

**CALL TO ORDER**

Mayor Paul Helenberg called the May 27, 2014 regular meeting of the Castle Rock City Council to order at 7:34 p.m., followed by the Pledge of Allegiance. The following councilmembers were present: Ray Teter, Lee Kessler, Earl Queen, Mike Davis and Ellen Rose.

**PRESENTATION:**

1. Myron Nelson, President of Castle Rock Senior Center, thanked city councilmembers for amending the lease to reduce the center's cost to the city. Nelson stated as a result, they are able to provide additional services to the seniors. Nelson gave a historical background of the 'Bridging The Generations' program at the Senior Center. This program promotes interactions between High School students and the seniors at the center. He introduced Haley Holborn, Maggie Ashby and Mikayla Risner, Castle Rock High School students who have participated in the program. The students read essays describing the impacts and experience this program provides.
2. Mayor Helenberg thanked Haley Holborn, 2013/2014 City Council Student Representative, for attending council meetings and providing a means of communication between the city and High School students. The mayor temporarily recessed regular session for cake and refreshments to be served.

**BUSINESS FROM THE FLOOR:**

1. Terry Badley, Larsen Lane encouraged city councilmembers to actively pursue corrections needed to the proposed FEMA FIRM map. Public Works Director Dave Vorse stated he has been in contact with FEMA representatives. He noted FEMA is requiring a letter of appeal to be filed; however this requires a lead agency to appeal on behalf of the property owners. At this time four property owners have contacted the city and would like to appeal the designations proposed in the draft map. Two of the property owners represent property on Larsen Lane, with the other properties being located at the intersection of PH-10/Mosier Road and also in Green Acres. Vorse explained the process and content basis for the appeal. He noted the properties located at PH-10/Mosier Road and also in Green Acres involve drainage ditches that FEMA has mapped as flood areas. Vorse stated Cowlitz County has offered to provide LiDar information of those areas which would be provided with the appeal. An engineered survey map of the Larsen Lane area showing elevations has already been provided to FEMA by landowner Roy Henson and Vorse stated the appeal also will need to reference this document. Vorse stated a letter of appeal must be signed and sent to FEMA by June 24<sup>th</sup>. He noted a letter of support may require additional staff time to gather documents.

Councilmember Kessler made a motion, seconded by Queen to support serving as the lead agency and sending a letter to FEMA outlining the reasons for the appeal. By roll call vote, unanimous 'Aye'.

**PROCLAMATION:**

Mayor Helenberg presented a proclamation designating June 22, 2014 as World Harmony Run Sri Chinmoy Oneness-Home Peace Run day in Castle Rock. The World Harmony Run is a global relay, with participants from over 100 nations. Running teams will be visiting Castle Rock on June 22<sup>nd</sup>. The Mayor encouraged the public to attend the welcoming celebration at the Castle Rock Senior Center at 3:15 p.m. on that date.

## DEPARTMENT REPORTS

Public Works Director Dave Vorse – no report.

### Clerk-Treasurer Ryana Covington

1. Provided the Cash and Investment report, as of April 30, 2014. Covington noted the Street Fund shows a negative balance of \$178. Local Criminal Justice Fund also has a negative balance of \$1,716 which resulted from the recent police vehicle purchase. She expects this overage to be resolved when State shared revenues are received at the end of this month. The Municipal Capital Water fund also has a \$53,335 negative balance, which will be resolved when the budgeted interfund transfer of \$55,000 is made from the Water Fund.
2. Announced that the city has been awarded with an Association of Washington Cities (AWC) Municipal Excellence Award for development of the Bike Park. This was awarded under the category of ‘Empowering Citizens’; which had 18 other applications competing for this award. A videographer from AWC will be in Castle Rock on June 2<sup>nd</sup> to interview volunteers for a 4 to 5 minute video that will be shown at the state-wide conference in Spokane. Covington stated Mayor Helenberg has requested she attend the conference to accept the award on behalf of the city.

### City Council Student Representative, Haley Holborn

Reported that graduation will be held on Friday, June 6<sup>th</sup>. Other upcoming events include the Junior class Tolo and the High School Field Day.

