



CITY COUNCIL WORKSHOP MEETING MINUTES - DRAFT

Monday, March 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, Don Chaney, Tim Hazen, Steve Hogan, Melissa Smith and Shannon Turk

Staff: Sam Adams, Phil Bourquin, Pete Capell, James Carothers, Leisha Copsey, Jennifer Gorsuch, Jim Hodges, Cathy Huber Nickerson, Leona Langlois, Robert Maul, Randy Miller, Heather Rowley, Ron Schumacher, Nick Swinhart, Steve Wall and Alicia Pacheco (intern)

Press: Heather Acheson, Camas-Washougal Post-Record

III. PUBLIC COMMENTS

No one from the public wished to speak.

IV. SPECIAL PRESENTATION

A. Recognition of 25 Year Anniversary for Randy Miller, Deputy Fire Marshal

Details: Randy Miller celebrated 25 years of employment with the City of Camas on February 1, 2016. Swinhart congratulated him on his achievements and presented him with his 25 year service pin.

Presenter: Nick Swinhart, Fire Chief

V. WORKSHOP TOPICS

A. Administrative Battalion Chief Memorandum of Understanding (MOU) with International Association of Fire Fighters (IAFF) Local 2444

Details: In June of 2015, the Camas-Washougal Fire Department administration made the decision to promote a line captain to the long vacant position of Administrative Battalion Chief. As this position had been vacant for so long, very little existed in the form of job duties or description. To enable administration to better utilize the position to the benefit of the department and the community, a tentative MOU was created with the members of IAFF Local 2444. The attached MOU represents this tentative agreement. Administration worked closely with members of the labor group to draft this document.

Presenter: Nick Swinhart, Fire Chief


 [Memorandum of Understanding Regarding Administrative Battalion Chief](#)

Swinhart responded to questions from Council and noted that the signature line on the Memorandum of Understanding was changed from Washougal to Camas.

B. Draft Ordinance for Residential Sprinkler Systems

Details: Fire sprinklers have proven to be a valuable tool in suppressing fires to the room of origin. Requiring sprinklers in all one- and two-family dwellings, as well as townhomes, will greatly add to the Fire Department's resources. Fire sprinklers have proven to save lives, provide greater firefighter safety and are also considered "green", which benefits the environment.

Presenter: Ron Schumacher, Fire Marshal


-  [Draft Ordinance for Residential Sprinkler System](#)
- [Appendix R](#)
- [Appendix S](#)

This item will be placed on the April 4, 2016 Regular Meeting Agenda for Council's consideration.

C. Consideration of Repealing Camas Municipal Code, Chapter 18.22 Mixed Use Planned Development Overlay

Details: A public hearing was held before Planning Commission on February 17, 2016, to consider whether or not to repeal Camas Municipal Code (CMC), Chapter 18.22 Mixed Use Planned Development (MXPD) Overlay, in order to discourage piecemeal residential development within employment areas. The commission forwarded a recommendation to Council to repeal CMC Chapter 18.22.

Presenter: Phil Bourquin, Community Development Director

-  [Staff report to Council \(File No. MC16-02\)](#)
- [Camas Municipal Code Chapter 18.22 MXPD \(red-lined\)](#)

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

D. 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 given.

E. Wetland Maintenance and Monitoring Agreements

Details: The Wetland Maintenance and Monitoring Agreements are multi-year contracts to meet wetland mitigation requirements associated with roadway improvements on NW 38th Avenue Phase 2, NW Leadbetter Drive and NW Friberg-Strunk Street. Maintenance and monitoring are requirements of the Corps of Engineers permits for each site. There will be four separate contracts for Council authorization. The contract work for 2016 is funded by the stormwater utility and is in the 2016 budget. The total cost of the work for 2016 is \$160,000.

