



City Council Regular Meeting Agenda
Monday, April 04, 2022, 7:00 PM
Council Chambers, 616 NE 4th Avenue

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 – 955 1118 5968; or click <https://zoom.us/j/95511185968>

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

By phone: 877-853-5257, Meeting ID – 955 1118 5968

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

Go to 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 (400 word limit); routes to Council

If you have difficulty accessing the meeting, please call 360-817-7901 for assistance.

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. [March 21, 2022 Camas City Council Workshop and Regular Meeting Minutes](#)
2. Automated Clearing House and Claim Checks Approved by Finance Committee
3. [\\$97,890.00 RH2 Engineering, Inc., Downtown Zone Reservoir Siting Analysis Professional Services Agreement \(Submitted by James Carothers, Engineering Manager\)](#)
4. [\\$198,677.50 PBS Engineering and Environmental Inc. Ostenson Canyon Stormwater and Roadway Repair Professional Services Agreement Amendment 3 \(Submitted by James Carothers, Engineering Manager\)](#)

5. [\\$35,000 Grant Agreement with Watershed Alliance of Southwest Washington \(Submitted by Steve Wall, Public Works Director\)](#)
6. [\\$185,121.48 STJ Janitorial LLC, Citywide Janitorial Service Contract \(Submitted by Steve Wall, Public Works Director\)](#)

NON-AGENDA ITEMS

7. Staff
8. Council

MAYOR

9. Mayor Announcements
10. [National Community Development Week Proclamation](#)
11. [Child Abuse Awareness Month Proclamation](#)

MEETING ITEMS

12. [Resolution No. 22-005 Revised Salary Scales for Police Chief and Police Captain](#)
[Presenter: Jennifer Gorsuch, Administrative Services Director](#)
[Time Estimate: 5 minutes](#)
13. [Annual Amendments to the Camas Municipal Code](#)
[Presenter: Madeline Sutherland, Planner](#)
[Time Estimate: 15 minutes](#)
14. [Public Hearing for Ordinance No. 22-003 Relating to Multi-Family Housing Tax Exemption Provision](#)
[Presenter: Robert Maul, Interim Community Development Director](#)
[Time Estimate: 10 minutes](#)
15. [Public Hearing for Ordinance No. 20-002 Parks, Recreation and Open Space Plan Including Capital Facilities Plan](#)
[Presenter: Trang K. Lam, Parks & Recreation Director](#)
[Time Estimate: 10 minutes](#)
16. [Public Hearing for Ordinance No. 22-005 Amending the Fire Department Capital Facilities Plan](#)
[Presenter: Ron Schumacher, Fire Marshal](#)
[Time Estimate: 10 minutes](#)
17. [Public Hearing for Ordinance 22-004 Amending 2022 Budget](#)
[Presenter: Cathy Huber Nickerson, Finance Director](#)
[Time Estimate: 5 minutes](#)

PUBLIC COMMENTS

EXECUTIVE SESSION

18. Executive Session – Topic: Potential Litigation (RCW 42.30.110)

ADJOURNMENT



City Council Workshop Minutes - DRAFT
Monday, March 21, 2022, 4:30 PM
Council Chambers 616 NE 4th Avenue

NOTE: Please see the published agenda packet for item attachments.

CALL TO ORDER

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

ROLL CALL

Present: Council Members Greg Anderson, Marilyn Boerke, Bonnie Carter, Don Chaney, Leslie Lewallen and Shannon Roberts

Excused: Council Member Tim Hein

Staff: Bernie Bacon, Debra Brooks, James Carothers, Cliff Free, Jennifer Gorsuch, Cathy Huber Nickerson, Mitch Lackey, Trang Lam, Robert Maul, Bryan Rachal, Heather Rowley, Jeff Swanson, Connie Urquhart and Steve Wall

Press: Kelly Moyer, Camas-Washougal Post-Record (joined at 4:50 p.m.)

PUBLIC COMMENTS

Steve Campbell, Camas, commented about the Astor Street sidewalk replacement project.

Cassi Marshall, Camas, commented about the Port of Camas-Washougal, the Camas-Washougal Community Chest, and the Friends & Foundation of the Camas Library.

Randal Friedman, Camas, commented about in-person Council Meetings, downtown Camas, and the North Shore project.

SPECIAL PRESENTATION

1. Recognition of 35-Year Anniversary for Ed Senchyna, Senior Grounds Worker
Presenter: Steve Wall, Public Works Director

Wall thanked Senchyna for his years of service and presented him his 35-Year Service pin.

WORKSHOP TOPICS

2. Camas-Washougal Community Chest Presentation
Presenters: Dave Pinkernell, Director and Joelle Scheldorf, Director

Pinkernell and Scheldorf provided an overview of the Camas-Washougal Community Chest.

3. Downtown Zone Water Reservoir Siting Analysis Professional Services Agreement
Presenter: James Carothers, Engineering Manager

This item will be placed on the April 4, 2022 Consent Agenda for Council's consideration.

4. Ostenson Canyon Stormwater and Roadway Repair Professional Services Agreement Amendment 3
Presenter: James Carothers, Engineering Manager

This item will be placed on the April 4, 2022 Consent Agenda for Council's consideration.

5. 2022 Spring Omnibus Budget Presentation
Presenters: Debra Brooks, Financial Analyst, Cathy Huber Nickerson, Finance Director

Huber Nickerson and Brooks provided an overview of the 2022 Budget Amendments.

6. Watershed Alliance of Southwest Washington Grant Agreement
Presenter: Steve Wall, Public Works Director

This item will be placed on the April 4, 2022 Consent Agenda for Council's consideration.

7. Staff Miscellaneous Updates
Presenter: Jeff Swanson, Interim City Administrator

Lackey updated Council about City parking violations. This item will be placed on a future Workshop agenda.

Lam announced that the Parks & Recreation Commission will have its first hybrid meeting on Wednesday, March 23, 2022.

Swanson confirmed there will be a quorum for the April 4, 2022 Council meeting.

COUNCIL COMMENTS AND REPORTS

Chaney commented about Cassi Marshall's service to the Parks & Recreation Commission and the Council Rules Ad Hoc Committee. Chaney attended the Finance Committee and commented about the America Rescue Plan Act (ARPA) funds. Council discussion ensued.

Carter attended the Port of Camas-Washougal Commissioners, the Finance Committee, and the Library Board of Trustees meetings. Carter also commented about a citizen's inquiry, which was also made to Council Member Hein, about ivy mitigation concerns.

Anderson attended the Finance Committee and the C-TRAN Board meetings.

Boerke attended the Downtown Camas Association (DCA) Board, the Camas-Washougal Community Chest Board, Council Rules Ad Hoc Committee, the ARPA small group Finance, the Camas-Washougal Rotary meetings, and the Camas-Washougal Chamber of Commerce Luncheon. Boerke will attend the Southwest Washington Equity Coalition rescheduled meeting.

Lewallen attended the Camas-Washougal Rotary, the Georgia-Pacific (GP) Mill Clean-up Committee, the Council Rules Ad Hoc Committee, and the Camas-Washougal Chamber of Commerce meetings. Lewallen commented about community surveys, about Lacamas Lake recreation safety, about a women's empowerment series, and about Skyridge and Liberty Middle School's undefeated wrestling records.

Roberts commented about the Family Promise of Clark County organization. Roberts attended a Closed Session about the Police Department union contract, and the ARPA small group Finance meeting. Roberts sought and received consensus to have a future Workshop discussion about fluoride in the City's water.

Mayor commented about the 2022 State Legislative session and the City's Legislative Priorities for the next session.

PUBLIC COMMENTS

No one from the public wished to speak.

ADJOURNMENT

The meeting adjourned at 5:48 p.m.



City Council Regular Meeting Minutes - DRAFT
Monday, March 21, 2022, 7:00 PM
Council Chambers 616 NE 4th Avenue

NOTE: Please see the published agenda packet for item attachments.

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Council Members Greg Anderson, Marilyn Boerke, Bonnie Carter, Don Chaney, Tim Hein, Leslie Lewallen and Shannon Roberts

Excused: Council Member Tim Hein

Staff: Bernie Bacon, Cliff Free, Jennifer Gorsuch, Cathy Huber Nickerson, Mitch Lackey, Trang Lam, Robert Maul, Bryan Rachal, Jeff Swanson, Connie Urquhart and Steve Wall

Press: Kelly Moyer, Camas-Washougal Post-Record (joined at 7:21 p.m.)

PUBLIC COMMENTS

Randal Friedman, Camas, commented about the City Administrator recruitment and the North Shore project.

CONSENT AGENDA

1. February 25, 2022 Camas City Council Special Meeting and March 7, 2022 Camas City Council Workshop and Regular Meeting Minutes
2. \$719,924.81 Automated Clearing House and Claim Checks Numbered 150314 - 150429
3. \$26,415 MacKay Sposito, Recreation & Conservation Office Grant Applications Professional Service Agreement (Submitted by Trang K. Lam)
4. TCF Architecture Professional Services Agreement Amendment No. 2 (Submitted by Steve Wall, Public Works Director)

5. Key Code Media Inc. Council Chamber Equipment Upgrade Quote #220173
(Submitted by Jennifer Gorsuch, Administrative Services Director)

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

NON-AGENDA ITEMS

6. Staff

There were no updates from staff.

7. Council

There were no updates from Council.

MAYOR

8. Mayor Announcements

There were no Mayor announcements.

9. Council Member Greg Anderson 25-Years of Service Recognition

Mayor Hogan thanked Council Member Anderson for his years of service and provided him with his 25-Year Service pin.

10. "No Smoking" Parks Signs – Recognition of Student Artist Winners
Presenter: Steve Hogan, Mayor

Mayor Hogan provided an overview of the contest and recognized the four winners.

MEETING ITEMS

11. 2022-2024 Collective Bargaining Agreement between City of Camas and Camas Police Officers' Association
Presenter: Jennifer Gorsuch, Administrative Services Director

It was moved by Boerke, and seconded, to approve the 2022-2024 Collective Bargaining Agreement with the Camas Police Officers' Association as presented and authorize the Mayor and Interim City Administrator to sign this three-year agreement. The motion carried unanimously.

PUBLIC COMMENTS

Randal Friedman, Camas, commented about the motivation for City engagement.

ADJOURNMENT

The meeting adjourned at 7:23 p.m.



CITY OF CAMAS
PROFESSIONAL SERVICES AGREEMENT

616 NE 4th Avenue
 Camas, WA 98607

343 Zone Reservoir Siting Analysis

THIS AGREEMENT is entered into between the **City of Camas**, a municipal corporation, hereinafter referred to as "the City", and **RH2 Engineering, Inc.**, hereinafter referred to as the "Consultant", in consideration of the mutual benefits, terms, and conditions hereinafter specified.

1. Project Designation. The Consultant is retained by the City to perform professional services in connection with the project designated as the **343 Zone Reservoir Siting Analysis**.
2. Scope of Services. Consultant agrees to perform the services, identified on **Exhibit "A"** attached hereto, including the provision of all labor, materials, equipment, supplies and expenses.
3. Time for Performance. Consultant shall perform all services and provide all work product required pursuant to this agreement by no later than **January 31, 2023**, unless an extension of such time is granted in writing by the City, or the Agreement is terminated by the City in accordance with Section 18 of this Agreement.
4. Payment. The Consultant shall be paid by the City for completed work and for services rendered for an amount not to exceed **\$97,890.00** under this agreement as follows:
 - a. Payment for the work provided by Consultant shall be made as provided on **Exhibit "B"** attached hereto, provided that the total amount of payment to Consultant shall not exceed the amounts for each task identified in **Exhibit "A"** (Scope of Services) inclusive of labor, materials, equipment supplies and expenses. Consultant billing rates are attached as **Exhibit "C"**.
 - b. The consultant may submit vouchers to the City once per month during the progress of the work for payment for project completed to date. Vouchers submitted shall include the Project Number designated by the City and noted on this agreement. Such vouchers will be checked by the City, and upon approval thereof, payment will be made to the Consultant in the amount approved. Payment to the Consultant of partial estimates, final estimates, and retained percentages shall be subject to controlling laws.
 - c. Final payment of any balance due the Consultant of the total contract price earned will be made promptly upon its ascertainment and verification by the City after the completion of the work under this agreement and its acceptance by the City.
 - d. Payment as provided in this section shall be full compensation for work performed, services rendered and for all materials, supplies, equipment and incidentals necessary to complete the work.
 - e. The Consultant's records and accounts pertaining to this agreement are to be kept available for inspection by representatives of the City and of the State of Washington for

a period of three (3) years after final payment. Copies shall be made available upon request.

5. Ownership and Use of Documents. All documents, drawings, specifications, electronic copies and other materials created by the Consultant in connection with the services rendered under this Agreement shall be the property of the City whether the project for which they are made is executed or not. The Consultant shall be permitted to retain copies, including reproducible copies, of drawings and specifications for information, reference and use in connection with Consultant's endeavors. Unauthorized reuse of materials produced by the Consultant other than as intended for this Agreement shall be without liability to the Consultant.
6. Compliance with Laws. Consultant shall, in performing the services contemplated by this agreement, faithfully observe and comply with all federal state, and local laws, ordinances and regulations, applicable to the services to be rendered under this agreement. Compliance shall include, but not limited to, 8 CFR Part 274a – Control of Employment of Aliens, § 274a.2 Verification of identity and employment authorization.
7. Indemnification. Consultant shall indemnify and hold the City of Camas, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including reasonable attorney fees, to the extent arising out of or resulting from the negligent acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the negligence of the City.

However, should a court of competent jurisdiction determine that this Agreement 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 Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant'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 Agreement.

8. Consultant's Liability Insurance.
 - a. Insurance Term. The Consultant shall procure and maintain for the duration of this Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.
 - b. No Limitation. Consultant's maintenance of insurance as required by the Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.
 - c. Minimum Scope of Insurance. Consultant shall obtain insurance of types and coverage described below:
 1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000.00 per accident. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be at least as broad as Insurance Services Office (ISO) form CA 00 01.
 2. Commercial General Liability insurance shall be written with limits no less than \$2,000,000.00 each occurrence, \$2,000,000.00 general aggregate. Commercial General Liability insurance shall be at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop-gap independent

contractors and personal injury and advertising injury. The Public Entity shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the Public Entity using an additional insured endorsement at least as broad as ISO endorsement form CG 20 26.

3. Professional Liability insurance appropriate to the consultant's profession. Professional Liability insurance shall be written with limits no less than \$2,000,000.00 per claim and \$2,000,000.00 policy aggregate limit.
 4. Workers' Compensation coverage as required by Industrial Insurance laws of the State of Washington.
 5. Verification. Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, showing the City of Camas as a named additional insured, evidencing the Automobile Liability and Commercial General Liability of the Consultant before commencement of the work.
- d. Other Insurance Provision. The Consultant's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain that they shall be primary insurance as respect to the City. Any Insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.
 - e. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A: VII.
 - f. Verification of Coverage. Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Agreement before commencement of the work.
 - g. Notice of Cancellation. The Consultant shall provide the City with written notice of any policy cancellation within two business days of their receipt of such notice.
 - h. Failure to Maintain Insurance. Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days notice to the Consultant to correct the breach, immediately terminate the Agreement or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.
 - i. City Full Availability of Consultant Limits. If the Consultant maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Consultant, irrespective of whether such limits maintained by the Consultant are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Consultant.
9. Independent Consultant. The Consultant and the City agree that the Consultant is an independent Consultant with respect to the services provided pursuant to this agreement. Nothing in this Agreement shall be considered to create the relationship of employer and employee between the parties hereto.

Neither Consultant nor any employee of Consultant shall be entitled to any benefits accorded City employees by virtue of the services provided under this Agreement. The City shall not be responsible for withholding or otherwise deducting federal income tax or social security or for

contributing to the state industrial insurance program, otherwise assuming the duties of an employer with respect to Consultant, or any employee of Consultant.

10. Covenant Against Contingent Fees. The Consultant warrants that he/she has not employed or retained any company or person, other than a bonafide employee working solely for the Consultant, to solicit or secure this contract, and that he has not paid or agreed to pay any company or person, other than a bonafide employee working solely for the Consultant, any fee, commission, percentage, brokerage fee, gifts, or any other consideration contingent upon or resulting from the award or making of this contract. For breach or violation of this warranty, the City shall have the right to annul this contract without liability or, in its discretion to deduct from the contract price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.
11. Discrimination Prohibited. During the performance of this Agreement, the Consultant, for itself, its assignees, and successors in interest agrees to comply with the following laws and regulations:
- Title VI of the Civil Rights Act of 1964
(42 USC Chapter 21 Subchapter V Section 2000d through 2000d-4a)
 - Federal-aid Highway Act of 1973
(23 USC Chapter 3 Section 324)
 - Rehabilitation Act of 1973
(29 USC Chapter 16 Subchapter V Section 794)
 - Age Discrimination Act of 1975
(42 USC Chapter 76 Section 6101 et seq.)
 - Civil Rights Restoration Act of 1987
(Public Law 100-259)
 - Americans with Disabilities Act of 1990
(42 USC Chapter 126 Section 12101 et. seq.)
 - 49 CFR Part 21
 - 23 CFR Part 200
 - RCW 49.60.180

In relation to Title VI of the Civil Rights Act of 1964, the Consultant is bound by the provisions of **Exhibit "D"** attached hereto and by this reference made part of this Agreement, and shall include the attached **Exhibit "D"** in every sub-contract, including procurement of materials and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto.

12. Confidentiality. The Consultant agrees that all materials containing confidential information received pursuant to this Agreement shall not be disclosed without the City's express written consent. Consultant agrees to provide the City with immediate written notification of any person seeking disclosure of any confidential information obtained for the City.
13. Work Product. All work product, including records, files, documents, plans, computer disks, magnetic media or material which may be produced or modified by the Consultant while performing the Services shall belong to the City. Upon written notice by the City during the Term of this Agreement or upon the termination or cancellation of this Agreement, the Consultant shall deliver all copies of any such work product remaining in the possession of the Consultant to the City.
14. Certification Regarding Debarment, Suspension, or Ineligibility and Voluntary Exclusion—Primary and Lower Tier Covered Transactions.
- a. The Consultant, defined as the primary participant and its principals, certifies by signing these General Terms and Conditions that to the best of its knowledge and belief that they:

6. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal or State department or agency.
 7. Have not within a three-year period preceding this contract, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public or private agreement or transaction, violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
 8. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this section; and
 9. Have not within a three-year period preceding the signing of this contract had one or more public transactions (federal, state, or local) terminated for cause of default.
- b. Where the Consultant is unable to certify to any of the statements in this contract, the Consultant shall attach an explanation to this contract.
 - c. The Consultant agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the BOARD.
 - d. The Consultant further agrees by signing this contract that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," as follows, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

Lower Tier Covered Transactions

1. The lower tier contractor certifies, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
 2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.
- e. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, person, primary covered transaction, principal, and voluntarily excluded, as used in this section, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the BOARD for assistance in obtaining a copy of these regulations.

