

CALL TO ORDER

Mayor Paul Helenberg called the meeting to order at 7:30 p.m., followed by the Pledge of Allegiance.

ROLL CALL

Councilmembers present included: Ray Teter, Earl Queen, Jack Reilly and Mike Mask. Councilmember Pingree was excused due to family illness.

AGENDA ORDER

Mayor Helenberg amended the agenda to provide for a presentation to Reserve Police Officer Steve Ross. Mr. Ross will be relocating to North Carolina and a plaque was presented to him in appreciation of his seven years of volunteer service as a reserve police officer. Officer Charlie Worley summarized the service provided by Mr. Ross. Mayor Helenberg also thanked Mr. Ross for his service and complimented the reserve officer program.

Officer Charlie Worley and Chaplain Steve White described the 'Shop With A Cop' program. Castle Rock Police Department's program targets middle school aged students from the Castle Rock and Toutle areas to go Christmas shopping with police officers. Monetary donations are solicited, which provide funds for the program. Chaplain White stated in the last two years, 35 students have participated in the program with the officers. Chaplain White distributed an informational flier outlining the program and listing past donors. This year the 'Shop With A Cop' program will be held December 11th. Chaplain White stated this program benefits both the officers and students.

Councilmember Mask questioned the reason for soliciting applications for a new public works employee. Public Works Director Dave Vorse explained that the position was included in the 2010 budget, as an electrician/instrument technician position. When city council filled that position with an existing employee, it left a public works maintenance position unfilled. He is now soliciting applications for the vacant maintenance position. Councilmember Mask stated he had no knowledge of this and felt it is the wrong time to do additional hiring. Mask added, at the last meeting, Mayor Helenberg cautioned that the 2011 proposed budget was tight and may require reductions in expenses, including layoffs, if revenues are not realized. Mayor Helenberg stated the 2011 budget includes this position and the funds do not come from the Current Expense (General) Fund. The mayor also noted that the treatment facilities are currently under staffed and this position is needed to keep up with preventative maintenance needs. Councilmember Queen questioned if the city is willing to hire, knowing there may be a future need to reduce staffing if a budget shortfall occurs.

Councilmember Mask made a motion, seconded by Queen to forego hiring for the position until the city knows what the 2011 budget will be.

In answer to Councilmember Reilly's question, Mayor Helenberg stated the position was included in both the 2010 and 2011 budgets. Councilmember Queen voiced concern over the possibility of layoffs. Councilmember Teter noted concern over being short-staffed and the lack of preventative maintenance.

Vorse noted the maintenance position is budgeted within the Sewer Fund and does not impact the General Fund. He stated council discussed the need to fill the maintenance position during earlier discussions regarding the new electrician position and council agreed to not leave a vacancy. Vorse stated during this budget cycle, the mayor specifically directed staff to reduce other expenses within the water and sewer funds so that rates would not need to be increased. Mayor Helenberg stated the city has a \$10 million dollar facility, and not filling the position is cheating the rate payer by not being able to keep up with maintenance needs. Councilmember Queen stated he does not see a problem waiting until the 2010 budget is closed and the council can see what

their actual revenues are. If the budget is alright, Queen stated he does not see a problem with filling the position.

Vote on the above motion: Councilmembers Mask and Queen voted 'Aye'. Councilmember Teter voted 'Nay', and Councilmember Reilly abstained. Motion carried.

Mayor Helenberg stated that he was highly disappointed in the council's action, noting that he had worked hard to develop a workable budget to meet the city's needs.

DEPARTMENT REPORTS

Clerk-Treasurer Janisch leak adjustment follow-up. At the previous meeting, Council had approved the leak adjustment, providing it was not a second adjustment within this year. Covington reported that this was the second adjustment, but it was within the parameters of the ordinance allowing an adjustment. By consensus, councilmembers agreed it was their intent to approve the adjustment, since this was within allowances set forth in city ordinance.

October Fund Summary and Utility reports. Councilmember Mask noted that utility revenues are covering expenditures. In answer to Councilmember Mask's question, the water revenues continue to supplant sewer costs.

EDC 'TIP Strategies' report – Covington provided a summary of the Economic Development strategy report, including goals for business development in the county. In answer to Councilmember Mask's question, Covington stated the city is currently working with Cowlitz County for a \$50,000 grant to implement the city's Business Feasibility Plan.

Westside annexation update; letters have been sent to property owners within the identified area, giving them until November 30th to sign the annexation petition. Currently property owners of 65% of the assessed valuation have signed the petition.

COUNCIL AND AD HOC COMMITTEE REPORTS

No reports were provided

CONSENT AGENDA

a. Approval of November 8, 2010 regular meeting minutes.

Councilmember Reilly made a motion, seconded by Queen to approve the minutes. By roll call vote, unanimous 'Aye'.

PUBLIC HEARING/S; public testimony will be taken on the following:

a. Establishment of the Ad Valorem tax assessment for fiscal year ending December 31, 2011
Mayor Helenberg closed the regular meeting and opened the Public Hearing at 8:10 p.m.
Covington summarized the percentage increase requested is .85565% over the 2010 levy rate, resulting in an increase of \$2,524.79. There being no public comment presented, the mayor closed the hearing at 8:15 p.m.

b. Proposed budget for fiscal year ending December 31, 2011, including a proposed increase in the stormwater utility fee. A copy of the Mayor's Budget Message outlining these issues was available at the meeting. Mayor Helenberg open the Public Hearing at 8:15 p.m.

