



CASTLE ROCK CITY COUNCIL AGENDA

Regular Meeting: Monday, March 9, 2026
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)

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1. CALL TO ORDER

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

2. REVIEW COUNCILMEMBER APPLICATIONS

- a. Dennis Ehrhorn (page 3-9)

3. PROCLAMATIONS & PRESENTATIONS

4. CITIZEN COMMENTS - maximum 3 minutes

5. DEPARTMENT REPORTS

- City Attorney Nikki Thompson
- Police Chief Charlie Worley
- Public Works Director Tyler Stone
- City Engineer Tom Gower
- Clerk-Treasurer Carie Cuttonaro

6. COUNCIL AND AD HOC COMMITTEE REPORTS

- Mayor / Mayor Pro-Tempore / Councilmembers
- CRCDA Representative

7. PUBLIC HEARINGS

8. CONSENT AGENDA

- a. February 23, 2026 Regular Council Meeting Minutes (page 10-11)
- b. February 2026 invoices as described in the Fund Transaction Summary Report in the amount of \$607873.82. (page 12-13)

9. OLD BUSINESS

10. NEW BUSINESS

11. OTHER BUSINESS

12. ADJOURNMENT

NEXT REGULAR COUNCIL MEETINGS:

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

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.



City of Castle Rock

PO Box 370
Castle Rock, WA 98611
(360) 274-8181

Application for Appointment to Castle Rock City Council Position No. 4

Thank you for your interest in serving the community as a member of the Castle Rock City Council.

The timeline for filling the Council vacancy is as follows:

- February 26, 2026** Applications are due to the Clerk-Treasurer by 5:00 PM
- March 9, 2026** City Council – Review applications and create a shortlist
- March 23, 2026** City Council – Interview the short-listed applicants and select the new Councilmember

To be considered, your application must be completed and received by the Clerk-Treasurer at Castle Rock City Hall **no later than 5:00 PM on Thursday, February 26, 2026**. Applications received after 5:00 PM will NOT be accepted. Mailing post-marked applications will also NOT be accepted. Additional written information after this date will not be accepted, unless requested by the City Council.

- Please submit the completed application, beginning on page 3.
- May be submitted in hard copy or electronic form

For further information, please contact:

Carie Cuttonaro, Clerk-Treasurer
at (360) 274-8181, ext. 303 or
ccuttonaro@ci.castle-rock.wa.us

The application packet should be submitted to:

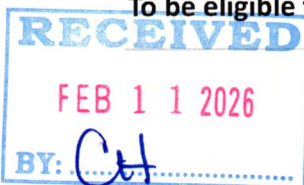
Mail: Carie Cuttonaro, Clerk-Treasurer
RE: Councilmember Recruitment
City of Castle Rock
PO Box 370
Castle Rock, WA 98611

In-Person: Carie Cuttonaro, Clerk-Treasurer
RE: Councilmember Recruitment
City of Castle Rock
141 A Street SW
Castle Rock, WA 98611

Electronic: ccuttonaro@ci.castle-rock.wa.us

Councilmember Eligibility, Requirements, and Public Disclosure

To be eligible to be appointed to the Castle Rock City Council, you must meet the following:



- **Residency Requirement:** Must have continuously resided in Castle Rock’s city limits for a minimum of one (1) year prior to your appointment to the Council, and
- **Voter Registration Requirement:** Must be a registered voter in Cowlitz County, City of Castle Rock.

Please note that:

- Once a Councilmember application is filed with the City, it is a public record available to the public.
- The applications received from all candidates who meet the minimum requirements of State law, along with the answers to the supplemental questions, will be posted on the City of Castle Rock’s website as part of the Council’s meeting packet the week of the initial review.
- If you are appointed to the vacant position by a majority vote of the City Council, your term will expire on the date that the November 2027 General Election is certified.
- If appointed, you will be required by State law to file financial disclosure statements with the Washington Public Disclosure Commission (www.pdc.wa.gov)

City Council Duties and Compensation

The City of Castle Rock operates under a Mayor – Council form of government. The Castle Rock City Council is a five-member Council serving as the legislative body of the City. The City Council provides governmental, recreational, educational, cultural and social services and opportunities for citizens. Their legislative powers include the enactment of ordinances and resolutions.

