

CALL TO ORDER

Mayor Paul Helenberg called the November 25, 2019 regular 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, Lee Kessler, Earl Queen, Paul Simonsen, and Ellen Rose.

Also present: Librarian Vicki Selander, Police Chief Scott Neves, City Attorney Nicole Tideman, Public Works Director Dave Vorse, and Clerk-Treasurer Carie Cuttonaro.

AGENDA APPROVAL

Councilmember Queen made a motion, seconded by Rose to approve the agenda as presented. Motion carried by roll call vote, unanimous 'Aye'.

BUSINESS FROM THE FLOOR

None

DEPARTMENT REPORTS

Police Chief Scott Neves

-attended the Washington Association of Sheriffs and Police Chiefs conference last week. A lot of information will be coming out on the new investigative teams on the statewide use of force. Hope to have information to report to Council soon.

Mayor Helenberg stated the City had received a letter from Norby Johnson in Gig Harbor. Mr. Johnson was the incident commander for Battalion Chief Mike Zainfeld's service. The letter states Chief Neves did an outstanding job and was willing to help in any capacity needed. Mayor Helenberg thanked Chief Neves for the work he did, how cooperative he was and how he represented the City and the County.

Chief Neves added he is being recruited to participate on Type III's management team. He will be discussing what kind of impact that may have with the Mayor.

Librarian Vicki Selander

-due to reduced funding, the library hours will be changed to Monday through Thursday 1:00 PM – 5:00 PM and Friday 10:00 AM – 2:00 PM. The change in hours will be in effect beginning December 9th.

Mayor Helenberg added that the Library Board met this morning and these are the hours recommended by Selander. The Library Board will be meeting with the Friends of the Library to see if they can have some volunteers help out.

Council and Ad Hoc Committees

Councilmember Ellen Rose

-reported the first ever group from England is coming over in mid-August for "autumn leaves".

CONSENT AGENDA

Meeting Minutes

1. Approve the minutes of the November 12, 2019 Regular Council Meeting.
2. Approve the minutes of the November 18, 2019 Special Council Meeting.

Councilmember Queen made a motion, seconded by Rose to approve the Meeting Minutes. Motion carried by roll call vote, Councilmembers Lee, Queen, Simonsen and Rose voted 'Aye'.

Councilmember Kessler abstained.

CONSENT AGENDA, continued

Ordinance, second reading

1. Request for Approval – Ordinance No. 2019-05, an ordinance fixing the amount to be raised by Ad Valorem taxes for the 2020 budget, on second reading.

Councilmember Kessler made a motion, seconded by Queen to approve Ordinance No. 2019-05, an ordinance fixing the amount to be raised by Ad Valorem taxes for the 2020 budget, on second reading. Motion carried by roll call vote, unanimous 'Aye'.

PUBLIC HEARING

Mayor Helenberg closed regular session at 7:45 PM to convene a Public Hearing to take public testimony on the proposed budget for fiscal year ending December 31, 2020, including a proposed 2.5% increase in water, sewer and stormwater utility rates. No public comment was offered. Mayor Helenberg closed the Public Hearing at 7:45 PM and resumed regular session.

OLD BUSINESS

none

NEW BUSINESS

1. Councilmember Queen made a motion, seconded by Rose to approve and sponsor Special Event Permit #2019-0026; CRCDA's request to host 'Festival of Lights' on Saturday, December 14, 2019. Motion carried by roll call vote, unanimous 'Aye'.
2. Public Works Director Dave Vorse presented the Rural Transition Area Program that replaces the discontinued Urban Growth Area. The RTA establishes a boundary for the water and sewer service area, and how the City and Cowlitz County will work together. The RTA will allow residences to hook up to the system if they choose to, but does not force anyone to. Industrial, commercial (not agricultural), and residential developments of four or more units shall utilize City or County services if any part of the property is within 200' of existing services. The RTA also provides for better cooperation with the City and the County, in order to decide the best development standard.

In response to Councilmember Rose's question, Vorse stated that within the boundary line, the City would be responsible for the system, as it exists. Future developments would add mains to the existing system, and if it is located inside the boundary line, it is the responsibility of the City to maintain, but if it is outside the boundary line, it is the responsibility of the County to maintain.

Councilmember Kessler made a motion, seconded by Rose to approve the Rural Transition Area Program. Motion carried by roll call vote, unanimous 'Aye'.
3. This item was tabled to the next meeting.
4. Clerk-Treasurer Carie Cuttonaro stated that under our current analysis checking account, we need to maintain a minimum balance in order to not receive charges on the account. Currently, the daily courier charges are \$698.75 per month and will be increasing to \$1,200. This charge itself requires an average balance of \$1.4MM in the bank to break even. We have received a quote of \$11 per day for courier services that would relieve the minimum balance requirement and allow us to invest that money instead.

