



CITY COUNCIL WORKSHOP MEETING MINUTES - DRAFT

Monday, November 7, 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, Tim Hazen, Steve Hogan, Melissa Smith and Shannon Turk

Excused: Don Chaney

Staff: Jerry Acheson, Sam Adams, Anita Ashton, Bernie Bacon, Phil Bourquin, Pete Capell, James Carothers, Jennifer Gorsuch, Cathy Huber Nickerson, Mitch Lackey, Leona Langlois, Shawn MacPherson, Robert Maul, Nick Swinhart, Connie Urquhart and Alicia Pacheco (intern)

Press: Heather Acheson, Camas-Washougal Post-Record

III. PUBLIC COMMENTS


No one from the public wished to speak.

IV. WORKSHOP TOPICS

- A. Recognition of 25-Year Anniversary for Nicolle Sorenson, Accounting Assistant
Details: Nicolle Sorenson celebrated 25 years of service with the City of Camas on October 29, 2016.
Presenter: Cathy Huber Nickerson, Finance Director

Huber Nickerson presented Nicolle Sorenson with her 25 years of service pin.

- B. Lake Hills View Corridor
Details: The developer for Lake Hills development has been working with staff to establish a view corridor consistent with a Development Agreement with the City.
Presenter: Robert Maul, Planning Manager

 [Lake Hills View Corridor Staff Report](#)
[First Draft Agreement](#)
[Second Draft Agreement](#)

Maul provided an overview of the development agreement. He and Shawn MacPherson, City Attorney, responded to Council's questions. This will be placed on the November 21, 2016 Regular Meeting Agenda for Council's consideration.

- C. Community Development Miscellaneous and Updates
Details: This is a placeholder for miscellaneous or emergent items.
Presenter: Phil Bourquin, Community Development Director

Bourquin invited Council to the Planning Commission public hearing on November 15, 2016, regarding wireless communication facilities. He also informed Council that at the same Planning Commission meeting, there will be a public hearing regarding Camas Municipal Code (CMC) amendments to Title 16 - Environment.

- D. Utility Tax Update and Discussion
Details: Staff briefed Council regarding public outreach efforts, as well as public responses to the current proposal of a Utility Tax of 1% on cable and telephone utilities, and 3% on storm water and solid waste utilities.
Presenter: Cathy Huber Nickerson, Finance Director

 [Utility Tax Information Sheet](#)

This item will be placed on the November 21, 2016 Regular Meeting Agenda for Council's consideration, following a public hearing. This item will also be placed on the November 21, 2016 Workshop Agenda for additional discussion.

- E. 2016 Fall Omnibus Budget
Details: Staff reviewed eight proposed budget adjustments to the 2016 City of Camas Budget. There are four administrative budget packages and four supplemental budget packages. The net impact on the City's overall 2016 budget would reduce fund balance approximately \$316,000.
Presenter: Cathy Huber Nickerson, Finance Director

 [2016 Fall Omnibus](#)

An ordinance will be placed on the November 21, 2016 Regular Meeting Agenda for Council's consideration, following a public hearing.

- F. 2017 Property Tax Levies
Details: Staff presented information regarding the 2017 City of Camas General Levy, the Camas Emergency Medical Services (EMS) Levy and the Camas Library Voted Bond Levy. Currently, City staff are waiting for the final assessed value, new construction, administrative refund levy and state utility values from the Clark County Assessor's Office in order to complete the levy calculation.
Presenter: Cathy Huber Nickerson, Finance Director

 [City of Camas 2017 Levies](#)

This item will be placed on the November 21, 2016 Regular Meeting Agenda for Council's consideration.

- G. 2017-2018 Recommended Capital Budget
Details: Staff reviewed the Recommend Capital Budget for 2017-2018, as well as the proposed funding sources. The 2017-2018 Recommended Capital Budget includes 50


projects for a total of \$45 million. These projects include Water, Sewer, Transportation, Storm Water, Parks, General Government and vehicle replacements.

