



CITY COUNCIL WORKSHOP MEETING MINUTES - DRAFT

Monday, April 18, 2016, 4:30 PM

City Municipal Center, 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, Tim Hazen, Steve Hogan, Melissa Smith and Shannon Turk

Staff: Jerry Acheson, Sam Adams, Anita Ashton, Phil Bourquin, Pete Capell, James Carothers, Leisha Copsey, Jennifer Gorsuch, Cathy Huber Nickerson, Robert Maul, Shyla Nelson, Heather Rowley, Ron Schumacher, Nick Swinhart, Steve Wall and Alicia Pacheco (intern)

Press: Heather Acheson, Camas-Washougal Post Record

III. PUBLIC COMMENTS

Brent Erickson, 2739 NW Everett Street, Camas, WA commented about honorary street sign requests.

Alicia King, 3457 NW Endicott Street, Camas, WA commented about honorary street sign requests.

IV. WORKSHOP TOPICS

A. Camas Farmer's Market

Details: The Camas Farmer's Market ninth season begins in June 2016. Shannon Van Horn and Tina Eifert provided a presentation including some of the accomplishments of the Farmer's Market and requested the continued support from the City of Camas.

Presenter: Shannon Van Horn, Board Chair and Tina Eifert, Program Coordinator

 [Camas Farmer's Market Presentation](#)

B. 2016 Fee Schedule Update - Equipment Rental Rates (ERR)

Details: This presentation included proposed changes to the 2016 Fee Schedule. The proposed changes include the 2016 ERR updated with actual costs and minor language changes regarding building permits. The presentation also provided the estimated 2016 Fee Schedule approved in December with the proposed new rates. The revenue and expenses generated by the recommended rate changes are included in the proposed 2016 Spring Omnibus Budget.

Presenter: Cathy Huber Nickerson, Finance Director

 [2016 Proposed Fee Schedule](#)

[2016 ERR Rates Presentation](#)

This item will be placed on the May 2, 2016 Regular Meeting Agenda for Council's consideration.

C. 2016 Spring Omnibus Presentation

Details: This was the second presentation of the 2016 Spring Omnibus Budget Amendment to provide more information for discussion by City Council. This presentation provided an overview of the impact of the budget packages about fund balances and a review of the budget attachments for the proposed budget ordinance. The budget presentation provided at the April 4, 2016 City Council Workshop has been attached for Council's reference.

Presenter: Cathy Huber Nickerson, Finance Director

 [2016 Spring Omnibus Budget Package Summary](#)

[Attachment A - 2016 Budget Amendment-Fund Summary](#)

[Attachment A - 2016 Budget Amendment-Detail](#)

[2016 Spring Omnibus Budget Presentation on 04/04/16](#)

An ordinance will be placed on the May 2, 2016 Regular Council Meeting Agenda for Council's consideration, following a public hearing.

D. Cooper's View Park Update and Bid Summary

Details: Staff placed this item on the Workshop Agenda at the request of the City Council. Construction bids were opened for this project on Thursday, March 31, 2016, and the apparent low bidder was Paul Bros., Inc. The bid tabulations are attached for Council's information. The Base Bid for awarding the project is \$399,158.20. The other potential award amounts are the Base Bid plus Additive Alternate No. 1 at a cost of \$417,473.33; or the Base Bid plus Additive Alternates No. 1 & No. 2 at a cost of \$425,295.89. In addition to the bid tabulations, Staff also provided the following documents for reference: a detailed Revenue and Expenditure Summary of the project costs and the potential options for awarding the project, a copy of the Cooper's View Master Plan, and two plan sheets showing the Base Bid amenities and Additive Alternates No. 1 and No. 2. Staff provided Council with a summary of the project development and options for awarding the bid.

Presenter: Steve Wall, Public Works Director and Jerry Acheson, Parks & Recreation Manager

 [Cooper's View Bids](#)

[Cooper's View Construction Revenue and Expenditure Summary](#)

[Coopers View Master Plan Document](#)

[Cooper's View Base Bid Site Plan](#)

[Cooper's View Additive Alternatives 1 and 2 Plan](#)

This item was also placed on the April 18, 2016 Regular Meeting Agenda for Council's consideration.

E. Public Works Miscellaneous and Updates

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

Presenter: Steve Wall, Public Works Director

Wall gave Council a brief update about some of the City projects that are currently underway. Wall also mentioned that the operations crew is gearing up for the summer season.

