

CALL TO ORDER

Mayor Paul Helenberg called the July 25, 2016, regular meeting of the Castle Rock City Council to order at 7:30 p.m., followed by the Pledge of Allegiance. The following councilmembers were present: Art Lee, Lee Keesler, Ellen Rose, and Earl Queen. Councilmember Mike Davis was absent.

BUSINESS FROM THE FLOOR

1. Charlie Rutherford, representing the Castle Rock Methodist Church, requested permission to close the south parking lot at City Hall for use during a dedication celebration for the new playground equipment. Church members recently completed installation of the park equipment. The date of the dedication is August 21st and will include speakers from the Methodist Church. Mr. Rutherford stated they will begin setting up for the dedication at 9:00 am and the ceremony and potluck will be held following church services. He estimated the parking lot would be closed from 9:00 am to 3:00 pm. Councilmember Queen made a motion, seconded by Rose to allow Castle Rock Methodist Church to use the south end parking lot at City Hall on August 21st for dedication of the new Coldwater Park. By roll call vote; unanimous 'Aye'.

Mayor Helenberg stated the church members did a great job on the park and he complimented Mr. Rutherford for a job well done.

DEPARTMENT REPORTS

1. Public Works Director Dave Vorse reported on several activities in Castle Rock. Those included the Castle Rock Fair Parade, Castle Rock Fair, Visitor Center Grand Opening and ribbon cutting, and the car show. The mayor complimented staff on their work during the Castle Rock Fair parade.
2. Clerk-Treasurer Ryana Covington provided councilmembers with the second quarter financial report. Documents provided:
 - June Cash and Investment Activity report. Covington noted two funds show negative ending cash balances; the Street Construction Capital Fund and the Regional Water Capital Improvement Fund. She noted both funds are pending grant or loan reimbursements for current capital project expenditures.
 - Revenue Comparison Report comparing revenue totals for 2015 and 2016 for period January 1st through June 30, 2016. Covington noted the highlighted areas of that report denote revenues which are lower in 2016 than for the same period in 2015. Within the General Fund these include decreased revenues for retail sales and use tax, gambling taxes, and court fines. A copy of the revenue and expenditure reports (as of June 30, 2016) were emailed to councilmembers and department supervisors prior to the council meeting.
3. Covington also reported that applications for full-time Deputy Clerk I position closed on July 20th. Applications were solicited in anticipation of pending possible retirements in 2017. She will be reviewing those applications in the next upcoming week.

COUNCIL AND AD HOC COMMITTEE REPORTS

1. Mayor Paul Helenberg estimated between 120 to 150 people attended the Visitor Center Grand Opening on July 20th. He thanked those who attended.

Helenberg reported he attended the pancake breakfast at the Castle Rock Senior Center on July 23rd.

That same day, the Rod Run To The Rock car show was held in town and the mayor noted both of those events were well attended.

2. Councilmember Lee Kessler stated he attended a meeting with Humane Society of Cowlitz County director and board members. Mayor Helenberg and Chief Heuer also attended this meeting. Kessler stated the meeting went well and the Humane Society will be preparing an amended contract for council review.
3. Councilmember Queen and Chief Heuer attended a 9-1-1 meeting. Discussion continues to be allocation of costs. He noted nothing was decided and he expressed concern that their budget issues may not be resolved this year.
4. Nancy Chennault, city representative to Cowlitz Economic Development Council (CEDC) reported there was no meeting held in July.

Chennault provided a report on the judges review meeting held on July 21st. This meeting was attended by elected officials, volunteers, community leaders, city staff and Bloom Team members. At this meeting Bloom Team members were presented with a gift certificate to Vault Brews and Books in appreciation of their volunteer hours. Community members also had an opportunity to ask the judges for input and comments on the community.

Chennault recognized Clerk-Treasurer Ryana Covington as one of the original Bloom Team members and presented her with a gift certificate to Vault Brews and Books in appreciation of her many volunteer hours; both after work and on weekends.

5. Vorse announced the city received a permit from Army Corps of Engineer to allow repair of the boat launch docks. Work began today with sand removal and the launch should be fully operational by the end of the week. The permit also allows the city to remove the debris from the log boom.

CONSENT AGENDA

1. Councilmember Queen made a motion, seconded by Rose to approve of the minutes of the July 11, 2016, regular council meeting. By roll call vote; unanimous 'Aye'.

OLD BUSINESS - None

NEW BUSINESS

1. Councilmembers reviewed the Cowlitz County Humane Society second quarter report. Mayor Helenberg stated he would like to know how many calls involve cats and the number of calls that are dog related. Councilmember Kessler stated he also would be interested in this information. Mayor Helenberg stated he sees some positive changes at the Humane Society and noted that two of their animal control officers have attended the Washington State Animal Control Specialist academy.
2. Public Works Director Vorse requested councilmembers table consideration of the engineer's recommendation to accept the Water Treatment Plant Filter Repair project as complete. Vorse stated just last week the plant was able to be fully functional and he would like to wait until more time has elapsed to test the system. Councilmember Kessler made a motion to table this issue until

the next meeting.

