



**City Council Workshop Agenda
Monday, March 17, 2025, 4:30 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 www.cityofcamas.us/meetings and click "Watch Livestream" (left on page)

To participate in the meeting (able to public comment)

- go to <https://us06web.zoom.us/j/88548119347>

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

CALL TO ORDER

ROLL CALL

PUBLIC COMMENTS

WORKSHOP TOPICS

1. Recognition of 35-Year Anniversary for James Hodges, Public Works Project Manager
Presenter: James Carothers, Engineering Manager
Time Estimate: 5 minutes
2. [Clark County Tax Exemption Presentation](#)
[Presenter: Holly Hill, Clark County](#)
[Time Estimate: 20 minutes](#)
3. [Ordinance 25-003 Utility Billing Revisions](#)
[Presenter: Matthew Thorup, Assistant Finance Director](#)
[Time Estimate: 10 minutes](#)
4. Staff Miscellaneous Updates
Presenter: Doug Quinn, City Administrator
Time Estimate: 10 minutes

COUNCIL COMMENTS AND REPORTS

PUBLIC COMMENTS

CLOSE OF MEETING

Property Tax Exemption

PROGRAM FOR SENIORS AND PERSONS WITH DISABILITIES

Clark County Assessor's Office
Assessment Services Team
Updtd 2025.



CLARK COUNTY WASHINGTON
ASSESSOR'S OFFICE

AGENDA

- Program Overview
- Qualifications and Eligibility
- Income Thresholds
- Income, explained
- Deductions, explained
- Required Documents
- 2025 Update - ADUs
- How to Apply
- Conclusion/Contact
- Questions



OVERVIEW

Washington State Program

- Administered by each county Assessor's office within WA state, with guidance from the Department of Revenue
- Rules of the program are set by State Legislature

Purpose

- Reduce property taxes for senior citizens and people with disabilities, allowing them to remain in their home despite increasing property taxes.

How it works

- Freezes the assessed value of the home and land
- Exempts taxpayers from paying voter-approved levies and part 2 of the state school tax
- Reduces the taxable value of the property based on income
- No obligation for repayment, no lien on the property
- Applications are renewed every 6 years maximum



