

## **1. CALL TO ORDER**

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Mayor Paul Helenberg called the regular meeting of the Castle Rock Transportation Benefit District (TBD) to order at 7:07 PM.

a. Pledge of Allegiance

Mayor Helenberg led the Pledge of Allegiance.

b. Roll Call

Board members present: Board President Paul Helenberg, Board Members Art Lee, Earl Queen, Paul Simonsen, and Ellen Rose.

Board members absent: Lee Kessler

Staff present: City Attorney Frank Randolph, Public Works Director David Vorse, City Engineer Tom Gower, and TBD Clerk Carie Cuttonaro.

c. Changes to Agenda

## **2. APPROVAL OF MINUTES**

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a. Approve the minutes of the November 22, 2021 TBD Meeting. (page 3-4)

Board member Queen made a motion, seconded by Rose to approve the minutes of the November 22, 2021 TBD Meeting. Motion carried by roll call vote. Board members Lee, Queen, Simonsen, and Rose voted 'Aye'.

## **3. REPORTS**

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Public Works Director David Vorse gave a verbal report.

## **4. OLD BUSINESS**

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## **5. NEW BUSINESS**

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a. Approval for invoices as attached in the total amount of \$184,512.05. (page 5-20)

Boardmember Rose made a motion, seconded by Lee to approve the invoices as presented in the total amount of \$184,512.05. Motion carried by roll call vote. Boardmembers Lee, Queen, Simonsen, and Rose voted 'Aye'.

b. Review and discussion of the 2023 proposed budget, including capital projects and debt payments. (page 21-25)

a. Street Maintenance Plan (Chip Seal) (blue lines on maps page 26-27)

- i. Cowlitz View Ct NW
- ii. Barr St NW
- iii. Cherry St NW
- iv. Shintaffer St NW
- v. Leaming Ave NW

- vi. Jackson St NW
- vii. Library alley
- viii. Oasis alley
- b. Paving Projects
  - i. 1st Ave SW
  - ii. Eagles Alley
- c. Additional Projects & Equipment
  - i. Six Rivers Regional Trail System - Phase 2 - Huntington Ave S
  - ii. \$5,000 to Public Works Vehicle Replacement Fund
  - iii. \$5,500; Striping
  - iv. \$3,500; WA State Auditor charges

Boardmember Queen made a motion, seconded by Rose to approve the 2023 proposed budget, including capital projects and debt payments as presented. Motion carried by roll call vote. Boardmembers Lee, Queen, Simonsen, and Rose voted 'Aye'.

#### **6. OTHER BUSINESS**

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Public Works Director David Vorse spoke briefly about developing a new 10-year street maintenance plan.

#### **7. ADJOURNMENT**

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There being no further business, Mayor Helenberg adjourned the meeting at 7:20 PM.

ATTEST:

APPROVED:

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Carie Cuttonaro, Clerk

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Paul Helenberg, TBD President