



CITY COUNCIL REGULAR MEETING AGENDA

Monday, March 20, 2017, 7:00 PM

City Hall, 616 NE 4th 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

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. PUBLIC COMMENTS

V. CONSENT AGENDA

- A. Approve the minutes of the February 21, 2017 and March 6, 2017, Camas City Council Meetings and Workshops.

 [February 21, 2017 Camas City Council Workshop Meeting Minutes - draft](#)

[February 21, 2017 Camas City Council Regular Meeting Minutes - draft](#)

[March 6, 2017 Camas City Council Workshop Meeting Minutes - draft](#)

[March 6, 2017 Camas City Council Regular Meeting Agenda Minutes - draft](#)

- B. Approve the automated clearing house and claim checks as approved by the Finance Committee.
- C. Authorize the write-off of the February 2017 Emergency Medical Services (EMS) billings in the amount of \$73,383.04. 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 Pam O'Brien)
- D. Authorize the Mayor, or designee, to sign the professional services agreement with Financial Consulting Solutions Group, Inc. for the comprehensive Utility Rate Study and System Development Charge (SDC) update in the amount of \$110,630. (Submitted by Steve Wall)

 [Utility Rate Study Contract Final](#)


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
- B. Council

VII. MAYOR

- A. Announcements
- B. Mayor's Volunteer Spirit Award

 [March 2017 Cassi Marshall](#)

VIII. MEETING ITEMS

- A. Resolution No. 17-003 Adopting the Clark Regional Natural Hazard Mitigation Plan (NHMP)
Details: Clark Regional Emergency Services Agency (CRESA) formed a regional partnership comprised of Clark County cities and special purpose districts to completely revise and update the expired 2004 Clark Regional NHMP. The result of this effort will be a Federal Emergency Management Agency (FEMA) approved multi-jurisdictional, multi-hazard mitigation plan that meets federal mandates and establishes eligibility for hazard mitigation grant funding to implement hazard mitigation measures specified in the City's annex. The NHMP will be evaluated and revised on an annual 5-year time frame. Staff presented the Clark Regional NHMP at the March 6, 2017 Council Workshop.
Presenter: Lauren Hollenbeck, Senior Planner
Recommended Action: Staff recommends Council move to adopt Resolution No. 17-003.

 [Resolution No. 17-003 Adopting the Clark Regional NHMP](#)

[Staff Report to Council](#)

- B. Ordinance No. 17-003 Amending Chapter 6.12 and 6.16 of the Camas Municipal Code (CMC) Relating to Livestock and Poultry
Details: Amending CMC Chapter 6.12 and 6.16 regarding livestock in urban developments within the City limits. The amended code prohibits more than six chickens, ducks, geese, domesticated hares, rabbits and similar animals, in any combination, on a parcel of land containing less than 10,000 square feet. No turkeys or roosters are permitted.
Presenter: Peter Capell, City Administrator
Recommended Action: Staff recommends Council move to adopt Ordinance No. 17-003 and publish according to law.

 [Ordinance No. 17-003 Amending CMC 6.12 and 6.16](#)

[Draft Chapter 6.12 LIVESTOCK and 6.16 POULTRY AND RABBITS](#)

IX. PUBLIC COMMENTS

X. ADJOURNMENT

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.



CITY COUNCIL WORKSHOP MEETING MINUTES - DRAFT

Tuesday, February 21, 2017, 4:30 PM

City Municipal Center, 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, Bonnie Carter, Don Chaney, Tim Hazen, Steve Hogan, Melissa Smith and Shannon Turk

Staff: Sam Adams, Bernie Bacon, Phil Bourquin, Pete Capell, James Carothers, Jennifer Gorsuch, Cathy Huber Nickerson, Mitch Lackey, Robert Maul, Nick Swinhart, Connie Urquhart, Steve Wall and Alicia Pacheco (intern)

Press: No one from the press was present

III. PUBLIC COMMENTS


Kevin Bare, 1617 SE 199th Avenue, Camas, commented about Camas Crossing.

IV. WORKSHOP TOPICS

A. Camas Crossing Mixed Use Planned Development

Details: The applicant provided an update to Council regarding the proposed Camas Crossing project located at the Bybee Curves.

Presenter: Robert Maul, Planning Manager

-  [Site Plan](#)
- [Rendering of Central Buildings and Pedestrian Plaza](#)
- [Mood Board \(Material Samples\)](#)
- [Plan Elements](#)
- [Comment from City of Vancouver](#)

Maul provided an overview of the development and discussion ensued.

David Lugliani, 4510 NW McIntosh, and Antoinette Lettiere, provided an update to Council regarding the proposed Camas Crossing project and discussion ensued.

Maul and Phil Bourquin, Community Development Director; provided Council with an overview of the next steps and process for the development.

B. Community Development Miscellaneous and Updates

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

Presenter: Phil Bourquin, Community Development Director

Bourquin updated Council on the cell tower decision.

C. RegJIN Intergovernmental Agreement

Details: The Police Department terminated full participation in the Regional Justice Information Network (RegJIN) at the end of 2016 and moved to a new records management system operated by Clark County. However, the department still has a need for inquiry into the Portland system. This new Intergovernmental Agreement with the City of Portland allows Camas Police to purchase 5 licenses for the RegJIN software. The annual cost for all 5 licenses is \$1,916.

Presenter: Mitch Lackey, Chief of Police

 [RegJIN Inquiry Only Participant Interlocal Agreement](#)

This item will be placed on a future agenda for Council's consideration.

D. Stormwater Management Program (SWMP) Annual Review

Details: Yearly review of the SWMP is a requirement of the City's National Pollutant Discharge Elimination System (NPDES) Phase 2 Permit. Staff recommended the solicitation of comments from the public in accordance with this permit. Comments were sought from the public at both Council Workshops during the month of November 2016. There were no comments received from the public during that time frame. Based on permit language and staff review, the report has been revised for reporting year 2017. The revised report was reviewed with Council and comments were solicited from the public. The updated report will be posted on the City's website no later than March 31, 2017.

Presenter: James Carothers, Engineering Manager


 [SWMP Report Draft](#)

Carothers provided an overview of the Stormwater Management Program and requested Council take public comment at the end of the workshop meeting.

E. 544 Zone Surface Water Main Improvements Phase 3 Consultant Agreement

Details: Drinking Water State Revolving Fund (DWSRF) loans administered by the Washington State Department of Health (WSDOH) have been used since 2012 to complete surface water upgrades including the slow sand water filter plant and two phases of surface water transmission main replacements. Staff proposed beginning the design of what would be the third surface water transmission main upgrade project funded through the DWSRF Loans. A draft of the consultant agreement with CH2M HILL for this design work is attached. This 7,300 feet of main begins at NE 312th Avenue and NE Ireland Road and heads northeast to a new line located just south of the slow sand water filter plant. This main is represented by the blue line on the attached map. Staff provided an overview and update of the related funding and improvements.

Presenter: James Carothers, Engineering Manager and Steve Wall, Public Works Director

 [Surface Water Main Phase 3 Consultant Agreement](#)
[Surface Water System Base Map](#)

Carothers and Wall provided an overview to Council about the project. This agreement will be placed on the March 6, 2017 Consent Agenda for Council's consideration.

