



**CITY COUNCIL REGULAR MEETING MINUTES**  
**Monday, December 01, 2014 at 7:00 p.m.**  
**Camas City Hall, 616 NE 4<sup>th</sup> Avenue**

**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, Linda Dietzman, Tim Hazen, Steve Hogan, Melissa Smith, and Shannon Turk

Staff: Jerry Acheson, Kristin Berquist, Phil Bourquin, Pete Capell, Jennifer Gorsuch, Eric Levison, Cathy Huber Nickerson, Robert Maul, Shawn MacPherson and Steve Wall

Press: Heather Acheson of the Camas-Washougal Post-Record

**IV. PUBLIC COMMENTS**

There was no one from the public who wished to speak.

**V. CONSENT AGENDA**

**A.** Approved the minutes of the November 17, 2014, Camas City Council Meeting and the work session minutes of November 17, 2014.

[Nov. 17, 2014 Regular Meeting](#) 

[Nov. 17, 2014 Workshop](#) 

**B.** Approved claim checks numbered 123891-124041 in the amount of \$664,428.41.

**C.** Authorized the Mayor to sign the amendment to the existing 2012-2014 Consultant Agreement for SS-473 Grass Valley Park Wetland Monitoring & Maintenance Contract Amendment. The City's current 2012-2014 Professional Services Contract with The Resource Company is for

wetland maintenance, monitoring, and reporting to the US Army Corps of Engineers (Corps) for Years 5 and 7 at Grass Valley Park. This Corp of Engineer's Permit was required for the construction of Grass Valley Park. The amendment modifies the existing contract to extend the maintenance, monitoring, and reporting through Year 10 (2017). The cost for maintenance and monitoring is \$13,309.88 and is included in the 2015-2016 Biennial Budget. (submitted by James Carothers)

#### [Grass Valley Park Maintenance-Monitoring Contract](#)

- D. Approved Pay Estimate 2 for Project No. S-589A 2014 Grind and Overlay, in the amount of \$79,239.21 to Granite Construction Company for work completed through August 31, 2014. This project is budgeted and fully funded. (submitted by Eric Levison)

#### [S-589A Pay Estimate 2](#)

- E. Approved Final Payment for Project No. S-589B, 2014 Slurry Seal, to Blackline, Inc., in the amount of \$2,843.79 for work completed through July 23, 2014. This project is fully funded in the City's adopted 2014 Budget. (submitted by Eric Levison)

#### [S589B Final Pay Estimate](#)

- F. Released Retainage for Project No. WS-709D Water Transmission Main Project in the amount of \$114,400.41 to Rotschy, Inc. All required City and State project documentation has been received and verified. (submitted by James Hodges)

#### [WS-709 Retainage](#)

- G. Approved donation of outdated firefighting equipment that the Fire Department has accumulated over the last 40 years. Included are 58 sets of turn-outs, some complete, some incomplete, with manufacture dates back to the early 1990's. These turnouts are outside of the ten year from manufacture lifespan as defined by the Washington Administrative Code (WAC), Occupational Safety and Health Administration (OSHA) and the National Fire Protection Association (NFPA).  
In the United States, these turnouts have no monetary value in that they are restricted from structural firefighting use due to their manufacture date expiration. However, there are countries outside of the standards of OSHA, where these turnouts would be a vast improvement over the equipment presently employed.  
The Bend Firefighters Foundation is a 503(c)(3) organization that collects and distributes firefighting equipment in the country of Nicaragua, the second poorest country in Central America behind Haiti. They have

partnered with the Air Force to fill voids in cargo traffic with firefighting equipment to be delivered to the country. They also regularly provide firefighter training to use the equipment within Nicaragua.

The Fire Department is petitioning to donate 58 sets of outdated turnouts to the Bend Firefighters Foundation for distribution in Nicaragua. This item was discussed during the Council Workshop on November 17, 2014. (submitted by Nick Swinhart)

[WAC 296 Structural Firefighting Clothing Retirement](#) 

[Bend Firefighters Foundation](#) 

[Hold Harmless Document](#) 

[IRS Determination Letter](#) 

H. Approved the 2015 Legislative Agenda (submitted by Pete Capell)

[Draft 2015 Legislative Agenda](#) 

I. Approved Pay Estimate No. 1 Final for Project WS-713C Wastewater Treatment Facility Fall Protection RE-BID to Cedar Mill Construction Company, LLC in the amount of \$58,860.45 for work completed through November 15, 2014, and accept the project as complete. This project is funded by the Sewer Utility Fund as a safety item. (submitted by James Hodges)

[WS-713C Wastewater Treatment Facility Fall Protection RE-BID](#) 

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

## VI. NON-AGENDA ITEMS

### A. Staff

There were no comments from staff.

