CASTLE ROCK CITY COUNCIL AGENDA

Regular Meeting: Monday, November 27, 2023
7:30 PM

Location
Castle Rock Senior Center
222 Second Ave SW
Castle Rock, WA 98611

AGENDA

To join this meeting from your computer, tablet or smartphone: https://global.gotomeeting.com/join/201632365
To join this meeting using your phone: +1 (646) 749-3112 **Access Code:** 201-632-365 (*Press *6 to speak)*
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1. CALL TO ORDER

a. Pledge of Allegiance

b. Roll Call

c. Changes to Agenda

2. PROCLAMATIONS & PRESENTATIONS

a. Presentation by Ethan Metcalf, Eagle Scout

3. CITIZEN COMMENTS - maximum 3 minutes

4. DEPARTMENT REPORTS

- City Attorney Frank Randolph
- Police Chief Charlie Worley
- Public Works Director Dave Vorse
- City Engineer Tom Gower
- Clerk-Treasurer Carie Cuttonaro

5. COUNCIL AND AD HOC COMMITTEE REPORTS

- Mayor / Mayor Pro-Tempore / Councilmembers

    1. Request to hold TBD Meeting on December 11, 2023 at 7:00 PM.

- CRCDA Representative

6. PUBLIC HEARINGS

a. Purpose: To take testimony on the proposed budget for fiscal year ending December 31, 2024, including a proposed 5% increase in all water rates, 5% increase in all sewer rates, and 10% increase in all stormwater rates. Second Public Hearing will be held on December 11, 2023 during the Regular Council Meeting. (page 4-13)

7. CONSENT AGENDA

8. OLD BUSINESS

a. Ordinance No. 2023-11, an ordinance fixing the amount to be raised by Ad Valorem taxes for the 2024 budget, on second reading. (page 14)

9. NEW BUSINESS

a. Review and approval of the 2024 - 2029 Capital Facility Plan. (page 15-33)

b. Review and approval of the 2024 Salary Schedule.

c. Ordinance No. 2023-12, an ordinance amending the budgetary appropriations for fiscal year ending December 31, 2023 for the City of Castle Rock, Washington to include the following funds: General (Parks, Planning, Non-Department), Street, Local Criminal Justice, Water, Stormwater Management, Stormwater Capital, on first reading. (page 34-35)

d. Resolution No. 2023-06, a resolution relating to setting rates and minimum charge for water and sewer services to City of Castle Rock customers, and amending Resolution No. 2022-09, on first reading. (page 36-38)

e. Resolution No. 2023-07, a resolution providing for reduced base rates to be charged to low-income senior citizens for water and sanitary sewer services and limiting the annual aggregate of such reductions to approximately $10,000 per calendar year, and amending Resolution No. 2022-07, on first reading. (page 39-41)

f. Ordinance No. 2023-13, an ordinance amending, City of Castle Rock, Municipal Code Chapter 13.16 Retail Water Sales, on first reading. (page 42)

g. Ordinance No. 2023-14, an ordinance amending, in part, City of Castle Rock, Washington, Municipal Ordinance No. 2022-14, stormwater management services by amending charges for all classifications, on first reading. (page 43-44)

h. Ordinance No. 2023-15, an ordinance adopting the budget of the City of Castle Rock, Washington for the fiscal year ending December 31, 2024, on first reading. (page 45-47)

i. Ordinance No. TBD-2023-01, an ordinance adopting the budget of the Castle Rock City Transportation Benefit District, Castle Rock, Washington for the fiscal year ending December 31, 2024, on first reading. (page 48-49)

j. Special Event Permit #2023-0020; Castle Rock Community Development Alliance (CRCDA) - Festival of Lights; December 9, 2023 between 2:00 PM and 7:00 PM; insurance has been received. Request for street closures include: (page 50-60)

- Cowlitz St E and W from the railroad tracks to 3rd Ave SW
- Front Ave NW and SW from A St SW to the Pastime
- 100 Block of: 1st Ave SW, 2nd Ave SW, and 3rd Ave SW

10. OTHER BUSINESS

11. ADJOURNMENT

NEXT REGULAR COUNCIL MEETINGS:

4Q23	1Q24	2Q24	3Q24
~~October 09~~	January 08	April 08	July 08
~~October 23~~	January 22	April 22	July 22

~~November 13~~	February 12	May 13	August 12
~~November 27~~	February 26	Tuesday, May 28	August 26
December 11	March 11	June 10	September 09
Wednesday, December 27	March 25	June 24	September 23

Non-Discrimination Statement: This institution is an equal opportunity provider and employer. If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at https://www.ascr.usda.gov/sites/default/files/Complain_combined_6_8_12_508_0.pdf or at any USDA office, or call 866.632.9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter by mail to USDA, Office of the Assistant Secretary for Civil Rights, 1400 Independence Ave, SW, Stop 9410, Washington, DC 20250-9410 or email to program.intake@usda.gov or by fax (202) 690-7442.

Title VI: The City of Castle Rock ensures compliance with Title VI of the Civil Rights Act of 1964 and American Disabilities Act of 1990 by prohibiting discrimination against any person on the basis of race, color, national origin, sex or disabilities in the provision of benefits and services from its federal assisted programs and activities. If you need special accommodations to participate in this meeting, please contact Carie Cuttonaro at 360.274.8181 by 9:00 a.m. three days prior to the meeting.

City Council may add and take action on other items not listed on this Agenda.

CITY OF CASTLE ROCK
NOTICE OF BUDGET FILING AND PUBLIC HEARINGS FOR
2024 Fiscal Budget and 2024-2029 Capital Facilities Plan
Public Hearing Dates: November 27, 2023 and December 11, 2023

Notice is hereby given that the City of Castle Rock preliminary budget for fiscal year ending December 31, 2024 and the 2024-2029 Capital Facilities Plan have been filed with the City Clerk and will be available to the public on November 20, 2023.

The Castle Rock City Council will hold the first public hearing on the 2024 Budget and Capital Facilities Plan on November 27, 2023, and the second on December 11, 2023 during the regular meeting of the Castle Rock City Council starting at 7:30 PM. The City Council meetings are conducted at the Castle Rock Senior Center, 222 Second Avenue SW, Castle Rock, Washington. Details for joining the meeting virtually are below and will be published with an online agenda by November 26, 2023 and December 10, 2023 at ci.castle-rock.wa.us under 'Government', 'Council Agendas & Minutes'. Public comment can be submitted in advance to ccuttonaro@ci.castle-rock.wa.us.

Please click this link to join the webinar: https://global.gotomeeting.com/join/201632365. To join by phone, please dial 1 (646) 749-3112 and enter the Access Code 201-632-365.

The public is encouraged to attend and provide testimony for the final budget. These hearings may be continued without further publication by announcement of the date, time and place of the continued hearing at the hearing. For further information, please contact Clerk-Treasurer Carie Cuttonaro at (360) 274-8181 during regular business hours.

Published: The Daily News November 9, 2023

Budget Message; November 27, 2023

To: Legislative Body
From: Mayor Paul Helenberg
Subject: Budget Request; Fiscal Year Ending December 31, 2024

I am pleased to submit for your consideration the 2024 proposed Annual Budget for the City of Castle Rock.

Copies of the proposed expenditure and revenue reports for 2024 have been distributed and are available to the public. A comparison outlining expenditure appropriations (including allocation for ending fund balance) is provided below for each fund:

Description of Fund	Budget 2022	Actual 2022	Budget 2023	Jan - Sep Actual 2023	Budget 2024
General Fund					
Ending Fund Balance	1,114,741	1,434,769	1,152,348	-	753,612
Executive	76,157	63,722	87,946	57,285	92,712
Court	104,585	73,215	84,010	58,153	95,510
Finance	140,794	132,516	218,426	129,619	173,011
Police	1,119,889	1,132,402	1,260,909	903,055	1,356,730
Parks	12,526	4,171	13,860	42,062	16,765
Planning	76,814	121,946	128,848	89,911	145,220
Non-Departmental	213,244	189,057	483,108	299,695	846,459
Fund Total	**2,858,750**	**3,151,798**	**3,429,455**	**1,579,780**	**3,480,019**
Petty Cash/Change Fund					
Ending Fund Balance	760	760	760	-	760
Fund Total	**760**	**760**	**760**	**-**	**760**
Street Fund					
Ending Fund Balance	9,584	15,176	5,729	-	4,814
Fund Total	**176,558**	**232,457**	**196,358**	**147,550**	**244,417**
Building Code Fund					
Ending Fund Balance	31,827	65,665	56,026	-	82,398
Fund Total	**77,482**	**106,724**	**107,155**	**29,244**	**129,883**
Visitor Center Fund					
Ending Fund Balance	27,980	9,959	264	-	12,065
Fund Total	**50,504**	**60,551**	**19,793**	**14,352**	**31,694**
Library Fund					
Ending Fund Balance	41,517	15,457	4,533	-	7,624
Fund Total	**78,572**	**33,077**	**40,099**	**11,207**	**49,915**
Criminal Justice Fund					
Ending Fund Balance	30,130	31,918	32,840	-	42,068
Fund Total	**31,797**	**32,750**	**34,507**	**812**	**43,735**

Description of Fund	Budget 2022	Actual 2022	Budget 2023	Jan - Sep Actual 2023	Budget 2024
Local Criminal Justice Fund					
Ending Fund Balance	128,504	95,469	145,680	-	140,024
Fund Total	**153,634**	**180,547**	**185,408**	**36,140**	**170,324**
Accumulative Reserve					
Ending Fund Balance	20,207	20,459	20,325	-	21,094
Fund Total	**20,207**	**20,459**	**20,325**	**-**	**21,094**
CDBG Grant Home Rehab Fund					
Ending Fund Balance	188,414	203,767	201,387	-	209,269
Fund Total	**189,414**	**203,767**	**202,387**	**-**	**210,269**
DOT Spoil Site Fund					
Ending Fund Balance	36,946	(34,273)	18,588	-	6,516
Fund Total	**219,966**	**122,794**	**376,803**	**87,794**	**68,106**
Public Works Vehicle Replacement Fund					
Ending Fund Balance	47,873	60,131	734	-	1,427
Fund Total	**67,873**	**68,604**	**89,734**	**88,886**	**31,427**
Police Vehicle Replacement Fund					
Ending Fund Balance	10,000	10,109	45	-	31,412
Fund Total	**10,000**	**10,109**	**70,045**	**60,086**	**31,412**
Drug Enforcement Fund					
Ending Fund Balance	3,359	3,195	3,376	-	3,486
Fund Total	**3,359**	**3,195**	**3,376**	**-**	**3,486**
Low Income Housing Fund					
Ending Fund Balance	58,629	59,572	62,173	-	67,543
Fund Total	**58,629**	**59,572**	**62,173**	**-**	**67,543**
Swimming Pool Construction Fund					
Ending Fund Balance	117,275	152,367	161,494	-	167,496
Fund Total	**117,275**	**152,367**	**161,494**	**-**	**167,496**
REET Capital Fund					
Ending Fund Balance	82,406	138,948	22,431	-	1,568
Fund Total	**139,206**	**173,037**	**167,231**	**33,020**	**200,368**
Street Construction Capital Fund					
Ending Fund Balance	4,996	(9,311)	25,299	-	-
Fund Total	**531,746**	**446,409**	**432,299**	**43,808**	**872,000**
Water/Sewer Operating					
Water - Ending Fund Balance	315,613	449,150	396,913	-	410,336
Water Total	**1,382,025**	**1,487,316**	**1,402,698**	**750,362**	**1,515,136**

