



**City Council Workshop Agenda**  
**Monday, June 06, 2022, 4:30 PM**  
**616 NE 4<sup>th</sup> Avenue**

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*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 – Video & Audio** (*able to public comment*)

Use Zoom app and Meeting ID – 951 6725 6530; or click <https://zoom.us/j/95167256530>

**OPTION 2 – Audio-only** (*able to public comment*)

By phone: 877-853-5257, Meeting ID – 951 6725 6530

**OPTION 3 – Observe video & audio** (*no public comment*)

Go to [www.cityofcamas.us/meetings](http://www.cityofcamas.us/meetings) and click "Watch Livestream" (left on page)

**For Public Comment:**

1. On Zoom app – click Raise Hand icon
2. On phone – hit \*9 to “raise hand”
3. Or, email [publiccomments@cityofcamas.us](mailto:publiccomments@cityofcamas.us) (400 word limit); routes to Council

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**CALL TO ORDER**

**ROLL CALL**

**PUBLIC COMMENTS**

**WORKSHOP TOPICS**

1. [NE Cedar Street Loading Zone Recommendation](#)  
[Presenter: James Carothers, Engineering Manager](#)  
[Time Estimate: 10 minutes](#)
2. [Stormwater Source Control Interlocal Agreement](#)  
[Presenter: Steve Wall, Public Works Director](#)  
[Time Estimate: 5 minutes](#)
3. [Continuation of April 18, 2022 Lakes Management Plan Update](#)  
[Presenter: Steve Wall, Public Works Director](#)  
[Time Estimate: 15 minutes](#)
4. [Lodging Tax Advisory Committee Decision](#)  
[Presenter: Jennifer Gorsuch, Administrative Services Director](#)  
[Time Estimate: 5 minutes](#)

5. [2023-2024 Revenue Projection Presentation](#)  
[Presenter: Cathy Huber Nickerson, Finance Director](#)  
[Time Estimate: 15 minutes](#)
6. Staff Miscellaneous Updates  
Presenter: Jeff Swanson, Interim City Administrator  
Time Estimate: 10 minutes

**COUNCIL COMMENTS AND REPORTS**

**PUBLIC COMMENTS**

**CLOSE OF MEETING**



# Staff Report

June 6, 2022 Council Workshop Meeting

NE Cedar Street Loading Zone Recommendation  
Presenter: James Carothers, Engineering Manager  
Time Estimate: 10 minutes

Phone	Email
360.817.7230	jcarothers@cityofcamas.us

**BACKGROUND:** Prashant Gupta, managing partner of Camas Boutique Hotel, had requested that the two 10-minute parking spaces in front of the hotel on NE 4<sup>th</sup> Avenue be designated as a loading zone. This request was not supported by Council at the February 7 Council Workshop. Council remanded to the Parking Advisory Committee to consider a potential one-spot loading zone location on one of the side streets.

**SUMMARY:** There is an existing loading zone spot on the west side of NE Cedar Street north of NE 4<sup>th</sup> Avenue. The Parking Advisory Committee has recommended to relocate this loading zone spot to the east side of NE Cedar Street adjacent to the Camas Hotel. The committee is also recommending that the existing loading zone spot on the west side of Cedar Street be changed to 3-hour parking.



Loading Zone Recommendation for NE Cedar Street between NE 4<sup>th</sup> and NE 5<sup>th</sup>.

### EQUITY CONSIDERATIONS:

What are the desired results and outcomes for this agenda item?

*Staff is bringing back this request for Council determination.*

What's the data? What does the data tell us?

*Staff has gathered no data on these parking spaces.*

How have communities been engaged? Are there opportunities to expand engagement?

*DCA has been notified.*

Who will benefit from, or be burdened by this agenda item?

*The Camas Hotel, immediate businesses, and delivery services may benefit from the proposed signage.*

What are the strategies to mitigate any unintended consequences?

*The Parking Advisory Committee has deliberated and has weighed the benefit versus the potential consequences of their recommendation.*

Does this agenda item have a differential impact on underserved populations, people living with disabilities, and/or communities of color? Please provide available data to illustrate this impact.

*No.*

Will this agenda item improve ADA accessibilities for people with disabilities?

*No.*

What potential hurdles exists in implementing this proposal (include both operational and political)?

*None identified.*

How will you ensure accountabilities, communicate, and evaluate results?

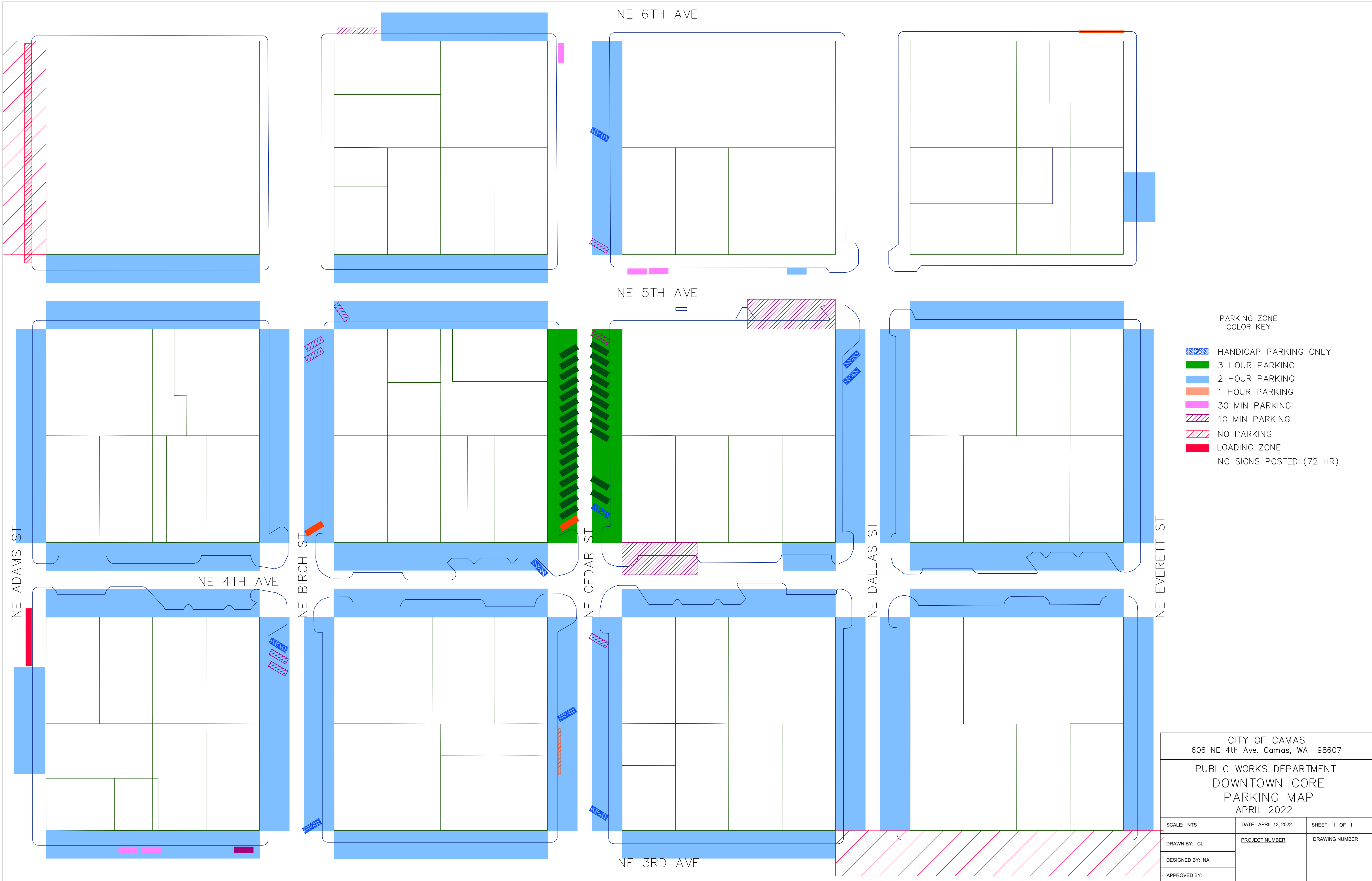
*If the Council adopts this recommendation by way of resolution, the city engineer will ensure that the proper signage is installed.*

How does this item support a comprehensive plan goal, policy or other adopted resolution?

*N/A*

**BUDGET IMPACT:** There would be a nominal cost of labor and materials from existing street operations budget for sign changes if the requested change is implemented.

**RECOMMENDATION:** Staff is seeking consensus from Council to have the city attorney prepare a resolution to change the designated area to a loading zone, if so desired. Staff would bring the resolution before Council for adoption at an upcoming Council Meeting.



- PARKING ZONE  
COLOR KEY
- HANDICAP PARKING ONLY
  - 3 HOUR PARKING
  - 2 HOUR PARKING
  - 1 HOUR PARKING
  - 30 MIN PARKING
  - 10 MIN PARKING
  - NO PARKING
  - LOADING ZONE
  - NO SIGNS POSTED (72 HR)

CITY OF CAMAS 606 NE 4th Ave. Camas, WA 98607		
PUBLIC WORKS DEPARTMENT DOWNTOWN CORE PARKING MAP APRIL 2022		
SCALE: NTS	DATE: APRIL 13, 2022	SHEET: 1 OF 1
DRAWN BY: CL	PROJECT NUMBER	DRAWING NUMBER
DESIGNED BY: NA		
APPROVED BY:		



# Staff Report

June 6, 2022 Council Workshop Meeting

Stormwater Source Control Interlocal Agreement

Presenter: Steve Wall, Public Works Director

Time Estimate: 5 min

Phone	Email
360.817.7899	swall@cityofcamas.us

**BACKGROUND:** The City’s Stormwater National Pollutant Discharge Elimination System (NPDES) Permit mandates the City to implement a program requiring the application of what are referred to as “Source Control Best Management Practices (BMP)” for pollutant generating sources associated with existing land uses and activities. A BMP may be an activity, a maintenance procedure, a physical or structural device, or a management practice used to prevent or reduce the release of pollutants into stormwater. The Source Control program is required to be in place no later than January 1, 2023.

Clark County Public Health (CCPH) is funded by Washington State Department of Ecology (Ecology) to implement the Pollution Prevention Assistance Program (PPA). The PPA is a program that offers free, hands-on assistance to help businesses find and resolve potential pollution issues. CCPH has inspected a number of businesses in the City since 2017 as part of the program.

**SUMMARY:** The City and CCPH have drafted a Stormwater Source Control Interlocal Agreement that stipulate terms that would help the City meet our own NPDES Permit source control requirements. CCPH has submitted a new contract to Ecology requesting additional funding to assist the City with site inspections. We anticipate the additional funding will be approved by Ecology. The increased PPA funding will allow CCPH to hire one additional full-time employee to assist Camas staff with source control inspections. Education and outreach and voluntary compliance is always the preferred option to resolve potential pollution concerns; however, should any type of enforcement be needed, CCPH will refer any actions to City Staff.

### EQUITY CONSIDERATIONS:

What are the desired results and outcomes for this agenda item?

This Stormwater Source Control Interlocal Agreement will help the City meet the source control inspection requirements of the NPDES Permit.

What’s the data? What does the data tell us?

The Source Control Program, through inspections, will help the City identify and eliminate stormwater pollution.

How have communities been engaged? Are there opportunities to expand engagement?

Clark County Public Health performed inspections at commercial and industrial properties in the City in previous years under the Pollution Prevention Assistance (PPA) program. The PPA specialists offer free, hands-on assistance to help businesses find and resolve potential pollution issues (no formal enforcements).

Who will benefit from, or be burdened by this agenda item?

Limiting pollution discharge will benefit the general public, environment and natural resources. Providing businesses and establishments technical recommendations on source control BMPs through inspections will reduce pollution discharge and help the owner resolve onsite pollution issues.

What are the strategies to mitigate any unintended consequences?

The business owners may find it intrusive. However, the intent is to use education and outreach strategies first and start by offering the business owners technical assistance on any drainage or pollution generating issues they may have on their property.

Does this agenda item have a differential impact on underserved populations, people living with disabilities, and/or communities of color? Please provide available data to illustrate this impact.

N/A

Will this agenda item improve ADA accessibilities for people with disabilities?

N/A

What potential hurdles exists in implementing this proposal (include both operational and political)?

The businesses may deny entry at time of inspection and may not want to implement the recommended source control BMPs. In these types of situations, staff will continue educating and working with the business to help them understand the importance of the topic and ultimately that changes are a requirement of the City and the State.

How will you ensure accountabilities, communicate, and evaluate results?

Staff will keep records of all inspections, follow ups, denials and re-inspections. Staff will perform follow up inspections to ensure the recommended BMPs are implemented.



How does this item support a comprehensive plan goal, policy or other adopted resolution?

This interlocal agreement will help us meet the City's Stormwater NPDES Permit requirements.

**BUDGET IMPACT:** This interlocal agreement has no budget impacts. Existing staff will be used to develop, implement and monitor the program.

**RECOMMENDATION:** This item is for Council's information only. Staff recommends the Interlocal Agreement be placed on the June 21, 2022 Regular Council Meeting Consent Agenda for Council's consideration.

