

- 0009 Mayor Larsen called the Regular Meeting of the Castle Rock City Council to order at 7:30 p.m., followed by the Pledge of Allegiance. The following councilmembers were present: Khembar Yund, Greg Marcil, and Jeff Skeie. Councilmembers Bean and Smith were absent.
- 0049 Councilmember Marcil made a motion, seconded by Yund to approve the minutes to the August 8, 2005 Regular Council meeting. By roll call vote, unanimous 'Aye'.
- 0115 Chris Pegg, Executive Director for the Longview Housing Authority announced their acquisition of the Riverview Apartments. This is a USDA Rural Development subsidized rental property for seniors located in Castle Rock. Longview Housing Authority will take possession in October and will be investing \$450,000 in improvements to the building. Ms Pegg does not anticipate any changes in services or staff.
- Pegg outlined the scope of improvements and answered questions pertaining to the project. A construction manager will be hired to oversee the project.
- In answer to Councilmember Skeie's question, Pegg stated that Rural Development also funded the ongoing payment of property taxes.
- 0712 Donna Setters, Longview Housing Authority, requested council submit a letter of support for a grant to fund twenty housing vouchers from HOME Tenant Based Rental Assistance for domestic violence victims. Setters answered various questions pertaining to qualifications for the program. She noted that rental assistance is available for up to twelve months and would require participation in a transition program which includes family self sufficiency programs, employment training skills and employment strategies. By consensus, councilmembers agreed to submit a letter of support for the grant.
- 1427 Councilmember Yund made a motion, seconded by Marcil to approve Resolution No. 2005-12, a resolution declaring the need for the Housing Authority of the City of Longview to operate within the boundaries of Castle Rock, on first reading. By roll call vote, unanimous 'Aye'.
- 1532 By consensus, Councilmembers agreed to enter into an Interlocal Agreement with Longview Housing Authority to allow them to operate the Riverview Apartments and other programs within the Castle Rock city limits. This agreement will be signed after Resolution 2005-12 is passed on second reading.
- 1553 John and Danielle Stiller, renters at 522 Michner Street SW, requested an adjustment of their July utility bill, due to unusual circumstances.

Councilmembers reviewed staff documentation outlining the initial leak complaint.

Public Works Director Dave Vorse stated he had received an initial complaint of low water pressure at that residence. Public Works personnel repaired a leak that was located about 5'-6' on the city side of the meter. Vorse stated he contacted the property owner, Mrs. Damschen, and clarified that the leak was on the city side of the meter and this would not affect the consumption for that residence. Vorse stated that he does not know why the consumption increased for that period of time.

In answer to council's question, Mr. and Mrs. Stiller noted they have not been using any excess water and they did purchase a pool, but this was after the increased consumption occurred.

- 2256 Councilmember Yund made a motion, seconded by Marcil to grant the utility adjustment request for 522 Michner Street SW in the amount of \$114.34 as allowed by city ordinance, for unusual circumstances.

In discussion: Councilmember Skeie explained that he would support adjustments of this type if a logical reason for the consumption is provided.

Vote on the above motion: Councilmembers Yund and Marcil voted 'Aye'. Councilmember Skeie voted 'Nay'. Motion carried.

- 2615 Covington outlined utility adjustment procedures for Mr. and Mrs. Stiller and the option of applying for a payment plan to assist them with paying the balance.

- 2705 Mayor Barbara Larsen presented a proclamation to Mary Richardson Walker, representing Chapter NS Daughters of the American Revolution declaring September 17<sup>th</sup> through 23<sup>rd</sup> as Constitution Week.

Mrs. Walker asked that this proclamation be posted during that week and she will be contacting the Castle Rock Fire Department to also participate in the event.

- 3026 Mayor Larsen opened a Public Hearing at 8:07 p.m. to take testimony on proposed budgetary amendments as outlined in proposed Ordinance Numbers 2005-09, 2005-10 and 2005-11. Covington outlined each of the ordinances and reasons for the budgetary amendments for fiscal year 2005.

There being no public comment offered, Mayor Larsen closed the Public Hearing at 8:07 p.m. and returned to regular session.

- 3318 Councilmember Marcil stated there have not been any agencies volunteering to oversee the maintenance on the proposed new boat launch facility. Because of this, Mr. Marcil suggested the city consider taking responsibility for management

of the boat launch facility.

