



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

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

To Participate Remotely:

OPTION 1 -

1. Go to www.zoom.us and download the app or click "Join A Meeting" and use Meeting ID – 824 0113 4253
2. Or, from any device click <https://zoom.us/j/82401134253>

OPTION 2 - Join by phone (audio only):

Dial 877-853-5257 and enter meeting ID# 824 0113 4253

For Public Comment:

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

CALL TO ORDER

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

ROLL CALL

PUBLIC COMMENTS

APPROVAL OF MINUTES

1. [Approve Minutes from Parks & Recreation meeting on October 26, 2023.](#)
[Presenter: Ellen Burton, Chair](#)
[Time Estimate: 5 minutes](#)

MEETING ITEMS

2. [Crown Park – Letter of support to Council \(discussion and approval\)](#)
[Presenter: Trang Lam, Parks & Recreation Director](#)
[Time Estimate: 5 minutes](#)
3. **Chair & Vice Chair Nominations (discussion)**
Presenter: Ellen Burton, Chair
Time Estimate: 5 minutes

4. Celebration of Steve Lorenz (informational)

Presenter: Ellen Burton, Chair

Time Estimate: 20 minutes

PROJECT UPDATES

5. Parks & Recreation Staff Updates

Presenter: Trang Lam, Parks & Recreation Director

Time Estimate: 5 minutes

6. Public Works Staff Updates

Presenter: Public Works Staff

Time Estimate: 5 minutes

OTHER ITEMS

7. Commissioner Updates

Presenter: Ellen Burton, Chair

Time Estimate: Remainder of Time

CLOSE OF MEETING



**Parks and Recreation Commission - Special Meeting
Agenda
Thursday, October 26, 2023, 5:00 PM
Hybrid Meeting - Zoom and Council Chambers**

CALL TO ORDER

Ellen Burton called the meeting to order at 5:00 PM

ROLL CALL

Present: Ellen Burton, Katy Daane, Brittany Grahn, Jason Irving, Steve Lorenz, Jenny Wu, Council Liaison Tim Hein

Excused: Davied Dewey, Steve Lorenz

Staff: Sydney Baker, Trang Lam, Susan Palmer

Presenters: Zechariah Hazel, John Ghilarducci, Tim Wood from the FCS Group

PUBLIC COMMENTS

Margaret Tweet, Camas Resident – Commented on Crown Park

Nick Kralj, Camas Resident – Little League President commented on improving sports fields

Peggy Scott, Camas Resident – Commented on Crown Park

Scott Hogg, Camas Resident – Commented on Crown Park

Dave Sarchet, Camas Resident – Commented on Crown Park

APPROVAL OF MINUTES

1. Approve Minutes from Parks Commission meeting on September 27, 2023.

Presenter: Ellen Burton, Chair

Time Estimate: 5 minutes

A motion was made by Irving, seconded, and approved unanimously to accept the Parks & Recreation Commission minutes from September 27, 2023 as written.

MEETING ITEMS

2. Park Impact Fee Update (presentation and decision)

Presenter: Trang Lam and FCS Group

Time Estimate: 40 minutes

Trang Lam introduced the PIF Analysis topic. Tim Wood of the FCS Group spoke about; calculations of park impact fees, statutory requirements, Camas PIF fee history. Zechariah Hazel of the FCS Group spoke about; impact fee calculations, projected growth, Levels of Service, scaled impact fees, fee comparisons with other cities and code updates.

Discussion ensued on fee approval and non-residential use. Tim Hein stated that middle housing will be a discussion topic at the City Council meeting on December 18th.

The Parks and Recreation Commission recommended presenting to City Council the adoption of the PIF code update and adoption of the updated PIF report.

3. Mayor's FY 2024 Readopted Budget (discussion and decision)

Presenter: Trang Lam and Ellen Burton

Time Estimate: 25 minutes

Trang Lam spoke about the adopted FY2023-24 budget which included three categories of projects – Existing, New, and New projects requiring addition Parks Project Manager. Lam shared a list of existing projects that are completed and underway; a list of new projects that are underway, on-hold or delayed and included Public Works OPS delayed projects; and a list of projects that are delayed or on-hold that will require a new Project Manager staff position.

Tim Hein stated that the December 18 Council Workshop meeting will include a pool discussion.

Grahn and Wu agreed to be on the working group to draft and to submit a budget letter to City Council by November 6 on behalf of the Parks & Recreation Commission.

4. Crown Park Next Steps (discussion and decision)

Presenter: Trang Lam and Ellen Burton

Time Estimate: 25 minutes

Trang Lam shared a map of the existing amenities for Crown Park followed by a map of the proposed improvements to Crown Park. Lam spoke about project funding, cost estimates and funding sources. In response to a question about the project grant, Lam stated that elements within the grants project boundary must be constructed by October 2025. Discussion ensued.

Lorenz and Burton agreed to be on the working group to draft and submit a letter to City Council on December 4th on behalf of the Parks & Recreation Commission.