15. Intellectual Property.

- a. Warranty of Non-infringement. Consultant represents and warrants that the Consultant is either the author of all deliverables to be provided under this Agreement or has obtained and holds all rights necessary to carry out this Agreement. Consultant further represents and warrants that the Services to be provided under this Agreement do not and will not infringe any copyright, patent, trademark, trade secret or other intellectual property right of any third party.
- b. Rights in Data. Unless otherwise provided, data which originates from this Agreement shall be a "work for hire" as defined by the U.S. Copyright Act of 1976 and shall be owned by the

City. Data shall include, but not be limited to reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, films, tapes, and sound reproductions. Ownership includes the right to copyright, patent, register, and the ability to transfer these rights.

16. Assignment. The Consultant shall not sublet or assign any of the services covered by this agreement without the express written consent of the City.
17. Non-Waiver. Waiver by the City of any provision of this agreement or any time limitation provided for in this agreement shall not constitute a waiver of any other provision.
18. Conflict of Interest. It is recognized that Consultant may or will be performing professional services during the Term for other parties; however, such performance of other services shall not conflict with or interfere with Consultant ability to perform the Services. Consultant agrees to resolve any such conflicts of interest in favor of the City. Consultant confirms that Consultant does not have a business interest or a close family relationship with any City officer or employee who was, is, or will be involved in the Consultant selection, negotiation, drafting, signing, administration, or evaluating the Consultant performance.
19. City's Right to Terminate Contract. The City shall have the right at its discretion and determination to terminate the contract following ten (10) calendar days written notice. The consultant shall be entitled to payment for work thus far performed and any associated expenses, but only after the city has received to its satisfaction the work completed in connection with the services to be rendered under this agreement.
20. Notices. Notices to the City of Camas shall be sent to the following address:
James Hodges
City of Camas
616 NE 4th Avenue
Camas, WA 98607
PH: 360-817-7234
FX: 360-834-1535
EMAIL: jhodges@cityofcamas.us

Notices to Consultant shall be sent to the following address:
Kyle Pettibone
RH2 Engineering, Inc.
5335 Meadows RD Suite 420
Lake Oswego, OR 97035
PH: 503-446-2816
EMAIL: kpettibone@rh2.com
21. Integrated Agreement. This Agreement together with attachments or addenda, represents the entire and integrated agreement between the City and the Consultant and supersedes all prior negotiations, representations, or agreements written or oral. This agreement may be amended only by written instrument signed by both City and Consultant. Should any language in any Exhibits to this Agreement conflict with any language in this Agreement, the terms of this Agreement shall prevail. Any provision of this Agreement that is declared invalid, inoperative, null and void, or illegal shall in no way affect or invalidate any other provision herof and such other provisions shall remain in full force and effect.
22. Arbitration Clause. In the event a dispute shall arise between the parties to this Agreement, and the parties are unable to resolve the dispute using good faith negotiations, it is hereby agreed that the dispute shall be referred to the Portland USA&M office or alternate service by agreement of the parties for arbitration in accordance with the applicable United States Arbitration and

Mediation Rules of Arbitration. The arbitrator's decision shall be final and legally binding and judgment be entered thereon.

Each party shall be responsible for its share of the arbitration fees in accordance with the applicable Rules of Arbitration. In the event a party fails to proceed with arbitration, unsuccessfully challenges the arbitrator's award, or fails to comply with the arbitrator's award, the other party is entitled to costs of suit, including reasonable attorney's fee for having to compel arbitration or defend or enforce award.

- 23. Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Washington.
- 24. Venue. The venue for any dispute related to this Agreement or for any action to enforce any term of this Agreement shall be Clark County, Washington.
- 25. Remedies Cumulative. Any remedies provided for under the terms of this Agreement are not intended to be exclusive, but shall be cumulative with all other remedies available to the City at law or in equity.
- 26. Counterparts. Each individual executing this Agreement on behalf of the City and Consultant represents and warrants that such individual is duly authorized to execute and deliver this Agreement. This Agreement may be executed in any number of counter-parts, which counterparts shall collectively constitute the entire Agreement.

DATED this _____ day of _____, 2022.

CITY OF CAMAS:

CONSULTANT: RH2 Engineering Inc.
Authorized Representative

By _____

DocuSigned by:
Kyle Pettibone
8024DCC3C3BA494...

Print Name _____

Print Name Kyle Pettibone

Title _____

Title Director

3/24/2022

EXHIBIT "A"
SCOPE OF SERVICES

EXHIBIT A
Scope of Work
City of Camas
343 Zone Reservoir Siting Analysis
February 2022

Background

The City of Camas (City) is a uniquely complicated water system due to the wide-ranging service elevations and variety of sources of supply. The City's 2019 *Water System Plan* (WSP) identified the need for a new 1.4 to 1.5 million gallon (MG) 343 Zone Reservoir to replace the existing Butler Reservoir as it is nearing the end of its useful life. The Butler Reservoir is located in the 343 Zone and also serves other lower pressure zones through pressure reducing valve (PRV) stations. The area served by the reservoir is the 343 Zone service area.

The WSP also identified widespread areas of low fire flow and pressure deficiencies in the 343 Zone service area. Improvements to resolve these deficiencies should be considered and coordinated with the design of the new reservoir to optimize the operation of the 343 Zone service area, maximize funding investments in water system infrastructure, and improve level of service to City customers.

The City has requested RH2 Engineering, Inc., (RH2) to provide engineering services to support the site selection and design of reservoir and distribution system improvements for the 343 Zone service area. Engineering services provided under this Scope of Work are generally expected to include the following:

Reservoir Siting and Conceptual Design. Analyses will be performed to identify potential reservoir sites for the replacement of the Butler Reservoir. Analyses also will be performed to identify other water system improvements necessary to integrate the new reservoir into the distribution system and to address the widespread pressure and fire flow deficiencies in the 343 Zone service area. Conceptual site and reservoir plans, and conceptual renderings for the selected preferred reservoir site will be developed to support the site acquisition and the City's stakeholder and public engagement efforts.

The following describes the overall understanding and assumptions used by RH2 in preparing this Scope of Work.

- *The base planning assumptions from previous water system planning efforts will be advanced to reconfirm the service area, demand projections, and level of service (LOS) goals for the new reservoir.*
- *This study will refine previous analyses and provide recommendations that will define the criteria for final reservoir sizing, siting, and property acquisition.*
- *RH2 will rely upon the accuracy and completeness of any information, data, and materials generated or produced by the City or others in relation to this Scope of Work.*

- *Project documents will be provided in electronic format to the extent possible. Deliverables will be provided in PDF format unless otherwise noted.*
- *It is assumed that the hydraulic model provided by the City is up to date for the existing water system, has been calibrated to industry standards, and runs without errors.*

Task 1 – Project Management

Objective: Perform project management services, including monthly invoicing, and attend planning and progress meetings.

Approach:

- 1.1 Perform project administration including monthly invoicing and budget control, bi-weekly planning and progress meetings, and preparation of meeting agendas and minutes.
- 1.2 Develop and maintain a list of data and materials required from the City.
- 1.3 Maintain frequent client communications, including phone calls and emails, in addition to the progress meetings.

RH2 Deliverables:

- Monthly invoices.
- Meeting agendas and minutes.
- List of data and materials required from the City.
- Phone calls and email communication as needed.

Task 2 – Reservoir Sizing and Preliminary Site Screening

Objective: Determine the required storage volume for the new reservoir. Perform a preliminary site screening of the Butler Reservoir, Camas Cemetery, and up to two (2) additional potential reservoir sites.

Approach:

- 2.1 Attend a project kickoff and informational meeting with the City. Discuss City project goals, reservoir sizing requirements, site selection ranking concepts, LOS goals, hydraulic modeling requirements, and planning duration. Discuss potential site constraints such as site zoning requirements, sensitive area designations, and property line setback requirements. Discuss other project stakeholders and their roles and level of involvement related to reservoir siting.
- 2.2 Prepare a table identifying the average and peak demand projections for the planning duration.
- 2.3 Summarize the existing and future water supply available to the 343 Zone service area for the purposes of the storage calculations. Include improvements planned at the Washougal Wellfield and identify estimated schedule of completion within the planning duration.
- 2.4 Perform storage calculations for the 343 Zone service area to confirm the required usable storage volume to meet operational, equalizing, standby, and fire flow storage needs for the

existing and future conditions. Identify opportunities for shared storage with adjacent pressure zones to optimize system-wide storage needs.

- 2.5 Review available topography, aerial imagery, and existing site plans for the City-owned Butler Reservoir and Camas Cemetery sites. Prepare site maps using available GIS data. Perform an initial fatal flaw analysis and determine if there are any major barriers that would limit construction of the proposed reservoir at either site. Estimate the approximate maximum reservoir dimensions that each site may support.
- 2.6 Perform a limited screening of the 343 Zone service area for other viable properties for reservoir siting as alternatives to the City-owned Butler Reservoir and Camas Cemetery sites. Coordinate with the City to identify known willing sellers within the viable property area and select up to two (2) other properties for further evaluation. Estimate the approximate maximum reservoir dimensions that the potential viable sites may support.
- 2.7 Prepare a technical memorandum summarizing the site screening and initial fatal flaw analysis with figure(s) showing the reservoir sites selected for further evaluation.

Provided by the City:

- Available GIS files, geotechnical studies, and aerials within the study area.
- Available survey and/or site plans for the Butler Reservoir and Camas Cemetery sites.
- Hydraulic model files.
- Attendance at project kickoff and informational meeting.

RH2 Deliverables:

- Attendance at project kickoff and informational meeting.
- Demand, supply, and storage calculations for the 343 Zone service area.
- Site screening technical memorandum and figure(s).

Task 3 – Hydraulic Analyses

Objective: Utilize the hydraulic model of the City’s water system to identify the improvements necessary to support a reservoir at each of the potential sites identified in Task 2 and to address pressure and fire flow deficiencies in the 343 Zone. Prepare a phasing plan for the improvements.

Approach:

- 3.1 Perform baseline steady-state hydraulic analyses to determine the existing water pressure and available fire flow in the 343 Zone service area using the hydraulic model of the water system.
- 3.2 Evaluate the existing 343 Zone service area and identify areas of low and high pressures and fire flow deficiencies.
- 3.3 Perform hydraulic analyses to identify conceptual water system improvements to integrate the proposed reservoir into the system at each of the potential sites and to coordinate the new

reservoir with an improvement plan to resolve pressure and fire flow deficiencies in the 343 Zone service area. The analyses will consider the following:

- Optimization of the level of service throughout the 343 Zone service area, including pressure and fire flow.
- Potential expansion of adjacent pressure zones or creation of new pressure zone(s).
- Future planned facilities that will impact the operation of the 343 Zone service area such as improvements at the Washougal Wellfield and the Forest Home Booster Pump Station replacement.
- Adding new water system facilities, including water main, booster pump stations, PRVs, individual PRVs, and check valves.
- Reconfiguring existing PRVs and restoring service to currently offline PRVs.
- Improvements to water system redundancy and resiliency.
- Potentially siting 343 Zone storage at two (2) different sites.
- Minimization of costs to the City, including project costs, additional operations and maintenance for new facilities, and life-cycle costs.

3.4 Identify the recommended reservoir dimensions to accommodate the hydraulic system and storage needs at each potential reservoir site based on the results of the hydraulic analyses.

3.5 Prepare figures showing the potential reservoir sites, conceptual system improvements, and the pressure and fire flows before and after the system improvements are complete.

3.6 Identify a phasing plan for the improvements that considers the improvements required to bring the reservoir online in an initial phase separate from the PRV, pressure zone, and fire flow improvements.

RH2 Deliverables:

- Figures showing potential reservoir sites, conceptual system improvements, and the pressure and fire flows before and after the system improvements are complete.
- Phasing plan for the recommended improvements.

Task 4 – Reservoir Siting Analysis

Objective: Develop a weighted scoring matrix and planning-level cost estimates to evaluate and prioritize the viable reservoir sites, and document the analysis in a technical memorandum. Meet with the City to select a preferred reservoir site.

Approach:

4.1 Meet with the City to review the potential reservoir sites and the conceptual water system improvements. Identify desired reservoir design features, construction material/type, access needs, and ancillary buildings.

- 4.2 Prepare planning-level opinions of probable construction cost (OPCC) and operational cost estimates for each reservoir site, including transmission/distribution main and other project-related system improvements.
- 4.3 Develop a weighted scoring matrix for ranking the reservoir sites to inform the selection of the preferred site.
- 4.4 Prepare a technical memorandum that summarizes the results of the hydraulic analyses, including recommendations for reservoir sizing and pressure and fire flow improvements, and the evaluation of viable reservoir sites and weighted criteria matrix. Transmit the draft technical memorandum to the City for review.
- 4.5 Meet with the City to review the technical memorandum and scoring matrix and select one (1) preferred site for a conceptual site plan.

Provided by the City:

- Attendance at two (2) project meetings.

RH2 Deliverables:

- Attendance at two (2) project meetings.
- OPCC and operational cost estimates for each viable reservoir site and project-related system improvements.
- Weighted scoring matrix for ranking the reservoir sites.
- Draft technical memorandum summarizing the hydraulic analyses and siting analysis.

Task 5 – Finalize Conceptual Design

Objective: Conduct a desktop survey of the selected site and develop conceptual site and reservoir plans, as well as an artistic rendering for the proposed reservoir. Revise and finalize the technical memorandum based on the selection of the preferred reservoir site and conceptual site and reservoir plans.

Approach:

- 5.1 Conduct a desktop survey of the site selected in Task 4 in sufficient detail to perform conceptual site design and include existing utilities, site topography, property lines, building setbacks, and easements. Subcontract with a licensed professional land surveyor to obtain utility locates using the One-Call system, perform aerial drone mapping, and provide up to four (4) hours of field work with a two (2) man survey crew to obtain supplemental mapping to address potential data gaps, private utility locates, and site topography.
- 5.2 Develop conceptual site and reservoir plans showing the proposed reservoir and foundation footprints, pipelines, vaults, support buildings, stormwater facilities, perimeter fencing, and access road/paving.
- 5.3 Prepare a conceptual rendering of the proposed reservoir and site.

5.4 Update and finalize the technical memorandum based on the City’s review comments, site selection, conceptual site and reservoir plans, and conceptual rendering.

Assumptions:

- *It is assumed that a full topographic survey will not be performed at this time and that the conceptual site plans will be prepared utilizing readily available mapping information, including aerial/drone imagery and GIS/LIDAR data.*

Provided by the City:

- Any readily available information on the highest rated property.
- Review and comment on the draft technical memorandum.

RH2 Deliverables:

- Conceptual site and reservoir plans.
- Conceptual rendering of proposed reservoir.
- Final technical memorandum summarizing the hydraulic analysis and site selection.

EXHIBIT "B"
COSTS FOR SCOPE OF SERVICES

EXHIBIT B**Fee Estimate****City of Camas****343 Zone Reservoir Siting Analysis****Feb-22**

Description	Total Hours	Total Labor	Total Subconsultant	Total Expense	Total Cost
Task 1 Project Management	32	\$ 7,194	\$ -	\$ 182	\$ 7,376
Task 2 Reservoir Sizing and Preliminary Site Screening	123	\$ 24,294	\$ -	\$ 2,093	\$ 26,387
Task 3 Hydraulic Analysis	97	\$ 17,591	\$ -	\$ 2,172	\$ 19,763
Task 4 Reservoir Siting Analyses	89	\$ 17,075	\$ -	\$ 692	\$ 17,767
Task 5 Finalize Conceptual Design	94	\$ 17,904	\$ 6,900	\$ 1,794	\$ 26,598
PROJECT TOTAL	435	\$ 84,058	\$ 6,900	\$ 6,932	\$ 97,890

**EXHIBIT “C”
CONSULTANT BILLING RATES**

EXHIBIT C		
RH2 ENGINEERING, INC.		
2022 SCHEDULE OF RATES AND CHARGES		
RATE LIST	RATE	UNIT
Professional I	\$158	\$/hr
Professional II	\$173	\$/hr
Professional III	\$190	\$/hr
Professional IV	\$205	\$/hr
Professional V	\$220	\$/hr
Professional VI	\$234	\$/hr
Professional VII	\$251	\$/hr
Professional VIII	\$261	\$/hr
Professional IX	\$261	\$/hr
Control Specialist I	\$143	\$/hr
Control Specialist II	\$156	\$/hr
Control Specialist III	\$171	\$/hr
Control Specialist IV	\$186	\$/hr
Control Specialist V	\$198	\$/hr
Control Specialist VI	\$212	\$/hr
Control Specialist VII	\$228	\$/hr
Control Specialist VIII	\$237	\$/hr
Technician I	\$120	\$/hr
Technician II	\$131	\$/hr
Technician III	\$148	\$/hr
Technician IV	\$160	\$/hr
Technician V	\$175	\$/hr
Technician VI	\$191	\$/hr
Technician VII	\$207	\$/hr
Technician VIII	\$218	\$/hr
Administrative I	\$78	\$/hr
Administrative II	\$92	\$/hr
Administrative III	\$111	\$/hr
Administrative IV	\$131	\$/hr
Administrative V	\$149	\$/hr
CAD/GIS System	\$27.50	\$/hr
CAD Plots - Half Size	\$2.50	price per plot
CAD Plots - Full Size	\$10.00	price per plot
CAD Plots - Large	\$25.00	price per plot
Copies (bw) 8.5" X 11"	\$0.09	price per copy
Copies (bw) 8.5" X 14"	\$0.14	price per copy
Copies (bw) 11" X 17"	\$0.20	price per copy
Copies (color) 8.5" X 11"	\$0.90	price per copy
Copies (color) 8.5" X 14"	\$1.20	price per copy
Copies (color) 11" X 17"	\$2.00	price per copy
Technology Charge	2.50%	% of Direct Labor
Mileage	\$0.585	price per mile (or Current IRS Rate)
Subconsultants	15%	Cost +
Outside Services	at cost	

EXHIBIT “D”
TITLE VI ASSURANCES

During the performance of this AGREEMENT, the CONSULTANT, for itself, its assignees, and successors in interest agree as follows:

1. **Compliance with Regulations:** The CONSULTANT shall comply with the Regulations relative to non-discrimination in federally assisted programs of the AGENCY, Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time (hereinafter referred to as the “REGULATIONS”), which are herein incorporated by reference and made a part of this AGREEMENT.
2. **Equal Opportunity Employer:** The CONSULTANT, In all services, programs, activities, hiring, and employment made possible by or resulting from this Agreement or any subcontract, there shall be no discrimination by Consultant or its selection and retention of sub-consultants, including procurement of materials and leases of equipment, of any level, or any of those entities employees, agents, sub-consultants, or representatives against any person because of sex, age (except minimum age and retirement provisions), race, color, religion, creed, national origin, marital status, or the presence of any disability, including sensory, mental or physical handicaps, unless based upon a bona fide occupational qualification in relationship to hiring and employment. This requirement shall apply, but not be limited to the following: employment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Consultant shall comply with and shall not violate any of the terms of Chapter 49.60 RCW, Title VI of the Civil Rights Act of 1964, the Americans With Disabilities Act, Section 504 of the Rehabilitation Act of 1973, 49 CFR Part 21, 21.5 and 26, or any other applicable federal, state, or local law or regulation regarding non-discrimination.
3. **Solicitations for Sub-consultants, Including Procurement of Materials and Equipment:** In all solicitations either by competitive bidding or negotiations made by the CONSULTANT for work to be performed under a sub-contract, including procurement of materials or leases of equipment, each potential sub-consultant or supplier shall be notified by the CONSULTANT of the CONSULTANT’s obligations under this AGREEMENT and the REGULATIONS relative to non-discrimination of the grounds of race, color, sex, or national origin.
4. **Information and Report:** The CONSULTANT shall provide all information and reports required by the REGULATIONS or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by AGENCY, STATE or the Federal Highway Administration (FHWA) to be pertinent to ascertain compliance with such REGULATIONS, orders and instructions. Where any information required of a CONSULTANT is in the exclusive possession of another who fails or refuses to furnish this information, the CONSULTANT shall so certify to the AGENCY, STATE or FHWA as appropriate, and shall set forth what efforts it has made to obtain the information.
5. **Sanctions for Non-compliance:** In the event of the CONSULTANT’s non-compliance with the non-discrimination provisions of this AGREEMENT, the AGENCY shall impose such AGREEMENT sanctions as it, the STATE or the FHWA may determine to be appropriate, including, but not limited to:
 - Withholding of payments to the CONSULTANT under the AGREEMENT until the CONSULTANT complies, and/or;
 - Cancellation, termination, or suspension of the AGREEMENT, in whole or in part.