F. 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 on the Burlington Northern Santa Fe (BNSF) railroad bridge, recent weather impacts and Forest Home Road.

G. Classification and Compensation Study Update

Details: Staff presented an update regarding the status of the Classification and Compensation Study.

Presenter: Jennifer Gorsuch, Administrative Services Director and Pete Capell, City Administrator

 [Compensation and Classification Study Memo](#)

Gorsuch and Capell provided an update to Council regarding the Classification and Compensation Study.

H. City Administrator Miscellaneous Updates and Scheduling

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

Presenter: Peter Capell, City Administrator

Capell provided his update during the 7:00 p.m. Regular Meeting.

V. PUBLIC COMMENTS

Mayor Higgins moved public comment before Council comments.

Mayor asked for comments about the Stormwater Management Program (SWMP) Annual Review.

There were none.

Mayor asked if there were any other public comments.

The following members of the public commented about Camas Crossing:
Kevin Bare, 1617 SE 199th Avenue, Camas.

Bob Springsted, 1519 SE 199th Avenue, Camas.

Mike Fenimore, 19812 SE Bybee Road, Camas.

Melanie Johnson, 1321 SE 201st Ave, Camas.

VI. COUNCIL COMMENTS AND REPORTS

Council comments and reports were provided during the 7:00 p.m. Regular Meeting.

VII. ADJOURNMENT

The meeting adjourned at 6:25 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.



CITY COUNCIL REGULAR MEETING MINUTES - DRAFT

Tuesday, February 21, 2017, 7:00 PM

City Municipal Center, 616 NE 4th Avenue

I. CALL TO ORDER

Mayor Scott Higgins called the meeting to order at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

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

Staff: Bernie Bacon, Phil Bourquin, Pete Capell, James Carothers, Jennifer Gorsuch, Cathy Huber Nickerson, Shawn MacPherson, Robert Maul, Steve Wall and Alicia Pacheco (intern)


Press: No one from the press was present

IV. PUBLIC COMMENTS

Doug Long, 3630 NW 2nd Avenue, Camas, commented about Forest Home Road Slide repair.


V. CONSENT AGENDA

- A. Approved the minutes of the February 6, 2017, Camas City Council Meeting and the Workshop minutes of February 6, 2017.


 [February 6, 2017 Camas City Council Workshop Meeting Minutes - Draft](#)
[February 6, 2017 Camas City Council Regular Meeting Minutes - Draft](#)

- B. Approved the automated clearing house and claim checks numbered 132385 to 132493 in the amount of \$436,954.00.
- C. Authorized the write-off of the January 2017 Emergency Medical Services (EMS) billings in the amount of \$73,093.09. 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 Pam O'Brien)

- D. Authorized the Mayor to sign a professional services agreement with Murray, Smith & Associates, Inc. to provide consulting services for the development of Well 17 in the amount of \$156,650. (Submitted by Sam Adams)

 [Well 17 Professional Services Agreement](#)
[Camas Well 17 Scope of Work](#)
[Camas Well 17 Fee Estimate](#)

- E. Authorized the Mayor to sign the professional services agreement with Otak, Inc. for design and right-of-way acquisition services for the Larkspur Street Improvements project in the amount of \$473,511. This project is in the 2017 and 2018 Camas budget and is funded by a Transportation Improvement Board (TIB) grant and Real Estate Excise Taxes (REET). (Submitted by James Carothers)

 [Larkspur Consultant Services Contract](#)
[Larkspur Project Map & Photos](#)

- F. Authorized the Engineering Manager to sign the Forest Home Road Slide Repair Consultant Services Contract Supplement #3 with PBS Earth and Environmental (formerly HDJ) for the addition of construction services to the original professional services contract. These services include assistance in construction management administration, engineering, observation and project closeout as detailed in Tasks 11 through 14 of the scope and budget. The additional cost for this supplement is \$58,525. The total contract cost is \$282,572.44. Approximately 86.5% of the project cost is funded by a Federal Highway Administration (FHWA) Emergency Relief (ER) grant. The remaining costs will be covered by the Storm Drainage Fund. (Submitted by James Carothers)

 [Forest Home Road Slide Consultant Contract Supplement 3](#)

It was moved by Council Member Carter, seconded by Council Member Smith, to approve the Consent Agenda. The motion carried unanimously.

VI. NON-AGENDA ITEMS

A. Staff

Capell updated Council about several topics including the upcoming changes in Police Department staffing, a planned survey of Camas citizens, the consultant contract for the Emergency Medical Services (EMS) delivery model and the status of the Strategic Planning process.

Capell and Mayor attended meetings in Olympia for legislative work.

B. Council

Hogan informed Council about a family addition.

Carter attended the Downtown Camas Association's (DCA) retreat and will attend the Planning Commission and the Urban Tree Committee meetings.

Hazen attended the annual planning conference for the Parks & Recreation Commission and a meeting of the Finance Committee.

Smith attended the Administrative Committee meeting and the Camas-Washougal Chamber of Commerce meeting and luncheon.

Anderson attended the Administrative Committee meeting and a C-TRAN meeting.

Mayor commented about his recent trips to Olympia for legislative work and about a bill introduced regarding the Interstate 5 bridge replacement and discussion ensued.

VII. MAYOR


- A. Announcements
- B. Mayor's Volunteer Spirit Award

 [February 2017 Tim Hein](#)

Mayor Higgins awarded the February Mayor's Volunteer Spirit Award to Tim Hein.

VIII. MEETING ITEMS

- A. Resolution No. 17-001 Declaring an Undue Burden to Maintain a Comprehensive Public Records Index
Details: Opting out of maintaining a public records index is an option under the Washington Administrative Code (WAC) Chapter 44-14 and the Revised Code of Washington (RCW) Chapter 42.56.070, related to the Public Records Act. The City is partially compliant with this requirement and will continue to work toward full compliance. This item was presented at the February 6, 2017, Council Workshop.
Presenter: Jennifer Gorsuch, Administrative Services Director

 [Resolution No. 17-001 Comprehensive Public Records Index Undue Burden](#)

It was moved by Council Member Turk, seconded by Council Member Smith, that Resolution No. 17-001 be read by title only. The motion carried unanimously.

It was moved by Council Member Turk, seconded by Council Member Smith, that Resolution No. 17-001 be adopted. The motion carried unanimously.

B. Resolution No. 17-002 Downtown Parking Time Limit Revisions

Details: This resolution adopts the two downtown parking time limit revisions recommended by the Parking Advisory Committee on January 10, 2017. First, there are two parallel parking spaces in front of the Soap Chest on NE Everett Street that are currently unrestricted (72 hour limit per Camas Municipal Code). It has been recommended that these spaces have a two hour limit. Second, there are six diagonal spaces with a time limit of one hour on NE Franklin Street adjacent to the City staff parking lot on NE 3rd Avenue, near the Building Department. It has been recommended that these spaces have an unrestricted time limit based on the current lack of use.

Presenter: James Carothers, Engineering Manager

 [Resolution No. 17-002 Downtown Parking
Parking Time Limit Changes Map](#)

It was moved by Council Member Turk, seconded by Council Member Chaney, that Resolution No. 17-002 be read by title only. The motion carried unanimously.

It was moved by Council Member Turk, seconded by Council Member Smith, that Resolution No. 17-002 be adopted. The motion carried unanimously.

