



CASTLE ROCK CITY COUNCIL AGENDA

Regular Meeting: Monday, June 9, 2025
7:30 PM

Location

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

AGENDA

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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 Nikki Thompson
- 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
- CRCDA Representative

6. PUBLIC HEARINGS

7. CONSENT AGENDA

- a. May 27, 2025 Regular Council Meeting Minutes (page 3-5)
- b. May 2025 invoices as described in the Fund Transaction Summary Report in the amount of \$458,680.75. (page 6-7)

8. OLD BUSINESS

9. NEW BUSINESS

10. OTHER BUSINESS

11. ADJOURNMENT

NEXT REGULAR COUNCIL MEETINGS:

<u>2Q25</u>	<u>3Q25</u>	<u>4Q25</u>	<u>1Q26</u>
April 14	July 14	October 13	January 12
April 28	July 28	October 27	January 26
May 12	August 11	November 10	February 09
Tuesday, May 27	August 25	November 24	February 23
June 09	September 08	December 08	March 09
June 23	September 22	December 22	March 23

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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 7:33 PM.

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, City Attorney Nikki Thompson, Public Works Senior Operator Tyler Stone, City Engineer Tom Gower, and Clerk-Treasurer Carie Cuttonaro.

c. Changes to Agenda

2. PROCLAMATIONS & PRESENTATIONS

3. CITIZEN COMMENTS - maximum 3 minutes

Billy Bryant, Cowlitz County resident, stated the total cost of the latecomer fee and city hookup fees to hookup to the water system is an exorbitant amount and requested a reduction in fees. Mr. Bryant also stated that he still pays a portion of his property tax to the school district, 54% of his taxes. He believes senior citizens should not have to pay that tax.

4. DEPARTMENT REPORTS

- City Attorney Nikki Thompson

City Attorney Nikki Thompson gave a verbal report.

- Police Chief Charlie Worley

Police Chief Charlie Worley gave a verbal report.

- Public Works Director Dave Vorse / Senior Operator Tyler Stone

Public Works Senior Operator Tyler Stone gave a verbal report.

- City Engineer Tom Gower

- Clerk-Treasurer Carie Cuttonaro

1. Expenditure, Revenue, Cash & Investments Reports
2. WA State Auditor's Office Annual Report - City
3. WA State Auditor's Office Annual Report - TBD

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

7. CONSENT AGENDA

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

- a. May 12, 2025 Regular Council Meeting Minutes

8. OLD BUSINESS

9. NEW BUSINESS

- a. Castle Rock Boy Scout Troop #313 has advised the City of their intent to sell fireworks in 2025, per CRMC 5.32(c). Completed permit application including insurance, fee and landowner permission has been received.

Councilmember Kessler made a motion, seconded by Rose, to approve Castle Rock Boy Scout Troop #313's application to sell fireworks in 2025. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, Simonsen, and Rose voted 'Aye'.

- b. TIB Consultant Supplement Agreement with Gibbs & Olson, Inc. for the "2025 ADA Improvements" project to provide preparation of easements in the amount of \$2,600, increasing the original agreement of \$61,864 to \$64,464.

City Engineer Tom Gower presented.

Councilmember Lee made a motion, seconded by Kessler, to approve the TIB Consultant Supplement Agreement for the 2025 ADA Improvements Project. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, Simonsen, and Rose voted 'Aye'.

- c. TIB Bid Authorization for the "2025 ADA Improvements - Multiple Locations" project's estimated costs including design and construction in the amount of \$563,909, of which TIB would provide 95% or \$535,713, and the City would provide 5% or \$28,196.

City Engineer Tom Gower presented.

Councilmember Rose made a motion, seconded by Kessler, to approve the TIB Bid Authorization for the 2025 ADA Improvements - Multiple Locations Project. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, Simonsen, and Rose voted 'Aye'.

- d. Castle Rock Eagles has advised the City of their intent to sell fireworks in 2025, per CRMC 5.32 (c). Completed permit application including insurance, fee and landowner permission has been received.

Councilmember Kessler made a motion, seconded by Rose, to approve Castle Rock Eagles' application to sell fireworks in 2025. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, Simonsen, and Rose voted 'Aye'.

- e. Bid Tab Results & Award - Carpenter Package Booster Pump Station Skid

Public Works Senior Operator Tyler Stone and City Engineer Tom Gower presented and recommended award to Whitney Equipment, contingent on electrical specs.