6. Incorporation of Provisions: The CONSULTANT shall include the provisions of paragraphs (1) through (5) in every sub-contract, including procurement of materials and leases of equipment, unless exempt by the REGULATIONS, or directives issued pursuant thereto. The CONSULTANT shall take such action with respect to any sub-consultant or procurement as the AGENCY, STATE, or FHWA may direct as a means of enforcing such provisions including sanctions for non-compliance.

Provided, however that in the event a CONSULTANT becomes involved in, or is threatened with, litigation with a sub-consultant or supplier as a result of such direction, the CONSULTANT may request the AGENCY and the STATE enter into such litigation to protect the interests of the AGENCY and the STATE and, in addition, the CONSULTANT may request the United States enter into such litigation to protect the interests of the United States.

The United States Department of Transportation
Appendix A of the
Standard Title VI/ Non-Discrimination Assurances
DOT Order No. 1050.2A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration (FHWA), as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, national origin, sex, age, disability, income-level, or Limited English Proficiency (LEP) in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations as set forth in Appendix E, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 C.F.R. Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor’s obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, national origin, sex, age, disability, income-level or LEP.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the FHWA to be pertinent to ascertain compliance with such Acts, Regulations and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the FHWA, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor’s noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.

Incorporation of Provisions: The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

The United States Department of Transportation
Appendix E of the
Standard Title VI/ Non-Discrimination Assurances
DOT Order No. 1050.2A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees to comply with the following non-discrimination statutes and authorities, including, but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat.252), prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
 - The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
 - Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 *et seq.*), prohibits discrimination on the basis of sex);
 - Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, prohibits discrimination on the basis of disability; and 49 CFR Part 27;
 - The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), prohibits discrimination on the basis of age);
 - Airport and Airway Improvement Act of 1982, (49 U.S.C. § 471, Section 47123, as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
 - The Civil Rights Restoration Act of 1987, (PL 100-209), Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
 - Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations 49 C.F.R. parts 37 and 38.
 - The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
 - Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
 - Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 *et seq.*).



**CITY OF CAMAS
PROFESSIONAL SERVICES AGREEMENT
Amendment No. 3**

616 NE 4th Avenue
Camas, WA 98607

Project No. D1005

OSTENSON CANYON STORMWATER AND ROADWAY REPAIR PROJECT

THIS AMENDMENT (“Amendment”) to Professional Services Agreement is made as of the _____ day of _____, 2022, by and between the **City of Camas**, a municipal corporation, hereinafter referred to as "the City", and **PBS Engineering and Environmental**, hereinafter referred to as the "Consultant", in consideration of the mutual benefits, terms, and conditions hereinafter specified. The City and Consultant may hereinafter be referred to collectively as the “Parties.”

The Parties entered into an Original Agreement dated **May 19th, 2020**, by which Consultant provides professional services in support of the Project identified above. Except as amended herein, the Original Agreement shall remain in full force and effect.

1. **Scope of Services.** Consultant agrees to perform additional services as identified on **Exhibit “A”** (Amended Scope of Services) attached hereto, including the provision of all labor, materials, equipment, supplies and expenses, for an amount not to exceed **\$198,677.50**.
 - a. Unchanged from Original/Previous Contract
2. **Time for Performance.** Consultant shall perform all services and provide all work product required pursuant to this Amendment by:
 - a. Extended to December 31, 2022
 - b. Unchanged from Original/Previous Contract date of December 31, 2022

Unless an additional extension of such time is granted in writing by the City, or the Agreement is terminated by the City in accordance with Section 19 of the Original Agreement.
3. **Payment.** Based on the Scope of Services and assumptions noted in **Exhibit “A”**, Consultant proposes to be compensated on a time and material basis per **Exhibit “B”** (Costs for Scope of Services) with a total estimated not to exceed fee of:
 - a. Previous not to exceed fee: \$178,282.75
 - b. Amendment No. 3: \$198,677.50
 - c. **Total: \$376,960.25**
 - d. Consultant billing rates:
 - Modification to Consultant Billing Rates per **Exhibit “B”** attached herein
 - Unchanged from Original Contract


4. Counterparts. Each individual executing this Agreement on behalf of the City and Consultant represents and warrants that such individual is duly authorized to execute and deliver this Agreement. This Agreement may be executed in any number of counter-parts, which counterparts shall collectively constitute the entire Agreement.

DATED this _____ day of _____, 20__.

CITY OF CAMAS:

PBS ENGINEERING AND ENVIRONMENTAL:
Authorized Representative

By: _____

DocuSigned by:

By: _____
7AF035FA7AE64B5...

Print Name: _____

Print Name: **Cory M. Kratovil**

Title: _____

Title: **Project Manager**

Date: **3/24/2022**

EXHIBIT "A"
SCOPE OF SERVICES

AMENDMENT 3 - EXHIBIT "A"

CITY OF CAMAS, WASHINGTON

Construction Management Services

Exhibit "A"

Ostenson Canyon Stormwater and Roadway Repair – Amendment 3
City Project # D1005

INTRODUCTION

The City of Camas (City) has asked PBS to perform construction management support for the **Ostenson Canyon Stormwater and Roadway Repair** Project. The project is currently in the Final Design phase and is expected to start construction in Spring 2022. PBS is proposing the scope items below to accommodate this work.

In general, the construction engineering phase will involve, but not be limited to, the following key components and deliverables:

- 1) Preparation and submittal of monthly invoices to City for services performed
- 2) Construction management and administration
- 3) Attendance at preconstruction conference
- 4) Preparation of Record of Materials (ROM)
- 5) Review of material submittals
- 6) Tracking of weekly statements of working days
- 7) Prepare and review of contractor monthly pay estimates and submittal to City
- 8) Review of contractor proposals for alternate "or equal" materials
- 9) Lead and attend weekly on-site construction meetings preparing agendas as needed.
- 10) Construction engineering support
- 11) Construction Inspection
- 12) Preparation and submittal of construction record drawings after construction
- 13) Preparation of draft project closeout paperwork

Contract amendment #3 will cover out of scope work that occurred under Task 5 for design engineering. These are additional tasks that were not included in the original contract.

The project team currently includes:

- PBS – Civil and structural engineering, environmental and public involvement services
- GRI – Geotechnical engineering

Work under this contract is expected to last about 5 months.

ASSUMPTIONS

The following assumptions are specific to the work involved with construction management and inspection:

- 1) Construction duration is assumed to be 3 months. The completion date is assumed to be July 29, 2022.
- 2) The City will be responsible for bid opening, award, and contract execution for the proposed project.
- 3) As an extension of City staff, PBS will provide final approval of construction related paperwork items. City staff will have approval authority on changes that alter the scope, schedule, or budget on the construction project. The PBS Construction Manager will be responsible for distribution of paperwork items to the Contractor, City staff, and PBS' Construction Inspector.
- 4) The City staff, with assistance from the PBS Construction Manager, will be responsible for any negotiations or management of disputes with the Contractor, utility companies, or private property owners.
- 5) PBS will maintain documentation as items are reviewed and approved.
- 6) In this scope, "PBS" is used to represent PBS' Construction Manager, Project Assistant, Project Inspector, and subconsultants unless otherwise indicated in the task description.

SCOPE OF WORK

Task 5: Design Engineering

Following includes out of scope items performed as part of the preliminary and final design effort:

- Soldier Pile Wall was selected, Project team will move forward with 10-15% design with remainder of budget – Complete
- Additional stormwater alternative analysis
- Sidewalk extension evaluation
- Presentation for City Council
- Winterizing plan
- City requested the energy dissipater to be anchored to the wall

Total amount of out-of-scope work performed under Task 5 is \$6,457.50.

Task 9: Project Management and Coordination

Subtask 9.1: Contract Administration, Invoicing, and Progress Reports

PBS will perform project management services to include the following:

- 1) Prepare and submit monthly invoices. Each invoice will include date period covered by invoice, number of hours worked during the billing period with billing rates shown, expenses, total cost for labor and expenses for the billing period, and a total amount summarizing labor and expenses. No additional markup will be included in the billing by PBS. Assumes project set-up and 5 monthly invoices.
- 2) Prepare an Invoice Summary Report to accompany the monthly invoices. The Invoice Summary Report will list the total amount billed to date, total amount remaining under contract, and contract expiration date for each contract task.
- 3) Maintain contract-required documentation. Provide copies of project files and records to the City for audits and public information requests. Final documents shall be provided in paper format unless

the entire life cycle of the documents was completed in electronic format. Copies will be provided to the City on a weekly basis through a project Sharepoint site or paper copies as requested.

Deliverables

- 1) Monthly invoices, and Invoice Summary Reports
- 2) Project documentation

Subtask 9.2: Preconstruction and Kickoff Meetings

- 1) An initial kickoff/coordination meeting will be conducted with PBS' project team and City staff to establish procedures/protocols and communication requirements for the project. This meeting should occur prior to bid opening.
- 2) PBS will assist City staff with the bid opening, award and execution of the construction contract.
- 3) PBS will assist the City with coordination of the preconstruction conference. PBS will schedule the conference, invite attendees, produce an agenda, and take meeting notes.
- 4) Pre-bid meeting, if required.

Assumptions:

- 1) Coordination and pre-construction meetings will be attended by the PBS construction services manager, design engineer, office engineer and inspector.

Deliverables

- 1) Kickoff coordination meeting agenda and notes provided to the City.
- 2) Preconstruction conference meeting agenda and notes provided to the City and the prime Contractor.

Subtask 9.3: Utility Coordination

PBS will coordinate with the Contractor and the franchise utilities to facilitate relocation and/or protection of private utilities.

Assumptions:

- 1) Assume 2 site meetings with the contractor and the impacted utilities for coordination.

Deliverables

- 1) Copies of written communications with utilities.
- 2) Meeting minutes and follow up from utility coordination meetings.

Task 10: Construction Surveying and Staking

Subtask 10.1: Construction Staking

The Contractor will be responsible for construction staking. PBS will provide control points one time at the beginning of construction. PBS will also be available for to field check construction staking on as 'as requested' basis. An allowance of 2 days of 2-man crew time are included in the contract for budgeting purposes.

Assumptions:

- 1) PBS Construction Manager will verify with City prior to any survey checks performed by PBS staff.

Deliverables

- 2) Copies of staking sheets for the piles and storm structures
- 3) Copies of R/W and easement staking report

Subtask 10.2: Wall Monitoring

PBS will provide monitoring points at the beginning of construction for the adjacent structure at the corner of NW Ostenson Canyon Rd and NW 18th Loop. PBS will add additional points on top of the constructed wall and along the improvements once constructed.

Assumptions:

- 1) 8 hours of field work for the initial survey monitoring set-up.
- 2) PBS will monitor the area 6 times during construction.
- 3) PBS will monitor the area twice a month for 3 months at the completion of construction.

Deliverables

- 1) Copies of monitoring reports.

Task 11: Construction Management and Construction Engineering**Subtask 11.1: Manage Record of Materials (ROM)**

PBS will prepare a Record of Materials (ROM) and maintain a documented record of material submittals. PBS will log in and track each approved submittal by the City. PBS duties will include the following:

- 1) PBS will develop the ROM with material acceptance criteria.
- 2) PBS will provide the City with a draft ROM for approval and update the ROM acceptance criteria as needed by the City during construction.
- 3) PBS will collect and organize the documentation to fill out the ROM.
- 4) PBS will create bid item packages to contain all the pertinent information for each major task and include material documentation and verification, testing results, and inspection reports.
- 5) PBS will receive, review, and maintain material submittals. Upon completion of review, PBS will provide approved submittals to the City of appropriate approval requirements for material submittals. PBS will transmit the approvals to the Contractor.

Assumptions:

- 1) The ROM will be based on the items in the current engineer's estimate. Assumes 14 bid item packages.
- 2) Assume 4-hours for each bid item package.
- 3) Assumes up to 28 material submittals covering materials as listed in the current engineer's estimate.
- 4) Assumes 2 hours per submittal.

Deliverables

- 1) Record of Materials (ROM)
- 2) Bid item packages with the back-up documentation organized for each item.

Subtask 11.2: On-Site Meetings

PBS will attend on-site project progress and utility coordination meetings. Other specific pre-work meetings may include the following (based on need during construction or Contractor request): traffic control/staging, construction surveying, HMA paving, and striping. PBS will issue meeting notes for each meeting attended. Generally, PBS' Construction Manager or Project Assistant, PBS Inspector, and Contractor will be in

attendance. Progress meetings will be used to promote effective communication between the City, PBS, Contractor, and other project stakeholders.

Assumptions:

- 1) Assumes 12 on-site meetings of up to 2-hours each.
- 2) Assume 2-hour per meeting and agenda and notes

Deliverables

- 1) Construction meeting notes provided to the City.

Subtask 11.3: Construction Administration and Engineering

PBS' Construction Manager will coordinate with the PBS Inspector and City staff throughout the duration of the project, keep a record of decisions made, review and recommend solutions to change order requests, and review progress and final progress estimates. PBS will review and track Contractor labor compliance documentation, including subcontracts, utilization reports, and subcontractor paid reports. PBS will review the following submittals, including but not limited to: traffic control plans, staging plans, erosion and pollution control plans, quality control plan, construction schedules, and others required by construction contract specifications. Approvals will be by the City Engineer.

PBS duties will include the following:

- 1) PBS will receive and review the SPCC Plan and provide the City with a recommendation of approval criteria.
- 2) PBS will review the Contractor's proposed Monthly Pay Estimate. PBS will provide a draft Monthly Pay Estimate to the City for review and approval. Assumed a total of three (3) monthly estimates plus the final estimate.
- 3) PBS will receive and review daily reports recording pertinent information such as: Contractor's hours on the site, weather conditions, and data relative to potential Change Orders, Minor Change Orders, or changed conditions, site visitors, daily activities, and decisions.
- 4) PBS will receive and review Contractor's Erosion Control Inspection reports. PBS will notify the City staff if any irregularities or concerns are identified.
- 5) PBS will receive, review, and determine the acceptability of schedules provided by the contractor. These may include the Progress Schedule, Schedule of Submittals, and Schedule of Values.

Assumptions:

- 1) Assumes 1 review of each document
- 2) Assumes 4 hours to compile quantities and create the pay estimate
- 3) Assumes half of the documents will have to be returned to the Contractor for re-submittal.
- 4) Assume re-review for half of submitted documents

Deliverables

- 1) Copies of plans and reports provided by the Contractor with approval
- 2) Copies of Erosion Control Inspection Reports to the City
- 3) Draft of Monthly Pay Estimates for review and approval
- 4) Copies of Inspector's daily reports
- 5) Copies of written communications
- 6) Record of field decisions
- 7) Record of Contractor labor compliance, including subcontracts

- 8) Copies of Schedules provided by the Contractor

Subtask 11.4: Response to Questions and Change Orders

PBS will assist the City in response to requests for information (RFI) and response for clarifications (RFC) by the Contractor and provide supplemental information as needed to maintain the progress of the work. If field adjustments are required, as a result of a change in conditions or a desired change by the City, PBS will prepare necessary change order documents and plan revisions for approval by City staff. PBS will provide the City with draft change order documents for review, approval, and issuance to the Contractor.

PBS' duties will include the following:

- 1) PBS will assist the City with addressing construction questions and Request for Information (RFI) from the Contractor.
- 2) PBS will assist the City with processing Request for Clarification (RFC) from the Contractor.
- 3) PBS will assist the City with preparing field directives and change orders and provide these to the City for approval and issuance to the Contractor.
- 4) PBS will prepare design changes associated with change orders (including exhibits) during the construction process.

Assumptions:

- 1) Address up to 5 RFI's
- 2) Process up to 5 RFC's
- 3) Prepare up to 5 field directives and 3 change orders
- 4) Prepare up to 2 design changes.

Exclusions: Approval of change order paperwork to Contractor.

Deliverables

- 1) Copies of RFIs to the City staff
- 2) Copies of RFCs to the City staff
- 3) Draft Change Orders to the City for approval and issuance to the Contractor
- 4) Plan sheets for design changes

Task 12: Construction Observation

Subtask 12.1: Site Visits

PBS' Construction Manager will perform site visits as necessitated by concerns or issues arising from construction, or when requested by the City.

Assumptions:

- 1) 5 site visits for the construction manager, 4 hours each.
- 2) 2 site visits for the design project manager, 4 hours each.

Deliverables

- 1) Copies of written communications
- 2) Copies of observation reports

Subtask 12.2: Material Testing

PBS will perform material testing with the Geotechnical staff.

