



CITY COUNCIL WORKSHOP MEETING MINUTES
Tuesday, September 02, 2014 at 4:30 p.m.
Camas City Hall, 616 NE 4th Avenue

I. CALL TO ORDER

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

II. ROLL CALL

Present: Greg Anderson, Don Chaney, Tim Hazen, Steve Hogan, and Shannon Turk

Excused: Linda Dietzman and Melissa Smith

Staff: Jerry Acheson, Kristin Berquist, Phil Bourquin, Pete Capell, James Carothers, Cathy Huber Nickerson, Mitch Lackey, Leona Langlois, Eric Levison, Robert Maul and Nick Swinhart

Press: Heather Acheson, Camas-Washougal Post-Record

III. PUBLIC COMMENTS

There were no comments from the public.

IV. SPECIAL PRESENTATION

A. Recognition of Fire Department Employee

Details: Formal recognition of fire department employee Greg Payne, who recently celebrated 25 years with the City, was given.

Department/Presenter: Nick Swinhart, Fire Chief

B. Recognition of Finance Department Employee

Details: Formal recognition of finance department employee Amee Rasmussen, who recently celebrated 25 years with the City, was given.

Department/Presenter: Cathy Huber Nickerson, Finance Director

C. Recognition of Parks and Recreation Department Employee

Details: Formal recognition of Parks and Recreation Manager, Jerry Acheson, who recently celebrated 25 years with the City, was given.

Department/Presenter: Pete Capell, City Administrator

V. CITY ADMINISTRATION

A. Downtown Camas Association

Details: Executives from the Downtown Camas Association (DCA) presented Council with a current activity update.

Department/Presenter: Caroline Mercury, DCA Board President and Carrie Schulstad, Executive Director

[DCA 9-2-14 Update to Council](#) 

[DOT Survey Results 7-2014](#) 

[Facebook Survey Results](#) 

[GNO Poster 2014 draft 7](#) 

B. Miscellaneous and Scheduling

Details: Updates on miscellaneous or scheduling items.

Department/Presenter: Pete Capell, City Administrator

1. Crown Park Pool - Capell noted that with the recent decision about Lacamas Swim and Sport, staff has asked for direction about the next steps for the Crown Park Pool. Jerry Acheson, Parks and Recreation Manager, received a budget estimate of \$1.8 million to renovate the pool, including bathrooms that could be available for the Park. The debt service would be approximately \$115,000 annually.

Capell concluded from Council's comments that they would like to review a more developed pool concept and receive vetting from the public.

2. Oak Park Community Center - Capell asked Council if they wanted to update the Oak Park Community Center. The update would include paint, carpet, windows, a kitchen upgrade and other general improvements to better utilize the facility. The budget for the update would be approximately \$500,000 and debt service would be approximately \$32,000 per year.

Turk suggested that the update improvements come out of the capital budget rather than the bond. Council expressed interest in determining where this facility fit in to the vision of the strategic plan that is being formed. Capell noted that individual Council members and Community leaders will be invited to attend a strategic planning meeting later this month where this subject will be discussed.

3. CWEDA Update - The consultants have finished Phase II of the New Market Tax Credit (NMTC) work. The application from the Community Development Entity (CDE) for tax credits is due October 1st. Steve Hogan sits on the board of the CDE. The Camas project would be a downtown redevelopment project with retail on the ground floor and residential on the upper floors. The NMTC, plus the proposed Multi-Family Tax Exemption Program, could make this a viable project in the near future. CWEDA members previously suggested a joint work shop and Council concurred that an acceptable date is the October 20th Workshop. An update about current activities will be given to all of the partner agencies during the meeting.

4. Strategic Plan - A staff committee has been developing a draft Strategic Plan. Capell will be setting up meetings with the Mayor, Council and community leaders to receive input and feedback for the development of the Strategic Plan.

VI. COMMUNITY DEVELOPMENT DEPARTMENT

A. [Change Order No. 2 for Project WS-714 and WS-729 STEP Sewer Main and Relocate Waterline for Burlington Northern Santé Fe \(BNSF\) Rail Road](#)

Details: Change Order No. 2 for Project WS-714 and WS-729 is for a total of \$6,675.40 in additional costs related to excavation around an unmarked utility, overtime pay when required work was limited to an evening and weekend day, costs associated with a change in length of a casing pipe, and additional piping materials required to complete the work. The final project cost will be about \$15,000 less than the original bid, due to some quantity reductions. Attached is a memo that provides more detailed information about the change order and the project budget.

