

CASTLE ROCK CITY COUNCIL
REGULAR MEETING
JUNE 27, 2011

CALL TO ORDER

Mayor Paul Helenberg called the regular meeting to order at 7:36 p.m. followed by the Pledge of Allegiance. The following councilmembers were present: Ray Teter, Glenn Pingree, Earl Queen and Jack Reilly. Councilmember Mask was absent due to illness.

DEPARTMENT REPORTS

Public Works Director David Vorse

Vorse reports that the Recreation and Conservation Funding Board (RCO) passed a resolution last Thursday to award the Al Helenberg Memorial Boat Launch Phase 2 Project \$479,000 from the Boating Facilities Program. These funds, in conjunction with \$155,000 from Cowlitz County Rural Development will complete this facility. In addition, the Port of Longview provided funding for host site development. The project should be completed this summer, if the river calming component can be accomplished within the August in-water work window. Mayor Helenberg noted that David Vorse and Barbara Roller are effective at putting together grant applications and presentations.

City Planner T.J. Keiran

- Vorse reports that City Planner T.J. Keiran is unable to attend this meeting due to illness. Keiran was scheduled to announce a \$40,000 grant from the Department of Ecology to update the Shoreline Management Master Plan by June 2014.
- Clerk-Treasurer Ryana Covington reports that Keiran is working with the State to ascertain the reason for the State of Washington Census results. The 2010 census indicates that twenty housing units have been lost since the 2000 census. The number of housing units should have remained the same or increased due to the number of building permits issued. Correspondence received from Washington State Census only allowed a ten day period to question the results.

Clerk-Treasurer Ryana Covington

Covington distributed the May Budget Fund File Report. The DOT Spoils Site Fund has a negative balance of \$1,280.47. Payment has not been received from dredge spoil hauler T.E. Walrath Trucking, Inc. Vorse clarified that he sent a letter to this hauler last week.

Police Sergeant Scott Neves

In response to a question from Mayor Helenberg, Neves specified that very little of the CARE Coalition grant has been used. A large portion of this grant will be used for training in July.

COUNCIL AND AD HOC COMMITTEE REPORTS:

Mayor Paul Helenberg

- Mayor Helenberg reports that the Cowlitz Street West Revitalization Project is moving along with few issues. A test sidewalk patch will be poured at City Hall tomorrow if the stamp arrives. The contractor should begin pouring the sidewalk on Cowlitz Street next week.
- Mayor Helenberg and Public Works Director David Vorse attended a meeting at the Senior Center last Tuesday. They updated the seniors on city projects.
- Mayor Helenberg detailed that Steve Moline has entered into an agreement to serve as Boat Launch Host. Moline is observing activities at the facility and picking up debris.

- Mayor Helenberg reports that Cowlitz County has recognized the West Side Annexation as complete. West Castle Rock is now inside city limits, although the state must recognize this annexation before the city can receive additional state tax distributions. Librarian Vicki Selander requests a revised city limits map to determine Library privileges. Councilmember Teter noted annexation information is also available on the city website.

Councilmembers

- Councilmember Teter requests a cost estimate to install basketball hoops at the Skate Park.
- Councilmember Queen specified that a lot of vandalism occurs after hours at the Skate Park. A large chunk of concrete has been moved onto the skating surface and needs to be removed.
- Councilmember Pingree attended a CARE Coalition meeting last Thursday discussing the following topics:
 - a. The upcoming National Night Out;
 - b. Community Gardens; and
 - c. Social Norms Training
 Sergeant Neves specified that in July he will be travelling to Montana to attend the Social Norms Training along with Officer McNew. Chief Heuer and Officer Gann will attend this training during the last part of July.
- Councilmember Reilly attended a Cowlitz Housing First Coalition and a Housing Advisory Committee meeting.
- Councilmembers reviewed the June 22, 2011 CEDC Board Meeting Report submitted by Community Economic Development Representative Nancy Chennault.

PUBLIC HEARING

Mayor Helenberg adjourned regular session at 7:53 p.m. to take public testimony on the proposed Six-Year Transportation Plan (2012-2017) for arterial streets within the city limits and also to take testimony on consideration of an amendment to the current plan (2011-2016) to include grant funding.

