

CALL TO ORDER

Mayor Paul Helenberg called the December 9, 2013 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

1. Cowlitz County Commissioner Jim Misner reported on the Water Resource Inventory Account of Cowlitz County (WIRA). Misner explained that Washington Department of Ecology (DOE) was tasked by the State legislature for allocation of water resources and water rights to cities and counties. Misner stated DOE did not have the documentation to make this determination; therefore a committee was formed to assist with the process. Misner stated that Castle Rock Public Works Director Dave Vorse also served on this committee, along with representatives from farming and business.

Misner stated the estimated need for the Castle Rock area was 6 cubic feet/second (cfs). DOE felt this amount was too high and they initially only allocated 1.57 cfs for the Castle Rock and Silver Lake areas. After much negotiation, Misner stated the final allocated amount is 4.08 cfs. He feels this allocation will ensure enough of a water right to serve this area for years to come. In addition, the DOE rule also allows for the allocation to be re-evaluated if the use reaches 75% of the allocated amount within the next ten years. Misner noted 'if you control water - you control growth'. Misner stated now that the allocation rule has been set, the county and city will be discussing how to implement the new WRIA rule allocation at the local level.

Vorse stated Commissioner Misner's efforts have helped secure water availability for growth for all Cowlitz County. In addition, Misner made sure that additional availability throughout the county would be used and shared by other cities in our county, if needed. Vorse stated the first step in obtaining water rights is to prove there is adequate availability to supply the county. Mayor Helenberg thanked both Commissioner Misner and Dave Vorse for their efforts in securing this WRIA rule. Helenberg stated Cowlitz County resident, John Keatley also worked diligently on this effort. The mayor noted without these efforts, DOE originally was planning to limit Cowlitz County to only 27 wells over the next 20 years. Misner stated if the additional tributary flows are included; the Castle Rock area allocation actually is 6.42 cfs, which was more than originally requested.

2. Commissioner Misner announced that recent legislative rule changes affected how lodging tax revenues can be used. Misner worked on a committee, along with other county commissioners throughout the state to seek compromises to the original bill that was submitted to the State legislators. The newly adopted bill requires entities who receive lodging taxes to submit an annual report to the State on the use of these

tax dollars. Misner stated this committee was willing to accept the mandatory reported as a compromise to the requirements contained in the original bill. He noted this newly approved legislation has now created a conflict with the Big Idea Interlocal Agreement for promotion of tourism in our county and the State Auditor has asked participating cities, along with the county to provide legal justification. Misner stated their civil attorney has recommended Cowlitz County return all contributed funds back to the cities. In addition, city councils will now need to approve lodging tax expenditures annually. Contribution funds from each of the cities will then be drafted directly to the city receiving the funds for that particular year. The county no longer will be serving as treasurer for those contributions.

Misner stated he delivered refund checks to each city last week. He assured that Cowlitz County is still committed to the concept of pooling lodging tax revenues to promote tourism within our county.

3. Stephanie Misner, chairperson for the Festival Of Lights distributed an event schedule and requested council approval to close Cowlitz Street for the event and for a small community parade. The street will remain closed between First and Second Avenues to allow a stage to be put near the city Christmas tree. Mrs. Misner stated insurance coverage for this event is sponsored by the Exhibit Hall Society. Covington requested that the city be included as an additional insured and a copy of the insurance coverage be provided to the city. Mrs. Misner thanked city personnel and the city council for supporting the event by putting up decorations in the business downtown core area. Dave Vorse stated that First Avenue would also be closed between Cowlitz Street and A Street to allow the parade participants to park their entries after the parade. An access lane for emergency vehicles will be provided.

Councilmember Pingree made a motion, seconded by Queen to approve the street closure as described. By roll call vote, unanimous 'Aye'.