Description of Fund	Budget 2022	Actual 2022	Budget 2023	Jan - Sep Actual 2023	Budget 2024
Sewer - Ending Fund Balance	315,613	449,150	396,913	-	410,336
Sewer Total	**1,469,370**	**1,557,332**	**1,398,001**	**810,689**	**1,504,344**
Fund Total	**2,851,395**	**3,044,648**	**2,800,699**	**1,561,051**	**3,019,480**
Regional Water Fund					
Ending Fund Balance	463,752	523,439	546,797	-	556,071
Fund Total	**1,045,358**	**1,086,620**	**1,157,833**	**500,384**	**1,224,885**
Regional Sewer Fund					
Ending Fund Balance	-	-	-	-	-
Fund Total	**519,185**	**566,283**	**-**	**-**	**-**
Stormwater Management Fund					
Ending Fund Balance	3,012	(6,666)	7,867	-	3,902
Fund Total	**156,471**	**155,031**	**152,824**	**112,552**	**192,584**
Stormwater Capital Reserve Fund					
Ending Fund Balance	10,195	19,984	9,105	-	474
Fund Total	**15,195**	**34,435**	**34,105**	**13,654**	**155,474**
Regional Water Capital Fund					
Ending Fund Balance	4,529	77,596	44,530	-	51,607
Fund Total	**67,546**	**91,621**	**60,755**	**9,537**	**123,832**
Municipal Water Capital Fund					
Ending Fund Balance	204,851	1,285,970	7,951	-	43,438
Fund Total	**3,475,951**	**1,484,965**	**4,430,651**	**2,860,886**	**1,882,138**
Water Reserve Fund					
Ending Fund Balance	197,848	200,252	205,272	-	213,184
Fund Total	**197,848**	**200,252**	**205,272**	**-**	**213,184**
Sewer Reserve Fund					
Ending Fund Balance	298,057	301,864	317,658	-	329,860
Fund Total	**298,057**	**301,864**	**317,658**	**-**	**329,860**
Sewer Loan Reserve Fund					
Ending Fund Balance	18,186	18,413	19,938	-	20,686
Fund Total	**18,186**	**18,413**	**19,938**	**-**	**20,686**
Short Lived Asset Reserve Fund					
Ending Fund Balance	43,450	43,997	47,036	-	48,819
Fund Total	**43,450**	**43,997**	**47,036**	**-**	**48,819**
Municipal Sewer Capital					
Ending Fund Balance	75,882	256,441	69,653	-	75,143
Fund Total	**276,982**	**293,497**	**270,753**	**147,404**	**719,243**

Description of Fund	Budget 2022	Actual 2022	Budget 2023	Jan - Sep Actual 2023	Budget 2024
Boat Launch Facility Fund					
Ending Fund Balance	19,761	44,766	28,969	-	28,836
Fund Total	**1,04,739**	**71,114**	**1,059,448**	**432,505**	**1,058,915**
Utility Deposit Fund					
Ending Fund Balance	68,871	75,096	74,247	-	80,986
Fund Total	**78,871**	**81,195**	**84,247**	**4,531**	**92,986**
State Custodial Pass-Thru Fund					
Ending Fund Balance	2,858	2,360	2,318	-	1,841
Fund Total	**27,368**	**9,692**	**26,828**	**7,427**	**26,821**
Grand Total - All Funds	**14,902,334**	**12,524,602**	**16,267,449**	**7,382,612**	**14,932,855**

The 2024 budget as proposed is approximately 8% less than in 2023 primarily due to a decrease in large capital projects in 2024.

The budget is balanced by a levy of $425,000 for general fund purposes. Examples of general fund purposes include: administrative, court, clerical, police, parks, planning, economic development, and interagency debt/contracts.

The estimated yield from retail sales and use taxes is $640,000. This estimate is $15,000 more than what was budgeted in 2023. This estimate is based on the historical collection activity. It should be noted that it is difficult to predict sales tax revenue due to economic fluctuations and construction projects in process in the City.

Other general operating revenue sources include utility taxes for natural gas, telephone services, electric, water, sewer, stormwater and garbage.

Comparison of all revenue sources available is as follows:

	Actual 2022	Estimated 2023	Estimated 2024
Beginning Fund Balance	5,698,353	5,840,370	5,488,135
Taxes	1,812,807	1,703,900	1,775,200
Licenses/Permits	130,841	213,575	222,010
Intergovernmental Revenues	686,474	314,830	373,680
Grants/Loans	290,232	4,576,137	3,024,500
Charges for Goods/Services	2,828,687	2,743,427	2,911,467
Fines/Forfeits	9,975	12,200	12,200
Miscellaneous Revenue	98,168	86,155	72,000
Non-Revenues (Pass-Through to Other Sources)	15,140	10,000	12,000
Loss/Sale of Fixed Assets	43,692	50,000	25,000
Total Interfund Transfers	918,540	487,640	989,842
Total All Estimated Revenue Sources	**12,532,910**	**16,038,234**	**14,906,034**

PERSONNEL:

The Public Works Department is maintaining two seasonal part-time positions, and one part-time Heavy Equipment Operator position. A previous apprentice position was transitioned to full-time in 2023. Two additional seasonal part-time positions are included in the budget for 2024.

Employee Medical Coverage:
There is a budgeted increase of 8% for medical, dental and vision premiums in 2024, however the actual premium rate information has not been released.

Budgeted Cost of Living Increases:

Collective Bargaining Contract	Percentage
Clerical	2.50%
Public Works	3.00%
Police	3.00%

Employment Agreement	Percentage
Chief of Police	4.00%
Clerk-Treasurer	4.00%
Public Works Director	4.00%

Non-Bargaining	Percentage
Police On-Call	3.00%
All Others	3.00%

Minimum Wage	Rate Per Hour
2023 (8.6% Increase)	15.74
2024 (3.4% Increase)	16.28

2024 Percentage Cost Allocation

Position	EE	Finance	Building	Planning	Regional Water	Water	Sewer	Street	Storm water	Park	Exec	DOT Spoils	Boat Launch	Total
Clerk-Treasurer	CC	60	1	1	4	16	16		2					100
Deputy Clerk II	KA	20	12	14		25	25		4					100
Deputy Clerk II	CH	31			8	29	29		3					100
Deputy Clerk I	CC				35	20	40		5					100
Public Works Director	DV				20	15	35	10	10		10			100
Senior Plant Operator	TS				40	35	25							100
Wastewater Treatment Plant Operator	MS				35	15	40		10					100
PW Maintenance	PM				20	30	35	5	10					100
PW Maintenance	BA				10	30	20	20	20					100
PW Maintenance	AK				15	30	25	20	10					100
PW Maintenance	LR				25	15	60							100
PW Maintenance	NE				20	40	20	10	10					100
PT Heavy Equipment Operator	WK					50	30		20					100
PT Summer Help								80		20				100
PT Summer Help								80		20				100
PT Summer Help						50	50							100
PT Summer Help						50	50							100

Annual assessment of worker hours between funds was completed earlier in the year with minimal changes. Budget reflects changes in percentage allocation of salary/benefits to reflect personnel service time between funds. This table reflects the assessment results, effective 2024 fiscal year budget. (Note: Police, Building Official, and Library personnel are allocated in their own funds and are not included in the above table.)

The following grant funded projects are included in the 2024 budget:

Grant Source	Grant/Project	Budget
Department of Justice	Bureau of Justice Vest Program	1,000
WA Traffic Safety Commission	Impaired Driving	1,000
WA Association of Sheriffs and Police Chiefs	Sex Offender Grant	1,800
WA Traffic Safety Commission	Seat Belt	600
WA Traffic Safety Commission	Distracted Driver	600
WA Traffic Safety Commission	Flex Funding	1,000
WA Traffic Safety Commission	Traffic Safety Related Events	1,500
WA Traffic Safety Commission	Supervisory	1,500
Association of WA Cities	Loss Control Grant	5,500
Federal Highway Administration	6 Rivers Regional Trail Construction/Design	387,000
Transportation Improvement Board	Jackson St Sidewalk	284,000
Cowlitz County	Exit 48 & Carpenter Rd Utilities	1,000,000
CERB	Exit 48 Water Main Extension	319,000
Recreation & Conservation Office	Boat Launch	712,000
Recreation & Conservation Office	Boat Launch	20,000
Port of Longview	Boat Launch (RCO Match)	288,000
	Total Grant Funding	**3,024,500**

Capital Projects (Reimbursed by REET Funds):

Fund	Department	Project	Budget
General Fund	Finance Department	Office Addition (continued)	20,000
		Cashier Camera	2,500
	Police Department	Portable Radio Program	2,000
		Taser/Video Body Camera Program	11,000
		Patrol Rifle Program	4,000
		Less-lethal Launcher	3,500
		Handgun Program	4,800
		Radio Antenna	3,000
		Impound Garage	50,000
		Computers	4,500
	Parks	Gateway & Old Jail Park Signs	2,000
		Cameras at Old Jail Park	1,500
		Coldwater Park Improvements	2,000
	Non-Department	City Hall Exterior Paint	5,000
DOT	Parks	Park Signs	3,000
		RV Pay Station Construction	4,000
		Lion's Pride Park Curbing	10,000
		Cameras	3,000
Street Construction		Exit 49 Wi-Fi System	3,000
		Cowlitz View Ct Enhancement	25,000

		Refuse Containment	10,000
Library		Roof Replacement	25,000
		Total Funds reimbursed by REET	**198,800**

Capital Projects Continued:

General – Police	Computers	2,160
General – Non-Department	Agenda Management Software	4,000
	City Hall Building Sign	2,000
	Animal Capture & Holding Equipment	5,000
	City of Smiles Signs	4,000
Streets	Machinery & Equipment	1,000
Visitor Center	Improvements other than Buildings	2,150
	Machinery & Equipment	1,000
	Buildings & Structures	5,500
Local Criminal Justice	Computer Equipment	1,800
DOT Spoils Site	Machinery & Equipment	7,000
Public Works Vehicle Replacement	Vehicle Purchase	30,000
Street Construction	City-Wide Restoration	27,000
	Chip Seal Projects	35,000
	Jackson St Sidewalk	300,000
	6 Rivers Trail – Phase 2 - Design	50,000
	6 Rivers Trail – Phase 2 - Construction	382,000
	Pedestrian Crossing Signal	40,000
Water/Sewer Operating	Machinery & Equipment – Meter Read	2,000
Regional Water Capital	Buildings & Structures	17,000
	Improvements other than Buildings	10,000
	Raw Water Line Easement (Collected 40,000)	10,000
Stormwater Capital	Improvements other than Buildings	105,000
	Machinery & Equipment	50,000
Municipal Water Capital	Buildings & Structures	35,000
	Improvements other than Buildings	85,000
	SR 411 Water Main Replacement	10,000
	Exit 48 & Carpenter Rd Utilities Project – CCRD 2MM	1,580,000
	Impound Garage / Pipe Storage	25,000
	Machinery & Equipment	15,000
Municipal Sewer Capital Impr	Improvements other than Buildings	10,000
	Machinery & Equipment	60,000
	Buildings & Structures	35,000
	Huntington Ave S Sewer & Gas Main Ext Project	33,000
	SR 411 Sewer Repair	62,000
	Exit 48 Sewer Force Main Extension – CCRD 2MM	419,000
	Impound Garage / Pipe Storage	25,000
Boat Launch	River Calming – Engineering / Permits	22,000
	River Calming – Construction	978,000
	Advertising	1,000

Proposed rate increases:

Proposed increases of 5% for all water rates, and 5% for all sewer rates, and 10% for all stormwater rates.

Rate increases to the base rates for Water and Sewer are necessary to fund the SR411 Water Main Replacement and Sewer Main Repair projects.

Rate increases to the consumption rates for Water and Sewer are budgeted to support operating costs increases, as well as projects. Water and Sewer O&M cost increases include reserves for a Raw Water Line Easement, several Water Main Improvements, Rehabilitation of Pizza Well #144. Rate increase to Stormwater includes Green Acres PS Valve, Pump Replacement/Repair and Levee Maintenance Work. Additional projects are listed in the Capital Outlay Requests.

