



City Council Regular Meeting Agenda
Monday, February 02, 2026, 7:00 PM
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 observe the meeting (no public comment ability)

- go to <https://vimeo.com/event/5691728>

To participate in the meeting (able to public comment)

- go to <https://us06web.zoom.us/j/88951076096>

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

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENTS

CONSENT AGENDA

NOTE: Consent Agenda items may be removed for general discussion or action.

1. [January 20, 2026 Camas City Council Regular and Workshop Meeting Minutes](#)
2. Automated Clearing House and Claim Checks Approved by Finance Committee
3. [Construction Award for Advanced Meter Infrastructure
\(Submitted by Rob Charles, Utilities Manager\)](#)
4. [Final Plat Approval for the Overlook at Prune Hill Subdivision Final Plat
\(Submitted by Madeline Coulter, Planner\)](#)

MAYOR

5. Mayor Announcements
6. [Black History Month Proclamation](#)

MEETING ITEMS

7. [Resolution 26-001 Creating a Police Lieutenant position
Presenter: Jennifer Gorsuch, Administrative Services Director
Time Estimate: 5 minutes](#)

8. [Professional Services Agreement Amendment General Sewer Plan Update](#)
[Presenter: Rob Charles, Utilities Manager](#)
[Time Estimate: 10 minutes](#)

9. [Ordinance No. 26-001 Providing for the Vacation of a Portion of SE Bybee Road](#)
[Presenter: James Carothers, Engineering Manager](#)
[Time Estimate: 5 minutes](#)

PUBLIC COMMENTS

NON-AGENDA ITEMS

10. Staff
11. Council

CLOSE OF MEETING



City Council Regular Meeting Minutes - Draft
Tuesday, January 20, 2026, 7:00 PM
Council Chambers, 616 NE 4th AVE

NOTE: Please see the published Agenda Packet for all item file attachments

CALL TO ORDER

Mayor Hogan called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Council Members Marilyn Boerke, Martin Elzingre, Mahsa Eshghi, Tim Hein, John Nohr, Jennifer Senescu and John Svilarich

Staff: Sydney Baker, James, Carothers, Scott Collins, Cliff Free, Jennifer Gorsuch, Cathy Huber Nickerson, Tina Jones, Shawn MacPherson, Alan Peters, Doug Quinn, Bryan Rachal, Heidi Steffensen, Connie Urquhart and Chris Witkowski

Press: No one from the press was present.

PUBLIC COMMENTS

Tyler Sanders, Camas, commented about the Our Camas 2045.

Darcy Smith, Camas, commented about the form of government.

Phillip Mitchell, Camas, commented about parklets downtown.

CONSENT AGENDA

1. January 5, 2026 Camas City Council Regular and Workshop Meeting Minutes
2. \$505,417.47 Automated Clearing House 703112 - 703140 and Claim Checks 162119 - 162166 Approved by Finance Committee
3. \$178,465 to Jacobs for Slow Sand Filter Plant Start Up Amendment No. 5 (Submitted by Rob Charles, Utilities Manager)
4. Approve Change Order No. 2 Advanced Excavation Specialist NW Pacific Rim Drive Pavement and ADA Improvements and Accept Project as Complete (Submitted by Justin Monsrud, Engineer III)

It was moved by Hein, and seconded, to approve the Consent Agenda. The motion passed unanimously.

Meeting minutes created by Sydney Baker.

MAYOR

5. Mayor Announcements

Hogan commented about a Columbian newspaper article that stated Camas removed fluoride from the City's drinking water, a correction notice was sent because fluoride remains in the City's drinking supply.

MEETING ITEMS

6. NE Hathaway Rd Waterline Replacement Consideration of Bids

Presenter: James Carothers, Engineering Manager, Scott Collins, Public Works Director and Shawn MacPherson, City Attorney

It was moved by Hein, and seconded, to waive the minor bid irregularities and award the bid to North Cascade Excavating for the amount of \$555,083.76 and authorize the Mayor or designee to sign the contract and change orders up to ten percent of the original contract amount. The motion carried unanimously.

PUBLIC COMMENTS

Darcy Smith, Camas, commented about traffic.

Tyler Sanders, Camas, commented about city infrastructure.

NON-AGENDA ITEMS

7. Staff

There were no staff updates.

8. Council

Elzingre attended and provided an update from the Finance Committee meeting.

Hein attended and provided an update from the Finance Committee meeting.

Senescu thanked Scott Collins, Public Works Director for his work and commented about Molly Coston's celebration of life.

Nohr commented about House Bill 5855 and about federal agents.

CLOSE OF MEETING

The meeting closed at 7:42 p.m.



City Council Workshop Minutes - Draft
Tuesday, January 20, 2026, 4:30 PM
Council Chambers, 616 NE 4th AVE

NOTE: Please see the published Agenda Packet for all item file attachments

CALL TO ORDER

Mayor Hogan called the meeting to order at 4:30 p.m.

ROLL CALL

Present: Council Members Marilyn Boerke, Martin Elzingre, Mahsa Eshghi, Tim Hein, John Nohr, Jennifer Senescu and John Svilarich

Staff: Sydney Baker, Rob Charles, Scott Collins, Carrie Davis, Cliff Free, Jennifer Gorsuch, Cathy Huber Nickerson, Michelle Jackson, Tina Jones, Robert Maul, Alan Peters, Doug Quinn, Bryan Rachal, Heidi Steffensen, Connie Urquhart and Chris Witkowski

Press: Doug Flanagan, Camas-Washougal Post Record

PUBLIC COMMENTS

Nan Hendrickson, Camas, commented about the form of government.

Ellen Burton, Camas, commented about the form of government.

Rick Marshall, Camas, commented about emissions.

WORKSHOP TOPICS

1. Draft Resolution 26-001 Creating a Police Lieutenant position

Presenter: Jennifer Gorsuch, Administrative Services Director and Tina Jones, Police Chief

A Resolution for this item will be placed on the February 2, 2026 City Council Regular Meeting Agenda for Council's consideration.

2. Downtown Parklet Program Options

Presenter: Alan Peters, Community Development Director and Scott Collins, Public Works Director

This item was for Council's information only and discussion ensued.

3. Change of Government Discussion

Presenter: Doug Quinn, City Administrator

This item will be brought back on the February 17, 2026 City Council Workshop Meeting for further discussion.

4. Staff Miscellaneous Updates
Presenter: Doug Quinn, City Administrator

There were no staff updates.

