



CITY COUNCIL WORKSHOP MEETING MINUTES
Monday, December 4, 2017, 4:30 PM
City Hall, 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, Steve Hogan, Melissa Smith and Shannon Turk

Staff: Phil Bourquin, Adam Brice, Pete Capell, James Carothers, Sarah Fox, Jennifer Gorsuch, Cathy Huber Nickerson, Mitch Lackey, Leona Langlois, Robert Maul, Heather Rowley, Ron Schumacher, Nick Swinhart, Steve Wall and Alicia Pacheco (intern)

Press: No one from the press was present

III. PUBLIC COMMENTS

No one from the public wished to speak.

IV. WORKSHOP TOPICS

A. NW Natural Low-Carbon Pathway Presentation

Details: Nina Carlson provided a presentation regarding NW Natural's efforts to reduce the impact of carbon based energy.

Presenter: Nina Carlson, NW Natural - Government and Community Affairs Consultant

 [Low-Carbon Pathway Presentation](#)

[Carbon Pathway Flyer](#)

Carlson summarized the presentation and discussion ensued.

B. Downtown Camas Association (DCA) Update

Details: Caroline Mercury and Carrie Schulstad from the DCA provided an update to Council and shared results from the survey conducted during Camas Days.

Presenter: Carrie Schulstad, Executive Director and Caroline Mercury, Board President

 [DCA Update](#)

[Dot Survey Results From Camas Days](#)

Mercury and Schulstad provided an overview of the DCA's accomplishments during 2017.

C. Discussion of Consultant's Review of the Camas-Washougal Fire Department (CWFD)

Details: In early 2017, Council authorized Emergency Services Consulting International (ESCI) to conduct the Emergency Medical Services (EMS) Delivery System Assessment of the CWFD. The findings and recommendations of the study were presented to the Camas and Washougal City Councils several months ago. This presentation included the recommendations that came out of the study, with subsequent discussion about how the CWFD is approaching each recommendation. Presenter: Nick Swinhart, Fire Chief

 [CWFD - ESCI Study Recommendations](#)

Swinhart reviewed the presentation and discussion ensued.

D. Camas Washougal Fire Department (CWFD) and East County Fire and Rescue Functional (ECFR) Consolidation Financial Review

Details: One of the recommendations from the Emergency Medical Services (EMS) Delivery System Assessment was to consider a functional consolidation with ECFR. Presenter: Paul Lewis, Financial Consultant, Nick Swinhart, Fire Chief and Pete Capell, City Administrator

 [CWFD ECFR Functional Consolidation Financial Review](#)

Lewis summarized the presentation and responded to questions from Council. This item will be included on the 2018 Planning Conference agenda for further discussion and the ECFR Commissioners will be invited to participate.

E. Status of the Urban Tree Program

Details: The City was awarded a grant from the State of Washington Department of Natural Resources (DNR) to develop an Urban Tree Program. The grant period runs until May 31, 2018, and includes a 50 percent cost share with the City. An initial work plan to develop the Urban Tree Program included: current zoning diagnosis; review of the comprehensive plan to ensure the new codes will be consistent; drafting a tree ordinance, including graphics; updating the Design Standards Manual (street tree species); and creating outreach materials that will increase the public's knowledge of tree care and the new ordinance. In support of this project, the City recruited a diverse group of citizens to participate on an ad hoc committee and contracted with Davey Resource Group. Also, Davey Resource Group and City staff interviewed key urban forest stakeholders to develop a community survey to better understand public awareness and opinions about trees in Camas. Over 250 community members provided feedback through an online survey that was available March 30, through May 12, 2017. The online survey collected qualitative information about public perception of tree protection, tree species preferences, and about the concept of street tree removal permitting. A joint meeting of the Planning Commission and the ad hoc committee was held in October to review and discuss draft proposals. Staff provided an overview of the the project's status.

Presenters: Sarah Fox, Senior Planner and Ian Scott, Davey Resource Group

-  [Urban Tree Program Status - Council Workshop](#)
- [Staff Report - Status of the Urban Tree Program](#)
- [Urban Tree Program Status - Updated presentation](#)

Fox and Scott reviewed the presentation and discussion ensued. This item will be placed on a future agenda for further discussion.

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. Federal Functionally Classified Roadways Update

Details: Staff from the Regional Transportation Council (RTC) has requested from the Clark County local agencies any and all proposed revisions to the Federal Highway Administration (FHWA) classification of streets. The intent of this request was to compile a regionwide cleanup list that RTC staff will present to the Washington State Department of Transportation (WSDOT). WSDOT will then forward these requests to the FHWA for inclusion in the Federal Functional Classification System. Staff provided a brief explanation of the Federal Functional Classification System and the recommended revisions shown on the attached map and list.

Presenter: James Carothers, Engineering Manager

-  [Federal Functionally Classified Streets Proposed Revisions](#)

Carothers provided an overview of the streets subject to classification and responded to questions from Council.

H. Public Works Miscellaneous and Updates

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

Presenter: Steve Wall, Public Works Director

There were no miscellaneous items or updates.

- I. 2018 Legislative Agenda
Details: Staff will present the draft 2018 Legislative Agenda for Council's review and direction.
Presenter: Pete Capell, City Administrator

 [2018 Legislative Agenda Draft](#)

Due to time constraints, this item was postponed to staff comments during the December 4, 2017 Regular Meeting.

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

Due to time constraints, this item was postponed to staff comments during the December 4, 2017 Regular Meeting.

V. COUNCIL COMMENTS AND REPORTS

Chaney commented about the City's level of service initiative and staffing.

Hogan commented about Hometown Holidays.

Anderson and Turk attended a C-TRAN meeting.

Carter stated that Turk will be attending the Library Board of Trustees meeting as her alternate. Carter will attend a Planning Commission meeting.

Mayor Higgins announced that the City is looking for volunteers to participate in two Emergency Medical Services (EMS) Levy Committees.

VI. PUBLIC COMMENTS

No one from the public wished to speak.

VII. ADJOURNMENT

The meeting adjourned at 6:29 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.