

CALL TO ORDER

Mayor Paul Helenberg called the June 23, 2014 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, Earl Queen, Mike Davis and Ellen Rose.

Mayor Helenberg requested a moment of silence in respect for the City of Rainier, Oregon police officer that was critically injured today while in the line of duty.

BUSINESS FROM THE FLOOR:

1. Joe Willis and Ken Young, representing Waste Control, provided their annual report. City council stated they have not heard any complaints on services. Willis invited councilmembers to tour the new landfill site and their updated refuse facility. Councilmember Teter requested a glass recycling box to be made available at the city's recycling site. Willis explained that glass need to go to Portland to be sorted before being reused. Mr. Willis thought he had an available recycling box and would get one for Castle Rock. Mayor Helenberg stated he has heard numerous complaints regarding the speed of Waste Control trucks travelling to the new landfill site on Headquarters Road. He added, while this issue does not directly affect Castle Rock residents; it is a complaint that he has been noted and also reported in the Daily News. Willis noted Headquarters Road is a very steep hill and he will be following up to see if anything can be done. Councilmembers stated they appreciated the support that Waste Control has provided the city during the annual clean-up event.

DEPARTMENT REPORTS

Frank Randolph, City Attorney

Reported the city has received payment from ABT Development in the amount of \$17,500 for mitigation of the street tree requirement and park development requirement for this subdivision. In addition, the sidewalks have been completed and the bond can now be released.

Police Chief Bob Heuer

1. Thanked Mayor Helenberg for recognizing today's incident in Rainier, Oregon.
2. Discussed the option of using reserve officers to temporarily fill the shift vacated when Officer McNew resigned. Heuer stated he will need to hire additional manpower to work at the end of this month. Councilmember Kessler (who also serves as a volunteer reserve police officer) has declined to work to avoid any possibility of a conflict of interest. Since that option is no longer available, Heuer proposes to use four other reserve officers; each working on a part-time basis. Mayor Helenberg stated the issue of adding staff will need to be approved by city council. Since the issue was not included on this meeting agenda; a Special Meeting will required prior to adding the positions.
3. Mayor Helenberg read a letter from Castle Rock School District thanking and commending Sergeant Neves and Officers Worley and McNew for their assistance before and during graduation ceremonies.

Clerk-Treasurer Ryana Covington

Provided the Cash and Investment report, as of May 31, 2014. All budgeted interfund transfers have been made. Deficits still are pending in the Local Criminal Justice Fund and the Municipal Water Capital

Improvement Fund. The deficits were the result of the purchase of a patrol vehicle (Fund 145) and water main replacement projects (Fund 435) and should be resolved as additional funding is received. Both department supervisors are aware of those deficits.

Librarian Vicki Selander

Announced the Summer Reading Program is underway.

Council and Ad Hoc Committee Reports

1. Mayor Helenberg attended the welcoming reception at the Senior Center for the Sri Chinmoy Oneness Home Peace Run. Mike Vorse, representing Cowlitz Valley Runners provided a summary of the run's purpose; noting that runners from around the world are participating. A Welcome Reception for the participants was sponsored by the Chamber of Commerce and Castle Rock Senior Center and the city received a Certificate of Appreciation signed by the running team members.
2. Mayor Helenberg reported on the development progress for Gateway Park. Numerous tournaments have been held at the Sports Complex over the past two weeks and he has received many positive comments from visitors regarding the city's improvements; including landscaping and flowering baskets.
3. Councilmember Kessler announced that a draft plan for accrued sick leave buy-out for non-bargaining employees will be ready for consideration at the next council meeting.
4. Councilmember Queen attended the 911 meeting last week. The center has recently hired three new dispatchers.

Nancy Chennault – CEDC Council Representative

1. Reported that Cowlitz Economic Development Council (CEDC) just returned from a trip to China. She stated CEDC is working to create global economic opportunities. CEDC also will be holding a workshop meeting in July to discuss business development goals and a marketing plan. She noted that 'quality of place' is included in the top five of priority for marketing a community; and Castle Rock has been making a concerted effort to provide this.
2. Reported that CEDC and the Forest Service are partnering again this year to bring their Music To The Mountain concerts. The first concert is scheduled for this Saturday from 6:30 p.m to 9:30 p.m. at Johnston Ridge Observatory amphitheater. Additional concerts are scheduled for the last Saturday of each month; through September.
3. Castle Rock America In Bloom (CR-AIB) volunteers have been very busy over the past weeks. Every hour that work is done counts as volunteer hours. In addition, all equipment use (such as for tractor time) is counted as volunteer donation. Chennault noted that Castle Rock America In Bloom maintains a Facebook page and encouraged councilmembers to review all of the accomplishments that the volunteers have done in the community. Chennault stated Castle Rock America In Bloom volunteers donated \$1,375.73 for purchase of bark and planters at Gateway Park. She presented Mayor Helenberg with a check for that amount. Chennault thanked city staff and elected officials for supporting efforts and implementation of plans recommended by CR-AIB. Through this collaboration, there is now enough bark to complete this park development.
4. Mayor Helenberg displayed the award received from Association of Washington Cities in recognition for development of the Castle Rock Bike Park. The award category was for 'Empowering Citizens'. Covington stated over the last two years, 150 volunteers led by Jim LeMonds and the Growlers Gulch Riders have worked on this park; accumulating over 2,660 hours on the project. The mayor stated Vorse

is working to get a copy of this award for posting at the park.

CONSENT AGENDA

1. Councilmember Teter made a motion, seconded by Davis to approve the June 9, 2014 regular council meeting minutes, as presented. By roll call vote, unanimous 'Aye'.

