

CASTLE ROCK CITY COUNCIL  
REGULAR MEETING  
NOVEMBER 8, 2010

CALL TO ORDER

Mayor Paul Helenberg called the November 8, 2010 regular meeting of the Castle Rock City Council to order at 7:30 p.m., followed by the Pledge of Allegiance.

ROLL CALL

The following councilmembers were present: Ray Teter, Earl Queen, Jack Reilly and Mike Mask.

BUSINESS FROM THE FLOOR -

Paul Youmans, Director of Pathways 2020, distributed two reports:

1. Community Food Assessment of Cowlitz County April 2010
2. Community Environmental Health Assessment of Cowlitz County, June 2008 to May 2010.

Mayor Helenberg complimented Youmans on a job well done. Councilmember Mask concurred.

DEPARTMENT REPORTS

City Engineer  
Mike Johnson:

Johnson requests consensus on sequencing of the Cowlitz Street West Revitalization Project. Project components were reviewed. The final design has been submitted to Washington State Department Of Transportation. Next month this project should be ready to solicit proposals for construction in 2011. The primary goal during construction is to minimize disruption while maintaining pedestrian access to all businesses. It will be extremely challenging to keep streets open to traffic while the utilities and concrete panels are removed. In addition concrete must cure for several days before use. Gray & Osborne Transportation Director Tim Osborne recommends closing the street to vehicles during this process. Johnson proposes dividing the project into three sections that will allow vehicle traffic to be directed through two sections while the third is closed to traffic.

The recommended sequenced sections are:

1. Cowlitz Street West from Huntington Avenue to First Avenue SW;
2. Cowlitz Street West from First Avenue SW to Second Avenue SW and
3. 100 block of First Avenue SW

In response to a question from Councilmember Mask, Johnson estimated that the disruptive portion of the street work will take approximately four months. Councilmember Mask suggested consideration of various alternatives. Johnson pointed out that contractor constraints could delay the project. He feels that the business owners will want contractors to get the project done and get out. Mayor Helenberg noted that ADA parking must be retained near the pharmacy. Mayor Helenberg believes that the three sections option would be the least disruptive to businesses and contractors. Business owners have specified that they want Cowlitz Street West closed as little as possible during this project. Johnson clarified that Section 2 work would be completed first, followed by Section 1 and then Section 3. Closures on Section 1 will be sequenced to have either the Huntington or Front Avenue intersection open to traffic while the other is closed. Councilmember Teter recommends allowing the contractor to work 12 hour days.

By consensus, councilmembers support sequencing this

project in three sections while allowing the contractor to work 12 hour days.

Exhibit Hall Manager  
Karen Johnson: Johnson reports that a new gas heater has been installed at the Exhibit Hall using funds donated at the auction. Denali Heating & Air donated the labor to install the heater.

Librarian  
Vicki Selander: Mayor Helenberg reports that he will meet with Tom Quigley, Library Board, on November 18<sup>th</sup> to review the Library budget.

Police Chief  
Bob Heuer: Heuer summarized an arrest last weekend at Lions Pride Park when a handcuffed suspect jumped into the river. The chief stated Officer McNew bravely reacted by lassoing the suspect and pulled him to shore.

Heuer reports that the CARE Coalition, in partnership with the Castle Rock School District, have been awarded a grant to combat juvenile alcohol and tobacco abuse. This grant has a law enforcement component that will provide \$12,600 per year for a five year period.

#### COUNCIL AND AD HOC COMMITTEE REPORTS

Councilmember Pingree      Excused absence

Councilmember Jack Reilly      Councilmember Reilly attended a Housing Advisory Committee Meeting.

#### CONSENT AGENDA

Approval of October 25, 2010 regular meeting minutes.

Councilmember Reilly made a motion, seconded by Teter to approve the minutes of the October 25, 2010 regular council meeting. By roll call vote, Mask abstained, the rest voted Aye, motion passed.

Approval of November 3, 2010 budget workshop minutes.

Councilmember Queen made a motion, seconded by Reilly to approve the minutes of the November 3, 2010 budget workshop meeting. By roll call vote, Mask abstained, the rest Aye, motion passed.

Approval of October expenditures in the amount of \$370,600.15 as described on the Summary of Claims and further described as check numbers 21474 through 21519 for payroll expenses; check numbers 40461 through 40552 for general expenses and adjustment number 123 for Department of Revenue direct tax payment. Clerk-Treasurer Ryana Covington noted that Councilmember Teter reviewed the invoices and a contractor has been contacted to clarify a question that he has.

Councilmember Teter made a motion, seconded by Queen to approve payment of October 2010 invoices in the amount of \$370,600.15, as described in the Summary of Claims. By roll call vote, unanimous 'Aye'.

