



## CASTLE ROCK CITY COUNCIL AGENDA

Regular Meeting: Monday, September 23, 2024  
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](tel:+16467493112) Access Code: 201-632-365 (Press \*6 to speak)

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### 1. CALL TO ORDER

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- a. Pledge of Allegiance
- b. Roll Call
- c. Changes to Agenda

### 2. PROCLAMATIONS & PRESENTATIONS

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- a. Domestic Violence Awareness Month - October 2024 (page 3)

### 3. CITIZEN COMMENTS - maximum 3 minutes

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### 4. DEPARTMENT REPORTS

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- City Attorney Frank Randolph
- Police Chief Charlie Worley
- Public Works Director Dave Vorse
  - Coliform Monitoring Plan Update (page 4-11)
- City Engineer Tom Gower
- Clerk-Treasurer Carie Cuttonaro
  - Expenditure, Revenue, Cash & Investments Reports (page 12-16)

### 5. COUNCIL AND AD HOC COMMITTEE REPORTS

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- Mayor / Mayor Pro-Tempore / Councilmembers
- CRCDA Representative

### 6. PUBLIC HEARINGS

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- a. To receive testimony on the proposed vacation of an Unnamed Right-of-Way located across Cowlitz Street East from Allen Avenue Southeast. The right-of-way is developed as a driveway to the existing Stash-It Self Storage development. (page 17, 22-37)

### 7. CONSENT AGENDA

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- a. Approve the minutes of the August 26, 2024 Regular Council Meeting. (page 18-19)

b. Approve the minutes of the September 9, 2024 Regular Council Meeting. (page 20-21)

## 8. OLD BUSINESS

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## 9. NEW BUSINESS

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a. Ordinance No. 2024-07, an ordinance of the Castle Rock, Washington City Council vacating an Unnamed Right-of-Way located across Cowlitz Street East from Allen Avenue Southeast. Includes Access Easement. (page 22-37)

b. Val Tinney, representing North County Recreation Association (NCRA), is requesting \$15,000 from the \$30,000 lodging tax dollars to be used for paving improvements. NCRA brings in tourism through the sports complex.

c. Water Use Efficiency Goals 2024-2030 (page 38-39)

d. Bid Tab Results and Award - Chemical Procurement (page 40)

## 10. OTHER BUSINESS

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## 11. ADJOURNMENT

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### NEXT REGULAR COUNCIL MEETINGS:

| <u>4Q24</u>          | <u>1Q25</u> | <u>2Q25</u>     | <u>3Q25</u>  |
|----------------------|-------------|-----------------|--------------|
| October 14           | January 13  | April 14        | July 14      |
| October 28           | January 27  | April 28        | July 28      |
| Tuesday, November 12 | February 10 | May 12          | August 11    |
| November 25          | February 24 | Tuesday, May 27 | August 25    |
| December 09          | March 10    | June 09         | September 08 |
| December 23          | March 24    | June 23         | September 22 |

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](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](mailto: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.

# Proclamation

*FOR*

## DOMESTIC VIOLENCE AWARENESS MONTH

October 2024

**WHEREAS**, domestic violence occurs among people of all races, ages, socioeconomic classes, religious affiliations, occupations, and educational backgrounds. Almost half of both women and men in the United States have been subjected to psychological aggression by an intimate partner during their lifetime – 48.4% and 48.8%, respectively; and

**WHEREAS**, Washington ranks as 9<sup>th</sup> in the nation for domestic violence. 41.4% of Washington women, and 31.7% of Washington men experience intimate partner physical violence, intimate partner rape and/or intimate partner stalking in their lifetimes. Victims are deprived of their autonomy, liberty, security, and face tremendous threats to their health and safety; and

**WHEREAS**, 60% of children are exposed to adult domestic violence each year; and

**WHEREAS**, domestic violence offenses made up 47.9% of all crimes against people in Washington in 2023; and

**WHEREAS**, 65% of all murder-suicides involve an intimate partner, 96% of these victims are female. In Washington, 56% of intimate partner homicides are committed with a firearm, and women account for 80% of victims; and

**WHEREAS**, only a coordinated community effort will put a stop to this vicious crime.

**THEREFORE**, I, Paul Helenberg, as Mayor of the City of Castle Rock, do hereby proclaim October 2024 as Domestic Violence Awareness Month in the City of Castle Rock, Washington.

Signed on this 23<sup>rd</sup> day of September, 2024,

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Paul Helenberg, Mayor  
City of Castle Rock, Washington

## Update to Coliform Monitoring Plan

- 1) Adjusted sampling sites to include the West Place Subdivision off Westside Highway
- 2) Review with City Council the Response Plan protocol

Requirement for immediate public notice of an *E. coli*-present source sample result with our water system

### Distribution System *E. coli* Response Plan

**If we have *E. coli* in our distribution system we will immediately:**

1. Call DOH. (360) 236-3030 or 1-877-481-4901 after hours.
2. Collect repeat and triggered source samples per Part D. Collect additional investigative samples as necessary.
3. Inspect our water system facilities, including treatment plants for proper operation.
4. Interview staff to determine whether anything unusual was happening in the water system service area, especially since the previous month's sample(s).
5. Review new construction activities, water main breaks, and pressure outages that may have occurred during the previous month.
6. Review Cross-Connection Control Program status.
7. Discuss with DOH whether to issue a Health Advisory based on the findings of steps 3-6.

### *E. coli*-Present Triggered Source Sample Response Plan – Source \_\_\_\_

**If we have *E. coli* in Source \_\_\_\_ water we will immediately:**

1. Call DOH. (360) 236-3030 or 1-877-481-4901 after hours
2. Take repeat samples
3. Issue boil water advisory
4. Inform local media of boil water advisory

**D. Routine, Repeat, and Triggered Source Sample Locations\***

| Location/Address for<br>Routine Sample<br>Sites | Location/Address for<br>Repeat Sample Sites         | Groundwater Sources for<br>Triggered Sample Sites** |
|-------------------------------------------------|-----------------------------------------------------|-----------------------------------------------------|
| <b>X1.</b>                                      | <b>1-1. Spirit Lake<br/>Memorial Hwy</b>            | <b>S-04</b>                                         |
| Spirit Lake Memorial<br>Highway Reservoir       | <b>1-2. 1228 Salmon<br/>Creek Lane NE</b>           | <b>S-05</b>                                         |
|                                                 | <b>1-3. 419 Spirit Lake<br/>Memorial Hwy</b>        | <b>S-06</b>                                         |
|                                                 |                                                     | <b>S-07</b>                                         |
| <b>X2.</b>                                      | <b>2-1. 166 Annabelle St<br/>(Sampling Station)</b> | <b>S-04</b>                                         |
| 166 Annabelle St                                | <b>2-2. 175 Annabelle St</b>                        | <b>S-05</b>                                         |
|                                                 | <b>2-3. 138 Amelia St</b>                           | <b>S-06</b>                                         |
|                                                 |                                                     | <b>S-07</b>                                         |
| <b>X3.</b>                                      | <b>3-1. DNR – 601 Bond<br/>Drive</b>                | <b>S-04</b>                                         |
| DNR – 601 Bond<br>Drive                         | <b>3-2. 130 Carpenter Road</b>                      | <b>S-05</b>                                         |
|                                                 | <b>3-3. 601 ½ Bond Drive</b>                        | <b>S-06</b>                                         |
|                                                 |                                                     | <b>S-07</b>                                         |
| <b>X4.</b>                                      | <b>4-1. 1901 Huntington<br/>Ave. South</b>          | <b>S-04</b>                                         |
| 1901 Huntington<br>Avenue South                 | <b>4-2. 1801 Huntington<br/>Ave. South</b>          | <b>S-05</b>                                         |
|                                                 | <b>4-3. 1933 Huntington<br/>Ave. South</b>          | <b>S-06</b>                                         |
|                                                 |                                                     | <b>S-07</b>                                         |
|                                                 |                                                     |                                                     |

|                                   |                                                |             |
|-----------------------------------|------------------------------------------------|-------------|
| <b>X5.</b>                        | <b>5-1. 360 A Street SW<br/>(Public Works)</b> | <b>S-04</b> |
| 360 A Street SW<br>(Public Works) | <b>5-2. 141 A Street SW<br/>(City Hall)</b>    | <b>S-05</b> |
|                                   | <b>5-3. 4858 West Side<br/>Highway</b>         | <b>S-06</b> |
|                                   |                                                | <b>S-07</b> |

\*NOTE: If you need more than three routine samples to cover the distribution system, attach additional sheets as needed.

\*\* When you collect the repeats, you must sample every groundwater source that was in use when the original routine sample was collected.

**Important Notes for Sample Collector:**

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April 2016

DOH 331-181  
Revised

## Questions & Answers

# Coliform Bacteria and Drinking Water

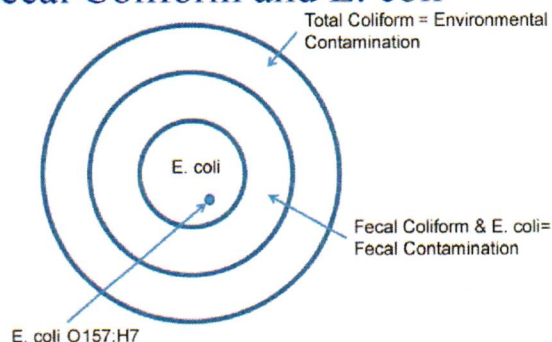
Public water systems must deliver safe and reliable drinking water to their customers 24 hours a day, 365 days a year. If the water supply becomes contaminated, consumers can get seriously ill. Fortunately, public water systems take many steps to make sure drinking water is safe. One of the most important steps is regular testing for coliform bacteria.

### What are coliform bacteria?

Coliform bacteria are present in the environment and feces of all warm-blooded animals and humans. Coliform bacteria are unlikely to cause illness. However, their presence in drinking water indicates that disease-causing organisms (pathogens) could be in the water system. Most pathogens that can contaminate water supplies come from the feces of humans or animals. Testing drinking water for all possible pathogens is complex, time-consuming, and expensive. It is easy and inexpensive to test for coliform bacteria. If testing detects coliform bacteria in a water sample, water systems search for the source of contamination and restore safe drinking water.

**There are three groups of coliform bacteria. Each is an indicator of drinking water quality and each has a different level of risk.** Total coliform is a large collection of different kinds of bacteria. Fecal coliform are types of total coliform that exist in feces. *E. coli* is a subgroup of fecal coliform. Labs test drinking water samples for total coliform. If total coliform is present, the lab also tests the sample for *E. coli*.

### Total Coliform, Fecal Coliform and *E. coli*



**Total coliform bacteria** are common in the environment (soil or vegetation) and are generally harmless. If a lab detects only total coliform bacteria in drinking water, the source is probably environmental and fecal contamination is unlikely. However, if environmental contamination can enter the system, pathogens could get in too. It is important to find and resolve the source of the contamination.

**Fecal coliform bacteria** are a subgroup of total coliform bacteria. They exist in the intestines and feces of people and animals.



HELPING TO ENSURE SAFE AND RELIABLE DRINKING WATER

*E. coli* is a subgroup of the fecal coliform group. Most *E. coli* bacteria are harmless and exist in the intestines of people and warm-blooded animals. However, some strains can cause illness. The presence of *E. coli* in a drinking water sample usually indicates recent fecal contamination. That means there is a greater risk that pathogens are present.

**Note:** *E. coli* outbreaks receive a lot of media coverage. A specific strain of *E. coli* bacteria known as *E. coli* **O157:H7** causes most of those outbreaks. When a drinking water sample is reported as “*E. coli* present,” it does not mean that **O157:H7** is present. However, it does indicate recent fecal contamination. Boiling or disinfecting contaminated drinking water destroys all forms of *E. coli*, including **O157:H7**.

### **What if coliform bacteria are found in my water?**

When coliform bacteria are found, water systems investigate to find out how the contamination got into the water. They collect additional water samples and often inspect the entire system. Collecting additional samples helps determine whether an actual problem exists. If the lab detects bacteria in any of the additional samples, the initial findings are “confirmed.”

### **What if total coliform bacteria are confirmed in my water?**

If a lab confirms total coliform bacteria in your drinking water, your water system must conduct an assessment to find out how the contamination got into the water. If the assessment identifies the cause of the contamination, the water system can usually correct the problem with repairs, treatment, or improved operation and maintenance practices. We help water systems resolve problems. When a lab confirms total coliform bacteria in drinking water, we recommend that the water system notify its customers as soon as possible. The notice will explain what the system is doing to correct the problem, when the problem will likely be resolved, and what customers may need to do until then.

### **What if *E. coli* are confirmed in my water?**

Confirmation of *E. coli* in a water system indicates recent fecal contamination, which may pose an immediate health risk to anyone who consumes the water. The water system will issue a “health advisory” within 24 hours to alert all water users of a health risk associated with the water supply. The advisory usually recommends using boiled or bottled water for drinking, preparing food, and brushing teeth. It also outlines the steps underway to correct the problem and explains when the system expects to resolve the problem.

Responding to health emergencies is our highest priority. We will inspect the system as soon as possible to help the water system resolve the problem. More water samples will be collected to find and eliminate potential contamination sources, and a system not normally disinfected will most likely be chlorinated and flushed. The health advisory will remain in effect until the situation is resolved and the water is safe to drink.