IX. PUBLIC COMMENTS

No one from the public wished to speak.

X. ADJOURNMENT

The meeting adjourned at 7:27 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.



CITY COUNCIL WORKSHOP MEETING MINUTES - DRAFT

Monday, March 6, 2017, 4:30 PM

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, Bonnie Carter, Tim Hazen, Steve Hogan, Melissa Smith and Shannon Turk

Excused: Don Chaney

Staff: Sam Adams, Phil Bourquin, Pete Capell, Lauren Hollenbeck, Cathy Huber Nickerson, Robert Maul, Shyla Nelson, Pam O'Brien, Heather Rowley, Nick Swinhart, Connie Urquhart, Steve Wall and Alicia Pacheco (intern)

Press: No one from the press was present

III. PUBLIC COMMENTS


Cassie Marshall, 521 NE 17th Avenue, Camas, commented about the Partners with Parks and Recreation Ivy League.

IV. WORKSHOP TOPICS

A. Wireless Communication Facilities


Details: This topic is regarding wireless communication facilities subject to a moratorium under Ordinance No. 16-015. Staff reviewed the current status of the moratorium, provided an overview of testimony received to date, the research conducted, and provided options for consideration and discussion by Council. The Planning Commission has expressed support for option No. 2 that was recommended by staff.

Presenter: Phil Bourquin, Community Development Director

-  [1 - Options Presentation](#)
- [2 - Ordinance No. 16-015](#)
- [3 - Spokane Cell Tower Frequently Asked Questions](#)
- [4 - Federal Communications Commission \(FCC\)
14-153](#)
- [5 - Association of Washington Cities \(AWC\)
Legislative Bulletin](#)
- [6 - 5G Technology](#)
- [7 - Comment from Glenn Watson](#)
- [8 - Additional Comment from Glenn Watson](#)
- [9 - Response to Glenn Watson](#)
- [10 - Comment from Robert and Josephine Behar](#)
- [11 - Eugene Agenda and Minutes - Update Code for
Towers](#)
- [12 - Spokane Ordinance 2015](#)
- [13 - PCIA Summary Shot Clock Ruling](#)

Bourquin reviewed the presentation and discussion ensued.

- B. 2017 Clark Regional Natural Hazard Mitigation Plan (NHMP)
Details: Clark Regional Emergency Services Agency (CRESA) formed a regional partnership comprised of Clark County cities and special purpose districts to completely revise and update the expired 2004 Clark Regional NHMP. A Hazard Mitigation Plan is the foundation of a community's long-term strategy to reduce disaster losses and break the cycle of disaster damage, reconstruction, and repeated damage. The result of this effort will be a Federal Emergency Management Agency (FEMA) approved multi-jurisdictional, multi-hazard mitigation plan that meets federal mandates and establishes eligibility for hazard mitigation grant funding to implement hazard mitigation measures specified in the City's annex. The NHMP will be evaluated and revised on an annual 5-year time frame. The NHMP includes two volumes: Volume 1 contains components that applies to all planning partners and Volume 2 contains components that are jurisdiction specific. Staff recommended a resolution be prepared to consider the adoption of all of Volume I, and the introduction, appendices and the City's portion (starting on page 64) of Volume 2 of the NHMP.
Presenter: Lauren Hollenbeck, Senior Planner

-  [Staff Report](#)
- [Executive Summary NHMP](#)
- [Chapter 3 City of Camas Annex, Volume II](#)
- [NHMP Volume I](#)
- [NHMP Volume II](#)
- [NHMP Council Presentation](#)

Hollenbeck and Anthony Vendetta, CRESA Emergency Management

Coordinator, reviewed the presentation and responded to questions from Council.

A resolution will be placed on the March 20, 2017 Regular Meeting Agenda for Council's consideration.

C. 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.

D. Comprehensive Utility Rate Study Professional Services Agreement

Details: The City last completed a comprehensive Utility Rate Study in 2013 for the Water, Sewer, Stormwater and Solid Waste utilities and adopted rates through 2018 for each utility. Additionally, the City's last comprehensive review of the Water and Sewer System Development Charges (SDCs) was in 2010. The attached scope of work and professional services agreement with FCS Group provides for completion of an updated comprehensive Utility Rate Study for the Water, Sewer and Stormwater systems, a peer review of the Solid Waste rates being completed with the Solid Waste Planning effort, an updated study of the Water and Sewer SDCs, and development of options for implementing a Stormwater SDC. The proposed fee for the Utility Rate Study is \$110,630 and the project is anticipated to take approximately 12 months to complete. The Biennial Budget 2017-2018 does not currently contain a specific line item for this effort; however, staff proposed that it be included in the upcoming budget amendment. Presenter: Steve Wall, Public Works Director

 [2017 Utility Rate Study Contract](#)

This item will be placed on the March 20, 2017 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 provided an update about the North Shore Sewer Transmission System and pavement preservation projects.

F. An Ordinance Amending Chapter 6.12 and 6.16 of the Camas Municipal Code (CMC) Relating to Livestock and Poultry

Details: The current CMC regarding livestock and poultry is out of date and does not reflect the current needs of an urban community. In 2016, the City received citizen complaints about a rooster in the urban area that was causing a nuisance. Staff has reviewed the code and presented the proposed chapter amendments and a draft ordinance.

Presenter: Peter Capell, City Administrator

 [Draft Ordinance amending CMC 6.12 and 6.16](#)
[Draft Chapter 6.12 LIVESTOCK and 6.16 POULTRY](#)
[AND RABBITS - Markup](#)
[Draft Chapter 6.12 LIVESTOCK and 6.16 POULTRY](#)
[AND RABBITS](#)

An ordinance will be placed on the March 20, 2017 Regular Meeting Agenda for Council's consideration.

- G. Repealing Camas Municipal Code (CMC) Chapter 2.72
Details: CMC Chapter 2.72 defines a full-time officer and employee and designates the benefits for those employees. This information is also defined in the bargaining contracts and the non-represented employee handbook. In some cases, the CMC benefits are not the same as designated in the contracts, which would take precedence to the CMC. Staff recommended that CMC Section 2.72 be repealed.

Presenter: Peter Capell, City Administrator

 [Draft Ordinance Repealing CMC 2.72](#)
[Chapter 2.72 PERSONNEL INSURANCE](#)

An ordinance will be placed on the March 20, 2017 Regular Meeting Agenda for Council's consideration.

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

Capell commented about property acquisition. He also updated Council about the the Strategic Planning process and the community survey.

V. COUNCIL COMMENTS AND REPORTS

Hazen attended meetings for the Parks & Recreation Commission and City Strategic Planning.

Hogan attended a City Strategic Planning meeting and will be attending the Georgia Pacific Advisory Council (GPAC) meeting.

Carter attended meetings for the Planning Commission, the Library Board of Trustees and the Urban Tree Committee. She also attended the Downtown Camas Association's (DCA) First Friday and two ribbon cutting ceremonies.

Smith attended the Design Review Committee meeting.

Mayor commented about the Design Review Committee, DCA's First Friday and the increase of downtown activities.

Mayor attended meetings of Columbia River Economic Development Council

(CREDC) and Camas-Washougal Economic Development Association (CWEDA).

Hogan commented about the traffic accident involving Fire Engine 41.

VI. PUBLIC COMMENTS

No one from the public wished to speak.

