

CALL TO ORDER

Mayor Paul Helenberg called the December 18, 2017, special meeting of the Castle Rock City Council to order at 7:30 pm., followed by the Pledge of Allegiance. The following councilmembers were present: Art Lee, Earl Queen, Paul Simonsen and Ellen Rose. Councilmember Lee Kessler was absent.

Also present: Public Works Director Dave Vorse, Acting Chief Scott Neves, Clerk-Treasurer Ryana Covington, Librarian Vicki Selander, City Attorney Nicole Tideman

Mayor Helenberg noted this meeting is being held in lieu of the December 25<sup>th</sup> regularly scheduled meeting, to avoid conflicts with the holiday season.

BUSINESS FROM THE FLOOR - NoneDEPARTMENT REPORTS

Acting Police Chief Scott Neves -

- reported on the December 15<sup>th</sup> 'Dodge The Cops' dodge ball game at the Middle School.
- reported an increase in call volume compared to the same period last year.

Public Works Director Dave Vorse –

- announced tomorrow night at 4:00 p.m. is a follow-up meeting for the Festival of Lights Committee.

Council And Ad Hoc Committees –

Mayor Paul Helenberg -

- reported that last week he hosted a lunch for city employees and elected officials. The event was well attended. Mayor Helenberg thanked staff for all of their hard work this year.

Councilmember Paul Simonsen -

- reported that earlier today Castle Rock hosted a Snow and Ice Workshop. Thirteen agencies attended, including all local cities, Cowlitz County and Washington State Department of Transportation. Purpose of the workshop was to communicate what agencies are doing during snow/ice events and to coordinate efforts to make sure all road surfaces are the same condition throughout the county. Agencies requested a post-season follow-up workshop to assess how well efforts worked. Simonsen thanked Councilmember Rose for providing refreshments for the workshop

Nancy Chennault, Castle Rock Community Development Alliance-

- reported that the tree next to the historic Castle Rock Jail, has been removed due to root rot. The tree stump will remain and used as a possible display. Another tree will be planted to replace it.

PUBLIC HEARING –

Mayor Helenberg closed the regular session and opened the Public Hearing at 7:45 p.m., to take testimony on the proposed budget for fiscal year ending December 31, 2018 and Capital Facilities Plan, including a proposed 4% increase to water and sewer rates and a 5% increase in utility tax rate for water, sewer and stormwater business tax operations. Covington noted the proposed budget total is \$8,616,899. Documents available for public review include: Estimated Revenue Report for 2018, Estimated Expenditure Report for 2018, Capital Facility Plan and Mayor's Budget Message dated December 11, 2017 outlining proposed revenue sources, budget cost impacts and capital projects. The 2018 budget is approximately 10% higher than the 2017 budget due to several planned

infrastructure improvements as outlined in the Mayor's Budget Message report.

There being no comment offered, Mayor Helenberg closed the Public Hearing at 7:53 p.m. and resumed the regular council meeting.

#### CONSENT AGENDA

1. Councilmember Lee made a motion, seconded by Queen to approve Meeting Minutes Consent Agenda, which included meeting minutes from November 27, 2017 regular meeting, December 11, 2017 Special Budget Workshop meeting, and December 11, 2017 regular council meeting. By roll call vote, unanimous 'Aye'.
  
