City Council Workshop Agenda
Tuesday, September 03, 2024, 4:30 PM
Council Chambers, 616 NE 4th AVE

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CALL TO ORDER

ROLL CALL

PUBLIC COMMENTS

COUNCIL COMMENTS AND REPORTS

WORKSHOP TOPICS

1. Endicott Street Culvert Rehabilitation Bid Award to Iron Horse, LLC
   Presenter: Will Noonan, Public Works Operations Manager
   Time Estimate: 5 minutes

2. Water System Per- and Polyfluoroalkyl Substances (PFAS) Evaluation and Well 13 PFAS Treatment Design Amendment 1
   Presenter: Rob Charles, Utilities Manager
   Time Estimate: 10 minutes

3. PointNorth Consulting Strategic Plan Update to Council
   Presenter: Lisa Keohokalole Schauer and Kim Sogge, PointNorth Consulting, Inc.
   Time Estimate: 30 minutes

4. Downtown Camas Association (DCA) Presentation to Council
   Presenter: Carrie Schulstad, Executive Director DCA
   Time Estimate: 30 minutes

5. Staff Miscellaneous Updates
   Presenter: Doug Quinn, City Administrator
   Time Estimate:10 minutes

PUBLIC COMMENTS

CLOSE OF MEETING

Staff Report

September 3rd, 2024, Council Workshop and Regular Meeting

$154,894.60 Endicott Street Culvert Rehabilitation Bid Award to Iron Horse, LLC with up to 10% Change Order Authorization (Submitted by Will Noonan, Public Works Operations Manager)

Phone	Email
360.817. 7983	wnoonan@cityofcamas.us

BACKGROUND: In 2022, a sink hole opened up on Endicott Street near the intersection with Pac Rim Drive. Crews repaired the street and looked for the reason the sink hole developed. Upon TV inspection of the 42 inch corrugated metal culvert under Endicott, it was found the bottom had deteriorated to failure and the structural integrity of the culvert was compromised. This needs to be addressed to avoid future failure.

SUMMARY: The most cost effective and least impactful way of repairing this culvert and restoring its structural integrity is through a process called Cured-in-Place Pipe (CIPP). CIPP is a trenchless method of rehabilitating a pipe or culvert. A flexible liner is inserted into the culvert, inflated with air and exposed to heat or ultraviolet light to dry and harden as a liner inside the pipe. There will be two sections of this culvert to receive the CIPP with access through manhole on the east side of Endicott, off the street. Through the competitive bid process Iron Horse LLC has submitted the lowest responsive bid for this project.

Figure 1. Sinkhole under Endicott St.

Figure 2. Illustration of before and after CIPP

BENEFITS TO THE COMMUNITY: This repair will restore the structural integrity of the culvert with minimal impact to the surrounding houses and cost less than the tradition method of digging up the street to replace the two failed sections of culvert.

BUDGET IMPACT: This item will be paid for by the Stormwater Utility. The total cost is $154,894.60.

RECOMMENDATION: This item is also on tonight's Council Regular Meeting Agenda for Council's Consideration.

I, Will Noonan, Operations Manager, hereby certify that these bid tabulations are correct.

Will Noonan, Operations Manager

DESCRIPTION: D1014 Endicott St Culvert Rehabilitation DATE BID DUE: August 26, 2024 1pm				Entered by: TLC	Engineer's Estimate: $106,764.00		Iron Horse LLC PO Box 1472 Fairview, OR 97024 carliem@ironhorsellc.com 503-674-0980		Insituform Technologies, LLC 580 Goddard Ave Chesterfield, MO 63005 cevans@azuria.com 303-482-6178	
ITEM NO	DESCRIPTION	UNIT	QTY		UNIT PRICE	ENGRG TOTAL	UNIT PRICE	CONTRACT TOTAL	UNIT PRICE	CONTRACT TOTAL
1	Minor Changes (10%)	FA	1.00		$8,000.00	$8,000.00	$8,000.00	$8,000.00	$8,000.00	$8,000.00
2	Mobilization (10%)	LS	1.00		$8,000.00	$8,000.00	$12,000.00	$12,000.00	$35,500.00	$35,500.00
3	Project Temporary Traffic Control	LS	1.00		$7,000.00	$7,000.00	$20,000.00	$20,000.00	$5,400.00	$5,400.00
4	Shoring or Extra Excavation Class B	LS	1.00		$500.00	$500.00	$20,000.00	$20,000.00	$33,200.00	$33,200.00
5	Stormwater Bypass Pumping	LS	1.00		$10,000.00	$10,000.00	$10,000.00	$10,000.00	$10,100.00	$10,100.00
6	Erosion Control and Water Pollution Control	LS	1.00		$10,000.00	$10,000.00	$2,000.00	$2,000.00	$6,900.00	$6,900.00
7	CIPP, 42-in Diam.	LF	122.00		$450.00	$54,900.00	$580.00	$70,760.00	$1,340.00	$163,480.00
	SUBTOTAL					**$98,400.00**		**$142,760.00**		**$262,580.00**
	SALES TAX 8.5%					**$8,364.00**		**$12,134.60**		**$22,319.30**
	TOTAL BID PRICE					**$106,764.00**		**$154,894.60**		**$284,899.30**

Staff Report

September 3, 2024 Council Workshop Meeting

Water System PFAS Evaluation and Well 13 PFAS Treatment Design Amendment 1
Presenter: Rob Charles, Utilities Manager
Time Estimate: 10 minutes

Phone	Email
360.817.7003	rcharles@cityofcamas.us

BACKGROUND: In March of 2024, Council approved a contract with Carollo Engineering in the amount of $1,614,621 for a PFAS evaluation of the City's water system as well as design of a treatment system for Well 13 PFAS removal.

SUMMARY: One of the early challenges the engineering team faced was to balance the need for a quick, near term response for treatment at Well 13 but also the development of a long term treatment strategy for the primary lower wellfield water supply. The original scope of work attempted to anticipate the range of potential project needs; however, several data needs and opportunities for additional efficiencies have been identified during the initial phase of work.

Amendment No. 1 includes additional hydrogeologic activities which are critical to maximizing the value of the water supply infrastructure, identifying potential contamination sources and selecting sites which could serve as future water supply sources for Camas. This additional scope coupled with the original scope will lay a better foundation for how the City manages its water supply while also dealing with PFAS mitigation.

POTENTIAL CHALLENGES:

BUDGET IMPACT: The cost proposal from Carollo Engineering for Amendment No. 1 is $294,715. There are sufficient funds in water to cover this additional expense.

