



## **CITY COUNCIL WORKSHOP MEETING MINUTES**

**Monday, July 18, 2016, 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, Steve Hogan, Melissa Smith and Shannon Turk

Excused: Tim Hazen

Staff: Sam Adams, Bernie Bacon, James Carothers, Bob Cunningham, Jennifer Gorsuch, Cliff Free, Cathy Huber Nickerson, Mitch Lackey, Leona Langlois, Robert Maul, Nick Swinhart, Steve Wall and John Frias (intern)

Press: No one from the press was present.

### **III. PUBLIC COMMENTS**

Matthew Carlisle, NW 10th Avenue, Camas, commented about traffic speed on NW 10th Avenue.

### **IV. SPECIAL PRESENTATION**

#### **A. Recognition of Firefighter/Paramedic Garry Alex**

Details: Garry Alex celebrated 25 years of service with the City of Camas on July 8, 2016.

Presenter: Nick Swinhart, Fire Chief

Swinhart shared about Garry's involvement and contributions to the City and presented him with his 25-years of service pin. Swinhart, Mayor and Council thanked him for his years of service to the City.

### **V. WORKSHOP TOPICS**

#### **A. 2016 Limited Tax General Obligation Bond (LTGO) Anticipation Note (Line of Credit)**

Details: The 2014 LTGO Bond Anticipation Note or Line of Credit with Bank of America expires August 6, 2016. The 2016 LTGO Bond Anticipation Note (BAN) replaces the 2014 BAN or Line of Credit. Bank of America will purchase the note with more favorable terms than the prior note. The size of the note will remain at a not-to-exceed of \$7,000,000. City staff estimate the savings to be approximately \$6,000 over the life of the note in interest and fees. The note provides the City

more flexibility with the funding delay of state funds and seasonal cash flow needs. The ordinance for this item was also on the Regular Meeting Agenda for consideration in order for the one note to expire and the new one to be available the same day.

Presenter: Cathy Huber Nickerson

 [DRAFT Amending Ordinance City of Camas LTGO  
Substitute Note City of Camas LTGO BAN 2016](#)

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

B. Sewer System Condition Assessment

Details: The City has received a scope of work and fee from HDR Inc., to provide a condition assessment and preventative maintenance program at the City's wastewater treatment plant and 23 sewer lift stations. The work will include a condition assessment of the City's above-ground infrastructure, provide recommendations for system repair or replacement, preliminary cost estimates, and assist in developing an equipment preventative maintenance program. The fee for these services is \$162,617. This work was identified in Decision Packages #33 and #35 in the original 2015-2016 Budget adoption and funds are currently available in the 2016 wastewater treatment and sewer pumping budgets to complete this work.

Presenter: Sam Adams, Utilities Manager

 [WWTP and Pump Station Condition Assessment  
Scope  
WWTP and Pump Station Condition Assessment  
Fees](#)

This item will be placed on the August 1, 2016 Consent Agenda for Council's consideration.

C. 2017 Timber Harvest Consultant Services

Details: As part of the City's Boulder Creek and Jones Creek Watershed Management Plan, AKS Engineering and Forestry LLC, has submitted a scope of work and fee in the amount of \$98,000 to prepare and administer the 2017 timber harvest in the Boulder/Jones Watershed. The Harvest Unit Layout and Timber Sale Bid Packet will need to be completed in 2016 in preparation for the 2017 timber sale and harvest. It is anticipated the actual harvest will occur in 2017 with replanting of the harvested areas occurring in 2018. The Water Fund has sufficient Professional Services budget to complete the first portion of work in 2016, which will cost approximately \$30,000.


Presenter: Sam Adams, Utilities Manager

 [2017 Timber Harvest Consultant Services Proposal](#)

This item will be placed on the August 1, 2016 Consent Agenda for Council's

consideration.

- D. North Hills Subdivision Improvements and Impact Fee Credits Approval  
Details: A developer is entitled to credit against the applicable impact fee for dedication of land, engineering or construction of impact fee eligible improvements as determined in the Camas Capital Facilities Plan. Camas Municipal Code (CMC) 3.88.140A(5)(A) states that impact fee creditable work is to be accepted by the City Council prior to credits being granted. The developer of the North Hills Subdivision was required to construct a regional trail that was identified as a Park Impact Fee creditable improvement. In this circumstance, the creditable improvements include the cost for constructing a sidewalk that is 4 feet wider than required; the overall widened sidewalk will serve as part of the regional trail network. The available Park Impact Fee credits are only for the cost of the additional 4 feet in width. The Transportation Impact Fee creditable improvements for this development include the construction of a portion of NE Woodburn Drive. Attached is the supporting documentation for the issuance of both the Park and Transportation Impact Fee credits. City staff has issued the final acceptance of all of the North Hills improvements, including the impact fee creditable improvements. Staff is seeking Council's acceptance of the North Hills Subdivision Improvements and approval of issuance of the applicable impact fee credits on the July 18, 2016 Consent Agenda. This acceptance will allow the developer to apply the credits to future building permits. Consistent with CMC 3.88.140, staff will continue to bring requests for acceptance of improvements to Council for developments where impact fee creditable improvements are performed by the developer.  
Presenter: James Carothers, Engineering Manager