PUBLIC COMMENTS

Greg Anderson, Camas, commented about the form of government.

Rick Marshall, Camas, commented about the SunCal Development Agreement.

COUNCIL COMMENTS AND REPORTS

Senescu attended the Georgia-Pacific Mill Clean-Up meeting and provided an update and attended the Shawood ribbon cutting. Senescu commented about the upcoming C-TRAN luncheon and thanked citizens for the emails.

Hein thanked citizens for their comments, and thanked staff for their efforts. Hein provided C-TRAN updates.

Boerke thanked staff for their efforts and attended the Library Board of Trustees meeting. Boerke was introduced to the Ending Community Homelessness Organization (ECHO) board and attended the Walk and Roll event regarding The Americans with Disabilities Act (ADA) compliance.

Svilarich attended the Shawood ribbon cutting.

Nohr thanked staff for their efforts, attended the Downtown Camas Association (DCA) retreat and attended the Walk and Roll event.

Eshghi thanked staff for their efforts, did a city facility tour and attended the Port of Camas-Washougal meeting. Eshghi provided an update from the Regional Transportation Commission (RTC).

CLOSE OF MEETING

The meeting closed at 6:41 p.m.



Staff Report – Consent Agenda

February 2nd, 2026 Council Regular Meeting

Construction Award for Advanced Meter Infrastructure (Submitted by Rob Charles, Utilities Manager)

Phone	Email
360.817.7003	rcharles@cityofcamas.us

BACKGROUND: The City's water utility serves customers using radio-read water meters that allow readings to be collected without manually accessing each meter. However, the system still requires field staff to physically drive throughout the City each month to collect usage data. During each billing cycle, approximately two water operations employees spend one full week performing initial meter reads and follow-up re-reads using handheld data collectors that receive meter information through short-range wireless communication.

Under the current process, customer usage data is typically available only once per billing cycle, limiting the City's ability to quickly identify abnormal usage or assist customers with timely consumption information. Activities such as move in/out reads, leak investigations, abnormal usage review, and customer billing inquiries also require staff coordination rather than automated system reads.

As the City grows and additional meters are added, the time required for monthly drive-by reading increases, making the current process less scalable over time. Many utilities have transitioned from mobile drive-by reading systems (AMR) to fixed Advanced Meter Infrastructure (AMI) networks as part of normal modernization of water utility operations. Customers increasingly expect timely access to usage information, similar to other utilities that provide online consumption data.

The City's existing Neptune meters are compatible with fixed AMI technology that would allow meter readings to be transmitted automatically to a central system on an ongoing basis, eliminating the need for monthly drive-by collection. While this infrastructure has been available, it has not previously been implemented due to cost.

SUMMARY: Core & Main, the City's existing supplier for Neptune water meters, has proposed installation of a fixed AMI network consisting of pole-mounted data collectors throughout the City. These collectors will automatically receive meter readings and transmit data via a secure cellular communication network to a central system, transitioning the City from a mobile drive-by meter reading system to a fixed network that provides ongoing, near real-time usage data.

Implementation of this system will eliminate the need for monthly citywide drive-by meter collection, improve operational efficiency within the Water Division, and provide faster access to usage information for billing and customer service purposes. Meter data will be available directly through the system rather than requiring field collection, improving response time for billing inquiries and abnormal usage concerns.

Because the City's existing meters and radio transmitters are Neptune brand, the fixed network collectors and communication equipment must be fully compatible with the proprietary Neptune meter communication system. The proposed equipment expands and integrates with the City's existing Neptune infrastructure rather than replacing it. Core & Main is the exclusive authorized provider of Neptune meter equipment and system integration services in Oregon and Washington. Staff has determined this to be a sole source procurement under RCW 39.26.140, as the system components must match and function with the City's existing proprietary meter technology, and replacement of the current platform would require systemwide meter replacement at substantially higher cost.



Figure 1: Example of Utility Poles with Data Collectors

A PRODUCT SHEET OF NEPTUNE TECHNOLOGY GROUP

R900® Gateway v4 Fixed Network Data Collector



Figure 1: Neptune R900 Data Collector

BENEFITS TO THE COMMUNITY: This project will provide customers with near real-time access to their water usage information rather than waiting for monthly meter reads. Earlier visibility of consumption data supports faster identification of leaks or abnormal water use, which can help reduce water loss and prevent unexpectedly high bills. The system also improves billing accuracy and allows the City to respond more quickly to customer questions about usage. Overall, this project modernizes the City's water utility infrastructure to provide more reliable, efficient, and responsive service to the community.

STRATEGIC PLAN: This work aligns with the Strategic Plan Goal of Stewardship of City Assets.

POTENTIAL CHALLENGES: There may be gaps in service based that may require additional data collectors. At this time the communication model shows that there will be 100% communication between data collectors and meters.

BUDGET IMPACT: The cost to install the AMI pole mounted data collectors and associated equipment is \$316,591. The project is funded through the water fund.

Budget:

Mobile Data Collectors Project (2026 Capital Budget)	\$300,000
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Expenses:

Core & Main – AMI Equipment & Install	\$316,591
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The difference between the 2026 capital budget allocation and the project cost will be covered within the Water Fund capital program and reflected in a future budget adjustment through the Spring Omnibus process.

RECOMMENDATION: Staff would recommend Council approve this contract.



Bid Proposal for Camas AMI Gateways & Material

CUSTOMER

CONTACT

NOTES

CITY OF CAMAS

1620 SE 8th Ave
Camas, WA 98607
Contact: Will Weglage
(T) 360-817-1563
wweglage@cityofcamas.us

Job

Camas AMI Gateways & Material
Camas, WA
Bid Date: 09/15/2025
Bid #: 4449918

Sales Representative

Ty Spencer
(M) 971-990-7324
(T) 503-620-9123
(F) 503-684-7213
Ty.Spencer@coreandmain.com

Core & Main

6720 McEwan Rd
Lake Oswego, OR 97035
(T) 5036209123



Item 3.

