

1. CALL TO ORDER

- a. Mayor Paul Helenberg called the regular meeting of the Castle Rock City Council to order at 7:30 PM, followed by the Pledge of Allegiance.
- b. Councilmembers present: Art Lee, Lee Kessler, and Earl Queen. Councilmember Paul Simonsen arrived at 7:32 PM. Councilmember Ellen Rose was in attendance but was having technical difficulties and was unable to speak.

Staff present: Acting Police Chief Charlie Worley, City Attorney Frank Randolph, Public Works Director Dave Vorse, City Engineer Tom Gower, City Planner Gregg Dohrn, and Clerk-Treasurer Carie Cuttonaro.
- c. Changes to Agenda: none

2. PROCLAMATIONS & PRESENTATIONS – none

3. BUSINESS FROM THE FLOOR/PHONE – none

4. DEPARTMENT REPORTS

City Engineer Tom Gower – Six Rivers Regional Trail System Phase 1 Construction Project starting 11/09/2021.

Clerk Treasurer Carie Cuttonaro – Library Levy General Elections Results

5. COUNCIL AND AD HOC COMMITTEE REPORTS

Mayor Helenberg – Request TBD Meeting 11/22/2021 at 7:00 PM.

6. PUBLIC HEARINGS

- a. **Purpose: To review estimated revenue sources for the 2022 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 31,2022. The public is invited to present testimony on this issue.**
Mayor Helenberg closed regular council meeting at 7:35 PM to open public hearing #1.
Donna Williams presented public comment.
Mayor Helenberg provided comment.
Mayor Helenberg closed public hearing #1 at 7:46 PM to open public hearing #2.
- b. **Purpose: To take testimony on the proposed budget for fiscal year ending December 31, 2022, including a proposed 4% increase in water base, 1% increase in sewer base, 2% in consumption and stormwater rates. Second Public Hearing will be held on November 22, 2021 during the Regular Council Meeting.**
Mayor Helenberg closed public hearing #1 at 7:46 PM to open public hearing #2.
Donna Williams presented public comment.
Mayor Helenberg provided comment.
Mayor Helenberg closed public hearing #2 at 7:51 PM and reconvened regular session.

7. CONSENT AGENDA

- a. **Approve the minutes of the October 20, 2021 Special Council Meeting – Workshop.**
- b. **Approve the October 2021 invoices as described in the Fund Transaction Summary Report, in the amount of \$436,188.27.**

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

8. OLD BUSINESS

1. **Ordinance No. 2021-10, an ordinance approving the proposed Castle Rock Landing on the Cowlitz Development as a Mixed-Use Master Planned Development subject to conditions, authorizing the preparation of a Development Agreement, providing for severability, and establishing an effective date, on second reading.**

Councilmember Lee made a motion, seconded by Kessler to approve Ordinance No. 2021-10 on second reading. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, and Simonsen voted 'Aye'.

9. NEW BUSINESS

1. **Request to remove dying Corkscrew Willow located in the ROW at 177 Green Acres Dr.**

Councilmember Queen made a motion, seconded by Lee to approve the removal of the dying Corkscrew Willow located in the ROW at 177 Green Acres Dr. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, and Simonsen voted 'Aye'.

2. **Request to approve Six Rivers Regional Trail System Phase 1 Improvement Project Change Order #1 for a decrease of \$5,940.00 for a change in material used for striping and Change Order #2 for an increase of \$12,282.63 for j-box upgrades. Net change to the original contract of \$193,045.25 would increase \$6,342.63 to \$199,387.88.**

Councilmember Kessler made a motion, seconded by Queen to approve Change Orders #1 and #2 for the Six Rivers Regional Trail System Phase 1 Improvement Project. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, and Simonsen voted 'Aye'.