RECOMMENDATION: Staff recommends this item be placed on the September 16, 2024 Regular Council Meeting Consent Agenda for Council's consideration.

CITY OF CAMAS

WATER SYSTEM PFAS EVALUATION AND WELL 13 PFAS TREATMENT DESIGN

AMENDMENT 1 - SCOPE OF WORK

Preliminary efforts on this project identified the value of incorporating additional hydrogeologic support services into this existing contract. This Amendment shall become part of the Contract and provisions of the Contract apply.

The following sections are modified as indicated below.

SCOPE OF SERVICES

- **REPLACE sub task 1403. Hydrogeological Support Services,** with the following:

  1403. Hydrogeological Support Services

  1. Provide hydrogeologic perspective and input to early work activities to identify issues and approaches relevant to fast-track mitigation.
  2. Provide hydrogeologic perspective to interpret existing PFAS sampling data (including Task 1100 data), characterize the current extent and possible hydrogeologic mechanisms associated with known PFAS contamination, and assess the degree to which the recent contaminant source inventory (Mott MacDonald, in press) may be helpful as a preliminary means of assessing potential PFAS sources.
  3. Explore opportunities to shift the distribution of pumping among LWWF wells and/or develop new groundwater sources in known or alternative locations.
  4. Assist with water right permitting (showing of compliance) input to Department of Ecology and attend Source Protection meeting with WDOH.
  5. Provide design input for new well, possible modification of one additional well, and limited input to treatment design
  6. Perform analysis and provide input to optimize wellfield yield and pumping operations.
  7. Consultant will prepare for and host a workshop to discuss opportunities to increase Oak Park Wellfield yield, select preferred opportunities, identify logistical considerations, and assign roles for further actions.

  Task 1403 Workshop Summary

  1. Workshop 1403: Current Wellfield Opportunities.

  Task 1403 Assumptions

  1. Well 13 mitigation currently assumes drilling of one new well within the Oak Park Wellfield and modification of an existing well. The mitigation could be expanded to additional wells, but if the associated additional analysis requires significant effort, it would likely require a budget amendment.
  2. Design input for a new well and possible well modification is limited to preliminary design recommendations and associated yield estimation, including written descriptions and sketches of preliminary designs. Tasks associated with implementing these design recommendations (e.g.

preparing technical specifications, drilling, final design, testing and documenting a new well and providing detailed guidance for modifying an existing well) would occur outside this project, under direct contract between the City and Mott MacDonald.

3. Strategy development for Near Term Operations Support (Task 1108) assumes that an updated groundwater model will not be ready and available during this "early work activity" stage. Instead, this task will initially rely upon readily available existing information such as past pumping practices, historical and current well performance, water level trends, well construction and pump capacities. The City may elect to authorize a task to run a LWWF wide aquifer test under Mott's direction such that wellfield responses to various pumping combinations can be used to characterize aquifer behavior and optimize wellfield yield. Once the aquifer test is performed, Mott MacDonald will use the results of the testing to further support wellfield optimization.
4. Mott MacDonald and Carollo Engineers, Inc. will work cooperatively to complete the DOH Susceptibility Assessment form required for authorization of a new production well.
5. Analysis of near-term sampling results assumes that Carollo will maintain the data in a project database and will perform any necessary QA/QC analysis on the data.
6. Attendance of meetings by Mott MacDonald will vary between in person and virtual, as indicated by cost estimate.

Task 1403 City Deliverables

7. Review and ranking of the drilling and well modification options.

Task 1403 Consultant Deliverables

8. Preliminary design sketches and write-ups for new well design and modification of one existing well.
9. Draft "showing of compliance" form and letter to facilitate authorization of adding new Oak Park well under existing City water right.

- **ADD Task 5200 - Additional Hydrogeological Support Services**

A need for the following additional hydrogeological support services were identified during the early execution of this contract and were added via contract amendment.

Task 5200 Activities

5201. Assist in Developing SCADA Data Transfer Processes

Obtaining data downloads from the Lower Washougal Wellfield SCADA system will be critical for running the wellfield-wide pumping test (Task 5300) and is an important element for information exchange between the City's water system operator and the Mott MacDonald. Mott MacDonald will work with City Staff to arrange data extraction and transfer procedures. We will identify key information and level of detail required for hydrogeologic analysis and collaborate with City Staff and/or the City's current SCADA Contractor to generate the queries or reports needed to extract the data.

Mott MacDonald will develop an in-house database to maintain, manage and process the SCADA data. The database will include (or be linked to) user-friendly charting capability that will allow sharing critical wellfield performance data in ways that support flexible viewing and interpretation by City Staff and Carollo.

Task 5201 Assumptions

The level of effort needed to accomplish this task will depend on the usability and flexibility of the existing SCADA system and its data outputs. Mott MacDonald assumes that the City (or their SCADA Contractor) can provide the required data without the need for Mott MacDonald to interface directly with the SCADA data files. Should Mott MacDonald need to work directly with the raw SCADA files, this may require additional time and budget.

Task 5201 Deliverables

1. Interactive charts that allow intended parties to view the SCADA data.

Task 5202 - Organize and Analyze Wellfield-Wide Aquifer Test

A wellfield-wide aquifer test will be performed on the Lower Washougal Wellfield (LWWF) to generate controlled data regarding well performance and interference drawdowns between wells. This information will allow Mott MacDonald to work with City Staff to optimize wellfield operations in their efforts to meet summer-season demands while minimizing PFAS concentration in water served to the City's customers. The test will likely occur over a 10-to-15-day period, where the City alternates pumping sources in a controlled manner. Optimally, prior to testing, Mott MacDonald and the City would meet with other neighboring water users (Georgia Pacific and City of Washougal) to: 1) coordinate pumping operations and record keeping during the testing; and 2) consider way in which data gathered from testing might be useful to cooperating stakeholders.

Mott MacDonald will develop an aquifer testing plan, based on both preferred hydrogeologic methodologies and the City's operational wellfield requirements. We will work with City staff to incorporate logistical considerations into the testing plan and support the City in coordinating with neighboring water users. Once all test procedures have been defined, Mott MacDonald will work directly with the City's water system operator during the first day of testing. This one-day field visit will support communication and standardization of field procedures to be applied during the test and confirm data transfer capabilities. Over the course of the test, Mott MacDonald will regularly update the SCADA data charts (Task 5201) and will communicate daily with the City's water system operator to jointly view the wellfield responses to pumping and modify the testing procedure as needed. Once the test is complete, Mott MacDonald will analyze the test data to characterize the performance of individual wells and interference drawdown between wells. We will document the aquifer test procedures, results and interpretations in a technical memorandum, which will be accompanied by a simple spreadsheet tool to predict drawdowns in and among LWWF wells under a variety of operating conditions.

