

# 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 parks@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**

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 18<sup>th</sup>.

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

Camas, WA 98607

City of Camas Council 616 NE 4th Avenue

#### **Commissioners:**

Ellen Burton, Chair

Katy Daane

David Dewey

Brittany Grahn

Jason Irving, Vice Chair

Steve Lorenz

Jenny Wu

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.

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.

616 NE 4<sup>th</sup> Avenue Camas, WA 98607 www.cityofcamas.us 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

Item 2.

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

# ABRIEF 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 lewel" 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.

- 2016 GreenWorks was selected as the design team for Crown Park
- 13-month Master Planning process with Project Advisory Committee and Parks & Rec. Commission

MASTER PLAN PROCESS

- Jan. 26 Council Planning Retreat - Pool Assessment & Master Plan options
- Nov. 05 Council Adopted the Crown Park Master Plan

MASTER PLAN ADOPTION  Nov. 15 City Council Workshop -Council directed staff to move to 30% design for the entire park.

Dec. 08 P&R Commission approval of relocation of WWII
 memorial to Crown Park

PROJECT REFRESH

ON-HOLD

due to the

pandemic.

COVID

- Mar. 02 P&R Commission Value Engineering options
- Apr. 03 Council Workshop Project update & request for GreenWorks contract amendment
- Apr. 17 Council approved GreenWorks contract amendment
- June RCO grant award of \$500,000
- Oct. 16 Council Workshop 60% Design report
- Dec. 04 Council Workshop & 12.18.23 Council Regular - Equipment pre-order approval and direction on bidding

• Dec. - Complete project design and engineering

FINAL DESIGN
& PERMITTING
WE ARE HERE

# 14 Public Meetings

# Since PROJECT REFRESH

- Nine (9) Council Workshops & Regular
- Five (5) Parks & Recreation Commission
- May 17, 2022 Design Open House at Crown Park
- 2022 May Community Surveys:
  - Sport court 1073 participants
  - 30% Design 1300 participants
- 2022 Nov. Playground theme survey -9 elementary & middle school classes participated

2016 2017 2018 2019 2020 2021 2022 2023 2024 2025

# POOL ASSESSMENT

- Apr. 11 WTI Evaluation Report Report deemed current pool has
  exceeded its usable and efficient life
- Nov. 09 Clark County Public Health Letter - County inspection resulted in closure of pool
- Nov. 20 Council Workshop Pool Assessment summary & community survey results (about 1400 participants)

# ON HOLD

ON-HOLD. City focus on new Aquatics Facility & Fields Improvement Bond

# Feb. 22 Council approved GreenWorks contract amendment

30% DESIGN

- Jun. 22 P&R Commission Open House & Community Survey report
- Jul. 18 Council Workshop Public Pool Discussion, resulted in pool planning project and new Parks Project Manager budget packages added to FY23-24 budget process
- Sep. 22 Council Workshop Community Survey & design update
- Sep. 28 P&R Commission Community Survey & design update
- Nov. 30 P&R Commission Student Survey for playground theme, 30% Design report
- Dec. 05 Council Workshop 30% Design report. Council directed staff to move entire park into 60% thru final design, and design to hold project cost to \$6.3M
- Dec. 05 Council adopted the City's FY2023-24 budget which includes funding for Crown Park

# BIDDING & CONSTRUCTION

## TENTATIVE NEXT STEPS:

- Jan. Complete Permitting
- Jan/Feb Bidding Process
- Mar/Apr Contracting
- April Groundbreaking

GRAND OPENING

TENTATIVE Summer/Fall 2025

# **CROWN PARK**

# Key New Features

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