Utility increases include the following:
- Water Base Charge: $2.09/month
- Sewer Base Charge: $1.80/month
- Stormwater Base Charge: $0.80/month

Increase of rate per 100 cubic feet of usage:
- Water: $0.27/100 cubic feet
- Sewer: $0.47/100 cubic feet

An example of customer impacts for water, sewer and stormwater rate increases is outlined below:

Current	**100 cf usage**	**500 cf usage**	**1,000 cf usage**	**1,500 cf usage**
Water Base Rate	41.79	41.79	41.79	41.79
Sewer Base Rate	36.06	36.06	36.06	36.06
Water Unit Rate	5.47	27.35	54.70	82.05
Sewer Unit Rate	9.46	47.30	94.60	141.90
Stormwater	7.99	7.99	7.99	7.99
Utility Tax (15%)	15.12	24.07	35.27	46.47
Total	**115.89**	**184.56**	**270.41**	**356.26**

Proposed	***100 cf usage***	***500 cf usage***	***1,000 cf usage***	***1,500 cf usage***
Water Base Rate	*43.88*	*43.88*	*43.88*	*43.88*
Sewer Base Rate	*37.86*	*37.86*	*37.86*	*37.86*
Water Unit Rate	*5.74*	*28.70*	*57.40*	*86.10*
Sewer Unit Rate	*9.93*	*49.65*	*99.30*	*148.95*
Stormwater	*8.79*	*8.79*	*8.79*	*8.79*
Utility Tax (15%)	*15.93*	*25.33*	*37.08*	*48.84*
Total	***122.13***	***194.21***	***284.31***	***374.42***

Effect on customer monthly charges by usage:

Current (CF)	Total	Water	Sewer	Storm Water	Tax (15%)
0	**98.72**	41.79	36.06	7.99	12.88
100	**115.89**	47.26	45.52	7.99	15.12
200	**133.06**	52.73	54.98	7.99	17.36
300	**150.22**	58.20	54.44	7.99	19.59
400	**167.39**	63.67	73.90	7.99	21.83
500	**184.56**	69.14	83.36	7.99	24.07
600	**201.73**	74.61	92.82	7.99	26.31
700	**218.90**	80.08	102.28	7.99	28.55
800	**236.07**	85.55	111.74	7.99	30.79
900	**253.24**	91.02	121.20	7.99	33.03
1000	**270.41**	96.49	130.66	7.99	35.27
1100	**287.58**	101.96	140.12	7.99	37.51
1200	**304.75**	107.43	149.58	7.99	39.75
1300	**321.92**	112.90	159.04	7.99	41.99
1400	**339.09**	118.37	168.50	7.99	44.23
1500	**356.26**	123.84	177.96	7.99	46.47

Proposed (CF)	*Total*	*Water*	*Sewer*	*Storm Water*	*Tax (15%)*
0	***104.11***	*43.88*	*37.86*	*8.79*	*13.58*
100	***122.13***	*49.62*	*47.79*	*8.79*	*15.93*
200	***140.15***	*55.36*	*57.72*	*8.79*	*18.28*
300	***158.17***	*61.10*	*67.65*	*8.79*	*20.63*
400	***176.19***	*66.84*	*77.58*	*8.79*	*22.98*
500	***194.21***	*72.58*	*87.51*	*8.79*	*25.33*
600	***212.23***	*78.32*	*97.44*	*8.79*	*27.68*
700	***230.25***	*84.06*	*107.37*	*8.79*	*30.03*
800	***248.27***	*89.80*	*117.30*	*8.79*	*32.38*
900	***266.29***	*95.54*	*127.23*	*8.79*	*34.73*
1000	***284.31***	*101.28*	*137.16*	*8.79*	*37.08*
1100	***302.34***	*107.02*	*147.09*	*8.79*	*39.44*
1200	***320.36***	*112.76*	*157.02*	*8.79*	*41.79*
1300	***338.38***	*118.50*	*166.95*	*8.79*	*44.14*
1400	***356.40***	*124.24*	*176.88*	*8.79*	*46.49*
1500	***374.42***	*129.98*	*186.81*	*8.79*	*48.84*

Proposed Increase (CF)	*Total*	*Water*	*Sewer*	*Storm Water*	*Tax (15%)*
0	***5.39***	*2.09*	*1.80*	*0.80*	*0.70*
100	***6.24***	*2.36*	*2.27*	*0.80*	*0.81*
200	***7.09***	*2.63*	*2.74*	*0.80*	*0.92*
300	***7.95***	*2.90*	*3.21*	*0.80*	*1.04*
400	***8.80***	*3.17*	*3.68*	*0.80*	*1.15*
500	***9.65***	*3.44*	*4.15*	*0.80*	*1.26*
600	***10.50***	*3.71*	*4.62*	*0.80*	*1.37*
700	***11.35***	*3.98*	*5.09*	*0.80*	*1.48*
800	***12.20***	*4.25*	*5.56*	*0.80*	*1.59*
900	***13.05***	*4.52*	*6.03*	*0.80*	*1.70*
1000	***13.90***	*4.79*	*6.50*	*0.80*	*1.81*
1100	***14.76***	*5.06*	*6.97*	*0.80*	*1.93*
1200	***15.61***	*5.33*	*7.44*	*0.80*	*2.04*
1300	***16.46***	*5.60*	*7.91*	*0.80*	*2.15*
1400	***17.31***	*5.87*	*8.38*	*0.80*	*2.26*
1500	***18.16***	*6.14*	*8.85*	*0.80*	*2.37*

Sincerely,

Mayor Paul Helenberg

ORDINANCE NO. 2023-11

AN ORDINANCE FIXING THE ESTIMATED AMOUNT TO BE RAISED BY AD VALOREM TAXES FOR THE 2024 BUDGET OF THE CITY OF CASTLE ROCK, WASHINGTON IN ACCORDANCE WITH REVISED CODE OF WASHINGTON 84.55.120

WHEREAS, the Castle Rock City Council of the City of Castle Rock has met and considered its budget for the calendar year ending December 31, 2024; and

WHEREAS, the district's actual levy amount from the previous year was $426,116; and

WHEREAS, the population of this district is less than 10,000.

NOW, THEREFORE BE IT RESOLVED by the governing body of the taxing district that an increase in the regular property tax levy and a special excess tax levy are both hereby authorized to be collected in the 2024 tax year.

> The dollar amount of the increase over the actual levy amount from the previous year shall be $4,261 which is a percentage increase of 1.000% from the previous year. The increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations that have occurred and refunds made.

ADOPTED by the City Council and signed by the Mayor on this _____ day of ______________, 2023.

______________________	______________________	______________________
Mayor Paul Helenberg	Councilmember Art Lee	Councilmember Lee Kessler
______________________	______________________	______________________
Councilmember Earl Queen	Councilmember Paul Simonsen	Councilmember Ellen Rose

Attest:

____

Clerk-Treasurer

Approved as to form:

____

City Attorney

Publication Date: ________________________

CITY OF CASTLE ROCK
CAPITAL FACILITY PLAN UPDATE
November 2023

I. INTRODUCTION

The purpose of the City of Castle Rock Capital Facility Plan is to outline necessary improvements to the City's Capital Facilities needed to serve current and planned population. This plan has been developed based on analysis and recommendation completed as part of various other City planning efforts. The Capital Facility Plan is divided into the following components:

- Land and Buildings
- Parks and Recreation
- Street / Sidewalks; Arterial and Residential
- Stormwater
- Water
- Sewer
- Police

II. LAND AND BUILDINGS

The projected needs for Land and Building improvements over the next six years are identified in Table 1. The total estimated cost for Land and Building improvements is $314,400. Funding sources are City's General Fund, Library Operating fund, Water Operating Fund, Hotel / Motel Fund, Cowlitz County Rural Development Fund and the Real-Estate Excise Tax.

III. PARKS AND RECREATION

The projected needs for Parks and Recreation improvements over the next six years are identified in Table 2. The projects listed in Table 2 were identified in the City's Parks and Recreation Plan. The total estimated cost for improvements is $2,742,500. Potential funding sources are listed in the table.

IV. STREETS & SIDEWALKS

The projected needs for Arterial Street improvements over the next six years are identified in Table 3. The projects listed in Table 3 were identified in the City's Six-Year Arterial Street Plan. The total estimated cost for improvements is $28,377,000. Potential funding sources include the City Arterial Street Fund and Transportation Improvement Board, WSDOT and various Federal programs including the Transportation Alternative Program (TAP), Transportation Benefit District (TBD), and the Surface Transportation Program (STP). The projected needs for residential street and sidewalk improvements over the next six years are identified in Table 4. The total estimated cost for improvements is $695,100. Funding sources are the Transportation Improvement District, TBD, WSDOT and the City's REET fund

V. STORMWATER

The projected needs for Stormwater improvements over the next six years are identified in Table 5. The total estimated cost for improvements is $1,110,000. Potential funding sources include the City Stormwater Management Fund, American Rescue Plan Act and Public Works Trust Fund.

VI. WATER

The projected needs for Water System improvements over the next six years are identified in Table 6. The projects listed in Table 6 were identified in the City's Water System Comprehensive Plan. The total estimated cost for improvements over the next six years is $6,519,100. The total estimated cost for improvements in the 20 year planning period is $12,458,400, of which $2,385,000 are Regional System Improvements. Potential funding sources include the City Water Fund, Public Works Trust Fund, ARPA, USDA Rural Development, Revenue Bonds, and developer contributions.

VII. SEWER

The projected needs for Sewer System improvements over the next six years are identified in Table 7. The projects listed in Table 7 were identified in the City's General Sewer / Wastewater Facility Plan. The total estimated cost for improvements over the next six years is $888,500. The total estimated cost for improvements during the 20-year planning period is $2,253,200. Potential funding sources include the City Sewer Fund, Public Works Trust Fund, ARPA, USDA Rural Development, Department of Ecology, Revenue Bonds, and developer contributions.

VIII. POLICE

The equipment needs for the Police Department over the next 6 years are identified in Table 8. The equipment needs assessment was compiled by Police Department staff. The total estimated cost for these needs over the next six years is $704,200. Potential funding sources includes the City's General Fund (GF), Criminal Justice Tax (CJT), Real Estate Excise Tax (REET), and the Police Vehicle Replacement Fund (PVRF).

TABLE 1
Land and Building Improvements
6-Year Capital Needs, Priorities and Estimated Project Costs

Capital Needs	2024	2025	2026	2027	2028	2029	2030-2039	Funding Source
1. City Hall Rehabilitation or Relocate to a facility that meets federal, state and local standards							4,000,000	GF, REET, bonds, various loans
Install security system around perimeter	5,000							GF, REET
Police department egress						10,000		GF, REET
Server replacement		11,400				23,000		GF, REET, WO, SO
Re-roof City Hall and senior center				35,000				GF, REET
Rehabilitate the garage to usable space			10,000					GF, REET
Paint Exterior	5,000							GF, REET
Additional Clerk's office space addition	20,000	20,000						GF, REET
Cashier camera	2,500							GF, REET
2. Library replace roof	30,000							LO, GF, REET
3. Public Works Complex							3,500,000	WO, SO,GF
Replace Roof on Outbuildings	10,000		10,000					WO
Install permanent emergency generator					100,000			WO, REET
Paint Exterior	5,000							WO
4. Visitor Center landscape & cameras	4,500							CC-RD, H/M, BI
Total	**$82,000**	**$34,400**	**$30,000**	**$35,000**	**$100,000**	**$33,000**	**$7,500,000**	

Notes:

1. The estimated cost of replacement of City Hall is $3,000,000 – not including land.
2. The estimated cost of replacement of the Public Works Complex is $2,500,000 – not including land.

GF General Fund
LO Library Operating Fund
WO Water Operating Fund
BI Big Idea
H/M Hotel/Motel Tax
CC-RD Cowlitz County Rural Development
REET Real Estate Excise Tax

TABLE 2
Parks and Recreation Improvements
6-Year Capital Needs, Priorities and Estimated Project Costs

Project	Facility Type	2024	2025	2026	2027	2028	2029-2039	Possible Funding Sources
1. Riverfront Trail Extensions on the east and west sides of the Cowlitz River and link to the Castle Rock – Lexington Trail Loop and Sequest State Park on SR 504	T						1,000,000	RCO, ALEA, CY, CV, P, CC, WSDOT, TIB, WDFW
2. Make improvements to the Skate Park by adding more equipment	SU	10,000	10,000					RCO, CY, CV, P
3. Make improvements to Bike Park such as restrooms, parking, lighting & skills structures	SU		250,000					CY, CV, P, RCO, LWC
4. Construct a North trailhead on the east side trail with restrooms	T	155,000						ALEA, LWC, CY, CV, P, CC, RCO
5. Incorporate entrance features welcoming residents and visitors at all the entrances into the city	N/A				25,000 Four corners on Westside Hwy			CY, CV, P, CC, H/M, WF
6. Provide outdoor kitchen areas at Lions Pride and/or “The Rock” community park or at a large community park that is yet to be built	CP			25,000				CY, CV, P, RCO, WF
7. Create a recreational pamphlet for the public	N/A		4,000					CY, CC, H/M, P
8. Planning and design work for a community center (including a swimming pool) and/or a large community park	CP					50,000	1,000,000	CDBG, CV, P, CY, WF