#### PUBLIC HEARING/S; on the following subjects:

Establishment of the Ad Valorem tax assessment for fiscal year ending December 31, 2011. Mayor Helenberg opened the public hearing at 8:06 p.m., to allow for public testimony. Covington reviewed the Levy Calculation Report for the City of Castle Rock provided by the Cowlitz County Assessor. A summary of the budgetary needs, and estimated tax revenues was provided as a basis for determining the ad valorem needs for fiscal year 2011. Both reports were made available to the public prior to this meeting.

There being no public comment, Mayor Helenberg closed the Public Hearing at 8:09 p.m.

Public Hearing: Proposed budget for fiscal year ending December 31, 2011, including a proposed increase in the storm water utility fee. A copy of the Mayor's Budget Message outlining these issues was also available to the public prior to this meeting. Mayor Helenberg opened the public hearing at 8:09 p.m., to take public testimony.

Covington reviewed the proposed budget of \$9,355,291 which is approximately 15.5% higher than in 2010, primarily due to increases in proposed expenditures for the Cowlitz Street West Revitalization Project, budgeted for \$1,183,500. The only wage increases are those specified by collective bargaining agreement. Projects and capital purchases were reviewed.

Mayor Helenberg warned that a lot of corners were cut, however if 2011 second quarter revenues are not received as projected, further cuts may be needed in the second half of the year. This could include staff layoffs.

Councilmember Teter cautioned that for the past few years, Exhibit Hall expenditures have been exceeding revenues. The beginning fund balance is nearly expended. Covington noted that the cost for the AWESOME brochure is taken from this fund.

There being no further comments, Mayor Helenberg closed the Public Hearing at 8:15 p.m. and resumed regular session.

## REGULAR AGENDA

### OLD BUSINESS -

Ordinance No. 2010-16, an ordinance regarding parking violation penalties, on second reading. Councilmember Teter made a motion, seconded by Queen to approve Ordinance 2010-16, on second reading. By roll call vote, unanimous Aye.

Ordinance No. 2010-17, an ordinance repealing Castle Rock Municipal Code, Chapter 1.24 regarding labor by prisoners, on second reading. Councilmember Reilly made a motion, seconded by Queen to approve Ordinance 2010-17, on second reading. By roll call vote, unanimous Aye.

Council approval and adoption of the city's Title VI Implementation Plan. Councilmember Mask made a motion, seconded by Teter to adopt the Title VI Implementation Plan, on second reading.

Discussion: In response to a question from Councilmember Mask, City Attorney Frank Randolph noted that plan includes training requirements.

Vote on motion: Unanimous Aye.

Council consideration to allow employees the option for direct deposit of payroll checks. Councilmember Mask made a motion, seconded by Queen provide employees the option for direct deposit of payroll checks.

Discussion: Clerk-Treasurer Ryana Covington requests delaying implementation of this directive until the new software has been installed.

Vote: By roll call vote, unanimous Aye.

Mayor Helenberg stated the option for direct deposits will be available after the new software has been installed.

### NEW BUSINESS –

Request for approval of engineering Supplement No. 3; Cowlitz Street West in the amount of \$44,500 for a total engineering contract of \$359,350.

City Engineer Mike Johnson detailed that the Cowlitz Street West Revitalization Project has been continually changing, as additional funding has been awarded. Johnson reviewed the additional scope of work. In response to a question from Councilmember Mask, Johnson noted that Exhibit A includes a detailed breakdown of tasks and hours. Public Works Director David Vorse clarified that this complicated project required additional design for new components after being awarded an additional Rural Development and energy grant.

Councilmember Mask made a motion, seconded by Queen to approve Engineering Supplement No. 3 with Gray & Osborne for the Cowlitz Street West Revitalization Project in the amount of \$44,500 for a total engineering contract of \$359,350. By roll call vote, unanimous Aye.

Request for removal of 10 bushes; located in alley behind 511 Fourth Avenue SW.

Vorse presented a resident's request to remove a row of approximately ten bushes with an estimated length of 40 feet and a height of fourteen feet located in the alley right-of-way, between Fourth and Fifth Avenue SW in the 500 block. Although these bushes appear healthy they obstruct passage.

Councilmember Queen made a motion to allow the resident to remove these bushes to improve access. Motion died for lack of a second.

Councilmember Mask made a motion to allow the resident to trim these bushes without removing them. Motion died for lack of a second.

Approval to purchase Bobcat sweeper attachment in the amount of \$4,135. Funding source: Public Works Vehicle Replacement Fund.

Vorse presented a quote to purchase a sweeper attachment for the Bobcat. A cost comparison revealed the cost of a used 72 inch sweeper is \$3,500 and a new one is \$3,841. This purchase would be funded from the Public Works Vehicle Replacement Fund. This attachment would be used to sweep the trail around 'The Rock'.

