



Parks and Recreation Commission Meeting Agenda

Wednesday, January 24, 2024, 5:00 PM

Camas Public Library, 625 NE 4th AVE

NOTE: The City welcomes public meeting citizen participation. TTY Relay Service: 711. In compliance with the ADA, if you need special assistance to participate in a meeting, contact the City Clerk's office at (360) 834-6864, 72 hours prior to the meeting so reasonable accommodations can be made (28 CFR 35.102-35.104 ADA Title 1)

To Participate Remotely:

OPTION 1 -

1. Go to www.zoom.us and download the app or click "Join A Meeting" and use Meeting ID – 839 7941 9106
2. Or, from any device click <https://zoom.us/j/83979419106>

OPTION 2 - Join by phone (audio only):

Dial 877-853-5257 and enter meeting ID# 839 7941 9106

For Public Comment:

Click the raise hand icon in the app or by phone, hit *9 to "raise your hand" (or email to parcs@cityofcamas.us)

CALL TO ORDER

Meeting Ground Rules: Listen With An Open Mind, Let Everyone Participate, Close Decisions, Identify Action Items & Follow Up, Show Up On Time & Come Prepared, Stay Mentally & Physically Present.

ROLL CALL

PUBLIC COMMENTS

APPROVAL OF MINUTES

1. [Approval of Minutes from November 29, 2023 Commission Meeting](#)
[Presenter: Chair](#)
[Time Estimate: 5 Minutes](#)

MEETING ITEMS

2. **2024 Chair & Vice Chair vote – (approval)**
Presenter: Trang Lam, Parks & Recreation Director
Time Estimate: 5 Minutes
3. [Parks & Recreation Commission 2023 Annual Report – \(discussion & approval\)](#)
[Presenter: Chair](#)
[Time Estimate: 15 Minutes](#)

4. **Update on P&R Commission Applications – Informational**
Presenter: Trang Lam, Parks & Recreation Director
Time Estimate: 5 Minutes
5. **Updated 2024 Work Plan – Informational**
Presenter: Trang Lam, Parks & Recreation Director
Time Estimate: 30 Minutes

PROJECT UPDATES

6. **Parks & Recreation Updates**
Presenter: Trang Lam, Parks & Recreation Director
Time Estimate: 5 Minutes
7. **Public Works Updates**
Presenter: Public Works Staff
Time Estimate: 5 Minutes

OTHER ITEMS

8. **Commissioner Updates**
Presenter: Chair
Time Estimate: Remainder of Time

CLOSE OF MEETING



**Parks and Recreation Commission Meeting - Special
Meeting Minutes
Wednesday, November 29, 2023, 5:00 PM
Hybrid Meeting - Zoom and Council Chambers, 616
NE 4th AVE**

CALL TO ORDER

Meeting Ground Rules: Listen With An Open Mind, Let Everyone Participate, Close Decisions, Identify Action Items & Follow Up, Show Up On Time & Come Prepared, Stay Mentally & Physically Present.

ROLL CALL

Present: Ellen Burton, Katy Daane, David Dewey, Brittany Grahn, Steve Lorenz, Jenny Wu, Council Liaison Tim Hein, Council Liaison Leslie Lewallen

Excused: Jason Irving

Staff: Trang Lam, Susan Palmer

PUBLIC COMMENTS

Margaret Tweet, Camas Resident – Commented on the proposed Crown Park Project
Cassi Marshall, Camas Resident – Thanked Steve Lorenz for his years of volunteer service
Randy Curtis, Camas Resident – Thanked Steve Lorenz for his years of volunteer service

APPROVAL OF MINUTES

1. Approve Minutes from Parks & Recreation meeting on October 26, 2023.

Presenter: Ellen Burton, Chair

Time Estimate: 5 minutes

A motion was made by Lorenz, seconded by Wu, and approved unanimously to approve the Parks & Recreation Commission minutes of October 26, 2023 as written.

MEETING ITEMS

2. Crown Park – Letter of support to Council (discussion and approval)

Presenter: Trang Lam, Parks & Recreation Director

Time Estimate: 5 minutes

Discussion ensued on the Crown Park letter of support to Council. Trang Lam presented a timeline of the Crown Park Improvement project. She reviewed an inventory of existing amenities with estimated years of installation.

