



CASTLE ROCK CITY COUNCIL AGENDA

Regular Meeting: Monday, July 8, 2024
7:30 PM

Location

Castle Rock Senior Center
222 Second Ave SW
Castle Rock, WA 98611

AGENDA

To join this meeting from your computer, tablet or smartphone: <https://global.gotomeeting.com/join/201632365>

To join this meeting using your phone: [+1 \(646\) 749-3112](tel:+16467493112) Access Code: 201-632-365 (Press *6 to speak)

New to GoToMeeting? Get the app now and be ready: <https://global.gotomeeting.com/install/201632365>

1. CALL TO ORDER

- a. Pledge of Allegiance
- b. Roll Call
- c. Changes to Agenda

2. PROCLAMATIONS & PRESENTATIONS

3. CITIZEN COMMENTS - maximum 3 minutes

4. DEPARTMENT REPORTS

- City Attorney Frank Randolph
- Police Chief Charlie Worley
- Public Works Director Dave Vorse
- City Engineer Tom Gower
- Clerk-Treasurer Carie Cuttonaro

5. COUNCIL AND AD HOC COMMITTEE REPORTS

- Mayor / Mayor Pro-Tempore / Councilmembers
 - 1. Request a date for a Council Workshop to discuss the 2025 budget, including projects and capital assets.
- CRCDA Representative

6. PUBLIC HEARINGS

7. CONSENT AGENDA

- a. Approve the minutes of the June 24, 2024, Regular Council Meeting.
- b. Approve the June 2024 invoices as described in the Fund Transaction Summary Report in the amount of \$333,577.76. (page 6-7)

8. OLD BUSINESS

9. NEW BUSINESS

- a. Special Event Permit #2024-0007; Castle Rock Fair Parade; July 18, 2024 at 6:00 PM. Insurance has

been received. Street closure request includes: (page 8-16)

- Huntington Ave S
- Cowlitz St W
- 2nd Ave SW
- C St SW
- Front Ave S

10. OTHER BUSINESS

11. ADJOURNMENT

NEXT REGULAR COUNCIL MEETINGS:

<u>3Q24</u>	<u>4Q24</u>	<u>1Q25</u>	<u>2Q25</u>
July 08	October 14	January 13	April 14
July 22	October 28	January 27	April 28
August 12	Tuesday, November 12	February 10	May 12
August 26	November 25	February 24	Tuesday, May 27
September 09	December 09	March 10	June 09
September 23	December 23	March 24	June 23

Non-Discrimination Statement: This institution is an equal opportunity provider and employer. If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at https://www.ascr.usda.gov/sites/default/files/Complain_combined_6_8_12_508_0.pdf or at any USDA office, or call 866.632.9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter by mail to USDA, Office of the Assistant Secretary for Civil Rights, 1400 Independence Ave, SW, Stop 9410, Washington, DC 20250-9410 or email to program.intake@usda.gov or by fax (202) 690-7442.

Title VI: The City of Castle Rock ensures compliance with Title VI of the Civil Rights Act of 1964 and American Disabilities Act of 1990 by prohibiting discrimination against any person on the basis of race, color, national origin, sex or disabilities in the provision of benefits and services from its federal assisted programs and activities. If you need special accommodations to participate in this meeting, please contact Carie Cuttonaro at 360.274.8181 by 9:00 a.m. three days prior to the meeting.

City Council may add and take action on other items not listed on this Agenda.

1. CALL TO ORDER

Mayor Paul Helenberg called the regular meeting of the Castle Rock City Council to order at 7:32 PM.

There were technical difficulties and during roll call, the online meeting lost connection and restarted. Roll call was finished at 7:37 PM. All five Councilmembers were in attendance.

a. Pledge of Allegiance

Mayor Helenberg led the Pledge of Allegiance.

b. Roll Call

Councilmembers present: Art Lee, Lee Kessler, John Whalen, Paul Simonsen, and Ellen Rose.

Staff present: Police Chief Charlie Worley, Public Works Director Dave Vorse, City Engineer Tom Gower, and Clerk-Treasurer Carie Cuttonaro.

c. Changes to Agenda

2. PROCLAMATIONS & PRESENTATIONS

3. CITIZEN COMMENTS - maximum 3 minutes

4. DEPARTMENT REPORTS

- City Attorney Frank Randolph

- Police Chief Charlie Worley

Police Chief Charlie Worley gave a verbal report.

