



**CITY COUNCIL WORKSHOP MEETING MINUTES - DRAFT**  
**Monday, April 16, 2018, 4:30 PM**  
**City Hall, 616 NE 4th Avenue**

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**I. CALL TO ORDER**

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

**II. ROLL CALL**

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

Staff: Sam Adams, Bernie Bacon, Phil Bourquin, Pete Capell, Cliff Free, Mitch Lackey, Robert Maul, Randy Miller, Ron Schumacher, Nick Swinhart, Steve Wall and Alicia Pacheco (intern)

Press: Kelly Moyer, Camas-Washougal Post-Record

**III. PUBLIC COMMENTS**

No one from the public wished to speak.

**IV. WORKSHOP TOPICS**

**A. Downtown Camas Association (DCA) Update**

Details: DCA representatives provided a DCA activities update to Council.  
Presenter: Carrie Schulstad, Executive Director and Caroline Mercury, Board President

-  [Update to Council 2018](#)
- [2018 Goals and Work Plan](#)
- [Strategies and Actions Matrix 2018](#)

Schulstad and Mercury provided an overview of current DCA activities.

**B. Form of Government Committee Update**

Details: The Form of Government Committee has met four times, including this morning. The Chair of the Committee updated the Council about the progress made to date.

Presenter: Nan Henriksen, Chair, Form of Government Committee

Henriksen provided an update to Council about the Form of Government Committee.

**C. Fire Department Level of Service Presentation**

Details: In preparation for the 2019-2020 Budget process, Department Heads have

been providing Level of Service presentations for Council Workshop meetings. Attached is the Camas-Washougal Fire Department's Level of Service presentation. Presenter: Nick Swinhart, Fire Chief

 [Fire Level of Service Presentation](#)

Swinhart provided an overview of the Level of Service for the Camas-Washougal Fire Department.

D. Well 17 and Drinking Water Source Review

Details: The City's draft Water System Plan Update identifies the need to have an additional water source(s) online by 2021 to serve new development. Staff has been working on site selection and options for Well 17 for a number of years and has recently received bids to drill a test well. Staff reviewed the context and background information relative to the Well 17 Project and discussed other potential water source options that are identified in the draft Water System Plan Update.

Presenter: Steve Wall, Public Works Director and Sam Adams, Utilities Manager

 [Drinking Water Source Analysis Presentation](#)

Wall and Adams provided Council an overview of future drinking water well options.

E. North Shore Waterline Proposed Latecomer Agreement

Details: Working with the City, the Camas School District (CSD) completed waterline improvements on NE Leadbetter Road between N Adams Street and NE 9th Street. The waterline improvements were designed and constructed as part of the North Shore Sewer Transmission Project, but primarily paid for by CSD and will benefit parcels on the north side of Lacamas Lake that are currently undeveloped. In accordance with Revised Code of Washington (RCW) Chapter 35.91, the CSD has requested to enter into a Latecomer Agreement with the City. Staff reviewed the draft agreement, latecomer charge methodology and the proposed latecomer agreement approval process with Council.

Presenter: Steve Wall, Public Works Director and Heidi Rosenberg, CSD Capital Programs Director

 [CSD Latecomer Request for Leadbetter Road Waterline](#)

[CSD Waterline DRAFT Latecomer Agreement](#)

Wall provided an overview to Council regarding the proposed North Shore Waterline Latecomer Agreement; Council is in support of staff's latecomer charges methodology as presented.

F. Public Works Miscellaneous and Updates

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

Presenter: Steve Wall, Public Works Director

Wall updated Council regarding the pump station mechanical failure over the weekend.

G. 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 annual Comprehensive Plan amendments, the tree grant the City received, and the formation of a City internal Communications Committee. Bourquin also informed Council about the Polish City Sister delegation visit.

H. City Administrator Miscellaneous Updates and Scheduling

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

Presenter: Pete Capell, City Administrator

Capell announced the Polish delegation reception on April 27, 2018, at 5:30 p.m. at Lacamas Lodge. He stated that he met with the new District Court administrator and was informed of upcoming staffing changes. Capell updated Council on the status of current labor negotiations.

**V. COUNCIL COMMENTS AND REPORTS**

Hogan attended the Administrative Committee and commented about DCA's First Friday event featuring former Mayor of Camas Nan Henriksen's Camas development history.

Anderson attended the Administrative Committee.

Carter attended the DCA and Library Board of Trustees meetings.

**VI. PUBLIC COMMENTS**

The following individuals commented about the Fire Department:

Kevin Bergstrom  
Joshua Proctor  
Adam Brice

**VII. ADJOURNMENT**

The meeting adjourned at 6:38 p.m.

NOTE: The City welcomes public meeting citizen participation. For accommodations; call 360.834.6864.