

**CALL TO ORDER**

Mayor Paul Helenberg called the October 8, 2012 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: Ray Teter, Glenn Pingree, Earl Queen, Mike Davis and Ellen Rose.

**BUSINESS FROM THE FLOOR**

Gene Frymire, Growlers Gulch resident, asked for an update to his request for establishing four-hour parking limits in the area of the Women's Club and the Sunnyside Grange, on Cowlitz Street West. He noted these are commercially zoned districts, with already limited parking. Nearby residential units and apartment dwellers sometimes park for a lengthy time and this inhibits those two organizations when events are being held.

His second question pertains to the utility lines on Front Avenue. Mr. Frymire inquired about the age of the water and sewer lines. Vorse stated the sanitary lines were installed in 1954 and the water line was last updated in the 1970's. These utility lines are scheduled to be updated when the Front Avenue reconstruction project begins.

Public Works Director Dave Vorse was unaware that Mr. Frymire had made a request to limit parking; he was only aware of Mr. Frymire's request to review the turn radius at the corner of Third Avenue/Cowlitz Street. City Engineer Mike Johnson stated he has researched Mr. Frymire's concern regarding the intersection and stated that widening the corner would create other issues with traffic flow.

Vorse asked Mr. Frymire to clarify the parking issues near the Grange and Women's Club. Frymire stated that many of the parking issues stem from those using the spaces for overnight use. This section of the commercial district does not have any limits for parking; however the central area on Cowlitz Street is marked as a two-hour parking limit and he is requesting council to consider limiting the parking timeline. He felt this would at least allow some control for those who seem to park long-term.

Councilmember Pingree voiced concern over the adjacent residential and apartment dwellers, noting that many have multiple vehicles, with no off-street parking options.

Police Chief Bob Heuer concurred there have been problematic parking issues on Cowlitz Street; with a mix of apartment tenants and business needs. Mayor Helenberg asked the chief to keep track of the long-term parking issues near the grange and Women's Club. The chief stated he has already tagged this as an issue for his patrol units.

Councilmember Rose stated that she feels limiting the parking may be appropriate. Street

parking is a premium and there are alternative areas to park for residential needs.

**DEPARTMENT REPORTS:**

1. Public Works Director Dave Vorse distributed a Transportation Benefit District (TBD) Fact Sheet and asked if city council would authorize distribution to residents to provide information on street improvement needs. This is an updated version which includes pictures. In answer to Councilmember Rose's question, Vorse answered that if the city can complete the projects included in the city's Public Works Trust Fund loan application within three years of the signed contract, the interest rate would decrease from three-quarters (.75%) percent to one-quarter (.25%) percent. This would create a greater savings for the city. Voters will be considering Proposition 1, however little information has been made available to the public regarding the Transportation Benefit District. He has been trying to consider how to distribute this information. Councilmember Pingree asked if the Chamber of Commerce would be willing to distribute the information. Vorse stated the Chamber of Commerce is planning a forum on this issue.

City Attorney Frank Randolph cautioned the city needs to be careful in how city resources are used when distributing information pertaining to a ballot issue. He requested to be informed of these issues prior to releasing to the public. Vorse stated the information on the fact sheet was sent to Washington Public Disclosure Commission (PDC) for their review and the only updates were the addition of pictures and a graph. Mr. Randolph stated he was aware that the PDC had approved the wording. Randolph stated caution is still needed when using public resources; both sides must be even in terms of both sides. Councilmember Pingree suggested the city contact the Daily News to write an article on the issues. Mr. Randolph stated he would like to review this final draft before approval of distribution using city funds. Vorse asked city council if they would approve printing and distributing the fact sheet, if the city attorney approves.

Councilmembers Rose and Queen supported distribution of the fact sheet. Mayor Helenberg stated he would support using city resources to print and distribute only if it is legal for the city to do. Covington stated if the fact sheet were to be sent using the utility customer list; postage costs would be approximately \$400. Vorse stated the quote to print the fliers was \$450 for 1000 copies. In answer to Councilmember Davis' question, Vorse stated he would recommend distributing the fliers prior to when the voter's pamphlet is mailed. Councilmember Pingree asked if there were any citizen groups that could distribute the fact sheet. Councilmember Rose supported distribution to city residents.

