

CALL TO ORDER

Mayor Paul Helenberg called the January 9, 2017, regular meeting of the Castle Rock City Council to order at 7:32 pm., followed by the Pledge of Allegiance. The following councilmembers were present: Art Lee, Lee Keesler, Earl Queen, Paul Simonsen and Ellen Rose.

BUSINESS FROM THE FLOOR

Jordan Wilbur and Eric Daniels, representing the Boy Scouts requested council approval to hold the annual Sand and Misery Run on city property, including the Boat Launch area and Mosier Road. The run will be held May 6th and is a benefit for the Boy Scouts and North County Recreation. The group will provide proof of insurance and complete the waiver for use of city property. Councilmember Queen made a motion, seconded by Rose to approve the use of city property for the annual Sand and Misery run. By roll call vote, unanimous 'Aye'.

DEPARTMENT REPORTS

David Vorse, Public Works Director

- reported the trail lights and subdivision lighting have been changed to LED lights. Cowlitz PUD will do a final assessment of the project and then the city can apply for the PUD rebate.
- repair of the piling at the Al Helenberg Memorial Boat Launch will be completed this Saturday. Cost to make the repairs is covered by the city's liability insurance.

Councilmember Art Lee

Commended Police Sergeant Scott Neves for receiving the National Police Officer award from Sunnyside Grange. This was recently reported in the Daily News.

Councilmember Paul Simonsen

Commended the Public Works department for their snow and ice management during last week's storm event.

Mayor Helenberg - 2017 appointments for department liaison and assignment of committee representatives are as follows:

2017 COUNCIL LIAISON TO CITY DEPARTMENTS		
Law Enforcement	Earl Queen	
Court	Lee Kessler	
Finance	Art Lee	
Library	Ellen Rose	
Parks/Public Works	Paul Simonsen	
2017 COMMITTEE APPOINTMENTS		ALTERNATE
Mosquito Board	Ed Smith	
9-1-1 Council *	Earl Queen	

Lower Columbia Community Action Council	Paul Helenberg	
Emergency Mgmt Advisory Committee	Paul Helenberg	
Cowlitz Public Health Advisory Comm	Ellen Rose	
Cowlitz-Wah. Council Of Govts (CWCOG)	Dave Vorse	Ryana Covington
Regional Transportation Planning Organization (TAC)	Dave Vorse	
Southwest Wa. Regional Transportation Planning (SWRTPO)	Paul Simonsen	
Regional Information Forum	Dave Vorse	Ryana Covington
Cowlitz Economic Development Council	Paul Helenberg	
Watershed Mgmt/Salmon Recovery Committee	David Vorse	Paul Helenberg
Regional Utility Board (2 Elected Reps)	Paul Helenberg	Art Lee
CDBG Home Rehab Committee	Ellen Rose	Art Lee
Audit Committee Members (3)	Meetings: Ellen Rose, Art Lee Signature: Ellen Rose, Art Lee, Lee Kessler	
Chamber of Commerce	Paul Helenberg	Dave Vorse
CARE Coalition	Art Lee	Earl Queen
Housing Advisory Committee	Ellen Rose	
Cowlitz-Lewis Economic Develop. District	Ellen Rose	Ryana Covington
Vulnerable Adult Task Force	Bob Heuer	
Public Information Officer (PIO)	David Vorse	
Tourism 'Big Idea' Board of Directors	(4 yr term), Chris Gould (Appt 2014; expires 2018) (2 yr term); Paul Helenberg (Appt 2015; expires 2017) (6 yr term), Ellen Rose (Appt 2014; expires 2020)	

Humane Society of Cowlitz County

- reviewed the fourth quarter Activity Report. Councilmember Simonsen asked who retains the revenue from the sale of dog licenses. Mayor Helenberg noted this is retained by the Humane Society,

Nancy Chennault – Castle Rock Community Development Alliance (CRCA) representative

- announced the annual CRCA Business Meeting will be held on March 6th. She encouraged all councilmembers to attend.

CONSENT AGENDA

1. Councilmember Queen made a motion, seconded by Rose to approve the minutes to the December 12, 2016 city council meeting. By roll call vote, unanimous 'Aye'.
2. Councilmember Queen made a motion, seconded by Rose to approve the minutes to the December 19, 2016 Special Meeting. By roll call vote, unanimous 'Aye'.

OLD BUSINESS

1. Staff provided a summary of their investigation pertaining to a request from Krystal McMillan (refer to December 12, 2016 city council meeting) to reduce the speed limit on Michner Street SW and also within the Field of Dreams subdivision. Vorse stated Cowlitz County placed traffic counters on Michner Street SW and also Shear Street SW, leading to the subdivision. Those counters were also able to record vehicle speed. Counters were installed January 5th through 8th. City Engineer Tom Gower provided a summary of the counter data. During that time period there were no recorded vehicles travelling over 25 mph (mile per hour) speed limit; with the average speed between 15 mph and 20 mph. Vorse noted that Ms. McMillan reported there are several children in the subdivision. Councilmember Simonsen stated the subdivision is built in a 'horseshoe' shape and many times vehicles park on both sides of the road, which narrows the travel lane. Mayor Helenberg suggested the city council not make any changes at this time and have the police department monitor the situation. Councilmember Simonsen felt that data collected does not indicate any issue with speed. City Attorney Frank Randolph noted to change the speed limit, the city would usually be required to conduct traffic studies to ascertain any negative impacts to other areas. State legislature now has provided cities with the authority to reduce speed limits within their jurisdiction; however the city would need to develop their own procedures for doing so. By consensus, City Councilmembers agreed to not take any action to reduce the speed limit at this time.
2. Dave Vorse reported on research regarding the existing status of the access road to the boat launch facility and required guidelines to change the designation from access road to city street standard. This is a follow-up from a request submitted by Dan Hughes at the December 12, 2016 city council meeting to allow Hughes to use this road as his primary access to future residential development.

