

CITY COUNCIL REGULAR MEETING MINUTES Monday, December 17, 2012 at 7:00 p.m. Camas 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, Don Chaney, Linda Dietzman, Tim Hazen, Steve Hogan,

Melissa Smith (departed at 7:45 p.m.), and Shannon Turk

Staff: Kristin Berquist, Phil Bourquin, James Carothers, Leisha Copsey, Joan

Durgin, Lloyd Halverson, Eric Levison and Shawn MacPherson

Press: Heather Acheson, Camas-Washougal Post Record

Mayor commented on the recent school shooting tragedy in Connecticut and asked everyone to join him for a moment of silence to honor the innocent children and teachers that lost their lives.

IV. **PUBLIC COMMENT**

There were no comments from the public.

V. **CONSENT AGENDA**

A. Approve the minutes of the December 3, 2012, Camas City Council Meeting and the work session minutes of December 3, 2012.

December 3, 2012, Camas City Council Meeting Minutes (revised)



December 3, 2012, Camas City Council Work Session Minutes



- **B.** Approve claim checks 115569-115726 in the amount of \$513,568.31.
- C. Authorize Pay Estimate No. 4 (final) for Project SS-559 2012 NW Lake Road Invasive Species Removal to Sound Native Plants in the amount of \$3,339.90. This pay estimate includes the amount for Change Order No. 1 and the work covers the 4th maintenance period, Bid Item No. 5, and Change Order No. 1. In lieu of a bond,

the City is withholding 50% of the total contract amount per RCW 39.08.010. This is a budgeted project.

SS-559 2012 NW Lake Road Pay Estimate S

D. Authorize Release of Retainage for Project SS-559 2012 NW Lake Road Invasive Species Removal to Sound Native Plants in the amount of \$5,248.50. All required documentation has been received. Release of approval from Labor & Industries, the Department of Revenue and the Employment Security Department are not required as the contract amount is less than \$35,000. The contract amount is \$11,378.75. In lieu of a bond, the City is withholding 50% of the total contract amount per RCW 39.08.010. This is a budgeted project.

SS-559 2012 NW Lake Road Release of Retainage

E. Authorize Pay Estimate No. 4 (final) for Project SS-560 2012 NW Leadbetter Drive Wetland Area Invasive Species Maintenance to Sound Native Plants in the amount of \$542.71. The work covers the 4th maintenance period and Bid Item No. 5. In lieu of a bond, the City is withholding 50% of the total contract amount per RCW 39.08.010. This is a budgeted project.

SS-560 2012 NW Leadbetter Drive Pay Estimate S

F. Authorize Release of Retainage for Project SS-560 2012 NW Leadbetter Drive Wetland Area Invasive Species Maintenance to Sound Native Plants in the amount of \$2,546.03. All required documentation has been received. Release of approval from Labor & Industries, the Department of Revenue and the Employment Security Department are not required as the contract amount is less than \$35,000. The contract amount is \$5,519.78. In lieu of a bond, the City is withholding 50% of the total contract amount per RCW 39.08.010. This is a budgeted project.

SS-560 2012 NW Leadbetter Drive Release of Retainage

G. Authorize Pay Estimate No. 4 (final) for Project SS-561 2012 Grass Valley Park Invasive Species Maintenance to Sound Native Plants in the amount of \$646.34. The work covers the 6th and 7th maintenance periods and Bid Items No. 7 and 8. In lieu of a bond, the City is withholding 50% of the total contract amount per RCW 39.08.010. This is a budgeted project.

SS-561 2012 Grass Valley Park Pay Estimate 🦠

H. Authorize Release of Retainage for Project SS-561 2012 Grass Valley Park Invasive Species Maintenance to Sound Native Plants in the amount of \$2,492.05. All required documentation has been received. Release of approval from Labor & Industries, the Department of Revenue and the Employment Security Department are not required as the contract amount is less than \$35,000. The contract amount is \$5,402.76. In lieu of a bond, the City is withholding 50% of the total contract amount per RCW 39.08.010. This is a budgeted project.

SS-561 2012 Grass Valley Park Release of Retainage

- I. Authorize the write-off of ambulance billings for October in the amount of \$62,452.13, and for November in the amount of \$56,175.08. These accounts are Medicare/Medicaid patients that the City has collected from all that is available. The balance is to be written off.
- J. Authorize the write-off of the \$180.53 balance on utility account No. 9914. The City Attorney advised the Finance Department to write-off this balance because the City tried to hold a new tenant responsible for a prior tenant's bill. The City has no recourse on payment from the prior tenant.