Project	Facility Type	2024	2025	2026	2027	2028	2029-2039	Possible Funding Sources
9. Continue habitat enhancement opportunities on the Whittle, Arkansas, and other nearby creeks by partnering with the schools and other organizations	SU		50,000 Whittle Creek		100,000 Arkansas Creek			RCO, ALEA, WDFW, SR,CC, WF, CY, CV, P
10. Complete Safety Improvements at the Regional, Al Helenberg Boat Launch	BL, SU, SC	1,300,000						RCO, CY, CV, P, C, POL, WF
11. Add additional features to the Sports Complex including an Babe Ruth field, lighting one baseball and one softball field, batting cages, additional minor and softball fields, improve irrigation to existing fields, basketball and sandlot volleyball courts, gardens/orchards, restrooms, trail improvements, playground equipment, ADA access to soccer fields, pave parking lot, outdoor classroom, etc.	SC, CP	50,000 Babe Ruth, 10,000 garden/ orchard imp.	20,000 basketball courts	35,000 play equip	75,000 minor & softball fields		5,000 sand lot volleyball	RCO, CY, CV, P, CC, WF
12. Improve "High Banks" site for RV Resort and cameras	N/A	2,500 Cameras		250,000	250,000			DNR, P, CY, CC, H/M
13. Rebuild scenic lookouts and trails alongside "The Rock"	CP		45,000					CY, CV, P, RCO, ALEA, LWC, WF
14. Collaborate with the Castle Rock School District and other interested groups on bicycle routes and safety information	T			10,000				CY, WSDOT
15. Replaced park signage with new logo	CP	5,000						REET
16. Coldwater Park Improvements including bench shelter & camera	CP	2,000						CY, CV, P, REET
17. Huntington Monument Sign	CP	1,000						REET, CY

Project	Facility Type	2024	2025	2026	2027	2028	2029-2038	Possible Funding Sources
18. Cameras on the Riverfront Trail	T	2,500						REET, CY
19. Camera at Old Jail Park	C	1,500						REET, CY
20. RV Pay station construction	A	4,000						REET, CY
21. Lion's Pride Park Curbing	A	10,000						REET, CY
Total		**$1,543,500**	**$379,000**	**$320,000**	**$450,000**	**$50,000**	**$2,005,000**	

Notes:

Facility Type

a. CP Community Park
b. T Trail
c. NP Neighborhood Park
d. MP Mini-Park
e. SU Special Use
f. SC Sports Complex

Funding Source

a. CY City
b. CV Civic Organization
c. P Private Individual/Organization
d. CC Cowlitz County
e. RCO Recreation Conservation Office
f. CDBG Community Development Block Grant
g. ALEA Aquatic Land Enhancement Account Grant
h. WDFW State Fish and Wildlife
i. WSDOT Federal Tranportation Funding
j. H/M Hotel & Motel Tax
k. LWC Land and Water Conservation Fund
l. POL Port of Longview
m. SD School District
n. SR Salmon Recovery
o. WF Weyerhaeuser Foundation
p. GF Gates Foundation
q. REET Real Estate Excise Tax

TABLE 3
Arterial Street Improvements
6-Year Capital Needs, Priorities and Estimated Project Costs

Project	2024	2025	2026	2027	2028	2029	Funding Source
1. Six Rivers Regional Trail System – phase 2 pedestrian/bike improvements	310,000 (6 Rivers)						WSDOT, TAP, RCO, TIB, City, TBD
2. Pleasant Hill Rd reconstruction			900,000				TIB, TBD
3. Raise PH-10 (SR 411) and provide bicycle and pedestrian improvements				6,900,000			WSDOT, TIB, TBD
4. Bond Road overlay north to south city limits					450,000		TIB, TBD
5. 3rd Ave Overlay – entire length						850,000	TIB, TBD
6. SR 411 Cowlitz River Bridge Deck Replacement		10,000,000					WSDOT
7. Safe Routes To School Improvements			375,000				WSDOT
8. Exit 49 WI-FI system	3,000						Street fund, REET
9. Front Ave NW chip seal	15,000						TIB, TBD
10. Huntington Ave. South (Castle Rock – Exit 48) chip seal						50,000	TIB, TBD
11. Dougherty Dr NE (SR 504 – city limits) chip seal						50,000	TIB, TBD
13. City wide guard rail imp.	20,000	20,000					TIB, WDOT, TBD, REET
14. Cowlitz View Ct. Enhancement	25,000						REET, CY
15. Downtown refuse containment	10,000						REET, CY
16. Replace cherry trees, Front Ave.	13,000	13,000	13,000				Street fund, FEET, TBD

17. Downtown sidewalk sealer & sign replacement	10,000	10,000					Street fund, REET,
18. Pedestrian cross light @ Huntington & A St.	40,000						REET, Street fund,
19. Huntington Ave. South traffic modifications and pedestrian Imp. Design, Eng, & ROW	1.3 million						CCRD, REET, ARPA, WSDOT, TIB TBD
20. Huntington Ave. South traffic modifications and pedestrian Imp. Construction			7 million				CCRD, REET, ARPA, WSDOT, TIB TBD
Total	**$1,746,000**	**$10,043,000**	**$8,288,000**	**$6,900,000**	**$450,000**	**$950,000**	

TABLE 4
Resident Street and Sidewalk Improvements
6-Year Capital Needs, Priorities and Estimated Project Costs

Project	Location	Facility Type	2024	2025	2026	2027	2028	2029-34	Possible Funding Sources
sidewalk	Jackson St. new sidewalk const.	sidewalk		300,000					TIB, TBD
Crack seal	City wide crack seal project	Residential	50,000						TIB, TBD, REET
Chip Seal	Old Jail Park alley & parking	Residential /commercial alley	10,000						TBD, TIB
Chip Seal	Shear St SW (Front – 1st)	Residential Street					3,000		TBD, TIB
	1st Ave SW (Hibbard – south end)	Residential Street					6,000		TBD, TIB

C St SW (entire length)	Residential Street					13,000		TBD, TIB
B St SW (entire length)	Residential Street					12,000		TBD, TIB
Dike Dr SW (entire length)	Residential Street					16,000		TBD, TIB
Allen Ave SE (entire length)	Residential Street			15,000				TBD, TIB
C St SE (entire length)	Residential Street			10,000				TBD, TIB
4th Ave SW (A St - Shear St)	Residential Street		20,000		11,000			TBD, TIB
5th Ave SW (B St – Aden)	Residential Street		12,000		7,000			TBD, TIB
6th Ave SW (Warren – Diane)	Residential Street		7,000		4,000			TBD, TIB
Michner St SW (3rd – west end)	Residential Street				4,500			TBD, TIB
4th Ave SW 1000 block	Residential Street				1,100			TBD, TIB
Cummings St SW (entire length)	Residential Street				2,000			TBD, TIB
Lakewood Ct SE (entire length)	Residential Street	10,000			4,000			TBD, TIB
Clearwood Ct SE (entire length)	Residential Street	9,000			4,000			TBD, TIB
Edgewood Ct SE (entire length)	Residential Street	8,000			3,500			TBD, TIB
B St SE (both sections)	Residential Street	4,000						TBD, TIB
Warren St SW (entire length)	Residential Street				9,000			TBD, TIB

	D St SW (3rd – west end by levee)	Residential Street					8,000		TBD, TIB
	Hibbard St SW (5th – 6th)	Residential Street				4,000			TBD, TIB
Project	**Location**	**Facility Type**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029-34**	**Possible Funding Sources**
Chip Seal	Diane St SW (entire length)	Residential Street				7,000			TBD, TIB
	Kirby Ave NE (entire length)	Residential Street			8,000		5,000	10,000	TBD, TIB
	Roake Ave NE (entire length)	Residential Street			8,000		4,000	10,000	TBD, TIB
	Front Ave NW (Cowlitz – Huntington Ave N)	Arterial Street	15,000						TBD, TIB
	Jackson St NW (entire length)	Residential Street						5,000	TBD, TIB
	Leaming Ave NW (entire length)	Residential Street						6,000	TBD, TIB
	Shintaffer St NW (entire length)	Residential Street						8,000	TBD, TIB
	Cherry St NW (entire length)	Residential Street						4,000	TBD, TIB
	Barr St NW (entire length)	Residential Street						4,000	TBD, TIB
	Cowlitz View Ct NW (entire length)	Residential Street						9,000	TBD, TIB
	Alley between Cowlitz – A St; Front – 1st	Commercial Alley						5,000	TBD, TIB
	Alley between Cowlitz – A St; 1st – 2nd	Commercial Alley						5,000	TBD, TIB

	Alley between Cowlitz – A St; 2nd – 3rd (2X coats)	Commercial Alley	7,000						TBD, TIB
	Alley between A St – B St; Front – 1st (2X coats)	Commercial Alley		7,500					TBD, TIB
	Alley between A St – B St; 1st – 2nd	Commercial Alley		3,500					TBD, TIB
	Boyd Ave NE	Residential Street				3,000			TBD, TIB
	North St NE (entire length)	Residential Street					7,500		TBD, TIB
	Merrill Ave NE (entire length)	Residential Street					7,000		TBD, TIB
	Northwood Ct NE (entire length)	Residential Street					5,000		TBD, TIB
	Balcer St NE (entire length)	Residential Street						6,500	TBD, TIB
	Woodard Ave NE (entire length)	Residential Street						6,500	TBD, TIB
	Pioneer Ave NE (entire length)	Residential Street						18,000	TBD, TIB
Project	**Location**	**Facility Type**	**2024**	**2025**	**2026**	**2027**	**2028**	**2029-34**	**Possible Funding Sources**
Chip Seal	LaRue St NE (entire length)	Residential Street						6,500	TBD, TIB
	Helton St NE (entire length)	Residential Street						4,000	TBD, TIB
	Green St NE (entire length)	Residential Street						4,000	TBD, TIB
	Old Pacific Highway N (SR 504 – city limits)	Residential Street						2,000	TBD, TIB

McBride Ct NE (entire length)	Residential Street						2,000	TBD, TIB
Westside Highway (Green Acres – city limits)	Collector						15,000	TBD, TIB
Little Ave NE (entire length)	Residential Street						4,500	TBD, TIB
Ramsey St NE (entire length)	Residential Street						3,500	TBD, TIB
Walsh Ave NE (entire length)	Residential Street						7,500	TBD, TIB
McCoy St (entire length)	Residential Street						3,500	TBD, TIB
Eaton Ct NE (entire length)	Residential Street						7,000	TBD, TIB
Searls Ct NE (entire length)	Residential Street						2,000	TBD, TIB
Alder St NE (entire length)	Residential Street				4,000		3,000	TBD, TIB
May Ave NE (entire length)	Residential Street				2,500		1,500	TBD, TIB
Mallory St NE (entire length)	Residential Street			10,000			5,000	TBD, TIB
Maple St NE (entire length)	Residential Street				5,000		4,000	TBD, TIB
Cedar St NE (entire length)	Residential Street			3,000				TBD, TIB
Senior Center Parking lot	Parking Lot		5,000		5,000			REET , GF
City Hall Parking Lot	Parking Lot		6,000					REET ,TBD, GF
	Total	**$113,000**	**$361,000**	**$54,000**	**$80,600**	**$86,500**	**$172,000**	

Notes:

TBD	Transportation Benefit District	ST	Surface Transportation
TIB	Transportation Improvement Board	SRTS	Safe Routes to School
SA	State Appropriation	REET	Real Estate Excise Tax
TAP	Transportation Alternative Program	GF	General Fund

TABLE 5
Stormwater Management Facility Improvements
6-Year Capital Needs, Priorities and Estimated Project Costs

Capital Needs (in order of priority)	**2024**	**2025**	**2026**	**2027**	**2028**	**2029**	**Funding Source**
Levee Certification and Upgrades					50,000	75,000	Stormwater Fund
Comprehensive Storm Drainage Plan			40,000				Stormwater Fund PWTF
Install Green Acres pump station vault improvements	5,000						Stormwater Fund
North Street Stormwater Improvements				125,000			Stormwater Fund, ARPA
Purchase portable pumps for in-flooding					35,000		Stormwater Fund
Purchase portable generators					65,000		
Raise Riverfront Trail, West, flood prevention - planning						75,000	Stormwater Fund, PWTF, FEMA
Replacing various failing mains		50,000	50,000	50,000	50,000	50,000	Stormwater Fund, ARPA, PWTF
Replace controls at S. Storm P.S.	30,000						Stormwater fund
A St. & 4th main liners	100,000						ARPA
Clean, inspect, prioritize entire system	260,000						DOE, stormwater fund
Total	**$395,000**	**$50,000**	**$90,000**	**$175,000**	**$200,000**	**$200,000**	

Notes:

1. North Street Stormwater Improvements – Continue stormwater improvements on Northwood Ct NE to eliminate storm flows onto private properties
2. Comprehensive plan including cleaning, videoing and locating

ARPA American Rescue Plan Act

TABLE 6
Water System Improvements
6-Year Capital Needs, Priorities and Estimated Project Costs