Bid Proposal for Camas AMI Gateways & Material

CITY OF CAMAS

Job Location: Camas , WA

Bid Date: 09/15/2025

Core & Main Bid #: 4449918

Core & Main

6720 McEwan Rd

Lake Oswego, OR 97035

Phone: 5036209123

Fax: 5036847213

Seq#	Qty	Description	Units	Price	Ext Price
10		V4E GATEWAYS & MATERIAL			
20	6	R900 GATEWAY - CELL MODEM 15155-000	EA	13,750.00	82,500.00
40	6	13070-100 OUTDOOR UPS SYSTEM POWER SUPPLY	EA	2,961.75	17,770.50
60	6	ANTENNA RF W/BRACKETS R900 GATEWAY 13146-100	EA	424.38	2,546.28
80	450	CABLE, COAX 1/2" (LDF4-50A) 10046-119	FT	5.00	2,250.00
100	12	1/2" CONNECTOR, COAX N MALE 2 REQUIRED PER INSTALLATION 8138-200	EA	48.75	585.00
				SUBTOTAL	105,651.78
140		GATEWAY INSTALLATION			
150	6	V4E GATEWAY INSTALLATION W/ WOOD POLE INSTALL PER GATEWAY	EA	26,804.13	160,824.78
				SUBTOTAL	160,824.78
190		CELL METER			
200	1	3/4" T-10 PROCODER R900I V4 CF W/ 6' ANTENNA INTEGRATED MULTI CARRIER CELL ED2D11RPNF11SG116	EA	452.50	452.50
				SUBTOTAL	452.50
250		AMI & CELLULAR SUBSCRIPTION			
260	1	NEPTUNE 360 + CELL DATA SUB 13980-806 PRICE PER CONNECTION TIER 6 SUBSCRIPTION	EA	8.71	8.71
310	10365	NEPTUNE 360 AMI SUBSCRIPTION 14099-116 PRICE PER CONNECTION TIER 6 SUBSCRIPTION	EA	2.32	24,046.80



Item 3.

Bid Proposal for Camas AMI Gateways & Material

Bid #: 4449918

Seq#	Qty	Description	Units	Price	Ext Price
				SUBTOTAL	24,055.51
				Sub Total	290,984.57
				Tax	25,606.64
				Total	316,591.21

UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: <https://coreandmain.com/terms-of-sale/>

THIS BID MAY INCLUDE GLOBALLY SOURCED (IMPORTED) MATERIALS THAT ARE SUBJECT TO CHANGING TARIFFS. PRICES ARE SUBJECT TO CHANGE DUE TO POTENTIAL ADDITIONAL TARIFFS IMPOSED BY THE U.S. GOVERNMENT. IF IMPOSED, PRICES WILL INCREASE BY THE SAME PERCENTAGE AND WILL BE EFFECTIVE ON THE DATE THAT THE NEW TARIFFS ARE IMPLEMENTED. THESE ITEMS SHOULD BE PURCHASED WITH HASTE TO AVOID ANY ADDITIONAL RISING TARIFF COSTS.



Staff Report – Consent Agenda

February 2, 2026, Council Regular Meeting

Final Plat Approval for the Overlook at Prune Hill Subdivision Final Plat (Submitted by Madeline Coulter, Planner)

Phone	Email
360.817.1568	mcoulter@cityofcamas.us

BACKGROUND: The Overlook at Prune Hill Subdivision is a 34-lot residential subdivision located at 3010 NW 18TH Ave St. The subject site is bordered to the west by the recently approved Sunview Estates Subdivision. To the north, east, and south are developed single family residential lots zoned Single Family Residential (R-10 and R-12).

LOCATION: 3010 NW 18th Ave
Parcel Number(s): 127356000

OWNER: Modern Dwellings LLC
8101 NE Glisan
Portland, OR 97213

ZONING: Single-Family Residential (R-7.5 and R-10)

TOTAL SITE AREA: 9.69 acres

LOTS: 34 residential lots

SUMMARY: A public hearing before the Hearings Examiner was held on November 29, 2022, and a land use decision with conditions of approval was issued for the subdivision on December 22, 2022.

The applicant is requesting final plat approval. Except for punch list items, the site improvements have been completed. Final acceptance will not be issued until the remaining punch list items have been completed in accordance with Camas Municipal Code (CMC) section 17.21.070.

Staff has reviewed the final plat drawings, lot closures, CC&R's, and all other associated final platting documents.

FINAL PLAT APPROVAL CRITERIA (CMC 17.21.060.E):

1. That the proposed final plat bears the required certificates and statements of approval.
2. That the title insurance report furnished by the developer/owner confirms the title of the land, and the proposed subdivision is vested in the name of the owner(s) whose

signature(s) appears on the plat certificate;

3. That the facilities and improvements required to be provided by the developer/owner have been completed or, alternatively, that the developer/owner has submitted with the proposed final plat an improvement bond or other security in conformance with CMC 17.21.040;
4. That the plat is certified as accurate by the land surveyor responsible for the plat;
5. That the plat is in substantial conformance with the approved preliminary plat; and
6. That the plat meets the requirements of Chapter 58.17 RCW and other applicable state and local laws which were in effect at the time of preliminary plat approval.

Finding: Staff finds the submitted plat meets the requirements of CMC 17.21.060.E listed above, is consistent with the applicable conditions of approval, and with the applicable state and local regulations.

BENEFITS TO THE COMMUNITY: The development of this site implements several Comprehensive Plan goals and policies, including the Park and Open Space Comprehensive Plan and the Camas Municipal Code, as discussed in the staff report to the Hearings Examiner.

