



City Council Workshop Agenda Monday, December 05, 2022, 4:30 PM Council Chambers, 616 NE 4th Avenue

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 observe meeting (no public comment ability)

Go to www.cityofcamas.us/meetings and click "Watch Livestream" (left on page)

To participate in meeting (able to public comment)

Use Zoom app and Meeting ID – 839 3999 4690; or
click <https://us06web.zoom.us/j/83939994690>

(public comments may be submitted to publiccomments@cityofcamas.us)

CALL TO ORDER

ROLL CALL

PUBLIC COMMENTS

WORKSHOP TOPICS

1. [Library Strategic Planning Part II](#)
[Presenter: Connie Urquhart, Library Director](#)
[Time Estimate: 20 minutes](#)
2. [Camas-Washougal Skate Park Improvements – Rebid Award](#)
[Presenter: Trang K. Lam, Parks & Recreation Director](#)
[Time Estimate: 5 minutes](#)
3. [Crown Park 30% Design](#)
[Presenter: Trang K. Lam, Parks & Recreation Director](#)
[Time Estimate: 40 minutes](#)
4. [NW Sierra Street Pavement and ADA Improvements Phase 2 Professional Services Amendment](#)
[Presenter: James Carothers, Engineering Manager](#)
[Time Estimate: 5 minutes](#)
5. [Camas Transportation Plan and Traffic Impact Fee Update Professional Services Agreement Amendment 5](#)
[Presenter: James Carothers, Engineering Manager](#)
[Time Estimate: 5 minutes](#)
6. [2023 Utility Rate Study Professional Services Agreement](#)
[Presenter: Steve Wall, Public Works Director](#)
[Time Estimate: 5 minutes](#)

7. [City of Camas 2023-2024 Budget Adjustment Discussion](#)
[Presenter: Cathy Huber Nickerson, Finance Director](#)
[Time Estimate: 30 minutes](#)

COUNCIL COMMENTS AND REPORTS

PUBLIC COMMENTS

CLOSE OF MEETING



Staff Report

December 5, 2022, Council Workshop

Library Strategic Planning Part II
Presenter: Connie Urquhart, Library Director
Time Estimate: 20 Minutes

Phone	Email
360.817.7201	curquhart@cityofcamas.us

BACKGROUND: Part I was presented to Council at the November 7, 2022 Workshop, which provided an overview of the Library’s community engagement efforts.

SUMMARY: Part II is an overview of the Library’s strategic plan for 2023-2026, as approved by the Library Board of Trustees on November 17, 2022, including discussion about the four strategic priorities for the Library over the next four years:

1. Remove barriers.
2. Focus on early literacy.
3. Build or strengthen partnerships.
4. Encourage lifelong learning at every age.

Each strategic priority was arrived upon by a combination of community need expressed during the community engagement process outlined in Part I on November 7, and the newly created mission, vision, values, and equity statements created by staff over a series of team meetings. These guideposts can be found on page 3 of the strategic plan, which is in the agenda packet. Additionally, each strategic priority is accompanied by goals in the categories of community engagement, content delivery, and building and available on pages 5-6 of the strategic plan.

Next steps include creating specific objectives from these goals and folding them into annual work plans each year, updating the Library Board and Council on progress via annual reports, and communicating to the public utilizing a variety of formats.

BUDGET IMPACT: None.

RECOMMENDATION: This is for Council’s information only.



**2023-
2026**



**CAMAS
PUBLIC
LIBRARY**

**Strategic
Plan**





PART I

PART II

- 1. Mission, Vision, Values, Equity Statement
- 2. Strategic Priorities and Goals
- 3. What's next



List of Values

- Accountability
- Achievement
- Adaptability
- Adventure
- Altruism
- Ambition
- Authenticity
- Balance
- Beauty
- Being the best
- Belonging
- Career
- Caring
- Collaboration
- Commitment
- Community
- Compassion
- Competence
- Confidence
- Connection
- Contentment
- Contribution
- Cooperation
- Courage
- Creativity
- Curiosity
- Dignity
- Diversity
- Environment
- Efficiency
- Equality
- Ethics
- Excellence
- Fairness
- Faith
- Family
- Financial stability
- Forgiveness
- Freedom
- Friendship
- Fun
- Future generations
- Generosity
- Giving back
- Grace
- Gratitude
- Growth
- Harmony
- Health
- Home
- Honesty
- Hope
- Humility
- Humor
- Inclusion
- Independence
- Initiative
- Integrity
- Intuition
- Job security
- Joy
- Justice
- Kindness
- Knowledge
- Leadership
- Learning
- Legacy
- Leisure
- Love
- Loyalty
- Making a difference
- Nature
- Openness
- Optimism
- Order
- Parenting
- Patience
- Patriotism
- Peace
- Perseverance
- Personal fulfillment
- Power
- Pride
- Recognition
- Reliability
- Resourcefulness
- Respect
- Responsibility
- Risk-taking
- Safety
- Security
- Self-discipline
- Self-expression
- Self-respect
- Serenity
- Service
- Simplicity
- Spirituality
- Sportsmanship
- Stewardship
- Success
- Teamwork
- Thrift
- Time
- Tradition
- Travel
- Trust
- Truth
- Understanding
- Uniqueness
- Usefulness
- Vision
- Vulnerability
- Wealth
- Well-being
- Wholeheartedness
- Wisdom

Write your own



VALUES

exercise

<https://brenebrown.com/resources/dare-to-lead-list-of-values/>

CHOOSE

2

VALUES *exercise*

KNOWLEDGE

COMMUNITY

JOY

SERVICE

GROWTH

**KINDNESS
&
COMPASSION**

CREATIVITY

OUR

VALUES

We believe in cultivating community through:

- Delivering service with empathy and integrity.
- Encouraging exploration.
- Fostering space for creativity and joy.

In addition, we ascribe to the American Library Association's core values, on which modern librarianship is practiced. They can be found at camaspl.org/corevalues2.

MISSION *exercise*

**COMPLETE
THIS
SENTENCE
10 TIMES**

The Camas
Public
Library
exists to...

EXAMPLES
INCLUDED

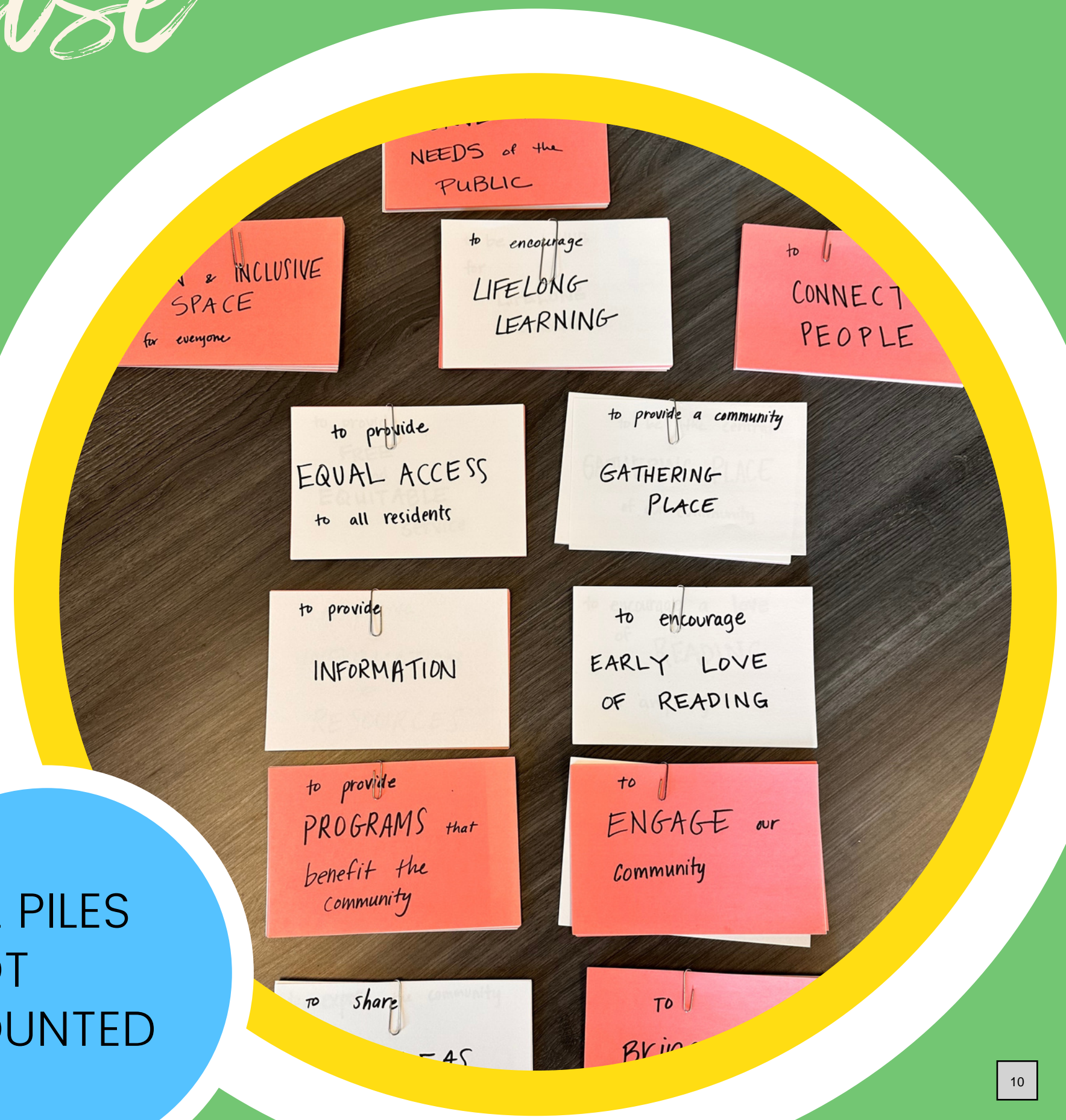
- ...connect people.
- ...serve the needs of the public.
- ...welcome every member of our community.
- ...provide information and resources.
- ...encourage lifelong learning.
- ...be the central gathering place of our community.
- ...provide programs that benefit the community.
- ...provide free and equitable service.
- ...provide free and equitable service.
- ...provide information and resources.
- ...encourage a love of reading.

MISSION *exercise*

ALL SENTENCES WENT ONTO CARDS

All cards got sorted into piles

ALL PILES GOT COUNTED



MISSION *exercise*

PROGRAMS

ENGAGE

GROW

SERVE

INFO

GATHER

BELONG

ACCESS

CONNECT

LEARN

ENRICH

LITERACY

OUR

MISSION

The Camas Public Library is dedicated to serving our community with meaningful connections, engaging enrichment, and pathways to knowledge.

VISION

exercise

**ANSWER
THE
FOLLOWING
QUESTION**

What are the results of successfully achieving the Library's mission, and what is the impact to the community?

OUR

VISION

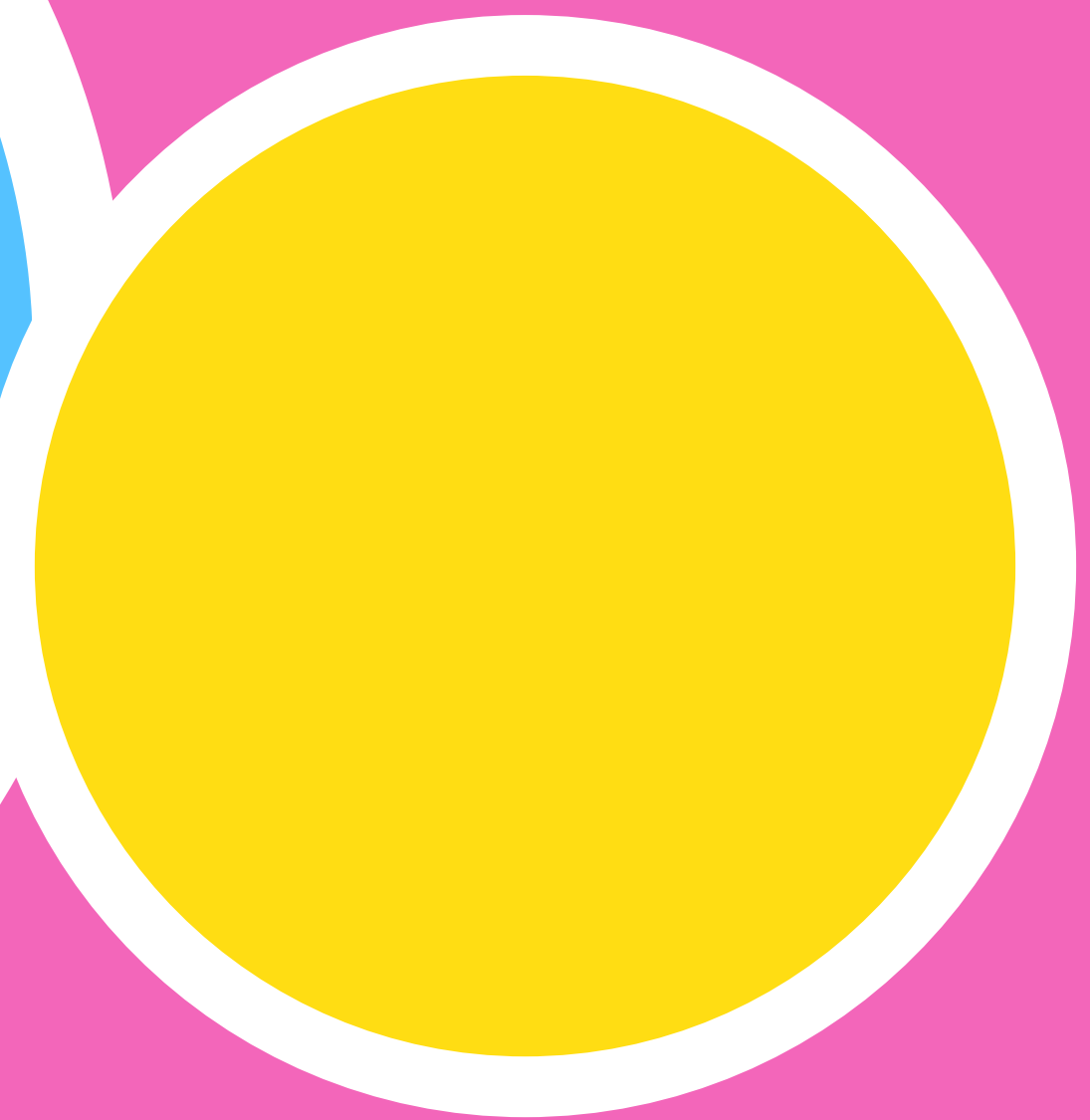
To strengthen a supportive and informed community, while continuing to promote the joy of reading, we provide:

- Lifelong learning opportunities.
- Free and equitable access to resources.
- A welcoming and inclusive place to gather.

EQUITY STATEMENT

exercise

Read through other public libraries' equity statements to determine what works and what doesn't. Create a statement that works for our Library.

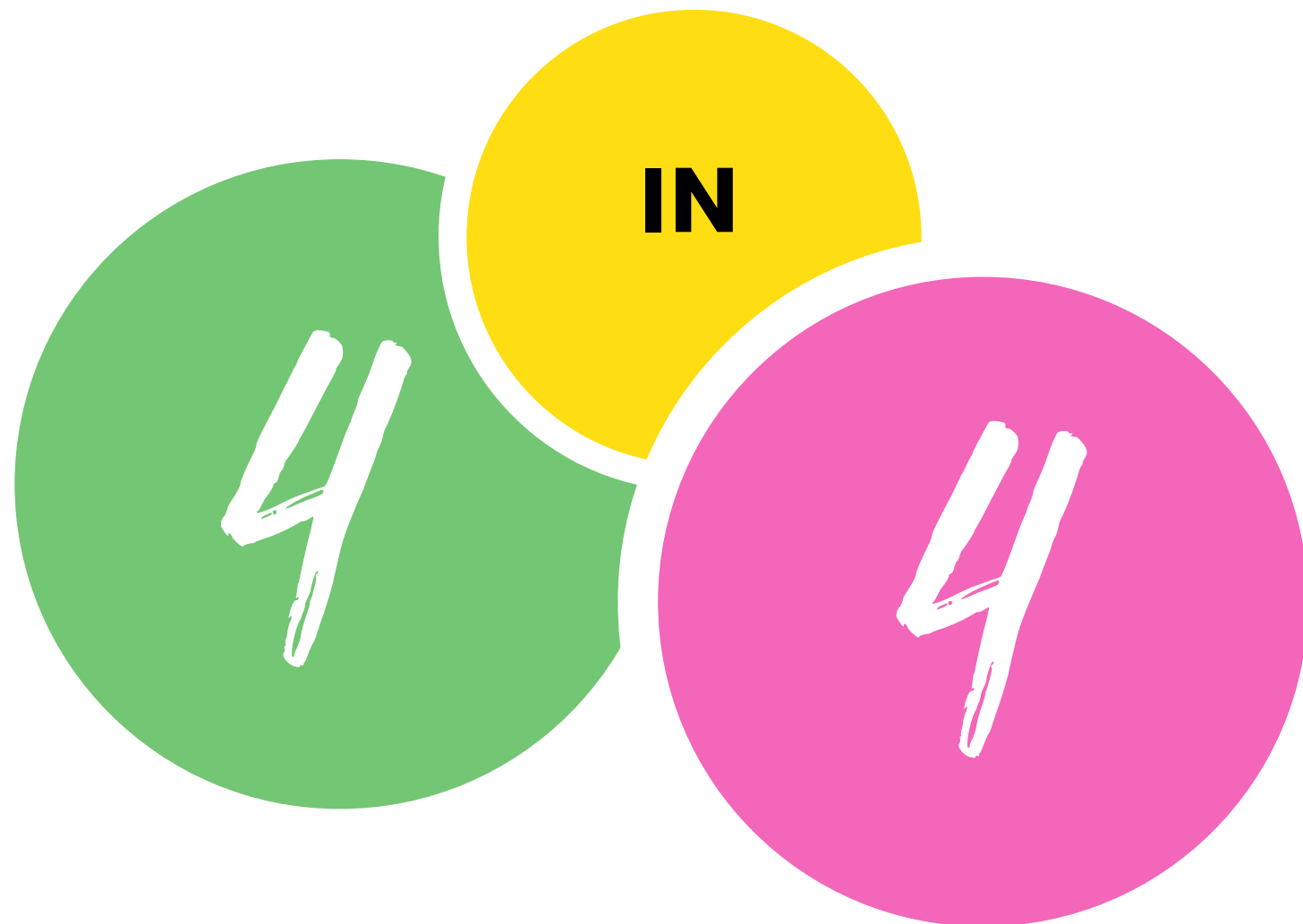


our

EQUITY STATEMENT

We demonstrate an unwavering commitment to diversity, equity, and inclusion by welcoming everyone, treating them with respect and kindness, and striving for growth in a learning culture through continuous staff development.

