



**CITY COUNCIL WORKSHOP MEETING MINUTES - DRAFT**  
**Monday, May 4, 2015, 4:30 PM**  
**City Municipal Center, 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: Sam Adams, Bernie Bacon, Phil Bourquin, Pete Capell, Jennifer Gorsuch, Cathy Huber Nickerson, Mitch Lackey, Nick Swinhart, 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. Downtown Camas Association Update to City Council**

Details: The Downtown Camas Association (DCA) updated the Council regarding their 2015 Goals and Work Plan.

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

 [DCA 5-4-15 Update to Council 2015](#)

[DCA 2015 Goals and Work Plan](#)

**B. City of Camas 2015 First Quarter Financial Review**

Details: This presentation reviewed the financial highlights of the first quarter including budget to actuals, investment portfolio, debt outstanding, line of credit activity as well as the outlook for the remainder of the year.

Presenter: Cathy Huber Nickerson, Finance Director

 [Financial Performance 2015 1st Qtr Presentation](#)

Huber Nickerson summarized the information. Discussion ensued.

C. Heating, Ventilation and Air Conditioning Service Contract

Details: Staff recently requested quotes from qualified service companies to provide preventative maintenance services for the heating, ventilation and air conditioning (HVAC) systems within City facilities. Alliant Systems provided the most comprehensive service proposal at the lowest cost. The attached agreement in the amount of \$24,599 gives authorization for Alliant Systems to provide HVAC services for a one-year period.

Presenter: Steve Wall, Public Works Director

 [Alliant Systems Service Agreement](#)

This item will be placed on the May 18, 2015 Consent Agenda for Council's consideration

D. Chemical Purchase and Service Agreement Extension

Details: The attached agreement extends the Chemical Purchase and Services Agreement (Project WS-724) with Northstar Chemical for an additional one-year period. Based on a review of the amount of sodium hydroxide chemical purchased for the water system in 2014, it is estimated the total amount of the contract for the year will be approximately \$45,000. The 2015 and 2016 budgets include money for water system chemical purchases.

Presenter: Steve Wall, Public Works Director

 [Chemical Purchase Agreement](#)

This item will be placed on the May 18, 2015 Consent Agenda for Council's consideration

E. Public Works Miscellaneous and Updates

Details: Updates on miscellaneous or emergent items.

Presenter: Steve Wall, Public Works Director

Wall updated Council on three projects: NW 6th Avenue Utilities, City-wide Pavement Preservation, and the STEP Bypass Main. Wall provided details about the Recycling Day event. Wall introduced Sam Adams, the City's new Utilities Manager.

F. Community Development Miscellaneous and Updates

Details: Updates on miscellaneous or emergent items.

Presenter: Phil Bourquin, Community Development Director

Bourquin provided an overview of the upcoming Parking Advisory Committee meeting agenda, the status of the City's Comprehensive Plan Update, and commented on the County's Comprehensive Plan Update process. Bourquin also provided a Green Mountain Development update.

- G. City Administrator Miscellaneous Updates and Scheduling  
Details: Updates on miscellaneous or scheduling items.  
Presenter: Pete Capell, City Administrator

Capell shared that a citizen is donating plants and flowers to the City that will be planted at the Municipal Court grounds. Capell commented on the City staff that are taking care of the downtown plants and flower beds and on the outside dining locations in downtown Camas. Capell shared that the Community Development Block Grant (CDBG)-funded Franklin Street project will begin in the fall and shared the outcome of the City's recent state audit.

## **V. COUNCIL COMMENTS AND REPORTS**

Hazen attended the Caffè Piccolo ribbon cutting and the bronze dog-naming event.

Carter attended the Clark Regional Emergency Services Agency (CRESA) informational meeting on April 23, 2015, and stated she has one more Department Head introductory meeting to attend.

Chaney commented on the Shoreline Management Review process.

Hogan commented on the Downtown Camas Cleanup and Planting Day. Hogan attended the Caffè Piccolo ribbon-cutting and commented on the Downtown Camas Association's fund-raising efforts. Hogan commented on the Georgia-Pacific mill tour he attended.

Anderson attended the April 23, 2015 CRESA informational meeting.

Turk commented on the Live, Love, Northwest Camas Senior Project. Turk attended the Downtown Camas Cleanup and Planting Day and the Sister City planning meeting on April 30, 2015.

Smith plans to attend the Regional Transportation Council meeting on May 5, 2015.

Mayor commented on the Saturday morning movie premiere at the Liberty Theatre.

## **VI. PUBLIC COMMENTS**

No one from the public wished to speak.

## **VII. ADJOURNMENT**

The meeting adjourned at 5:44 p.m.

NOTE: The City of Camas welcomes and encourages the participation of all of its citizens in the public meeting process. A special effort will be made to ensure that a person with special needs has the opportunity to participate. For more information, please call 360.834.6864.