



## **CITY COUNCIL WORKSHOP**

### **MEETING MINUTES**

**Monday, June 15, 2015, 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, Tim Hazen, Steve Hogan, and Shannon Turk

Excused: Melissa Smith

Staff: Sam Adams, Phil Bourquin, Pete Capell, James Carothers, Leisha Copsey, Jennifer Gorsuch, Cathy Huber Nickerson, Mitch Lackey, Leona Langlois, Nick Swinhart, Steve Wall, David Zavortink, and Alicia Pacheco (student intern)

Press: Heather Acheson, Camas-Washougal Post Record

#### **III. PUBLIC COMMENTS**

There were no comments from the public.

#### **IV. WORKSHOP TOPICS**

##### **A. Financial Analysis Agreement with Paul Lewis**


Details: The elected officials of East County Fire and Rescue have recently contacted the City of Camas to discuss merger or partnership opportunities that may exist between the two agencies. One of the initial steps of this exploration is to have a full financial analysis conducted of both agencies. A contract with financial consultant Paul Lewis is being recommended.

Presenter: Nick Swinhart, Fire Chief and Pete Capell, City Administrator

 [CWFD/ECFR Cost of Service Review](#)

This agreement will be placed on the July 6, 2015 Consent Agenda for Council's consideration. Council appointments to form a committee may also be made during the July 6, 2015 Regular Meeting.

- B. Memorandum of Understanding (MOU) Allowing Temporary Appointment of Administrative Battalion Chief  
Details: Due to numerous unexpected vacancies within the department, the Camas-Washougal Fire Department is facing unprecedented overtime usage. This agreement would allow the temporary appointment of the training captain to the position of Administrative Battalion Chief (ABC). In this capacity, and as allowed by the provisions of the MOU, the ABC would be utilized to help decrease overtime expenditures during the summer months. Due to scheduling constraints, this temporary appointment must be made by June 29, 2015. Presenter: Nick Swinhart, Fire Chief

 [Memorandum of Understanding](#)

This MOU was also placed on the June 15, 2015 Consent Agenda for Council's consideration.

- C. Memorandum of Understanding (MOU) with the International Association of Fire Fighters (IAFF) Local 2444 that Establishes Usage of Represented Staff on Wildland Deployments  
Details: The Camas-Washougal Fire Department has long participated in the deployment of union and volunteer firefighters on wildland mobilization fires around the state. This agreement sets the conditions in which union firefighters may be utilized and deployed on such fires.  
Presenter: Nick Swinhart, Fire Chief

 [Wildland Fires Memorandum of Understanding](#)

This MOU will be placed on the July 6, 2015 Consent Agenda for Council's consideration.

- D. Interlocal Contract with Houston-Galveston Area Council (H-GAC) for Purchase of a Fire Pumper  
Details: The Camas-Washougal Fire Department is preparing to purchase a new fire pumper to replace aging apparatus that have become too expensive and outdated to operate. H-GAC is a governmental organization that Washington cities such as Seattle, Bellevue and Anacortes use to purchase city vehicles. The process is similar to "piggybacking" on another agency's bid. Signing a contract with H-GAC will allow staff to buy the City's new fire pumper in a more expedient manner for less cost than would be available through other methods.  
Presenter: Nick Swinhart, Fire Chief and Cathy Huber Nickerson, Finance Director

 [Houston-Galveston Area Council Interlocal Contract](#)

This interlocal contract will be placed on the July 6, 2015 Consent Agenda for Council's consideration.

- E. NW 6th and Norwood Consultant Supplemental Agreement No. 2  
Details: Based on the consensus of the majority of Council at the June 1, 2015 Council Workshop, staff has worked with HDJ to prepare this consultant contract supplement that will take the NW 6th and Norwood roundabout design from 30% to 100% complete. This design will include a Northside pedestrian access to Logan Street. The cost of this supplement is \$203,468.59, bringing the total not-to-exceed cost to \$278,107.76. Staff and HDJ anticipate completing this design near the end of 2015 with construction of the roundabout commencing and finishing in 2016.  
Presenter: James Carothers, Engineering Manager

 [6th and Norwood Contract Supplement 2](#)

This supplemental agreement will be placed on the July 6, 2015 Consent Agenda for Council's consideration.

- F. Water Conservation and Statewide Drought Declaration  
Details: At the June 1, 2015 Council Meeting, Council requested information regarding summer time water use throughout the City and the potential need for water conservation measures. In May 2015, Governor Jay Inslee issued a Statewide Drought Declaration (attached) as a result of 48 of 62 watersheds within the state experiencing or projected to experience a water supply that is less than 75 percent of normal. The watershed areas covering Clark County are two of the 48 watersheds that have been identified as having drought conditions. Staff has been following the discussion at the state level.  
Presenter: Steve Wall, Public Works Director

 [Statewide Drought Declaration-Inslee](#)  
[Title 13 Excerpt - Water Conservation](#)

Staff provided Council with a brief summary of potential impacts to the City's water sources. Additionally, staff discussed the different stages of water conservation identified in the Camas Municipal Code (Title 13 excerpt attached) and made recommendations on appropriate water conservation measures.

Wall responded to questions from Council.

