

CALL TO ORDER

Mayor Paul Helenberg called the March 9, 2015 regular meeting of the Castle Rock City Council to order at 7:31 p.m., followed by the Pledge of Allegiance. The following councilmembers were present: Lee Kessler, Earl Queen and Ellen Rose. Councilmembers Ray Teter and Mike Davis were absent.

BUSINESS FROM THE FLOOR

Donna and Jim Grose, representing Rock Car Show Committee requested council approval to hold the annual Rod Run to the Rock car show; July 25th from 5:30 am to 4:30 p.m. Mrs. Grose also asked for council permission to close streets in the downtown area for the event. Street closures would be the same as in past years and would allow for emergency vehicle access. Councilmember Kessler made a motion, seconded by Rose to approve the request for street closures and permission for the event. By roll call vote; unanimous 'Aye'.

Clerk-Treasurer Covington advised that the committee will need to submit to the city proof of insurance and completion of an indemnification agreement prior to the event.

NEW BUSINESS

1. In accordance with Castle Rock Municipal Code Chapter 5.32 (C), Carl Crabb, Castle Rock Lions Club, submitted their intent to sell fireworks in the city limits for July 4th and December 31st. Councilmember Kessler made a motion, seconded by Rose to approve Castle Rock Lions Club notice of intent to sell fireworks. By roll call vote, unanimous 'Aye'.
2. In accordance with Castle Rock Municipal Code Chapter 5.32, Castle Rock Fraternal Order of Eagles submitted their intent to sell fireworks. Mayor Helenberg stated he believed this was for July 4th only. Councilmember Kessler made a motion, seconded by Queen to approve their request. By roll call vote, unanimous 'Aye'.

DEPARTMENT/COMMITTEE REPORTSDepartment Reports

1. Police Chief Bob Heuer reported that patrol officer David Yeager has now completed one-half of his police academy training.
2. Public Works Director Dave Vorse provided a picture of the newly updated Walking School Bus shelter. The structure was initially purchased from Washington State Department of Transportation, with grant funds received from Safe Routes to School. Castle Rock School District plans to initiate the program after spring break. Councilmembers commended the public works department for the work on the structure.

3. Vorse announced that a public meeting has been scheduled for March 12th at 7:00 p.m. to discuss the Mt. St. Helens Way pedestrian improvement project. The meeting will be held at 147 Front Avenue NW (former Exhibit Hall). Notices were hand-delivered to businesses in the affected area and also mailed to adjacent residents. Vorse stated he anticipates a bid opening on this issue by the end of April.
4. Covington distributed copies of 2014 budget reports to city councilmembers and department supervisors. Reports included: December 2014 Cash and Investment Report showing ending balances for all funds; December 2014 Revenue and Expenditure reports; General Fund Revenue 4th Quarter Comparison (2009-2014) and an updated General Fund ending fund balance estimate report. Covington stated General Fund revenues for property tax and sales/use tax were higher in 2014; however in comparison with 2013 the cumulative 2014 revenue totals netted just under the total received for the previous year.

Covington noted the General Fund ending fund balance as of December 31, 2014 was \$372,079. The 2015 estimate was budgeted at \$290,000; a difference of \$82,079. She explained throughout the budget process, General Fund ending balance estimates are based on information received from departments that all appropriated funds would be expended in 2014. However by year end, there was actually over \$77,000 of approved appropriations that was not expended within the General Fund. This is the reason for the difference between the estimated and actual fund balance amounts.

Covington encouraged councilmembers and staff to review the budget reports and to contact her if there were any questions.

5. Mayor Helenberg attended the Big Idea regional board meeting last Friday. He also noted the Sand and Misery Run (S&M) will be held this Saturday. This run is a benefit for the Boy Scouts and North County Recreation.
6. Councilmember Kessler asked if Vorse will be seeking public input on the use of recent donations received for the boat launch facility. Vorse stated the city boat launch has been listed as a recipient for donations to be made on behalf of local fisherman, Jon Gosselin. Vorse stated he has contacted Mrs. Gosselin and she did not specify how to use the donations. There are still projects that were not completed with the initial boat launch grant funding; one of which is a fish cleaning station and another is a water fountain at the boat launch site. Councilmember Queen asked about the river diversion costs and Vorse noted these are estimated at \$500,000. Additional grants will need to be applied for to complete that portion of the project.