Presenter: Cathy Huber Nickerson, Finance Director

 [2017-2018 Recommended Capital Budget](#)
[Capital Projects Program - 2017-2018 Final](#)

Huber Nickerson reviewed the presentation with Council. Huber Nickerson, Capell and Acheson responded to Council questions. This item will be placed on the November 21, 2016 Regular Meeting Agenda for Council's consideration, following a public hearing.

- H. Revised Camas Municipal Code (CMC) Chapter 14.02 Stormwater Control
Details: The City's current National Pollutant Discharge Elimination System (NPDES) Stormwater Permit issued by the Department of Ecology requires the City to adopt the latest Stormwater Management Manual for Western Washington (SWMMWW) by December 31, 2016, and to review, and revise if necessary, the City's local stormwater codes to incorporate Low Impact Development (LID) principles for new development. Chapter 14.02, Stormwater Control, is the section of the CMC, which outlines the City's stormwater program, adopts the applicable stormwater management manual, and otherwise provides standards for management of stormwater throughout the City. The SWMMWW is the guidance document used for specifically managing stormwater on development and redevelopment projects. Chapter 14.02 currently has conflicting language referencing different versions of the SWMMWW and contains duplicative information that is contained in both the SWMMWW and the current version of Chapter 14.02. The attached draft ordinance resolves the conflicting language confirming use of the latest edition of the SWMMWW, removes duplicative language already cited in the SWMMWW, and adds clarifying language in regards to the ownership and maintenance of private stormwater facilities. Through adoption and use of the latest edition of the SWMMWW, the City is incorporating consideration of LID principles in new development proposals.
Presenter: Sam Adams, Utilities Manager

 [Draft Ordinance Adopting a Revised Chapter 14.02](#)
[Draft Revised Chapter 14.02](#)

This item will be placed on the November 21, 2016 Regular Meeting Agenda for Council's consideration.

- I. 2017 Community Development Block Grant (CDBG) Application
Details: CDBG Grant applications are due December 1, 2016. Staff proposes submitting an application for the 2017 funding round. The proposed project will make improvements to NE Dallas Street between 17th Avenue and 21st Avenue. These improvements consist of rehabilitation of the roadway, installation of sidewalk, and replacement of sewer and water mains and services. The project cost is approximately \$675,000, not including staff time which would be used for design and construction management. Staff recommends requesting the maximum grant amount of \$300,000, which is the cost of the street rehabilitation and sidewalk. The remaining expense, about \$375,000, is currently proposed to be funded by the Water/Sewer Utility Fund; however, staff is also reviewing other potential funding options for Council's consideration. CDBG

grants require two public meetings prior to application submittal. This meeting qualifies as the first of two meetings. Staff recommends that the second meeting be scheduled as a public hearing on November 21, 2016.

Presenter: James Carothers, Engineering Manager

 [2017 CDBG Application Memo](#)
[Eligible CDBG Areas Map](#)

This item will be placed on the November 21, 2016 Regular Meeting Agenda for Council's consideration, following a public hearing.

- J. Lacamas Lane Landslide Federal Emergency Management Agency (FEMA) Agreement Details: Camas staff have been in discussions with FEMA representatives regarding the eligible costs associated with the reparations of the slide area on the east side of Lacamas Lane. It has been determined that FEMA will pay the customary 75 percent of eligible costs to repair the slope. It is anticipated that the Washington State Office of Emergency Management will pay for 12.5 % of this cost, leaving 12.5 % of eligible costs to be paid with local funds. The overall maximum cost in which FEMA will participate at 75 % of the cost is \$519,916.41. The total maximum reimbursement cost from FEMA and Washington State is \$454,926.86, leaving the local proportionate share of eligible costs at roughly \$65,000. Staff anticipates that there will be approximately \$20,000 in design costs that will not be eligible for reimbursement. In all, the local funding required for this project, including contingencies, is estimated at \$200,000. The local share of the project will be paid by the Storm Drainage Fund. These costs do not include landscaping on the slope. The storm drainage budget for this project in 2016 is \$375,000.

Presenter: James Carothers, Engineering Manager

 [Lacamas Lane Landslide FEMA Agreement](#)

Carothers provided an overview of the landslide repair funding. Council agreed to move forward with the Lacamas Lane landslide repair. Carothers also responded to a questions about Forest Home Road slide repair funding.

