

0005 Mayor Barbara Larsen called the regular meeting of the Castle Rock City Council to order at 7:30 p.m., with the following councilmembers present: Khembar Yund, Greg Marcil, Earl Queen, Jack Reilly and Mike Mask.

0059 Councilmember Reilly made a motion, seconded by Mask to approve the minutes of the March 10, 2008 Regular Council Meeting. By roll call vote, Councilmember Marcil abstained, the rest Aye, motion passed.

0115 Larry Wood, Wood & Wood Development, Longview, WA., requests that council consider supporting industrial development of the Hornstra property located off I-5 at Exit 48.

0220 Jerry Nicholson, Front Avenue NW, asked about the proposed extension to the Riverfront Trail. He noted that a portion of the levee adjoining his mother's property is privately owned. Nicholson stated there is an easement for flood protection purposes, but he questioned if the easement extended to the construction of the proposed paved and lighted trail.

Public Works Director David Vorse and City Attorney Tom O'Neill will review the easement pertaining to this property for the Riverfront Trail, Northeast Extension Project.

0496 Police Officer Jeff Gann introduced two of the three new Police Cadets, Dalton Morrison and Michael Delzell. Cadet Michelle Humphreys was home ill. Gann stated this program is designed for youths, beginning at age 15, to ascertain if they may be interested in a career in law enforcement. The program allows the youth a safe experience of law enforcement duties and uniforms distinguish a cadet from an officer. There are currently five cadets assisting with tasks such as traffic control, taking statements and answering the phone. Cadets are asked to volunteer a minimum of ten hours per month.

0752 Councilmember Queen commended Police Chief Bob Heuer for the enforcement efforts to clean up some of the junk cars in the city.

0798 Public Works Director David Vorse reported that Jeremy and Leanna Benson have requested permission to place a picnic table in the right-of-way between the curb and the sidewalk at the southwest corner of the intersection of A Street and Second Avenue SW. At the recommendation of the city's insurance pool and the city attorney, councilmembers were asked to review a proposed license agreement which would outline liability issues and would not relinquish any of the city right-of-way uses. The Benson's would retain ownership of the picnic table as well as maintenance responsibilities. In addition, the picnic table cannot solely be retained for use by customers of the Benson's business, but is available for use by

the general public. Vorse added that the City Engineer has determined that this location will not cause visibility issues.

Jeremy Benson described the picnic table and how he proposes to install it.

- 1063 Councilmember Mask made a motion, seconded by Reilly to enter into a license agreement with Jeremy and Leanna Benson for placement of a picnic table in four inches of concrete in the right-of-way at the southwest corner of the intersection of A Street and Second Avenue SW between the curb and the sidewalk. By roll call vote, unanimous Aye.

Councilmember Yund noted that there can be no advertising associated with the table.

- 1173 Public Works Director David Vorse reports that approximately twenty people attended the Chamber of Commerce/City of Castle Rock Town Hall meeting on March 4<sup>th</sup> to review options for the Cowlitz Street West Revitalization Project. In addition, staff attended the March 13<sup>th</sup> Chamber of Commerce meeting to take further input and to request that business owners take a formal stance on the preferred options for proceeding with this project.

Business owners recommended the following:

- Keep the parking on the north side of the street to retain spaces that would otherwise be lost
- Phase the project to complete the stormwater system and underground utilities including stubs for future street lights during phase 1.
- Complete the sidewalk work, if funds are available.

Councilmember Reilly supports proceeding with the stormwater and underground utility work first.

In response to a question from Mayor Larsen, Vorse specified that this work would eliminate the overhead lines along this street.

In response to a question from Councilmember Mask, Vorse indicated that traffic will be rerouted in a manner to minimize impact by allowing the maximum traffic flow near businesses. The city engineer and the contractor will collaborate in this effort. The downtown parking area will be of benefit during this project even though it is not striped to delineate maximum usage. Public Parking signs could also be added to increase the designated use of this area.

In response to a question from Councilmember Mask, Vorse stated that if work on this phase begins in the fall, a second construction season may be required for completion. If funds are available, the soonest that the sidewalk and street construction could begin would be in 2009 or 2010.

In response to a question from Councilmember Reilly, Vorse stated that people could also be directed to the parking area at City Hall.

In response to a question from Councilmember Mask, Vorse clarified that there is approximately \$770,000 available for the Cowlitz Street West Revitalization Project Phase 1. with \$50,000 of these funds being a ten-year loan at 1% interest.