Councilmember Mask made a motion, seconded by Reilly to purchase a new sweeper attachment for the Bobcat in the amount of \$3,841 plus tax, from the Public Works Vehicle Replacement Fund. By roll call vote, unanimous Aye.

Approval of Interlocal Agreement GCA 6518 among Cowlitz County, Washington State Department of Transportation and Cowlitz County cities for a street waste beneficial reuse facility.

Vorse detailed that this agreement provides for landfill modifications to recycle street sweepings by running them through a screen. This service will cost \$17 per ton to use and the agency will return with clean fill.

Councilmember Mask made a motion, seconded by Teter to approve the Interlocal Agreement GCA 6518 among Cowlitz County, Washington State Department of Transportation and Cowlitz County cities for a street waste beneficial reuse facility. By roll call vote, unanimous Aye.

Review of Roy Henson correspondence dated October 26, 2010 requesting council consideration to amend city ordinance (codified as Section 13.06.030) increasing water/sewer utility deposits from \$80 to \$160 for new customers.

Mr. Henson pointed out that while rates have increased, the utility deposit has not. This creates a hardship for landlords when a tenant leaves an outstanding bill. He felt the utility deposit should be increased to cover the cost of an average bill. Henson stated the rental deposit that landlords also require is intended for damages; not for unpaid utilities.

Councilmember Mask would like this issue reviewed in a workshop meeting. Councilmember Teter noted that this is not a city concern as the city cannot charge a different deposit for renters than for homeowners. Mr. Henson added that there is Washington State legislation pending to make water bills the responsibility of the person and not attached to the property.

Councilmember Mask made a motion to table this item for consideration at a later date.

Utility leak adjustment approval in the amount of \$432.00 submitted by Karen Janisch,

Front Avenue SW. Councilmember Teter made a motion, seconded by Mask to approve a utility adjustment for 706 Front Avenue SW in the amount of \$432.00, provided that this is not the second leak adjustment. By roll call vote, unanimous Aye.

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 first reading. Councilmember Queen made a motion, seconded by Teter to approve Ordinance No. 2010-18, 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 first reading. By roll call vote, unanimous Aye.

Ordinance No. 2010-19, an ordinance adopting the City of Castle Rock budget for fiscal year ending December 31, 2011, on first reading. Councilmember Reilly made a motion, seconded by Queen to approve Ordinance No. 2010-19, adopting the City of Castle Rock budget for fiscal year ending December 31, 2011, on first reading. By roll call vote, unanimous Aye.

Mayor Helenberg added an agenda item; consideration to decrease the boat launch annual pass from \$100 to \$60 per year for fiscal year 2011.

Queen noted that due to the annual pass fee, an estimated 50% of those launching are still using the river bar at the end of Camelot. Covington stated if council decides to amend the rates, they will need to pass a resolution. The next numbered resolution would be 2010-11.

Mayor Helenberg stated as of October 31, 2010, the Boat Launch fun balance is \$6,690.52.

Councilmember Mask noted that council was going to readdress the issue in 2011, however there is a need to do so earlier, since Councilmember Reilly will not be able to attend any December meetings due to a health issue. Mask felt that the launch can be supported with a \$60 annual pass. Councilmember Teter disagreed and requested council review statistics of users before making any decision to reduce the fee. Teter noted that the launch has been open for less than a year. Mayor Helenberg agreed that the daily parking fee brings in more revenue than the annual pass. Queen stated no other boat launch facility in the area charges as much for an annual pass. Mayor Helenberg stated that the minute the launch begins costing the city money, the launch will be closed; which was the original stipulation set by the city council approximately four years ago. The launch needs to be self-supporting.

Daily News Reporter Barbara LaBoe asked why action is being taken on an issue not included on the agenda. City Attorney Frank Randolph noted it is the city's option to include additions during an open meeting.

Covington stated eighteen annual passes have been issued since the launch opened in June.

Councilmember Queen made a motion, seconded by Mask to approve Resolution No. 2010-11, a resolution amending Resolution 2010-06 to reduce the annual parking fee from \$100 to \$60, on first reading.

Discussion: Councilmember Teter wants information on the amount of daily passes that have been sold and also wants further discussion before the issue is passed. Jack Davis, citizen, requests that the area below Camelot be closed to launching of boats. Mayor Helenberg stated the city does not have jurisdiction and he suggested Mr. Davis contact the county commissioners with his request.

Vote on motion: Councilmember Teter voted 'Nay', with the remaining councilmembers voting 'Aye'. Motion passed. Councilmember Teter felt this decision is being made without having enough data to ascertain if the reduction will produce the needed revenues to support the launch expenses.

ADJOURNMENT

Mayor Helenberg closed the meeting at 8:59 p.m.

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Mayor Paul Helenberg

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Clerk-Treasurer