No.	Project Title	Type	2024	2025	2026	2027	2028	2029-2039	Financing Source
D-03	Carpenter Road Boosted Pressure Zone	Distribution		1,177,500					DWSRF Loan, ARPA
S-01	Raw Water Intake Screen Cleaning System	Source			120,000				Regional System
D-02	Water main improvements on Buland Dr S, east of Huntington	Distribution				439,000			PWTF Loan
D-05	Water main Crossing Cowlitz River at A Street Bridge	Distribution	1,200,000						PWTF Loan, ARPA
S-02	Raw Water Variable Speed Pumps	Source						85,000	Regional System
ST-01	Construct New Reservoir on West Side of Cowlitz River	Storage						3,759,300	PWTF, DWSRF loans, ARPA
T-01	Replace Filter Tank	Treatment						1,820,000	Regional System
ST-02	Recoat inside of SR 504 Reservoir	Storage					130,000		PWTF, DWSRF loans, regional fund
S-02	Purchase of easement for raw water line	Source	10,000	20,000	20,000	20,000	25,000	25,000	Regional System
S-03	Rehabilitation of Pizza Well (No. 144)	Source	50,000						Regional System
ST-03	Recoat inside of Bond Rd Reservoir	Storage						250,000	PWTF, DWSRF loans and city water fund
D-12	Water main improvements on 2nd Ave. SW from B St. to Warren St	Distribution		302,100					Rates and fees
	Water main Imp. Hibbard SW; Front – 3rd	Distribution			130,000				Rates and fees
D-20	Water main Imp 2nd: Hibbard – Aden	Distribution			86,800				Rates and fees

No.	Project Title	Type	2024	2025	2026	2027	2028	2029-2039	Financing Source
D-17	Water main Imp C St SW; 5th – alley; down alley to D St	Distribution				112,000			Rates and fees
	Water main Imp D St SW; 5th – levee	Distribution				80,000			Rates and fees
	Water main Imp Warren St; 2nd – apartments	Distribution		25,000					Rates and fees
D-16	Water main Imp Alley; Cowlitz to Jackson	Distribution			84,100				Rates and fees
D-19	Water main Imp Aden St SW; Front – 2nd	Distribution			162,600				Rates and fees
	Water main Imp Green St	Distribution	20,000						Rates and fees
	Purchase 2- 30 KW portable generators for potable wells	Source				60,000			Regional system
	Fixed meter reading system	Distribution			140,000				Rates and fees
	Powell Rd. water main extension	Distribution		880,000					ARPA, CCRD
	Powell Rd. reservoirs	Storage				1,200,000			ARPA, CCRD
	Storage yard	Distribution	25,000						ARPA, rates & fees
		Totals	**$1,305,000**	**$2,404,600**	**$743,500**	**$1,911,000**	**$155,000**	**$5,939,300**	

Notes:

DWSRF Drinking Water State Revolving Fund
PWTF Public Works Trust Fund
CERB Community Economic Revitalization Board
ARPA American Rescue Plan Act
CCRD Cowlitz County Rural Development grant

TABLE 7
Sewer System Improvements
6-Year Capital Needs, Priorities and Estimated Project Costs

No.	Project Title	Type	2024	2025	2026	2027	2028	2029-2039	Funding Source
A-1	Replace 324’ of 8” Clearwood - Lakewood	Collection	83,000						SO,PWTF, RD
A-2	Replace 6’ of 8” Brierwood - Clearwood.	Collection	5,000						SO,PWTF, RD
A-3	Replace 5’ of 8” Allen – Roake SE	Collection	3,400						SO,PWTF, RD
A-4	Replace 5’ of 8” Lakewood - Edgewood	Collection		3,400					SO,PWTF, RD
B-2	Replace 58’ of 8” pipe on Brierwood Ct.	Collection		26,800					SO,PWTF, RD
B-3	Replace 150’ of 8” pipe on Huntington Ave	Collection	30,400	3					SO,PWTF, RD
C-1	Replace 73’ of 10” pipe on West Side Hwy	Collection			21,500				SO,PWTF, RD
C-2	Replace 15’ of 12” pipe on PH10	Collection			11,400				SO,PWTF, RD
C-3	Replace 4’ of 8” pipe on Salmon Creek Ln	Collection				3,400			SO,PWTF, RD
C-4	Replace 8’ of 6” pipe on Balcer St	Collection				6,400			SO,PWTF, RD
C-5	Replace 94’ of 8” pipe on Brierwood Ct	Collection				27,500			SO,PWTF, RD
C-6	Replace 8’ of 6” pipe on Front Ave	Collection					6,400		SO,PWTF, RD
C-7	Replace 11’ of 8” pipe on Cowlitz St	Collection					6,800		SO,PWTF, RD
	Replace 100 blk 3rd from Cow.-A St.	Major collector		75,000					

TABLE 7 (cont.)
Sewer System Improvements
6-Year Capital Needs, Priorities and Estimated Project Costs

No.	Project Title	Type	2024	2025	2026	2027	2028	2029-2039	Funding Source
C-9	Replace 8' of 6" pipe on Alder St	Collection					6,400		SO,PWTF, RD
	Alder St. – Hunt. liner	Collection		75,000					SO, PWTF, ARPA
D-2	Replace 16' of 10" pipe on West Side Hwy	Collection						7,200	SO,PWTF, RD, ARPA
D-3	Replace 4' of 6" pipe on B St	Collection						3,200	SO,PWTF, RD
E-2	Replace 362' of 8" pipe on Pioneer Ave	Collection						92,600	SO,PWTF, RD, ARPA
E-3	Replace 5' of 6" pipe on Merrill Ave	Collection						3,200	SO,PWTF, RD
F-1	Replace 4' of 10" pipe on Cowlitz St	Collection						3,600	SO,PWTF, RD
F-2	Replace 4' of 6" pipe on Cedar St	Collection	3,200					3,200	SO,PWTF, RD
	Repair alley 5th-6th/C St.-D St.	Collection	15,000						SO,
F-3	Replace 4' of 12" pipe on Hibbard St	Collection						3,800	SO,PWTF, RD
	Repair 5th Hib to east CO	Collection	3,500						SO
F-4	Replace 4' of 8" pipe on Aden St	Collection						3,400	SO,PWTF, RD
F-5	Replace 40' of 8" pipe on Merrill Ave	Collection						10,700	SO,PWTF, RD
F-6	Replace 17' of 8" pipe on Front Ave	Collection						5,600	SO,PWTF, RD
F-7	Replace 13' of 6" pipe on Shear St	Collection						5,200	SO,PWTF, RD

TABLE 7 (cont.)
Sewer System Improvements
6-Year Capital Needs, Priorities and Estimated Project Costs

No.	Project Title	Type	2024	2025	2026	2027	2028	2029-2039	Funding Source
G	Various lateral trench repairs	Collection						76,000	SO,PWTF, RD
10B	Replace 285’ of 12” pipe on Third Ave SW to allow for 20 years of buildup	Major Collector						85,000	SO,PWTF, RD, ARPA
9	Replace 7000’ of 8” & 12” deteriorating pipe in system	Collection						1,062,000	SO,PWTF, RD, ARPA
	Purchase 3 portable generators for lift stations	collection				100,000			SO
	Clean and inspect	collection				150,000	200,000		SO,PWTF
	Storage yard	collection	25,000						SO, ARPA, REET
		Total	**$168,500**	**$180,200**	**$32,900**	**$287,300**	**$219,600**	**$1,364,700**	

Notes:

TBD	To Be Determined
SO	Sewer Operating
PWTF	Public Works Trust Fund
RD	Rural Development
ARPA	American Rescue Plan Act
REET	Real Estate Excise Tax

TABLE 8
Police Department Capital
6-Year Capital Needs, Priorities and Estimated Project Costs

Capital Needs	2024	2025	2026	2027	2028	2029	Funding Source
1. Vehicle Replacement (2019 Veh.)							GF
2. Vehicle Replacement (2020 Veh.)	15,000						1/10 1% LCJT
3. Vehicle Replacement (2021 Veh.)	8,000	8,000	8,000				GF
4. Vehicle Replacement (2023 Veh.)							GF, PVRF
5. Vehicle Replacement (2024 Veh.)		75,000					1/10 1% LCJT
6. Vehicle Replacement (2025 Veh.)			80,000				GF
7. Vehicle Replacement (2026 Veh.)				80,000			1.10 1% LCJT
8. Rifle & handgun Replacement	8,800	8,800	8,800	8,800	8,800	8,800	GF, REET
9. Officer Computer Replacement	4,500	4,500	4,500	4,500	4,500	4,500	GF, REET
10. MDT Replacement (each unit $2,000)	2,000	2,000	2,000	2,000	2,000	2,000	GF, REET
11. Uninterrupted Power Supply - Computers		600				600	GF, REET
12. Portable Radio Replacement	2,000	2,000	2,000	2,000	2,000	2,000	GF, REET
13. Taser Replacement & Body Cam Pkg	11,000	11,000	11,000	11,000	11,000	11,000	GF, REET
15. Remodel Storage area		25,000					1/10 1% LCJT
16. Office remodel			30,000				GF, REET
17. Less-Lethal Launcher	3,500						GR, REET
18. Radio antenna	3,000						GF, REET
19. Impound garage	50,000						GF, REET
TOTAL	**$107,800**	**$142,300**	**$288,600**	**$108,300**	**$28,300**	**$28,900**	

Notes:

GF	General Fund	REET	Real Estate Excise Tax
LCJT	Local Criminal Justice Tax	PVRF	Police Vehicle Replacement Fund

ORDINANCE NO. 2023-12

AN ORDINANCE AMENDING THE BUDGETARY APPROPRIATIONS FOR FISCAL YEAR ENDING DECEMBER 31, 2023 FOR THE CITY OF CASTLE ROCK, WASHINGTON TO INCLUDE THE FOLLOWING FUNDS: GENERAL (PARKS, PLANNING, NON-DEPARTMENT), STREET, LOCAL CRIMINAL JUSTICE, WATER, STORMWATER MANAGEMENT, STORMWATER CAPITAL

WHEREAS, unanticipated revenues and expenditures require amended appropriation amounts within several funds; and

WHEREAS, an excess in general engineering, specific to the Castle Rock Landing on the Cowlitz development is offset by 100% reimbursement; and

WHEREAS, the City Council approved the purchase of CloudPermit software; and

WHEREAS, the City Council approved ARPA funding in the amount of $30,000 for the 4th Ave Storm project and rescinded the previously approved ARPA funding in the amount of $159,000 for the SR 411 Water/Sewer Main and Complete Streets projects; and

WHEREAS, by reason of the inability of the officials of the City of Castle Rock to reasonably foresee at the time of filing the preliminary budget the necessity for expenditures of Public Funds for the purposes described above, it is hereby deemed that an emergency requires the expenditures of funds during the 2023 year in excess of appropriated amounts; and

WHEREAS, sufficient funds do exist in the above noted funds to offset said deficits.

NOW, THEREFORE IT BE RESOLVED that the City Council of the City of Castle Rock do ordain as follows:

Section 1. That fund amendments be appropriated as designated by the below amounts:

BAR #	Description	Original Appropriation	Change	Amended Appropriation
010 000 000 313 11 00 00	Local Retail Sales & Use Tax	625,000	49,860	674,860
010 000 000 316 49 00 00	Utility Tax – Water/Sewer/Stormwater	290,000	5,000	295,000
010 000 000 395 20 00 00	Comp/Loss/Fixed Assets	-	46,360	46,360
010 000 060 594 76 62 00	Buildings & Structures	1,000	29,970	30,970
010 000 070 558 60 41 01	City Planner Services	60,000	25,000	85,000
010 000 070 558 60 41 08	CloudPermit	-	6,250	6,250
010 000 099 597 10 00 00	Transfer Out to Street Fund 100	74,000	5,000	79,000
010 000 099 597 42 00 00	Transfer Out to Stormwater Fund 420	-	5,000	5,000
010 000 099 597 42 00 50	Transfer Out to Stormwater Capital	-	30,000	30,000
100 000 000 397 00 01 00	Transfer In from General Fund 010	74,000	5,000	79,000
100 000 100 543 50 49 00	Vehicle Repair & Maintenance	4,700	5,000	9,700
145 000 000 313 71 00 00	Local Criminal Justice Tax	45,000	18,700	63,700
145 000 000 594 18 64 00	Machinery & Equipment/Admin	-	9,700	9,700
145 000 000 594 21 64 01	Machinery & Equipment/Operating	16,000	9,000	25,000
400 000 000 343 40 01 00	Metered Water Sales	930,080	5,000	935,080
400 000 010 597 34 00 43	Transfer Out to Muni Water Cap	-	5,000	5,000
420 000 000 397 00 01 00	Transfer In from General Fund 010	-	5,000	5,000
420 000 000 531 30 35 00	Small Tools & Minor Equipment	1,500	5,000	6,500
425 000 000 397 00 01 00	Transfer In from General Fund 010	-	30,000	30,000
425 000 000 594 31 63 00	Improvements other than Buildings	5,000	30,000	35,000

Section 2. An emergency is hereby declared under the provisions of RCW 35A.33.090 and it is hereby ordered that the aforesaid sums be an amended addition to the appropriation amounts for the 2022 fund budgets.