A motion was made by Grahn, seconded by Dewey, and carried unanimously to submit the Crown Park letter of support to City Council as written.

3. Chair & Vice Chair Nominations (discussion)

Presenter: Ellen Burton, Chair

Time Estimate: 5 minutes

Lorenz nominated Jason Irving as Vice Chair and Dewey nominated Ellen Burton as Chair of the Parks & Recreation Commission in 2024.

A motion was made by Grahn, seconded by Dewey, and carried unanimously to nominate Ellen Burton as Chair and Jason Irving as Vice Chair for the Parks & Recreation Commission in 2024.

4. Celebration of Steve Lorenz (informational)

Presenter: Ellen Burton, Chair

Time Estimate: 20 minutes

The Parks and Recreation Commissioners and staff expressed their thanks to Steve Lorenz for 23 years of volunteer service on the Parks & Recreation Commission.

PROJECT UPDATES

5. Parks & Recreation Staff Updates

Presenter: Trang Lam, Parks & Recreation Director

Time Estimate: 5 minutes

Lam provided updates on the following; Annual Parks & Recreation Commission Report to Council and Hometown Holidays.

OTHER ITEMS

6. Commissioner Updates

Presenter: Ellen Burton, Chair

Time Estimate: Remainder of Time

Daane provided an update on Coopers View Park. Grahn attended a meeting for the Skate Park in November. Lorenz provided an update on Crown Park. Dewey stated that the lower parking lot at Fallen Leaf Lake Park is submerged in water. Burton provided an update on Klickitat Park.

CLOSE OF MEETING

The meeting closed at 6:02 PM.

**PARKS & RECREATION COMMISSION
2023 ANNUAL REPORT**

COMMISSIONERS:

Ellen Burton, Chair
Jason Irving, Vice-Chair

Katy Daane
Steve Lorenz

David Dewey
Jenny Wu

Brittany Grahm

CITY COUNCIL LIAISONS:

Tim Hein

Leslie Lewallen

Per Camas Municipal Code, Chapter 2.28.060 – Annual Report, we are pleased to present this report which provides a snapshot of the Parks & Recreation Commission’s (Commission) and the Parks & Recreation Department’s (Department) work and accomplishments in 2023. The Commission’s and Department’s work focuses on community driven priorities outlined in the Parks, Recreation and Open Space (PROS) Plan; and 2023 was a year of celebration for our parks and recreation community with many projects and programs coming to fruition and kicking off. This report outlines the following:

- Key highlights of 2023;
- Summary of facility rentals, special events and recreation programs;
- PROS Plan – 2023 Work Plan outcomes;
- Motions taken by the Commission; and
- Projects/Programs – Presentations, Discussion and Updates

Key Highlights of 2023:



Riverside Bowl Skatepark

Welcome All

This park renovation was made possible due to the gracious contributions of many. With the support and dedication in our community from advocates, donors, fundraisers and volunteers working in conjunction with the design team, this dream has come to fruition. We are grateful to you all.

Established 2000

Renovated 2023



- Skatepark improvements initiated by community advocates in 2017 came to fruition in 2023. **Riverside Bowl Skatepark grand reopening** was held July 27 with more than 350 community members coming together to celebrate the completion of the park and watch skaters, roller bladers, scooters and bikers enjoy the updated park.
- **Louis Bloch Park**, home field to the Babe Ruth Baseball League, received new bleachers and ADA improvements.
- **The Conservation and Recreation Office (RCO) awarded the City \$2.25 million** in grant funding for three projects – Crown Park Improvements, S. Lacamas Creek Trailhead Improvements and Green Mountain Acquisition.

- The **Department of Natural Resources (DNR) awarded the City a Focused Technical Assistance (FTA) grant.** The FTA includes direct technical assistance from DNR staff and a **\$75,000 grant**, with \$70,000 towards the City's Parks and Open Space Management Plan development and \$5,000 towards City staff training.
- Through a **partnership with Lower Columbia Fish Enhancement Group**, the department piloted the Hope for Salmon summer day camp. Students spent the week outdoors learning about salmon habitat, native plants, and how they relate to the health of our local watersheds and communities.