Assumptions:

- 1) Assumes material testing as follows:
 - CSBC
 - Three grading, SE and fracture
 - Three compaction tests
 - HMA
 - One complete mix tests (graduation, oil content, rice density)
 - One aggregate only tests
 - Two compaction tests
 - Gravel backfill for pipe zone
 - Six compaction tests
 - Concrete
 - Two grading on coarse aggregate
 - Two grading on fine aggregate
 - Two sets cylinders and breaks

Deliverables:

- 1) Copies of test results and reports.

Subtask 12.3: Inspection Services

PBS shall provide on-site construction inspection services. The PBS' construction inspector will be the Engineer's agent for the project and will act as directed by, and under the supervision of the engineer. The inspector's oversight pertaining to the Contractor's work shall, in general, be with the engineer and Contractor, keeping the City staff advised as necessary. The inspector's interaction with subcontractors shall only be through, or with, the full knowledge and approval of the Contractor. The inspector shall communicate with City staff, with the knowledge of and under the direction of the engineer. For budgeting purposes, this assumes half-time inspection for 12 weeks during a total project time of 3 months. The inspector responsibilities will include the following:

- 1) Inspector will serve as the engineer's liaison with Contractor, working principally through Contractor's superintendent, and assist in providing information regarding the intent of the Contract Documents.
- 2) Inspector will assist in obtaining additional details or information from the City staff when required for proper execution of the work.
- 3) Inspector will conduct on-site observation of the project to ensure work is completed in accordance with the Contract Documents and advise the City staff if any changed conditions are encountered.
- 4) Inspector will coordinate in advance of scheduled major inspections, or specialty inspections and verify that appropriate City staff personnel are present, and that adequate records are kept.
- 5) Inspector will prepare a daily inspector report recording pertinent information such as: Contractor's hours on the site, weather conditions, and data relative to potential Change Orders, Field Orders, or changed conditions, site visitors, daily activities, and decisions.
- 6) Inspector will immediately notify the City staff of any site accidents, emergencies, acts of God endangering the work, or damage to property.
- 7) Inspector will review the contractor's pay estimates to ensure work being paid for has been completed. Inspector will track and process materials-on-hand in accordance with the Contract Documents.

- 8) Inspector will track bid item quantities daily.
- 9) Inspector will represent the City when communicating with Camas citizens.
- 10) Landscape Architect will be on site to inspect the plant material, irrigation, planting procedures and plant establishment.

Assumptions:

- 1) Project inspector on site up to 4 hours per day for 12 weeks over a total project time of 3 months.
- 2) Landscape Architect on site up to 4 hours for 2 days.

Deliverables

- 1) Daily Inspection Reports.
- 2) Daily Tracking of Bid Item Quantities.
- 3) Project photos

Task 13: Geotechnical Construction Support - GRI

Subtask 13.1: Geotechnical Inspection

GRI will provide geotechnical inspection for the City and PBS during the construction stage of the project including:

- 1) Prepare up to four (4) monthly progress reports associated with Geotechnical Engineering CM Services.
- 2) Prepare for and attend a pre-construction meeting in Camas.
- 3) Review contractor material submittals for the soldier pile wall design elements as to compliance with the approved plans and specifications.
- 4) Provide up to 30 days of inspection for the pile installation, backfill and tieback installation and testing. Assume 11-hour days.
- 5) Visit site as requested from the City and/or PBS to review construction progress, answer questions, and help resolve in-field design decisions. GRI assumes up to ten (10) site visits outside of the wall work.

The scope of construction engineering is limited to the hours shown in the attached budget.

Assumptions:

- 1) Assumes project inspector on site up to 11 hours per day for 30 days during the soldier pile wall installation.

Deliverables:

- 1) *Daily Inspection Reports*
- 2) *Material and Compaction test reports*
- 3) *Final Summary Letter*

Task 14: Project Closeout and As-Builts

Subtask 14.1: As-Builts

The Final Plans will be revised to conform to construction record drawings from information supplied by the Contractor, and as reviewed by the PBS inspector.

PBS' duties will include the following:

- 1) PBS will review Construction Record Drawings provided by the Contractor.
- 2) PBS will as-built survey the Soldier pile wall and install targets for any additional monitoring in the future.
- 3) PBS will submit draft As-Built Drawings for City review
- 4) PBS will revise the As-Built drawings based on City comments and submit final As-Built drawings for approval.

Deliverables

- 1) Reviewed Construction Record Drawings.

Subtask 14.2: Closeout Documentation

PBS will compile project closeout documentation and coordinate with the Contractor and the City to obtain the required documents. PBS will assemble project documentation and deliver to the City at project completion.

- 1) PBS's Construction Manager, Inspector and the City staff will perform final inspections and will create a list of punch list items. PBS's Construction Manager and the City staff will establish dates of substantial, physical, and contract completion.
- 2) PBS will prepare draft letters of substantial, physical, and contract completion for review, approval, and issuance by the City.
- 3) PBS will assemble construction documentation in binders for delivery to the City.
- 4) PBS will represent City staff in WSDOT/HLP file and project reviews and audits.

Deliverables

- 1) Draft letters of substantial, physical, and contract completion for approval and issuance by the City
- 2) Hard copy of construction documentation and electronic files on CD

EXHIBIT "B"
COSTS FOR SCOPE OF SERVICES

**Exhibit B
Ostenson Canyon Stormwater and Roadway Repair - CM Budget
Amendment #3**

City of Camas, Washington
Friday, March 11, 2022

PBS

Task and Description	ENG MGR VII	ENG VI	ENG I	LA/PA V	Survey IV PLS	Survey II	Survey 2-Person Crew	Const IV	PRJ ADMIN II	Expense	SUBCONSULTANTS		SUB TOTAL	BUDGET AMOUNT
											PBS TOTAL	GRI Columbia West		
Task 5: Design Engineering											6,457.50		0.00	6,457.50
Task 5: Out of Scope Items											6,457.50		0.00	\$6,457.50
Task 9: Project Management and Coordination											3,890.00		0.00	3,890.00
Sub-Task 9.1: Contract Administration, Invoicing, and Progress Reports	5.00								5.00		1,450.00		0.00	\$1,450.00
Sub-Task 9.2: Preconstruction and Kickoff Meetings	4.00							4.00			1,300.00		0.00	\$1,300.00
Sub-Task 9.3: Utility Coordination	6.00										1,140.00		0.00	\$1,140.00
Task 10: Construction Survey and Staking											20,520.00		0.00	20,520.00
Sub-Task 10.1: Construction Staking					8.00	12.00	20.00			60.00	6,580.00		0.00	\$6,580.00
Sub-Task 10.2: Wall Monitoring					30.00		48.00			200.00	13,940.00		0.00	\$13,940.00
Task 11: Construction Management and Engineering											51,310.00		0.00	51,310.00
Sub-Task 11.1: Manage Record of Materials (ROM)	60.00			8.00					80.00		20,520.00		0.00	\$20,520.00
Sub-Task 11.2: On-Site Meetings	8.00	4.00								50.00	2,270.00		0.00	\$2,270.00
Sub-Task 11.3: Construction Administration and Engineering	40.00								60.00		13,600.00		0.00	\$13,600.00
Sub-Task 11.4: Response to Questions and Change Orders	40.00	8.00	16.00						40.00		14,920.00		0.00	\$14,920.00
Task 12: Construction Observation											32,180.00		10,000.00	42,180.00
Sub-Task 12.1: Site Visits	20.00	8.00								50.00	5,250.00			\$5,250.00
Sub-Task 12.2: Material Testing	6.00								4.00		1,540.00	10,000.00	10,000.00	\$11,540.00
Sub-Task 12.3: Inspection Services				6.00				180.00		250.00	25,390.00		0.00	\$25,390.00
Task 13: Geotechnical Support											1,140.00		64,000.00	65,140.00
Sub-Task 13.1: Geotechnical Support	6.00										1,140.00	64,000.00	64,000.00	\$65,140.00
Task 14: Project Closeout and As-Builts											9,180.00		0.00	9,180.00
Sub-Task 14.1: As-Builts	6.00		24.00					8.00			5,100.00		0.00	\$5,100.00
Sub-Task 14.2: Closeout Documentation	8.00			4.00					20.00		4,080.00		0.00	\$4,080.00
TOTAL HOURS	209.00	20.00	40.00	18.00	38.00	12.00	68.00	192.00	209.00					
HOURLY RATES	190.00	175.00	120.00	140.00	130.00	115.00	205.00	135.00	100.00					
TOTAL DOLLARS	39,710.00	3,500.00	4,800.00	2,520.00	4,940.00	1,380.00	13,940.00	25,920.00	20,900.00	610.00	124,677.50	64,000.00	10,000.00	74,000.00

**2022-2024 GRANT AGREEMENT
BETWEEN**

City of Camas (“City” or “Grantor”)
616 NE 4th Avenue
Camas, WA 98607

AND

Watershed Alliance of Southwest Washington (“Contractor” or “Grantee”)
PO Box 177 – 803 Grand Blvd. A3
Vancouver, Washington 98660

Contract Period:
Beginning: May 1, 2022
Ending: December 31, 2024

Contract:
Budget Authority: **\$35,000**
City Funding Source: Stormwater Fund

Program/Services Being Funded: **ONGOING ENVIRONMENTAL RESTORATION,
STEWARDSHIP, OUTREACH, SUSTAINABILITY AND
RELATED SERVICES**

Grantee Contact	City Contact
Sunrise O’Mahoney, Executive Director 360-852-9189	Steve Wall, Public Works Director 360-817-7899
sunrise@thewatershedalliance.org	swall@cityofcamas.us

City of Camas, a municipal corporation formed under the laws of the State of Washington and the Watershed Alliance of Southwest Washington (Contractor or Grantee) agree to the terms and conditions of the 2022-2024 Grant Agreement by signing below:

CITY OF CAMAS:

**WATERSHED ALLIANCE OF
SOUTHWEST WASHINGTON:**

Steven C. Hogan, Mayor Date

Sunrise O’Mahoney, Executive Director Date

ATTEST:

Bernie Bacon, City Clerk Date

APPROVED AS TO FORM

Shawn MacPherson, City Attorney Date

SPECIAL TERMS AND CONDITIONS
STORM WATER DRAINAGE FUNDS DIRECT GRANT

This is a Grant Agreement between the City of Camas (City) and the Vancouver Watersheds Council (DBA Watershed Alliance of Southwest Washington) (Grantee), a 501 (c)(3) non-profit organization, for planning, development and coordination of ongoing opportunities and programs that engage Camas citizens and businesses in stewardship, partnerships, education, outreach, and volunteer service. This contract is for a direct grant and is intended to fulfill, in part, the City's responsibilities and obligations under its State issued National Pollutant Discharge Elimination Stormwater (NPDES) Permit and to promote and enhance stewardship and community support for protecting and restoring the natural environment within Camas' watersheds. As the recipient for this grant the Watershed Alliance of Southwest Washington is required to annually accomplish the statement of work outlined in a following section. The statement of work and budget under this grant may be modified at the discretion of the City in agreement with the Watershed Alliance.

I. APPLICABLE REGULATIONS

The Grantee shall provide services in compliance with the Grant Agreement, City policies and procedures and any subsequent legislation and or amendments herein incorporated by reference, as well as with state laws and regulations.

II. PERIOD OF PERFORMANCE

This Grant Agreement covers the period identified on the Agreement Cover and Signature Page. The annual budget provided for herein is contingent on adoption of the City's biennial budget and may be amended and the tasks modified or terminated upon a 90 day notice if the budget is not approved or the City's priorities shift.

III. RECORDS RETENTION

The Grantee shall:

- A. Retain all financial, statistical, property, materials, supplies, participant records, and supporting documentation for a period of six (6) years from the end of this Grant Agreement.
- B. If any litigation, audit or bankruptcy is begun, or if a claim is instituted involving the Grant Agreement or any agreement covered by the records, retain the related records until the litigation, audit, or claim has been finally resolved.

IV. DUPLICATION OF COSTS

The Grantee certifies that work performed under this Grant Agreement does not duplicate any work to be charged against any other Grant Agreement, Statement of Work, or other source.

V. PAYMENT PROCEDURES

The City shall pay the Grantee an amount not to exceed that shown on the Agreement Cover and Signature Page for providing the services described in the Statement of Work, in accordance with the following provisions:

- A. The Grantee shall submit quarterly:
 - 1. An invoice that includes a budget detailing expenditures for the period of service and the Grant Agreement number;
- B. Request for Payment shall typically be submitted by the Grantee with quarterly reports as noted in the Statement of Work Section III Tasks/Outputs/ Deliverables and Appendix A.
- C. Payment to the Grantee shall be processed within 30 days after receipt of an Invoice and Payment Request Form.
- D. Grant Agreement Closeout: The Grantee shall submit the final payment request by January 31, 2025.

VII. GRANTEE FINAL REPORTING REQUIREMENTS

The Grantee is obligated to submit a final report after the close of the Grant Agreement period, or upon termination of the Grant Agreement for any reason. Final report shall include:

- A. Summary of how the funds were used.
- B. Copy of Grantee's Annual Report or summary of programs and accomplishments.
- C. Copy of Grantee's financial statement for the most recent fiscal year (this may be a component of the Annual Report).
- D. Summary of Grantee's budget expenditures for the Period of Performance.
- E. Notwithstanding the above, Subsection III (Task areas 4, 5 and 6) of the Statement of Work details other reporting requirements to be met by the Grantee throughout the period of performance.

VIII. INSURANCE

The Grantee shall provide to the City a certificate showing general commercial liability insurance to protect against legal liability arising out of Grant Agreement activity. Such insurance shall provide a minimum of \$2,000,000 per occurrence and \$2,000,000 per general aggregate limit, with a maximum deductible of \$5,000. The Grantee shall provide insurance covering its employees and volunteers through a commercial general liability insurance (CGL) policy that is primary against any other collectible insurance, noncontributory, annually renewing, and an occurrence based policy. This insurance shall have minimum limits of \$1,000,000 per occurrence, combined single limit for bodily injury liability, and property damage liability and a \$1,000,000 general aggregate limit.

The Grantee shall provide proof of insurance on an ACORD Certificate(s) of Liability Insurance form, which the Grantee shall provide to the City not later than 30 days following the effective date of this Agreement, or shall provide evidence of self- insurance. Each certificate shall show the coverage, deductible, policy period and amount of coverage, and shall name City of Camas as an additional insured. Certificates shall be renewed and submitted annually to stay in force throughout the period of performance and shall be endorsed to state that coverage will not be suspended, voided, canceled, or reduced without a 30 day written notice by certified mail (return receipt requested) to the City. Cancellation of a policy is grounds for termination of the Grant Agreement.

IX. FISCAL REQUIREMENTS

The Grantee shall comply with GAAP - Generally Accepted Accounting Principles and meet the financial management systems requirements of this Grant Agreement as defined in Appendix A. In the event the Grantee receives more than \$500,000 of federal awards during a fiscal year, an independent audit must be performed in compliance with OMB Circular A-133 (i.e. "Single Audit"). The City shall be afforded the opportunity during the period of performance and for three years afterwards to undertake or contract for its own or a follow-up audit(s).

X. TERMINATION

The City or Grantee may terminate this Grant Agreement in whole or in part for any reason by providing written notice to the other party at least thirty (30) days prior to the date of termination. In the event the City determines in its sole discretion that the Grantee is not materially complying with the terms of the Grant Agreement, and following the issuance of a notice of breach or default for cause, the City may terminate this contract in fewer than thirty (30) days.

XI. FINANCIAL MANAGEMENT SYSTEMS

The Grantee's financial systems shall comply with the requirements of OMB Circular A-122, "Cost Principles for Non-Profit Organizations," and shall contain the following:

- A. Accurate, current and complete disclosure of the financial results of each Grant Agreement;
- B. Records that identify and distinguish the source and application of funds;
- C. Reasonable control over and full accountability for all funds, property, and other assets;
- D. Comparison of actual outlays with budgeted amount for each contract;
- E. Procedures for determining reasonableness and allocability of costs;
- F. Accounting records that are supported by source documentation; and
- G. Procedures for timely and appropriate resolution of audit findings and recommendations.

XII. ENTIRE AGREEMENT

The parties agree that this Grant Agreement is the complete expression of the terms hereto, and any oral representations or understanding not incorporated herein are excluded. Further, any modification of this Grant Agreement shall be in writing and signed by both parties. Failure to comply with any of the provisions stated herein shall constitute material breach of contract and cause for termination. Both parties recognize that time is of the essence in the performance of this Grant Agreement. The parties agree that the forgiveness of non-compliance with any provision of this Grant Agreement does not constitute a waiver of the provisions of this Grant Agreement.

XIII. AMENDMENTS/MODIFICATION.

Either Party may request amendment or modification of this Agreement at any time. Such request shall be provided in writing. The Parties shall make a good faith attempt to respond to such requests within thirty (30) days of receipt of the request. Notwithstanding the foregoing, the provisions of this Agreement may be amended or modified only upon the mutual consent of the Parties. No additions to, or alterations of, the terms of this Agreement shall be valid unless made in writing and formally approved and executed by the duly authorized agents of both Parties.

XIV. NO THIRD-PARTY BENEFICIARY.

Grantee does not intend by this Agreement to assume any contractual obligations to anyone other than the City. The City does not intend by this Agreement to assume any contractual obligations to anyone other than the Grantee. The Grantee and the City do not intend there be any third-party beneficiary to this Agreement.

XV. INDEMNIFICATION.

Grantee shall indemnify and hold the City of Camas, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Grantee in performance of this Agreement, to include, but not be limited to, activities over, upon and across non-City-owned property in fulfillment of the 2022-2025 Grant Agreement, except for injuries and damages caused by the sole negligence of the City.

However, should a court of competent jurisdiction determine that this Agreement 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 Grantee and the City, its officers, officials, employees, and volunteers, the Grantee's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Grantee's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Grantee'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 Agreement.

XVI. RIGHT OF ENTRY AND ACCESS AGREEMENT.

An executed Right of Entry and Access Agreement shall be pre-approved by the City prior to access by any person or contractor to any and all City-owned property.

XVII. RESOLUTION OF DISAGREEMENTS.

In the event of a continuing dispute between the Parties under this Agreement, each Party shall designate an appropriate representative to facilitate the resolution of the dispute according to a procedure established by the representatives and authorized by law including but not limited to mediation. The representatives shall meet within fifteen days of either Party's request and shall use their best efforts to resolve the dispute in a manner acceptable to both Parties. The representatives' negotiated resolution shall be subject to approval by each of the Parties' duly authorized agents. In the event that dispute resolution fails and either party seeks to take legal action, the venue for that action shall be in Clark County Washington Superior Court.

XVIII. DOCUMENT EXECUTION AND FILING.

The City and the Grantee agree that there shall be two (2) duplicate originals of this Agreement procured and distributed for signature by the necessary officials of the City and the Grantee. Upon execution, the executed duplicate of this Agreement shall be returned to the Camas City Clerk and one shall be retained by the Grantee.

