



CASTLE ROCK CITY COUNCIL AGENDA

Regular Meeting: Monday, January 22, 2024
7:30 PM

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

AGENDA

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1. CALL TO ORDER

- a. Pledge of Allegiance
- b. Clerk-Treasurer Carie Cuttonaro will administer the oath to the following newly elected official:

Council

Paul Simonsen, Council Position No. 4

Term is four years, expiring December 2027.

- c. Council approval of Councilmember Lee Kessler's appointment to Mayor Pro-Tem.
- d. Roll Call
- e. Changes to Agenda

2. PROCLAMATIONS & PRESENTATIONS

3. CITIZEN COMMENTS - maximum 3 minutes

4. DEPARTMENT REPORTS

- City Attorney Frank Randolph
- Police Chief Charlie Worley
- Public Works Director Dave Vorse
 1. PW Projects - 2023 Completed
 - PW Projects - 2024 Proposed
- City Engineer Tom Gower
- Clerk-Treasurer Carie Cuttonaro

5. COUNCIL AND AD HOC COMMITTEE REPORTS

- Mayor / Mayor Pro-Tempore / Councilmembers
 1. Humane Society report of animal activity for 4th quarter 2023.
- CRCDA Representative

6. PUBLIC HEARINGS

7. CONSENT AGENDA

- a. Approve the December 2023 Open Period invoices as described in the Fund Transaction Summary Report in the amount of \$27,113.58.

8. OLD BUSINESS

9. NEW BUSINESS

- a. Request to declare Public Works' 2016 Snorkel AB50JK, Serial Number 50909080217, as surplus.
- b. Naming of Al Helenberg Memorial Boat Launch access road.

10. OTHER BUSINESS

11. ADJOURNMENT

NEXT REGULAR COUNCIL MEETINGS:

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.

Proposed Projects for 2023 broken down into months
As of December 1st

Water / Regional Water		
Fill abandoned SR 504 water main with CDF or other filler <i>In-Progress</i>	Jan – Mar	Dave - Mike
Repair leaks identified in the city wide leak detection program	Jan - Dec	Nakayla & Mike
Service line leak detection program <i>In-Progress</i>	Jan - July	Nakayla
Replace 100 meter registers <i>In-Progress</i>	Jan-July	Paul - Nakayla
Cross connection control report COMPLETED	Jan-April	Dave
Water use efficient report COMPLETED	Jan-Feb	Dave
Update water base map with asset management data	Jan-Aug	Dave & Mike
Coordinate with Eng. & WSDOT on the water and sewer main replacement on the SR 411 bridge <i>In-Progress</i>	Jan-July	Dave & Eng
Install intrusion sensors on reservoir hatches <i>In-Progress</i>	Jan -June	Mike
Install sample station at Bond Reservoir COMPLETED	Jan-June	Mike
Exit 48 water main Ext. phase 1 COMPLETED	Jan – Oct	Dave
Exit 48 water main Ext phase 2 <i>In-Progress</i>		
Consumer Confidence Report COMPLETED	March-May	Dave
Cross Connection report COMPLETE		
Water use Efficient report COMPLETED		
Water main replace-alley between Cow. & A; 2 nd -3 rd COMPLETED	Jan-July	Mike / Tyler
Water main replace-alley between A & B; 2 nd -3 rd COMPLETED	Jan-July	Mike/Tyler
Water main replace- B st; 2 nd -3 rd COMPLETED	Jan-July	Mike/Tyler
Flush water mains	June-July	Nakayla
Paint fire hydrants	June-Aug	Naykayla
GPS water intake property line and creek	June - Aug	Lucas
Radio signal project – billing issue COMPLETED	Mar-Sept	Mike
DNR meter issue COMPLETED	Nov	Dave
Water main/pump station design to Powell Rd. <i>In-Progress</i>	March-Dec	Dave/ Eng.
WTP – Repair backwash pump station <i>In-Progress</i>		
25 Projects, 13 Completed, 7 In-Progress		
Sewer		
WWTP Intake & Infiltration and Waste Load Assessment Report COMPLETED	Jan	Mike & Tyler
WWTP, Biosolids report COMPLETED	Jan-March	Dave, Mike, Tyler
Update 1955 sewer as-builts	Jan - June	Dave & Eng
Brierwood – Clearwood sewer issue; monitor	Jan-Dec	All
WWTP- Replace PLC's, phase 4 COMPLETED	Jan-July	Tyler, Mike