CLARK COUNTY WASHINGTON
ASSESSOR'S OFFICE

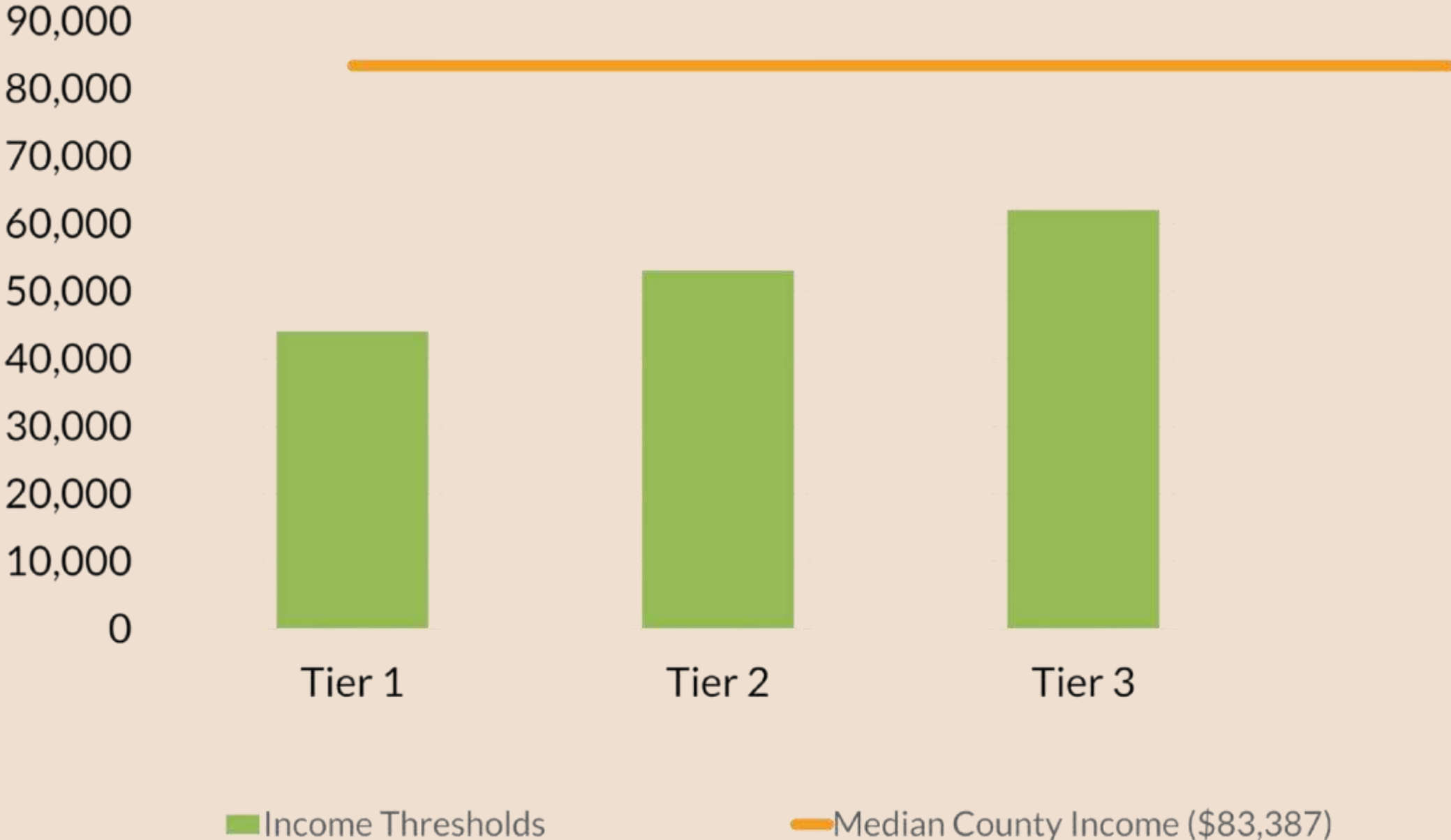
QUALIFICATIONS

To be eligible you must meet the following requirements on December 31st of the year before the tax is due.

- Own the home by December 31 of the assessment year.
- Reside in the home as your primary residence for 6 months of the assessment year and each year going forward
- Must qualify based on either age (61+)
 - OR disability status - SSA, Doctor, or V.A.
- Income threshold: \$62,000



INCOME THRESHOLD



TIER 1: 0 - 44,000

Exempt from paying regular property tax on a portion of your assessed taxable value. Exempt from voter approved levies. Home and land value are frozen in qualifying year.

TIER 2: 44,001 - 53,000

Exempt from paying regular property tax on a portion of your assessed taxable value. Exempt from voter approved levies. Home and land value are frozen in qualifying year.

TIER 3: 53,001 - 62,000

Exempt from paying excess/voter-approved levies. Home and land value are frozen in the qualifying year.



WHAT COUNTS AS INCOME?

Income includes:

- Wages (from W-2s)
- Pensions (1099s)
- Annuities (1099s)
- Social Security Benefits (1099s)
- Social Security Disability (1099s)
- IRAs (1099s)
- Interest (1099s)
- Dividends
- V.A. Retirement

Income excludes:

- V.A. Disability payments
- DSHS Payments
- Federal Stimulus Payments
- IRA Rollovers
- Reverse mortgages
- **Must see documentation to support the income exclusion**



WHAT COUNTS AS A DEDUCTION?

Allowable Deductions

- Out-of-pocket prescription drug expenses
- Medicare premiums (All “Parts”)
- In Home Care expenses
- Nursing or Adult family home expenses
- Medical/ Mobility equipment expenses
- Long Term Care Insurance Premiums paid
- Health Insurance cost sharing out of pocket expenses
- Naturopathic treatments from Washington licensed naturopath
- Disposable medical supplies
- Prosthetic device expenses

Contact our office for a full list of deductions!



CLARK COUNTY WASHINGTON
ASSESSOR'S OFFICE

REQUIRED DOCUMENTS

With application, please provide:

- Drivers License or State ID Card
- Disability Award Letter
- Complete Tax Return including all schedules (if filed)
- Pension/Annuity 1099s
- Social Security 1099s
- If you don't file taxes – provide all W2's and all 1099's showing income
- Any expenses for allowed deductions

If applicable:

- Death Certificate for any owners
- Divorce Decree
- Copy of entire trust (with declaration of trust)



