taken. There being no further business, the meeting was adjourned.

Mayor Paul Helenberg

Clerk-Treasurer Ryana Covington