Section 3. This ordinance, having been introduced at a regular meeting of the Castle Rock City Council held on November 27, 2023 and December 11, 2023, shall be effective immediately upon adoption.

ADOPTED by the City Council and singed by the Mayor on this ___ day of _____________, 2023.

____
Mayor

Attest:

____
Clerk-Treasurer

Approved as to form:

____
City Attorney

RESOLUTION NO. 2023-06

A RESOLUTION RELATING TO SETTING RATES AND MINIMUM CHARGE FOR WATER AND SEWER SERVICES TO CITY OF CASTLE ROCK CUSTOMERS, AND AMENDING RESOLUTION NO. 2022-09

WHEREAS, pursuant to Chapter 13.08, of the Castle Rock Municipal Code, the City Council of the City of Castle Rock hereby enacts this resolution.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Castle Rock, Washington as follows:

Section 1. *Water for all uses within the corporate limits.* The rates for metered water supplied in any one month shall be in accordance with the following schedule but not less than a pro-rated monthly base meter charge:

MONTHLY WATER RATES

In addition to the below monthly base meter charge, water use shall be charged at the rate of $0.0574 per cubic foot of metered use;

MONTHLY WATER BASE METER CHARGE

Less than 1” meter	$43.88
1” meter	$43.88
1 ½” meter	$43.88
2” meter	$43.88
4” meter	$43.88

Non-metered water customers shall pay a flat rate of $73.77, per month for water service.

Section 2. *Water for all uses outside the corporate city limits.* The rates for metered water supplied in any one month, or fractional part thereof, shall be the applicable rate to inside city customers, plus one-half thereof or a sum equal to one and one-half times the applicable rate within the corporate limits.

Section 3. *Water minimums for multiple living and commercial units.* The following customers shall be charged an additional monthly charge per unit or space available for occupancy:

a. Mobile home parks, apartments, duplexes and other multiple-family dwellings which have more than one living unit or mobile home space on one meter shall be charged $5.64 per unit or space available for occupancy. Does not include hotel/motel or units that are not considered residential by building code standards.

Section 4. *Partial-month water service.* Monthly base rates shall be pro-rated to a daily rate. Daily rate will be charged for every day service is received.

a. New and vacating customers, occupying premises for a partial month’s billing cycle and receives metered services, will be billed $1.46 per day during the partial month of service plus any metered water usage.

b. New and vacating customers occupying services for only a partial month's billing cycle and receives non-metered services, will be billed on a pro-rated basis. Pro-rated rate will be $2.46 per day for each day of a partial month's service for water service received.

Section 5. *Unoccupied premises.* Unless occupant or landlord has applied to the city for disconnection of services, there shall be monthly minimum service charges as set forth in this resolution.

Section 6. *Exemption.* The city water treatment plant shall be exempt from water service charges.

Section 7. *Sewer service charges within the corporate city limits.* The rates for sewer service in any one month shall be in accordance with the following schedule, but not less than a pro-rated monthly base meter charge:

MONTHLY SEWER RATES

In addition to the below monthly base meter charge, sewer service use shall be charged at the rate of $0.0993 per cubic foot of metered water use;

MONTHLY SEWER BASE METER CHARGE

Less than 1" meter	$37.86
1" meter	$37.86
1 ½" meter	$37.86
2" meter	$37.86
4" meter	$37.86

Non-metered customers shall pay a flat rate of $88.20, per month for sewer service.

Section 8. *Sewer minimums for multiple living and commercial units.* The following customers shall be charged an additional monthly charge per unit or space available for occupancy as follows:

a. Mobile home parks, apartments, duplexes and other multiple-family dwellings which have more than one living unit or mobile home space on one meter shall be charged $5.83 per unit or space available for occupancy. Does not include hotel/motel or units that are not considered residential by building code standards.

Section 9. *Partial-month sewer service.* Monthly base rates shall be pro-rated to a daily rate. Daily rate will be charged for every day service is received.

a. New and vacating customers, occupying premises for a partial month's billing cycle and receives metered services, will be billed $1.26 per day during the partial month of service plus any recorded metered water use in accordance with regular sewer billing rates.

b. New and vacating customers occupying services for only a partial month's billing cycle and receives non-metered services, will be billed on a pro-rated basis. Pro-rated rate will be $2.94 per day for each day of a partial month's service for sewer service.

Section 10. *Unoccupied premises.* Unless occupant or landlord has applied to the city for disconnection of services, there shall be monthly minimum service charges as set forth in this resolution.

Section 11. *Exemption.* The city wastewater treatment plant shall be exempt from sewer service charges.

Section 12. *Services outside the corporate city limits.* The rates for sewer service supplied in any one month, or fractional part thereof, shall be the applicable rate to inside city customers, plus one-half thereof or a sum equal to one and one-half times the applicable rate within the corporate limits.

Section 13. *Customer Extended Leave Billing Adjustment.* Utility customers who still retain their active service, but plan to be gone for an extended period of time may qualify for Extended Leave billing under the following conditions:

1. Customer must provide written notification of their leave to the utility department prior to departure. Written request will include utility address, customer name, emergency contact information, departure and estimated return date. Upon return, customers must promptly notify the utility billing office of their actual return date.
2. Water and sewer services will be billed on a pro-rated basis.
3. Stormwater rates do not qualify for Extended Leave adjustments and will be billed monthly.

BE IT FURTHER RESOLVED that the rates and policies set forth shall be in effect as of the January 2024 utility billing cycle.

PASSED by the City Council and signed by the Mayor on this ____ day of _____________, 2023.

____
Mayor

Attest:

____
City Clerk

Approved as to form:

____
City Attorney

RESOLUTION NO. 2023-07

A RESOLUTION PROVIDING FOR REDUCED BASE RATES TO BE CHARGED TO LOW-INCOME SENIOR CITIZENS FOR WATER AND SANITARY SEWER SERVICES AND LIMITING THE ANNUAL AGGREGATE OF SUCH REDUCTIONS TO APPROXIMATELY $10,000 PER CALENDAR YEAR, AND AMENDING RESOLUTION NO. 2022-07

WHEREAS, RCW 74.38.070 provides that cities may provide utility services at reduced rates for low-income senior citizens; and

WHEREAS, the City Council of the City of Castle Rock recognizes the financial hardships placed upon low-income senior citizens as a result of the increasing costs of necessary utility services provided by the City to all of its citizens; and

WHEREAS, it is the desire of the City Council to provide for reduced rates to such low-income citizens for water and sewer utility services.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Castle Rock as follows:

1. **Definitions:**

    a. The term "low-income senior citizen" means a person who is sixty-two (62) years of age or older and whose total income, including that of his or her spouse or co-tenant(s), does not exceed the income limits as shown in the attached table. [The very low (50%) income limits for Cowlitz County established under the latest and applicable Housing and Urban Development Income Limits Documentation System https://www.huduser.gov/portal/datasets/il.html.]

    b. The term "income", or "total income", means salary, wages, interest, dividends, and other earnings which are reportable for federal income tax purposes, and cash payments such as reimbursements received from pensions, annuities, social security, and public assistance programs. It includes any contributions received from any family member or other person who resides in the same residence as the applicant for reduced utility rates hereunder and who is helping defray such applicant's living costs.

2. **Reduced Rates for Low-Income Senior Citizens:**

    Any low-income senior citizen who receives water and/or sanitary sewer utility service from the City of Castle Rock shall be entitled to receive such water and/or sanitary sewer service at the following reduced rates as approved by the City Council:

    a. Water Service:
    A reduction, not to exceed thirty percent (30%) of the base residential rate, may be allowed.

    b. Sanitary Sewer Service:
    A reduction, not to exceed thirty percent (30%) of the base residential rate, may be allowed.

3. **Annual Applications for Reduced Rates:**

   Annual applications for reduced utility rates hereunder shall be made upon forms to be provided by the Finance Department of the City, and shall disclose all sources of income as required by such forms. Any person who believes that they are aggrieved by the denial of reduced utility rates as herein provided may appeal such denial to the Mayor, whose decision with respect thereto shall be final.

4. **Reduced Rate Effective Dates:**

   Approved applications will receive reduced rates effective the first billing cycle following approval and expires at the end of the following June billing cycle.

5. **Disqualification for Reductions:**

   An applicant who ceases to meet the qualifications of the Utility Rate Relief Program as provided in this Resolution shall advise the City of Castle Rock Finance Department within thirty (30) days after having become so disqualified.

6. **Annual Maximum Amount of Reductions:**

   No reduction in rates shall be permitted or granted if the effect thereof will be to reduce the aggregate gross income from water and sanitary sewer service during any calendar year by more than approximately $10,000.

7. **Effective Date:**

   This Resolution shall be in full force and effect from and after January 1, 2024 until terminated or modified by the City Council.

PASSED by the City Council and signed by the Mayor on this ______ day of ____________, 2023.

____
Mayor

Attest: Approved as to form:

______________________________ ____
City Clerk City Attorney

FY 2022 & 2023 Income Limits

Persons in Household	2022 Income Limit	2023 Income Limit
1	$27,900	$29,550
2	$31,850	$33,750
3	$35,850	$37,950
4	$39,800	$42,150
5+	$43,000	$45,550

ORDINANCE NO. 2023-13

AN ORDINANCE AMENDING, CITY OF CASTLE ROCK, MUNICIPAL CODE CHAPTER 13.16 RETAIL WATER SALES

WHEREAS, the Castle Rock Public Works Director recommends that sections of this code be amended to reflect water production costs for retail water sales; and

NOW, THEREFORE, be it hereby ordained by the City Council of the City of Castle Rock as follows:

Section 1. Section 13.16.020 is amended as follows:

Section 13.16.020 Retail water sales/fees. There shall be imposed a fee of $0.05 per gallon of water, in addition to a meter charge of $43.18 per customer for each calendar month or partial month of meter use. A retail water sales application must be completed by the customer and hydrant arrangements made with the public works director, prior to any sales becoming final.

Section 2. The effective date of this ordinance shall be January 1, 2024.

ADOPTED by the City Council and signed by the Mayor on this ______ day of _________________, 2023.

____
Mayor Paul Helenberg

Attest: Approved as to form:

___________________________________ ____
Clerk-Treasurer City Attorney

ORDINANCE NO. 2023-14

AN ORDINANCE AMENDING, IN PART, CITY OF CASTLE ROCK, WASHINGTON, MUNICIPAL ORDINANCE NO. 2022-14, STORMWATER MANAGEMENT SERVICES BY AMENDING CHARGES FOR ALL CLASSIFICATIONS

WHEREAS, the Castle Rock City Council recognizes the need to increase rates to meet financial obligations for protection of the City's stormwater facilities and to create a revenue source for the capital reserve fund for this utility.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Castle Rock do ordain the amendment to be as follows:

Section 13.18.020 System of Charges. The following monthly service charges are hereby established for all parcels of real property within the boundaries of the City of Castle Rock, as they now exist or as they may be hereafter amended, for the purpose of carrying on the responsibilities of the stormwater management utility.

A. Undeveloped Parcels. Undeveloped parcels shall not be charged.

B. Single-Family Parcels. The monthly service charge for each single-family parcel shall be $8.79, which shall hereafter be referred to as the 'base rate'.

C. Duplex Parcels. The monthly service charge for each duplex parcel shall be the amount of the specified 'base rate'.

D. Multi-Family Parcels. Multi-family parcels with multiple dwelling units (3 or more) shall be charged the base rate times the number of dwelling units within a structure. Multiple dwelling units shall also include mobile home parks. The base rate shall be charged for each mobile home on the developed parcel.

