



## CITY COUNCIL REGULAR MEETING MINUTES

Monday, July 07, 2014 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, Linda Dietzman, Tim Hazen, Steve Hogan, Melissa Smith, and Shannon Turk

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

Press: There were no members of the press present

### **IV. PUBLIC COMMENTS**

David Sanks, 716 NE 5th Avenue, Camas, commented about the condition of the west side landscaping and building of Camas Public Library. Capell will respond to Sanks' concerns this week.

Mayor Higgins pulled Item N. from the Consent Agenda and added the topic as **VII. PUBLIC WORKS**, Item A.

### **V. CONSENT AGENDA**

**A.** Approved the minutes of the June 16, 2014, Camas City Council Meeting and the work session minutes of June 16, 2014.

[June 16th Council Meeting Minutes](#) 

[June 16th Workshop Minutes](#) 

- B.** Approved claim checks numbered 122025-122249 in the amount of \$795,643.61.
- C.** Authorized Pay Estimate No. 2 for Project WS-714 and WS-729 Water and Sewer Casing Installation under the Burlington Northern Sante Fe railroad tracks in the amount of \$48,357.08 to 3 Kings Environmental for work completed through June 30, 2014. (submitted by James Carothers)

[Pay Estimate No. 2](#) 

- D.** Authorized Pay Estimate No. 1 for Project S-590 Lake Road ½ Street Improvements to Michael Green Construction, Inc., in the amount of \$31,838.25 for work through June 26, 2014. (submitted by James Hodges)

[S-590 Pay Estimate No. 1](#) 

- E.** Authorized Pay Estimate No. 1 for Project WS-741 2014 STEP/STEF Tank Pumping to AAA Septic Services, LLC, in the amount of \$13,053.34 for work completed through June 30, 2014. (submitted by James Hodges)

[WS-741 Pay Estimate No. 1](#) 

- F.** Approved the Interlocal Cooperative Agreement for administering surcharge funds generated as a result of House Bill 2060. In 2002, the Washington State Legislature passed Substitute House Bill 2060, codified in Revised Code of Washington (RCW) 36.22.178 and called it the Affordable Housing for All Surcharge. The statute authorizes a ten dollar surcharge on documents recorded by the County Auditor's office with the funds to be used for housing programs for extremely low and very low income households. The proceeds from these funds provide support for shelters, transitional housing and permanent housing. (submitted by Peter Capell)

[House Bill 2060 Interlocal Cooperative Agreement](#) 

- G.** Approved the Intergovernmental Agreement to participate in the Community Development Block Grant (CDBG) Program. The City has participated in the CDBG for many years. The grants have assisted the City in building numerous projects. We first signed the three-year agreement in 1997 and it has automatically renewed every three years. The Intergovernmental Agreement language has been updated, requiring

it to be executed at this time for the 2015 - 2017 period of the agreement. This Intergovernmental Agreement will also automatically renew, unless we choose to terminate the agreement. (submitted by Peter Capell)

#### [CDBG Intergovernmental Agreement](#)

- H. Authorized the Mayor to execute Change Order No. 1 in the amount of \$0.00 to McDonald Excavating, Inc., for Project S-566 NW Friberg Street and Goodwin Road Improvements. Change Order No. 1 allows the contractor to close a section of NW Friberg from July 18th through August 29th, 2014. There isn't an impact on the project cost or on the working days. (submitted by James Carothers)

#### [S-566 Change Order No. 1](#)

- I. Authorized the Engineering Manager to sign Consultant Contract Supplemental Agreement No. 3 for Project S-566 NW Friberg Street and Goodwin Road Improvements with Harper Houf Peterson Righellis, Inc., for an amount not to exceed \$143,161.36. This contract amendment provides for Project Management, Survey, Engineer Plan Preparation for Professional Services Engineering (PSE), Final Right-of-Way Documents, and Construction Management Services for the project. The new total contract amount shall not exceed \$978,423.36. (submitted by James Carothers)

#### [PSC Amendment 3](#)

- J. Authorized the Engineering Manager to sign the Professional Services Contract with HDJ Design Group, for assistance with the preparation of an Americans with Disabilities Act (ADA) Transition Plan for public facilities within the public rights-of-way, in an amount not to exceed \$20,070. HDJ will provide assistance with a self-evaluation of ADA accommodations criteria for pedestrian facilities within the public rights-of-way, such as curb ramps, sidewalks and paths, crosswalks, and traffic signals. This evaluation will provide the documentation for the assembling of a transition plan. The transition plan will identify a means of retrofitting upgrades per the ADA guidelines in a fiscally and chronologically reasonable manner. The transition plan is a requirement for public agencies with 50 or more employees per Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990. (submitted by James Carothers)

#### [ADA Professional Services Contract](#)

- K. Authorized the Engineering Manager to sign the Professional Services Contract with HDJ Design Group, for Project No. S-584 NW 6th and

Norwood Traffic Signal Design, in an amount not to exceed \$50,075.  
(submitted by James Carothers)

[Professional Services Contract](#) 

[Professional Services Contract Ex B 2](#) 

- L.** Awarded the design contract to OTAK Engineering for Project SS-593 Julia Street Pond in the amount of \$49,524. As discussed at the June 16, 2014, Workshop, this proposal will evaluate alternative design options, select preferred option and prepare required documentation for environmental permitting for the improvements to the Julia Street Stormwater Pond. This is a budgeted item and consistent with the adopted Stormwater Comprehensive Plan. The adopted budget allocates \$50,000 for this project design. (submitted by Eric Levison)

