

**CALL TO ORDER**

Mayor Paul Helenberg called the January 28, 2013 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, Earl Queen, Mike Davis and Ellen Rose. Councilmember Glenn Pingree was absent.

**DEPARTMENT REPORTS****Police Chief Bob Heuer**

Sergeant Scott Neves reports that a private citizen made an anonymous donation of \$3,000 for the purchase of body armor for Reserve Officers and Cadets.

Chief Heuer introduced Justin Stenick, a new reserve officer for the Castle Rock Police Department. Stenick was a Reserve Officer in Vader, and now lives in Castle Rock.

**City Planner T.J. Keiran**

Keiran introduced Parametrix Environmental Consultant Senior Planner Derek Chisholm. The Cowlitz County Partnership for Shoreline Master Program Update includes Cowlitz County, Castle Rock, Kalama, Kelso and Woodland. This update is funded with a grant from the Department of Ecology. A joint website has been established at [www.cowlitzshorelineupdate.org](http://www.cowlitzshorelineupdate.org) for public information and comments. To enhance outreach efforts, Keiran has held workshops with property owners, the Castle Rock School Board and Castle Rock Community Development Alliance. He also plans workshops with the Fair Board and Chamber of Commerce, with hopes to also meet with North County Recreation Association. Parametrix has drafted an inventory of shoreline property and existing uses. The Planning Commission will be working diligently to draft a policy for shoreline management.

Chisholm noted that an update of the Shoreline Master Program can take quite a bit of time. The Washington State Shoreline Management Act is intended to “prevent the inherent harm in an uncoordinated and piecemeal development of the state’s shorelines”, and has four broad purposes:

1. Encourage water-dependent uses: “Uses shall be preferred which are consistent with control of pollution and prevention of damage to the natural environment, or are unique to or dependent upon use of the states’ shorelines...”
2. Protect shoreline natural resources, including: “...the land and its vegetation and wildlife, and the water of the state and their aquatic life...”
3. Promote public access: “The public’s opportunity to enjoy the physical and aesthetic qualities of natural shorelines of the state shall be preserved to the greatest extent feasible consistent with the overall best interest of the state and the people generally.”
4. Provide for the restoration of shoreline ecological functions that have been impaired by past human activities.

The deadline to complete the update is December 1, 2014. The Planning Commission will use the Castle Rock Comprehensive Plan as the foundation to draft a policy for shoreline planning and land use. The Planning Commission will apply shoreline analysis and characterization to identify ecological functions and human uses. Shoreline designations will regulate permitted uses, setbacks, types of armoring, etc. Shorelands designation extends 200 feet landward from the water's edge. Chisholm noted that Castle Rock has made great investments in the shoreline with development for public use. He noted that after the plan is adopted, development can proceed so long as there is no net loss of ecological function.

Keiran pointed out that the program will be consistent with the adopted Riverfront Trail Master Plan and the City of Castle Rock and Castle Rock School District Park and Recreation Plan. Washington State Department of Ecology requires entities to update their Shoreline Plan every seven years. Shoreline designations within city limits include the Cowlitz River, Arkansas Creek and Salmon Creek. Whittle Creek and Janisch Creek are not required to be included as their water flow does not meet the threshold, however the City does have the option of also regulating those shorelines. Keiran stated the Planning Commission will need council direction as uncertainties such as this occur.

Keiran noted that Washington State recognizes that shoreline development can be balanced through restoration. Restoration sites can be established to achieve no loss of function. Five potential restoration sites, within city limits, have been identified:

- A. Mouth of Salmon Creek;
- B. Whittle Creek;
- C. Arkansas Creek;
- D. Janisch Creek and
- E. School District site

Chisholm clarified that restoration opportunities cannot be on private property.

Mayor Helenberg asked Keiran to keep council updated throughout the process. He informed Keiran that the North County Recreation Association meets on the second Sunday of each month at 6:00 p.m.

Keiran stated that shorelines have been regulated by less stringent 1977 standards. The updated standards focus on water dependent or oriented uses such as the Riverfront Trail. Commercial development along the shoreline will be limited to water dependent uses. The Planning Commission is in favor of retaining the Mixed Use Commercial Zoning Designation. A private property owner that wants to develop a commercial endeavor which is not water oriented may be required to provide an easement for public access of the shoreline. Council will need to provide direction on the flexibility of these requirements. Chisholm will create a table with a range of available options. Vorse specified that the plan must receive Department of Ecology approval by December 2014 or they will impose regulations.

In response to a question from Councilmember Teter, Chisholm clarified that within 200 feet of the water’s edge, a property owner can build if setback and Critical Area requirements are met. If the intended use is not water dependent related, the property owner may be required to provide an easement for public use of the shoreline or invest in a restoration site as balance for loss of the resource. Shorelines are a limited resource; loss of a portion of that resource must be compensated. Single family homeowners are exempt. The intent of the Shoreline Management Act is to prevent private development from obstructing public access to the shoreline. Public access is not an issue in Castle Rock.

Public Works Director David Vorse

Vorse reports that outgoing Governor Gregoire cut the Public Works Trust Fund (PWTF) Budget. As a result, the list of projects was reduced by half which eliminated the City’s loan offer for residential street improvements. The mayor has submitted a letter to legislators seeking support for restoration of this funding. The PWTF Board had already approved \$758 million in projects which the departing governor reduced to \$305 million.

Clerk-Treasurer Ryana Covington

Covington reviewed the preliminary December 2012 Cash and Investment Activity Report. Councilmember Teter will review the end of the year report once balances are confirmed. That report will be presented at the next regular council meeting.