DEPARTMENT REPORTS:

Clerk-Treasurer Ryana Covington

Provided a preliminary November Cash and Investment Activity report. Covington stated the report is preliminary because the fund totals include the expenditures that city council will consider later in this meeting. Covington stated she continues to have concerns over the negative balances in both the Street and Arterial Street funds. She stated approximately \$300,000 is owed to the city for grant reimbursements. If these funds are not received by year-end, then a budget amendment will be required for an interfund loan to cover the deficit until grant reimbursements are received. Covington stated that she participated in a meeting with the granting agency to discuss this issue. Vorse and Public Works Secretary Roller also were present. Vorse noted last week his office submitted

reimbursement requests for \$320,000.

Haley Holborn, Castle Rock Student Representative

- reported the blood drive held at the school was very successful, with 70 donors participating.
- students participated in the Walk N Knock food drive.
- approximately 200 lbs of food was collected by students in a separate food drive to benefit the local food bank.

Councilmember Pingree stated he was very proud of the students in Castle Rock; not only for their accomplishments, but also for their community volunteerism. Mayor Helenberg added that over 1500 lbs of produce from the community garden was donated to the Senior Center this year. Both the High School Horticulture class and the members of the Future Farmers of America (FFA) worked on this garden. This was a lot of work and directly benefitted the community.

CONSENT AGENDA

1. Councilmember Queen made a motion, seconded by Davis to approve the minutes of the November 25, 2013 regular council meeting. By roll call vote, unanimous Aye.
2. Covington noted that Councilmember Pingree reviewed the invoices presented for approval at this meeting.

Councilmember Teter made a motion, seconded by Queen to approve the November expenditures in the amount of \$465,329.25 as described on the Fund Transaction Summary report and further described as adjustment numbers 312-11/13, check numbers 44370 through 44461 for general expenditures and check numbers 23878 through 23930 for payroll expenses and EFT Payroll 11/27/13. By roll call vote, unanimous 'Aye'.

Public Hearing

Mayor Helenberg adjourned regular session at 8:05 p.m., to take public testimony on the proposed budget for fiscal year ending December 31, 2014, including a proposed utility rate increase of 3.5% for water and sewer and a 2% increase for stormwater management services. Covington noted reports available to the public include estimated revenue and expenditure reports, a rate comparison report showing impacts on utility service charges and a budget summary outlining 2014 budget impacts. Covington noted the utility rate increases are recommended to meet loan repayment requirements for the Front Avenue utility reconstruction and also to fund the proposed 2014 utility improvements in residential areas which will coincide with planned street infrastructure improvements.

There being no public comment, Mayor Helenberg closed the public hearing at 8:10 p.m. and resumed regular session.

OLD BUSINESS

- 1. Councilmember Teter made a motion, seconded by Davis to approve Ordinance No. 2013-11, an ordinance amending expenditure appropriations for the current fiscal year for the General Fund, Street Fund, Criminal Justice Fund and Local Criminal Justice Fund, on second reading. By roll call vote, unanimous Aye.**
- 2. Councilmember Pingree made a motion, seconded by Davis to approve Resolution No. 2013-10, a resolution amending water and sewer service rates by 3.5%, effective with January 2014 billing, on second reading. By roll call vote, unanimous 'Aye'.**
- 3. Councilmember Queen made a motion, seconded by Davis to approve Ordinance No. 2013-12, an ordinance amending stormwater rates by 2%, effective January 2014 billing, on first reading. By roll call vote, unanimous 'Aye'.**
- 4. Councilmember Davis made a motion, seconded by Queen to approve Ordinance No. 2013-13, an ordinance adopting the budget for fiscal year ending December 31, 2014, on second reading. By roll call vote, unanimous 'Aye'.**
- 5. Councilmember Pingree made a motion, seconded by Rose to approve Ordinance No. 2013-14, an ordinance creating a Street Construction Capital fund, on second reading. By roll call vote, unanimous 'Aye'.**

