

CALL TO ORDER

Mayor Paul Helenberg called the June 8, 2015 regular meeting of the Castle Rock City Council to order at 7:32 p.m., followed by the Pledge of Allegiance. The following councilmembers were present: Ray Teter, Lee Kessler, and Ellen Rose. Councilmembers Earl Queen and Mike Davis were absent.

BUSINESS FROM THE FLOOR

1. Bill Davis, owner of Castle Rock Lavender requests permission to place banners or wood signage on city right-of-way to advertise the annual Castle Rock Lavender Festival scheduled for the last week in June through the first week in August.

Public Works Director Dave Vorse stated city council has typically designated two areas in the city for such signage; at both the south and north entrances to the city. Councilmembers also have limited the length of time that signage can be displayed at those locations. Vorse noted that he does not believe council has allowed signage to be displayed for a six-week span. Vorse noted that other annual upcoming events (such as Castle Rock Fair and Rod Run To The Rock Car Show) also will be requesting to place signage at those designated locations. In answer to Councilmember Kessler's question, Vorse stated the north end could accommodate more than one sign; however the south end typically has only one sign at a time.

In answer to Vorse's question, Mr. Davis stated this is a public event associated with his business. Entertainment and refreshments are provided to the public and Mr. Davis has a gift shop on the premise. There is no fee charged to the public for attending. Councilmember Rose noted that tourists are very interested in seeing the lavender fields and do attend the event. Vorse stated in the past, council has limited the use of right-of-way to community events sponsored by nonprofit groups. City Attorney Randolph advised council that any decision must be consistent and neutral. The legal limitations are broad.

Mr. Davis stated last year over 2,000 people attended the Lavender Festival within the six-week period. He would like to develop this into a major annual event. In answer to councilmembers questions, Davis stated the festival goes for six weeks; typically from the last week in June through the first week in August. Live music is scheduled for three days, with the first being in July.

Councilmember Kessler felt there was a clear community benefit to the event. He compared Mr. Davis' gift shop to festival vendors at other events. Councilmember Rose asked if there was space at the north end of town to put posts on city right-of-way to allow for multiple banners to be displayed. Kessler noted that more signage could benefit the community by advising tourists of upcoming events.

Mr. Davis stated he got the idea of a Lavender Festival after attending the lavender festival

in the City of Sequim. He noted their festival now brings in over \$5 million dollars into that community.

Councilmember Kessler asked the city attorney if it would be reasonable for council to require private businesses wanting to use city right-of-way for signage to show a community benefit; that the signage served a greater benefit than just to promote the business. Randolph noted it is within discretion of the council and must be consistent if similar requests are made.

Councilmember Teter made a motion, seconded by Kessler to allow Mr. Davis to use city right-or-way to place banners to advertise the Castle Rock Lavender Festival for a period of six weeks. By roll call vote; unanimous 'Aye'.

Councilmembers clarified banners are to be located at the north and south areas that were previously designated by city council for that use.

2. Myron Nelson, President Castle Rock Senior Center, submitted written request for permission to close the south end parking lot at City Hall on June 9th, from 1:00 p.m. to 5:00 p.m. for a Castle Rock Jazz Band concert. Councilmember Kessler made a motion, seconded by Teter to approve Mr. Nelson's request to close the south end parking lot for the Jazz band concert. By roll call vote, unanimous 'Aye'.

DEPARTMENT/COMMITTEE REPORTS

Department Reports

1. Chief Bob Heuer advised that Castle Rock police reserve officer, Steve Ross was recently hired by Pacific County as a law enforcement officer. The chief stated his department has accepted application for a new reserve officer. This reserve officer will be sworn in at the next city council meeting.
2. Public Works Director Dave Vorse provided councilmembers with a copy of the 2014 Consumer Confidence Annual Drinking Water Report. Vorse stated the report is longer this year because of federal requirements for additional testing and monitoring of unregulated contaminants. Vorse stated typically this report is distributed to councilmembers in May; however he has been waiting for results of the fourth quarter testing results. He noted results still have not been sent to the city; however the report is mandated to be received by users no later than July 1st of each year. Vorse stated the Consumer Confidence report includes legal wording relating to lead and also includes information on the city's water use efficiency plan and current utility rates. Vorse noted EPA has determined Castle Rock water to be safe at all testing levels. Any questions pertaining to this report should be forwarded to Vorse.

3. Covington provided a copy of the April Cash and Investment report. She noted that two funds; Street Fund and Street Construction Capital Fund have deficit fund balances. These deficits will be resolved as grant reimbursements are received for various ongoing street projects.
4. Covington announced that councilmembers have been provided with copies of the city's 2014 Annual Report to the State Auditor. She thanked Councilmember Teter for his review of financial documents prior to finalizing the 2014 fiscal report. This review is mandated by the State.
5. Mayor Helenberg reported meeting with Chief Dave LaFave, Cowlitz Fire District #2. Discussion included comparison of costs for fire protection of city buildings. The city will need to negotiate an agreement with Fire District #6 prior to November 2015 for continuation of certain services, based on the current Interlocal Agreement between the city and the fire district. Mayor Helenberg also will be meeting with Cowlitz Fire District #6 Chief Bill LeMonds and will provide additional information to city council as it develops.
6. Councilmember Kessler reported the IT Infrastructure Committee continues to evaluate options for the network. In addition, there is still on-going discussion with Fire District #6 regarding their intent to also participate. Kessler state the City of Longview IT Department has provided information on another company to provide system assessments. He will be discussing this with the committee.
7. Councilmember Rose attended the Big Idea Board meeting last week. Cowlitz County is the entity that will be receiving funds this year.

