

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, and Earl Queen. Councilmember Paul Simonsen arrived at 7:33 PM, however, he was experiencing technical difficulties and the City was not aware he was present until 8:17 PM. Councilmember Ellen Rose arrived at 7:42 PM.

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

c. Changes to Agenda

2. PROCLAMATIONS & PRESENTATIONS

a. Teen Domestic Violence Awareness Month Proclamation (page 4)

Clerk-Treasurer Carie Cuttonaro read the Teen Domestic Violence Awareness Month Proclamation.

3. BUSINESS FROM THE FLOOR/PHONE

4. DEPARTMENT REPORTS

- City Attorney Frank Randolph
- Police Chief Charlie Worley
- Public Works Director Dave Vorse

Advised Council about the damage to the picnic structure at Gateway Park and the surrounding landscaping that was damaged. Police Chief Charlie Worley also added comment to the incident.

1. 2021 Projects Completed (page 5-11)

2. 2022 Projects Proposed (page 12-15)

- City Engineer Tom Gower
Gave an update on the Six Rivers Regional Trail System Project at Exit 49.
- Clerk-Treasurer Carie Cuttonaro

1. Final 2021 Expense, Revenue, Cash & Investment Reports (page 16-18)

5. COUNCIL AND AD HOC COMMITTEE REPORTS

- Mayor / Mayor Pro-Tempore / Councilmembers

Mayors of Cowlitz County have been meeting one Friday a month to sit down and talk about what's going on in each of the cities.

- CRCDA Representative Nancy Chennault

Getting ready for Clean Up day on April 23rd.

6. PUBLIC HEARINGS

a. To take public testimony on the proposed 2022 update to the City of Castle Rock and Castle Rock School District #401 Park and Recreation Plan. (page 19)

Presentation (page 20-35)

Resolution No. 2022-02, a resolution of the City of Castle Rock, Washington, adopting the 2022 update to the City of Castle Rock and Castle Rock School District #410 Park and Recreation Plan and authorizing city staff to submit the plan to the Washington State Recreation and Conservation Office in fulfillment of funding requirements, on first reading. (page 36-37)

Mayor Helenberg closed the regular council meeting at 7:42 PM and opened the public hearing.

City Planner Keshia Owens presented the Park and Recreation Plan Update.

Public Works Director Dave Vorse also presented comment.

There was no public comment provided.

Mayor Helenberg closed the public hearing at 8:01 PM and reopened the regular council meeting.

Councilmember Lee made a motion, seconded by Queen to approve Resolution No. 2022-02.

Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, and Rose voted 'Aye'.

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, and Rose voted 'Aye'.

a. Approve the minutes of the January 10, 2022 Regular Council Meeting. (page 38-40)

b. Approve the January 2022 invoices as described in the Fund Transaction Summary Report, in the amount of \$562,236.66. (page 41-42)

8. OLD BUSINESS

9. NEW BUSINESS

a. Request to remove three trees located in the ROW at 325 Allen Ave SE. (page 43-45)

Councilmember Kessler made a motion to approve the homeowner to remove trees, seconded by Queen to approve. Motion carried by roll call vote. Councilmembers Kessler, Queen, and Rose voted 'Aye'. Councilmember Lee abstained.

b. Request to release City's interest in encroachment into ROW located at 238 Huntington Ave N. (page 46-50)

City Engineer Tom Gower and Public Works Director Dave Vorse provided comments for the City. The property owner, Cole Blackburn, presented comment.

Mayor Helenberg closed the regular council meeting at 8:17 PM to open a 15 minute executive session.

Mayor Helenberg closed the executive session at 8:32 PM and reopened the regular council meeting.

City received confirmation Councilmember Simonsen was in attendance and was no longer experiencing technical difficulties.

Councilmember Rose made a motion, seconded by Queen to decline a lease agreement at 238 Huntington Ave N. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

c. Request for Declaration of Cooperation for the Spirit Lake, Toutle/Cowlitz River Collaborative (SLTCRC). (page 51-59)

Councilmember Kessler made a motion, seconded by Rose to approve the Declaration of Cooperation. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

d. Patrick Bohna, 731 Pioneer Ave NE, requests a utility adjustment for the November/December billing in the amount of \$351.90. Request meets ordinance provisions; staff recommends approval. (page 60)

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

e. Dan Farvour, 225 Warren St SW, requests a utility adjustment for the December/January billing in the amount of \$1,493.30. Request meets ordinance provisions; staff recommends approval. (page 61)

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

f. Personal Services Agreement with Townzen & Associates Inc. for inspection and plan review services at an hourly rate of \$85 plus travel time and mileage, on an as-needed basis. (page 62-85)

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

g. Annual Spring Clean-Up Event; CRCDA requests City sponsorship to pay costs of printing forms and flyers quoted at \$403.40 plus tax. (page 86-87)

Councilmember Queen made a motion, seconded by Rose to approve City sponsorship and to pay

the costs of printing the forms and flyers as quoted. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

h. TIB Supplemental Agreement #3 for Complete Streets in the amount of \$6,600 for preparation of contract documents for bidding and limited construction observation. This increases the current agreement from \$42,000 to \$48,600. (page 88)

Councilmember Queen made a motion, seconded by Lee to approve TIB Supplemental Agreement #3. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

i. TIB Supplemental Agreement #4 for Complete Streets, in the amount of \$2,500 for photometric design for streetlights on Huntington Ave. This increases the current agreement from \$48,600 to \$51,100. (page 89)

Councilmember Lee made a motion, seconded by Rose to approve TIB Supplemental Agreement #4. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, Simonsen, and Rose voted 'Aye'.

10. OTHER BUSINESS

11. ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 8:59 PM.

Mayor Paul Helenberg

Clerk-Treasurer Carie Cuttonaro