Update SOPs for plant preventative maintenance & educate COMPLETED	Jan-Mar	Mike
Coordinate with eng. & WSDOT on sewer imp. On SR 411 bridge <i>In-Progress</i>	Jan – Dec	Dave - Tom
Prioritize sewer cleaning & inspection. COMPLETED	Jan-July	Dave - Tom
WWTP – Industrial User survey COMPLETED		
WWTP – Effluent annual testing COMPLETED	April-May	Dave & Mike
WWTP – Biosolids soil site testing COMPLETED	April-Oct	Mike & Lucas
WWTP – Biosolids composting pilot project COMPLETED	Feb-Oct	Lucas
WWTP – Replace blower <i>In-Progress</i>		
WWTP – Clear drain from clarifier COMPLETED		
Repair sewer sink hole in alley between 5 th -Dike; c St.-D St.	June-Aug	Paul & Anthony
Repair pump suction line in Dougherty Dr. lift station	March-May	Paul/Lucas
15 Projects, 10 Completed, 2 In-Progress		
Stormwater / PW Vehicle Replacement / Major vehicle or Equipment work		
Levee – revetment work, cut brush & trees <i>In-Progress</i>	Jan-Oct	Anthony
Secure beaver permit and start trapping – notify school COMPLETED	Jan-April	Paul
Investigate run-off in 600 block Roake Ave. SE	Jan – July	Dave - Tyler
Replace controls at South Storm Pump Station	Jan-July	Tyler
Remove trees on levee N. Hunt.	June- Sept	Paul & Lucas
Green Acres pump vault valve	Aug-Oct	Anthony
Secure reimbursement from high water event COMPLETED	June-Dec	Dave & Cami
4 Ave. 200 block main issue COMPLETED	July - Dec	Dave & Tyler
A St. 300 block main issue <i>In-Progress</i>	July-Dec	Dave & Tyler
Perform maintenance on Truck fleet COMPLETED	Jan-Dec	Paul
Perform maintenance on Heavy equipment fleet COMPLETED	Jan-Dec	Paul
Perform maintenance on small engine equipment COMPLETED	Jan-Dec	Paul
Install catch basin in Fire Hall ally COMPLETED	March	Anthony
Purchase an excavator COMPLETED		
Search for replacement for the lift COMPLETED		
15 Projects, 8 Completed, 2 In-Progress		
Parks / DOT site / Boat Launch		
Replace signage at OJP, Gateway, LPP, and Memorial Parks <i>In-Progress</i>	Jan-Aug	Mike & Tyler
Research into payment box for the RV disposal site <i>In-Progress</i>	Jan-Mar	Mike
Complete installing way-finding signs for Rec. COMPLETED	Jan -April	Anthony &

