

**CASTLE ROCK CITY COUNCIL**  
**August 23, 2010 Meeting Minutes**

**CALL TO ORDER**

Mayor Paul Helenberg called the meeting to order at 7:34 p.m.; followed by the Pledge of Allegiance.

**ROLL CALL**

The following councilmembers were present: Ray Teter, Glenn Pingree, Earl Queen, Jack Reilly and Mike Mask.

**AGENDA ORDER:**

Mayor Helenberg addressed the issue regarding the Notice of Intent To Annex; council consideration to accept, reject or modify the geographic area; determination of a requirement to amend the city Comprehensive Plan; and requirement for assumption of indebtedness. Area includes properties within the Westside utility service area; map of proposed area is available at City Hall Finance Office.

City Planner TJ Keiran stated the area is approximately 275 acres, valued at \$11,420,930 and is located on the west side of the river. He noted that a map of the area proposed for annexation is included in the Notice of Intent, along with a list containing the owner's name, parcel number, site address and assessed valuation. The city clerk has verified that adequate signatures are included on the Notice of Intent to Annex.

The city council must decide the following issues:

- whether to accept, reject or modify the geographic area;
- whether a Comprehensive Plan amendment is necessary;
- whether an Assumption of Indebtedness is required.

Keiran outlined the process taken by the Annexation Committee to ascertain the area of interest for annexing into the city. Results of both surveys and personal contact indicated that 70% were inclined to annex, 20% did not respond, and 8% was not interested in annexing. Notices of this council meeting were sent to all property owners within the proposed area, as well as all property owners within 300' of the proposed area.

Keiran explained that he feels a Comprehensive Plan amendment would be necessary, since residents noted that the city's existing map does not accurately reflect the current uses within the proposed area for annexation. Councilmember Reilly noted that it was the direction of the council to have the Planning Commission work to amend the Comprehensive Plan and map to allow existing uses to continue in those areas.

Covington provided a memorandum outlining the city's existing General Obligation and Revenue Debt. Covington stated the impact on the General Obligation debt would be approximately 5¢ annually, based on a \$100,000 valuation. The Revenue Debt is repaid through user charges and would be unchanged as a result of the annexation, since the majority of the area is already a part of the city's utility system.

Because the estimated timeframe to complete the annexation process will not be until early in 2011, those properties within the annexed area would not be assessed the city tax rate, nor be responsible for any excess levies until the 2012 tax assessment period.

Mrs. Dick Moore asked if properties will be assessed based on the zoning assigned by the city. Covington stated she has spoken with Jeanine Stephens from the Cowlitz County Assessor's office who stated that properties are valued at their current, or future use – not on the zoning assigned by an entity. In answer to Mr. Dick Moore's question, Covington stated that all properties pay the same tax rate, however the county assessor will evaluate each property to determine the assessed valuation amount. Mr. Keiran advised that last year the county assessor provided a similar presentation to the city council explaining how tax valuations are developed.

In answer to Joe Godinho's question, Mayor Helenberg stated that everyone pays the same tax rate – only the valuation for each property is different.

Mr. Moore stated he met with the city planner earlier today and was satisfied with the conversation and proposed zoning designation. Keiran stated revaluations of property are triggered by the following: reassessment every four years, building permit activity, or any building permit activity by a neighbor.

Randy Gardner (Parcel #62190) would prefer that his property be removed from the portion considered for annexation. He stated his concern centers on his ability to continue to raise cattle on his property and to be assessed 'open space' for tax purposes. Keiran stated that any property owner can solicit to be assessed open space, or timber. Whether a parcel is located within an incorporated area does not matter to the County Assessor's office when these designations are approved. Keiran also informed Mr. Gardner that city council has requested the Planning Commission to begin work on zoning ordinance to address the fairgrounds, motorcycle track and farmland use as open use. Keiran encouraged Mr. Gardner to work with the Planning Commission as these ordinances are developed. Mayor Helenberg noted that it would be a benefit to Mr. Gardner to participate in the annexation process.

In answer to Mr. Moore's question, Keiran stated that the city cannot legally adopt zoning regulations for properties outside the city limits. He added that the planning commission and city council has already developed a draft map outlining the proposed zoned areas. Mr. Moore stated he would like to have some assurances and does not want the zoning to be changed once the annexation is completed. Councilmember Pingree stated the council's intent is to work with property owners to preserve their current use.

Keiran showed council the draft map proposed by the Planning Commission to protect the existing uses. He noted the zoning will need to be a 'hybrid' use combining commercial/light industrial with the existing residential uses.

Mr. Moore stated he would like to consider options for expanding his existing wholesale business to include retail. He felt it is a benefit for development to work with the city's building and planning department.

Randy Gardner stated he has discussed the issue with his family members and he is now in favor of participating in the annexation process.

Councilmember Mask made a motion, seconded by Queen to accept the geographic area proposed in the Intent to Annex, amend the city's comprehensive plan, zoning and map to include existing uses and to approve assumption of indebtedness. By roll call vote, unanimous 'Aye'.

Covington thanked the residents on the Westside for working with staff to provide needed information regarding the proposed scope for the annexation.

### **BUSINESS FROM THE FLOOR**

Linda Knowles, Castle Rock Eagles #556 requests approval to close the alley, October 9, 2010 from 2:00 p.m. – 8:00 p.m. for an Oktoberfest Event, including a beer garden.

Councilmember Mask made a motion, seconded by Teter to allow the Castle Rock Eagles #556 to close the alley for their Oktoberfest event, October 9, 2010. By roll call vote, unanimous 'Aye'.