 [North Hills Parks Impact Fee Credits](#)  
[North Hills Traffic Impact Fee Credits](#)  
[North Hills Final Acceptance from Staff](#)

This item was also on the July 18, 2016 Consent 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 updated Council on the LED Street Light Illumination and Camas High School parking projects. He responded to Council Member Chaney's inquiry regarding the slide repair projects in the City and he will provide an update to Council at a future meeting.
- F. Impact Fee Deferral Program  
Details: In 2015, the Washington State Legislature passed a bill requiring local governments to establish an impact fee deferral program. RCW 82.02.050 requires cities to adopt and implement an impact fee deferral program by September 1, 2016, for single family (attached and detached) residential

buildings.

Presenter: Bob Cunningham, Building Official


 [Staff Report](#)  
[RCW 82 02 050](#)  
[Sammamish Ordinance](#)  
[Washougal Ordinance](#)

Council voiced approval of the staff-recommended impact fee deferral program as presented. An ordinance will be placed on the August 1, 2016 Regular Meeting Agenda for Council's consideration.

G. Winchester Hills Annexation

Details: In order to pursue an interlocal agreement with Clark County to annex the Winchester Hills subdivision and two rights of way, the City must first pass a resolution to begin formal negotiations with the county on that effort.

Presenter: Robert Maul, Planning Manager

 [Resolution for Proposed Annexation](#)  
[NE 232nd Avenue Map](#)  
[SE 15th Street Map](#)  
[Winchester Hills Area](#)

A resolution will be placed on the August 1, 2016 Regular Meeting Agenda for Council's consideration.

H. Community Development Miscellaneous and Updates

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


Presenter: Robert Maul, Planning Manager

Maul informed Council about staff's approach to the census process. He stated that Community Development staff are currently working on Camas Municipal Code updates.

I. Draft Resolution Regarding Governing Body Noticing Requirements

Details: Staff recommends a resolution to update the governing bodies noticing procedures of the City. Revised Code of Washington (RCW) 42.30.77, Agendas of regular meetings - Online availability, states that an agency of our size, that employs a website, shall post its governing body's meeting agendas to its website 24 hours in advance of the meeting. The City has continuously been compliant with this RCW, and adopting this resolution simply updates the procedures previously established by Resolution No. 617.

Presenter: Jennifer Gorsuch, Administrative Services Director

 [Resolution Regarding Governing Body Agenda Noticing RES No. 617 Establishing Procedures for Notifying the Public of Upcoming Public Hearings and the Preliminary Agenda for Forthcoming Council Meetings.pdf](#)

This resolution will be placed on the August 1, 2016 Regular Meeting Agenda for Council's consideration.

- J. City Administrator Miscellaneous Updates and Scheduling  
Details: This is a placeholder for miscellaneous or scheduling items.  
Presenter: Pete Capell, City Administrator  
There were no miscellaneous or scheduling updates.

## **VI. COUNCIL COMMENTS AND REPORTS**

Chaney commented about the East County Fire and Rescue potential partnership efforts.

Turk, Anderson, Carter and Smith commented on the City of Camas Employee Appreciation Event.

Anderson provided an update from the CTRAN meeting he attended and responded to Turk's inquiry regarding Youth Passes.

Hogan commented about the Administrative Committee meeting. He updated Council regarding the Downtown Camas Association's "Hidden Bronze Bird Tour" project. He also asked, and Mayor responded, about the Camas Days Parade volunteer effort. Hogan also commented about Uber-type services within the City.

Carter commented about Planning Commission and Library Board of Trustees meetings.

Smith commented about Camas days.

Maul responded to Chaney's inquiry regarding the Cell Tower issue.

Mayor commented about the Camas Days Parade and Council Members participation in the parade.

## **VII. PUBLIC COMMENTS**

No one from the public wished to speak.

## **VIII. ADJOURNMENT**

The meeting adjourned at 5:27 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.