**COUNCIL AND AD HOC COMMITTEE REPORTS**

Mayor Paul Helenberg

Mayor Helenberg reports that last Friday he attended a stakeholders meeting regarding the Bonneville Power Administration transmission line improvement project. Also attending were David Vorse, Kieran, property owners adjacent to city limits, the Department of Natural Resources, Cowlitz County Commissioner James Misner, Clark County Senior Analyst Axel Swanson, School Superintendent Susan Barker and members of the Castle Rock School Board. BPA is extending the environmental comment deadline from March 1 to noon on March 25, 2013. An open house meeting to receive verbal comments will be held on February 4<sup>th</sup> from 5:00 p.m. to 9:00 p.m. at the Castle Rock Elementary Multipurpose Room. Helenberg stated the preferred route would significantly impact the future growth of the City of Castle Rock and devalue surrounding property. The power line will consist of a 150 foot unbuildable strip with another 200 feet of height restrictions on each side.

Mayor Helenberg appointed committee and department representatives for 2013:

<b><i>Council Liaison to City Departments</i></b>	
Law Enforcement	Glenn Pingree
Court	Earl Queen

Finance	Ray Teter	
Library	Ellen Rose	
Parks/Public Works	Mike Davis	
<b>Committee Appointments</b>		<b>Alternate</b>
Mosquito Board	Ed Smith	
9-1-1 Council	Earl Queen	Paul Helenberg
Lower Columbia Community Action Council	Glenn Pingree	
Emergency Management Advisory Committee	Paul Helenberg	
Cowlitz Public Health Advisory Committee	Ellen Rose	
Cowlitz-Wahkiakum Council of Governments	Ryana Covington	Paul Helenberg David Vorse
Regional Transportation Planning Organization	David Vorse Earl Queen	
Cowlitz Substance Abuse Coalition	Bob Heuer	
Regional Information Forum	Ryana Covington	
Cowlitz Economic Development Council	Nancy Chennault	
Watershed Mgmt/Salmon Recovery Com	David Vorse	Paul Helenberg
Regional Utility Board (2 elected rep)	Paul Helenberg Glenn Pingree	
CDBG Home Rehab Committee	Mike Davis	
Audit Committee (3)	Ray Teter, Glenn Pingree, Ellen Rose	
Chamber of Commerce	Ryana Covington	Paul Helenberg
Exhibit Hall Society	Paul Helenberg	
CARE Coalition	Glenn Pingree	
Housing Advisory Committee	Paul Helenberg	Ellen Rose
Tourism Stakeholder Committee	Karen Johnson	
Cowlitz-Lewis Economic Develop District	Ellen Rose	Ray Teter
Vulnerable Adult Task Force	Bob Heuer Glenn Pingree	
Public Information Officer	David Vorse	
Tourism 'Big Idea' Board of Directors	Paul Helenberg , Ellen Rose, Karen Johnson	

#### CEDC Representative Nancy Chennault

Mayor Helenberg noted a written report was submitted by Chennault. The Castle Rock Community Development Alliance will meet on February 4<sup>th</sup> from 6:00 p.m. to 8 p.m. at the Castle Rock Elementary Library.

#### CONSENT AGENDA

Councilmember Queen made a motion, seconded by Rose to approve the minutes of the January 14, 2013 Regular Council Meeting. By roll call vote, unanimous Aye.

#### OLD BUSINESS

Councilmember Teter made a motion, seconded by Davis to negotiate with Cowlitz County Public Works Department on a residential street chip seal project not to exceed \$35,000, as approved by the Transportation Benefit District. Overlay improvements are to be postponed until next year. By roll call vote, unanimous Aye.

#### NEW BUSINESS

1. Vorse requests approval to purchase a 2013 Ford Explorer four wheel drive utility vehicle for \$30,000. Appropriations for purchase of a new vehicle is included in the 2013 Public Works Vehicle Replacement Fund budget. Vorse noted that his vehicle needs have changed from carrying equipment to passengers. A utility vehicle more closely meets this need more so than a pickup; as it can accommodate passengers or equipment. In response to a question from Councilmember Davis, Vorse specified that the Explorer gas mileage is 17 miles per gallon in the city and 24 miles per gallon on the freeway.

Councilmember Teter made a motion, seconded by Davis to approve the purchase of a 2013 Ford Explorer four wheel drive utility vehicle, for \$30,000 as budgeted in the Public Works Vehicle Replacement Fund. By roll call vote, unanimous Aye.

2. Councilmember Davis nominated Councilmember Queen to serve as 2013 Mayor Pro Tempore, seconded by Teter. By roll call vote, unanimous Aye.
3. The Pitney Bowes postage meter contract has expired and needs to be renewed. Covington stated the amount for lease of the postage meter was budgeted. Councilmember Davis made a motion, seconded by Teter to renew the lease with Pitney Bowes for U.S. Postage Meter in the amount of \$106 per month. By roll call vote, unanimous Aye.
4. City Engineer Mike Johnson reports that the Transportation Improvement Board has approved plans for the Front Avenue North Improvement Project. Advertisements for bid proposals have been submitted, with the bid opening scheduled for February 11<sup>th</sup>. A preliminary report will be available at the next regular council meeting.
5. Councilmember Rose offered transportation to the AWC RMSA Elected Officials Training in Kalama on January 30<sup>th</sup>. Councilmembers Rose, Davis, Queen, Teter and Mayor Helenberg will attend this training.

#### ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 8:18 p.m.

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Mayor Paul Helenberg

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Clerk-Treasurer Ryana Covington