Vorse stated mailing reduces the perception of being 'for' or 'against' and issue. If a citizen group would distribute the flier door-to-door, the resident may form a perceived notion. Councilmember Pingree stated he did not support the city distributing the flier. Mayor Helenberg suggested contacting the Chamber of Commerce to see if they would consider printing and distributing the fliers. It was noted that the next chamber meeting is this

Thursday. Councilmembers Pingree, Davis and Queen recommended that a citizen group be contacted to see if they would pay for the printing and distribution costs. Mayor Helenberg stated he does not have an issue with having the fliers available at City Hall, providing the city attorney approves.

2. Librarian Vicki Selander estimates there will be enough funds to keep the library open for the remainder of this year. In addition, the Friends of the Library have adequate enough funds to make sure the library is able to remain open in 2013 until voter-approved tax revenues are received.

3. In answer to Councilmember Queen's question, Vorse stated the new boat docks will be delivered next Wednesday.

4. Mayor Helenberg introduced two new city council student representatives; Elle Gallow and Mikayla Risner. Covington stated Ms. Risner will be attending the first meeting every month and Ms. Gallow will attend the second monthly meeting. Mayor Helenberg welcomed each representative and thanked them for their service.

#### CONSENT AGENDA

1. Councilmember Queen made a motion, seconded by Pingree to approve the minutes of the September 24, 2012 Council Meeting. By roll call vote, unanimous Aye.

2. Councilmembers reviewed the Fund Transaction Summary for September invoices in the amount of \$433,554.34 which included check numbers 42986 through 43075 for general expenses, check numbers 23157 through 23205 for payroll expenses and adjustment numbers 247, 249, 250, and EFTP payroll 9/28/2012. Councilmember Rose reviewed all expenditure requests prior to the meeting. Councilmember Queen made a motion, seconded by Pingree to approve September invoices as presented. Discussion: Councilmember Rose stated she did not have any concerns over the invoices presented and city staff is making it a priority to buy local before seeking other vendor sources. By roll call vote unanimous 'Aye'.

#### OLD BUSINESS:

1. Mayor Helenberg stated the second reading for Ordinance No. 2012-05 relating to a street vacation application submitted by Gabe Gourde will be tabled at the request of Mr. Gourde.

#### NEW BUSINESS:

1. The president of Castle Rock Chamber of Commerce submitted a written request to the city council asking if Public Works Director David Vorse could provide a PowerPoint

presentation at their upcoming forum scheduled for October 15<sup>th</sup>. The forum is scheduled to discuss Proposition 1 to increase the sales and use tax for transportation needs. By consensus, councilmembers agreed to allow the public works director to attend the forum and provide an informational presentation. The city attorney stated there are a few disclaimers that must be met and he would contact Mr. Vorse to discuss those to make sure the city stays within the limits of the law. In answer to Councilmember Pingree's question pertaining to the number of councilmembers that would be allowed to attend this forum, Mr. Randolph stated councilmembers could attend as long as they are not discussing city business. Randolph stated the councilmembers could listen, but not include themselves in the discussion.

2. Councilmember Teter made a motion, seconded by Pingree to approve the utility leak adjustment request submitted by Mr. Chad Perdue, Allen Avenue SE in the amount of \$163.08. By roll call vote, unanimous 'Aye'.

3. City Engineer Mike Johnson announced that the city has received a loan offer from Washington State Public Works Board to fund the Carpenter Road Booster Station water transmission main. This project would correct some pressure deficiencies in the water distribution system around the Carpenter Road reservoir. Currently the city has eight existing customers, each of which has individual booster pumps that provide pressure to their houses. Washington State Department of Health (WA DOH) standards do not support the use of individual booster pumps and they consider them to be an interim solution. WA DOH recommends requiring a booster pump adequate enough to support the entire system. Johnson stated there are numerous situations around the state where areas around a reservoir do not have adequate pressure, or elevation. The city's last water system plan identified the problem and listed various options for funding a solution. As a result, the city applied for a Drinking Water State Revolving Fund loan and the city has a specific timeline in which to accept or decline the loan offer. The amount of this loan is \$584,000; twenty (20) year term, at an interest rate of 1%. Johnson estimated the annual debt payment to be approximately \$32,000 per year. He stated if the city chose to accept the loan, there are numerous ways to repay the debt:

- the city could determine this improvement is a benefit to the whole system because it increases the system pressure and decreases the risk of contamination into the distribution system. If the cost would be shared by all rate payers, the potential increase to repay the debt would be approximately \$2 - \$3 per month for each residential bill.