Utility Account 9914 >>>

K. Authorize the Mayor to sign the Professional Services Agreement with Miller Consulting Engineers (MCE) for Project WS-656C Wastewater Treatment Plant (WWTP) Fall Protection Evaluation for an amount not to exceed \$7,279. Working with the Operations Safety Committee, the engineering staff has researched various options for resolving a number of potential fall hazard issues at the Camas WWTP. A proposal has been solicited from MCE to evaluate (3) options for correcting the problem. MCE of Portland has agreed to perform this work for an amount not to exceed \$7,279.

Miller Consulting Engineers Professional Services Agreement

L. Approve the Energy Services Proposal Contract with Abacus Engineering in the amount of \$377,831. The contract for energy services is for the design, installation, and energy monitoring for the Camas Police Department HVAC system replacement and Library energy upgrades. This contract was developed under the guidance of the Washington State Department of Enterprise Services Agreement. As part of the contract, Abacus Engineering will assist the City in submitting a Department of Commerce Energy Grant Application which is due January 15, 2013. This item was presented at the December 3rd workshop.

Energy Services Proposal Contract with Abacus Engineering

Revised Energy Services Proposal Contract with Abacus Engineering

M. Authorize the Mayor to sign the Professional Services Contract with Capitol Asset and Pavement Services, Inc., for development of a pavement management system in the amount of \$18,500. This contract was discussed at the December 3, 2012, Council Workshop.

Professional Services Contract with Capitol Asset and Pavement Services, Inc.

N. Approve the Professional Services Contract with CH2MHill for Project WS-709 544 Foot Pressure Zone in an amount not to exceed \$747,911. This contract was discussed at the December 3, 2012, Council Workshop. The Professional Service Agreement provides for the design of project.

Camas Final Cost

Scope of Work >>>

It was moved by Linda Dietzman, seconded by Tim Hazen to approve the Consent Agenda. The motion carried unanimously.

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

VI. NON-AGENDA ITEMS

A. Staff

There were no comments from staff.

B. Council

Hogan, Dietzman and Hazen stated that they attended the Hometown Holidays celebration.

Smith informed Council that she would not be staying for the entire meeting and would be leaving around 8:00 p.m.

Anderson wished everyone a Merry Christmas.

VII. **MAYOR**

A. Announcements

Mayor wished everyone a Merry Christmas and a Happy New Year. He also thanked Council and staff for their work throughout the year.

B. Camas City Council Committee appointments (All appointments are listed on the City's website.)

2013 Camas City Council Committee appointments (revised)



It was moved by Linda Dietzman, seconded by Greg Anderson to have Councilmember Don Chaney serve as Mayor pro tem for the year 2013. The motion carried with Don Chaney abstaining from the vote.

It was moved by Greg Anderson, seconded by Steve Hogan that the 2013 Camas City Council Appointments, as recommended by the Mayor, be adopted. The motion carried unanimously.

C. Appointments to Boards and Commissions

Appointments to Boards and Commissions (attachment added December 17, 2012)

It was moved by Melissa Smith, seconded by Linda Dietzman to approve the Mayor's recommendations to the City's Boards and Commissions. The motion carried unanimously.

D. Council confirmation vote of Mayor's appointment to the position of City Administrator (item added December 17, 2012)

It was moved by Shannon Turk, seconded by Greg Anderson for the consent and approval of Mayor's appointment of Nina Regor as the City Administrator effective January 25, 2013. The motion carried unanimously.

VIII. COMMUNITY DEVELOPMENT

A. Public Hearing - 2012 Annual Comprehensive Plan Review

Details: Each year in the months leading up to January, the City announces that proposed amendments to the Comprehensive Plan will be received for 30 days. The 2012 announcement was published in the Camas Post Record and ran November 1, 2011, through December 6, 2011. Proposals considered by the Planning Commission were fully discussed in Section III of the attached Staff Report. All amendments must be considered concurrently so that the cumulative effect of the various proposals can be ascertained. The Planning Commission held a hearing on November 20, 2012, to consider the requests cumulatively and forwarded on a recommendation as to the amendments to the Comprehensive Plan Map and Zoning Map.

Department/Presenter: Phil Bourquin, Community Development Director

Staff Report

2012 Comprehensive Plan Amendments

Draft Comprehensive Plan Map

Draft Zoning Map

Mayor opened the public hearing at 7:17 p.m.