In response to a question from Councilmember Reilly, Vorse specified that these improvements to Cowlitz Street West will extend from Huntington Avenue to Second Avenue SW. No portion of the connecting side streets are included as part of the project.

- 1590 Councilmember Mask made a motion, seconded by Yund to request that the city engineer prepare an engineering services proposal for the Cowlitz Street West Revitalization Project Phase 1.

During discussion: In response to a question from Councilmember Marcil, Vorse specified that the loan will be paid from the Arterial Street Fund using revenue from the state gas tax, with any shortfall coming from the General Fund.

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

- 1658 Vorse reports that the survey performed as part of the Wastewater Treatment Plant Rehabilitation Project was a paper survey (not recorded) conducted by Grant & Associates Surveying on behalf of Tetra Tech/KCM, the project engineering. Vorse noted that the contract with Tetra Tech/KCM (Attachment C), appears to include that as part of the boundary survey they are responsible for setting the corners and recording the document. Tetra Tech/KCM is currently reviewing that agreement. Vorse would like to table the request submitted by Mr. and Mrs. White, regarding purchase of a portion of the Wastewater Treatment Plant property, until Tetra Tech/KCM has the opportunity to review that agreement.

In response to a question from Kim White, 245 Cummings Street SW, City Attorney Tom O'Neill clarified that the Cowlitz County Auditor could provide a square footage appraisal of property in the area which could be used to determine the value of the property if the city decides to sell a portion.

Councilmember Mask noted that it is his opinion that council may be reluctant to sell property that is part of the Wastewater Treatment facility as it could be needed for expansion of the facility in the future. Councilmember Queen disagrees that this portion of property could be needed by the city. Vorse stated that as part of the Wastewater Treatment Plant Rehabilitation Project the facility was designed to allow for future expansion by adding another oxidation tank. This piece of property could potentially become an issue if another tank is needed.

By consensus, this request will be tabled until the property boundary is established.

- 1978 In response to a question from Councilmember Mask, Vorse reports that today CAP submitted a two page revision of the 'Field of Dreams' Subdivision Plan. The city engineer had approved the previously submitted plan but must now review the newly submitted pages.

Councilmember Mask stated that during a recent meeting with CAP Director Ilona Kirby, she indicated that CAP is financially struggling with this project due to the city's trail requirement. Mask stated that CAP wants to reduce the standard trail width by two feet. Vorse noted that representatives from CAP have not discussed this concern with staff. Councilmember Yund added that this trail requirement was previously reviewed by city council and CAP was provided with the alternative to eliminate the trail requirements by reducing the number of homes in this subdivision. Yund stated that CAP made the decision not to pursue that option.

- 2148 Councilmember Yund noted a drinking water issue that is currently in the news for other communities. He thanked Vorse for providing the citizens with consistently safe drinking water.
- 2170 Clerk-Treasurer Ryana Covington distributed the February 2008 Fund Summary Report. She noted that General Fund disbursements are exceeding revenues and this trend will continue until tax revenues are received. Other funds where February expenses exceeded the monthly revenue income are: Street Fund (supported by interfund transfer), Arterial Street Fund, Exhibit Hall Fund, Library Fund, Local Criminal Justice, DOT Spoil Site, Water/Sewer Operating Fund, and Regional Water Fund. Covington noted that while none of these funds are in the deficit; overages are being offset by existing fund balances.
- 2228 Councilmember Yund made a motion, seconded by Marcil to approve Resolution 2008-03 amending the Six-Year Transportation Plan 2008-2013, on second reading.

During discussion: In response to a question from Councilmember Reilly, Vorse clarified that the dates listed are estimated start dates.

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

- 2390 Covington stated that the property owner at 103 Huntington Avenue North was notified by staff that a representative would need to attend a Regular Council Meeting before a utility adjustment could be considered, due to unusual circumstances. This item was tabled until a representative from that business is present.

- 2417 Covington reports that approval of the Professional Service Agreement with Cowlitz Chaplaincy was tabled at the last regular meeting, until the funding source and amount are more clearly specified in the agreement. Councilmembers Reilly and Mask both noted that the original proposed agreement did not specify the amount to be paid annually nor did it specifically identify the funding source.

