



## **CITY COUNCIL WORKSHOP MEETING MINUTES**

**Monday, February 5, 2018, 4:30 PM**

**City Hall, 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, Steve Hogan, Deanna Rusch, Melissa Smith and Shannon Turk

Staff: Sam Adams, Phil Bourquin, Pete Capell, Jennifer Gorsuch, Cathy Huber Nickerson, Mitch Lackey, Heather Rowley, Nick Swinhart, Connie Urquhart, Steve Wall and Alicia Pacheco (intern)

Press: Kelly Moyer, Camas-Washougal Post-Record; Adam Littman, The Columbian

### **III. PUBLIC COMMENTS**

Wendy Delbosque, 437 NE 4th Avenue, Camas, commented about the homeless.

### **IV. WORKSHOP TOPICS**

#### **A. East County Fire and Rescue (ECFR) Functional Consolidation**

Details: This item allowed for further discussion about the proposed ECFR Functional Consolidation and to provide direction for the Fire Joint Policy Advisory Committee (JPAC) members and members of the Functional Consolidation Exploratory Committee before the next meeting is held for each group.

Presenter: Nick Swinhart, Fire Chief

 [ECFR Functional Consolidation Review](#)

Swinhart provided a brief review of the topic and initiated a discussion with Mayor and Council.

#### **B. Exchange Agreement with Zayo Group, LLC**


Details: The Camas School District (CSD) asked that a conduit be installed on Leadbetter Road with the North Shore Sewer Transmission System project so the district's internet provider, Zayo Group, LLC (Zayo), could install fiber optics to the new Lacamas Lake Elementary School. City staff sought permission from Zayo to use a portion of the fiber optic line to interconnect the three North Shore sewer pump stations, allowing the pump stations to communicate via fiber. The pump station lines

will not be connected to the school district's system, or the internet and will be strictly used for communication between the pump stations. Zayo has asked the City to sign an Exchange Agreement, which recognizes the mutual benefit of Zayo having access to the City's conduit and the City having access to a portion of Zayo's fiber optic line. The agreement includes two exhibits showing the dollar value Zayo is receiving from using the City's conduit and the dollar value the City is receiving for the use of Zayo's fiber, which are of equal value, so no amount is owed by either party. The Exchange Agreement has been reviewed by Public Works, Finance and the City Attorney.

Presenter: Sam Adams, Utilities Manager

**..Recommended Action**

Recommended Action: Staff recommends this item be placed on the February 20, 2018 Consent Agenda for Council's consideration.


 [Exchange Agreement between the City of Camas and Zayo Group, LLC](#)

This item will be placed on the February 20, 2018 Consent Agenda for Council's consideration.

C. Intergovernmental Agreement with Clark Public Utilities (CPU) Regarding Transfer of a Satellite Water System

Details: Staff presented a draft Intergovernmental Agreement to Council at the January 16, 2018 Workshop Meeting regarding transfer of the Mountain Glen Satellite Water System from CPU to the City of Camas. Council had a variety of questions including what monthly water rate the Mountain Glen customers would potentially be subject to and if there was a requirement to memorialize the new rate, among other things. Staff has had additional discussions regarding the agreement and transfer with the City Attorney and responded to the questions raised during the January 16, 2018, meeting.

Presenter: Steve Wall, Public Works Director


 [Intergovernmental Agreement with CPU for Mountain Glen Transfer](#)  
[Mountain Glen Transfer Exhibit](#)

Wall responded to Council's questions from the January 16, 2018, meeting. This item will be placed on a future agenda for Council's consideration.

D. Public Works Miscellaneous and Updates

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

Presenter: Steve Wall, Public Works Director

 [Capital Project Master Schedule - Feb 2017](#)  
[Capital Project Master Schedule - Jan 2018](#)

Wall discussed the Capital Project Master Schedules for 2017 and 2018. Wall also commented about the Sewer System Development Charge Credit that appears on the February 5, 2018 Consent Agenda.

