

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: Art Lee, Lee Kessler, John Whalen, and Ellen Rose.

Staff present: Police Chief Charlie Worley, City Attorney Frank Randolph, Public Works Director Dave Vorse, City Engineer Tom Gower, and Clerk-Treasurer Carie Cuttonaro.

c. Changes to Agenda

2. PROCLAMATIONS & PRESENTATIONS

3. CITIZEN COMMENTS - maximum 3 minutes

Barbara Rutherford shared information regarding an upcoming founders' dinner on June 6th to celebrate 170 years since the post office started operating in Castle Rock. More information such as the location will be released as it develops.

4. DEPARTMENT REPORTS

- City Attorney Frank Randolph
- Police Chief Charlie Worley
- Public Works Director Dave Vorse
- City Engineer Tom Gower
City Engineer Tom Gower gave a verbal report.
- 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 Lee made a motion, seconded by Rose, to approve the Consent Agenda as presented. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, and Rose voted 'Aye'.

- a. Approve the minutes of the January 24, 2024 Special Council Meeting.
- b. Approve the minutes of the February 12, 2024 Regular Council Meeting.
- c. Approve the minutes of the February 26, 2024 Regular Council Meeting.
- d. Approve the February 2024 invoices as described in the Fund Transaction Summary Report in the amount of \$715,281.43.

8. OLD BUSINESS

- a. Ordinance No. 2024-02, an ordinance renewing for an additional six months the six-month moratorium established in Ordinance No. 2023-04 and Ordinance No. 2023-08 on the acceptance of applications for development activities or other permit applications for nonconforming lots in residential zones, on second reading.

Councilmember Lee made a motion, seconded by Rose, to approve Ordinance No. 2024-02. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, and Rose voted 'Aye'.

- b. Continued discussion related to recommended draft regulations that would address the unique characteristics of legal nonconforming lots in residential zones.

City Planner Cristina Haworth presented.

Councilmembers Lee, Kessler, Whalen, and Rose provided questions and comments. Mayor Helenberg provided comment.

9. NEW BUSINESS

- a. Proposed agreement for contracted legal services with Randolph Law Firm.

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

- b. Castle Rock Lions Club has advised the City of their intent to sell fireworks in 2024, per CRMC 5.32 (c). Completed permit application, and insurance submitted.

Councilmember Kessler made a motion, seconded by Whalen, to approve Castle Rock Lions Club intent to sell fireworks. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, and Rose voted 'Aye'.

- c. Castle Rock Eagles has advised the City of their intent to sell fireworks in 2024, per CRMC 5.32 (c). Completed permit application, and insurance submitted.

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

- d. Request to approve out-of-state travel, as required by CRMC 2.96.010, for Renee Schuller to attend the Motorola Solutions (Spillman) Summit 2024 in Grapevine, TX, April 28 - May 1, 2024.

Police Chief Charlie Worley presented.

Councilmember Rose made a motion, seconded by Whalen, to approve out-of-state travel for Renee

Schuller to attend the Motorola Solutions (Spillman) Summit 2024. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, and Rose voted 'Aye'.

e. Resolution No. 2024-05, a resolution of the City Council of the City of Castle Rock, Washington, setting a new fee for the processing of public records requests for records related to body worn cameras for the Castle Rock Police Department.

Police Chief Charlie Worley presented.

Councilmember Kessler made a motion, seconded by Whalen, to approve Resolution No. 2024-05. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, and Rose voted 'Aye'.

f. Annual Spring Clean-Up Event April 20, 2024; CRCDA requests City sponsorship to pay costs of printing forms and flyers, not to exceed \$500 including tax.

Public Works Director Dave Vorse advised the correct date of the event is April 27th, 2024.

Councilmember Kessler made a motion, seconded by Rose, to approve City sponsorship and to pay costs of printing forms and fliers not to exceed \$500 including tax. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, and Rose voted 'Aye'.

g. Contract renewal for five-year lease with Ricoh for police copier/printer. Monthly lease would increase \$16.01 to \$174.31. Including image costs, the average annual cost would increase \$250-\$300 for an annual cost of approximately \$2,700.00.

Councilmember Rose made a motion, seconded by Whalen, to approve the copier lease with Ricoh for the Castle Rock Police Department. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, and Rose voted 'Aye'.

10. OTHER BUSINESS

Mayor Helenberg requested Council consensus to move forward with the approved grant (through WSDOT STIP) for the design of the pressure sewer line on Huntington Ave S. Council consensus is to move forward with the design.

Cowlitz County Commissioner Rick Dahl provided comment.

Public Works Director Dave Vorse added that a grant application was submitted for the Cowlitz County Rural Development funding to finish the pressure sewer project.

11. ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 8:14 PM.

Mayor Paul Helenberg

Clerk-Treasurer Carie Cuttonaro