

1. CALL TO ORDER

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

a. Pledge of Allegiance

Mayor Helenberg led the Pledge of Allegiance.

b. Roll Call

Councilmembers present: Earl Queen, Lee Kessler, Roz de Greeve, and Ellen Rose.

Staff present: Police Chief Charlie Worley, City Attorney Nikki Thompson, Public Works Director Tyler Stone, and Clerk-Treasurer Carie Cuttonaro.

c. Changes to Agenda

Added request for out-of-state travel for Clerk-Treasurer Carie Cuttonaro.

2. PROCLAMATIONS & PRESENTATIONS

3. CITIZEN COMMENTS - maximum 3 minutes

Sue Fisker, Cowlitz County resident, requested information regarding the library budget and stated her concerns for the future of the library.

4. DEPARTMENT REPORTS

- City Attorney Nikki Thompson
- Police Chief Charlie Worley
- Public Works Director Tyler Stone
- 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

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

- a. January 26, 2026 Regular Council Meeting Minutes

b. January 2026 invoices as described in the Fund Transaction Summary Report in the amount of \$752,889.04.

8. OLD BUSINESS

a. Ordinance No. 2026-01, an ordinance of the City of Castle Rock adopting a new Chapter 5.10, "Peddler and Solicitation Activities", of the Castle Rock Municipal Code (CRMC) to create soliciting licensing requirements, providing for severability, and establishing an effective date, on second reading.

Councilmember Kessler made a motion, seconded by Rose, to approve Ordinance No. 2026-01 on second reading. Motion carried by roll call vote. Councilmembers Queen, Kessler, de Greeve, and Rose voted 'Aye'.

9. NEW BUSINESS

a. Annual Spring Clean-Up Event April 25, 2026; CRCDA requests City sponsorship to print forms and flyers. If not able to print in-house, request to pay costs of printing forms and flyers not to exceed \$550 including tax.

Councilmember Rose made a motion, seconded by Queen, to approve City sponsorship to print forms and flyers. Motion carried by roll call vote. Councilmembers Queen, Kessler, de Greeve, and Rose voted 'Aye'.

b. Request to approve out-of-state travel, as required by CRMC 2.96.010, for Corporal David Yeager to attend the NRL Hunter Match in La Grande, OR, April 17 - April 19, 2026.

Police Chief Charlie Worley presented.

Councilmember Kessler made a motion, seconded by Queen, to approve the out-of-state travel. Motion carried by roll call vote. Councilmembers Queen, Kessler, de Greeve, and Rose voted 'Aye'.

c. Professional Services Agreement with Summit Law Group to provide labor and employment advice and counsel. Services to be billed on a time and materials basis.

Mayor Helenberg presented.

Councilmember Queen made a motion, seconded by Rose, to approve the Professional Services Agreement with Summit Law Group. After further discussion, motion carried by roll call vote. Councilmembers Queen, Kessler, de Greeve, and Rose voted 'Aye'.

d. ***Added Item***

Request to approve out-of-state travel, as required by CRMC 2.96.010, for Clerk-Treasurer Carie Cuttonaro to attend the AGRiP Governance Conference in Nashville, TN, March 1-4, 2026.

Clerk-Treasurer Carie Cuttonaro presented.

Councilmember Queen made a motion, seconded by Rose, to approve the out-of-state travel. Motion carried by roll call vote. Councilmembers Queen, Kessler, de Greeve, and Rose voted 'Aye'.

10. OTHER BUSINESS

11. ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 7:57 PM.

Mayor Paul Helenberg

Clerk-Treasurer Carie Cuttonaro