VII. ADJOURNMENT

The meeting adjourned at 5:45 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.



CITY COUNCIL REGULAR MEETING MINUTES - DRAFT

Monday, March 6, 2017, 7:00 PM

City Hall, 616 NE 4th Avenue

I. CALL TO ORDER

Mayor Scott Higgins called the meeting to order at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Present: Greg Anderson, Bonnie Carter, Steve Hogan, Melissa Smith and Shannon Turk

Excused: Don Chaney and Tim Hazen

Staff: Phil Bourquin, Pete Capell, Shawn MacPherson, Heather Rowley, Steve Wall and Alicia Pacheco (intern)

Press: No one from the press was present

IV. PUBLIC COMMENTS


No one from the public wished to speak.

V. CONSENT AGENDA

- A. Due to technical difficulties, the minutes of the February 21, 2017, Camas City Council Meeting and the Workshop minutes of February 21, 2017 were unable to be completed. The minutes will be submitted for approval on the March 20, 2017 Consent Agenda.
- B. Approved the automated clearing house and claim checks numbered 132510 to 132632 in the amount of \$558,154.62; the automated clearing house, direct deposit, payroll checks numbered 7223, 7322 to 7334 and payroll accounts payable checks numbered 132494 to 132508 in the amount of \$1,802,351.50; and the February electronic payments of \$59,188.56.
- C. Authorized the Mayor to sign the Regional Justice Information Network (RegJIN) Intergovernmental Agreement with the City of Portland that allows Camas Police Department to access the data base as an inquiry only agency. (Submitted by Mitch Lackey)

 [RegJIN Intergovernmental Agreement Inquiry Only Participant](#)

- D. Authorized the Mayor to sign the professional services agreement with CH2M Hill Engineers, Inc. for design and construction assistance for the 544 Zone Surface Water Main Improvements Phase 3 Project in an amount not to exceed \$217,769. Drinking Water State Revolving Fund (DWSRF) loans administered by the Washington State Department of Health (WSDOH) have been used since 2012 to complete surface water upgrades including the Slow Sand Water Filter Plant and two phases of surface water transmission main replacements. This third surface water transmission main upgrade project funded through the DWSRF loans will replace a 7,300 foot section of old pipeline from the end of the new treated water pipelines at the Slow Sand Water Treatment Plant to a new treated water pipeline at NE Ireland Way and NE 312th Avenue. This main is represented by the blue line on the attached map. (Submitted by James Carothers)

 [Surface Water Main Phase 3 Consultant Agreement](#)
[Surface Water System Base Map](#)

- E. Awarded the Lacamas Lane Landslide Improvements Project to McDonald Excavating, Inc. in the amount of \$281,316. The engineering estimate for this work was \$349,628. The 2017 budget for this project is \$700,000. (Submitted by James Carothers)

 [Lacamas Lane Landslide Bid Summary](#)

It was moved by Council Member Anderson, seconded by Council Member Smith, to approve the Consent Agenda. The motion carried unanimously.

VI. NON-AGENDA ITEMS

- A. Staff

There were no comments from staff.

- B. Council

There were no comments from Council.

VII. MAYOR

- A. Announcements

There were no announcements from Mayor Higgins.


VIII. MEETING ITEMS

- A. Ordinance No. 17-002 Amendments to Camas Municipal Code (CMC), Title 16 - Environment

Details: As part of a periodic code improvement project, the proposed minor amendments to CMC, Title 16 - Environment include updates to state law, corrections to typos, or to clarify sections that may have been challenging to administer since the past review cycle. The Planning Commission held a public

hearing on December 20, 2016, and recommended that the amendments be forwarded to City Council for approval. City Council held a public hearing on February 6, 2017, approved the proposed amendments and directed the City Attorney to prepare an ordinance for adoption.

Presenter: Phil Bourquin, Community Development Director

 [Ordinance No. 17-002 Amendments to Title 16](#)

[Exhibit A](#)

[Exhibit B](#)

[Exhibit C](#)

It was moved by Council Member Hogan, seconded by Council Member Carter, that Ordinance No. 17-002 be read by title only. The motion carried unanimously.

It was moved by Council Member Hogan, seconded by Council Member Carter, that Ordinance No. 17-002 be adopted and published according to law. The motion carried unanimously.

IX. PUBLIC COMMENTS

No one from the public wished to speak.

X. ADJOURNMENT

The meeting adjourned at 7:05 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.

CONTRACT AGREEMENT

BETWEEN

FINANCIAL CONSULTING SOLUTIONS
GROUP, INC.
Redmond Town Center
7525 – 166th Ave. NE, Suite D-215
Redmond, Washington 98052

AND

CITY OF CAMAS
616 NE Fourth Avenue
P.O. Box 1055
Camas, WA 98607

PROJECT: Water, Sewer and Storm Utilities Rate & SDC Study and Solid Waste Peer Review

THIS AGREEMENT combines all understandings between the Parties regarding professional services for the Project named above and supersedes all prior proposals, quotations, solicitations, negotiations, representations, agreements or understandings, whether written or oral.

The performance of the professional services herein described and authorized by **City of Camas**, as well as payment for such services, shall be in accordance with the terms and conditions presented in this Agreement and the following Sections and Exhibits which are attached and incorporated by reference which, taken together, shall constitute the whole Agreement.

- Section I** - **Relationship of the Parties**
- Section II** - **Contract Provisions**
- Exhibit A** - **Scope of Work and Task Plan**
- Exhibit B** - **Fee Schedule**

IN WITNESS WHEREOF, the parties hereto have hereunto set their hands and seals this _____ day of _____, 20_____.

APPROVED:

**FINANCIAL CONSULTING
SOLUTIONS GROUP, INC.**

APPROVED:

CITY OF CAMAS

Angie Sanchez Virnoche
Principal

Date: _____

Name:
Title:

Date: _____

ATTEST:

SECTION I: RELATIONSHIP OF THE PARTIES

The **City of Camas** ("Client"), desires to **Water, Sewer and Storm Utilities Rate & SDC Study and Solid Waste Peer Review** ("Project"). In furtherance of the Project, the Client hereby contracts with **Financial Consulting Solutions Group, Inc.** ("FCS GROUP") to perform the professional services described in Exhibit A of this Agreement. All services shall be performed under the joint supervision of the Client's Representative, Steve Wall, or a designee or designees identified in writing to FCS GROUP by the Client's Representative.

This Agreement shall inure to the benefit of and be binding upon successors, assigns, and legal representatives of each of the Parties hereto. Any assignment or transfer of an interest in this Agreement by either Party without the written consent of the other shall be void.

SECTION II: CONTRACT PROVISIONS

1. Scope of Work: FCS GROUP shall perform the service for the Client which as defined in Exhibit A of this Agreement.

2. Time for Completion: The Scope of Work for the conduct of the study as set forth above is anticipated to be completed by FCS GROUP within a time frame approximating that shown by the following schedule:

Notice to Proceed: Upon signature of contract agreement by both parties.

Completion of Project: On or before June 30, 2018.

FCS GROUP agrees to perform the work described in the Scope of Work according to the contract schedule. Any delays shall be agreed upon by FCS GROUP and Client prior to the due date. Changes in the schedule caused by Client delays may require additional compensation and a change order.