Mayor Higgins commented about planning a ribbon cutting ceremony for the Slow Sand Water Treatment Plant.

F. Kate's Cove Subdivision Final Plat

Details: The applicant, Kate's Close, LLC, submitted for final plat approval from the City. The project was approved with conditions on September 26, 2006, and was known at the time as Brady Road Subdivision.

Presenter: Robert Maul, Planning Manager

 [Kate's Cove Plat Map Page 1](#)

[Kate's Cove Plat Map Page 2](#)

[Final Order](#)

This item will be placed on the May 2, 2016 Regular Meeting Agenda for Council's consideration.

G. Honorary Street Names

Details: Honorary street names have been designated at the discretion of Council on rare occasion. There is no code, statute or document policy regarding the use of honorary street names and currently the only guidance for implementation is past practice. The use of honorary street names over the past decade has been limited to the following three instances:

- 1) Greg Biffle, NASCAR Champion and Camas High School graduate
- 2) Denis Hayes, Coordinator of the first Earth Day and founder of the Earth Day Network celebrated in over 180 nations
- 3) Jimmy Rodgers, Pop music icon who's recording of the song "Honeycomb" charted at No. 1 in the Billboard Top 100 in 1957

A letter from Alicia King has been submitted to place an honorary street sign along Couch Street in recognition of the Schwary name. The letter of request in support of an honorary name is attached.

Presenter: Phil Bourquin, Community Development Director

 [Alicia King Request](#)

After discussion, Council concluded that they would like to establish a process for honorary street names. The process will be placed on the 2017 Community Development work plan. The Administrative Committee will begin the framework.

- H. Community Development Miscellaneous and Updates
Details: This is a placeholder for miscellaneous or emergent items.
Presenter: Phil Bourquin, Community Development Director
There were no miscellaneous items or updates.

- I. City Administrator Miscellaneous Updates and Scheduling
Details: This is a placeholder for miscellaneous or scheduling items.
Presenter: Pete Capell, City Administrator

Capell gave Council a brief overview about the Administrative Committee meeting. He commented that there will be an item added to the May 2, 2016 Workshop Meeting Agenda regarding Chapter 1 and 2 of the Camas Municipal Code (CMC). A resolution for the proposed changes will be placed on the May 16, 2016 Regular Meeting Agenda for Council's consideration.

Capell gave an update about the Library Director recruitment.

Capell informed Council that the onsite state audit was completed and that the City received a clean audit. There will be an Exit Interview scheduled in May.

V. COUNCIL COMMENTS AND REPORTS

Hazen attended the Economic Development Strategy Committee for Economic Incentives meeting and provided a summary of the Parks Board meeting.

Turk stated there will be a Lodging Tax Advisory Board meeting on Monday.

Anderson provided an overview of the two C-TRAN meetings he attended. Anderson also stated there is an upcoming East County Fire and Rescue (ECFR) meeting.

Hogan commented about the upcoming First Friday and the Spring Clean-Up and Planting Day. He also mentioned that the Camas Plant & Garden Fair is looking for volunteers. Hogan stated that he may not be able to attend the May 16, 2016 Council meetings.

Mayor informed Council that there is a non-profit organization called Portland ToolBank that has a tool lending program.

Carter attended the Library Board of Trustees meeting and will be attending the Planning Commission meeting. She informed Council that she will be unable to attend the May 2, 2016 Council meetings.

Chaney attended the Clark Regional Emergency Services Agency (CRESA) meeting and provided a brief update. He also thanked Staff for addressing the line of site issue at NW Lake Road and NW Sierra Street.

Smith stated that she was commenting on behalf of Adam Kluka who asked about the possibility of adding additional left turn lanes on NW Lake Road near NW Payne Street. She also reminded Council about the upcoming Camas-Washougal Chamber of Commerce Luncheon.

Anderson, Hogan and Smith attended the Administrative Committee meeting.

VI. PUBLIC COMMENTS

No one from the public wished to speak.

Mayor Higgins commented that Council would be going into a Closed Session after the Workshop Meeting adjourned to discuss contract negotiation strategization, pursuant to Revised Code of Washington (RCW) 42.30 Section 140 Controlling- Application: Labor Discussion.

VII. ADJOURNMENT

The meeting adjourned at 5:58 p.m.

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.