### **For more information**

Our publications are online at <https://fortress.wa.gov/doh/odwpubs/>

### **Call our nearest regional office**

Northwest Region: Kent  
253-395-6750

Southwest Region: Tumwater  
360-236-3030

Eastern Region: Spokane Valley  
509-329-2100

**IMPORTANT NOTICE ABOUT YOUR WATER SYSTEM**  
**Coliform Maximum Contaminant Level (MCL) Exceeded: Non-acute MCL**

The \_\_\_\_\_ water system, ID# \_\_\_\_\_ in \_\_\_\_\_ County routinely monitors for the presence of total coliform bacteria and in \_\_\_\_\_ this type of bacteria was detected. Although this incident was not an emergency, as our customer, you have a right to know what happened and what we did or are doing to correct the situation.

*Coliforms are bacteria which are naturally present in the environment and are used as indicators that other, potentially-harmful, bacteria may be present. Coliforms were found in more samples than allowed and this was a warning of potential problems. The samples that showed the presence of coliform were further tested to see if other bacteria of greater concern, such as fecal coliform or E.coli were present. **None of these bacteria were found.***

You do not need to boil your water. People with severely compromised immune systems, infants, and some elderly may be at an increased risk. These people should seek advice from their health care provider.

What happened? What is the suspected or known source of contamination?

At this time:

- ☐ The problem is resolved. Additional samples collected were found to be free of coliform bacteria.  
☐ We anticipate resolving the problem by \_\_\_\_ / \_\_\_\_ / \_\_\_\_.  
☐ Other \_\_\_\_\_.

For more information, contact \_\_\_\_\_ at ( ) \_\_\_\_\_ - \_\_\_\_\_ or at \_\_\_\_\_.  
(owner or operator) (phone number) (address)

*Please share this notice with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.*

This notice is sent to you by \_\_\_\_\_ Date Distributed \_\_\_\_ / \_\_\_\_ / \_\_\_\_.

**Coliform Non-acute Public Notice Certification Form**

The purpose of this form (below) is to provide documentation to the department that public notice was distributed. Please check the appropriate box and fill in the date that the notice was distributed:

- ☐ Notice was mailed to all water customers on \_\_\_\_ / \_\_\_\_ / \_\_\_\_.  
☐ Notice was hand delivered to all water customers on \_\_\_\_ / \_\_\_\_ / \_\_\_\_.  
☐ Notice was posted (with department approval) at:  
\_\_\_\_\_ on \_\_\_\_ / \_\_\_\_ / \_\_\_\_.



\_\_\_\_\_  
Signature of owner or operator

\_\_\_\_\_  
Position

\_\_\_\_\_  
Date

If you need this publication in an alternate format, call (800) 525-0127. For TTY/TDD call (800) 833-6388.

**Send copy of completed notification and certification to:**

☐ Northwest Drinking Water  
Department of Health  
20425 72<sup>nd</sup> Ave S, Suite 310  
Kent, WA 98032-2358  
Phone: (253) 395-6750  
Fax: (253) 395-6760

☐ Southwest Drinking Water  
Department of Health  
PO Box 47823  
Olympia, WA 98504-7823  
Phone: (360) 236-3030  
Fax: (360) 664-8058

☐ Eastern Drinking Water  
Department of Health  
16201 E Indiana Ave, Suite 1500  
Spokane Valley, WA 99216  
Phone: (509) 329-2100  
Fax: (509) 329-2104

**AVISO IMPORTANTE ACERCA DEL SISTEMA DE SUMINISTRO DE AGUA**  
**Las bacterias coliformes rebasaron el Nivel Máximo de Contaminación: NMC no agudo**

El sistema de suministro de agua \_\_\_\_\_, número (ID#) \_\_\_\_\_ en el condado de \_\_\_\_\_  
monitorea rutinariamente la presencia de bacterias coliformes totales. En la fecha \_\_\_\_\_, se  
encontró este tipo de bacteria. Aunque este incidente no es considerado una emergencia, como consumidor, Usted tiene  
el derecho a saber que pasó y que se ha hecho o se esta haciendo para corregir esta situación.

Las bacterias coliformes se encuentran naturalmente en el medio ambiente y se usan como indicador de la posible  
presencia de otras bacterias que pueden causar daño a la salud. En las muestras tomadas, las bacterias se encontraron  
en mayor número que el permitido y esto es una indicación de posibles problemas. Las muestras con bacterias  
coliformes se analizaron con más detalle en el laboratorio para ver si bacterias coliformes fecales o E. Coli pudieran  
también haber estado presentes. Estas bacterias causan daño a la salud de las personas. **No se encontró ninguna de  
estas bacterias.**

No es necesario que usted hierva el agua. Personas con un sistema inmunológico severamente comprometido, los recién  
nacidos y algunas personas de edad avanzada pueden tener mas riesgo de salud y deberían llamar a algún personal  
médico para mayor información.

¿Qué fue lo que pasó? ¿Cuál es la fuente de contaminación de la que se sabe o sospecha?

En este momento:

- ☐ El problema esta resuelto. En muestras adicionales que se colectaron no se encontraron bacterias coliformes.  
☐ Anticipamos resolver el problema el día \_\_\_\_/\_\_\_\_/\_\_\_\_.  
☐ Otro \_\_\_\_\_.

Para mayor información comuníquese con \_\_\_\_\_ al teléfono ( ) \_\_\_\_\_ - \_\_\_\_\_ o con

\_\_\_\_\_  
(dueño u operador)

\_\_\_\_\_  
(teléfono)

\_\_\_\_\_  
(dirección)

Pase esta información a todas las personas pudieran tomar agua de este suministro, especialmente aquellas personas  
que no hayan recibido este aviso (por ejemplo, personas que vivan en apartamentos, asilos de ancianos, escuelas y  
negocios.) Usted puede hacer esto colocando este aviso en un lugar público donde se pueda leer claramente o  
distribuyendo copias en persona o enviándolas por correo.

Este aviso es enviado a Usted por el Sistema de Suministro de Agua \_\_\_\_\_ fecha \_\_\_\_/\_\_\_\_/\_\_\_\_.

## PUBLIC NOTICE CERTIFICATION

### *E. coli*-MCL Violation

Within 10 days after notifying your customers about an *E. coli*-MCL violation, you must complete this form and send it to our regional office along with a copy of each type of notice you distributed to your customers (hand-delivered notices, news releases, newspaper articles, and so on).

By completing this form, you certify that:

- You met all of the public notification requirements.
- You will meet future requirements for notifying new billing units of the violation or situation.

If the boil water advisory remains in effect more than three months, you must re-notify your water users and send another completed copy of this *Public Notice Certification* to us.

**Complete the following items, sign the form and mail it to the nearest regional office, addresses below:**

Water System: \_\_\_\_\_ ID # \_\_\_\_\_ County: \_\_\_\_\_

Violation Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Violation Type \_\_\_\_\_

**This public water system certifies that it gave this public notice to water users, following state and federal requirements for delivery, content, and deadlines.** ☐ Yes ☐ No

**Distribution was completed** Yes ☐ No ☐ on \_\_\_\_ / \_\_\_\_ / \_\_\_\_.

**Check all that apply:**

- ☐ Hand delivery,
- ☐ News release (TV, radio, newspaper)
- ☐ Posting at \_\_\_\_\_ (by DOH approval only),
- ☐ Other \_\_\_\_\_ (by DOH approval only).

**Were the water users notified within 24 hours?** Yes ☐ No ☐

\_\_\_\_\_  
Signature of owner or operator

\_\_\_\_\_  
Position

\_\_\_\_\_  
Date

If you need this publication in an alternative format, call 800.525.0127 (TDD/TTY call 711). This and other publications are available at [www.doh.wa.gov/drinkingwater](http://www.doh.wa.gov/drinkingwater).

**Northwest Regional Office:**  
20425 72nd Ave S Suite 310  
Kent WA 98032  
(253) 395-6775  
Fax: (253) 395-6760  
Email: [dw.nwro@doh.wa.gov](mailto:dw.nwro@doh.wa.gov)

**Southwest Regional Office:**  
PO Box 47823  
Olympia WA 98504-7823  
(360) 236-3030  
Fax (360) 664-8058  
Email: [swro.coli@doh.wa.gov](mailto:swro.coli@doh.wa.gov)

**Eastern Regional Office:**  
16201 E Indiana Ave Suite 1500  
Spokane Valley WA 99216  
(509) 329-2100  
Fax: (509) 329-2104  
Email: [mark.steward@doh.wa.gov](mailto:mark.steward@doh.wa.gov)

2024 Expenditures

| <u>Fund</u>                      | <u>Sub</u>        | <u>#</u>  | <u>January</u> | <u>February</u> | <u>March</u> | <u>April</u> | <u>May</u> | <u>June</u> | <u>July</u> | <u>August</u> | <u>Total</u> | <u>Budget</u> | <u>Remaining</u> | <u>% Expended</u> |
|----------------------------------|-------------------|-----------|----------------|-----------------|--------------|--------------|------------|-------------|-------------|---------------|--------------|---------------|------------------|-------------------|
| General                          | Legislative       | 010 0 010 | 5,991.75       | 5,158.65        | 5,391.70     | 4,782.35     | 6,278.34   | 5,181.17    | 5,466.63    | 8,788.08      | 47,038.67    | 92,712.00     | 45,673.33        | 50.74%            |
|                                  | Municipal         | 010 0 020 | 5,520.83       | 9,027.25        | 8,829.07     | 8,866.92     | 5,456.76   | 3,067.27    | 8,545.17    | 3,845.79      | 53,159.06    | 95,510.00     | 42,350.94        | 55.66%            |
|                                  | Financial         | 010 0 030 | 11,604.51      | 27,524.85       | 13,141.29    | 16,400.49    | 11,479.63  | 11,455.32   | 13,396.72   | 11,020.45     | 116,023.26   | 173,011.00    | 56,987.74        | 67.06%            |
|                                  | Law Enforcement   | 010 0 040 | 95,225.09      | 174,084.55      | 83,229.77    | 81,073.18    | 79,727.35  | 103,596.45  | 103,362.63  | 88,722.12     | 809,021.14   | 1,331,730.00  | 522,708.86       | 60.75%            |
|                                  | Parks             | 010 0 060 | 172.36         | 1,257.74        | 1,758.94     | 95.25        | 69.82      | 797.22      | 592.94      | 276.34        | 5,020.61     | 16,765.00     | 11,744.39        | 29.95%            |
|                                  | Building/Planning | 010 0 070 | 4,563.59       | 12,576.21       | 11,086.56    | 8,306.74     | 8,254.79   | 8,547.56    | 8,729.64    | 10,731.20     | 72,796.29    | 145,220.00    | 72,423.71        | 50.13%            |
|                                  | Non-Departmental  | 010 0 099 | 261,822.47     | 31,116.43       | 4,208.39     | 8,341.81     | 4,110.19   | 6,258.37    | 19,572.87   | 7,505.87      | 342,936.40   | 846,459.00    | 503,522.60       | 40.51%            |
| General Total                    |                   | 010       | 384,900.60     | 260,745.68      | 127,645.72   | 127,866.74   | 115,376.88 | 138,903.36  | 159,666.60  | 130,889.85    | 1,445,995.43 | 2,701,407.00  | 1,255,411.57     | 53.53%            |
| Streets                          |                   | 100       | 17,062.25      | 27,946.93       | 24,571.04    | 14,182.60    | 9,709.70   | 19,358.65   | 15,580.73   | 13,314.92     | 141,726.82   | 239,603.00    | 97,876.18        | 59.15%            |
| Building Code                    |                   | 115       | 1,078.88       | 4,505.01        | 3,526.28     | 2,611.57     | 2,184.15   | 3,195.28    | 1,370.75    | 2,617.71      | 21,089.63    | 47,485.00     | 26,395.37        | 44.41%            |
| Visitor Center                   |                   | 120       | 888.57         | 1,510.34        | 460.20       | 542.40       | 949.58     | 578.38      | 5,422.45    | 2,065.66      | 12,417.58    | 19,629.00     | 7,211.42         | 63.26%            |
| Library                          |                   | 130       | 726.83         | 8,304.54        | 12,552.16    | 826.30       | 14,630.05  | 1,382.53    | 1,181.37    | 441.12        | 40,044.90    | 42,291.00     | 2,246.10         | 94.69%            |
| Criminal Justice                 |                   | 140       | 142.50         | -               | -            | 114.43       | -          | -           | 142.50      | -             | 399.43       | 1,667.00      | 1,267.57         | 23.96%            |
| Local Criminal Justice           |                   | 145       | 6,155.63       | 211.93          | 198.47       | 6,344.96     | 204.12     | 548.50      | 215.20      | 259.89        | 14,138.70    | 30,300.00     | 16,161.30        | 46.66%            |
| CDBG Grant/Home Rehab Proj       |                   | 160       | -              | -               | -            | -            | -          | -           | -           | -             | -            | 1,000.00      | 1,000.00         | 0.00%             |
| DOT Spoils Site                  |                   | 170       | 13,693.67      | 5,098.90        | 1,852.83     | 6,114.42     | 3,050.78   | 5,811.81    | 17,528.54   | 5,841.23      | 58,992.18    | 51,590.00     | (7,402.18)       | 114.35%           |
| Public Works Vehicle Replacement |                   | 180       | 30,000.00      | -               | -            | -            | -          | -           | 3,804.43    | -             | 33,804.43    | 30,000.00     | (3,804.43)       | 112.68%           |
| REET Construction                |                   | 310       | -              | -               | -            | -            | 31,213.85  | 15,786.25   | -           | -             | 47,000.10    | 138,800.00    | 91,799.90        | 33.86%            |
| Street Construction              |                   | 320       | -              | -               | -            | 3,790.42     | 948.76     | 4,858.11    | 14,373.05   | 1,020.67      | 24,991.01    | 847,000.00    | 822,008.99       | 2.95%             |
| Water/Sewer Operating            |                   | 400       | 259,687.62     | 227,044.63      | 229,728.99   | 173,599.18   | 170,000.40 | 87,724.58   | 148,473.26  | 124,430.22    | 1,420,688.88 | 2,198,808.00  | 778,119.12       | 64.61%            |
| Regional Water System            |                   | 410       | 66,266.77      | 72,663.98       | 53,232.61    | 59,039.30    | 26,050.85  | 26,371.68   | 30,962.18   | 127,933.14    | 462,520.51   | 668,814.00    | 206,293.49       | 69.16%            |
| Stormwater Management            |                   | 420       | 17,695.90      | 13,505.74       | 9,768.20     | 8,821.12     | 9,431.06   | 9,709.25    | 11,633.80   | 10,669.05     | 91,234.12    | 188,682.00    | 97,447.88        | 48.35%            |
| Stormwater Capital               |                   | 425       | -              | -               | -            | -            | -          | -           | -           | 12,862.50     | 12,862.50    | 155,000.00    | 142,137.50       | 8.30%             |
| Regional Water Capital           |                   | 430       | 18.38          | 18.38           | 87.50        | 26.25        | 18.38      | -           | -           | 517.50        | 686.39       | 72,225.00     | 71,538.61        | 0.95%             |
| Muni Water Capital Improvement   |                   | 435       | 117,906.70     | 78,279.08       | 149,431.90   | 45,427.63    | 107,727.68 | 11,141.95   | 22,586.19   | 39,286.32     | 571,787.45   | 1,838,700.00  | 1,266,912.55     | 31.10%            |
| Muni Sewer Cap Impr Reserve      |                   | 470       | 39,838.87      | (4,532.31)      | 444,415.40   | 39,038.69    | 546.14     | 23,271.17   | 123,885.65  | 227,399.46    | 893,863.07   | 644,100.00    | (249,763.07)     | 138.78%           |
| Boat Launch Facility             |                   | 475       | 1,981.49       | 4,400.57        | 863.51       | 999.42       | 1,227.16   | 1,214.42    | 1,934.28    | 2,824.36      | 15,445.21    | 1,030,079.00  | 1,014,633.79     | 1.50%             |
| Utility Deposit                  |                   | 631       | 540.00         | -               | 324.31       | 740.00       | 573.58     | 320.00      | 600.00      | 400.00        | 3,497.89     | 12,000.00     | 8,502.11         | 29.15%            |
| Transportation Benefit District  |                   | 632       | 4,580.00       | -               | -            | 220.00       | -          | -           | 30,000.00   | 16,509.00     | 51,309.00    | 242,095.00    | 190,786.00       | 21.19%            |
| State Custodial Pass-Thru Fund   |                   | 634       | 817.51         | 1,141.47        | 1,126.97     | 1,445.09     | 1,665.68   | 1,162.11    | 471.60      | 690.13        | 8,520.56     | 24,980.00     | 16,459.44        | 34.11%            |
| Totals                           |                   |           | 963,982.17     | 700,844.87      | 1,059,786.09 | 491,750.52   | 495,508.80 | 351,338.03  | 589,832.58  | 719,972.73    | 5,373,015.79 | 11,226,255.00 | 5,853,239.21     | 47.86%            |
| Balance Check<br>s/b -0-         |                   |           | 963,982.17     | 700,844.87      | 1,059,786.09 | 491,750.52   | 495,508.80 | 351,338.03  | 589,832.58  | 719,972.73    | 5,373,015.79 | 11,226,255.00 | 5,853,239.21     |                   |
|                                  |                   |           | -              | -               | -            | -            | -          | -           | -           | -             | -            | -             | -                |                   |