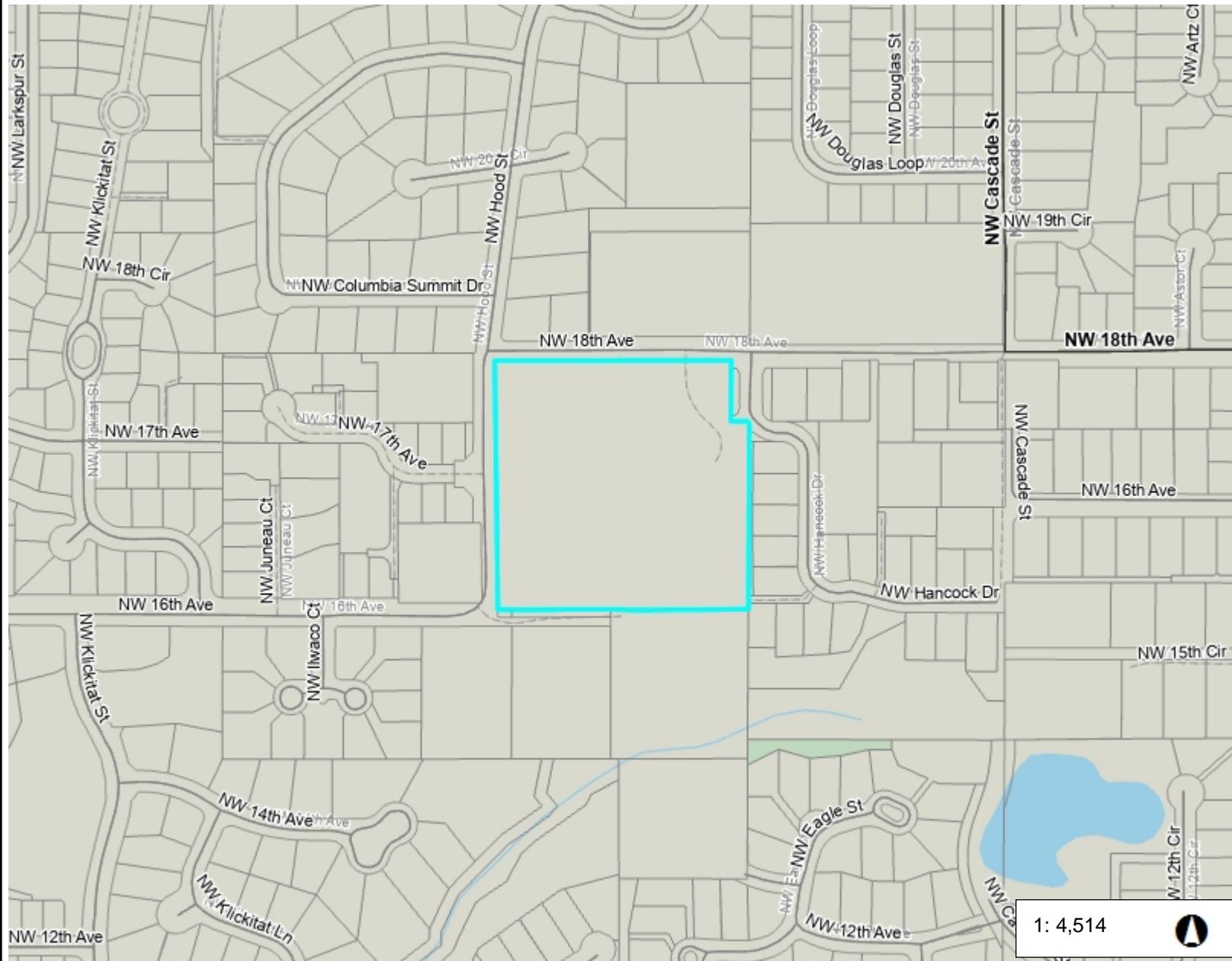
STRATEGIC PLAN: This final plat supports the strategic plan goal of Economic Prosperity by providing a supply of buildable homesites to accommodate new housing growth.

BUDGET IMPACT: Revenues will be generated from building permits issued for the 34 new residential lots.

RECOMMENDATION: Staff recommends that Council approve the final plat for the Overlook at Prune Hill Subdivision Final Plat.



Overlook at Prune Hill



752.3

0

376.17

752.3 Feet

1: 4,514



WGS_1984/Web/Mercator/Auxiliary_Sphere
Clark County, WA. GIS - <http://qis.clark.wa.gov>

This map was generated by Clark County's "MapsOnline" website. Clark County does not warrant the accuracy, reliability or timeliness of any information on this map, and shall not be held liable for losses caused by using this information. Taxlot (i.e., parcel) boundaries cannot be used to determine the location of property lines on the ground.



Legend

- Taxlots
- All Roads
 - Interstate
 - State Route
 - Arterial
 - Forest Arterial
 - Minor Collector
 - Forest Collector
 - Private or Other

Notes:

~ PROCLAMATION ~

WHEREAS, each February Black History Month serves as both a celebration and a powerful reminder that Black history is American history; and

WHEREAS, we use this month to honor the rich history and contributions made by Black Americans who have helped shape our city, state, and nation; and

WHEREAS, 2026 marks the 100th anniversary of federal recognition for Black Americans, the national theme for observance is: "A Century of Black History Commemorations," which highlights the evolution of Black history, promoting, protecting, and preserving the legacy of Black American history and its impact on the modern world; and

WHEREAS, Black History Month has become a vital and far-reaching civic tradition – recognized by presidential proclamation and federal law - that brings Black history into schools, cultural institutions, public spaces, workplaces, and homes, and remains vital to fostering an accurate and inclusive understanding of history, safeguarding democratic values, and celebrating the enduring contributions and lived experiences of Black Americans; and

WHEREAS, the City of Camas is committed to fostering a welcoming, inclusive, and respectful community where the dignity, history, and contributions of all people are recognized and valued, and where Black Americans are affirmed as essential to the civic, cultural, and economic life of the nation and the world,

NOW THEREFORE, I, Steve Hogan, Mayor of the City of Camas, do hereby proclaim February 2026 as:

“Black History Month”

in the City of Camas and encourage all citizens this month and throughout the year to observe, celebrate, and honor Black history and culture and the contributions of Black Americans in our community and throughout our region, state, and nation.

In witness whereof, I have set my hand and caused the seal of the City of Camas to be affixed this 2nd day of February 2026.

Steve Hogan, Mayor



Staff Report

February 2, 2026 Council Workshop

Resolution 26-001 Creating a Police Lieutenant position
 Presenter: Jennifer Gorsuch, Administrative Services Director
 Time Estimate: 5 minutes

Phone	Email
360.817.7013	jgorsuch@cityofcamas.us

BACKGROUND: At the January 20 Workshop, staff presented a draft resolution for the creation of a new non-represented position of Police Lieutenant in the police department. This position is included in the 2026 adopted budget.

SUMMARY: The Lieutenant position will engage in key middle management leadership functions within the Camas Police Department. This is a newly created rank, which is designed to provide operational and administrative support, provide relief for the overtaxed Captain position, present opportunities for internal professional advancement, and help create opportunities for organizational resilience with redundancy in tasks.

The 2026 Mayor's Re-adopt Budget included one Lieutenant and this position will be assigned to supervise the Patrol Division and will be responsible for 6 Sergeant direct reports who provide patrol operations coverage 24/7/365. When another Lieutenant position is added in the future, its role will be to assist with administrative functions.

A review of comparable positions was conducted to ensure the salary is appropriate.