Task 5202 Assumptions

Estimation of aquifer properties from the aquifer test will occur under calibration of the groundwater flow model (Task 3). Level of effort allocated for communication/coordination with neighboring water users is based on one or two phone calls with each water user (Georgia Pacific and Washougal) and preparation of an email outlining requested pumping operations and data recording during the Camas aquifer test. Mott MacDonald's ability to gain useful information from the pumping test may depend on the ability of participants (City, Georgia Pacific, Washougal) to collect, document, and provide pumping practices and related data.

Task 5202 Deliverables

1. Technical memorandum documenting the pumping test procedures, results and interpretation. Spreadsheet tool to predict drawdown between wells.

Task 5203 - Update Groundwater Flow Model

Mott MacDonald originally prepared a groundwater flow model of the LWWF area in 2006, and the model has been used to support water right acquisition and define wellhead protection capture zones (for both the Cities of Camas and Washougal). Over the past several years, new data and data analysis has shed more light on the dynamics of the Pleistocene Alluvial Aquifer (PAA) that supplies LWWF wells, and how it responds to groundwater withdrawals and seasonal hydrologic variations. The new information, particularly characterization of aquifer water level increases associated with reduced pumping at the neighboring Georgia Pacific wellfield, suggests that the model does not properly capture water-level responses to pumping and may over-estimate the hydraulic connection between the PAA and the Washougal River. In addition, new geologic characterization has been performed that changes how the model should represent the spatial occurrence of the PAA and the underlying Sand and Gravel Aquifer. The existing model will be updated to better represent this new information and provide a tool to support wellfield optimization, wellhead protection, acquisition of new water rights, addressing groundwater contamination, and other applications.

The model update process will begin with an assessment of model objectives and the refinements needed to support desired model applications. Mott MacDonald will meet with City Staff (and other water users, at the City's invitation) to discuss model objectives. These conversations may represent a good opportunity to request both data and cooperation from neighboring water users (Georgia Pacific and City of Washougal). Under this task, Mott MacDonald will also support City Staff in discussions with WDOH towards possible grant funding for model development.

Once the model objectives and supporting refinements have been identified, Mott MacDonald will update the extent and discretization of the model domain. The aerial extent of the model domain will be adjusted to allow development of necessary predictions of groundwater flowpaths and aquifer responses to pumping and will overlap the source areas for Georgia Pacific and City of Washougal. Model discretization (i.e. the "grid" and "layering" that defines the distribution of model "cells" in three dimensions) will be defined, and may include alternative methods such as "unstructured grids" which allow high resolution in defined subareas without affecting surrounding areas of the grid or local grid refinements where high resolution sub-grids can be turned on and off as needed for various model simulations (e.g. simulation of contaminant transport requires higher grid resolution than simulation of groundwater flow).

The model grid improvements include updating the representation of important hydrologic features (i.e., the Washougal and Columbia rivers). Both rivers play a key role in affecting local groundwater occurrence and flow and they must be defined in detail to allow accurate representation in the model. Mott MacDonald will subcontract a qualified surface-water hydrologist (River Measurement) to characterize the river-stage and thalweg elevation profiles on the Washougal River during summer (low flow), winter (high flow) and extended flooding conditions. We will use this information to define river cells within the model domain. We will also define the locations and completion depths of production wells within the model grid and compile pumping data to characterize groundwater withdrawals over time for subsequent model calibration. Mott MacDonald will also estimate

groundwater recharge from precipitation and possible subflow into the model domain from surrounding areas to define reasonable ranges to be used in model calibration.

Once the model boundary conditions (rivers, wells, recharge, subflow) have been defined, Mott MacDonald will begin the process of model calibration. During this process, the model is calibrated to actual conditions (at selected calibration targets), which are based on available current and historic data. Mott MacDonald will compile the relevant information and generate target datasets for model calibration. Mott MacDonald proposes the following calibrations, each with its own target dataset:

1. Average seasonal (summer and winter) water levels, performed as steady-state calibrations,
2. Transient calibration based on the wellfield-wide aquifer testing,
3. Change in water levels in response to reduced Georgia Pacific pumping (comparison of at least two steady-state model simulations employing different average GP pumping rates), and
4. A possible transient calibration to groundwater level responses to change in Washougal River stage (e.g., response to a high-flow event).

Once the calibration target datasets are prepared, model calibration will begin. Model calibration is an iterative process, such that any one of the calibration exercises (1 thru 4 above) may affect the other calibrations. The goal is to create a model version (realization) that best matches all of the calibration datasets. Calibration will involve sensitivity analysis (to determine which model parameters have the most influence on model results) and will likely involve inverse methods (automated computerized adjustments to best fit the calibration data within realistic guidelines specified by the modeler). Calibration success will be assessed based on published standardized statistics developed as best practices in the groundwater modeling field.

The calibrated model will be used to perform several predictive simulations, including: 1) updating wellhead protection capture zone delineations, with consideration of seasonal variation in water-level conditions due to changing pumping, recharge and river conditions; and 2) contaminant transport flowpaths for up to three sites of interest. These predictive simulations will utilize particle tracking to simulate potential contaminant transport. Ultimately (under separate scope), the model may be useful for additional predictive simulations, including:

- Wellfield optimization.
- Water right authorization:
  - » Evaluating streamflow depletion associated with new pumping,
  - » Evaluating mitigation methods to address streamflow depletion.
- Contaminant fate and transport predictions:
  - » Enhancing advective (particle tracking) prediction to fate/transport simulations, which account for contaminant concentrations,
  - » Fate/transport simulates include consideration of: dilution, advection, dispersion, adsorption and contaminant transformations/decay (i.e. natural attenuation).
- Design, operation and refinement of contaminant cleanup remediation systems.
- Changes in groundwater availability in response to climate change, land-use development.
- Predictive simulations performed for neighboring or cooperating water users (e.g., City of Washougal, Georgia Pacific).

Model design, development, calibration and predictive simulations will be documented in a model report. The report will include descriptive text, representative graphics, summary tables, and detailed appendices describing more complex analyses prepared to support the model.