2024 Revenue

| <u>Fund</u>                       | <u>#</u> | <u>January</u> | <u>February</u> | <u>March</u> | <u>April</u> | <u>May</u> | <u>June</u> | <u>July</u> | <u>August</u> | <u>Total</u> | <u>Budget</u> | <u>Remaining</u> | <u>% Received</u> |
|-----------------------------------|----------|----------------|-----------------|--------------|--------------|------------|-------------|-------------|---------------|--------------|---------------|------------------|-------------------|
| General                           | 010      | 147,009.37     | 111,526.16      | 169,694.26   | 168,778.15   | 338,309.33 | 163,919.69  | 126,940.87  | 119,303.71    | 1,345,481.54 | 2,081,843.00  | 736,361.46       | 64.63%            |
| Streets                           | 100      | 127,488.57     | 3,303.79        | 5,594.63     | 3,238.64     | 3,551.15   | 5,069.59    | 4,953.37    | 3,982.65      | 157,182.39   | 246,200.00    | 89,017.61        | 63.84%            |
| Building Code                     | 115      | 2,405.46       | 3,237.69        | 6,397.45     | 3,177.73     | 732.91     | 849.88      | 7,768.41    | 4,316.72      | 28,886.25    | 55,000.00     | 26,113.75        | 52.52%            |
| Visitor Center                    | 120      | 1,108.76       | 1,181.60        | 1,019.87     | 1,123.31     | 852.42     | 1,285.17    | 31,713.91   | 2,504.42      | 40,789.46    | 16,075.00     | (24,714.46)      | 253.74%           |
| Library                           | 130      | 5,924.57       | 489.56          | 416.28       | 392.85       | 13,006.73  | 12,580.27   | 259.79      | 186.91        | 33,256.96    | 27,450.00     | (5,806.96)       | 121.15%           |
| Criminal Justice                  | 140      | 1,186.54       | 122.53          | 122.96       | 1,158.77     | 104.44     | 108.13      | 1,218.70    | 124.83        | 4,146.90     | 4,000.00      | (146.90)         | 103.67%           |
| Local Criminal Justice            | 145      | 5,432.96       | 6,276.34        | 4,829.29     | 5,050.78     | 5,709.27   | 5,558.61    | 5,910.97    | 6,237.77      | 45,005.99    | 58,000.00     | 12,994.01        | 77.60%            |
| Accumulative Reserve              | 150      | 73.91          | 62.76           | 62.98        | 56.00        | 52.22      | 54.07       | 58.26       | 60.97         | 481.17       | -             | (481.17)         | 0.00%             |
| CDBG Grant/Home Rehab Proj        | 160      | 742.63         | 630.59          | 638.76       | 568.00       | 532.17     | 551.00      | 596.52      | 624.18        | 4,883.85     | -             | (4,883.85)       | 0.00%             |
| DOT Spoils Site                   | 170      | 10,000.00      | -               | 124,167.36   | 17,798.80    | 69.62      | 27,965.96   | 3,116.13    | 14,911.59     | 198,029.46   | 45,000.00     | (153,029.46)     | 440.07%           |
| Public Works Vehicle Replacement  | 180      | 30,003.52      | 2.99            | 3.00         | 2.67         | 13,582.49  | 2.58        | 41.62       | 31.94         | 43,670.81    | 30,000.00     | (13,670.81)      | 145.57%           |
| Police Vehicle Replacement        | 185      | 21,035.19      | 29.89           | 92.96        | 82.67        | 77.09      | 79.81       | 86.01       | 90.00         | 21,573.62    | 21,000.00     | (573.62)         | 102.73%           |
| Drug Enforcement                  | 190      | 10.56          | 8.97            | 9.00         | 8.00         | 7.46       | 7.72        | 8.32        | 8.71          | 68.74        | 200.00        | 131.26           | 34.37%            |
| Low Income Housing                | 195      | 225.25         | 3,191.27        | 194.93       | 181.33       | 169.10     | 175.09      | 191.44      | 200.31        | 4,528.72     | 3,000.00      | (1,528.72)       | 150.96%           |
| Swimming Pool Construction        | 300      | 475.13         | 30,403.46       | 497.82       | 442.66       | 412.80     | 427.41      | 463.34      | 4,292.16      | 37,414.78    | -             | (37,414.78)      | 0.00%             |
| REET Capital Fund                 | 310      | 2,187.67       | 1,983.31        | 1,883.32     | 3,805.71     | 5,759.11   | 2,614.60    | 3,068.66    | 5,357.44      | 26,659.82    | 45,000.00     | 18,340.18        | 59.24%            |
| Street Construction               | 320      | -              | -               | -            | 10,456.70    | 14.92      | 15.45       | 30,000.00   | 46.45         | 40,533.52    | 847,000.00    | 806,466.48       | 4.79%             |
| Water/Sewer Operating             | 400      | 157,830.56     | 179,014.95      | 191,236.14   | 166,526.20   | 166,770.27 | 173,012.22  | 183,430.42  | 213,226.75    | 1,431,047.51 | 2,043,778.00  | 612,730.49       | 70.02%            |
| Regional Water System             | 410      | 31,826.15      | 84,595.90       | 57,468.86    | 59,421.49    | 57,323.75  | 57,338.57   | 55,882.08   | 59,345.21     | 463,202.01   | 668,814.00    | 205,611.99       | 69.26%            |
| Stormwater Management             | 420      | 13,778.37      | 14,117.97       | 13,212.82    | 13,262.29    | 12,295.50  | 13,366.48   | 13,501.09   | 13,916.80     | 107,451.32   | 193,014.00    | 85,562.68        | 55.67%            |
| Stormwater Capital                | 425      | 126.70         | 107.59          | 110.96       | 98.66        | 92.02      | 95.27       | 102.66      | 107.42        | 841.28       | 135,000.00    | 134,158.72       | 0.62%             |
| Regional Water Capital            | 430      | 28,602.32      | 5,280.93        | 1,880.86     | 1,391.33     | 323.28     | 334.72      | 1,360.69    | 383.22        | 39,557.35    | 32,225.00     | (7,332.35)       | 122.75%           |
| Muni Water Capital Improvement    | 435      | 96,316.58      | 1,001,927.64    | 10,746.26    | 4,801.97     | 3,396.91   | 3,517.10    | 8,019.25    | 3,599.91      | 1,132,325.62 | 1,113,000.00  | (19,325.62)      | 101.74%           |
| Water Bond Reserve                | 440      | 753.19         | 639.56          | 647.76       | 576.00       | 539.62     | 558.72      | 604.85      | 632.89        | 4,952.59     | -             | (4,952.59)       | 0.00%             |
| Sewer Bond Reserve                | 450      | 1,168.49       | 992.21          | 1,001.63     | 893.32       | 835.55     | 865.12      | 935.01      | 981.26        | 7,672.59     | -             | (7,672.59)       | 0.00%             |
| Sewer Loan Reserve Fund           | 460      | 70.39          | 59.77           | 59.98        | 56.00        | 52.22      | 54.07       | 58.26       | 60.97         | 471.66       | -             | (471.66)         | 0.00%             |
| Short Lived Asset Reserve Fund    | 463      | 172.46         | 146.45          | 146.94       | 130.67       | 121.85     | 126.16      | 135.96      | 145.16        | 1,125.65     | -             | (1,125.65)       | 0.00%             |
| Muni Sewer Cap Impr Reserve       | 470      | 100,285.08     | 242.07          | 9,887.83     | -            | -          | -           | 381,100.72  | -             | 491,515.70   | 1,096,500.00  | 604,984.30       | 44.83%            |
| Boat Launch Facility              | 475      | 454.47         | 948.72          | 1,211.99     | 950.67       | 1,022.24   | 803.92      | 846.72      | 1,357.26      | 7,595.99     | 1,033,800.00  | 1,026,204.01     | 0.73%             |
| Utility Deposit                   | 631      | 761.56         | 479.08          | 742.91       | 1,416.00     | 763.91     | 771.13      | 1,190.28    | 720.96        | 6,845.83     | 12,000.00     | 5,154.17         | 57.05%            |
| Transportation Benefit District   | 632      | 11,672.21      | 13,920.53       | 10,966.09    | 11,570.27    | 13,320.15  | 13,915.30   | 13,184.82   | 15,086.95     | 103,636.32   | 150,285.00    | 46,648.68        | 68.96%            |
| State Custodial Pass-Through Fund | 634      | 347.76         | 1,066.22        | 1,175.97     | 1,466.09     | 1,733.68   | 1,086.36    | 551.60      | 735.63        | 8,163.31     | 24,980.00     | 16,816.69        | 32.68%            |
| Totals                            |          | 799,476.38     | 1,465,990.50    | 616,121.87   | 478,883.73   | 641,534.18 | 487,110.17  | 877,300.73  | 472,581.15    | 5,838,998.71 | 9,983,164.00  | 4,144,165.29     | 58.49%            |
| Balance Check                     |          | 799,476.38     | 1,465,990.50    | 616,121.87   | 478,883.73   | 641,534.18 | 487,110.17  | 877,300.73  | 472,581.15    | 5,838,998.71 | 9,983,164.00  | 4,144,165.29     |                   |
| s/b -0-                           |          | -              | -               | -            | -            | -          | -           | -           | -             | -            | -             | -                |                   |