If FCS GROUP is delayed in the performance of services by conditions which are beyond their control, or by a change in the scope of work, the schedule showing time of performance may be revised. Any revision thereto shall be submitted in writing to the Client for review and approval by the Client Representative. If FCS GROUP's services are temporarily suspended by the Client in the interest of the Project and with written notice to FCS GROUP, and the suspensions last longer than 90 consecutive days, FCS GROUP shall be compensated for any additional labor and direct expenses incurred due to the interruption and resumption of services.

3. Payment: FCS GROUP will be paid by the Client on a time and materials basis as outlined below and in accordance with the standard billing rates attached hereto as Exhibit B. Direct expenses will be charged as identified in Exhibit B. FCS GROUP agrees to perform the services as set forth in Exhibit A at a cost not to exceed \$110,630. It is understood that FCS GROUP will not exceed this amount without the Client's prior written authorization.

Payment to FCS GROUP for services set forth in Exhibit A shall be: an amount equal to FCS GROUP's standard billing rates as set forth in Exhibit B multiplied by the actual hours worked. Should any unforeseen project delays, not caused by FCS GROUP, and/or any requested amendments to the original scope of work, cause this contract to extend more than 90 days past the original contracted schedule date, any work and/or amendments to the work shall be billed at the standard billing rates in effect for the period of time the work is being performed. If said change in billing rates will cause the project to exceed the amount stated in the preceding paragraph, a change order will be prepared and signed by both parties.

FCS GROUP will invoice Client monthly and payment shall be made within 30 days of receipt of invoice.

4. Supplemental Agreements: Supplemental Agreements may be entered into upon mutual written agreement that would increase or decrease the scope and associated costs and payment.

5. Work to be Accomplished: All work accomplished will be performed under the direction of the Client Representative or his/her Designee.

6. Termination: This contract may be terminated by the Client by giving FCS GROUP written notice of such termination no fewer than fifteen (15) days in advance of the effective date of said termination. FCS GROUP shall be entitled to terminate this agreement only in the case of a material breach by the Client, and upon failure of the Client to remedy said breach within fifteen (15) days of said notice. In the event that the contract is terminated before completion, FCS GROUP shall be paid for the services to date on the basis set forth in Paragraph 3, plus 10% of the total compensation earned to time of termination to compensate for FCS GROUP's rescheduling adjustments, reassignment of personnel, and related costs incurred due to termination. The Client shall notify FCS of termination or abandonment in writing.

7. Indemnity: FCS GROUP shall comply with all Federal Government, State and local laws and ordinances applicable to the work to be done under this Agreement.

FCS GROUP hereby agrees to hold the Client harmless from and shall process and defend at its own expense, specific claims, demands or suits at law or equity, arising from FCS GROUP's negligent performance of the provisions of this Agreement; provided that if the Client and FCS GROUP are concurrently negligent, FCS GROUP shall be required to indemnify and defend only in proportion to negligence of FCS GROUP. These indemnity provisions shall not require FCS GROUP to defend or indemnify the Client against any action based solely on the alleged negligence of the Client.

8. All Work Produced is Joint Property of FCS GROUP and the Client: Subject to the public disclosure laws of the State of Washington, of which client is subject, the materials, computer programs, reports, calculations, analyses, etc., generated by FCS GROUP under this contract including the final report shall be the joint property of the Client and FCS GROUP. FCS GROUP may retain copies thereof for work paper documentation and their own use unless specifically restricted in writing by the Client as to use.

Computer models use generally available software, such as Microsoft Excel (TM), and FCS GROUP does not intend or imply any warranty of those programs.

9. Financial Forecasts: Neither FCS GROUP's name nor the report and its financial projections may be referred to or included in any prospectus or as a part of any offering or representation made in connection with the sale of securities or participation interests to the public, whether through a public or private offering.

The information used in developing the forecast assumptions will be derived from published information and other sources FCS GROUP considers appropriate. However, FCS GROUP cannot assume responsibility for the accuracy of such material. Moreover, forecasts are subject to many uncertainties as to the future; therefore, FCS GROUP cannot represent that the projected financial statements will be representative of the results that actually occur. FCS GROUP will endeavor to include appropriate comments drawing the readers' attention to these matters.

10. Integrated Agreement: This agreement together with attachments or addenda, represents the entire and integrated agreement between the Client and FCS GROUP supersedes all prior negotiations, representations, or agreements written or oral. This agreement may be amended by written instrument signed by both the Client and FCS GROUP.

11. Independent Contractor: The parties intend that an independent Contractor/Client relationship will be created by this agreement. No agent, employee, or representative of FCS GROUP shall be deemed to be an agent, employee, or representative of the Client for any purpose. FCS GROUP shall be solely responsible for all acts of its agents, employees, representatives, and subcontractors during the performance of this contract.

12. Equal Opportunity: FCS GROUP is committed to the principles of providing equal employment opportunities for all employees. The performance and diversity of our employees will help us meet the challenges of the present and the future in serving our clients. This policy statement is a reaffirmation of our long-standing commitment to provide equal opportunity on the basis of individual merit and personal qualifications to employees and applicants for employment without regard to race, color, religious creed, sex, sexual orientation or preference, gender identity, genetic characteristics or information of employee or family, age, national origin, ancestry, marital status, citizenship, the presence of sensory, mental, or physical disability, pregnancy/childbirth or related condition, medical condition, membership in the military service, veteran's status, political ideology or any other basis protected by applicable federal, state, or local laws.

13. Notices: Notices to the Client shall be sent to the following address:

City of Camas
Attention: Steve Wall, Public Works Director
616 NE Forth Avenue
P.O. Box 1055
Camas, WA 98607

Notices to FCS GROUP shall be sent to the following address:

Financial Consulting Solutions Group, Inc.
Attention: Angie Sanchez Virnoche, Principal
Redmond Town Center
7525 – 166th Ave. NE, Suite D-215
Redmond, Washington 98052

EXHIBIT A: SCOPE OF WORK AND TASK PLAN

The following work tasks have been developed to complete a Comprehensive Rate Study and SDC Update for the City of Camas's Water, Sewer and Storm utilities as well as a Solid Waste Rate Study Peer Review. The City's study needs were discussed with Steve Wall, Public Works Director on January 26, 2017. As defined in the task plan, we follow a structured method to arrive at rate conclusions, which will enable us to perform the work in an orderly, efficient and results-oriented manner. The result of this study will establish a blueprint for self-supporting, financially sustainable utilities. All tasks will be performed for each utility unless noted otherwise.

Task 1 | Kick-Off Meeting

A project kickoff meeting will be scheduled before the commencement of the project with the consultant and City project teams. This meeting will establish the goals and objectives of the overall project and focus the efforts of the project team. The items covered at the meeting include review of the scope of work, identify project objectives, expectations and deliverables, outline the project schedule and key milestone review points and discuss appropriate lines of communication. *Bi-weekly standing meetings will be scheduled to review the status of the project and deliverables at regular intervals with the project team.*

Task 2 | Data Collection

FCS GROUP will provide a data needs list encompassing historical and projected financial, operational, billing and planning information. The provided data will be reviewed, analyzed and validated for inclusion in the study process.

