



CITY COUNCIL WORKSHOP MEETING MINUTES - DRAFT

Tuesday, January 3, 2017, 4:30 PM

City Municipal Center, 616 NE 4th Avenue

Because of technical difficulties, this meeting was audio-recorded, no video.

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 and Steve Hogan

Excused: Melissa Smith

Late arrival: Shannon Turk, 4:48 p.m. and Tim Hazen, 5:17 p.m.

Staff: Jerry Acheson, Sam Adams, Bernie Bacon, Phil Bourquin, Pete Capell, Sarah Fox, Jennifer Gorsuch, Cathy Huber Nickerson, Mitch Lackey, Leona Langlois, Robert Maul, Nick Swinhart, 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. Fire Department Request to Surplus Fire Engine

Details: The Fire Department has a 1992 Sutphen fire engine with 30,769 miles. At a future regular meeting, staff will request permission to list it as surplus. Being older, it does not contain many of the standard safety features of newer engines and it cannot pass full certification testing. This will make room for the new Pierce fire engine that has just arrived.

Presenter: Nick Swinhart, Fire Chief


This item will be placed on a future Council meeting agenda.

B. Executive Information Services (EIS) Update - Police Writing System

Details: In November, the Police Department made the transition to a new report writing software hosted by the Clark County Sheriff's Department. This transitions the department from the Regional Justice Information Network, hosted by the Portland Police Bureau. The Clark County Sheriff's Department has offered the Camas Police Department a 5-year, fixed rate, agreement to supply the service. The rate offered to the City through the EIS system is significantly less expensive than what was being paid


to the Portland Police Bureau for RegJIN. In addition, the new report writing software is significantly more efficient for the officers and clerical staff to operate. Staff updated Council about the status of the move and the new Inter-local Agreement with the Clark County Sheriff's Department.

Presenter: Mitch Lackey, Chief of Police

 [Camas Interlocal Agreement with Clark County Sheriff's Office](#)

This item will was also included on the January 3, 2017 Regular Meeting Agenda for Council's consideration.

- C. Minor Amendments to Camas Municipal Code at Title 16 Environment
Details: As part of a periodic code improvement project, the proposed minor amendments to Title 16 - Environment of the Camas Municipal Code (CMC) include updates to state law, corrections to typos, or to clarify sections that may have been challenging to administer since the past review cycle. Staff provided a report to summarize the proposed CMC amendments along with two attachments of the same proposal, only illustrated differently. Attachment 1 shows the draft changes as strike-through text or underlined. Attachment 2 provides the amendments without any mark-ups. The Planning Commission recommended that the amendments be forwarded to City Council for approval at a public hearing that was held on December 20, 2016.
Presenter: Sarah Fox, Senior Planner

 [Staff Report](#)
[Attachment 1 - Draft Title 16 with red-lines](#)
[Attachment 2 - Draft Title 16](#)
[Attachment 3 - Current Title 16](#)
[Title 16 Presentation](#)

This item will be placed on the January 17, 2017 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.

- E. Consultant Services for Swimming Pool Audit and Crown Park Master Plan
Details: Greenworks, P.C. was selected through a Request for Qualifications process to conduct a Swimming Pool Audit and update the Crown Park Master Plan. The first phase of the project is the Swimming Pool Audit, which involves two separate but related tasks. The first task is to conduct a facility audit to analyze the condition of the existing facility and develop a repair and renovation plan designed to maintain and improve the facility in its existing configuration and location. Based on information gathered in task one, task two involves a public process to perform a replacement or relocation assessment for an aquatic facility 15 to 20 years in the future. This includes a process by which community need/interest in a replacement facility is established and also includes, but is not limited to, answering questions about pool location, pool

features/configuration, and how to maximize the community's investment. The second phase is to complete a new Master Plan for Crown Park that will guide potential redevelopment for the next 20 years. The consultant will guide the City through a public participation process to engage citizens and to receive comments and suggestions on improvements and additional amenities to develop an updated master plan for Crown Park. The updated Master Plan will help the City prioritize future developments and improvement projects as well as funding strategies. The project was included in the 2015-2016 Budget and will be carried forward into the 2017-2018 Budget, with the Spring Omnibus budget amendment. The total contract amount is \$66,701.
Presenter: Jerry Acheson, Parks & Recreation Manager

 [Crown Park Proposal](#)

[Crown Park Tasks Breakdown](#)

Acheson summarized the proposal and discussion ensued. This item will be placed on the January 17, 2017 Consent Agenda for Council's consideration.

- F. North Shore Sewer Transmission System Project Update
Details: Staff provided an update about the latest changes regarding the North Shore Sewer Transmission System project. The attached presentation included an update about the engineering design effort to date, the transmission system highlights, schedule and next steps in the project.
Presenter: Sam Adams, Utilities Manager

 [North Shore Sewer Presentation](#)

Adams and Wall summarized the project update and discussion ensued.

- G. 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 Lacamas Lane and Forest Home Road slide repair projects, the bid and award status for the Light Emitting Diode (LED) project on Pacific Rim Boulevard, and the Camas Meadows Drive (Larkspur Road) Extension. Wall also provided information regarding a road license provided by the City to the Department of Natural Resources (DNR) to cross some of the City's Jones and Boulder Creek watershed property. Wall stated that the Public Works Department is developing a master schedule of capital projects.

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

Capell informed Council that due to the minimum wage increase to \$11.00 per hour as of January 1, 2017, there will be an increase the cost of some of temporary employments.

Staff intends to improve communication to Council in 2017. Last year, the City implemented Camas Connect, Facebook and Twitter to improve communication to citizens and staff will work to continue to improve the City's outreach to the

community. For City Council Members, staff plans to increase the number of workshops to brief them about current efforts and priorities. Staff also commits to keep Council informed of major issues or incidents as they occur, so that Council Members have the necessary information when interacting with constituents.

The City's Annual Planning Conference is scheduled for Friday, January 27th from 1:00 pm to 6:30 pm and on Saturday, January 21st from 9:00 am to 1:00 pm at Lacamas Lake Lodge. The agenda will be posted by Monday, January 23, 2017.

Capell informed Council about the Request for Proposals (RFP) for consultants for the Emergency Medical Services (EMS) service delivery model options.

V. COUNCIL COMMENTS AND REPORTS

Hazen expressed appreciation for the City Administrator update.

Chaney commended staff for their performance during the inclement weather incidents; and Mayor commented about the updated snow-plowing routes to include the recently added annexed areas.

Hogan commended the Library staff for their "Countdown to Noon Year's Eve" event.

Anderson commented about the snow events.

Carter attended the Planning Commission public hearing for the Camas Municipal Code (CMC) amendments presented earlier in the meeting.

Turk attended the Wreaths Across America event. Turk also attended the Lodging Tax Advisory Board meeting, which approved a Chamber of Commerce request for the Business in Focus magazine to feature the City of Camas in its February edition.

Mayor informed everyone about the Camas State Champions Celebration taking place at Camas High School. Mayor also commented about the City's 2017 Legislative Agenda.

VI. PUBLIC COMMENTS

Chris Kralik, 631 NW 18th Loop, Camas, commented about the Everett Road impacts by the North Shore Sewer Transmission construction.

VII. ADJOURNMENT

The meeting adjourned at 5:56 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.