### B. Council

Hogan noted that Hometown Holidays is this coming Friday, December 5th.

Dietzman said the Camas Library will be hosting a book sale on Friday, December 5th and Saturday, December 6th.

## VII. MAYOR

### A. Announcements

Mayor extended an invitation to the entire community to attend the screening of "ELF" at Liberty Theatre at 8 p.m.

## VIII. PARKS AND RECREATION

### A. Public Hearing for the 2014 Parks, Recreation, and Open Space Comprehensive Plan Review

Details: In August, 2013, the City of Camas retained the services of Moore, Iacofano and Goltsman (MIG) for the purpose of updating the City's Parks, Recreation and Open Space Comprehensive Plan (PROS Comprehensive Plan). The City of Camas appointed a Planning Advisory Committee made up of citizens representing different areas of parks, open space, recreation, business/industry interests, and the Camas School District to help lead the update process. The Planning Advisory Committee reviewed public comments; evaluated existing facilities; and assessed park, open space, and facility needs and developed the draft of the PROS Comprehensive Plan. The draft plan includes recommendations for recreation facilities and services levels, future park sites, an open space and trail system, and outlines financing strategies and options for implementation. The Parks and Recreation Commission and the Planning Commission held public meetings and both recommend Council to approve the draft Parks, Recreation and Open Space Comprehensive Plan.

Department/Presenter: Jerry Acheson, Parks and Recreation Manager and Jonathan Pheanis, MIG

[Revised Public Draft Plan 110714](#) 

[Appendices](#) 

Jerry Acheson introduced John Pheanis, MIG, who gave Council an update about the Parks Plan and the process involved in creating the Plan.

Mayor Higgins opened the public hearing at 7:07 p.m.

The following members of the public testified:  
Randy Curtis, 947 NW 43rd Ave., member of the Advisory Committee for the draft 2014 Parks Plan and the subcommittee that dealt with the Crown Park Pool.

Mayor Higgins closed the public hearing at 7:13 p.m.

Acheson responded to Council's questions.

Bourquin commented that this plan is incorporated into the overall Annual 2014 Comprehensive Plan.

## IX. COMMUNITY DEVELOPMENT

### A. Public Hearing for the Annual 2014 Comprehensive Plan

Details: The proposed 2014 Annual Comprehensive Plan Amendments include the following: the Grass Valley Plan (File #CPA14-02); the Parks, Recreation, and Open Space Comprehensive Plan (File #CPA14-03 "PROS" Plan); and miscellaneous map amendments. City Council must consider the proposed amendments concurrently so that the cumulative effect of the various proposals can be ascertained.

Department/Presenter: Phil Bourquin, Community Development Director; Robert Maul, Planning Manager; Sarah Fox, Senior Planner

[CPA14-04 Staff Report](#) 

[CPA14-02 Narrative 01-13-14](#) 

[CPA14-02 Narrative 10-6-2014](#) 

[CPA14-02 Market Analysis](#) 

[CPA14-02 Proposed Comp Plan](#) 

[CPA14-02 Proposed Zoning](#) 

[CPA14-02 Current Comp Plan](#) 

[CPA14-02 Current Zoning](#) 

[CPA14-02 Proposed Zoning](#) 

[CPA14-02 Proposed Comp Plan](#) 

Sarah Fox, Senior Planner, summarized the steps that were taken in the development of the Annual 2014 Comprehensive Plan.

Planning staff responded to questions from Council.

Mayor Higgins opened the public hearing at 7:23 p.m.

The following members of the public gave testimony:  
Randy Printz, 805 Broadway, Vancouver  
Paul Dennis, 1700 Main St., Ste. 208, Washougal

Bourquin, Dennis and Printz responded to Council's questions.

Mayor Higgins closed the public hearing at 7:43 p.m.

**It was moved by Greg Anderson, seconded by Melissa Smith to approve the 2014 Annual Comprehensive Plan Amendments as recommended. The motion carried unanimously.**

**B. [Public Hearing related to the Multi-Family Property Tax Exemption Program provided for under Revised Code of Washington \(RCW\) 84.14 establishing Three Residential Target Areas](#)**

Details: Public hearing regarding amendments to the Camas Municipal Code (CMC) adding Chapter 3.86 implementing the multi-family property tax exemption program provided for under the RCW 84.14 and designating three residential target areas. City Council held a workshop on June 26, 2014, to discuss the program and directed Staff to move forward toward implementation of the program.