- Public Works Director Dave Vorse

1. Announcement of the SR 411 Bridge Ribbon Cutting Celebration on Thursday, June 27th at 1:00 PM.

Public Works Director Dave Vorse gave a verbal report.

- City Engineer Tom Gower

- Clerk-Treasurer Carie Cuttonaro

1. Expenditure, Revenue, Cash & Investments Reports

Clerk-Treasurer Carie Cuttonaro gave a verbal report.

5. COUNCIL AND AD HOC COMMITTEE REPORTS

- Mayor / Mayor Pro-Tempore / Councilmembers

- CRCDA Representative

6. PUBLIC HEARINGS

- a. To take public testimony on the City's Six-Year Transportation Plan for fiscal years 2025-2030.

Mayor Helenberg closed the regular meeting at 7:40 PM and opened the public hearing at 7:40 PM.

City Engineer Tom Gower presented.

Councilmembers Lee and Rose requested clarification on the roundabout project. City Engineer Tom Gower and Mayor Helenberg responded. An additional meeting was offered for more information. There was no public comment offered.

Mayor Helenberg closed the public hearing at 7:48 PM and reopened the regular meeting at 7:48 PM.

7. CONSENT AGENDA

Councilmember Rose made a motion, seconded by Lee, to approve the Consent Agenda as presented. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, Simonsen, and Rose voted 'Aye'.

- a. Approve the minutes of the May 28, 2024, Regular Council Meeting.
- b. Approve the minutes of the June 10, 2024, Regular Council Meeting.

8. OLD BUSINESS

9. NEW BUSINESS

- a. Resolution No. 2024-06, a resolution relating to the Six-Year Transportation Improvement Plan.

Councilmember Kessler made a motion, seconded by Rose, to approve Resolution No. 2024-06.

Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, Simonsen, and Rose voted 'Aye'.

- b. Amendment to CivicPlus agreement (online agenda software) for a company-wide price adjustment to take effect in 2025. No impact to the 2024 budget. However, a 13% (\$455) adjustment will apply in 2025 and is subject to an additional 3% uplift (annual increase).

Clerk-Treasurer Carie Cuttonaro presented.

Councilmember Rose made a motion, seconded by Lee, to approve the amendment to the CivicPlus agreement. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, Simonsen, and Rose voted 'Aye'.

- c. City Phone & Network Upgrade Project costs totaling \$11,317.63 for new equipment such as switches and Wi-Fi routers, including installation, in preparation for Astound to update the phones. Phones to be replaced at no cost.

Mayor Helenberg, Clerk-Treasurer Carie Cuttonaro, and Public Works Director Dave Vorse presented.

Councilmember Kessler made a motion, seconded by Rose, to approve the City Phone & Network Upgrade Project with costs totaling \$11,317.63. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, Simonsen, and Rose voted 'Aye'.

10. OTHER BUSINESS

11. ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 7:55 PM.

Mayor Paul Helenberg

Clerk-Treasurer Carie Cuttonaro

As of this date, 7/08/2024, the Council by a majority vote, does approve payment of the vouchers included in the Fund Transaction Summary Report, and further described as:

General Expenditures

<u>Transaction Type</u>	<u>Description</u>	<u>Amount</u>	<u>Payment Date</u>
Adjustment/EFT	EFT#1083-6/2024	193.17	6/4/2024
Adjustment/EFT	EFT#1084-6/2024	7,432.98	6/24/2024
Adjustment/EFT	EFT#1085-6/2024	186.00	6/13/2024
Claims	Check 55341-Voided	(249.25)	6/12/2024
Claims	Check 55370	936.36	6/12/2024
Claims	Check 55371 - 55373	246.14	6/13/2024
Claims	Check 55374 - 55375	1,262.47	6/24/2024
Claims	Check 55376 - 55379	3,149.27	6/27/2024
Claims	Check 55402-Voided	(395.00)	6/27/2024
Claims	Check 55380 - 55442	107,137.91	6/27/2024
		<u>119,900.05</u>	