XIX. RATIFICATION.

Acts taken in conformity with this Grant Agreement prior to their effective date(s) are hereby ratified and affirmed.

XX. SEVERABILITY.

If any section or part of this Agreement is held by a court to be invalid, such action shall not affect the validity of any other part of this Agreement.

XXI. NON-ASSIGNMENT.

This Grant Agreement may not be assigned by either party.

STATEMENT OF WORK

Watershed Alliance of Southwest Washington – 2022-2024 Grant Agreement Ongoing Environmental Restoration, Stewardship, Outreach and Sustainability

I. FUND USE

The grant funds are provided for planning, development and coordination of ongoing projects and programs that support the City’s goals for environmental preservation/restoration in both riparian and upland areas. Through engagement and participation of the Camas community, efforts that promote a sense of ownership and caring for the natural environment will encourage stewardship and volunteer service.

The Grantee shall coordinate with the City to undertake restoration of chosen properties to create more contiguous ecosystems along identified riparian areas. The Grantee shall undertake education and outreach programs and lead or participate in events to inform the public on topics related to environmental and water quality issues.

The Grantee may use the funds to grow and sustain its organizational capacity as a unique, independent, non-profit organization focused on and dedicated to the local watersheds and its organizational mission and purpose. Funds provided by the City shall be used to accomplish tasks and activities specified in this grant.

In communicating with the public, partners, the media, and others, about Grantee’s programs, events, and activities, Grantee staff and volunteers may, where appropriate and coordinated with the City, represent that they are acting in coordination with the City or in coordination with City related projects and priorities. It is acceptable to indicate that City of Camas funding helps support certain Grantee efforts where this is the case; however, it is important to the City that a clear understanding is conveyed about those programs that are supported directly by the City, by the Grantee, by other partners, and/or through the combined support of various sponsors.

II. OUTCOMES

As a result of this direct grant, the Grantee shall:

- A. Maintain a viable nonprofit community-based organization.
 - Provide an opportunity, open to all City residents, to participate in the organization’s activities.

- B. Enhance ecological values of sites within the City.
 - Support efforts of property owners to restore and enhance ecology of their sites.
 - As a result of efforts through this ongoing outreach and coordination, it is envisioned property owners (residential, commercial, industrial, agricultural) will become more engaged in stewardship of the local watershed.

- C. Expand understanding of and commitment to environmental values and practices.
 - Offer stewardship experiences and community outreach/education activities that inspire target audiences to make positive changes in their behaviors and gain new insights in their understanding of environmental issues.

- D. Support grassroots actions.
- Provide opportunities and support efforts of the City to accomplish meaningful activities and projects in the areas of conservation and stewardship of the natural environment.
- E. Provide accountability and transparency.
- Provide an end of the year report detailing the Grantee’s activities and financial results as they relate to the above outcomes and the assigned tasks, outputs and deliverables which follow. The report will evaluate results and detail plans for adjusting or modifying efforts in the next year. This report will identify the added value of grants, private donations and in-kind donations that leverage the City’s investment in local activities undertaken by the Grantee.

III. TASKS/OUTPUTS/DELIVERABLES

In order to accomplish the agreed Outcomes the Grantee shall accomplish the following task deliverables and milestones:

1. Everett and Leadbetter Planting Project

- A. This project includes removing invasive plants, planning a planting event, purchasing plants and planting them. Outreach and planning for the event includes the building of a Camas-focused volunteer base, which we can use for future projects within the City.

This event would be for an area of approximately a half-acre on the southern section of the parcel (Property Identification Number 178253000). The identified site is anticipated to fit approximately 1,500 plants.

2. Lake Clean-Up Event

- A. This task anticipates the Grantee supporting City staff and other volunteers in planning and increasing awareness of the event. If Grantee is a small partner, costs would reflect that reduction in Scope.

3. Washougal River Greenway Trail Restoration

- A. This task involves planning the restoration of a portion of City property located on the south side of the Washougal River along the Washougal River Greenway Trail just west of Yale Street.

The following milestones have been identified as annual targets for these tasks:

Task A: Everett and Leadbetter (years 1 and 2)

- Invasive plants removal.
- Procurement of plant materials and planting
- Outreach, planning and event labor

Task B: Lake Clean-up Event (years 1, 2 and 3)

- Outreach, planning and event labor

Task C: Washougal River Greenway Trail Restoration (year 1)

- Site Assessment and Plan Development

4. Public Program Tasks (Optional under separate Agreement Amendment)

- A. **Stewardship**—The Grantee shall recruit, train, and manage volunteers and/or community groups for a variety of episodic or ongoing roles in projects that enhance natural spaces, promote sustainability, support City environmental priorities, and assist partner organizations. Grantee will support volunteers with training as well as administrative and logistical systems (such as tools, refreshments, liability waiver forms, etc.). The Grantee will maintain an on-line calendar and e-mail list to promote environmental engagement in the Camas area for Watershed Alliance events. City program staff may or may not be directly involved in supporting aspects of these various events and opportunities.
- B. **Outreach and Education**—Along with taking action through regular service, Camas residents and businesses should learn about the environment and how our individual behaviors and decisions can contribute to greater sustainability for our natural resources and for our community. The Grantee will sponsor and/or participate as a partner or organizer in a variety of education and outreach events and programs throughout the year that match community needs and interests. Grantee outreach and educational plans and events should be well-coordinated with local and regional partners.

5. Reporting, Planning, and Evaluation

The Grantee will provide quarterly reports to the City of Camas regarding the status of the task deliverables and milestones. Report shall be submitted 45 days following the end of the prior quarter. Quarterly reports will detail progress in the prior 3 months.

Grantee staff will meet with City staff annually in the Fall to review outcomes of the current year and to consider changes to outputs, tasks or milestone deliverables or budgets for the next year. Noted and agreed adjustments, if any, will be documented in a written communication from the City to the Grantee by January 1st of each new year.

6. Financial Reports & Records

Budget detail included with the quarterly Payment Requests shall, at a minimum, list for each output area, one line item for the associated “staffing costs” (including employee benefits based on assigned staff) and also the anticipated quarterly “other” expenditures for each output task (additional, more detailed line item descriptions for other expenditures may be included if available). So long as reporting timelines and report content expectations are met, the City will process and pay quarterly invoices within 30 days of receipt.

Quarterly financial statements that detail the tasks, allocated budget and expenditures for each completed quarter shall also be included with the quarterly reports. The fourth quarter financial statement will incorporate the full calendar year expenditure and revenue results to profile the entire year. As provided for in the Record Retention (Subsection III), Fiscal

Requirements (Subsection IX) and Financial Management Systems (Subsection XI) paragraphs of the Grant Agreement's Special Terms and Conditions Section, financial and other grant-related records, work products or equipment of the Grantee related to accomplishing this City grant shall be maintained and open for audit or inspection by the City or its duly authorized representatives throughout the period of the agreement and for three years afterwards.

IV BUDGET SUMMARY

Appendix A – Watershed Alliance of SW WA Project Scope with City of Camas represents the agreed upon general allocation of the project budget, not-to-exceed amount of \$35,000 according to the Section III of the Statement of Work Tasks/Outputs/Deliverables. The expenditure range noted for each task is an estimate to help communicate the expectation on where effort will be placed over the course of the agreement. It is anticipated that actual expenditures may differ from this distribution due to the nature of the various tasks.

As noted in this Grant Agreement's Special Terms and Conditions section, the statement of work and budget may be modified at the discretion of the City.

APPENDIX A
WATERSHED ALLIANCE OF SW WA
PROJECT SCOPE WITH CITY OF CAMAS

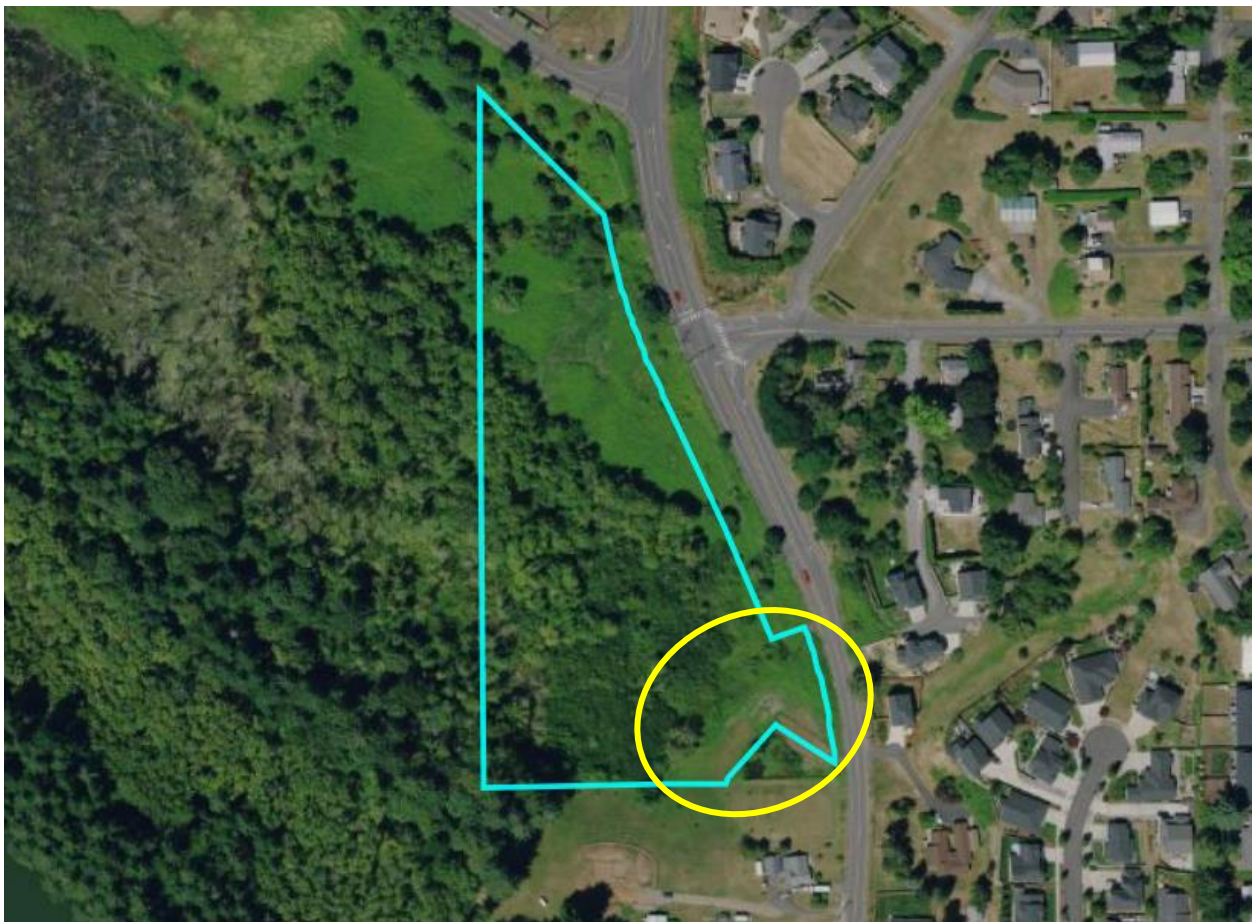
Watershed Alliance of SW WA Project Scope with City of Camas

Everett and Leadbetter Planting Project

Property Identification Number: 178253000

This project includes removing invasive blackberry, planning a planting event, purchasing plants and planting them. Outreach and planning for the event includes the building of a Camas-focused volunteer base, which we can use for future projects with the City of Camas.

This event would be for the southern section of the property (circled in yellow below).



This area is approximately a half-acre in area. It can fit approximately 1,500 plants.

Everett and Leadbetter year 1

Item	Units	Cost per unit	Total
Invasive removal			\$4,340.00
Plants (1 gal pots)	1,500	\$3.25	\$5,289.38
Tools			\$1,193.50
Outreach/Planning/event (Labor)	300	\$23.73	\$7,119.00
Admin	24	\$37.00	\$888.00
Overhead		24%	\$1,921.68
Total			\$20,751.56

Everett and Leadbetter year 2

This is our proposal for the second year of restoration. There is a reduction in hours and materials due to some of the work being done in the first year.

Item	Units	Cost per unit	Total
Invasive removal			\$2,170.00
Plants (1 gal pots)	375	\$3.25	\$1,322.34
Outreach/event (Labor)	200	\$23.73	\$4,746.00
Admin	24	\$37.00	\$963.48
Overhead		24%	\$1,139.04
Total			\$10,340.86

Lake Clean-Up Event

This is our proposal for having a major hand in planning the event. If we are a smaller partner, costs would reflection that reduction in scope.

Task	Hours	Wage	Total
Outreach/Planning/event (labor)	26	\$23.73	\$616.98
Admin	7	\$37.00	\$259.00
Overhead		24%	\$210.24
Total			\$1,086.22

Washougal River Greenway Trail Restoration at Beaver Park

This involves the planning of the restoration of a portion of Beaver Park on Washougal River.

Task	Hours	Wage	Total
Site Assessment/Plan Development (labor)	20	\$23.73	\$474.60
Admin	5	\$37.00	\$185.00
Overhead		24%	\$113.90
Total			\$588.50

Task	Total cost for all projects
Everett & Leadbetter Year 1	\$20,751.56
Everett & Leadbetter Year 2	\$10,340.86
Lake Clean-Up	\$1,086.22
Beaver Park Plan	\$588.50
Total	\$ 32,767.14



REQUEST FOR PROPOSALS

AND

CONTRACT DOCUMENTS

FOR

JANITORIAL SERVICES FOR CITY FACILITIES

January 2022

ADDENDUM NO. 1

**To the Request for Proposal and Contract Documents for
JANITORIAL SERVICES FOR CITY FACILITIES**

FEBRUARY 14, 2022

IMPORTANT: This addendum must be signed and submitted with the proposal.

TO ALL PLANHOLDERS:

The following changes, additions, and/or deletions are made a part of the contract documents and bid specifications for the construction of the *Janitorial Services for City Facilities*, City of Camas, as fully and completely as if the same were set forth therein:

CLARIFICATIONS:

1. The .pdf format of the narrative section of the RFP only allows for 3-4 lines in response to the questions for Contractor Qualifications. Would you like us to stay within this space restriction or can we reformat the RFP pages to give us more room to respond to the questions more fully?

Response: Regarding page 24 questions, insert your response to the questions that need additional response lines to an "inserted overflow" page after page 24. On the question line, type in, 'Questions answered in overflow page located directly after page 24.'

2. A couple of the buildings, such as the lower floor of the city hall and the basement of the library have storage areas for books, files, etc. that don't seem to be used frequently by staff. How did you want us to bid these storage areas? A once a week cleaning? Just the floors? Please advise.

Response: The "sub-basement floors can be dust mopped once a month."

3. During the walk-through, it was mentioned that we only needed to clean a 10ft X 10ft area outside the entry doors of the building. For example, the Community Center has a very long ADA Ramp, plus staircase, and it was mentioned that we wouldn't need to clean that entire area, just the 10ft X 10ft area closest to the door. But under the Standards of Performance & Workmanship 1.0 Entry Areas, it specifies "Outside front sidewalk to front door up to entry and interior lobby." Following that guideline, I would assume we would have to clean the entire ADA Ramp and staircase at the Community Center. So when bidding each building, should we assume it would be the entire area from sidewalk to front door or just the 10ft X 10ft area outside the entry doors? The 10 X 10 foot area outside the doorway is all that's required. I believe that Grounds maintenance blows the ADA ramp off when they maintain the grounds at that facility. The 10x10 area outside both the parking lot and street entryways need to be swept/cleaned.

Response: Only the 10-ft x 10-ft area outside the entry doors of each facility (building) will be swept by the janitorial staff.

4. Can you give us any information at all on historically how often the Community Center gets rented and used on an average Saturday and average Sunday during an average year? The same question for use of the Lacamas Lake Lodge? Any chance we could bid on a per occurrence fee for these cleans to stop us either grossly over or under bidding for the work if there is no information available on likely use? The Lodge rentals vary each year, but the Lodge gets rented quite frequently on weekends from March through December.

Response: A separate monthly fee without any occurrences for both Community Center and Lacamas Lake Lodge (this is the fee without any extra cleanings), and add a separate per occurrence fee for Lacamas Lake Lodge and the Community Center. For example X number of cleanings at \$XX/cleaning.

5. When cleaning up after a schedule event on Saturday or Sunday at the Community Center, would we be responsible for cleaning the entire building or just the restrooms? On the Community Center Information website page, there is a "Camas Community Center Cleaning Checklist" that says whoever is renting the area is responsible for cleaning up after their own event. This includes emptying trash, vacuuming carpet, cleaning/returning tables and chairs, cleaning kitchen and mopping, and cleaning counters in restrooms. So if the renter of the space is required to do all of those tasks to get their full security deposit returned, would we just clean the restrooms, as that is the only task not really listed for the renters to clean?

Response: No, the janitors are still required to come in and do a deep cleaning after the event. This means wiping down counters and mopping and/or vacuuming if it is not sufficient. The janitors are not required to put furniture back if it is still out, and will call the renter to come back and do that.

Email Susan Palmer at spalmer@cityofcamas.us if issues arise with renters. There usually are not any major issues, since the renter wants their \$500 refundable deposit back after the event.

6. Will there be a Camas staff member that would be checking the Community Center after an event, but before the janitors arrive to clean? To ensure the renter of the space properly cleans the building for the full refund of their security deposit.

Response: No, we do not currently have staff doing a check after events at the Community Center, if this becomes an issue then we might need to look into some solutions.

Email Susan Palmer at spalmer@cityofcamas.us if issues arise with renters. There usually are not any major issues, since the renter wants their \$500 refundable deposit back after the event.

7. When cleaning up after a scheduled event on Saturday or Sunday at the Lacamas Lake Lodge, would we be responsible for cleaning the entire building or do renters of the building have to clean up after themselves? (like how there is a "Camas Community Center Cleaning Checklist")

Response: There's a cleaning checklist for Lacamas Lake Lodge, the janitors are required to do a deep cleaning after the renters do their required cleaning. This includes mopping the main hall

and restrooms, cleaning the bathrooms, cleaning the kitchen counters and vacuuming if needed. The renters dry mop the floor, they don't wet mop the floor.

Email Susan Palmer at spalmer@cityofcamas.us if issues arise with renters. There usually are not any major issues, since the renter wants their \$500 refundable deposit back after the event.

8. With regards to Lacamas Lake Lodge, would we be responsible for cleaning/sweeping the "Open Deck Area" or just the "Covered Patio" area?

Response: The covered patio only.