STRATEGIC PLAN: This item aligns with the Engaged Workforce and Safe and Accessible Community priorities. The addition of this position will ensure proper staffing in the department to keep pace with service demands and the safety of the community. Providing appropriate compensation helps with recruiting and retaining staff within the City.

BUDGET IMPACT: This position was included in the adopted 2026 budget and the total cost for salary and benefits for the position is estimated to be about \$190k. No additional funding is needed for this position.

RECOMMENDATION: Staff recommends Resolution 26-001 be approved by Council.

RESOLUTION NO. 26-001

A RESOLUTION adopting a new position in the Police Department.

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CAMAS AS FOLLOWS:

I

There is hereby created in the Police Department a new position entitled Police Lieutenant. Such position shall be non-represented, entitled to the benefits in the Non-Represented Employee Handbook and benefits afforded the non-represented command staff and shall perform such duties as shall be outlined in any job description proscribed by the City, as may be revised from time to time. The position description and salary are attached hereto as Exhibit "A" and shall be effective as of February 2, 2026.

PASSED BY the Council and approved by the Mayor this 2nd day of February 2026.

SIGNED: _____
Mayor

ATTEST: _____
Clerk

APPROVED as to form:

City Attorney

CITY OF CAMAS
Exempt, Non-Represented
January 2026

POLICE LIEUTENANT

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

JOB OBJECTIVES

Under administrative direction, to direct, manage, supervise and coordinate assigned staff, programs and activities within the Police Department; to coordinate assigned activities with other departments and outside agencies; and to provide highly responsible and administrative support to the Police Chief. This position is a key middle management leader within the department and work is performed with considerable independence and under the direction of supervisory staff. This position may fill in as Acting Captain or Chief at the request of the Chief. This position reports to the Police Captain.

ESSENTIAL FUNCTION STATEMENTS

The following tasks are typical for positions in this classification. Any single position may not perform all of these tasks and/or may perform similar related tasks not listed here:

Assume supervisory responsibility for assigned Police Department functions including patrol or administrative services and activities; act as Police Captain or Police Chief in the absence of the same.

Perform various police duties necessary to enforce City, State and Federal laws; provide cover and assistance to other officers involved in hazardous police operations; supervise and participate in search warrants and tactical operations.

Utilize leadership practices to inspire, mentor, and encourage staff to improve processes and provide exceptional service to the community.

Study law enforcement reports to determine trends and make recommendations for changes in organization, procedures, and guidelines to improve effectiveness and efficiency of Police Department operations; identify special community law enforcement need/concerns; make recommendations and work with related groups/agencies to address identified issues.

Participate in the development and administration of the department budget.

Execute powers of arrest and control including full search, rights advisement, warrant execution, and arresting persons.

Perform duties using force or deadly force to subdue suspects; defend self with or without weapons and discharge firearms in multiple scenarios including daylight, nighttime, or darkness with artificial lighting.

Operate emergency vehicles on hazardous road conditions and during pursuits and responses.

Perform duties necessary for managing tactical or special events.

Represent the Police Department and coordinate with other departments, outside agencies, elected officials, multi-jurisdictional committees, and the public.

Coordinate with media personnel to promote accurate reporting of activities.

Attend and participate in professional group meetings; stay abreast of new trends and innovations in the field of law enforcement.

Respond to and resolve difficult and sensitive citizen inquiries and complaints; respond to questions and information requests from the news media.

Supervise the workload, overall work performance and work quality of assigned personnel; work with employees to develop work skills and address areas where improvement is needed.

Dependent upon assignment, coordinate and oversee major criminal investigations; respond to and supervise major crime scenes or incidents; review and evaluate reports; testify in court; review use of force reporting; conduct case management oversight.

Train, develop, mentor, and supervise employees, in addition, prepare performance evaluations for assigned staff and recommend input on other staff within assigned division.

Assist with accreditation tasks and other special projects as requested by the Chief or Captain.

Conduct investigations as assigned.

Perform other duties and responsibilities as identified by the Chain of Command or Office of the Chief.

AUXILIARY FUNCTION STATEMENTS

Ensure compliance with and follow all safety rules and procedures established for work area.

Perform related duties and responsibilities as required.

QUALIFICATIONS

Knowledge of:

Operations, services and activities of a comprehensive law enforcement program.

Pertinent Federal, State and local laws, codes and regulations.

Modern police methods and procedures and rules of the law enforcement field

Use of firearms and other modern police equipment.

Principles of planning, directing and coordinating the work of subordinates.

Principles of establishing and maintaining effective working relations with subordinates, public and private officials, and the public.

Principles to analyze situations quickly and objectively and determining a proper course of action.

Principles of participate effectively with management level functions.

Skills to operate assigned equipment skillfully, safely, and in conformance with applicable laws or regulations

Recent court decisions affecting law enforcement operations.

Principles of supervision, training and performance evaluation.

Ability to:

Organize and coordinate the work of staff.

Select, supervise, train and evaluate staff.

Respond to requests and inquiries from the public.

Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals

Prepare clear and concise administrative reports.

- Discharge firearms in a safe and effective manner.
- Serve as the Police Captain and/or Chief, as necessary.
- Interpret and apply applicable Federal, State and local policies, laws and regulations.
- Understand and carry out oral and written instructions.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective relationships with those contacted in the course of work.

Education and Experience Guidelines

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education:

Equivalent to the completion of the twelfth grade supplemented by two-years of college level coursework.

Experience:

Six years of increasingly responsible law enforcement experience including two years of administrative and supervisory responsibility.

License or Certificate

Possession of an appropriate, valid driver's license.

Completion of Basic Law Enforcement Academy certification.

Possession of, or ability to obtain, appropriate specialized training as required for the position.

PHYSICAL DEMANDS AND WORKING CONDITIONS

The physical demands herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform these essential job functions.

Environment: Combination of office and patrol environments; potential emergency peace control environment; travel from site to site; exposure to potentially hostile environments, inclement weather conditions; extensive public contact.

Mobility: Incumbents require mobility to walk, stand, sit for extended periods of time; moderate or light lifting; discharge firearms and utilize various other law enforcement equipment; operate a motorized vehicle.

Vision: Incumbents in this class require vision consistent with Law Enforcement Academy standards.

Other Factors: Incumbents may be required to work extended hours including evenings, weekends and holidays. Incumbents may be required to travel outside City boundaries to attend meetings.