The following members of the public gave testimony: Manoj "D" Kripalani, PO Box 451, Camas; Randy Printz, 805 Broadway Street, Ste. 1000, Vancouver; Paul Dennis, 1700 Main Street, Ste. 208, Washougal; and Karen Dayley, 735 NW 24th Avenue, Camas.

Mayor closed the public hearing at 7:42 p.m., as there was no further public testimony.

Smith departed the meeting at 7:45 p.m.

It was moved by Don Chaney, seconded by Shannon Turk to:

Approve (A) Park Comprehensive Plan and Zoning: the proposed amendments to the Comprehensive Plan Map and Zoning Map to add park designations.

Table (B) <u>CPA 12-01 Northshore</u>: the proposed amendments and reconsider under the 2013 Annual Comprehensive Plan Cycle.

Table(C) <u>North Dwyer Creek Master Plan</u>: the proposed amendments and reconsider under the 2013 Annual Comprehensive Plan Cycle.

Reject (D) Zoning at Camas Produce: the proposed zoning amendment and instead amend the City's commercial use table at Camas Municipal Code (CMC) §18.07.030, to allow a small scale grocery store to be a permitted use in the Neighborhood Commercial (NC) Zone.

Approve (E) Comprehensive Plan and Zoning west of NE Ingle Road: the amendment to change six tax parcels from the designation of Commercial, to be Single-family Low, with an associated zone change to Residential 20,000 (R-20). The tax parcels are numbered as follows: 171701-000, 171701-010, 172344-010, 172344-005, 172343-000, and 172344-000, which are all located west of NE Ingle Road.

The motion carried unanimously.

B. Ordinance No. 2666 - 2012 Annual Comprehensive Plan Review

Details: Ordinance directing the Community Development Director to amend the City of Camas Comprehensive Plan Map and Zoning Map under the 2012 Annual Comprehensive planning process

Department/Presenter: Phil Bourquin, Community Development Director

Ordinance No. 2666

It was moved by Don Chaney, seconded by Shannon Turk that Ordinance No. 2666 be read by title only. The motion carried unanimously.

It was moved by Don Chaney, seconded by Linda Dietzman that Ordinance No. 2666 be adopted and published according to law. The motion carried with unanimously.

C. Public Hearing - Parks Zoning

Details: Amendments to the CMC establishing development standards for parks consistent with the goals and policies of the 2007 Park, Recreation, and Open Space Comprehensive Plan

Department/Presenter: Phil Bourquin, Community Development Director

Park Zoning Staff Report

Mayor opened and closed the public hearing at 8:06 p.m., as there was no one from the public that wished to testify.

It was moved by Linda Dietzman, seconded by Shannon Turk that Camas City Council accept the recommendations of staff to amend CMC Section 18.05.020 *Districts Designated*; add Section 18.05.070 *Park Zoning*; amend Chapter 18.07 to include 18.07.030 *Table 2 - Park land uses*; and adopt a new chapter to Title 18, Chapter 18.32 *Park Zoning* to the CMC. The motion carried unanimously.

D. Ordinance No. 2667 - Parks zoning and miscellaneous code amendments

Details: Ordinance adopting amendments to the CMC, Chapter 18.05, Chapter 18.07, and adopting a new chapter under the CMC titled 18.32 Parks Zoning

Department/Presenter: Phil Bourquin, Community Development Director

Ordinance No. 2667

It was moved by Linda Dietzman, seconded by Steve Hogan that Ordinance No. 2667 be read by title only. The motion carried unanimously.

It was moved by Linda Dietzman, seconded by Steve Hogan that Ordinance No. 2667 be adopted and published according to law. The motion carried unanimously.

E. Public Hearing - Amendments to the City of Camas Capital Facilities Plan (CFP) to include the "2013 Capital Facilities Plan List Update"

Details: The proposed list updates the "2012 CFP List Update" to include project additions, deletions, and minor alterations. This update is being conducted in conjunction with the 2013 budget adoption process as allowed by state statute. These revisions are intended to create harmony between the proposed 2013 budget and the CFP list of projects for 2013.

Department/Presenter: James Carothers, Engineering Manager

2013 Capital Facilities Plan List Update

Mayor opened and closed the public hearing at 8:10 p.m., as there was no one from the public that wished to testify.

It was moved by Greg Anderson, seconded by Steve Hogan to approve the proposed City of Camas CFP to include the 2013 CFP List Update. The motion carried unanimously.

F. Ordinance No. 2668 amending the CFP by revising the Capital Projects List

Details: This ordinance adopts the revisions to the CFP list of projects in the Camas Comprehensive Plan. This update is being conducted concurrently with the adoption of the City Budget, as provided for by RCW 36.70A.130(2)(a)(iv) and WAC 365-196-640(3)(b)(iv).