Task 5203 Assumptions

Mott MacDonald anticipates use of simplified assumptions to estimate groundwater recharge based on precipitation, evapotranspiration, land cover and City stormwater management practices. Simplified methods will also be used to estimate groundwater subflow. If model sensitivity analysis shows significant sensitivity to these selected recharge/subflow assumptions, a more sophisticated approach may be warranted. This may require additional time and budget.

Task 5203 Deliverables

1. Model report.

SCHEDULE

- **ADD** the following:

Task	Name	Duration	Estimated Completion
5201	Assist in Developing SCADA Data Transfer Processes	1 month	End of August
5202	Organize and Analyze Wellfield-Wide Aquifer Test	2-4 months	Test – End of October Reporting - November
5203	Update Groundwater Flow Model	6-8 months	Draft Model – December/January Reporting – End of March 2025

BUDGET

- **REPLACE/SUPPLEMENT** with the attached.

CITY OF CAMAS
PFAS TREATMENT AND WATER SYSTEM PFAS EVALUATION AND WELL 13 PFAS TREATMENT DESIGN
AMENDMENT NO 1: CONSULTANT LEVEL OF EFFORT

TASK / DESCRIPTION		Mott MacDonald	Total Sub Markup 10%	Total Subs	TOTAL COST
TASK 1000: FAST-TRACK MITIGATION		**$ 41,694**	**$ 4,169**	**$ 45,863**	**$ 45,863**
Task 1100.	**Early Work Activities**	**$ -**	**$ -**	**$ -**	**$ -**
1101	Level of Service Goals	$ -	$ -	$ -	$ -
1102	Regional Opportunities	$ -	$ -	$ -	$ -
1103	PFAS Site Tours	$ -	$ -	$ -	$ -
1104	Bench-scale Screening	$ -	$ -	$ -	$ -
1105	Sampling and Analysis	$ -	$ -	$ -	$ -
1106	Site Utilization Planning	$ -	$ -	$ -	$ -
1107	Early DOH Coordination	$ -	$ -	$ -	$ -
1108	Near-term Operations Support	$ -	$ -	$ -	$ -
Task 1200 (Path 1 - Treatment at Well 13).	**Planning, Design, and Bidding**	**$ -**	**$ -**	**$ -**	**$ -**
1201	Preliminary Design Efforts Basis of Design CAMP®	$ -	$ -	$ -	$ -
1202	Early Procurement / Bid Packages	$ -	$ -	$ -	$ -
1203	60% Design	$ -	$ -	$ -	$ -
1204	90% Design	$ -	$ -	$ -	$ -
1205	Final Design	$ -	$ -	$ -	$ -
1206	OPCC and GMP Development Support	$ -	$ -	$ -	$ -
1207	Design-related Permitting Support	$ -	$ -	$ -	$ -
1208	O&M Manual	$ -	$ -	$ -	$ -
1209	Bid Services	$ -	$ -	$ -	$ -
Task 1300.	**Permitting and Civil/Landscape Design Support**	**$ -**	**$ -**	**$ -**	**$ -**
1301	Permitting Strategy Development	$ -	$ -	$ -	$ -
1302	Natural Resource Permitting	$ -	$ -	$ -	$ -
1303	Land Use Permitting and Design Support	$ -	$ -	$ -	$ -
1304	Cultural Resources Surveys and Permitting	$ -	$ -	$ -	$ -
Task 1400.	**Support Services**	**$ 41,694**	**$ 4,169**	**$ 45,863**	**$ 45,863**
1401	Geotechnical Services	$ -	$ -	$ -	$ -
1402	Utility Location / Mapping / Surveying	$ -	$ -	$ -	$ -
1403	Hydrogeological Support Services	$ 41,694	$ 4,169	$ 45,863	$ 45,863
TASK 2000 - SYSTEM WIDE PFAS RESPONSE PLAN		**$ -**	**$ -**	**$ -**	**$ -**
Task 2100.	**Risk Assessment**	**$ -**	**$ -**	**$ -**	**$ -**
2101	Risk Register	$ -	$ -	$ -	$ -
2102	Contaiminant Source Risk Inventory	$ -	$ -	$ -	$ -
2103	Long-Term PFAS Sampling Plan	$ -	$ -	$ -	$ -
Task 2200.	**Mitigation/Alternatives Analysis Screening**	**$ -**	**$ -**	**$ -**	**$ -**
2201	System Integration Baseline	$ -	$ -	$ -	$ -
2202	PFAS Alternatives Mitigation Screening	$ -	$ -	$ -	$ -
Task 2300.	**Response Plan**	**$ -**	**$ -**	**$ -**	**$ -**
2301	PFAS Response Plan Database Meetings	$ -	$ -	$ -	$ -
2302	PFAS Status Tracking	$ -	$ -	$ -	$ -
Task 2400.	**Hydrogeological Support Services**	**$ -**	**$ -**	**$ -**	**$ -**
2401	PFAS Source Contamination	$ -	$ -	$ -	$ -
2402	Monitoring Opportunities	$ -	$ -	$ -	$ -
2403	Mitigation Strategies	$ -	$ -	$ -	$ -
TASK 3000 - COMMUNICATIONS AND FUNDING SUPPORT		**$ -**	**$ -**	**$ -**	**$ -**
Task 3100.	**Stakeholder Engagement and Outreach Support**	**$ -**	**$ -**	**$ -**	**$ -**
3101	Kick-off Meeting	$ -	$ -	$ -	$ -
3102	Public Outreach Support	$ -	$ -	$ -	$ -
Task 3200.	**Funding Opportunity Tracking and Support**	**$ -**	**$ -**	**$ -**	**$ -**
3201	Funding Survey	$ -	$ -	$ -	$ -
TASK 4000: PROJECT MANAGEMENT ACTIVITIES		**$ -**	**$ -**	**$ -**	**$ -**
Task 4100.	**Project Management during Design**	**$ -**	**$ -**	**$ -**	**$ -**
4101	Kick-off Meeting	$ -	$ -	$ -	$ -
4102	Project Management and H&S Plans	$ -	$ -	$ -	$ -
4103	Monthly Progress Reports and Invoices	$ -	$ -	$ -	$ -
4104	Consultant Team Coordination	$ -	$ -	$ -	$ -
4105	Project Website and Document Mgmt Training	$ -	$ -	$ -	$ -
4106	Progress Meetings	$ -	$ -	$ -	$ -
4107	Project Logs	$ -	$ -	$ -	$ -
4108	Project Communications Protocol	$ -	$ -	$ -	$ -
TASK 5000: OPTIONAL SERVICES/CONTINGENCY ACTIVITIES		**$ 226,229**	**$ 22,623**	**$ 248,852**	**$ 248,852**
Task 5100.	**Cost Escalation**	**$ -**	**$ -**	**$ -**	**$ -**
5101	Cost Escalation 2025 (@5%)	$ -	$ -	$ -	$ -
5102	Cost Escalation 2026 (@5%)	$ -	$ -	$ -	$ -
Task 5200.	**Additional Hydrogeological Support Services**	**$ 226,229**	**$ 22,623**	**$ 248,852**	**$ 248,852**
5201	Assist in Developoing SCADA Data Transfer Process	$ 5,900	$ 590	$ 6,490	$ 6,490
5202	Organize and Analyze Wellfield-Wide Aquifer Test	$ 43,724	$ 4,372	$ 48,096	$ 48,096
5203	Update Groundwater Flow Model	$ 176,605	$ 17,661	$ 194,266	$ 194,266
TOTAL (TASK 1000 - 5000)		**$ 176,049**	**$ 4,169**	**$ 45,863**	**$ 294,**