Vorse reports that the Six-Year Transportation Plan must be updated to include a \$100,000 award from the Transportation Improvement Board, Surface Transportation Program federal funding, for the Cowlitz Street West Revitalization Project, plus a 13.5% match (\$13,500) provide by Transportation Improvement Board.

There being no further comment, Mayor Helenberg closed the public hearing and resumed regular session at 7:57 p.m.

CONSENT AGENDA

- a. Councilmember Queen made a motion, seconded by Reilly to approve the minutes of the June 1, 2011 Special Council Meeting. By roll call vote, unanimous Aye.
- b. Councilmember Queen made a motion, seconded by Teter to approve the minutes of the June 13, 2011 Regular Council Meeting. By roll call vote, Reilly abstained, the rest Aye, motion passed.

OLD BUSINESS

- a. Councilmember Pingree made a motion, seconded by Queen to approve Resolution 2011-08, adopting the City of Castle Rock Multi-Hazard Mitigation Plan, on second reading. By roll call vote, unanimous Aye.
- b. Councilmember Teter made a motion, seconded by Reilly to approve Ordinance 2011-06, granting a franchise agreement to Northwest Open Access Network (NoaNet), on second reading. By roll call vote, unanimous Aye.

NEW BUSINESS

- a. Vorse reports that the Health Department has offered free signage designating city parks as tobacco free. Councilmember Queen noted that some boaters may object to this designation at the boat launch. By consensus, council accepted the offer of 'tobacco free' signs for placement at city parks. Mayor Helenberg specified that these signs can be placed at the Al Helenberg Memorial Boat Launch and at the Sports Complex.
- b. Mayor Helenberg reviewed the engineering services proposal submitted by Gray & Osborne for the Al Helenberg Memorial Boat Launch Phase 2 Project. This proposal is for engineering support to:
 1. Coordinate with permit agencies and prepare permit applications.
 2. Prepare plans and specifications for a current diversion on the upstream side of the boat ramp.
 3. Provide bid and award services.
 4. Provide construction support for the current diversion.
 5. Modify the plans to construct a restroom building using wood truss roof supports and wood framed gable ends.
 6. Provide engineering assistance and support for development of the fish cleaning station.
 7. Attend meetings with the City and regulatory agencies for permitting and design of project components.
 8. Complete internal Quality Assurance/Quality Control review of the project deliverables.

In response to a comment from Councilmember Queen, Mayor Helenberg specified that it is uncertain if permits can be obtained in time to complete the in-water components during the August 2011 window. However, to protect the dock, the mayor stated that the end float can be removed in the winter to prevent problems.

Councilmember Pingree made a motion, seconded by Teter to accept the engineering services proposal from Gray & Osborne for the Al Helenberg Memorial Boat Launch Phase 2 Project in the amount of \$25,000. By roll call vote, unanimous Aye.

- c. Councilmember Pingree made a motion, seconded by Queen to approve Resolution 2011-10 amending the Six Year Transportation Plan 2011-2016, on first reading. By roll call vote, unanimous Aye.
- d. Councilmember Pingree made a motion, seconded by Queen to approve Resolution 2011-11 amending the Six Year Transportation Plan 2012-2017, on first reading. By roll call vote, unanimous Aye.
- e. Councilmember Queen made a motion, seconded by Pingree to approve Ordinance 2011-07 amending Castle Rock Municipal Code, 13.06.130(H) Basis for Adjustment due to unusual circumstances, on first reading.

Discussion: In response to a question from Councilmember Pingree, Covington clarified that this ordinance provides council the flexibility to provide adjustments due to theft of services or the malfunction of city equipment. This ordinance is to be postdated to take effect on July 1, 2011. Mayor Helenberg specified that although a request for adjustment due to theft is on the agenda, it cannot be acted upon until after the second reading of this ordinance.

Vote: By roll call vote, unanimous Aye.

- f. Council consensus to table consideration of utility adjustment at 109-B Shintaffer Street NW due to theft of services.

EXECUTIVE SESSION

City Attorney Frank Randolph requests a ten to twenty-minute executive session to discuss pending litigation at 8:10 p.m., with no action to follow.

ADJOURNMENT

Mayor Helenberg resumed regular session and adjourned the meeting at 8:32 p.m.

Mayor Paul Helenberg

Clerk-Treasurer