		Dalton
Boat launch – remove end float and clean ramps of silt COMPLETED	Feb-Nov	Paul & Lucas
Design and permitting of the river current diversion structure at boat launch <i>In-Progress</i>	Jan-Dec	Dave & Eng
10 year maintenance plan for the boat launch <i>In-Progress</i>	Feb	Dave & Eng.
Amend and re-new dredge spoil agreement <i>In-Progress</i>	Jan - April	Dave & Mayor
Coldwater Park improvements: sign	May	Tyler
Coldwater Park improvements: shelter	July	Tyler
Coldwater Park improvements: camera <i>In-Progress</i>	Oct	Tyler
Coldwater cushioning material COMPLETED		
LPP – renovation of landscape & irrigation COMPLETED		
Park & Trail Assessments COMPLETED	March-June	Anthony
Work with NC on YAF project to completion COMPLETED	Sept-Dec	Tyler
Install camera at LPP <i>In-Progress</i>	June-Sept	Tyler
Remove root wad from log boom at boat launch COMPLETED	June-Sept	Paul & Lucas
Install drinking fountain at LPP <i>In-Progress</i>	June - Aug	Anthony & Lucas
Repair, patch and seal coat 1/3 RFT & skate park COMPLETED	March-July	Anthony & Brice
Paint traffic garden on skate park COMPLETED	May	CARE coalition
Install traffic garden informational and directional signs COMPLETED		
Remove dying trees from the “Rock” COMPLETED	Feb	Mayor & Tyler
Clean-up debris piles by skate park & sweeping pile COMPLETED		
Gateway Park irrigation <i>In-Progress</i>		
23 Projects, 12 Completed, 9 In-Progress		
Streets / Arterial Streets / Sidewalks		
Install new street name signs phase 3 <i>In-Progress</i>	Jan – April	Anthony & Lucas
Complete Street: Landscape slope COMPLETED	Mar-July	Lucas & Brice
Sidewalk concrete repairs Huntington COMPLETED	Jan-Oct	Tyler
Coordinate with WSDOT on SR 411 bridge const. <i>In-Progress</i>	Jan-Dec	Dave & Mayor
De-ice and sand area streets <i>In-Progress</i>	Jan - Mar	All
SSRTS design & construction / TA along Huntington Ave. S. <i>In-Progress</i>	Mar-Aug	Dave, Tyler
Pruning Program COMPLETED	Mar-July	Paul, Anthony
Sidewalk Program COMPLETED	Mar-Dec	Brice
Replace JoAnn Dr. NE street light COMPLETED	April-June	Tyler
Pressure wash downtown sidewalks	April-July	Paul & Anthony

Seal downtown sidewalks	April-July	Paul & Anthony
Chip seal project – Barr, Cherry, Shintaffer, Leaming, Jackson, alley behind Oasis, Library and Eagles COMPLETED		
Crack seal and patch streets COMPLETED		
Pave 1 st Ave. 800 block COMPLETED		
Place 10 more mobile trees in the downtown COMPLETED		
Hang and care for 228 flower baskets & remove COMPLETED		
16 Projects, 10 Completed, 4 In-Progress		
Annual Events		
FOL event COMPLETED	Jan	All
Halloween Jamboree COMPLETED	Jan – Feb	Anthony & Brice
Citywide cleanup day COMPLETED	Jan – May	Dave & Tyler
Assist with AIB emphasis COMPLETED	Mar-Oct	Paul, Lucas
Budget process COMPLETED		
Assist with Fair & Parade COMPLETED		
6 Projects, 6 Completed, 0 In-Progress		
Facilities construction and maintenance		
Pressure was and seal visitor center	April – July	Dalton
Visitor center landscape, <i>In-Progress</i>	July-Nov	Mike & Lucas
Visitor Center screening, COMPLETED		
Visitor Center irrigation COMPLETED		
Visitor Center water feature		
Visitor Center cameras COMPLETED		
Visitor Center retaining walls COMPLETED		
Intake building siding		
Rebuild picnic structure at Gateway Park COMPLETED	Dave & Mayor	July-Dec
Rebuild retaining wall at Gateway Park		
Design and permit new restroom/picnic at NTH COMPLETED	Dave	Nov-Dec
Construct new restroom/picnic shelter at NTH COMPLETED		
City Hall painting COMPLETED		
City Hall expansion to clerk's office <i>In-Progress</i>		
14 Projects, 8 Completed, 2 In-Progress		
Other Projects		
Participate in site plan review meetings COMPLETED	Jan-Dec	Dave
Conduct personnel evaluations COMPLETED	Jan-April	Dave