Strategic Plan 2030

Community Engagement Plan

Overview

The City of Camas is developing a strategic plan that will guide the City's priorities for the next five years. Through a robust engagement process the City aims to foster inclusive and meaningful participation from both internal city staff as well as external community members and residents, ensuring all voices have access to provide input in shaping the future priorities for the City.

This Community Engagement Plan outlines a multi-faceted approach. This approach includes listening sessions, a survey, and a Community Advisory Committee with diverse representation from internal city staff and partners as well as external community voice.

Engagement Goals

The engagement goals for this strategic planning effort will focus on ensuring broad participation, gathering diverse perspectives, and building trust with both the internal and external community to inform the City of Camas's 2030 Strategic Plan.

1. **Inclusive Participation**: Ensure that all community members, including historically underrepresented groups, have the opportunity to participate in the planning process.
2. **Transparency and Trust-Building**: Foster trust by being transparent about the planning process, decision-making, and how community input will be used. Clear communication and regular updates are essential.
3. **Data-Driven Input**: Gather quantitative and qualitative data from the community to inform the strategic plan. This includes surveys, listening sessions, and direct outreach to capture a broad range of perspectives.
4. **Community Empowerment**: Empower community members to take an active role in the planning process through the formation of the Strategic Planning Advisory committee.
5. **Actionable Feedback**: Translate community input into actionable goals within the strategic plan. This ensures that the community sees tangible results from their participation, which can encourage future involvement.

6. **Sustainable Engagement**: Develop strategies for ongoing community engagement during and beyond the planning process. This ensures that community voices continue to be heard.

Community Members and Interested Groups

The following table describes the public engagement strategies that will be implemented throughout the Community Engagement process. The table below includes the identification of the intended audience, and a description of their role while highlighting opportunities for engagement. These engagement opportunities are geared towards allowing City Staff and Community Members additional opportunities for input.

Community Members	Role/Outcome	Engagement Opportunities
Elected and Appointed Officials ● City Council ● Mayor ● Planning Commission ● Parks and Recreation Commission	Council members will share their expectations and experiences that will guide the strategic planning process reflective of the Camas way. They will provide steady guidance alongside project leadership.	● Individual one-on-one interviews (Mayor / Council Members) ● Community Advisory Committee (2 City Council representatives and 1 Appointed representative) ● Workshops ● Council Retreat
City Staff Members ● City Administrator ● Department Heads ● City Staff	Staff will be invited to provide input on the City's strategic direction and will gain a clear understanding of how the plan will support their work. Staff will feel a sense of ownership of the plan once completed.	● Individual one-on-one interviews (Department Heads) ● Community Advisory Committee (2 Department Heads, 3 Staff Representatives) ● Workshops ● Listening Sessions ● Survey
Camas External Community Members ● Residents	Community members will feel connected to this process and invited to provide input as to the strategic direction for the City of Camas.	● Community Advisory Committee (3 At-Large representatives) ● Survey ● Listening Sessions
Business and Employers ● Camas-Washougal Rotary ● Columbia River Economic Development	Local businesses and employers will contribute insights on economic conditions, workforce needs, and market trends that are vital	● Community Advisory Committee (2 Business and Employer Representatives) ● Survey ● Listening Sessions - invitation to participate and

Community Members	Role/Outcome	Engagement Opportunities
Council (CREDC) ● Camas Washougal Chamber of Commerce ● Downtown Camas Association ● Workforce Southwest Washington	for shaping the strategic plan. They will provide feedback on how the plan can support economic growth, job creation, and sustainable development within the community. Additionally, their involvement will help align the City's strategic goals with the business community's aspirations, ensuring a thriving local economy.	share with membership ● Community Presentations
Community and Civic Based Organizations & Service Organizations ● Camas Lion's Club ● Camas Farmers Market ● Camas-Washougal Rotary ● Parks Foundation of Clark County ● Camas-Washougal Community Chest	Community and civic-based organizations, along with service organizations, will play a role in representing the needs and interests of the diverse populations they serve. Their participation will also help in identifying opportunities for collaboration and resource sharing to achieve the city's strategic goals.	● Community Advisory Committee (1 CBO representative) ● Survey ● Listening Sessions - invitation to participate and share with membership ● Community Presentations
Schools & Youth ● Camas School District	Schools and youth will be integral in shaping the city's future by sharing perspectives on education, youth development, and the needs of younger residents. Youth voices will be encouraged to ensure that the plan reflects their aspirations and addresses issues relevant to their generation, fostering a vibrant and inclusive community for the next generation.	● Community Advisory Committee (1 Camas School District representative) ● Survey ● Listening Sessions - invitation to participate and share with membership
Developers/Property Owners ● Port of Camas-Washougal ● Vancouver Housing Authority	Developers and property owners will provide critical insights on land use, housing, and development trends that will shape the City's growth and	● Community Advisory Committee (1 Port of Camas / Washougal representative) ● Survey ● Listening Sessions -

Community Members	Role/Outcome	Engagement Opportunities
• Homeowners Associations • Building Industry Association of Clark County • Clark County Association of Realtors Property Owners	infrastructure. Their participation will be essential in balancing growth with the preservation of community character and environmental stewardship.	invitation to participate and share with membership • Community Presentations

Outreach Activities

Effective outreach is the cornerstone of this community engagement strategy. Our outreach activities are designed to be inclusive, accessible, and responsive to the unique characteristics of the City of Camas community. We seek to connect with residents, local organizations, businesses, and other community members and interested parties, ensuring that participation is broad and representative.