STRATEGIC PRIORITIES



Community Feedback

GENERAL THEMES

Programs
Learning
Nature
DEI
Connection

IDEAL COMMUNITY

Friendly
Safe
Supportive
Inclusive
Green

CONCERNS

Growth
Divisiveness
Racism
Housing
Safety

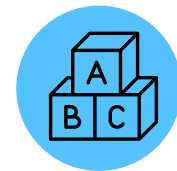
IMPROVEMENTS BY CATEGORY

Programs
Collections
Facilities
Hours
Marketing
Community & Partnerships

STRATEGIC PRIORITIES



01. Remove Barriers



02. Focus on Early Literacy



03. Build or Strengthen Partnerships



04. Encourage Lifelong Learning at Every Age



GOALS

01

Remove Barriers.

COMMUNITY ENGAGEMENT

Meet people where they're at.

CONTENT DELIVERY

Reflect the world at large.

BUILDING

Improve access to and within the building.



GOALS



Focus on Early Literacy.

COMMUNITY ENGAGEMENT

Promote early literacy through positive Library interactions.

CONTENT DELIVERY

Support families and caregivers with sharing the joy of reading.

BUILDING

Provide a facility that aides in the development of early literacy.



GOALS



Build or Strengthen Partnerships.

COMMUNITY ENGAGEMENT

Collaborate with organizations that focus on the natural world.

CONTENT DELIVERY

Partner with groups interested in preserving local history.

BUILDING

Strengthen internal partnerships within the City of Camas.



GOALS



Encourage Lifelong Learning at Every Age.

COMMUNITY ENGAGEMENT

Provide programs that inform, enrich, or introduce new ideas.

CONTENT DELIVERY

Offer the opportunity for learning in a wide variety of formats.

BUILDING

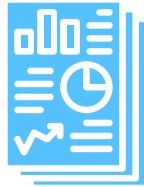
Allow human-centered behavior to lead design.



NEXT STEPS



Annual work plans

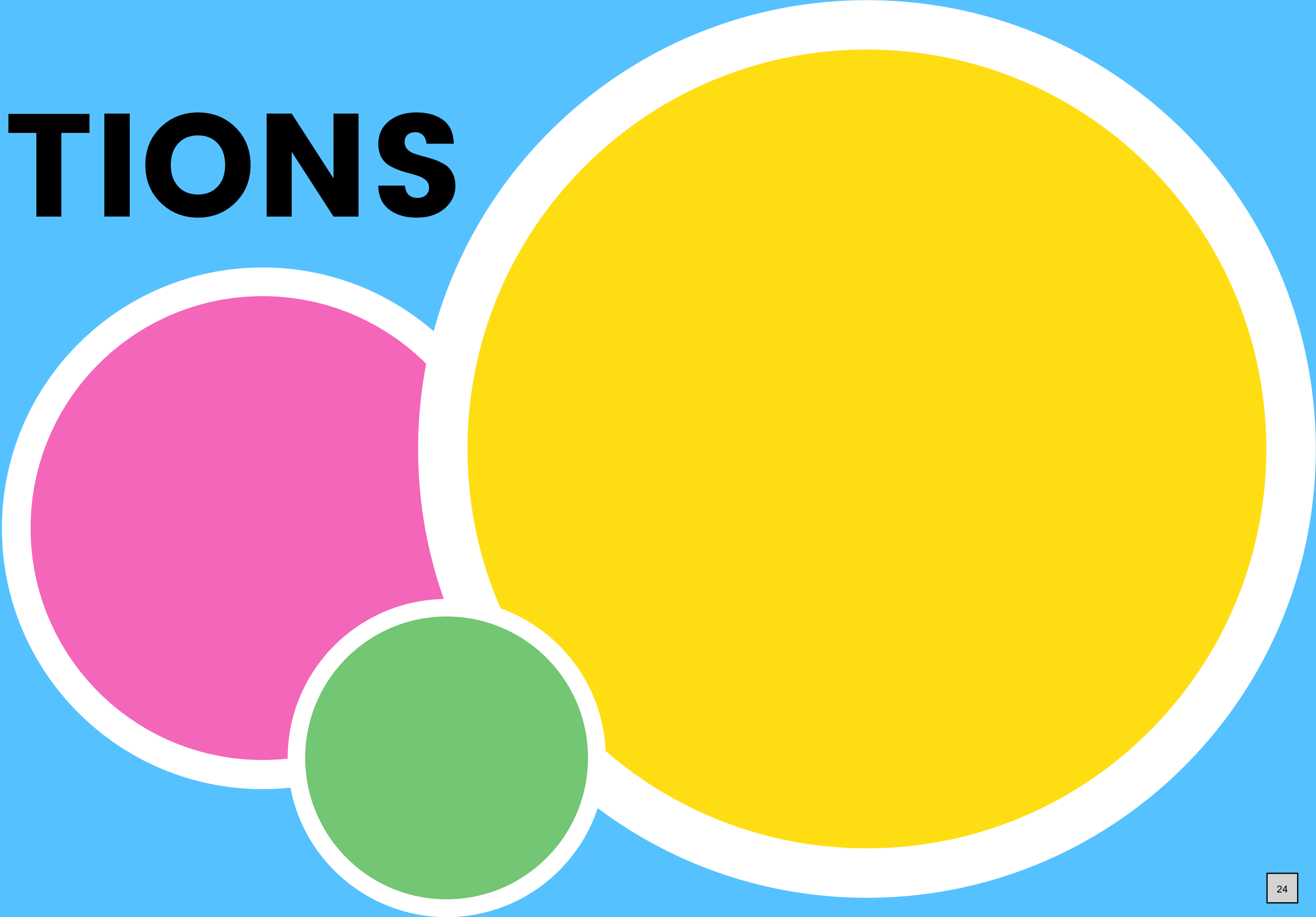


Annual reports



Flexibility and communication

QUESTIONS





CAMAS PUBLIC LIBRARY



Strategic Plan

**2023-
2026**



Item 1.

Thank you.

Every four years, the Camas Public Library creates a new strategic plan to help guide our projects and decisions. We wouldn't dream of formulating a plan without the input of our valued community because, after all, you are who we serve.

You, on the other hand, weren't required to engage so thoughtfully with us in this process, but you did. From online surveys to listening sessions and one-on-one conversations, 802 of you gave us your time and your feedback. We appreciate it wholeheartedly.

Thanks for helping make the Library a better place for everyone.

"This Library is an educational force in our community. It is one of the treasures of our town, and I trust it will continue to provide growth and education for our youngest ones, as well as providing educational and cultural resources. Camas Library is truly a bright spot in this town."

From online survey responses.

We believe.

MISSION

The Camas Public Library is dedicated to serving our community with meaningful connections, engaging enrichment, and pathways to knowledge.

VISION

To strengthen a supportive and informed community, while continuing to promote the joy of reading, we provide:

- Lifelong learning opportunities.
- Free and equitable access to resources.
- A welcoming and inclusive place to gather.

VALUES

We believe in cultivating community through:

- Delivering service with empathy and integrity.
- Encouraging exploration.
- Fostering space for creativity and joy.

In addition, we ascribe to the American Library Association's core values, on which modern librarianship is practiced. They can be found at camaspl.org/corevalues2.

EQUITY

We demonstrate an unwavering commitment to diversity, equity, and inclusion by welcoming everyone, treating them with respect and kindness, and striving for growth in a learning culture through continuous staff development.

Thanks to the Camas Public Library staff for working together as a team to create these guideposts.

Strategic Priorities

Based on community input, the Library will focus on the four strategic priorities below over the next four years. For each priority, we will approach goals within those priorities from the perspective of how the Library is divided: Community Engagement, Content Delivery, and maintaining our beautiful building.



01. Remove Barriers



02. Focus on Early Literacy



03. Build or Strengthen Partnerships



04. Encourage Lifelong Learning at Every Age



"Thank you. Our Library is a bright spot in our community, and we appreciate your work and the space you create. Keep going with the same passion for making things better for our community members."

From online survey responses.

Goals

01

Remove Barriers.

COMMUNITY ENGAGEMENT Meet people where they're at.

CONTENT DELIVERY Reflect the world at large.

BUILDING Improve access to and within the building.

02

Focus on Early Literacy.

COMMUNITY ENGAGEMENT Promote early literacy through positive Library interactions.

CONTENT DELIVERY Support families and caregivers with sharing the joy of reading.

BUILDING Provide a facility that aides in the development of early literacy.



Goals

03

Build or Strengthen Partnerships.

COMMUNITY ENGAGEMENT Collaborate with organizations that focus on the natural world.

CONTENT DELIVERY Partner with groups interested in preserving local history.

BUILDING Strengthen internal partnerships within the City of Camas.

04

Encourage Lifelong Learning at Every Age.

COMMUNITY ENGAGEMENT Provide programs that inform, enrich, or introduce new ideas.

CONTENT DELIVERY Offer the opportunity for learning in a wide variety of formats.

BUILDING Allow human-centered behavior to lead design.



Where do we go from here?

01. Annual work plans

For each year of this strategic plan, we'll break the priorities and goals into specific objectives. These will go into the Library's annual work plan, which is posted on our website.



02. Annual reports

The Library publishes an annual report in the first quarter of every year. In addition to reporting key metrics, we will communicate the status of the previous year's specific objectives outlined in our work plans.



03. Flexibility and communication

The pandemic taught us that even the best-laid plans can go awry. Should we find the need to pivot, our Board of Trustees will approve an amendment to this plan, and we'll update you via our various communication methods.

What won't change? Our guideposts, which include our mission, vision, and equity statements. We will continue to deliver service with empathy and integrity, encourage exploration, and foster space for creativity and joy.



"The Camas Library is beautiful in location, decoration, and staff. I am filled with joy every time I set foot in the Library. Thank you for constantly working to engage and equip our community! You add SO MUCH value to Camas!"

From online survey responses.

Acknowledgements

Library Board of Trustees

- Julie Hill
- Rosemary Knapp
- Kerry Ticknor
- Jessie Wimer
- Robin Owens Webster, Chair
- Bonnie Carter, City Council Liaison

Library Strategic Planning & Outreach Teams

- Leah Burch
- Carnita Dominguez
- Maria Martin
- Ellen Miles
- Vanessa Perger
- Danielle Reynolds
- Elliot Stapleton
- Chris Tanis
- Connie Urquhart
- Kary Wilson



Partners

- City of Camas Parks & Recreation
- Downtown Camas Association
- Friends and Foundation of the Camas Library

Resources

- American Library Association
- The Harwood Institute
- Strategic Planning for Public Libraries by Joy L. Fuller

Contact

Camas Public Library
625 NE 4th Ave.
Camas, WA 98607



360.834.4692
www.camaslibrary.org
library@cityofcamas.us



Staff Report

December 5, 2022 Council Workshop Meeting

Camas-Washougal Skate Park Improvements – Rebid Award
Presenter: Trang K. Lam, Parks & Recreation Director
Time Estimate: 5 minutes

Phone	Email
360.817.7037	tlam@cityofcamas.us

BACKGROUND: The Camas-Washougal Skate Park was built in 2002. With nearly 20 years of use, the City of Camas (City) worked with local residents, businesses, and the Camas Parks Foundation to update the park. On August 15, 2022, staff provided City Council with an update on the Camas-Washougal Skate Park Improvement Project. The [Staff Report](#) included final design, updates on fundraising efforts, and the next steps to bid the project for construction.

SUMMARY: In September, the City advertised the project for bid. The City received one submittal, and it came in with a substantially higher bid price than the engineer’s cost estimate. At the Oct. 3, Council meeting, Council approved rejecting the bid package and rebidding the project early next year, to allow more participation in the process, and to ensure that we are receiving the most competitive offer.

Since the Oct. 3, Council meeting, Staff has worked on outreach with multiple skatepark contractors. Staff’s primary concern was that construction during the winter was not feasible, therefore staff recommended waiting to rebid in early 2023, with a spring construction timeframe. However, the contractors have since informed us that winter construction is actually feasible. So, by pushing the construction period up, it allows the City to align park closure (for construction) during months that the park is least used. This update was provided to Council in mid-October via email.

With confirmation from contractors of winter constructability, the City advertised this project for rebid in the Oregon DJC Oct.24, and in the Camas-Washougal Post-Record Oct. 27. The City received two submittals, and the sealed bids were reviewed by staff Nov. 18, at 10a.m. The rebid process also helped confirm that construction costs have escalated substantially in the last year. Unfortunately, both bid packages are higher than the engineer’s cost estimate for the project; however, the low bidder in this process is also lower compared to the initial September bid process submittal. Staff recommends constructing the entire project, which will provide all levels of skating experiences – from beginner all the way to advanced. City Council may choose to only fund and construct Phase I of the project, however that would mainly benefit advanced skaters, leaving intermediate and

beginning skaters with limited skate design elements to practice on. Staff believes that construction costs will not decrease in the near future, therefore advancing the entire project would be the most beneficial to the community, especially our youths. As such, staff recommends awarding the contract to Lee Contractors LLC in the amount of \$350,403.

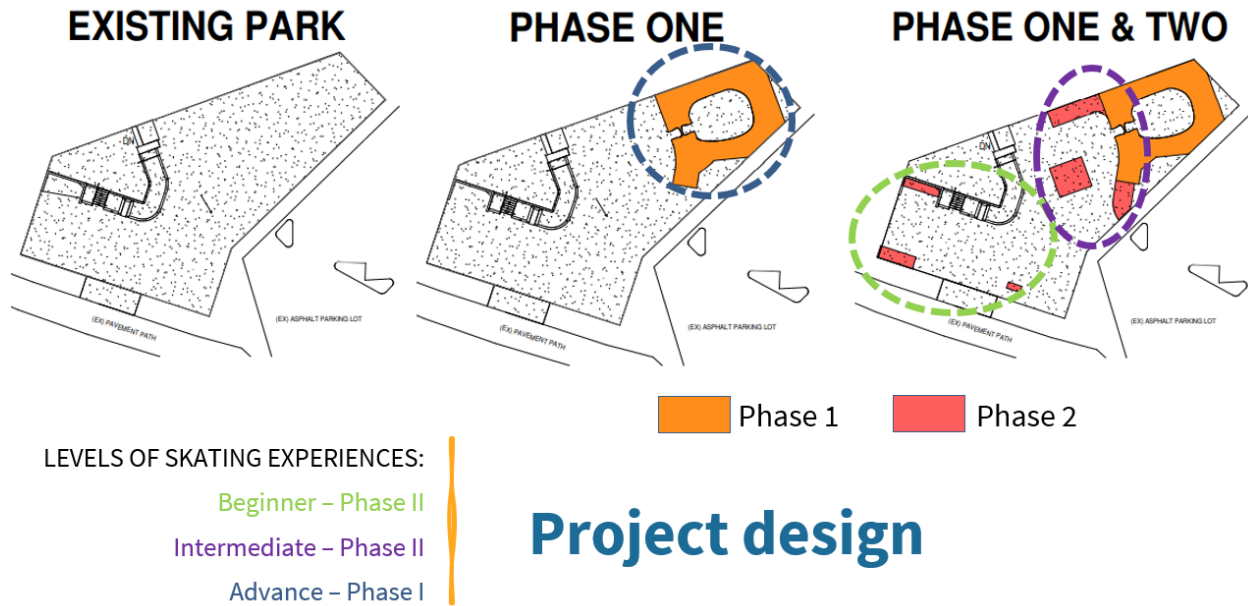


Figure 1: Skate Park updated design by phases

EQUITY CONSIDERATIONS:

What are the desired results and outcomes for this agenda item? Council approval of staff recommendation.