Hope for Salmon Day Camp

 - 8 participants - Ages 11-15
 - Students from - Odyssey MS, Liberty MS, Skyridge MS, Prune Hill MS, Camas HS, Discovery HS

In partnership with 
- The City has a new partnership with **Evergreen Mountain Bike Alliance (EMBA)** for volunteer trail clean-up at Fallen Leaf Lake Park. EMBA's first trail clean-up event was on Dec. 10 with eight high school students and three adults, putting in thirty hours of volunteer time.
- **Steve Lorenz retires from the Commission after 23 years** of leadership and dedicated service on the Commission to promote and steward Camas' park, recreation, open space, and trail system.
- The Downtown Camas Association and the Camas-Washougal Business Chamber partnered with the City to host the return of the **tree lighting ceremony at Hometown Holidays.**



Summary of facility rentals, special events and recreation programs:

Facilities Rentals:

| Facility | Lacamas Lodge | | Fallen Leaf | | Community Ctr. | |
|--|---------------|---|-------------|-----------------------------|----------------|---|
| | 2023 | Notes | 2023 | Notes | 2023 | Notes |
| Total Reservations | 1016 | 14% increase in number of reservations & gross revenue. | 78 | Consistent with prior year. | 1046 | 24% increase in number of reservations mainly in one-day rentals and classes. Additional one-day rentals generated 41% increase in gross revenue. |
| # No Fee | 0 | | 0 | | 127 | |
| # Rec. Classes | 893 | | 19 | | 723 | |
| # Rentals | 104 | | 43 | | 135 | |
| # Non-Profit Rentals (hourly & full day) | 19 | | 16 | | 61 | |
| Total Gross Revenue | \$92,195 | | \$15,310 | | \$23,514 | |

Scout Hall: This building located in Crown park is available for use by non-profit organizations for free and programed with youth camps and special event activities during the summer. Our primary users are the local Camas Scout Troops who holds their troop meeting there September thru June.

Special Events:

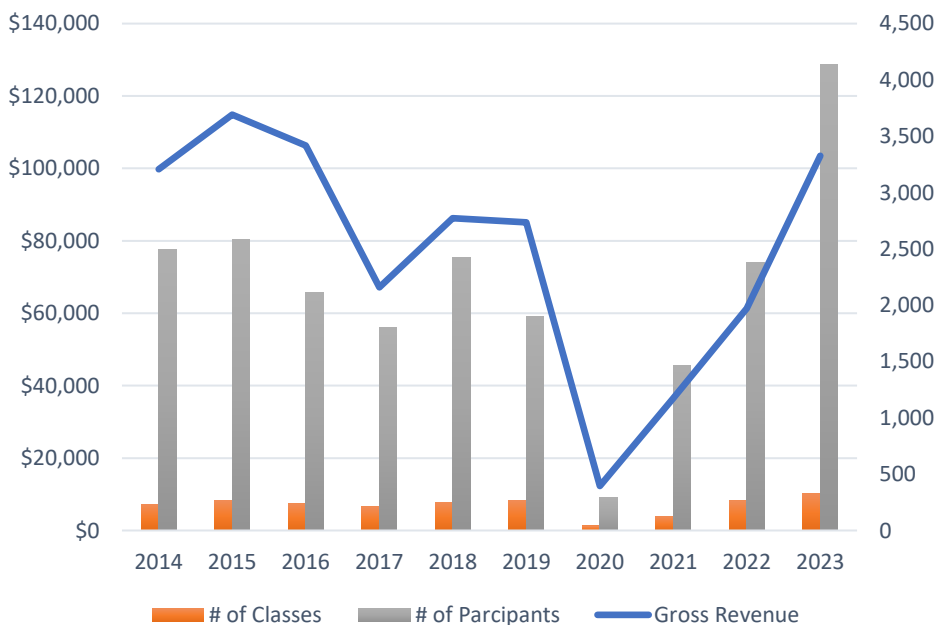
| # of Events | # of Participants and Notables |
|--|--|
| 22 live events from April through December | 11,186 participants Staff + 1,562 volunteer hours to makes these events come to life. |



