

CALL TO ORDER

Mayor Paul Helenberg called the June 9, 2014 regular meeting of the Castle Rock City Council to order at 7:33 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

None

DEPARTMENT REPORTS

David Vorse, Public Works Director

1. Announced the city has received a \$263,176 TAP grant from Regional Transportation Improvement Program (RTIP) to match with the city's other grant to construct a pedestrian and bicycle path at Exit 49. He noted this will provide enough funds to construct a concrete path on both sides of the Interstate overpass, construct a crossing near the restaurants and to landscape those sections. Cowlitz-Wahkiakum Council of Governments has amended the RTIP to include this project in the regional planning. Vorse noted the city's Six-Year Plan also will need to be amended to include this funding.
2. Reported his department has received a \$1,000 Loss Control Grant award from AWC RMSA to fund replacement of regulatory signs.

Clerk-Treasurer Ryana Covington

1. Reported that Association of Washington Cities sent a videographer to the Castle Rock Bike Skills Park on June 2nd. AWC personnel met with Jim LeMonds from Growlers Gulch Riders and Vorse to describe the project. This video will be shown throughout the AWC Annual Conference in Spokane the week of June 17th through 20th. At the conference, Castle Rock will be receiving an AWC Award of Excellence for this project. Covington stated the AWC representatives were very impressed with how the city has used and recycled items for various projects. They have requested to spotlight the city in the September/October issue of Cityvision.
2. Announced that Lisa Brosnan was recently hired by Cowlitz-Wahkiakum Council of Governments and has been assigned to the city to provide planning services. Vorse, Covington and Joanne Purvis met with Brosnan last week.

Council and Ad Hoc Committee Reports

1. Mayor Helenberg met with representatives from the Chamber of Commerce and Castle Rock Community Development Alliance to discuss options for the Exhibit Hall building. At this point, volunteers from these groups will work with the city to provide tourist information services until the new visitors center is built. Volunteers are being coordinated through the Chamber of Commerce.
2. The mayor reported he worked last week with Nancy Chennault and Bloom Team members to install landscaping at Gateway Park.

CONSENT AGENDA

1. Councilmember Queen made a motion, seconded by Davis to approve the minutes to the May 27, 2014 city council meeting. By roll call vote, unanimous 'Aye'.

2. Councilmember Rose reviewed May 2014 expenditures as presented in the Fund Transaction Summary report. Councilmember Queen made a motion, seconded by Davis to approve the May expenses in the amount of \$466,994.26 and further described as check numbers 44906 through 44995 for general expenditures and check numbers 24107 through 24136 for payroll expenses, and adjustment numbers 344-5/14, EFT Payroll 5/15/14 and 5/30/14 and NACHA Batches #1668168 and #1669703. By roll call vote, unanimous 'Aye'.

OLD BUSINESS

1. Vorse explained the city uses the Vancouver Tree List for determining appropriate trees to be used in urban areas. Vic Verhasselt, ABT Development chose a two species of trees from that list to complete the city's requirement for placement of street trees in the Lois Dye Subdivision. Vorse stated once the choice was made, he consulted with Nancy Chennault for her opinion on planting within the four-foot parking strip. It was Chennault's opinion that both species would create issues as they grew, due to the limited width of the planter strip. Chennault recommended species that were more columnar in shape. Vorse stated two other issues are also factors; it is very late in the season for planting trees and it will be difficult to order the 36 – 46 trees required to meet this requirement.

To seek a solution, Vorse met with Verhasselt. Three options were identified:

- council could rescind the requirement for planting street trees;
- order the trees and plant them before Mr. Verhasselt's bond expires for the project;
- Mr. Verhasselt could give the city funds to purchase appropriate trees and have the city plant them during the normal tree planting season. Vorse stated this payment would need to be made before the bond expires. Mr. Verhasselt stated in this option, he would want a condition included in any agreement with the city that if the city did not plant the trees; those funds would be returned to Mr. Verhasselt.

