

CALL TO ORDER

Mayor Paul Helenberg called the May 9, 2016, 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: Art Lee, Lee Keesler, Ellen Rose, and Earl Queen. Councilmember Mike Davis was absent.

BUSINESS FROM THE FLOOR

1. Jana Gann, Festival of Lights committee member provided an update of the Community Bazaar that was held on April 23rd. This was a fund-raiser for the Festival of Lights Christmas event. She noted this was well attended and she thanked city council for the use of the former Exhibit Hall building.

DEPARTMENT REPORTS

1. Public Works Director Dave Vorse provided updates on several projects:
 - Water Treatment Plant filter repair work will begin Monday, May 16th; with repairs to be completed by June. Currently the Water Treatment Plant has been using wells to supply the water to customers and Vorse expects the plant to be fully functional by the end of June.
 - State Route 504 Pedestrian Improvement project is on schedule. He thanked the Police Department for placing a speed meter last weekend within the construction area to remind motorists to slow down.
 - Vorse submitted three grants for proposed projects; #1 Recreation Conservation Organization (RCO) for extension of the Riverfront Trail from the north trailhead to the new Visitor Center and a restroom facility at the north trailhead (\$486,000), and two grants to the Washington State Pedestrian Bicycle Program (managed by Washington State Department of Transportation). One of those grants is to complete the pedestrian improvement project on State Route 504 and the other grant is for the same Riverfront Trail extension project as included in the RCO grant application. On May 18th Vorse will be providing a draft presentation to RCO.
2. City Planner Deborah Johnson provided a handout to city council summarizing discussions held at the AWC Small City Connector meeting on April 26th in Toledo, WA.
3. Clerk-Treasurer Ryana Covington provided councilmembers with a first quarter 2016 budget report. Documents provided included: January – March Cash And Activity Report for 2016 and 2015, Revenue Comparison report for General Fund comparing 2016 first quarter revenues with 2015 revenue totals for the same period. Covington stated 2016 General Fund revenue totals are approximately \$32,000 lower than in 2015 for the same period. She noted 2016 revenues from utility taxes (electricity), gambling taxes and court fines are the reason for the lower revenues. She will be contacting PUD of Cowlitz County to follow-up on the utility taxes for electric services. Councilmember Lee stated he would also be interested in why the utility tax for electric services is less than in 2015.

COUNCIL AND AD HOC COMMITTEE REPORTS

1. Mayor Helenberg reported the annual Spring Clean-Up Day held on April 23rd was very successful; with almost 100 volunteers working that day.

Mayor Helenberg reported that Comcast Days event, held April 30th, and sponsored by Comcast was

also very successful. Over 90 volunteers comprised of Comcast employees and city residents worked at the South Huntington Avenue Entrance Feature. Helenberg noted that Councilmembers Lee, Kessler, Rose and Queen and city employees from public works, employees from Cowlitz Fire District #6, Police Chief Heuer, Sergeant Neves and Clerk-Treasurer Covington also volunteered. Mayor Helenberg stated he was proud of the community support for this event and for the amount of work that was accomplished. Public Works Director Vorse stated Comcast was very excited about the number of community volunteers present; adding that the number of community volunteers matched the number of Comcast volunteers. Vorse stated the Entry Feature should be completed this summer and a ribbon cutting will be held at that time.

2. Nancy Chennault, Cowlitz Economic Development (CEDC) representative will attend their board meeting tomorrow.

CONSENT AGENDA

1. Councilmember Queen made a motion, seconded by Rose to approve of the minutes of the April 11, 2016, regular council meeting. By roll call vote; unanimous 'Aye'.
2. Councilmember Queen made a motion, seconded by Kessler to approve the minutes of the April 25, 2016, regular council meeting. By roll call vote; unanimous 'Aye'.
3. Councilmember Queen made a motion, seconded by Lee to approve the minutes of the May 2, 2016, special council meeting. By roll call vote; unanimous 'Aye'.
4. Covington reported that Councilmembers Lee and Rose reviewed April invoices. No issues were noted. Councilmember Kessler made a motion, seconded by Queen to approve the April expenses in the amount of \$709,939.42 as described on the Fund Transaction Summary Report and further described as check numbers 47070 through 47155 for general expenditures and check numbers 24727 through 24746 for payroll expenses, adjustment number 449-4/16, EFT Payroll Draw 4/15/16 and EFT Payroll 4/29/16, NACHA Draw #1767527 and Month End NACHA Batch#1769799. By roll call vote, unanimous 'Aye'.

