

0012 Mayor Pro Tempore Ed Smith called the 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: Greg Marcil, Julie Bean, and Jeff Skeie. Councilmember Khembar Yund was absent. Mayor Barbara Larsen was absent due to an injury.

Clerk-Treasurer Ryana Covington noted that a correction that has been made to the August 27, 2007 Regular Council Meeting minutes.

0113 Councilmember Bean made a motion, seconded by Skeie to approve the minutes of the August 27, 2007 Regular Council meeting. By roll call vote, unanimous Aye.

0143 Donna Williams, 221 Second Avenue SW, stated that her husband appeared with her at a council meeting approximately 1½ years ago to express their concerns regarding construction of an espresso stand located at 211 Second Avenue SW. She stated at that time the City Planner Don Mathison had assured Mr. and Mrs Williams that their concerns would be addressed and they would be kept abreast of progress on that project. Last Friday after the developers began working on the project, Mrs. Williams discovered that Mr. Mathison had retired and the plans had been approved by the current city planner. The Williams stated that they were not notified of the progress.

Mrs. Williams gave notice that she will submit a written appeal of the Site Plan Review in accordance with CRMC 17.78.130. She also expressed concerns regarding the abatement and environmental policies. Mrs. Williams would like a Stop Work Order issued to allow time for her to review the site plan. On Friday when she discovered the site plan was approved, Mrs. Williams immediately called City Planner TJ Keiran and made an appointment to meet with him. Mrs. Williams would like to review the site plan and have the opportunity to have her concerns addressed as to how this project will impact her property.

City Attorney Tom O'Neill reported that he has met with the Mr. and Mrs, Williams and the city planner. A Public Notice is required for preliminary plat approval, not individual notice.

In response to a question from Mayor Pro Tempore Smith, O'Neill specified that the City cannot issue a Stop Work Order at this time. The ordinance requires that a written appeal be made to the City Clerk.

Mrs. Williams pointed out that at the time the zone change was authorized, Mrs. Benson stated that they would have a survey done to assure the accuracy of property lines and provide the Williams with a copy. To date they have not been

provided with a copy of a property survey. Mrs. Williams' primary concern is that the business is being constructed too close to her bedroom to allow safe drive thru vehicle passage.

- 0812 Public Works Director David Vorse reviewed the Downtown Parking Project Phase 1. This project, located in the downtown business district will increase parking by the hardware store, the historic jail and the Exhibit Hall. Phase 1 of this project is installation of the stormwater system followed by grading and applying rock.

Vorse provided a breakdown of project funding for engineering and equipment costs, which will be funded from both the Stormwater Fund and Arterial Street Fund:

| | 2007 Estimate | 2007 Budgeted | Difference |
|----------------------|---------------|---------------|------------|
| Stormwater Fund | \$35,000 | \$20,000 | -\$10,000 |
| Arterial Street Fund | \$10,200 | \$7,000 | -\$3,200 |

Vorse requests a Stormwater Fund budget amendment for an additional \$10,000 from the non-appropriated fund balance and an Arterial Street Fund amendment for an additional \$3,200 from the funds budgeted in the Arterial Street Fund, originally designated for the Entrance Features Project Phase 3.

In response to a question from Councilmember Marcil, Vorse specified that the newly required Levee Certification will be included in the 2008 budget. Currently the Stormwater Fund has a non-appropriated balance of \$13,000. The cost estimate for the levee inspection required for certification is \$15,000 to \$20,000 plus tree removal costs.

In response to a question from Councilmember Smith, Vorse stated that the initial cost estimate did not include grading and rock. However, grading and applying rock will make the lot usable without delay. In addition, the engineer has determined that retention pond capacity should be increased. If this funding increase is approved work will begin the last week in September and end in the middle of October.

- 1086 Councilmember Bean made a motion, seconded by Skeie to approve the additional funds for the Downtown Parking Project, as requested.

Discussion: In response to a question from Councilmember Marcil, Vorse listed the streets that are funded from the Arterial Street Fund. Funds for repairs to Woodard Avenue and Balcer Street NE will come from the Street Fund.

Clerk-Treasurer Ryana Covington noted that the larger concern is expending the Stormwater Fund down to \$3,000. In response to a question from Councilmember Skeie, Vorse detailed the services that are funded from the Stormwater Fund. \$13,000 is the non-appropriated balance from the Stormwater

Fund. However, additional unspent budgeted funds are available if needed. The cost estimate to retain a contractor for this project is \$91,000. This project will double the parking spaces in the downtown district with an increase of 40 spaces.

Vote on motion: By roll call vote, unanimous Aye.