## 2024 Expense/Revenue Comparison

| Expenses                         |     |              |               |            | Revenue      |              |            |                     |             |                     |                  |
|----------------------------------|-----|--------------|---------------|------------|--------------|--------------|------------|---------------------|-------------|---------------------|------------------|
| Fund                             | #   | Actuals      | Budget        | % Expended | Actuals      | Budget       | % Received | Budget Revenue Less | % of Budget | Actual Revenue Less | % of Actual      |
|                                  |     |              |               |            |              |              |            | Actual Expenses     | Expended    | Actual Expenses     | Revenue Expended |
| General Total                    | 010 | 1,445,995.43 | 2,701,407.00  | 53.53%     | 1,345,481.54 | 2,081,843.00 | 64.63%     | 635,847.57          | 69.46%      | (100,513.89)        | 107.47%          |
| Streets                          | 100 | 141,726.82   | 239,603.00    | 59.15%     | 157,182.39   | 246,200.00   | 63.84%     | 104,473.18          | 57.57%      | 15,455.57           | 90.17%           |
| Building Code                    | 115 | 21,089.63    | 47,485.00     | 44.41%     | 28,886.25    | 55,000.00    | 52.52%     | 33,910.37           | 38.34%      | 7,796.62            | 73.01%           |
| Visitor Center                   | 120 | 12,417.58    | 19,629.00     | 63.26%     | 40,789.46    | 16,075.00    | 253.74%    | 3,657.42            | 77.25%      | 28,371.88           | 30.44%           |
| Library                          | 130 | 40,044.90    | 42,291.00     | 94.69%     | 33,256.96    | 27,450.00    | 121.15%    | (12,594.90)         | 145.88%     | (6,787.94)          | 120.41%          |
| Criminal Justice                 | 140 | 399.43       | 1,667.00      | 23.96%     | 4,146.90     | 4,000.00     | 103.67%    | 3,600.57            | 9.99%       | 3,747.47            | 9.63%            |
| Local Criminal Justice           | 145 | 14,138.70    | 30,300.00     | 46.66%     | 45,005.99    | 58,000.00    | 77.60%     | 43,861.30           | 24.38%      | 30,867.29           | 31.42%           |
| Accumulative Reserve             | 150 | -            | -             |            | 481.17       | -            |            | -                   |             | 481.17              | 0.00%            |
| CDBG Grant/Home Rehab Proj       | 160 | -            | 1,000.00      | 0.00%      | 4,883.85     | -            |            | -                   |             | 4,883.85            | 0.00%            |
| DOT Spoils Site                  | 170 | 58,992.18    | 51,590.00     | 114.35%    | 198,029.46   | 45,000.00    | 440.07%    | (13,992.18)         | 131.09%     | 139,037.28          | 29.79%           |
| Public Works Vehicle Replacement | 180 | 33,804.43    | 30,000.00     | 112.68%    | 43,670.81    | 30,000.00    | 145.57%    | (3,804.43)          | 112.68%     | 9,866.38            | 77.41%           |
| Police Vehicle Replacement       | 185 | -            | -             |            | 21,573.62    | 21,000.00    | 102.73%    | 21,000.00           | 0.00%       | 21,573.62           | 0.00%            |
| Drug Enforcement                 | 190 | -            | -             |            | 68.74        | 200.00       | 34.37%     | 200.00              | 0.00%       | 68.74               | 0.00%            |
| Low Income Housing               | 195 | -            | -             |            | 4,528.72     | 3,000.00     | 150.96%    | 3,000.00            | 0.00%       | 4,528.72            | 0.00%            |
| Swimming Pool Construction       | 300 | -            | -             |            | 37,414.78    | -            |            | -                   |             | 37,414.78           | 0.00%            |
| REET Construction                | 310 | 47,000.10    | 138,800.00    | 33.86%     | 26,659.82    | 45,000.00    | 59.24%     | (2,000.10)          | 104.44%     | (20,340.28)         | 176.30%          |
| Street Construction              | 320 | 24,991.01    | 847,000.00    | 2.95%      | 40,533.52    | 847,000.00   | 4.79%      | 822,008.99          | 2.95%       | 15,542.51           | 61.66%           |
| Water/Sewer Operating            | 400 | 1,420,688.88 | 2,198,808.00  | 64.61%     | 1,431,047.51 | 2,043,778.00 | 70.02%     | 623,089.12          | 69.51%      | 10,358.63           | 99.28%           |
| Regional Water System            | 410 | 462,520.51   | 668,814.00    | 69.16%     | 463,202.01   | 668,814.00   | 69.26%     | 206,293.49          | 69.16%      | 681.50              | 99.85%           |
| Stormwater Management            | 420 | 91,234.12    | 188,682.00    | 48.35%     | 107,451.32   | 193,014.00   | 55.67%     | 101,779.88          | 47.27%      | 16,217.20           | 84.91%           |
| Stormwater Capital               | 425 | 12,862.50    | 155,000.00    | 8.30%      | 841.28       | 135,000.00   | 0.62%      | 122,137.50          | 9.53%       | (12,021.22)         | 1528.92%         |
| Regional Water Capital           | 430 | 686.39       | 72,225.00     | 0.95%      | 39,557.35    | 32,225.00    | 122.75%    | 31,538.61           | 2.13%       | 38,870.96           | 1.74%            |
| Muni Water Capital Improvement   | 435 | 571,787.45   | 1,838,700.00  | 31.10%     | 1,132,325.62 | 1,113,000.00 | 101.74%    | 541,212.55          | 51.37%      | 560,538.17          | 50.50%           |
| Water Bond Reserve               | 440 | -            | -             |            | 4,952.59     | -            |            | -                   |             | 4,952.59            | 0.00%            |
| Sewer Bond Reserve               | 450 | -            | -             |            | 7,672.59     | -            |            | -                   |             | 7,672.59            | 0.00%            |
| Sewer Loan Reserve Fund          | 460 | -            | -             |            | 471.66       | -            |            | -                   |             | 471.66              | 0.00%            |
| Short Lived Asset Reserve Fund   | 463 | -            | -             |            | 1,125.65     | -            |            | -                   |             | 1,125.65            | 0.00%            |
| Muni Sewer Cap Impr Reserve      | 470 | 893,863.07   | 644,100.00    | 138.78%    | 491,515.70   | 1,096,500.00 | 44.83%     | 202,636.93          | 81.52%      | (402,347.37)        | 181.86%          |
| Boat Launch Facility             | 475 | 15,445.21    | 1,030,079.00  | 1.50%      | 7,595.99     | 1,033,800.00 | 0.73%      | 1,018,354.79        | 1.49%       | (7,849.22)          | 203.33%          |
| Utility Deposit                  | 631 | 3,497.89     | 12,000.00     | 29.15%     | 6,845.83     | 12,000.00    | 57.05%     | 8,502.11            | 29.15%      | 3,347.94            | 51.10%           |
| Transportation Benefit District  | 632 | 51,309.00    | 242,095.00    | 21.19%     | 103,636.32   | 150,285.00   | 68.96%     | 98,976.00           | 34.14%      | 52,327.32           | 49.51%           |
| State Custodial Pass-Thru Fund   | 634 | 8,520.56     | 24,980.00     | 34.11%     | 8,163.31     | 24,980.00    | 32.68%     | 16,459.44           | 34.11%      | (357.25)            | 104.38%          |
|                                  |     | 5,373,015.79 | 11,226,255.00 | 47.86%     | 5,838,998.71 | 9,983,164.00 | 58.49%     | 4,610,148.21        | 53.82%      | 465,982.92          | 92.02%           |
| Balance Check                    |     | 5,373,015.79 | 11,226,255.00 |            | 5,838,998.71 | 9,983,164.00 |            | 4,610,148.21        |             | 465,982.92          |                  |
| s/b -0-                          |     | -            | -             |            | -            | -            |            | -                   |             | (0.00)              |                  |



# Cash and Investment Activity

Period: 2024 - Aug  
Period Totals

| Fund                                     | Beginning<br>Cash     | Beginning<br>Investments | Activity<br>In      | Activity<br>Out       | Ending<br>Cash        | Ending<br>Investments | Ending<br>Balance     |
|------------------------------------------|-----------------------|--------------------------|---------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| 010 General Fund                         | \$477,872.84          | \$834,046.18             | \$115,468.69        | \$170,185.69          | \$426,990.86          | \$873,342.02          | \$1,300,332.88        |
| 011 Petty Cash/Change Fund               | \$760.00              | \$0.00                   | \$0.00              | \$0.00                | \$760.00              | \$0.00                | \$760.00              |
| 100 Street Fund                          | \$1,650.33            | \$20,493.56              | \$11,254.15         | \$13,372.98           | (\$410.44)            | \$13,222.06           | \$12,811.62           |
| 115 Building Code Account Fund           | \$35,836.81           | \$50,303.74              | \$4,058.34          | \$11,154.35           | \$28,999.18           | \$58,840.38           | \$87,839.56           |
| 120 Visitor Center Fund                  | \$13,739.47           | \$28,567.62              | \$3,305.11          | \$2,187.59            | \$14,978.92           | \$27,766.93           | \$42,745.85           |
| 130 Library Fund                         | \$6,605.36            | \$11,178.94              | \$137.55            | \$501.54              | \$6,290.73            | \$11,239.36           | \$17,530.09           |
| 140 Criminal Justice Fund                | \$17,536.80           | \$26,083.54              | \$0.00              | \$2,344.29            | \$15,317.34           | \$28,427.83           | \$43,745.17           |
| 145 Local Criminal Justice Fund          | \$55,905.09           | \$81,976.24              | \$5,840.04          | \$8,857.38            | \$53,285.48           | \$90,573.73           | \$143,859.21          |
| 150 Accumulative Reserve Fund            | \$8,614.13            | \$13,041.26              | \$0.00              | \$842.71              | \$7,832.39            | \$13,883.97           | \$21,716.36           |
| 160 CDBG Grant/Home Rehab Project        | \$82,418.61           | \$133,521.52             | \$0.00              | \$8,619.66            | \$74,423.13           | \$142,141.18          | \$216,564.31          |
| 170 DOT Spoil Site Fund                  | \$4,237.44            | \$29,809.18              | \$14,970.12         | \$5,971.88            | \$13,366.33           | \$29,750.65           | \$43,116.98           |
| 180 Public Works Vehicle Replacement     | \$1,953.42            | \$9,315.62               | \$2,075.62          | \$31.94               | \$4,029.04            | \$7,271.94            | \$11,300.98           |
| 185 Police Vehicle Replacement Fund      | \$12,711.65           | \$19,252.01              | \$0.00              | \$1,242.99            | \$11,558.66           | \$20,495.00           | \$32,053.66           |
| 190 Drug Enforcement Fund                | \$1,503.86            | \$1,863.32               | \$0.00              | \$120.39              | \$1,392.18            | \$1,983.71            | \$3,375.89            |
| 195 Low Income Housing Fund              | \$26,450.79           | \$42,851.44              | \$0.00              | \$2,765.87            | \$23,885.23           | \$45,617.31           | \$69,502.54           |
| 300 Swimming Pool Const Fund, 1987       | \$64,552.63           | \$103,712.34             | \$3,804.43          | \$7,356.39            | \$61,488.40           | \$111,068.73          | \$172,557.13          |
| 310 REET Capital Fund                    | \$27,868.05           | \$40,367.34              | \$5,145.51          | \$7,894.59            | \$25,330.90           | \$48,261.93           | \$73,592.83           |
| 320 Street Construction Capital Fund     | \$16,516.73           | \$0.00                   | \$0.00              | \$11,599.12           | \$4,964.06            | \$10,578.45           | \$15,542.51           |
| 400 Water/Sewer Operating Fund           | \$333,180.14          | \$548,991.68             | \$210,465.85        | \$204,166.44          | \$342,240.45          | \$628,727.90          | \$970,968.35          |
| 410 Regional Water System Fund           | \$268,212.75          | \$389,386.62             | \$57,446.54         | \$170,921.19          | \$156,636.77          | \$432,374.67          | \$589,011.44          |
| 420 Stormwater Management Fund           | \$2,980.66            | \$6,831.52               | \$13,876.15         | \$13,093.18           | \$3,804.28            | \$9,255.65            | \$13,059.93           |
| 425 Stormwater Capital Reserve Fund      | \$14,615.85           | \$22,978.66              | \$0.00              | \$14,345.26           | \$378.01              | \$24,461.42           | \$24,839.43           |
| 430 Regional Water Capital Improvement   | \$51,540.25           | \$80,733.69              | \$0.00              | \$7,052.03            | \$44,871.44           | \$87,268.22           | \$132,139.66          |
| 435 Muni Water Capital Improvement       | \$461,494.11          | \$778,774.25             | \$0.00              | \$80,303.98           | \$384,790.04          | \$819,791.91          | \$1,204,581.95        |
| 440 Water Bond Reserve Fund              | \$83,550.96           | \$135,384.85             | \$0.00              | \$8,740.04            | \$75,443.81           | \$144,124.89          | \$219,568.70          |
| 450 Sewer Bond Reserve Fund              | \$129,477.79          | \$209,288.01             | \$0.00              | \$14,171.25           | \$116,287.80          | \$223,459.26          | \$339,747.06          |
| 460 Sewer Loan Reserve Fund              | \$8,190.18            | \$13,041.26              | \$0.00              | \$842.71              | \$7,408.44            | \$13,883.97           | \$21,292.41           |
| 463 Short Lived Asset Reserve Fund       | \$19,691.62           | \$30,430.96              | \$0.00              | \$2,625.20            | \$17,211.58           | \$33,056.16           | \$50,267.74           |
| 470 Muni Sewer Capital Imprv Reserve     | (\$109,803.59)        | \$16,147.14              | \$16,147.14         | \$227,399.46          | (\$321,055.91)        | \$0.00                | (\$321,055.91)        |
| 475 Boat Launch Facility Fund            | \$6,121.19            | \$11,799.72              | \$1,305.00          | \$2,924.90            | \$4,553.55            | \$11,900.26           | \$16,453.81           |
| 631 Utility Deposit Fund                 | \$32,087.36           | \$51,545.28              | \$80.00             | \$3,327.68            | \$29,080.64           | \$54,872.96           | \$83,953.60           |
| 632 Transportation Benefit District Fund | \$224,783.64          | \$0.00                   | \$15,090.84         | \$16,509.00           | \$223,365.48          | \$0.00                | \$223,365.48          |
| 633 TBD Capital Project Fund             | \$3,456.17            | \$0.00                   | \$0.00              | \$0.00                | \$3,456.17            | \$0.00                | \$3,456.17            |
| 634 State Custodial Pass-Thru Fund       | \$1,638.57            | \$0.00                   | \$735.63            | \$690.13              | \$1,684.07            | \$0.00                | \$1,684.07            |
|                                          | <b>\$2,387,951.66</b> | <b>\$3,741,717.49</b>    | <b>\$481,206.71</b> | <b>\$1,022,161.81</b> | <b>\$1,864,639.01</b> | <b>\$4,017,642.45</b> | <b>\$5,882,281.46</b> |