Tape 1 of 1

Side B

Police Chief Bob Heuer explained that the city gets an annual grant from Community Trade And Economic Development for three separate Criminal Justice Funded programs. The portion of the grant, in the amount of \$509 to fund the Innovative Youth at Risk Programs will be used to fund those youth programs that Chaplain Steve White now participates in.

- 2695 Councilmember Yund made a motion, seconded by Mask to approve the amended Professional Service Agreement with Cowlitz Chaplaincy in the amount of \$509 per year for fiscal year 2007 and subsequent fiscal years, from the Criminal Justice Fund with the programs listed in the agreement.

Discussion: Any increases to the amount of this contract will require further council action.

By roll call vote, unanimous Aye.

- 2726 Linda Knowles, Castle Rock Eagles #556, requests approval to conduct a parade on Saturday June 28<sup>th</sup> at 3:00 p.m. The parade is held as part of the Washington State Eagles Annual Youth Convention at the Castle Rock Middle School. The short parade will follow the same route as in previous years.

- 2795 Councilmember Queen made a motion, seconded by Marcil to approve the Eagles Youth Parade on Saturday June 28<sup>th</sup> at 3:00 p.m. with the same route as the last three years. By roll call vote, unanimous Aye.

- 2825 A Letter of Intent to apply for a 2008 Castle Rock Fireworks Permit along with the application and all necessary permit documents has been submitted by Nick Vandebroek, Chairperson, Castle Rock Eagles Fireworks Committee.

Councilmember Yund would like the opportunity to review the ordinance pertaining to Fireworks Permit requirements.

- 2958 Councilmember Queen made a motion, seconded by Reilly to approve Castle Rock Eagles Fireworks Permit Application for 2008. By roll call vote, unanimous Aye.

Councilmember Yund expressed concern that this motion may be in violation of the Fireworks Permit Ordinance. City Attorney Tom O'Neill recommended that no action be taken until he has the opportunity to review that ordinance.

- 3104 Councilmember Reilly made a motion, seconded by Yund to rescind approval of the Castle Rock Eagles Fireworks Permit Application for 2008 to allow the opportunity to review the fireworks ordinance. By roll call vote, unanimous Aye.

3165 Report of Meetings

Councilmember Marcil attended a Budget Review Meeting, the Cowlitz-Wahkiakum Council of Governments Banquet and the Engineering Statement of Qualifications Review Meeting.

Councilmember Mask attended a CAP Training Meeting last week. After numerous meetings, the Mandatory Garbage Review Meetings have now concluded. Gary Martin will provide a summary of those meetings at the next Regular Council Meeting.

Councilmember Mask and Public Works Director David Vorse found approximately 67 properties in violation of the nuisance ordinance. Councilmember Mask would like to have a letter sent to those property owners advising them of the violation while providing a friendly reminder of the free dump opportunities during Pride Day Cleanup on April 19<sup>th</sup>. Volunteer help might also be available on that day.

By consensus, letters will be sent reminding these residents of the Pride Day Cleanup opportunities.

- 3520 Vorse requests that the Engineering Services Contract for the Riverfront Trail Northeast Extension be tabled to allow review of the easements involved in that project. The Washington State Department of Transportation requires that the funding agreement and Prospectus must be in place prior to expending any funds.
- 3600 Mayor Larsen adjourned regular session at 8:35 p.m. for a ten minute executive session to discuss possible litigation, with no action anticipated.
- 3643 Mayor Larsen resumed regular session at 8:47 p.m. with no action taken.
- 3651 After reviewing Ordinance 2006-02, Fireworks Permits; City Attorney Tom O'Neill determined that council action approving the Castle Rock Eagles Fireworks Permit Application for 2008 was appropriate.

In response to a question from Councilmember Yund, O'Neill specified that the Letter of Intent must be received between January 1<sup>st</sup> to March 31<sup>st</sup>, however, there is no prohibition against approving one of the two permits prior to March 31<sup>st</sup> if all of the application requirements are met. Covington noted that the

original motion to approve this application was rescinded by unanimous vote.  
(see #3104 above).

3753 Mayor Larsen summarized a notification letter regarding an April 8<sup>th</sup> meeting to discuss agreement renewal for use of the jail facility and negotiate rates. Clerk-Treasurer Covington, along with City Attorney Tom O'Neill or Police Chief Bob Heuer will attend this meeting.

3806 There being no further business, Mayor Larsen adjourned the meeting at 8:50 p.m.

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Mayor Barbara Larsen

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Clerk-Treasurer