



## **CITY COUNCIL REGULAR MEETING MINUTES**

**Monday, November 18, 2013 at 7:00 p.m.**

**Camas City Hall, 616 NE 4<sup>th</sup> Avenue**

*NOTE:* There are two public comment periods included on the agenda. Anyone wishing to address the City Council may come forward when invited; please state your name and address. Public comments are typically limited to three minutes, and written comments may be submitted to the City Clerk. Special instructions for public comments will be provided at the meeting if a public hearing or quasi-judicial matter is scheduled on the agenda.

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

Mayor Scott Higgins called the meeting to order at 7 p.m.

### **II. PLEDGE OF ALLEGIANCE**

### **III. ROLL CALL**

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

Excused: Linda Dietzman

Staff: Kristin Berquist, Phil Bourquin, James Carothers, Jennifer Gorsuch, Cathy Huber Nickerson, Eric Levison, Shawn MacPherson and Paul Lewis

Press: Heather Acheson, Camas-Washougal Post Record

### **IV. PUBLIC COMMENTS**

There were no comments from the public.

### **V. CONSENT AGENDA**

- A.** Approved the minutes of the November 4, 2013, Camas City Council Meeting and the work session minutes of November 4, 2013.

[Regular Council Meeting Minutes](#) 

#### Workshop Minutes

- B.** Approved claim checks numbered 118826-119150 in the amount of \$1,106,496.35.
- C.** Authorized the write-off of the October 2013 Emergency Medical Services (EMS) billings in the amount of \$66,026.33. This is the monthly uncollectable balance of Medicare and Medicaid accounts that are not collectable after receiving payments from Medicare, Medicaid and secondary insurance. (submitted by Cathy Huber Nickerson)
- D.** Authorized the Mayor to sign Change Order No. 1 with Queen Clean Janitorial for Project P-866 Camas Janitorial Services in the amount of \$566.15. The change order is for miscellaneous changes to the scope of services for the Community Center and Municipal Center and the addition of services for Lacamas Lake Lodge. (submitted by Eric Levison)

#### P-866 Janitorial Change Order No. 1

- E.** Authorized the Mayor to sign Change Order No. 1 with Abacus Resource Management Co., for the closeout of Project P-877 HVAC Energy Audit for Police and Library, reducing the final contract amount by \$1,141.08. (submitted by Eric Levison)

#### Police & Library Retrofit Change Order No. 1

- F.** Authorized the Mayor to award the contract for Project WS-709D 544' Zone Water Improvements - Water Transmission Main to the low bidder, Rotschy, Inc., in the amount of \$2,311,765.37. Camas received \$8 million from the Washington State Department of Health to construct a slow sand filter system and to replace several miles of old raw water line. The project began advertising for bids on Tuesday, October 1st and the bid opening occurred on November 14, 2013. (submitted by James Carothers)

#### WS-709D Bid Tab

#### CH2M Hill Award Letter

- G.** Authorized the Mayor to sign the contract for Project WS-709D 544' Zone Water Improvements - Water Transmission Main to Carlson Testing, Inc., in an amount not-to-exceed \$22,874.00 for material testing services related to the project. Camas Project WS-709D will be awarded at the November 18, 2013, Council Meeting to Rotschy, Inc. The project includes the installation of almost 18,000 feet of new water transmission main. Materials testing is required for this project. Carlson Testing, Inc.,

proposes to provide these services to Camas as outlined in the attachments. The project is funded by an \$8,000,000.00 Department of Health State Revolving Fund Loan. (submitted by James Carothers)

#### [Carlson Testing Contract](#)

- H. Authorized the Mayor to sign Change Order No. 4 for Project S-545 NW 38th Ave./SE 20th St. Extension Street Improvements, Phase 1, to Tapani, Inc., as a no-cost change order for additional working days to be added to the contract due to material overruns, opening the road early, and to change the type of material used to amend the topsoil in the planter strips from bio solids to compost. The project is budgeted and fully funded. This change order was introduced to Council at the November 4, 2013, Council Workshop and received verbal approval. (submitted by James Carothers)

#### [S-545 Change Order No. 4](#)

- I. Authorized the Mayor to sign a formal grant application package for the Assistance to Firefighters Grant (AFG) which opens on November 4, 2013. If awarded, this grant would provide the purchase price of a new ambulance for the department and the City would be responsible for 5-10% matching funds. (submitted by Nick Swinhart)
- J. Authorized Pay Estimate No. 7 for Project WS-720A 2013 STEP/STEF Tank Pumping to AAA Septic Service in the amount of \$9,313.29 for work completed through October 31, 2013. This project is budgeted and fully funded. (submitted by James Carothers)

#### [WS-720A Pay Estimate No. 7](#)

- K. Authorized Pay Estimate No. 4-Final for Project SS-579A 2013 NW Leadbetter and Grass Valley Park Wetland Maintenance to Sound Native Plants, Inc., in the amount of \$1,417.76 for work completed in September and October 2013. (submitted by James Carothers)

