

**CALL TO ORDER**

Mayor Paul Helenberg called the May 12, 2014 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: Ray Teter, Lee Kessler, Earl Queen, Mike Davis and Ellen Rose.

**BUSINESS FROM THE FLOOR**

1. Russ Blanchette, representing the Castle Rock Lions Club, requested council approval to sell fireworks within the city limits in 2014. Covington noted that the certificate of liability insurance provided with the Lions Club application needs to be corrected to show the City of Castle Rock as an additional insured. Councilmember Kessler made a motion, seconded by Queen to approve the Lions Club request to sell fireworks, providing the insurance is amended to show the city as an additional insured. By roll call vote, unanimous ‘Aye’.

2. Rodger Wallace, requested a letter of support from city councilmembers for creation of a South Silver Lake Forest Trust, as provided in Chapter 79.155 RCW. The area proposed for this trust includes an initial 10,000 acres located between the landfill area and Silver Lake. A large portion of this land is within the Silver Lake watershed. Acquisition of an additional 7,000 acres would allow the entire watershed area to be included under the forest trust protection. Mr. Wallace described recent decline of working forests due to development and the county’s recent acquisition of the Headquarters landfill from Weyerhaeuser Corporation. Development of a community forest trust would provide the local community to assist Washington State Department of Natural Resources (DNR) to develop a forest management plan to reflect local values, preserve public recreational access to the forest, and protect forest related jobs. Covington asked how this trust would be funded, since the State will not financially support this program. Wallace stated the trust would be self-supported from timber values. Councilmember Kessler asked who would guide decisions between the management of the forests and the balance between habitat. Mr. Wallace stated locals would work with DNR to establish that balance as identified through priorities set at recent community meetings.

Wallace noted that four main topics were identified as priorities at those meetings:

- access to forest lands;
- protection and management of habitat; and
- quality of Silver Lake watershed.

Mr. Wallace distributed a map to councilmembers denoting the two sections proposed for consideration.

By consensus, councilmembers agreed to support the concept for creation of a South Silver Lake Forest Trust and directed the mayor to prepare a letter to that effect.

**PROCLAMATION -**

Mayor Helenberg presented a proclamation to the Castle Rock Police Department and Cowlitz Chaplaincy for National Police Week; May 11<sup>th</sup> through 17<sup>th</sup>.

**DEPARTMENT REPORTS**

City Attorney Frank Randolph – provided a summary of projects requiring legal services.

- Settlements have been reached with Qwest and Cascade Natural Gas for issues that created additional costs for the city during the Front Avenue reconstruction project. The city was able to recoup \$17,000 from Qwest and \$5,000 from Cascade Natural Gas to offset those additional costs.
- Lois Dye Estates subdivision; the developer has now completed setting up a homeowners association for costs associated with maintenance of the stormwater retention pond. The developer still needs to pay the city \$10,000 for park development and complete installation of street trees and sidewalks. Randolph stated if those are not completed this month, the city will need to take action against the developer's bond.
- Big Idea interlocal agreement. Randolph stated he feels the amended agreement meets the needs of the program and also answers issues of concern brought by the State Auditor's office.
- Shoreline Management Plan; interlocal agreement with Cowlitz County, Kelso, Kalama and Woodland. Randolph stated the planner assigned to replace T.J. Keiran on this project is no longer available and it is uncertain who is representing the city on this project. He noted this plan will have a significant impact on future development and it is important to have city input.
- Update of city's code enforcement procedures. He is waiting for Association of Washington Cities to develop a model ordinance for this issue.
- Amendment of the city's zoning ordinance for wireless towers. He noted the ordinance is 90% complete and could be completed by council.
- Marijuana laws; continues to monitor Department of Justice and Attorney General rulings.
- Signage on city right-of-way; continues to work with the committee to develop a proposal for new city policy.
- Public Defender funding; continues to monitor State-wide issues on this subject.

Sergeant Scott Neves –

- Reported the department took possession of the new police vehicle.
- Invited councilmembers to attend a Drug Free Community grant funded Town Hall meeting scheduled for tomorrow, beginning at 11:00 am.
- Sgt Neves and Officer McNew will be attending a NW Leadership Conference later this week. Funding for the conference is provided through the Drug Free Community (DFC) grant.
- this month the department also will be participating in the 'Every 15 Minutes' program at Castle Rock High School and also will be doing emphasis patrols funded by the Safe Routes To School grant program.

In answer to Mayor Helenberg's question, Sgt Neves stated the department purchased a Dodge vehicle this time because there has been problems with paint peeling from the Ford vehicles. He noted the newest trend for police vehicle are to purchase 'cross-over' type vehicles. These include vehicles such as Expeditions and other similar cars that include high ground clearance, but are not a full-sized SUV.

Clerk-Treasurer Ryana Covington

Reminded city councilmembers of the new Public Records Act training requirements required of all elected officials, effective July 1, 2014. Covington just completed this training last week and provided councilmembers with handouts outlining agency obligations.

