

**CITY OF KALAMA
CITY COUNCIL MEETING
NOVEMBER 14, 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 Dominic Ciancibelli, Mike Dennis Langham, Don Purvis, and Mary Putka. City staff present were City Administrator Adam Smee, Assistant Director of Public Works Kelly Rasmussen, and Clerk/Treasurer Coni McMaster. 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

A. 2013 Budget & Capital Facilities Plan – Draft Ordinance

Mayor Poulsen opened the public hearing on the 2013 Budget. Clerk/Treasurer Coni McMaster presented the draft budget ordinance for a budget of \$4,794,675.00. One of the elements the Council needs to address is the requests for the City's tourism funds. Ms. McMaster reviewed the funding which includes a carryover of \$10,000 with projected revenues of \$3000 from the Hotel/Motel Taxes. The City has budgeted \$5000 for the Blues Festival so that leaves a total of \$8000 left for possible distribution. She provided information on just what the funds can be allocated for, which includes the operating of events up until June 30, 2013. If the legislature doesn't extend this sunset clause the funds will only be available for marketing for tourism and not operating costs for events. Also noted for the applicants is that these funds are for reimbursement of expenses and are not granted prior to events. Mayor Poulsen addressed the issue of the County's Big Idea board and the funds it provides. Kalama is scheduled to receive the funds in 2013. The Big Idea Board will meet on January 4, 2013 to review the criteria for funding projects with this money and look at the process for applying for the funding. At this time the City is only looking at what funds it has in its coffers for expenditures. Councilmember Don Purvis asked what the definition of a "tourist" is under the state codes. Ms. McMaster provided the definition of both tourism and tourist from the RCWs.

1. Tourism Requests

a. Untouchables Car Club

Mr. Rick Walker of the Untouchables presented a recap of the 2012 event, thanking the City and Chamber for their support. They are requesting \$2000 for the 2013 event. He noted that the event had attendees from Arizona, Nevada, Oregon and all over Washington.

The funds raised provided 4 scholarships to LCC including to a Kalama High student. They have supported Kalama's Helping Hand and other organizations throughout the County. Mr. Walker noted that if the way funds can be allocated changes, they will look at adjusting their request if necessary. Mayor Poulsen noted this is a well-organized and enjoyable event for the community.

b. Kalama Chamber of Commerce

Co-presidents Taryn Nelson, Liz Newman and marketing committee member Saskia Terhorst presented a revised request for two projects. The first is for the purchase of 10 A-frame signs with laminated posters to advertise events and provide directions to events. The signs could also be used by Chamber member businesses and the various civic organizations for special events. This request is a result of the follow-up reviews held after events in 2012 and the consistent issue of finding the location of events. The requested funds are \$2200 from the City. The second request is to support the Chamber's 2nd annual Fishing Derby. Over 90 participants attended the first derby and they are hoping to expand that. They would like to do posters and T-shirts in 2013. The request is for \$3500. The Chamber would be contributing additional funds to each of these events, with \$1000 going toward the signs and \$3000 to the Fishing Derby. Several Councilmembers noted that the City would not be able to fund all of the requests as that would take all funding the City has. The consensus seemed to be to put funding toward the signs.

c. Kalama Antique District Association

There was no one from the Association present. Ms. McMaster outlined the three requests.

1. \$2000 toward advertising for the two Wheel & Deal events
2. \$683 to pay for the I-5 "Antique District" sign
3. \$500 to produce the City map with locations of the antique stores highlighted.

d. Envision Kalama – Wordcatcher

Envision Board member Molly Ciancibelli explained this will be the 5th annual event and is highly dependent on advertising. The funds raised go to support the Library. Many attendees come from outside of Kalama and often return at other times. Envision was thinking to apply for the Big Idea Funds to help with this event. They would like to request that the City cover the cost of a reusable event banner at the cost of \$350.

e. Envision Kalama & AMALAK

AMALAK President Carol Day asked that this request be withdrawn and they will present for the Big Idea funding in January. The request will be to support a Community Building fundraiser event, Kalama Erupts.

f. Friends of the Library Kalama (FOLK)

Ms. Betty Bates, Chairman of FOLK made a simple request for funding to support the two major events that FOLK holds annually. For the Sweetheart Valentines Dance she requested \$250 and for the Tea she requested from \$100 - \$200. The dance draws many people for other areas that often come and have dinner prior to the event at 7pm. The Tea mainly serves members of the community who often bring friends from out of town. The request is to help cover the increases in costs for the rental of the building and band fees related to the events.

After listening to all the requests the Council discussed different events and projects and how to allocate the limited funds. The end result was to allocate \$5100 as follows:

a.	Untouchables Car Show	\$2000
b.	Kalama Chamber of Commerce	\$2000
c.	Kalama Antique District Assoc.	\$ 500
d.	Envision – Wordcatcher – Banner	\$ 350
e.	FOLK	\$ 250

Reminders of the Big Idea meeting on January 4, 2013 would be sent to all applicants.

Ms. McMaster addressed a few other budget items including that the budget includes increasing the non-profit fee at the Community Building to \$200 and that there may be a revision to the property tax projection based on new information. Councilmember Mike Langham noted that the fees for the licensing of a firearms and ammunition dealer was not listed and probably should be included on the fee resolution. Mayor Poulsen asked if there were any additional budget items to be addressed.

