

CALL TO ORDER

Mayor Pro Tempore Earl Queen called the November 12, 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, Mike Davis and Ellen Rose. Not in attendance was Mayor Paul Helenberg and Councilmember Glenn Pingree.

DEPARTMENT REPORTS**Clerk-Treasurer Ryana Covington**

Covington introduced Haley Holborn, Castle Rock High School student that will be serving as Council Representative for the next upcoming year.

City Attorney Frank Randolph

Randolph reports that he is working with Public Works Director David Vorse and City Engineer Mike Johnson to resolve claims with the gas and telephone company. Claim is the result of increased expenses for the Front Avenue NW Improvement Project.

Police Chief Bob Heuer

Heuer reports there has been a dramatic rise in Cowlitz County felony domestic violence filings.

Public Works Director David Vorse

- Vorse is attempting to schedule a grand opening ribbon cutting ceremony and volunteer celebration for Front Avenue NW in late January. The Huntington Avenue North Sidewalk Project will begin next week and should be completed prior to the celebration.
- Vorse reports that May Avenue NE Water Main Replacement Project is nearing completion. If all goes well, water service will be transferred to the new main next week.
- Vorse requests approval to apply for two USDA Rural Development loans:
 1. \$214,830 for water main replacement and
 2. \$89,100 for sewer main replacement

This funding will allow those utility upgrade projects to be completed in conjunction with the 28 sections of roadway work scheduled for 2014.

Councilmember Teter made a motion, seconded by Rose to approve submission of two USDA Rural Development loan applications: \$214,830 for water main replacement and \$89,100 for sewer main replacement as requested by Vorse. By roll call vote, unanimous Aye.

Cowlitz Economic Development Council (CEDC) Representative Nancy Chennault

- Chennault reports there will not be a CEDC Board Meeting in November. CEDC Board President Ted Sprague as well as many community and county leaders are in China. November 21st is the Economic Summit 2014 at the Cowlitz Conference Center. Speakers will address education, real estate, health care, political and business issues. Chennault requests that a representative of Castle Rock attend the summit.

Chennault reports that her CEDC Board Position is nearing the conclusion of a three year term. By consensus of council, Chennault will remain Castle Rock's CEDC Representative.

- The final draft of Castle Rock Community Development Alliance 501(c)(3) application has been completed by Ron Worthington and reviewed by CPA, Marilyn Youngskogland. If the application is approved by the CRCDA Board of Directors, it will be submitted to the Internal Revenue Service. Securing nonprofit status will be useful when seeking funding for economic development.
- The fundraising sign for the south entrance water feature will be erected on Friday. The Daily News Reporter Lxyn Toledanes will publish an article with photos. Linda Henson, designer of the water feature and CRCDA Vice President Mike Vorse will be featured in the photos.
- Chennault reports that it is time to register for 2014 America In Bloom. The Chamber of Commerce has approved payment of 50% of the registration fee. The Chamber requests City fund the other 50% of the registration fee in the amount of \$449.50.
- Reported that today five Bloom Team members planted 500 tulips and 800 pansies at the Rocket Market. Wilcox & Flegel and Rocket Market purchased the tulips and the construction contractor provided the pansies.

Councilmember Rose made a motion, seconded by Teter to pay 50% of the America In Bloom registration fee in the amount of \$449.50. By roll call vote, unanimous Aye.

CONSENT AGENDA

1. Councilmember Teter made a motion, seconded by Davis to approve the minutes of the October 28, 2013 Regular Council Meeting. By roll call vote, unanimous Aye.
2. Covington noted that Councilmember Teter reviewed October invoices. Councilmember Davis made a motion, seconded by Teter to approve payment of invoices in the amount of \$465,329.25, as denoted in the October 2013 Fund Transaction Summary Report and further described as adjustment numbers 31-10/13 and check numbers 44274 through 44369 for general expenditures and adjustment EFT Payroll 10/31 and check numbers 23825 through 23877 for payroll expenses. By roll call vote, unanimous Aye.

3. Covington requests payment of an invoice for roadway work from Cowlitz County Public Works Department in the amount of \$136,807.04. Vorse detailed that this invoice is for grant funded overlay and chip seal coat and includes the portion of 4th Avenue not covered by grant funding.

Councilmember Teter made a motion, seconded by Davis to approve payment to Cowlitz County Public Works Department in the amount of \$136,807.04. By roll call vote, unanimous Aye.

OLD BUSINESS

1. City Attorney Frank Randolph clarified that Ordinance 2013-07 has been modified to remove two parcels, at the request of the owners.

Councilmember Davis made a motion, seconded by Rose to approve Ordinance 2013-07, an emergency ordinance relating to land use and zoning for recreational marijuana producers, as a conditionally permitted use, on second reading. By roll call vote, unanimous Aye.

2. Clerk-Treasurer Ryana Covington noted that Washington State Department of Revenue discovered an error and has notified Cowlitz County Assessor's office of newly issued Certification of Values. The amended values decreased the maximum allowable levy amount by only 20¢; which is a negligible amount. The amended amount of increase from the previous year is \$3,527.04, which is 1.01% increase.

Councilmember Teter made a motion, seconded by Davis to approve Ordinance 2013-09 establishing the Ad Valorem rate to be assessed for collection of property taxes in 2014 as described, on second reading. By roll call vote, unanimous Aye.

3. Councilmember Teter made a motion, seconded by Rose to approve Resolution 2013-09, amending Resolution 2011-09 establishing qualifications for Veteran exemptions for parking fees at the Al Helenberg Memorial Boat Launch. This amendment changes the percentage requirement for veteran exemptions related to disabilities for those under 65 years of age from 60% to 30%, comparable to Cowlitz County, on second reading. By roll call vote, Councilmember Davis abstained, and Councilmembers Queen, Rose and Teter voted Aye, motion passed.

NEW BUSINESS

1. Covington requested council approval of a budgetary amendment for the Building Code Fund in the amount of \$23,000. Council was provided with revenue and expenditure reports showing that building permits for the fiscal year have exceeded expectations due to recent completion of a CAP housing project and the new Rocket Chevron and

McDonalds Restaurant building. Inspections for the Rocket Chevron project required the building inspector to spend more time on the project. And the developer was billed for, and paid the added hours needed. Adequate revenues do exist to offset the amended expense appropriation.

Councilmember Teter made a motion, seconded by Rose to approve Ordinance No. 2013-10 amending the budget appropriations for the Building Code Fund, for fiscal year ending December 31, 2103, on first reading. By roll call vote, unanimous 'Aye'.

ADJOURNMENT

There being no further business, Mayor Pro Tempore Queen adjourned the meeting at 7:58 p.m.

Mayor Pro Tempore Earl Queen

Clerk-Treasurer Ryana Covington