

1. CALL TO ORDER

Mayor Paul Helenberg called the regular meeting of the Castle Rock City Council to order at 7:30 PM.

a. Pledge of Allegiance

Mayor Helenberg led the Pledge of Allegiance.

b. Roll Call

Councilmembers present: Art Lee, Lee Kessler, Earl Queen, 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

a. Domestic Violence Awareness Month - October 2023 (page 3)

Clerk-Treasurer Carie Cuttonaro read the proclamation. Mayor Paul Helenberg proclaimed the month of October 2023 as Domestic Violence Awareness Month in the City of Castle Rock, Washington. Elizabeth, a spokesperson for Domestic Violence Awareness, provided comment.

3. CITIZEN COMMENTS - maximum 3 minutes

4. DEPARTMENT REPORTS

- City Attorney Frank Randolph
- Police Chief Charlie Worley
- Public Works Director Dave Vorse
 - America in Bloom 2023 Evaluation Report (page 4-33)

Public Works Director Dave Vorse gave a verbal report.

- City Engineer Tom Gower
- Clerk-Treasurer Carie Cuttonaro

5. COUNCIL AND AD HOC COMMITTEE REPORTS

- Mayor / Mayor Pro-Tempore / Councilmembers
Mayor Helenberg gave a verbal report.
- CRCDA Representative

6. PUBLIC HEARINGS

7. CONSENT AGENDA

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

- a. Approve the minutes of the August 31, 2023 Pre-Budget Workshop Meeting. (page 34-35)
- b. Approve the minutes of the September 11, 2023 Regular Council Meeting. (page 36-38)
- c. Approve the September 2023 invoices as described in the Fund Transaction Summary Report in the amount of \$650,569.58. (page 39-40)

8. OLD BUSINESS

- a. Ordinance No. 2023-09, an ordinance of the City of Castle Rock, Washington amending, in part, Chapter 13.06 Water and Sewer Regulations of the Castle Rock Municipal Code, on second reading. (page 41-42)

Councilmember Kessler made a motion, seconded by Lee, to approve Ordinance No. 2023-09. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

- b. Ordinance No. 2023-10, an ordinance of the City of Castle Rock, Washington amending CRMC 2.40 regarding Office Hours, on second reading. (page 43)

Councilmember Lee made a motion, seconded by Kessler to approve Ordinance No. 2023-10. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

- c. Request to approve Amendment A of the CERB (Community Economic Revitalization Board) allowing a change in scope to add Exit 48 Sewer Force Main Extension Project. Remaining funding would be used towards this project. (page 44-49)

Councilmember Lee made a motion, seconded by Queen, to approve Amendment A of the CERB, allowing a change in scope to add Exit 48 Sewer Force Main Extension Project. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

9. NEW BUSINESS

- a. Review and approval of the 2024 - 2026 Police Collective Bargaining Agreement. (page 50-68)

Mayor Helenberg provided comment.

Councilmember Lee made a motion, seconded by Queen, to approve the 2024-2026 Police Collective Bargaining Agreement. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

- b. Memorandum of Understanding between the City of Castle Rock and the Police Collective Bargaining Unit, regarding bumping language relating to the position of Chief of Police. (page 69)

Clerk-Treasurer Carie Cuttonaro and Chief Charlie Worley provided comment

Councilmember Rose made a motion, seconded by Queen, to approve the Memorandum of

Understanding between the City of Castle Rock and the Police Collective Bargaining Unit. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

c. Review and approval of Police Collective Bargaining Unit Memorandum of Understanding regarding a continued change to the shift schedule. (page 70)

Mayor Helenberg, Councilmember Ellen Rose, and Police Chief Charlie Worley provided comment. Councilmember Lee made a motion, seconded by Rose, to approve the Police Collective Bargaining Unit Memorandum of Understanding regarding the continued change to the shift schedule. Clerk-Treasurer Carie Cuttonaro provided comment. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

d. CloudPermit proposal for Building & Planning software. Implementation costs are \$1,000 for each service with annual costs consisting of \$5,000 for the Building Permits module and \$3,500 for the Planning module. After year three, the maximum uplift rate is 5%. Beginning in 2025, online capability to accept permit applications will be required. (page 71-116)

Clerk-Treasurer Carie Cuttonaro presented. Mayor Helenberg provided comment. Councilmember Lee Kessler provided comment. Councilmember Kessler made a motion, seconded by Rose, to accept and approve the proposal and implementation of CloudPermit Building & Planning Software. Mayor Helenberg, Councilmember Art Lee, and Clerk-Treasurer Carie Cuttonaro provided additional comment. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

e. Special Event Permit #2023-0019; Castle Rock Community Development Alliance (CRCDA) - Halloween Jamboree; October 29, 2023 between 3:00 PM and 5:30 PM (12:00 PM and 6:00 PM includes setup and takedown time); Street closures include Cowlitz St W from Huntington Ave to stop sign located near Castle Rock Library, Front Ave from A Street SW to Jackson St NW, and 1st Ave SW; Insurance has been received. (page 117-128)

Councilmember Lee made a motion, seconded by Rose, to approve Special Event Permit #2023-0019. Councilmember Ellen Rose, Mayor Helenberg, and Public Works Director Dave Vorse provided comment. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

10. OTHER BUSINESS

Public Works Director Dave Vorse, Mayor Helenberg, Councilmembers Art Lee and Ellen Rose provided comment.

11. ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 7:59 PM.

Mayor Paul Helenberg

Clerk-Treasurer Carie Cuttonaro