Annual fuel report COMPLETED	Jan	Dave
Annual SWCAA report COMPLETED	Jan-Feb	Dave
CDL Physicals COMPLETED	Jan	Dave
Defensive driving training COMPLETED	Mar-June	All
Attempt to negotiate franchise agreement with PUD <i>In-Progress</i>	Jan - Dec	Dave & Frank
Negotiate franchise agreement with Astound Broad Band <i>In-Progress</i>	Jan - June	Dave
Work with crew on training, certifications <i>In-Progress</i>	Jan-Dec	All
Complete Shoreline master plan COMPLETED	Jan-Mar	Dave & Gregg
Work with Developer of "The Landing" <i>In-Progress</i>	Jan-Dec	Dave, Tom, Gregg, Frank, Mayor
Find sustainable funding for the library and park fac. <i>In-Progress</i>	Jan-Dec	Dave
Respirator fit test COMPLETED	March	Tyler
Loss control grant COMPLETED	Mar-July	Dave / Tyler
Update personnel policies <i>In-Progress</i>	Jan-July	Dave, Carie, Charlie
Flagger class for crew COMPLETED		
Annual CDL query COMPLETED		
17 Projects, 11 Completed, 6 In-Progress		
Grants /Loans		
TIB grant crack seal COMPLETED	Mar-Aug	Dave
TIB grant –Jackson St. sidewalk COMPLETED		
TIB Pleasant Hill Rd. full depth reclamation COMPLETED	Aug-Nov	Dave
RCO 0 Local Parks Maint. COMPLETED		
DOE – Stormwater mapping & Inspection COMPLETED		
Tourist grant – FOL from Underground Utility Council COMPLETED		
WSDOT Huntington Ave. S. Roundabout & Ped. Imp. COMPLETED		
7 Projects, 7 Completed, 0 In-Progress		

Summary:

138 current projects, of these:

85 are completed (61%)

32 in progress (23%)

21 Not started yet (16%)

Water / Regional Water	2023
Complete filling of SR 504 water main	Feb-April
Check and repair the raw water main	May-Aug
Rehab Pizza Well	Sept
WTP – expand backwash pond	June-Aug
WTP – chlorine cylinder emergency “A” kit gasket and confirm phone #	Jan-Mar
WTP – Replace door handles and locks	Feb - Mar
WTP – Clean tube settler basin	Aug-Oct
Update Bacteriological Plan	Feb-May
Water main replacement – 2 nd Ave; B St. to Aden	Mar-July
Water main replacement – Aden; Front to 2nd	Mar-July
Water main Replacement – 1 st ; Aden to Shear	Mar-July
Water main / pump station design to Powell Rd.	Jan-Dec
Flush water mains	May-Aug
Paint fire hydrants	June-Aug
City wide leak detection program	Feb-May
Continue with investigating service line leaks	Jan-July
Cap off abandon water mains on. N., Maple, Helton, Cowlitz St. E. etc.	Jan-April
Replace 50 meter registers	Jan-Nov
Larger meter replacements	Jan-May
Cross Connection report	Feb-Mar
Water Use Efficient report	Jan - Feb
Consumer Confidence report	Jan-July
Install intrusion sensors on reservoir hatches	Feb - Mar
Update water base map with asset management data	Jan-Dec
Service line material survey for lead & copper program	Jan-Dec
GPS water intake property line and creek and meters on Westside	Mar-July
Design / Engineering for Carpenter Rd. pump station	Jan-June
Design / engineering for the Powell Rd. water main	Jan-June
Annual water reading audit	Aug-Sept
Pizza well landscape – heavy fabric and bark	May-June
Remove abandon hydrant on Dougherty Dr.	June
31 project / programs / reports	
Sewer / Regional Sewer	
Initiate Grease Abatement Plan	Sept
Video inspect mains – prioritize repairs	Jan-June
Review O&M manual annually and send letter by July 31st	Jan-Aug
WWTP – Replace PLC’s phase 4 & 5	Jan-Mar
WWTP – Biosolids composting pilot project	July-Oct
WWTP – I/I report	Jan
WWTP – waste loading report	Jan
WWTP – Biosolids report	Feb-Mar
WWTP – Effluent annual testing report	March
WWTP – Industrial User survey and submit by June 30th	Jan-June
WWTP – Biosolids land application and testing	April-