Librarian Vicki Selander

- reported library patrons will be able to have access to e-readers through Washington State Library. The Friends of the Library paid the \$450 required to cover program costs.

### City Council Student Representative Haley Holborn

Reported that Prom and Spirit Week was held last week at the High School and Senior projects are also due. Graduation is slated for June 6<sup>th</sup>.

### Council and Ad Hoc Committee Reports

1. Mayor Helenberg reported that over 80 volunteers worked on numerous projects during Spring Clean-Up Day held May 3<sup>rd</sup>. Projects included work on Jackson Hole retention pond and also landscaping at the north end of Front Avenue. Mayor Helenberg also volunteered during the event.
2. Councilmember Teter stated that Ash Kickers obstacle run will be held this week at Toutle River RV Resort. At this time over 1100 runners have pre-signed up for the event.
3. Councilmember Rose also participated in the Spring Clean-up Event by volunteering at Parker's Restaurant lot.
4. Reminded councilmembers that due to the Memorial Day holiday, the next city council meeting will be Tuesday, May 27<sup>th</sup>.

### CONSENT AGENDA

1. Councilmember Queen made a motion, seconded by Rose to approve the minutes to the April 28, 2014 city council meeting. By roll call vote, unanimous 'Aye'.
2. Councilmember Teter reported he reviewed expenditures for April 2014 as presented in the Fund Transaction Summary report.  
Councilmember Queen made a motion, seconded by Kessler to approve the April expenses in the amount of \$329,829.83 and further described as check numbers 44832 through 44905 for general expenditures and check numbers 24077 through 24106 for payroll expenses, and adjustment numbers 337-4/14, EFT Payroll 4/15/14 and 4/30/14 and NACHA Batches #1666847 and #1665264. By roll call vote, unanimous 'Aye'.

### OLD BUSINESS

1. Councilmember Kessler made a motion, seconded by Davis to approve Resolution No. 2014-06, a resolution amending Resolution No. 2006-18 to include land use fees for recreational marijuana facilities, on second reading. By roll call vote, unanimous 'Aye'.
2. Councilmembers reviewed a letter from the Board of County Commissioners advising that the Big Idea Board has voted to support the city's projects for 2014. In addition, the correspondence requests city council take action to agree to pay \$1,353,52 to Woodland and Kalama for the remaining amount owed for their Big Idea projects as follows: \$561.57 to City of Kalama for the Kalama Blues Festival and \$874.82 to the City of Woodland for their visitors center. In addition, Clerk-Treasurer Covington noted it is the city's turn to receive funding from the Big Idea agreement for projects approved by city council at their February 10, 2014 regular council meeting. However, Claire Hauge, County Financial Director has stated the county will only pay their portion of the Big Idea contribution on a cost reimbursement basis. Covington noted the city does not have adequate cash flow to pay for the new visitor center building and she requested council approval to enter into an interlocal agreement with Cowlitz County for their portion of the Big Idea contribution owed to the city. Randolph stated the county is trying to protect their right to recover funds that have not been expended in accordance to the agreement.  
Mayor Helenberg tabled action on this issue to allow the city attorney an opportunity to contact Cowlitz County to ascertain if an interlocal agreement is possible.

3. Councilmember Rose has not been able to seek a city representative to the Big Idea Board to replace Doug Parker and asked that this subject be included on the next agenda.

#### NEW BUSINESS

1. Castle Rock Fair Board requests approval to use city streets for the annual Castle Rock Fair parade and to use right-of-way for posting signage for the Castle Rock Fair in July. Mayor Helenberg stated the parade route is unchanged from past years. Councilmember Queen made a motion, seconded by Davis to approve the request submitted by Castle Rock Fair Board. By roll call vote, unanimous 'Aye'.
2. Mayor Helenberg and the city councilmembers received a letter from Aneilia Moore requesting consideration for development of an off-leash dog park. By consensus, councilmembers directed the city clerk to forward the request to the Castle Rock Park Board commissioners for their recommendation.
3. Councilmember Davis made a motion, seconded by Kessler to approve entering into an Interlocal Cooperative Agreement with Cowlitz County in an amount not to exceed \$3,000 for a Law Enforcement Partnership Grant for alcohol compliance emphasis patrols. By roll call vote, unanimous 'Aye'.
4. Councilmember Davis made a motion, seconded by Rose to approve Ordinance No. 2014-03, an ordinance amending the taxation for gambling activities for punchboards and pull tabs, on first reading. By roll call vote, unanimous 'Aye'.
5. City Engineer Mike Johnson reports that the Huntington Avenue North Sidewalk Improvement project has been determined to be physically complete. Johnson requests council formally accept the project as complete. Councilmember Davis made a motion, seconded by Teter to accept the project as complete, based on the city engineer's recommendation. By roll call vote, unanimous 'Aye'.

#### ADJOURNMENT

There being no further business, Mayor Paul Helenberg adjourned the regular meeting at 8:22 p.m.

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Mayor Paul Helenberg

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Clerk-Treasurer Ryana Covington