2. Councilmember Queen made a motion, seconded by Rose to approve the Consent Agenda to adopt by second reading the following ordinances and resolution:
  - i. Ordinance No. 2017-08, an ordinance amending Fund 621 Amy Thompson Library Fund to allocate the residual fund balance to Fund 130 Library Fund;
  - ii. Ordinance No. 2017-09, an ordinance to repeal Fund 110 Arterial Street Fund and Fund 621 Amy Thompson Library Fund as obsolete;
  - iii. Ordinance No. 2017-10, an ordinance amending several funds relating to allocations for the current 2017 fiscal year;
  - iv. Ordinance No. 2017-11, an ordinance amending Castle Rock Municipal Code Chapter 5.50 Water Business Tax, Section 5.50.020 Imposed to increase the tax from 10% to 15%;
  - v. Ordinance No. 2017-12, an ordinance amending Castle Rock Municipal Code Chapter 5.54 Sanitary Sewer Service Business Tax, Section 5.54.020 Imposed to increase the tax from 10% to 15%;
  - vi. Ordinance No 2017-13, an ordinance amending Castle Rock Municipal Code Chapter 5.56 Stormwater Utility Service Business Tax, Section 5.56.020 Imposed to increase the tax from 10% to 15%;
  - vii. Resolution No. 2017-08, a resolution amending utility rates for water and sewer service, effective for January 2018 billing cycle;
  - viii. Ordinance No. 2017-14, an ordinance adopting the budget for fiscal year ending December 31, 2018;
  - ix. Ordinance No. TBD-2017-01, an ordinance adopting the budget for fiscal year ending December 31, 2018 for the Castle Rock City Transportation Benefit District

Vote on the above motion to adopt, on second reading, Ordinance No. 2017-08 through Ordinance No. 2017-14, Resolution No. 2017-08 and Ordinance No. TBD-2017-01. Vote: by roll call vote, Councilmembers Lee, Queen, Simonsen and Rose voted 'Aye'. Councilmember Kessler was absent.

#### OLD BUSINESS - None

#### NEW BUSINESS

1. Mayor Helenberg tabled action on adoption of the 2018 Salary Schedule until the next regular meeting. Negotiations with police officers on their collective bargaining contract are ongoing as of this date.
  
2. Councilmembers reviewed November 8, 2017 correspondence from John J. Burke, Chairman of the Cowlitz County Big Idea Board requesting the city re-commit to the Big Idea Board concept and to extend the duration of the cycle an additional six years. Burke also requested city council reaffirm or appoint new members to represent our jurisdiction on the next phase of the Big Idea Board. Councilmember Rose stated it was her impression that allocations would remain the same, with

Castle Rock receiving allocations on the third year. Rose stated city representatives included herself, Mayor Helenberg and Chris Gould. Mayor Helenberg stated the Bid Idea funds allowed the city to construct the new Visitor Center at Exit 48. Councilmember Queen made a motion, seconded by Rose to recommit to the Big Idea concept. By roll call vote, unanimous 'Aye'.

3. Mayor Helenberg stated the city's negotiations for swapping land located on the west side of the Cowlitz River with Washington State Department of Natural Resources is delayed due to the State not passing their Capital Budget in 2017. The cost to complete the process is estimated at \$10,000 and was included in the Capital Budget (at no cost to the city). Legislators have given the city indication that the State Capital Budget is estimated to pass in April. Unfortunately, the process needs to be completed by February 2018, or the city will be required to pay for a survey to update land valuations before continuing with the process. The mayor asked city council to consider approval of a short-term interfund loan from the Swimming Pool Construction Fund to DOT Spoil Site Fund to allow payment to the State for completion of the land swap. Mayor Helenberg stated he anticipates the State will reimburse the city for this expense once the Capital Budget is approved. Those funds will be used to pay back the interfund loan. Councilmember Queen made a motion, seconded by Rose to approve a \$10,000 loan from the Swimming Pool Fund to DOT Spoil Site Fund to complete the land swap process with the State. By roll call vote, unanimous 'Aye'.

An ordinance will be provided at the next council meeting to formalize the interlocal loan and amendment to the 2018 fiscal year budget.

4. Clerk-Treasurer Ryana Covington administered the Oath of Office to Art Lee (council position number 1) and Paul Simonsen (council position number 4) for an additional four-year term expiring December, 2021. Covington will administer the Oath of Office to Lee Kessler at the next council meeting on January 8, 2018.
5. Mayor Helenberg thanked councilmembers, staff and community volunteers for their efforts to move the city forward. In addition, he thanked Councilmembers Lee, Simonsen and Kessler for running for an additional term of office.

#### ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 8:05 p.m.

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Paul Helenberg, Mayor

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Ryana Covington, Clerk-Treasurer