# Investments Activity

Period: 2024 - Aug  
Period Totals: Period

| Fund | Description                          | Beginning Balance     | Investments Acquired | Liquidated         | Reinvested Interest | Ending Balance        |
|------|--------------------------------------|-----------------------|----------------------|--------------------|---------------------|-----------------------|
| 010  | General Fund                         | \$834,046.18          | \$35,460.82          | \$0.00             | \$3,835.02          | \$873,342.02          |
| 011  | Petty Cash/Change Fund               | \$0.00                | \$0.00               | \$0.00             | \$0.00              | \$0.00                |
| 100  | Street Fund                          | \$20,493.56           | \$0.00               | \$7,329.56         | \$58.06             | \$13,222.06           |
| 115  | Building Code Account Fund           | \$50,303.74           | \$8,278.26           | \$0.00             | \$258.38            | \$58,840.38           |
| 120  | Visitor Center Fund                  | \$28,567.62           | \$0.00               | \$922.62           | \$121.93            | \$27,766.93           |
| 130  | Library Fund                         | \$11,178.94           | \$11.06              | \$0.00             | \$49.36             | \$11,239.36           |
| 140  | Criminal Justice Fund                | \$26,083.54           | \$2,219.46           | \$0.00             | \$124.83            | \$28,427.83           |
| 145  | Local Criminal Justice Fund          | \$81,976.24           | \$8,199.76           | \$0.00             | \$397.73            | \$90,573.73           |
| 150  | Accumulative Reserve Fund            | \$13,041.26           | \$781.74             | \$0.00             | \$60.97             | \$13,883.97           |
| 160  | CDBG Grant/Home Rehab Project        | \$133,521.52          | \$7,995.48           | \$0.00             | \$624.18            | \$142,141.18          |
| 170  | DOT Spoil Site Fund                  | \$29,809.18           | \$0.00               | \$189.18           | \$130.65            | \$29,750.65           |
| 180  | Public Works Vehicle Replacement     | \$9,315.62            | \$0.00               | \$2,075.62         | \$31.94             | \$7,271.94            |
| 185  | Police Vehicle Replacement Fund      | \$19,252.01           | \$1,152.99           | \$0.00             | \$90.00             | \$20,495.00           |
| 190  | Drug Enforcement Fund                | \$1,863.32            | \$111.68             | \$0.00             | \$8.71              | \$1,983.71            |
| 195  | Low Income Housing Fund              | \$42,851.44           | \$2,565.56           | \$0.00             | \$200.31            | \$45,617.31           |
| 300  | Swimming Pool Const Fund, 1987       | \$103,712.34          | \$6,868.66           | \$0.00             | \$487.73            | \$111,068.73          |
| 310  | REET Capital Fund                    | \$40,367.34           | \$7,682.66           | \$0.00             | \$211.93            | \$48,261.93           |
| 320  | Street Construction Capital Fund     | \$0.00                | \$10,532.00          | \$0.00             | \$46.45             | \$10,578.45           |
| 400  | Water/Sewer Operating Fund           | \$548,991.68          | \$76,975.32          | \$0.00             | \$2,760.90          | \$628,727.90          |
| 410  | Regional Water System Fund           | \$389,386.62          | \$41,089.38          | \$0.00             | \$1,898.67          | \$432,374.67          |
| 420  | Stormwater Management Fund           | \$6,831.52            | \$2,383.48           | \$0.00             | \$40.65             | \$9,255.65            |
| 425  | Stormwater Capital Reserve Fund      | \$22,978.66           | \$1,375.34           | \$0.00             | \$107.42            | \$24,461.42           |
| 430  | Regional Water Capital Improvement   | \$80,733.69           | \$6,151.31           | \$0.00             | \$383.22            | \$87,268.22           |
| 435  | Muni Water Capital Improvement       | \$778,774.25          | \$37,417.75          | \$0.00             | \$3,599.91          | \$819,791.91          |
| 440  | Water Bond Reserve Fund              | \$135,384.85          | \$8,107.15           | \$0.00             | \$632.89            | \$144,124.89          |
| 450  | Sewer Bond Reserve Fund              | \$209,288.01          | \$13,189.99          | \$0.00             | \$981.26            | \$223,459.26          |
| 460  | Sewer Loan Reserve Fund              | \$13,041.26           | \$781.74             | \$0.00             | \$60.97             | \$13,883.97           |
| 463  | Short Lived Asset Reserve Fund       | \$30,430.96           | \$2,480.04           | \$0.00             | \$145.16            | \$33,056.16           |
| 470  | Muni Sewer Capital Imprv Reserve     | \$16,147.14           | \$0.00               | \$16,147.14        | \$0.00              | \$0.00                |
| 475  | Boat Launch Facility Fund            | \$11,799.72           | \$48.28              | \$0.00             | \$52.26             | \$11,900.26           |
| 631  | Utility Deposit Fund                 | \$51,545.28           | \$3,086.72           | \$0.00             | \$240.96            | \$54,872.96           |
| 632  | Transportation Benefit District Fund | \$0.00                | \$0.00               | \$0.00             | \$0.00              | \$0.00                |
| 633  | TBD Capital Project Fund             | \$0.00                | \$0.00               | \$0.00             | \$0.00              | \$0.00                |
| 634  | State Custodial Pass-Thru Fund       | \$0.00                | \$0.00               | \$0.00             | \$0.00              | \$0.00                |
|      |                                      | <b>\$3,741,717.49</b> | <b>\$284,946.63</b>  | <b>\$26,664.12</b> | <b>\$17,642.45</b>  | <b>\$4,017,642.45</b> |

**City of Castle Rock, WA  
Proposed Right of Way Vacation  
Notice of Public Hearing**

**NOTICE IS HEREBY GIVEN** that the City Council of the City of Castle Rock will conduct a public hearing to receive and consider public testimony on the proposal described below:

**Project Name:** Stash-It Self Storage Right-of-Way Vacation

**Description:** Vacation of an Unnamed Right-of-Way located across Cowlitz Street East from Allen Avenue Southeast. The right-of-way is developed as a driveway to the existing Stash-It Self Storage development.

**Location:** North of Cowlitz Street East across from Allen Avenue Southeast and adjacent to parcels 30268, 30269, and 30668.

**Applicant:** GNRL, LLC

**Hearing Date:** September 23, 2024 at 7:30 P.M.

**Hearing Place:** Castle Rock Senior Center located at 222 Second Avenue SW, Castle Rock, WA.

**YOU ARE INVITED** to attend and provide testimony to the City Council on the above proposal. You may also attend the meeting and participate in the hearing via phone or virtually through GoTo Meeting:

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) New to GoToMeeting? Get the app now and be ready: <https://global.gotomeeting.com/install/201632365>

Written comments will be accepted up to and at the public hearing. You may also provide written comments via email by contacting the staff member listed below.

**PUBLIC OBJECTION:** If fifty percent (50%) of the abutting property owners file a written objection to the proposed vacation with the City Clerk prior to the above hearing date, the City shall be prohibited from considering the vacation and proceeding with public hearing.

**Questions:** For more information on the proposal, please contact Karlene Akesson at 360-274-8181 ext. 302 or [kakesson@ci.castle-rock.wa.us](mailto:kakesson@ci.castle-rock.wa.us) or at the address listed above. Documents can be viewed at Castle Rock City Hall, 141 "A" Street SW, Castle Rock, WA 98611.

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**1. CALL TO ORDER**

Mayor Paul Helenberg called the regular meeting of the Castle Rock City Council to order at 7:30 PM.

a. Pledge of Allegiance

Mayor Helenberg led the Pledge of Allegiance.

b. Roll Call

Councilmembers present: Art Lee, Lee Kessler, John Whalen, Paul Simonsen, and Ellen Rose.

Staff present: Police Chief Charlie Worley, City Attorney Frank Randolph, Public Works Director Dave Vorse, City Engineer Tom Gower, and Clerk-Treasurer Carie Cuttonaro.

c. Changes to Agenda

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**2. PROCLAMATIONS & PRESENTATIONS**

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**3. CITIZEN COMMENTS - maximum 3 minutes**

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**4. DEPARTMENT REPORTS**

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

1. Expenditure, Revenue, Cash & Investments Reports

Clerk-Treasurer Carie Cuttonaro gave a verbal report.

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**5. COUNCIL AND AD HOC COMMITTEE REPORTS**

- Mayor / Mayor Pro-Tempore / Councilmembers
- CRCDA Representative

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**6. PUBLIC HEARINGS**

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**7. CONSENT AGENDA**

Councilmember Lee made a motion, seconded by Rose, to approve the Consent Agenda as presented. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, Simonsen, and Rose voted 'Aye'.

- a. Approve the minutes of the August 12, 2024, Regular Council Meeting.

## **8. OLD BUSINESS**

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- a. Request to rename the Al Helenberg Memorial Boat Launch access road to a recommended name of "North County Drive".

Councilmember Kessler made a motion, seconded by Rose, to approve renaming the Al Helenberg Memorial Boat Launch access road to "North County Drive". Motion carried by roll call vote.

Councilmembers Lee, Kessler, Whalen, Simonsen, and Rose voted 'Aye'.

- b. Request to approve "City of Smiles" sign design.

Councilmember Rose made a motion, seconded by Lee, to approve the "City of Smiles" sign design with an amendment changing the year from 1890 (year established) to 1852 (year founded). Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, Simonsen, and Rose voted 'Aye'.

## **9. NEW BUSINESS**

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- a. Waterline Easement Agreement with Steven Swanson & Serena Swanson.

Councilmember Rose made a motion, seconded by Whalen, to approve the Waterline Easement Agreement with Steven Swanson and Serena Swanson. Motion carried by roll call vote.

Councilmembers Lee, Kessler, Whalen, Simonsen, and Rose voted 'Aye'.

- b. Resolution No. 2024-07, a resolution of the Castle Rock, Washington City Council establishing a date, time, and location to hold a public hearing to consider the vacation of an unnamed right-of-way located across Cowlitz St East from Allen Avenue Southeast.

Councilmember Kessler made a motion, seconded by Rose, to approve Resolution no. 2024-07.

Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, Simonsen, and Rose voted 'Aye'.

## **10. OTHER BUSINESS**

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## **11. ADJOURNMENT**

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There being no further business, Mayor Helenberg adjourned the meeting at 7:43 PM.

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Mayor Paul Helenberg

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Clerk-Treasurer Carie Cuttonaro

## **1. CALL TO ORDER**

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Mayor Paul Helenberg called the regular meeting of the Castle Rock City Council to order at 7:32 PM.

a. Pledge of Allegiance

Mayor Helenberg led the Pledge of Allegiance.

b. Roll Call

Councilmembers present: Art Lee, Lee Kessler, John Whalen, and Ellen Rose. Councilmember Paul Simonsen was absent.

Staff present: Police Chief Charlie Worley, City Attorney Frank Randolph, Public Works Director Dave Vorse, City Engineer Tom Gower, and Clerk-Treasurer Carie Cuttonaro.

c. Changes to Agenda

Added presentation: Tour of Blooms with Janey Santos and Kate David from Proven Winners.

## **2. PROCLAMATIONS & PRESENTATIONS**

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a. \*Added Item\* Janey Santos and Kate David from Proven Winners.

Janey Santos and Kate David shared their heartfelt experience of their tour of the City's blooms.

b. Constitution Week Proclamation

Clerk-Treasurer Carie Cuttonaro read the proclamation and Mayor Helenberg presented it to Barbara Rutherford.

## **3. CITIZEN COMMENTS - maximum 3 minutes**

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## **4. DEPARTMENT REPORTS**

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

## **5. COUNCIL AND AD HOC COMMITTEE REPORTS**

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- Mayor / Mayor Pro-Tempore / Councilmembers
- CRCDA Representative

## **6. PUBLIC HEARINGS**

---

## **7. CONSENT AGENDA**

---

Councilmember Lee made a motion, seconded by Rose, to approve the Consent Agenda as presented. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, and Rose voted 'Aye'.

- a. Approve the August 2024 invoices as described in the Fund Transaction Summary Report in the amount of \$726,878.43.

## **8. OLD BUSINESS**

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## **9. NEW BUSINESS**

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- a. Request to approve out-of-state travel for Public Works Director Dave Vorse, Senior Operator Tyler Stone, and Public Works Maintenance Paul McCarty to attend America in Bloom Symposium in Columbus, Ohio, September 25 - September 29, 2024. Travel is included in the 2024 budget.

Councilmember Kessler made a motion, seconded by Rose, to approve the out-of-state travel request. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, and Rose voted 'Aye'.

- b. Request to provide funding assistance in the amount of \$30,000 from the Transportation Benefit District to be paid to Washington State Department of Transportation for installation of electrical conduits and junction boxes for lighting on the SR 411 Bridge.

Public Works Director Dave Vorse presented.