Payroll Expenditures

<u>Transaction Type</u>	<u>Description</u>	<u>Amount</u>	<u>Payment Date</u>
Mid-Month Draw	Nacha # 1343714	21,150.00	
Mid-Month Draw	Taxes	4,650.00	
EOM Payroll	Nacha # 1357782	68,856.32	
EOM Payroll	Check 26678 - 26695	86,662.86	
EOM Payroll	Taxes	32,358.53	
Uniform Allowance	Check		
Uniform Allowance	Taxes		
Accrued - Quarterly Payroll Tax - L&I		-	
Accrued - Quarterly Payroll Tax - ESD		-	
Accrued - Quarterly Payroll Tax - PFML		-	
Accrued - Quarterly Payroll Tax - WA CARES		-	
		<u>213,677.71</u>	

TBD Expenditures

<u>Transaction Type</u>	<u>Description</u>	<u>Amount</u>	<u>Payment Date</u>
Adjustment/EFT	EFT#		
Adjustment/EFT	EFT#		
Claims	Check		
Claims	Check	-	
		<u>-</u>	

	<u>Amount</u>	<u>Payment Date</u>
Grand Total Expenditures	333,577.76	6/1/2024 - 6/30/2024
Fund Transaction Summary Report	333,577.76	
Balance Check (s/b -0-)	-	

Lee Kessler, Audit Committee Member

Art Lee, Audit Committee Member

Ellen Rose, Audit Committee Member



Fund Transaction Summary

Transaction Type: Invoice

Fiscal: 2024 - Jun - Jul - City Council

System Types: Cash Management, Financials, Payroll, Resources, UB2, Utility Billing

Fund Number	Description	Amount
010	General Fund	\$138,393.70
100	Street Fund	\$19,358.65
115	Building Code Account Fund	\$3,195.28
120	Visitor Center Fund	\$456.35
130	Library Fund	\$1,382.53
145	Local Criminal Justice Fund	\$193.12
170	DOT Spoil Site Fund	\$5,811.81
320	Street Construction Capital Fund	\$4,858.11
400	Water/Sewer Operating Fund	\$87,324.41
410	Regional Water System Fund	\$26,238.29
420	Stormwater Management Fund	\$9,575.86
435	Muni Water Capital Improvement	\$11,141.95
470	Muni Sewer Capital Imprv Reserve	\$23,271.17
475	Boat Launch Facility Fund	\$1,214.42
634	State Custodial Pass-Thru Fund	\$1,162.11
	Count: 15	\$333,577.76

Review / Authorization

Primary Responsible Department: Finance

Permit No. 2024-0007

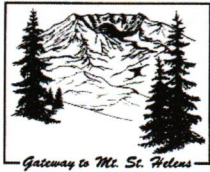
Castle Rock Fair Parade

Barbara Rider, 360.274.4136, berider@cni.net

Reviewed by: (mark "X" & date upon review)

Comments and Conditions

☒ Finance Carie Cuttonaro, Clerk-Treasurer Date: 7/2/2024	No issues.
☒ Fire (Cowlitz County Fire District 6) Bill LeMonds, Fire Chief Date: 6/3/2024	No issues.
☒ Police Charlie Worley, Chief Date: 6/4/2024	No issues.
☒ Public Works / Engineering Dave Vorse, Public Works Director Date: 7/1/2024	Normal parade route. No special concerns.
☐ Parks	
☒ Streets	
☒ Traffic	street closures
☐ Other	
☐ Building/Planning, if needed	
Additional Comments: Insurance received 06/27/2024	
☐ Approved ☐ Denied	Primary responsible department signature Date 7/02/2024



Special Event Permit

Permit No. 2024-0007

City of Castle Rock | Phone: 360.274.8181 | www.ci.castle-rock.wa.us

Application must be made a minimum of **60 days** prior to event (30 if a prior annual event)

Contact Information

Organization/Sponsor <u>Castle Rock Fair</u>	Address/City/State/Zip <u>PO Box 655 Castle Rock, WA 98611</u>	
Contact Person <u>Barbara Rider</u>	Phone <u>360-274-4136</u>	Email <u>berider@cmi.net</u>
As contact person, are you authorized by the Organization/Sponsor to act on its behalf? ☒ YES ☐ NO	Address/City/State/Zip (if different from above) <u>325 Ogden Rd Castle Rock, WA</u>	
Are there other individuals authorized to act on behalf of the Organization/Sponsor? ☒ YES ☐ NO If yes, please provide their name and contact information: <u>Brian Platt 360-572-0809</u>		