	Nov
WWPT – Update SOP for plant preventative maintenance	Jan-May
WWTP – lab ductless heat pump	Mar-June
WWTP – Install camera	April-July
WWTP – RAS/WAS pumps guide rails	Mar-June
WWTP – Calibrate UV sensors	Jan-Mar
WWTP – repair or replace air compressor	Feb-May
WWTP – Grit pump maintenance	Mar-July
WWTP – Install new blower	Jan-Mar
Update 1955 sewer as built base maps	Feb-July
Coordinate with Eng. & WSDOT on sewer main imp. on SR 411 bridge	Jan-Dec
Construct Green St. Lift Station building	Sept-Oct
Repair pump suction line in Dougherty DR. Lift Station	Jan.- Feb
Repair sewer sink hole in alley between 5 th -Dike; C St. – D St.	June-Aug
Repair main – Allen Ave.; Clearwood / Lakewood	June-Aug
Repair main Cedar & Kirby to Clean out	June-Aug
Repair main – Huntington Ave. north of C St crossing	June-Aug
Repair main – 5 th & Hibbard to clean out	June-Aug
Repair main 3 rd Ave.; Cowlitz – A St.	June-Aug
Repair main Alder St.; Huntington to east end	June-Aug
Install pressure main across R/R at exit 48	Feb-June
31 project / programs / reports	
Stormwater / PW Vehicle Replacement / Major vehicle or equipment work	
Levee – revetment work, cut brush & trees	Jan-March
Replace controls at South Storm pump station	Feb-June
Line or replace 4 th Ave 200 blk main	Jan-May
Line or replace A St. 300 blk main	Jan-May
Clean catch basins	June-Aug
Purchase and install gate valve for Green Acres storm vault	May-Aug
Review and perform maintenance on vehicle and equipment	Jan-Oct
Purchase lift	Jan-Mar
Sale existing lift at auction	Feb-May
Purchase a quick connect for excavator	Jan-Mar
Purchase 5 yard dump truck	July-Nov
5 Yard dump truck cylinder work	Feb-May
Rollback fuel gauge replacement	Feb-May
Expedition catalytic convert replacement	Feb-May
Secure beaver trap permit and set out traps	Feb-March

15 projects / programs / reports	
Parks / DOT Site / Boat Launch	
Replace signage at Gateway Parks, Lion's Pride, Vol.memorial & Old Jail	Feb-Sept
Install camera at Lion's Pride Park	Mar-June
Install camera on Riverfront trail	Mar-June
Install cameras at Old Jail Park	Mar-June
Build a payment box for the RV disposal site	Jan-March
Boat Launch grant for river current calming structure and construction	Jan-Sept
10 year maintenance plane for boat launch	Jan-Dec
Gateway Park irrigation line to North Point	June-Oct
Boat launch – re-install float and remove silt	Jan-Dec
Amend dredge spoils agreement	Feb-May
Pressure wash and seal boat launch picnic shelter	July
Coldwater Park improvements, sign, covering and camera	April-Oct
Park and Trail assessment	Feb-April
Replace Lion's Pride Park drinking fountain	May-June
Replace fence under bridge by platform walkway & submit for reimbursement	July-Oct
Replace RFT historical and information signs	Feb-Mar
NTH landscape after construction is completed	July-Aug
Complete repairs to Gateway park – block wall, picnic table and trash can & reimbursement	Jan-Mar
18 projects / programs / reports	
Streets / Arterial Streets / Sidewalks	
Install new street name signs and post – phase 3	Jan-June
Develop a de-ice truck wash system	Jan-March
Replace & Prune cherry trees on Front Ave.	Jan-May
6 Rivers Regional Trail System design and construction phase 2	March-Oct
Pressure wash and seal downtown sidewalks	May-June
Pruning Program	Feb-Oct
Sidewalk Program	Feb-Oct
Hang and water flower baskets	May-Oct
Curb and crosswalk painting	Jun-July
Sidewalk concrete repairs	Feb-July
Site obstruction program	Feb-Oct
Chip seal program – Front Ave. NW, Edgewood Ct., Lakewood Ct., Clearwood Ct., B St. SE – both blocks, OJP alley & parking, alley 2 nd -3 rd /Cowlitz – A St.	July-Aug
City wide crack seal and pre-patch streets project	May-Aug
Pedestrian cross light @ Huntington & A St.	Jan-Aug