Councilmember Kessler made a motion, seconded by Rose, to approve funding assistance of \$30,000 to be paid to WSDOT for the lighting project. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, and Rose voted 'Aye'.

## **10. OTHER BUSINESS**

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## **11. ADJOURNMENT**

---

There being no further business, Mayor Helenberg adjourned the meeting at 7:52 PM.

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Mayor Paul Helenberg

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Clerk-Treasurer Carie Cuttonaro

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

SUBJECT: Petition to Vacate a City Street or Alley

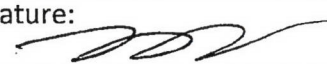
APPLICANT'S NAME: GNRL, LLC DATE: \_\_\_\_\_

In accordance with RCW 35.79.010, I (we) the undersigned hereby petition to vacate the street/alley located leading into 414 Cowlitz St E, Castle Rock from the main Road

for the following reason(s): to be able to maintain + Improve an unimproved driveway that my ownership solely uses.

Present zoning classification: HDR ?  
R-2

Signatures are required of all property owners adjacent to, touching, abutting, and adjoining or directly across the street or alley are required and if the property is in joint ownership, each spouse must sign.

|                                                       |                                                                                                     |
|-------------------------------------------------------|-----------------------------------------------------------------------------------------------------|
| Printed Name:<br><u>GNRL, LLC</u>                     | Signature:<br> |
| Mailing Address:<br><u>208 Vine St Kelso WA 98626</u> | Street Address:<br><u>414 Cowlitz St E # 30668</u>                                                  |
| Phone Number:<br><u>360-556-5101</u>                  | Cell:<br><u>360-556-5101</u>                                                                        |
| Printed Name:<br><u>GNRL, LLC</u>                     | Signature:<br>  |
| Mailing Address:<br><u>208 Vine St Kelso WA 98626</u> | Street Address:<br><u>346 Cowlitz St E # 30268</u>                                                  |
| Phone Number:<br><u>360-556-5101</u>                  | Cell:<br><u>360-556-5101</u>                                                                        |
| Printed Name:<br><u>GNRL LLC</u>                      | Signature:<br>  |
| Mailing Address:<br><u>208 Vine St Kelso WA 98626</u> | Street Address:<br><u>XXX Cowlitz St E # 30269</u>                                                  |
| Phone Number:<br><u>360-556-5101</u>                  | Cell:<br><u>Same</u>                                                                                |
| Printed Name:                                         | Signature:                                                                                          |
| Mailing Address:                                      | Street Address:                                                                                     |
| Phone Number:                                         | Cell:                                                                                               |

Received  
41  
MAR 19 2024  
CR 24-14  
Castle Rock  
Finance

Applicant is also required to furnish names and addresses of all property owners adjacent to, touching, abutting, and adjoining or directly across a street or alley within 300 feet of lot boundaries from the property. This information may be obtained from a title company or the county assessor's office. The assessor's office phone number is 360.577.3010.

A detailed map of the area bounded by lines 300 feet from and parallel to the boundaries of the area to be vacated is required to be submitted with this application.

### Attachment to Petition to Vacate A City Street/Alley

In addition to those property owners petitioning to vacate the street/alley, the following property owners are situated within 300 feet of proposed vacation.

|                                                    |                                                                              |
|----------------------------------------------------|------------------------------------------------------------------------------|
| Printed Name:<br><i>Jose &amp; Yadira Mosqueda</i> | Mailing Address: #30699<br><i>324 Cowlitz St. E<br/>CASTLE ROCK WA 98611</i> |
| Printed Name:<br><i>Shawn Bodinno</i>              | Mailing Address: #30690<br><i>248 Cowlitz St. E<br/>CASTLE ROCK WA 98611</i> |
| Printed Name:<br><i>Jose &amp; Yadira Mosqueda</i> | Mailing Address: #30689<br><i>312 E Cowlitz St<br/>CASTLE ROCK WA 98611</i>  |
| Printed Name:<br><i>Jose &amp; Yadira Mosqueda</i> | Mailing Address: #30685<br><i>324 Cowlitz St E<br/>CASTLE ROCK WA 98611</i>  |
| Printed Name:<br><i>Ray Bertrand.</i>              | Mailing Address: #3026901<br><i>400 NE 32nd<br/>Newport, OR 97365</i>        |
| Printed Name:<br><i>Sherman L Craufly</i>          | Mailing Address: #30271<br><i>326 Signly Rd<br/>Toutle, WA 98644</i>         |
| Printed Name:<br><i>City of Castle Rock</i>        | Mailing Address: #30272<br><i>PO Box 370, Castle Rock WA 98611</i>           |
| Printed Name:<br><i>SUNRISE Resources, LLC</i>     | Mailing Address: #30688<br><i>PO Box 790<br/>CASTLE ROCK WA 98611</i>        |
| Printed Name:<br><i>Wilson Oil, Inc.</i>           | Mailing Address: #30687<br><i>PO Box 69<br/>Longview WA 98632</i>            |

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MAR 19 2024  
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Castle Rock  
Finance

|                                                   |                                                                                |
|---------------------------------------------------|--------------------------------------------------------------------------------|
| Printed Name:<br>Tina Wallace                     | Mailing Address: 30270<br>811 Church St, Kelso WA 98626                        |
| Printed Name:<br>Gary B Bashor<br>Susan O. Bashor | Mailing Address: #30688001<br>PO Box 1824<br>Longview WA 98632                 |
| Printed Name:<br>Funk Russell / Paula R Arms      | Mailing Address: #30411<br>PO Box 491<br>Castle Rock WA 98611                  |
| Printed Name:<br>Funk Russell / Paula R Arms      | Mailing Address: #30412<br>PO Box 491<br>Castle Rock, WA 98611                 |
| Printed Name:<br>Ralph Dixon Jr.                  | Mailing Address: #30413<br>133 Allen Ave SE<br>Castle Rock WA 98611            |
| Printed Name:<br>Erin L & Jon J. Andersen         | Mailing Address: #30414<br>141 SE Allen Ave<br>Castle Rock, WA 98611           |
| Printed Name:<br>Ralph Dixon Jr.                  | Mailing Address: 795903<br>133 SE Allen Ave<br>Castle Rock, WA 98611           |
| Printed Name:<br>Elizabeth Robin Berry            | Mailing Address: #30410<br>309 Cowling St E<br>Castle Rock, WA 98611           |
| Printed Name:<br>Molly J. Nielsen                 | Mailing Address: #30409<br>321 Cowling St E<br>Castle Rock, WA 98611           |
| Printed Name:<br>Diane Patricia Beck              | Mailing Address: #30408<br>PO Box 1328<br>Castle Rock, WA 98611                |
| Printed Name:<br>McDonald Melodys LLC             | Mailing Address: #30407<br>8801 Monticello Dr. Apt 197<br>Texas City, TX 77591 |
| Printed Name:<br>Sheroit, LLC                     | Mailing Address: #30664<br>1059 Officers Row<br>Vancouver, WA 98661            |

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CR 24-14

Castle Rock  
Finance

|                                 |                                                                      |
|---------------------------------|----------------------------------------------------------------------|
| Printed Name:<br>Ralph Dixen Jr | Mailing Address: #30415<br>133 SE Allen Ave<br>Castle Rock, WA 98611 |
| Printed Name:<br>Jacob R Leign  | Mailing Address: #30684<br>240 E Cowlitz St<br>Castle Rock, WA 98611 |
| Printed Name:                   | Mailing Address:                                                     |
| Printed Name:                   | Mailing Address:                                                     |
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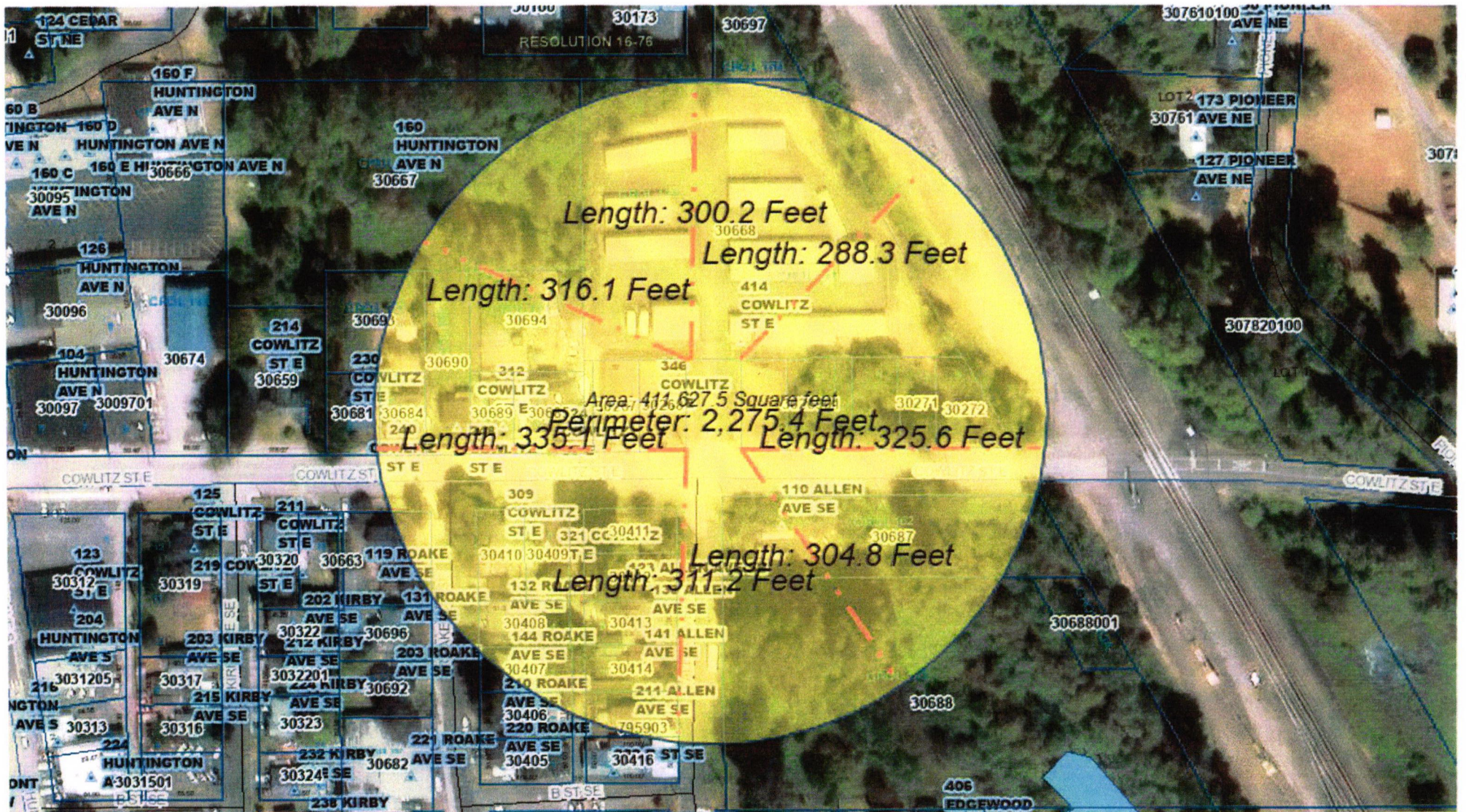
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Castle Rock  
Finance



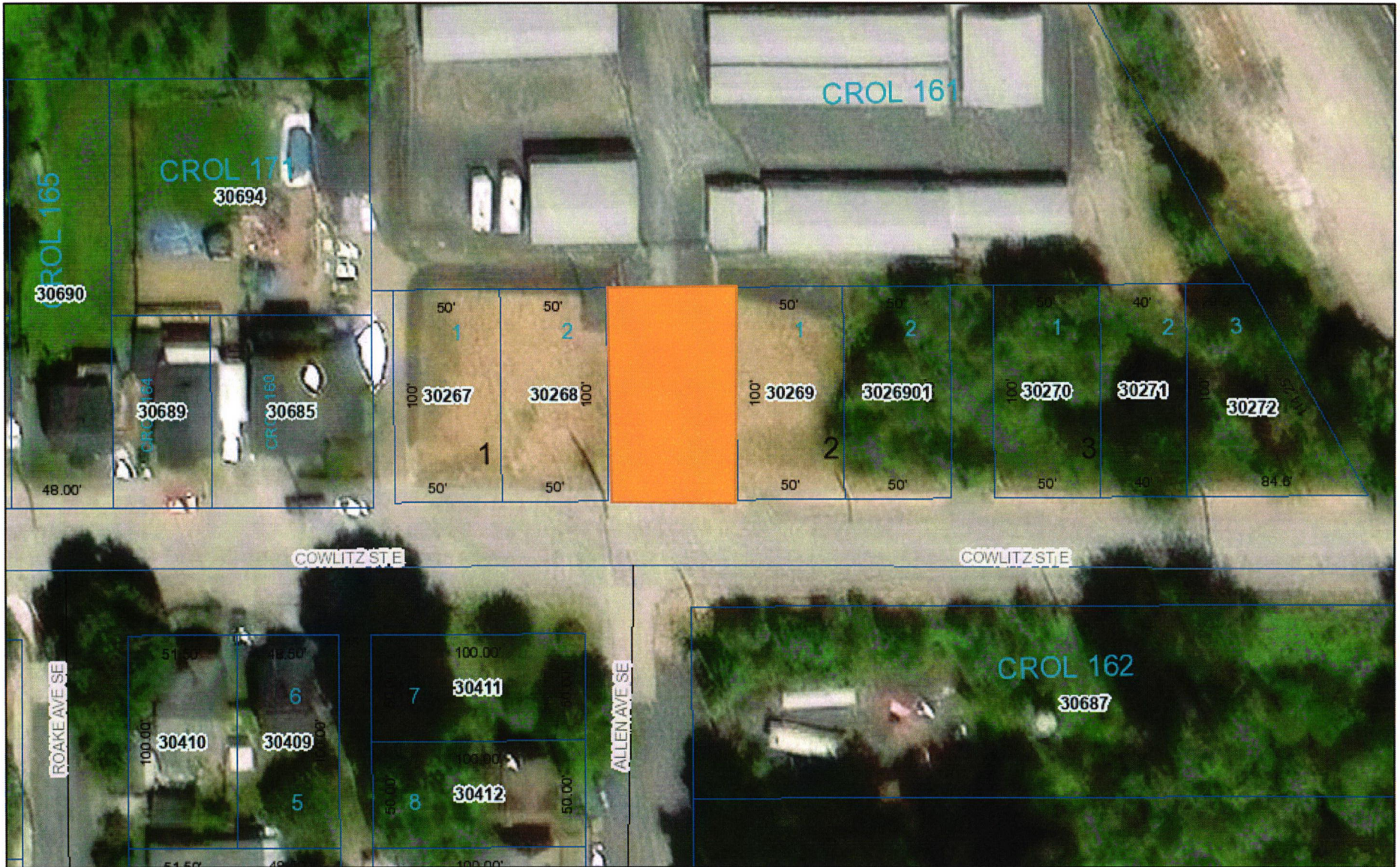
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MAR 19 2024