NEW BUSINESS

- 1. Councilmembers considered the reappointment of Ed Smith to represent the city on the Mosquito Control District board. Covington stated she has contacted Mr. Smith and he would be willing to be re-appointed. Councilmember Pingree made a motion, seconded by Rose to reappoint Mr. Smith as the city's representative on the Mosquito Control District board. By roll call vote, unanimous 'Aye'.**
- 2. Councilmember Rose made a motion, seconded by Davis to confirm appointment of District Court Judges David R. Koss, Ronald S. Marshall and Ed Putka as part-time judges of the Castle Rock Municipal Court. By roll call vote, unanimous 'Aye'.**
- 3. Councilmember Queen made a motion, seconded by Davis to approve Ordinance No. 2013-15, an ordinance amending the police department budget for the current fiscal year, on first reading.**

Discussion: Councilmember Pingree questioned why a portion of this amendment is for ammunition, when at the previous meeting, Chief Heuer had reported adequate funds

existed for this purchase. Chief Heuer stated he has not purchased ammunition for this year and the supplier and was informed him that ammunition may be difficult to purchase later. Mayor Helenberg noted there was an ammunition purchase this year and there is still \$1,082 remaining in that budgetary line item. Heuer stated the purchase made earlier this year was for ammunition that should have been purchased last year and wasn't due to budget shortfalls. Mayor Helenberg discussed concerns over the police department budget. Specifically he noted that overtime allocation had exceeded the budgetary line item by \$11,000. Covington stated that she has met with Sergeant Neves to confirm that distributions into that line item are correct, and not for other costs such as court, or holiday overtime pay. She noted new budgetary line items for grant expenses, holiday worked and court were requested by the police department this year and she is in the process of confirming that any required adjustments have been made to incorporate those line items.

In answer to Mayor Helenberg's question, Chief Heuer stated any overtime costs for the Safe Routes To School grant will be reimbursed to the city.

The mayor asked why gas tanks were not filled earlier, which would have saved the \$600 cost of purchasing directly from the gas station. Chief Heuer stated the decision to fill the gas tanks is a decision made by Vorse.

The mayor noted that he wants to be apprised of overages by department supervisors. The mayor stated he will be freezing overtime until the end of this year to conserve the budget. In addition, he notified all supervisors that he will not tolerate budget excesses and he reminded them that they are responsible for spending funds wisely.

Mayor Helenberg suggested that gas expenses could be reduced. Possibly the policy of allowing officers to take vehicles home and response to calls outside of the city limits by Castle Rock officers should be evaluated. Mayor Helenberg stated in his opinion, this budget amendment should not be approved.

Councilmember Davis stated numerous times throughout this year, he has brought up the issue of restoring additional funding to the police department. The issue is not new, nor unexpected. When the 2013 budget was adopted, it included reductions to the police department operations. He does not see any issue with restoring funds to address shortages at year end.

Vote on the motion to approve Ordinance No. 2013-15, on first reading; unanimous 'Aye'.

Mayor Helenberg requested that Chief Heuer provide him with a complete accounting of ammunition on hand.

4. Councilmembers discussed the need for the final council meeting, scheduled for December 23rd. Councilmember Queen stated he recommends convening this meeting, if there are issues that need to be addressed.

Councilmember Teter made a motion, seconded by Rose to cancel the next regular city council meeting scheduled for December 23, 2013. By roll call vote; Councilmember Queen voted 'Nay', with the remaining councilmembers voting 'Aye'. Motion carried.

The next regular city council meeting will be January 13, 2014.

5. Clerk-Treasurer Ryana Covington administered the Oath of Office to Leon (Lee) Kessler and to Ray Teter for the city council term; 2014 through 2017.
6. Out-going Councilmember Pingree thanked everyone for their work as city councilmembers. He noted that he will be filling an appointment on the Castle Rock Park Board, so he planned to keep active in supporting community efforts. He encouraged city councilmembers to continue moving the city forward. He stated it has been a pleasure and honor to serve the city.

ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 8:32 p.m.

Mayor Paul Helenberg

Clerk-Treasurer Ryana Covington