Ms. Cynthia Svensson, Chairman of the Kalama Library Board presented information on the value of the Library to the community. She noted that many volunteer for the Library in many ways and those that do need to be rewarded by seeing the City continuing to provide and grow the Library. Due to the economic downturn the Library lost funding in years past and it is important that it begin to be restored. Ms. Svensson noted that the basic budget should include books and training for the staff. Training would be available at state conferences and it was noted that there are often scholarships available for the attendance fees, so it would be travel costs the City would need to cover. Ms. McMaster and City Administrator Adam Smee provided information on what is included in the 2013 budget. This includes an increase in the amount the general fund is providing to fund the Library, funding of a new computer, an increase to the travel budget, and increase to the book budget. The 2013 budget also reflects the fact that over the last two years the Library has seen a decrease in the amount of private donations it has been receiving, so that has been reduced and covered by the increase of general revenues. Mr. Smee noted that the Library is and will continue to be funded as much as possible.

Mayor Poulsen continued the public hearing to December 5, 2013, so that any possible revisions to the budget could be reviewed prior to adoption.

6. PUBLIC COMMENTS/CONCERNS

Mr. Jim Bain of 308 N. Second Street voiced his support of the Kalama Library. He addressed the issue of curb-side recycling with support noting that the issue of those on fixed incomes dealing with the added cost could be a non-issue. In many cases the customer could reduce their container size and reduce the current cost enough to cover most of the recycling costs. Mr. Bain believes that it is the older generation that will support recycling efforts and be willing to pay the costs. Ms. McMaster noted that a survey for the public has been placed on the City's webpage and will be included with the City's utility bills at the end of the month.

Ms. Carol Eby, a Kalama resident on Martin's Bluff Road added her support for the Library and the City providing a consistent basic workable budget for its operation. If the City provides a working budget for the necessities, then FOLK and others can provide the extras.

Mr. Dan Ohall of 235 Eli Avery asked if the City is considering rate increases in addition to adding recycling. Ms. McMaster noted that at this time Waste Control has not proposed any garbage increases. The City will need to consider a sewer rate increase, but probably not a water rate increase. Mr. Smee noted that as the current dump fills up, he believes there will be an increase in tipping fees, so an increase to garbage rates will happen.

7. UNFINISHED BUSINESS

A. Set a 2013 Revenue Public Hearing – Changes to Property Tax Estimate

Clerk/Treasurer Coni McMaster explained that in recent information received from the County Assessor's office the amount of Kalama's assessed valuation has been adjusted up and this changes the information that was presented at the public hearing where the property tax levy was discussed. Since this could change the amount the City could levy, she is requesting that a second public hearing be held for the public's benefit. The Council agreed to hold a second hearing on December 5, 2012. Kalama citizen Jim Dickey voiced his concerns with further increases to taxes, plus all the other items that would increase costs for those on fixed incomes that haven't seen cost-of-living raises in recent years.

8. NEW BUSINESS

A. Consultant for Planning Services – Zoning and Development Code Updates

City Administrator Adam Smee asked that this be tabled to the next meeting as he has not received the information he needed to present to the Council.

9. ORDINANCES & RESOLUTIONS

A. Resolution No. 583 - Fee Resolution for 2013

This resolution was not acted on as staff would be making revisions prior to adoption.

10. CORRESPONDENCE - None

11. MAYOR'S REPORT & COUNCILMEMBER'S REPORTS

A. Mayor Pete Poulsen provided information regarding the police actions that occurred in Kalama today. First there was note left at the school with a bomb threat. Then there was the report of an armed individual in the vicinity of the school. The school was then locked down. Since the City's officers were in court and at training, the Sherriff's department responded. They also issued a remote reverse 911 notification regarding the armed person they were looking for. The suspect was apprehended later in the Port area by the Port's security company and at that time he didn't have gun. All procedures at the school and the county worked well.

B. Councilmember Dominic Ciancibelli had no report.

C. Councilmember Mike Langham had no report.

D. Councilmember Donald Purvis had no report.

E. Councilmember Mary Putka reported that the Chamber has many events planned for Christmas in Kalama. This is the first weekend in December. It will include a Walk & Knock campaign which is in need of drivers. The theme is Santa's express.

12. DEPARTMENT REPORTS

A. City Administrator Adam Smee reported he is working at wrapping up several projects with different entities. The new computers in the Finance Department are great.

B. Assistant Director of Public Works Kelly Rasmussen presented a written report. He briefly noted the completion of the RSG project, the work on South 4th, fixing a speed bump at the school, repairs to a 1 inch water main, installation of two new water connections, and the afterhours incident with a tree blowing down. He noted that the City is reviewing the 222 applications received for the Public Works position. Mr. Rasmussen noted he will be going to Bellingham on Thursday to the TIB board meeting to request additional funding to cover the 4th Street project overruns.

C. Police Chief Randy Gibson was attending the WASPC conference.

D. City Clerk/Treasurer Coni McMaster reported the work on the budget continues. The Planning Commission has begun the work on code updates that relate to the possible annexation.

E. City Attorney Paul Brachvogel had no report.

13. CONSENT AGENDA

Councilmember Mary Putka made a motion the City Council approve the Consent Agenda including Claims Vouchers totaling \$64,514.66, Payroll Vouchers totaling \$9,879.86

and the City Council minutes of November 7, 2012. Councilmember Don Purvis seconded, and the motion carried.

14. EXECUTIVE SESSION - None

15. ADJOURNMENT

Mayor Poulsen adjourned the meeting at 8:53 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