Public Works Director Dave Vorse reported that the proposed design plan is currently undergoing environmental review, which will take 12-18 months to complete. Vorse noted that the school district agreed to allow the facility to be sited on their property, but the school district was not interested in maintaining it.

Before the city can submit grant applications for the construction phase, the issue of who would maintain the facility must be answered. Vorse submitted and discussed comparisons from the City of Rainier, Oregon, Cowlitz County Willow Grove ramp, and the City of Longview at Gerhart Gardens for cost and maintenance of their boat ramp facilities.

Based on the information received from the other entities, Vorse submitted a cost estimate for annual maintenance of a boat launch facility. Cost estimates included: mowing, landscaping, restroom maintenance, ramp inspection, vandalism and trash removal, and lighting at an estimated annual cost of \$5,807. Other costs include supplies, utilities and sweeping of the lot for an additional cost of \$2230/year.

Vorse estimated revenues for launch fees to be approximately \$10,000/year, based on a \$5 launch fee for 167 launches per month. He estimated that by charging launch fees, the city could pay for annual maintenance costs of the facility. Vorse also noted that if the school district deeded the property to the city, revenues from the sales of dredge spoils could be used as a reserve for any required capital expenses.

Mr. Vorse suggested that leasing the property on the west side of the Cowlitz River (commonly known as High Banks area) for the development of a recreational vehicle park, would generate income to allow the city to hire an additional employee for park maintenance.

#### Side B

4823 Paul Helenburg, project manager for North County Recreation Association is also pursuing the possibility of procuring a caretaker to oversee their sports complex facility to reduce any vandalism threats. He spoke in favor of the boat launch and noted the need for emergency access to the river and the high number of potential users.

Councilmember Yund stated that he was initially opposed to the boat launch project, however over the past four years this project has generated the most excitement within the community. He also felt that economically this would be a boost to the city and he is now in support of the project and of the city taking responsibility for the maintenance.

5253 Bob Janisch, resident and member of Cowlitz Game and Anglers, described an incident where the State Fish and Wildlife is curbing the use of riverbanks for launching boats. This will directly impact those currently using the Camelot area for boat launching.

5645 In answer to Mr. Janisch's question, the restroom facility proposed for the boat launch could be also used by patrons of the sports complex. An agreement for trading of services could be developed to offset any additional costs this may produce.

5741 Councilmember Skeie voiced concern over the likelihood that users would park outside the boat launch facility, rather than pay and he was not in support of an 'honor' donation system for users. Vorse stated the boat facility design includes a formal ticketed pay entry system.

Councilmember Yund noted that Willow Grove is currently being patrolled by two deputies funded by a water safety grant.

6341 Councilmember Skeie stated that he has concerns for long term maintenance and therefore he could not commit the city's support. Vorse stated funding agencies seek at least a 20-year commitment for projects.

6636 Councilmember Yund made a motion, seconded by Marcil to support the city's commitment for maintenance of the boat launch facility.

In discussion:

Councilmember Skeie questioned if the council could vote on the issue since it was not listed on the agenda as an action item. City Attorney O'Neill advised that it was the discretion of the council to take action.

Councilmember Yund stated the intent of the motion was made because currently nobody has stepped up to claim responsibility for the maintenance of the boat launch facility and the project cannot advance without this commitment. He is committing the City of Castle Rock as the ones to claim the project.

Mr. O'Neill stated the discussion is conditioned on the revenues being comparable to the cost of the maintenance. Therefore there is an implied condition and that was not included in the motion. Councilmember Yund stated he intended this implied condition to be included in the motion.

Mr. Vorse stated the restrooms will be the major ongoing cost for the facility and his cost estimates included this expense.

Vote on the above motion, including Councilmember Yund's clarification of the motion: Unanimous 'Aye'.

7503 Sergeant Scott Neves provided an update on the new police vehicle.

In answer to Councilmember Yund's question pertaining to the Humane Society's services, Sgt. Neves reported that Chief Heuer has been attempting to resolve issues with their new director.

7717 The city attorney advised that he has some technical questions pertaining to the city's petition to annex into Fire District #6 and he will be reviewing those with Fire Chief Koreis.