These activities are carefully planned to not only inform the community about the strategic planning process but also to invite meaningful participation at every stage. By fostering open dialogue and creating opportunities for continuous interaction, we hope to build trust, gather valuable insights, and ultimately develop a strategic plan that embodies the collective vision of our city.

In the following section, we outline the specific outreach activities we will undertake, and the tools and channels we will use to engage the community effectively.

Community Advisory Committee

The Community Advisory Committee (CAC) will provide an opportunity for internal and external community members to actively participate in the strategic planning process. The role of the CAC will be to advise the process and plan for developing the values and priorities for the City's next strategic plan. The CAC will meet up to five (5) times between September 2024 to February 2025. CAC members will:

- Serve as an ambassador to the community soliciting input and encouraging involvement in the strategic planning process
- Seek input from the Camas community to inform the development of the Strategic Plan
- Review community engagement findings and develop themes to inform our planning
- Participate in developing the values, priority areas, goals and measures of success for the strategic plan
- Provide recommendations on the strategic plan to the City of Camas Council and City Administration for consideration

The CAC is composed of no more than 17 members representing City Council, City Administration, City Department Heads, City Staff, City Appointed Committee Members, Business Owners, Community Based Organization, Camas School District, Port of Camas Washougal, and the Community At Large.

Meeting Date	Meeting Topics
Monday, September 9, 2024	Onboarding, Values, Vision
Wednesday, October 9, 2024	Engagement Outreach, City Priorities
Thursday, November 21, 2024	Draft Framework
Wednesday, January 15, 2025	Draft Framework / Engagement Report
Tuesday, February 11, 2024	Review Final Plan

These topics are subject to change

Survey

A community-wide survey will be distributed to gather insightful input utilizing Engage Camas launching the week of October 21 and closing November 15, 2024. A direct mail postcard will be sent to community members and interested parties (see distribution list on page 2) with relevant information describing how to participate in the survey. Survey content will focus on narrowing down a list of proposed values that reflect the City of Camas and providing input on priority areas of focus for the next 5 years.

Listening Sessions

The City will host a series of 45-minute listening sessions from September through November 2024, available both in-person and virtually to engage internal and external community members. These sessions will focus on refining the City Vision, Values, and Strategic Priorities, with notes capturing feedback to inform the strategic plan. Alongside a public-facing survey, both City staff and community members will have ample opportunities to provide input.

Type / Listening Session Date	Topic / Discussion
Internal Staff (45 mins) • September XX, 2024 (in-person) • September XX, 2024 (in-person)	Vision, Values and Priorities
External Community (45 mins) • October xx, 2024 (in-person) • October xx, 2024 (virtuall)	Vision, Values and Priorities

Type / Listening Session Date	Topic / Discussion
Internal Staff (45 mins) • November xx, 2024 (virtual) • November xx, 2024 (virtual)	Draft Framework / Priorities

Listening Session dates will be set based on space and availability and coordinated with other City and community events.

Community Presentations

City Staff and leadership will engage community groups (see table above) through brief presentations aimed at sharing the City's strategic planning approach, timeline, and a call-to-action to provide feedback and contribute to building the City's next strategic plan through tools like live polling. Community Presentations will take place throughout October and November 2024.

Communications Tools

Digital Materials

Digital materials encompass information shared via digital channels, such as Engage Camas, social media channels, and the City's website. Digital materials will be used in addition to print materials to ensure we are reaching the broadest possible range of the community. Additionally, a slide deck will be developed to be utilized during Community Presentations.

Email Communication

Email distribution lists maintained by the City in addition to a contact list developed as part of the engagement program will be used to distribute periodic emails with project updates, or to announce upcoming engagement opportunities. For the internal community members, we will rely on the Weekly Wrap Up (Friday's to Council and Monday's to Staff).

Print Materials

Printed materials such as postcard mailers, factsheets, flyers and postcards will be used to share project information, timelines, and announcements about engagement activities and public events related to the comprehensive planning process. The materials will utilize plain language to be easy to digest and understand.

Printed materials will be distributed through in-person engagement activities or postal mail channels. They can also be linked as digital copies on the project website or social media sites.

Timeline

These dates are subject to change

Phase 1 | Explore - COMPLETE

June 2024	July 2024	August 2024
• Project Kick Off	• Department Heads Interviews	• City Council Interviews

Phase 2 | Engage

September 2024	October 2024	November 2024	December 2024

• 9/3: City Council Workshop
• 9/9: CAC Meeting
• XX: Internal Listening Sessions
  ○ Public Works Operations - In-Person
  ○ All Staff - Virtual
	• 10/9: CAC Meeting
	• XX: External Listening Sessions
	  ○ XX - Virtual
	  ○ XX - Virtual
	• 10/21: Launch Survey
		• 11/15: Survey Closes
		• XX: Internal Listening Session
		  ○ XX - Virtual
		  ○ XX - Virtual
		• 11/21: CAC Meeting
			• 12/6: Dept Head Workshop - CE Summary

Phase 3 | Elevate

January 2025	February 2025	March 2025	April 2025
• 1 / 6: Dept Head Workshop - Draft Framework • 1/15: CAC Meeting • 1/24-25: Planning Retreat - Vision, Values, Draft Framework	2/11: CAC Meeting (Final) 2/24: Dept. Heads Workshop: Goals / Objectives	3/3: Dept. Head Workshop: Final Plan 3/17: City Council workshops: Final Plan	4/1-21: City Council Approves

2030 Strategic Plan

City Council: Interviews, Workshops, Retreat

Department Heads: Interviews, Meetings / Workshops

Strategic Planning Community Advisory Committee (CAC): Five meetings

External Community Engagement: Broad engagement

Internal Community Engagement: Inclusive engagement

Strategic Planning Steering Committee: Mayor, Administrator, Assistant, Communications Lead

August 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Jul 28, 2024	29	30	31	Aug 1 Check In	2	3
4	5 Interviews	6	7	8	9	10
11	12 Interviews	13	14	15	16	17
18	19 Interviews Vision Workshop	20	21	22	23	24
25	26 Interviews	27 Check In	28	29	30	31

2030 Strategic Plan

City Council: Interviews, Workshops, Retreat

Department Heads: Interviews, Meetings / Workshops

Strategic Planning Community Advisory Committee (CAC): Five meetings

External Community Engagement: Broad engagement

Internal Community Engagement: Inclusive engagement

Strategic Planning Steering Committee: Mayor, Administrator, Assistant, Communications Lead