Recreation Programs:

| Recreation Classes | # of Classes & Participants | Notables |
|--|---|--|
| Free classes – Pop-ups and Senior Fitness | 6 pop-up classes Weekly senior fitness classes 292 participants | Free pop-up classes included kids and toddler soccer, adult and toddler yoga, line dancing and self-defense. Senior fitness is in partnership with Aging & Disabilities of Southwest Washington. |
| Youth and Adult Classes | 325 classes 4,135 participants | 24% more classes offered, with 74% more participants than 2022. |
| Scholarships | 10 recipients | Funded through partnership with Parks Foundation of Clark County. |

Recreation Programs







| Year | Notes |
|--------------|---|
| 2014 | Moved some classes to Lodge & online registration starts. |
| 2016 | No coed soccer and youth basketball - School District facility rental rate too high to run program. |
| 2017 | Transitioned youth enrichment camps to contractor. |
| 2018 | Camas Pool closed. |
| 2020 | March 2020 COVID hit, all classes cancelled. |
| 2021 | May 2021 soft opening w/COVID restrictions. |
| 2022 2023 | Addition of new classes. |

Volunteers, Grants & Donations:

| Organization or Program | Award Details |
|--|--|
| Volunteers | 3,034 total of volunteer hours in 2024, with a value (\$16/hour) of \$48,544. <ul style="list-style-type: none"> Ivy League: 770 total volunteer hours removing invasive ivy. Watershed Alliance: 702 total volunteer hours from 240 volunteers for lake clean-up day. Special Events: 1562 total volunteer hours |
| Parks Foundation of Clark County | Crown Park Improvements - \$2,500 Recreation (programs & scholarships) - \$1,650 |
| Special Events | Cash Donations/Sponsorships/Grants - \$9,470 In-Kind Donations - \$ 10,740 |
| Recreation Program | In-Kind Pop-up in the Park & Self-defense classes - \$ 2,075 |
| RCO Grants – total award of \$2.25 million | Washington Wildlife Recreation Program, Local Parks category - 2023-25 Crown Park Improvements Phase 1 - \$500,000 Construction Washington Wildlife & Recreation Program, Trails category - 2023-25 Green Mountain Grant - \$1,250,000 for acquisition reimbursement Washington Wildlife & Recreation Program, Trails category - 2023-25 S. Lacamas Creek Trailhead - \$500,000 Construction |
| DNR's FTA Grant | Includes direct technical assistance from DNR staff and a \$75,000 grant, with \$70,000 towards the City's Parks and Open Space Management Plan development and \$5,000 towards City staff training. |

Parks, Recreation & Open Space (PROS) Plan – 2023 Work Plan outcomes

| 2023 P&R WORK PLAN | | | YR-END REPORT | |
|---|-----------|-----------|------------------------------------|-------------------------------------|
| PROS PLAN: | GOALS | ACTIONS | Implemented or Underway & On-Track | Delayed or On-Hold & moving to 2024 |
| Welcoming for all | | | | |
|  | 6 | 13 | 9 | 4 |
| Stewardship of Land, Parks & Programs | | | | |
|  | 5 | 17 | 13 | 4 |
| Plan For & Fill Known System Gaps | | | | |
|  | 6 | 13 | 6 | 7 |
| Organizational Excellence | | | | |
|  | 4 | 6 | 4 | 2 |
| TOTAL | 21 | 49 | 32 | 17 |

2023 is year two of PROS Plan implementation. In addition to the regular portfolio of programs and services the department provides, the 2023 Work Plan focused on 21 goals with 49 actions from the PROS Plan. Of the 49 actions, 32 were implemented or underway and on-track, and 17 were delayed due to staff capacity, lack of resources and/or unforeseen circumstances. These 17 delayed actions will move into 2024 for implementation or be re-evaluated during the FY2025-26 budget process.