**INTERLOCAL HDC.1785**

between

**CLARK COUNTY**

P.O. Box 9825, Vancouver, WA 98666

and

**CITY OF CAMAS**

616 NE 4<sup>th</sup> Ave., Camas, WA 98607

and

**CITY OF WASHOUGAL**

1701 C St., Washougal, WA 98671

Project: Stormwater Source Control for Existing Developments  
 Service Description: Assist Cities in meeting the requirements for the Phase II Permit with funding from Ecology’s Pollution Prevention Assistance (PPA) Program  
 Contract Name: CCPH Camas-Washougal Interlocal Stormwater PPA HDC.1785  
 Contract Period: January 1, 2023-Ongoing

Clark County Contacts		
Program	Other	Contract
J. Kimberly Walker-Norton 564-397-7388 <a href="mailto:j.kimberly.walker-norton@clark.wa.gov">j.kimberly.walker-norton@clark.wa.gov</a>	Brian Schlottmann 564-397-8258 <a href="mailto:brian.schlottman@clark.wa.gov">brian.schlottman@clark.wa.gov</a>	Joelle Loescher 360.949.5296 <a href="mailto:CntyHealthGrantContract@clark.wa.gov">CntyHealthGrantContract@clark.wa.gov</a>

City of Camas		
Program	Other	Contract
Jackie Caldwell 360-817-7388 <a href="mailto:jcaldwell@cityofcamas.us">jcaldwell@cityofcamas.us</a>	Steve Wall 360-817-7899 <a href="mailto:swalll@cityofcamas.us">swalll@cityofcamas.us</a>	Steve Hogan 360-834-6864 <a href="mailto:shogan@cityofcamas.us">shogan@cityofcamas.us</a>

City of Washougal		
Program	Other	Contract
Sean Mulderig 360-835-2662 x228 <a href="mailto:sean.mulderig@cityofwashougal.us">sean.mulderig@cityofwashougal.us</a>	Trevor Evers <a href="mailto:trevor.evers@cityofwashougal.us">trevor.evers@cityofwashougal.us</a>	David Scott <a href="mailto:david.scott@cityofwashougal.us">david.scott@cityofwashougal.us</a>

This Contract for governmental services, where both parties are public agencies, pursuant to RCW 39.34.080 is entered into between Clark County, hereinafter referred to as "Clark," and City of Camas hereinafter referred to as "Camas," and City of Washougal hereinafter referred to as "Washougal," Clark, Camas and Washougal agree to all terms and conditions, exhibits, and requirements of this contract.

**CLARK COUNTY**

**CITY OF CAMAS**

\_\_\_\_\_  
Kathleen Otto, County Manager      Date

By: \_\_\_\_\_  
Steve Hogan, Mayor

Attest:

APPROVED AS TO FORM ONLY:

By: \_\_\_\_\_  
Bernie Bacon, City Clerk

Approved as to form only:

\_\_\_\_\_  
Amanda Migchelbrink      Date  
Deputy Prosecuting Attorney

By: \_\_\_\_\_  
Shawn MacPherson, City Attorney

**CITY OF WASHOUGAL**

By: \_\_\_\_\_  
David Scott, City Manager

Attest:

By: \_\_\_\_\_  
Jennifer Forsberg, City Clerk

Approved as to form only:

By: \_\_\_\_\_  
Ken Woodrich, City Attorney

## TERMS AND CONDITIONS

1. Time. The contract shall be effective beginning January 1, 2023 and shall continue for the duration of Clark's award from Ecology for the Pollution Prevention Assistance (PPA) Program. Clark reserves the right to extend the contract for a period of five (5) one (1) year periods.
2. Termination. Parties may terminate this Contract immediately upon any breach by any party in the duties as set forth in the Contract. The waiver by any parties of one or more breaches shall not be construed as a waiver of any subsequent breach or breaches. Parties may terminate this Contract without cause with a ninety (90) day written notice.
3. Independent Contractor. The Parties to this Contract are independent contractors. No Party is an agent, representative, or partner of the other Party. No Party shall have any right, power, or authority to enter into any agreement for, or on behalf of, or incur any obligation or liability of, or to otherwise bind, the other Party. This Contract shall not be interpreted or construed to create an association, agency, joint venture, or partnership between the Parties or to impose any liability attributable to such a relationship upon any Party.
4. Indemnification / Hold Harmless. To the extent authorized by law, the Parties shall indemnify and hold harmless one another and their employees, officers, contractors and agents, from and shall process and defend at their own expense any and all claims, demands, suits at law or equity, actions, penalties, losses, damages (both to persons and/or property), or cost, of whatsoever kind or nature, brought against the one party arising out of, in connection with, or incident to any other party's performance or failure to perform any aspect of this Contract, provided, that if such claims are caused by or result from the concurrent negligence of the Parties, their respective employees, officers, contractors or agents, this indemnity provision shall be valid and enforceable only to the extent of their respective allocations of negligence, and provided further, that nothing herein shall require the Parties to hold harmless or defend the other or its employees, officers, contractors or agents from any claims arising from that Party's sole negligence or that of its employees, officers, contractors or agents. The terms of this section shall survive the termination of this Contract. Should a court of competent jurisdiction determine that this Contract is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting

from the concurrent negligence of the City, its officers, officials, employees, and volunteers, City's liability, including the duty and cost to defend, hereunder shall be only to the extent of the City's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the City's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Contract.

5. Waiver. No waiver by any party of any term or condition of this Contract shall be deemed or construed to constitute a waiver of any other term or condition or of any subsequent breach.
6. Contract Documents: Other documents included in this contract include Exhibit A, Roles and Responsibilities. If there is a conflict between the provisions of these documents, the provisions of this Contract shall control.
7. Equal Employment Opportunity: Parties will not discriminate against any employee or applicant for employment because of race, color, religion, gender, gender identity, sexual orientation, age, disability, marital status or national origin.
8. Changes: Parties may, from time to time, require changes in the roles and responsibilities to be performed hereunder. Such changes, shall be in writing, signed by all parties and incorporated in the written amendments to the Contract.
9. Public Records Act: Notwithstanding the provisions of this Contract to the contrary, to the extent any record, including any electronic, audio, paper or other media, is required to be kept or indexed as a public record in accordance with the Washington Public Records Act, RCW Chapter 42.56, as may hereafter be amended, each party agrees to maintain all records constituting public records and to produce or assist both parties in producing such records, within the time frames and parameters set forth in state law. Each party further agrees that upon receipt of any written public record request from the public, shall, within two business days, notify the other party of receipt of the request by providing a copy of the request to the other party's Public Records Officer.
10. Governing Law. This contract shall be governed by the laws of the State of Washington. Venue

for any litigation shall be in Superior Court for the State of Washington in Clark County, Washington.

11. Confidentiality. With respect to all information relating to each party that is confidential and clearly so designated, each party agrees to keep such information confidential. Each party shall comply with all applicable provisions of RCW 70.24, 70.28, and any other state law applicable to confidentiality of information.
12. Conflict of Interest. Parties' covenants that it has had no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services hereunder. Parties' further covenants that no person having such interest shall be employed by or shall perform services as an independent contractor with it, in the performance of this contract.
13. Insurance. Each party shall be responsible for providing worker's compensation insurance as required by law. No Party shall be required to provide or show proof of any other insurance coverage.
14. Consent and Understanding. This contract contains a complete and integrated understanding of the contract between the parties and supersedes any understandings, contract, or negotiations, whether oral or written, not set forth herein or in written amendments hereto duly executed by all parties.
15. Force Majeure. No Party will be liable for failure or delay performing obligations under this Contract, which have become practicably impossible because of circumstances beyond the reasonable control of the applicable party. Such circumstances include without limitation natural disasters or acts of God; acts of terrorism; labor disputes or stoppages; war; government acts or orders; epidemics, pandemics or outbreaks of communicable disease; quarantines; national or regional emergencies; or any other cause, whether similar in kind to the foregoing or otherwise, beyond the party's reasonable control. Written notice of a party's failure or delay in performance due to force majeure must be given to the other party no later than five (5) business days following the force majeure event commencing, which notice shall describe the force majeure event and the actions taken to minimize the impact thereof. All delivery dates under this Contract affected by force majeure shall be tolled for the duration of such force majeure. The

parties hereby agree, when feasible, not to cancel but reschedule the pertinent obligations and deliverables for mutually agreed dates as soon as practicable after the force majeure condition ceases to exist.

- 16. Audit and Records. During the progress of the work and for a period of not less than three (3) years from the date of final payment, all parties shall maintain the records and accounts pertaining to the work and shall make them available during normal business hours and as often as necessary, for inspection and audit by the parties, the State of Washington, and/or Federal Government, and copies of all records, accounts, documents or other data pertaining to the work will be furnished upon request. The requesting party shall pay the cost of copies produced. If any litigation, claim or audits are commenced, the records and accounts along with supporting documentation shall be retained until any litigation, claim or audit.
  
- 17. Severability. If any provision of this contract is held invalid, the remainder would then continue to conform to the terms and requirements of applicable law.

**EXHIBIT A**  
**ROLES AND RESPONSIBILITIES**  
**CONTRACT HDC.1785**

1. Background

Clark County Public Health is a Permittee under the Phase I Municipal Stormwater Permit (the "Phase I Permit") issued by the Washington State Department of Ecology ("Ecology") pursuant to the National Pollutant Discharge Elimination System ("NPDES") permitting program established under the federal Clean Water Act, 33 U.S.C. § 1251 et seq. (the "CWA"), and Washington's Water Pollution Control Law, chapter 90.48 RCW (the "WPCL").

The participating Cities are Permittees under the Phase II Western Washington Municipal Stormwater Permit (the "Phase II Permit") issued by Ecology pursuant to the NPDES permitting program established under the CWA and the WPCL. In this Contract, the Phase I Permit and the Phase II Permit are together referred to as the "NPDES Permits".

2. Objective

For Clark to obtain additional funding through Ecology's Pollution Prevention Assistance Program ("PPA") in order to assist the Cities in meeting their requirements in the Phase II Permit (S5.C.8.b.iii(b)). Cities are required to implement a program to prevent and reduce pollutants in runoff from areas that discharge to the Municipal Separate Storm Sewer System (MS4) or Underground Injection Controls (UICs). The intent is for Clark and the Cities to work together efficiently and effectively to accomplish the project.

3. Roles and Responsibilities of Clark

3.1. Annually, starting in 2023, Clark shall utilize the Cities' list of existing pollution generating developments to conduct inspections and provide education.

3.1.1. The number of inspections shall be equal to 20% of the existing developments list. Existing developments are defined as institutional, commercial, and industrial sites through the established developments.

3.2. Relay storm pollutant issue(s) that require enforcement actions to the Cities.

3.3. Share printed educational resources and spill kits provided through PPA with the Cities.

3.4. Report data biannually to the cities.



4. Roles and Responsibilities of Cities

- 4.1. Provide Clark with a list of existing developments prior to each inspection year.
- 4.2. Address storm pollutant issues relayed from Clark and perform the necessary follow-up visits to confirm compliance.

5. Notices

Any notices to be given under this Contract shall at minimum be delivered, postage prepaid, and addressed to:

Clark County Public Health	City of Camas	City of Washougal
Attention: Grants and Contracts PO Box 9825 Vancouver, WA 98666 <a href="mailto:cntyhealthgrantcontract@clark.wa.gov">cnyhealthgrantcontract@clark.wa.gov</a>	Attention: Public Works Director 616 NE 4th Ave Camas, WA 98607 <a href="mailto:swall@cityofcamas.us">swall@cityofcamas.us</a>	Attention: Public Works Director 1701 C St Washougal, WA 98671 <a href="mailto:trevor.evers@cityofwashougal.us">trevor.evers@cityofwashougal.us</a>

The name and address to which notices shall be directed may be changed by any party giving the other notice of such change.