### Council and Ad Hoc Committee Reports

1. Mayor Helenberg reminded councilmembers of the second annual Chamber of Commerce Breakfast, June 12<sup>th</sup> at Parker’s Restaurant.
2. Mayor Helenberg reported the Front Avenue Ribbon cutting event was attended by 80 to 100 people, including representatives from three congressional districts, Cowlitz County Commissioner Mike Karnofski and Scott Walstead from Cowlitz Economic Development Council. In addition, plaques were given to numerous community volunteers and organizations.
3. Councilmember Teter stated the Ash Kicker Obstacle Run, held at the Toutle River RV Resort was very successful this year.
4. Councilmember Rose reported recent visitors to our community enjoyed the use of the bike park.
5. Councilmembers reviewed report summaries provided by Nancy Chennault, CEDC representative. Summaries included updates on the Castle Rock America In Bloom progress, Castle Rock Community Development Alliance meeting, and Cowlitz Economic Development board meeting.

## CONSENT AGENDA

1. Councilmember Queen made a motion, seconded by Davis to approve the May 12, 2014 regular council meeting minutes, as presented. By roll call vote, unanimous ‘Aye’.

## OLD BUSINESS

1. Councilmember Teter made a motion, seconded by Kessler to approve Ordinance No. 2014-03, an ordinance amending the taxation for gambling activities for punchboards and pull tabs, on second reading. By roll call vote, unanimous ‘Aye’.
2. Councilmember Kessler made a motion, seconded by Davis to enter into an Interlocal Agreement titled ‘The Big Idea’, with Cowlitz County and the cities of Kalama, Woodland, Kelso and Longview;

and to approve contributions to the cities of Woodland and Kalama for projects completed in previous years. By roll call vote, unanimous 'Aye'.

Covington noted the city attorney is currently working with the county to develop an Interlocal Agreement between the city and county to allow a better cash flow option for the county's Big Idea contributions toward the city's 2014 project.

3. Councilmember Rose recommends appointing local business owner, Chris Gould to the Big Idea board. Her appointment would fill the position recently vacated by Doug Parker. Councilmember Davis made a motion, seconded by Queen to approve appointment of Chris Gould to this board, as recommended. By roll call vote, unanimous 'Aye'.

## NEW BUSINESS

1. Councilmembers reviewed the proposed Interlocal Agreement with Cowlitz County for use of jail facilities. Chief Heuer stated he attended negotiations for this agreement and recommended acceptance. In response to Mayor Helenberg's question, Heuer stated the Interlocal agreement requires the city to use the county jail facilities. The city could only seek the use of other jail facilities if the county jail cannot accommodate. In answer to Councilmember Teter's question relating to the use of work release in lieu of jail time, Chief Heuer stated there have been issues with work release. Councilmember Kessler noted work release must be ordered by the court. Councilmember Teter made a motion, seconded by Kessler to approve entering into the Interlocal Agreement with Cowlitz County for use of jail facilities. By roll call vote, unanimous 'Aye'.
2. Emily Schlecht, Cowlitz Street East provided written request for an adjustment of her utility account in the amount of \$336.96 due to a leak. The leak has been repaired and documentation provided as required by Ordinance No. 2010-02. Councilmember Kessler made a motion, seconded by Davis to approve the leak adjustment requested by Schlecht in the amount of \$336.96. By roll call vote, unanimous 'Aye'.
3. Covington requested council approval of several invoices for engineering services submitted by Gray and Osborne. Copies of the invoices were provided for council review. She noted the invoices were not received in time to be submitted with the April invoices approved at the last council meeting. Councilmember Davis made a motion, seconded by Rose to approve Gray and Osborne invoices in the amount of \$1,658.01, as presented. By roll call vote, unanimous 'Aye'.
4. Councilmembers reviewed the proposed consulting agreement contract between Cowlitz County, the city and Nancy Chennault. Vorse stated this is a modification of the original agreement for consulting services dated February 28, 2012; which included Phase I implementation of specific tasks identified in the city's Strategic Marketing Plan. Vorse stated the original consulting agreement was in the amount of \$18,000 and this addendum increases that amount by an additional \$25,000; for a total contract of \$43,000 to include Phase II tasks. The County will contribute \$25,000 funded from the County Rural Development grant awarded to the city. The city will contribute \$2,000 and the use of a city vehicle (valued at \$1,000) for the duration of this agreement. Vorse stated as a result of the work that was completed for the initial contract; the business vacancy rate is at the lowest level it has been for the past five years. He added one of the final goals is to provide developers with on-line data relating to property availability, development needs for specific properties and business leakage information to better recruit future investors to our city. Councilmember Kessler made a motion, seconded by Teter to approve the Consulting Agreement between Cowlitz County, the city and Nancy Chennault for Phase 2 implementation of the Strategic

Marketing Plant. By roll call vote, unanimous 'Aye'.

ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the regular meeting at 8:27 p.m.

---

Mayor Paul Helenberg

---

Clerk-Treasurer Ryana Covington