Please refer to the [August 15, 2022 Staff Report](#) for answer to the following questions:

What’s the data? What does the data tell us? No new information to add.

How have communities been engaged? Are there opportunities to expand engagement? No new information to add.

Who will benefit from, or be burdened by this agenda item? No new information to add.

What are the strategies to mitigate any unintended consequences? No new information to add.

Does this agenda item have a differential impact on underserved populations, people living with disabilities, and/or communities of color? Please provide available data to illustrate this impact. No new information to add.

Will this agenda item improve ADA accessibilities for people with disabilities? No new information to add.

What potential hurdles exists in implementing this proposal (include both operational and political)? No new information to add.

How will you ensure accountabilities, communicate, and evaluate results? No new information to add.

How does this item support a comprehensive plan goal, policy or other adopted resolution? No new information to add.

BUDGET IMPACT: Funding from current 2022 Parks & Recreation capital budget - Account Numbers 300.00.594.762.63 (Skatepark Improvements) and 300.00.594.762.61 (Open Space/Parks/Trails). Additionally, the City partnered with the Camas Parks Foundation and Parks Foundation of Clark County for fundraising and received a generous donation from the Norman C Danielson Foundation for a total fundraising and donation of \$38,840.44.

RECOMMENDATION: Staff recommends moving this item to the tonight's, Dec. 5, Regular Council Meeting for award.



I, James E. Carothers, Engineering Manager, hereby certify that these bid tabulations are correct.

James E. Carothers 11/18/22
 James E. Carothers, PE Date

PROJECT NO. P1016				Engineer's Estimate:		Lee Contractors LLC		Stateline LLC	
				\$250,000.00		20907 NE 72nd Ave		PO Box 972	
DESCRIPTION: Camas Skatepark Improvements - Rebid						Battleground WA 98604		La Center WA 98629	
				Ent. By		estimating@leecontractorswa.com		darren@statelinewa.com	
DATE OF BID OPENING: November 18, 2022, 10:00am				PAF		360-723-5295		360-623-9393	
Rebid Camas Skatepark Improvements - Schedule A - Phase I									
ITEM NO	DESCRIPTION	UNIT	QTY	UNIT PRICE	ENGRG TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL
1	Mobilization	LS	1	\$2,980.00	\$2,980.00	\$25,000.00	\$25,000.00	\$28,000.00	\$28,000.00
2	Skatepark Improvements - Phase I	LS	1	\$153,071.66	\$153,071.66	\$198,275.00	\$198,275.00	\$235,000.00	\$235,000.00
3	Construction Documentation (minimum bid	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
4	Minor Changes (minimum bid \$5,000)	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Subtotal Schedule A - Phase 1					\$166,051.66		\$233,275.00		\$273,000.00
Sales Tax (8.4%)					\$13,948.34		\$19,595.10		\$22,932.00
Total Schedule A - Phase 1					\$180,000.00		\$252,870.10		\$295,932.00
Rebid Camas Skatepark Improvements - Schedule B - Phase II - ALTERNATE ADD									
ITEM NO	DESCRIPTION	UNIT	QTY	UNIT PRICE	ENGRG TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL
5	Mobilization	LS	1	\$0.00	\$0.00	\$5,000.00	\$5,000.00	\$7,000.00	\$7,000.00
6	Skatepark Improvements - Phase II	LS	1	\$64,575.65	\$64,575.65	\$84,975.00	\$84,975.00	\$73,000.00	\$73,000.00
Subtotal Schedule B - Phase II					\$64,575.65		\$89,975.00		\$80,000.00
Sales Tax (8.4%)					\$5,424.35		\$7,557.90		\$6,720.00
Total Schedule B - Phase II					\$70,000.00		\$97,532.90		\$86,720.00
TOTAL CONSTRUCTION COST SCHEDULES A&B (BASIS OF AWARD**)					\$250,000.00		\$350,403.00		\$382,652.00
** Basis of Award will be determined by the sum of Schedules A and B. City of Camas will determine whether Schedule A or both Schedules A and B will be awarded.									



Staff Report

December 5, 2022 Council Workshop Meeting

Crown Park 30% Design

Presenter: Trang K. Lam, Parks & Recreation Director

Time Estimate: 40 minutes

Phone	Email
360.817.7037	tlam@cityofcamas.us

BACKGROUND: Crown Park, located at 120 NE 17th Avenue, is a 7.3 acre developed park comprised of mature fir trees, a picnic shelter, two play areas with equipment, a basketball half court, two tennis courts and Scout Hall. Considered by many as the "Crown Jewel" of our entire parks system, the park hosts many of the City's events, such as the annual Camas Egg Scramble, summer concerts and movies, and the CamTown Youth Festival. But at the core, this is a family gathering spot for birthdays, reunions, picnics, and play.

The 2018 Crown Park Master Plan (Master Plan) serves as a vision of the park for the next generation of users and is used as a framework to guide future funding decisions. Over a 13-month design process, Crown Park Public Advisory Committee provided feedback and direction to the project. A Technical Advisory Committee and the Parks and Recreation Commission (Commission) was involved every step of the way along with an extensive public engagement process. The Commission reviewed the final Master Plan report on October 24, 2018; and on November 5, 2018, Council adopted the Master Plan which includes the following park features:

- Interactive water feature
- Inclusive playground
- Permanent restrooms
- Outdoor amphitheater
- Sports court
- New ADA accessible pathways
- Access improvements to Scout Hall
- Flexible lawn space
- New site furnishings
- Upgraded irrigation system
- Stormwater management gardens and updated plantings



Figure 1: Park location map

At Council Workshop on November 15, 2021, Staff provided Council with three options – 1) All Features, 2) Major Features, 3) Bathroom – for implementing the Master Plan. Council directed staff to continue moving forward with design and engineering with the intent of completing the

entire Master Plan but build in flexibility. On November 22, 2021, Council approved a contract with GreenWorks, PC to move forward on 30% design for Crown Park improvements.

SUMMARY: As outlined in Figure 2 below, the design team completed Preliminary Design in the spring and Design Refinement in early fall. We are in the final stages of this process, with 30% design and cost estimates completed, staff has prepared the attached presentation and will provide additional information at the Workshop.

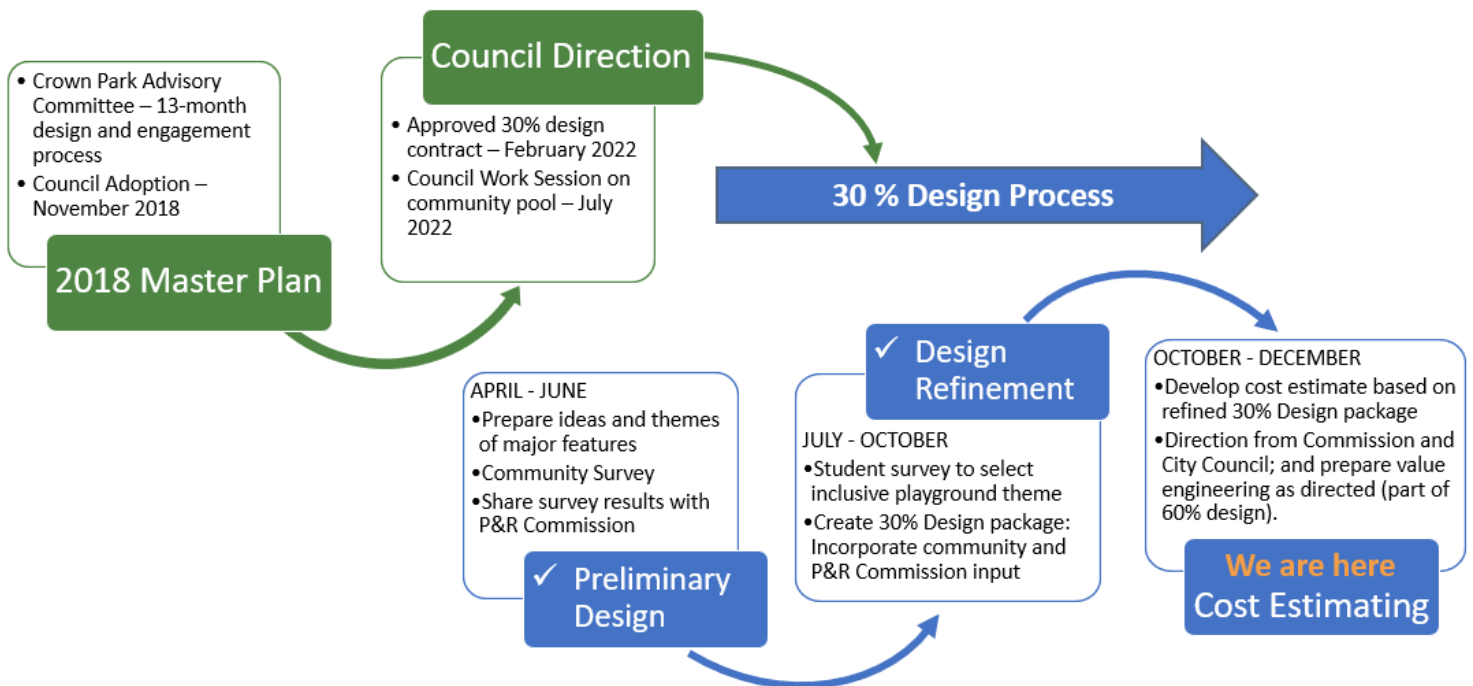


Figure 2: Overview of project timeline

BUDGET IMPACT: There is no direct budget impact associated with this agenda item; however, staff will be requesting Council provide direction regarding the approach in moving the project forward which will have future budget impact. Additional information regarding budget will be provided during the presentation.

RECOMMENDATION: Staff is seeking direction from Council regarding which option to move forward into next steps with the intent to return to Council in early 2023 for approval of a new contract with GreenWorks, PC.

Crown Park Improvements

- Overview
- 30% Design
- Water Feature & Playground Update
- Trees
- Furnishings & Restroom
- Cost Estimate
- Discussion
- Next Steps



Master Plan

Crown Park Advisory Committee – 13-month process **(2017-18)**
Council Adoption – **Nov 2018**

Council Direction

Approved 30% design contract – **Feb 2022**
Council Workshop on community pool – **Jul 2022**

30% Preliminary Design

Apr-Jun 2022
Prepare ideas and themes of major features
Community Survey
Share survey results with P&R Commission

30% Design Refinement

Jul-Oct 2022
Student survey to select inclusive playground theme
Create 30% Design package:
Incorporate community & P&R Commission input

Cost Estimation (WE ARE HERE)

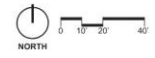
Oct-Dec 2022
Develop cost est. based on refined design
Direction from Commission & City Council
Prepare value engineering as directed as part of 60% design

