

# CASTLE ROCK CITY TRANSPORTATION BENEFIT DISTRICT

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

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July 8, 2019 MEETING MINUTES

Time of meeting: 7:04 PM

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

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

Staff present: TBD Clerk Carie Cuttonaro, City Public Works Director Dave Vorse, Contracted City Attorney Frank Randolph.

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

## APPROVAL OF MINUTES

Queen made a motion, seconded by Rose to approve the minutes of the November 13, 2018 TBD meeting. Motion carried by roll call vote, unanimous 'Aye'.

## REPORTS

- A. Cuttonaro stated the TBD currently has \$135,508.99. Expenditures through the end of June total \$29,566.22. Revenue through the end of June total \$51,632.23.
- B. Project Updates provided by Public Works Director Dave Vorse:
  - I. Exit 49 Pedestrian Improvement Project Phase 2
    - a. Project is wrapping up and should be to City Council for acceptance in the near future.
  - II. Huntington Ave S Overlay Project
    - a. Will be requesting approval for a change order at City Council tonight, regarding the placement of the PUD pole at the intersection of Buland Dr. When the overlay was completed, it left a "roll lip" causing a dangerous area for motorcycles. Funding is available for these changes.

Kessler asked if this was anticipated or was a surprise. Vorse stated there was a two-inch overlay and normally it would stretch from one side to the other. The resulting taper wasn't anticipated on paper. Over the years, it was thought that this section of Buland Dr was part of Cowlitz County, when in fact approximately 100 feet up the hill is part of the City.
  - III. Dougherty Dr Reclamation Project Phase 1 & 2
    - a. Waiting for approval from WSDOT on the design. Once approved, it will go out to bid.
  - IV. 6 Rivers Trail
    - a. Contracted with Gibbs & Olson to complete design work – in early stages now.
  - V. Complete Street Project

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- a. Received \$200,000 from TIB. This will also be used to connect Exit 49 to the Trail, as well as improve 27 ADA Ramps.
- VI. Current Year Chip Seal Project
  - a. Will be near end of July (will include North St NE, Woodard Ave NE, Northwood Ct NE, Balcer St NE, McBride Ct NE, Merrill St NE, and the City portion of West Side Hwy.)
- C. Helenberg noted that the approved driveway easement for Dan Hughes has led to issues with the health of the driveway. Construction traffic (dump trucks and cement trucks) travelling the driveway to Mr. Hughes' home during the construction has caused damage to the driveway and NCRA will be spending \$40,000 to overlay the driveway. The funds will be paid from the grant they received that could be used elsewhere. Helenberg added that the City should pay for half, because there is a user agreement in place, but noted that the City doesn't have the available funds. Vorse added the City doesn't define how many parcels can use one driveway. It would be a good idea to review this when the developer standards are being revised, which will be in the next month or so. The County limits to two parcels per driveway. Vorse also stated that the City originally built that road with grant money for the boat launch. NCRA also paid for part of it with their grant. Vorse stated he would talk with Mr. Hughes to see if he would be willing to assist with the cost of repair. In response to Kessler's question, Vorse stated the original road was built for anticipated traffic to the boat launch, which is mostly residential, and that it has base rock and top course, but was not built with the anticipation of heavy industrial use. There is a weight limit of 13 tons on every residential street in the City. The problem is that this is not a City street. If it is made a City street, then TBD funds could be used to maintain the street. That would also help relieve the Boat Launch Fund.

## OLD BUSINESS

-Cuttonaro stated the Annual Report was completed May 28, 2019. The FIT Reports (Financial Information Tool) have not yet been created by the SAO (State Auditor's Office).

## NEW BUSINESS

1. Kessler made a motion, seconded by Queen to approve invoice #2019-TBD-01 in the amount of \$21,827.29. Motion carried by roll call vote, unanimous 'Aye'.
2. Rose made a motion, seconded by Queen to approve invoice #2019-TBD-02 in the amount of \$6,538.93. Motion carried by roll call vote, unanimous 'Aye'.
3. Kessler made a motion, seconded by Queen to approve the AWC RMSA Invoice #67464 in the amount of \$1,200. Motion carried by roll call vote, unanimous 'Aye'.
4. Rose made a motion, seconded by Kessler to approve the AWC RMSA Invoice #66839 in the amount of \$300. Motion carried by roll call vote, unanimous 'Aye'.

## OTHER BUSINESS-

-No Other Business.


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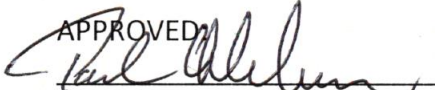
ADJOURNMENT

There being no further business, the meeting was adjourned at 7:23 PM.

ATTEST:

  
Carie Cuttonaro, Clerk

APPROVED:

  
Paul Helenberg, TBD President