Task 3 | Rate Model Toolset Architecture

The rate model forms the framework and foundation of the rate study analysis. As a project deliverable, the City requested the rate study models with the capability to run sensitivity analyses for revenue requirements and review assumptions between rate studies. Based on prior work completed for the City we have a base modeling toolset available for the Water, Sewer, Storm and Solid Waste utilities. There are improvements and added functionality to the toolset that have been incorporated to the rate study approach since the last rate study completed. This task is intended to conceptualize the architecture of the model toolset with the project team. The objective of the model should improve transparency, functionality, flexibility and usability such that it can inform how proposed changes may impact rates and the financial requirements of each system. We will discuss how the City would like to use the models, what answers need to be generated by the tools and what user interface may be most effective. This task will incorporate the changes and updates to the model based on discussions with the City project team.

Task 4 | Customer Statistics Validation

A detailed customer billing statistics validation will be completed for the water, sewer and storm utilities. Individual customer data including; number of accounts, meter size, equivalent service units and billed usage patterns (annual use, winter use and summer use) will be evaluated and validated against actual revenue collections. This revenue reconciliation will identify anomalies to be corrected prior to developing future projections of customer counts and use/demand under "normal" conditions. Validation of the customer statistics data set with customer demands and revenue generation is critical

to the rate study as it establishes the foundation for all of the major analytical phases (revenue requirement, cost-of-service analysis, rate design). The process has also proven beneficial in uncovering anomalies in data that can impact forecast revenue and cost allocation.

Task 5 | Revenue Requirement Analysis

This task establishes a sustainable, multi-year (5-20 year) financial management plan that meets the projected total financial needs of the water, sewer and storm utility through generation of sufficient, sustainable revenue. Annual cash flow needs will be analyzed by identifying expenses incurred to operate and manage each system including:

- Cost increases resulting from staffing changes, enhanced programs or initiatives.
 - Additional staffing required to operate the water utility's slow sand treatment plant.
 - Additional staffing and equipment required to increase the sewer utility's Septic Tank Effluent Pump (STEP) maintenance level of service.
 - Additional cost impacts to the storm utility of the City taking over maintenance of Home Owner Association (HOA) owned facilities.
- Capital project needs (renewal/replacement, upgrades and expansion) identified in the most recent System Comprehensive Plans and condition assessments.
- New and existing debt repayment obligations.
- Fiscal policy achievement related to operating and capital reserve targets, system reinvestment funding or rate funded capital, and coverage requirements.
 - Fiscal policies established in the rate study will form the foundation for the official utility policies the City is planning to present to Council for adoption.

Projected revenue will consider the sensitivities of changes in economic, weather and demand trends in order to mitigate volatility and stabilize revenue. Rate implementation scenarios will be generated to evaluate the impact of changes to key variables such as funding sources, growth rates, capital project need and timing, or others identified by the City. The budget includes three (3) alternative scenarios for the water, sewer and storm utility.

The resulting revenue requirement and multi-year rate strategy developed will meet the City's specified financial metrics, goals and objectives and deliver a self-sustaining, individual utility financial planning toolset.

Task 6 | Cost of Service Analysis (COSA)

The cost of service analysis establishes a defensible basis for assigning "cost shares" and establishing "equity" for system customers based on industry standard methodologies that are tailored to the City's unique systems and customer characteristics.

The COSA develops a series of functional allocations that distribute cost pools to classes of customers linked to a proportionate share of costs required to serve their demand. Specific consideration will be given to total utility costs in relationship to the functions identified below.

Water Functions	Wastewater Functions	Storm Functions
Base capacity (average demand)	Flow (includes inflow and infiltration)	Base (costs that do not vary)
Peak capacity (peak demand)	Strength (BOD/TSS)	Use (variable; possible credits)
Fire	Customer	
Customer		

This analytical exercise will identify the cost to serve each customer class of the water, sewer and storm systems. The results will identify any warranted shifts in cost burden that could improve equity between customers from the existing rate structure. The cost of service will identify the required revenue to collect from each customer class to cover their individual costs. Unit costs by functional component will be calculated to support the rate design process.

Task 7 | Rate Design

Rate design considers both the level (amount of revenue that must be generated) and structure (how the revenue will be collected or bill assessed). Each rate design alternative is developed to generate sufficient revenue to meet the revenue requirement forecast and begin to address any material inequities identified in the COSA findings. Further, we will identify the portion of revenues anticipated to be collected from the fixed and volume rate components to provide for an appropriate balance of revenue stability and the ability of customers to control their bill by changing behavior. The rate designs proposed will be consistent with the City's fiscal policies, billing system capabilities and objectives.

This scope of services includes the following rate design options:

- “Across the board” increases for water, sewer and stormwater rates. The increases for each utility will be applied equally to both fixed and variable (where applicable) components.
- Modified fixed and variable rate increase for water and sewer utility rates. This alternative will evaluate modifying the fixed charges proportionally higher than the volume charges, or vice versa. This type of rate design would allow the City to address goals such as revenue stability or impacts of price elasticity.
- Evaluate consolidation of existing classes of service for the water utility to simplify the existing rate schedule.

Task 8 | System Development Charge (SDC) Update

An SDC is a one-time charge imposed as a condition of service on new development or on expanded connection to the system. The charge represents a prorated share of the capital investment made to provide system capacity. The SDC is calculated based on the intent and structure of the Revised Code of Washington (RCW) statute for Water-Wastewater Cities (RCW 35.092.025). In general, each connection shall bear a proportional share of the cost of the system capacity required.

This task will focus on updating the City's existing SDCs for the water and sewer utilities, as well as developing an SDC for the storm utility, which currently does not assess the charge to new development. SDCs developed for each system shall reflect an updated inventory of existing system

assets, the most recent approved capital improvement program costs related to growth and current expectations for future population/customer growth. The sewer utility will evaluate alternative methodology options to simplify the existing high strength commercial charges.

Task 9 | Solid Waste Peer Review

The City is currently in the process of a Comprehensive Plan development for its Solid Waste utility. As part of the Comprehensive Plan, Chris Bell with Bell & Associates, Inc., is performing the Solid Waste rate study. The City has requested FCS GROUP to perform a peer review and coordinate with Chris to maintain continuity with historical analyses performed by FCS GROUP as well as the existing work for the water, sewer and storm utilities.

This task will review the methodology used in the calculation of the proposed rates in the Comprehensive Plan. The review will focus on two components: revenue requirements and cost of service. As discussed above in Tasks 5 and 6, revenue requirements identify the overall needs of the Solid Waste utility, while the cost of service calculates the unit costs of providing solid waste system services.

Task 10 | Meetings/Presentations

The success of a rate study relies on an open and involved process for informing and educating the staff, City Council, and ratepayers on the rate study process and to clearly define the cost basis for the fees imposed on customers by linking the financial requirements to costs.

This proposal includes four (4) internal review meetings at key milestones with City staff to review key assumptions and outcomes:

- One (1) meeting to review revenue requirement and cost of service tasks for the water, sewer and storm utilities (onsite);
- One (1) meeting to review rate design alternatives for water, sewer and storm utilities as well as the results of the solid waste utility peer review (Ring Central);
- One (1) meeting to review SDC analysis (Ring Central); and
- One (1) meeting to review the recommended water, sewer and storm rate proposals and SDCs to bring forward to the City Council (Ring Central).

In addition to the review meetings, we anticipate four (4) City Council workshops/presentations.

