



**CITY COUNCIL WORKSHOP MEETING MINUTES - DRAFT**  
**Monday, April 20, 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: Kristin Berquist, Phil Bourquin, Pete Capell, Jeff Englund, Jennifer Gorsuch, Cathy Huber Nickerson, Mitch Lackey, Leona Langlois, Robert Maul, Ron Schumacher, Nick Swinhart, Steve Wall, and Charlotte Frias (student intern)

Press: Heather Acheson, Camas-Washougal Post-Record

**III. PUBLIC COMMENTS**

Adam Kluka, 7021 NW Friberg Strunk Street, commented on the completed NW Friberg/Strunk Road project.

Cindy Stelle, 625 NW 18th Loop, commented on the speed of traffic on NW 18th Loop.

Chris Kralik, 631 NW 18th Loop, commented on the speed of traffic on NW 18th Loop.

**IV. WORKSHOP TOPICS**

**A. Flag Page**

Details: The Council Members each prepared their Flag Pages to illustrate their strengths, passions and motivations. Brenda Stuart provided a training session to help the Council learn about their Flag Page, as well as the Flag Pages of other Council Members. The purpose was to better understand themselves and fellow Council Members to improve communication and working relationships.

Presenter: Brenda Stuart, Seven Trees Consulting, Inc.

**Brenda Stuart presented the Flag Page information; discussion ensued.**

- B. Construction Testing Services Contract with Columbia West  
Details: This contract provides for testing services for Projects WS-709C Slow Sand Water Filtration Plant and WS-714 STEP Sewer Transmission Main. The amount of this contract is not to exceed \$36,525.00.  
Presenter: James Carothers, Engineering Manager

 [Columbia West Testing Contract](#)

**This item will be placed on the May 4, 2015 Consent Agenda for Council's consideration.**

- C. NW 6th and Norwood Intersection Improvements  
Details: The City entered into a contract with HDJ Design Group in 2014 for the design of a traffic signal at NW 6th and Norwood. Staff has been instructed by Council to consider a roundabout as an alternative to a traffic signal at this location. It was determined that HDJ will provide the 30% design of the roundabout prior to a late spring open house event. This contract amendment provides for the additional cost to achieve the 30% design of the roundabout. The total cost for this preliminary design is \$39,912.00. A balance of \$15,347.83 remains of the original contract amount of \$50,075.00. To complete the 30% design of the roundabout, an increase of \$24,564.17 is needed, bringing the new contract total to \$74,639.17.  
Presenter: James Carothers, Engineering Manager

 [6th and Norwood Design Contract Amendment 1](#)

**This item was also placed on the April 20, 2015 Consent Agenda for Council's consideration.**

- D. Public Works Miscellaneous and Updates  
Details: Updates on miscellaneous or emergent items.  
Presenter: Steve Wall, Public Works Director

**Wall announced the hiring of Sam Adams to the Utilities Manager position and also updated Council on the status of the North Urban Growth Area (NUGA) sewer analysis.**

- E. Hearings Examiner Professional Services Agreement  
Details: Proposed modification to a professional services agreement between the City of Camas and Joe Turner for hearings examiner services. The modification of this agreement would increase the billing rate by \$25 an hour with future yearly rate adjustments based on the Consumer Price Index (CPI).  
Presenter: Phil Bourquin, Community Development Director

 [Proposed Amended Professional Services Agreement](#)  
[2007 Professional Services Agreement](#)  
[Email Request from Joe Turner](#)

**This item will be placed on the May 4, 2015 Consent Agenda for Council's consideration.**

- F. Community Development Miscellaneous and Updates  
Details: Updates on miscellaneous or emergent items.  
Presenter: Phil Bourquin, Community Development Director

**Maul provided an update to Council on the potential Grand Ridge and Winchester Hills annexation. Maul and Bourquin answered Council questions regarding Burlington Northern Sante Fe's (BNSF) Camas railroad bridge replacement project. Mayor Higgins provided an I-502 legislation update.**

- G. Service Agreement between the City of Camas and Treasure House  
Details: The intent of the Service Agreement is for the City of Camas to refer customers who could potentially benefit from low income assistance to the Treasure House. The Treasure House would screen the customer to determine if the customer fits within the 125% of poverty threshold and to determine the level of assistance. The City would fund the Low Income Utility Assistance Program as part of the City's budget process and remit the funds to the Treasure House quarterly. The Treasure House could in turn provide one-time assistance or budget billing. The Service Agreement also provides the ability for others to contribute to the program to potentially assist others in need.  
Presenter: Cathy Huber Nickerson, Finance Director

 [Services Agreement](#)

**This item will be placed on the May 4, 2015 Consent Agenda for Council's consideration.**

- H. Establishing an Emergency Utility Assistance Program  
Details: An Emergency Utility Assistance Program for the City would utilize the proposed service agreement with the Treasure House to validate assistance requests from low income utility bill customers. The City would eliminate the use of collection agencies and "promises" for collecting overdue bills and begin liening property as provided by the Revised Code of Washington (RCW) and Camas Municipal Code (CMC).  
Presenter: Cathy Huber Nickerson, Finance Director

 [Resolution establishing emergency utility assistance program](#)

**This resolution will be placed on the May 4, 2015 Regular Agenda for Council's consideration.**

- I. Update the 2015 Fee Schedule  
Details: Staff has reviewed and updated the 2015 Fee Schedule for the Fire Marshal's fees, utility fees, 2015 equipment rental rates and the Parks & Recreation Department fees. The fee changes were discussed at the City Council Workshop.  
Presenter: Cathy Huber Nickerson, Finance Director

 [2015 Revised Fee Schedule 04\\_13\\_2015](#)  
[2015 Fee Schedule Update](#)

**This resolution will be placed on the May 4, 2015 Regular Agenda for Council's consideration.**

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

Capell informed Council there is a CRESA Cascadia Subduction Zone Earthquake presentation on April 23, 2015, 9:30 a.m. at Lacamas Lake Lodge; if any Council Members would like to attend, contact him to be added to the list. Capell provided Council potential dates for the 2016 Planning Conference. Council chose January 29 and 30, 2016 at Lacamas Lake Lodge. Capell shared that he and Bob Cunningham, City of Camas Building Official, looked into a setbacks misunderstanding regarding construction in the Stoneleaf Subdivision; the issue has been resolved.

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

Anderson asked Fire Chief Swinhart to provide the update to Council regarding oil train safety legislation, which he did.

Mayor provided an update regarding the Camas-Washougal Fire Department and commended both Fire Chief Swinhart and Fire Marshall Schumacher for their leadership and character through the merger process.

The remainder of Council comments were deferred to the Regular meeting.

## **VI. PUBLIC COMMENTS**

Chris Kralik, 631 NW 18th Loop, commented on the NW 6th and Norwood intersection improvements.

## **VII. ADJOURNMENT**

The meeting was adjourned at 6:29 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.