



CITY COUNCIL WORKSHOP MEETING MINUTES - DRAFT

Monday, October 17, 2016, 4:30 PM

City Municipal Center, 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: Jerry Acheson, Phil Bourquin, Debra Brooks, Pete Capell, Jennifer Gorsuch, Lauren Hollenbeck, Cathy Huber Nickerson, Mitch Lackey, Leona Langlois, Robert Maul, Pam O'Brien, Heather Rowley, Nick Swinhart, Connie Urquhart, Steve Wall and Alicia Pacheco (intern)

Press: No one from the press was present

III. PUBLIC COMMENTS

Manoj Kripalani, PO Box 451, Camas, commented about the sewer transmission lines and the traffic light at NE Lake Road and NE Everett Street.

IV. WORKSHOP TOPICS

A. 2017-2018 Recommended Operating Budget Presentation

Details: This presentation included the 2017-2018 Recommended Operating Budget by fund. It also covered the baseline budget assumptions as well as the decision packages incorporated into the recommended budget. An updated 2017-2018 Recommended Budget was provided to Council during the meeting, which incorporated the new benefit projection costs as well as the new fiduciary and capital fund accounting changes. The presentation concluded with a brief overview of the go-live Open Budget and Open Spending software.

Presenter: Cathy Huber Nickerson, Finance Director and Peter Capell, City Administrator

 [2017-2018 Recommended Operating Budget](#)

Huber Nickerson and Capell reviewed the recommended operating budget and discussion ensued. Debra Brooks, Financial Assistant II, demonstrated the go-live software.

B. 2017 Property Tax Presentation

Details: This presentation highlighted the property tax levy process as well as property tax levy options for Council's consideration.

Presenter: Cathy Huber Nickerson, Finance Director and Peter Capell, City Administrator

 [Property Tax 2017 - Recommended Budget](#)

This item will be placed on a future agenda for Council's consideration.

C. City of Camas 3rd Quarter Financial Review

Details: This presentation contained a review of the financial performance of the City from the perspective of budget to actual, investment performance and status of short- and long-term debt. It also included an economic overview both nationally and regionally to provide context as well as to provide the outlook for the next quarter.

Presenter: Cathy Huber Nickerson, Finance Director

 [City of Camas Financial Performance 3rd Quarter 2016](#)


Huber Nickerson reviewed the City's 3rd quarter financials.

Mayor Higgins congratulated finance staff for being the recipient of a Certificate of Achievement for Excellence in Financial Reporting.

D. Lake Hills View Corridor

Details: The developer has proposed a view corridor plan for the City to consider. This is related to a City owned open space tract that is located within the development and is subject to a settlement agreement.

Presenter: Robert Maul, Planning Manager

 [Lake Hills View Corridor Staff Report](#)
[Vegetation Removal and Maintenance Agreement](#)
[and Covenant](#)
[Lake Hills View Corridor Presentation](#)

Maul and Phil Bourquin, Community Development Director, responded to Council's questions. This item will be placed on a future agenda for Council's consideration.

E. Sierra Meadows Subdivision Final Plat

Details: A final plat for the Sierra Meadows Subdivision was submitted for approval, which comprises of 14 single-family residential lots in the R-7.5 Residential zone. The development is located at the northwest corner of the intersection of NW 43rd Avenue and NW Sierra Street, also described as tax parcels 177893-000 & 177902-000. Sierra Meadows received preliminary plat approval November 9, 2015.

Presenter: Lauren Hollenbeck, Senior Planner

 [Staff Report](#)
[Final Plat Map](#)

This item will be placed on the November 7, 2016 Regular Meeting Agenda for Council's consideration.

F. Community Development Miscellaneous and Updates

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

Presenter: Phil Bourquin, Community Development Director

Bourquin commented about the completion of the Grand Ridge annexation census.

Bourquin stated a Planning Commission hearing has been scheduled for November 16, 2016, regarding the moratorium on wireless communication facilities.

Bourquin commented about the vacancy on the Design Review Committee.

Mayor Higgins commented about Council appointments.

G. Ordinance No. 16-018 Drinking Water State Revolving Fund (DWSRF) Loan for Surface Water Transmission Mains

Details: In June 2012, the City borrowed approximately \$8 million from the Drinking Water State Revolving Fund (DWSRF) for the initial phase of the Water Treatment Facility and Water Supply Project to bring surface water from the Jones and Boulder Creek watershed area to the City. In the fall of 2015, the City was awarded \$6.034 million in total proceeds from DWSRF for the next phase of the overall Water Supply Project. For DWSRF administrative reasons, the \$6.034 million awarded in 2015 was broken up into two separate loans. The first, which was approved by Council in December 2015 via Ordinance No. 15-031, was a \$2.6 million loan with 50% subsidy (or a loan principal forgiveness of \$1.3 million), 24-year loan term, and a 1.0% interest rate. The second loan, which still needs approval from Council, is for \$3.434 million with a 20-year loan term and a 1.5% interest rate. Attached for Council's information is the loan document and the loan ordinance authorizing the City to enter into the \$3.434 million loan agreement with the Washington State Public Works Board.

Presenter: Steve Wall, Public Works Director

 [Ordinance No. 16-018](#)
[Loan Agreement](#)

This item was also placed on the October 17, 2016 Regular Meeting Agenda for Council's consideration.

H. Public Works Miscellaneous and Updates

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

Presenter: Steve Wall, Public Works Director

Wall provided an update about the NW 6th and Norwood Intersection Improvements (roundabout).

Wall commented about the Audubon Society of Portland's Lights Out program.

Turk commended the Public Works department for storm preparedness.

I. City Administrator Miscellaneous Updates and Scheduling

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

Presenter: Pete Capell, City Administrator

Capell updated Council about the consolidation of the City's recreation programs with the Camas School District.

Capell commented about recent meetings regarding the Utility Tax proposal. He announced that an open house has been scheduled for November 10, 2016.

Capell stated the Association of Washington Cities (AWC) Regional Meeting is scheduled for November 2, 2016.

V. COUNCIL COMMENTS AND REPORTS

Turk commented about the Taki, Japan students that visited last week.

Chaney attended the City and Camas School District partnership meeting.

Anderson commented about the WaferTech 20th anniversary banner.

Anderson and Carter attended the Downtown Camas Association's (DCA) First Friday ribbon cutting at Georgia Pacific's Interpretive Center.

Anderson commented about C-TRAN and the Bus Rapid Transit (BRT) system.

Anderson will be attending the fire department's Joint Policy Advisory Committee (JPAC) meeting and the Washougal River Greenway Lookout dedication this week.

Carter attended the DCA meeting and the Library Board of Trustees meeting.

She will be attending the Planning Commission Meeting this week.

Chaney thanked Anderson for his ongoing involvement with C-TRAN's Board of Directors.

Mayor Higgins commented about the Camas Youth Advisory Council's (CYAC) Candidate Forum that he and Anderson attended. He also commented about the Clark County Mayor's Candidate Forum.

VI. PUBLIC COMMENTS

No one from the public wished to speak.

VII. ADJOURNMENT

The meeting adjourned at 6:26 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.