9. Performance Standard 3.0 Interior Glass/Windows refers to cleaning glass surfaces including inside of exterior windows. Can you confirm that this refers to spot cleaning of visible smudges? Completely cleaning inside of exterior windows is a much larger scope and more expensive to bid and is usually only done once or twice a year. Cleaning of window sills and cobwebs would of course be included in the daily/weekly cleaning.

And,

For the Windows in all the buildings are you just wanting the push doors cleaned or every single window in all the buildings? Just trying to clarify for a better quote.

Response: Only glass doors in facility entries in all buildings (and inside glass push doors after the foyer entry at City Hall) with visible smudges need to be cleaned, or in other words, spot cleaning on glass doors, and side glass panels if they are present. Windows will be contracted out separately, and not on this contract.

10. How do you want us to clean the rubber workout room floor in Police Station? Mop or just vacuum? If we are mopping, are there special chemicals that must be used on it?

Response: Alternate the mat cleaning in the workout room. Vacuum once a week, and mop once a month, using an all-purpose cleaner.

11. Assuming we are doing the Armory in the Police Station, what kind of floor does that room have, what size is it, are there surfaces to wipe down? Is there a sink or trash in that room?

Response: The Armory is not a part of this bid contract.

12. For Fallen Leaf Park, if there are three events scheduled in a week, we believe that you want us to come in once during the week, before the first event to clean, and that's it for the week. Do we understand correctly? Similar to Lacamas Lake and Community Center, any chance we could bid on a per occurrence fee for these cleans to stop us either grossly over or under bidding for the work if there is no information available on likely use?

Response: Yes, this needs to be bid on a per occurrence fee - Fallen Leaf Park has always been charged on an as-needed basis, so janitorial staff would clean before the first event of that week, then after each event that week.

13. We typically have management staff to answer emergency questions during the day from 8am to 5pm and janitorial management available 3pm -3am. Is there a particular reason for the

following requirement? "The Contractor shall maintain a twenty-four hour emergency telephone number with the ability to respond to telephone calls within one-hour."

Response: The "twenty-four hour emergency telephone number with the ability to respond to telephone calls within one-hour" is required in the event where janitorial contractor management would need to be called to one of the facilities for an emergency. Examples would include such things as medical emergencies, police emergencies, etc.

14. Is there a particular \$ amount associated with the surety bond?

Response: 100% of the contract amount for the contract year.

15. Attached in the Bid do you want proof of all of the employees' background clearance and security tests?

Response: No. All background checks will be performed by the Camas Police Department after the contract is awarded. The background check will be performed after award and prior to signing the contract.

16. As I was looking through the old contract vs the new I did notice the City is only wanting Scout Hall one day a week moving forward instead of 3 now a week, and for the Community Center and the Lodge with the new contract it says M-F and weekends are as needed vs 3 now and as needed on the weekends. I'm just wanting to make sure I'm reading this correctly.

Response: Yes, that is correct.

17. On the proposal since 3 buildings go by per cleaning due to the needed events scheduled, on the bottom where it says contract total can I write in TBD since the number of cleanings (for the lodge, Community Center, and Fallen leaf park) and under each item #put the amount per cleaning in bold? I'm thinking if you are switching to 1 day a week rather than 3 for Scout Hall I might bid that per cleaning too since the schedule fluctuated last year.

Response: Do not write in TBD. There will be a general monthly fee and then an extra fee per occurrence, X number of cleanings at \$XX/cleaning.

18. My CIMS will not be ready by the time of the bid submittal.

Response: (See page 5 for clarification).The CIMS will need to be submitted with your proposal in order to receive Five (5) additional points:

Evaluation Criteria. A maximum score of 100 points will be used to evaluate proposals. An additional five (5) points will be given to Contractors who provide proof of Clean Industry Management Standard (CIMS) certification with their proposal.

19. Why do some buildings, such as the Courthouse, Community Center, Lamas Lake Lodge and Wastewater Treatment, have cut off times for cleaning the building? The Courthouse states we have to clean the building in-between the times of 5:30PM and 7:30PM, is there a reason we

could not clean the building sometime during the time of 7:30PM and 2:00AM? Also, the time frame given to clean the building is only 2 hours, but we estimate it would take 1 janitor, a little over 2 hours to clean a building this size. We would like to know if the cutoff time to stop cleaning for each building is a hard deadline to help us estimate how many janitors we would need to hire to cover the different schedules. Being able to work longer into the evening on several building would make it easier for us to hire a few full time janitorial positions for the contract.

Response: The later janitorial staff can clean the Community Center, Lacamas Lake Lodge, the better. We sometimes have events in on weekends until 11:00 p.m. During the week, we sometimes have classes in Lacamas Lake Lodge until 9:00 p.m. so janitorial can come in after those times. No cutoff time needs to be in place.

Court House: No cutoff time needs to be in place.

WWTP: At the WWTP, we have no restrictions on cleaning times as long as it takes place after-hours (between 4PM and 5AM). No cutoff time needs to be in place.

Receipt of this addendum is hereby acknowledged:



Authorized Signature



**REQUEST FOR PROPOSALS
JANITORIAL SERVICES FOR CITY FACILITIES**

City of Camas is soliciting proposals from qualified contractors to provide a variety of janitorial services at twelve (12) City facilities. The facilities range in size and janitorial services as provided in the Request for Proposal (RFP).

Sealed Proposals will be received by the City of Camas, Administrative Services, 616 NE 4th Avenue, Camas, Washington, until 10:00 AM on February 24, 2022 and will then and there be publicly read for the construction of the improvement. Eligible contractors shall be listed with MSRC Rosters on the Vendor Roster as of January 18th, 2022, under Maintenance Services, Cleaning/Janitorial. The RFP will be emailed to eligible contractors.

The objective of this solicitation is to evaluate, select and enter into a contract for one (1) year commencing on the date of award, and based on the first year of service, the contract may be extended for an additional year (up to five (5) one-year (1) extensions), if considered to be in the best interest of the City.

Proposal submittals are due by February 24, 2022, no later than 10:00 AM. No submittals will be accepted after that date and time.

Please direct questions regarding this RFP to Susan Wilde, RFP Coordinator. The RFP Coordinator will be the sole point of contact for this RFP. Proposer's contact with another City employee without the RFP Coordinator's knowledge and consent is expressly forbidden and may result in disqualification of the Proposer's proposal. Any communication other than via email to the RFP Coordinator will be considered unofficial and non-binding on the City.

Persons may request this information be prepared and supplied in alternate forms by calling collect 0-360-834-6864 or emailing Susan Wilde at the address shown below.

RFP Coordinator:

Susan Wilde
City of Camas
616 NE 4th Avenue
Camas, WA 98607
Ph: 360-817-7268
publicworks@cityofcamas.us

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PART ONE
REQUEST FOR PROPOSALS

Description of Work

City of Camas is soliciting proposals from qualified contractors to provide a variety of janitorial services at twelve (12) City facilities, as outlined in this RFP. The facilities range in size and services to be provided.

The Contractor shall be responsible for providing janitorial services for the following City-owned facilities located in Camas, Washington:

1. Camas Police Department, 2100 NE 3rd Avenue
2. Camas Public Library, 625 NE 4th Avenue
3. Camas-Washougal Municipal Court, 89 C Street, Washougal WA
4. City Hall (includes one Fire Chief's Office), 616 NE 4th Avenue
5. City Hall Annex, 528 NE 4th Avenue (this facility will be re-evaluated once remodel is complete)
6. Community Center, 1718 SE 7th Avenue
7. Fallen Leaf Lake Park, 2911 NE Everett Street
8. Fire Marshal's Office, 605 NE 3rd Avenue
9. Lacamas Lake Lodge, 227 NE Lake Road
10. Public Works Operations Center (2 buildings), 1620 SE 8th Avenue
11. Scout Hall, 120 NE 17th Avenue
12. Wastewater Treatment Plant (2 buildings), 1129 SE Polk Street

Mandatory Pre-Bid Meeting and Facility Tour. Submitters will be asked to attend ONE of the TWO scheduled mandatory pre-bid meeting and facility tours. The meetings have been scheduled as follows:

Wednesday, February 2nd, 2022 at 9:00 AM

Thursday, February 3rd, 2022 at 9:00 AM

Each pre-bid meeting and facility tour will begin in the Council Chambers of Camas City Hall at 616 NE 4th Avenue, Camas, Washington. The intent of the meeting is to provide a project overview followed by a facility walk-through at each location. Submitters are responsible for their own transportation to and from each City facility. An Agenda to include tour schedule and facility addresses will be provided at the meeting. The project sites are not accessible at any time other than during the tour. You may attend one or both sessions. No unauthorized or unscheduled site visits will be allowed. Your Proposal will not be accepted if your firm does not participate in one of the mandatory pre-bid meetings and subsequent facility tour.

The Contractor is obligated to pay Washington State Department of Labor and Industries Prevailing Wages, Rates for Clark County, effective February 24, 2022. Wage rates are not included in this packet. A printed copy of the wages rates are available for viewing at the Camas Operations Center. The City of Camas will mail a hard copy upon request by contacting Susan Wilde at publicworks@cityofcamas.us. Rates applicable to this project can be looked up at the Washington State Department of Labor and Industries web site at: www.lni.wa.gov/TradesLicensing/PrevWage/WageRates/default.asp

RFP Schedule. The anticipated RFP timeline is indicated below. The City reserves the right to change the timeline as it deems necessary.

- Request for Proposals (RFP) Released – **January 18, 2022**
- Proposals Due – **February 24, 2022 no later than 10:00 AM**
- Evaluation of Proposals (*short list if required*) – **February 24th, 2022 to March 4th, 2022**
- Interviews (*if deemed necessary*) – week of **March 7th, 2022**
- Camas City Council approval of contract (*subject to change*) – **March 21, 2022**

General Requirements

Completion of Similar Projects. Contractor must have at least three (3) years prior experience as a contractor in this field of work and have satisfactorily completed three (3) projects of this nature in the last three (3) years in facilities similar in type to Camas’.

Licensing. Contractors must have a valid Washington State Business License at the time of Proposal submittal as required by State law.

Cleaning and Paper Supplies. The City has the right to approve the cleaning product list supplied by the contractor. The expectation is that the contractor uses the same cleaning supplies in all facilities. Paper supplies (includes paper towels, toilet paper, and toilet seat covers), trash liners, hand soaps, and refills for hand sanitizer stations, will be purchased and provided for by the City.

Evaluation of Proposals. Evaluation of proposals shall be made by a City team, and shall be based on contract total price, customer service and responsiveness to specifications, proven ability, experience, reliability and references in addition to organizational overview and contractor’s ability to perform the work on a consistent and timely basis. Each proposal will be rated on a point system with the top-scoring Proposal selected.

Whether there will be interviews and who will be invited to an interview by City staff will be at the sole discretion of the City.

Evaluation Criteria. A maximum score of 100 points will be used to evaluate proposals. An additional five (5) points will be given to Contractors who provide proof of Clean Industry Management Standard (CIMS) certification with their proposal. Each of the following elements will have the stated Maximum Point Value:

Item No.	Description	Maximum Point Value
1.	Contract Total Price	40 Points
2.	The information contained in the Contractor’s Proposal is clearly stated, organized, and complete	10 Points
3.	Proven Ability, Experience, Reliability and References	30 Points
4.	Organizational Overview, Approach to Staffing and Supervision, and Evaluation of Ability to Perform the Work	20 Points
	TOTAL POINTS POSSIBLE	100

False or Misleading Statements. Proposals which contain false or misleading statement or which provide references which do not support an attribute or condition claimed by the respondent, may, at the City’s sole discretion, be rejected.

Completeness of Proposal. A Proposal may be rejected if it is conditional or incomplete, or if it contains any alterations of form or other irregularities of any kind. A Proposal shall be rejected if such conditions, incompleteness, alterations, or irregularities constitute a material deviation from the Request for Proposal requirements.

Award. The City reserves the right to award the contract to the Proposer that it deems to offer the best overall proposal in its sole discretion. The City is therefore not bound to accept a proposal on the basis of lowest price, and further, the City has the sole discretion and reserves the right to cancel this Request for Proposals and to reject any and all proposals, to waive any and all informalities and or irregularities, or to re-advertise with either the identical or revised specifications, if it is deemed to be in the best interests of the City.

Subcontracting. This service shall not be subcontracted, unless there is additional supervising staff to direct and adequately train employees to acceptable standards and with the written permission of the City of Camas.

Temporary Employees. Successful Contractor will not hire temporary-type employees hired through an employment agency who have not been properly trained.

Background Check. Contractor hereby warrants that all employees who provide janitorial services in or to the Camas Police Department as designated in Part Two herein have passed a background check. All background checks must be conducted at Contractor's expense and the minimum background check process shall include, but not be limited to, the following checks:

1. Social Security Number (SSN);
2. Criminal Records (County and State Criminal Felony and Misdemeanor, National Criminal Date Base, Federal Criminal);
3. National Sex Offender Registry; and
4. Local background check performed by the City of Camas.

All background checks must be conducted prior to initial access by Contractor. Additionally, all Contractor employees have the responsibility to self-disclose any misdemeanor or felony convictions that occur during the term of this Contract.

City Inspection of Services. All services, which include services performed and workmanship in the performance of services, shall be subject to inspection by the City, at all times during the term of the contract. All inspections by the City shall be made in such a manner as not to unduly delay the work by the Contractor.

City management shall be the sole judge of quality and required frequency of services provided. If the level of cleaning is considered to be unacceptable by City management at any time, the Contractor will be notified, its authorized representatives, or agents and the Contractor shall increase staff or take whatever measures are necessary to provide an acceptable level of cleanliness.

Increase or Decrease in Services. During the term of this contract, the City shall have the option to increase or decrease the amount of services provided under this contract. The contract rate for such increase or decrease shall be adjusted upon mutual agreement of the parties. In the event that the parties cannot agree upon a rate for said increase or decrease in service, either party upon thirty (30) days written notice may terminate the contract.

Changes. Any proposed change in this contract shall be submitted to the City for prior approval and contract modification. Any oral statement or representation changing any of these terms or conditions is specifically unauthorized and is not valid.

Employee Supervision. The City will not provide any supervision to Contractor's employees. Contractor must have sufficient staffing to oversee all staff, to include training, supervision, and the resolution of issues or problems that may arise.

Contractor shall select individuals to perform janitorial services for City facilities in conformance with accepted janitorial practices and standards. Custodial staff working in these facilities shall have relevant experience.

The Contractor shall ensure that its staff is drug free. No alcohol or drug use shall be permitted on City property. Smoking is not allowed in or within twenty-five feet of City buildings. Staff employed by the Contractor shall not work in any City building while under the influence of any non-prescribed drugs and may only work while using prescribed medications if consistent with the usage restrictions of the medication(s).

Upon request by the City, Contractor will remove from City premises any employee who, in the sole opinion of the City, has participated in any improper conduct.

Employees and representatives of the Contract must be fluent in English. If fluency is in a language other than English, then the Contractor shall:

- A. Provide all Safety Data Sheets (SDS) sheets in both languages.
- B. All containers must be labeled in both languages.
- C. Custodial instructions and schedules shall be posted in both languages.
- D. Provide a number for a Contractor supervisor that City staff can contact when contractor is performing services at any City facility.

Contractor will be held accountable for damages, theft, or any other breach of security caused by its employees and shall be held directly responsible for errors and omissions of its employees and other persons performing janitorial work under the Contractor's control at City facilities. The Contractor shall be responsible for repair of any damage to City property and restoration of any facility damage beyond normal wear and tear, caused by the Contractor's janitorial activities. Repair and restoration shall be to the satisfaction of the City. Any repair or restoration of these damages shall be performed at no cost to the City.

Facilities Security. A major violation of the contract specifications, terms and conditions dealing with building security or confidentiality may result in immediate termination of this contract.

The Contractor shall not engage in and shall prohibit the moving and reading of papers on desks, the opening of desk drawers and cabinets, the using of telephones and office equipment provided for official business.

City facilities are "off limits" to all unauthorized personnel. There will be no unauthorized visits by friends, family, or other people during work shift hours.

The Contractor's employees shall be instructed in the security of City buildings. The Contractor is responsible for the security of the facility during the performance of all contract services and shall ensure that facility access restrictions remain in place and functional (do not prop automatically locked doors open) during cleaning operations. Contractor's employees shall leave only designated lights on and shall check windows and doors for security upon completion of custodial work. All doors are to be properly closed upon Contractor's departure from facility.

Keys and access codes to City facilities issued to the Contractor may not be reproduced or given to another person. The Contractor will be responsible to obtain any keys that may have been provided to employees who terminate employment with his/her firm. Keys or access codes must be safeguarded and accounted for. Contractor is responsible for lost keys and compromised access codes. In the event of contract termination or upon completion of the contract, all monies due the Contractor shall be withheld until the Contractor has surrendered all keys issued by the City. If the Contractor is unable to produce any of the keys issued, the Contractor shall assume full financial responsibility for changing the affected locks and providing necessary keys for the new locks.

General Obligations

Contractor shall insure that the janitor's closets are kept clean and orderly. Vacuum, mop buckets, etc., shall be returned to closets when not in use. Contractor's employees shall use only designated closets and areas for storage of equipment and supplies.

For all operations where furniture and equipment must be moved, no chairs, wastepaper baskets or other similar items shall be stacked on desks, tables or window sills. Upon completion of work, all furniture and equipment must be returned to its original position.

When finished cleaning, all items that were moved for cleaning must be returned to their approximate original positions and, if the item was restrained, refastened or prevented from moving.

Baseboards, walls, furniture and equipment shall in no way be splashed, disfigured or damaged during cleaning operations.

The Contractor shall practice energy conservation by keeping windows and exterior doors closed (do not prop open). Water from sinks is not allowed to run continuously.

Contractor's employees shall not operate or adjust the settings of any of the heating, ventilating, or air conditioning systems in any of the facilities.

Contractor's employees shall report any damaged or broken plumbing, glass or windows, light fixtures, furniture, lavatory fixtures, toilet stoppages, any security violations, vandalism, hazardous conditions, problems with heating and ventilating equipment, or any other condition to be considered unsafe, that may require attention for repairs, adjustment, replacement or correction to the City within 24 hours of detection or observation.

Contract Extension. The period of this Contract and its prices shall be for one (1) year commencing on the date of award, and based on the first year of service, the City's intent is to extend the contract for an additional year (up to five (5) one-year (1) extensions), if each extension would be in the best interest of the City.

As stated in this RFP, contract extensions may be considered if it is mutually agreed upon by both the City and the Contractor. Using the same Bid Items listed in the Proposal beginning in January of each subsequent year, the unit bid prices for the additional Contract Year shall be increased by a percentage rate equal to the Portland, Oregon Metropolitan Area Consumer Price Index (CPI) as of July of the prior year. In the event that the CPI is a negative number, the unit bid prices submitted for the previous Contract Year shall be used. Such extensions shall go into effect only with written confirmation from the City of Camas to the Contractor. Additional Contract Extensions will be managed in the same manner.