6. Document Execution and Filing

The Parties agree that this Contract shall be executed using electronic signatures. Upon execution, all Parties shall retain a fully executed Contract. The Cities shall cause a copy of this contract to be posted on their website pursuant to RCW 39.34.040. This fully executed contract shall be distributed to the designated agents of the parties, named as follows:

Clark County Public Health	City of Camas	City of Washougal
Attention: Grants and Contracts <a href="mailto:cntyhealthgrantcontract@clark.wa.gov">cnyhealthgrantcontract@clark.wa.gov</a>	Attention: Public Works Director <a href="mailto:swall@cityofcamas.us">swall@cityofcamas.us</a>	Attention: Public Works Director <a href="mailto:trevor.evers@cityofwashougal.us">trevor.evers@cityofwashougal.us</a>

# Lake Management Plan Update

April 18, 2022  
City Council Workshop



# Big Picture Review



- Phase 1 completed Fall 2021
  - Background Information
  - Understanding the Issues/Concerns
  - Preliminary outreach to Agency Partners and Community
  - Developing Work Plan for Phase 2
- Early Phase 2 - Fall 2021 to Spring 2022
  - Quality Assurance Project Plan (QAPP) development
  - Ecology Approval process

# Upcoming Work



- Phase 2 Continued – Spring 2022 thru Summer 2023
  - Water Quality Sampling and Monitoring
  - Community Outreach and Education
    - Open House Coming Up!
    - Logo/Motto to generate awareness
  - Lake Management Plan Development
- Fallen Leaf Lake Pilot - Process Driven

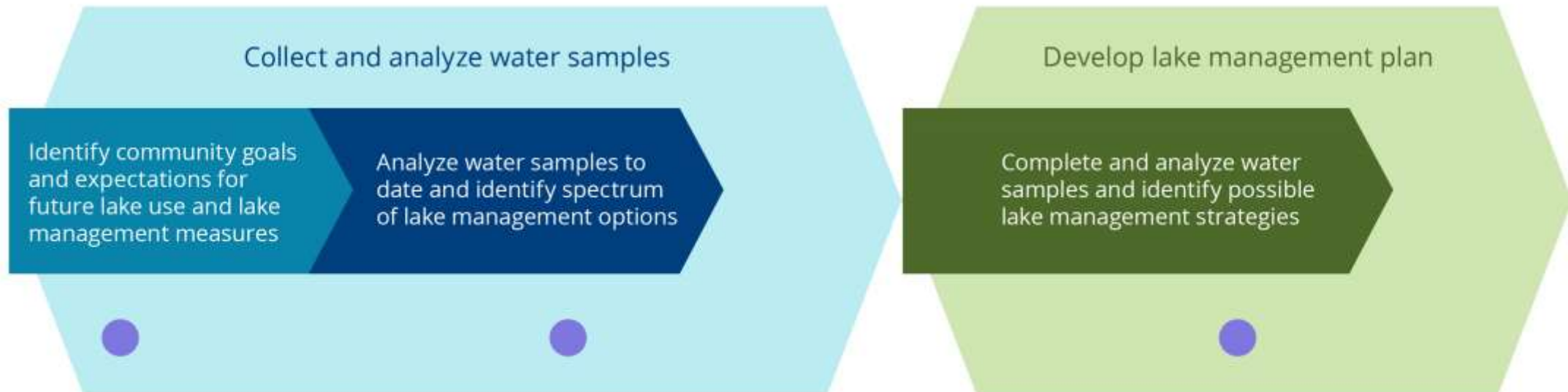
# Upcoming Work



## Lacamas, Round, Fallen Leaf Lakes Management Plan

Phase 2 Work

● Open Houses



# Question and Answer – Big Picture



1. Who owns the Lakes?
2. Have the Lakes always had poor water quality? How have things changed over time?
3. Will we be able to recreate this summer? Can we predict algal blooms?

# Question and Answer – Project Specific



4. Why isn't the City doing anything? Why are we just studying it instead of fixing it?
5. What is the purpose of developing a Lake Management Plan? Why are we doing it this way? "Why don't we just..." (install NanoBubbler, aerator, chemicals, etc.)?
6. Does the Lake Management Plan project include all three lakes?
7. Is completion of the Lake Management Plan project the "END"?
8. What's taking so long?
9. Are we using Lake Management Project funds on other activities?

# Question and Answer – Partnerships



10. The City's partners include Clark County, the Dept. of Ecology, and other non-profits. What are they doing to help? Why is the City leading this effort (and not the County, State, etc.)?
11. Why is Ecology only looking at Bacteria (Fecal Coliform) in their Source Assessment Project in the watershed?
12. Why can't the advisory notices get posted faster when there's a Harmful Algal Bloom?
13. What can volunteers do?
14. Why can't we use citizen scientist data?



# Question and Answer – Stormwater and Development



15. How do the City's Stormwater Requirements relate to lake water quality?
16. What happens with those storm water facilities that nobody is maintaining?
17. Who is making sure that all storm-water facilities are in good working condition and that they did not fail at some point?
18. How will the North Shore development impact the lakes health? How will the city make sure that development won't harm the lakes' water quality?
19. Why does the city still allow clear cutting in Camas if it's proven to be detrimental to the water bodies?
20. Why isn't the City doing anything about the Lacamas Shores Bio-Filter?

# Question and Answer - Additional Information



21. Why isn't the City getting more information out? What are we doing to get information out? Where do we go to get more information?

Additional Questions?



# Staff Report

June 6, 2022 Council Workshop Meeting

Lodging Tax Advisory Committee Decision

Presenter: Jennifer Gorsuch, Administrative Services Director

Time Estimate: 5 minutes

Phone	Email
360.817.	name@cityofcamas.us

**BACKGROUND:** The Lodging Tax Advisory Committee meets annually to review applications for Lodging Tax funds per RCW 67.28.1817, with their most recent meeting on May 24, 2022.

**SUMMARY:** The City of Camas uses lodging tax funds to support and encourage tourism and cultural activities in Camas. The City is working on ways to strengthen our position for day and overnight visitors, with the goal of positioning Camas as one of the premiere shopping, dining, and entertainment destinations in the region.

The City of Camas charges a 2% charge on overnight stays in the hotel in the City. These funds are commonly referred to as lodging tax funds or hotel funds.

Washington State law strictly limits how lodging tax funds can be used ([RCW 67.28.1815-.1816](#)). Lodging tax funds must be used for activities, operations and expenditures designed to increase tourism (day and overnight). Specifically, lodging funds can be used for:

Tourism marketing;

- Marketing and operations of special events and festivals designed to attract tourists;
- Operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district; or
- Operations of tourism-related facilities owned or operated by nonprofit organizations.

Governmental entities and nonprofit organizations can request lodging tax funds directly from the City for events, activities, and marketing initiatives intended to bring more people to the City. For-profit entities and individuals are not eligible for direct funding.

State law requires that lodging tax funding applications be reviewed and approved by the City's Lodging Tax Advisory Committee (LTAC) with consensus by City Council. All applications must include projections on the number of estimated visitors to/population impacted by the event or activity being funded.

The committee is made up of the two owners of the Camas Hotel, the president of the Camas-Washougal Chamber of Commerce and chaired by City Council Member Roberts.

Applications were received by the Camas-Washougal Chamber of Commerce or Camas Days, the City of Camas Parks & Recreation Department for Hometown Holidays, the Downtown Camas Association for regional advertising, and by the WHY Community non-profit for the Santa's Posse 5K.

Here are the amounts awarded by the committee:

\$5,938 to the Downtown Camas Association

\$7,500 to the Camas Washougal Chamber of Commerce

\$1,400 to the City of Camas – Hometown Holidays

\$3,000 to Why Community

\$17,838 TOTAL

### **EQUITY CONSIDERATIONS:**

What are the desired results and outcomes for this agenda item? The desired outcome is attracting visitors and citizens to Camas through a variety of events and advertising to support Camas lodging establishments.

What's the data? What does the data tell us? N/A

How have communities been engaged? Are there opportunities to expand engagement? N/A

Who will benefit from, or be burdened by this agenda item? N/A

What are the strategies to mitigate any unintended consequences? N/A

Does this agenda item have a differential impact on underserved populations, people living with disabilities, and/or communities of color? Please provide available data to illustrate this impact. N/A

Will this agenda item improve ADA accessibilities for people with disabilities? N/A

What potential hurdles exist in implementing this proposal (include both operational and political)? N/A

How will you ensure accountabilities, communicate, and evaluate results? The lodging tax applicants and committee members will look at ways to track attendance at events as well as surveying hotel guests to determine if there is a return on investment into the advertising and events.

How does this item support a comprehensive plan goal, policy or other adopted resolution?

**RECOMMENDATION:** Staff recommends placing this item on the June 21, 2022 Consent Agenda.



**Lodging Tax Advisory Committee  
Meeting Minutes - DRAFT  
Tuesday, May 24, 2022, 11:30 AM  
Council Chambers, 616 NE 4th AVE**

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**CALL TO ORDER**

Chair Shannon Roberts called to order 11:31 a.m.

**ROLL CALL**

Present: Prashant Gupta, Bobby Sachdeva and Jennifer Senescu

Staff: Bernie Bacon, Carrie Davis, Jennifer Gorsuch

Guests: Krista Bashaw, Sherri McMillan, Karissa Schoene and Carrie Schulstad

**MEETING AGENDA**

1. July 20, 2021, Lodging Tax Advisory Committee Meeting Minutes

**It was moved by Senescu, and seconded, to approve the Lodging Tax Advisory Committee Meeting Minutes. The motion carried unanimously.**

2. Review Lodging Tax Applications

Staff stated that the Finance Department reported an \$18,000 Lodging Tax Funds.

The committee reviewed the applications and engaged in a question-and-answer period with the applicants. The committee deliberated.

**It was moved by Prashant, and seconded, to approve:**

**\$5,938 to the Downtown Camas Association**

**\$7,500 to the Camas Washougal Chamber of Commerce**

**\$1,400 to the City of Camas – Hometown Holidays**

**\$3,000 to Why Community**

**The motion carried unanimously.**

**ADJOURNMENT**

The meeting adjourned at 12:45 p.m.



# Staff Report

June 6, 2021 Council Workshop Meeting

2023-2024 Revenue Projection Presentation  
Presenter: Cathy Huber Nickerson, Finance Director  
Time Estimate: 15 minutes

Phone	Email
360.817.1537	chuber@cityofcamas.us

**BACKGROUND:** This presentation provides a projection of revenue to guide the City’s 2023-2024 biennial budget process.

**SUMMARY:** Staff prepared a two-year revenue forecast on the City’s governmental and proprietary operating funds to assist in financial decision-making. The projection is built with inputs from the Building Department, MRSC, OFM, and Moody’s Analytics. Staff will revisit the projections in August and September for any needed adjustments.

### EQUITY CONSIDERATIONS:

What are the desired results and outcomes for this agenda item? The results of the presentation should provide Council context for future decision making.

What’s the data? What does the data tell us? The data will be presented during the presentation.

How have communities been engaged? Are there opportunities to expand engagement? n/a

Who will benefit from, or be burdened by this agenda item? The City should benefit with more informed decision making.

What are the strategies to mitigate any unintended consequences? If the results, demonstrate a future structural deficit Council will be provided options to mitigate the risk in the form of additional revenue options or potential cost saving options.

Does this agenda item have a differential impact on underserved populations, people living with disabilities, and/or communities of color? Please provide available data to illustrate this impact. n/a

Will this agenda item improve ADA accessibilities for people with disabilities? n/a

What potential hurdles exists in implementing this proposal (include both operational and political)? n/a

How will you ensure accountabilities, communicate, and evaluate results? The results will be communicated on the City's Open Budget platform.

How does this item support a comprehensive plan goal, policy, or other adopted resolution? The forecast supports the City's Strategic Plan for "Developing Long-Term Financial Plan".

**BUDGET IMPACT:** The projection provides opportunities to modify budget strategies to benefit from future trends as well as mitigate potential future risks.

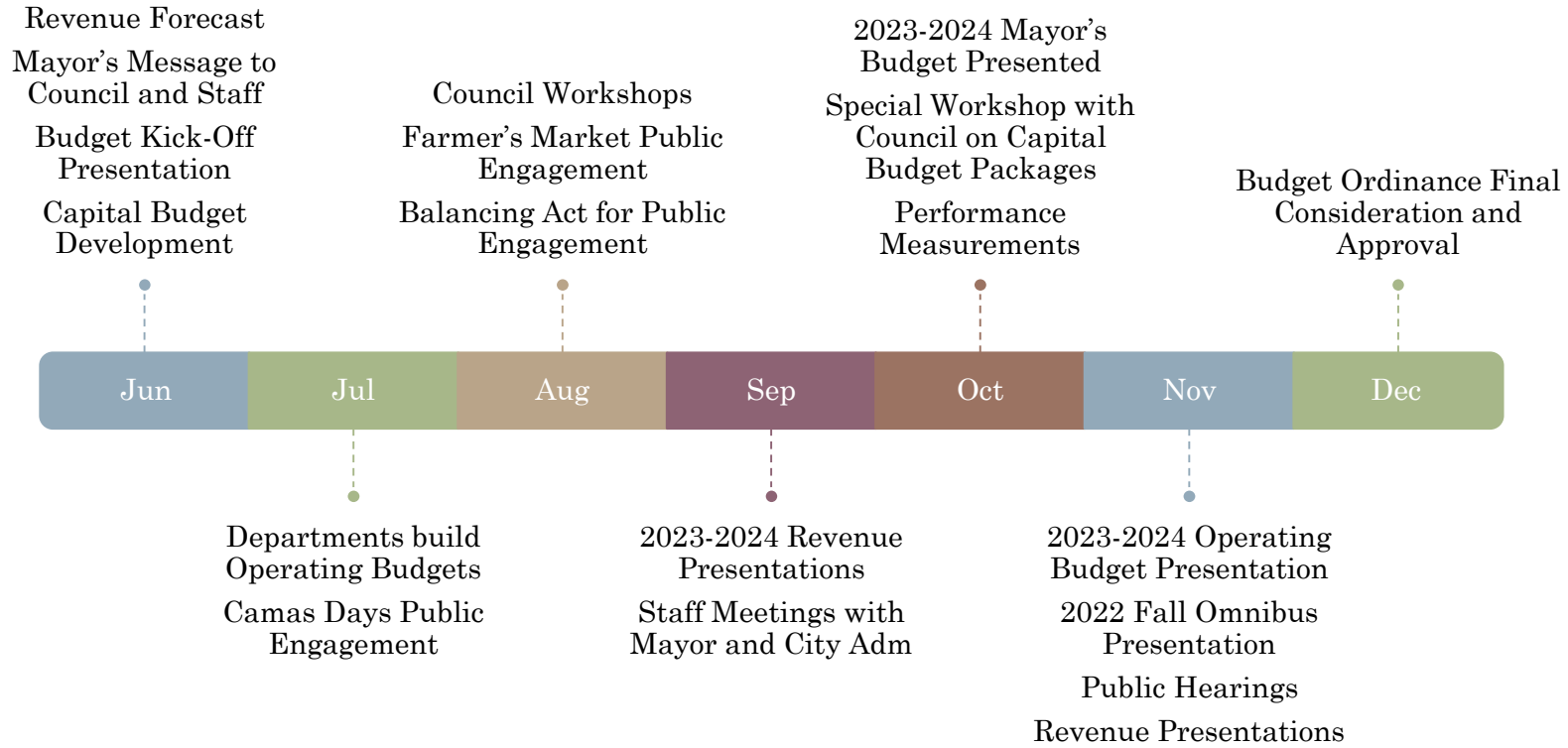
**RECOMMENDATION:** For Council information only.