Councilmember Kessler made a motion, seconded by Queen to approve pursuit of a daily courier service contract with Columbia Security at \$11 per day. Motion carried by roll call vote, unanimous 'Aye'.

5. Councilmember Kessler made a motion, seconded by Rose to approve the updates as presented to the Capital Facilities Plan. Motion carried by roll call vote, unanimous 'Aye'.
6. Councilmember Kessler made a motion, seconded by Queen to approve Resolution No. 2019-06, a resolution relating to setting rates and minimum charge for water and sewer services to City of Castle Rock customers, and amending Resolution No. 2018-14, on first reading. Motion carried by roll call vote, unanimous 'Aye'.
7. Councilmember Queen made a motion, seconded by Kessler to approve Resolution No. 2019-07, a resolution of the City of Castle Rock, Washington, authorizing the financing of equipment through the State Treasurer, LOCAL Program, on first reading.
Discussion: The application has been approved through the Office of the State Treasurer, but is awaiting third party approval.
Motion carried by roll call vote, unanimous 'Aye'.
8. Mayor Helenberg was approached by the County and the benefit to the City if this was to pass would be around \$3,500 for low income housing. We can coordinate with the County to help low income families with rent and utility bills.
Councilmember Queen made a motion to approve Resolution No. 2019-08, a resolution of the City Council of the City of Castle Rock, Washington declaring the intent of the City of Castle Rock to adopt legislation to authorize a sales and use taxes for affordable and supportive housing in accordance with Substitute House Bill 1406 (Chapter 338, Laws of 2019), and other matters related thereto, on first reading.
Councilmember Lee questioned the cost to the sales tax payer. Cuttonaro stated this doesn't add an additional tax, but uses a portion of the tax already being collected. Mayor Helenberg stated this will not go to the voters, as it has already been approved. The revenue comes out of the State's portion of the taxes, not the City's.
Councilmember Kessler seconded the motion above. Motion carried by roll call vote, unanimous 'Aye'.
9. Councilmember Kessler made a motion, seconded by Queen to approve Ordinance No. 2019-06, an ordinance amending, in part, City of Castle Rock, Washington, Municipal Ordinance No. 2018-13, Stormwater Management Services by amending charges for all classifications, on first reading. Motion carried by roll call vote, unanimous 'Aye'.
10. Councilmember Kessler made a motion, seconded by Queen to approve Ordinance No. 2019-07, an ordinance of the City of Castle Rock, Washington authorizing the acquisition of personal property and execution of a financing contract and related documentation relating to the acquisition of said personal property, on first reading. Motion carried by roll call vote, unanimous 'Aye'.
11. Councilmember Kessler made a motion, seconded by Queen to approve Ordinance No. 2019-08, an ordinance amending the budgetary appropriations for fiscal year ending December 31, 2019 for the City of Castle Rock, Washington to include the following funds: General (Executive Department, Municipal Court, Police, Planning, Non-Departmental), Streets, Building Department, Local Criminal Justice, Water/Sewer Operating, Regional Water, Regional Sewer, and Regional Water Capital Improvement, on first reading. Motion carried by roll call vote, unanimous 'Aye'.

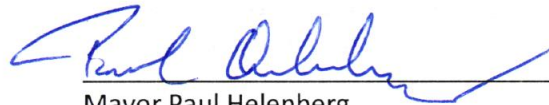
12. Councilmember Queen made a motion, seconded by Kessler to approve Ordinance No. 2019-09, an ordinance adopting the budget of the City of Castle Rock, Washington for the fiscal year ending December 31, 2020, on first reading. Motion carried by roll call vote, unanimous 'Aye'.
13. Councilmember Kessler made a motion, seconded by Queen to approve Ordinance No. 2019-10, an ordinance amending, City of Castle Rock, Municipal Code Chapter 13.16 Retail Water Sales, on first reading. Motion carried by roll call vote, unanimous 'Aye'.
14. Councilmember Queen made a motion, seconded by Rose to approve Ordinance No. TBD-2019-01, an ordinance adopting the budget of the Castle Rock City Transportation Benefit District, Castle Rock, Washington for the fiscal year ending December 31, 2020, on first reading. Motion carried by roll call vote, unanimous 'Aye'.

ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 8:03 PM.



Clerk-Treasurer Carrie Cuttonaro



Mayor Paul Helenberg