

CASTLE ROCK CITY TRANSPORTATION BENEFIT DISTRICT

Meetings held quarterly; March; June, September, December on second Monday of month

Nov 14, 2016 MEETING MINUTES

Time of meeting: 7:00 p.m.

Location: Castle Rock Senior Center, 222 Second Avenue SW, Castle Rock, Washington

Board members present: Board President Paul Helenberg, Art Lee, Earl Queen and Ellen Rose. Board member Lee Kessler was absent.

Staff present: TBD Clerk Ryana Covington, City Public Works Director Dave Vorse and contracted attorney Frank Randolph.

Board President Paul Helenberg opened the meeting at the above stated time and location.

Queen made a motion, seconded by Rose to approve the minutes from the October 10, 2016 TBD meeting. Vote: By roll call vote; unanimous "Aye".

REPORTS

1. Dave Vorse reported the transportation project for 2016 has been completed; he is waiting for Cowlitz County to provide a billing statement for their work. He also stated city personnel will be working to put up the new street signs
2. Covington reported the State Auditor still working on the audit. She expects it to be completed next month.

OLD BUSINESS - None

NEW BUSINESS –

1. David Vorse, Public Works Director distributed copies of the adopted Street Maintenance Plan; for Sections C through H. Vorse stated 2017 projects include Section E of the maintenance plan; estimated cost of \$40,529. He noted in October the board recommended \$30,000 in projects for the proposed 2017 budget; so there may need to be further evaluation of projects to stay within that budget. Vorse also outlined a listing of streets to be chip sealed in 2017. The proposed 2017 budget also includes \$66,963 for contribution to street fund debt payments, an estimated ending fund balance of \$11,337 (Fund 632), estimated ending fund balance of \$3,456 (Fund 633) and operating costs of \$4,800.

Queen made a motion, seconded by Lee to adopt the 2017 Transportation Benefit District budget in the amount of \$116, 556. By roll call vote; unanimous 'Aye'.

2. Vorse stated he met last week with the Southwest Regional Department of Transportation Administrator to discuss the barricades that were required by Federal Highway Administration for the State Route 504 pedestrian improvement project. Vorse also discussed the poor condition of the PH-10 bridge; which is part of the state highway system.

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3. Queen made a motion, seconded by Rose to approve payment of Invoice No. 2016-02 to the City of Castle Rock in the amount of \$11,509 and Invoice No. L117503 to the State Auditor's office in the amount of \$1,396.50. By roll call vote; unanimous 'Aye'.

Adjournment

There being no further business, the meeting was adjourned at 7:25 p.m.

ATTEST:

Ryana Covington, Secretary

APPROVED:

Paul Helenberg, TBD President