### **DEPARTMENT REPORTS**

Attorney	Reported that the requests for proposals for indigent defense have been solicited and are due back by September 17 <sup>th</sup> .  The title to the Exhibit Hall has been resolved and the assessor should have updated their files to reflect city ownership.
Public Works	FEMA letter regarding levee certification status. Due to the absence of the public works director, Mayor Helenberg deferred discussion until the next meeting.
Building-Planning	Keiran announced that the Lois Dye subdivision final plat has been received and filed.
Clerk-Treasurer	July Fund Summary report distributed. Covington answered questions pertaining to the use of various funds.  Mayor Helenberg questioned who has the authority to use the Amy Thompson Library Trust Fund. Covington stated she will research past correspondence from the previous city attorney.  July Utility Comparison Report – Covington noted a net loss of \$36,901 for the Water-Sewer Fund.
Librarian	Selander reported the unofficial excess levy results are 62.21% - Yes and 31.79% - No.
Exhibit Hall/Visitor Info. Center Manager	Johnson stated tomorrow she will be attending a County Tourism Stakeholder's meeting and on September 1 <sup>st</sup> she will be attending a grant writing workshop sponsored by the WSU Extension Service.

### **COUNCIL AND AD HOC COMMITTEE REPORTS**

Mayor Paul Helenberg	Read an invitation to attend Commissioner Johnson's retirement function. Councilmember Mask stated he would like to attend. Vorse and
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Covington also will be attending.

Councilmember Glenn Pingree Attended the county watershed meeting. On Thursday, he will be attending a CARE Coalition meeting.

Councilmember Jack Reilly Attended the Cowlitz Housing Advisory meeting and the Housing First meeting.

**CONSENT AGENDA**

a. Approval of Minutes – August 9, 2010 Regular Council Meeting  
Councilmember Teter made a motion, seconded by Pingree to approve the August 9, 2010 minutes. By roll call vote, unanimous ‘Aye’.

**REGULAR AGENDA**

**OLD BUSINESS** -

a. Resolution No. 2010-09, a resolution adopting a Greenhouse Gas Emission Reduction policy, on second reading.  
Councilmember Pingree made a motion, seconded by Teter to approve Resolution No. 2010-09. By roll call vote, unanimous ‘Aye.’

b. Water Treatment Plant Chemical Procurement bid results; council approval. Councilmembers reviewed the following bid results:

BIDDER	Alum Sulfate 4,000 Gallons	Sodium Hypochlorite 12.5% (400 Gallons)	Sodium Fluoride (2,000 lbs)	Chlorine 3,000 lbs
JCI Jones Tacoma, Wa	No Bid	No Bid	No Bid	\$1.333/lb \$3,999
General Chemical LLC Parsippany, NJ	\$1.4445/gal \$5,778	No Bid	No Bid	No Bid
Northstar Chemical Sherwood, OR	\$1.354/gal \$5,416.80	No Bid	No Bid	No Bid
Univar USA Kent, WA	No Bid	\$1.17/gal \$468 or \$5.85/gallon. Pails are 5 gal each Requires min. order of 6 pails + FSC of \$50	\$.745/lb \$1490.00 Requires min. order of 40 bags + FSC of \$50	No Bid
Airgas, Norpac Portland, OR	No Bid	No Bid	No Bid	\$2.02/lb \$6060.00
Cascade Columbia Distribution Sherwood, OR *\$25 energy surcharge/invoice + applic state tax	\$388.00 dry ton \$4134.53	\$36.75/pail \$2940	\$.84/lb \$1680	No Bid
Kemira Water Solutions Inc Lawrence, KS	No Bid	No Bid	No Bid	No Bid

City Engineer Mike Johnson summarized low bidders as: Cascade Columbia for alum sulfate; Univar for sodium hypochlorite and sodium fluoride; and JCI Jones for chlorine.

Councilmember Pingree made a motion, seconded by Queen to award the chemical bids as described by the city engineer.

Discussion: In answer to Councilmember Mask's question; Mr. Johnson stated the cost of the chemicals in the 2010 bids were either the same or less than in 2009.

By roll call vote, unanimous 'Aye'.

**NEW BUSINESS** –

a. Resolution No. 2010-10, a resolution opposing the WRIA 25/26 Watershed Management Plan and the rules to implement the plan, on first reading.

Councilmember Mask made a motion, seconded by Reilly to approve Resolution No. 2010-10 opposing the WRIA 25/26 plan and implementation. By roll call vote, unanimous 'Aye'.

b. Approval to submit the following two Transportation Improvement Board grant applications; arterial street sidewalk project, arterial street project. Mr. Johnson stated one project would include construction of a sidewalk along State Route 504, in the amount of \$185,000. The Small City Arterial program includes two grant applications; one for Front Avenue from A Street to Shintaffer in the amount of \$496,000 and the other from Shintaffer to Huntington Avenue in the amount of \$380,000. All three of these grants require local match between a 3% to 5%.

Councilmember Reilly made a motion, seconded by Mask to approve submitting the Transportation Improvement Board grant applications as described. By roll call vote, unanimous 'Aye'.

Councilmember Mask requested an update on the Cowlitz Street West project. Mr. Johnson stated within the next two weeks, plans will be submitted to Washington State Department of Transportation for their approval. Then a meeting will be held with the mayor and public works director to map out the best sequencing of the project. Councilmember Mask asked Mayor Helenberg to contact business owner Cordell Piper to answer his concerns.

Councilmember Mask also asked about the status of the boat launch project. Mayor Helenberg stated that three loads of riprap will be installed this next week.

**ADJOURNMENT**

Mayor Helenberg adjourned the regular meeting at 8:48 p.m.

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Mayor Paul Helenberg

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Clerk-Treasurer