#### [SS-579A Pay Estimate No. 4-Final](#)

- L. Authorized Release of Retainage for Project No. SS-578 2013 NW Lake Road Invasive Species Removal to Green Tree Landscaping, Inc., in the amount of \$480.00. All required documentation has been received. This is a budgeted project. (submitted by James Carothers)

#### [SS-578 Retainage Release Pay Estimate No. 4-Final](#)

**It was moved by Melissa Smith, seconded by Tim Hazen to approve the Consent Agenda. The motion carried unanimously.**

*NOTE: Any item on the Consent Agenda may be removed from the Consent Agenda for general discussion or action.*

## **VI. NON-AGENDA ITEMS**

### **A. Staff**

There were no comments from staff.

### **B. Council**

Turk noted the planning commission meeting would be held on Tuesday, November 19th, at City Hall.

## **VII. MAYOR**

### **A. Announcements**

Mayor noted that an executive session for potential litigation was added to this evening's agenda for an estimated meeting time of 10 minutes or less.

## **VIII. HUMAN RESOURCES**

### **A. Non - Rep Handbook Language Resolution**

Details: A resolution changing the section of the non-represented employee handbook pertaining to group health insurance. This was previously discussed at the November 18, 2013, Council Workshop.

Department/Presenter: Jennifer Gorsuch, Acting City Administrator

[Resolution 1280](#) 

[Resolution 1280 Appendix](#) 

**It was moved by Shannon Turk, seconded by Melissa Smith that Resolution No. 1280 be read by title only. The motion carried unanimously.**

**It was moved by Shannon Turk, seconded by Melissa Smith that Resolution No. 1280 be adopted. The motion carried unanimously.**

## IX. COMMUNITY DEVELOPMENT

### A. Council Consideration of a Plat Alteration Application Submitted by Ecological Land Services on Behalf of Roy and Lisa Archilla

Details: Plat Alteration of the rear property line for Lot 61, Lakeridge Subdivision into Tract "C" of the Lakeridge Subdivision for the purposes of resolving an encroachment of a water feature onto property owned by the City of Camas. The adjustment would involve approximately 170 to 350 square feet of area. The site is located at 807 NW 35th Avenue on the north side of NW 35th near the intersection of NW 35th and NW Lacamas Lane; Clark County Assessor No. 124817-382. All property owners within the Lakeridge Subdivision were notified of the Plat Alteration request and provided a 14-day opportunity to request a public hearing on this matter in accordance with RCW 58.17.215. No request for a hearing was submitted. Council will need to decide whether to approve Figure 2, Option 1 or Figure 3, Option 2 of the submitted Plat Alteration request together with the following conditions, as a resolution to the Civil Regulatory Order (CV13-01). Acquisition of City Property -- The property to be acquired from the City shall be purchased at fair market value based upon an appraisal prepared by a mutually agreed upon appraiser. Remediation/Replanting -- The applicant shall replant and remediate, in accordance with the recommendations of a letter dated September 25, 2013, from Ecological Land Services, Inc., those portions of the City property identified under CR013-01 that are not being purchased under the Plat Alteration. All plantings/remediation shall be completed by May 2014. A cash bond in the amount of 110% of the estimated value of the planting shall be submitted to the City to assure survival of the plantings for a period of three years. Recording of Plat Alteration -- Three mylar copies shall be submitted to the City for applicable signatures. One copy of the recorded plat shall be returned to the City of Camas Public Works Department. An electronic copy of the revised plat shall be submitted in a format acceptable to the City Engineer.

Department/Presenter: Phil Bourquin, Community Development Director

[Plat Application - Archilla](#) 

[Archilla Notice of Plat](#) 

[Goodlett Comment Letter rec'd 11-12-13](#) 

[Rohr Comment Letter rec'd 11-15-13](#) 

[Bacher Comment Letter rec'd 11-15-13](#) 

**It was moved by Shannon Turk, seconded by Melissa Smith to approve Option 2, Figure 3, of the submitted Plat Alteration request, together with the five conditions, as a resolution to Civil Regulatory Order (CV13-01). The motion carried unanimously.**

**B. [Resolution No. 1281 Establishing Time Limit Changes to Certain Downtown Parking Spaces](#)**

Details: A resolution setting a 10-minute parking time limit for one space on NE 6th Avenue in front of the apartments at 615 NE 6th Avenue, one space on NE Birch Street between NE 3rd Avenue and NE 4th Avenue near Cafe' Piccolo Paradiso, and a second space on NE Cedar Street between NE 4th Avenue and NE 5th Avenue. This resolution also changes the current 6-hour parking spaces on NE Cedar Street and NE Birch Street between NE 5th Avenue and NE 6th Avenue to unrestricted time limits.

