



**CITY COUNCIL REGULAR MEETING AGENDA**  
**Monday, August 7, 2017, 7:00 PM**  
**City Hall, 616 NE 4th Avenue**

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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 July 17, 2017 Camas City Council Regular and Workshop Meeting minutes.

 [July 17, 2017 Camas City Council Regular Meeting Minutes - Draft](#)

[July 17, 2017 Camas City Council Workshop Meeting Minutes - Draft](#)

- B. Approve the automated clearing house and claim checks as approved by the Finance Committee.

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

**VIII. MEETING ITEMS**

- A. Appointment to the Civil Service Commission  
Details: Mayor Higgins recommends appointment of Brody Barnes to serve on the Civil Service Commission. This appointment will fill the remainder of the term vacated by Tanis Knight and will expire on December 31, 2020. His term is effective immediately.  
Presenter: Pete Capell, City Administrator  
Recommended Action: Staff recommends Council accept this Civil Service Commission appointment as recommended by the Mayor.

- B. Ordinance No. 17-011 Reducing the Speed Limit for a Portion of State Route 500 (SR-500)  
Details: Ordinance No. 17-011 adopts the findings of justification by the Washington State Department of Transportation (WSDOT) to extend the 35 mile per hour zone an additional half mile north on SR-500. The transition from 35 miles per hour to 50 miles per hour will be posted approximately 350 feet north of SE 5th Street.  
Presenter: James Carothers, Engineering Manager  
Recommended Action: Staff recommends Council move to adopt Ordinance No. 17-011 and publish according to law.

 [Ordinance No. 17-011 Reducing the Speed for a Portion of SR-500](#)  
[SR-500 Revised Posted Speed Change Proposal Map](#)

- C. Ordinance No. 17-012 Ratifying and Approving Public Works Trust Fund (PWTF) Loan  
Details: This ordinance formally approves a PWTF Loan for \$2,040,000 with the State of Washington that was entered into on August 6, 2012. This loan is for the Gregg Reservoir project and will be repaid with funds from water utility billing.  
Presenter: Cathy Huber Nickerson, Finance Director  
Recommended Action: Staff recommends Council move to adopt Ordinance No. 17-012 and publish according to law.

 [Ordinance No. 17-012 Ratifying and Approving PWTF Loan](#)

## **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 REGULAR MEETING MINUTES - DRAFT

Monday, July 17, 2017, 7:00 PM

City Hall, 616 NE 4th Avenue

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### 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, Connie Urquhart and Alicia Pacheco (intern)

Press: No one from the press was present

### IV. PUBLIC COMMENTS

Scott Culbertson, 4739 NW Aspen Court, Camas, commented about fireworks.

Heidi Culbertson, 4739 NW Aspen Court, Camas, commented about fireworks.

John Ley, 444 NW Fremont Street, Camas, commented about bridge tolls.

### V. CONSENT AGENDA

- A. Approved the July 3, 2017 Camas City Council Regular and Workshop Meeting minutes.

 [July 3, 2017 Camas City Council Regular Meeting Minutes - Draft](#)  
[July 3, 2017 Camas City Council Workshop Meeting Minutes - Draft.pdf](#)

- B. Approved the automated clearing house and claim checks numbered 133740 to 133872 in the amount of \$2,116,592.46.

- C. Authorized the write-off of the June 2017 Emergency Medical Services (EMS) billings in the amount of \$94,685.96. 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)

## VI. NON-AGENDA ITEMS

### A. Staff

There were no comments from staff.

### B. Council

Hogan commented about the Downtown Camas Association (DCA) Annual Car Show.

Hazen announced the Camas Days activities and parades taking place this weekend.

Smith announced the Camas Days Kids Parade on Friday.

Turk announced Concerts in the Park on Thursday.

Chaney commented about bridge tolls.

## VII. MAYOR

### A. Announcements

Mayor had no announcements.

### B. Mayor's Volunteer Spirit Award

 [July 2017 Richard Mancini](#)

Mayor Higgins presented Mr. Richard Mancini with this month's Volunteer Spirit Award.

