

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 and Mike Mask. Councilmember Jack Reilly was absent.

0061 Clerk-Treasurer Ryana Covington pointed out an inaccuracy in the minutes for the June 9, 2008 Regular Council Meeting. The Summary of Claims approval was for May 2008 invoices, not for June as denoted in the minutes.

0078 Councilmember Yund made a motion, seconded by Mask to approve the minutes of the June 9, 2008 Regular Council Meeting, with the noted correction. By roll call vote, unanimous Aye.

0133 Cathy Craggen, Castle Rock Fair Board, requests that the City sponsor a possible grant to restore the historic log cabin located at the Castle Rock Fairgrounds. The Fair is a 501(c) 5 and is ineligible for grants without a managing sponsor. The Fair Board is seeking a \$5,000 grant from Cowlitz County for restoration work. The 'Save the Log Cabin' Committee has raised \$10,000 to date for this project.

In response to a question from Councilmember Mask, Craggen clarified that a 501(c) 5 organization is required to have a fiscal sponsor to manage grant funds. City Attorney Tom O'Neill expanded that this sponsorship would only require a dedication of clerical time to financially administer the grant.

0536 Councilmember Queen made a motion, seconded by Marcil to provide fiscal grant management for a Cowlitz County grant to restore the historic log cabin at the Castle Rock Fairgrounds. By roll call vote, unanimous Aye.

Clerk-Treasurer Ryana Covington noted that an agreement with the Fair Board would be needed for this sponsorship. City Attorney Tom O'Neill added that a copy of the 501(c) 5 certification and the organization's by-laws would also be needed.

0602 Yvonne Knuth, Castle Rock Fair Manager and Fair Parade Chairperson, requests approval of street closures for the Fair Parade on July 17th. The parade will follow the same route as last year. The Police Department has approved of this route. Participates will begin gathering at the Elementary School at 5 p.m. The parade will start at 6:30. The parade route will be on:

- Huntington Avenue South, from the Elementary School to Cowlitz Street West
- Cowlitz Street West to Second Avenue SW
- Second Avenue SW to B Street SW
- B Street SW to Front Avenue SW
- Front Avenue SW to the Middle School

- 0651 Councilmember Marcil made a motion, seconded by Mask to approve street closures for the Fair Parade on July 17th with the same route as last year. By roll call vote, unanimous Aye.
- 0685 Patricia McVey, 428 Front Avenue SW, requests approval for a street closure of the 400 block of Front Avenue SW from 3 p.m. to 5 p.m. for a neighborhood block party on July 4th. There will not be fireworks at the party. Ms. McVey will seek approval from the Fire Department, the Police Department and the Public Works Director. In addition, there will be nothing in the street to block emergency access.
- In response to a question from Councilmember Mask, City Attorney Tom O'Neill specified that the City's insurance carrier should be contacted to ascertain if insurance coverage is needed for a neighborhood block party.
- 0834 Councilmember Mask made a motion, seconded by Queen to approve a street closure of the 400 block of Front Avenue SW from 3 p.m. to 5 p.m. for a neighborhood block party on July 4, 2008, if insurance needs are met and if approval is received from the Fire Chief, the Police Chief and the Public Works Director. By roll call vote, unanimous Aye.
- 0997 City Attorney Tom O'Neill reports that he has been in contact with Tetra Tech/KCM regarding the placement of corner markers and recording of the survey for the Wastewater Treatment Plant property. The costs to complete this contractual obligation will be provided.
- 1057 Jim Gross, Car Show representative, requests information on where to park show vehicles for Mountain Mania. Councilmember Marcil will have the Mountain Mania Chairperson contact him.
- 1148 Alan Cutler, Scoutmaster Troop 891 of the Castle Rock Ward of the LDS Church, stated that the troop is attending a civic meeting as a requirement for a Citizenship in the Community Merit Badge. Mayor Larsen welcomed the troop to the meeting.
- 1201 City Engineer Mike Johnson reports that the bids will be opened for the Water Treatment Plant Improvement Project on July 1st. In addition, the public hearing for the Six-Year Transportation Improvement Plan is scheduled for the next Regular Council Meeting on July 14th.
- 1247 Public Works Director David Vorse provided an update on Councilmember Mask's request for a cost estimate to grade and rock the 'High Banks' access road. An estimate of \$7000 was received for this work. Insurance reimbursement for the purchase of Riverfront Trail lights has been returned to the Dredge Spoils Fund. However, a balance must be maintained to fund the budgeted Boat Launch

Project and the match for Skate Park equipment. Vorse suggested that it may be sensible to wait until the fall to ascertain any budget concerns. He noted that the rock may hold in place better with increased moisture.

In response to a question from Councilmember Marcil, Vorse specified that normally the reject rock which is full of fine material works best for adhering to dredge spoils.

Councilmember Mask believes it would be prudent to table this item until October to allow the opportunity to reassess the financial resources in the Dredge Spoil Fund.

- 1465 Vorse reports that a 1 ½" asphalt overlay was completed on the 100 block of First Avenue SW. It would be relatively easy to reverse the one way traffic flow at this time as specified with the Cowlitz Street West Revitalization Project.

City Engineer Mike Johnson researched the cost of temporary striping for parking space designation if a trial period is desired.

Councilmember Marcil believes that the flow should be reversed to bring traffic into the downtown business district.