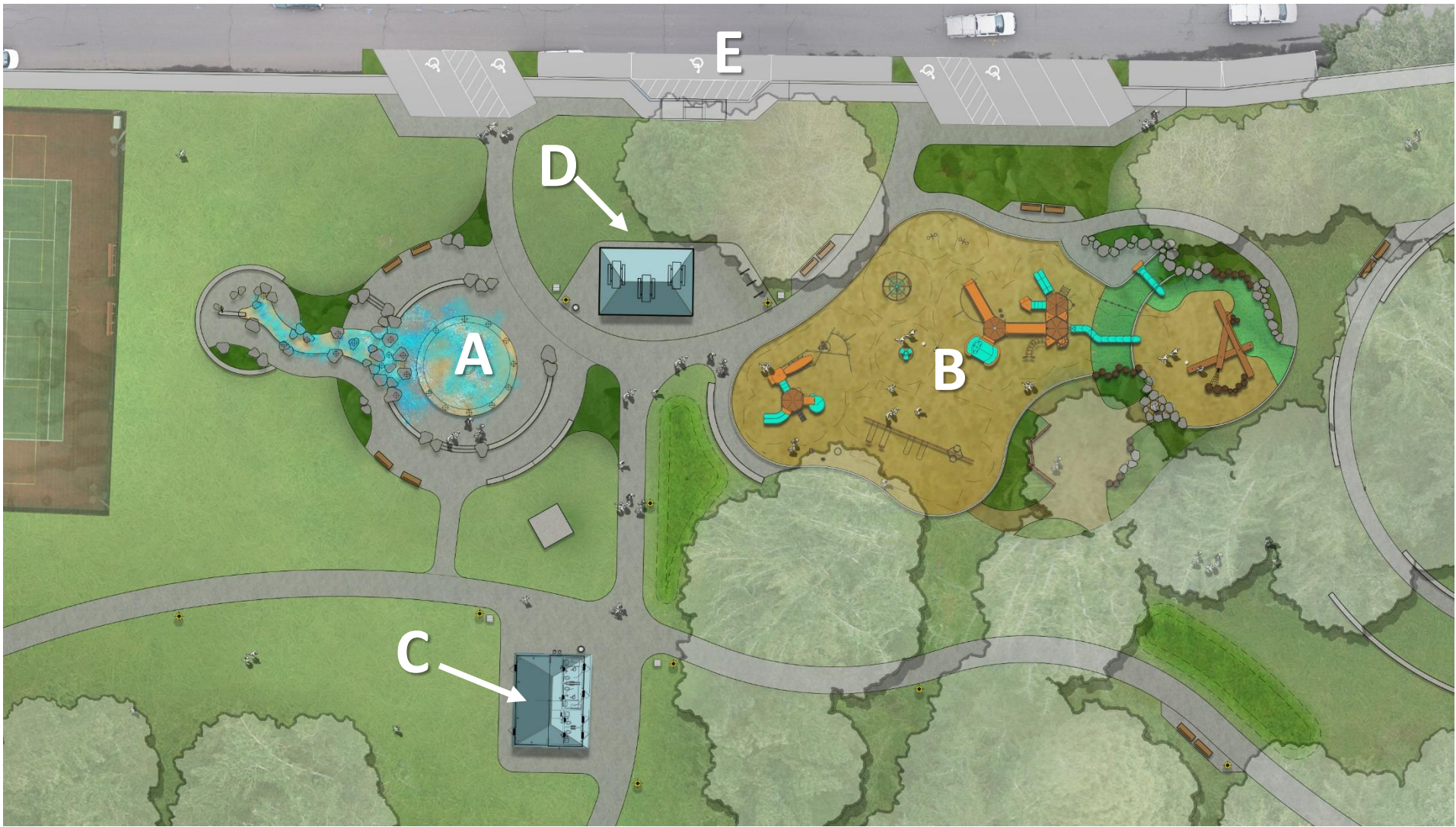




KEYNOTES

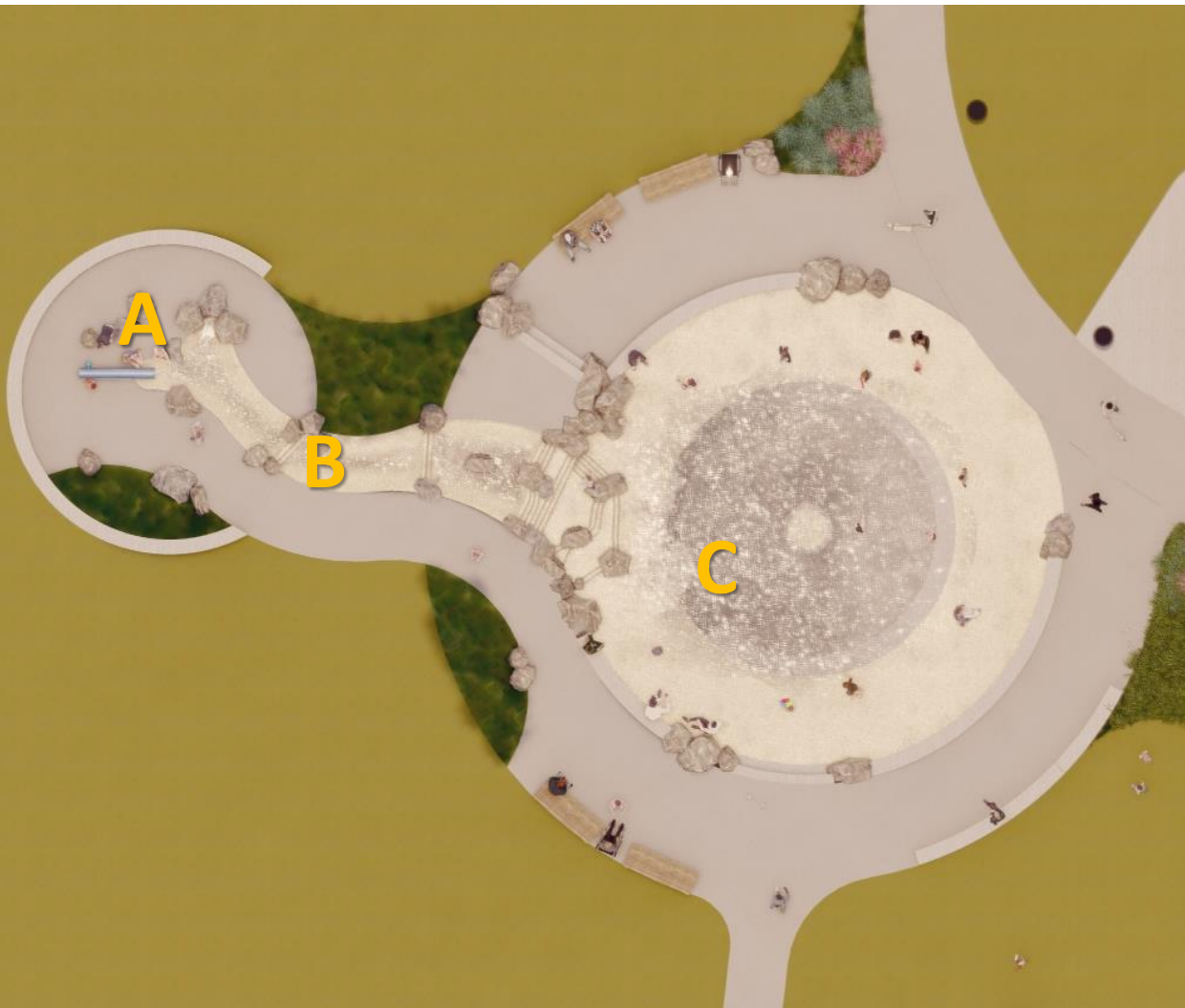
① BENCH, TYP.	⑦ PLAYGROUND	⑬ EXISTING MONUMENT SIGN	⑲ STORMWATER PLANTER, TYP.
② RESTROOM	⑧ 6' CONCRETE PATH	⑭ PICNIC TABLE, TYP.	⑳ BIOSWALE AREA, TYP.
③ WATER FEATURE	⑨ 12' CONCRETE PATH	⑮ GRAVEL PATH	㉑ ADA PARKING
④ PICNIC SHELTER	⑩ EXISTING PICNIC SHELTER	⑯ LIGHT, TYP.	
⑤ AMPHITHEATER SEATING	⑪ SCOUT HALL	⑰ SPORT'S COURT	
⑥ ADA RAMP	⑫ OPEN LAWN	⑱ LOW UNDERSTORY PLANTING, TYP.	





- A. Water Feature**
- B. Inclusive Playground**
- C. Restroom**
- D. Picnic Shelter**
- E. ADA Parking**

Phase 1



- A. The Source
- B. Stream
- C. Celebration

Water Feature Design





Item 3.



Water Feature Design

Waterfeature Cost Comparison (22 weeks of operations)

<i>Capital Items</i>	Flow Thru System	Recirculating System	<i>Notes</i>
Water Features & Hardscape	\$255,000	\$255,000	
Pump and Filtration System	\$0	\$110,000	
Holding Tank	\$0	\$30,000	
Mechanical Room	\$0	\$100,000	
			Net Difference
Total Hard Cost	\$255,000	\$495,000	\$240,000
 Annual O&M Costs			
Water	\$26,210	\$100	
Chemicals	\$0	\$1,000	
Incidental Repairs	\$1,500	\$5,000	
Maint. (Staff cost)	<u>\$2,420</u>	<u>\$4,840</u>	
			Net Difference
Total annual O&M	\$30,130	\$10,940	\$19,190

Flow-through versus Recirculating

- ✓ Feasibility (Geotechnical)
- ✓ Water Usage Costs
- ✓ Capital Costs
- ✓ Maintenance Costs
- ✓ Value of Water Conservation

Water Feature Design

On full capacity, Flow Through System water usage would cost \$26,000/yr and fill an Olympic sized pool (660,000 gallons) once every 6 days / 19 times per season. Item 3.

It would take 13 years to recuperate the capital cost of the water recirculating system through water usage cost savings.



WHAT IS INCLUSIVE PLAY?

An inclusive playground goes beyond the minimum level of accessibility in order to create a place where children of all abilities can play together. Outdoor play environments can create opportunities to ensure that people of all ages and abilities can be both physically and socially active through play and recreation, while dramatically and positively impacting children’s play experiences.

– PlayCore & Utah State University 2010



PHYSICALPLAY



SENSORYPLAY



SOCIALPLAY



COGNITIVEPLAY



EMOTIONALPLAY



A: Option Treehouse Theme

- A. Playground: Inclusive & Nature Themed Equipment
- B. Playground: Nature Play Equipment



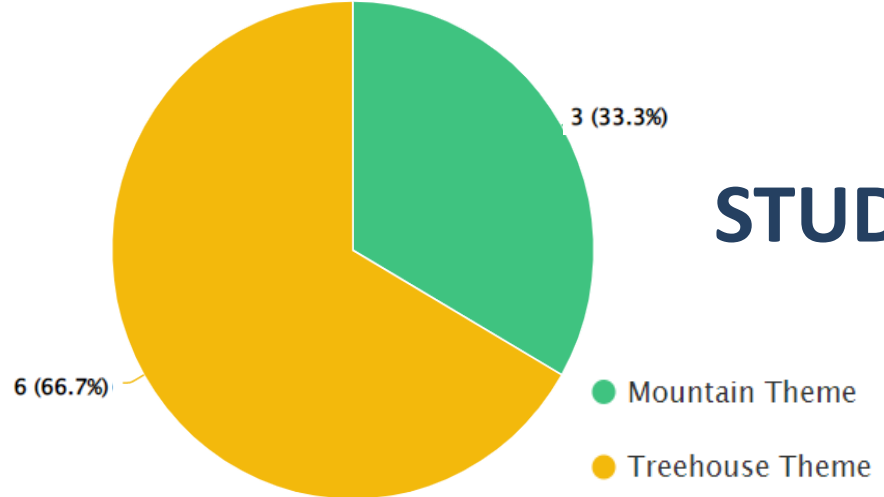
B: Nature Plan



A: Option Mountain Theme

Playground Design Options

STUDENT POLL WINNER: TREEHOUSE design





Elementary & Middle Schools: 9 classes participated



Preferred Playground Design – Nature Themed



 **Crown Park Playground** 
1167493-01-03-03 • 11.11.2022
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Updated Playground Design – Nature Themed



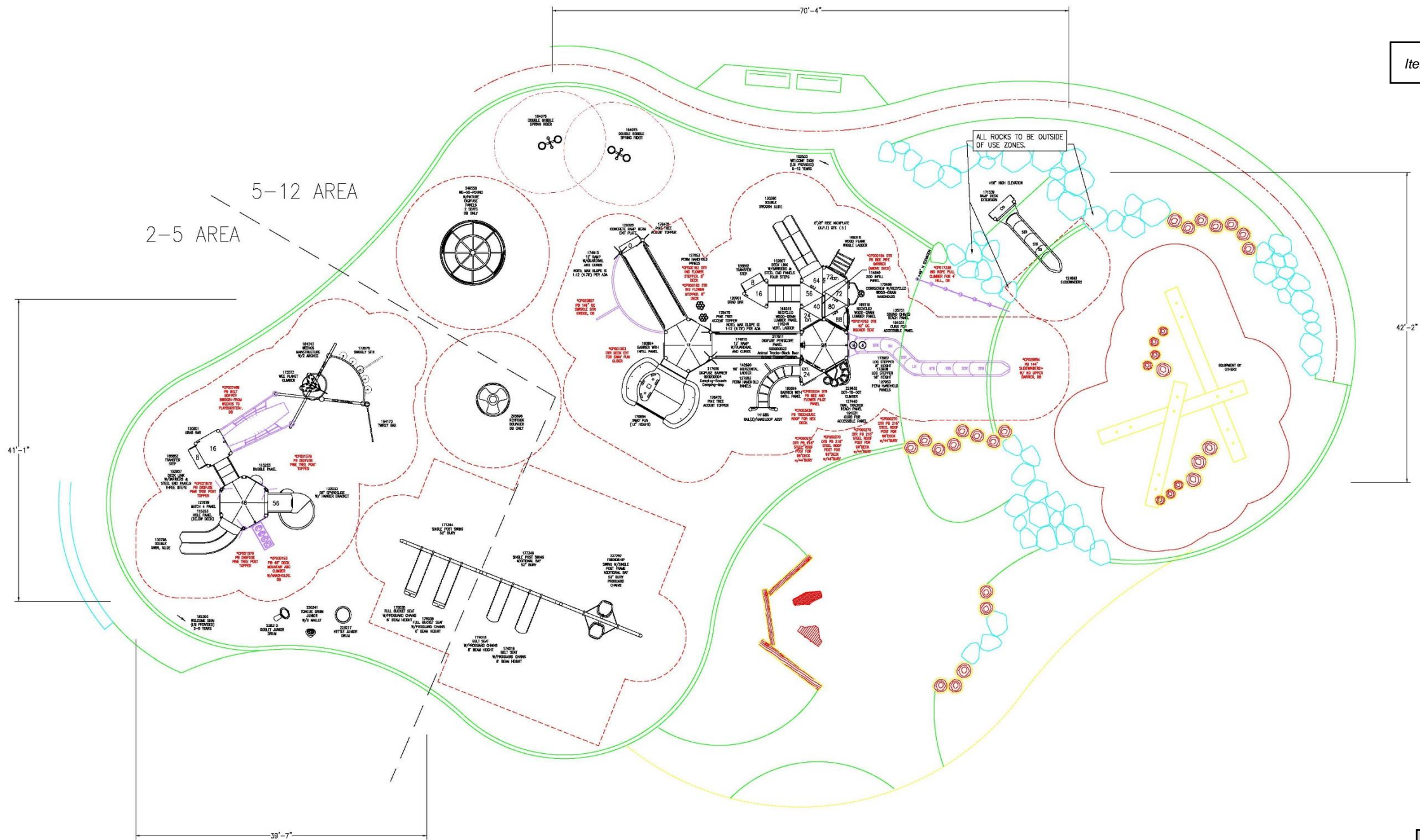
Crown Park Playground



1167493-01-03-01 • 11.11.2022

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Updated Playground Design – Nature Themed



Updated Playground Design – Nature Themed



Playground Design – Nature Play



Engineered Wood Fiber



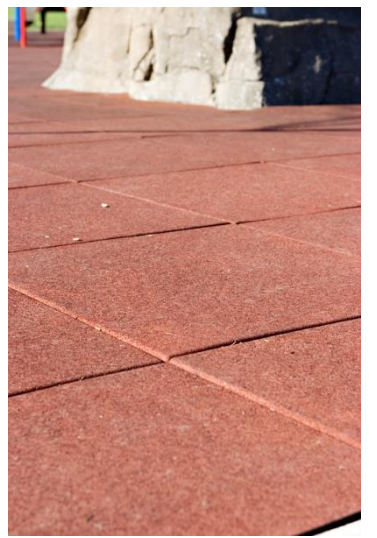
Poured-in-Place Rubber



Item 3.

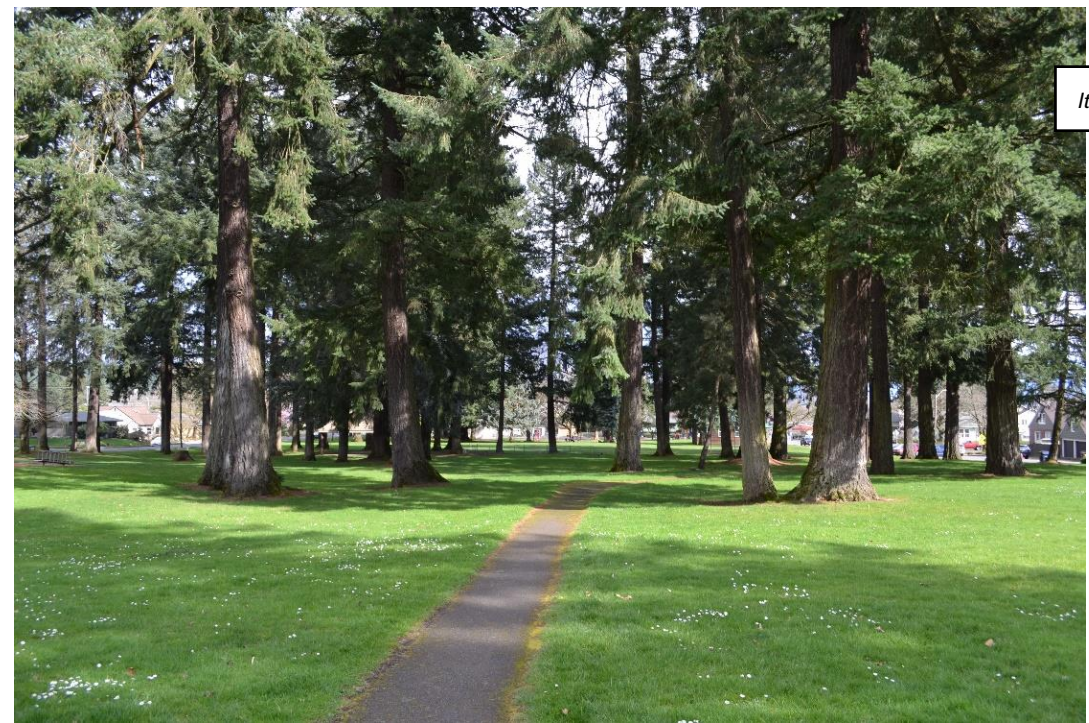


Artificial Turf



Rubber Tiles

Playground Surfacing



INVENTORY:

<u>Dead</u>	<u>1</u>
<u>Dying</u>	<u>3</u>
<u>Poor</u>	<u>6</u>
<u>Fair</u>	<u>39</u>
<u>Good</u>	<u>105</u>
TOTAL	154



Trees – Arborist Report



Pole Mounted Pedestrian Light

- Provide Safety/Surveillance
- LED Cut-off Fixtures
- Dark Sky Compliant
- Less Fixtures than Bollards
- Blend of Period and Modern



Benches



Bike Racks



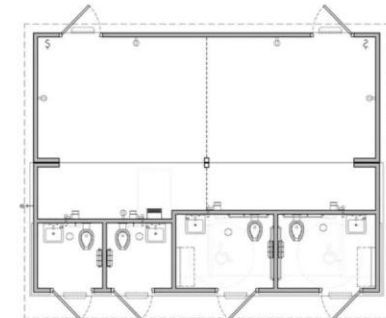
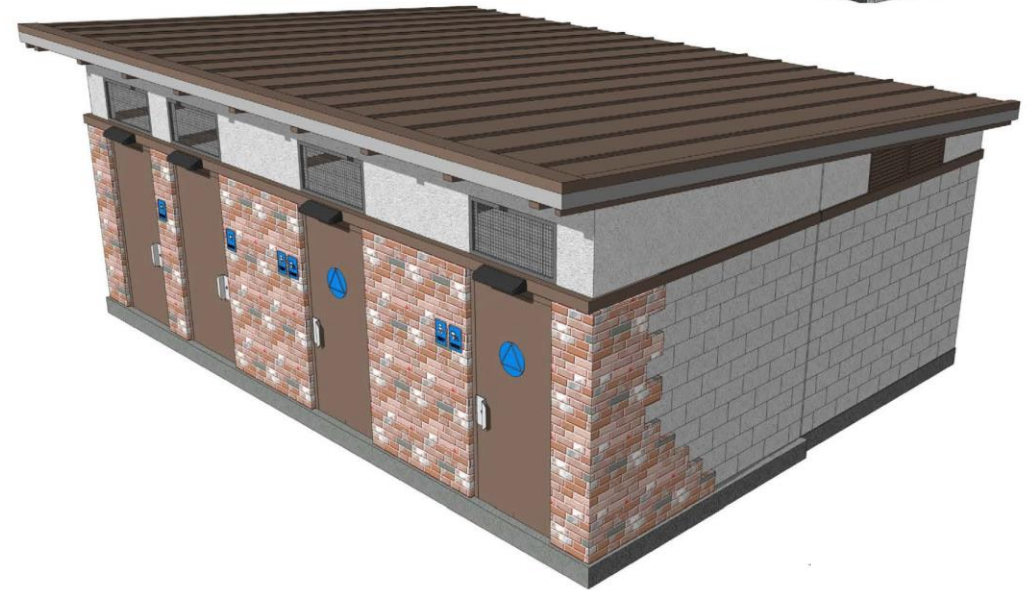
Item 3.