Vorse stated in negotiating with Mr. Verhasselt on the value of the trees, there was a discrepancy on the size and diameter of the tree to be provided. Vorse noted the city's specs do not clearly address any minimum. Vorse researched the Vancouver Tree requirements that note the tree must be at least six feet tall and 2" in caliper. Mr. Johnson stated typically engineering firms would design for a minimum size of 2" to 3" caliper. Mr. Verhasselt stated he intended to plant trees that were six to eight feet tall and 1 ½" to 2" caliper.

Vorse stated in addition to the cost of the tree, additional materials such as root barrier would increase the cost of each tree to an estimated \$120/tree. Mr. Verhasselt's estimate was \$65 to \$75 per tree because of the smaller caliper size that he intended to use.

Mr. Verhasselt stated his cost estimate for additional materials was close to what Mr. Vorse had estimated, however he feels that a tree of 1 1/2 " caliper at 6' to 8' tall is sustainable. Verhasselt noted that larger trees increase shipping costs.

Mr. Verhasselt stated he does not agree with installing street trees in such a narrow planting strip because of the location of the water mains within the subdivision. Vorse stated he has not had problems with roots in water mains and that quality of the subdivision was the reason for the requirement. Mr. Johnson stated installing street trees near a water main is not ideal; but he did not

feel it was a significant issue.

In answer to Mayor Helenberg's question, plant expert Nancy Chennault stated if chosen correctly, street trees will not seek water. She stated she is aware of the narrowness of the boulevard, since she has been working with landowners on their private landscapes. Her personal opinion would be for Mr. Verhasselt to provide the funds directly to the private landowner, which would allow the property owner to plant the tree of their choice in their front yard and it would not be in the planter strip.

Councilmember Kessler stated he likes the idea of not having a monoculture; this would create variety to the landscape. Councilmembers noted that not all of the lots are being developed and timing is short due to the length time remaining on the bond. Of the 28 lots; only 18 are being developed. There are 36 trees required to be planted; which is one for each lot and the remaining for the park. Councilmembers discussed options for who would retain the funds until all lots are developed. City Attorney Frank Randolph stated the bond expires on the 23rd of this month and the tree issue must be resolved prior to that time.

Mayor Helenberg suggested council consider the option of Verhasselt paying the city for the value of the trees and the city would install the trees this fall in the planter strip. Randolph stated there is not enough time to negotiate other options before the bond expires.

Councilmember Davis made a motion, seconded by Kessler to have Mr. Verhasselt (ABT Development) pay the city for the value of the trees and the city will install the trees in the planter strips during the appropriate planting season.

Discussion: Mr. Verhasselt stated he would gift \$7,500 for the purchase of trees, to be planted by public works in the planter strips later this year. Mr. Verhasselt stated he would not support planting of the trees on the private lots because it may be years before all of the lots are sold. He noted delaying planting will also allow a wider selection of trees for the city. Verhasselt stated he would provide a check to the city this Wednesday in the amount of \$7,500 for the trees and \$10,000 for park improvements as required by the subdivision approval.

Vote on the motion: Unanimous 'Aye'.

Councilmembers authorized city attorney Frank Randolph to negotiate the conclusion of this project with ABT Development and authorize removal of the bond upon completion of the subdivision sidewalks and receipt of payment from ABT Development of \$7500 for the street trees and \$10,000 for park improvements. Mayor Helenberg thanked Mr. Verhasselt for his efforts to complete the subdivision requirements.

NEW BUSINESS

1. Councilmembers reviewed correspondence from Lisa Romano, Community Engagement Specialist for Mt. St. Helens National Volcanic Monument requesting a letter of support for returning public ownership to the High Lakes area. By consensus, councilmembers agreed to send a letter of support.
2. By consensus, councilmembers gave permission to the Castle Rock Senior Center to close the parking lot at the south end of the City Hall building for a High School Jazz concert. The closure will be June 10th, from 1:00 pm to 5:00 pm.