In response to a question from Mayor Larsen, Vorse indicated that the traffic flow will remain the same on Cowlitz Street West.

In response to a question from Councilmember Mask, Vorse stated that the cost to change signage is \$200 to \$300. Johnson added that the cost for temporary striping is \$500 to \$1000.

In response to a question from Mayor Larsen, Vorse specified that this would be a Street Fund expense.

Councilmember Mask feels that the directional change should be permanent and additional funds should not be expended on a trial period.

Councilmember Yund noted that the long term plan for the downtown area includes changing the traffic flow on this block to bring vehicles into the business district. Vorse added that during the Cowlitz Street West Revitalization Town Hall Meeting, the majority indicated that the existing one way flow should be reversed.

- 1654 Councilmember Mask made a motion, seconded by Yund to change the one way designation on the 100 block of First Avenue SW to accommodate northbound traffic. By roll call vote, unanimous Aye.

- 1685 Vorse reports that weather permitting, next week the crack seal work on Huntington Avenue South will be completed. Also six of the fourteen sidewalk sections for replacement have been completed.

In response to a question from Councilmember Mask, Vorse explained that the meter box at 346 Second Avenue was distorted by tree roots. The water meter was moved and placed within the sidewalk after that section was replaced.

Councilmember Mask has received numerous positive citizen comments regarding the overlay of the 400 block of Roake Avenue SE. Vorse expanded that the cost for asphalt was less than anticipated, therefore the overlay on both the 400 block of Roake Avenue SE and the 100 block of First Avenue SW were completed for less than \$3000.

- 1803 In response to a question from Councilmember Queen, Vorse clarified that the primary trail easement concern expressed by the Nicholson family, 441 Front Avenue NW, is the liability exposure created by the mature cottonwood trees along the levee. Cottonwood trees are notorious for dropping limbs which could hit a pedestrian using the trail. This issue may be resolved with the Army Corps of Engineers requirement to remove these trees. Vorse has met with a Corps representative that specified which trees need to be removed.

- 1881 In response to a question from Councilmember Mask, Vorse reports that the environmental permits for the Boat Launch Project have been filed. City Attorney Tom O'Neill is working on the Whittle Creek easements for the mitigation component. The plans have been received and are 90% complete. Of primary concern are any objections that the National Marine Fisheries Service may have that could delay the project. The window for in-water work is August.

- 2005 Clerk-Treasurer Ryana Covington reviewed the May Budget Summary Report. General Fund revenues are exceeding expenditures for the first time this year.

Covington noted that the Street Fund shows a negative balance, which staff is researching. In response to a question from Councilmember Mask, Covington stated she believes there has been an error in the transfer of Real Estate Excise Taxes to the Street Fund which has created the problem.

In response to a question from Mayor Larsen, Covington stated that the Ambulance Fund is still receiving residual funds from before the annexation. This fund will be closed when those residual transactions are complete. After which, any remaining balance will be forwarded to Cowlitz County Fire District #6 in accordance with the interlocal agreement.

- 2090 Report of Meetings

Councilmember Yund will attend ICS 400 Training tomorrow.

Councilmember Mask attended the AWC Conference where he attended 4 or 5 meetings. He also had the opportunity to address the Governor at the Governor's Luncheon. He inquired why the State passes unfunded mandates without contributing to the expense. The Governor requested information pertaining to specific problems. Mask asked that Public Works Director David Vorse contact the Governor to discuss unfunded mandates.

Mayor Larsen, Councilmember Mask and Clerk-Treasurer Ryana Covington will attend the Local Planning Short Course tomorrow.

Mayor Larsen reported that the Annual World Harmony Run stopped at the Senior Center last Sunday. Vorse stated that four runners from Castle Rock accompanied the World Harmony runners from Longview to Winlock.

Mayor Larsen reports that she was appointed to represent cities with a population under 3,000, to choose an additional judge for Cowlitz County.

2374 Councilmember Mask would like more information on the offer of the Cinedome Theater in exchange for property. Mayor Larsen will call the owner of the Cinedome.

2418 Clerk-Treasurer Ryana Covington reports that the Library Board requests that Resolution 2008-06 be submitted for voter approval to fund library services in 2009. The levy amount is the same as last year.

Side B

In response to a question from Councilmember Yund, Covington stated that the Library Board strives to keep the levy amount low. User fees and donations are used to cover any funding shortage.

2544 Councilmember Yund made a motion, seconded by Marcil to approve Resolution 2008-06 to ask qualified voters of the City of Castle Rock to fund by Special Excise Levy for the furnishing of public library services to the citizens of Castle Rock and will submit the following question: Whether or not a Special Excise Levy on real property shall be had for the purpose of funding library services to the citizens of Castle Rock during the year 2009, on first reading. By roll call vote, unanimous Aye.

2569 Mayor Larsen noted that the Council Retreat Meeting is next Monday June 30th from 1 p.m. to 5 p.m. at Hattie's Restaurant.

2609 Mayor Larsen reports that she received an invitation from Fire Safety personnel to attend a dinner at Hattie's Restaurant on June 30th at 6 p.m. Councilmember Reilly indicated that he would attend.

Regular City Council Meeting

June 23, 2008

2675 There being no further business, Mayor Larsen adjourned the meeting at 8:20 p.m.

Mayor Barbara Larsen

Clerk-Treasurer