## VIII. MEETING ITEMS

### A. Public Hearing Regarding Ordinance No. 17-010 Parks Annexation

Details: The City of Camas Parks Department wishes to annex unincorporated land into the city limits to allow for an extension of trails around Lacamas Lake.

Presenter: Robert Maul, Planning Manager

 [Ordinance No. 17-010 - Parks Annexation](#)

[Exhibit A](#)

[Exhibit B](#)

[CC Staff Report July 17](#)

Mayor Scott Higgins opened and closed the public hearing at 7:24 p.m.

No one from the public wished to speak.

**It was moved by Council Member Turk, seconded by Council Member Smith, that Ordinance No. 17-010 be read by title only. The motion carried**

unanimously.

**A motion was made by Council Member Turk, seconded by Council Member Anderson, that Ordinance No. 17-010 be adopted and published according to law. The motion passed by the following vote:**

**Yes:** Council Member Anderson, Council Member Carter, Council Member Chaney, Council Member Hazen, Council Member Hogan, Council Member Smith and Council Member Turk

B. 2018-2020 City of Camas Strategic Plan

Details: The work on the City of Camas Strategic Plan began at the Planning Conference on January 27th. Numerous meetings have been held with Council Members, Focus Groups, staff and the Strategic Planning Team. Staff appreciates all of the people who have assisted during this time, including the consulting team who have facilitated the process. The Council created Our Decision Principles, which will guide the City's decision making process well beyond the three year Strategic Plan time frame. The Council also created the four Strategic Priorities that will be the focus of the efforts over the next three years. Staff asked Council to approve the Strategic Plan. Approval means that the City's Mission, Vision, Decision Principles, Internal Values and four Strategic Priorities will not change without Council approval. In the process of implementation, City Administration may adjust the Key Objectives and Initiatives, if necessary to better achieve the Strategic Priorities. That would not require Council approval, but staff will keep Council informed of any revisions. The Strategic Planning Team plans to report to Council, during Workshop meetings, on a quarterly basis to inform Council of the progress.

Presenter: Pete Capell, City Administrator

 [City of Camas Strategic Plan](#)

**It was moved by Council Member Anderson, seconded by Council Member Smith, to approve the 2018-2020 City of Camas Strategic Plan as presented. The motion carried unanimously.**

C. HR Answers Compensation Study

Details: The study is complete and the results have been discussed with Council. The City is prepared to resume salary impact negotiations with the bargaining groups.

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

 [2017 HR Answers Compensation Study](#)


**A motion was made by Council Member Carter, seconded by Council Member Hogan, that the HR Answers Compensation Study be accepted. The motion passed by the following vote:**

**Yes:** Council Member Anderson, Council Member Carter, Council Member Hazen, Council Member Hogan, Council Member Smith and Council Member Turk

**No:** Council Member Chaney

- D. Resolution No. 17-009 Adopting Salary Scales for Non-Represented Employees  
Details: This resolution will create the 2017 salary scales for non-represented employees as a result of the salary study that was conducted for the City. This resolution includes hourly wages for seasonals, temporary employees and interns who work for the City.


Presenter: Jennifer Gorsuch, Administrative Services Director

 [Resolution No. 17-009 Adopting Salary Scales - Non-Represented Employees Appendix A Non-Represented Positions Salary Schedule](#)

The Council chose to take no action on this item.

- E. Resolution No. 17-010 Adopting Salary Scales for Non-Represented Employees  
Details: This resolution will create the 2017 salary scales for non-represented employees with an increase of 2% over 2016 wages. This resolution also includes hourly wages for seasonals, temporary employees and interns who work for the City.

Presenter: Jennifer Gorsuch, Administrative Services Director

 [Resolution 17-010 Adopting Salary Scales for Non-Represented Employees Appendix A Non-Represented Positions Salary Schedule](#)

**It was moved by Council Member Smith, seconded by Council Member Chaney, that Resolution No. 17-010 be read by title only. The motion carried unanimously.**


**A motion was made by Council Member Smith, seconded by Council Member Chaney, that Resolution No. 17-010 be adopted. The motion passed by the following vote:**

**Yes:** Council Member Carter, Council Member Chaney, Council Member Hazen, Council Member Hogan, Council Member Smith and Council Member Turk

**No:** Council Member Anderson

- F. Resolution No. 17-011 Revising Speed Limits on NE Goodwin Road, NE 28th Street, and NE Ingle Road  
Details: Based on engineering investigation and judgment, this resolution lowers the speed limit from 50 miles per hour to 40 miles per hour on NE Goodwin Road, NE 28th Street and NE Ingle Road within the city limits of Camas.