3. Mayor Helenberg stated he was asked by former city councilmember Glenn Pingree to consider providing port-a-potties at Lions Pride Park on July 4th. Each year there are large crowds of people who gather for the Fourth of July, which overloads the existing facilities. Councilmember Davis made a motion, seconded by Rose to expend up to \$185, plus tax, for two standard units and one hand washing station to be placed at Lions Pride Park on July 4th. By roll call vote, unanimous ‘Aye’. Funds for the port-a-potties will come from the DOT Spoil Site Fund.
4. Public Works Director Dave Vorse distributed pictures of the south entry door to Castle Rock Brake and Alignment, 16 A Street SW. This entryway into the building is located very close to the intersection of Front Avenue and A Street SW. City Engineer Mike Johnson explained when the intersection was designed for the Front Avenue project, the city was required to include an ADA ramp; requiring sloping at that intersection. Prior to construction, the south entry door to the business was already six to eight inches above grade, and when the design for the ADA ramp was done, it created a higher step down when exiting that door. Engineered plans attempted to mitigate this issue by lessening the slope.
Vorse described several considerations to further mitigate the issue, however the building is located so far within the corner, that the doorway step down cannot avoid the slope. He noted the best solution would be to move the door to an area which is currently a window and the building owner is agreeable to this solution. However because this is a brick block building, the cost estimate for moving the door is \$4,000. Councilmember Davis stated he could not understand why this is the city’s responsibility and not an engineering issue. He did not feel this was the city’s responsibility to fix. In answer to Councilmember Kessler’s question, Johnson stated moving the door was considered; but was not the preferred option. This option was discussed with the business owner prior to construction and they were not agreeable at that time to move the door. Johnson stated a five-foot cleared travel path is required to comply with ADA standards.
Johnson stated it would be difficult to attempt to go back to the funding sources to pay for mitigating the issue. He noted Transportation Improvement Board (TIB) would require justification prepared by the engineer; and adding those engineering costs would double the estimate. Vorse stated the cost estimate is under the \$7500 threshold; so formal bids are not required. Councilmember Kessler asked if the business would be willing to share costs; especially since there was a prior existing issue with the door being so high over grade. Mayor Helenberg stated he has spoken with the owner and does not feel this is an option and the building owner feels this is the city’s liability. Mayor Helenberg added that the business changed ownership shortly after the project began.
Councilmember Queen recommended that the public works director seek other estimates for comparison. In answer to Councilmember Kessler’s question, Vorse stated funding for the project would come from the Arterial Street Fund. Vorse noted this is an unanticipated expense for that fund and he advised a budgetary amendment might be required at year-end.
Councilmember Queen made a motion, seconded by Kessler to direct Vorse to solicit a couple more estimates and to authorize an amount not to exceed \$4,000 for moving the door entrance. By roll call vote, unanimous ‘Aye’.
5. Bids for replacement of the City Hall roof were opened on June 4th. The following bids were received;

Contractor	30-year roof	50-year roof	Cost per hour
D&D Construction, Puyallup, WA	\$11,250	\$12,750	\$85/hour
Weatherguard, Inc Longview, WA	\$7,820	\$9,250	\$78/hour

Vorse stated he added the hourly rate in case there were additional issues, such as replacement of decking, that need to be addressed.

Councilmember Kessler made a motion, seconded by Teter to award the bid to Weatherguard Inc. for the 50-year roof at a cost of \$9250. In addition, an additional \$3,000 is allocated to cover any additional related repairs, if needed. By roll call vote, unanimous 'Aye'.

6. Councilmember Kessler made a motion, seconded by Teter to accept the model policy prepared by Municipal Research and Service Center to address recent Washington State legislation for new unpaid holiday requirements. By roll call vote, unanimous 'Aye'.

EXECUTIVE SESSION

Mayor Helenberg adjourned regular session at 8:30 p.m. for a fifteen minute Executive Session to discuss a personnel issue. Mayor Helenberg resumed regular session at 8:43 p.m.

ADJOURNMENT

There being no further business, Mayor Paul Helenberg adjourned the regular meeting at 8:44 p.m.

Mayor Paul Helenberg

Clerk-Treasurer Ryana Covington