Councilmembers expressed support for development of a fish cleaning station. Vorse stated he would check on those costs to see if adequate funds exist to complete that

work.

7. Nancy Chennault, city representative for Cowlitz Economic Development Council (CEDC) reported that Nancy Dietz from CEDC will be speaking at the Castle Rock Chamber meeting this Thursday, at 8:30 am to provide information on the 504 Corridor Planning project.

CONSENT AGENDA

1. Councilmember Queen made a motion, seconded by Kessler to approve the minutes to the February 23, 2015 regular council meeting. By roll call vote, unanimous 'Aye'.
2. Covington noted that February invoices were reviewed by Councilmember Rose; no issues were noted. Councilmember Queen made a motion, seconded by Rose to approve the February expenses in the amount of \$601,214.67 and further described as check numbers 45721 through 45805 for general expenditures and check numbers 24377 through 24402 for payroll expenses, adjustment number 388-2/15, EFT Payroll Draw 2/15/15 and EFT Payroll 2/27/15 and NACHA Draw Batch#1701872 and Month End NACHA Batch#1703526. By roll call vote, unanimous 'Aye'.

OLD BUSINESS –

1. Councilmember Kessler made a motion, seconded by Queen to adopt Ordinance No. 2015-03, an ordinance amending the zoning designation for 309 Front Avenue SW from C-1 retail business to R-2 High Density Residential, on second reading. By roll call vote, unanimous 'Aye'.
2. Councilmember Queen made a motion, seconded by Kessler to adopt Ordinance No. 2015-04, an ordinance amending, in part Castle Rock Municipal Code 13.06.080 Combined billing due date – delinquency – notice of turnoff, on second reading. By roll call vote, unanimous 'Aye'.

NEW BUSINESS - additional

1. Councilmembers reviewed a request submitted by Ted Moline, Kirby Avenue SE for consideration of a leak adjustment in the amount of \$526.54. The timing of the leak affected two billing cycles. In answer to Mayor Helenberg's question, Vorse stated he verified that a leak had occurred and was subsequently repaired in accordance with city code. Councilmember Kessler made a motion, seconded by Rose to approve the utility leak adjustment request submitted by Mr. Moline in the amount of \$526.53. By roll call vote, unanimous 'Aye'.
2. Mayor Helenberg advised that a request has been submitted to the Big Idea Entity Board to amend the city's scope of work to be completed using Big Idea shared funds. The city initially requested \$10,676 to be used to make improvements to the Exhibit Hall

building. A citizen advisory board recently recommended the building not be used for promotion of tourism and the city needed to amend their scope of work to comply with uses allowable for lodging tax funds. The mayor suggested the Big Idea Entity Board allow the city to use Big Idea funds to purchase an electronic message board to promote local events. This request was approved by that board last Friday. Councilmember Kessler made a motion, seconded by Rose to approve the change of scope for use of the Big Idea funds to allocate the \$10,676 toward the purchase of an electronic message board for promotion of local events, instead of improvements to the Exhibit Hall building. By roll call vote, unanimous 'Aye'.

3. Public Works Director Dave Vorse noted that Cowlitz County is seeking applications for Cowlitz County Rural Public Facility Funds. Projects must be based on economic development or job creation and are due by March 27th. Vorse suggested two projects for consideration; #1 continuation for implementation of the city's business revitalization program, which would include WiFi capabilities for all businesses and #2 reconstruction of Dougherty Drive. Vorse explained estimated costs for each project. Councilmember Rose suggested if WiFi is made available to businesses, it should also extend to businesses in the Exit 49 area. Vorse stated he would have completed applications available for council review at the next regular council meeting.
4. Mayor Helenberg read a letter received from Dick and Joan Moore regarding issues pertaining to development of property he owns on Maddux Road. Mr. Moore states he wants to build a residential structure on his property and is now being told that current zoning would not allow that use. Mr. Moore stated he owned this property when it was annexed into the city in 2011. At no time during that process was he told that he would be restricted from building a new house. Mayor Helenberg stated he attended numerous meetings during the annexation process and it was not the city's intent to prohibit uses that existed prior to the annexation. The issue was referred to the city attorney for review and follow-up.

ADJOURNMENT

There being no further business, Mayor Paul Helenberg adjourned the regular meeting at 8:01 p.m.

Mayor Paul Helenberg

Clerk-Treasurer Ryana Covington