



CITY COUNCIL WORKSHOP MEETING AGENDA

Monday, March 16, 2015, 4:30 PM

City Municipal Center, 616 NE 4th Avenue

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC COMMENTS

IV. SPECIAL PRESENTATION

- A. Recognition of 25-Year Anniversary for Engineering Division Employee
Details: Jim Hodges, Project Manager, has reached his 25th anniversary with the City of Camas. His 25 years of service pin will be presented to him.
Presenter: James Carothers, Engineering Manager
Recommended Action: This item is for Council's information only.

V. WORKSHOP TOPICS

- A. SR-500 Proposed Safety Project
Details: Washington State Department of Transportation (WSDOT) has initiated a proposal to improve safety on SR-500 which includes adding a two way left turn lane and two bicycle lanes to Everett Street between NE 14th Avenue and NE 23rd Avenue. This proposed lane striping project requires the City to prohibit parking on NE Everett Street between NE 14th Avenue and NE 23rd Avenue. Staff will provide a brief description of this proposal. A WSDOT representative will also be available to address questions and comments.
Presenter: James Carothers, Engineering Manager
Recommended Action: Contingent upon Council consensus, staff will present a parking resolution prohibiting parking on either side of Everett Street from NE 14th Avenue to NE 23rd Avenue.







[SR-500 Restriping Proposal](#)




[SR-500 Restriping Plan](#)

[Proposed Everett St Parking Restrictions](#)

[Resident Correspondence 1](#)

[Resident Correspondence 2](#)

- B. NW 6th and Norwood Intersection Improvements
Details: At the February 17th Council work session, Camas staff provided a presentation regarding features and costs for a roundabout at NW 6th and Norwood. The attached memo provides additional information to Council for the consideration of the installation of a roundabout or a traffic signal at this location.
Presenter: James Carothers, Engineering Manager
Recommended Action: Staff is seeking guidance from Council to move forward on either a traffic signal or roundabout design.
-  [6th & Norwood Memo March 10, 2015](#)
[6th & Norwood Presentation from February 17, 2015](#)
- C. 2015 Septic Tank Pumping Change Order No. 1
Details: This change order is for Project WS-748 2015 STEP/STEF Tank Pumping for compensation for after hours emergency STEP and STEF tank pumping situations. This change order will apply to the contract extension for 2015 between the City and AAA Septic Service LLC. The rate for after hours pumping will be \$239.86 per tank.
Presenter: James Carothers, Engineering Manager
Recommended Action: Contingent upon Council consensus, staff intends to place this change order on the April 6, 2015 Consent Agenda.
-  [2015 Tank Pumping Change Order 1](#)
- D. NW 38th Avenue Phase 1 Wetland Monitoring & Maintenance Professional Services Contract
Details: The US Army Corp of Engineers Permit requires a total of 10-years of monitoring and maintenance on the wetland mitigation site for Project SS-545E NW 38th Avenue Improvements, Phase 1. The attached contract provides for the first 5-years of professional services by Ecological Land Services. Estimated costs for years one and two are in the 2015 and 2016 budget.
Presenter: James Carothers, Engineering Manager
Recommended Action: Staff intends to place this contract on the April 6, 2015 Consent Agenda for approval.
-  [38th Phase 1 Wetland Monitoring Contract](#)
- E. Time Limits for Inactive Development Applications
Details: To amend Camas Municipal Code (CMC), Chapter 18.55 Administration and Procedures, to clarify when development applications, which are deemed technically complete, will expire if inactive. At present, CMC Section 18.55.130(D) allows an applicant to request that a project be put on hold for an indefinite amount of time without expiring, and without issuance of a decision. On February 18, 2015, Planning Commission held a public hearing to review amendments to Camas Municipal Code (CMC) Chapter 18.55 Administration and Procedures, and forwarded a recommendation of approval to Council.
Presenter: Sarah Fox, Senior Planner
Recommended Action: Staff requests that Council set a date for a public hearing to consider amending CMC Chapter 18.55 Administration and Procedures.
-  [Staff Report to City Council](#)
[Exhibit 1 - Emails from MRSC, Bourquin, and MacPherson](#)
[Exhibit 2 - Erickson v. McLerran \(1994\)](#)
[Exhibit 3 - Proposed Amendments to CMC Chapter 18.55](#)


- F. Final Plat for The Hills at Round Lake, Phase 4
Details: The Hills at Round Lake is a 333-lot planned residential development, which received master plan approval on October 4, 2010. The applicant requests final plat approval for Phase 4 with 30 single-family lots. The master plan included 13 phases.
Presenter: Sarah Fox, Senior Planner
Recommended Action: Staff recommends that the final plat approval be placed on the April 6, 2015 Regular Meeting Agenda for Council's consideration.
 [Staff Report](#)
[Hills at Round Lake Phase 4 Final Plat Drawing](#)
- G. Community Development Miscellaneous and Updates
Details: Updates on miscellaneous or emergent items.
Presenter: Phil Bourquin, Community Development Director
- H. Engineering Transition Code Amendments
Details: The Community Development Department and Public Works Department have been working closely since the 2015 Planning Conference to transition the Engineering group from Community Development to Public Works. Through the transition process, staff has identified some minor changes to the Camas Municipal Code that will be required. Staff will provide the City Council with an update on the transition process and review the attached proposed code amendments.
Presenter: Steve Wall, Public Works Director
Recommended Action: Informational only. Staff will place an ordinance with the proposed code amendments on the April 20th Regular Meeting Agenda for City Council consideration.
 [Camas Municipal Code Changes Engineering Transition](#)
- I. Public Works Miscellaneous and Updates
Details: Updates on miscellaneous or emergent items.
Presenter: Steve Wall, Public Works Director
- J. Modify Equipment Rental Rate Setting
Details: Currently the City code requires every time a rate is changed for the Equipment Rental Fund, City Council approve the new rate through a resolution. In the continuing effort to streamline the budget process, staff is recommending City Council consider including the rates as part of the City Fee Schedule. The City Fee Schedule is a component of the budget process and part of the annual consideration. Any changes to the Equipment Rental Rates would be pointed out and discussed. This consolidated fee process would eliminate a separate presentation and resolution adoption.
Presenter: Cathy Huber Nickerson, Finance Director
Recommended Action: Direct staff to bring an ordinance to the April 6, 2015 City Council Meeting for Consideration.
 [Draft Ordinance for Equipment Rental Rates](#)

K. Low Income Utility Assistance

Details: This presentation will discuss proposed changes to the Utility Billing Code and Practices to better serve low income utility customers. The presentation will include budget billing, proposed partnership with the Treasure House as well as a better process for water leaks.

Presenter: Cathy Huber Nickerson, Finance Director

Recommended Action: Direct staff to bring a resolution addressing low income options as well as a Memorandum of Understanding with the Treasure House to assist in implementing the program to the April 6, 2015 City Council Meeting for consideration.

 [Utility Code Changes Phase 2-low income](#)
[Draft Resolution for Emergency Utility Assistance](#)

L. City Administrator Miscellaneous Updates and Scheduling

Details: Updates on miscellaneous or scheduling items.

Presenter: Pete Capell, City Administrator

 [Draft Letter to Governor Inslee.docx](#)

VI. COUNCIL COMMENTS AND REPORTS

VII. PUBLIC COMMENTS

VIII. ADJOURNMENT

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.