

CALL TO ORDER

Mayor Paul Helenberg called the August 22, 2016, regular meeting of the Castle Rock City Council to order at 7:33 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. Lea Ann Viars, Longview resident, described an incident that occurred on Pleasant Hill Road which resulted in her arrest and conviction for assault. She felt the deputy making the arrest used unnecessary force and she wanted city council to be aware of the incident. Mayor Helenberg advised this incident occurred outside of city limits and he suggested she contact Cowlitz County Sheriff's office with her concerns.

DEPARTMENT REPORTS

1. Nicole Tideman, City Attorney, No report
2. Bob Heuer, Police Chief, No report
3. Public Works Director Dave Vorse reported the city's chip seal project was completed today. He noted that on Wednesday, Washington State Department of Transportation (WSDOT) will be in Castle Rock to chip seal State Route 411; from Four Corners to the Park And Ride area. WSDOT will be doing only the road surfaces and not the bridge decks.
4. Clerk-Treasurer Ryana Covington provided councilmembers with the July Cash Report. She noted the city is still waiting for reimbursement from RCAC for the Water Treatment Plant Filter Repair project. RCAC has now requested the contractor sign a lien release before the city receives reimbursement.

Covington also reported that she has secured temporary clerical assistance in the Finance office through American Workforce. She intends to retain the temporary help until a full-time hire is secured.

5. Vicki Selander, Librarian, reported the final vote on the request for an excess levy for the library was 66.14% in favor of the excess levy.

COUNCIL AND AD HOC COMMITTEE REPORTS

1. Nancy Chennault reported attending the grand opening of Coldwater Park. Castle Rock Methodist Church sponsored the event to commemorate the donation and installation of new playground equipment at the park.
2. Chennault also reported on the CEDC board meeting; Joe Phillips was speaker CRCDA Economic Coordinator City of Longview.
3. Chenault also reported Pathways 2020 program is celebrating 20 years celebrating twenty years of improving healthy lifestyles within our community. Highlander Festival 'Give Me 5' program will commemorate this milestone.

4. Chennault reminded councilmembers that her term as the city's representative on Cowlitz Economic Development Council (CEDC) will end in 2016; this will be her last year. CEDC President Sprague would like a representative from Castle Rock to be recommended as a nominee.
5. Charlie Hall, Past President of America In Bloom program (AIB) will be in Portland to speak about tourism and trends with horticulture. He plans to visit Castle Rock while he is in the area. Also this coming Saturday representatives from Proven Winner will be touring Castle Rock. Proven Winners is one of the city's sponsors for floral displays in our community.

CONSENT AGENDA

1. Councilmember Queen made a motion, seconded by Kessler to approve of the minutes of the August 8, 2016, regular council meeting. By roll call vote; unanimous 'Aye'.

OLD BUSINESS

1. Councilmember Kessler made a motion, seconded by Lee to approve Ordinance No. 2016-07, an ordinance amending CRMC Chapter 10-08 Speed Limits, for portions of Huntington Avenue South and State Route 411, on second reading. By roll call vote; unanimous 'Aye'.
2. Councilmembers discussed at length consideration for use of development agreements which would allow developers to complete a proposed project over multiple years and still be guaranteed certain standards throughout the project timeframe. Councilmember Art Lee would like to know the advantage to the City. Will the city be offering fee reductions to developers? City Planner Deborah Johnson reports there are no terms as of yet; city staff is just requesting council guidance to see if there was support for using development agreements. The benefit would lock in codes for projects anticipated to be completed in phases. She noted Washington State law authorizes the City to use development agreements. The City gains an economic development that will build over time. Councilmember Lee asked if there were time limits to how long a development could take to be completed. He questioned if there was a need for the process of the development agreement. David Vorse explained developer standards can change over a period of time. He explained that an architect will create a design to meet current city code; but if standards change a conflict can arise. The developer would then need to spend additional money for the architect to redesign to meet the amended standards; which add additional costs to the project. Vorse noted there are no pending changes to our code at this time; but that does not preclude the city from changing codes in the future. Councilmember Lee expressed concern that the city may create problems for future development that may come in. Vorse agreed there would be a benefit to include deadlines as part of the development agreement. Johnson noted this type of agreement is common in larger cities; and timelines would differ depending on the scope of the project. Deborah Johnson states that council approves the use of development agreements, staff would enter into negotiations based on a template; and both city attorney and developer's attorney would review. Councilmember Lee wants to make sure that the concept is beneficial to both parties. By consensus, Councilmembers agreed to authorize staff the option to use development agreements and to enter into negotiations with a perspective developer wanting to build storage units on Little Avenue.

NEW BUSINESS

1. Castle Rock Chamber of Commerce President Marilyn Young Skogland stated the Chamber of Commerce would like to discuss with the city long-term operations for the new Visitor Center. Mayor Helenberg stated the city currently is staffing the facility with contracted labor from American Workforce for the remainder of the tourism season. After that, the city will need to

evaluate amending the hours to reflect tourism needs for the remainder of this year. Mayor Helenberg appointed Councilmember Rose to serve on a committee with the Chamber of Commerce and Castle Rock Community Development Alliance representatives to develop a long-range operation plan for the center.

2. Covington discussed the option to evaluate the option to participate in the Washington State Department of Revenue business license program. This program is intended to be a 'single point' center for business related permitting. Covington noted the State would need to do an evaluation of the city's ordinances pertaining to business licensing and the city would need to amend their renewal dates to coincide with the State's fiscal year. Covington noted the business license software currently being used by the city needs to be updated to a Windows based operation; however the cost would be approximately \$4,000. If the city opts for the State's system; no update to the software would be required. By consensus, Councilmembers agreed this would be a good option for the city to explore.
3. Public Works Director Dave Vorse requested permission to attend the America In Bloom (AIB) Symposium October 6th – 8th in California. He stated there are several conference options to discuss economic development ideas and he has been asked by AIB to provide information on how this program has helped Castle Rock. Vorse stated he will pay for his airfare; but requested the city pay for the registration fee of \$295 and for his lodging. Vorse stated since beginning participation in the AIB program; the city has invested over \$3 million dollars in improvements. Mayor Helenberg stated funding for Vorse would come from General Fund.

Councilmember Rose stated she believes in the AIB program and will donate \$500 to cover the travel costs, if the city matches her donation.

Councilmember Kessler made a motion, seconded by Rose to approve paying for registration and hotel costs for Vorse to attend the AIB Symposium. By roll call vote; unanimous 'Aye'.

Mayor Helenberg stated he would also donate \$100 toward the travel expenses and Dr. Blaine Kennington offered an additional \$200 donation.

4. Mayor Helenberg stated that Councilmember Davis is still having several issues that have kept him from attending meetings. Councilmember Queen made a motion, seconded by Kessler to excuse Mike Davis' absences from council meetings. By roll call vote; unanimous 'Aye'.

ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 8:31 p.m.

Mayor Paul Helenberg

Clerk-Treasurer Ryana Covington