



**CITY COUNCIL WORKSHOP MEETING MINUTES - DRAFT**  
**Friday, January 26, 2018, 1:00 PM**  
**Lacamas Lake Lodge, 227 NE Lake Road**

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**ANNUAL PLANNING CONFERENCE - Day 1 of 2**

**I. OPENING STATEMENT (1:00 pm)**

Jeff Snell, Camas School District Superintendent, greeted everyone and conducted a leadership exercise.

In attendance were Council Members Bonnie Carter, Deanna Rusch, Greg Anderson, Shannon Turk, Steve Hogan, Melissa Smith and Don Chaney. Mayor Scott Higgins arrived later in the day.

Staff members present were Jerry Acheson, Bernie Bacon, Phil Bourquin, Pete Capell, Sherry Coulter, Jennifer Gorsuch, Cathy Huber Nickerson, Mitch Lackey, Shyla Nelson, Heather Rowley, Nick Swinhart, Connie Urquhart, Joe Vrtiska and Steve Wall. David Scott, City Administrator from the City of Washougal was present.

Randy Curtis, Katy Daane, Cassi Marshall and Dareena Stepanyuk from the City of Camas Parks & Recreation Commission were present for the Crown Park Master Plan discussion. Mike Berg, Tom Gianatasio, Martha Martin, Sherry Petty and Mike Taggart from East County Fire & Rescue, and Mayor Molly Coston and Council Members Brent Boger, Dan Coursey and Joyce Lindsay from the City of Washougal were present for the ECFR discussion. In attendance from the press were Adam Littman, The Columbian; Sam Caspers, Camas-Washougal Post-Record; and Ernest Geigenmiller, Lacamas Magazine.

**II. PLANNING CONFERENCE TOPICS**

**A. Crown Park Master Plan (1:30 pm)**

Details: A presentation about the Crown Park Pool Assessment, as well as the preferred conceptual Master Plan for Crown Park.

Presenter: Jerry Acheson, Parks & Recreation Manager

 [Crown Park City Council Presentation](#)

Acheson provided a Crown Park Master Plan overview to Council and sought guidance from Council regarding next steps. Each Council Member expressed their preferences about the options and thanked the Parks & Recreation Committee for their efforts to-date. Staff will provide cost analysis data at future

meetings and continue current efforts for a joint-interest approach with the City of Washougal, the Port of Camas-Washougal and the Camas School District for swimming facility options.

Council Members supported the demolition of the existing pool and proceeding with Option 2; which includes an interactive water feature, restroom, picnic shelter, playground, sport court, amphitheater and landscape improvements.

- B. Citizen Relationship Management (CRM) System Overview (2:30 pm)  
Details: A presentation about CRM, a tool for citizens and staff to place service requests and to track the work until it is completed. You will see how service requests can be made, the various types of service items and how the work can be monitored and tracked.  
Presenter: Sherry Coulter, Information Technology Director

 [CRM System Overview](#)

Coulter provided an overview of the City's Citizen Relationship Management (CRM) software.

- C. Recordkeeping Refresher (2:45 pm)  
Details: The City Clerk and Deputy City Clerk will be presenting some refreshers and reminders related to Open Public Meetings and Public Records. With ever-changing laws related to records management and governmental transparency, this will be a helpful reminder for both Council and Staff.  
Presenter: Jennifer Gorsuch, City Clerk and Bernie Bacon, Deputy City Clerk

 [Recordkeeping Refresher](#)

Gorsuch provided a Recordkeeping Refresher to Council.

### **BREAK (3:00 pm)**

The conference went into recess at 3:00 pm for a short break. The conference reconvened at 3:15 pm.

- D. East County Fire & Rescue (ECFR) Functional Consolidation Discussion (3:30 pm)  
Details: The Council and ECFR Commissioners have held workshops to discuss the possibility of a Functional Consolidation. The previous presentation material is attached for your review. Staff does not intend to discuss the presentation again, unless there are questions. This item will give the Council, ECFR Commissioners and Council Members from the City of Washougal the opportunity to discuss the proposal. Staff will provide a brief introduction, then turn it over to the elected officials.  
Presenter: Nick Swinhart, Fire Chief

 [ECFR Functional Consolidation Review](#)

Swinhart provided an overview about an approach for Functional Consolidation of fire services. Discussion ensued regarding support for the idea, forming a committee and seeking feedback from the union. Staff will work with the Joint Policy Advisory Committee (JPAC) to continue to facilitate and guide the

conversation about next steps.

**III. ADJOURNMENT OF PLANNING CONFERENCE (4:18 pm)**

The meeting adjourned at 4:18 pm.