Event Information

Event Name <u>Castle Rock Fair Parade</u>		Date(s) of event <u>July 18, 2024</u>	Estimated # of participants for event <u>800</u>
Start Time <u>6</u> AM/PM ☒	End Time <u>7:30</u> AM/PM ☒	Setup Time <u>5:00</u> AM/PM ☒	Takedown Time <u>7:30</u> AM/PM ☒
Is this an annual event? ☒ YES ☐ NO*		Applicant may be required to collect approval signatures from neighboring or affected residents and/or business owners.	
Have you previously requested a permit for such activity? <u>YES</u>		If yes, approximate date? <u>July 13, 2023</u>	
Are participants required to pay a fee? <u>NO</u>		Are participants to make a donation? <u>NO</u>	
Will this event impede traffic? ☒ YES ☐ NO		Follow traffic, pedestrian and bike laws? ☒ YES ☐ NO	
		Utilize sidewalks only? ☐ YES ☒ NO	
Details of event (Please include a detailed map showing location of event and copies of any proposed brochures, posters, flyers, or mailings you desire to use to advertise this event. Additionally, please identify on the map where volunteers will be placed to assist with this event. Include additional pages if needed to fully explain details.)			

Type of Use

Type of use requested ☒ Parade ☐ Street Closure ☐ Street Sale ☐ Athletic Run/Walk ☐ Block Party ☐ Other	Where is use requested? ☐ Park area*/where? _____ ☐ Private property/where? _____ ☐ Park building*/which one? _____ ☐ Other _____
*Note: If planning to use a park area or building, please contact the Public Works Department at 360.274.7478 for any additional forms required for the use of a park area or building.	
Please check all that apply to this event: ☒ Requesting closure/impediment of a street or public right-of-way. (Please attach a map and mark location.) ☐ Requesting to erect structure(s)/tent(s). Number and location _____ ☐ Planning to serve food/drink. If yes, including alcohol beverages? ☐ YES ☐ NO ☐ This event involves political or religious activity intended primarily for the communication or expression of ideas. ☐ Participants will be required to pay a fee. ☐ Participants will be asked to make a donation.	
Permit holders are responsible for cleanup of debris in connection with their activities.	

Received
KA

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JUN 03 2024
SEP-2024-0007
Castle Rock
Finance

City Assistance Requested

Public Works Division (example: street closure, signage, signal adjustment, facility availability, additional sanitation/garbage, restrooms) - Explain	Police Department (example: traffic, patrol, security) - Explain
	Other - Explain

Insurance Information

The City does not maintain insurance that will respond to claims against the applicant arising out of the use of facilities by the applicant, its members, or those attending the event. Depending on the type of event you are planning, and the activity and risk level of your group, you may be required to obtain bodily injury and property damages liability insurance in accordance with City policy, name the City as an additional insured on the policy, and be responsible for obtaining said insurance. After reviewing this application, the City will determine whether you must obtain liability insurance.

Agreement

Depending on the type of event planned, you may be required to defend, indemnify and hold harmless the City, its agents, employees and officials, while acting within the scope of their duties, from all causes of action, demands and claims, including the cost of their defense, arising in favor of the organization, the organization's employees or third parties on account of personal injuries, bodily injuries, death, or damage to property arising out of the acts or omissions of the organization, its employees or representatives, concessionaires of the event or any other person or entity, except for liability caused due to the sole negligence of the City. After reviewing this application, the City will determine whether you must indemnify the City and its agents.

By my signature I state that I am authorized to obligate the above-titled Organization/Sponsor, including financially, for any statements or requests made herein.

Applicant Name (please print) Barbara Rider	Applicant Signature Barbara Rider
Organization/Title Castle Rock Fair Treasurer	Date 6-3-24

Add additional information on separate sheets as needed.

City Use Only

Other permits required in conjunction with this permit:

☐ Electrical ☐ Fire, Life & Safety ☐ Parks ☐ Other: _____

Fees/Payments/Refunds

	Fee(s)	Initial(s)	Date(s)
Deposit(s)			
Permit(s)			
Facility Use/Rental(s)			
Admission Tax(es)			
Additional Costs			
TOTAL PAID			
TOTAL REFUND / DUE			