3. **Request for Utility Adjustment – Josh Hollenbeck, 125 Green Acres Dr, requests an adjustment for the Aug/Sep and Sep/Oct billings in the total amount of \$351.90 due to a leak, in accordance with CRMC 13.06.130.**

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

4. **Request for Utility Adjustment – Leonardo Baltazar, 606 Roake Ave SE, requests an adjustment for the Aug/Sep and Sep/Oct billings in the total amount of \$538.20 due to a leak, in accordance with CRMC 13.06.130.**

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

- 5. Request to allocate \$130,000 of ARPA Funds toward SR504 Water Main Project and \$30,000 toward B Street SW Stormwater Project.**
Councilmember Kessler made a motion, seconded by Queen to approve allocating \$130,000 of ARPA Funds toward the SR504 Water Main Project and \$30,000 toward the B Street SW Stormwater Project. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, and Simonsen voted 'Aye'.
- 6. Review and approval of the 2022 Salary Schedule.**
Councilmember Lee made a motion, seconded by Queen to approve the 2022 Salary Schedule as presented. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, and Simonsen voted 'Aye'.
- 7. Ordinance No. 2021-09, an ordinance fixing the amount to be raised by Ad Valorem taxes for the 2022 budget, on first reading.**
Councilmember Queen made a motion, seconded by Lee to approve Ordinance No. 2021-09 on first reading. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, and Simonsen voted 'Aye'.
- 8. Resolution No. 2021-09, a resolution relating to setting rates and minimum charge for water and sewer services to City of Castle Rock customers, amending Resolution No. 2020-07, on first reading.**
Councilmember Kessler made a motion, seconded by Lee to approve Resolution No. 2021-09 on first reading. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, and Simonsen voted 'Aye'.
- 9. Ordinance No. 2021-11, an ordinance amending the budgetary appropriations for fiscal year ending December 31, 2021 for the City of Castle Rock, Washington to include the following funds: General (Executive, Planning, Non-Departmental), Building Code, Stormwater Capital Reserve, Regional Water Capital Improvements, and State Custodial Pass-Thru, on first reading.**
Councilmember Kessler made a motion, seconded by Lee to approve Ordinance No. 2021-11 on first reading. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, and Simonsen voted 'Aye'.
- 10. Ordinance No. 2021-12, an ordinance amending, in part, Castle Rock Municipal Code Chapter 13.06.080 Combined Billing Due Date – Delinquency – Notice of Disconnection, on first reading.**
Councilmember Kessler made a motion, seconded by Queen to approve Ordinance No. 2021-12 on first reading. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, and Simonsen voted 'Aye'.
- 11. Ordinance No. 2021-13, an ordinance amending, City of Castle Rock Municipal Code Chapter 13.16 Retail Water Sales, on first reading.**
Councilmember Lee made a motion, seconded by Kessler to approve Ordinance No. 2021-13 on first reading. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, and Simonsen voted 'Aye'.

- 12. Ordinance No. 2021-14, an ordinance amending, in part, City of Castle Rock, Washington, Municipal Ordinance No. 2019-06, Stormwater Management Services by amending charges for all classifications, on first reading.**

Councilmember Queen made a motion, seconded by Lee to approve Ordinance No. 2021-14 on first reading. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, and Simonsen voted 'Aye'.

- 13. Ordinance No. 2021-15, an ordinance adopting the budget of the City of Castle Rock, Washington for the fiscal year ending December 31, 2022, on first reading.**

Councilmember Queen made a motion, seconded by Lee to approve Ordinance No. 2021-15 on first reading. Motion carried by roll call vote. Councilmembers Lee, Kessler, Queen, and Simonsen voted 'Aye'.

10. OTHER BUSINESS

Mr. Crosby let everyone know that on Friday's from 4:00 PM–5:30 PM patriots stand on Exit 49 overpass.

11. ADJOURNMENT

There being no further business, Mayor Helenberg adjourned the meeting at 8:19 PM.



Clerk-Treasurer Carrie Cuttonaro



Mayor Paul Helenberg