Presenter: James Carothers, Engineering Manager

 [Resolution No. 17-011 - Speed Limit Changes Goodwin, 28th and Ingle Speed Zone Change Map Goodwin, 28th and Ingle 40 MPH Report](#)

**It was moved by Council Member Carter, seconded by Council Member Hogan, that Resolution No. 17-011 be read by title only. The motion carried unanimously.**

**It was moved by Council Member Carter, seconded by Council Member Hogan, that Resolution No. 17-011 be adopted. The motion carried unanimously.**

**IX. PUBLIC COMMENTS**

No one from the public wished to speak.

**X. ADJOURNMENT**

The meeting adjourned at 8:10 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, July 17, 2017, 4:30 PM

City Hall, 616 NE 4th Avenue

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### 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, Jim Hodges, Cathy Huber Nickerson, Mitch Lackey, Leona Langlois, Robert Maul, Nick Swinhart, Connie Urquhart, Tyler Vela and Alicia Pacheco (intern)

Press: No one from the press was present

### III. PUBLIC COMMENTS


Sheryl Stephens, 26500 SE 5th Street, Camas, commented about teen suicide in the county.

### IV. WORKSHOP TOPICS

#### A. Regional Transportation Council (RTC) Update

Details: An update to Council regarding current RTC activities.

Presenter: Paul Greenlee, Washougal City Council Member and Camas RTC representative

 [RTC Update-Washougal & Camas 2017](#)  
[Congestion Management Summary Report 2016](#)

Greenlee provided an update to Council regarding the Regional Transportation Council.

#### B. 2017 City of Camas 2nd Quarter Financial Review

Details: Staff presented a financial review of the City of Camas for second quarter of 2017. The presentation contained an economic review for context and a financial review that includes budget to actuals analysis, review of short and long term debt, investment portfolio performance and fund balance projections with an outlook for the remainder of 2017. Staff also provided a white paper discussion of the potential impact of the School Property Tax Swap to help fund the McCleary gap.

Presenter: Tyler Vela, Finance Intern and Cathy Huber Nickerson, Finance Director

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 [Financial Performance 2017 2nd Qtr](#)

Huber Nickerson and Vela summarized the quarterly financial review.

C. Camas Cemetery Software Demo

Details: The City purchased a Cemetery Records Management Software System in January and has loaded the burial records the City has on file. Staff demonstrated the Pontem Software program for Council. A demonstration was provided to the Parks Commission last month.


Presenter: Cathy Huber Nickerson, Finance Director and Pam O'Brien, Accounting Manager

Huber Nickerson and O'Brien demonstrated the cemetery software.

D. Ratifying and Approving Public Works Trust Fund (PWTF) Loan for the Reservoir

Details: Staff and Legal Counsel recommend an ordinance to ratify and approve an existing PWTF Loan for \$2,040,000. This was discussed with Council in 2012, but was not adopted by ordinance.

Presenter: Cathy Huber Nickerson, Finance Director

 [Ordinance to ratify and approve PWTF Loan for \\$2,040,000](#)

This ordinance will be placed on the August 7, 2017 Regular Meeting Agenda for Council's consideration.

E. Public Works Miscellaneous and Updates

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

Presenter: James Carothers, Engineering Manager and Sam Adams, Utilities Manager

Carothers updated Council about the Forest Home Slide Repair project, the NW 6th Avenue/Norwood Street roundabout landscaping, and the Pacific Rim Boulevard streetlights. Carothers informed Council that the City's slurry seal project begins July 26, 2017.

Adams updated Council about the North Shore Sewer Transmission project.

F. Community Development Miscellaneous and Updates

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

Presenter: Phil Bourquin, Community Development Director

Bourquin updated Council about the Community Development's 2017 Work Plan status.