Motions taken by the Commission in 2023:

| MEETING DATE | MOTION |
|--------------|--|
| January 25 | <p><i>Vote for Chair and Vice Chair of Parks & Recreation Commission:</i></p> <p>A motion was made by Lorenz, seconded, and approved to vote Jason Irving as Vice Chair for the Camas Parks & Recreation Commission in 2023.</p> <p>A motion was made by Irving, seconded, and approved to nominate Ellen Burton as the Chair for the Camas Parks & Recreation Commission in 2023.</p> <p><i>2022 Annual Report to City Council:</i></p> <p>A motion was made by Grahn, seconded by Daane, and approved unanimously to approve the 2022 Parks & Recreation Commission Annual Report as written.</p> |
| February 22 | <p><i>Parks & Recreation Core Values:</i></p> <p>A motion was made by Lorenz, seconded by Grahn, and carried unanimously to approve the Core Values document as presented.</p> <p><i>Parks & Recreation Events Sponsorship Program:</i></p> <p>A motion was made by Dewey, seconded by Lorenz, and carried to approve the new Special Event Community Sponsorship policy as presented.</p> <p><i>Renaming the skatepark to Riverside Bowl Skatepark:</i></p> <p>A motion was made by Lorenz, seconded by Grahn, and carried unanimously to change the Camas-Washougal Skate Park name to Riverside Bowl Skate Park.</p> |
| June 29 | <p><i>Chapter 12.32 – Park Rules and Regulations:</i></p> <p>A motion made by Irving, seconded by Grahn, and carried unanimously to approve the updated park rules with the addition of “open space” to the definition and to move this forward to City Council for adoption.</p> |
| November 29 | <p><i>Crown Park – Letter of support to Council:</i></p> <p>A motion was made by Grahn, seconded by Dewey, and carried unanimously to submit the Crown Park letter of support to City Council as written.</p> <p><i>Chair & Vice Chair Nominations:</i></p> <p>A motion was made by Grahn, seconded by Dewey, and carried unanimously to nominate Ellen Burton as Chair and Jason Irving as Vice Chair for the Parks & Recreation Commission in 2024.</p> |

Projects/Programs - Presentations, Discussions and Updates:

- CMC 12.32, Parks Rules & Regulations – In 2021, the Parks and Recreation Commission (Commission) worked with staff to review and update Camas Municipal Code (CMC) related to the roles and responsibilities of the Commission (Chapter 2.28); and rules and regulations in parks (Chapter 12.32). The intent of the code review and amendments are to incorporate what we learned during and post COVID pandemic to ensure our code continues to be responsive to the growth and increased use of the parks and recreation system.

The Commission approved the code edits in two meetings, recommending moving forward to City Council for adoption.

- *On August 3, 2021, the Commission voted and approved the recommended edits to Chapter 2.28.050 of the CMC to move forward to City Council for consideration and adoption.*
- *On June 29, 2023, the Commission voted and approved the recommended edits with the addition of “open space” to the definition of Park to Chapter 12.32 of the CMC to move forward to City Council for consideration and adoption.*

On Aug. 7, 2023, Council adopted Ordinance 23-006 amending CMC 2.28.050 and Ordinance 23-007 amending CMC 12.32.

- 2023 Peace Pole – Heritage Park trailhead was honored with the 2023 Peace Pole from the Camas-Washougal Rotary Club.
- DOGPAW partnership – In partnership with DOGPAW, the City completed a community survey to gauge interest from residents in a new off-leash dog park. The park survey had great participation – 765 responses – of which 90% would like to have a dog park in Camas. We’ll continue our partnership with DOGPAW to plan next steps and fundraise to get this project off the ground in 2024.
- Crown Park – On Dec. 4, 2023, City Council directed staff to move the entire park improvement project to bidding phase; and on Dec. 18, Council approved the request for owner-furnished equipment purchase which includes the bathroom, playground equipment and nature play equipment. Project groundbreaking will be in 2024.
- S. Lacamas Creek Trailhead – On Dec. 18, Council approved the request for owner-furnished equipment purchase of the bathroom. Project groundbreaking will be in 2024.



Reflecting On 2023, Moving Forward in 2024

In closing, 2023 was truly a year for the Commission and Department to celebrate our accomplishments and progress implementing the PROS Plan. The strong partnership and collaboration between the Department and Commission has helped us to achieve many of our 2023 goals and provide significant opportunities and value to Camas residents and visitors. The parks and recreation system is a reflection of our community’s needs and desires. We continue to listen and learn from the Camas community and encourage those interested in our parks and recreation system to attend our monthly Commission meeting, or reach out to the Department with their questions, comments, feedback or even kudos. We look forward to the continued support and engagement of the City Council and liaisons to the commission, commissioners and City staff.