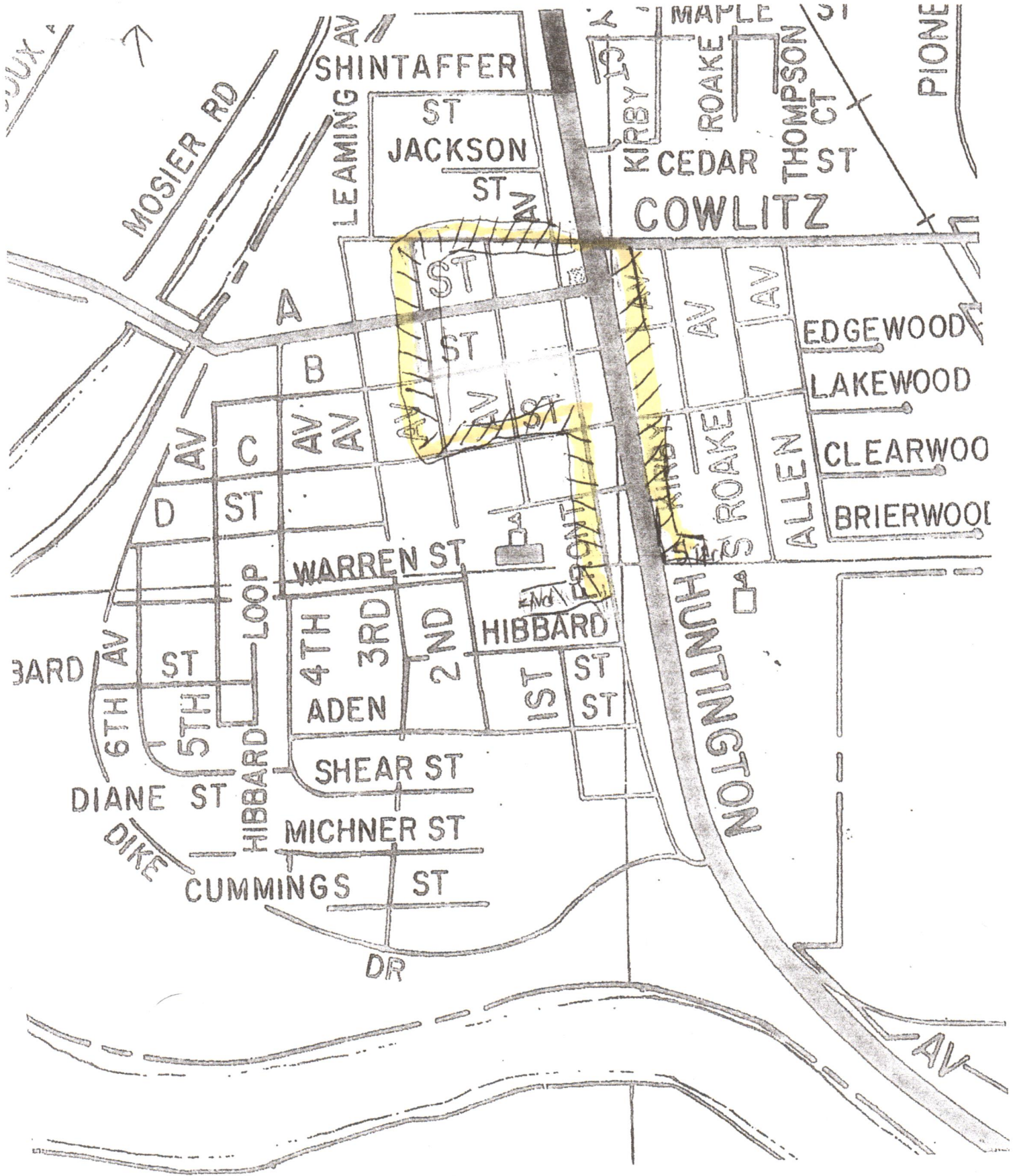
Proof of insurance required? ☐ Yes ☐ No	Bond Required? ☐ Yes ☐ No
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JUN 03 2024

SEP-2024-0007
Castle Rock
Finance



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JUN 03 2024

SEP-2024-0007

Castle Rock
Finance

Special Event Signature Collection Sheet

Event: Castle Rock Fair Parade Date: July 18, 2024 Time: 5pm to 7:30pm

By signing this paper, I am stating that I am either in favor or against the above listed event. Please write clearly.

