

**CALL TO ORDER**

Mayor Paul Helenberg called the November 24, 2014 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: Ray Teter, Lee Kessler, Earl Queen, Mike Davis and Ellen Rose.

**BUSINESS FROM THE FLOOR**

Paul Youmans, Director Pathways 2020 announced that Lower Columbia College received a grant to allow an additional Head Start classroom to be offered in Castle Rock. Pathways 2020 is working to recruit children for the program and would like permission to place one 3' x 6' banner at each entrance to the city. If permission is granted, banners would be put up this weekend and taken down before Christmas. In answer to Councilmember Kessler's question, Vorse stated the city has allowed banners at both Exit 48 and Exit 49, on prescribed areas within city right-of-way.

Councilmember Kessler made a motion, seconded by Teter to approve Mr. Youman's request to located banners on city right-of-way to recruit children for the Head Start program. By roll call vote, unanimous 'Aye'.

**SWEARING IN CEREMONY**

Police Chief Bob Heuer introduced Dave Yeager as the newly hired police officer. Yeager will be filling the position vacated when Officer McNew resigned. Chief Heuer stated Yeager has served as a Castle Rock Reserve Police Officer for approximately twelve years. Mayor Helenberg welcomed Mr. Yeager to the city.

Chief Heuer administered the Oath of Office to Mr. Yeager as Police Officer with the city, followed by pinning of his badge. Mayor Helenberg recessed regular session at 7:39 p.m. for celebratory refreshments.

Mayor Helenberg resumed regular session at 7:50 p.m.

**DEPARTMENT AND COUNCIL COMMITTEE REPORTS**

1. Mayor Helenberg reported that repairs were done at Lion's Pride Park. Asphalt cement grindings were put in and additional work will be done later this summer as material becomes available.
2. Councilmember Kessler reported additional progress is being made with the committee evaluating technology infrastructure needs. He anticipates next year the committee will complete their evaluation. Mayor Helenberg thanked Kessler for his work on this committee.
3. Nancy Chennault, CEDC representative reported she represented the city at the Cowlitz Economic Development Council annual economic summit. Also attending were Dave Vorse,

Public Works Director and Ron Worthington, Castle Rock Community Development Alliance.

#### CONSENT AGENDA

1. Councilmember Queen made a motion, seconded by Davis to approve the minutes to the November 10, 2014 regular council meeting. By roll call vote, unanimous 'Aye'.
2. Councilmember Teter made a motion, seconded by Rose to approve the minutes to the November 17, 2014 Special Meeting; budget workshop. By roll call vote, unanimous 'Aye'.

#### PUBLIC HEARING

Mayor Helenberg closed regular session at 7:57 p.m. for a public hearing to take testimony on the proposed budget for the City of Castle Rock, fiscal year ending December 31, 2015. The proposed budget includes a 2% increase in the utility tax for water, sewer and stormwater services, a 2% increase in stormwater service rates and a 1.5% increase in both water and sewer service rates. Mayor Helenberg thanked everyone who worked on the proposed budget; citing that good input and compromises were the result of this budget. Clerk-Treasurer Ryana Covington noted that a copy of the mayor's Budget Message and copies of the estimated expenditure and revenue projections for 2015 were made available to the public. She noted that increases in the 2015 budget are the result of utility and street infrastructure improvements.

Increases in personnel include a 2.5% cost of living wage increase for the police bargaining unit members and a 2% cost of living increase for all other employees. A table outlining worker cost allocations is included in the Budget Message report. The Budget Message report also includes an outline of grant funding, summary of general expenditure increases, and capital projects proposed for fiscal year 2015. Councilmember Queen requested clarification of the Electrician Control Specialist position. Mayor Helenberg stated the existing position will be merged to include Public Works Assistant and will remain a bargaining unit position. This merge will not affect the existing pay level outlined for the Electrician Control Specialist position. No other public comment was offered.

Mayor Helenberg closed the Public Hearing at 8:05 p.m. and reconvened regular session.

