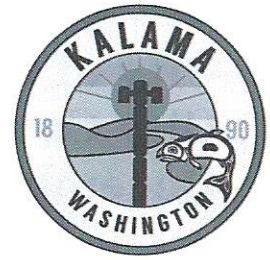


**City of Kalama
City Council Agenda
December 5, 2019 @ 7 pm**



1. OPENING - Mayor Mike Reuter
 - A. Flag Salute
 - B. Roll Call
 - C. Changes to the Agenda
2. EXECUTIVE SESSION
3. PRESENTATIONS & AWARDS
4. PUBLIC HEARINGS
 - A. 2020 Budget & 2020-2025 Capital Facilities Plan – Continued Hearing
5. UNFINISHED BUSINESS
6. NEW BUSINESS
7. ORDINANCES & RESOLUTIONS
 - A. Ordinance #1429 - Adoption of the 2020 Budget & 2020-2025 Capital Facilities Plan
 - B. Resolution No. 687 - HB 1406 Affordable Housing Sales Tax Intent
8. PUBLIC COMMENTS & CONCERNS (*3 minute limit*)
9. CORRESPONDENCE
10. MAYOR & COUNCILMEMBER REPORTS
 - A. Mayor Mike Reuter
 - B. Councilmember Jon Stanfill
 - C. Councilmember Sandra Macias – Finance & Public Works
 - D. Councilmember Mike Langham – Police & 911 Board
 - E. Councilmember Rosemary Siipola – Planning & Economic Development
 - F. Councilmember Mary Putka – Chamber & Tourism & Library

**City of Kalama
City Council Agenda
December 5, 2019 @ 7 pm**



11. DEPARTMENT REPORTS

- A. City Administrator Adam Smee**
- B. Director of Public Works Kelly Rasmussen**
- C. Police Chief Ralph Herrera**
- D. Clerk/Treasurer Coni McMaster**
- E. City Attorney Sam Satterfield**

12. CONSENT AGENDA - *I move the City Council approve the consent agenda as presented.*

- A. Approved for payment are: Claims and Payroll Warrants #41037-41049 plus ACH/EFT payments for the Month of November in the amount of \$225,240.86**
- B. Approval of Minutes of the November 21, 2019 City Council Meeting**
- C. Approve the Appointment of the District Court Judge Pro Tems**

13. EXECUTIVE SESSION

14. ADJOURNMENT

**CITY OF KALAMA
CITY COUNCIL MEETING
DECEMBER 5, 2019**

1. OPENING

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

Councilmembers present were Jon Stanfill, Sandra Macias, Mike Dennis Langham, Rosemary Brinson Siipola, and Mary Putka. City staff present were City Administrator Adam Smee, Director of Public Works Kelly Rasmussen, Clerk/Treasurer Coni McMaster, and Police Sergeant Steve Parker. City Attorney Sam Satterfield was also present. Members of the public present are listed on the sign-in sheet.

2. CHANGES TO THE AGENDA - None

3. PRESENTATIONS & AWARDS - None

4. EXECUTIVE SESSION - None

5. PUBLIC HEARINGS

A. 2020 Budget & 2020-2025 Capital Facilities Plan – Continued Hearing

Mayor Reuter reopened the public hearing on the 2020 Budget and Capital Facilities Plan. Clerk/Treasurer Coni McMaster explained the budget presented tonight has an increase of \$501,650 from the budget numbers as the hearing on November 21, 2019. The City has received approval for the TIB grant for the West Frontage Road project which is a \$519,200 project with 95% or \$493,240 to be funded by the grant. The following is a list of the changes by fund:

Fund 102 – Increase of \$520,000 for the W. Frontage Project

Fund 104 – Increase of \$2000 for the youth programs based on actual and projected 2019 expenditures for the National Night Out and Shop with a Cop activities.

Fund 115 – Decrease of \$15,000 for Audit costs. These should be paid in 2019

Fund 403 – Decrease of \$17,350 for the reduction of estimated project cost on Card Crest and to include retainage for the Downtown Stormwater (25,000) + 7650.