- G. Wastewater Treatment Plant Class A Biosolids Tax Exemption  
Details: The City constructed Class A Biosolids facilities with the multi-phased sewer treatment plant upgrades that were completed in 2014. House Bill 1147 that took effect in April, 2011, allows for a tax exemption for machinery, equipment, installation, labor and other services rendered for providing Class A Biosolids facilities. The tax exemption applies to new projects, but can also be applied retroactively. Gray & Osborne has provided the attached scope of work in the amount of \$4,668 to assist the City in submitting the necessary information to the state to obtain the exemption. Staff believes the tax exemption could provide a rebate of up to \$190,000.  
Presenter: Steve Wall, Public Works Director

 [Biosolids Tax Exemption Scope of Work](#)

This item be placed on the July 6, 2015 Consent Agenda for Council's consideration.

H. Public Works Miscellaneous and Updates

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

Presenter: Steve Wall, Public Works Director

Wall provided an update about the Light-emitting Diode (LED) project and the control upgrades at the Wastewater Treatment Plant.

I. Washington State K-20 Network Intergovernmental Agreement No. 4175, Amendment No. 3

Details: This amendment is to the agreement with the Washington State Library for the Camas Public Library's use of the K-20 network. It changes the effective date of the amendment, amends and restates Section 3: Compensation, amends and restates Section 10: Termination and amends and restates Exhibit A, the Annual Charges. The K-20 network provides internet connectivity and support services. The circuit co-pay is now less than previous charges.

Presenter: David Zavortink, Library Director

 [Washington State K-20 Network Interlocal Agreement Amendment](#)

This intergovernmental agreement be placed on the July 6, 2015 Consent Agenda for Council's consideration.

J. Final Plat for The Hills at Round Lake, Phase 6 (File FP 15-02)

Details: The Hills at Round Lake is a 333-lot planned residential development, which received master plan approval on October 4, 2010. The applicant requested final plat approval for Phase 6 with 38 single-family lots. The revised master plan included 13 phases. A staff report, the proposed final plat and the applicable master plan are included with this item.

Presenter: Phil Bourquin, Community Development Director

 [Staff Report for Hills at Round Lake Phase 6](#)

[Hills at Round Lake Final Plat Phase 6](#)

[Revised Master Plan 2015](#)

This item be placed on the July 6, 2015 Regular Agenda for Council's consideration.

K. Final Plat for The Hills at Round Lake, Phase 7 (File FP 15-03)

Details: The Hills at Round Lake is a 333-lot planned residential development, which received master plan approval on October 4, 2010. The applicant requested final plat approval for Phase 7 with 25 single-family lots. The revised master plan included 13 phases. A staff report, the proposed final plat and the applicable master plan are included with this item.

Presenter: Phil Bourquin, Community Development Director

 [Staff Report for Hills at Round Lake Phase 7](#)

[Hills at Round Lake Final Plat Phase 7](#)

[HARL Master Plan 2015](#)

This item be placed on the July 6, 2015 Regular Agenda for Council's consideration.

L. Community Development Miscellaneous and Updates  
Details: This is a placeholder for miscellaneous or emergent items.  
Presenter: Phil Bourquin, Community Development Director  
Bourquin announced that David Corbett has been hired as a Plans Examiner.

M. City Administrator Miscellaneous Updates and Scheduling  
Details: This is a placeholder for miscellaneous or scheduling items.  
Presenter: Pete Capell, City Administrator  
Capell stated that the Salary Commission will meet later this summer. They have requested that Council tracks the time they have spent on City business for the months of June and July. Capell asked Council to send this data to him.

Capell informed Council that he will be attending the Association of Washington Cities (AWC) Conference on June 24-26, 2015, in Wenatchee.

Capell gave an update about the Camas School District facilities process.

He reminded everyone about the Employee Appreciation event. He noted that he attended an appreciation event for the pickle ball group and commented about the pickle ball court project.

Turk inquired about the status of the electric charging station by the library. Capell, Library Director David Zavortink and Public Works Director Steve Wall responded.

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

Hazen commented about the Camas High School graduation and events. He stated that he attended a Finance Committee meeting and will be attending the Parks & Recreation Commission meeting next week. He noted that he will not be able to attend the Employee Appreciation event.

Carter also commented about graduation and said that she will be attending the Library Board of Trustees meeting. She added that she will not be present at the July 6, 2015 Council Meetings.

Chaney attended the Ribbon Cutting at the B&B Fish Market. He gave an update about the Clark Regional Emergency Services Agency (CRESA) meeting that he attended and spoke briefly about the City/School meeting.

Mayor gave an overview of the City/School meeting. City Administrator Pete Capell added that the State of the Community will be held on October 19, 2015, the same night as the Council meeting. He noted that staff will be discussing options for rescheduling the Council meeting. Discussion ensued.

Anderson attended Camas Farmers Market and stated that he will be attending the Fire Joint Policy Advisory Committee (JPAC) meeting. He gave a brief overview of the C-Tran and quarterly East County Ambulance Advisory Board (ECAAB) meetings he attended.

Hogan inquired and Mayor responded that the Camas-Washougal Economic Development Association meeting will be held on Thursday at 1:30 p.m.

Turk stated that the Planning Commission meeting is June 16, 2015. She will be attending the Fire JPAC meeting and the Employee Appreciation event.

Mayor informed Council that he will be out of town this Friday through June 28th and will not be able to attend the August 3, 2015 Council Meetings. He added that Sunday was Flag Day and commented about the events that he attended. He also commented about the upcoming Fourth of July holiday.

## **VI. PUBLIC COMMENTS**

There were no comments from the public.

## **VII. ADJOURNMENT**

The meeting was adjourned at 5:48 p.m.

NOTE: The City of Camas welcomes and encourages the participation of all of its citizens in the public meeting process. A special effort will be made to ensure that a person with special needs has the opportunity to participate. For more information, please call 360.834.6864.