- 1317 Vorse reports that \$22,000 was budgeted from the Street Fund for an overlay project. The cost estimate for a 1½ inch overlay on Woodard Avenue NE is \$23,000. A grader patch with a chip seal on Balcer Street NE will cost \$8,000 to \$9,000. Today, the contractor prepared Balcer Street for a grader patch with chip seal.

In response to a question from Steve White, 424 Balcer Street NE, Vorse reports that three small cracks were found during a video inspection of the sanitary sewer main on Balcer Street. The cracks are not leaking and have shown no signs of movement. There was not enough time to repair these cracks before the planned street work. Vorse added here has been no sign of failure in the main. Vorse requests an additional \$4,000 allocation be approved from the General Fund for the additional cost of the overlay on Woodard Avenue and the grader patch and chip seal on Balcer Street. In response to a question from Councilmember Skeie, Vorse stated that he cannot anticipate if a crack will fail. However, this line is located on the edge of the road and repairs could be made without much damage to the street if needed. In response to a question from Councilmember Smith, Vorse reports that this is not a pressurized sewer main.

- 1567 Councilmember Bean made a motion, seconded by Skeie to approve the appropriation of \$4,000 from the General Fund to the Street Fund for a 1½ inch overlay on Woodard Avenue NE and a grader patch and chip seal on Balcer Street NE. By roll call vote, unanimous Aye.

- 1587 Clerk-Treasurer Ryana Covington requests payment of August expenditures in the amount of \$418,769.18 as outlined on the Summary of Claims and further described as check numbers 36520 through 36617 for general expenditures and check numbers 19688 through 19732 for payroll expenses.

- 1595 Councilmember Marcil made a motion, seconded by Bean to approve payment of August 2007 invoices in the amount of \$418,769.18, as described in the Summary of Claims. By roll call vote, unanimous 'Aye'.

- 1612 Covington requests approval of a travel invoice in the amount of \$429.72 for lodging expenses incurred by Public Works employee, Harold Paul Petersen.

In response to a question from Councilmember Smith, Public Works Secretary Barbara Roller clarified that Mr. Petersen will be checking out of the hotel on the morning of the 13th.

- 1669 Councilmember Bean made a motion, seconded by Marcil to approve payment to Marabeau Park Hotel in the amount of \$429.72 for training expenses. By roll call vote, unanimous Aye.
- 1720 Councilmember Bean made a motion, seconded by Marcil to approve Ordinance 2007-05, amending the Castle Rock Comprehensive Land Use Designation and rezoning certain properties on Huntington Avenue South from R1 (Residential) to C1 (Commercial), on second reading. By roll call vote, unanimous Aye.
- 1747 Clerk-Treasurer Ryana Covington explained that Resolution 2006-15 was adopted in 2006 but never utilized. She is requesting councilmembers reaffirm their vote on that resolution.
- 1784 Councilmember Marcil made a motion, seconded by Bean to approve Resolution 2006-15 authorizing investment of City of Castle Rock monies in the Local Government Investment Pool. By roll call vote, unanimous Aye.
- 1802 In response to a question from Councilmember Bean, Covington clarified that the Community Trade and Economic Development (CTED) Growth Management Service Grant (GMSG) currently before council is the second of three GMSG. Approximately \$9,000 was received from the CTED GMSG that was previously approved. These grants require a 25% match which is met with the city planner's regular compensation. In response to a question from Councilmember Skeie, Covington reports that this grant is to update the outdated Critical Areas Map and associated ordinances.
- 1866 Councilmember Skeie made a motion, seconded by Bean to approve the submittal of an application to the Washington State Department of Community Trade and Economic Development Growth Management Service Grant in the amount of \$75,000. By roll call vote, unanimous Aye.
- 1883 Councilmember Ed Smith reminded all present to take a moment on September 11th to remember those that died in the attack on the World Trade Center, in 2001.
- 1893 In response to a question from Councilmember Marcil, Vorse reports that the Castle Rock Municipal Code does not allow for the placement of political or other signage in the right-of-way. City Attorney Tom O'Neill stated that he could research requirements along state highways. Vorse stated that the City is responsible for the right-of-way along state highways within city limits.
- 1945 In response to a question from Councilmember Bean, Vorse reports that in October, the Washington State Department of Transportation indicated that they will begin working on repairs to remove the odor from the waste generated from the Toutle Rest Stop. City Engineer Mike Johnson is currently reviewing the plans.

1989 Mayor Pro Tempore Smith adjourned regular session at 8:05 p.m. for a 10 minute executive session to discuss possible litigation.

2008 There being no further business Mayor Pro Tempore Smith adjourned the meeting at 8:10 p.m.

Mayor Pro Tempore Ed Smith

Clerk-Treasurer