CLARK COUNTY WASHINGTON
ASSESSOR'S OFFICE

2025 UPDATES - ADUs

- Starting in 2025, accessory dwelling units (ADUs) may be eligible to be included in the exemption program!
- These changes result in a greater reduction of property taxes for the applicant because the value of the ADU is included in the reduced valuation for the program(s).
- HB2375 defines an ADU as “a separate, autonomous residential dwelling unit that provides complete independent living facilities for one or more persons and includes permanent provisions for living, sleeping, eating, cooking, and sanitation.” It adds this meaning of ADU to the definition of a “residence.”
- Examples of ADUs may include:
 - Hardship mobile homes
 - Above-garage apartments/renovated garages
 - Backyard cottages/tiny homes



HOW TO APPLY

- Online: Clark.wa.gov/Assessor
- Email: taxreduction@clark.wa.gov
- Mail: Send to -

Senior Exemption
Clark County Assessor's Office
PO Box 5000
Vancouver WA 98666

Assessor's Office:

- 2nd floor of the Public Service Center
- Monday – Thursday 9:00am to 4:00pm
- Appointments available select days - call for more information
- 564-397-2391

Drop Box:

- Located at the Clark County Public Service Center
- 1300 Franklin St, First Floor
- Monday – Friday between the hours of 9:00am to 5:00pm



CLARK COUNTY WASHINGTON
ASSESSOR'S OFFICE

Thank you!

QUESTIONS?

Clark County Assessor's Office
Assessment Services Team
Updtd 2025



CLARK COUNTY WASHINGTON
ASSESSOR'S OFFICE



Contact Us

Visit: 1300 Franklin St., Vancouver WA 98660

* * *

Garage parking available on 1st floor.

* * *

Mail: PO BOX 5000, Vancouver, WA 98666

Phone: 564.397.2391

Facebook: facebook.com/ClarkCoWAAssessor

Website: clark.wa.gov/assessor



Property Tax Exemption

Program for seniors and persons with disabilities

clark.wa.gov/assessor

* * *

564.397.2391



Overview

Under the exemption program, the assessed value of your property is frozen (for tax purposes) and you may be eligible for a reduction in your property taxes. This could be worth thousands of dollars in savings for you and a lien will not be placed on your property. The program is retroactive, as applicants can apply for previous years to get a refund as well. Contact us and we will walk you through the process to determine your eligibility and the level of your exemption.

Eligibility

AGE OR DISABILITY

Must be 61+ or Unable to work due to disability OR a veteran entitled to and receiving compensation from the V.A. at an 80% disability rating for a service-connected disability

RESIDENCY AND OWNERSHIP

You must reside in the home as your primary residence for a minimum of 6 months of the assessment year. You must own your home by Dec. 31 of the assessment year.

INCOME

Household income must be at or below \$62,000 in the year prior to the tax year.



Income Thresholds

Household income is calculated using the combined disposable income earned during the assessment year for you, your spouse, your domestic partner, or any co-tenants. Item 2.

Income Tier	Benefits
\$0 - \$44,000	Exempt from being taxed on the greater of \$60,000 or 60% of the assessed value, special assessments, voted levies, and state school taxes pt. 2; home and land value frozen in qualifying year.
\$44,001 - \$53,000	Exempt from being taxed on the greater of \$50,000 or 35% of the assessed value (not exceeding \$70,000), special assessments, voted levies, and state school taxes pt. 2; home and land value frozen in qualifying year.
\$53,001 - \$62,000	Exempt from special assessments, voted levies, and state school taxes pt. 2; home and land value frozen in qualifying year.

2025 Updates - ADU

Legislative updates have expanded the exemption program to include accessory dwelling units (ADUs). An ADU is defined as a separate, autonomous residential unit that provides complete independent living facilities, including permanent provisions for living, sleeping, eating, cooking, and sanitation. With these changes, the value of the ADU will be considered in the reduced valuation for the exemption program. If you have a previously excluded ADU and would like to include it in your exemption, please reach out to our senior exemption team for assistance at taxreduction@clark.wa.gov or by calling 564.397.2391. 14



Staff Report – Ordinance 25-003 Utility Billing Revisions

March 17, 2025 Council Workshop Meeting

Ordinance 25-003 Utility Billing Revisions

Presenter: Matthew Thorup, Assistant Finance Director

Time Estimate: 10 minutes

Phone	Email
360.817.7021	mthorup@cityofcamas.us

BACKGROUND: Staff presented proposed changes to City Council at the December 2, 2024 workshop related to utility billing. General information was provided at this meeting, highlighting some upcoming changes for utility billing including changing to monthly utility billing and allowing tenant billing.