7817 Councilmembers reviewed correspondence from Steven Kraushaar, Tetra Tech/KCM providing certification that Contractors, Inc. have completed work in accordance with the project plans for reconstruction of the Wastewater Treatment Plant project. Mr. Kraushaar recommends the city council accept this portion of the project as complete.

Vorse stated this would release the prime contractor, not the contract engineer.

7926 Councilmember Skeie made a motion, seconded by Marcil to accept the project for reconstruction of the Wastewater Treatment Plant facility as complete as it pertains to work completed by the prime contractor, Contractor's Inc. By roll call vote, unanimous 'Aye'.

In answer to council's question, Vorse stated the one-year warranty on the plant began January, 2005 when the plant went 'on-line'.

8113 Vorse advised that the city is pursuing easements for replacement of the sewer main trunk lines. If the project is delayed further, it will not be completed until next year. Further discussion will be tabled until more information is obtained.

8222 Vorse distributed brochures and provided information regarding biosolids. He described stabilization processes, odor, application, environmental effects, and use benefits for agriculture, land reclamation, soil moisture retention and soil improvement. The city produces a Class B biosolid.

9001 Vorse proposes reestablishing the city's biosolid site, located on east side of the river behind the dredge spoil area. This area is gated and signed to prohibit public access. In answer to Councilmember Skeie's question, application of the biosolids do not pose any health risks, unless it is eaten. Requirements for Class B use mandate the biosolids to be tilled into the soil within 24 hours from application, which limits expose and reduces vector attraction. The site will then be seeded with grass. Vorse stated the public cannot use the area for approximately 9 months to one year.

0009 Vorse answered various questions pertaining to the application of biosolids at that site. He noted that no application will be done throughout the wet weather season and the city has ground monitoring wells on the site to allow for testing.

Vorse added that in 2004 the city paid \$21,000 for disposal of the biosolids and in 2005, the cost has been \$8000. The proposed site is 8 ½ acres and use of biosolids would provide an opportunity to reclaim use of dredge spoil soils.

0275 Councilmember Yund made a motion, seconded by Skeie to approve use of the described area as a biosolids application site. By roll call vote, unanimous 'Aye'.

0532 David Vorse seeks council approval to submit the following grant applications:

#1) Transportation Enhancement Program in the amount of \$168,740 to complete the multimodal Riverfront Trail east by continuing the asphalt base trail, including lighting. Also included is ADA parking, access ramp, historic interpretive signage and directional signage. Vorse stated that he has been informed by Rosemary Siipola (CWCOG) that the city's completed work on the Riverfront Trail can be used as matching funds. In addition, Cowlitz County has agreed to sponsor the city by serving as Certification Acceptance (CA), as required in by the grant. The total cost of the project is \$1,152,650.

0918 Councilmember Yund made a motion, seconded by Marcil to authorize Vorse to submit the application for funding as described. By roll call vote, unanimous 'Aye'.

0939 Vorse reported that 33 people participated on the city-sponsored Relay For Life team. The city raised \$795 for cancer research and participants completed 395 laps for a total of 130 miles. This proved to be a very successful workplace wellness event.

1316 Vorse requested council approval to submit the following grant applications:

1. Transportation Improvement Board Small Cities Account in the amount of \$1,200,000, which includes a \$700,000 local match. The most that the city could receive from this grant is \$500,000 and Vorse will submit an application to Cowlitz County for Rural Development funds for the local match. This project would include improvements to the Cowlitz Street downtown commercial district, from Second Avenue SW to Huntington Avenue.

2. Transportation Improvement Board Small Cities Account in the amount of \$550,000, including a \$50,000 local match. This grant would include improvements to the pavement, sidewalk and drainage on Front Avenue NW, between Shintaffer Street and Huntington Avenue.

