



## **CITY COUNCIL WORKSHOP MEETING MINUTES**

**Tuesday, January 2, 2018, 4:30 PM**

**City Hall, 616 NE 4th Avenue**

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**Due to technical difficulties, there is no video of the first portion of the meeting.**

### **I. CALL TO ORDER**

Mayor Higgins called the meeting to order at 4:30 p.m.

### **II. ROLL CALL**

Staff: Jerry Acheson, Bernie Bacon, Phil Bourquin, Pete Capell, Lauren Hollenbeck, Cathy Huber Nickerson, Leona Langlois, Robert Maul, Nick Swinhart, Connie Urquhart, Steve Wall and Alicia Pacheco (intern)

Press: Tori Benavente, Camas-Washougal Post-Record

### **III. PUBLIC COMMENTS**

No one from the public wished to speak.

### **IV. WORKSHOP TOPICS**

#### **A. Camas Transportation Plan Consultant Agreement**

Details: The attached scope and budget detail the proposed work to be done by the DKS Associates team to provide an updated Transportation Plan, Transportation Impact Fee (TIF) Study Update, a review of the City's Level of Service (LOS) parameters in the Camas Comprehensive Plan, and further study of the SR-500 corridor including the intersection of NE Lake Road and NE Everett Street. The 2017 Budget includes \$175,000 to complete the Transportation Study. The total amount of this contract is not to exceed \$195,680. The 2018 budget allocation for this project will be included in the spring omnibus.

Presenter: Steve Wall, Public Works Director

 [Transportation Plan Scope and Budget](#)

Staff requested proposals from qualified engineering firms and selected DKS to complete a Transportation System Plan. Staff worked with Consultant to develop a Scope of Work and Fee Estimate. Budget available in 2017, was \$175,000. Staff proposed to carry that money over into 2018, and requested that Council add additional funds in the Spring Omnibus to cover the approximate \$195,000 cost of the full scope.

Wall stated the Plan will include taking a closer look at the intersection of NE Lake Road and NE Everett Street, to develop a funding strategy and project design parameters; a review of the City's cross-sections including components within right-of-way and depth of rock and asphalt; and attendance by consultant at different types of meetings with Council, Planning Commission, Economic Development Committee and others if needed.

This item will be placed on the January 16, 2018 Consent Agenda for Council's consideration.

B. Public Works Miscellaneous and Updates

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

Presenter: Steve Wall, Public Works Director

Wall announced that the City of Camas has been selected as one of 10 cities in Washington State to work with American Water Works Association and Department of Health to complete a Water Loss Assessment.

Wall provided an update about the Larkspur Road Improvement Project; staff are currently working on right-of-way acquisition. Acquisition is taking longer than anticipated and has potential to impact bidding schedule and project completion.

Wall stated that the City Hall Roof Project is progressing. The contractor is working as weather allows.

Wall and Capell provided an update about the Winter Storm Event that hit Camas over Christmas. Public Works Crews worked on Christmas Eve and Christmas Morning to deice roadways.

Wall stated that the Heritage Trail Parking Lot Consultant Contract Amendment is on the January 2, 2018 Consent Agenda. Staff met with the Council Members that had questions to provide additional information and address concerns.

C. Pre-Annexation Development Agreement Extension

Details: Staff requested a sixty day extension of the Pre-Annexation Development Agreement approved through Resolution No. 1122, dated January 7, 2008, and amended by the Addendum to Pre-Annexation Agreement dated March 16, 2010. The purpose of the extension is to utilize the language from the Development Agreement for future economic development in the area. The current Development Agreement would otherwise expire on January 7, 2018.


Presenter: Phil Bourquin, Community Development Director

 [Pre-Annexation Development Agreement](#)  
[Pre-Annexation Development Agreement Addendum](#)  
[2nd Addendum to Development Agreement \(current action\)](#)  
[Public Notice for Public Hearing](#)  
[Resolution No. 18-001](#)

Bourquin provided an overview of the extension. This item was also on the

January 2, 2018 Regular Meeting Agenda as a public hearing.

- D. Minor Amendment to Camas Municipal Code (CMC) Title 16 Environment  
Details: The minor revision consists of one update to Chapter 16.57 Frequently Flooded Areas to maintain compliance with the National Flood Insurance Program (NFIP), which allows citizens within the community to obtain flood insurance and other types of federal disaster aid. Planning Commission conducted a public hearing on December 12, 2017. The Commission forwarded a recommendation of approval to Council. Exhibit 1 is the redline version of the draft amendment that illustrates the proposed change. Exhibit 2 is the clean version of the proposed amendment. Staff presented the amendment to Council.  
Presenter: Lauren Hollenbeck, Senior Planner

 [Staff Report to Council](#)  
[Exhibit 1 Redline Version](#)  
[Exhibit 2 Clean Version](#)  
[Exhibit 3 SEPA](#)

Hollenbeck provide an overview about the amendments. This item will be placed on the January 16, 2018 Regular Council Meeting Agenda for Council's consideration, following a public hearing.

- E. 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.

- F. Clark Regional Emergency Services Agency (CRESA) Agreements  
Details: CRESA is in the process of transitioning from a "Non-Legal Entity" formed under the Interlocal Cooperation Act to a Public Development Authority (PDA) formed under RCW 35.21.730. The change reduces the liability to the City of Camas. In the past model, the partner agencies could be liable for a portion of claims against CRESA. That is not the case with the new organizational structure. As a result of the new structure, it is necessary to execute two new services agreements. The first is for 911 services and the second addresses Emergency Management Services.  
Presenter: Pete Capell, City Administrator

 [CRESA Founding Public Agency Service Agreement](#)  
[CRESA County and Cities Service Agreement](#)  
[CRESA PDA BYLAWS](#)  
[Exhibit A \(Bylaws\) - Service Fee Formula](#)

This item will be placed on the January 16, 2018 Regular Council Meeting Agenda for Council's consideration.

- G. City Administrator Miscellaneous Updates and Scheduling

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

Presenter: Peter Capell, City Administrator

Capell commented about the recent snow and ice incidents, the North Shore property acquisition, and that the Camas Pool will not be able to open due to the numerous deficiencies noted on the last Public Health Department inspection.

Capell informed Council regarding the January 26 and 27, 2018 Planning Conference Agenda.

Capell provided an overview about the Level of Service review staff are conducting across all departments.

**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.