Guardrail repair program	Mar-Aug
Uptown WI-FI	July-Oct
Update street maintenance plan for the next 10 years	Jan-July
SR 411 bridge by shop & PUD landscape improvements	June-July
Replace dead trees at N. Huntington landscape by wells & weed control	Feb
19 projects / programs / reports	
Annual Events	
Remove decoration from FOL	Jan-Feb
Citywide Cleanup Day	Jan-April
Assist with Corn hole festival	July-Aug
Assist with I Topped The Rock	Jun-Oct
Assist with Bike Park Blowout	Sept
Assist with Halloween Jamboree	Sept-Oct
GPS Mapping System - continue system development	Jan-Aug
Hang Christmas decorations and participate in Festival of Lights	Nov-Jan
Assist with Fair and Parade	July
Assist with American In Bloom emphasis	March-July
Budget process	Aug-Dec
4 th of July preparation	June-July
12 projects / programs / reports	July-Dec
Facilities construction and maintenance	March
Visitor center; landscape and drip system expanded	April-Oct
Library roof	Jan.-April
Raw water intake building siding and roof repairs	May-Sept
Complete painting shop facility	Aug-Oct
City Hall – paint exterior trim	June-Aug
Pressure wash and seal visitor center	July-Oct
City Hall – expansion to clerk’s office	Jan-May
Construct Restroom and picnic structure at the North Trailhead	Jan-July
Construct a dog holding area	Mar-Apr
9 projects	
Other Projects	
Participate in implementation of Strategic Marketing Plan	Jan-Dec
Participated in Site Plan Review meetings	Jan-Dec
Add cameras to park –n-ride /visitor center	May-July
Work with crew on training and certifications	Jan-Dec
Pressure wash and seal visitor center	Aug
Attempt to negotiate a franchise agreement with Cowlitz PUD	Jan-Dec
Negotiate franchise agreement with Astound Board Band	Jan-June
Conduct personal evaluations	Feb-April
Update Personnel Policy	Jan-Dec
Annual fuel report	Jan

Proposed Projects | 2024

Annual SWCAA report	Jan-Feb
Loss control grant	Jan-March
Defensive driving training	Feb
Annual CDL query	Oct
Work with Sustainable funding for Library and other recreation structures	Jan-Dec
Work with developer on the Landing on the Cowlitz	Jan-Dec
Update fuel card program	Jan-Mar
Downtown refuge containment area	Mar-Sept
Nakayla's CDL	Jan-June
19 projects / programs / reports	
Grant Applications	
Complete legislative applications for Impound/Storage facility	Jan
Boat Launch	
POL, CCRD & RCO– river current diversion/sediment management structure	Jan-July
Overlay/Chip Seal/Sidewalk Residential and Arterial Street	
TIB Small City Preservation Program (TIB determines section eligibility)	Aug-Sept
TIB Arterial Street Program – Pleasant Hill Rd. FDR	Aug-Sept
TIB Sidewalk Program – Jackson St.	Aug-Sept
TIB Complete Streets	Aug-Sept
Tourist grant – FOL & Halloween Jamboree	July-Dec
7 grants	
161 Total projects / programs / reports / grant applications proposed in 2024	

Please note specific LOCATION

Water Leak Repairs	#
Sewer Plugs Cleared	
Beaver Dam Demolished	
Number of beavers trapped	