Trash Receptacles

- Secured side opening for easy maintenance
- Covered receptacle to protect from rain
- Sized opening to avoid deposit of large trash items

Site Furnishings

- 4 all-user restrooms (includes 2 ADA compliant stalls)
- Storage for maintenance staff
- Utility chase
- Recirculating filtration system for Interactive Water Feature



FLOOR PLAN
SCALE: NOT TO SCALE

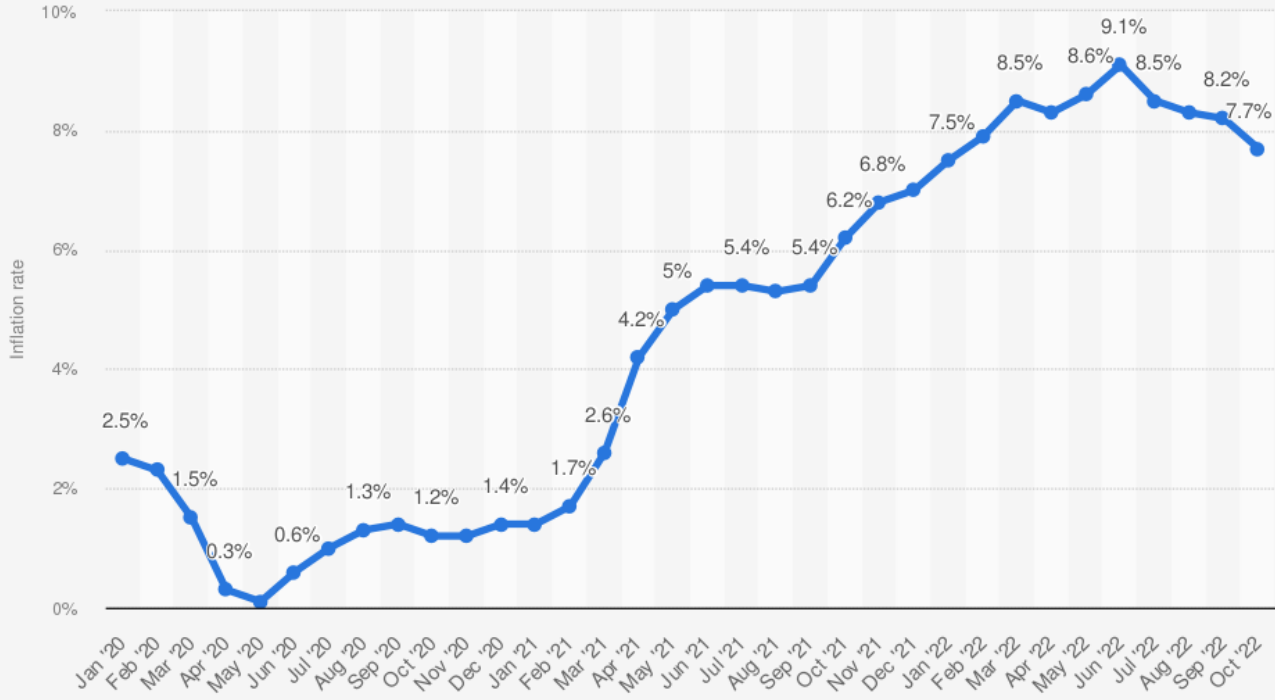
RESTROOM/
STORAGE BUILDING



Restroom

Monthly 12-month inflation rate in the United States from January 2020 to October 2022

2022

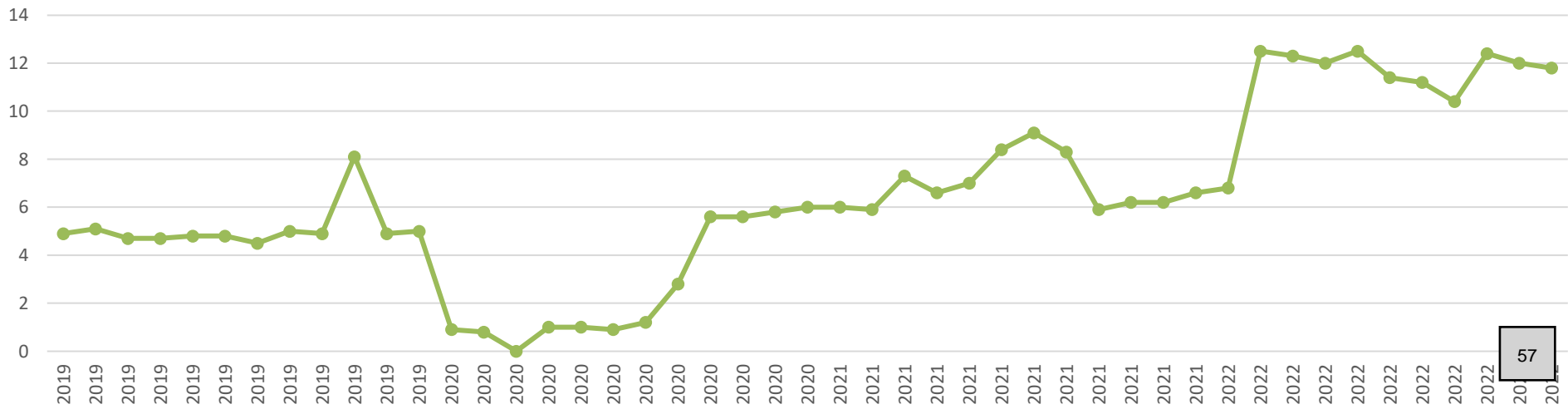


Item 3.

Engineering News-Record (ENR) index
ENR Seattle Construction Cost Index (CCI)* - JULY for PIF indexing:

**The ENR indexes measure how much it costs to purchase this hypothetical package of goods compared to what it was in the base year. The CCI uses 200 hours of common labor, multiplied by the 20-city average rate for wages and fringe benefits.*

EnR Seattle Construction Cost Index (CCI)



	<i>Full Park Master Plan Estimate</i>	<i>Full Park 30% Estimate</i>	<i>Variance</i>
HARD COSTS*	\$4,010,000	\$5,412,000	\$1,402,000
Inflation (15%, 10%)	\$601,500	\$811,800	\$210,300
Contingency (25%, 20%)	\$1,002,500	\$1,082,400	\$79,900
TOTAL HARD COST	\$5,614,000	\$7,306,200	\$1,692,200
SOFT COSTS	\$620,500	\$620,500	\$0
TOTAL PROJECT COST	\$ 6,234,500	\$ 7,926,700	\$ 1,692,200

** Includes Taxes, Mobilization, General Conditions (GC), GC Bond & Insurance, GC OH & Profit*

Estimate of Probable Cost

Item 3.

<i>Item</i>	<i>2021 Costs</i>	<i>2022 Costs</i>	<i>Variance</i>	<i>Notes</i>
Site Clearing	\$ 131,000	\$ 273,460	\$ 142,460	Erosion, Clearing, Fencing, Demolition
Earthwork	\$ 56,000	\$ 180,220	\$ 124,220	Rough and Finish Grading, Imported Fill
Utilities - Water, Sanitary, Storm	\$ 90,900	\$ 316,650	\$ 225,750	Domestic Water, Storm, Sanitary
Electrical and Lighting	\$ 100,000	\$ 288,000	\$ 188,000	Electrical Distribution, Light fixtures along pathway
Paving	\$ 320,000	\$ 324,000	\$ 4,000	Concrete and Gravel paths, Walls (excludes Water Play)
Interactive Water Feature	\$ 216,250	\$ 499,260	\$ 283,010	Paving, equipment, controls
Playground and Equipment	\$ 620,000	\$ 826,820	\$ 206,820	Equipment, Surfacing, Edging
Restrooms (2,1)	\$ 500,000	\$ 400,000	\$ (100,000)	Structure and surrounding Concrete paving
New Picnic Shelter	\$ 50,000	\$ 75,000	\$ 25,000	Premanufactured structure and Furnishings
Scout Hall Improvements	\$ 40,000	\$ 24,930	\$ (15,070)	Courtyard and ADA Ramp
Amphitheater	\$ 62,800	\$ 54,660	\$ (8,140)	Concrete seating and paving (excludes lawn)
Sport's Court	\$ 24,100	\$ 67,280	\$ 43,180	Paving, Paint, Hoops, Benches
Site Furnishings	\$ 133,000	\$ 100,200	\$ (32,800)	Benches, Picnic Tables, Trash, etc.
Irrigation	\$ 315,000	\$ 307,270	\$ (7,730)	New Fully Automatic System
Planting	\$ 280,000	\$ 346,000	\$ 66,000	Trees, Plants, Seeding, Soil Preparation
ROW Improvements	\$ 152,000	\$ 46,200	\$ (105,800)	Allowance
<i>Subtotal</i>	\$ 3,091,050	\$ 4,129,950	\$ 1,038,900	



Parks & Recreation Commission Recommendation

(11.30.22 Meeting)

The Commission recommends completing the entire park to meet the objectives and design intent of the Master Plan, however for the design team to complete value engineering to align project cost with proposed budget request in the FY 2023-24 budget.





Questions & Feedback

Next Steps

- 1. Value Engineering **December- February '23**
 - 2. 60% Design **Spring '23**
- (Requires Council contract approval)*



Staff Report

December 5, 2022 Council Workshop Meeting

NW Sierra Street Pavement and ADA Improvements Phase 2 Professional Services Amendment

Presenter: James Carothers, Engineering Manager

Time Estimate: Five Minutes

Phone	Email
360.817.7230	jcarothers@cityofcamas.us

BACKGROUND: In 2022 Staff informed Council of pavement preservation work needed along NW Sierra Street between NW 43rd Avenue and NW 23rd Avenue. Staff released a Request for Qualifications (RFQ) for professional engineering services to prepare bid ready plans, specifications, and cost estimate (PS&E) package for surface rehabilitation work of the above-mentioned corridor. Harper Houf Peterson and Righellis, Inc. (HHPR) was selected to provide services based on overall qualifications. In 2022 Sierra Street was rehabilitated from NW 23rd to NW 28th Avenue and NW 36th to NW 43rd Avenue. The remaining segment between NW 28th and NW 36th Avenue was planned to be completed as future pavement preservation budget allows.

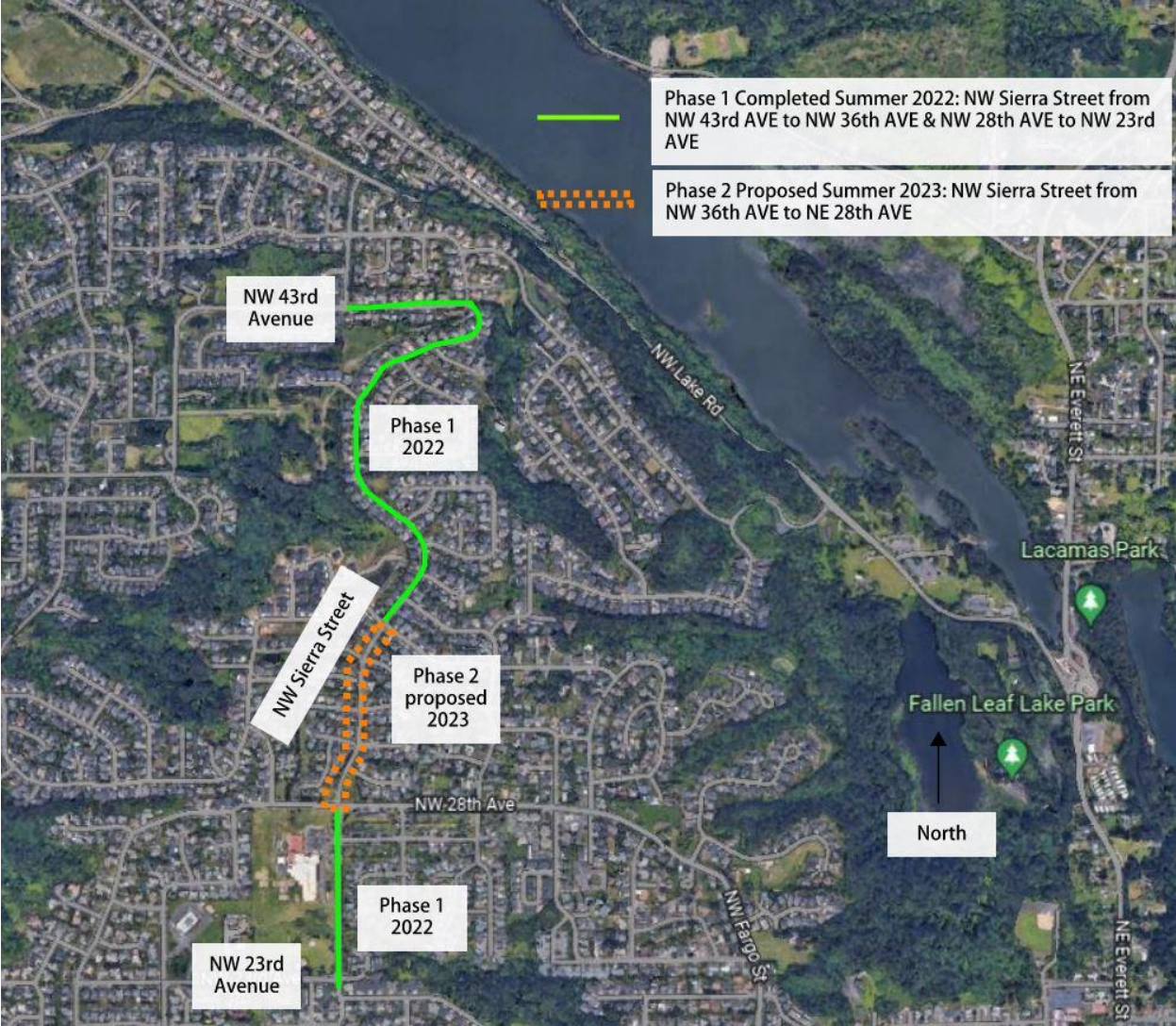
SUMMARY: Staff has negotiated an amendment to the current Professional Services Agreement (PSA) in the amount of \$87,830 with HHPR to complete design of the remaining 2,100 feet of roadway rehabilitation between NW 28th and NW 23rd Avenue. HHPR will provide bid ready PS&E package to City for construction advertising. Scope of work includes, but is not limited to, site surveying, curb ramp design and pavement design. Funding for this project will come from the 2023 Pavement Preservation Fund.



Left: NW Sierra at NW 33rd AVE Looking North



Right: NW Sierra near NW 28th AVE Looking North



EQUITY CONSIDERATIONS:

What are the desired results and outcomes for this agenda item?

Council consensus to place contract amendment on December 19, 2022 consent agenda.

What's the data? What does the data tell us?

The 2020 pavement management report identified this NW Sierra Street for significant pavement maintenance. Freeze thaw cycles and wetter than average seasons since the report's findings have further increased degradation of the pavement to point where usual preventative maintenance measures are no longer feasible.

How have communities been engaged? Are there opportunities to expand engagement?

Community members will be engaged prior to construction work occurring.

Who will benefit from, or be burdened by this agenda item?

Roadway users and pedestrians will benefit from this agenda item.

What are the strategies to mitigate any unintended consequences?

Design process and construction activities will be closely monitored by staff.

Does this agenda item have a differential impact on underserved populations, people living with disabilities, and/or communities of color? Please provide available data to illustrate this impact.

No.

Will this agenda item improve ADA accessibilities for people with disabilities?

Yes.

What potential hurdles exist in implementing this proposal (include both operational and political)?

None.

How will you ensure accountabilities, communicate, and evaluate results?

Staff will work and assist Consultant and will be involved throughout the design process.

How does this item support a comprehensive plan goal, policy or other adopted resolution?

This project will increase level of service to roadway users and is part of City's Pavement Preservation, ADA Transition, and Asset Management programs.

BUDGET IMPACT: This PSA amendment will be funded by 2023 Pavement Preservation. Staff will present construction bids to Council at a later date.

RECOMMENDATION: Staff intends to place this PSA amendment on the December 19, 2022 Consent Agenda for Council's consideration.



**CITY OF CAMAS
PROFESSIONAL SERVICES AGREEMENT
Amendment No. 2**

616 NE 4th Avenue
Camas, WA 98607

NW SIERRA STREET PAVEMENT AND ADA IMPROVEMENTS PHASE 2

THIS AMENDMENT (“Amendment”) to Professional Services Agreement is made as of the ____ day of _____, 202__, by and between the **City of Camas**, a municipal corporation, hereinafter referred to as "the City", and **Harper Houf Peterson and Righellis, Inc.**, hereinafter referred to as the "Consultant", in consideration of the mutual benefits, terms, and conditions hereinafter specified. The City and Consultant may hereinafter be referred to collectively as the “Parties.”

The Parties entered into an Original Agreement dated **February 22, 2022** by which Consultant provides professional services in support of the Project identified above. Except as amended herein, the Original Agreement shall remain in full force and effect.