3. Vorse reported substantial completion has been achieved on the Exit 49 Pedestrian Improvement project. However the State ADA inspectors had some concerns regarding the ending of the paved trails going easterly. The easiest solution would be to install a Type 3 barricade at the end of those paths. Vorse stated city personnel is not allowed to work on the project until after the project has been accepted as physically complete and the contract work is done. However the funding agencies will not deem the project complete until the ADA concerns are resolved. Vorse recommends council approve a change order to allow the contractor to install the Type 3 barricades; at a cost of \$2,595. In answer to Councilmember Kessler's question; Vorse stated a federal regulation governs this and does not allow the city to work within the project area until the project is complete. Councilmember Rose stated contractor, AES also has debris from the project that needs to be removed. Councilmember Kessler made a motion, seconded by Queen to approve Change Order No. 2 in the amount of \$2,595 to allow the contractor to install Type 3 barricades. By roll call vote; unanimous 'Aye'.
4. Vorse reported that Washington State Department of Transportation (WSDOT) will be chip sealing all of State Route 411. They also will be restriping the PH-10 bridge and provide a 3 ½ foot area between the curb bumper and the fog line for bicyclists and pedestrian use. This will be done on both sides of the bridge by narrowing the lanes from twelve feet width to eleven feet in width. They will also post 25 mph speed limit on the west side of the bridge. Vorse stated the speed limit has been a contentious issue; especially in inclement weather conditions. In response to Councilmember Rose, Vorse stated typical highway widths are twelve feet. However many travel lanes in town are narrower. Standards allow street width to be as narrow as eight feet. By narrowing the lanes, motorists will be more inclined to reduce their speed. Vorse stated that WSDOT has requested the city amend their municipal code to reflect the change in speed limits for this area. Vorse noted that Chief Heuer has already drafted a letter to WSDOT in support of the lowered speed zone. Vorse stated the work is projected to be completed by WSDOT the second week in August. Councilmember Kessler made a motion, seconded by Queen to approve and ordinance reducing the speed limit to 25 miles per hour on SR 411 from milepost 12.30 to milepost 12.49. By roll call vote; unanimous 'Aye'.
5. Castle Rock Methodist Church purchased and installed new playground equipment at Coldwater Park. They are requesting the city accept ownership of that equipment. Vorse stated the equipment was installed in accordance with manufacture specifications. Councilmember Queen made a motion, seconded by Rose to accept ownership of the playground equipment at Coldwater Park as donated by the Castle Rock Methodist Church. By roll call vote; unanimous 'Aye'.
6. Vorse stated the Park Board requests City Council consider naming the park at Lois Dye Subdivision 'Pioneer Park'. The park is located near Pioneer Avenue and the Park Board felt this would be easy for people to remember the park location. Councilmember Queen made a motion, seconded by Kessler to name the park located in the Lois Dye Subdivision, Pioneer Park. By roll call vote; unanimous 'Aye'.
7. Vorse stated the Park Board recommends reducing the speed limit on Huntington Avenue South from 35 miles per hour to 25 miles per hour. This speed reduction would extend from the area near the Entrance Feature, extending to the south end of the park in the area of the RV Disposal site. Vorse stated the Park Board recognizes the increase in recreational activity at Lions Pride Park and

feels this would provide a safer corridor for users. Chief Heuer spoke in favor of the proposal. Councilmember Queen thought this was also a good idea; however he expressed concern that motorists are already not heeding the posting speed limit of 40 mph. Councilmember Queen made a motion, seconded by Kessler to approve the Park Board's recommendation to reduce the speed limit to 25 mph to the south end of the park. By roll call vote; unanimous 'Aye'.

8. Mr. Rutherford, speaking on behalf of Castle Rock Methodist Church requests permission to allow the church to install an ADA push button door activator for their external elevator. The push button activator would be located within city alley right-of-way. Mr. Rutherford stated the original plan was to affix the ADA push button to the side of the elevator. However the elevator company stated this would not work for those in wheelchairs. Mr. Vorse noted the city has entered into similar agreements with property owners. This agreement would allow the church to install the activator on right-of-way, but the city would not be responsible for any damages or repair. In addition, if the city needs to improve the right-of-way, the church would agree to relocate the activator unit. Vorse stated the city attorney has reviewed this agreement and authorized city council's consideration. Councilmember Queen made a motion, seconded by Rose to approve entering into a license agreement with Castle Rock Methodist Church to allow them to install an ADA push button activator on city alley right-of-way. By roll call vote; unanimous 'Aye'.
9. Councilmember Queen stated the railroad bridge on Huntington Avenue South is in need of work. He asked the Public Works Director if there was any timeline for working on this structure. Vorse stated work will depend on availability of funding from the Transportation Benefit District. Vorse stated if there are any funds left over after the residential chip seal project is completed; then the city could evaluate if there were funds to do some grinding and repaving on the bridge.
10. Vorse stated the sponsor for the I Topped The Rock event has requested permission to place event signage on city right-or-way. Councilmember Kessler made a motion, seconded by Rose to approve allowing signage for the I Topped The Rock Event to be displayed on city right-of-way. By roll call vote, unanimous 'Aye'.

ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 8:16 p.m.

Mayor Paul Helenberg

Clerk-Treasurer Ryana Covington