Department/Presenter: Phil Bourquin, Community Development Director

[Draft CMC 3.86](#) 

[MultiFamily Tax Exemption Program Slides](#) 

Mayor Higgins opened the public hearing at 7:43 p.m.

The following member of the public gave testimony:  
Paul Dennis, 1700 Main St., Ste. 208, Washougal

Phil Bourquin clarified zone changes would be needed in some areas.

Mayor Higgins closed the public hearing at 7:46 p.m.

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

**X. ADMINISTRATIVE SERVICES**

**A. Resolution No. 1312 Revising the Building Official Position and Adopting 2015 Salary Scales for Non-represented Positions.**

Details: The Building Official job description, title and salary are being revised effective January 1. The new title of the position will be Building Division Manager/Building Official. This resolution will create the changes for that position. Additionally, this resolution will set the salary scales for all non-represented positions for 2015. The changed scales reflect a 2.5% cost of living increase over 2014 scales.

Department/Presenter: Jennifer Gorsuch, Administrative Services Director

[2015 Non Rep Resolution](#) 

[Resolution 1312 executed](#) 

[Exhibit A Building Division Manager/Building Official Job Description](#) 

[Exhibit B Non Rep Salary Scale](#) 

**It was moved by Linda Dietzman, seconded by Steve Hogan that Resolution No. 1312 be read by title only. The motion carried unanimously.**

**It was moved by Linda Dietzman, seconded by Steve Hogan that Resolution No. 1312 be adopted. The motion carried unanimously.**

**XI. FINANCE**

**A. Ordinance No. 2714 Repealing Code to Replace with 2015 Fee Schedule**

Details: Ordinance No. 2714 repeals section of City of Camas Municipal Code (CMC) which pertains to set fees. The City Council will first repeal codified fees in the CMC by referencing a fee schedule. This action will follow with a resolution repealing fees adopted by previous resolutions. The final resolution City Council will consider establishes a 2015 Fee Schedule with an effective date of January 1, 2015. City Council considered the 2015 Fee Schedule on November 3, 2014 and held a public hearing on November 17, 2014. In 2015, staff intends to analyze by department the current rate structures to ensure proper cost recovery while providing the appropriate level of service to the citizens. The first department will be the Fire Marshal's Office in January. Staff is recommending the fee schedule be indexed to the Consumer Price Index and reviewed every five years to ensure cost recovery.

Department/Presenter: Cathy Huber Nickerson, Finance Director

[Ordinance 2714](#) 

[Ordinance 2714 executed](#) 

**It was moved by Greg Anderson, seconded by Melissa Smith that Ordinance No. 2714 be read by title only. The motion carried unanimously.**

**It was moved by Greg Anderson, seconded by Steve Hogan that Ordinance No. 2714 be adopted and published according to law. The motion carried unanimously.**

**B. [Resolution No. 1313 Repealing Prior Resolutions to Replace with 2015 Fee Schedule](#)**

Details: Resolution No. 1313 repeals resolutions previously adopted for the establishment of fees. The final resolution City Council will consider establishes a 2015 Fee Schedule with an effective date of January 1, 2015. City Council considered the 2015 Fee Schedule on November 3, 2014, and held a public hearing on November 17, 2014.

Department/Presenter: Cathy Huber Nickerson, Finance Director

[Resolution 1313](#) 

[Resolution 1313 executed](#) 

**It was moved by Don Chaney, seconded by Melissa Smith that Resolution No. 1313 be read by title only. The reading did not, but should have included repealing Resolution 1169. The motion carried unanimously.**

**It was moved by Don Chaney, seconded by Melissa Smith that Resolution No. 1313 be adopted. The motion carried unanimously.**

**C. [Resolution No. 1314 Adopting the City of Camas Fee Schedule](#)**

Details: This resolution establishes a 2015 Fee Schedule with an effective date of January 1, 2015. City Council considered the 2015 Fee Schedule on November 3, 2014, and held a Public Hearing on November 17, 2014.

Department/Presenter: Cathy Huber Nickerson, Finance Director

[Resolution 1314](#) 



[Resolution 1314 executed](#) 

[Attachment A Fee Schedule](#) 

**It was moved by Linda Dietzman, seconded by Melissa Smith that Resolution No. 1314 be read by title only. The motion carried unanimously.**

**It was moved by Linda Dietzman, seconded by Melissa Smith that Resolution No. 1314 be adopted. The motion carried unanimously.**

**D. [Ordinance No. 2715 Ad Valorem Taxes for the General Fund](#)**

Details: Ordinance No. 2715 2015 sets the 2015 ad valorem property tax levy. City Council considered increasing the property tax levy by the lawful limit of 1% on November 3, 2014. In addition, a public hearing on November 17, 2014, was held for citizen comment.