Department/Presenter: James Carothers, Engineering Manager

Ordinance No. 2668

2013 Capital Facilities Plan List Update

It was moved by Shannon Turk, seconded by Steve Hogan that Ordinance No. 2668 be read by title only. The motion carried unanimously.

It was moved by Shannon Turk, seconded by Steve Hogan that Ordinance No. 2668 be adopted and published according to law. The motion carried unanimously.

IX. FINANCE

A. Public Hearing to consider the budget ordinance for the City of Camas for fiscal year 2013

Details: The budget planning process started in July with significant analysis and input from the whole administrative team and legislative body. Ordinance No. 2669 adopting the budget for the City of Camas for the fiscal year beginning January 1, 2013, was presented to Council for consideration.

Department/Presenter: Joan Durgin, Finance Director

Ordinance No. 2669

Mayor opened and closed the public hearing at 8:16 p.m., as there was no one from the public that wished to testify.

It was moved by Linda Dietzman, seconded by Greg Anderson that Ordinance No. 2669 be read by title only. The motion carried unanimously.

It was moved by Greg Anderson, seconded by Don Chaney that Ordinance No. 2669 be adopted and published according to law. The motion carried unanimously.

B. Ordinance No. 2670 appropriating \$150,000 from the Emergency Rescue Fund

Details: The City received the Staffing for Adequate Fire and Emergency Response (SAFER) grant to fund three new firefighters; when they were hired, one and a half new employees were allocated to the Emergency Rescue Fund and one and a half to the General Fund. This grant was not anticipated during the budget process so the hiring of new personnel was not budgeted; however the grant revenues cover most related expenses. Overtime costs have exceeded the budget and this

ordinance authorizes additional budget authority for that as well. Termination costs of an employee was also not planned or budgeted for.

Department/Presenter: Joan Durgin, Finance Director

Ordinance No. 2670

It was moved by Shannon Turk, seconded by Tim Hazen that Ordinance No. 2670 be read by title only. The motion carried unanimously.

It was moved by Shannon Turk, seconded by Tim Hazen that Ordinance No. 2670 be adopted and published according to law. The motion carried unanimously.

C. Ordinance No. 2671 appropriating \$100,000 from General Fund

Details: The City received the SAFER grant to fund three new firefighters; when they were hired, one and a half new employees were allocated to the Emergency Rescue Fund and one and a half to the General Fund. This grant was not anticipated during the budget process so the hiring of new personnel was not budgeted; however the grant revenues cover most related expenses. Overtime costs have exceeded the budget and this ordinance authorizes additional budget authority for that as well.

Department/Presenter: Joan Durgin, Finance Director

Ordinance No. 2671

It was moved by Greg Anderson, seconded by Steve Hogan that Ordinance No. 2671 be read by title only. The motion carried unanimously.

It was moved by Shannon Turk, seconded by Tim Hazen that Ordinance No. 2671 be adopted and published according to law. The motion carried unanimously.

D. Resolution No. 1255 authorizing the Emergency Rescue Fund to borrow \$84,939 from the General Fund

Details: This fund has insufficient cash to meet operating costs and will need a loan before year end. This cash shortage was anticipated during the construction of the budget.

Department/Presenter: Joan Durgin, Finance Director

Resolution No. 1255

It was moved by Steve Hogan, seconded by Greg Anderson that Resolution No. 1255 be read by title only. The motion carried unanimously.

It was moved by Steve Hogan, seconded by Shannon Turk that Resolution No. 1255 be adopted. The motion carried unanimously.

X. <u>ADMINISTRATION</u>

A. 2013 City of Camas Legislative Shortlist

Details: This is the official 2013 City of Camas Legislative Shortlist. This topic was previously discussed at prior Council Workshops.

Department/Presenter: Lloyd Halverson, City Administrator

2013 City of Camas Legislative Shortlist

It was moved by Linda Dietzman, seconded by Steve Hogan to approve the 2013 City of Camas Legislative Shortlist and to add the sentence "Require legislative oversight of regulations and rules issued by departments of government." to the end of the title of item number 3 and swapping item number 1 with item number 3. The motion carried unanimously.

XI. ADJOURNMENT

The meeting adjourned at 8:34 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 person with special needs have opportunities to participate. For more information, please call 360.834.6864.

Quick Preview of Agenda and Supporting Documents - posted December 12, 2012

Council Agenda with Supporting Document	
Mayor	City Clerk