

- 0005 Mayor Barbara Larsen called the 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: Greg Marcil, Julie Bean, and Ed Smith. Councilmember Khembar Yund arrived at 7:40 p.m. Councilmember Jeff Skeie was absent.
- 0046 Councilmember Bean made a motion, seconded by Marcil to approve the minutes of the September 24, 2007 Regular Council meeting. By roll call vote, unanimous Aye.
- 0109 Helen Kleine, 433 Second Avenue SW, requests a utility adjustment due to unusual circumstances. A neighbor had discovered an outdoor faucet was turned on by an unknown person.
- 0197 Councilmember Smith made a motion, seconded by Bean to approve a utility adjustment for 433 Second Avenue SW in the amount of \$11.81 due to unusual circumstances. By roll call vote, unanimous Aye.

In response to a question from Mayor Larsen, Mrs. Kleine indicated that she has put a winter cap over the faucet and feels that this will deter any further problems.

- 0300 Councilmember Smith presented 5-Year Recognition Plaques to Police Officer Brandon McNew and Police Officer Charlie Worley.
- 0438 Officer McNew demonstrated the new website he developed for the police department. This website, [www.crpolicy.org](http://www.crpolicy.org) went online September 1<sup>st</sup>. After 29 days the site has been accessed over 1500 times. The Wanted/Active Warrants page was visited the most, which displays a list of active Castle Rock Municipal Warrants.

Other services or information available through this website include:

- A link provided to the City's website
- Chief's Page containing a photo and a statement from the chief
- Online Forms
- Ride Along Program information
- Missing Persons information
- Public Education page with information regarding personal safety
- Information on Concealed Pistol License
- The Fingerprints and Request a Report page provides information along with the Public Disclosure Form
- Recent departmental news
- Cadet program information
- A link to the online police auction site

- A Crime Map identifies the areas where property crime has occurred
- A form allowing business owners to update their night call information

Police Sergeant Scott Neves noted that the purpose of the website is to increase public accessibility to the Police Department.

1456 Mayor Larsen stated discussion on the 2008 salary for the Mayor, Police Chief and Public Works Director will be reviewed during Budget Workshop meetings.

1485 Mayor Larsen opened the Public Hearing at 7:52 p.m. to take public comment on the estimated Ad Valorem Taxes to be assessed for fiscal year ending December 31, 2008.

Clerk-Treasurer Ryana Covington reports this is the first of two Public Hearings detailing the Ad Valorem tax rate within the City of Castle Rock. The levy limit calculations have not been received from the Cowlitz County Auditor at this time as Fire District #6 has not set their rate. The statutory levy limit rate for Castle Rock is not to exceed \$3.60 per \$1000 of assessed value, less the amount set by Fire District #6. The maximum amount that the City can ask for is \$281,249.

Covington provided a General Fund revenue projection for fiscal year 2008. Decreases in General Fund revenues are primarily due to the allocation of those State revenues to newly established funds; Real Estate Excise Tax Fund (REET) and the Local Criminal Justice Fund. Preliminary requests for 2008 General Fund expenditures is \$1,229,292. Covington recommends taxing at the full Ad Valorem tax rate.

In response to a question from Mike Mask, 133 C Street SE, Covington noted that individual budgets will be presented at Budget Workshop meetings.

Covington recommended adoption of Ordinance 2007-08, fixing the estimated amount to be raised by Ad Valorem Taxes, with the understanding that final tax amounts will be amendment once Fire District #6 sets their tax rate.

1847 There being no further discussion, Mayor Larsen closed the public hearing at 8:02 p.m. and resumed regular session.

1865 Public Works Director David Vorse reports that the Federal Emergency Management Agency (FEMA) has completed their review of the City's appeal for funding to return Lions Pride Park to pre-disaster condition. FEMA has again denied the eligibility of this facility.

Vorse discussed FEMA's analysis for denial. He summarized numerous documents that were submitted to FEMA and stated that any information requested was submitted promptly, although he noted that the analysis provided by FEMA indicates otherwise. Vorse added that FEMA's analysis also stated that

no documentation for costs or pit records were provided, however, these FEMA never requested these records. FEMA also concludes that Lions Pride Park is a natural feature and it is not improved or maintained as FEMA defines improved property. The City does have the option of submitting a second appeal within 60 days, however Vorse does not feel that a second appeal would be successful. Three packets of requested information have already been submitted.