The City Council also has the authority to impose taxes, enact the annual city operating budget, enter into contracts, including grant application agreements, approve monthly expenditures, approve claims against the City, grant franchises for the use of public ways and regulate the acquisition, sale, ownership and disposition of property.

Councilmembers also define the powers, functions and duties of City officers and employees and fix compensation for all employees. Councilmembers also establish working conditions for employees, including approval of benefits such as insurance, retirement and pension programs.

The City Council hears recommendations made by the Planning Commission and makes final decisions regarding subdivisions, short plats, comprehensive planning and zoning issues.

On an annual basis, members of the City Council appoint one of the Councilmembers to serve in the Mayor’s absence, as Mayor Pro Tempore.

Councilmembers also serve on a variety of community-wide boards, committees and commissions along with other public officials to help direct public policy.

The duties of a Councilmember will likely involve an average minimum commitment of 10 – 20 hours per month for preparation, participation, and attendance at various meetings and

community activities. Beyond the broad duties previously mentioned, Councilmember duties include, but are not limited to:

- Attendance is required at regular City Council meetings which are held on the second and fourth Monday evenings of each month. Meetings begin at 7:30 PM and can run up to 9:00 PM and occasionally later. From time to time, the Council or Mayor may call special Council meetings to handle City business. Attendance is also required at Council retreats.
- Councilmembers are expected to attend Workshop meetings as well.

The monthly Councilmember salary as of January 1, 2024 is \$300.00 per month.

Interview Questions

Each candidate selected for an interview should come to the interview prepared to speak to the following questions:

1. Why do you want to serve on the City Council?
2. What experiences, talents or skills do you bring to the Council and community that you would like to highlight?
3. Are there any regional issues or forums in which you have a particular interest or expertise? (e.g. transportation, water supply, human services, water quality, fiscal management, parks and open spaces, etc.)
4. Do you want to serve on the City Council because of a particular local issue on which you want to work, or are your interests more broadly distributed?

The Council may ask additional questions of candidates during the interview.

Applicant Information

(Please type or print)

Applicant Name Dennis Ehrhorn
Residence Address 632 4th Ave SW
Mailing Address P.O. Box 1102
(if different)
Home Phone (503) 519-9753 Cell Phone same
E-mail Address mossome@hotmail.com
Are you registered to vote within Cowlitz
County, City of Castle Rock? Yes
Date of Residency within Castle Rock City Limits October 1994

Have you continuously lived in Castle Rock City Limits since the Start Date above? Yes

Do you meet the Residency Requirements? Yes

Resume

Experience

Provide the following information for each corresponding labeled section:

- a) Name of Institution,
 - b) Address of Institution,
 - c) Dates of service and job function(s)
1. a) _____
b) _____
c) _____
 2. a) _____
b) _____
c) _____
 3. a) _____
b) _____
c) _____
 4. a) _____
b) _____
c) _____

Education

Provide the following information for each corresponding labeled section:

- a) Name of Institution and location,
 - b) Degree earned, or describe subjects studied,
 - c) Dates of attendance, or year of completion
1. a) Castle Rock High School Castle Rock WA
b) GED
c) 1979-1983
 2. a) _____
b) _____

- c) _____
- 3. a) _____
- b) _____
- c) _____

Related Skills

- 1. Served on both Little League and Girls Fastpitch Association Boards
- 2. _____
- 3. _____

Selected Accomplishments

- 1. Served in Military
- 2. Went through Union apprenticeship 5 yrs hold Fire Sprinkler Fitter card (retired in 2024)
- 3. Worked 36 yrs. in fire sprinkler industry and only worked for 2 companies in that span

Supplemental Questions

Please respond to the following questions regarding your interest in the position of Councilmember for the City of Castle Rock on the following spaces provided:

- 1. **Why are you interested in serving as a Castle Rock City Councilmember?**
 I've seen the growth of communities the last 32 yrs. from Castle Rock to Portland. I believe Castle Rock will see growth in the next 10-20 yrs. and I would like to help as our community starts to grow.