- One (1) City Council workshop to share results of the water, sewer and storm utilities revenue requirement and incorporate input into final recommendations;
- One (1) City Council workshop to share results of the water, sewer and storm cost of service analysis and incorporate input into final recommendations; and
- One (1) City Council workshop to share results of the SDC update and incorporate input into final recommendations;
- One (1) City Council workshop or meeting to present final recommendations.

We are happy to accommodate any additional meetings and presentations the City feels are necessary. Additional meetings will be billed based on time and materials.

Task 11 | Documentation

A written report documenting the rate study process, methodology, key assumptions, results and recommendations will be provided. All technical exhibits will be included in the report technical

appendix. Five (5) bound copies of the report will be provided to the City. Included will be one (1) electronic copy of the report and modeling tool for each utility.

Project Administration

Perform miscellaneous project set up activities, work paper documentation, internal scheduling/workload planning, invoicing, ongoing client correspondence and other miscellaneous administrative/project management activities throughout the study.

SCHEDULE

Comprehensive rate studies for multiple utilities generally require a nine to twelve month timeframe for completion. This includes the time required to gather data, complete the technical analysis, and to accommodate City review time and scheduling of Council presentations. The project schedule is based on a variety of issues include timeliness of receipt of requested data/information; quality of data; ability to schedule meetings in a timely manner; and the ability of the City to provide policy direction for the study to move forward at key study milestones. A specific project schedule will be developed during the kick-off meeting.

EXHIBIT B: FINANCIAL CONSULTING SOLUTIONS GROUP, INC. FEE SCHEDULE

	Principal	Project Manager	Senior Analyst	Admin. Support	Total Estimated Hours	Total Budget
TASK						
Hourly Billing Rates:	\$255	\$185	\$140	\$80		
Water Utility						
Task 2 Data collection			2		2	\$ 280
Task 3 Rate model toolset architecture	1	2	4		7	1,185
Task 4 Customer statistics validation		6	22		28	4,190
Task 5 Revenue requirement analysis	4	8	20		32	5,300
Task 6 Cost of service analysis	4	6	16		26	4,370
Task 7 Rate design	4	6	12		22	3,810
Task 8 System Development Charges	6	8	18		32	5,530
Subtotal Water Utility	19	36	94	0	149	\$ 24,665
Sewer Utility						
Task 2 Data collection			2		2	\$ 280
Task 3 Rate Model Toolset Architecture	1	2	4		7	1,185
Task 4 Customer statistics validation		6	20		26	3,910
Task 5 Revenue requirement analysis	4	8	20		32	5,300
Task 6 Cost of service analysis	4	6	16		26	4,370
Task 7 Rate design (no structure changes)	2	4	8		14	2,370
Task 8 System Development Charges	6	8	18		32	5,530
Subtotal Sewer Utility	17	34	88	0	139	\$ 22,945
Storm Utility						
Task 2 Data collection			2		2	\$ 280
Task 3 Rate Model Toolset Architecture	1	2	4		7	1,185
Task 4 Customer statistics validation		2	16		18	2,610
Task 5 Revenue requirement analysis	2	6	16		24	3,860
Task 6 Cost of service analysis	2	4	12		18	2,930
Task 7 Rate design (no structure changes)	1	2	4		7	1,185
Task 8 System Development Charges	4	6	14		24	4,090
Subtotal Storm Utility	10	22	68	0	100	\$ 16,140
Task 9 Solid Waste Peer Review						
Revenue requirement methodology review	5	10			15	\$ 3,125
Cost of service methodology review	7	14			21	4,375
Subtotal Solid Waste Peer Review	12	24	0	0	36	\$ 7,500
TOTAL TECHNICAL	58	116	250	0	424	\$ 71,250
PROCESS TASKS						
Task 1 Kick off meeting (Ring Central)	2	2	2		6	\$ 1,160
Task 10 Meetings/Presentations						
Internal milestone review meetings (1 on-site)	8	8			16	\$ 3,520
Internal milestone review meetings (3 Ring Central)	6	6	6		18	3,480
City Council workshop w/ presentation material (4 on-site)	32	32	12		76	15,760
Task 11 Documentation	4	16	40	4	64	9,900
Project Administration	16			6	22	4,560
TOTAL PROCESS TASKS	68	64	60	10	202	\$ 38,380
Expenses (mileage 5 round trips)						\$1,000
TOTAL LABOR BUDGET	126	180	310	10	626	\$ 110,630

DIRECT EXPENSES

Direct Expenses will not be charged for ordinary project-related expenses. For any client-requested extraordinary expenses, specific terms will be established prior to expenditure and billing.

Mayor's
VOLUNTEER SPIRIT AWARD

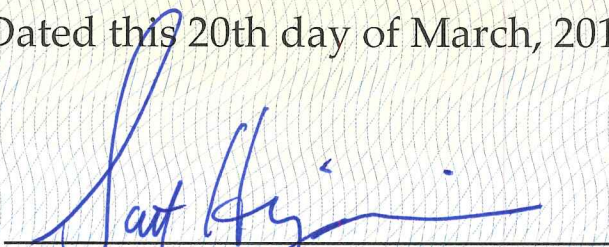
in the City of Camas, presented to

CASSI MARSHALL

For her outstanding passion to preserve and enhance the parks and trails throughout the City
and initiating a greater community involvement for these precious resources.



Dated this 20th day of March, 2017


Scott Higgins, Mayor



RESOLUTION NO. 17-003

A RESOLUTION authorizing the adoption of the Clark Regional Natural Hazard Mitigation Plan.

WHEREAS, all of Clark County has exposure to natural hazards that increase the risk to life, property, environment and the County's economy; and

WHEREAS, pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

WHEREAS, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre- and post-disaster hazard mitigation programs; and

WHEREAS, a coalition of Clark County, Cities, Towns and Special Purpose Districts with like planning objectives has been formed to pool resources and create consistent mitigation strategies within the Clark Regional planning area; and

WHEREAS, the coalition has completed a planning process that engaged the public, assessed the risk and vulnerability to the impacts of natural hazards, developed a mitigation strategy consistent with a set of uniform goals and objectives, and created a plan for implementing, evaluating and revising this strategy;

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Camas:

- 1) Adopts in its entirety, Volume 1 and the introduction, chapter 3 the Camas jurisdictional annex, and the appendices of Volume 2 of the Clark Regional Natural Hazard Mitigation Plan (NHMP).
- 2) Will use the adopted and approved portions of the NHMP to guide pre- and post-disaster mitigation of the hazards identified.
- 3) Will coordinate the strategies identified in the NHMP with other planning programs and mechanisms under its jurisdictional authority.

RESOLUTION NO. 17-003

- 4) Will continue its support of the Hazard Mitigation Working Group and continue to participate in the Planning Partnership as described by the NHMP.
- 5) Will help to promote and support the mitigation successes of all NHMP Planning Partners.
- 6) Authorizes City staff to make any required FEMA revisions to Clark Regional Natural Hazard Mitigation Plan required by FEMA for final approval.

ADOPTED by the Council of the City of Camas and approved by the Mayor this _____ day of _____, 2017.

SIGNED: _____
Mayor

ATTEST: _____
Clerk

APPROVED as to form:

City Attorney



DATE: March 10, 2017

TO: City Council

FROM: Lauren Hollenbeck, Senior Planner

SUBJECT: Adopt Resolution 17-003 accepting all of Volume 1 and the Introduction, Appendices and the City of Camas portion of Volume 2 of the Clark Regional Natural Hazard Mitigation Plan.

