



## CITY COUNCIL WORKSHOP MEETING MINUTES - DRAFT

Monday, September 19, 2016, 4:00 PM

City Municipal Center, 616 NE 4th Avenue

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### Special Meeting

#### I. CALL TO ORDER

Mayor Scott Higgins called the meeting to order at 4:00 p.m.

#### II. ROLL CALL

Present: Greg Anderson, Bonnie Carter, Don Chaney, Steve Hogan, Melissa Smith and Shannon Turk

Excused: Tim Hazen

Staff: Sam Adams, Bernie Bacon, Phil Bourquin, Pete Capell, James Carothers, Leisha Copsy, Jennifer Gorsuch, Cathy Huber Nickerson, Mitch Lackey, Nick Swinhart, Connie Urquhart, Steve Wall and Alicia Pacheco (intern)

Press: Heather Acheson, Camas-Washougal Post-Record and Adam Littman, The Columbian

#### III. PUBLIC COMMENTS

No one from the public wished to speak.

#### IV. JOINT WORKSHOP WITH EAST COUNTY FIRE AND RESCUE (ECFR)

##### A. Interlocal Agreement for Fire Chief Administrative and Management Services with East County Fire and Rescue (ECFR)

Details: Since 2015, officials from the City of Camas and ECFR have been engaged in discussions about a possible administrative merger between the two agencies whereas the Camas Fire Chief would also act in the capacity of Fire Chief for ECFR. The previous Interlocal Agreement attempt a few months ago was not successful for various reasons. It is believed that this new proposal will be agreeable and beneficial to both organizations. Elected officials from ECFR were present at this meeting to participate in the discussion.

Presenter: Nick Swinhart, Fire Chief and Pete Capell, City Administrator

 [Draft Interlocal Agreement](#)

Council discussed the interlocal agreement with ECFR Commissioners Gianatasio, Martin, Petty and Interim Administrative Chief Gillespie.

Staff had planned to place this item on the October 3, 2016 Regular Meeting Agenda for Council's consideration, following a public hearing, but due to noticing requirements this item will be placed on the October 17, 2016 agenda instead.

Mayor welcomed public comments. No one from the public wished to speak.

The meeting went into recess at 4:28 p.m.

The meeting reconvened at 4:35 p.m.

## **V. CAMAS CITY COUNCIL WORKSHOP TOPICS**

- A. Fire Department Request to List Obsolete Radios as Surplus  
Details: In 2015, the Camas Washougal Fire Department (CWFD), along with all other county fire departments, replaced staff's mobile and portable radios so that the equipment would be compatible with the new system Clark Regional Emergency Services Agency (CRESA) acquired. With this new system in place and with all CWFD radios now integrated into this new system, the department has approximately 60 outdated and obsolete mobile and portable radios that can no longer be used. These radios were recently "wiped" by CRESA technicians and can now be listed as surplus and disposed of. Staff recommended that Council declare the radios as surplus and authorize the equipment to be sold through a service like Ebay, as had been done with previous surplus items.  
Presenter: Nick Swinhart, Fire Chief

This item will be placed on the October 3, 2016 Consent Agenda for Council's consideration.

- B. Utility Tax Discussion  
Details: Staff responded to questions City Council posed during the City Council Workshop on September 6, 2016. Huber Nickerson distributed information regarding other city comparables, timeline considerations and public involvement options to Council.  
Presenter: Cathy Huber Nickerson, Finance Director

 [Utility Tax Comparable Cities](#)

Huber Nickerson reviewed the information with Council and responded to questions.

This item will be placed on the October 3, 2016 Council Workshop Agenda for further discussion.

C. Complete Streets Policy Discussion

Details: A brief description of Complete Streets was provided by staff. Attached are the Complete Streets presentation, National Complete Streets Policy Elements information from the National Complete Streets Coalition, Complete Streets Award Program information from the Washington State Transportation Improvement Board (TIB) and three samples of Complete Streets policies from Washington municipal agencies.

Presenter: James Carothers, Engineering Manager

-  [Complete Streets Presentation](#)
- [National Complete Streets Policy Elements](#)
- [TIB Complete Streets Program Information](#)
- [Battle Ground Complete Streets Policy](#)
- [Bellingham Complete Streets Ordinance](#)
- [Deer Park Complete Streets Ordinance](#)

Carothers reviewed the Complete Streets information and responded to questions from Council.

Council directed staff to move forward with a Complete Streets Policy.

D. 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.

E. 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.

F. City Administrator Miscellaneous Updates and Scheduling

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

Presenter: Pete Capell, City Administrator

Capell commented about the meeting he attended regarding the parking issue at Camas High School. Discussion ensued.

Capell reminded everyone that the State of the Community will be held Tuesday, at the Camas High School Theatre. The event will begin at 7:00 p.m.

Capell reported that the public hearing for the ECFR interlocal agreement, that was discussed earlier, will be held on October 17, 2016, in order to allow time for proper notice.

## **VI. COUNCIL COMMENTS AND REPORTS**

Turk commented about Clark County non-profit awareness events that she will be participating in. She also mentioned that the Friends of the Community Center are in the process of changing the name to the Camas Partners with Parks and Recreation.

Anderson commented about his absence during the last Council meeting and gave an update about C-TRAN. He also mentioned the upcoming State of the Community.

Carter gave an overview about the Library Board of Trustees meeting that she attended.

Hogan announced that the Camas High School will be holding a Hall of Fame celebration on October 1, 2016. He also mentioned that Carter will be attending the Downtown Camas Association (DCA) meetings as the alternate liaison.

Chaney attended the East County Ambulance Advisory Board (ECAAB) meeting and commented about the booster club golf tournament that was held over the weekend.

Mayor Higgins commented about the Camas High School parking issue and the partnership with the Camas School District. Mayor also stated that he worked at the Camas Public Library for a shift and highlighted the work that he performed.

## **VII. PUBLIC COMMENTS**

No one from the public wished to speak.

## **VIII. ADJOURNMENT**

The meeting adjourned at 5:50 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.