E. Other Developed Parcels, Including Commercial-Designated Parcels. The monthly service charge for all other developed parcels (including commercial) shall be determined by taking the total measured square footage of impervious surface area, multiplied by the following rate schedule to determine what category any particular parcel falls into:

Category	Description	Square Footage of Impervious Surface	Monthly Service Charge per IA*
1	Very Light	0 - 4,000	8.11
2	Moderately Light	4,001 - 11,000	21.53
3	Light	11,001 - 17,000	37.71
4	Moderate	17,001 - 24,000	53.93
5	Moderately Heavy	24,001 - 30,000	70.09
6	Heavy	30,001 - 37,000	89.07
7	Very Heavy	37,001 - 43,560	113.29
8	Parcels over 1 acre in size will be charged by the number of acres multiplied by $113.29 (i.e. 1.3 acres x $113.29 = $147.28 monthly charge)		

*IA means "Impervious Surface"

F. Minimum Charge & Partial Month. Notwithstanding the number of impervious units applicable to any individual property, the minimum service charge for all developed properties shall be equal to the base rate. Monthly base rates shall be pro-rated to a daily rate. New and vacating customers, occupying premises for a partial month's billing cycle, shall be billed 1/30th per day during the partial month of service.

EFFECTIVE DATE: this ordinance shall be effective for the January, 2024 billing cycle.

ADOPTED by the City Council and signed by the Mayor on this ____ day of ________________, 2023.

____
Mayor Paul Helenberg

Attest:

____
Clerk-Treasurer

Approved as to form:

____
City Attorney

ORDINANCE NO. 2023-15

AN ORDINANCE ADOPTING THE BUDGET OF THE CITY OF CASTLE ROCK, WASHINGTON FOR THE FISCAL YEAR ENDING DECEMBER 31, 2024

WHEREAS, the mayor of the City of Castle Rock, Washington completed and placed on file with the city clerk a proposed budget and estimate of the amount of the moneys required to meet the public expenses, bond retirement and interest, reserve funds and expenses of the government of the City of Castle Rock for the fiscal year ending December 31, 2024, and a notice was published that the City Council of the City of Castle Rock would meet on the 27th day of November, and on the 11th day of December, 2023 at the hour of 7:30 PM in the council chambers in the Senior Center portion of Castle Rock City Hall and virtually for the purpose of making and adopting a budget for said fiscal year and giving taxpayers within the limits of said city, an opportunity to be heard upon said budget; and

WHEREAS, the said council did meet at said time and place and did then consider the matter of said proposed budget; and

WHEREAS, the said proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Castle Rock for the purposes set forth in said budget, and the estimated expenditures set forth in said budget being all necessary to carry on the government of said city for said year and being sufficient to meet the various needs of said city during said period.

NOW, THEREFORE, the City Council of the City of Castle Rock do ordain as follows:

Section 1. The budget of the City of Castle Rock, Washington for the year 2024 is hereby adopted in its final form and content as set forth in the document entitled City of Castle Rock Budget, copies of which are on file in the office of the city clerk.

Section 2. Estimated resources, for each separate fund of the City of Castle Rock, and aggregate expenditures for all such funds for the year 2024 are set forth in a summary form below, and are hereby appropriated for expenditure at the fund level during the year 2024 as set forth in the City of Castle Rock Budget.

FUND	**ESTIMATED REVENUES**	**ESTIMATED EXPENDITURES**	**UNALLOCATED ENDING FUND BALANCE**	**TOTAL**
General	3,487,550			
Executive		92,712		
Municipal Court		95,510		
Finance		173,011		
Police		1,331,730		
Park		16,765		
Planning		145,220		
Non-Departmental		846,459	786,143	3,487,550

FUND	ESTIMATED REVENUES	ESTIMATED EXPENDITURES	UNALLOCATED ENDING FUND BALANCE	TOTAL
Petty Cash/Change	760.00	-	760.00	760.00
Street	249,416	239,603	9,813	249,416
Building Code Account	129,883	47,485	82,398	129,883
Visitor Center	31,694	19,629	12,065	31,694
Library	49,915	42,291	7,624	49,915
Criminal Justice	43,735	1,667	42,068	43,735
Local Criminal Justice	170,324	30,300	140,024	170,324
Accumulative Reserve	21,094	-	21,094	21,094
CDBG Home Rehab	210,269	1,000	209,269	210,269
DOT Spoil Site	58,106	51,590	6,516	58,106
Public Works Vehicle Replacement	31,427	30,000	1,427	31,427
Police Vehicle Replacement	31,412	-	31,412	31,412
Drug Enforcement	3,486	-	3,486	3,486
Low Income Housing	67,543	-	67,543	67,543
Swimming Pool Construction	167,496	-	167,496	167,496
REET Capital	141,537	138,800	2,737	141,537
Street Construction Capital	847,000	847,000	-	847,000
Water/Sewer Operating	3,019,480			
Water		1,104,800	410,336	
Sewer		1,094,008	410,336	3,019,480
Regional Water System	1,224,885	668,814	556,071	1,224,885
Stormwater Management	197,583	188,682	8,901	197,583
Stormwater Capital Reserve	155,474	155,000	474	155,474
Regional Water Capital	123,832	72,225	51,607	123,832
Municipal Water Capital	1,882,138	1,838,700	43,438	1,882,138
Water Bond Reserve	213,184	-	213,184	213,184
Sewer Bond Reserve	329,860	-	329,860	329,860
Sewer Loan Reserve	20,686	-	20,686	20,686
Short Lived Asset Reserve	48,819	-	48,819	48,819
Municipal Sewer Capital	719,243	644,100	75,143	719,243
Boat Launch Facility	1,058,915	1,030,079	28,836	1,058,915
Utility Deposit	92,986	12,000	80,986	92,986
State Custodial Pass-Thru	26,821	24,980	1,841	26,821
TOTAL ALL FUNDS	**14,856,553**			**14,856,553**

Section 3. The city clerk is directed to transmit a certified copy of the budget hereby adopted to the State Auditor's office and to the Association of Washington Cities.

Section 4. This ordinance shall be in force and take effect in five (5) days after its publication according to law.

PASSED by the City Council and signed by the Mayor on this ____ day of ______________, 2023.

____
Mayor Paul Helenberg

Attest: Approved as to form:

_________________________________ _______________________________________
City Clerk City Attorney

ORDINANCE NO. TBD-2023-01

AN ORDINANCE ADOPTING THE BUDGET OF THE CASTLE ROCK CITY TRANSPORTATION BENEFIT DISTRICT, CASTLE ROCK, WASHINGTON FOR THE FISCAL YEAR ENDING DECEMBER 31, 2024

WHEREAS, the Interlocal Agreement between the Castle Rock City Transportation Benefit District and the City of Castle Rock dated November 26, 2012 authorizes city staff to serve as fiscal agents for the district and Castle Rock City Council Members serve as board officers in an ex officio capacity. On behalf of the Castle Rock City Transportation Benefit District, the mayor of the City of Castle Rock, Washington completed and placed on file with the city clerk a proposed budget and estimate of the amount of the moneys required to meet the public expenses, bond retirement and interest, reserve funds and expenses of the government of the Castle Rock City Transportation Benefit District for the fiscal year ending December 31, 2024, and a notice was published that the City Council of the City of Castle Rock would meet on the 27th day of November, and on the 11th day of December, 2023, at the hour of 7:30 PM in the council chambers in the Senior Center portion of Castle Rock City Hall and virtually for the purpose of making and adopting a budget for said fiscal year and giving taxpayers within the limits of said city, an opportunity to be heard upon said budget; and

WHEREAS, the said council did meet at said time and place and did then consider the matter of said proposed budget; and

WHEREAS, the said proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the Castle Rock City Transportation Benefit District for the purposes set forth in said budget, and the estimated expenditures set forth in said budget being all necessary to carry on the government of said city for said year and being sufficient to meet the various needs of said district during said period.

NOW, THEREFORE, the Castle Rock City Transportation Benefit District Board do ordain as follows:

Section 1. The budget of the Castle Rock City Transportation Benefit District, Castle Rock, Washington, for the year 2024 is hereby adopted in its final form and content as set forth in the document entitled Castle Rock City Transportation Benefit District Budget, copies of which are on file in the office of the city clerk.

Section 2. Estimated resources, for each separate fund of the Castle Rock City Transportation Benefit District, and aggregate expenditures for all such funds for the year 2024 are set forth in a summary form below, and are hereby appropriated for expenditure at the fund level during the year 2024 as set forth in the Castle Rock City Transportation Benefit District Budget.

FUND	**ESTIMATED REVENUES**	**ESTIMATED EXPENDITURES**	**UNALLOCATED ENDING FUND BALANCE**	**TOTAL**
General/TBD	334,325	242,095	92,230	334,325
TBD Capital Project	3,456	-	3,456	3,456
TOTAL ALL FUNDS	**337,781**			**337,781**

Section 3. The city clerk is directed to transmit a certified copy of the budget hereby adopted to the State Auditor's office and to the Association of Washington Cities.

Section 4. This ordinance shall be in force and take effect in five (5) days after its publication according to law.

PASSED by the City Council and signed by the Mayor on this ____ day of ___________________, 2023.

____
Mayor Paul Helenberg

Attest:

Approved as to form:

____
City Clerk

____
City Attorney

Special Event Permit

Permit No. 2023-0020

City of Castle Rock | Phone: 360.274.8181 | Fax: 360.274.4876 | www.ci.castle-rock.wa.us
Application must be made a minimum of **60 days** prior to event (30 if a prior annual event)

Gateway to Mt. St. Helens

Contact Information

Organization/Sponsor: Castle Rock Community Development Alliance	Address/City/State/Zip: PO Box 931 Castle Rock, WA. 98611	
Contact Person: Dawn Smith	Phone: 360.749.6799	Email: Smithdm317@yahoo.com
As contact person, are you authorized by the Organization/Sponsor to act on its behalf? ☑ YES ☐ NO	Address/City/State/Zip (if different from above)	
	Phone	Email

Are there other individuals authorized to act on behalf of the Organization/Sponsor? ☐ YES ☐ NO If yes, please provide their name and contact information:

Event Information

Event Name: Castle Rock Festival of Lights		Date(s) of event: 12/09/2023	Estimated # of participants for event: 3000
Start Time: 2:00 AM/PM (PM)	End Time: 7:00 AM/PM (PM)	Setup Time: 10:00 AM/PM (AM)	Takedown Time: 7:00 AM/PM (PM)	Estimated # of volunteers for event: 25

Is this an annual event? ☑ YES ☐ NO* Applicant may be required to collect approval signatures from neighboring or affected residents and/or business owners.

Have you previously requested a permit for such activity? yes — If yes, approximate date? 2009 – 2022

Are participants required to pay a fee? no fee — Are participants to make a donation? Some donations are received

Will this event: impede traffic? ☑ YES ☐ NO Follow traffic, pedestrian and bike laws? ☐ YES ☐ NO Utilize sidewalks only? ☐ YES ☐ NO

Details of event (Please include a detailed map showing location of event and copies of any proposed brochures, posters, flyers, or mailings you desire to use to advertise this event. Additionally, please identify on the map where volunteers will be placed to assist with this event. Include additional pages if needed to fully explain details.

Type of Use

Type of use requested
☑ Parade ☑ Street Closure ☐ Street Sale ☐ Athletic Run/Walk ☐ Block Party
☑ Other Vendors, Stage

Where is use requested?
☐ Park area*/where?
☐ Park building*/which one?
☐ Private property/where?
☐ Other

*Note: If planning to use a park area or building, please contact the Public Works Department at 360.274.7478 for any additional forms required for the use of a park area or building.

Please check all that apply to this event:
☑ Requesting closure/impediment of a street or public right-of-way. **(Please attach a map and mark location.)**
☐ Requesting to erect structure(s)/tent(s). Number and location Stage in front of Bradfields
☑ Planning to serve food/drink. If yes, including alcohol beverages? ☐ YES ☒ NO
☐ This event involves political or religious activity intended primarily for the communication or expression of ideas.
☐ Participants will be required to pay a fee.
☐ Participants will be asked to make a donation.

Permit holders are responsible for cleanup of debris in connection with their activities.

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Finance
2023-0020 SEP

vendors on front & 1st

City Assistance Requested

Public Works Division (example: street closure, signage, signal adjustment, facility availability, additional sanitation/garbage, restrooms) - Explain Street Closures Garbage setup/teardown	Police Department (example: traffic, patrol, security) - Explain
Building/Planning Division (example: electrical, temporary structures) - Explain	Other - Explain

Insurance Information

The City does not maintain insurance that will respond to claims against the applicant arising out of the use of facilities by the applicant, its members, or those attending the event. Depending on the type of event you are planning, and the activity and risk level of your group, you may be required to obtain bodily injury and property damages liability insurance in accordance with City policy, name the City as an additional insured on the policy, and be responsible for obtaining said insurance. *After reviewing this application*, the City will determine whether you must obtain liability insurance.