1. **Scope of Services.** Consultant agrees to perform additional services as identified on **Exhibit “A”** (Amended Scope of Services) attached hereto, including the provision of all labor, materials, equipment, supplies and expenses, for an amount not-to-exceed **\$87,830**.
 - a. Unchanged from Original/Previous Contract
2. **Time for Performance.** Consultant shall perform all services and provide all work product required pursuant to this Amendment by:
 - a. Extended to December 31, 2023.
 - b. Unchanged from Original/Previous Contract date of _____, 20__
 Unless an additional extension of such time is granted in writing by the City, or the Agreement is terminated by the City in accordance with Section 18 of the Original Agreement.
3. **Payment.** Based on the Scope of Services and assumptions noted in **Exhibit “A”**, Consultant proposes to be compensated on a time and material basis per **Exhibit “B”** (Costs for Scope of Services) with a total estimated not to exceed fee of:
 - a. Previous not to exceed fee: \$114,315
 - b. Amendment No. 2 \$87,830
 - c. **Total: \$202,145**
 - d. Consultant billing rates:
 - Modification to Consultant Billing Rates per **Exhibit “B”** attached herein
 - Unchanged from Original Contract

4. Counterparts. Each individual executing this Agreement on behalf of the City and Consultant represents and warrants that such individual is duly authorized to execute and deliver this Agreement. This Agreement may be executed in any number of counter-parts, which counterparts shall collectively constitute the entire Agreement.

DATED this _____ day of _____, 20__.

CITY OF CAMAS:

Harper Houf Peterson and Righellis, Inc.:
Authorized Representative

By: _____

By: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date: _____

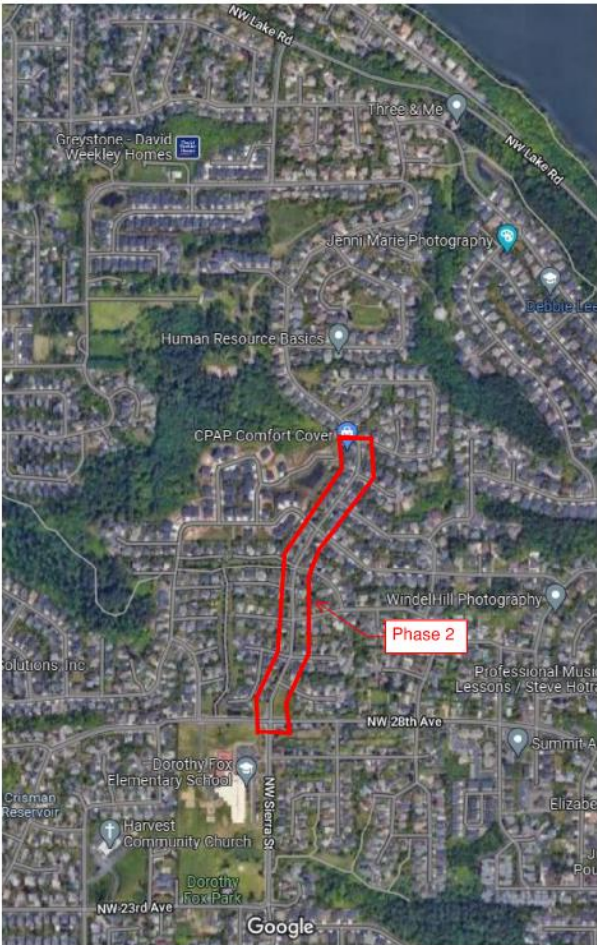
EXHIBIT "A"
AMENDED SCOPE OF SERVICES

Scope of Work
Survey and Engineering Services for
NW Sierra Drive –
Pavement and ADA Improvements – Ph. 2, Amendment #1
November 8, 2022

The existing NW Sierra Drive between NW 28th Avenue and NW 35th circle has a number of areas where the existing subgrade has failed as evidenced by larger sections with severely “alligatored” pavement and pumping during periods of high rainfall. Several ADA ramps within this area are out of compliance.

Scope of Work

The Consultant will provide the surveying and civil engineering for the subject project. This professional services amendment shall include project site survey, design, and plan preparation for pavement repair and curb ramp retrofits for the areas shown below:



Project Description

The project site includes 12 (minimum) new and retrofit curb ramp locations and approximately 2,100 LF of roadway repair. The following tasks are proposed:

Project Tasks

Task A: Project Management

This item includes the management, coordination, and meetings necessary to successfully complete the project as follows:

1. Coordinate with City staff to discuss the design approach for pavement design, ramp retrofit design, Maximum Extent Feasible (MEF) documents and plan preparation. Other items discussed will be design standards, review/approval process, utilities and other affected agencies, and miscellaneous project issues.
2. Meet with City for the survey work and review of the ramp layouts, 60% PS&E and 99% PS&E submittals to discuss the review comments and potential revisions.

Task A - Assumptions

- *Up to three coordination / review meetings with the City are included.*
- *The majority of the coordination with the City is assumed to be completed through email or teleconferencing.*

Task B: Project Survey

Land Survey Scope of Services

The City of Camas requires surveying services for the NW Sierra Drive Street and Improvement Project. The survey services include preparation of existing conditions basemaps at 8 intersections and adjoining roadway along NW Sierra Drive, and the calculation of the road right-of-way limits in those locations. Following is a list of tasks to be completed.

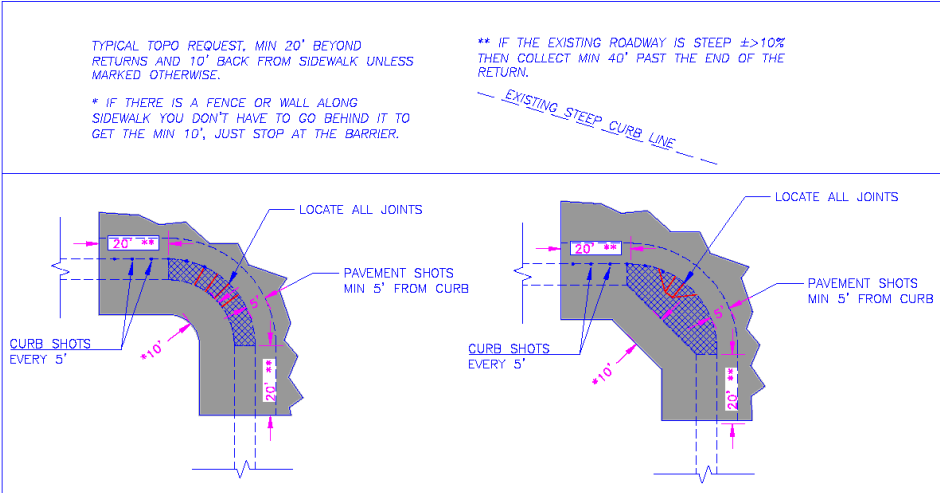
Topographic Design Survey:

1. All field work to complete a topographic survey of all four corners of an intersection and the roadway. Limits of Design Topographic Survey to be determined by the client and engineer.
2. All field work to complete a topographic survey of the area of existing site conditions including spot elevations no more than 25 feet apart, structures, driveways, and any other visible improvements.
3. Ramps will be surveyed in detail as shown below in the Typical Survey Request for ADA Ramp Designs.
4. Survey information to include utilities disclosed by a disclosed by a private utility locate and all existing visible above ground improvements and grades as needed to prepare a 1 foot contour interval base map.
5. Review provided existing utility as-built drawings and plot (as available) on survey.
6. Locate the next connecting utility structure outside of the topo limits where applicable.
7. Locate trees 6 inches and greater in DBH. Trees to be identified as coniferous or deciduous.
8. Cross-section streets on 25-foot intervals.
9. Prepare electronic topographic survey base map and pdf existing conditions plan.

10. Deliverables to include: AutoCAD 2020 C3D DWG file and PDF.

Ramp Survey Requirement Example -

TYPICAL SURVEY REQUEST FOR ADA RAMP DESIGNS



Boundary Survey

1. Research and evaluate County Surveyor’s Office records and provided deeds/records
2. All field and office work to recover the existing survey monumentation from previous surveys on this property and adjoining properties and calculate the boundaries of the right-of-way.
3. Check above ground, visible improvements along the exterior boundaries for any possible encroachments and consult with owner regarding potential problems.

Ramps:

Intersection	Existing Ramp (Retrofit)	New Ramp	Notes
NW 35 th CIR	0	2	New Ramps west / east curb line to complete crossing
NW 34 th AVE	2	1	Replace NE/SE Quadrant. New Ramp West curb line to complete crossing.
NW 33 rd Way	0	0	Will survey and discuss ramps with City
NW Quartz/NW 32 nd CIR PVT	1	1	SW Quadrant replace with directionals and connect path.
NW 31 st Way	2	1	SW/NW quadrant replace. New NE quadrant to complete crossing
NW 31 st AVE	0	0	Will survey and discuss ramps with City
NW 30 th CIR	0	0	Will survey and discuss ramps with City
NW 29 th CIR		2	2 New ramps west curb line to complete crossing. Will survey and discuss ramps with City.
Total	5	7	= 12

Task C - Assumptions

- *Topographic Survey and Boundary Survey will be completed simultaneously.*
- *It is assumed that the site is accessible.*
- *The Vertical Datum will be the Clark County Vertical Datum.*
- *No property corner monuments will be set, and record of survey will not be filed with Clark County.*
- *This proposal does not include completing an Application and to Remove or Destroy a Monument per WAC 332-120, or re-setting monuments destroyed by construction activities.*

General Notes and Assumptions:

1. All pertinent right of way documents, easements, street design/as-built plans, etc. in the possession of the client will be provided to surveyor prior to start of work.
2. Requests for additional information during the course of the project which require additional field work, computations or drafting will be billed at our current hourly rates and will be in addition to the price shown herein for the original scope of work.
3. Client to pay all related agency fees or reimbursement expenses.

Task C: Ramp and Roadway Design/Plans

1. Visit the project site areas to review conditions and layouts of the ramps and roadway.
2. Based on the geotechnical report from Phase 1, HHPR will design and prepare preliminary street improvement plans and submit to the City for review. Street improvement plans will consist mainly of aerial and GIS data as the entire roadway will not be surveyed for budget concerns.
3. Based on City comments, HHPR will prepare the street improvement plans and submit 60% and 99% plans to the City for review.
4. Design demolition/site and ramp grading plans, and details for each ramp; and submit 60% and 99% plans to City for review.
5. Design roadway paving, striping and signage plans and submit 60% and 99% plans to the City for review.
6. Prepare Construction Cost Estimate for submittal with the 60%, 99%, and Final documents including summary breakdown of quantities for each ramp location with the Final document submittal.
7. Attend a meeting after the 60% submittal to review the ramp designs at the individual ramp retrofit locations. The Consultant Project Manager and Design Engineer along with key City personnel are to attend.
8. Based on City review comments; revise the 99% PS&E documents and prepare and submit final plans for bidding.
9. As determined with final design and plans, prepare the "Maximum Extent Feasible" (MEF) documents for ramps with elements not meeting ADA standards. MEF document to include stamp feasibility statement cover sheet, project description and existing condition sheet; ramp location summary sheet; plan sheets showing elements that do not meet ADA, along with explanations as to why elements cannot meet ADA requirements.

Task C - Assumptions

- See the Ramp Table in the Survey section for the location of ramps that will be retrofit or newly designed.
- HHPR to provide all topographic survey and supply existing conditions mapping and ground surface using AutoCAD Civil3D.
- Three plan submittals included: **1) 60% 2) 99% and 3) Finals (for bidding).**
- In addition to the street and ramp design sheets, the plan set shall include:
 - Cover Sheet
 - Ramp Layout Sheet
 - Roadway Sheets
 - Intersection Sheets
 - Ramp Grading Sheets
 - Details
- For the 60%, 99% and Final plans, each plan sheet to show one ramp return location with the information as shown on the example on the following page. The scale of the plans will be either 1"=10' and/or 1"=5'. The street improvement sheets will be 1" = 20'.
- Technical Specifications will address project specific elements of the project and shall be based on recent specifications provided by the City for similar type projects. Assumes that the specifications for Phase 1 can be utilized for Phase 2.
- Cost estimate to be based on current bid tabs provided by the City and researched information from other local agencies.
- Site visit for 60% plan review assume to be one day (8 hours) total for the project area.

Task D: Design Services During Bidding and Construction

1. Assist City with addressing questions during bidding and prepare up to one addendum as directed by the City.
2. Assist City with design clarification or construction issues as requested by City Project Manager.

PROJECT ASSUMPTIONS

As requested by the City, services noted as exclusions below may be added as additional services. Refer to "Task Assumptions" noted above for additional assumptions.

1. Design of street crossing assumed not required, and therefore not included.
2. Retaining wall design assumed not required, and therefore not included.
3. Storm drainage design assumed not required and therefore not included; however, vertical adjustments to drainage structure located within the ramp improvement areas will be included in the design.
4. Based on recent specifications provided by the City the Consultant shall prepare Specification Special Provisions (Div. 2 – Div. 9). Assumes Phase 1 specifications will be utilized as a starting document.
5. All public outreach efforts will be undertaken by city staff.
6. It is assumed that no easement or right of way acquisition will be required.

EXHIBIT "B"
AMENDED COSTS AND BILLING RATES FOR SCOPE OF SERVICE

7. Preparation of as-builts not included within this proposal. As-builts can be prepared if required for an additional fee.
8. Consultant will identify utility conflicts and City staff will coordinate with utilities and other agencies.

Compensation

Based on the fee proposals below, HHPR proposes that the total amount of the billings for this scope of work shall not exceed **\$87,830**. HHPR will not exceed this amount without prior written authorization and shall inform the City of any potential budget changes immediately.

Survey Fee

Task	Project Surv.	Survey Tech.	Survey Crew Chief	Instrument Person	Total
Control Surveying	3	3	14	14	\$4,390
R/W Surveying	7	9	14	14	\$5,950
Topo and Base Map Survey	14	90	90	90	\$37,170
Total Hours	24	102	118	118	\$47,510
Rate	\$180.00	\$140.00	\$150.00	\$95.00	

Civil Engineering Fee

The civil engineering fee is based on the design of 12 ADA ramps. If additional ramps are required after the City reviews the survey, additional fee may be required.

Task	Project Mgr.	Civil Engr.	Civil Des.	CAD	Project Engr. (QC)	Clerical	Total
Project Management	8					1	\$1,910
Roadway Design & Plans	4	8	12	12	2		\$6,020
ADA Design & Plans	8	40	40	40	4		\$20,640
Tech. Specs.	4				2	1	\$1,430
Project Est.	2	2	4	8	1	1	\$2,720
Site Visits	4	4					\$1,600
“MEF” memorandums	4	4			2	1	\$2,130
Bidding and Construction	10	8				2	\$3,870
Total Hours	44	66	56	60	11	6	\$40,320
Rate	\$225.00	\$175.00	\$150.00	\$125.00	\$210.00	\$110.00	



Staff Report

December 5, 2022 Council Workshop Meeting

Camas Transportation Plan and Traffic Impact Fee Update Professional Services Agreement Amendment 5
Presenter: James Carothers, Engineering Manager
Time Estimate: Five Minutes

Phone	Email
360.817.7230	jcarothers@cityofcamas.us

BACKGROUND: Staff and the consultant, DKS Associates, were working on the Transportation System Plan (TSP) in 2019 prior to the Covid pandemic. As this plan is a general fund project, progress was put on hold in 2020. In 2021, staff and Council determined that additional public outreach was needed to properly guide this effort. Comments have been received and surveys have been taken by citizens on Engage Camas. The project team is working toward presenting a draft of the TSP and Traffic Impact Fee (TIF) Update in 2023.

SUMMARY: The main goal of a Council adopted TSP and TIF Update is to provide an updated long-range list and costs for capital transportation projects, including multi-modal (walking, biking and rolling) travel. The TIF Update focuses on those projects that are needed to upgrade roadways and intersections to facilitate new motorized vehicular trips due to anticipated growth within the City. Furthermore, the TIF Update determines the amount of fees to collect for each new trip that comes into the City’s roadway system.

The collection of TIF is to be based on a portion of the overall cost of the growth generated projects divided by the anticipated number of new trips to be added to the roadway system. The location of the new trips and the direction of travel is determined by the Regional Transportation Council (RTC) travel demand model. The model initially used in this project was the 2010 base year model which analyzed growth through 2035 and was the most current version of the model when the TSP was started in 2019. The current RTC model that is now available for use has a 2015 base year and analyzes growth through 2040. Updating the analysis now for the TSP and TIF Update will also provide the City with a good base to start from for the upcoming city-wide Comprehensive Plan Update that will be started in 2023. Additionally, the Northshore Subarea Plan has updated the anticipated number of households and jobs and where they will be allocated within the City. Based on these combined factors, staff finds that use of the new travel demand model will yield a more accurate list of projects

and TIF collection amount. This amendment accomplishes these tasks. The cost of this amendment is \$63,350.

EQUITY CONSIDERATIONS:

What are the desired results and outcomes for this agenda item?