September 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Sep 1, 2024	2	3 CE Workshop	4	5	6	7
8	9 CAC #1	10	11	12 Check In	13	14
15	16 Listening Session	17	18	19	20	21
22	23 Toolkit Complete Listening Session	24	25	26 Check In CREDC BOD	27	28
29	30	Oct 1	2	3	4	5

2030 Strategic Plan

City Council: Interviews, Workshops, Retreat

Department Heads: Interviews, Meetings / Workshops

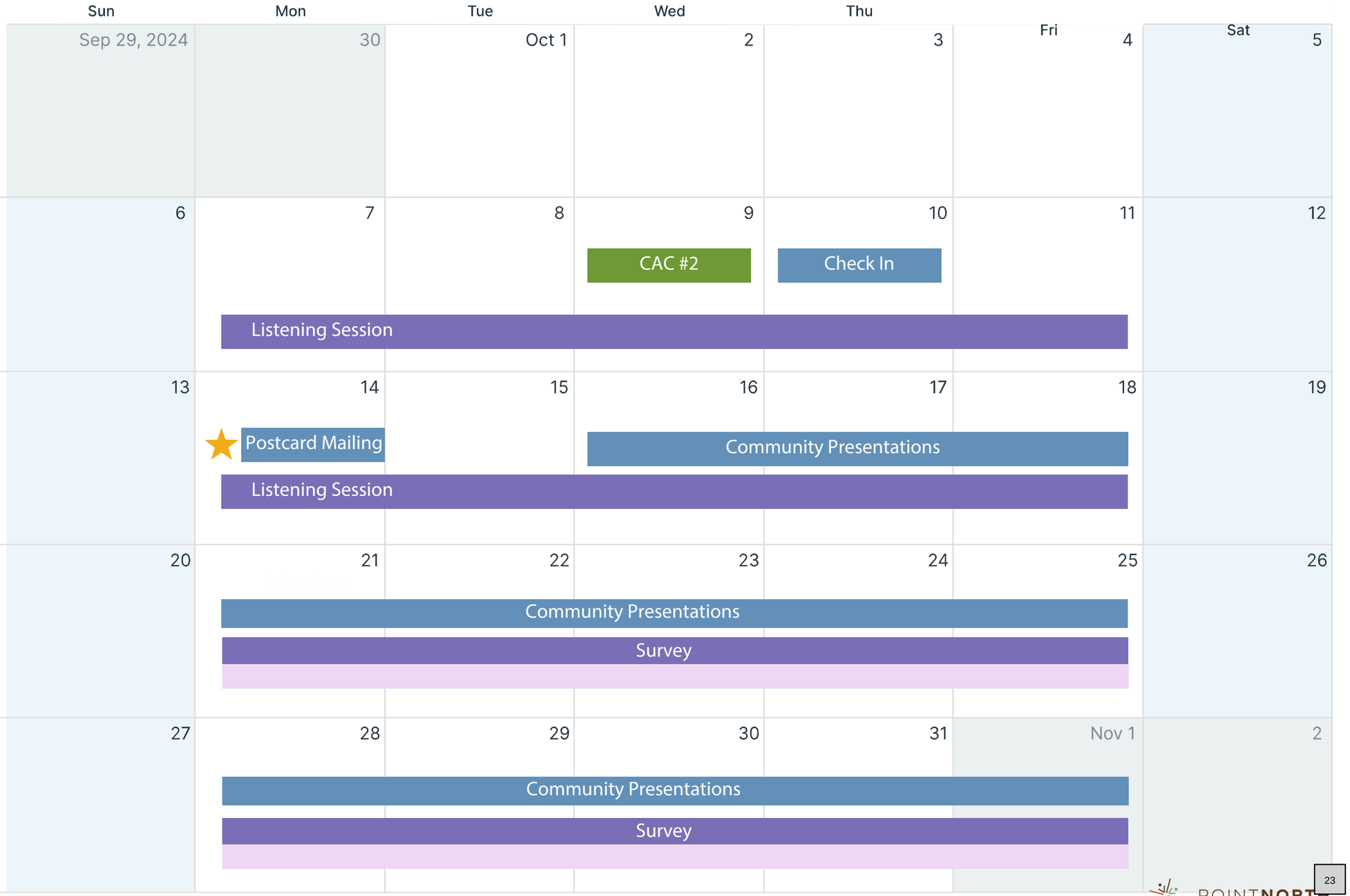
Strategic Planning Community Advisory Committee (CAC): Five meetings

External Community Engagement: Broad engagement

Internal Community Engagement: Inclusive engagement

Strategic Planning Steering Committee: Mayor, Administrator, Assistant, Communications Lead

October 2024



POINTNORTH

2030 Strategic Plan

City Council: Interviews, Workshops, Retreat

Department Heads: Interviews, Meetings / Workshops

Strategic Planning Community Advisory Committee (CAC): Five meetings

External Community Engagement: Broad engagement

Internal Community Engagement: Inclusive engagement

Strategic Planning Steering Committee: Mayor, Administrator, Assistant, Communications Lead

November 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Oct 27, 2024	28	29	30	31	Nov 1	2
3	4	5	6	7 Check In	8	9
	Community Presentations					
	Survey					
10	11	12	13	14	15	16
	Community Presentations					
	Survey					
17	18	19	20	21 Check In	22	23
	Interviews			CAC #3		
	Listening Session					
24	25	26	27	28	29	30

2030 Strategic Plan

City Council: Interviews, Workshops, Retreat

Department Heads: Interviews, Meetings / Workshops

Strategic Planning Community Advisory Committee (CAC): Five meetings

External Community Engagement: Broad engagement

Internal Community Engagement: Inclusive engagement

Strategic Planning Steering Committee: Mayor, Administrator, Assistant, Communications Lead

December 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Dec 1, 2024	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16 Framework	17	18	19 Check In	20	21
22	23 Interviews	24	25	26 CAC #3	27	28
29	30	31	Jan 1	2	3	4

2030 Strategic Plan

City Council: Interviews, Workshops, Retreat

Department Heads: Interviews, Meetings / Workshops

Strategic Planning Community Advisory Committee (CAC): Five meetings

External Community Engagement: Broad engagement

Internal Community Engagement: Inclusive engagement

Strategic Planning Steering Committee: Mayor, Administrator, Assistant, Communications Lead

January 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Dec 29, 2024	30	31	Jan 1	2	3	4
5	6 Framework + CE	7	8	9	10	11
12	13	14	15 CAC #4	16	17	18
19	20 Interviews	21	22	23 CAC #5	24 Framework + CE	25
26	27	28	29	30	31	Feb 1