Presenter: James Carothers, Engineering Manager

-  [NW 38th Avenue Phase 2 Wetland Mitigation Monitoring & Maintenance Agreement](#)
- [NW Leadbetter Drive Wetland Mitigation Monitoring & Maintenance Agreement](#)
- [NW Friberg-Strunk Street Wetland Mitigation Monitoring & Maintenance Agreement](#)
- [NW Friberg Wetland Monitoring Agreement](#)

This item will be placed on the March 21, 2016 Consent Agenda for Council's consideration.

- F. NW Forest Home Road Slide Repair Consultant Contract
Details: Staff has selected HDJ Design Group, PLLC for assistance with environmental, permitting and plans and specifications preparation for the landslide on NW Forest Home Road that was caused by uncommonly heavy rains in December 2015. Staff anticipates that Federal Emergency Relief (ER) funds will be available to offset 86.5% of the total cost of design and remedial construction. The total amount of this consultant contract is \$95,483.05. Stormwater funding is available for this contract work in the 2016 Budget and the upcoming omnibus will address the funding of this project in its entirety. Because NW Forest Home Road remains closed, staff also placed this contract on the March 7, 2016 Consent Agenda in order to expedite the environmental process and provide for construction to occur during the dry months of 2016.
Presenter: James Carothers, Engineering Manager

-  [Forest Home Road Slide Repair Consultant Contract](#)

This item was also included on the March 7, 2016 Consent Agenda for Council's consideration.

- G. Construction Materials Testing Contract
Details: Staff has selected Columbia West Engineering, Inc. for materials testing on several 2016 construction projects, as necessary. Testing for the NW 6th Avenue and NW Norwood Street Intersection Improvements (roundabout) project is estimated at \$11,195 and is funded by the General Obligation (GO) Bond. The NE Franklin Street Neighborhood Improvements project testing is \$6,550 and is funded by a Community Development Block Grant (CDBG), the Water and Sewer funds and the North Urban Growth Area (NUGA) Sewer Revenue Bond. Lastly, testing for the second phase of the 544' Zone Water Main and Treatment project is included in the 2016 Budget and is estimated at \$13,880. This contract has a contingency of \$8,585 for testing on other 2016 construction projects or for any additional required testing for these three projects. The total contract amount is not to exceed \$40,210.
Presenter: James Carothers, Engineering Manager

-  [Construction Materials Testing Contract](#)

This item will be placed on the March 21, 2016 Consent Agenda for Council's consideration.

- H. Lacamas Heritage Trailhead Parking Expansion Consultant Contract
Details: This contract is with Harper Houf Peterson Righellis Inc. for the completion of permitting, plans and specifications for additional parking at the Lacamas Heritage Trailhead at Goodwin Road. The amount of this contract is not to exceed \$98,335. This project is included in the 2016 Budget and funding for the project in its entirety will be addressed with the upcoming Spring Budget Omnibus package.

Presenter: James Carothers, Engineering Manager

 [Heritage Trailhead Parking Consultant Contract](#)

This item will be placed on the March 21, 2016 Consent Agenda for Council's consideration.

- I. NW 6th Avenue and NW Norwood Street Intersection Improvements Professional Services Contract Supplement
Details: Staff intends to solicit bids for construction of the NW 6th Avenue and NW Norwood Street Intersection Improvements (roundabout) project in March 2016. This supplemental agreement with HDJ Design Group, PLLC will allow for the final minor adjustments to the design and specifications and will provide for construction services for the duration of the project. This agreement supplement is for \$126,436.75. This contract is funded by the General Obligation (GO) Bond. This project is in the 2016 Budget and funding for the project in its entirety will be addressed in the upcoming Spring Budget Omnibus.
Presenter: James Carothers, Engineering Manager

 [NW 6th and Norwood Professional Services Contract Supplement](#)

This item will be placed on the April 4, 2016 Consent Agenda for Council's consideration.

