

**CITY OF KALAMA
CITY COUNCIL MEETING
FEBRUARY 1, 2012**

1. OPENING

Mayor Pete Poulsen opened the City Council meeting at 7:00 p.m. Mayor Poulsen led those present in the Pledge of Allegiance.

Councilmembers present were Adam Smee, Dominic Ciancibelli, Mike Dennis Langham, and Don Purvis. Councilmember Mary Putka was absent. City staff present were Director of Public Works Carl McCrary, Clerk/Treasurer Coni McMaster, and Police Chief Randy Gibson. City Attorney Paul Brachvogel was also in attendance. Members of the public present are listed on the sign-in sheet.

2. EXECUTIVE SESSION - None

3. CHANGES TO THE AGENDA - None

4. PRESENTATIONS & AWARDS - None

5. PUBLIC HEARINGS

6. PUBLIC COMMENTS/CONCERNS

A. Cowlitz County Housing First Coalition – Sheila Thomas

Ms. Sheila Thomas, Kalama's representative on the Cowlitz County Housing First Coalition and the Regional Housing Authority Board, presented a request to the City Council for their support in continuing the current legislation on the recording fees which provides for funding for low-income housing assistance. In 2005 the legislation was adopted by the State with a sunset clause in 2013. Unless the State takes actions, the funding will go away. There are two bills - one in the House and one in the Senate - that would extend the fees. She explained that these fees fund assistance to the homeless and low-income to provide low-cost housing options. In Cowlitz County it includes rental assistance through CAP and support for the Emergency Support Shelter and Community House. With the economic downturn and decline in real estate sales, the funds have naturally been reduced. To have them go away completely would reduce funding for aiding those in need to very minimal amounts. Ms. Thomas asked that the Council contact their Legislators and encourage them to vote in favor of continuing the funding. The cost is a filing fee of approximately \$38 per recordable transaction which should not deter people from purchasing homes or refinancing. The bills will be coming forward for votes very soon, so she encouraged those in attendance to take action as soon as possible.

7. UNFINISHED BUSINESS

A. City Council Retreat – Confirm Date

The Council confirmed the date for Sunday, April 29, 2012. The time would be 10:00 am and go to no later than 3:00 pm. Location is still being determined.

8. NEW BUSINESS - None

9. ORDINANCES & RESOLUTIONS - None

10. CORRESPONDENCE - None was brought forward for discussion.

11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS

A. Mayor Pete Poulsen reported that the work with the County Tourism Board is going well. It appears the Woodland may not be able to take all the funds in 2012, so Kalama may be able to draw some as well. The intent of the funds is to use it for a large project or event that will draw to the community. Other smaller expenditures may be included, which for Kalama could include work on the Community Building or help with other events. The Blues Festival event is going to be the large draw, and we hope to keep it going for at least 3 years to see how it grows in time. There will be sponsors, vendor fees and other forms of revenue to help support the event too. Entry fees will also included a canned food fund raiser for Helping Hand.

Mayor Poulsen later noted that he has assigned the Planning Commission the task of working on a plan for helping the downtown property owners update the buildings under the new design code. He is looking for incentives and funding options.

B. Councilmember Adam Smee had no report.

C. Councilmember Dominic Ciancibelli reported that Carl has been looking at a possible option for installing the third pump and filter at the water plant. It could be used to pump water directly to the lower lying parts of the city rather than pumping up to the reservoir. He has been talking with a supplier that could get us a used pump, actually two at a very low cost - \$32,000 compared to \$160,000 for one – and this would be the first step. It is a considerable cost savings. There may also be some outside funding available in the future. Director of Public Works Carl McCrary noted that the entire project would cost around \$250,000 to \$300,000. This would be good for the future.

D. Councilmember Mike Langham had no report.

E. Councilmember Donald Purvis reported the Parks & Recreation Committee had met. The new committee members are looking at programs for the youth at the Community Building and updating the park plan. Don continued that the Health Board cancelled its meeting due to budget constraints. They are moving and have very minimal staffing at this

time. How the Health Department will continue to operate with all the cuts, is a concern. He will keep the Council informed as he gets more information. Don also thanked Public Works and the Police Department for their service throughout the snow event.

F. Councilmember Mary Putka was absent.

12. DEPARTMENT REPORTS

A. Director of Public Works Carl McCrary presented a written report.

B. Police Chief Randy Gibson provided a statistical report, noting the loss of a local resident just yesterday. The two vehicles have been put out for auction on Public Surplus, so we will see how they do. Chief Gibson added that his department is busy with annual reporting requirements as well. Citizen Jim Dickey noted that at the Joint Entity meeting on Tuesday night, Chief Gibson represented the City well. The other entities also noted that they are pleased with how the department is operating within the community under the new leadership.

C. Clerk/Treasurer Coni McMaster presented the End of Year Treasurer report for 2011 and the January Treasurer's Report. She provided copies of the final 2012 Budget document for the Council to review. She noted that in January the City received 66% of the project business license revenues and 70% of the animal licensing revenues. Sales tax received in January (for November revenues) looks to be on track. She asked if the Council noticed the new signs on City Hall, adding that she hopes the wayfinding signs will be up in the next month. Her staff is still working the bugs out of the new utility software. They have also worked on some nuisance abatement issues and the year end and quarterly reports. Coni provided the Council and staff with a draft set of financial policies for review. In looking at setting up an investment policy, she found that many cities include it within a full set of financial policies. It has been noted that Kalama should have these policies in place, so it seemed the time was right. The draft has been taken from several other sample policies based upon the unwritten policies the City operates under. She would like to have the policies on the next agenda for adoption if there are no concerns with the document and its contents.

D. City Attorney Paul Brachvogel had no report.

13. CONSENT AGENDA

Councilmember Adam Smee made a motion the City Council approve the Consent Agenda including Claim Vouchers totaling \$71,329.52, Payroll Vouchers totaling \$72,521.22 and the City Council minutes of January 18, 2012. Councilmember Don Purvis seconded, and the motion carried.

14. EXECUTIVE SESSION - None

15. ADJOURNMENT

Mayor Poulsen adjourned the meeting at 7:56 p.m. These minutes are not verbatim. A copy of the tape can be made available for listening.

Pete Poulsen - Mayor

Coni McMaster - Clerk/Treasurer