2030 Strategic Plan

City Council: Interviews, Workshops, Retreat

Department Heads: Interviews, Meetings / Workshops

Strategic Planning Community Advisory Committee (CAC): Five meetings

External Community Engagement: Broad engagement

Internal Community Engagement: Inclusive engagement

Strategic Planning Steering Committee: Mayor, Administrator, Assistant, Communications Lead

February 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Jan 26, 2025	27	28	29	30	31	Feb
2	3	4	5	6	7	8
9	10	11 CAC #5	12	13	14	1
16	17	18	19	20	21	2
23	24 Draft Plan	25	26	27	28	Mar

2030 Strategic Plan

City Council: Interviews, Workshops, Retreat

Department Heads: Interviews, Meetings / Workshops

Strategic Planning Community Advisory Committee (CAC): Five meetings

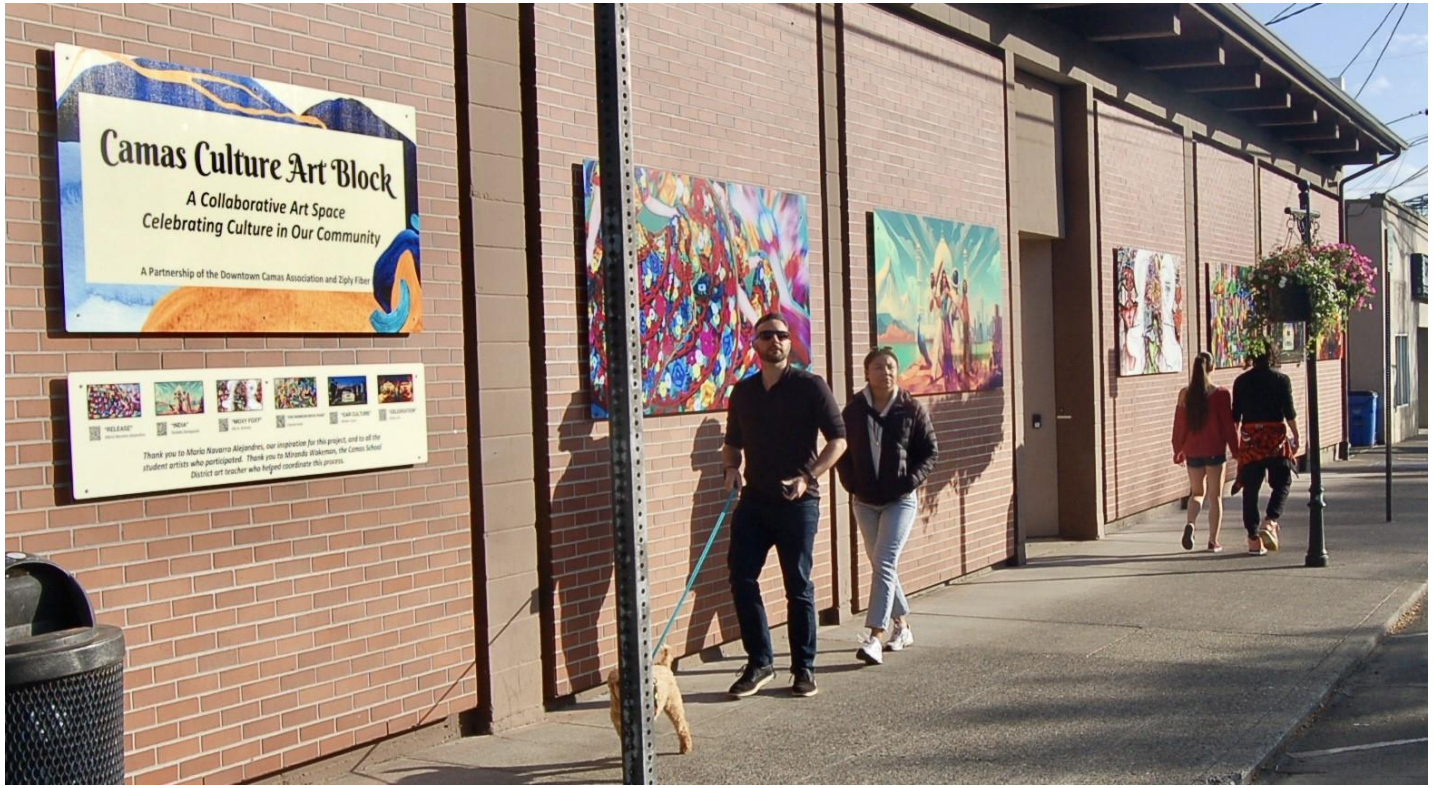
External Community Engagement: Broad engagement

Internal Community Engagement: Inclusive engagement

Strategic Planning Steering Committee: Mayor, Administrator, Assistant, Communications Lead

March 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
Feb 23, 2025	24	25	26	27	28	Mar 1
2	3 Final Plan	4	5	6	7	8
9	10	11	12	13	14	15
16	17 Plan Workshop	18	19	20	21	22
23	24	25	26	27	28	29
30	31	Apr 1	2	3	4	5



Downtown Camas Association Report to Council

September 3rd, 2024

Marketing & Promotion

- Social Media Success
- Event Results
- New Website

Economic Vitality

- Vacancy Rate <1%
- 12+ New Businesses in 2024!
- Private Investment in downtown buildings, $829,000+
- Façade Improvement Grants, $18,023 ($62,000 full investment)
- Business Resources

Outreach

- Our Downtown Camas 2045 Thank You!
- Main Street Tax Credit Incentive Program funding this year, $134,500+ so far
- Volunteers, 276 unique, 2500+ hours. Value goes both ways!
- DECA Student Business Tour

Design

- Downtown is Beautiful!
- Camas Culture Block! Vitality, Connection and Appreciation of Cultures in our Community
- Benches, total of 21 adopted so far,
  4 this year; Value of $63,000 invested
- Lighting Pilot Project on Cedar, $15,000
- Transformative Lighting Project capital funding allocated! Hoping for a fall start date.

Needs for the Future

- Marketing to increase Camas resident engagement in Downtown Camas
  - Targeted TV and streaming ads
  - Direct mailers, signage
  - Targeted social media
  - Enhanced events
  - Incentives to come downtown

- Measure results by event attendance/participation, website traffic, social media and ad analytics, sales revenue, household membership

downtown Camas association

Thank you!
Our Partnership is Important to Us!