Funds 315 & 420 – Adjusted to include carryovers and interest earned to be spent or transferred to ensure the accounts are closed upon completion of the projects. \$11000 in 420 and \$1000 in 315.

Staff recommends adopting the \$11,908,970 budget for 2020 and the Capital Facilities Plan. There were no questions from the audience or Council. Mayor Reuter closed the hearing.

6. UNFINISHED BUSINESS - None

7. NEW BUSINESS - None

8. ORDINANCES & RESOLUTIONS

A. Ordinance #1429 - Adoption of the 2020 Budget & 2020-2025 Capital Facilities Plan

Ordinance No. 1429 was read by Title: An Ordinance of the City of Kalama approving and adopting the Budget for the City of Kalama for the calendar year 2020 in the amount of \$11,908,970.00 and the Capital Facilities Plan for years 2020 through 2025. Councilmember Rosemary Siipola made a motion the City Council adopt Ordinance No. 1429 as read. Councilmember Mary Putka seconded, and the motion carried.

B. Resolution No. 687 - HB 1406 Affordable Housing Sales Tax Intent

Resolution No. 687 was read by title: A Resolution of the City Council of the City of Kalama declaring the intent of the City to adopt Legislation to authorize a Sales and Use Tax for affordable and supportive housing in accordance with Substitute House Bill 1406 (Chapter 338, Laws of 2019), and other matters related thereto. City Administrator Adam Smee explained this is a result of legislative actions, House Bill 1406, which allows that a portion of the current state sales taxes can be reallocated back to the cities to be used to address the issue of homelessness and affordable housing. It is not a new tax or an increase to taxes, but the cities will get a portion of the state taxes currently being collected. This is the first step required in order for the City to implement the funding option. The amount collected for Kalama will be small, between five to seven thousand. This will allow Kalama to contribute funds to provide services in larger entities to address homelessness issues. There are no services available here in Kalama and anyone needing help is usually referred to the County or to Longview. If Kalama works with a larger entity to help provide services, it is better for us and this funding gives us the opportunity to help that entity. Plus, this gives Kalama a seat at the table as to the how the funds are used. The City also has recording fees of \$3000 a year to be used for affordable housing. Kalama will be able to support a portion of a program in the future. Councilmember Rosemary Siipola made a motion the City Council adopt Resolution No. 687 as read. Councilmember Mike Langham seconded and the motion carried.

9. PUBLIC COMMENTS/CONCERNS

Former Mayor Pete Poulsen thanked the three City Council members that will be leaving the Council at the end of the year. They have continued to help the community to move forward, grow, and build the economy. The time away from their families and all the political outfall have not been easy and they should be commended. He congratulated the newly elected persons, noting he would hope they will grow into their new positions.

Mr. Jim Bain Kalama resident, noted that the new website is up and it is a great improvement on the old one.

10. CORRESPONDENCE - None

11. MAYOR'S REPORT & COUNCILMEMBERS' REPORTS

A. Mayor Mike Reuter had no report.

B. Councilmember Jon Stanfill reported the Chamber is currently taking nominations for new board members.

C. Councilmember Sandra Macias noted that this Saturday at 11:30 the football team will be escorted out of town to the state playoffs in Tacoma. Those that want, will be able to watch at the High School Gym or Poker Petes and Willie Dicks as they will be telecasting it live.

D. Councilmember Mike Langham had no report.

E. Councilmember Rosemary Siipola reported that Christmas in Kalama is on Saturday. Santa will be here at the Library from 2-4, with the tree lighting at 4:30. She will be attending her last Southwest RTPO Board meeting next week. Mayor Reuter noted that the local Walk and Knock is on Saturday also.

F. Councilmember Mary Putka reported that Library Director Elaine Bystrom has invited the new Councilmembers to come in and see what goes on at the Library.