CR 24-14  
Castle Rock  
Finance

# Assessor Web Map



3/19/2024, 4:35:29 PM

- |                                                                                                             |                                                               |                                                             |
|-------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|-------------------------------------------------------------|
| <span style="border: 1px solid blue; display: inline-block; width: 20px; height: 10px;"></span> Tax Parcels | <span style="color: red;">—</span> 1 INTERSTATE               | <span style="color: blue;">—</span> 7 RURAL MAJOR COLLECTOR |
| Streets                                                                                                     | <span style="color: red;">—</span> 2 RURAL PRINCIPAL ARTERIAL | <span style="color: blue;">—</span> 8 RURAL MINOR COLLECTOR |
| <span style="color: gray;">—</span> 0 RURAL PRIVATE                                                         | <span style="color: red;">—</span> 6 RURAL MINOR ARTERIAL     | <span style="color: gray;">—</span> 9 RURAL LOCAL ACCESS    |

Received

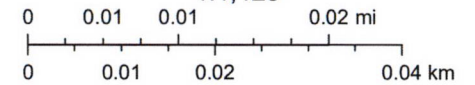
*KA*

MAR 19 2024

*Cr 24-14*

Castle Rock

1:1,128



Cowlitz County GIS Department, Maxar, Microsoft, Cowlitz County GIS Department, Cowlitz County Assessor, Cowlitz County GIS Department

ArcGIS Web AppBuilder

Maxar, Microsoft | Authenticated | Cowlitz County Appraisal division of the Assessors office | Cowlitz County GIS Department | Cowlitz County GIS | Cowlitz County GIS Department, WA DNR. | GDR produced this file for use in the

# City of Castle Rock

PO Box 370  
Castle Rock, WA 98611  
(360) 274-7478



## CR 24-14 Allen Street Vacation Request – GNRL, LLC

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### Summary of Proposal

A petition has been filed with the City of Castle Rock requesting the vacation of a portion of the Allen Avenue Southeast right-of-way. The request comes from GNRL, LLC, owner of Parcel 30688, addressed as 414 Cowlitz St E. A portion of the Allen Ave right-of way currently serves as access to the business located on the property, and the owner of the business would like the ability to improve and maintain the driveway for the business.

The property is located north of East Cowlitz Street and adjacent to parcels 30268, 30269, and 30668. The area proposed for vacation is more specifically located between Parcels 30268 and 30269. The legal description for the property is further described in the applicant's Exhibit A.

The applicant has submitted the necessary documentation to support this right-of-way vacation request following the procedures as outlined in the RCW for vacation requests, and as described in the Analysis section below. City Council is being asked to deliberate this matter in a public hearing and make a decision on the requested right-of-way vacation.

### Analysis

#### **Chapter 35.79 RCW**

The procedures for processing a right-of-way vacation request are defined in Chapter 35.79 of the RCW. The following provides the requirements of the RCW followed by a summary of the steps that have been taken by the applicant and by the City.

#### **RCW 35.79.010 – Petition by owners – Fixed time for hearing**

The owners of an interest in any real estate abutting upon any street or alley who may desire to vacate the street or alley, or any part thereof, may petition the legislative authority to make vacation, giving a description of the property to be vacated, or the legislative authority may itself initiate by resolution such vacation procedure. The petition or resolution shall be filed with the city or town clerk, and, if the petition is signed by the owners of more than two-thirds of the property abutting upon the part of such street or alley sought to be vacated, legislative authority by resolution shall fix a time when the petition

will be heard and determined by such authority or a committee thereof, which time shall not be more than sixty days nor less than twenty days after the date of the passage of such resolution.

*A petition was submitted to the City by GNRL, LLC to vacate a portion of the Allen Ave right-of-way that currently serves as access to the business on the GNRL, LLC property (Parcel 30688). The petition was signed by more than two-thirds of the properties adjoining the properties sought for vacation, and a resolution approving the vacation proceedings was passed on August 26, 2024. The public hearing before City Council has been set for September 23, 2024.*

#### **RCW 35.79.020 Notice of hearing—Objections prior to hearing.**

Upon the passage of the resolution the city or town clerk shall give twenty days' notice of the pendency of the petition by a written notice posted in three of the most public places in the city or town and a like notice in a conspicuous place on the street or alley sought to be vacated. The said notice shall contain a statement that a petition has been filed to vacate the street or alley described in the notice, together with a statement of the time and place fixed for the hearing of the petition. In all cases where the proceeding is initiated by resolution of the city or town council or similar legislative authority without a petition having been signed by the owners of more than two-thirds of the property abutting upon the part of the street or alley sought to be vacated, in addition to the notice hereinabove required, there shall be given by mail at least fifteen days before the date fixed for the hearing, a similar notice to the owners or reputed owners of all lots, tracts or parcels of land or other property abutting upon any street or alley or any part thereof sought to be vacated, as shown on the rolls of the county treasurer, directed to the address thereon shown: PROVIDED, That if fifty percent of the abutting property owners file written objection to the proposed vacation with the clerk, prior to the time of hearing, the city shall be prohibited from proceeding with the resolution.

*Sufficient notice was provided in advance of the hearing.*

#### **RCW 35.79.030 Hearing – Ordinance of Vacation**

If the legislative authority determines to grant the petition or any part thereof, such city or town shall be authorized and have authority by ordinance to vacate such street, or alley, or any part thereof, and the ordinance may provide that it shall not become effective until the owners of property abutting upon the street or alley, or part thereof so vacated, shall compensate such city or town in an amount which does not exceed one-half the appraised value of the area so vacated. If the street or alley has been part of a dedicated public right-of-way for twenty-five years or more, or if the subject property or portions thereof were acquired at public expense, the city or town may require the owners of the property abutting the street or alley to compensate the city or town in an amount that does not exceed the full appraised value of the area vacated. The ordinance may provide that the city retain an easement or the right to exercise and grant easements in respect to the vacated land for the construction, repair, and maintenance of public utilities and services. A certified copy of such ordinance shall be recorded by the clerk of the legislative authority and in the office of the auditor of the county in which the vacated land is located. One-half of the revenue received by the city or town as compensation for the area vacated must be dedicated to the acquisition, improvement, development, and related maintenance of public open space or transportation capital projects within the city or town.

*If the vacation petition is authorized by Council, the owners of the property abutting the right-of-way to be vacated may be required to compensate the City as outlined above.*

**RCW 35.79.040 Title to vacated street or alley**

If any street or alley in any city or town is vacated by the city or town council, the property within the limits so vacated shall belong to the abutting property owners, one-half to each.

*If the right-of-way vacation is approved, the above shall apply.*

**Staff Recommendation**

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Staff recommends granting the request to vacate a portion of the Allen Street right-of-way through approval of the attached implementing ordinance.

**AN ORDINANCE OF THE CASTLE ROCK, WASHINGTON CITY COUNCIL VACATING AN UNNAMED RIGHT-OF-WAY LOCATED ACROSS COWLITZ STREET EAST FROM ALLEN AVENUE SOUTHEAST**

**WHEREAS**, a petition has been filed with the City of Castle Rock requesting the vacation of an unnamed right-of-way located north of Cowlitz Street East across from Allen Avenue Southeast and adjacent to parcels 30268, 30269, and 30668; and

**WHEREAS**, this section of the Allen Street right-of-way is currently unimproved and provides access to the business located on parcel 30688; and

**WHEREAS**, after receipt of the street vacation petition, the City Council passed Resolution No. 2024-07 initiating the procedure for the vacation of the referenced street and setting a hearing date for September 23, 2024;

**WHEREAS**, the City of Castle Rock ("City") provided notice of said public hearing in conformance with the notice requirements of RCW 35.79.030; and

**WHEREAS**, the City Council properly advertised and conducted a public hearing on Monday, September 23, 2024 at approximately 7:30 p.m., in the Castle Rock Senior Center, as required by law; and

**WHEREAS**, the City Council finds vacation of that portion of the Unnamed Right-of-Way abutting Parcels 30268, 30269 and 30688 is no longer a public necessity; and

**WHEREAS**, the City Council of the City of Castle Rock, upon consideration of a report from City staff and comments received at the public hearing, after hearing the parties for and against said vacation request, finds that the vacation of this unused portion of public right-of-way is in the public interest and should be granted.

**NOW, THEREFORE, the City Council of the City of Castle Rock does resolve as follows:**

**SECTION 1.** The City Council finds that the portion of the unnamed right-of-way which abuts parcels 30628 and 30629 and which provides access to Parcel 30688 located at 414 Cowlitz St E, in Castle Rock, Cowlitz County, Washington, as depicted on the attached Exhibit A and incorporated herein by reference, is hereby vacated.

**SECTION 2.** The full value of the vacated portion of the Unnamed Right-of-Way will be due to the City by the petitioner. The value of the vacated portion of the right-of-way has been determined by the City to be \$8,902.71., based on the following calculations:

- a. Adjoining parcel #30268 is in the residential zone with an assessed value that does not align with parcels located in the industrial zone; and
- b. The right-of-way in question is located in the industrial zone; and
- c. Adjoining parcel #30269 located in the industrial zone is .11 acres and in 2024 the unimproved land had an assessed value of \$9,000; and
- d. Adjoining parcel #30668 located in the industrial zone is 2.27 acres and in 2024 the improved land had an assessed value of \$115,370; and

- e. The assessed value per square foot of parcel #30269 is \$1.80 and the assessed value per square foot of parcel #30668 is \$1.17; and
- f. The average assessed value per square foot is \$1.48; and
- g. The right-of-way identified in Exhibit A is 6,004.20 square feet; and
- h. The total value of the right-of-way in question is \$8,902.71.

**SECTION 3.** The City Clerk is hereby directed to record a certified copy of this ordinance with the office of the Cowlitz County Auditor.

**SECTION 4.** This ordinance shall be in full force and effect five days after its passage and posting as required by law.

RESOLVED by the City Council and signed by the Mayor at a regular meeting thereof on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Mayor Paul Helenberg

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Carie Cuttonaro, Clerk-Treasurer

\_\_\_\_\_  
Frank Randolph, City Attorney

**Right of way Vacation  
EXHIBIT A**

**A RIGHT OF WAY VACATION** of that certain 60-foot-wide street right of way of the PLAT OF THE FIRST CENTRAL ADDITION to Castle Rock, recorded in Volume 3 of Plats, page 150, records of Cowlitz County, Washington, lying between Block 1 and Block 2 of said Plat and north of East Cowlitz Avenue, in Section 11, Township 9 North, Range 2 West, Willamette Meridian, in the City of Castle Rock, Washington, more particularly described as follows:

**BEGINNING** at the Northwest corner of Lot 1 of Block 2 of said Plat, and a 1/2" rebar with an Orange Plastic Cap stamped, "Grant PLS 33129";

thence South 01°41'27" West, coincident with the west line of said Lot 1, a distance of 100.07 feet to the southwest corner of said Lot 1 and a 1/2" rebar with an Orange Plastic Cap stamped, "Grant PLS 33129";

thence North 88°19'47" West, coincident with the north margin of East Cowlitz Avenue, a distance of 60.00 feet to the southeast corner of Lot 2 of Block 1 of said Plat, and a 1/2" rebar with an Orange Plastic Cap stamped, "Grant PLS 33129";

thence North 01°41'27" East, coincident with the east line of said Lot 2, a distance of 100.07 feet to the northeast corner of said Lot 2 and a 1/2" rebar with an Orange Plastic Cap stamped, "Grant PLS 33129";

thence South 88°19'47" East, crossing said 60-foot-wide street right of way, a distance of 60.00 feet, to the **POINT OF BEGINNING**

**CONTAINING** 6,004 square feet, more or less

**RESERVING UNTO THE PUBLIC**, a public utility easement, over, under, across, and through the afore described real estate for the construction, repair, maintenance, and operation of public and private utilities, and for ingress and egress to the area at any and all times for such utility purposes

**SUBJECT TO** easements, covenants, conditions, restrictions, and reservations, if any, affecting title which may appear in the public record including those shown on the face of any recorded plat or survey



Return Address:  
City of Castle Rock  
PO Box 370  
Castle Rock, WA 98611

## **ACCESS AND MAINTENANCE EASEMENT**

**KNOW ALL PERSONS BY THESE PRESENTS** that GNRL, LLC, A Washington Limited Liability Company, hereinafter known as “Grantors”, do hereby grant unto Grantee, CITY OF CASTLE ROCK, a municipal corporation, the perpetual right, privilege, and authority to enter and go upon, over and across the property herein after more particularly described, for the purpose of access and maintenance as the Grantee shall deem necessary and adequate.