# 2023-2024 Revenue Projections

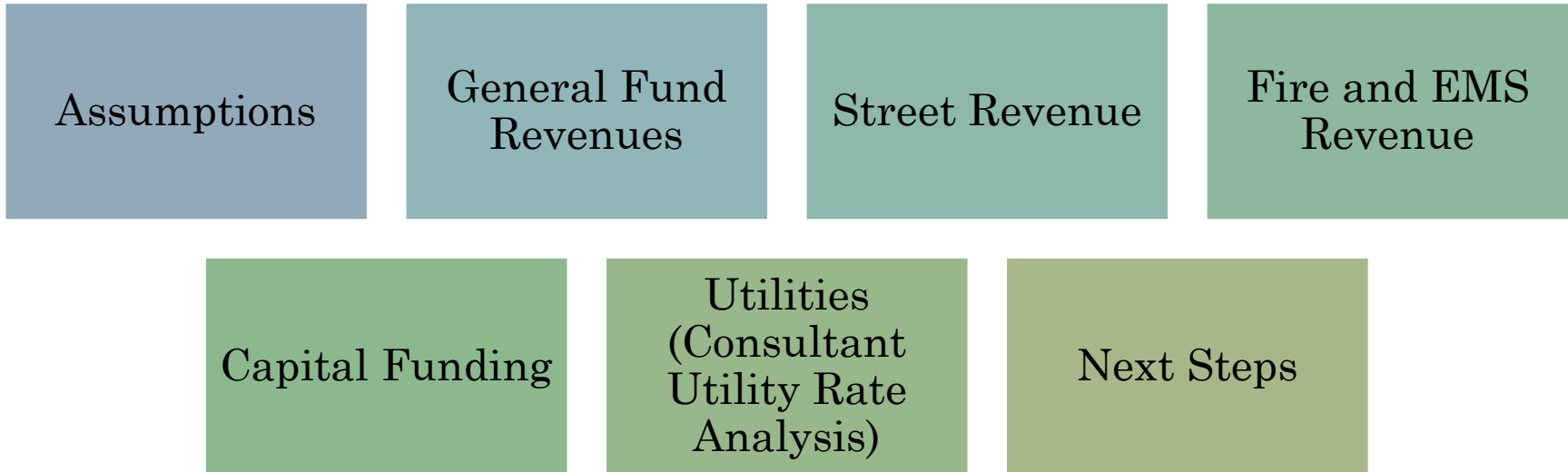
Cathy Huber Nickerson, Finance Director



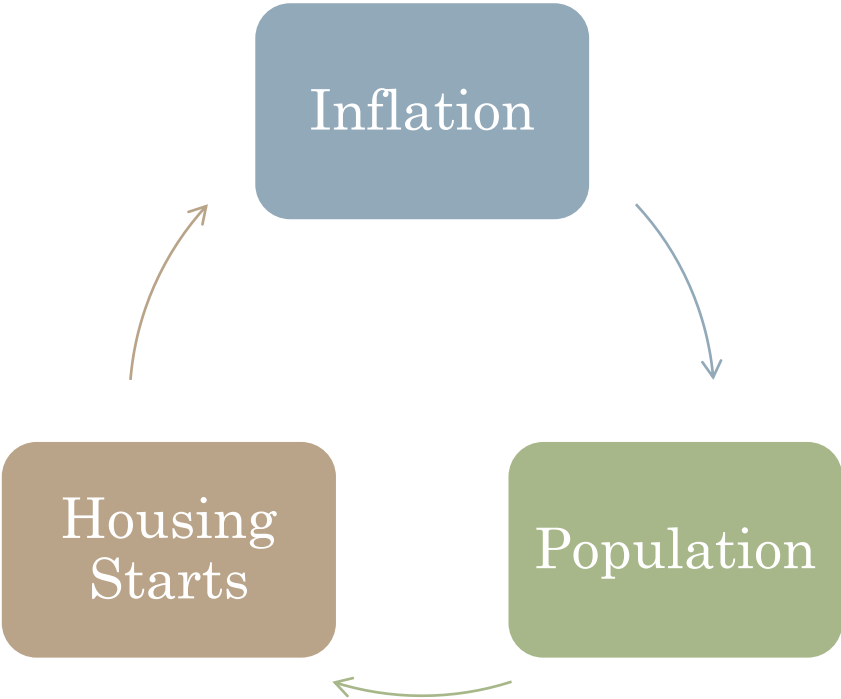


# Budget Process

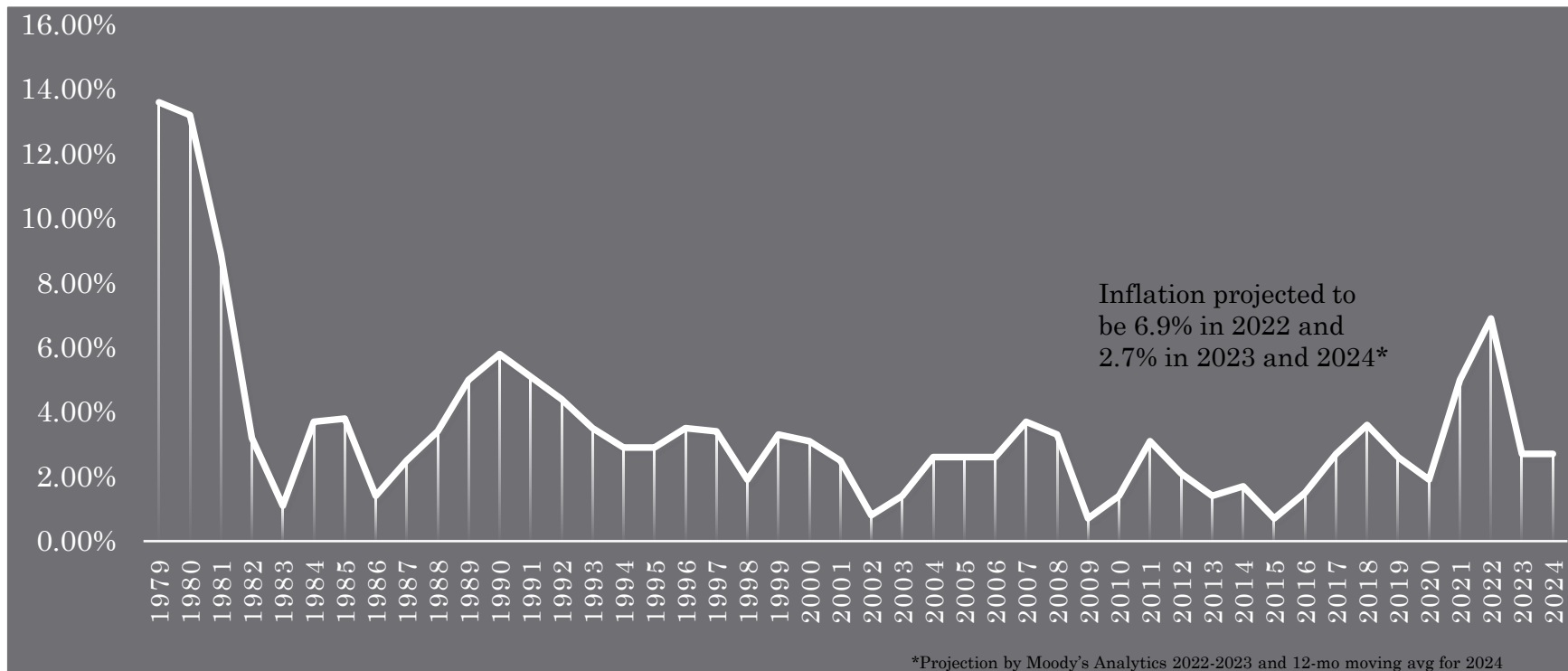
# 2023-2024 Revenue Budget Projections



# Assumptions

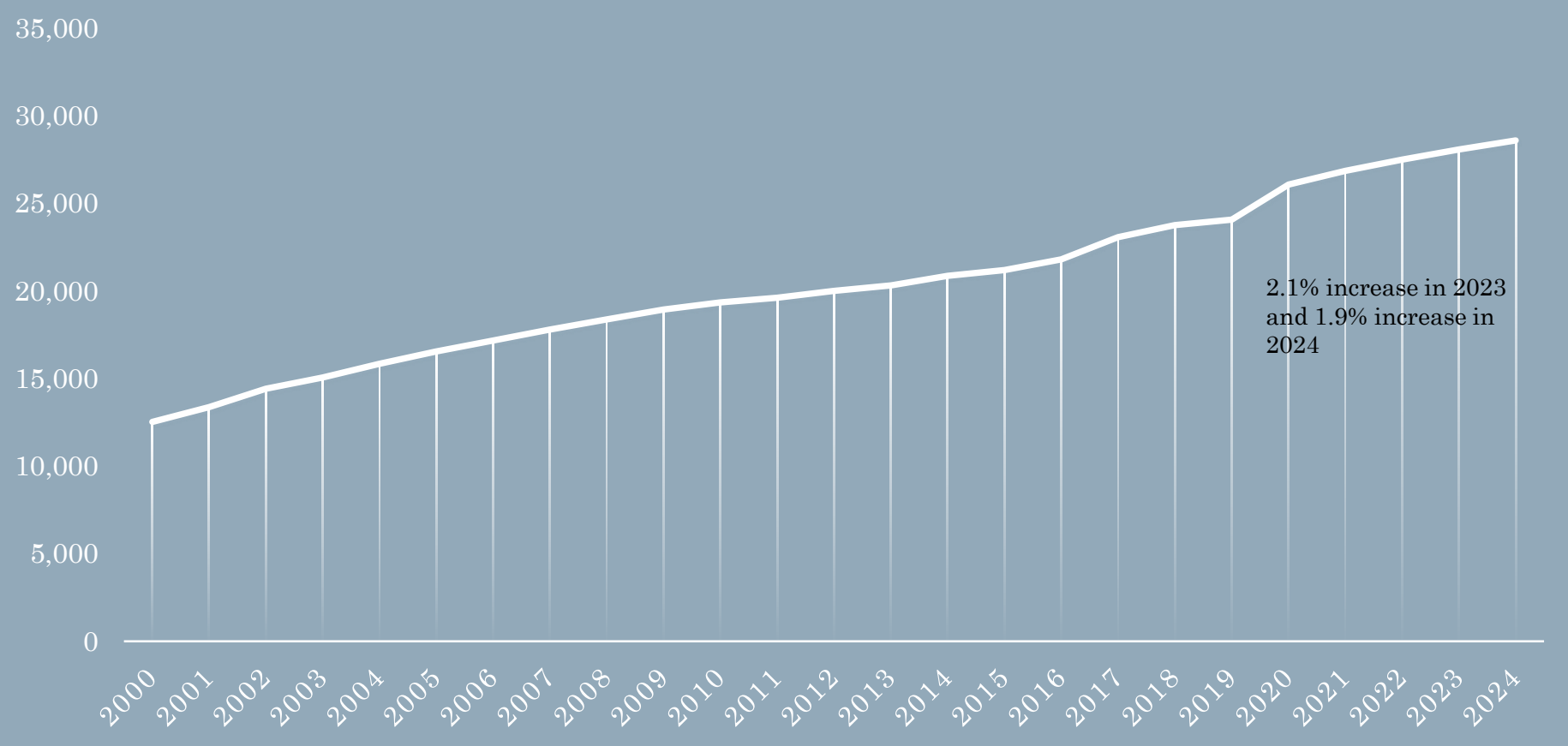


# Inflation

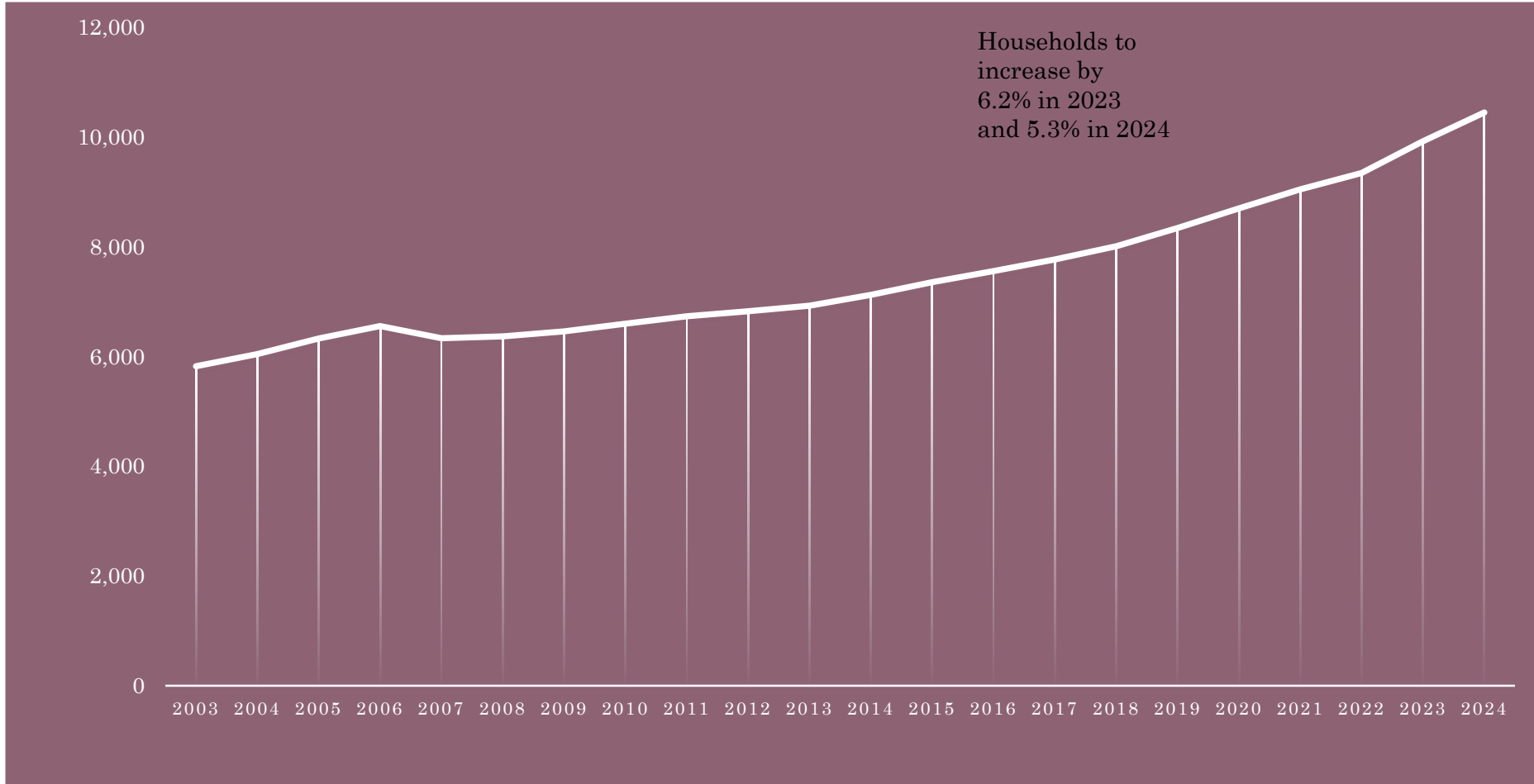