SUMMARY: Ordinance 25-003 revises Camas Municipal Code (CMC) Chapters 13.40, 13.44 and 13.64 for these changes.

BENEFITS TO THE COMMUNITY: A monthly utility bill provides several benefits to citizens, as we will be able to identify any potential leaks sooner with more frequent readings, monthly bills will be smaller than the current bi-monthly bill which means more stable and predictable bills, and smaller bills will lead to fewer disconnections for non-payment. Additionally, the ability for tenants to sign up for their own utilities will make for a more efficient utility billing process.

POTENTIAL CHALLENGES: The changes to the utility billing calendar may be a challenge as citizens get accustomed to a different billing cadence.

BUDGET IMPACT: These changes do not have any budget impact. However, a monthly billing cadence will improve the cash flow for the utility funds.

RECOMMENDATION: Staff recommends that Ordinance No 25-003 be placed on the April 7, 2025 Regular Meeting Agenda for Council’s consideration.

Ordinance 25-003 Utility Billing Revisions

City Council Workshop - 3/17/2025
City of Camas

Ordinance 25-003

- Utility Billing Due Dates (13.44.010)
 - Changes the due date of the utility bill to 21 days after the bill date
 - Bills are delinquent the 26th day after the bill date
- Tenant Billing (13.44.015)
 - Removes prohibition of adding a renter/lessee to the utility bill
 - Clarifies that property owner is still responsible for unpaid bills

• Winter Sewer Averaging (13.64.060)

ORDINANCE NO. 25-003

AN ORDINANCE OF THE CITY OF CAMAS, WASHINGTON,
RELATED TO UTILITY BILLING AND AMENDING
CHAPTERS 13.40, 13.44, AND 13.64 OF THE CAMAS
MUNICIPAL CODE .

THE COUNCIL OF THE CITY OF CAMAS DO ORDAIN AS FOLLOWS:

Section I

Section **13.40.020, Subsection B – Meter – Reading** is hereby amended to provide as follows:

B. Other than regularly scheduled reading of water meters, water meters may be read by the city on the day a notice of change of tenancy or ownership is delivered to the city or as close as possible to such day as required in CMC 13.44.040.

Section II

Section **13.44.010, Subsections A. and D. - Charges – Metered Service – Billing intervals** is hereby amended to provide as follows:

A. All residential and most commercial water services shall be billed at regular intervals and shall be due and payable on the twenty-first day of each month following billing. Such billings shall be delinquent on the twenty-sixth day of the month following billing.

D. There shall be a penalty on all delinquent accounts assessed at the rate of five percent of the outstanding balance.

Section III

Section **13.44.015, Subsection B. - Billing Liability – Rental Properties** is hereby amended to provide as follows:

B. Except as hereinafter provided, all billings for utility services provided by the city shall be mailed to the record owner of the subject property at the record owner's address. In the event that billings are sent to a tenant or agent of the owner, the billing will become the responsibility of the tenant or agent as well as the property owner, and each can be held jointly and severally liable for such billing.

Section IV

Section 13.44.020, Subsection A. – Nonpayment – Shutoff – Hearing – Disconnection

Fees is hereby amended to provide as follows:

A. Whenever any charge for furnishing water and/or sewer services to any premises is not paid in full by the twenty-sixth day of the month following billing, the finance department shall give notice to the person or persons billed for such services at the address shown in the city's billing records of the city's intent to discontinue service if payment is not made. Such notice shall contain the following information:

1. The amount of the charges owing;
2. A statement that the person billed may request a hearing to contest the amount or validity of the charges;
3. A statement that if the charges are not paid in full or a hearing requested within ten days of the notice, the city will disconnect the service of water to such premises.

Section V

Section 13.44.040, Subsection A. – **Service Termination** is hereby amended to provide as

follows:

A. Each customer about to vacate any premises supplied with water service by the city shall give notice of their intended removal at least two days prior thereto; specifying the date change-in-ownership or tenancy actually occurred, otherwise, they will be responsible for all water supplied to the premises until the city water department has notice of such removal.

Section VI

Section 13.64.060 – **Sewer Volume Charges** is hereby amended to provide as follows:

The sewer volume charges for each residential customer from November 1 through February 28 shall be based upon that customer's actual water consumption during that period. The four billing cycles between November 1 through February 28 shall be the customer's "four billing cycle water consumption history." The sewer volume charges for each residential unit for the remainder of the year shall be based on the average water consumption in the previous "four billing cycle water consumption history." Zero water consumption in any of the four water consumption history billing periods shall not constitute a "complete four billing cycle water consumption history."