STAFF RECOMMENDATION:

Adopt Resolution No. 17-003 accepting all of Volume 1 and the Introduction, Appendices and the City's portion of Volume 2 of the Clark Regional Natural Hazard Mitigation Plan.

STAFF REPORT

Natural Hazard Mitigation Background:

In July of 2015 Clark Regional Emergency Services Agency (CRESA) formed a regional, seventeen member partnership comprised of Clark County, its cities and its special purpose districts and embarked on a planning process to prepare for and lessen the impacts of natural hazards by completely revising and updating the Clark Regional Natural Hazard Mitigation Plan (NHMP). The result of this effort will be a FEMA and Washington State Emergency Management Agency approved multi-jurisdictional, multi-hazard mitigation plan that meets federal mandates in the Disaster Mitigation Act of 2000 (Public Law 106-390) and establishes eligibility for hazard mitigation project funding under the unified hazard mitigation assistance grant program, which provides pre- and post-disaster grant opportunities.

The term "hazard mitigation" refers to actions that reduce or eliminate long-term risks caused by hazards such as earthquakes, floods, storms, and wildfires. It involves strategies such as planning, policy changes, programs, projects, and other activities that can mitigate the impacts of hazards. Without an investment in hazard mitigation, repeated disasters result in repeated damage and rebuilding. This recurrent reconstruction becomes more expensive as the years go by. Hazard mitigation breaks this costly cycle of damage and reconstruction by taking a long-term view of rebuilding and recovering from disasters.

The risk assessment in the hazard mitigation plan addresses the following hazards of concern within Clark County:

- Dam failure

- Drought
- Earthquake
- Flood
- Landslide
- Severe Weather
- Volcano
- Wildfire

A 15 member Steering Committee composed of representative stakeholders was formed early in the planning process to guide the development of the NHMP. Members of the public and other area stakeholders were invited and encouraged to participate in the process through a multi-media effort that included several presentations at local events, press and media releases, the establishment of a mitigation planning website, booths at local community events and a public survey.

Why adopt this Plan?

Once the hazard mitigation plan is adopted by each jurisdictional partner and approved by FEMA, the partnership will collectively and individually become eligible to apply for hazard mitigation project funding under the unified hazard mitigation assistance grant program, which provides pre- and post-disaster grant opportunities. See the following FEMA website for more information - <https://www.fema.gov/hazard-mitigation-assistance>

Where do we go from here?

Upon adoption of Volume 1 and City of Camas Annex of Volume 2 of the Clark Regional Natural Hazard Mitigation Plan (NHMP) and subsequent approval of said plan by WAEMD and FEMA, the City will be eligible to apply for specified grants. The grant funds are made available to states and local governments and can be used to implement the long-term hazard mitigation measures specified within the City's annex of the NHMP before and after a major disaster declaration. The NHMP is considered a living document such that, as awareness of additional hazards develops and new strategies and projects are conceived to offset or prevent losses due to natural disasters, the NHMP will be evaluated and revised on a continual 5-year time frame.

RECOMMENDED ACTION:

Staff recommends Council move to adopt Resolution No. 17-003

ORDINANCE NO. 17-003

AN ORDINANCE amending Chapter 6.12 and Chapter 6.16 of the Camas Municipal Code relating to livestock and poultry.

THE COUNCIL OF THE CITY OF CAMAS DO ORDAIN AS FOLLOWS:

Section I

Section 6.12.010 – Prohibitions generally, of the Camas Municipal Code is hereby amended to provide as follows:

6.12.010 - Activity.

Notwithstanding activities operating under the Agriculture/Ranching (A/R) overlay zoning classification pursuant to Title 18, Chapter 18.41 of the Camas Municipal Code, livestock is deemed non-compatible with urban development and not an allowed activity within the city limits.

Section II

Section 6.12.020 – Prohibited in public parks, of the Camas Municipal Code is hereby repealed.

Section III

Section 6.12.030 – Violation-Penalty, of the Camas Municipal Code is hereby amended to provide as follows:

6.12.030 - Violation-Penalty.

Any person violating any provision of this Chapter shall be guilty of a misdemeanor and upon conviction thereof shall be punished by fine not exceeding the sum of five hundred dollars.

Section IV

Section 6.16.010 – Running at large, of the Camas Municipal Code is hereby amended to provide as follows:

6.16.010 - Activity.

Notwithstanding uses operating under the Agriculture/Ranching (A/R) overlay zoning classification pursuant to Title 18, Chapter 18.41 of the Camas Municipal Code, the keeping of more than six chickens, ducks, geese, domesticated hare or rabbit, and similar animals in any combination on a parcel of land containing less than 10,000 square feet shall be deemed a public nuisance. No turkeys or roosters are permitted. Animals subject to this Chapter shall be contained on the premise in a manner as to reasonably preclude the animals from running at large within the city.

Section V

Section 6.16.020 – Violations - Penalty, of the Camas Municipal Code is hereby amended to provide as follows:

6.16.020 – Facilities.

Sheds and shelters used to secure animals under this section shall be permitted when incidental and accessory to the primary use of the property (e.g. Accessory to residential use) and subject to the development standards of the underlying zone.

Section VI

The title to Chapter 6.16 of the Camas Municipal Code is hereby amended to POULTRY AND RABBITS.

Section VII

This ordinance shall take force and be in effect five days from and after its publication according to law.

ORDINANCE NO. 17-003

PASSED BY the Council and APPROVED by the Mayor this ____ day of
_____, 2017.

SIGNED: _____
Mayor

SIGNED: _____
Clerk

APPROVED as to form:

City Attorney

Chapter 6.12 - LIVESTOCK

Sections:

6.12.010 – Activity.

Notwithstanding activities operating under the Agriculture/Ranching (A/R) overlay zoning classification pursuant to Title 18, Chapter 18.41 of the Camas Municipal Code, livestock is deemed non-compatible with urban development and not an allowed activity with the city limits.

(Prior code § 8.08.010)

6.12.030 - Violation—Penalty.

Any person violating any provision of this Chapter shall be guilty of a misdemeanor and upon conviction thereof shall be punished by fine not exceeding the sum of five hundred dollars.

(Ord. 1593 § 2, 1986: prior code § 8.08.040)

Chapter 6.16 - POULTRY AND RABBITS

Sections:

6.16.010 - Activity.

Notwithstanding uses operating under the Agriculture/Ranching (A/R) overlay zoning classification pursuant to Title 18, Chapter 18.41 of the Camas Municipal Code, the keeping of more than six chickens, ducks, geese, domesticated hare or rabbit, and similar animals in any combination on a parcel of land containing less than 10,000 square feet shall be deemed a public nuisance. No turkeys or roosters are permitted. Animals subject to this Chapter shall be contained on the premise in a manner as to reasonably preclude the animals from running at large within the city.

(Prior code § 8.12.010)

6.16.020 - Facilities.

Sheds and shelters used to secure animals under this section shall be permitted when incidental and accessory to the primary use of the property (eg. Accessory to residential use) and subject to the development standards of the underlying zone.

(Ord. 1594 § 1, 1986: prior code § 8.12.020)