



CITY COUNCIL WORKSHOP MEETING MINUTES - DRAFT
Monday, November 6, 2017, 4:30 PM
City Hall, 616 NE 4th Avenue

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, Melissa Smith and Shannon Turk

Staff: Bernie Bacon, Phil Bourquin, Pete Capell, James Carothers, Sarah Fox, Jennifer Gorsuch, Cathy Huber Nickerson, Mitch Lackey, Robert Maul, Nick Swinhart, Connie Urquhart, Steve Wall and Alicia Pacheco (intern)

Press: No one from the press was present

III. PUBLIC COMMENTS


Chris Kralik, 631 NW 18th Loop, Camas, commented about fireworks.

IV. WORKSHOP TOPICS

A. Clark County Historic Preservation Program Update

Details: Representatives from the Clark County Historic Preservation Commission provided a presentation to the City Council.


Presenter: Jacqui Kamp, Roch Manley and Sarah Fox, Commission Members

 [Clark County Historic Preservation Program Presentation to Camas](#)

B. City of Camas 2018 Proposed Fee Schedule

Details: Staff presented the proposed 2018 Fee Schedule and highlighted the changes from the 2017 Fee Schedule.

Presenter: Cathy Huber Nickerson, Finance Director

 [2018 Budget Proposed Fee Schedule Marked Up Version 10 2017](#)
[2018 Budget Proposed Fee Schedule 10 2017](#)
[2018 Fee Schedule Presentation](#)


This item will be placed on the November 20, 2017 Regular Meeting Agenda for Council's consideration.

- C. City of Camas 2018 Proposed Property Tax Levy
Details: Staff presented the General Fund property tax options to Council. The 2018 Adopted Budget and the 2018 Recommended Budget assume the lawful 1% property tax increase.
Presenter: Cathy Huber Nickerson, Finance Director

 [City of Camas 2018 Property Tax Levy Options](#)

This item will be placed on the November 20, 2017 Regular Meeting Agenda for Council's consideration, following a public hearing.

- D. City of Camas Emergency Management Services (EMS) Levy - Call for a Special Election
Details: In August 2012, the City asked the voters to approve a six-year EMS levy with a maximum levy rate of \$0.46 per thousand dollars of assessed value for the tax years 2013-2018. To continue the levy, the voters would need to approve a levy with a maximum levy rate of \$0.46 per thousand dollars of assessed value in 2018 for 2019-2024. In this presentation, staff reviewed the process to call a Special Election, as well as a drafting a resolution calling for the Special Election.
Presenter: Cathy Huber Nickerson, Finance Director

 [City of Camas Emergency Medical Services Levy Presentation](#)

This item will be placed on the November 20, 2017 Regular Meeting Agenda for Council's consideration.

- E. 2017 Fall Omnibus Budget Presentation
Details: Staff reviewed 15 packages for the Fall Omnibus Budget, which includes seven administrative packages and eight supplemental packages. The total impact to the 2017 Budget is (\$371,670). Of the administrative packages, the Real Estate Excise Tax and the Firefighters' Pension Fund are impacted. Of the supplemental packages, the General Fund, Camas-Washougal Fire Department (CWFD), Lodging Tax, Storm Water, Water/Sewer, Equipment Rental and Firefighters' Pension Fund are impacted.
Presenter: Cathy Huber Nickerson, Finance Director

 [2017 Fall Omnibus Budget Presentation](#)

This item will be placed on the November 20, 2017 Regular Meeting Agenda for Council's consideration, following a public hearing.

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

There were no miscellaneous items or updates.

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

Wall commented about the November 6, 2017 Consent Agenda, the tree-pruning occurring in downtown Camas, and replacement of the sidewalk ADA ramps at each corner of each intersection on NE 3rd Avenue between NE Adams and NE Dallas Streets.

Capell provided an additional comment about the November 6, 2017 Consent Agenda.

H. Municipal Court Lease

Details: The City of Camas leases the Municipal Court Building from the Port of Camas-Washougal. The current lease expires December 31, 2017. The proposed new lease is for five years through December 31, 2022. The proposed lease payment for 2018 will be \$3,560 per month, which is three percent higher than the City's current lease payment. The lease payment will go up three percent per year for the term of the lease.

Presenter: Pete Capell, City Administrator


 [Municipal Court Lease](#)

This item will be placed on the November 20, 2017 Regular Meeting Agenda for Council's consideration.

I. Council Vacancy Recruitment Process

Details: Council Member Hazen resigned at the October 16, 2017 Regular Meeting, leaving a vacancy on the Council. Staff reviewed the policy with Council and discussed the steps to be taken to fill the vacancy.

Presenter: Pete Capell, City Administrator

 [Resolution 1214 Procedure For Filling of Elected Officials Vacancies](#)
[Camas COUNCILMEMBER Announcement of Vacancy](#)
[Camas COUNCILMEMBER Application-Instructions](#)
[Info - 2017](#)

Capell informed Council regarding the requirements to fill the City's Council Member vacancy.

J. City Administrator Miscellaneous Updates and Scheduling

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

Presenter: Peter Capell, City Administrator

Capell informed Council about a Jurassic Parliament course for Council Members and staff. Capell announced the Salary Commission Public Hearing, the Downtown Camas Association (DCA) 2017 Annual Awards, and the date of the next Administrative Committee meeting.

V. COUNCIL COMMENTS AND REPORTS

Hogan commented about the Georgia-Pacific Advisory Committee (GPAC) and Camas Washougal Economic Development Association (CWEDA) meetings.

Turk attended the Parks Commission meeting, the DCA ribbon-cutting, and the State of the Community event.

Chaney commented about the Clark Regional Emergency Services Agency (CRESA) meeting.

Anderson commented about the Association of Washington Cities (AWC) meeting. He attended the C-TRAN meeting.

Carter attended the DCA ribbon-cutting, commented about the DCA 2017 Annual Awards, and attended the Library Board of Trustees meeting.

Smith commented about Parks & Recreation Commission meeting.

Mayor commented about Camas Cares. Mayor discussed Council appointments and is recommending Bonnie Carter for the Finance Committee and Shannon Turk for the C-TRAN Board.

VI. PUBLIC COMMENTS

No one from the public wished to speak.

VII. ADJOURNMENT

The meeting adjourned at 6:06 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.