



CITY COUNCIL WORKSHOP MEETING MINUTES - DRAFT

Monday, July 17, 2017, 4:30 PM

City Hall, 616 NE 4th Avenue

I. CALL TO ORDER

Mayor Scott Higgins called the meeting to order at 4:30 p.m.

II. ROLL CALL

Present: Greg Anderson, Bonnie Carter, Don Chaney, Tim Hazen, Steve Hogan, Melissa Smith and Shannon Turk

Staff: Sam Adams, Bernie Bacon, Phil Bourquin, Pete Capell, James Carothers, Jennifer Gorsuch, Jim Hodges, Cathy Huber Nickerson, Mitch Lackey, Leona Langlois, Robert Maul, Nick Swinhart, Connie Urquhart, Tyler Vela and Alicia Pacheco (intern)

Press: No one from the press was present

III. PUBLIC COMMENTS


Sheryl Stephens, 26500 SE 5th Street, Camas, commented about teen suicide in the county.

IV. WORKSHOP TOPICS

A. Regional Transportation Council (RTC) Update

Details: An update to Council regarding current RTC activities.

Presenter: Paul Greenlee, Washougal City Council Member and Camas RTC representative

 [RTC Update-Washougal & Camas 2017](#)
[Congestion Management Summary Report 2016](#)

Greenlee provided an update to Council regarding the Regional Transportation Council.

B. 2017 City of Camas 2nd Quarter Financial Review

Details: Staff presented a financial review of the City of Camas for second quarter of 2017. The presentation contained an economic review for context and a financial review that includes budget to actuals analysis, review of short and long term debt, investment portfolio performance and fund balance projections with an outlook for the remainder of 2017. Staff also provided a white paper discussion of the potential impact of the School Property Tax Swap to help fund the McCleary gap.

Presenter: Tyler Vela, Finance Intern and Cathy Huber Nickerson, Finance Director

 [Financial Performance 2017 2nd Qtr](#)

Huber Nickerson and Vela summarized the quarterly financial review.

C. Camas Cemetery Software Demo

Details: The City purchased a Cemetery Records Management Software System in January and has loaded the burial records the City has on file. Staff demonstrated the Pontem Software program for Council. A demonstration was provided to the Parks Commission last month.

Presenter: Cathy Huber Nickerson, Finance Director and Pam O'Brien, Accounting Manager

Huber Nickerson and O'Brien demonstrated the cemetery software.

D. Ratifying and Approving Public Works Trust Fund (PWTF) Loan for the Reservoir

Details: Staff and Legal Counsel recommend an ordinance to ratify and approve an existing PWTF Loan for \$2,040,000. This was discussed with Council in 2012, but was not adopted by ordinance.

Presenter: Cathy Huber Nickerson, Finance Director

 [Ordinance to ratify and approve PWTF Loan for \\$2,040,000](#)

This ordinance will be placed on the August 7, 2017 Regular Meeting Agenda for Council's consideration.

E. Public Works Miscellaneous and Updates

Details: This is a placeholder for miscellaneous or emergent items.

Presenter: James Carothers, Engineering Manager and Sam Adams, Utilities Manager

Carothers updated Council about the Forest Home Slide Repair project, the NW 6th Avenue/Norwood Street roundabout landscaping, and the Pacific Rim Boulevard streetlights. Carothers informed Council that the City's slurry seal project begins July 26, 2017.

Adams updated Council about the North Shore Sewer Transmission project.

F. Community Development Miscellaneous and Updates

Details: This is a placeholder for miscellaneous or emergent items.

Presenter: Phil Bourquin, Community Development Director

Bourquin updated Council about the Community Development's 2017 Work Plan status.

G. 2018-2020 Strategic Plan

Details: Development of the Strategic Plan began during the Planning Conference on January 27, 2017. Numerous meetings have taken place since then with Council Members, Focus Groups and the Strategic Planning Team. Since the Draft Strategic Plan was presented to Council on June 5, 2017, staff held four meetings open to all employees and numerous small group meetings within the departments and received numerous good comments. Some revisions have been incorporated into the Strategic

Plan based on those comments. Staff presented the recommended Strategic Plan, as well as the implementation plan.

Presenter: Pete Capell, City Administrator

 [City of Camas Strategic Plan](#)

This item has also been placed on the July 17, 2017 Regular Meeting Agenda for council's consideration.

- H. City Administrator Miscellaneous Updates and Scheduling
Details: This is a placeholder for miscellaneous or scheduling items.
Presenter: Peter Capell, City Administrator

Capell welcomed Jim Hodges back to work at the City, invited Council to the Employee Appreciation Barbecue, and commented about the Camas Days Parade.

V. COUNCIL COMMENTS AND REPORTS

Hazen reminded everyone about Camas Days and the Camas Days Parade that will take place Saturday at 11:00 a.m.

Turk commented about the NW Camas Meadows Drive/Larkspur Street improvements open house.

Carter will attend the Planning Commission meeting and will be at the Camas Days Kids Parade in front of City Hall on Friday.

Smith will attend the Camas Days Kids Parade and Camas Days.

Anderson thanked Mayor for attending the C-TRAN meeting. He commented about the Downtown Camas Association's (DCA) Annual Car Show and the feedback Council's been receiving regarding fireworks this year.

Mayor commented about economic development and Camas Days.

VI. PUBLIC COMMENTS

Chris Kralik, 631 NW 18th Loop, Camas, commented about fireworks and the NW 18th Avenue infrastructure work.

VII. ADJOURNMENT

The meeting adjourned at 6:09 p.m.

NOTE: The City welcomes participation of its citizens in the public meeting process. Effort will be made to ensure anyone with special needs can participate. For more information call 360.834.6864.