Department/Presenter: James Carothers, Engineering Manager

[WS-729 CO 2](#) 

[WS-729 CO 2 MEMO](#) 

Change Order No. 2 will be placed on the September 15th Consent Agenda for Council's consideration.

B. Green Mountain Planning Efforts Update

Details: In 2010, the City entered into a development agreement involving approximately 373 acres with up to 1,379 dwelling units, together with an area designated for commercial development. The purpose for work shopping this item is to provide Council with an update on the planning and development efforts that are underway for this area and to obtain general comments about the proposed amendments to the existing development agreement.

Department/Presenter: Phil Bourquin, Community Development Director and Randy Printz, Attorney

Printz responded to questions from Council. The development agreement will be included on the agenda of a future workshop.

C. Sharp Property Planning Efforts Update

Details: At the City Council Planning Conference in January, Council heard the concept of a proposal to relook at the zoning of targeted areas of Grass Valley with an eye toward a mix of uses supporting one another. At the end of January, 2014, the City received a request for Comprehensive Plan and Zoning amendments that would provide for changes in the Comprehensive Plan that included, but was not limited to, the Sharp property off of Pacific Rim Boulevard. Randy Printz walked Council through a concept for the property that is being developed. Feedback about the concept was requested because any action this year involving amendments to the Comprehensive Plan will need to be submitted, scheduled and acted upon.

Department/Presenter: Phil Bourquin, Community Development Director and Randy Printz, Attorney

Printz responded to questions and concerns from Council and staff.

D. Miscellaneous and Updates

Details: Updates on miscellaneous or emergent items

Department/Presenter: Phil Bourquin, Community Development Director

James Carothers, Engineering Manager, gave a brief update on Project No. S-566 NW Friberg St/NE Goodwin Rd. Roadway Improvements.

VII. FINANCE DEPARTMENT

A. 2015-2016 Capital Budget Overview

Details: This presentation reviewed staff's preliminary capital budget overview for the 2015-2016 biennial budget. It also reviewed revenue projections as compared to existing commitments and constraints.

Department/Presenter: Cathy Huber Nickerson, Finance Director

[Capital Budget - Govt. Funds & Utilities.pdf](#) 

Capell noted that a draft of the capital budget will be available for Council at the first meeting in October, which will give Council the month of October to review the document. He also asked if Council would like to move Finance Agenda Items B and C to the Regular Meeting. Council concurred.

B. 2015-2016 Revenue Projection (This item was moved to the Regular Meeting at 7 p.m.)

Details: This presentation reviewed budget projections in the context of updated 2014 estimates. The focus was primarily on all funds excluding Utilities. City Council will also have the opportunity to review the latest revenue estimates and projections, as well as consider decision points for revenues tied to specific decision packages in October.

Department/Presenter: Cathy Huber Nickerson, Finance Director

[City of Camas 2015-2016 Revenue Budget.pdf](#) 

C. Utility Billing Code Proposed Changes Timeline (This item was moved to the Regular Meeting at 7 p.m.)

Details: This presentation reviewed a timeline to implement proposed changes to the City's Code about how the City bills for utilities. The purpose of the modifications is to improve customer service and streamline processes while maintaining current staffing levels and providing better compliance with state law.

Department/Presenter: Cathy Huber Nickerson, Finance Director

[Proposed Utility Code Changes](#) 

[Utility Code Changes Presentation second.pdf](#) 

VIII. PUBLIC WORKS DEPARTMENT

A. Miscellaneous and Updates

Details: Updates on miscellaneous or emergent items

Department/Presenter: Eric Levison, Public Works Director

Levison noted the letter "h" was left out of WHEREAS on the attached Independent Contractor Agreement with Waste Connections under Consent Agenda, Item H, and that it would be corrected. He also noted the intent of the agreement.

IX. COUNCIL COMMENTS AND REPORTS (This item was moved to the Regular Meeting at 7 p.m.)

X. PUBLIC COMMENTS

Casey O'Dell, 26703 S.E. 5th Street, Camas, told Council that there was a previous pool report that they may want to look at and asked that they consider Crown Park as the location for a Community Center.

XI. ADJOURNMENT

The meeting adjourned at 6:28 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.

Quick Preview of Agenda and Supporting Documents - Updated August 28, 2014

[Workshop Agenda with Supporting Documents - Updated Aug. 28, 2014](#) 

Mayor

City Clerk