Councilmember Kessler made a motion, seconded by Rose, to award the Carpenter Package Booster Pump Station Skid to Whitney Equipment, contingent on electrical specs. Motion carried by roll call

vote. Councilmembers Lee, Kessler, Whalen, Simonsen, and Rose voted 'Aye'.

f. Ordinance No. 2025-08, an ordinance repealing Castle Rock Municipal Code (CRMC) Section 6.10.030 "Classes of Civil Infractions - Monetary Penalties - Restitution" and repealing and replacing Chapter 1.16 "General Penalty" of the Municipal Code of the City of Castle Rock, Washington.

City Attorney Nikki Thompson presented.

Councilmember Kessler made a motion, seconded by Rose, to approve Ordinance No. 2025-08.

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

g. Ordinance No. 2025-09, an ordinance repealing Castle Rock Municipal Code (CRMC) Section 9.06.030 "Acts Declared to be Unnecessary Noise" and adding a new Chapter 8.06 "Noise Control" to Title 8 "Health and Safety" of the Municipal Code of the City of Castle Rock, Washington.

City Attorney Nikki Thompson presented.

Councilmember Kessler made a motion, seconded by Rose, to approve Ordinance No. 2025-09.

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 8:06 PM.

Mayor Paul Helenberg

Clerk-Treasurer Carie Cuttonaro

As of this date, 6/09/2025, the Council by a majority vote, does approve payment of the vouchers included in the Fund Transaction Summary Report, and further described as:

Payroll Expenditures

<u>Transaction Type</u>	<u>Description & Transactions</u>	<u>Amount</u>	<u>Payment Date</u>
Mid-Month Draw	Payroll Nacha # 1681341	24,150.00	5/15/2025
	Taxes ACH	5,250.00	
EOM Payroll	Payroll Nacha # 1701353	76,617.75	5/30/2025
	26835 - 26840	14,292.03	
	ACH	56,765.75	
	Benefits 26841 - 26843	3,637.69	
	Taxes ACH	50,216.01	
	Voided	-	
Total Payroll Expenditures		230,929.23	

General Expenditures

<u>Transaction Type</u>	<u>Description</u>	<u>Amount</u>	<u>Payment Date</u>
Adjustment/EFT	EFT#1146-5/2025	500.00	5/1/2025
Adjustment/EFT	EFT#1147-5/2025	7,113.51	5/23/2025
Adjustment/EFT	EFT#1149-5/2025	204.05	5/5/2025
Claims	Check 56221 - 56223	306.49	5/12/2025
Claims	Check 56224 - 56227	5,101.69	5/15/2025
Claims	Check 56228 - 56229	1,315.32	5/20/2025
	56230 - 56231	56,607.68	5/28/2025
Claims	Check 56232 - 56292	156,602.78	5/29/2025
Total General Expenditures		227,751.52	

TBD Expenditures

<u>Transaction Type</u>	<u>Description</u>	<u>Amount</u>	<u>Payment Date</u>
Claims	Check	-	
Total TBD Expenditures		-	

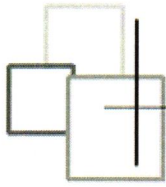
Total Expenditures

	<u>Amount</u>	<u>Payment Date</u>
Total General and TBD Expenditures	227,751.52	5/1/2025 - 5/29/2025
Payroll Expenditures	230,929.23	
Grand Total Expenditures	458,680.75	
Fund Transaction Summary Report	458,680.75	
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: 2025 - May - Jun - City Council

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

Fund Number	Description	Amount
010	General Fund	\$133,134.49
100	Street Fund	\$9,631.89
115	Building Code Account Fund	\$2,056.23
120	Visitor Center Fund	\$491.53
130	Library Fund	\$537.67
145	Local Criminal Justice Fund	\$67.02
170	DOT Spoil Site Fund	\$2,647.05
320	Street Construction Capital Fund	\$21,818.90
400	Water/Sewer Operating Fund	\$203,255.65
410	Regional Water System Fund	\$36,090.79
420	Stormwater Management Fund	\$12,096.68
435	Muni Water Capital Improvement	\$34,058.74
470	Muni Sewer Capital Imprv Reserve	\$281.95
475	Boat Launch Facility Fund	\$1,364.54
634	State Custodial Pass-Thru Fund	\$1,147.62
	Count: 15	\$458,680.75