

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

c. Changes to Agenda

2. PROCLAMATIONS & PRESENTATIONS

a. Presentation to Councilmember Earl Queen (page 4-6)

Mayor Paul Helenberg stopped the regular meeting at 7:32 pm to present a recap of Councilmember Earl Queen's time with the Castle Rock City Council. Mayor Helenberg then presented Councilmember Earl Queen with a plaque commemorating his time with the Castle Rock City Council. Councilmember Earl Queen provided comment. Clerk-Treasurer Carie Cuttonaro invited those present to partake in cupcakes in honor of Councilmember Earl Queen. Those in attendance took a few moments to partake in cupcakes and general conversation. Mayor Paul Helenberg reopened the regular meeting at 7:40 pm.

3. CITIZEN COMMENTS - maximum 3 minutes

Jason Will, city unstated, provided comment. Mayor Paul Helenberg provided comment. Councilmember Ellen Rose provided comment.

4. DEPARTMENT REPORTS

- City Attorney Frank Randolph
- Police Chief Charlie Worley
Police Chief Charlie Worley gave a verbal report.
- Public Works Director Dave Vorse
- City Engineer Tom Gower
- Clerk-Treasurer Carie Cuttonaro
 - State Auditor's Office 2021-2022 Audit Results

Clerk-Treasurer Carie Cuttonaro gave a verbal report.

5. COUNCIL AND AD HOC COMMITTEE REPORTS

- Mayor / Mayor Pro-Tempore / Councilmembers

Mayor Paul Helenberg gave a verbal report.

- CRCDA Representative

6. PUBLIC HEARINGS

a. Purpose: To take testimony on the proposed budget for fiscal year ending December 31, 2024, including a proposed 5% increase in all water rates, 5% increase in all sewer rates, and 10% increase in all stormwater rates. First Public Hearing was held on November 27, 2023 during the Regular Council Meeting. (page 7)

Mayor Paul Helenberg closed the regular meeting at 7:45 PM and opened the Public Hearing at 7:45 PM. Mayor Paul Helenberg asked if there were any comments from the public or council. A member of the public, name and city unstated, provided comment. Mayor Helenberg provided comment. A member of the public, name and city unstated, provided comment. Jason Will, city unstated, provided comment. Mayor Helenberg provided comment. Mayor Paul Helenberg closed the Public Hearing at 7:51 PM and opened the regular meeting at 7:51 PM.

7. CONSENT AGENDA

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

- a. Approve the minutes of the November 13, 2023 Regular Council Meeting. (page 8-9)
- b. Approve the minutes of the November 27, 2023 Regular Council Meeting. (page 10-13)
- c. Approve the November 2023 invoices as described in the Fund Transaction Summary Report in the amount of \$497,659.85. (page 14-15)

8. OLD BUSINESS

a. Ordinance No. 2023-12, an ordinance amending the budgetary appropriations for fiscal year ending December 31, 2023 for the City of Castle Rock, Washington to include the following funds: General (Parks, Planning, Non-Department), Street, Local Criminal Justice, Water, Stormwater Management, Stormwater Capital, on second reading. (page 16-17)

Councilmember Lee made a motion, seconded by Queen, to approve Ordinance No. 2023-12. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

b. Resolution No. 2023-06, a resolution relating to setting rates and minimum charge for water and sewer services to City of Castle Rock customers, and amending Resolution No. 2022-09, on second reading. (page 18-20)

Councilmember Queen made a motion, seconded by Rose, to approve Resolution No. 2023-06. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

c. Resolution No. 2023-07, a resolution providing for reduced base rates to be charged to low-income senior citizens for water and sanitary sewer services and limiting the annual aggregate of such reductions to approximately \$10,000 per calendar year, and amending Resolution No. 2022-07, on second reading. (page 21-23)

Councilmember Lee made a motion, seconded by Queen, to approve Resolution No. 2023-07. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

d. Ordinance No. 2023-13, an ordinance amending, City of Castle Rock, Municipal Code Chapter 13.16 Retail Water Sales, on second reading. (page 24)

Councilmember Lee made a motion, seconded by Queen, to approve Ordinance No. 2023-13. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

e. Ordinance No. 2023-14, an ordinance amending, in part, City of Castle Rock, Washington, Municipal Ordinance No. 2022-14, stormwater management services by amending charges for all classifications, on second reading. (page 25-26)

Councilmember Queen made a motion, seconded by Rose, to approve Ordinance No. 2023-14. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

f. Ordinance No. 2023-15, an ordinance adopting the budget of the City of Castle Rock, Washington for the fiscal year ending December 31, 2024, on second reading. (page 27-29)

Councilmember Queen made a motion, seconded by Rose, to approve Ordinance No. 2023-15. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

g. Ordinance No. TBD-2023-01, an ordinance adopting the budget of the Castle Rock City Transportation Benefit District, Castle Rock, Washington for the fiscal year ending December 31, 2024, on second reading. (page 30-31)

Councilmember Queen made a motion, seconded by Rose, to approve Ordinance No. TBD-2023-01. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

9. NEW BUSINESS

a. Ordinance No. 2023-16, an ordinance amending the budgetary appropriations and authorizing an interfund loan for fiscal year ending December 31, 2023 for the City of Castle Rock, Washington for the Public Works Vehicle Replacement and Swimming Pool Construction Funds. (page 32-33)

Mayor Helenberg presented. Councilmember Ellen Rose provided comment. Clerk-Treasurer Carie Cuttonaro provided comment.

Councilmember Queen made a motion, seconded by Rose, to approve Ordinance No. 2023-16. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

b. Memorandum of Agreement with Cowlitz County for use of the Cowlitz County Public Shooting Range for law enforcement firearms training activities for the period of September 5, 2023, through

December 31, 2024. (page 34-107)

Police Chief Charlie Worley presented. Mayor Paul Helenberg provided comment.

Councilmember Lee made a motion, seconded by Rose, to approve the Memorandum of Agreement with Cowlitz County for use of the Cowlitz County Public Shooting Range. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'

c. Contract Agreement with Humane Society of Cowlitz County for Animal Shelter Services for the period of January 1, 2024, through December 31, 2024. (page 108-119)

Police Chief Charlie Worley presented. Mayor Paul Helenberg provided comment.

Councilmember Kessler made a motion, seconded by Lee, to approve the Contract Agreement with the Humane Society of Cowlitz County. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

d. Amendment No. 1 to Interlocal Agreement with Cowlitz County for Law Enforcement Records Services, extending the term of the agreement to June 30, 2024. (page 120-128)

Police Chief Charlie Worley provided comment.

Councilmember Kessler made a motion, seconded by Lee, to approve Amendment No.1 to the Interlocal Agreement with Cowlitz County Law Enforcement Records Services. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

10. OTHER BUSINESS

Larry Crosby, Cowlitz County resident, provided comment. A member of the public, name and city unstated, provided comment. Mayor Helenberg provided comment.

11. ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 8:12 PM.

Mayor Paul Helenberg

Clerk-Treasurer Carie Cuttonaro