3. Transportation Improvement Board Pedestrian Safety and Mobility Program grant in the amount of \$113,800, including a \$13,800 local match. Project would include construction of a new sidewalk along the east side of Front Avenue NW,

- between the existing curb and the edge of the right-of-way, from Cowlitz Street to Huntington Avenue North.
- 1552 Councilmember Marcil made a motion, seconded by Yund to approve all three grant applications, as described. By roll call vote, unanimous 'Aye'.
- 1654 Covington provided an update regarding the city sponsored Volunteer Appreciation Event scheduled for August 29, 2005. Senator Doumit will be the featured speaker and former Governor Mike Lowry will also address the attendees.
- 1706 Covington noted that the city has received notification for termination of the Public Works bargaining contract. The city did not include funding for a negotiator in the current budget and she asked if the city council is considering selecting a consultant to serve as negotiator.
- Councilmember Skeie voiced opposition to expending funds for a consultant, however he could not volunteer to complete this service due to time constraints. Councilmembers Yund and Marcil supported hiring a consultant to negotiate for the city.
- 2058 Councilmember Yund made a motion, seconded by Marcil to direct the clerk-treasurer to retain the services of a consultant to negotiate the public works contract. By roll call vote, Councilmembers Yund and Marcil voted 'Aye'. Councilmember Skeie voted 'Nay'. Motion carried.
- 2152 Covington advised that budget workshops still have not been scheduled. Mayor Larsen asked Councilmember Yund to provide a schedule to the clerk so workshops can be planned to accommodate Councilmember Yund's schedule. Councilmember Marcil advised that he would not be available for a meeting September 6<sup>th</sup> -11<sup>th</sup> and Councilmember Skeie advised he would not be available September 3<sup>rd</sup> -11<sup>th</sup>.
- 2424 Council Report Of Meetings  
Covington will be attending the CWCOG meeting this Thursday.  
Mayor Larsen announced that Ireda Kirby has been hired as the new CAP Director, replacing Judy Sloan.
- 2532 Councilmember Marcil made a motion, seconded by Yund to adopt Ordinance No. 2005-08, an ordinance amending CRMC Chapters 17.16, 17.28, 17.64 and 17.68 regarding Manufactured Homes as permitted uses in all residential zones, on second reading. By roll call vote, unanimous 'Aye'.
- 2629 Councilmember Skeie made a motion, seconded by Yund to adopt Resolution No. 2005-11, a resolution to ask qualified voters of the City of Castle Rock to fund by special excess levy the furnishing of public library services and to submit to

- voters for funding of a special excess levy during the year 2006, on second reading. By roll call vote, unanimous 'Aye'.
- 2652 Councilmembers reviewed the amendments to the Department of Transportation Sanitary Sewer Service Agreement provisions. Vorse stated that the agreement locks in the rates for two years, after which increases will be assessed at the same rate as charged to other city residential utility users.
- 2802 Councilmember Yund made a motion, seconded by Marcil to adopt the WSDOT Sanitary Sewer Service Agreement between the City of Castle Rock and Washington State Department Of Transportation. By roll call vote, unanimous 'Aye'.
- 3021 Councilmember Marcil made a motion, seconded by Yund to approve the utility leak adjustment requested by John Kotera, 118 Mallory Street NE in the amount of \$134.34. By roll call vote, unanimous 'Aye'.
- 3059 Councilmember Marcil made a motion, seconded by Yund to approve Ordinance No. 2005-09, an ordinance declaring an emergency relating to public expenditures under the provision of RCW 35A.33.090, fixing the amount of money to meet such emergency and authorizing the expenditures of such money and amending the budget of the City of Castle Rock (General Fund) for 2005, on first reading. By roll call vote, unanimous 'Aye'.
- 3122 Councilmember Marcil made a motion, seconded by Yund to approve Ordinance No. 2005-10, an ordinance declaring an emergency relating to public expenditures under the provision of RCW 35A.33.090, fixing the amount of money to meet such emergency and authorizing the expenditures of such money and amending the budget of the City of Castle Rock (DOT Spoil Site Fund) for 2005, on first reading. By roll call vote, unanimous 'Aye'.
- 3259 Councilmember Skeie made a motion, seconded by Yund to approve Ordinance No. 2005-11, an ordinance declaring an emergency relating to public expenditures under the provision of RCW 35A.33.090, fixing the amount of money to meet such emergency and authorizing the expenditures of such money and amending the budget of the City of Castle Rock (Regional Sewer Fund) for 2005, on first reading. By roll call vote, unanimous 'Aye'.
- 3327 Mayor Larsen adjourned the meeting at 9:40 p.m.

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Mayor Barbara Larsen

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Clerk-Treasurer