Humane Society of Cowlitz County

PO Box 172 Longview WA, 98632

City of Castle Rock Quarterly Activity 2023

Type of Call	October	November	December	Quarterly	YTD
Complaints	1	2	1	4	35
Rescued	0	0	0	0	0
Cruelty	0	0	0	0	1
Unfounded	0	0	0	0	1
Injured	0	0	0	0	1
Return to Owner	0	0	0	0	1
GOA	0	1	1	2	5
Patrol Hours	2	1	1	4	56
Notice Warning	0	0	1	1	7
Citations	4	0	0	4	15
Court Time	0	0	0	0	0
DOA	0	0	0	0	0
After-Hours Calls	1	0	1	2	9
After-Hours Responses	0	0	0	0	0
Door Tags	0	0	1	1	3
Follow Ups	0	0	0	0	2
Bites	0	0	0	0	1
Officers Impound in Field	0	0	0	0	11
Shelter Intake Front Desk	0	0	6	6	23
Total Castle Rock Animal Intake	0	0	6	6	32
Spay Neuter Clinic	1	0	1	2	18
CCP-TNR Program	1	7	1	9	21
Low Income Vaccine Clinic	0	0	0	0	16
Number of Licenses Sold	14	3	14	31	61
Revenue from Above Number Sold	\$210.00	\$45.00	\$235.00	490	\$ 1,190.50

As of this date, 1/22/2024, the Council by a majority vote, does approve payment of the vouchers included in the Fund Transaction Summary Report, and further described as:

General Expenditures

<u>Transaction Type</u>	<u>Description</u>	<u>Amount</u>	<u>Payment Date</u>
Claims	Check 54777-V Lost in Mail	(974.13)	12/31/2023
Claims	Check 54949	974.13	12/31/2023
Claims	Check 54950	135.00	12/31/2023
Claims	Check 54951 - 54970	26,414.94	12/31/2023
		26,549.94	

Payroll Expenditures

<u>Transaction Type</u>	<u>Description</u>	<u>Amount</u>	<u>Payment Date</u>
Mid-Month Draw	Nacha #	-	
Mid-Month Draw	Taxes	-	
EOM Payroll	Nacha #	-	
EOM Payroll	Check	-	
EOM Payroll	Taxes	-	
EOM Payroll Benefit	EFT	-	
Uniform Allowance	Check	-	
Uniform Allowance	Taxes	-	
Accrued - Quarterly Payroll Tax - L&I		-	
Accrued - Quarterly Payroll Tax - ESD		-	
Accrued - Quarterly Payroll Tax - PFML		-	
Accrued - Quarterly Payroll Tax - WA CARES		-	
		-	

TBD Expenditures

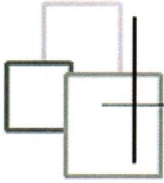
<u>Transaction Type</u>	<u>Description</u>	<u>Amount</u>	<u>Payment Date</u>
Adjustment/EFT	EFT#	-	
Adjustment/EFT	EFT#	-	
Claims	Check 2073	563.64	12/31/2023
Claims	Check	-	
		563.64	

	<u>Amount</u>	<u>Payment Date</u>
Grand Total Expenditures	27,113.58	12/1/2023 - 12/31/2023
Fund Transaction Summary Report	27,113.58	
Balance Check (s/b -0-)	-	

Lee Kessler, Audit Committee Member

Art Lee, Audit Committee Member

Ellen Rose, Audit Committee Member



Fund Transaction Summary

Transaction Type: Invoice
Fiscal: 2023 - Dec - Open Period - 2023
System Types: Cash Management, Financials, Payroll, Resources, UB2, Utility Billing

Fund Number	Description	Amount
010	General Fund	\$13,121.30
100	Street Fund	\$1,282.94
115	Building Code Account Fund	\$898.00
130	Library Fund	\$295.21
170	DOT Spoil Site Fund	\$30.24
400	Water/Sewer Operating Fund	\$2,447.85
410	Regional Water System Fund	\$865.30
420	Stormwater Management Fund	\$5,970.81
435	Muni Water Capital Improvement	\$1,638.29
632	Transportation Benefit District Fund	\$563.64
	Count: 10	\$27,113.58