The easement herein granted shall cover the following described property located in Section 11, Township 9 North, Range 2 West, Willamette Meridian, City of Castle Rock, Cowlitz County, Washington and described herein:

Legal Description on Exhibit A, Attached Hereto and Made a Part Hereof  
Exhibit Map, Exhibit B, Attached Hereto and Made a Part Hereof

Tax Parcel Numbers: 30268, 30269, 30668

**GNRL, LLC**

I certify that I know or have satisfactory evidence that \_\_\_\_\_ is the person who appeared before me, and said person acknowledged that he/she signed this instrument, on oath stated that he/she is authorized to execute the instrument and acknowledged is as REGISTERED AGENT of, **GNRL, LLC**, to be free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated

My commission expires

## EXHIBIT A

An **ACCESS AND MAINTENANCE AGREEMENT** over, across, and upon a portion of GNRL, LLC property and that certain vacated 60-foot-wide street right of way of the PLAT OF THE FIRST CENTRAL ADDITION to Castle Rock, recorded in Volume 3 of Plats, page 150, records of Cowlitz County Washington, lying between Block 1 and Block 2 of said Plat and north of East Cowlitz Avenue, situate in Section 11, Township 9 North, Range 2 West, Willamette Meridian, City of Castle Rock, Cowlitz County, Washington, a 20-foot-wide strip easement, being 10-feet on each side of the following described centerline further described herein:

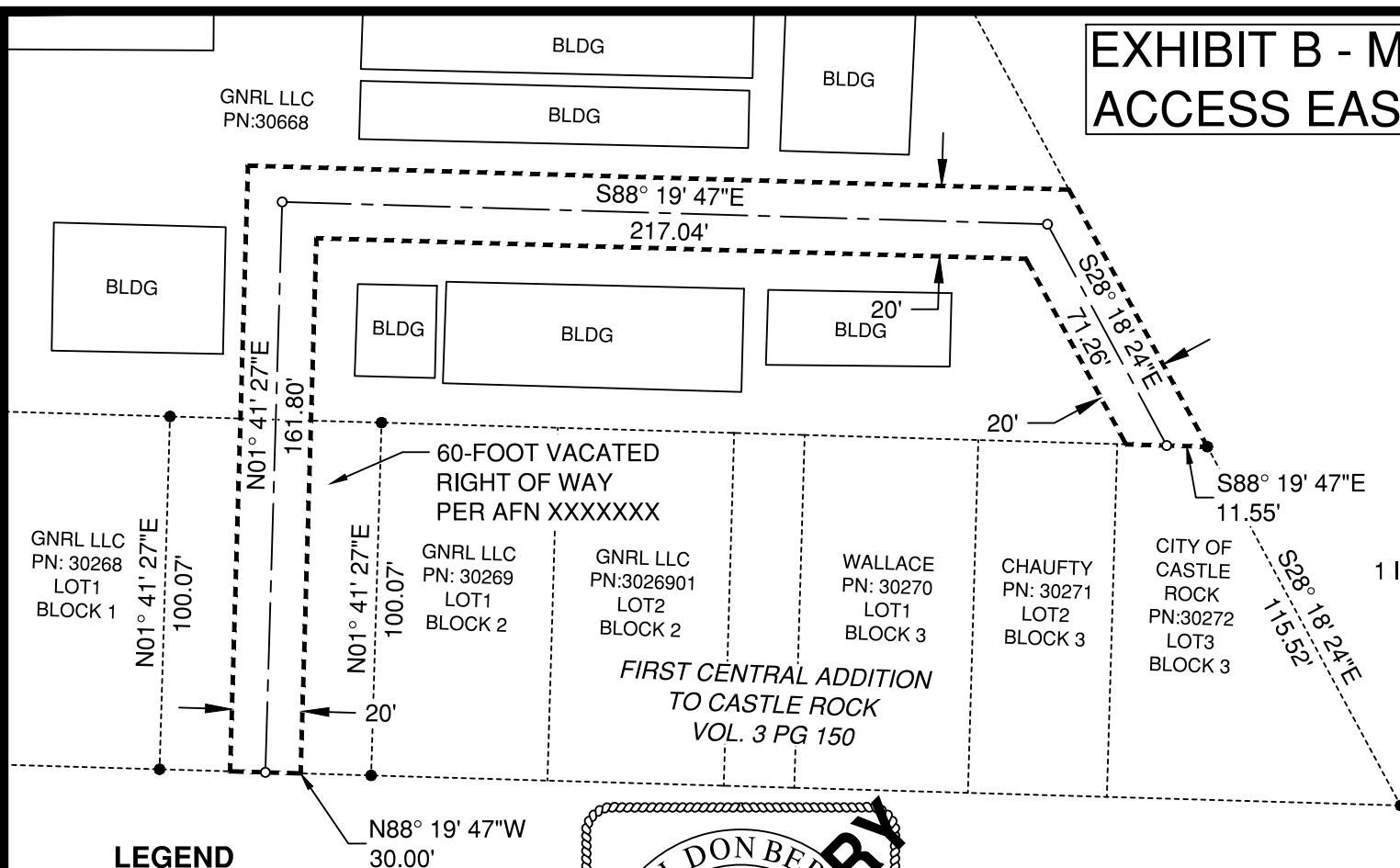
**COMMENCING AT** the Southwest corner of Lot 1 of Block 2 of said Plat, and a 1/2" rebar with an Orange Plastic Cap stamped, "Grant PLS 33129";  
thence North 88°19'47" West, coincident with the north margin of East Cowlitz Avenue, a distance of 30.00 feet, to center of said vacated 60-foot-wide street right of way and the **POINT OF BEGINNING** of this access easement;  
thence North 01°41'27" East, a distance of 161.80 feet;  
thence South 88°19'47" East, a distance of 217.04 feet to a point that is westerly of and 10-feet perpendicular to the western margin of the Burlington Northern Railroad Right of Way;  
thence South 28°18'24" East, parallel with said western margin, a distance of 71.26 feet to the north line of Lot 3, Block 3, of said Plat, being a point that lies North 88°19'47" West, a distance of 11.55 feet from a 1/2" rebar with an Orange Plastic Cap stamped, "Grant PLS 33129" at the northeast corner of said Lot 3, and being the **TERMINUS** of this access easement;

**SUBJECT TO** easements, covenants, conditions, restrictions, and reservations, if any, affecting title which may appear in the public record including those shown on the face of any recorded plat or survey

# EXHIBIT B - MAP ACCESS EASEMENT



SCALE  
1 IN = 50 FT



## LEGEND

- Rebar & cap per AFN 3708475
- Calculated point, not found or set

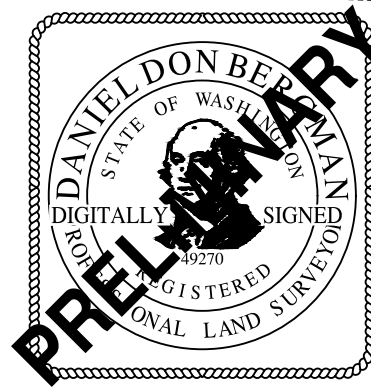
AFN Auditor's File No.

PN Parcel Number



**GIBBS & OLSON**

PO BOX 400, LONGVIEW, WA 98632  
360.425.0991 Tel | www.gibbs-olson.com



# **PUBLIC NOTICE**

## **CITY OF CASTLE ROCK**

### **WATER USE EFFICIENCY GOALS**

Notice is hereby given that The City of Castle Rock will conduct a public meeting in conjunction with the regularly scheduled City Council Meeting at the Castle Rock Senior Center located at 222 Second Ave SW, Castle Rock, WA 98611 beginning at 7:30 p.m., Monday, September 23rd, 2024 to review and comment on the City of Castle Rock proposed Water Use Efficiency Goals for the period 2024 - 2030.

#### **Water Use Efficiency Goal Setting**

DOH requires water systems to set Water Use Efficiency (WUE) Goals through a public process at least every 6 years. The WUE Rule requires that water conservation goals must include a measurable outcome, address water supply or demand characteristics, and include an implementation schedule. The goal setting process must be held through a public forum and be reevaluated every 6 years.

The previous WUE Goals were established as a part of the 2021 Water System Plan and are as follows:

- Supply Side Goal: Reduce water loss rate by 2 percent annually for the next 10 years so that by 2028 the water loss rate is at 10 percent or less.
- Demand Side Goal: Reduce average per capita consumption by 1 gallon per day over the next 5 years so that by 2024 the average consumption per capita is 104 gpcd (gallons per capita per day).

The previous 4 years of water loss rates and per capita consumption (from the City's Annual Performance Reports) are listed in the table below. As shown, water loss was reduced over the previous four years; however, the Supply Side Goal was not achieved in 2023. The City achieved the Demand Side Goal over the previous four years.

| <b>Year</b> | <b>Water Loss (Percent)</b> | <b>Per Capita Consumption (gpcd)</b> |
|-------------|-----------------------------|--------------------------------------|
| 2020        | 13.9%                       | 92                                   |
| 2021        | 13.9%                       | <104*                                |
| 2022        | 12.2%                       | 53                                   |
| 2023        | 11.6%                       | 57                                   |

*\*no other information provided except that per capita consumption was below the goal of 104 gpcd.*

The proposed WUE Goals for the 2024 – 2030 period are as follows:

- Supply Side Goal: Reduce water loss rate such that by 2034 the water loss rate is at 10 percent or less.
- Demand Side Goal: Maintain average per capita consumption at or below 60 gpcd (gallons per capita per day).

Guidance on setting goals to use water efficiently is available at the following link: <https://doh.wa.gov/sites/default/files/legacy/Documents/Pubs//331-402.pdf>.

## Water Use Efficiency Measures

The WUE Rule requires that water systems with 1,000 to 2,499 service connections must implement or evaluate a minimum of five water use efficiency measures. The proposed City of Castle Rock water use efficiency measures are as follows:

### WUE Supply Side Measures

| Measure                                                                    | Status                                                                                                                                                                      |
|----------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Require metering of all hydrants other than that of Fire Department use.   | Accomplished                                                                                                                                                                |
| Replace old meters with low flow/leak detection features.                  | Accomplished                                                                                                                                                                |
| Repair/replace leaky mains and services that were installed prior to 1970. | Approximately 800 linear feet of water main has been replaced over the past year.                                                                                           |
| Conduct water audit every 3 years.                                         | City wide leak detection was performed August 2024. Every year a water audit is conducted where we manually read every meter and compare it to the radio read for accuracy. |
| City wide pressure monitoring to detect potential water loss.              | Planned for winter 2024                                                                                                                                                     |
| Read master meters on the same day as customer meters.                     | Planned for August 2024                                                                                                                                                     |

### WUE Demand Side Measures

| Measure                                                                                                                          | Status       |
|----------------------------------------------------------------------------------------------------------------------------------|--------------|
| Use reclaimed water at Castle Rock wastewater treatment plant for landscape irrigation and equipment use.                        | Accomplished |
| Install new software for meters that will allow staff to respond to high consumption on leaks on customer side more efficiently. | Accomplished |
| Investigate into altering water bill to charge by the cubic foot instead of 100 cubic feet.                                      | Accomplished |
| Provide educational information on water conservation to customers twice per year.                                               | By 2027      |
| Encourage the use of rain barrels for irrigation watering.                                                                       | By 2026      |
| Actively communicate with customers about increase usage as soon as possible.                                                    | Ongoing      |

## 2024 Chemical Procurement Preliminary Bid Results

Bids Due: 09/18/2024 at 11:00 AM and Opened 09/18/2024 at 11:13 AM

Attended by: Dave Vorse, Tyler Stone, and Carie Cuttonaro

| Bidder<br>City, St                               | Aluminum Sulfate<br>4,000 Gallons | 12.5% Sodium<br>Hypochlorite<br>400 Gallons | Sodium Fluoride<br>2,000 lbs | Chlorine<br>3,000 lbs      | Signed | References |
|--------------------------------------------------|-----------------------------------|---------------------------------------------|------------------------------|----------------------------|--------|------------|
| Univar Solutions USA LLC.<br>Kent, WA            | \$1.560/gal<br>\$6,240.00         | No Bid<br>Submitted                         | No Bid<br>Submitted          | No Bid<br>Submitted        | ✓      | ✓          |
| Cascade Columbia Distribution Co.<br>Seattle, WA | \$1.740/gal<br>\$6,960.00         | \$11.20/gal<br>\$4,480.00                   | \$1.72/lb<br>\$3,440.00      | \$4.26/lb<br>\$12,780.00   | ✓      | ✓          |
| JCI Jones Chemicals, Inc.<br>Tacoma, WA          | No Bid<br>Submitted               | No Bid<br>Submitted                         | No Bid<br>Submitted          | \$3.6666/lb<br>\$10,999.80 | ✓      | ✓          |
| Chemtrade Chemicals US LLC<br>Parsippany, NJ     | \$2.182/gal<br>\$8,728.00         | No Bid<br>Submitted                         | No Bid<br>Submitted          | No Bid<br>Submitted        | ✓      | ✓          |

(Bid Results includes shipping costs but excludes sales tax.)