OLD BUSINESS

1. Councilmember Queen made a motion, seconded by Teter to adopt Resolution No. 2014-07, a resolution incorporating recent Washington State legislation regarding unpaid holiday requirements, on second reading. By roll call vote, unanimous 'Aye'.

NEW BUSINESS

1. Consideration of proposed Resolution No. 2014-08, a resolution amending the city's Six-Year Transportation Plan was tabled until a formal public hearing is held to take public testimony on the proposed amendment. Covington stated advertisement for the Public Hearing has already been sent; with the hearing scheduled for July 14th.
2. Councilmember Teter made a motion, seconded by Kessler to approve renewal of the agreement with Building Codes Consultancy for provision of building official services for an additional year. By roll call vote, unanimous 'Aye'.
3. Mayor Helenberg stated the appointed Sign Committee has developed a draft proposal for signage guidelines. Members of this committee included Councilmember Rose, City Attorney Frank Randolph, Public Works Director Dave Vorse and Castle Rock Chamber of Commerce representative Mike Vorse. Councilmembers reviewed the guideline proposal submitted by the committee. Councilmember Teter stated he would not be in favor of allowing the business related banners to be displayed on a continual basis. Mike Vorse stated these would not be for advertising purposes; but would relate directly to the community. He added for example, a banner could state the business name and note their support for the Castle Rock Rockets. Businesses would pay an annual fee of \$100/year for this banner. Mike Vorse stated this is only a preliminary proposal; the question that still needs to be answered is if the Chamber of Commerce can legally lease the locations from the city and then impose guidelines for posting of signs at sites leased from the city. Mike Vorse stated signage would not be allowed at any other city-owned location. The proposed guidelines also described proposed development of future Kiosks designed to accommodate multiple banners at both the north and south entrances into town. These kiosks will have a 'big timber' theme with solar lighting capabilities. Mayor Helenberg stated the intent of the sign committee is to develop a procedure that does not require city council action. Dave Vorse noted the city ordinance does not allow for event signage such as banners and signage on right-of-way. He noted this proposal shifts management of those types of signs to the chamber of commerce. Attorney Frank Randolph suggested the proposal include some form mechanism (such as an appeal process) if signage is denied. In answer to Councilmember Kessler's question, Dave Vorse stated that existing church and organizational signage would be considered permanent and would not be removed. Councilmember Kessler suggested contacting Municipal Research and Service Center (MRSC) to see if they have any sample policy relating to signage on city right-of-way. Mr. Randolph stated the city needs to make sure the policy does not infringe on constitutional rights; however he feels this is a great idea to eliminate city struggles with such sign request issues. Randolph stated he will work with the Castle Rock Chamber of Commerce for development of a Memorandum Of Understanding for this issue.

4. Councilmember Kessler made a motion, seconded by Rose to adopt Ordinance No. 2014-04, an ordinance amending the Exhibit Hall Fund budget for fiscal year 2014, on first reading. By roll call vote, unanimous ‘Aye.
5. Mayor Helenberg read a letter submitted by Terrie Spindle, Pacific Northwest Gift Gallery, Alberto Avelar, El Compadre Restaurant and Julie Pogue, Twice Around Treasurers and Video requesting the city to replace parking restrictions signage to encourage parking for vehicles under six feet in height along the State Route 504 right-of-way. Public Works Director Dave Vorse provided a historical summary of why the signage was needed restricting parking for vehicles over six feet in height. He added that he would need to research if Spindle’s request would meet State statutes for acceptable signage wording along State Route 504. Mayor Helenberg requested Vorse research options and to provide a report at the next regular council meeting.
6. Mayor Helenberg announced that Lower Columbia CAP has invited councilmembers and the public to attend the Celebrate Homeownership event on Monday, June 30th from 3:00 p.m. to 4:00 p.m. at the newly completed self-help housing project on Joann Drive NE.
7. Mayor Helenberg directed the Clerk-Treasurer to schedule a Special Meeting for Thursday, June 26th at 6:00 p.m. to consider additional manpower request from Chief Heuer to hire four part-time provisional police officer positions to temporarily fill the shift vacated by Officer McNew’s resignation.

ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the regular meeting at 8:33 p.m.

Mayor Paul Helenberg

Clerk-Treasurer Ryana Covington

CASTLE ROCK CITY COUNCIL

SPECIAL MEETING

JUNE 26, 2014

CALL TO ORDER

Mayor Paul Helenberg called the June 26, 2014 special meeting of the Castle Rock City Council to order at 6:05 p.m., followed by the Pledge of Allegiance. Meeting was held in the Building/Planning room at City Hall. The following councilmembers were present: Lee Kessler, Earl Queen, Mike Davis and Ellen Rose. Councilmember Teter was absent. Also present: Chief of Police Bob Heuer, Sergeant Scott Neves, City Attorney Frank Randolph and Clerk-Treasurer Ryana Covington

Purpose of the meeting: to consider hiring interim part-time personnel for the police department due to recent vacancy of a full-time position.

Councilmember Queen made a motion, seconded by Kessler to approve hiring of reserve police officers for a maximum of four positions until the vacant full time position is permanently filled.

Discussion: Councilmember Kessler stated the part-time positions must be under 79 hours and will not include any benefits. Pay rate will be \$22.71/hour.

Vote on the motion: Unanimous 'Aye'. Motion carried.

Mayor Helenberg adjourned the meeting at 6:15 p.m.

Mayor Paul Helenberg

Clerk-Treasurer Ryana Covington