\*Projection by Moody's Analytics 2022-2023 and 12-mo moving avg for 2024

# Population



# Households

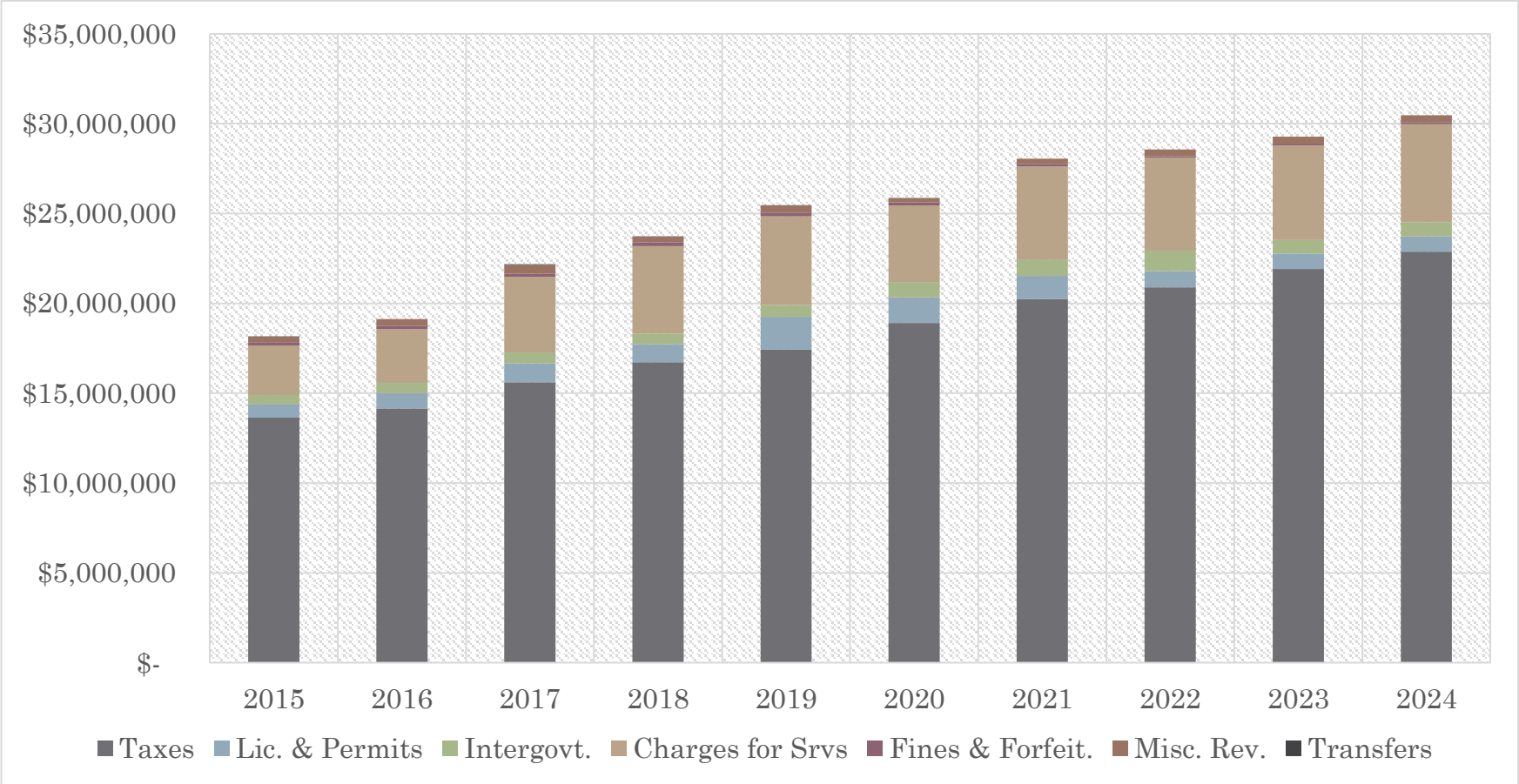


An isometric illustration of a city with various buildings, roads, and green spaces. The buildings are in shades of blue, grey, and brown. There are roads with cars and a bus. Green spaces with trees and a fountain are interspersed among the buildings.

