

**CALL TO ORDER**

Mayor Paul Helenberg called the October 22, 2012 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, Earl Queen, Mike Davis and Ellen Rose. Councilmember Glenn Pingree was absent.

**BUSINESS FROM THE FLOOR**

Andrea Gebhardt, Manager of the Heritage Bank Castle Rock Branch described a Team Account Package which is offered to employees of their business customers. This is an employee benefit package that provides several free banking service options and benefits. She stated there is no risk to the city and employees will be able to retain those benefits as long as they are still employed by the city. She is seeking city council approval to provide the Team Account Package to the city's employees. Ms. Gebhardt stated if the city approves, there is a Heritage Team Account Employer Agreement that must be completed by the city. This agreement provides permission for the bank to check on the employment status of the participating employees. Mayor Helenberg asked the city attorney to review the agreement and provide a recommendation at the next council meeting.

**PRESENTATION OF AWARDS**

Kathleen Davis, Director, Washington State Department of Highways and Local Programs and Dan Mathis, from Federal Highway Administration presented Mayor Helenberg with the Director's Award for the city's Cowlitz Street West project. Davis stated their agencies were impressed with the innovative design, sidewalks, stamped boardwalk design and the city's ability to collaborate eleven different funding partners for the project. She noted that the city began with a vision in 2006 and worked diligently to garner partners. She feels this project will directly benefit and revitalize the community. Mathis congratulated the city on their success. He noted this project successfully included volunteer assistance and collaboration. Mayor Helenberg thanked Dave Vorse and the public works department for their work on the project and for the entire city staff for their support. He also acknowledged Gray and Osborne Engineering for their design work, Brian Sourwine Project Engineer and Ken Hash, Department of Transportation grant oversight. The mayor noted even though this was a large, complicated project, change orders amounted to less than 5% which is a credit to the good preparation for this project.

Nancy Chennault, coordinator for the Castle Rock American In Bloom project, announced that Castle Rock received recognition from American In Bloom for the best hanging baskets in the nation, which included cities with populations of over 500,000. The awards that the city received are shared between the city and the Castle Rock Chamber of Commerce. Chennault recognized Chamber member, Carolyn Kennington for her work with Castle Rock Cleanup event and also the public works department for their time and support. The city also received a plaque recognizing honorable mention for best floral displays, which included the City Hall landscaping, the hanging baskets and the floral

containers throughout the downtown area. Chennault stated this was a total community effort, which resulted in many positive outcomes for the city. This is the first year that the city has participated in the America In Bloom program. Mayor Helenberg thanked Chennault for coordinating this event, the Castle Rock Chamber of Commerce for their support of this project and thanked the hundreds of volunteers who made this happen.

Mayor Helenberg recessed the regular meeting at 8:00 p.m. so that attendees could enjoy refreshments in celebration of these award presentations.

The mayor reconvened regular session at 8:20 p.m.

City Engineer report: City Engineer Mike Johnson provided a summary of the Front Avenue NW reconstruction project and funding outline. He feels the funding has been secured for the project and the city will be seeking approvals from Washington State Department of Transportation (WSDOT) over the next two month. Once approvals have been obtained, the city would be ready to solicit bids for the project, with construction slated for next year.

The project includes full reconstruction of Front Avenue NW, from A Street north to Huntington Avenue, with an estimated project cost of \$2,025,000. There are two distinct pieces to the project; 1) that portion of Front Avenue to the Jackson Street intersect will include the same design as on Cowlitz Street, with decorative sidewalk, decorative crosswalks and concrete street. 2) from Jackson Street north to Huntington Avenue, the project will include a new asphalt street. If funds allow, a new proposed sidewalk will be built on the west side of Front Avenue. Before any roadway reconstruction begins, the plans include replacement of the water and sewer facilities located underneath Front Avenue.

Johnson stated that decorative street lights will be installed along the entire project, and a traffic flow revision is proposed at the north end of the project to allow for improved visibility for motorists merging onto Huntington Avenue. Johnson showed councilmembers a diagram of the proposed revision. Phasing of the construction will be a key factor in completing this project because of access to both commercial and residential areas. For this reason, Johnson proposed construction to be done in three phases; with the first phase being the concrete portion from A Street to Jackson Street. The second phase may include Jackson Street to Cherry Avenue to allow a maintained access to the Dental Office. The final phase would include Cherry Street to Huntington Avenue.