#### OLD BUSINESS

1. Councilmembers Teter made a motion, seconded by Kessler to adopt Ordinance No. 2014-08, an ordinance setting the Ad Valorem tax rate to be collected in 2015, on second reading. By roll call vote, unanimous 'Aye'.
2. Councilmember Teter made a motion, seconded by Rose to approve Ordinance No. 2014-09, an ordinance amending Castle Rock Municipal Code 6.06.015, animal leash law, on first reading. Discussion: City Attorney Frank Randolph stated the proposed ordinance allows for a designated off-leash area referred to as the High Banks. The ordinance also denoted that dogs designated as 'dangerous' or 'potentially dangerous'

or 'habitual offender' are not allowed in the leash free area. Randolph stated if any issues arise from this ordinance, city council always has the option of eliminating the off leash area by passing another ordinance. By roll call vote, unanimous 'Aye'.

#### NEW BUSINESS

1. Chris Roewe, partner with 1245 Commerce LLC pm behalf of Pickett Investments II LLC; owner of 160 Huntington Avenue North (Parcel numbers 30095 and 30666), requests permission to install a six foot high fence with slats along the Cedar Street NE to eliminate an issue with people being able to access the rooftop of his building, creating a vandalism issue. Mr. Roewe stated they would work with Castle Rock Public Works Department on the location for installation and to pay for the cost of the fence and installation. Public Works Director Dave Vorse provided councilmembers with a copy of a license agreement from a similar request outlining conditions and indemnification clauses. Vorse provided this as an example for council to consider using to outline expectations for use of a portion of city right-of-way. City Attorney Frank Randolph stated he would review the example provided and develop an agreement to protect the city's interests. By consensus, councilmembers directed Mr. Randolph to draft a license agreement to allow use of the right-of-way for the purpose outlined by Mr. Roewe.
2. Gray and Osborne requested council approval for a consultant agreement to provide engineering services for the Front Avenue SW sidewalk project (A Street SW to Huntington Avenue SW). City Engineer Mike Johnson stated work will include design, bid/award services, development of preliminary and final engineering documents, and limited construction management services; for a total maximum of \$52,240. This project is funded by a Transportation Improvement Board grant in the amount of \$215,023 and a city match of \$11,317. Design work includes several sections of sidewalk, and design of 25 ADA ramps. In answer to Councilmember Queen's question, Johnson stated they will need to assess if any trees need to be removed or if root problems could be addressed using alternative mitigation measures. Councilmember Kessler made a motion, seconded by Davis to approve the Gray and Osborne Engineering Service agreement for the Front Avenue sidewalk project in the amount of \$52,240. By roll call vote, unanimous 'Aye'.
3. Public Works Department requested council consideration for approval of the Front Avenue NW Improvement Project as complete. In answer to Mayor Helenberg's question, Vorse stated all punch list items have been completed. He noted that the request for final project acceptance was delayed due to issues with the granting agency. He stated those issues appear to have been settled and final reimbursement requests submitted. Johnson stated the second issue which delayed final approval was due to required filing relating to affidavits of wages paid, that had not been completed by the contractor. Johnson stated at this time he believes those issues are being resolved.

Patty McVay, property owner on Front Avenue stated she has not signed off on the project due to an unresolved issue pertaining to the project. She noted that those issues have been related to Public Works. City Attorney Frank Randolph stated he had sent an email to Ms. McVay which included a copy of the Tort Claim Form which needed to be completed and submitted to the city. Ms. McVay stated she did not receive the correspondence. Vorse suggested city council table further consideration until a more appropriate time. Councilmember tabled further consideration until additional information is available on the status of Ms. McVay's issue.

4. Councilmember Teter made a motion, seconded by Kessler to approve Resolution No. 2014-14, a resolution amending water and sewer rates, on first reading. By roll call vote, unanimous 'Aye'.
5. Councilmember Teter made a motion, seconded by Rose to approve Ordinance No. 2014-10, an ordinance amending the stormwater service fees, on first reading. By roll call vote, unanimous 'Aye'.
6. Councilmember Davis made a motion, seconded by Rose to approve Ordinance No. 2014-11, an ordinance amending the tax rate for utility services relating to water, sewer and stormwater, on first reading. By roll call vote, unanimous 'Aye'.
7. Councilmember Teter made a motion, seconded by Rose to approve Ordinance No. 2014-12, an ordinance adopting the budget for the City of Castle Rock, fiscal year ending December 31, 2015, on first reading. By roll call vote, unanimous 'Aye'.

#### ADJOURNMENT

There being no further business, Mayor Paul Helenberg adjourned the regular meeting at 8:21 p.m.

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Mayor Paul Helenberg

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Clerk-Treasurer Ryana Covington