Covington noted that Mayor Helenberg has amended the Budget Message due to changes in the 2011 proposed budget. The amended Budget Message has been provided to the public and distributed to city council. A summary of the amendments include the following:

- \$14,000 for survey reimbursement believed to be received in the current fiscal year has been included as a revenue in the 2011 budget.

- city was just notified today that they were not awarded the \$250,000 pavement management grant. This amount has been reduced from the Street Fund revenues and expenditures.

- estimated expenses for 2010 relating to the Cowlitz Street West project have been adjusted to reflect the amount anticipated to be completed in the current fiscal year. As a result, project expense estimates have been reduced from the 2010 projections and included in the 2011 revenue and expenditure projections.
- today the city was notified that they were awarded two transportation grants for Front Avenue NW, in the amount of \$390,000 and \$568,750. These awarded have been added to the 2011 Arterial Street Fund budget and also included as projects in the mayor's amended Budget Message document.
- Cowlitz County has advised of their intent to provide full payment of \$300,000 for Rural Development Funding for Cowlitz Street, prior to year end.
- deleted the Mount Saint Helens Sidewalk project in the amount of \$185,075. City was informed that they were unsuccessful in obtaining grant funding for that project.
- amended the Criminal Justice grant funding to reflect award of \$1000 in 2011 for Special Programs.
- adjusted Riverfront Trail Extension project to reflect estimated expenses and revenues as provided by the Public Works Director for fiscal year 2010 and 2011.
- adjusted the estimated 2010 Ending Fund balance for the Public Works Vehicle Replacement Fund to reflect the recent approved purchase of a Bobcat Sweeper.
- Municipal Sewer Capital Improvement Fund amended to reflect that the purchase of the grinder pumps allocated in 2010 will not occur. This purchase will be made in the 2011 fiscal year.

As a result, the proposed budget for fiscal year 2011 is approximately 25% higher than in 2010, for a total budget of \$10,188,884.

There being no public comment, Mayor Helenberg closed the Public Hearing and resumed regular session at 8:25 p.m.

REGULAR AGENDA

OLD BUSINESS -

Ordinance No. 2010-18, an ordinance fixing the estimated amount to be raised by Ad Valorem taxes for fiscal year 2011 in accordance with Revised Code Of Washington 84.55.120, on second reading. Councilmember Queen made a motion, seconded by Mask for adoption of Ordinance No. 2010-18, on second reading. Unanimous 'Aye'.

Ordinance No. 2010-19, an ordinance adopting the City of Castle Rock budget for fiscal year ending December 31, 2011 in the amount of \$10,188,884 as amended, on second reading. Councilmember Teter made a motion, seconded by Queen to adopt Ordinance No. 2010-19, as amended, on second reading. Unanimous 'Aye'.

RV Friendly Town Program and development of a sister city in Australia. Correspondence from Mr. Charlie Curry, Toutle River RV Resort requested city council consider taking action to have Castle Rock recognized as an RV Friendly community, based on the program currently operating in Australia. In addition, Mr. Curry suggested the city could develop a 'sister city' relationship with a town in Australia which offers this same program. Councilmember Mask stated he supports the premise, however he would like more information pertaining to costs associated with the minimum requirements. Mask tabled further discussion until Mr. Curry is available to provide further details of this program.

Resolution No. 2010-11, amending Resolution No. 2010-06 relating to the boat launch annual parking fee, on second reading. Councilmember Queen made a motion, seconded by Mask to adopt Resolution No. 2010-11 reducing the annual pass fees from \$100 to \$60, on second reading. Unanimous Aye.

Establish a workshop meeting date to discuss a citizen's request to increase utility deposits for new customers. Councilmembers agreed to schedule the workshop after Councilmember Reilly has recovered from his surgery; estimated to be near the end of January.

NEW BUSINESS -

Appointment of city representative to the Cowlitz County Public Health Advisory Committee. Councilmember Mask volunteered to serve as city council representative. The clerk provided Mask with the meeting notice for their upcoming meeting on December 9th, their bylaws and contact information.

Correspondence from State of Washington Department of Corrections regarding site search for a Department of Corrections Prison Reception Center. Councilmember Mask spoke in favor of

submitting a notice of interest to Washington State Department of Corrections (DOC). He felt this would provide an opportunity for economic growth. Councilmember Queen also expressed support. Councilmembers turned this issue over to staff to provide the required documents to DOC by January 6, 2011.

Greg Marcil, Castle Rock Lion's Club; submitted a request to allow the Lion's Club to sell fireworks prior to New Year's Day. The stand would be located at the same site as their Fourth of July sales. Councilmember Mask made a motion, seconded by Queen to approve the Castle Rock Lion's Club request to allow sale of fireworks, December 26th through December 31st. Unanimous 'Aye'

Ordinance No. 2010-20, an ordinance amending Ordinance No. 2008-15 amending fees for stormwater management services, on first reading. Councilmember Mask made a motion, seconded by Queen to approve Ordinance No. 2008-15, amending stormwater fees on first reading. Unanimous 'Aye'.

ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 8:30 p.m.

Mayor Paul Helenberg

Clerk-Treasurer