- the city could form a local improvement district where each property that benefits from the project would be assessed a share of cost. The challenge is this is a large project that currently benefits only a few properties. This would equate to approximately \$70,000 for each of the eight properties using the system (or \$4,000/year for twenty years). In answer to Covington's question, Johnson stated if the city expands the benefit to include Winfield Drive and DNR, this would increase the number to 25 properties, which is still \$23,000 per property.

- the city could set up a differential rate so that properties directly on the system would pay a higher monthly utility rate over other customers. To enact a differential rate, the city would need to have a rate study completed to document how the difference in the rate was determined. If Bond Road develops, that area would have the potential of adding 400 to 500 additional customers to the system. The differential rate would be approximately \$4 to \$5 additional cost on their utility bill for customers having a direct benefit, with the remaining system users bearing the remaining costs at a potential increase of \$1.85 to \$2.85 per customer per month.

Ultimately over time, this project would be able to boost the pressure on that system and would benefit future development potential.

Johnson stated these properties are outside city limits and in the past Cowlitz County has not been helpful when the city has requested a ban on private wells for new development. Historically those wells have failed, necessitating a request by the homeowner to seek assistance through the city's services.

Mayor Helenberg supports improving the system. However the city just approved a loan to replace the water and sewer lines on Front Avenue. He does not feel customers in the city limits should pay for an improvement for customers located outside of city limits. He suggested the city could work with property owners to form an LID to pay for those improvements, but added that costs may be too prohibitive. If the economy was better and if the city had not already agreed to another utility improvement loan, he would not be so opposed to the project. Already the city anticipates the need for a utility rate increase due to employee cost of living increases and the impact for the Front Avenue improvement loan.

Johnson stated the city has until November 12<sup>th</sup> to decide if they are going to accept or reject the loan offer.

Vorse suggested that staff contact Cowlitz County to see if any assistance can be obtained from them. Helenberg stated the city also needs to get a commitment from the county to require future development to connect to the city's system and not allow private well systems. Additional customers to the system will help to pay for the project cost.

Vorse stated he does not know how long WA DOH has had the ruling on individual booster pumps; however this has been an existing problem for the city.

Covington asked if WA DOH would take any regulatory action against the city if the loan would be declined. Johnson answered this is a policy of WA DOH which is included in their Water System Design Manual; it is not a WAC. So there is a distinction between what is law and what is policy.

Vorse requested council action on the loan be tabled until November 12<sup>th</sup> to allow him to obtain additional information.

4. Mayor Helenberg stated the police bargaining unit has agreed to a contract which would expire December 2014. The city's bargaining team included the mayor and Councilmembers Teter and Davis. Councilmembers reviewed the changes to the police bargaining contract which included a CPI increase based on 100% increase of the Portland CPI-U, a \$50 increase for the uniform allowance and an expansion to the longevity pay. Mayor Helenberg noted that the longevity pay is now the same as offered to the public works bargaining unit. Mayor Helenberg stated the clerical contract also will be expiring at the end of this year. The clerical bargaining unit agreed to a one-year Memorandum of Understanding extension of their current contract, with no wage increases for 2013.

Councilmember Davis made a motion, seconded by Queen to accept the police collective bargaining unit contract and the clerical Memorandum of Understanding agreement as presented with the stipulation that the CPI amount for the police department is clarified with the Teamsters representative and that the city will agree to a Memorandum of Understanding that would allow incorporation of payroll direct deposits. In discussion, Councilmember Teter stated it would be nice if future contracts were all on the same cycle. By roll call vote, unanimous 'Aye'.

5. Glen Paget, Castle Rock School District Board member thanked city councilmembers for allowing student representation at city council meetings. Mayor Helenberg feels this is an important connection with both the school and with the youth in our community.

#### ADJOURNMENT

There being no further business the meeting was adjourned at 8:47 p.m.

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Mayor Paul Helenberg

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Clerk-Treasurer Ryana Covington