G. 2018-2020 Strategic Plan

Details: Development of the Strategic Plan began during the Planning Conference on January 27, 2017. Numerous meetings have taken place since then with Council Members, Focus Groups and the Strategic Planning Team. Since the Draft Strategic Plan was presented to Council on June 5, 2017, staff held four meetings open to all employees and numerous small group meetings within the departments and received numerous good comments. Some revisions have been incorporated into the Strategic

Plan based on those comments. Staff presented the recommended Strategic Plan, as well as the implementation plan.

Presenter: Pete Capell, City Administrator

 [City of Camas Strategic Plan](#)

This item has also been placed on the July 17, 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 welcomed Jim Hodges back to work at the City, invited Council to the Employee Appreciation Barbecue, and commented about the Camas Days Parade.

## **V. COUNCIL COMMENTS AND REPORTS**

Hazen reminded everyone about Camas Days and the Camas Days Parade that will take place Saturday at 11:00 a.m.

Turk commented about the NW Camas Meadows Drive/Larkspur Street improvements open house.

Carter will attend the Planning Commission meeting and will be at the Camas Days Kids Parade in front of City Hall on Friday.

Smith will attend the Camas Days Kids Parade and Camas Days.

Anderson thanked Mayor for attending the C-TRAN meeting. He commented about the Downtown Camas Association's (DCA) Annual Car Show and the feedback Council's been receiving regarding fireworks this year.

Mayor commented about economic development and Camas Days.

## **VI. PUBLIC COMMENTS**

Chris Kralik, 631 NW 18th Loop, Camas, commented about fireworks and the NW 18th Avenue infrastructure work.

## **VII. ADJOURNMENT**

The meeting adjourned at 6:09 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.

ORDINANCE NO. 17-011

AN ORDINANCE adopting the recommendation of the Washington State Department of Transportation reducing the speed limit for a portion of State Route 500 from 50 miles per hour to 35 miles per hour.

WHEREAS, the City Council of the City of Camas has received a recommendation of the Washington State Department of Transportation to reduce the speed limit on State Route 500, between mileposts 16.65 to 17.16, from 50 miles per hour to 35 miles per hour within City limits; and

WHEREAS, the City of Camas police chief has reviewed and endorses the requested speed limit amendment.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CAMAS, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section I

The speed limit on State Route 500, between mileposts 16.65 and 17.16, located within the City limits, shall be set at 35 miles per hour.

Section II

Exceeding the posted speed limit on the roadway shall be a traffic infraction as otherwise provided by law.

Section III

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

PASSED BY the Council and APPROVED by the Mayor this 7th day of August, 2017.