Update the transportation Capital Improvements Plan list of projects and the TIF.

What's the data? What does the data tell us?

The TIF and list of long-range transportation projects were last updated in 2012.

How have communities been engaged? Are there opportunities to expand engagement?

Comments and survey information have been gathered on Engage Camas.

Who will benefit from, or be burdened by this agenda item?

All transportation users of all modes will be benefited. Those who will add new trips to the system will be charged TIF at the time of securing building permits.

What are the strategies to mitigate any unintended consequences?

Council will consider the rate to charge on the TIF prior to adoption. Staff seeks all potential grant and loan funding sources for projects related to transportation.

Does this agenda item have a differential impact on underserved populations, people living with disabilities, and/or communities of color? Please provide available data to illustrate this impact.

This plan considers all modes of travel for all users. The plan itself and any projects arising from the study have no differential impact.

Will this agenda item improve ADA accessibilities for people with disabilities?

The plan will address projects that will improve ADA accessibility.

What potential hurdles exists in implementing this proposal (include both operational and political)?

There are no known hurdles in implementing this plan. There may be a challenge in funding projects that result from the plan.

How will you ensure accountabilities, communicate, and evaluate results?

Council and the public will be engaged in upcoming steps to implement the plan.

How does this item support a comprehensive plan goal, policy or other adopted resolution?

T-1: Streets will function for all users including bicyclists, pedestrians, transit users, and motorists.

T-6: Transportation planning will achieve the efficient use of transportation infrastructure, increase its person-carrying capacity, and accommodate and facilitate future growth consistent with land use objectives.

T-8.2: Ensure that the transportation impact fee program responds to land use changes, so that connectivity occurs and new development pays its proportionate share of needed capacity.

BUDGET IMPACT: The current multi-year budget for this project is \$236,065 and remaining tasks are funded by the general fund in the 2022 budget. Staff will include carry-over and the additional \$63,350 in the Spring 2023 Omnibus.

RECOMMENDATION: Staff recommends including this Professional Services Agreement Amendment 5 on the December 19, 2022 Consent Agenda for Council's consideration



**CITY OF CAMAS
PROFESSIONAL SERVICES AGREEMENT
Amendment No. 5**

616 NE 4th Avenue
Camas, WA 98607

Project No. T1002

CAMAS TRANSPORTATION PLAN AND TRAFFIC IMPACT FEE UPDATE

THIS AMENDMENT (“Amendment”) to Professional Services Agreement is made as of the ____ day of _____, 202__, by and between the **City of Camas**, a municipal corporation, hereinafter referred to as "the City", and **DKS Associates**, hereinafter referred to as the "Consultant", in consideration of the mutual benefits, terms, and conditions hereinafter specified. The City and Consultant may herinafter be referred to collectively as the “Parties.”

The Parties entered into an Original Agreement dated January 16, 2018 by which Consultant provides professional services in support of the Project identified above. Except as amended herein, the Original Agreement shall remain in full force and effect.

1. **Scope of Services.** Consultant agrees to perform additional services as identified on **Exhibit “A”** (Amended Scope of Services) attached hereto, including the provision of all labor, materials, equipment, supplies and expenses, for an amount not-to-exceed \$63,350.
 - a. Unchanged from Original/Previous Contract
2. **Time for Performance.** Consultant shall perform all services and provide all work product required pursuant to this Amendment by:
 - a. Extended to December 31, 2023.
 - b. Unchanged from Original/Previous Contract date of June 30, 2023.

Unless an additional extension of such time is granted in writing by the City, or the Agreement is terminated by the City in accordance with Section 18 of the Original Agreement.
3. **Payment.** Based on the Scope of Services and Cost assumptions noted in **Exhibit “A”**, Consultant proposes to be compensated on a time and material basis per **Exhibit “B”** (Labor Estimate) with a total estimated not to exceed fee of:
 - a. Previous not to exceed fee: \$236,065
 - b. Amendment No. 5 \$63,350
 - c. **Total: \$299,415**
 - d. Consultant billing rates:
 - Modification to Consultant Billing Rates per **Exhibit “C”** attached herein
 - Unchanged from Original Contract

4. Counterparts. Each individual executing this Agreement on behalf of the City and Consultant represents and warrants that such individual is duly authorized to execute and deliver this Agreement. This Agreement may be executed in any number of counter-parts, which counterparts shall collectively constitute the entire Agreement.

DATED this _____ day of _____, 20__.

CITY OF CAMAS:

DKS ASSOCIATES:
Authorized Representative

By: _____

By: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date: _____

EXHIBIT "A"
AMENDED SCOPE OF SERVICES AND COSTS

Scope of Work: Camas Transportation Plan and Traffic Impact Fee Update

The following tasks and budget will be amended into the current contract.

The objective of the amendment is to update the prior forecasting and future analysis conducted for the Camas Transportation Plan and Traffic Impact Fee Update to be consistent with the current regional RTC travel demand model and incorporate the North Shore Plan that is scheduled to be adopted by the City of Camas soon.

Task 10 – Update Future Conditions and Project List

Work Activities:

Task 10.1 Future Baseline Conditions Analysis Update

- Refine the current regional travel demand models (2015 base year and 2040 future year) link network and centroid connectors to support study intersection volume forecasts (PM peak hour).
- Review TAZ land use allocations in base and future model. Update land use and trip tables to incorporate the North Shore Plan zoning designations and growth projections. Document land use growth projections (residential and employment) by TAZ in map format.
- Document regional projects that are assumed to be funded and constructed by 2040 and are incorporated in the SWRTC model.
- Forecast 2040 PM peak hour baseline traffic volumes at the study intersections and major corridors.
- Conduct an operations analysis of study intersections and key roadway segments under 2040 PM peak hour baseline conditions and identify deficiencies.
- If operational deficiencies are identified, up to three revised 2040 model runs will be conducted to test additional roadway network or capacity improvements needed to support growth. These will include the conceptual street network developed for the North Shore Plan.
- Identify additional needs to support walking, biking and transit travel with planned growth to 2040.

- Attend and present technical materials at one meeting with city staff to discuss updated future conditions and needs.
- Document future transportation needs and other operational deficiencies that are expected with planned growth to 2040 in Revised Technical Memorandum #3.

Task 10.2 Evaluate Potential Solutions

- Review draft transportation plan projects from prior analysis and verify they are still needed or remove from project list.
- Evaluate potential new roadway and intersection capacity solutions to address forecasted operational deficiencies.
- Update project list with new solutions and update all project cost estimates to year 2023 dollars for consistency.
- Update project figures to incorporate changes to pedestrian, bicycle and roadway network projects.
- Review and update roadway functional classification figure to reflect draft project list.
- Attend and present technical materials at one meeting with city staff to discuss potential solutions and priorities.
- Document future project needs and solutions in Revised Technical Memorandum #5.

Deliverables:

- *Draft and Final Revised Technical Memo #3 - Future Baseline Conditions and Solutions Analysis*
- *Draft and Final Revised Technical Memo #5 – Solutions Identification and Evaluation*

BUDGET

The budget for the additional services in Task 10 is \$63,350.

EXHIBIT "B"
LABOR ESTIMATE

DKS Associates, Inc.								
CAMAS TRANSPORTATION PLAN - BUDGET ESTIMATE		Principal	Project Manager	Transportation Planner	VISUM Modeler	Transportation Engineer Associate	Graphics/GIS	TOTAL
		\$275	\$220	\$175	\$165	\$140	\$180	
Task 10	Update Future Multimodal Deficiencies and Solutions with North Shore Plan Projections							
10.1	Future Baseline Conditions Analysis Update							
	Prepare Base and Future Forecast Models		2	12	60	12		86
	Develop TAZ Land Use Allocations		2	4	24	8		38
	Forecast 2040 PM Peak Hour Volumes	1	2	8	24	16		51
	Future Intersection Operations Analysis		1	8		24		33
	Identify Future System Deficiencies and Needs		2	12		16		30
								0
10.2	Evaluate Potential Solutions							0
	Develop Potential Solutions	2	4	16		16		38
	Update Project List and Cost Estimates		4	8		16		28
	Update Roadway Functional Classifications		1	2		2	2	7
	Update Project Figures		1	2		2	8	13
	TM #6 Draft	2	2	16	2	24	4	50
	TM #6 Final	2	2	2	1	4	1	12
	HOURS	7	23	90	111	140	15	386



Staff Report

December 5, 2022 Council Workshop Meeting

2023 Utility Rate Study Professional Services Agreement

Presenter: Steve Wall, Public Works Director

Time Estimate: 5 minutes

Phone	Email
360.817.7899	swall@cityofcamas.us

BACKGROUND: The City Council has traditionally completed comprehensive utility rate studies for the Water, Sewer, Stormwater and Solid Waste utilities and adopted new rates on five-year intervals. The last comprehensive review and rate adoption was completed in 2018 and set the rates for the 2019 through 2023 timeframe.

SUMMARY: Staff requested that the City’s utility financial consultant, FCS Group, provide a draft scope of work to complete a comprehensive utility rate analysis on the City’s four separate utilities for the ensuing five-year period, or other such interval as directed by Council. The attached \$101,615 scope of work includes the completion of an analysis that includes review of the cost of service, projected revenue requirements, , and rate design for each utility to assist the City in setting rates to provide the desired levels of service.

EQUITY CONSIDERATIONS:

How will you ensure accountabilities, communicate, and evaluate results?

There will be multiple presentations to the City Council and information shared with the public throughout the rate review and update process. Ultimately, any proposed rate increases are presented to Council for their consideration of adoption.

Does this agenda item have a differential impact on underserved populations, people living with disabilities, and/or communities of color?

As part of this effort, staff will work with FCS Group to review opportunities for utility assistance for low-income households, seniors, and/or those with disabilities. If Council elects to adopt assistance provisions prior to completion of the utility rate analysis, staff will work with FCS Group to analyze the potential impacts to the revenue requirements and what, if anything, should be done with other rate classes to offset the potential impacts.

How does this item support a comprehensive plan goal, policy or other adopted resolution?

The rate analysis completed on the City's utilities ensures that there will be sufficient revenues to support operations, maintenance and capital needs of each utility through the planning horizon..

BUDGET IMPACT: The draft professional services agreement provided by FCS Group includes a total cost spread across the four distinct utilities of \$101,615. Of this amount, \$23,015, \$21,345, \$10,560, and \$25,650 will be directly allocated to the Water, Sewer, Stormwater, and Solid Waste utilities; respectively. The remaining \$21,045 will be spread out amongst the four utilities. There are sufficient funds in professional services in each of the Utilities' 2023 adopted budgets to complete this work.

RECOMMENDATION: Staff recommends this item be placed on the December 19, 2022 consent agenda for Council's consideration.

CITY OF CAMAS

WATER, SEWER, STORMWATER AND SOLID WASTE UTILITY RATE STUDY

The following work task plan has been developed to complete a Comprehensive Rate Study for the City of Camas' (City) Water, Sewer, Stormwater and Solid Waste utilities. The City's study needs were discussed with Steve Wall, Public Works Director. The tasks to be provided as part of this scope are described below

TASK PLAN

TASK 1: INITIAL PROJECT MEETING

An initial project meeting will be scheduled at the commencement of the project with the consultant and the City project team. Meeting participants would include a representative from departments that can address issues related to finance, engineering, operations, customer service and administration.

The intent of the meeting is to confirm the goals and objectives of the overall rate study and focus the efforts of the project team. The items covered at the meeting include reviewing the scope of work; identifying project objectives, expectations and deliverables; outlining the project schedule and key milestone review points; and discussing appropriate lines of communication.

TASK 2: DATA COLLECTION & VALIDATION

FCS GROUP will provide a data needs list encompassing historical and projected revenue, expenses, fiscal policies, capital plans, fund balances and comprehensive planning documents. The data will be reviewed, analyzed and validated for inclusion in the study process.

TASK 3: CUSTOMER DATA VALIDATION

A detailed customer billing statistics validation will be completed for all utilities. Individual customer data including number of accounts, meter size, equivalents residential units, collection carts and billing usage patterns (annual use, peak use, etc.) will be evaluated and validated against actual revenues collected. This revenue reconciliation will identify anomalies to be corrected prior to developing future projections for customer counts and use / demand under "normal" conditions. Validation of the customer statistics data set with customer demands and revenue generation is critical to the rate study as it establishes the foundation for all of the major analytical phases (revenue requirement, cost of service and rate design).

TASK 4: REVENUE REQUIREMENT

This task establishes a sustainable, multi-year (e.g., 5/10/20-year) financial management plan that meets the projected total financial needs of each utility through the generation of sufficient, sustainable revenue. Annual cash flow needs are developed by identifying expenses incurred to operate and manage the systems including:

- Capital investment funding (improvements, expansion, and replacement)
- Expenses incurred to operate, maintain, and manage the systems
- Debt repayment
- Cash flow needs
- Fiscal policy achievement

Tasks are as follows:

- » Develop a forecast of operating revenues and expenses to reflect the most recent approved budgets. Adjust for any known future changes in annual non-capital costs associated with the operation, maintenance, and administration of each system. Changes may include additional staffing needs and other operating costs associated with maintaining the system along with initiating new or enhanced program activities.
- » Incorporate the most recent capital plans identifying the capital projects required to maintain each system in good repair. Develop a capital funding analysis that balances available funding from rate revenue, reserve funds, contributions and additional debt, if needed.
- » Evaluate cash flow needs to meet existing and anticipated new annual debt service requirements and debt coverage requirements.
- » Develop a fund balance tracking analysis to track existing City funds. The analytical module will include annual inflows and outflows of funds and monitor target balances for compliance with established fiscal policies.
- » Test the sufficiency of each system's current revenues in meeting all annual system obligations. Identify any projected shortfalls over the forecast period. Rate revenue sufficiency will be tested from two perspectives: the ability to meet all cash obligations, and the attainment of any debt coverage requirements.
- » Design a rate implementation strategy that meets each system's financial obligations over the multi-year planning horizon and provides smooth and moderated impacts to ratepayers.
- » Develop rate scenarios to evaluate the impact of changes to key variables such as funding sources, growth rates, capital project need and timing, or others identified by the City. The budget includes three (3) alternative scenarios for each utility.

Task 4a: Route Requirement Analysis – Solid Waste

The City is exploring the cost and rate revenue impact of extending the City's solid waste service area to homes and businesses located within the recently annexed area. The solid waste services are currently provided by Waste Connections on an annual contract basis. This task includes an operations analysis to evaluate:

- Garbage route requirements based on container set-out rates, tonnage, and collection schedules.
- Personnel, equipment maintenance, and capital requirements (e.g., collection trucks, carts).

- Multi-year cost-benefit analysis that compares projected annual cash flow from City-provided service to the existing collections contract.

The results of this analysis will be incorporated into the solid waste revenue requirement and cost of service model *Task 4* and *Task 5*.

TASK 5: COST OF SERVICE

The cost-of-service analysis (COSA) establishes a defensible basis for assigning “cost shares” and establishing “equity” for system customers based on industry standard methodologies that are tailored to the PUD’s unique systems and customer characteristics. Due to the nature of the stormwater utility service, a cost-of-service analysis will not be performed for this utility. A rate credit analysis may be performed, upon request, to validate the portion of the utility’s costs that are impacted by on-site mitigation and determine the maximum credit that should be allowed.

The COSA develops a series of functional allocations that distribute cost pools to classes of customers linked to a proportionate share of costs required to serve their demand. Specific consideration will be given to total utility costs in relationship to the functions identified below.

Water	Sewer	Solid Waste
<ul style="list-style-type: none"> ● Customer ● Base capacity (avg. demand) ● Peak capacity (peak demand) ● Meters and Services ● Fire 	<ul style="list-style-type: none"> ● Customer ● Flow ● BOD ● TSS 	<ul style="list-style-type: none"> ● Collection ● Disposal ● Recycling ● Yard Waste ● Customer

This analytical exercise will identify the cost to serve each customer class / service level of each system. The results will identify any warranted shifts in cost burden that could improve equity between customers from the existing rate structure. The cost-of-service will identify the required revenue to collect from each customer class to cover their individual costs. Unit costs by functional component will be calculated to support the rate design process.

TASK 6: RATE DESIGN

The rate design task will evaluate existing rate structures for alignment with the City’s current and/or recommended fiscal policies, generate sufficient revenue to meet the revenue requirement forecast, and to address inequities identified in the COSA findings. Key task outcomes include the following:

- Across the board increases for each utility’s rates. The increases for each utility will be applied equally to both fixed and variable charge (where applicable) components.
- Modified fixed and variable rate increases for each utility (where applicable). As an example, this alternative will evaluate modifying the fixed charges proportionally higher than the volume charges. This type of rate design would allow the City to address goals such as cost based rates, revenue stability and / or conservation.
- Bill Comparisons will be generated describing the number of and degree to which different customers are impacted by changes in the current rate structures. We will prepare a comparison of the impact of each rate structure (including the existing rate structure) on typical bills of representative customers from each customer class.