Police Lieutenant Salary Scale
Effective 2/2/2026

Position							
	1	2	3	4	5	6	7
Police Lieutenant	10,230.42	10,638.95	11,065.45	11,507.67	11,967.85	12,447.10	12,943.17



Staff Report

February 2nd, 2026 Council Workshop Meeting

Professional Services Agreement Amendment General Sewer Plan Update

Presenter: Rob Charles, Utilities Manager

Time Estimate: 10 minutes

Phone	Email
360.817.7003	rcharles@cityofcamas.us

BACKGROUND:

The City of Camas is currently updating its General Sewer Plan (GSP) as part of the 2045 Comprehensive Plan update. The GSP is a state-required planning document that demonstrates the City has sufficient wastewater collection and treatment capacity to serve existing customers and projected growth over a 20-year planning horizon. The plan evaluates sewer basin boundaries, collection system capacity, lift stations, and wastewater treatment plant (WWTP) performance, and establishes recommended capital improvements to support future development and regulatory compliance.

In November 2024, the City entered into a Professional Services Agreement with Carollo Engineers in the amount of \$583,298 to complete the GSP Update. The original scope of work included developing wastewater flow projections based on available land use assumptions, updating and calibrating the hydraulic model using existing system mapping, evaluating collection system and WWTP capacity, and preparing plan chapters and capital improvement recommendations.

The GSP Update is being completed concurrently with the Comprehensive Plan update, and the two planning efforts are closely linked because future land use, densities, and service area boundaries directly influence wastewater flow projections and infrastructure planning.

SUMMARY: As work on the General Sewer Plan Update progressed, revisions to land use designations, densities, and future service area boundaries through the Comprehensive Plan update required portions of the sewer planning analysis to be revisited. Because wastewater flow projections, hydraulic modeling, and treatment capacity evaluations are directly dependent on where and how growth occurs, updated planning assumptions resulted in additional technical work beyond the level of detail assumed in the original agreement.

In addition, the GSP Update schedule has been closely tied to the Comprehensive Plan timeline. As that process extended, continued coordination, project management, and technical integration between the two planning efforts were required to ensure

consistency. This resulted in additional consultant time for project management, coordination, and plan refinement.

Further review of system drawings, operator input, billing data, and GIS records also identified the need to refine sewer basin boundaries, verify connected parcels, and update hydraulic model routing to more accurately represent how wastewater flows through the system.

This amendment provides the additional professional services necessary to:

- Refine sewer basin boundaries and service areas
- Incorporate updated land use and annexation area growth into flow projections
- Update hydraulic model routing and recalibrate the collection system model
- Verify parcels connected to the collection system
- Update WWTP hydraulic and process models using revised future flows
- Provide continued project management and coordination associated with the extended planning schedule

These updates ensure the General Sewer Plan is consistent with the Comprehensive Plan, accurately reflects system conditions, and provides a reliable basis for identifying future capacity needs and capital improvements.

BENEFITS TO THE COMMUNITY: The plan provides a roadmap for the City to build and maintain infrastructure necessary to meet growth demands over the next 20 years.

STRATEGIC PLAN: This project aligns with the Stewardship of City Assets from the City's Strategic Plan.

POTENTIAL CHALLENGES: None known.

BUDGET IMPACT: The cost of this amendment is \$117,829 and will be funded from the Water/Sewer Fund. The FY2026 adopted Capital Projects Budget includes \$1,019,238 for the General Sewer Plan Update and Water System Plan Update, representing anticipated expenditures for work occurring in 2026. Sufficient budget authority is available to cover this amendment, and no additional appropriation is required.

Approval of this amendment will bring the total Professional Services Agreement with Carollo Engineers for the General Sewer Plan Update to \$701,127.

RECOMMENDATION: Staff recommends this item be placed on the January 20th Regular Meeting Consent Agenda for Council's consideration.

CITY OF CAMAS

GENERAL SEWER PLAN UPDATE

AMENDMENT 1 - SCOPE OF WORK

Preliminary efforts on this project identified the need to incorporate the following services in 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

ADD to Task 100: Project Management

This amendment includes additional effort for project management and coordination with subconsultant associated with additional tasks presented herein. Project completion is being extended from March 31, 2026 to July 31, 2026.

ADD to Task 400: Basis of Planning

Additional effort for this task includes extending the future service area to include annexation areas beyond the existing Urban Growth Boundary (UGB) in alignment with the preferred UGB from the draft 2045 Comprehensive Plan. Additional flows from the annexation area were incorporated into the wastewater flow projections.

Additional effort also includes updating industrial flows and loads with data received on July 10, 2025. At the GSP Meeting No. 5 – Hydraulic Model Development and Capacity Evaluation held on October 20, 2025, additional information regarding flow routing was provided. These include changes to the hydraulic model in the following areas:

- Brady LS
- Prune Hill Park
- Neighborhood north of Leadbetter Rd LS
- Portion of the Basin STEP north of Round Lake (including Grove Field)

Additional effort for this task includes updating the hydraulic model, wastewater flow factors, wastewater flow projections, and draft Chapter 4 – Basis of Planning.

ADD to Task 500: Existing System

Parcels connected to the collection system were identified by reviewing aerial imagery to identify developed parcels in proximity to collection system pipelines and the use of laterals to identify connected parcels. Additional effort was needed to refine the connected parcels when new information, including excel based water billing data that could be linked geographically to parcels, was provided on July 10, 2025.

ADD Subtask 505: Revise Draft Chapter 4 – Existing System

The purpose of the additional subtasks to Task 500 Existing System is to revise the previously submitted draft Chapter 4 – Existing System. Comments on the revised draft Chapter will be documented in a comments log and incorporated into the City Draft Plan.

Consultant Deliverables

- Revised Draft Chapter 4 – Existing System.

ADD to Task 700 – Collection System

Additional effort for this task is necessary to update the hydraulic model to reflect the updated understanding of the collection system provided by the City in November 2025. This includes additional effort in the following subtasks:

- Subtask 701: Updating the hydraulic model, dry weather calibration, and wet weather calibration.
- Subtask 702: Updating and running the capacity evaluation and results for the existing, 20-year, and buildup scenarios.
- Subtask 704: Updating TM 1 – Hydraulic Model Development and Calibration to reflect updated understanding of the collection system and changes in the model calibration results.
- Subtask 706: Presenting updated results to the City as part of the GSP Meeting No. 6 – Capacity Improvements.
- Subtask 707: Revising Draft Chapter 6 – Collection System to reflect updated understanding and revised model, model calibration results, and modeled deficiencies.