Entire Agreement. The Contract Extension as amended, including all schedules, attachments, amendments referenced therein, constitutes the entire agreement between the City and the Contractor. The City's Request for Proposals and the Contractor's offer are specifically included as part of the Contract Extension, as amended. Where there are conflicts between these documents, the controlling document will first be the Contract Extension, as amended, then the Request for Proposals, and finally the Bid. The Contract Extension, as amended, supersedes any other oral or written understanding between the City and the Contractor regarding Janitorial Services at City Facilities services to be provided for the City during the term of the Contract Extension, as amended.

If the City and the Contractor agree to extend the contract, the Contractor agrees to pay wages equal to or more than the Washington State Prevailing Wage Rates as prepared by the Department of Labor and Industries at the time of execution of the Contract Extension. Additional filing and approval of an Intent to Pay Prevailing Wages and an Affidavit of Wages Paid shall be completed and approved for each Contract Year through the Washington State Department of Labor and Industries.

The agreement will remain in effect throughout the contract extension.

Public Liability and Property Damage Insurance. If at any time during the life of the contract or any extension, the contractor fails to maintain the required insurance, as described in this RFP, in full force and effect, all work under the contract shall be discontinued immediately. Any failure to maintain the required insurance may be sufficient cause for the City to terminate the contract.

Termination. This agreement may be terminated by either party at any time with or without cause upon thirty (30) days written notice to the other party.

In the event of any breach of this agreement by either party, the other party shall have the right to terminate this agreement upon ten (10) days written notice, which notice shall set forth the reasons for such termination.

Communications Requirement. The Contractor shall maintain a twenty-four hour emergency telephone number with the ability to respond to telephone calls within one-hour.

Cleaning/ Servicing Frequency:

Facility	SUN	MON	TUE	WED	THU	FRI	SAT	Earliest Time to Begin Services
Camas Police Department	X	X	X	X	X			5:30 PM-7:30 PM
Camas Public Library		X	X	X	X	X	X	8:30 PM MON-WED THUR-SAT 6:30 PM
Camas-Washougal Municipal Court	X			X				After 5:30 PM
City Hall		X	X	X	X	X		After 5:30 PM
City Hall Annex	X			X				8:00 PM – 10 PM, and as needed on weekends after 10 PM
Community Center	*	X	X	X	X	X	*	Before 9:00 AM
Fallen Leaf Lake Park	As needed, May 16-Sept 30. Facility to be cleaned one day prior to the first event.							
Fire Marshal's Office					X			5:30 PM – 9:00 PM unless otherwise noted on the schedule (weekend cleaning time will be scheduled for after the rental time.
Lacamas Lake Lodge	*	X	X	X	X	X	*	4:30 PM
Public Works Operations Center		X	X	X	X	X		After 7:00 PM
Scout Hall					X			6 PM-10 PM
Wastewater Treatment Plant (2 buildings)	X			X				8:30 PM MON-WED THUR-SAT 6:30 PM

* As needed on Saturday and Sunday.

Cleaning Scope of Work. The Cleaning Scope of Work is to be based on the Standards of Performance and Workmanship as provided in Part Three, and Janitorial Checklists for City Facilities as provided in Part Four.

Administrative Requirements. Proposers shall comply with all management and administrative requirements established by Washington Administrative Code (WAC), the Revised Code of the State of Washington (RCW) and any subsequent amendments or modifications, as applicable to providers licensed in the State of Washington.

Cancellation of Award. The City reserves the right to immediately cancel an award if the contractual agreement has not been entered into by both parties or if new state regulations or policy makes it necessary to change the program purpose or content, discontinue such programs or impose funding reductions. In those cases, where negotiation of contract activities is necessary, the City reserves the right to limit the period of negotiation to sixty (60) days, after which time funds may be unencumbered.

Award of Contract. The contract award will not be final until the City and the Proposer have executed a contractual agreement.

Debarment and Suspension. By signing the Proposal Form, the Proposer certifies that they are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any State or Federal department or agency. The Proposer shall not propose or contract with any person or entity that is currently debarred, suspended, and ineligible contractors and grantees.

Non-Discrimination & Equal Employment Opportunity. The City of Camas is an Equal Employment Opportunity employer.

The City of Camas, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, all contractors will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of the owner's race, color, national origin, sex, age, disability, income-level, or Limited English Proficiency in consideration for an award.

The Recipient, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

E-Verify Requirements. Per City of Camas Ordinance No. 2626, as a condition for the award or renewal of any contract after January 1, 2012, the Contractor shall enroll in the E-Verify program through the United States Department of Homeland Security and thereafter shall provide the City with a copy of the Memorandum of Understanding (issued by Homeland Security) in its entirety, submitted with their bid proposal, affirming their enrollment and participation in the program. The Contractor shall be required to continue their participation in the program throughout the course of their contract with the City. Prime contractors shall require and verify that each of their subcontractors and lower tiered subcontractors are also enrolled and participants in the E-Verify program. This is intended to be used exclusively for employees hired after award and for the duration of the contract with the City of Camas. Please go to the Engineering page of the City of Camas web site at www.cityofcamas.us for additional information and to view Ordinance No. 2626.

E-Verify, is an Internet based system operated by the Department of Homeland Security in partnership with the Social Security Administration at no charge. E-Verify has been determined to be a suitable means for determining employment eligibility of new hires and the validity of their Social Security numbers. Please visit the Department of Homeland Security's web site at <http://www.dhs.gov/index.shtml> and select E-Verify to learn more or to enroll in this program.

Insurance. The Consultant shall maintain the following insurance limits:

Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000.00 per accident. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles.

~~Commercial General Liability insurance shall be written with limits no less than \$2,000,000.00 each occurrence, \$2,000,000.00 general aggregate.~~

Aviation Liability or Aircraft Liability insurance with limits not less than \$1,000,000 each occurrence and \$2,000,000 in the aggregate.

Professional Liability insurance appropriate to the consultant's profession. Professional Liability insurance shall be written with limits no less than \$2,000,000.00 per claim and \$2,000,000.00 policy aggregate limit.

Workers' Compensation coverage as required by Industrial Insurance laws of the State of Washington.

Late Proposals. A proposal received after the date and time indicated herein will not be accepted. No exceptions will be made.

Limitation. This RFP does not commit the City to award a contract, to pay any costs incurred in the preparation of a response to this RFP or to procure or contract for services or supplies. The City reserves the right to accept or reject any or all proposals received as a result of this RFP, to negotiate with all qualified sources, to waive formalities, to postpone award or to cancel, in part or in its entirety, this RFP if it is in the best interest of the City to do so.

Audit. The Contractor shall maintain its records and accounts so as to facilitate audit requirements as established by the Office of the State Auditor and shall require subcontractors to do the same.

Disadvantaged Businesses. The City of Camas encourages the solicitation and recruitment, to the extent possible, of certified minority-owned (MBE), women-owned (WBE), emerging Minority, Women-Owned, and Veteran-Owned Firms.

Public Records Act. This document and all associated public records will be released where required by the Public Records Act, Chapter 42.56 RCW (the "Act"). To the extent that public records then in the custody of the Contractor are needed for the City to respond to a request under the Act, as determined by the City, the Contractor agrees to make them promptly available to the City. If the Contractor considers any portion of any record provided to the City under this Agreement, whether in electronic or hard copy form, to be protected from disclosure under law, the Contractor shall clearly identify any specific information that it claims to be confidential or proprietary. If the City receives a request under the Act to inspect or copy the information so identified by the Contractor and the City determines that release of the information is required by the Act or otherwise appropriate, the City's sole obligation shall be to notify the Contractor (a) of the request and (b) of the date that such information will be released to the requester unless the Contractor obtains a court order to enjoin that disclosure pursuant to RCW 42.56.540. If the Contractor fails to timely obtain a court order enjoining disclosure, the City will release the requested information on the date specified.

This document and all associated public records will be released where required by the Public Records Act, Chapter 42.56 RCW (the "Act"). To the extent that public records then in the custody of the Contractor are needed for the City to respond to a request under the Act, as determined by the City, the Contractor agrees to make them promptly available to the City. If the Contractor considers any portion of any record provided to the City under this Agreement, whether in electronic or hard copy form, to be protected from disclosure under law, the Contractor shall clearly identify any specific information that it claims to be confidential or proprietary. If the City receives a request under the Act to inspect or copy the information so identified by the Contractor and the City determines that release of the information is required by the Act or otherwise appropriate, the City's sole obligation shall be to notify the Contractor (a) of the request and (b) of the date that such information will be released to the requester unless the Contractor obtains a court order to enjoin that disclosure pursuant to RCW 42.56.540. If the Contractor fails to timely obtain a court order enjoining disclosure, the City will release the requested information on the date specified.

Submittal Preparation and Submission

Request for Proposals (RFP) Process

The objective of this solicitation is to evaluate, select and enter into an agreement with the most qualified Proposer who is deemed to offer the best overall proposal, in the City's sole discretion.

These instructions were developed to aid in development of the proposal. They also provide for a structured format so reviewers can systematically evaluate several proposals. These directions apply to all proposals submitted.

Contractors are required to submit RFPs in the format and order described in the Submittal Preparation and Submission section.

Proposal Clarification. Questions regarding this RFP must be directed in writing, via email, to the RFP Coordinator as indicated on page two (2) of this RFP. The deadline for submitting such questions is five (5) calendar days prior to the due date for Proposals.

Proposal Format.

The sealed submittal package must be clearly marked on the outside of the envelop providing the Contractors Name, Project Title and name of the RFP Coordinator.

Statement of Qualifications submittals shall be organized in the following manner:

1. Contractor Information Page
2. Proposal
3. Mandatory Bidder Responsibility Criteria
4. Acknowledgement of Contractor Lawful Hiring Compliance Enrollment
5. Contractor Qualifications Statement
6. Contractor Approach to Staffing and Ability to Complete the Work
7. Copy of the CONTRACTOR LAWFUL HIRING COMPLIANCE Memorandum of Understanding issued by Homeland Security, in its entirety

Evaluation Process

Submittals will be evaluated and ranked based on the following criteria:

Evaluation: In determining the most highly qualified firms, the City will consider the following criteria:

1. *Contract Total Price – 40%*
2. *The Information in the Contractor’s Proposal is Clearly Stated, Organized and Complete – 10%*
3. *Proven Ability, Experience, Reliability and References 30%*

Specialized experience, technical competence, and professional qualifications, of the firm and all persons who will perform and supervise the work. The experience and technical competence of the firm shall be judged, in part, on the proposed structure of and persons assigned to the project and the work. Performance of the firm and the persons who will perform or supervise the work on previous projects or work. The analysis of the performance shall be based on the similarity, complexity, scope, and size of the previous projects or work.

4. *Contractor Approach to Staffing and Ability to Complete the Work – 20%*

Ability to complete the project or work on time, as demonstrated by completion of projects of similar size and work of similar nature, and as predicted by the availability of key persons in key disciplines. A description of anticipated number of employees and time it may take to complete work. A description of any special considerations the City should be aware of regarding work.

During the evaluation process, the Review Committee has the right to require any clarification it needs in order to understand the Proposer's view and approach to the project and scope of the work.

The City reserves the right to make a recommendation for selection after submittal evaluation and further reserves the right to reject all submittals.

STJ Janitorial

P.O Box 590
Camas, WA 98607
541) 450-5030
stjanitorial@gmail.com

City of Camas;
Review Committee
616 NE 4th Avenue
Camas, WA 98607

To whom this may concern,

Thank you for the opportunity and possible consideration to re-join the City of Camas.

We are a 2nd generation local family owned and operated company serving the Camas and Washougal communities since 1983. This is our home, and we take pride being a part of its operations.

We look forward to hearing from you.

Best Regards,



Brad Kavonius
Owner
STJ Janitorial, LLC

CONTRACTOR INFORMATION PAGE

Janitorial Services for City Facilities

Proposal Submitted By:

STJ JANITORIAL, LLC.

CONTRACTOR

P.O BOX 590

CONTRACTOR MAILING ADDRESS

Camas,	WA	98607	541) 450-5030
CITY	STATE	ZIP CODE	PHONE NO.

WASHINGTON STATE CONTRACTORS LICENSE # EXPIRATION

PROPOSALS ARE DUE: February 24th, 2022 at 10:00 AM

City of Camas City Hall
616 NE 4th Avenue
Camas, Washington 98607

Contacts: **City of Camas**
 Susan Wilde
 Phone: 360-817-7268
 E-mail: publicworks@cityofcamas.us

PROPOSAL

To the Office of the City Clerk
Camas, Washington

The undersigned hereby certifies that he has examined the improvements for:

CITY OF CAMAS

2022 JANITORIAL SERVICES FOR CITY FACILITIES

And that the Plans, Specifications and contract governing the work embraced in this improvement, and the method by which payment will be made for said work is understood. The undersigned hereby proposes to undertake and complete the work embraced in this improvement, or as much thereof as can be completed with the money available in accordance with the said Plans, Specifications and Contract, and the following schedule of rates and prices:

(Note: Unit prices for all items, all extensions, and total amount of bid should be shown. All entries must be typed or entered in ink.)

	ITEM NO.	QTY	UNIT	DESCRIPTION	MONTHLY UNIT PRICE
5 days	1	1	LS	Camas Police Department, 2100 NE 3 rd Avenue	\$ \$2,562.05
6 days	2	1	LS	Camas Public Library, 625 NE 4 th Avenue	\$ \$3,342.45
2 days	3	1	LS	Camas-Washougal Municipal Court, 89 C Street, Washougal WA 98671	\$ \$725.33
5 days	4	1	LS	City Hall, 616 NE 4 th Avenue	\$ \$3,166.18
2 days	5	1	LS	City Hall Annex, 528 NE 4 th Avenue	\$ \$433.95
5 days	6	1	LS	Community Center, 1718 SE 7 th Avenue *Extra cleanings XX cleanings @ \$79.37 per cleaning	\$ \$1,250
As needed	7	1	LS	Fallen Leaf Lake Park, 2911 NE Everett Street *Summer only XX cleanings @ \$43.50 per cleaning	\$ \$0.00
1 day	8	1	LS	Fire Marshal's Office, 605 NE 3 rd Avenue	\$ \$359.04
5 days	9	1	LS	Lacamas Lake Lodge, 227 NE Lake Road *Extra cleanings XX Cleanings @ \$79.37 per cleaning	\$ \$1,250
5 days	10	1	LS	Public Works Operations Center, 1620 SE 8 th Avenue	\$ \$1,446.50
1 day	11	1	LS	Scout Hall, 120 NE 17 th Avenue	\$ \$351.68
2 days	12	1	LS	Wastewater Treatment Plant (2 buildings), 1129 SE Polk Street	\$ \$539.61
				CONTRACT TOTAL (sales tax is not applicable)	\$ \$15,426.79

Proposal continued



Signature of Owner or Authorized Corporate Officer

By signing the Proposal, the bidder hereby declares, under penalty of perjury under the laws of the United States that the Non-Collusion Declaration and Notice to All Bidders statements, as provided in these Bid Specifications and Contract Documents, are true and correct.

The City of Camas reserves the right to reject any or all proposals if found to be higher than the estimated cost and to waive any formality or technicality in any proposal in the interest of the City. The City of Camas also reserves the right to delete any or all portions of individual bid items.

NON-COLLUSION DECLARATION

I, by signing the Proposal, hereby declare, under penalty of perjury under the laws of the United States that the following statements are true and correct:

1. That the undersigned person(s), firm, association or corporation has (have) not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the project for which this proposal is submitted.

2. That by signing the signature page of this proposal, I am deemed to have signed and have agreed to the provisions of this declaration.

NOTICE TO ALL BIDDERS

To report bid rigging activities call:

1-800-424-9071


The U.S. Department of Transportation (USDOT) operates the above toll-free "hotline" Monday through Friday, 8:00 a.m. to 5:00 p.m., Eastern Time. Anyone with knowledge of possible bid rigging, bidder collusion, or other fraudulent activities should use the "hotline" to report such activities.

The "hotline" is part of USDOT's continuing effort to identify and investigate highway construction contract fraud and abuse and is operated under the direction of the USDOT Inspector General. All information will be treated confidentially and caller anonymity will be respected.

DOT 272-0361 EF

MANDATORY BIDDER RESPONSIBILITY CRITERIA INFORMATION:

Per RCW 39.04.350 Before award of a public works contract, a bidder must meet the following responsibility criteria to be considered a responsible bidder and qualified to be awarded a public works project. The bidder must provide the following:

STJ Janitorial, LLC	Brad Kavonius
CONTRACTOR	NAME OF OWNER OR CORPORATE OFFICER
	02/22/2022
SIGNATURE OF OWNER OR CORPORATE OFFICER	DATE

DEPARTMENT OF LICENSING CONTRACTOR LICENSE REGISTRATION NUMBER

604238995

WA STATE UNIFIED BUSINESS IDENTIFIER NO. (UBI) / WA STATE TAX REGISTRATION NO.

678,708-00

LABOR AND INDUSTRIES WORKER COMPENSATION NUMBER

791601-00-9

EMPLOYMENT SECURITY DEPARTMENT NUMBER (UNEMPLOYMENT NUMBER)

83-2485001

EXCISE TAX REGISTRATION NUMBER (FEDERAL ID NUMBER)

Beginning July 1, 2019, prior to bidding, contractors and subcontractors must have received training from the WA State Department of Labor & Industries (L&I) relating to the requirements associated with public works and prevailing wage. Contractors who have completed three or more public works projects and have held a valid Washington business license for three or more years are exempt. Contractors must be listed on the L&I Exempt List prior to bidding.

BIDDER IS IN COMPLIANCE: YES NO

By signing this page, the bidder hereby certifies that, within the three-year period immediately preceding the bid solicitation date, the bidder is not a "willful" violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by the final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction.

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

NOTE TO BIDDER: Complete and sign this page and submit it with your bid. Incomplete bid packages will be considered non-responsive and may be rejected. Mandatory Bidder Responsibility Criteria information will be verified immediately for compliance to ensure that all accounts are current. Non-compliance with any of the above agency requirements may be considered grounds for a non-responsive bid.