Agreement

Depending on the type of event planned, you may be required to defend, indemnify and hold harmless the City, its agents, employees and officials, while acting within the scope of their duties, from all causes of action, demands and claims, including the cost of their defense, arising in favor of the organization, the organization's employees or third parties on account of personal injuries, bodily injuries, death, or damage to property arising out of the acts or omissions of the organization, its employees or representatives, concessionaires of the event or any other person or entity, except for liability caused due to the sole negligence of the City. After reviewing this application, the City will determine whether you must indemnify the City and its agents.

By my signature I state that I am authorized to obligate the above-titled Organization/Sponsor, including financially, for any statements or requests made herein.

Applicant Name (please print) Dawn Smith	Applicant Signature Dawn M Smith
Organization/Title FOL Coordinator / CRCDA Board member	Date 9/9/2023

Add additional information on separate sheets as needed.

City Use Only

Other permits required in conjunction with this permit:
☐ Electrical ☐ Fire, Life & Safety ☐ Parks ☐ Other:_______________

Fees/Payments/Refunds

	Fee(s)	Initial(s)	Date(s)
Deposit(s)			
Permit(s)			
Facility Use/Rental(s)			
Admission Tax(es)			
Additional Costs			
TOTAL PAID			
TOTAL REFUND / DUE			

Proof of insurance required? ☐ Yes ☐ No   Bond Required? ☐ Yes ☐ No

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Special Event Signature Collection Sheet

Event: Castle Rock Festival of Light Date: Dec. 9th Time: 10:00 to 8:00

By signing this paper, I am stating that I am either in favor or against the above listed event. Please write clearly.

Name	Signature	Business	Address	In Favor	Not in Favor
Tammy Brossard	[illegible]	CR DOL	2 Cowlitz	X	
Levi Coomer	Levi Coomer	Wilson Auto	Huntington Ave	X	
Kari Murfitt	K Murfitt	GFE	6 Cowlitz	X	
Jacey Shulke	Jacey Shulke	Vault Books & Brew	Cowlitz	X	
Jason Vaye	Jason Vaye	Pollen Ale	10½ Cowlitz	X	
Robin Frazier	R Frazier	Oasis	123 Front St SW	X	
Brenda Fisher	[illegible]	Legally Blonde	152 130 SW Front	X	

Special Event Signature Collection Sheet

Event: FOL Date: 12/9/2023 Time: 10:00am to 8:00pm

By signing this paper, I am stating that I am either in favor or against the above listed event. Please write clearly.

Name	Signature	Business	Address	In Favor	Not in Favor
CR, Alignment	Closed on Sat.				
Ashtown	[illegible]	we will be open 12-9 (weather permit outside seating maybe up)	21 Cowlitz	OK	
Farmer's Ins	Kelli Zimmerman	We are closed that Day :)	31 Cowlitz Str.	OK	
Generoso Health					
Radio Repair					
Germunson					
THE NOOK	Linda Moody	28 Cowlitz		X	

Special Event Signature Collection Sheet

Event: FOL Date: 12/9/2023 Time: 10:00 to 8:00pm

By signing this paper, I am stating that I am either in favor or against the above listed event. Please write clearly.

Name	Signature	Business	Address	In Favor	Not in Favor
Parwell	[illegible]	Parwell	32 Cowlitz st	X	
Business + Tax Services INC	[illegible]			X	
Jupiter Lighting	Ron R[illegible]	Jupiter	38 Cowitz	X	
PT Northwest	[illegible]			X	
Knotty Stitches	Jana Gann		105 Cowlitz St. W	X	
Nathan Eiche	Nathan Eiche	Bredfield's	102 Cowlitz St. W	X	
Michelle Becky	Michell Bowes	New You Beauty	109 Cowlitz	X	

Special Event Signature Collection Sheet

Event: FOL Date: 12/9/2023 Time: 10:00 to 8:00

By signing this paper, I am stating that I am either in favor or against the above listed event. Please write clearly.

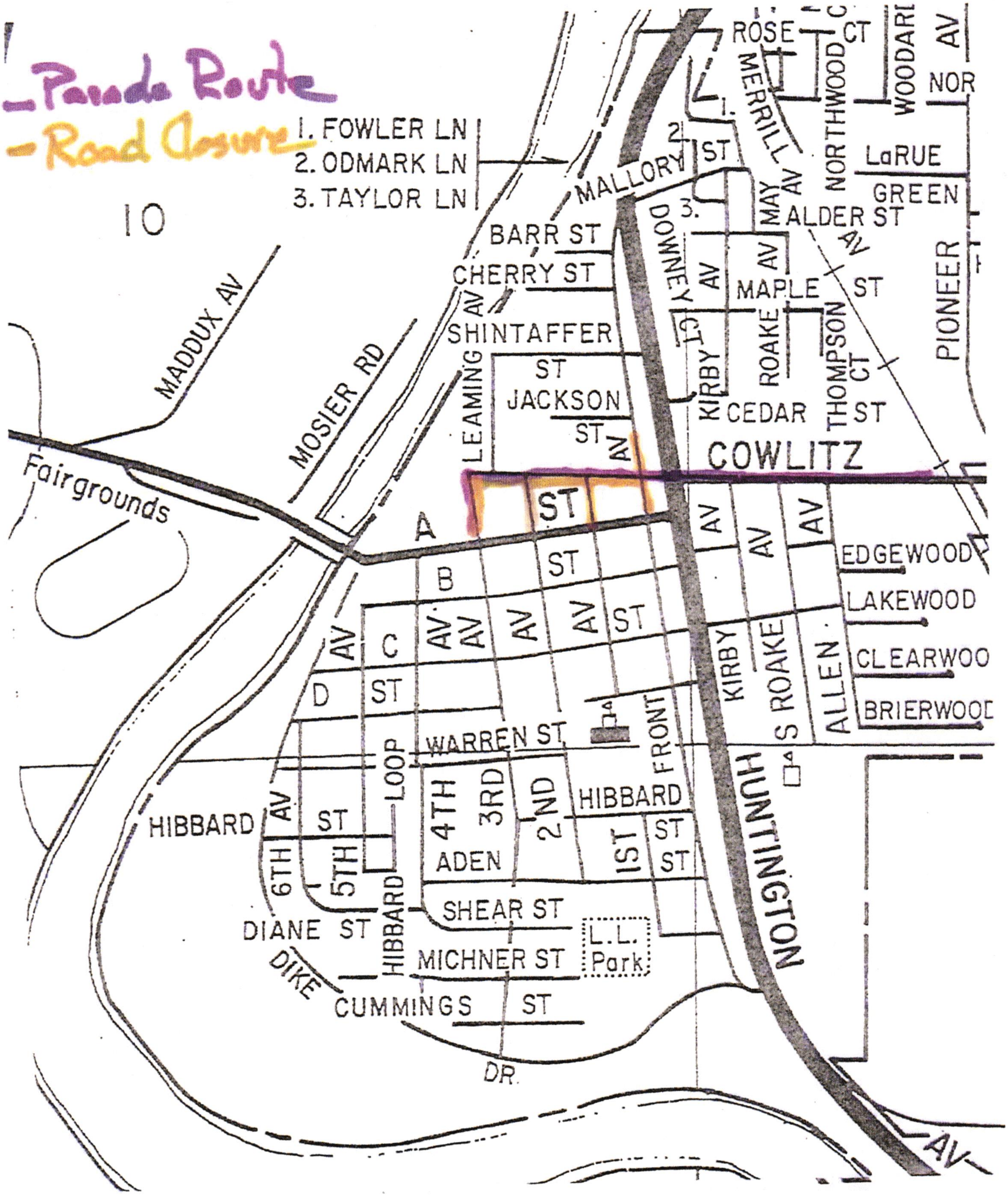
Name	Signature	Business	Address	In Favor	Not in Favor
Jorden B	JB	Family Health Center	139 1st ave sw	X	
Berlyn Dunham	BD	Hubbard ~~Masonic~~	46 A street CR WA	X	
Brandy Brown		Pastime	127 Front St Please don't Close Parking lot	X	
Bill Hoesch		Creation	147 Front Ave	X	
Cookie Decorating during FOL		Masonic			

Special Event Signature Collection Sheet

Event: FOL Date: 12/9/2023 Time: 10:00 am to 8:00 pm

By signing this paper, I am stating that I am either in favor or against the above listed event. Please write clearly.

Name	Signature	Business	Address	In Favor	Not in Favor
Nancy Pollock	N Pollock	Blueberry Hill	123 Cowlitz St. W.	X	
VICKI SELANDER	Vicki Selander	Library	137 Cowlitz St W.	X	
Wendy Fleming	Wendy Fleming	Post Office	126 Cowlitz Street W	X	
Jesse Weimer	Jesse Weimer	Select Grocery	204 W. Cowlitz	X	
Jill Rosebach	Jill Rosebach	Rx	117 - 1st Ave	X	
Emily Wilbur	Emily Wilbur	Am. Legion Hall	127 1st Ave SW	X	
Ashlee Eatherton	[illegible]	Beauty Shop Ashby	127 SW 1st Ave	X	



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2023-20 SEP
Castle Rock
Finance

Gateway to Mt. St. Helens

WAIVER of LIABILITY

HOLD HARMLESS - Applicant shall defend, indemnify and hold harmless the City of Castle Rock, its officers, officials, employees and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of the acts or omissions of the applicant, its employees, volunteers, representatives or vendors, or from any activity, work or thing done, permitted, or suffered by applicant, participant, or member of the public, related to the permitted activity, except only such injury or damage as shall have been occasioned by the sole negligence of the City of Castle Rock.

Organization: Castle Rock Community Development Alliance

Title of Event: Castle Rock Festival of Lights

Date of Event: December 9, 2023

Phone Number: 360.749.6799

Name of Applicant (please print): Dawn Smith

Signature of Applicant: Dawn M Smith

Date Signed: 9/9/2023

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2023-0020 SEP
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Finance

CASTROC-14 GURUSAIYADAV

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 11/15/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
NFP Property & Casualty Services, Inc.
PO Box 936
Chehalis, WA 98532-0936

CONTACT NAME: Evelyn Jackson
PHONE (A/C, No, Ext): (714) 577-4535 FAX (A/C, No): (714) 975-8966
E-MAIL ADDRESS: evelyn.jackson@nfp.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Hartford Underwriters Insurance Company	30104
INSURER B : United States Liability Insurance Company	25895
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Castle Rock Community Development Alliance
PO Box 931
Castle Rock, WA 98611-0931

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			59SBAAU4BF2	10/25/2023	10/25/2024	EACH OCCURRENCE	$ 2,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 1,000,000
							MED EXP (Any one person)	$ 10,000
							PERSONAL & ADV INJURY	$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 4,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 4,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY			59SBAAU4BF2	10/25/2023	10/25/2024	COMBINED SINGLE LIMIT (Ea accident)	$ 2,000,000
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N / A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
B	Directors & Officers			NDO1591679A	10/26/2023	10/26/2024	Aggregate	1,000,000
B	Directors & Officers			NDO1591679A	10/26/2023	10/26/2024	Each Claim	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Re: Castle Rock Festival of Lights | December 9th, 2023.

CERTIFICATE HOLDER

City of Castle Rock
PO Box 370
Castle Rock, WA 98611

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Review / Authorization

Primary Responsible Department: Finance — **Permit No. 2023-0020**

Castle Rock Fesitval of Lights

Dawn Smith - 360.749.6799 - smithdm317@yahoo.com

Reviewed by: (mark "X" & date upon review)	**Comments and Conditions**
[√] Finance Carie Cuttonaro, Clerk-Treasurer Date: 11/21/2023	No issues
[√] Fire (Cowlitz County Fire District 6) Bill LeMonds, Fire Chief Date: 11/21/2023	No issues
[√] Police Charlie Worley, Chief Date: 11/20/2023	No issues
[x] Public Works / Engineering Dave Vorse, Public Works Director Date: 11/20/2023	
[ ] Parks	
[x] Streets	Street closures. Applicant is responsible for moving traffic control devices into place and then removal after the event.
[ ] Traffic	
[X] Other	extra trash cans will be provided.
[ ] Building/Planning, if needed	

Additional Comments:

[ ] Approved [ ] Denied	Primary responsible department signature Date