2. What strength would you bring to the Council?

Open mindness to listening to the citizens of Castle Rock but also realizing there is only so much the Council can do in certain situations.

3. What are the three highest priorities and/or issues you believe the City needs to address? How would you propose to address these issues?

Growth - I've witnessed local communities nearby not ready for growth and I would like to be involved. Businesses - Help with growth of businesses and attracting new. Citizens - listen to their concerns and hopefully help with reaching a solution that helps with future interactions.

4. Explain your current and past community involvement and/or service on City, non-profit, or public boards, committees, task forces, or commissions and how has that contributed to the Castle Rock community. Address its relevance to the position of Castle Rock City Councilmember.

As I stated earlier in my application that I served on those youth sports boards. One of the tasks for both boards was, I was a scheduler. I worked with Longview, Kelso, Rainier, Clatskanie, Toledo and other communities in this endeavor.

5. What do you wish to accomplish during this appointed term as a Castle Rock City Councilmember?

Just be a member who also listens to the community and helps with the growth of the City that we all love.

6. What is your vision for our City and community?

A City that is about ~~possibly~~ to possibly go through some serious growth. We need to make sure we, as a community, stay the "small tight knit community" ~~that~~ that people admire.

7. Do you participate in or are involved in any contract(s) with the City of Castle Rock?
Please explain your involvement.

NO

8. Do you hold any other elected public office? If yes, please describe the offices held.

NO

9. Is there anything else that you may wish to add that would help us get to know you a little better?

I was impressed by a council meeting my wife and I attended a couple of yrs. ago. Mr. Stagner came forward with an idea for a sign, "City of Smiles." The council not only listened they also committed to putting up this sign. Not on the reader board, but an actual sign. Small town pride

Please return this completed application to the Clerk-Treasurer at Castle Rock City Hall ~~at~~ no later than 5:00 PM on Thursday, February 26, 2026. Applications received after 5:00 PM will NOT be accepted, and mailing post-marked applications will NOT be accepted.

The application and any correspondence should be addressed to:

Mail: Carie Cuttonaro, Clerk-Treasurer
RE: Councilmember Recruitment
City of Castle Rock
PO Box 370
Castle Rock, WA 98611

In-Person: Carie Cuttonaro, Clerk-Treasurer
RE: Councilmember Recruitment
City of Castle Rock
141 A Street SW
Castle Rock, WA 98611

E-mail: ccuttonaro@ci.castle-rock.wa.us

1. CALL TO ORDER

Mayor Paul Helenberg called the regular meeting of the Castle Rock City Council to order at 7:31 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, City Engineer Tom Gower, and Clerk-Treasurer Carie Cuttonaro.

c. Changes to Agenda

2. PROCLAMATIONS & PRESENTATIONS

3. CITIZEN COMMENTS - maximum 3 minutes

Mike Avent, non-City resident / commercial building owner, requested a better process for building permits. A meeting to share knowledge was offered, and will get scheduled, which will include the Building Official.

Katie Munoz, non-City resident, requested the City share information regarding the older downtown buildings and code requirements with the Greater Castle Rock Chamber so that the Chamber can assist with information dissemination.

4. DEPARTMENT REPORTS

- City Attorney Nikki Thompson
- Police Chief Charlie Worley
- Public Works Director Tyler Stone
Public Works Director Tyler Stone gave a verbal report.
- 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. February 09, 2026 Regular Council Meeting Minutes

8. OLD BUSINESS

9. NEW BUSINESS

a. Resolution No. 2026-04, a resolution of the City Council of the City of Castle Rock providing for the disposal of certain property deemed to be surplus to the reasonable foreseeable needs of the City of Castle Rock.

