



CITY COUNCIL WORKSHOP MEETING MINUTES - DRAFT

Monday, October 3, 2016, 4:30 PM

City Municipal Center, 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, Tim Hazen, Steve Hogan, Melissa Smith and Shannon Turk

Staff: Sam Adams, Bernie Bacon, Pete Capell, Phil Bourquin, Sarah Fox, Jennifer Gorsuch, Cathy Huber Nickerson, Mitch Lackey, Robert Maul, Ron Schumacher, Connie Urquhart, 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. WORKSHOP TOPICS

A. Downtown Camas Association (DCA) Update to City Council

Details: The DCA updated Council regarding their current activities.

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

-  [DCA Update to Council](#)
- [Survey Results from Camas Days](#)
- [Street Painting](#)
- [Completed Street Painting](#)

B. Utility Tax Discussion

Details: Staff continued the Utility Tax discussion from prior workshops. This presentation focused on the role of the Utility and Transportation Commission, impact of recessions on property taxes, and the Utility Tax proposal for the City's 2017-2018 Budget.

Presenter: Cathy Huber Nickerson, Finance Director

-  [Utility Tax Presentation](#)

Huber Nickerson reviewed the Utility Tax information with Council. Discussion ensued. This item will be placed on a future agenda for Council's consideration.

C. 2017 Fee Schedule Presentation

Details: As part of the 2017-2018 Budget preparation, the 2017 Fee Schedule was prepared using 1.5% cost escalation and rounded to the nearest dollar. The presentation provided a review of restructured and additional fees for the Fire Marshal's Office, Parks and Recreation, and Utility Billing. Staff also presented updated Equipment Rental Rates for discussion.

Presenter: Cathy Huber Nickerson, Finance Director

 [2017 Fee Schedule Update Presentation](#)

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

D. 2017-2018 Mayor's Recommended Budget

Details: Staff provided a high level review of the Mayor's 2017-2018 Recommended Budget to City Council. A review of baseline and the included decision packages was also provided. Further discussion for the Operating Budget is scheduled for October 17, 2016, with a Capital Budget Discussion scheduled for November 7, 2017.

Presenter: Cathy Huber Nickerson, Finance Director

 [2017-2018 Mayor's Recommended Budget](#)
[2017-2018 Recommended Budget Presentation](#)

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

E. Consultant Services for Solid Waste Planning Phase 2

Details: Bell & Associates, Inc. has completed Phase 1 of the Solid Waste Planning effort. Staff had elected to have the consultant complete the project in two phases with the first phase being a technical analysis of the City's current solid waste management system. The Phase 2 work will be focused on recommended enhancements to the Solid Waste Department's management and operational practices and planning for expected growth over the next twenty years. Bell & Associates, Inc. submitted a scope of work and fee in the amount of \$45,900 for the second phase. The project will be funded with 2016 Solid Waste funds that were allocated through the 2016 Spring Omnibus Budget Package.

Presenter: Sam Adams, Utilities Manager

 [Solid Waste Consulting Contract Phase II](#)

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

F. Public Works Miscellaneous and Updates

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

Presenter: Steve Wall, Public Works Director


Wall provided an update on the following projects: NW 6th and Norwood Intersection Improvements (roundabout), Franklin Neighborhood Improvements, Cooper's View Park Development, and the Water Treatment Plant and Transmission improvements.

G. Parker Village Phase 2 Final Plat

Details: The applicant requested final approval for Phase 2 of the Parker Village

subdivision.

Presenter: Robert Maul, Planning Manager

-  [Parker Village Phase 2 Final Plat, Page 1](#)
- [Parker Village Phase 2 Final Plat, Page 2](#)

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

- H. Urban Tree Program and the Department of Natural Resources Interagency Agreement Details: In June, the City adopted a revised Comprehensive Plan, Camas 2035. Through the process of updating the comprehensive plan, citizens were vocal about their desire for improvement to the City's tree preservation regulations. In response, the City applied for and was awarded a grant from the State of Washington Department of Natural Resources to develop an Urban Tree Program (Agreement #IAA 16-338). The grant period runs until May 31, 2017, and is a 50% cost share with the City. An initial work plan to develop the Urban Tree Program was developed by staff and is attached. It is expected that the project will include the following work: current zoning diagnosis; review of comprehensive plan to ensure the new codes will be consistent; drafting a tree ordinance, including graphics; updating the Design Standards Manual (or creating a Tree Manual); and creating outreach materials. The consultant will create outreach materials that will increase the public's knowledge of tree care and the new ordinance.
- Presenter: Sarah Fox, Senior Planner

-  [Initial Work Plan](#)

Council did not voice any objections to the initial work plan and supports the ad hoc and steering committees.

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

Bourquin commented about the Urban Tree Program and provided a general Community Development Department update.

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

Capell informed Council about the November 1, 2016 Salary Commission Public Hearing regarding the Mayor and Councilmembers compensation increase for 2017. He updated Council about current union bargaining underway.

V. COUNCIL COMMENTS AND REPORTS

Hazen commented about the NW 6th and Norwood Intersection Improvements (roundabout), the Finance Committee work, and the Parks & Recreation Committee work. He also attended the Lower Columbia River Estuary Partnership presentation.

Turk thanked Anderson, Mayor and Capell for attending the Give More 24! swing

in the park fund-raiser. She attended the new Washougal Waterfront Park grand opening.

Chaney, Mayor and Hazen commented about the Camas High School Papermaker football game.

Hogan and Mayor commented about the Camas Athletics Hall of Fame and the Camas-Washougal Economic Development Association (CWEDA) efforts.

Anderson commented about C-TRAN's budget and the upcoming Association of Washington Cities (AWC) regional meeting.

Carter attended the State of the Community and commented about the upcoming Sister City, Taki, visit.

Smith attended the Design Review Committee meeting. She announced that the Downtown Washougal Pumpkin Harvest is Wednesday, October 19, 2016 and the Camas-Washougal Chamber Luncheon is October 20, 2016.

Mayor updated Council about his trip to Taiwan.

VI. PUBLIC COMMENTS

No one from the public wished to speak.

VII. ADJOURNMENT

The meeting adjourned at 6:31 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.