CASTLE ROCK City Council **Regular Council Meeting**
October 14, 2024

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, John Whalen, and Ellen Rose. Councilmember Paul Simonsen was excused.

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

Added items:

1. CRCDA (Castle Rock Community Development Alliance) request for $15,000 of the lodging tax dollars.
2. Request to payoff RCAC (Rural Community Assistance Corp.) loan early.
3. Request to support CWCOG (Cowlitz-Wahkiakum Council of Governments) for a grant application.

2. PROCLAMATIONS & PRESENTATIONS

3. CITIZEN COMMENTS - maximum 3 minutes

4. DEPARTMENT REPORTS

- City Attorney Frank Randolph

- Police Chief Charlie Worley

- Public Works Director Dave Vorse

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

1. Request to schedule Pre-Budget Workshop.

Mayor Helenberg gave a verbal report.

Request to schedule a Budget Workshop on October 28th at 6:00 PM.

• CRCDA Representative

Nancy Chennault presented a summary of awards the City received from America in Bloom. Public Works Director Dave Vorse added comments. Mayor Helenberg added comments.

6. PUBLIC HEARINGS

a. Purpose: To review estimated revenue sources for the 2025 current expense budget (General Fund) and include consideration of possible increases in property tax revenues (Ad Valorem taxes) to be assessed for the fiscal year ending December 31, 2025. The public is invited to present testimony on this issue.

Mayor Helenberg closed the regular meeting at 7:52 PM and opened the Public Hearing at 7:52 PM. There was no public comment.
Mayor Helenber closed the Public Hearing at 7:54 PM and reopened the regular meeting at 7:54 PM.

7. CONSENT AGENDA

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

a. Approve the September 2024 invoices as described in the Fund Transaction Summary Report in the amount of $623,928.66.

8. OLD BUSINESS

a. Public Agency Participating Agreement with Washington State Department of Transportation for installation of conduits and j-boxes within the northern pedestrian barrier on SR411 Bridge. Cost to City is $30,000. Funding by Transportation Benefit District was previously approved by Council on September 9, 2024.

Public Works Director Dave Vorse presented.
Councilmember Kessler made a motion, seconded by Rose, to approve the Public Agency Participating Agreement with Washington State Department of Transportation. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, and Rose voted 'Aye'.

9. NEW BUSINESS

a. Grant Agreement with Washington State Department of Ecology ("DOE") for the Enhanced Maintenance Plan and Stormwater Mapping/Pipe Inspection Project. Grant in the amount of $247,000 with City match in the amount of $13,000 for a total project cost of $260,000. Request includes to authorize the Public Works Director to sign the agreement with DOE.

Public Works Director Dave Vorse presented.
Councilmember Rose made a motion, seconded by Lee, to approve the Grant Agreement with Washington State Department of Ecology. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, and Rose voted 'Aye'.

b. Special Event Permit #2024-0010; Castle Rock Community Development Alliance (CRCDA) - Halloween Jamboree; October 27, 2024 between 1:00 PM and 6:00 PM; 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.

Councilmember Kessler made a motion, seconded by Rose, to approve SEP#2024-0010, contingent on receiving corrected insurance. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, and Rose voted 'Aye'.

c. Ordinance No. 2024-08, an ordinance fixing the amount to be raised by Ad Valorem taxes for the 2025 budget, on first reading.

Councilmember Lee made a motion, seconded by Rose, to approve Ordinance No. 2024-08 on first reading. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, and Rose voted 'Aye'.

d. **Added Item** CRCDA requesting $15,000 of the lodging tax dollars for promoting tourism.

Mayor Helenberg presented.
Councilmember Rose made a motion, seconded by Kessler, to approve CRCDA's request for $15,000 of the lodging tax dollars to be used for Visitor Center Operations. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, and Rose voted 'Aye'.

e. **Added Item** Request to payoff RCAC loan early.

Clerk-Treasurer Carie Cuttonaro presented.
Councilmember Rose made a motion, seconded by Lee, to approve early payoff of RCAC loan of $4,000. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, and Rose voted 'Aye'.

f. **Added Item** Request to support CWCOG for a grant application.

Public Works Director Dave Vorse presented.
Councilmember Rose made a motion, seconded by Lee, to issue a letter of support for CWCOG grant application for the Mt St Helens Collaborative. Motion carried by roll call vote. Councilmembers Lee, Kessler, Whalen, and Rose voted 'Aye'.

10. OTHER BUSINESS

11. ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 8:07 PM.

Mayor Paul Helenberg	Clerk-Treasurer Carie Cuttonaro