# General Fund

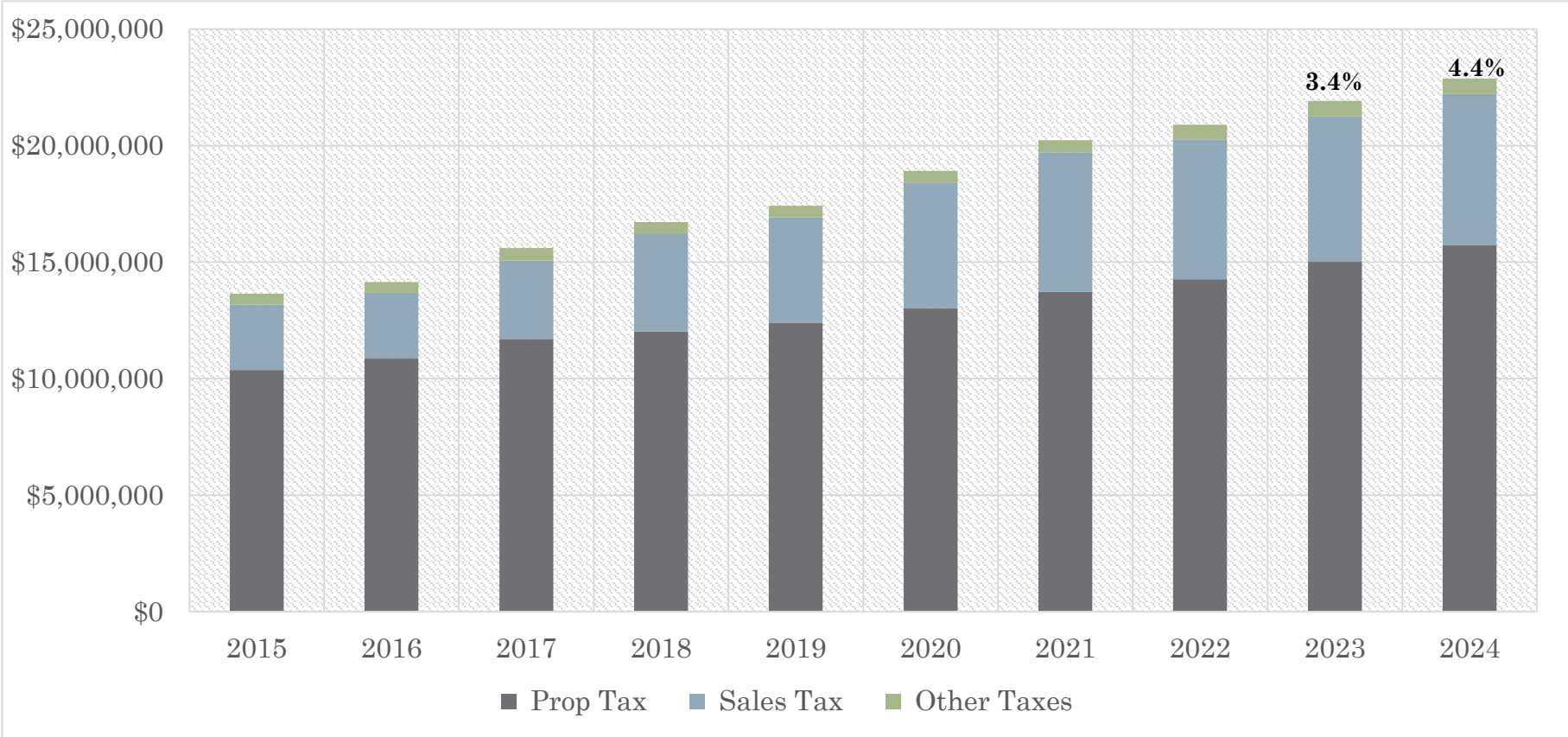
Revenue Projections

# Sources of Funding

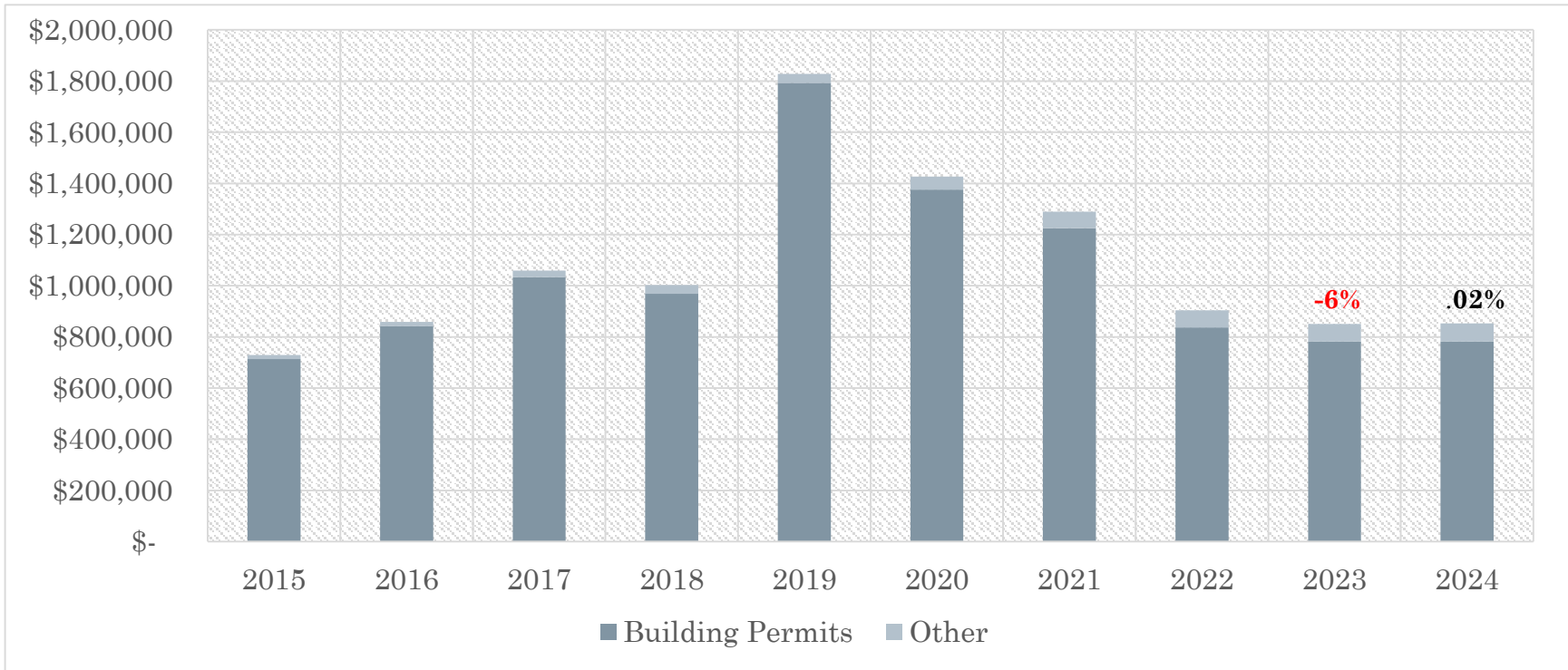




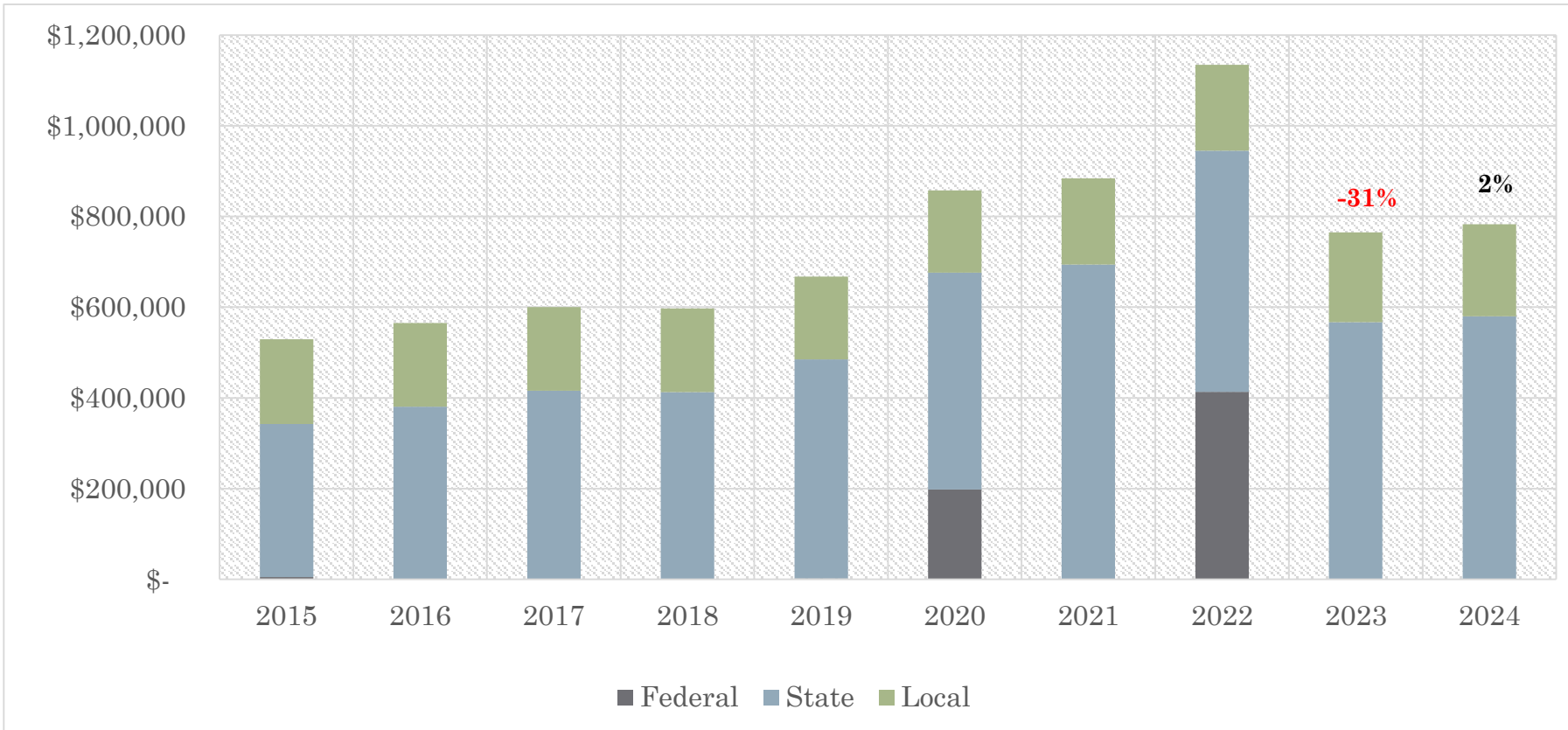
# Tax Projections



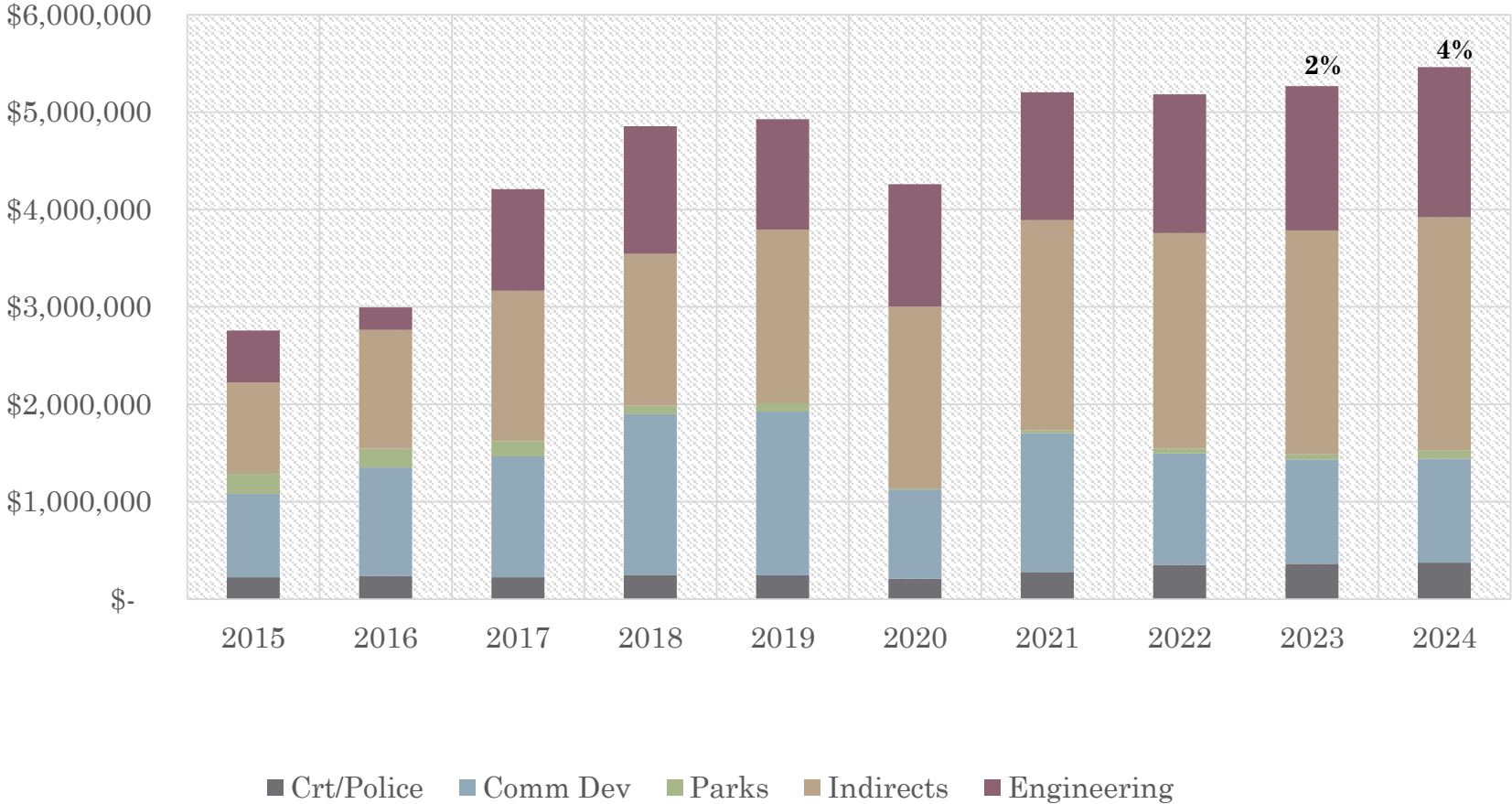
# Licenses & Permits



# Federal, State and Locally Shared Revenue



# Charges for Services



# Fines and Forfeitures



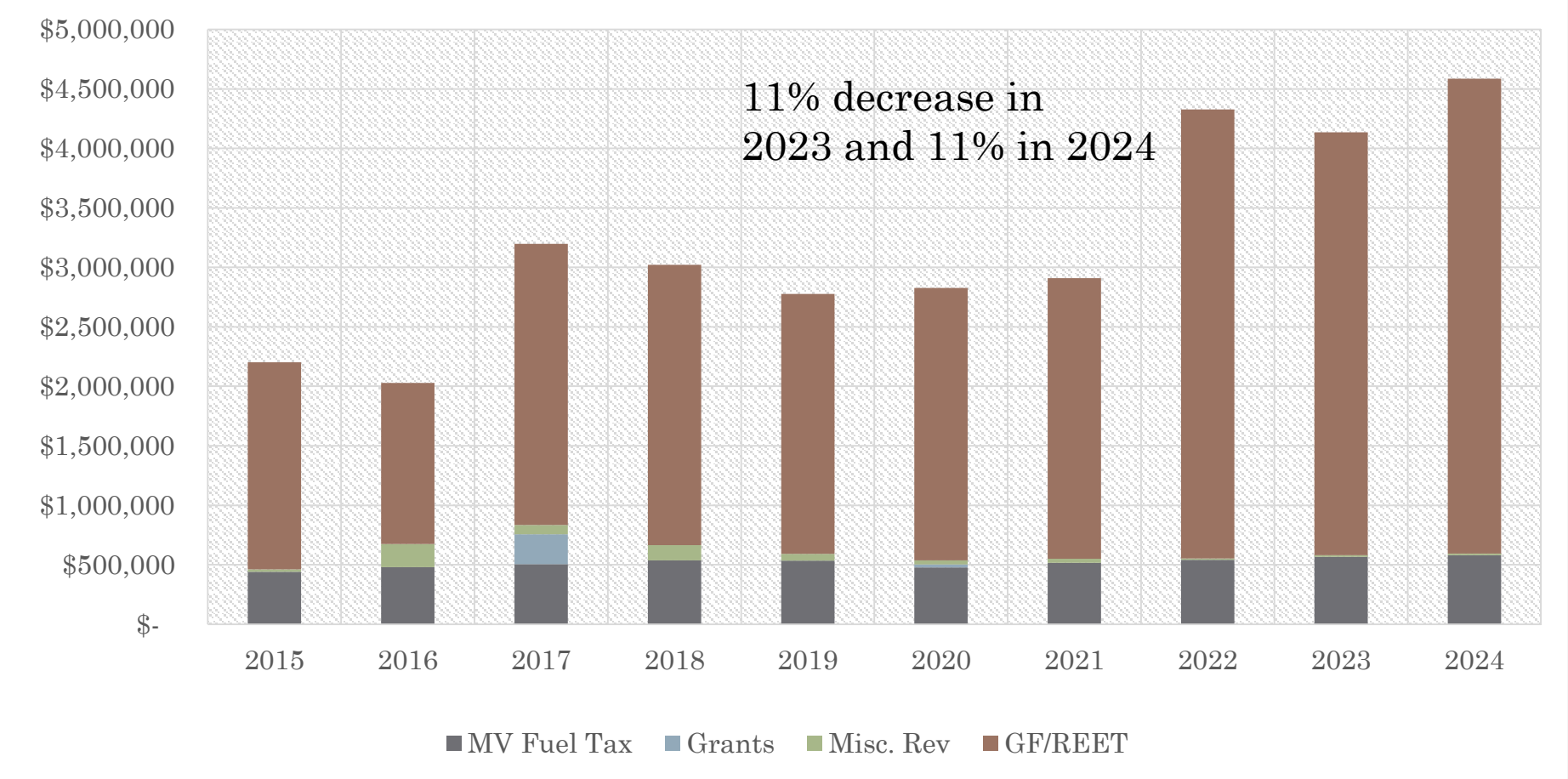
# 2023-2024 GF Revenue Estimate

	2023	2024
• Taxes	\$ 21,915,393	\$22,884,268
• Licenses & Permits	\$ 850,911	\$ 852,989
• Intergovernmental	\$ 764,792	\$ 782,603
• Charges for Services	\$ 5,266,508	\$ 5,460,699
• Fines and Forfeitures	\$ 90,532	\$ 93,214
• Miscellaneous Revenue	\$ 383,973	\$ 397,683
<hr/>		
Total General Fund Est. Revenue	\$ 29,272,108	\$30,471,455
	2.5%	4.1%