OLD BUSINESS

1. Councilmember Lee made a motion, seconded by Rose to adopt Amended Ordinance No. 2016-01, an ordinance adopting a moratorium against retail sale, growing, production, processing, collective gardens and cooperatives of marijuana intended for medical and/or recreational use in all zoning districts of Castle Rock; establishing one year as the effective period; setting a public hearing in order to take public testimony regarding the moratorium; referring the matter to the Planning Commission for hearing and review; adopting a work plan and declaring an emergency in support of immediate effect in order to avoid incompatible development prior to proper regulation, on second hearing. By roll call vote, unanimous 'Aye'.

NEW BUSINESS

1. Castle Rock Senior Center President Myron Nelson requested permission to close the south end parking lot at City Hall on June 2nd from 1:00 p.m. to 5:00 p.m. for the annual Castle Rock Jazz Band concert. Councilmember Kessler made a motion, seconded by Lee to approve Mr.

Nelson's request to close the south end parking lot at City Hall for that purpose. By roll call vote; unanimous 'Aye'.

2. Councilmembers reviewed Change Order No. 1 from Advanced Excavating Specialists (AES) for the Exit 49 Pedestrian Improvement project, in the amount of \$5,500. Vorse explained the change order is to furnish and install a 40 –foot steel halfpipe over the existing 16-inch diameter water main to protect the water main at the driveway to parcel number 30847 (Crossroads Plaza). Vorse stated this will add approximately two working days and will be funded by Regional Water. Approval of this change order will bring the approved contract amount to \$460,222.50. In answer to Councilmember Kessler's question; Vorse stated there are funds available in the Regional Water Fund for this change order; and the engineer has been instructed to provide a separate billing for this portion of the contract. Vorse noted this is a critical water main supplying the regional system for both the city and county services. Vorse stated AES has almost completed all of the excavation for the project. Councilmember Kessler made a motion, seconded by Rose to approve Change Order No. 1 for AES in the amount of \$5,500 for the Exit 49 Pedestrian Improvement project; with payment from the Regional Water Fund. By roll call vote, unanimous 'Aye'.

Clerk-Treasurer Covington provided a spreadsheet summarizing available revenues and expended amounts for this project. Available revenue for this project is \$582,822. As of April 30, 2016, \$216,663.66 has been expended; leaving a balance of \$366,158.34 in available funding.

The remaining cost for contracted obligations to be expended for approved engineering and construction contracts is \$367,667.29.

3. City Planner Deborah Johnson presented proposed Ordinance No. 2016-02, an interim ordinance clarifying the shoreline administrator role and amending Chapter 18.12 of the Castle Rock Municipal Code. Mayor Helenberg stated this ordinance is required to allow the city planner to sign future shoreline permits submitted to the city. Councilmember Kessler made a motion, seconded by Queen to approve Ordinance No. 2016-02 on first reading. By roll call vote, unanimous 'Aye'.
4. Mayor Helenberg introduced Richard Skreen as the newly appointed member of the Castle Rock Planning Commission. The mayor also asked Jana Gann if she would be interested in also serving on the Planning Commission. Mrs. Gann agreed to be appointed to the commission. By consensus, councilmembers agreed to the appointments.
5. Mayor Helenberg presented Chief Heuer with a proclamation for National Police Week; May 15th through May 21st. The mayor also directed that pursuant to Public Law 103-322 that all flags be flown at half-staff on May 16, 2016 in honor of Peace Officer's Memorial Day.

ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 8:07 pm.

Mayor Paul Helenberg

Clerk-Treasurer Ryana Covington