Vorse noted the current road is built with 6" of base rock with 2" of asphalt on the top of the base. The current road width allows for two 11' lanes. This is adequate enough for a driveway access; but the city's roadway standards differ. City Engineer Tom Gower explained he has reviewed the city's adopted standards for local access streets. Standards for local access streets require a minimum of two 10' drive lanes and 8' parking strip lane; but the width could be reduced provided there are four off-street parking spaces for each lot. He compared standards from other cities (Longview and Kelso) and they are similar to Castle Rock, requiring access roads to have 4" of asphalt over 2" of top course and 12" of base; for a total of 14". Cowlitz County requires rural county collectors to have 3.5" of asphalt over 3" of top course and 9" of base rock.

Mayor Helenberg noted half of the boat launch access road is 6" of base rock, 2" of top rock and 2" of asphalt. The other half has the same construction, plus 6" to one foot of asphalt grindings paved over the top of that.

Vorse stated the access road base cannot be increased; however staff would recommend there be an addition to the asphalt overlay to increase the top layer for the length of the impacted access (approximately 600 to 700 feet from Westside Highway). Councilmember Kessler asked how much

of an impact that would be. Vorse stated if the access road changes to a city street; other property owners abutting the access road would have the right of use. Vorse stated the property where the access road is located is still owned by the school district and the city has a dedicated right-of-way for easement to the boat launch and the North County Recreation development. Vorse stated by adding more asphalt, it would thicken the road depth to compensate for future weight from trucks or vehicles. He recommended 1.5" of asphalt to 2" of asphalt overlay be added; anything less would tend to peel up. Vorse stated if councilmembers wanted to pursue this option; the city could require the developer to pay for that portion of the overlay and the city could work with the developer to obtain best pricing options. City Attorney Frank Randolph suggested the city also review the agreement granted by the school district to make sure the city is not exceeding that agreement. Mayor Helenberg and Vorse stated the school district has already agreed to allow Hughes legal easement.

Mr. Hughes stated the school district granted him easement, with the understanding that the city also allow him to use the road for access. Hughes noted, for him to be issued an address; it would need to be a designated city street. If it remained a driveway; his assigned address would need to be either be from Maddux Road, or Westside Highway; which are the closest public designated roadways.

Vorse estimated the additional overlay; from Westside Highway to Mr. Hughes' property would cost between \$11,000 to \$12,000.

Councilmember Kessler made a motion, seconded by Rose to establish a task force to review this further and to develop a recommendation that would be beneficial for both Mr. Hughes and the city. By roll call vote; unanimous 'Aye'.

The mayor appointed Councilmembers Simonsen and Kessler and the Public Works Director to serve on the Task Force, along with the mayor. The task force will meet January 17th at 4:30 p.m.

Mr. Hughes asked if the city could issue a temporary address using the city access road. Mayor Helenberg stated the city would contact the building inspector to see if a temporary address could be issued in accordance with city code.

3. Public Works Director Dave Vorse reported that Washington State Department of Natural Resources recently completed their required Public Comment period to allow a land swap between the city and the State. Negotiations for this proposal have been on-going for the past ten years and includes the High Banks area on the west side of the Cowlitz River. Vorse anticipates the State will be providing final documents to complete this transfer. He asked councilmembers to authorize the mayor to sign the land transfer documents when received by the city. Councilmember Kessler made a motion, seconded by Rose to authorize the mayor to sign the land transfer documents for the High Banks area. By roll call vote; unanimous 'Aye'.

NEW BUSINESS

1. Bill Fashing, Director of Cowlitz-Wahkiakum Council of Governments (CWCOG) provided a historical background on the development of this Strong Cities Initiative. CWCOG submitted a proposal to Association of Washington Cities for this pilot program slated to help cities address regional priorities. Representatives from several Cowlitz County agencies met for several months to develop those priorities and will be doing an outreach to State legislators to address those issues. Dave

Vorse was the city's representative at those meetings. Vorse stated the group identified the following as issues that could be supported by all agencies; Affordable Housing, Quality Infrastructure and Transportation. Transportation included not only roads, but also freight mobility connections using both rail and Columbia River shipping. Quality Infrastructure addresses the financial burden felt by smaller communities to comply with complex and costly regulations from the state. Funding mechanisms, such as Public Works Trust Fund and Centennial Clean Water Fund have recently been eliminated by the state legislators, leaving few options to fund required improvements. The need to provide affordable housing in Cowlitz County impacts low wage earners and those on fixed incomes the hardest. Based on currently housing inventory, there is a need for additional multi and single family housing and creation of new tools to stimulate housing development

Vorse requested council consider endorsing the Strong Cities Initiative, as presented. Councilmember Queen made a motion, seconded by Rose to endorse the Strong Cities Initiative. By roll call vote, unanimous 'Aye'.

2. Mayor Helenberg reported that the police department has been provided the opportunity to purchase a used 2007 Ford Expedition Police vehicle from Cowlitz County. This vehicle has approximately 77,000 miles and would replace the vehicle currently used by the Chief of Police. Purchase price of the vehicle is approximately \$8,000 and would be financed from the Criminal Justice Fund (Fund 140). Councilmember Kessler made a motion, seconded by Queen to approve the purchase of the 2007 Expedition from Cowlitz County as described. By roll call vote, unanimous 'Aye'.

ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 8:35 p.m.

Paul Helenberg, Mayor

Ryana Covington, Clerk-Treasurer