12. DEPARTMENT REPORTS

A. City Administrator Adam Smee provided a written report. He noted that Councilmember Macias initiated a meeting to discuss marketing of new logo and one idea is to have the Chamber use it as a fund raiser. He and Clerk/Treasurer McMaster dealt with a bond that was called and they reinvested the funds. At the Mayor's request he has been reviewing some administrative and staff actions in effort to improve policies and do things better in the future on issue of land use permitting and employee policies. He is working with the building official, planner and engineers on the many development projects that are ongoing. He attended a monthly meeting with the Port discussing the wrap up of 2019 projects and preparing for 2020. The Port will be sharing in costs for the Meeker Drive Pump station development which will serve the new business park. He attended the Technical Advisory Committee on Transportation at the County that distributes federal funding for transportation projects throughout the County. They are facing challenges on local projects, as WSDOT is deferring some of their projects because of I-976, which are connected with local projects. He hung the magazine rack in the library that was built by Mike Philipps. He viewed a short tutorial on the OPMA from the AG's office which is brief but covers 15 basic points and summarizes the information well. The AWC Action days in Olympia is scheduled for January 28 & 29. This is a good opportunity for the City electeds to advocate with the legislators on Kalama's behalf. Mayor Reuter & he are planning to attend.

B. Director of Public Works Kelly Rasmussen presented a written report. Councilmember Rosemary Siipola thanked him and the crew for the decorations downtown and for managing the many events throughout the year. Director Rasmussen reported the Cloverdale waterline in association with the new pump station passed the pressure test today after failing the first earlier in the week. It was tested to 250 pounds of pressure. Based on the former location of the old line, it only used to have only 30 pounds of pressure. This is good news, as they will start hooking up the system to be able to run a full test run for 7 days. Once it proves itself the contractor can remove the old pump. The project should be done by the end of the year. The Crew along with a contractor will be removing the stump and roots on Council Crest that are damaging the stormwater line. Tree roots have filled the pipe. The drainage way damages neighboring property during hard rain events. He noted the new website looks good and he was able to find the upcoming events. The contractor working on the gas lines just south of downtown has encountered many difficulties, mainly rock, but should be finishing up with the last 100 feet. He attended a construction meeting with the Port and C&R tractor as they start the work redoing the roundabout to address 125-foot long vehicles. The final paving will still need done after the concrete work and is dependent on weather conditions.

C. Police Sergeant Steve Parker presented the Police statistical report for 145 calls with 15 reports. He noted the Department will be extremely busy on December 14th with both the Shop with a Cop and the Boat Festival events. Councilmember Sandra Macias asked if the Chamber is going to put out notice of where to park for the Boat festival. She believes the Parking will all be at Haydu Park with Shuttle service except for handicapped parking at the Port.

D. Clerk/Treasurer Coni McMaster provided the end of November report for cash and investments. She noted that a final review of the year end projections will be done with a final year end budget amendment to be presented at the next meeting. The website is live and there are a few bugs being worked out. To access it type in <https://www.cityofkalama.com>. She showed the site on the TV screen and some of the features. There are seats on the Planning Commission and the Library Board expiring so the City is taking applications for those positions which will include those currently in these positions. She confirmed the City Council will be holding a workshop to include the newly elected members to discuss the committee assignments on December 19 at 6pm.

E. City Attorney Sam Satterfield had no report.

13. CONSENT AGENDA

Councilmember Mary Putka made a motion the City Council approve the Consent Agenda including:

Claims and Payroll Warrants #41037-41049 plus ACH/EFT payments for the Month of November in the amount of \$225,240.86; Approval of Minutes of the November 21, 2019 City Council Meeting; and approve the Appointment of the District Court Judge Pro Tems.

Mike Langham seconded, and the motions carried.

14. EXECUTIVE SESSION - None

15. ADJOURNMENT

Mayor Reuter adjourned the meeting at 7:45 p.m. These minutes are not verbatim. A copy of the recording for this meeting is available for review upon request.



Mike Reuter - Mayor



Coni McMaster - Clerk/Treasurer

