

CALL TO ORDER

Mayor Paul Helenberg called the August 8, 2016, regular meeting of the Castle Rock City Council to order at 7:30pm., followed by the Pledge of Allegiance. The following councilmembers were present: Art Lee, Lee Kessler, Ellen Rose, and Earl Queen. Mike Davis was absent.

BUSINESS FROM THE FLOOR - NoneDEPARTMENT REPORTS

1. City Attorney Frank Randolph reviewed the First Quarter Indigent Defense Report submitted by Burchett Law Firm.
2. Librarian Vicky Selander reports preliminary voter results indicate the library levy is passing with 65.98% voting in favor. The county will provide another update, August 12, 2016
3. Mayor Helenberg reported attending the National Night Out event on August 4, 2016. Also attending were Councilmembers Queen, Lee and Kessler and Public Works Director Vorse. This event was sponsored by Castle Rock Police Department. Castle Rock Fire District #6 personnel also participated in the event.

COUNCIL AND AD HOC COMMITTEE REPORTS

1. Mayor Helenburg distributed copies of the 2017 budget calendar. He requested that department supervisors submit their 2017 preliminary budgets to the Finance Office by Sept 1, 2016.
2. The mayor also announced that the America In Bloom Past President will be visiting Castle Rock on August 23rd and 24th, while his family is on vacation in our area.

CONSENT AGENDA

1. Councilmember Kessler made a motion seconded by Rose to approve the minutes of the July 25, 2016 regular council meeting. By roll call vote; unanimous 'Aye'.
2. Councilmember Rose reviewed July Invoices prior to the meeting. Councilmember Rose made motion, seconded by Queen to approve July invoices in the amount of \$350,267.36 as described on the Fund Transaction Summary and further described as check numbers 47338 through 47423 for general expenditures and check numbers 24789 through 24809 for payroll expenses, adjustment number EFT 459-7/16, EFT Payroll Draw 7/15/16 and EFT Payroll 7/29/16, NACHA Draw #1783940 and Month End NACHA Batch#1786254. By roll call vote; unanimous 'Aye'.
3. Councilmember Kessler made a motion seconded by Councilmember Queen to approve Invoice#2016-784 to Madbird Design, for web site updates; total of \$480. By roll call vote; unanimous 'Aye'

Covington noted the Madbird invoice was received today and could not be included in the July invoice summary.

OLD BUSINESS

1. Public Works Director David Vorse reported that the Water Treatment Plant has been fully functioning for the past three weeks. Vorse stated he felt there had been enough time to ascertain if there were any significant issues that would prevent the city from considering the recommendation from Gray & Osborne to accept the project as complete. Councilmember Queen made a motion seconded by Kessler to accept the project as complete in compliance with the Contract with Rognlin's Inc and as outlined in the June 30, 2016 letter from Gray and Osborne Inc, consulting engineers. By roll call vote; unanimous 'Aye'

NEW BUSINESS

1. Deborah Johnson, contracted City Planner requested council consider the possibility of executing a specialized contract, called a development agreement with a developer of a prospective project.

Johnson stated that Mr. Gabe Gourde has been considering developing a mini-storage facility on property he owns off Little Avenue NE. Mr. Gourde has requested consideration to develop the project in phases. Johnson stated the purpose of a development agreement would be to lock in the development standards that apply at the beginning of the project. This provides more predictability for the developer, especially if regulations change in the intervening time period.

Johnson stated she has worked with the city attorney; and the RCW's allow direct authority for the city to enter into development agreements; without having to amend the city code. She stated if the city council authorizes this type of agreement and Mr. Gourde chooses to request this option; a Public Hearing would be required. Johnson noted there may also be additional costs to the city; such as planning, legal, recording fees and public notice costs. Mayor Helenberg cautioned that other developers would need to be offered this option. Councilmembers Lee and Kessler requested more time to review the concept of development agreements.

2. Councilmembers reviewed a request submitted by Nancy Eytcheson, Fourth Avenue SW for an adjustment to her utility account; due to a broken pipe. The leak affected both May and June usage. Public Works Director Dave Vorse stated the customer brought in the part of the pipe that broke. Councilmember Kessler made a motion seconded by Rose to approve water leak adjustment in the amount of \$1025.42 for the months of May and June, as requested by Nancy Eytcheson. By roll call vote; unanimous 'Aye'
3. Councilmembers reviewed two grant applications for transportation projects. Vorse stated Gibbs and Olson, Engineering assisting in preparation of the applications. Applications are described as follows;
 - Transportation Improvement Board (TIB) application for overlay of Dougherty Drive; from Ramsey Street to Mt. St Helens Way (SR504). Construct 6' sidewalk with strip for drainage on west side and 12' lanes and 3' shoulder. Project will include pedestrian improvements, full reclamation with grinding and overlay. TIB will contribute 95% of the costs; up to \$750,000 and \$125,000 of local funds will be required. The city will need to comply with Federal regulations.
4. Small Cities Preservation grant application. Project extends from Dougherty south to the City Limits. Full depth reclamation and overlay. Grant funds requested is: \$192,875 Local funding requirement

is \$9,675.

Vorse noted these grants will be awarded in mid-November and will be available in 2018. By consensus Councilmembers agreed to have staff submit the applications.

5. Councilmembers reviewed Gibbs and Olson proposal Authorization For Engineering Services No. 2016-002 for Al Helenberg Boat Launch Hydraulic Evaluation; in the amount of \$49,350. Vorse stated this work would be contingent upon procuring additional funds from the Port of Longview for this project. In answer to Councilmember Lee's question, Vorse stated the purpose of the evaluation is to ascertain how to calm the current and manage sediment to protect the launch. Councilmember Queen made a motion seconded by Councilmember Kessler to approve Gibbs and Olson Consulting Agreement No 2016-002 contingent on obtaining funding from the Port of Longview. By roll call vote; unanimous 'Aye'

EXECUTIVE SESSION

Mayor Helenberg adjourned regular session at 8:12 p.m. for a fifteen minute executive session to discuss a personnel issue; with council action anticipated following the executive session. Mayor Helenberg resumed regular session at 8:28 p.m.

Councilmember Kessler made a motion, seconded by Queen to authorize Mayor Helenberg to resolve the personnel issue. By roll call vote; unanimous 'Aye'.

ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 8:38 pm.

Mayor Paul Helenberg

Clerk-Treasurer Ryana Covington