# Street Fund

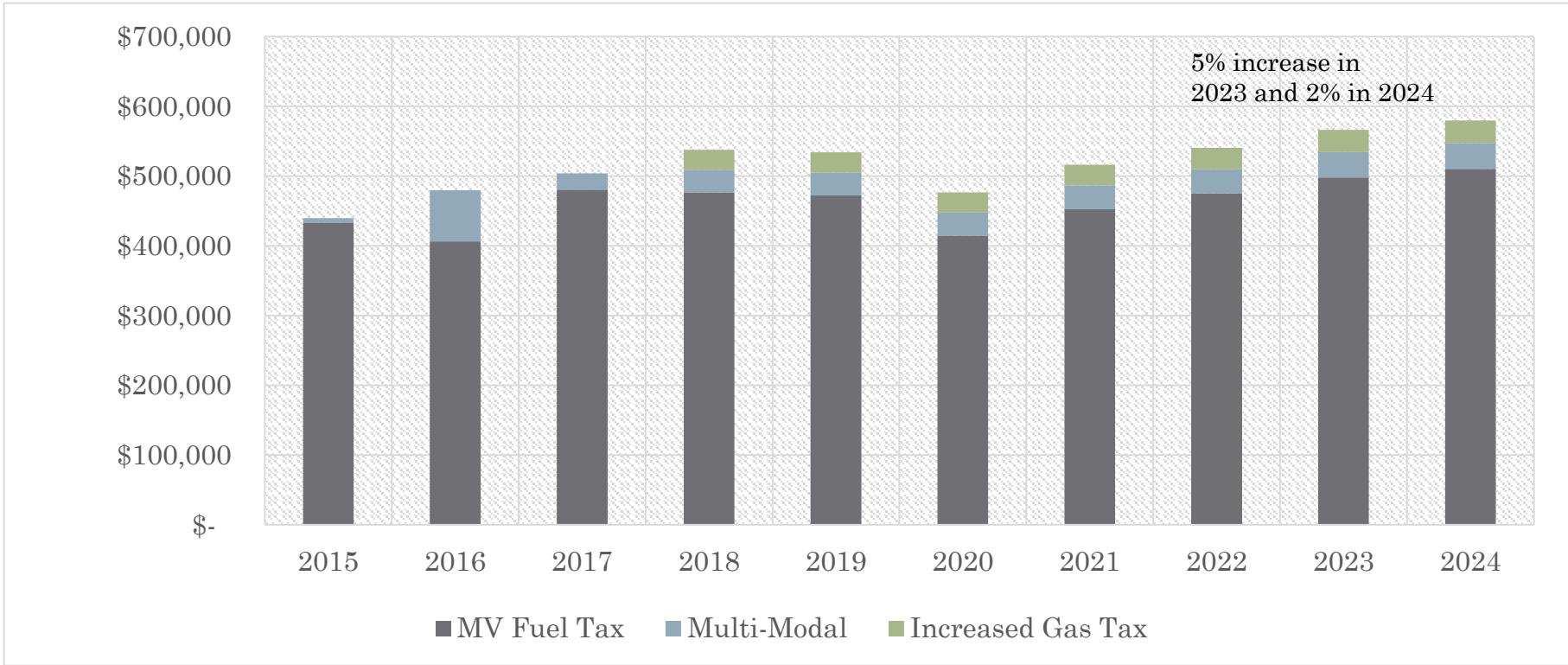
Revenue Projections

# City Street Revenues

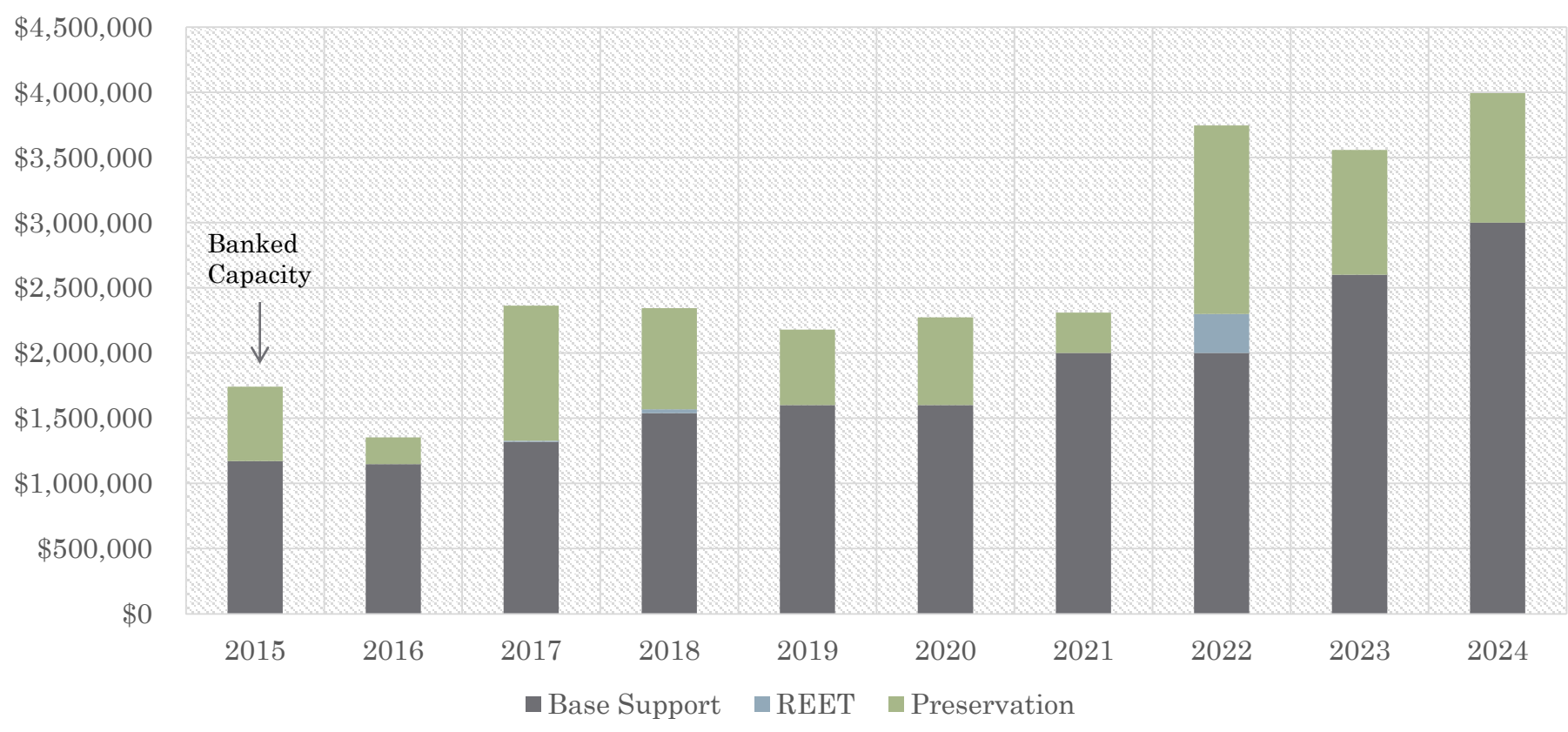




# Motor Vehicle Fuel Tax



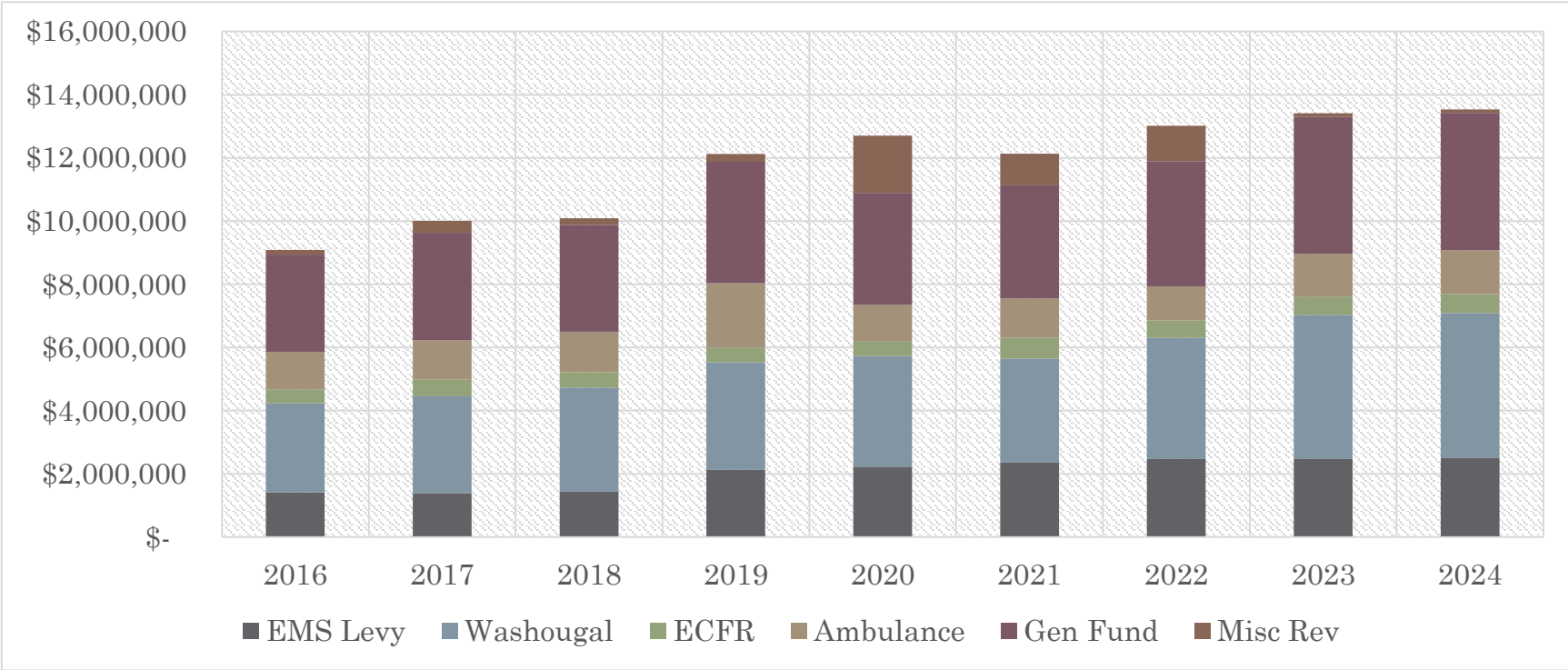
# General Fund Support



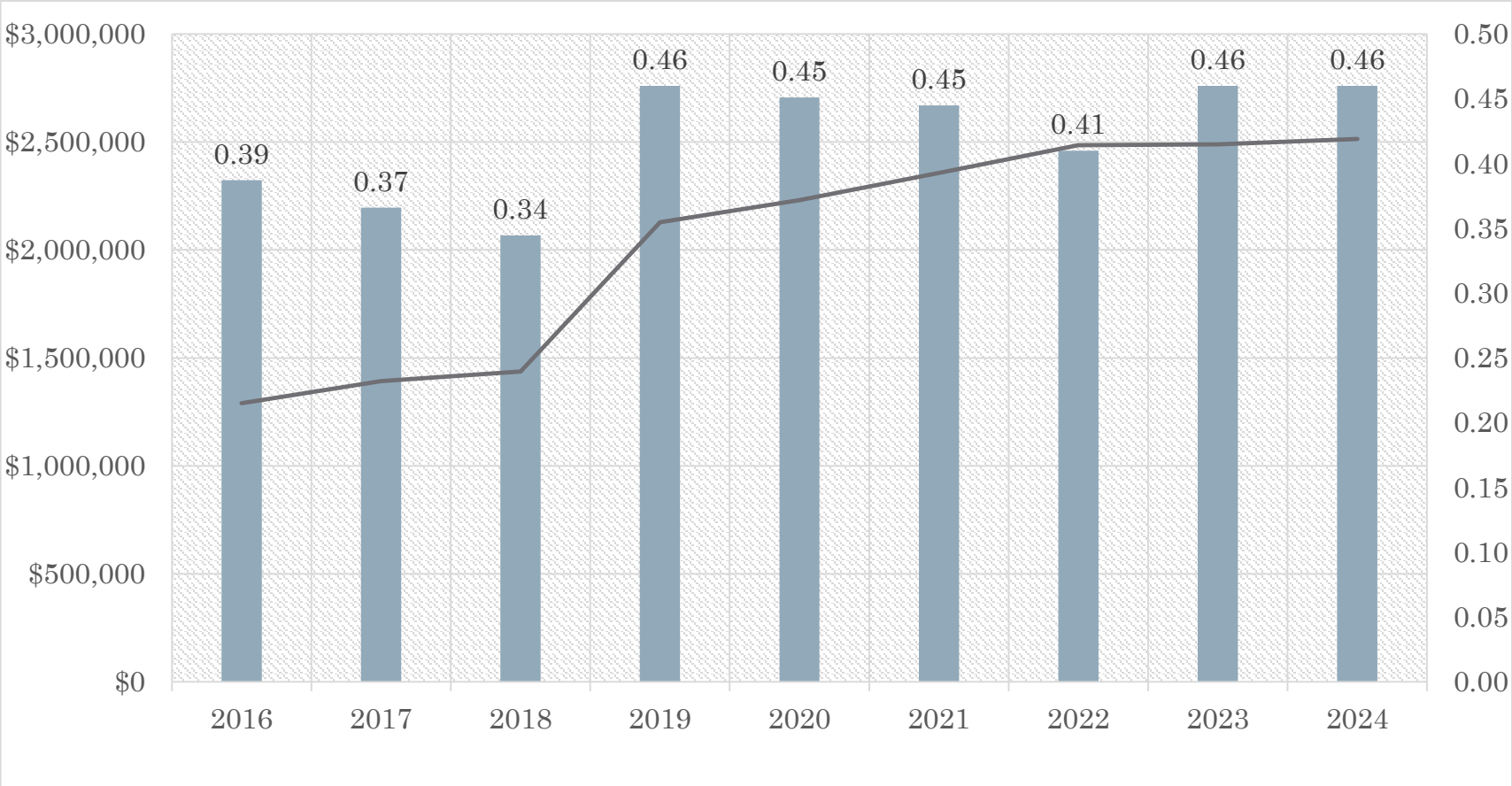
# Fire Department and EMS Fund

Revenue Projections

# CWFD Revenues



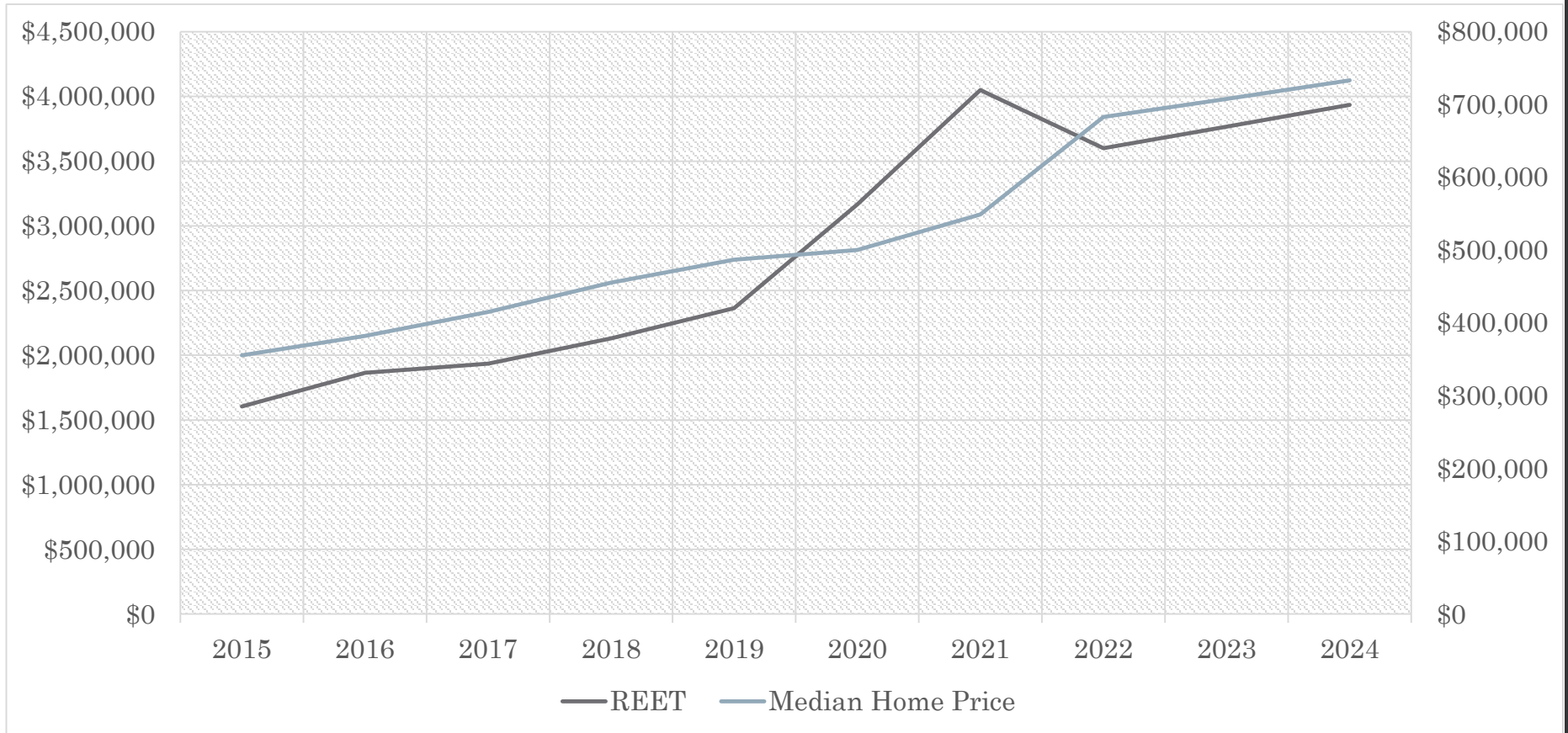
# EMS Property Taxes



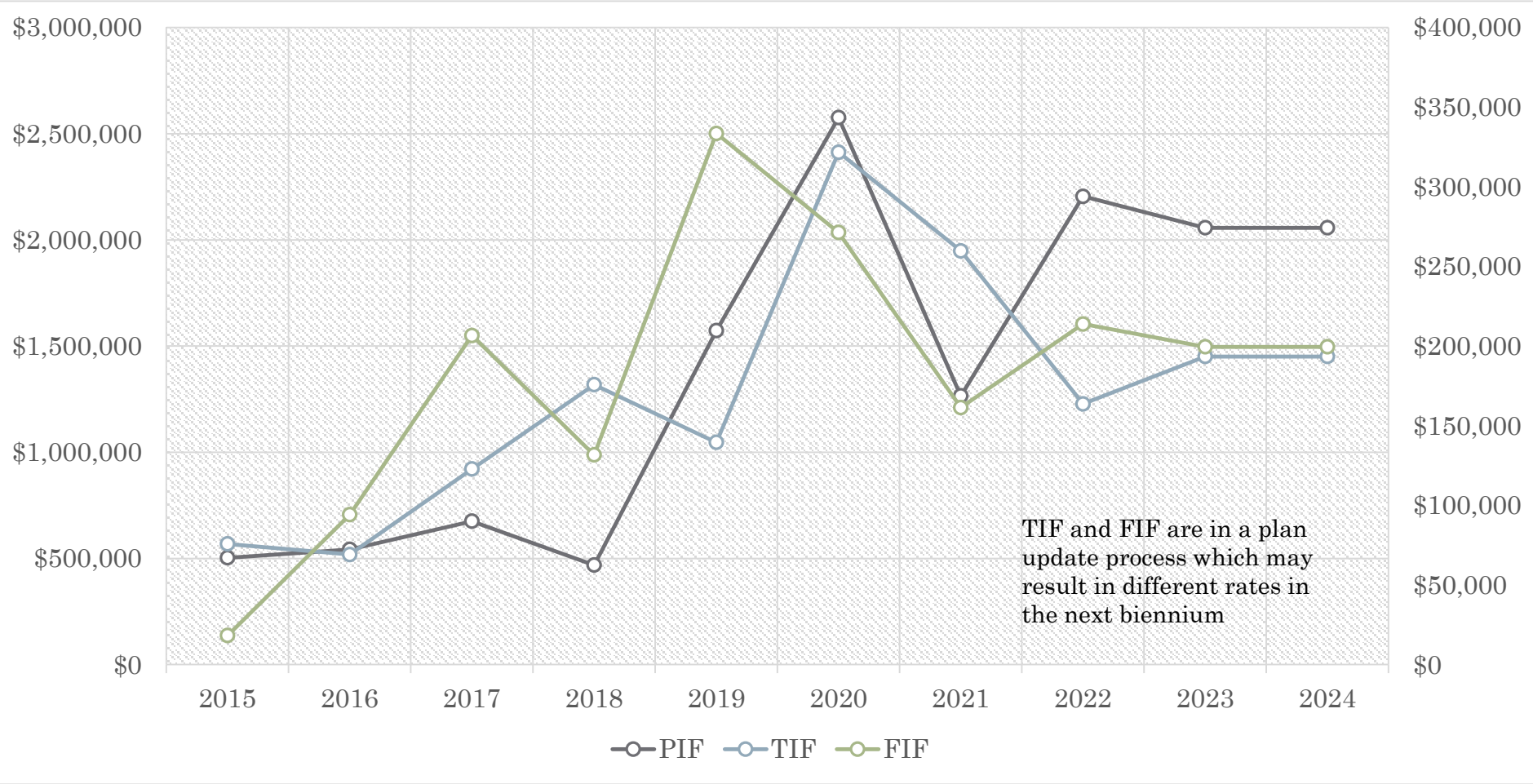
