



CITY COUNCIL WORKSHOP MEETING AGENDA
Monday, October 16, 2017, 4:30 PM
City Hall, 616 NE 4th Avenue

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC COMMENTS

IV. WORKSHOP TOPICS

A. City of Camas 3rd Quarter of 2017 Financial Review

Details: Staff will present an economic and financial review of the City for the third quarter of 2017. For context, this review will include the economic environment during the third quarter both nationally and locally. Staff will then present budget to actual highlights, review of the investment and debt portfolios as well as an economic outlook for the City. Following the review, staff will provide Council a white paper analysis of Transportation Benefit Districts.

Presenter: Cathy Huber Nickerson, Finance Director

Recommended Action: This item is for Council's information only.

 [Financial Performance for Third Quarter 2017](#)

B. City of Camas 2018 Recommended Re-Adoption Budget

Details: Staff will provide an in-depth presentation regarding the recommended 2018 Re-Adoption Budget. The presentation will include an explanation of what adjustments were made to the budget as well as a review of what decision packages were included in the 2018 Adopted Budget. Department staff will be available to answer questions from Council.

Presenter: Cathy Huber Nickerson, Finance Director

Recommended Action: This item is part of a series of presentations leading up to an ordinance that will be placed on the December 4, 2017 Regular Meeting Agenda for Council's consideration, following a public hearing.

 [2018 Recommended Budget Presentation](#)

C. 2018 Community Development Block Grant (CDBG) Application

Details: CDBG Applications are due on December 1, 2017. Staff proposes submitting an application for the 2018 round of funding. The proposed project will make improvements to NE Adams Street between NE 19th and NE 21st Avenues and will include rehabilitation of the roadway, installation of sidewalk, and replacement and upgrading of the existing water and sewer mains and associated services. Staff will provide budget-level project cost estimates, the anticipated grant request amount and proposed sources of matching funds at the Council Workshop. This meeting qualifies as the first of two required public meetings for CDBG Grants. Staff recommends the

second meeting be scheduled as a public hearing on November 6, 2017.

Presenter: James Carothers, Engineering Manager

Recommended Action: Staff requests Council's consensus for the submittal of the NE Adams Street CDBG Application and the scheduling of a public hearing for November 6, 2017.

 [2018 CDBG Improvements Proposal - NE Adams](#)

D. Update Regarding Review of Utility Rates, System Development Charges (SDC) and Impact Fees

Details: Staff has started the process to review and update the City's water, sewer, stormwater and solid waste utility rates. Additionally, staff has started the process to review and update the City's SDC and Impact Fees. A brief review of the status of each work effort will be provided to Council.

Presenter: Steve Wall, Public Works Director

Recommended Action: This item is for Council's information only.

 [Utility Rate, SDC and Impact Fee Update](#)

E. Public Works Miscellaneous and Updates

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

Presenter: Steve Wall, Public Works Director

F. Community Development Miscellaneous and Updates

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

Presenter: Phil Bourquin, Community Development Director

G. City Attorney Professional Services Contract

Details: Knapp, O'Dell & MacPherson PLLC, Attorneys at Law, have served as the City's attorney since 1981. At that time, the attorneys estimated that the firm would render 40 hours of legal services per month, with 20 hours allocated to civil matters and 20 hours allocated to the municipal court. The City has grown significantly since that time and the hours that have been spent on City business has grown as well. Since January 1, 2015, the monthly compensation has been \$9,000 per month. The law firm is proposing to increase the monthly compensation to \$9,500 per month effective January 1, 2018 and to increase the amount 3% every year thereafter. The proposal also includes that the hourly rates for extra legal services for 2018 be raised to \$195 per hour for municipal court appeals and \$215 per hour for additional civil legal services. Those rates would increase 2% every year thereafter.

Presenter: Pete Capell, City Administrator

Recommended Action: This item will be placed on a future agenda for Council's consideration.

 [Knapp, O'Dell & MacPherson Professional Services Contract Memorandum](#)

[Knapp, O'Dell & MacPherson Professional Services Contract](#)

H. Strategic Plan Quarterly Update

Details: At the time the City Council approved the 2018 - 2020 Strategic Plan, it was agreed that staff would provide a quarterly report to Council about the status of the plan. Since approval of the plan, staff has created videos and a web page describing the strategic plan, assigned leads for each of the initiatives, developed work plans for each initiative, created an overall schedule of work and begun work on some of the initiatives.

Presenter: Pete Capell, City Administrator

Recommended Action: This item is for Council's information only.

 [Strategic Plan Quarterly Update October 2017](#)

I. Possible Surplus of Parks Property

Details: Staff has been approached by a citizen who would like to acquire a piece of parks open space property to construct a senior living facility. Proceeds from the sale would be reinvested in acquiring additional open space in the Northshore area. Staff is requesting direction from Council. If Council wishes to pursue potential surplus, the following steps are recommended:

- Commence a Comprehensive Plan and Zone Change from the current public parks designation;
- Hold a public hearing to declare the property surplus and adopt a resolution to that effect;
- Negotiate and prepare a purchase and sale agreement to include an appraisal and agreement as to the final consideration to be paid.

Presenter: Pete Capell, City Administrator

Recommended Action: This item will be placed on a future agenda for Council's consideration.

 [Map City Property](#)

[Camas Senior Living Concept Plan](#)

[Camas Senior Living Trail Map](#)

[Camas Senior Living Pedestrian Connection](#)

J. City Administrator Miscellaneous Updates and Scheduling

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

Presenter: Peter Capell, City Administrator

V. COUNCIL COMMENTS AND REPORTS

VI. PUBLIC COMMENTS

VII. ADJOURNMENT

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.