A. Residential customers that have a "complete four billing cycle water consumption history" as specified above shall be charged the applicable inside city or outside city monthly sewer charge and volume charge as set forth in the chart in Section 13.64.010 above.

B. Residential customers that do not have a "complete four billing cycle water consumption history" as specified above, shall be charged the applicable inside city or outside city monthly service charge set forth in Section 13.64.010 and a volume charge equivalent to seven hundred cubic feet of water usage as the monthly sewer billing rate.

C. Residential customers may apply for a reduction in sewer rates when, due to a qualifying leak as defined in Section 13.44.030, the sewer charge is substantially increased. The amount of the reduction shall be calculated in the same manner as a water leak credit as set forth in Section 13.44.030.

Section VII

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 _____ day of _____, 2025.

SIGNED: _____
Mayor

SIGNED: _____
Clerk

APPROVED as to form:

City Attorney

13.40.020 - Meter—Reading.

A. Meters shall be read as nearly as possible at regular thirty-day intervals or sixty-day intervals, and the bill rendered will be based on consumption to the nearest hundred cubic feet.

B. Other than regularly scheduled reading of water meters, water meters may be read by the city on the day a notice of change of tenancy or ownership is delivered to the city or as close as possible to such day as required in CMC 13.44.040.

(Prior code § 13.08.120)

(Ord. No. 2711, § VIII, 10-6-2014)

13.44.010 - Charges—Metered service—Billing intervals.

A. All residential and most commercial water services shall be billed at regular intervals and shall be due and payable on the twenty-first day of each month following billing. Such billings shall be delinquent on the twenty-sixth day of the month following billing.

B. All industrial and some commercial services shall be charged monthly and shall be due and payable on the tenth day of each month following billing. Such billing shall be delinquent on the eighteenth day of each month following billing.

C. A customer shall be charged the sum as per the fee schedule established by the city council per resolution for each nonsufficient fund check, or a check written on a closed account and returned by the bank to the city.

D. There shall be a penalty on all delinquent accounts assessed at the rate of five percent of the outstanding balance.

(Ord. 2444 § 4, 2006; Ord. 2402 § 1, 2005; Ord. 2376 § 1, 2004; Ord. 2212 § 1, 1999; Ord. 1913 § 1, 1992; Ord. 1666 § 1, 1988; prior code § 13.08.100)

(Ord. No. 2535, § I, 2-2-2009; Ord. No. 2642, § I, 3-5-2012; Ord. No. 2711, § IX, 10-6-2014)

13.44.015 - Billing liability—Rental properties.

A. The record owner of any real property provided utility services by the city shall be and act as the sole customer of the city. All utility services provided to the real property shall be the responsibility of the record owner of the subject property. The city shall not be responsible for unpaid billings resulting from tenants moving in or out without paying charges due, nor the collection thereof, and said charges shall be a lien on the real property until paid.

B. Except as hereinafter provided, all billings for utility services provided by the city shall be mailed to the record owner of the subject property at the record owner's address. In the event that billings are sent to a tenant or agent of the owner, the billing will become the responsibility of the tenant or agent as well as the property owner, and each can be held jointly and severally liable for such billing.

C. In the event a record owner requests billings of non-owner occupied real property be mailed to an address other than that of the record owner, including, but not limited to, any management company or to the premise address, the record owner must complete, sign, and have notarized a form provided by the finance department agreeing to the regulations and provisions associated with the request for an exception. Such form shall provide in part that the record owner agrees to be responsible for any prorating of utility billings between any tenants or lessees, any utility billings which remain unpaid, and any disconnect charges otherwise imposed pursuant to the Camas Municipal Code that may be due in the event of any delinquency associated with any tenancy.

(Ord. No. 2711, § X, 10-6-2014)

13.44.020 - Nonpayment—Shutoff—Hearing—Disconnection fees.

A. Whenever any charge for furnishing water and/or sewer services to any premises is not paid in full by the twenty-sixth day of the month following billing, the finance department shall give notice to the person or persons billed for such services at the address shown in the city's billing records of the city's intent to discontinue service if payment is not made. Such notice shall contain the following information:

1.The amount of the charges owing;

2.A statement that the person billed may request a hearing to contest the amount or validity of the charges;

3.A statement that if the charges are not paid in full or a hearing requested within ten days of the notice, the city will disconnect the service of water to such premises.