ADD to Task 800 – Wastewater Treatment Facility

Additional effort for this task includes updating the Wastewater Treatment Facility (WWTF) Hydraulix® model and BioWin model with the updated wastewater flow projections.

SCHEDULE

- **ADD** the following:

Task	Name	Duration	Estimated Completion
100	Project Management	8 months (6 additional months)	September 2026
400	Basis of Planning	1 month	January 2026
500	Existing System	1 month	January 2026
700	Collection System	1 month	January 2026
800	Wastewater Treatment Facility	1 month	January 2026

BUDGET

- **SUPPLEMENT** with the attached.

CITY OF Camas General Sewer Plan LEVEL OF EFFORT																	
TASK / DESCRIPTION	4-Dec-25													PECE	TOTAL COST		
	Jude Grounds	Jill Kjellsson	Sudhan Paranjape	Matt Huang	Kate Bandettini	Max Mozer	Katherine Sun	Kevin Christensen / Maggie Flynn	Varies	Total Hours	Carollo Labor Cost	SUBCONSULTANTS					
	PIC	PM / Collections Lead	DPM / Treatment Lead	QA/QC	Staff Professional	Professional	Staff Professional	GIS / Graphics	DP			Rod Reardon Engineering	Total Subconsultant Cost	Total Subconsultant Markup	Total Subconsultant Cost with Markup		
	\$ 325	\$ 249	\$ 289	\$ 289	\$ 173	\$ 211	\$ 173	\$ 160	\$ 123								
Task 100 – Project Management	3	22	16	10	0	8	0	0	6	65	\$ 16,393				\$ 1,027	\$ 17,420	
101 Monthly Progress Reports and Invoices		10	6						6	22	\$ 4,962				\$ 348	\$ 5,310	
104 Project Management & Client Coordination	3	12	10	10		8				43	\$ 11,431				\$ 679	\$ 12,110	
Task 400 - Basis of Planning	0	16	15	6	0	17	67	10	4	135	\$ 27,323					\$ 2,133	\$ 30,776
402 Service Area Boundaries		1					2	2		5	\$ 915				\$ 79	\$ 994	
404 Industrial Flows and Loads		1	1			4	10			16	\$ 3,112				\$ 253	\$ 3,365	
406 Flow Projections		8	2	2		6	27	2		47	\$ 9,405				\$ 743	\$ 10,148	
407 WWTP Wastewater Flows and Loadings		2	8	2		4	22	2		40	\$ 8,358				\$ 632	\$ 9,650	
410 Draft and Final Chapter 3 - Basis of Planning		4	4	2		3	6	4	4	27	\$ 5,533				\$ 427	\$ 6,620	
Task 500 - Existing System	0	6	0	2	0	5	14	7	2	36	\$ 6,915					\$ 569	\$ 7,484
502 Study Area		2				1	4	1		8	\$ 1,561				\$ 126	\$ 1,687	
503 Existing System		2		1		2	6	4		15	\$ 2,887				\$ 237	\$ 3,124	
504 Draft and Final Chapter 4 - Existing System		2		1		2	4	2	2	13	\$ 2,467				\$ 205	\$ 2,672	
Task 700 - Collection System	1	14	0	7	0	36	80	18	4	160	\$ 30,642					\$ 2,528	\$ 33,170
701 Hydraulic Model Update and Calibration		2		4		10	36	8		60	\$ 11,272				\$ 948	\$ 12,220	
702 Capacity Evaluation		2				12	16	4		34	\$ 6,438				\$ 537	\$ 6,975	
704 Draft and Final TM 1 - Hydraulic Model Update and Calibration		2		2		6	12	2	2	26	\$ 4,984				\$ 411	\$ 5,395	
706 Meeting No. 6 - Capacity Improvements	1	4				4	8	2		19	\$ 3,869				\$ 300	\$ 4,169	
707 Draft and Final Chapter 6 - Collection System		4		1		4	8	2	2	21	\$ 4,079				\$ 332	\$ 4,411	
Task 800 - Wastewater Treatment Facility	0	8	16	12	50	0	0	8	0	94	\$ 20,014					\$ 1,485	\$ 28,979
804 WWTP Capacity Analysis (includes site visit)		2	4	4	16					26	\$ 5,578				\$ 411	\$ 7,969	
808 Alternative Analysis		6	12	8	34				8	68	\$ 14,436				\$ 1,074	\$ 21,010	
Total	4	66	47	37	50	66	161	43	16	490	\$ 101,287				\$ 7,742	\$ 117,829	



Staff Report – Ordinance

February 2, 2026 Council Regular Meeting

Ordinance No. 26-001 Providing for the Vacation of a Portion of SE Bybee Road

Presenter: James Carothers, Engineering Manager

Time Estimate: 5 minutes

Phone	Email
360.817.7230	jcarothers@cityofcamas.us

BACKGROUND: In October 2024 the Church of Jesus Christ of Latter-Day Saints (LDS) submitted a complete vacation request packet for the existing (SE Bybee Road) alignment. LDS owns all adjoining property to the requested vacation area. LDS submitted construction drawings for the new alignment of Bybee Road (NW Bybee Road) as specified in the Camas Comprehensive Plan and current TIF Study Update. NW Bybee Road aligns with Fisher Creek Drive at the existing traffic signal on NW 38th Avenue. Construction of the new NW Bybee Road has progressed and is now open to traffic. LDS has now dedicated the NW Bybee Road right-of-way and relocated all utilities outside the SE Brady Road alignment. The existing SE Bybee Road may now be abandoned.

SUMMARY: Staff finds that, since the new roadway alignment is dedicated and constructed and all utilities are relocated therein, there is no need for the City to continue to possess the existing SE Brady Road right-of-way. The process for a right-of-way vacation is as follows:

- Introduce the vacation request to Council in a Workshop (February 18, 2025).
- The following steps are required Per RCW 35.79:
 - Adopt a resolution to set a public hearing date between 20 and 60 days from the resolution date (May 5, 2025).
 - Hold a public hearing – June 16, 2025.
- Adopt an ordinance to vacate the right-of-way – *recommended February 2, 2026*
- Record the ordinance with the Clark County Assessor's Office.

BENEFITS TO THE COMMUNITY: The construction of the new alignment provides for a safer and more versatile transportation corridor. There are curbs, a left turn refuge, bike lanes and sidewalks added in the new alignment as well as stormwater collection and treatment.