OTHER ITEMS

5. Commissioners Updates

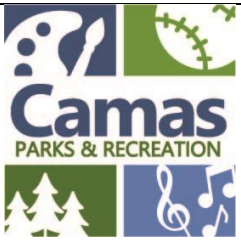
Presenter: Ellen Burton, Chair

Time Estimate: 20 minutes or Remainder of Time

Katy Daane gave an update on the Lacamas Watershed Symposium. Daane stated that it was very informative and involved representatives from; Clark County, Department of Ecology, Lacamas Watershed Council, Watershed Alliance, Clark Conservation District and the City of Camas.

CLOSE OF MEETING

Meeting closed at 7:02 PM



November 29, 2023

City of Camas Council
616 NE 4th Avenue
Camas, WA 98607

Commissioners:

Ellen Burton, Chair

Katy Daane

David Dewey

Brittany Grahm

Jason Irving, Vice Chair

Steve Lorenz

Jenny Wu

RE: Requesting Approval of Crown Park's equipment pre-order and for Council to direct staff to bid the entire Crown Park project as designed

Dear City Council members,

The Camas Parks and Recreation Commission (Commission) respectfully requests the City of Camas Council:

1. Approves the Crown Park equipment pre-order contract, and
2. Directs staff to bid the entire Crown Park Improvement project per the 100% design plan.

There is no funding from the general fund used to renovate the park.

Crown Park is the City's "Crown Jewel", our primary community gathering space for decades. The adopted 2018 Crown Park Master Plan (Master Plan) preserved and enhanced those uses while creating a vision of the park for the next generation. The 7.3-acre park was donated to the City in 1934. While the park has received ad-hoc improvements between 1930's to 1970's, and care from the City since 1934, the first time the City brought our Community together to develop a holistic vision and plan for the entire park was through the Master Plan.

Many of the park amenities and infrastructure have aged over the years. For example, the picnic shelter (circa 1950) was rebuilt in 1987, the public pool (circa 1954) was decommissioned in 2018, and the tennis courts (circa 1938), the last major amenity, were refurbished a second time in 2015. While the community did lose their beloved public pool at Crown, that loss catalyzed the Master Plan that is leading the improvements to our crown jewel of the park system for this and future generation of users.

As shown in the attached Project Timeline exhibit, the City and community have worked on this project since 2016. Since refreshing this project in November 2021 when Council's direction to complete the 30% design process for the entire park, the City has involved our community in 14 public meetings, an open house and two surveys. Additionally, both City Planning and Public Works staff have participated in the process and reviewed the design. After an eight-year journey, we are almost to the finish line, with the possibility of a grand opening for the new Crown Park in 2025.

Our project's vision of inclusive play for all through universal design of the playground and interactive water feature goes beyond the minimum level of accessibility. Universal design provides play opportunities and accessibility for all ages and abilities. This vision was rewarded with a \$500,000 grant from the State of Washington's Recreation and Conservation Office. Accessibility and play for all also includes updating ADA accessibility to federal standards

VISION: We envision Camas as a thriving, cohesive community that honors a unique legacy of coordinated parks, trails, natural areas and diverse recreation opportunities highlighted by our lakes, rivers and streams. Stewardship and thoughtful enhancement of these assets ensure a safe, healthy, active and balanced lifestyle for all.

MISSION: Camas Parks and Recreation promotes a healthy and sustainable community by listening and responding to the community's needs and desires, protecting and preserving its natural spaces to improve ecological health, and developing and maintaining parks, trails and recreation programs that are welcoming for all.

throughout the park (i.e. pathways, restroom and access into Scout Hall) and around our park (i.e. sidewalks and crossings). In addition, the City will add a much-needed permanent bathroom, upgrade our gathering space for events, care for our trees, vegetation and lawn with updated stormwater management and irrigation, new furnishings, and a multi-use sport court including pickle ball.

Council, before you is the opportunity to move this project across the finish line and provide the entire community with much-needed improvements to their beloved park. The Commission recommends Council:

1. Approves the request to purchase playground equipment and turf, nature play equipment and a permanent bathroom; and
2. Directs staff to bid the entire project as designed.

We sincerely hope you will move the community's vision in the Master Plan into construction.

Thank you,

Ellen L. Burton

Chair

City of Camas Parks & Recreation Commission

Enclosure: A Brief History of Crown Park Improvement Project

A BRIEF HISTORY OF
CROWN PARK
IMPROVEMENT PROJECT

Crown Park, a 7.3 acre park was originally donated to Camas in 1934 by Crown Willamette Paper Company. Considered by many as the "Crown Jewel" of our entire parks system, Crown has been a primary gathering spot for the community for decades. It hosts many of the City's special events, such as the annual Camas Egg Scramble, summer Concerts and Movies In The Park, and the CamTown Youth Festival, but at its core, this is a family gathering spot for birthdays, reunions, picnics, and play for all.

