

CASTLE ROCK CITY TRANSPORTATION BENEFIT DISTRICT

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

July 24, 2017 MEETING MINUTES

Time of meeting: 7:02 p.m.

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

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

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 Kessler to approve the minutes from the April 10, 2017 TBD meeting. Vote: By roll call vote; unanimous "Aye".

REPORTS - None

OLD BUSINESS

1. Dave Vorse reported Cowlitz County will be doing the chip seal projects and should be completed by the end of this week.
2. Vorse stated AWC RMSA awarded the Castle Rock City Transportation Benefit District a Certificate of Excellence for low liability claims from 2016.
3. Vorse has submitted for a loss control grant on behalf of the TBD for replacement of stop signs and street signage to comply with State standards. If a city representative attends the annual AWC Conference, there will be an additional \$500 loss control grant awarded for attending the conference.
4. Covington provided board members with a summary of the 2017 fiscal year budget as of June 30, 2017. Board members received copies of the 2017 revenue report, expenditure report and Cash Report as of that date.

NEW BUSINESS –

1. Kessler made a motion, seconded by Rose to approve City of Castle Rock invoice #2017-TBD-1 for contribution of IT upgrades. By roll call vote; unanimous 'Aye'.

OTHER BUSINESS-

- 1 Simonsen questioned why the crack seal was not completed before the chip seal project. Vorse stated the city must follow Cowlitz County lead on their projects. Simonsen stated he knew of a company that can x-ray to show voids under concrete. Vorse will schedule a time with Simonsen to discuss this further.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:11 p.m.

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ATTEST:

Ryana Covington, Secretary

APPROVED:

Paul Helenberg, TBD President