[OTAK Agreement](#) 

[OTAK Fee Schedule](#) 

- M.** Awarded the contract for Project No. S-589A 2014 Grind and Overlay to Granite Construction Company in the amount of \$319,319.00. This contract provides for the pavement restoration on Lake Road from Everett to Sierra. Granite Construction Company was the responsible low bid at \$319,319.00 which was below the engineer's estimate. This is a budgeted item. (submitted by Eric Levison)

[S-589A Bid Tab](#) 

*Item N. was pulled from the Consent Agenda and added to the Regular Agenda under VII Public Works, Item A.*

- N.** Award the bid for Project No. P-899 Fallen Leaf Park ADA Improvements to PD Badertscher Construction, LLC in the amount of \$15,011.23. This improvement is required to provide legal ADA access to the shelter area. The improvement also includes designated parking spaces and a compliant ramp with railing. Staff recommends reprioritization of the existing budget authority to fund this project. (submitted by Eric Levison)

[Fallen Leaf Bid Tab](#) 

- O.** Authorized the Mayor to sign a professional services contract with Cogan Owens Cogan in an amount not to exceed \$53,750. This is for conducting a visioning process as part of the 2016 City of Camas Comprehensive Plan Update. (submitted by Phil Bourquin)

[Camas Visioning Contract](#) 

**It was moved by Melissa Smith, seconded by Don Chaney 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**

Levison noted that a Waste Water Treatment Plant energy savings project would be added to the July 21, 2014, Consent Agenda, in the amount of \$10,000 for a consultant fee to Abacus.

Capell announced there will be an offsite meeting for City of Camas Department Heads this week with the biannual budget and the strategic plan for Camas the main topics.

### **B. Council**

Hogan commented on the 4th of July Car Show and fireworks in the Camas area.

Mayor Higgins commented on fireworks during the Fourth of July season.

Hazen commented on the car show, volunteers that were needed for the Camas Days Parade, the Camas Finance Committee and the fireworks.

Turk attended Hoopin' with the Heroes and other events.

Chaney commented that Council should maintain a consistent schedule following the schedule for other local jurisdictions such as Washougal and Vancouver for the Fourth of July and thanked Capell for his work on the strategic plan.

Anderson commented on the car show, attended the Economic Development subcommittee, and obtained the consensus of Council members to speak on their behalf at the upcoming C-Tran Board Meeting.

Chaney requested that a process be developed for handling incoming communication addressed to all of the Council members. Capell will facilitate this process.

## VII. MAYOR

- A. Announcements
- B. Appointments to the Salary Commission and the Parking Advisory Committee

Salary Commission and Parking Advisory Committee 

**It was moved by Melissa Smith, seconded by Greg Anderson to approve the appointments to the Salary Commission. The motion carried unanimously.**

**It was moved by Steve Hogan, seconded by Linda Dietzman to approve the appointments to the Parking Advisory Committee. The motion carried unanimously.**

## VIII. PUBLIC WORKS (Item N was moved from the Consent Agenda during the meeting)

- A. Project No. P-899 Fallen Leaf Park ADA Improvements to PD Badertscher Construction, LLC, in the amount of \$15,011.23 came in as an minor irregular bid. This improvement is required to provide legal ADA access to the shelter area. The improvement also includes designated parking spaces and a compliant ramp with railing. Staff recommends reprioritization of the existing budget authority to fund this project. Department/Presenter: Eric Levison, Public Works Director

**It was moved by Melissa Smith and seconded by Steve Hogan to deem the irregular bid a minor regularity and to move for approval and award the bid for Project No. P-899 to the apparent low bidder, PD Badertscher Construction, LLC, in the amount of \$15,011.23. The motion carried unanimously.**

## IX. COMMUNITY DEVELOPMENT

- A. Resolution No. 1299 Authorizing the Road Closure for a Portion of NW Friberg/Strunk Street

Details: This resolution allows the contractor to close Friberg/Strunk Street from the northernmost driveway of the Union High School property north to NE 13th Street/Goodwin Road. The duration of the road closure will be no sooner than July 18th, 2014, to no later than August 29th, 2014. Access for emergency vehicles and residents is to be maintained during this road closure.

Department/Presenter: James Carothers, Engineering Manager

**It was moved by Linda Dietzman, seconded by Greg Anderson that Resolution No. 1299 be read by title only. The motion carried unanimously.**

**It was moved by Linda Dietzman, seconded by Greg Anderson to adopt Resolution No. 1299. The motion carried unanimously.**

[Resolution 1299](#) 

## **X. ADMINISTRATION**

### **A. [Resolution No. 1300 Adopting the Duties and Qualifications for the Administrative Services Director](#)**

Details: The position of Administrative Services Director was created and a salary schedule was adopted as part of the 2014 budget. At that time, it did not include duties and qualifications for the position.

Department/Presenter: Pete Capell, City Administrator

**It was moved by Shannon Turk, seconded by Linda Dietzman that Resolution No. 1300 be read by title only. The motion carried unanimously.**

**It was moved by Shannon Turk, seconded by Linda Dietzman that Resolution No. 1300 be adopted. The motion carried unanimously.**

[Resolution 1300](#) 

## **XI. PUBLIC COMMENTS**

There were no comments from the public.

## **XII. ADJOURNMENT**

The meeting adjourned at 7:35 p.m.

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

**Quick Preview of Agenda and Supporting Documents - Posted July 3, 2014**

July 7, 2014 Agenda Packet 

---

Mayor

---

City Clerk