B. The notice of intent to disconnect shall also contain a request for hearing form to be utilized by any person desiring to contest the amount or validity of such charges. Any person desiring such a hearing shall file the request for hearing with the finance department within ten days of the date of the notice, and shall accompany such request with a tender of the amount of charges billed. Failure to file a request for hearing and tender the amount of charges owing within such time limit shall be deemed a waiver of the right to a hearing.

C. In the event the charges are not paid, or a hearing requested accompanied with a tender of the amount owing within ten days of the date of the notice, or if the customer's check is tendered and then is returned unpaid by the bank, then the city shall proceed to disconnect the water service to the premises.

D. In the event a hearing is requested, the amount tendered by the customer shall be deposited into the customer account. If all or a portion of the charges are found not to be owing, such amount shall be refunded to the customer or credited to the customer's account.

E. Whenever a disconnection is made at the owner's request, the sum as per the fee schedule established by the city council per resolution shall be charged for the cost of disconnecting. Whenever a disconnection is made for nonpayment, the sum as per the fee schedule established by the city council per resolution shall be charged for disconnecting.

F. If service personnel is required to go to the premises for the purpose of disconnecting the service for nonpayment, the disconnection fee shall be charged even if the service has not been physically disconnected.

G. There shall be an additional charge as per the fee schedule established by the city council per resolution for each time a service is found wrongfully or illegally reconnected after being disconnected for nonpayment.

H. If a meter or spacer must be removed, padlocked, or other means used to prevent illegal reconnection of a service, then there shall be an additional charge as per the fee schedule established by the city council per resolution for removal of such meter or spacer.

I. All disconnection charges and outstanding obligations for water and/or sewer furnished to such premises must be paid in full prior to reconnection.

J. If a customer's meter has been turned off for nonpayment and the customer requests reconnection after the hours of five p.m. or on a weekend or holiday, the customer shall be charged an additional turn-on fee as per the fee schedule established by the city council per resolution.

(Ord. 2444 §§ 5, 6, 2006; Ord. 2311 §§ 1—2, 2002; Ord. 2212 §§ 2—5, 1999; Ord. 1913 § 2, 1992; Ord. 1699 § 1, 1988; Ord. 1666 § 2, 1988; Ord. 1608 § 1, 1986; prior code § 13.08.090)

(Ord. No. 2535, §§ II—IV, 2-2-2009; Ord. No. 2642, §§ II—IV, 3-5-2012; Ord. No. 2711, § XI, 10-6-2014)

13.44.040 - Service termination.

A. Each customer about to vacate any premises supplied with water service by the city shall give notice of their intended removal at least two days prior thereto; specifying the date change-in-ownership or tenancy actually occurred, otherwise, they will be responsible for all water supplied to the premises until the city water department has notice of such removal.

B. At the time specified by the customers of the termination of the service, a reading of the water meter will be made and a bill shall be rendered based on the proportionate days of usage.

(Ord. 2212 § 7, 1999; prior code § 13.08.170)

13.64.060 - Sewer volume charges.

The sewer volume charges for each residential customer from November 1 through February 28 shall be based upon that customer's actual water consumption during that period. The four billing cycles between November 1 through February 28 shall be the customer's "four billing cycle water consumption history." The sewer volume charges for each residential unit for the remainder of the year shall be based on the average water consumption in the previous "four billing cycle water consumption history." Zero water consumption in any of the four water consumption history billing periods shall not constitute a "complete four billing cycle water consumption history."

A. Residential customers that have a "complete four billing cycle water consumption history" as specified above shall be charged the applicable inside city or outside city monthly sewer charge and volume charge as set forth in the chart in Section 13.64.010 above.

B. Residential customers that do not have a "complete four billing cycle water consumption history" as specified above, shall be charged the applicable inside city or outside city monthly service charge set forth in Section 13.64.010 and a volume charge equivalent to seven hundred cubic feet of water usage as the monthly sewer billing rate.

C. Residential customers may apply for a reduction in sewer rates when, due to a qualifying leak as defined in Section 13.44.030, the sewer charge is substantially increased. The amount of the reduction shall be calculated in the same manner as a water leak credit as set forth in Section 13.44.030.

(Ord. No. 2571, § II, 12-21-2009; Ord. No. 2711, § XIX, 10-6-2014)