Police Chief Charlie Worley presented.

Councilmember Rose made a motion, seconded by Queen, to approve Resolution No. 2026-04.

Motion carried by roll call vote. Councilmembers Queen, de Greeve, and Rose voted 'Aye'.

Councilmember Kessler abstained.

b. Cowlitz County Paths and Trails Grant Agreement to receive funding in the amount of \$70,800 for the Six Rivers Regional Trails System Phase II Project.

Public Works Director Tyler Stone presented.

Councilmember Rose made a motion, seconded by de Greeve, to approve the Cowlitz County Paths and Trails Grant Agreement. Motion carried by roll call vote. Councilmembers Queen, Kessler, de Greeve, and Rose voted 'Aye'.

10. OTHER BUSINESS

Cowlitz County Commissioner Rick Dahl provided comment.

11. ADJOURNMENT

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

Mayor Paul Helenberg

Clerk-Treasurer Carie Cuttonaro

As of this date, 3/9/2026, 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 # 1977928	21,850.00	2/15/2026
	Taxes	ACH	5,100.00	
EOM Payroll	Payroll	Nacha # 1990788	106,408.82	2/27/2026
		26927 - 26932	1,461.66	
	Benefits	ACH	52,340.78	
		26929 - 26931	3,218.76	
	Taxes	ACH	65,987.78	
	DRS Correction	ACH	(726.76)	
Total Payroll Expenditures			255,641.04	

General Expenditures

<u>Transaction Type</u>	<u>Description</u>		<u>Amount</u>	<u>Payment Date</u>
Adjustment/EFT	EFT#1193 - 2/2026		131.84	2/4/2026
Adjustment/EFT	EFT#1194 - 2/2026		500.00	2/4/2026
Adjustment/EFT	EFT#1195 - 1/2026		7,413.68	2/24/2026
Claims	Check	56967 - 56972	1,438.21	2/10/2026
Claims	Check	56973	288.34	2/11/2026
Claims	Check	56974	230.00	2/18/2026
Claims	Check	56975	1,412.04	2/19/2026
Claims	Check	56976 - 56977	62,389.82	
Claims	Check	56978 - 57045	278,428.85	2/26/2026
Total General Expenditures			352,232.78	

TBD Expenditures

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

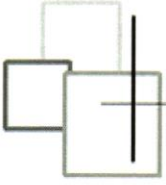
Total Expenditures

	<u>Amount</u>	<u>Payment Date</u>	
Total General and TBD Expenditures	352,232.78	2/1/2026	2/27/2026
Payroll Expenditures	255,641.04		
Grand Total Expenditures	607,873.82		
Fund Transaction Summary Report	607,873.82		
Balance Check (s/b -0-)	-		

Earl Queen, Audit Committee Member

Roz de Greeve, Audit Committee Member

Ellen Rose, Audit Committee Member



Fund Transaction Summary

Transaction Type: Invoice
Fiscal: 2026 - Feb - Mar - City Council
System Types: Cash Management, Financials, Payroll, Resources, UB2, Utility Billing

Fund Number	Description	Amount
010	General Fund	\$155,450.28
100	Street Fund	\$19,167.73
115	Building Code Account Fund	\$1,186.89
120	Visitor Center Fund	\$574.02
130	Library Fund	\$682.97
145	Local Criminal Justice Fund	\$107,636.14
170	DOT Spoil Site Fund	\$4,892.39
185	Police Vehicle Replacement Fund	\$7,648.99
320	Street Construction Capital Fund	\$45,419.97
400	Water/Sewer Operating Fund	\$145,930.03
410	Regional Water System Fund	\$41,250.61
420	Stormwater Management Fund	\$24,872.44
425	Stormwater Capital Reserve Fund	\$13,815.00
435	Muni Water Capital Improvement	\$38,529.60
475	Boat Launch Facility Fund	\$527.21
631	Utility Deposit Fund	\$1.21
634	State Custodial Pass-Thru Fund	\$288.34
	Count: 17	\$607,873.82