TASK 7: MEETINGS & PRESENTATIONS

During the study process, it will be important to interact frequently with staff throughout the project, to ensure that the findings and recommendations reflect approaches that are understood by impacted parties and can be implemented within the City’s administrative practices. Review meetings are anticipated to be conducted via remote session. The following meetings are budgeted:

- Six (6) staff project team meetings to review study results at key milestones.
 - » Two (2) – two (2) hour meetings with City staff to review draft revenue requirement results for all utilities.
 - » Two (2) – two (2) hour meetings with City staff to review draft COSA for the water, sewer and solid waste utilities.
 - » Two (2) – one (1) hour meetings with City staff to review draft rate design analysis for all utilities.
- Three (3) workshop / presentations with City Council to present the study results and incorporate feedback. Presentations are assumed to be virtual using the City’s platform of choice.
 - » One (1) workshop with City Council to discuss revenue requirement findings for all utilities. Includes presentation development.
 - » One (1) workshop with City Council to discuss COSA findings for all utilities. Includes presentation development.
 - » One (1) workshop with City Council to review rate design analysis and overall study recommendations. Includes presentation development.

We are happy to provide additional meetings as requested. The additional meetings will be billed on a time and materials basis.

TASK 8: DOCUMENTATION

An executive level report documenting the rate study methodology, key assumptions, results and recommendations will be provided. The technical information referenced in the report will be available in the provided Excel based models. Included will be one (1) electronic copy of each of the utility’s rate models with the associated formulas, and final report.

BUDGET

The proposed level of effort to complete the Comprehensive Water, Sewer, Stormwater and Solid Waste Rate Study is summarized below. Our normal billing practice is to bill based on time and materials actually expended, not to exceed the total budget.

TASKS	Utility					Total Budget
	Water	Sewer	Stormwater	Solid Waste	Combined	
UTILITY SPECIFIC						
Task 2 Data collection & validation	\$ 1,175	\$ 1,175	\$ 1,175	\$ 1,155		\$ 4,680
Task 3 Customer data validation	3,250	2,940	2,320	3,670		12,180
Task 4 Revenue requirement (3 scenarios)	7,240	7,240	6,000	7,620		28,100
- 4a Route requirement analysis				1,975		1,975
Task 5 Cost of service	6,930	6,930		6,870		20,730
Task 6 Rate design	4,420	3,060	1,065	4,360		12,905
TOTAL UTILITY SPECIFIC	\$ 23,015	\$ 21,345	\$ 10,560	\$ 25,650	\$ -	\$ 80,570
COMBINED TASKS						
Task 1 Initial project meeting					\$ 1,130	\$ 1,130
Task 7 Meetings & presentations						
- 6 Review meetings (remote; 4x2 hours, 2x1 hours)					4,050	4,050
- Council workshops (3 remote)						
- Development					5,700	5,700
- Presentation to Council (remote)					2,070	2,070
Task 8 Documentation					8,095	8,095
TOTAL COMBINED TASKS	\$ -	\$ -	\$ -	\$ -	\$ 21,045	\$ 21,045
TOTAL BUDGET	\$ 23,015	\$ 21,345	\$ 10,560	\$ 25,650	\$ 21,045	\$ 101,615



Staff Report

December 5, 2022 Council Workshop

City of Camas 2023-2024 Budget Adjustment Discussion

Presenter: Cathy Huber Nickerson, Finance Director

Time Estimate: 30 minutes

Phone	Email
360.817.1537	chuber@cityofcamas.us

SUMMARY: This presentation is reviewing the final changes to the 2023-2024 Budget. Council approved banking the 1% property tax increase for the General Fund. This presentation provides staff’s recommended change to balance the General Fund Budget and provide time for Council discussion before the public hearing and consideration for Ordinance No. 22-028 Adopting the 2023-2024 Biennial Budget.

: In prior budget cycles, the budget preparation was more staff driven in response to City Council themes from the Annual Planning Conference and the Mayor’s input. The 2023-2024 Budget cycle attempted a more collaborative process by:

- Leadership worked collaboratively with staff to put forth decision packages for the Camas community to provide comment, present to Council, and work directly with the Executive Team.
- Council had multiple opportunities in workshops, retreats, public hearings, documents, public engagement reports, and council meetings to consider the proposed budget.
- Mayor worked with staff in the formative stages of the budget leading to the Mayor’s recommended budget to incorporate input from Leadership, Council, and the Community.
- Community had a variety of ways to provide input including Camas Days booth, Balancing Act, Engage Camas, public hearings, citizen advisory boards, and Farmer’s Market booths.

This budget cycle has resulted in the Mayor’s Recommended Budget for 2023-2024 reflecting the priorities of the whole community with future planning documents to guide the City forward.

Operating Budgets fund the day-to-day operations of the City. The largest of these budgets is the General Fund which funds the basic services of the City excluding the utilities. Other operating funds include Streets, CWFD, Lodging Tax, Cemetery, Water/Sewer, Stormwater, and Solid Waste.

Capital Budget funds facilities, street construction, parks, trails, equipment and rolling stock of the city as well as large infrastructure such as wastewater treatment facilities, water reservoirs, miles of water, stormwater and sewer pipes and transmission mains.

These decision packages were presented to City Council at two separate workshops, August 1st and August 15th as well as several special meetings in August and September. Decision packages

were presented to Council with the package description, expense amount, revenue sources, justification, and a flag for ongoing costs. Department heads presented their projects to Council and answered questions. At the September 30th Planning Meeting, Council discussed the capital decision priorities.

Public Engagement for decision packages were held at the Farmer's Market where the public could select their top priorities. Online, public engagement was accessed using Balancing Act link from the City's website during August 23 through September 9. The results were provided in a document sent to Council on September 1st and discussed as part of the Mayor's Recommended Budget Presentation on October 3rd.

Funding options were provided to City Council at Workshops and to the public via an Open House, social media outreach and Balancing Act tool on Engage Camas.

All these efforts culminate into the budget presented tonight in Ordinance 22-028. This budget supports staffing needs, addresses deferred facility maintenance, provides for necessary technology enhancements, and provides essential capital improvements to a growing community.

EQUITY CONSIDERATIONS:

What are the desired results and outcomes for this agenda item? The approval of this ordinance provides a spending plan for 2023-2024 for the City.

What's the data? What does the data tell us? N/A

How have communities been engaged? Are there opportunities to expand engagement? Yes, see above.

Who will benefit from, or be burdened by this agenda item? This item provides benefits for the whole city from residents to businesses, early childhood learning to accessibility needs, physical safety to cybersecurity, planning for the city's growth to rehabilitating current assets.

What are the strategies to mitigate any unintended consequences? Council approved a funding plan which provides diversification of revenues but banks 1% increase property taxes to offset the diversification for taxpayers.

Does this agenda item have a differential impact on underserved populations, people living with disabilities, and/or communities of color? Please provide available data to illustrate this impact. This budget provides services and capital improvements to a variety of neighborhoods in the city.

Will this agenda item improve ADA accessibilities for people with disabilities? Yes, the budget will provide continued funding for ADA accessibility for City sidewalks and streets.

What potential hurdles exists in implementing this proposal (include both operational and political)? N/A

How will you ensure accountabilities, communicate, and evaluate results? There is a communications plan built into the project and all data will be incorporated into the 2023-2024 budget document.

How does this item support a comprehensive plan goal, policy, or other adopted resolution? This item provides open and transparent financial reporting which is a goal of the City's strategic plan and meets best financial practices.

RECOMMENDATION: This item will be part of the scheduled Public Hearing and Budget Ordinance No. 22-028 consideration at the Regular Council Meeting on December 5, 2022

2023-2024 Budget - adjustments

City of Camas

Agenda

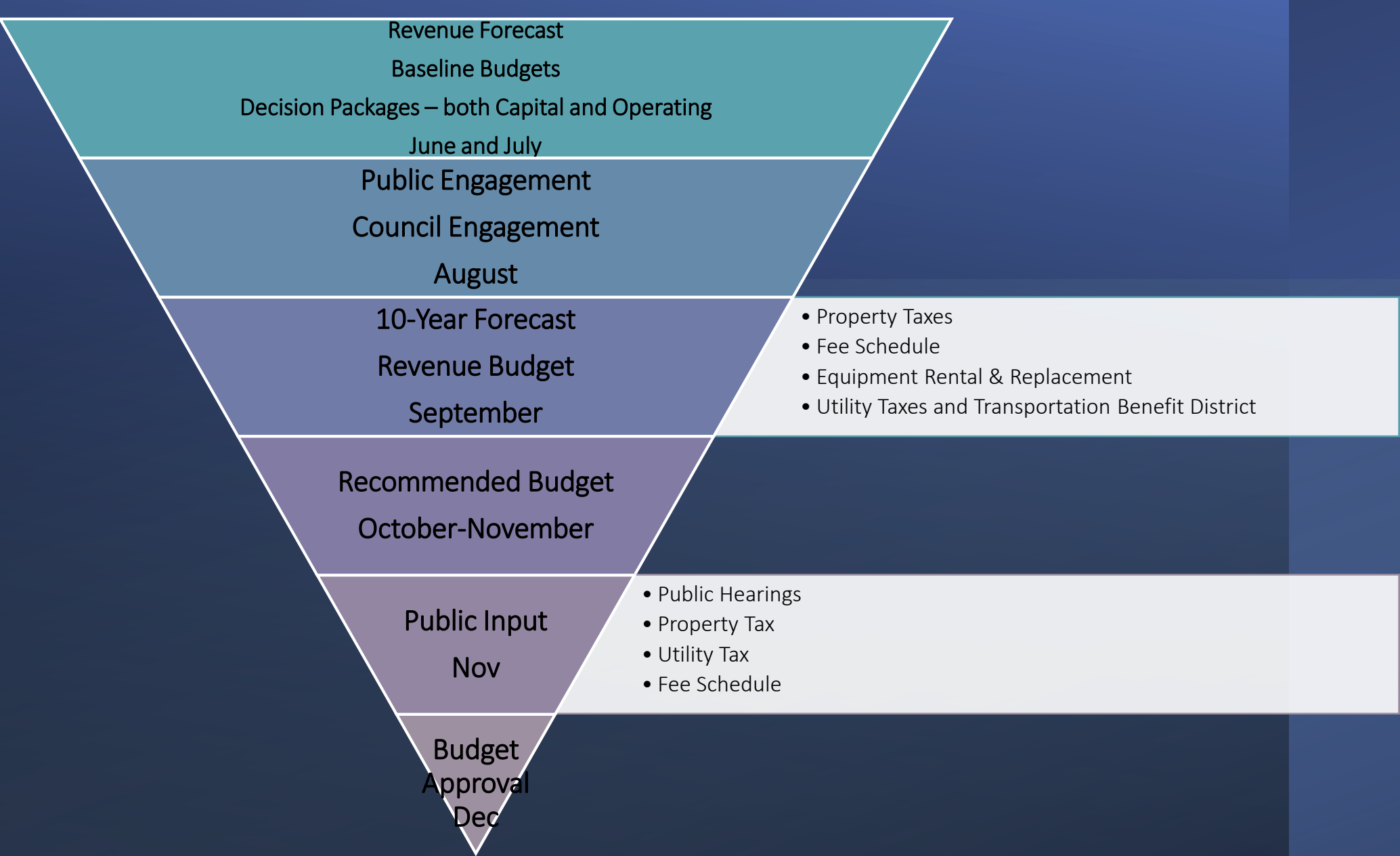
What we have accomplished

Property Tax 1% Banking Adjustment

Changes to the Appropriation

Next Steps





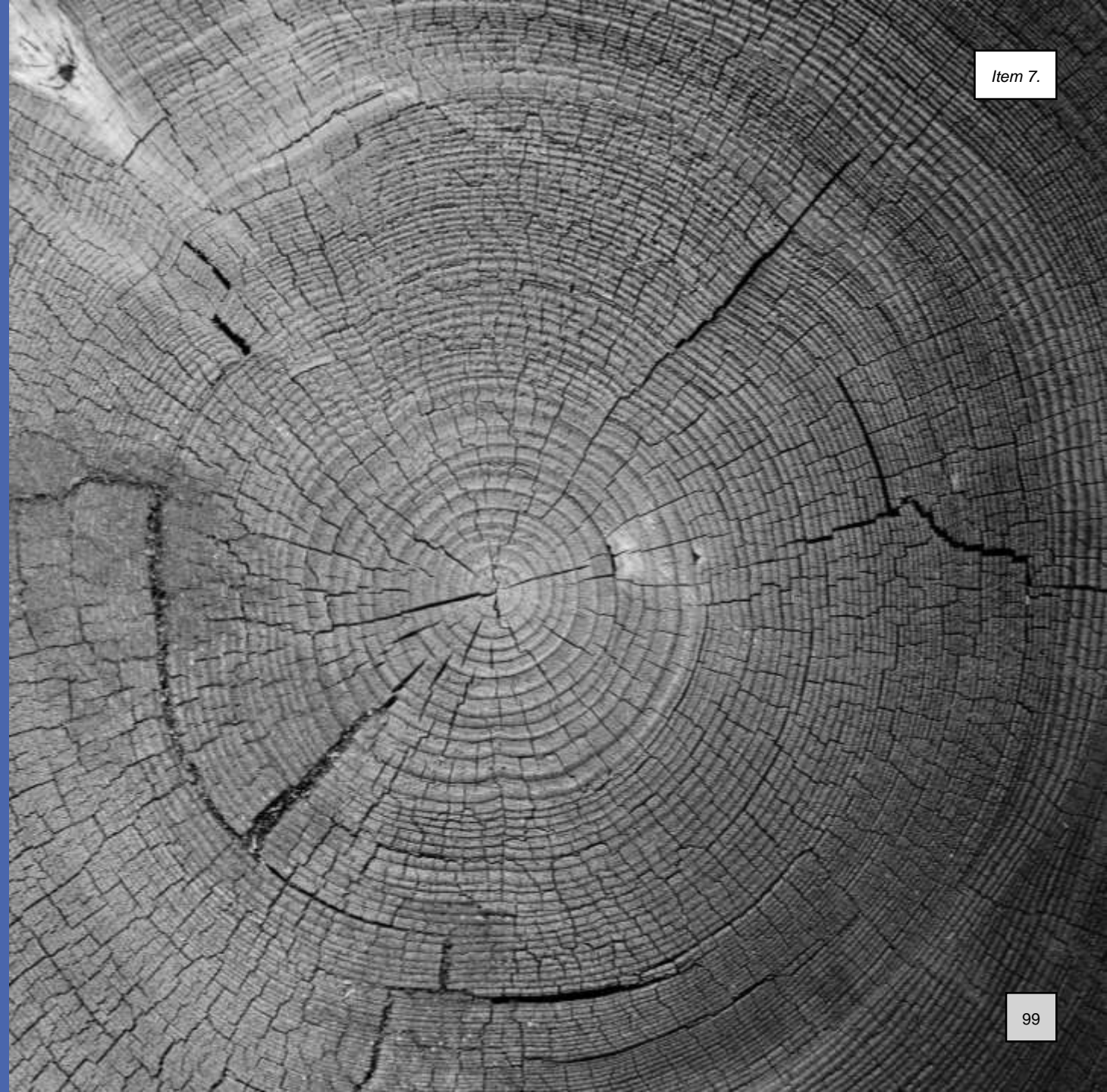
Budget Process

What is in the 2023-2024 Budget?

- 44 operating decision packages totaling \$10.7M, which add \$8.5M in staffing and \$2.2M in equipment, maintenance, and services.
- 319 total FTEs, including the 35 new positions added to bolster staffing levels
- 11 capital parks projects totaling \$9.35M, including the first two phases of the Crown Park Improvements
- 5 capital roadway projects totaling \$9.3M, including the third phase of the Northwest 38th Avenue Improvements
- \$24.5M in major building maintenance, including two replacement fire stations, to address critical failing infrastructure



Final Changes



1% Property Tax

Banking of 1% for the General Fund

2022 Actual Levy = \$14,361,749

2023 Actual Levy = \$14,361,749

1% Banked = \$143,617 to be used at a later date

Levy will also include:

\$325,228 on new construction

\$6,579 on State Utilities

Total 2023 Levy=\$14,693,557



Banking impacts both years of biennium

General Fund

2023 revenue loss = \$143,097

2024 revenue loss= \$151,503

Total loss of revenue for one year of banking over the biennium= \$294,600



Balancing the Appropriation

General Fund for 1% Property Tax Banking

Delay hiring by 6 months:

Administration: Records Specialist

Volunteer Coordinator

Engineering: Development Engineering Manager

Operations Project Manager

IT: Support Specialist

System Administrator

Library: Library Part Time Associate

Parks & Rec: Project Manager

Recreation Specialist

Police: 2 Police Sergeants

Streets: 2 Maintenance Workers



Next Steps:

Public Hearing for Ordinance No 22-028 tonight