CONSENT AGENDA

1. Councilmember Kessler made a motion, seconded by Rose to approve the minutes to the June 26, 2015 regular council meeting. By roll call vote, unanimous 'Aye'.
2. Mayor Helenberg noted that May invoices were reviewed by Councilmember Rose prior to this meeting. Councilmember Teter made a motion, seconded by Rose to approve the May expenditures in the amount of \$313,144.86 and further described as adjustment number 407-5/15, check numbers 45995 through 46077 for general expenditures, EFT Payroll Draw 5/15/15 and EFT Payroll 5/29/15 and NACHA Draw Batch#1714639 and Month End NACHA Batch#1716426 and payroll check numbers 24453 through 24479. By roll call vote, unanimous 'Aye'.

OLD BUSINESS –

1. Councilmembers reviewed a letter from Cowlitz County Historical Museum formalizing items gifted to the museum from the city. Vorse stated these items were from the

former Castle Rock Exhibit Hall, which the museum director deemed to have historic value. Councilmember Kessler made a motion, seconded by Teter to approve gifting the following items to Cowlitz County Historical Museum:

- Sweden Mine miner's pick
- Wehtje & Dahlman Company yardstick
- Bob Bacon carved hatchet and small paddle, Spirit Lake, 1938 via Gwen Boss
- Advertisement for Wehtje & Dahlman Company store
- May 1989 booklet in initial planning for the Castle Rock Exhibit Hall
- Exhibit Hall's library copy of 'History of the Castle Rock Community'
- 'Clason's Washington Green Guide' road and railway map and commercial index
- Washington Publishing Company map of Cowlitz County with business reviews
- 1938 'The Housewife's Almanac' from the Kellogg Company
- Minutes notebook; 1936-1941, Cowlitz Stockman's Association
- 1948 catalog for Kayser's Rose Nursery, Castle Rock, via Linda Wilson
- Cancelled Castle Rock bank check, 1935 from Marks Service Station
- Time schedule for Castle Rock, Silver Lake and Spirit Lake Stage Line
- Four photos of Cowlitz and Columbia River dredging after Mt. St. Helens eruption
- 1928 State report on Castle Rock Water Works
- Envelope of Cowlitz Stockman's Association papers belonging to Harry Boardman
- Six tubs and three drawers of Cowlitz County Advocate newspaper photos and negatives

Vote on the above motion: Unanimous 'Aye'.

2. Mayor Helenberg reminded councilmembers that the Castle Rock City Transportation Benefit District quarterly board meeting is scheduled for June 22, 2015 at 6:30 p.m.

NEW BUSINESS-

1. Councilmembers reviewed proposed Resolution No. 2015-07 expressing intent to adopt an update of the city's Shoreline Master Program, as mandated by State law. Mr. Dohrne and Vorse stated last Friday they both received the final draft of the Shoreline Master Program completed by Jennifer Hughes of Parametrix. Vorse and Dohrne have not had adequate time to review the final draft document to assure all changes have been incorporated. Vorse recommended councilmembers consider passing the resolution on first reading, contingent on Mr. Dohrne's review of the final draft prior to final reading.

Councilmember Teter made a motion, seconded by Rose to approve Resolution No. 2015-07, a resolution expressing intent to adopt an update of the city's Shoreline Master Program and authorizing the submittal of the proposed Shoreline Master Program to Washington State Department of Ecology for final approval, on first reading. Motion is contingent on Mr. Dohrne's review of the final draft that was completed by

Parametrix. By roll call vote, unanimous 'Aye'.

2. Councilmember Queen had requested council discuss an issue pertaining to debris being put on city sidewalk right-of-way. In Queen's absence, Mayor Helenberg stated he believes the issue has been resolved. He has discussed this with Councilmember Queen and no further action will be required of council.
3. Heather Wilbur and Kelly Zainfeld, representing Boy Scout Troop 313 requested council approval to sell fireworks on property owned by Castle Rock Fair Association. Wilbur provided a letter from a Fair board member granting permission to use the site. Covington stated Ms. Wilbur also will be providing a copy of the State Fireworks Permit and insurance. In answer to council's question, Vorse stated the property where the stand will be sited is owned by the fairgrounds. Councilmember Teter made a motion, seconded by Kessler to approve the request from Boy Scout Troop 313, contingent on approval from Cowlitz Fire Protection District #6. By roll call vote, unanimous 'Aye'.
4. Councilmember Teter inquired on how the city can improve signage to various public places such as the Bike Skills Park, Riverfront Trail and the boat launch.

ADJOURNMENT

There being no further business, Mayor Paul Helenberg adjourned the regular meeting at 8:10 p.m.

Mayor Paul Helenberg

Clerk-Treasurer Ryana Covington