# Capital Projects

Revenue Projections

# Real Estate Excise Tax



# Impact Fees

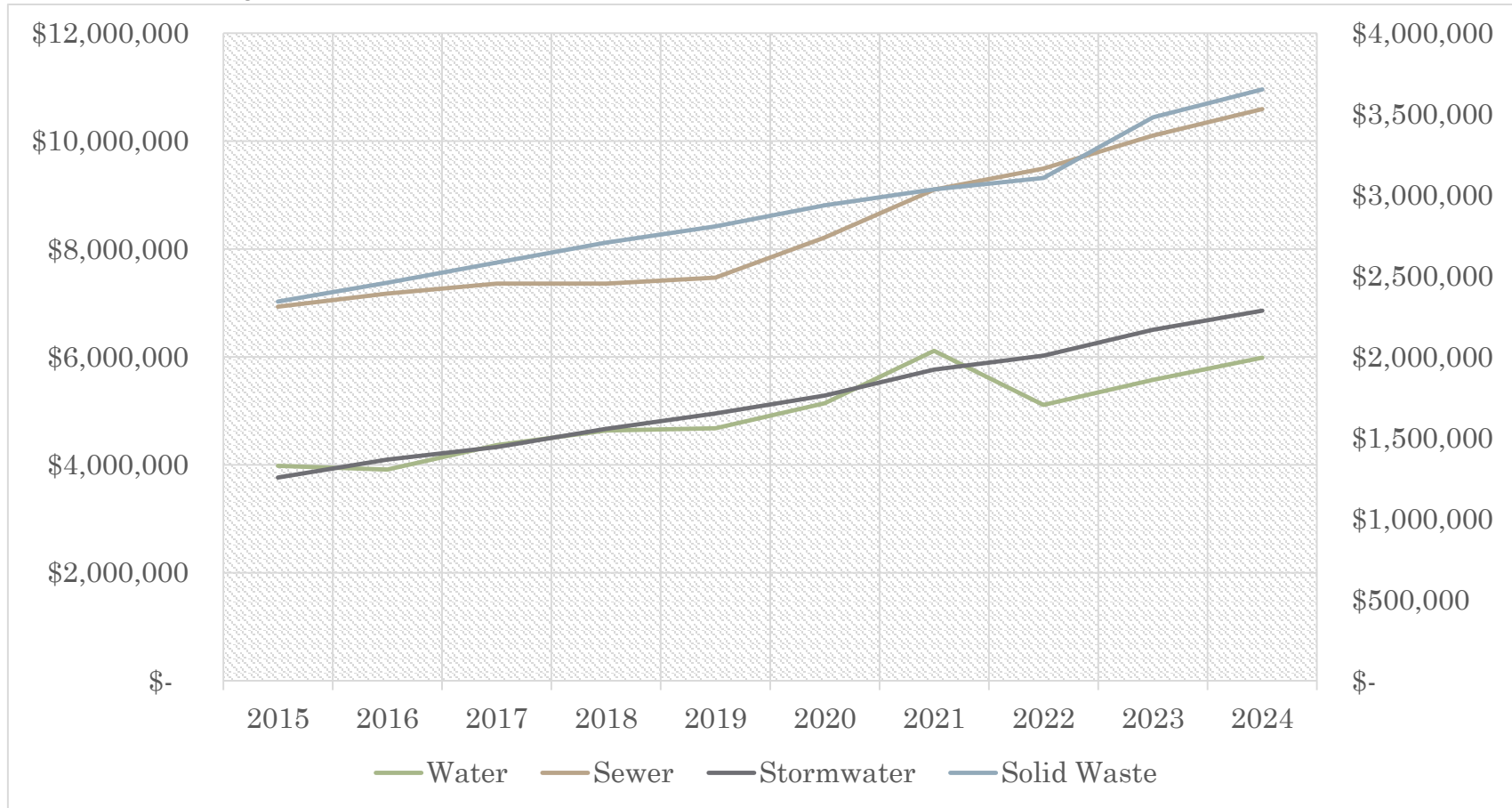




# Stormwater, Water, Sewer and Solid Waste

Revenue Projections

# Utility Rate Revenue





# Next Steps to 2023-2024 Budget

Item 5.

- June 21<sup>st</sup> Council Workshop
  - Budget Kick-off
    - Mayor's Budget Message
    - Initial Baseline Assumptions
    - Timeline and Process