Vorse estimates that the Public Works Department could perform minimal repairs, in an effort to prevent further loss, at an estimated cost of \$25,000. Contractor estimates for preventative repairs is approximately \$68,000. Vorse added that Cowlitz County Emergency Management Director Grover Laseke, suggested that a packet of submitted information be sent to Snohomish County Department of Emergency Management Director John Pennington with a request for guidance.

In response to a question from Mike Mask, Vorse reports that Cowlitz County does not have funds available for these repairs. The application period for Cowlitz County Rural County Public Facility Funds has elapsed. In addition, a criterion for those funds is improved economic development.

City Attorney Tom O'Neill will review the regulations referred to in FEMA's analysis. In accordance with council direction, Vorse will contact elected representatives to ascertain the probability of a successful appeal before beginning the appeal process a second time.

- 2222 Vorse reports that the city engineer has recommended acceptance of the Front Avenue NW Sidewalk Project as complete.
- 2266 Councilmember Yund made a motion, seconded by Marcil to accept the Front Avenue NW Sidewalk Project as complete. By roll call vote, unanimous Aye.
- 2276 Vorse distributed photos of the Jackson Street Stormwater Retention/Detention Pond. Approximately 25 cottonwood trees and a willow tree are located in this area. The cottonwood trees have reached a height, breadth and density to create a hazard. Vorse reviewed an email from City Engineer Mike Johnson, which recommends at a minimum the removal of two trees in the bottom of the basin, which would increase basin volume. Also recommended is removal of any diseased and dying trees so they do not fall and impeded infiltration. In addition, removal of the cottonwood clumps along the basin perimeter would facilitate grading for the Downtown Parking Improvements Project Phase 1.

Vorse has obtained an estimate of \$3500 for removal of these cottonwoods which are situated in nine clumps. The contractor estimates that these trees could be sold for \$700 and the removal expense reduced by that amount. In addition, the stormwater manhole on Cowlitz Street West has been eliminated from project scope, which provided a savings of over \$2000.

Vorse pointed out that these cottonwood trees are mature enough to begin dropping branches. In addition, cottonwoods produce an organic mat when they lose leaves, which impedes infiltration.

In response to a question from Mike Mask, Vorse explained that replacement trees generally cost \$50 to \$70 each. Councilmember Marcil noted that the willow tree will remain. When considering tree replacement in this basin, a primary concern is the ability of water to penetrate the organic mat produced from that tree. Councilmember Smith stated that cedar trees do well in wet soil.

In response to a question from Councilmember Smith, Vorse specified the Downtown Parking Improvements Project Phase 1 is scheduled to begin on October 15<sup>th</sup> and be completed by the end of October. Phase 1 is the stormwater phase of this project which includes retention/detention pond improvements.

- 2749 Councilmember Smith made a motion, seconded by Bean to remove all the cottonwood trees in the Jackson Street Stormwater Retention/Detention Pond while leaving the willow tree in place.

During discussion: In response to a question from Mayor Larsen, Vorse indicated that the stormwater pipes will be placed above the roots of the willow tree.

In response to a comment from Mike Mask, Vorse specified that the appropriate time for landscape alterations would be during Phase 2. Mr. Mask requests that the motion be amended to require tree replacement.

Councilmember Smith amended the motion, seconded by Bean to plant trees in this area that are retention pond friendly, if funds are available.

In response to a question from Jack Reilly, 414 Roake Avenue SE, Vorse specified that the Mosquito Control Board will treat the retention pond to control mosquitoes. This project will expand the capabilities of this basin to meet the additional drainage needs produced by the Downtown Parking Improvements Project.

Vote on motion and amendment: By roll call vote, unanimous Aye.

- 3031 Vorse requests that the review of surplus property be tabled until a later meeting.

- 3077 In response to a question from Mayor Larsen, Vorse reports that the Lower Columbia College (LCC) student began working with the Public Works Department on October 4<sup>th</sup>. She will be working on Tuesdays and Thursdays from 6:30 a.m. to 11:00 a.m.

3106 Clerk-Treasurer Ryana Covington requests payment of September expenditures in the amount of \$356,209.23 as outlined on the Summary of Claims and further described as check numbers 36619 through 36717 for general expenditures and check numbers 19733 through 19779 for payroll expenses.