- J. Slow Sand Water Treatment Plant Change Order
Details: Change Order No. 2 for the water treatment plant project is for several miscellaneous items including a septic tank design and installation of additional parking lot drainage. The cost of this change order is \$66,660.07 and is funded by a Washington State Department of Health (WSDOH) Drinking Water State Revolving Fund (SRF) loan and is included in the 2016 Budget. This change order increases the project cost by 1.13%. The total of all change orders to date is 1.83% of the original contract bid.
Presenter: James Carothers, Engineering Manager

 [Slow Sand Water Treatment Plant Change Order No. 2](#)

This item will be placed on the March 21, 2016 Consent Agenda for Council's consideration.

- K. STEP Sewer Transmission Main Project Change Order
Details: Change Order No. 3 for the STEP Sewer Transmission Main project is for several required items including fabrication of parts to match existing piping and cleanup related to a water main break and replacement of the deteriorated water main. A full description of the nine items included with this change order are included in the attached Change Order No. 3. The total for this change order is \$132,995.40 and is funded by a Public Works Trust Fund (PWTF) loan and by the Water Utility Fund. This project is now substantially complete. Change Order No. 3 is for 5.2% of the original contract bid. The total amount of all change orders is 7.5% of the original contact bid.
Presenter: James Carothers, Engineering Manager

 [STEP Sewer Transmission Main Change Order No. 3](#)

This item will be placed on the March 21, 2016 Consent Agenda for Council's consideration.

- L. Engineering Development Review Assistance
Details: Staff presented a recommendation to seek consultant assistance for engineering plan review and construction inspection for 2016 development projects. Staff provided additional information at the workshop with the attached presentation.
Presenter: James Carothers, Engineering Manager

 [Engineering Development Staffing Presentation](#)

Carothers summarized the presentation. Carothers and Public Works Director Steve Wall responded to questions from Council.

Council provided staff direction regarding pursuing a consultant contract for engineering development review assistance.

This item will be placed on a future Workshop Agenda for further discussion.

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

Wall gave Council an update about a Lacamas Lake health issue and provided an update about Steigerwald Well field. He also informed Council that two projects have recently gone out to bid: the NW 6th Avenue and NW Norwood Intersection Improvements project and the Franklin Street Neighborhood Improvements project.

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

Capell provided Council a brief update about the legislative session and Municipal Research and Services Center (MRSC) funding. Capell stated that staff will apply for a Transportation Improvement Board grant for the Camas Meadows Drive extension, as that project is not included in the City's 2015-2016 Budget. He also commented about the reorganization of the Camas Public Library and the recruitment for a Library Director.

VI. COUNCIL COMMENTS AND REPORTS

Smith attended the Parks Board meeting. She also commented about the Friends of the Community Center.

Chaney complimented the Finance Department and staff for the Socrata cloud software recently implemented. He also commented about the 2016 legislative session related to retirement systems.

Anderson complimented Chief Swinhart for the Annual Fire Department report. He also complimented the Engineering Department for the additional improvements of a pedestrian crossing on NW 6th Avenue and NW Ivy Street. Anderson stated that he attended the East County Fire and Rescue (ECFR) and the Economic Development Incentive Subcommittee meetings and will be attending the upcoming C-Tran meeting.

Hogan attended the Georgia-Pacific Community Advisory Panel and the Camas-Washougal Economic Development Association (CWEDA) meetings. He

announced the April 24, 2016 Downtown Camas Clean-up and Planting Day, which is in preparation for the May 7, 2016 Camas Plant & Garden Fair.

Carter attended the Planning Commission meeting and also provided an overview of the Library Board of Trustees meeting, which she also attended.

Turk attended the Camas Sister City meeting and provided information about upcoming visits.

Hazen announced he is unable to attend the April 4, 2016 Council meetings. He provided comments about constituency issues he's been working on. He attended the Economic Development Incentive Subcommittee meeting.

Mayor Higgins provided an overview about the ECFR meeting.

VII. PUBLIC COMMENTS

No one from the public wished to speak.

VIII. ADJOURNMENT

The meeting adjourned at 5:47 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.