Department/Presenter: Cathy Huber Nickerson, Finance Director

[Ordinance 2715](#) 

[Ordinance 2715 executed](#) 

Mayor commented about the amount of work and the Camas attitude of being conservative with the budget. This ordinance will add one percent to the budget and will allow an additional police officer and add an additional Information Technology position in year two of this budget cycle.

Chaney expressed his concurrence to Mayor's comments.

**It was moved by Don Chaney, seconded by Shannon Turk that Ordinance No. 2715 be read by title only. The motion carried unanimously.**

**It was moved by Greg Anderson, seconded by Don Chaney that Ordinance No. 2715 be adopted and published according to law. The motion carried unanimously.**

**E. [Ordinance No. 2716 -2015 Emergency Management Services \(EMS\) Levy](#)**

Details: Ordinance No. 2716 sets the 2015 (EMS) property tax levy. City Council considered increasing the property tax levy by the lawful limit of 1% on November 3, 2014. In addition, a public hearing on November 17, 2014, was held for citizen comment.

Department/Presenter: Cathy Huber Nickerson, Finance Director

[Ordinance 2716](#) 

[Ordinance 2716 executed](#) 

Chaney clarified with Huber Nickerson that the City of Washougal is participating in the cost this year and that East County Fire and Rescue will participate next year.

**It was moved by Greg Anderson, seconded by Melissa Smith that Ordinance No. 2716 be read by title only. The motion carried unanimously.**


**It was moved by Don Chaney, seconded by Greg Anderson that Ordinance No. 2716 be adopted and published according to law. The motion carried unanimously.**

**F.** [Ordinance No. 2717 - 2015 Unlimited Tax General Obligation Bond Levy](#)

Details: Ordinance No. 2717 sets the 2015 Unlimited Tax General Obligation Bond property tax levy. City Council considered lowering the property tax levy to \$625,000 on November 3, 2014. In addition, a public hearing on November 17, 2014, was held for citizen comment.

Department/Presenter: Cathy Huber Nickerson, Finance Director

[Ordinance 2717](#) 

[Ordinance 2717 executed](#) 

**It was moved by Linda Dietzman, seconded by Steve Hogan that Ordinance No. 2717 be read by title only. The motion carried unanimously.**

**It was moved by Linda Dietzman, seconded by Steve Hogan that Ordinance No. 2717 be adopted and published according to law. The motion carried unanimously.**

**G.** [Ordinance No. 2718 - 2014 Fall Omnibus Budget](#)

Details: Ordinance No. 2718 modifies the 2014 Budget Ordinance. City Council considered the presentation of the fourteen decision packages for a supplemental increase of \$513,365 on November 3, 2014. In addition, a public hearing on November 17, 2014, was held for citizen comment.

Department/Presenter: Cathy Huber Nickerson, Finance Director

[Ordinance 2718](#) 

[Ordinance 2718 executed](#) 

**It was moved by Shannon Turk, seconded by Tim Hazen that Ordinance No. 2718 be read by title only. The motion carried unanimously.**

**It was moved by Shannon Turk, seconded by Tim Hazen that Ordinance No. 2718 be adopted and published according to law. A roll call vote was taken with all the members voting “Aye”.**

#### **H. [Ordinance No. 2719 - 2015 - 2016 Budget](#)**

Details: Ordinance No. 2719 establishes the 2015-2016 Budget. City Council considered the presentation of the appropriation of \$115,779,342 on November 3, 2014. In addition, a public hearing on November 17, 2014, was held for citizen comment.

Department/Presenter: Cathy Huber Nickerson, Finance Director

[Ordinance 2719 2015-2016 Budget Ordinance](#) 

[Ordinance 2719 executed](#) 

[Attachment A 2015-2016 Budget](#) 

**It was moved by Shannon Turk, seconded by Linda Dietzman that Ordinance No. 2719 be read by title only. The motion carried unanimously.**

**It was moved by Shannon Turk, seconded by Greg Anderson that Ordinance No. 2719 be adopted and published according to law. The motion carried unanimously.**

#### **XII. [PUBLIC COMMENTS](#)**

There was no one from the public who wished to speak.

#### **XIII. [ADJOURNMENT](#)**

The meeting adjourned at 8:07 p.m. and Council went into a closed session to discuss personnel.

#### **XIV. CLOSED SESSION**

##### **A. Personnel**

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 Nov. 25, 2014**

[Dec. 1st Council Agenda with Supporting Documents](#) 

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Mayor

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City Clerk