3121 Councilmember Smith made a motion, seconded by Yund to approve payment of September 2007 invoices in the amount of \$356,209.23, as described in the Summary of Claims. By roll call vote, unanimous 'Aye'.

3151 Covington requests clarification whether a negotiator will be hired for the Public Works Collective Bargaining Contract, which expires December, 2008. In response to a question from Councilmember Marcil, Covington answered that over \$7,000 was expended on a negotiator for the Clerical Collective Bargaining Contract. By consensus, councilmembers agreed not to allocate funding for a negotiator in 2008. Councilmembers will represent the city as negotiators on that issue.

By consensus, councilmembers agreed to schedule budget workshop meetings on October 15<sup>th</sup>, 16<sup>th</sup> and 24<sup>th</sup> at 7:30 p.m. and on October 22<sup>nd</sup> at 6:30 p.m. Covington stated that the Mayor will meet with the Department Supervisors on estimated appropriations for fiscal year 2008 operation and maintenance expenses.

3568 Report of Meetings

Councilmember Yund attended a 911 Council meeting where the 2008 budget was adopted. There is a projected 47% expenditure increase for fiscal year 2009. The 911 Council continues to work on the 2009 budget.

Councilmember Ed Smith attended a Mosquito Control Board meeting. In 2007 an experimental test was conducted on Silver Lake. This test will not be done in 2008 which will reduce costs for the District. The estimated tax rate will be .029¢ per \$1000. The Mosquito Control Board should be made aware of any areas with standing water during the mosquito season. Mayor Larsen thanked Councilmember Smith for the job he has done as a District Mosquito Control Board Member.

Mayor Larsen reports that the Kelso Fire Department will be providing flu vaccinations for emergency responders.

3868 Councilmember Marcil made a motion, seconded by Yund to approve Ordinance 2007-06 establishing a Real Estate Excise Tax Capital Project Fund in accordance with RCW 82.46.010, tax on sale of real property proceeds, on second reading. By roll call vote, unanimous Aye.

- 3891 Councilmember Bean made a motion, seconded by Marcil to approve Ordinance 2007-07 establishing a Drug Enforcement Fund for the City of Castle Rock and replacing Ordinance 97-08, on second reading. By roll call vote unanimous Aye.
- 3919 Councilmember Marcil made a motion, seconded by Bean to approve Resolution 2007-06 authorizing the waiving of bidding requirements for the purchase of equipment due to special market conditions in accordance with RCW 39.04.280 (1)(b), on second reading. By roll call vote, unanimous Aye.
- 3942 Councilmember Smith made a motion, seconded by Yund to approve Ordinance 2007-08 fixing the estimated amount to be raised by Ad Valorem Taxes for the 2008 budget of the City of Castle Rock, on first reading, to be amended after Fire District #6 sets their rate.

During discussion: In response to a question from Councilmember Yund, Covington stated that if voters had approved the excess levy increase that was sought by Fire District #6, it would not have affected the City's tax rate. In the past, Fire District #6 tax rate has been .49¢ per \$1000 assessed property value.

Councilmember Yund pointed out that representatives from the Fire Department and District #6 assured councilmembers that a 15-year plan was in place to guarantee that the District's tax rate would not affect the City's tax rate. Councilmember Bean also remembers that assurance.

In response to a question from Mayor Larsen, Covington acknowledged that this assurance was documented in previous council meeting minutes.

Councilmembers Marcil and Yund expressed concern that Fire District #6 may be seeking to increase their tax rate which would affect the City's ability to tax for City provided services.

Councilmember Smith noted that the new assessed property value will not take effect until January 1, 2008. The projected tax revenue is based upon the current assessed property value.

Vote on motion: By roll call vote, unanimous Aye.

- 4213 Covington reports that the exit Audit meeting is scheduled for October 22<sup>nd</sup> at 2:30 p.m.
- 4234 In response to a question from Mike Mask, Covington stated that the utility service deposit required of all new customers, is not returned but rather is applied to the final bill which reduces the customer's expense when relocating. This issue has been reviewed numerous times by the city council and has remained as policy.

4328 There being no further business Mayor Barbara Larsen adjourned the meeting at 8:50 p.m.

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Mayor Barbara Larsen

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Clerk-Treasurer