Name	Signature	Business	Address	In Favor	Not in Favor
Jenny Carroll	Jenny Carroll	Walt Books & Brew	20 Cowlitz St.	✓	
LINDA MOODY	Linda Moody	The Nook	28 W Cowlitz	✓	
Maggie Bouma	Maryn Bouma	Parwell	32 W Cowlitz	✓	
Maggie Bouma	Maryn R	Stylash	127 SW 1st Ave	✓	
Jana Gann	Jana Gann	Knotty Stitches	105 Cowlitz St W	✓	
Susan Parkison	S. Parker	C.R. Phys	117 First SW C.R.	✓	
Kandace Traver	Kandace Traver	PT NW Physical Therapy	31 Cowlitz St	✓	

Received

YA

JUN 03 2024

SEP-2024-0007

Castle Rock
Finance

Special Event Signature Collection Sheet

Event: Castle Rock Fair Parade Date: _____ Time: _____ to _____

By signing this paper, I am stating that I am either in favor or against the above listed event. Please write clearly.

Name	Signature	Business	Address	In Favor	Not in Favor
KYRA SPENCER	<i>K Spencer</i>	BUSINESS + TAX SERVICES	47 COWLITZ ST W CR	✓	
HONG NHUNG TO	<i>HN</i>	SHAYLA NAILS	41 B COWLITZ	✓	
JEFF ELZIE	<i>JH Elzie</i>	Farmers Insurance	31 Cowlitz	✓	
Kari Murfitt	<i>K Murfitt</i>	GFE	6 Cowlitz	✓	
AMY CLAYPOOL	<i>Amy Claypool</i>	Castle Rock Auto Licensing	2 Cowlitz St.	✓	
Patricia LaBarr	<i>Pat LaBarr</i>	NAPA	105 Huntington AVES.	✓	
Estephane Sanchez Bredfield Hardware	<i>Estephane S</i>	Bredfields	102 Cowlitz W	✓	

Received
yes

JUN 03 2024

SEP-2024-0007
Castle Rock
Finance

Special Event Signature Collection Sheet

Event: Castle Rock Fair Parade Date: July 18th 2024 Time: 5:30 PM to 7 PM

By signing this paper, I am stating that I am either in favor or against the above listed event. Please write clearly.

Name	Signature	Business	Address	In Favor	Not in Favor
Karl Germundson	<i>Karl Germundson</i>	K Germundson Surveying	33 Cowling St W	✓	

Received

YCA

SEP 03 2024

SEP-2024-0007

Castle Rock
Finance



WAIVER of LIABILITY

HOLD HARMLESS - Applicant shall defend, indemnify and hold harmless the City of Castle Rock, its officers, officials, employees and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of the acts or omissions of the applicant, its employees, volunteers, representatives or vendors, or from any activity, work or thing done, permitted, or suffered by applicant, participant, or member of the public, related to the permitted activity, except only such injury or damage as shall have been occasioned by the sole negligence of the City of Castle Rock.

Organization: Castle Rock Fair

Title of Event: Parade

Date of Event: July 18, 2024

Phone Number: 360-274-4136

Name of Applicant (please print): Barbara Rider

Signature of Applicant: Barbara Rider

Date Signed: 6-3-24

Received

KA

JUN 03 2024

SEP-2024-0007

Castle Rock
Finance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/13/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER 360 425 3200 360 578 1001

Mark Kuning Ins Agency Inc
1556 3rd Ave

Longview, WA 98632

INSURED

Castle Rock Fair Assn
PO Box 665
Castle Rock WA 98611

CONTACT NAME: Mark Kuning Ins Agy Inc

PHONE (A/C, No, Ext): 360 425 3200

FAX (A/C, No): 360 578 1001

E-MAIL: mkuning@farmersagent.com

ADDRESS: mkuning@farmersagent.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Farmers Insurance Exchange

21709

INSURER B: Northfield Insurance Co

INSURER C: Covington Specialty Ins Co

INSURER D: Western World

INSURER E:

INSURER F:

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
D	GENERAL LIABILITY ☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC	☒	☒	VBA93483400	07/17/2024	07/22/2024	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ HIRED AUTOS ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB EXCESS LIAB ☐ DED ☐ RETENTION \$ ☐ OCCUR ☐ CLAIMS-MADE						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N ☐ N/A						WC STATUTORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Certificate holder is Additional Insured for the Fair Parade

CERTIFICATE HOLDER

City of Castle Rock
PO BOX 370

Castle Rock Wa 98611

Received

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE