



**CITY OF CAMAS
COUNCIL WORKSESSION
March 19, 2012
4:30 p.m.**

- CALL TO ORDER:** Mayor Scott Higgins presided.
- COUNCIL MEMBERS:**
Present: Anderson, Dietzman, Hazen, Hogan, Smith, and Turk.
Excused: Chaney.
- STAFF PRESENT:** Bourquin, Carothers, Copsey, Durgin, Glover, Gorsuch, Halverson, Lackey, Levison, Smith, and Swinhart.
- PRESS:** Heather Acheson, Camas-Washougal Post Record.

Mayor added the topic, Downtown Camas Association Agreement, to the workshop agenda under Administration and stated that he also wants to give Council an overview of a plan to remodel the front office area in City Hall.

CITY HALL REMODEL:

Mayor gave Council an overview of the proposed plan to remodel the reception area of City Hall. Brian Smith, Plans Examiner, displayed the drawings on the overhead projector as the Mayor described the layout. Mayor noted that the budget for the remodel will come from existing authority, donations, and from work by staff. He added that the purpose of the remodel is to have a better point of contact for the customer.

PUBLIC:

There were no comments.

MAYOR/HUMAN RESOURCES:

City Administrator Recruitment:

Jennifer Gorsuch, Human Resources Director, distributed a draft of the City Administrator Recruitment timeline to Council. Gorsuch reviewed the timelines and schedule of events with Council. Discussion followed.

Lloyd Halverson, City Administrator, commented about the recruitment and the comparables for the position. The salary data that was used for the comparables was distributed to Council. Halverson stated that staff's recommendation was to change the salary range from \$9,088-\$10,852 to \$9,464-\$11,300 per month. Questions were asked and clarifications were made. A salary resolution will be placed on the April 2, 2012, Council Agenda for Council's consideration.

FIRE/EMERGENCY MEDICAL SERVICES (EMS):

EMS Levy:

Nick Swinhart, Fire Chief, briefly commented about Senate Bill 5381 and how, if signed, it could change the levy requirements.

Swinhart gave Council a PowerPoint presentation regarding a Camas EMS levy. The presentation highlighted the history of the Camas EMS Levy and why an increase is unavoidable. The presentation included data illustrating how various levy amounts would impact the EMS budget, showed a chart of the regional levy amounts, and touched upon a path forward. Swinhart stated that staff is proposing an EMS levy of \$.46 per \$1,000 of assessed value and that an ordinance will be included in the April 2, 2012, Council Agenda for Council's consideration. Throughout the presentation, Mayor, Swinhart and Halverson responded to questions from Council. Discussion ensued.

Consolidation Update:

Swinhart distributed an edited version of the current interlocal agreement between the cities of Camas and Washougal related to the trial consolidation and noted the change that had been made to the agreement. Swinhart explained the purpose for the memorandum of understanding attached to the back of the agreement is to place Washougal Fire Chief Ron Schumacher in the position of Division Chief Fire Marshal for the consolidated department. This matter will be included on the April 2, 2012, Agenda for Council's consideration.

Swinhart responded to questions from Council.

FINANCE:

Contract for Utility Bill Printing and Mailing:

Joan Durgin, Finance Director, gave background information regarding the current company the City is using for the utility billing and explained why there is a need to change contractors. Durgin gave a brief overview of the new company that staff is proposing to use and stated that a new contract for this service will be placed on the April 2, 2012, Consent Agenda for Council's consideration. Durgin responded to questions from Council.

POLICE:

Interlocal for Police and Fire:

Mitch Lackey, Police Chief, distributed a proposed interlocal agreement between the City of Camas and Clark County to provide NetMotion service for the police and fire departments. He explained why the interlocal agreement, which was previously authorized by Council, was abandoned by Clark County and stated that the county is now ready to enter into the agreement. Lackey also explained how NetMotion works and responded to questions from Council. This matter will be placed on the April 2, 2012, Consent Agenda for Council's consideration.

ADMINISTRATION:

Downtown Camas Association (DCA) Agreement:

Phil Bourquin, Community Development Director, distributed a draft agreement between the City of Camas and the DCA for economic development services. Bourquin gave Council a brief overview of the agreement and stated that this item will be brought back to Council for consideration on April 16, 2012. Brief discussion followed.

Staffing Update:

Halverson informed Council that the Assistant Library Director has announced her retirement and distributed her letter of resignation. Sandy Glover's "star performance" and service were commended. Halverson stated that staff recommends that this position be refilled. Council voiced no objections.

Halverson also reported that a captain from the fire department has submitted his letter of resignation and will be retiring soon. He added that staff recommends that this position be refilled through the civil service appointment process. Halverson said that when this position is filled, it will create a firefighter vacancy and that staff also recommends refilling this position through the civil service reappointment process. Council voiced no objections.

Halverson stated that he will be discussing further retirements from the police and public works departments at the April 2, 2012, Council Workshop.

Ward Redistricting:

Halverson displayed the existing ward map and the proposed ward map and explained the imbalance between wards one and two and how the proposed ward boundaries changed. A document entitled *Population by Voting Wards* and the Revised Code of Washington 35A.12.180 *Optional division of city into wards* was distributed to Council. Brief discussion followed.

Halverson stated that a resolution to adopt the new ward boundaries will need to take place prior to the 2013 election cycle and suggested that, if satisfied, Council act upon this matter within the next couple of months.

Ward Meeting Format:

Halverson reminded Council that the Ward meetings have been set for April 24, 2012, at the Grass Valley Fire Station and May 17, 2012, at the Camas Police Station.

Mayor commented about using a new format for the Ward meetings which will provide an opportunity for the citizens to speak to Council or the department heads in a more relaxed environment. He added that the City of Vancouver used this structure and it worked very well.

Mayor asked Council to let Executive Assistant Leisha Copey know which meeting(s) they plan to attend within the next two weeks.

Legislative Session Update, Including Capital Budget:

Halverson gave Council a brief update about the legislative session and noted that the legislators are still in session. He added that Camas' two Public Works Trust Fund projects are included in all of the proposed capital budgets which have not yet been adopted. Halverson stated that he will give a full legislative session update at the April 2, 2012, Council Workshop.

Miscellaneous and Scheduling:

Halverson reported that the Urban County Policy Board met last Friday and that Camas was awarded \$150,000 for the construction project of a restroom at the Louis Bloch Park. He added that the project for the acquisition of the parking lot next to the Community Center is still unresolved. Camas was just below the cut line and if a project that is higher up on the list drops out, then this project could be partially or fully funded. The funds are awarded through the Community Development Block Grant (CDBG) Program.

COUNCIL:

Smith reported that she attended the Camas-Washougal Chamber Luncheon and commented about the Bonneville Power Administration (BPA) presentation.

Hogan thanked Mayor, Halverson and anyone else that was involved for their lobbying efforts in working the black liquor bill through the state legislature.

Anderson reported that he attended an East County Ambulance Advisory Board meeting and commented about the East County Fire and Rescue meeting that he attended with Mayor. He also added that he had the opportunity to go on an EMS/Fire ride-along.

PUBLIC:

Ken Hadley, 4011 F Circle, Washougal, WA:

Hadley made suggestions for the Ward meeting format.

ADJOURNMENT:

The meeting adjourned at 6:07 p.m.

Mayor

City Clerk