- K. Astound Broadband Franchise Agreement Details: In 2013, the City of Camas entered into a franchise agreement, Ordinance No. 2673, with Sawtooth Technologies, LLC. Sawtooth was the recipient of a Gates Grant to install fiber optic cable for K-20 educational purposes. Fiber was ran to places such as the Camas Library and Liberty Middle School. Sawtooth has been purchased by Astound Broadband. Astound intends to run fiber optic lines for end users such as the Camas High School and the newly proposed Lacamas Elementary School on NE 232nd Avenue. In order to do so, a new franchise agreement is needed. Attached is a draft of the ordinance that has been reviewed by Camas staff and counsel, as well as Astound and their attorney. Camas staff proposed that a public hearing be held on November 21, 2016, for consideration of adoption of this ordinance.

Presenter: James Carothers, Engineering Manager

 [Astound Franchise Agreement Ordinance Draft](#)
[2013 Sawtooth Franchise Agreement Ordinance](#)

This item will be placed on the November 21, 2016 Regular Meeting Agenda for Council's consideration, following a public hearing. An ordinance will be placed on the December 5, 2016 Regular Meeting Agenda for Council's consideration.

- L. Stormwater Management Program (SWMP) Annual Review
Details: Yearly review of the SWMP is a requirement of the City's National Pollutant Discharge Elimination System (NPDES) Phase 2 Permit. Staff proposes that, in accordance with this permit, public comments be solicited at the November 7, and 21, 2016, Council workshops. Comments will be reviewed by staff during the months of December 2016 and January 2017. The revised report will be reviewed with Council and comments should once again be requested from the public at a February 2017 Council Workshop. The updated report will be posted on the City's website no later than March 31, 2017.
Presenter: James Carothers, Engineering Manager


 [2016 Stormwater Management Program](#)

Carothers invited the public to comment about the Stormwater Management Program at today's meeting. The public is also invited to comment about it at the November 21, 2016 Workshop Council Meeting.

- M. Public Works Miscellaneous and Updates
Details: This is a placeholder for miscellaneous or emergent items.
Presenter: Steve Wall, Public Works Director

There were no Public Works miscellaneous items or updates.

- N. Code Amendments - Revision of Camas Municipal Code (CMC) Chapter 2.68 Personal Vacations and Leaves of Absences
Details: Staff proposed to delete the entire section and cover it in the bargaining contracts and employee handbook. It is unnecessary to have this in code as the language in the bargaining contracts, if different, would prevail. In addition, staff would like to eliminate the code language about an employee receiving state industrial insurance due to an injury on the job being paid one hundred percent of their salary without the use of any accrued leave. The proposed revision would have the employee using accrued leave benefits and having the opportunity to use the worker's compensation payment to replenish the employees sick or vacation leave balance.
Presenter: Pete Capell, City Administrator

 [Current CMC Chapter 2.68 - Personnel Vacations and Leaves of Absences](#)
[Worker's Compensation for on the Job Injuries](#)

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

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

Capell and Anderson attended the Association of Washington Cities (AWC) regional meeting, which focused on their key priorities, as well as asking cities for

their 2017 legislative session items. Capell also provided updates to Council about the City's Lean continuous improvement efforts and about Camas-Washougal Emergency Medical Services (EMS) systems.

V. COUNCIL COMMENTS AND REPORTS

Hazen attended the Parks Board meeting and commented about the NW 6th and Norwood intersection improvements (roundabout).

Hogan commented about Lacamas Lake conservancy zone information and trail maintenance by the Parks and Recreation Department.

Anderson attended the opening of the Washougal River Greenway Overlook dedication and will be attending the C-TRAN meeting. Anderson reminded everyone of the November 8, 2016 General Election voting deadline.

Smith attended the Chamber of Commerce meeting. Smith commented about potential 2017 Camas Days changes.

Carter attended the Planning Commission meeting. She will be attending both the Downtown Camas Association (DCA) and Library Board of Trustees meetings. Carter reminded Council about the Annual DCA Dinner and Awards event.

VI. PUBLIC COMMENTS

No one from the public wished to speak.

VII. ADJOURNMENT

The meeting adjourned at 6:16 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.