- E. Draft Ordinance Related to Public Records Fees  
Details: Legislative changes to Revised Code of Washington (RCW) 42.56, the Public Records Act, authorizes agencies to charge for providing copies of electronically produced public records. Agencies may either calculate actual costs to process requests or use the fees outlined in the law. Staff proposed to use the default fee schedule outlined by the state. Under the law, an ordinance is required to authorize the adoption of the state's rules, which allow for fees. The City Attorney drafted an ordinance for review.  
Presenter: Jennifer Gorsuch, Administrative Services Director

 [Draft Ordinance Related to Charging Fees Under the Public Records Act](#)

This item will be placed on the February 20, 2018 Regular Meeting Agenda for Council's consideration.

- F. 2018 Proposed Fee Schedule Update  
Details: The 2018 Fee Schedule was prepared in early Fall 2017. Legislative changes and analysis of cost recovery require a few fees to be updated for 2018. The presentation included the fee updates, the reason for the changes and provided for discussion with staff.  
Presenter: Cathy Huber Nickerson, Finance Director

 [2018 Fee Schedule Update](#)

Huber Nickerson provided an overview to Council and discussion ensued. This item will be placed on the February 20, 2018 Regular Meeting Agenda for Council's consideration.

- G. Addendum to the Interlocal Agreement with Camas School District (CSD) for the School Resource Officer (SRO)  
Details: The Washington State operating budget for 2017-2019 biennium included a provision making Law Enforcement Officers' and Fire Fighters' (LEOFF) Plan 2 employers responsible for funding both the employer and state retirement contributions owed on LEOFF Plan 2 basic salary earned for services rendered to a non-LEOFF employer, such as a school district. Through an interlocal agreement, CSD retains a police officer to act as the SRO at the middle and high schools. CSD pays the City a portion of the officer's salary. This addendum modifies the agreement to include the addition of the state retirement portion of the officer's salary to also be billed to CSD. The effective date of the addendum is January 1, 2018.  
Presenter: Cathy Huber Nickerson, Finance Director

 [Addendum to Interlocal Agreement for School Resource Officer Resolution for Addendum](#)

Huber Nickerson summarized the agreement. She and Chief Mitch Lackey responded to Council's questions. This item will be placed on the February 20, 2018 Regular Meeting Agenda for Council's consideration.

- H. City of Camas 2017 Financial Review for 4th Quarter  
Details: Staff provided a review of the City's financial position during the 4th Quarter of 2017, including a budget review, investment portfolio performance and debt portfolio balances. National and regional economic information were reviewed for context, as well as the anticipated outlook for 2018. Following the presentation, staff provided an overview of property tax rates analysis as part of the ongoing series to review a financial topic each quarter.  
Presenter: Cathy Huber Nickerson, Finance Director

 [Financial Performance 2017 4th Qtr](#)

Huber Nickerson presented the financial review and gave a brief overview of property tax rates.

- I. 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.

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

Capell commented about recent meetings at WaferTech and Georgia-Pacific.

He announced that the Camas and Washougal Mayors will speak at the upcoming Camas-Washougal Chamber of Commerce luncheon.

Capell invited Council to attend a Jurassic Parliament training.

He stated the level of service presentations, from each department, will begin during the next Council workshop meeting as part of an ongoing series.

Capell commented about the Parklands at Camas Meadows ground breaking ceremony.

Capell shared about his trip to Olympia to meet with legislators and the op-ed article he wrote regarding Crown Park.

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

Chaney commented about Crown Park and the pool. He attended the Hidden River Roasters ribbon cutting.

Chaney and commented about the Emergency Medical Services (EMS) Levy.

Rusch attended the Parks and Recreation Commission meeting and will be attending the Parks and Recreation retreat.

Hogan commented about the Georgia-Pacific Advisory Committee (GPAC) meeting he attended. He stated that he will not be able attend the next Administrative Committee meeting.

Mayor Higgins commented about changes at the Georgia-Pacific Mill.

Carter will attend meetings for the East County Partnership, the Library Board of Trustees and the Downtown Camas Association (DCA).

Turk will attend the C-TRAN meeting and planning conference. She commented about the Sister City Organization meeting she attended.

Smith attended a meeting of the Law Enforcement Officers and Fire Fighters (LEOFF) Board and will attend the Regional Transportation Council (RTC) meeting.

Chaney inquired about emergency services at the Georgia-Pacific Mill; Capell responded.

Mayor Higgins commented about voting for the EMS levy.

## **VI. PUBLIC COMMENTS**

No one from the public wished to speak.

## **VII. ADJOURNMENT**

The meeting adjourned at 6:15 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.