SIGNED: \_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
City Clerk

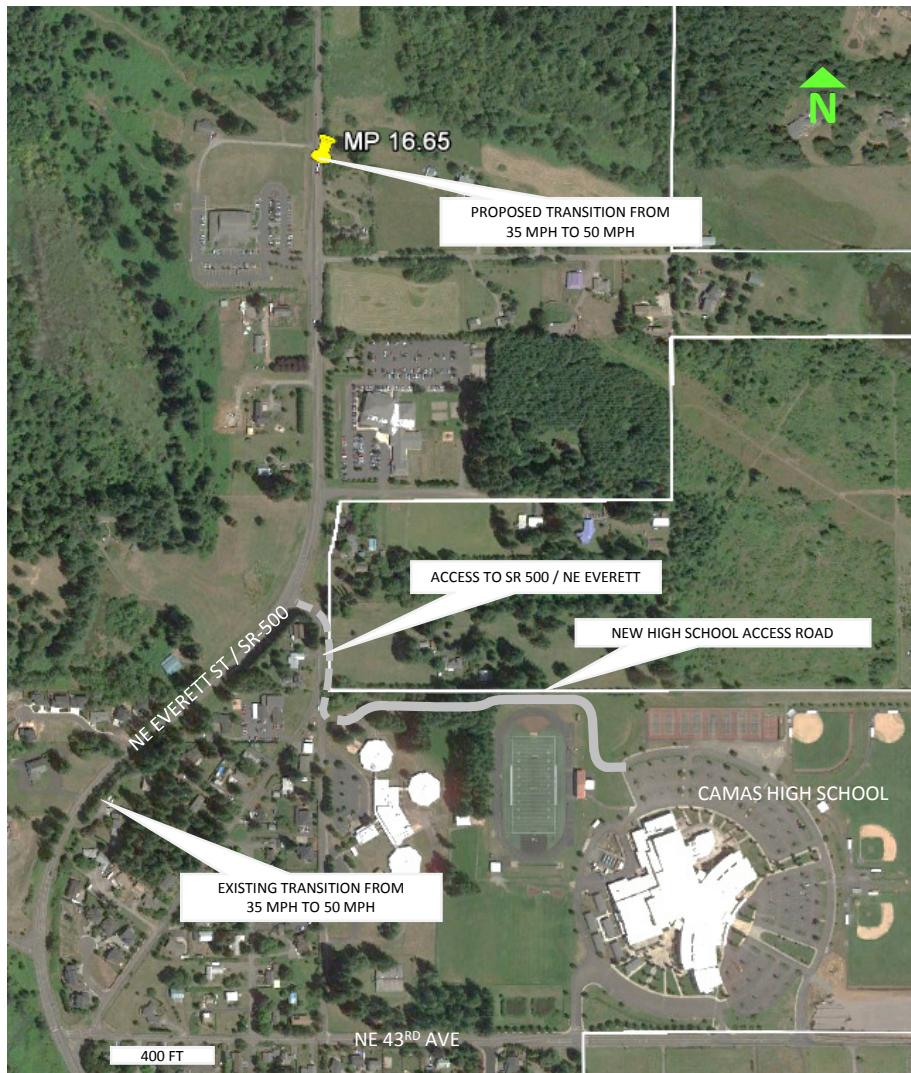
APPROVED as to form:

\_\_\_\_\_  
City Attorney

# SR-500 / NE EVERETT ST SPEED LIMIT CHANGE PROPOSAL (2)

## Executive Summary:

This proposal is in response to the proposed addition of a new access road for Camas High School. The access road will intersect with SR-500 / NE Everett St at the current intersection of NE Everett Dr. and NE Everett St. The current 35 MPH speed limit on NE Everett will be extended 1/2 mile north of its current location.



ORDINANCE NO. 17-012

AN ORDINANCE ratifying and approving Public Works Trust Fund Loan for \$2,040,000 with the State of Washington.

WHEREAS, the City of Camas, Washington (the "City") entered into a Public Works Trust Fund Loan with the State of Washington (the "State") on August 6, 2012; and

WHEREAS, it is in the interest of the City for the City Council to ratify these loans by ordinance;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CAMAS, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section I

Ratifying and Approving the Loan. The City Council hereby ratifies and approves the City entering into the following loans with the State and the execution of the loan agreement for the loan:

<u>Type of Loan</u>	<u>Year</u>	<u>Project</u>	<u>Original Amount</u>	<u>Source of Repayment</u>
Public Works Trust Fund Loan	2012	2.0 MG Gregg Reservoir	\$ 2,040,000	Water Utility

Section II

Effective Date of Ordinance. This ordinance shall take effect and be in force from and after its passage and five days following its publication as required by law.

PASSED by the Council and APPROVED by the Mayor this 7<sup>th</sup> day of August, 2017.

SIGNED: \_\_\_\_\_  
Mayor

ATTEST: \_\_\_\_\_  
City Clerk

APPROVED as to form:

\_\_\_\_\_  
City Attorney

**CERTIFICATION**

I, the undersigned, City Clerk of the City of Camas, Washington (the “City”), hereby certify as follows:

1. The attached copy of Ordinance No. 17-012 (the “Ordinance”) is a full, true and correct copy of an ordinance duly passed at a regular meeting of the City Council of the City held at the regular meeting place thereof on August 7, 2017, as that ordinance appears on the minute book of the City.

2. The Ordinance will be in full force and effect five days after publication in the City’s official newspaper, which publication date is \_\_\_\_\_, 2017.

3. A quorum of the members of the City Council was present throughout the meeting and a majority of the members voted in the proper manner for the passage of the Ordinance.

Dated: \_\_\_\_\_, 2017.

CITY OF CAMAS, WASHINGTON

\_\_\_\_\_  
City Clerk