



CITY COUNCIL WORKSHOP MEETING MINUTES - DRAFT

Monday, July 16, 2018, 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, Deanna Rusch, Melissa Smith and Shannon Turk

Staff: Sam Adams, Bernie Bacon, Phil Bourquin, Debra Brooks, Pete Capell, James Carothers, Jennifer Gorsuch, Jim Hodges, Cathy Huber Nickerson, Mitch Lackey, Robert Maul, Ron Schumacher, Nick Swinhart, Connie Urquhart, Steve Wall and Alicia Harris (intern)

Press: Kelly Moyer, Camas-Washougal Post-Record

III. PUBLIC COMMENTS

No one from the public wished to speak.

IV. WORKSHOP TOPICS

- A. Commission on Aging Annual Report to City Council
Details: Representatives from the Clark County Commission on Aging provided the City Council with an annual progress report.
Presenter: Robert Maul, Planning Manager

 [Council on Aging Presentation](#)

Maul introduced Donna Roberge who provided an annual update to Council about the Clark County Commission on Aging.

- B. Community Development Miscellaneous and Updates
Details: This is a placeholder for miscellaneous or emergent items.
Presenter: Phil Bourquin, Community Development Director
Bourquin commented about another Plans Examiner position.
- C. City of Camas 2nd Quarter of 2018 Financial Review
Details: Staff provided a financial review of the City of Camas for the second quarter of 2018. The presentation contained an economic overview for context and a financial review of budget to actuals, short and long term debt, investment portfolio performance, fund balance projections and the outlook for the remainder of 2018.

Presenter: Cathy Huber Nickerson, Finance Director

 [City of Camas 2nd Quarter of 2018 Financial Review](#)

Huber Nickerson provided an overview of the 2018 second quarter financial review.

D. 2019-2024 General Fund Forecast

Details: Staff presented a review of the 2019-2024 General Fund Forecast of revenues and expenditures. This forecast also had scenarios including level of service budget requests with potential revenue options.

Presenter: Cathy Huber Nickerson, Finance Director

 [2019-2024 General Fund Forecast](#)

Huber Nickerson provided an overview of the General Fund forecast for the City and discussion ensued.

E. Solid Waste Operations Update

Details: City staff, and the City's consultant Chris Bell and Associates, have spent the last year reviewing the City's solid waste collection system and the delivery of services to City customers. The review included an analysis of how the system currently operates, existing routing of trucks and collection days, efficiencies/inefficiencies, and expansion of work load from existing and future customer growth, as well as a review of prior annexed areas, which will be added to the City's solid waste collection system in 2019. Some minor system changes were made during the course of work to help increase collection efficiencies, safety and routing. The analysis shows the need to change collection days to better handle growth in the system and maintain a high level of service to the City's customers. Staff, with the help of the consultant, presented findings from the work effort to the Mayor and City Council.

Presenter: Sam Adams, Utilities Manager

 [Solid Waste 2018 Presentation](#)

Adams introduced Chris Bell of Bell & Associates who provided an update to Council about the Solid Waste handling in the City.

F. Consultant Services Contract - Parker's Landing and Wastewater Treatment Plant (WWTP) Test Well Development

Details: The City has solicited consultant services from Gray and Osborne Inc. to provide engineering services for the siting and test well drilling for two new sources of drinking water wells. The City has approved water rights for two wells that generally have been called the WWTP and Parker's Landing wells. Gray and Osborne, Inc. has submitted a scope of services in the amount of \$152,600. This dollar amount includes an Optional Task of drilling the Parker's Landing well to meet the standards for a full production well. There are sufficient funds in the Water/Sewer budget to complete this work.

Presenter: Sam Adams, Utilities Manager

 [Consultant Services - WWTP and Parker's Landing Test Well](#)

This item will be placed on the August 6, 2018 Consent Agenda for Council's consideration.

- G. Water and Sewer System Development Charge (SDC) Analysis
Details: Staff and the City's financial consultant, FCS Group, have completed updating SDC calculations for the Water and Sewer utilities. The calculations are based on the new planning criteria and Capital Improvement Plan in the Draft Water System Plan Update and a staff revised version of the Sewer System Capital Improvement Plan. Initial feedback about options for new Water and Sewer SDCs have been received from the Finance Committee and incorporated into the attached presentation.
Presenter: Steve Wall, Public Works Director and Sergey Tarasov, FCS Group

 [Water and Sewer System Development Charge Presentation](#)

Wall introduced Sergey Tarasov who provided an overview to Council about a recent Water and Sewer System Development Charge analysis.

- H. National League of Cities Service Line Warranty Program
Details: Staff introduced the National League of Cities Service Line Warranty Program at the City Council's April 2, 2018 Workshop. The program is administered by the Utility Service Partners and offers an optional warranty to homeowners within the City for a monthly fee that covers repairs or replacements for the portion of the water and sewer service lines that are the homeowner's responsibility. At the conclusion of the April 2nd Workshop, the City Council expressed potential interest in moving forward with the Program. Staff presented the attached proposed agreement with Utility Service Partners that offers a Non-Royalty Service Line Warranty Program for residents of the City.
Presenter: Steve Wall, Public Works Director

 [Service Line Warranty Agreement](#)

Wall provided an overview of the Service Line Warranty services.

- I. Municipal Stormwater Permit Consultant Contract
Details: The City's National Pollutant Discharge Elimination System (NPDES) Municipal Stormwater Permit requires Illicit Discharge Detection and Elimination (IDDE) Field Screening efforts. Engineering staff does not have the availability to complete the necessary work in the time required by the permit and has selected Otak Engineering to assist. The contract amount for this effort is not to exceed \$59,027. Sufficient funds are available in the Stormwater budget to cover these expenses.
Presenter: Steve Wall, Public Works Director

 [Municipal Stormwater Permit Consultant Agreement](#)

This item was also placed on the July 16, 2018 Consent Agenda for Council's

consideration.

J. 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 status of the NW Larkspur Street Improvements project.

K. City Administrator Miscellaneous Updates and Scheduling

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

Presenter: Pete Capell, City Administrator

Capell postponed his update to Council until the July 16, 2018 Regular Meeting.

V. COUNCIL COMMENTS AND REPORTS

Chaney commented about the Camas Car Show, the upcoming Summer Concerts in the Park, and inquired as to the status of Concerts for a Cause.

Anderson commented about meeting with Chaney and East County Fire and Rescue (ECFR).

Carter commented about the Hey Jack restaurant Ribbon Cutting event.

Hogan commented about the Administrative Committee and Camas-Washougal Economic Development Association (CWEDA) meetings.

Mayor Higgins thanked everyone for their support during this difficult time for his family.

VI. PUBLIC COMMENTS

Randy Printz, 805 Broadway, Vancouver, commented about system development charges.

VII. ADJOURNMENT

The meeting adjourned at 6:36 p.m.

NOTE: The City welcomes public meeting citizen participation. For accommodations; call 360.834.6864.