A neighborhood workshop is scheduled for November 5<sup>th</sup> to allow residents and business owners located along this corridor to become informed of the project and to provide input on the proposed construction phasing.

Johnson outlined the current funding, (including both reconstruction and utility work) as follows:

Project Component:	Preliminary Engineering	Construction	Right-Of-Way	Construction Management	Total
Federal STP		\$577,650		\$72,350	\$650,000
TIB	\$96,790	\$527,900	\$18,000	\$85,185	\$727,875
City Street	8,310	\$4,950	\$2,000	\$27,465	\$42,725
City Stormwater		\$110,000			\$110,000
County	\$10,000				\$10,000
PWTF	\$36,860	\$384,750		\$39,140	\$460,750
Regional Water	\$870	\$9,100		\$930	\$10,900
City Water	\$200	\$2,000		\$200	\$2,400
City Sewer	\$870	\$9,100		\$930	\$10,900
Total	\$153,900	\$1,625,450	\$20,000	\$226,200	\$2,025,550

Johnson reviewed the draft project drawing and answered questions pertaining to the preliminary design. Dave Vorse added that the Barr Street connection (between Front and Huntington Avenue) will be changed to a one-way road. Vorse noted that the lighting will be consistent with the other designs to make it easy for pedestrians to find their way to the business district and the Riverfront Trail. In answer to the mayor's question, Johnson stated the project will include all new storm sewer system.

**Clerk-Treasurer report:** Covington provided councilmembers of the third quarter budget summary:

- During the month of September, General Fund expenses exceeded revenues by approximately \$10,000.
- The Municipal Water Capital Improvement Fund exceeded its adopted allocation due to the C Street SE water main project. A budgetary amendment will be required to reallocate funds from the Water Fund to the capital improvement fund to correct this issue.
- Covington provided a summary of third quarter General Fund revenues as compared with expenses. She noted that the ARRA COPS grant expires in November.
- At the end of the 3<sup>rd</sup> quarter, there was a net gain of \$11,023 for the water/sewer utility. As noted, water revenues are still supplanting sewer expenses.
- Customer use average comparisons from 2010 to 2012 show that the majority of utility customers use is within the 0 – 500 cubic feet range each month. Averages for higher consumption users have also declined, which indicates a trend toward conservation.

Councilmember Teter asked why the 3<sup>rd</sup> quarter net gain/loss for 2011 showed a negative gain for water. Covington stated she would review this with him after the meeting.

Councilmember Teter suggested the city consider a reallocation of the water and sewer rates to more closely balance the needs for each of the utilities.

**Castle Rock Community Development Alliance report:** Nancy Chennault report that the next CRCDA meeting is scheduled for October 29<sup>th</sup> at 6:00 p.m. The meeting will be held

at the Castle Rock Elementary School.

**Consent Agenda:**

1. Councilmember Queen made a motion, seconded by Teter to approve the minutes of the October 8, 2012 regular council meeting. Unanimous 'Aye'.
2. Councilmember Queen made a motion, seconded by Rose to approve the minutes of the October 15, 2012 special council meeting. Discussion: Councilmember Rose corrected that Nancy Chennault, not Nancy Swanson provided the CARE Coalition statement. Vote on the motion; unanimous 'Aye'.

**New Business:**

Pat Morgan, retired LEOFF 1 Castle Rock Police Officer, stated he retired in 1985 and he is now approaching a time when he would qualify for Medicare benefits. He stated Medicare Parts A and B are automatic; however he was wondering who would cover and pay for the drug portion of his medical costs. He asked if the city would be finding a supplemental insurance carrier for him, or if the city wanted him to find his own supplemental insurance coverage. Mayor Helenberg asked the clerk-treasurer to research this issue.

**Adjournment:**

There being no further business, Mayor Helenberg adjourned the meeting at 8:40 p.m.

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Mayor Paul Helenberg

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Clerk-Treasurer