STRATEGIC PLAN: This work aligns with the Strategic Plan Goal of Stewardship of City Assets.

POTENTIAL CHALLENGES: None.

BUDGET IMPACT: The new roadway alignment has been dedicated and built by LDS. Transportation Impact Fee (TIF) credits are available for the construction of the new alignment.

RECOMMENDATION: Staff recommends Council adopt Ordinance No. 26-001 and it be published according to law.

ORDINANCE NO. 26-001

AN ORDINANCE providing for the vacation of a portion of South East Bybee Road.

WHEREAS, by Resolution 25-004, adopted on the 5th day of May 2025, the City Council initiated proceedings to vacate South East Bybee Road; and

WHEREAS, said Resolution set the 16th day of June 2025, at 7:00 p.m., in the Council Chambers in the City Hall of Camas, Washington, as the time and place for a public hearing on said vacation; and

WHEREAS, pursuant to said Resolution, the City Clerk caused notices to be posted and mailed in accordance with the requirements of law; and

WHEREAS, at the time and place set for said hearing, the Council considered the testimony of all persons commenting on said vacation; and

WHEREAS, the Church of Jesus Christ of Latter-Day Saints has received Preliminary Plan Approval, case number SPRV 24-1001, for Construction of a temple to be located on, over and across the subject area to be vacated; and

WHEREAS, the Church of Jesus Christ of Latter-Day Saints is conditioned to construct the new Bybee Road alignment located east of the subject vacation area in accordance with the City of Camas Transportation Impact Fee Study Update and Capital Improvements Plan, dedicate the underlying property thereof for public right-of-way purposes, relocate utilities outside the subject area to be vacated, and open the new Bybee Road alignment to traffic, all to occur prior to the vacation of the subject property; and

WHEREAS, the Church of Jesus Christ of Latter-Day Saints has completed all aforementioned prerequisite conditions in said Preliminary Plan; and

NOW, THEREFORE, THE COUNCIL OF THE CITY OF CAMAS DO ORDAIN AS
FOLLOWS:

Section I

The following described area of South East Bybee Road shall be, and the same is hereby vacated: See Exhibits A and B.

Section II

Said vacation is contingent upon the abutting landowner, the Church of Jesus Christ of Latter-Day Saints, paying the cost of publishing this Ordinance.

Section III

This ordinance shall take force and be in effect five (5) days from and after its publication according to law.

PASSED by the Council and APPROVED by the Mayor this 2nd day of February, 2026.

SIGNED: _____
Mayor

ATTEST: _____
Clark

APPROVED as to form:

City Attorney



Vancouver Office

18405 SE Mill Plain Boulevard, Suite 100 Vancouver, WA 98683
 360.695.3411 www.mackaysposito.com

LEGAL DESCRIPTION FOR SOUTHEAST BYBEE ROAD VACATION

October 8, 2024

A parcel of land lying in the Southeast quarter of the Southwest quarter of Section 32, Township 2 North, Range 3 East of the Willamette Meridian, City of Camas, Clark County Washington, described as follows:

COMMENCING at the Southeast corner of the Southwest quarter of said Section 32;

THENCE North 88° 42' 51" West along the South line of said Southwest quarter of said Section 32, a distance of 552.58 feet;

THENCE leaving said South line, North 01° 17' 09" East, a distance of 37.00 feet to the intersection of the North right of way line of Northwest 38th Avenue and the Easterly right of way line of Southeast Bybee Road and the TRUE POINT OF BEGINNING;

THENCE along the Easterly right-of-way line of Southeast Bybee Road the following courses:

THENCE along a non-tangent radius 201.50 foot radius curve to the right (the long chord of which bears North 69° 49' 54" West, 41.38 feet) through a central angle of 11° 47' 08", an arc distance of 41.45 feet to a 120.00 radius curve to the right;

THENCE along said 120.00 foot radius curve to the right (the long chord of which bears North 39° 14' 17" West, 100.29 feet) through a central angle of 49° 24' 05", an arc distance of 103.47 feet;

THENCE North 14° 32' 14" West 25.74 feet to a 370.00 foot radius curve to the right;

THENCE along said 370.00 foot radius curve to the right (the long chord of which bears North 05° 59' 38" West, 109.94 feet) through a central angle of 17° 05' 13", an arc distance of 110.34 feet;

THENCE North 02° 32' 59" East 337.85 feet to a 230.00 foot radius curve to the left;

THENCE along said 230.00 foot radius curve to the left (the long chord of which bears North 01° 40' 10" West, 33.84 feet) through a central angle of 08° 26' 19", an arc distance of 33.87 feet;

10/08/24

Page 2

THENCE leaving said Easterly right of way line North 58° 19' 53" West 86.18 feet to a point on the Westerly right of way line of Southeast Bybee Road and a non-tangent 170.00 foot radius curve to the right;

THENCE along the Westerly right-of-way line of Southeast Bybee Road the following courses:

THENCE along said 170.00 foot radius curve to the right (the long chord of which bears South 10° 40' 10" East 77.75 feet) through a central angle of 26° 26' 19", an arc distance of 78.44 feet;

THENCE South 02° 32' 59" West 337.85 to a 430.00 foot radius curve to the left;

THENCE along said 430.00 foot radius curve to the left (the long chord of which bears South 05° 59' 38" East 127.76 feet) through a central angle of 17° 05' 13", an arc distance of 128.24 feet;

THENCE South 14° 32' 14" East 25.74 to a 180.00 foot radius curve to the left;

THENCE along said 180.00 foot radius curve to the left (the long chord of which bears South 28° 02' 08" East 84.03 feet) through a central angle of 26° 59' 48", an arc distance of 84.81 feet to a point on the North right-of-way of Northwest 38th Avenue, said point being 37.00 feet North of the centerline of Northwest 38th Avenue when measured at right angles to said centerline;

THENCE South 88° 42' 51" East leaving said Westerly right-of way line of Southeast Bybee Road and along said North right-of-way of Northwest 38th Avenue 120.89 feet to the TRUE POINT OF BEGINNING.

EXCEPT any portion lying within Northwest 38th Avenue.

Containing 0.88 Acres or 38,562 Square Feet, more or less.



16-9-2024

**SKETCH TO ACCOMPANY LEGAL
DESCRIPTION FOR BYBEE ROAD VACATION**
SE 1/4 OF THE SW 1/4 SEC. 32, T 2 N., R 3 E., W.M.
CITY OF CAMAS, CLARK COUNTY, WA.