Department/Presenter: James Carothers, Engineering Manager

[Resolution 1281](#) 

[Downtown Parking Map](#) 

**It was moved by Steve Hogan, seconded by Shannon Turk that Resolution No. 1281 be read by title only. The motion carried unanimously.**

**It was moved by Steve Hogan, seconded by Don Chaney that Resolution No. 1281 be adopted. The motion carried unanimously.**

**C. [Ordinance No. 2680 Comprehensive Plan and Zoning Amendments](#)**

Details: An ordinance to correct inadvertent errors within Ordinance No. 2678 by amending the comprehensive plan and zoning specified in Sections III (North Dwyer Creek) and V (Mixed Use Overlay), from Multi-family Low (MF-10) to Multi-family High (MF-18). The amendments are consistent with the comprehensive plan and zoning designations adopted by Council at the public hearing held on September 3, 2013.

Department/Presenter: Phil Bourquin, Community Development Director

[Ordinance 2680](#) 

[Attachments for Ordinance 2680](#) 

**It was moved by Don Chaney, seconded by Melissa Smith that Ordinance No. 2680 providing amendments to inadvertent errors in Ordinance No. 2678 be read by title only. The motion carried unanimously.**

**It was moved by Don Chaney, seconded by Melissa Smith that Ordinance No. 2680 providing amendments to inadvertent errors in Ordinance No. 2678 be adopted and published according to law. The motion carried unanimously.**

## **X. FINANCE**

### **A. 2013 Omnibus Budget Public Hearing**

Details: The 2013 Omnibus Budget Public Hearing was held to provide the Mayor and City Council the opportunity to consider public testimony. The public hearing followed a brief 2013 Omnibus Budget Presentation by staff.

Department/Presenter: Cathy Huber Nickerson, Finance Director

[2013 Year-end Omnibus Budget Presentation \(attachment added 11-18-2013\)](#) 

[2013 Omnibus Budget Exhibit \(attachment added 11-18-2013\)](#) 

There were no questions from Council.

Mayor opened the public hearing at 7:19 p.m.

Mayor closed the public hearing at 7:20 p.m. as no one from the public gave testimony.

**It was moved by Greg Anderson, seconded by Shannon Turk to direct the City Attorney to draft an implementing ordinance to adopt the 2013 Omnibus Budget as presented. The motion carried unanimously.**

### **B. 2014 Property Tax Levy Public Hearing**

Details: The 2014 Property Tax Levy Public Hearing was held to provide the Mayor and City Council the opportunity to consider public testimony.

The public hearing followed a brief presentation by staff about the 2014 Property Tax Levy.

Department/Presenter: Cathy Huber Nickerson, Finance Director

[Camas 2014 Tax Levies \(attachment added 11-18-2013\)](#) 

There were no questions from Council.

Mayor opened the public hearing for tax levy rates at 7:24 p.m.

Mayor closed the public hearing at 7:25 p.m. as no one from the public gave testimony.

**It was moved by Greg Anderson, seconded by Shannon Turk to direct the City Attorney to draft an ordinance to adopt the various implementing budget levies as presented. The motion carried unanimously.**

#### **C.** [2014 Budget Public Hearing](#)

Details: The 2014 Budget Public Hearing was held to provide the Mayor and City Council the opportunity to consider public testimony on the \$66,793,798 appropriation for operating and capital budgets for the City of Camas. The 2014 Budget increases staffing by .25 full time employees (FTE), incorporates a 1% property tax increase and the utilization of \$650,000 of banked capacity of property taxes to fund ongoing street maintenance projects. The 2014 Budget also includes \$25.8 million in capital projects and incorporates the utility rate increases. In addition, the 2014 Budget maintains a reserve of 20% which is above the 17% fund balance policy.

Department/Presenter: Cathy Huber Nickerson, Finance Director

[2014 Budget \(attachment added 11-18-2013\)](#) 

There were no questions from Council.

Mayor opened the public hearing for the 2014 Budget at 7:26 p.m.

The following members of the public gave testimony:  
David Sanks, 716 NE 5th Ave., Camas

Mayor closed the public hearing at 7:29 p.m. as there was no further public testimony.



**It was moved by Don Chaney, seconded by Greg Anderson to direct the City Attorney to draft an ordinance to adopt the 2014 Budget. The motion carried unanimously.**

**XI. PUBLIC COMMENTS**

There were no comments from the public.

**XII. EXECUTIVE SESSION (Added November 18, 2013)**

**A. Potential Litigation**

The meeting recessed at 7:32 p.m. for discussion about potential litigation for an estimated ten minutes. No further action will be taken.

**XIII. ADJOURNMENT**

The meeting adjourned at 7:40 p.m. and Council went into a closed session to discuss labor negotiations.

**XIV. CLOSED SESSION**

**A. Labor Negotiations**

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 - Posted November 18, 2013**

[Council Agenda with Supporting Documents](#) 

---

Mayor

---

City Clerk