



## **CITY COUNCIL WORKSHOP MEETING MINUTES - DRAFT**

**Tuesday, September 5, 2017, 4:30 PM**

**City Hall, 616 NE 4th Avenue**

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### **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: Phil Bourquin, Pete Capell, Jennifer Gorsuch, Cathy Huber Nickerson, Leona Langlois, Robert Maul, Shyla Nelson, Heather Rowley, Nick Swinhart, Connie Urquhart, 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. Minor Amendments to Camas Municipal Code (CMC) Title 18 Zoning**

Details: As part of a periodic code update, the proposed minor amendments to Title 18 Zoning of the Camas Municipal Code (CMC) include updates to clarify sections that may have been challenging to administer since the last review update, new additions and corrections including typos. Planning Commission conducted a public hearing on June 20, 2017, and continued the hearing on July 18, 2017. The Commission forwarded a recommendation of approval to Council. Exhibit 1 contains the draft amendments consistent with the recommendations of the Commission. The current CMC is available online at the City's website. Staff provided an overview of the proposed amendments to Council.

Presenter: Sarah Fox, Senior Planner

- ✎ [Staff Report to Council](#)
  - [Exhibit 1 - Draft Title 18 Amendments](#)
  - [Exhibit 2 - Record of June 20th Public Hearing](#)
  - [Exhibit 3 - Record of July 18th Continued Public Hearing](#)
  - [Exhibit 4 - State Environmental Policy Act Determination](#)
  - [Amendments to Title 18 - Council Workshop Presentation](#)

Fox reviewed the presentation and discussion ensued. A public hearing for this item will be placed on the September 18, 2017 Regular Council Meeting Agenda.

B. Community Development Miscellaneous and Updates

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

Presenter: Phil Bourquin, Community Development Director

Bourquin stated that the Green Mountain Park Development Agreement will be placed on the September 18, 2017 Regular Council Meeting Agenda for Council's consideration, following a public hearing.

Bourquin commented about the volume of single family home permits issued to-date in 2017.

C. Fire Department Update

Details: Staff provided a brief update about recent fire department activity and discussed the possibility of a financial analysis, by Paul Lewis, for future partnership between East County Fire and Rescue (ECFR) and the Camas-Washougal Fire Department (CWFD).

Presenter: Nick Swinhart, Fire Chief

Swinhart summarized the recommendation for the financial feasibility study and discussion ensued.

Swinhart informed Council that the Interlocal Agreement (ILA) with East County Fire and Rescue (ECFR) will be due for renewal in November.

Swinhart updated Council about the Archer Mountain wildfire.

D. City of Camas 2017-2022 General Fund Forecast

Details: Staff presented the 2017-2022 General Fund Forecast to Council. The purpose of the forecast is to identify future expenditure needs and revenue challenges in order to proactively develop strategies. This exercise not only provides context for the budget season, it contributes to financial sustainability.

Presenter: Cathy Huber Nickerson, Finance Director

- ✎ [2017-2022 General Fund Forecast](#)
  - [2017-2022 General Fund Forecast Presentation](#)

Huber Nickerson reviewed the presentation and responded to questions from Council.

E. Public Works Miscellaneous and Updates

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

Presenter: Steve Wall, Public Works Director

Wall updated Council about the NW 6th Avenue/Norwood Street roundabout paving repairs, the Grand Ridge neighborhood parking and the North Shore Sewer Transmission project.

Wall commented about street lights.

F. Non-Represented Employees Salary Review and Recommendation

Details: The City of Camas retained HR Answers to prepare a salary study for City employees. The salary study was accepted on July 17, 2017, with direction from Council that additional analysis be completed for the non-represented positions using comparable Washington cities. The work has been completed and is attached. Staff discussed the additional work, answered questions and facilitated a discussion among the Council Members.

Presenter: Pete Capell, City Administrator

-  [Classification and Compensation Study Update](#)
- [City of Camas - Population/Assessed Valuation/Sales](#)
- [Tax Comparable Agency Data](#)
- [2017 Association of Washington Cities \(AWC\) Salary Data](#)
- [65th Percentile Spreadsheet](#)
- [2017 Comparable Cities for Administrative Services Director Position](#)
- [Recommended Salary Ranges](#)
- [Proposed 2017 City of Camas Grade Structure](#)
- [Forecasted 2018 General Fund Reserve](#)

Capell summarized the salary review and discussion ensued. A resolution will be placed on the October 2, 2017 Regular Meeting Agenda for Council's consideration.

G. City Administrator Miscellaneous Updates and Scheduling

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

Presenter: Peter Capell, City Administrator

Capell initiated a discussion with Council regarding fireworks regulations.

Capell reported that City staff is working on requests relating to traffic speed on Pacific Rim Boulevard and bicycle helmet laws.

Capell stated that the Camas Farmers Market will be closed this week.

Capell informed Council that Hoops 360 is interested in holding the 2018 basketball tournament in Downtown Camas.

**V. COUNCIL COMMENTS AND REPORTS**

Hazen attended the Camas Library's Solar Eclipse viewing party and the Employee Appreciation Barbecue.

Chaney, Hogan, Anderson and Carter commented about the Downtown Camas Association's (DCA) Hidden Bronze Bird Tour.

Hogan inquired about the trees in the Downtown area. Steve Wall, Public Works Director, responded.

Mayor Higgins commented about Camas High School's football team.

**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.