ACKNOWLEDGEMENT OF CONTRACTOR LAWFUL HIRING COMPLIANCE ENROLLMENT

Re: City of Camas Public Work Contractor Lawful Hiring Compliance
(Also referred to as E-Verify)

Per City of Camas Ordinance No. 2626, as a condition for the award or renewal of any contract after January 1, 2012, the Contractor shall enroll in the E-Verify program through the United States Department of Homeland Security and thereafter shall provide the City with a copy of the Memorandum of Understanding in its entirety (issued by Homeland Security), submitted with their bid proposal, affirming their enrollment and participation in the program. The Contractor shall be required to continue their participation in the program throughout the course of their contract with the City. Prime contractors shall require and verify that each of their subcontractors and lower tiered subcontractors are also enrolled and participants in the E-Verify program. This is intended to be used exclusively for employees hired after award and for the duration of the contract with the City of Camas.

BIDDERS MUST SUBMIT A COPY OF THEIR MEMO OF UNDERSTANDING IN ITS ENTIRETY FROM THE UNITED STATES DEPARTMENT OF HOMELAND SECURITY PROVING THAT THEIR COMPANY IS ENROLLED IN THE E-VERIFY PROGRAM. THIS IS REQUIRED AS A CONDITION OF CONSIDERATION OF YOUR BID.

Your signature below indicates acceptance of these terms:



Signature of Owner or Authorized Corporate Officer

02-22-2022

Date

Brad Kavonius

Company Owner/Officer's name printed

STJ Janitorial

Company

CONTRACTOR QUALIFICATIONS STATEMENT

All illegible documents will be REJECTED.

Contractor must complete all portions of this statement before Proposal will be considered. The following statements as to experience and general qualifications of the Contractor as submitted in conjunction with the proposal, as part thereof and truthfulness and accuracy of information is guaranteed by the Proposer and included in the Proposal evaluation.

1. Name and address of principal business office, which Contract will be administered from:

STJ Janitorial

P.O Box 590

Camas, Wa 98607

Telephone: 541) 450-5030

Email: Stjjanitorial@gmail.com or Kelcee79@gmail.com

2. Number of years Contractor has been engaged in custodial services business: 1983-Present

3. Contractor holds a Clean Industry Management Standard (CIMS) certification: YES NO
Provide proof of certification with Proposal.

* In the process, takes 90+days

4. The Proposer as a Contractor has never failed to satisfactorily perform a contract awarded to him except as follows: (Name any and all exceptions and reasons thereof.)

We have always performed our scheduled work duties including being on call for emergencies
or natural disasters outside of our scheduled shifts like we have done for the city in the past.

- 5. Describe Proposers knowledge of current industry practices, to include: employee engagement, training (initial and ongoing), program documentation including what needs to be cleaned, frequency and cleaning processes, etc.:

Employee engagement: We keep them in the know almost daily of any schedule changes the city might have, we stay connected via email/phone calls/texts, we ask and listen for feedback, we show them we care with company get togethers, recognize employee contributions, and give our employees tools to succeed.

Training: Discussed at our monthly meetings and all new hires to shadow our lead employee doing each job.

Program documentation: All city buildings have check off lists to guarantee thoroughness at each facility regarding standards and performance and workmanship.

- 6. Describe safety standards/plans for the use of all cleaning products and equipment:

All products and equipment are listed in each city janitor closet in the SDS binder, all containers are clearly marked, all equipment and cleaning supplies are stored away and upright and when done with the supplies they are all locked in the janitor closets. We adhere to all chemical and standard requirements as requested by the city of Camas.

- 7. Contractor must have at least three (3) years prior experience as a contractor in this field of work and have satisfactorily completed three (3) projects of this nature in the last three (3) years in facilities similar in type to Camas'.

Contractor's proposal includes at least three references that can provide feedback on the Contractor's past performance in areas of customer service, ability to work independently, willingness to work with others as needed, ability to meet required deadlines, and attitude of respect for co-workers and guests.

Facility Name Public works operations center
 Facility Address 1620 SE 8th ave Camas, Wa 98607
 Contracted By City Of Camas
 Contract Term (dates under Contract) Most current (2016-present)
 Contact Person's Name Susan Wilde
 Contact's Telephone Number 360) 817-7268

Facility Name Camas Police Department
 Facility Address 2100 NE 3rd ave Camas, Wa 98607
 Contracted By City of Camas
 Contract Term (dates under Contract) Most current (2016-present)
 Contact Person's Name Sergeant Scot Boyles
 Contact's Telephone Number 360) 834-4151

Facility Name Lacamas Lake Lodge
 Facility Address 227 NE Lake rd Camas, Wa 98607
 Contracted By City of Camas
 Contract Term (dates under Contract) Most current (2016-present)
 Contact Person's Name Susan Palmer
 Contact's Telephone Number 360) 817-7981

**CONTRACTOR APPROACH TO STAFFING AND
ABILITY TO COMPLETE THE WORK**

All illegible documents will be REJECTED.

Contractor must complete all portions of this statement before Proposal will be considered. The following statements as to experience and general qualifications of the Contractor as submitted in conjunction with the proposal, as part thereof and truthfulness and accuracy of information is guaranteed by the Proposer and included in the Proposal evaluation.

1. Describe approach to site staffing and supervision:

We have and will continue to have sufficient staffing with our co-lead janitor working M-F including 2 employees during the week and our other co-lead working on the weekends with 2 employees so that there is accuracy in cleaning all buildings thoroughly.

2. Describe process for service evaluation to ensure proper personnel are serving each facility and meeting expectations:

Each Camas facility in the Janitors closet has custodial instructions and schedules posted. After each building is completed the co-lead scans through the buildings to verify all work was completed.

3. Provide the number of staff assigned to the contract and the time needed to mobilize once the contract is awarded:

STJ Janitorial has 4 employees and 2 on-call team members. We need no time to mobilize if awarded the contract since staffing, schedules, all building ordering via Susan Wilde, and knowledge of every building are already in action.

4. Describe your firm's ability to perform the work on a consistent and timely basis:

All employees are assigned a set job & checklist. If one employee were to obtain extra work due to a building being extra dirty, all employees are to finish their assigned job and help one another when done. It is mandatory that all employees are cross trained in an event of an emergency or going home sick. All employees, besides 1, live in Camas and are all on call 24/7 so that when an emergency arises, like in the past, we are there in a timely manner so that the needs of the city are met.

Company ID Number: 1401155

THE E-VERIFY MEMORANDUM OF UNDERSTANDING FOR EMPLOYERS

ARTICLE I PURPOSE AND AUTHORITY

The parties to this agreement are the Department of Homeland Security (DHS) and STJ Janitorial LLC (Employer). The purpose of this agreement is to set forth terms and conditions which the Employer will follow while participating in E-Verify.

E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of Form I-9, Employment Eligibility Verification (Form I-9). This Memorandum of Understanding (MOU) explains certain features of the E-Verify program and describes specific responsibilities of the Employer, the Social Security Administration (SSA), and DHS.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note). The Federal Acquisition Regulation (FAR) Subpart 22.18, "Employment Eligibility Verification" and Executive Order 12989, as amended, provide authority for Federal contractors and subcontractors (Federal contractor) to use E-Verify to verify the employment eligibility of certain employees working on Federal contracts.

ARTICLE II RESPONSIBILITIES

A. RESPONSIBILITIES OF THE EMPLOYER

1. The Employer agrees to display the following notices supplied by DHS in a prominent place that is clearly visible to prospective employees and all employees who are to be verified through the system:
 - a. Notice of E-Verify Participation
 - b. Notice of Right to Work
2. The Employer agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the Employer representatives to be contacted about E-Verify. The Employer also agrees to keep such information current by providing updated information to SSA and DHS whenever the representatives' contact information changes.
3. The Employer agrees to grant E-Verify access only to current employees who need E-Verify access. Employers must promptly terminate an employee's E-Verify access if the employer is separated from the company or no longer needs access to E-Verify.

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4. The Employer agrees to become familiar with and comply with the most recent version of the E-Verify User Manual.
 5. The Employer agrees that any Employer Representative who will create E-Verify cases will complete the E-Verify Tutorial before that individual creates any cases.
 - a. The Employer agrees that all Employer representatives will take the refresher tutorials when prompted by E-Verify in order to continue using E-Verify. Failure to complete a refresher tutorial will prevent the Employer Representative from continued use of E-Verify.
 6. The Employer agrees to comply with current Form I-9 procedures, with two exceptions:
 - a. If an employee presents a "List B" identity document, the Employer agrees to only accept "List B" documents that contain a photo. (List B documents identified in 8 C.F.R. § 274a.2(b)(1)(B)) can be presented during the Form I-9 process to establish identity.) If an employee objects to the photo requirement for religious reasons, the Employer should contact E-Verify at 888-464-4218.
 - b. If an employee presents a DHS Form I-551 (Permanent Resident Card), Form I-766 (Employment Authorization Document), or U.S. Passport or Passport Card to complete Form I-9, the Employer agrees to make a photocopy of the document and to retain the photocopy with the employee's Form I-9. The Employer will use the photocopy to verify the photo and to assist DHS with its review of photo mismatches that employees contest. DHS may in the future designate other documents that activate the photo screening tool.
- Note: Subject only to the exceptions noted previously in this paragraph, employees still retain the right to present any List A, or List B and List C, document(s) to complete the Form I-9.
7. The Employer agrees to record the case verification number on the employee's Form I-9 or to print the screen containing the case verification number and attach it to the employee's Form I-9.
 8. The Employer agrees that, although it participates in E-Verify, the Employer has a responsibility to complete, retain, and make available for inspection Forms I-9 that relate to its employees, or from other requirements of applicable regulations or laws, including the obligation to comply with the antidiscrimination requirements of section 274B of the INA with respect to Form I-9 procedures.
 - a. The following modified requirements are the only exceptions to an Employer's obligation to not employ unauthorized workers and comply with the anti-discrimination provision of the INA: (1) List B identity documents must have photos, as described in paragraph 6 above; (2) When an Employer confirms the identity and employment eligibility of newly hired employee using E-Verify procedures, the Employer establishes a rebuttable presumption that it has not violated section 274A(a)(1)(A) of the Immigration and Nationality Act (INA) with respect to the hiring of that employee; (3) If the Employer receives a final nonconfirmation for an employee, but continues to employ that person, the Employer must notify DHS and the Employer is subject to a civil money penalty between \$550 and \$1,100 for each failure to notify DHS of continued employment following a final nonconfirmation; (4) If the Employer continues to employ an employee after receiving a final nonconfirmation, then the Employer is subject to a rebuttable presumption that it has knowingly

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employed an unauthorized alien in violation of section 274A(a)(1)(A); and (5) no E-Verify participant is civilly or criminally liable under any law for any action taken in good faith based on information provided through the E-Verify.

b. DHS reserves the right to conduct Form I-9 compliance inspections, as well as any other enforcement or compliance activity authorized by law, including site visits, to ensure proper use of E-Verify.

9. The Employer is strictly prohibited from creating an E-Verify case before the employee has been hired, meaning that a firm offer of employment was extended and accepted and Form I-9 was completed. The Employer agrees to create an E-Verify case for new employees within three Employer business days after each employee has been hired (after both Sections 1 and 2 of Form I-9 have been completed), and to complete as many steps of the E-Verify process as are necessary according to the E-Verify User Manual. If E-Verify is temporarily unavailable, the three-day time period will be extended until it is again operational in order to accommodate the Employer's attempting, in good faith, to make inquiries during the period of unavailability.

10. The Employer agrees not to use E-Verify for pre-employment screening of job applicants, in support of any unlawful employment practice, or for any other use that this MOU or the E-Verify User Manual does not authorize.

11. The Employer must use E-Verify for all new employees. The Employer will not verify selectively and will not verify employees hired before the effective date of this MOU. Employers who are Federal contractors may qualify for exceptions to this requirement as described in Article II.B of this MOU.

12. The Employer agrees to follow appropriate procedures (see Article III below) regarding tentative nonconfirmations. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending. Further, when employees contest a tentative nonconfirmation based upon a photo mismatch, the Employer must take additional steps (see Article III.B. below) to contact DHS with information necessary to resolve the challenge.

13. The Employer agrees not to take any adverse action against an employee based upon the employee's perceived employment eligibility status while SSA or DHS is processing the verification request unless the Employer obtains knowledge (as defined in 8 C.F.R. § 274a.1(l)) that the employee is not work authorized. The Employer understands that an initial inability of the SSA or DHS automated verification system to verify work authorization, a tentative nonconfirmation, a case in continuance (indicating the need for additional time for the government to resolve a case), or the finding of a photo mismatch, does not establish, and should not be interpreted as, evidence that the employee is not work authorized. In any of such cases, the employee must be provided a full and fair opportunity to contest the finding, and if he or she does so, the employee may not be terminated or suffer any adverse employment consequences based upon the employee's perceived employment eligibility status

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(including denying, reducing, or extending work hours, delaying or preventing training, requiring an employee to work in poorer conditions, withholding pay, refusing to assign the employee to a Federal contract or other assignment, or otherwise assuming that he or she is unauthorized to work) until and unless secondary verification by SSA or DHS has been completed and a final nonconfirmation has been issued. If the employee does not choose to contest a tentative nonconfirmation or a photo mismatch or if a secondary verification is completed and a final nonconfirmation is issued, then the Employer can find the employee is not work authorized and terminate the employee's employment. Employers or employees with questions about a final nonconfirmation may call E-Verify at 1-888-464-4218 (customer service) or 1-888-897-7781 (worker hotline).

14. The Employer agrees to comply with Title VII of the Civil Rights Act of 1964 and section 274B of the INA as applicable by not discriminating unlawfully against any individual in hiring, firing, employment eligibility verification, or recruitment or referral practices because of his or her national origin or citizenship status, or by committing discriminatory documentary practices. The Employer understands that such illegal practices can include selective verification or use of E-Verify except as provided in part D below, or discharging or refusing to hire employees because they appear or sound "foreign" or have received tentative nonconfirmations. The Employer further understands that any violation of the immigration-related unfair employment practices provisions in section 274B of the INA could subject the Employer to civil penalties, back pay awards, and other sanctions, and violations of Title VII could subject the Employer to back pay awards, compensatory and punitive damages. Violations of either section 274B of the INA or Title VII may also lead to the termination of its participation in E-Verify. If the Employer has any questions relating to the anti-discrimination provision, it should contact OSC at 1-800-255-8155 or 1-800-237-2515 (TDD).

15. The Employer agrees that it will use the information it receives from E-Verify only to confirm the employment eligibility of employees as authorized by this MOU. The Employer agrees that it will safeguard this information, and means of access to it (such as PINS and passwords), to ensure that it is not used for any other purpose and as necessary to protect its confidentiality, including ensuring that it is not disseminated to any person other than employees of the Employer who are authorized to perform the Employer's responsibilities under this MOU, except for such dissemination as may be authorized in advance by SSA or DHS for legitimate purposes.

16. The Employer agrees to notify DHS immediately in the event of a breach of personal information. Breaches are defined as loss of control or unauthorized access to E-Verify personal data. All suspected or confirmed breaches should be reported by calling 1-888-464-4218 or via email at E-Verify@dhs.gov. Please use "Privacy Incident – Password" in the subject line of your email when sending a breach report to E-Verify.

17. The Employer acknowledges that the information it receives from SSA is governed by the Privacy Act (5 U.S.C. § 552a(i)(1) and (3)) and the Social Security Act (42 U.S.C. 1306(a)). Any person who obtains this information under false pretenses or uses it for any purpose other than as provided for in this MOU may be subject to criminal penalties.

18. The Employer agrees to cooperate with DHS and SSA in their compliance monitoring and evaluation of E-Verify, which includes permitting DHS, SSA, their contractors and other agents, upon



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reasonable notice, to review Forms I-9 and other employment records and to interview it and its employees regarding the Employer's use of E-Verify, and to respond in a prompt and accurate manner to DHS requests for information relating to their participation in E-Verify.

19. The Employer shall not make any false or unauthorized claims or references about its participation in E-Verify on its website, in advertising materials, or other media. The Employer shall not describe its services as federally-approved, federally-certified, or federally-recognized, or use language with a similar intent on its website or other materials provided to the public. Entering into this MOU does not mean that E-Verify endorses or authorizes your E-Verify services and any claim to that effect is false.

20. The Employer shall not state in its website or other public documents that any language used therein has been provided or approved by DHS, USCIS or the Verification Division, without first obtaining the prior written consent of DHS.

21. The Employer agrees that E-Verify trademarks and logos may be used only under license by DHS/USCIS (see [M-795 \(Web\)](#)) and, other than pursuant to the specific terms of such license, may not be used in any manner that might imply that the Employer's services, products, websites, or publications are sponsored by, endorsed by, licensed by, or affiliated with DHS, USCIS, or E-Verify.

22. The Employer understands that if it uses E-Verify procedures for any purpose other than as authorized by this MOU, the Employer may be subject to appropriate legal action and termination of its participation in E-Verify according to this MOU.

B. RESPONSIBILITIES OF FEDERAL CONTRACTORS

1. If the Employer is a Federal contractor with the FAR E-Verify clause subject to the employment verification terms in Subpart 22.18 of the FAR, it will become familiar with and comply with the most current version of the E-Verify User Manual for Federal Contractors as well as the E-Verify Supplemental Guide for Federal Contractors.

2. In addition to the responsibilities of every employer outlined in this MOU, the Employer understands that if it is a Federal contractor subject to the employment verification terms in Subpart 22.18 of the FAR it must verify the employment eligibility of any "employee assigned to the contract" (as defined in FAR 22.1801). Once an employee has been verified through E-Verify by the Employer, the Employer may not create a second case for the employee through E-Verify.

a. An Employer that is not enrolled in E-Verify as a Federal contractor at the time of a contract award must enroll as a Federal contractor in the E-Verify program within 30 calendar days of contract award and, within 90 days of enrollment, begin to verify employment eligibility of new hires using E-Verify. The Employer must verify those employees who are working in the United States, whether or not they are assigned to the contract. Once the Employer begins verifying new hires, such verification of new hires must be initiated within three business days after the hire date. Once enrolled in E-Verify as a Federal contractor, the Employer must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.

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b. Employers enrolled in E-Verify as a Federal contractor for 90 days or more at the time of a contract award must use E-Verify to begin verification of employment eligibility for new hires of the Employer who are working in the United States, whether or not assigned to the contract, within three business days after the date of hire. If the Employer is enrolled in E-Verify as a Federal contractor for 90 calendar days or less at the time of contract award, the Employer must, within 90 days of enrollment, begin to use E-Verify to initiate verification of new hires of the contractor who are working in the United States, whether or not assigned to the contract. Such verification of new hires must be initiated within three business days after the date of hire. An Employer enrolled as a Federal contractor in E-Verify must begin verification of each employee assigned to the contract within 90 calendar days after date of contract award or within 30 days after assignment to the contract, whichever is later.

c. Federal contractors that are institutions of higher education (as defined at 20 U.S.C. 1001(a)), state or local governments, governments of Federally recognized Indian tribes, or sureties performing under a takeover agreement entered into with a Federal agency under a performance bond may choose to only verify new and existing employees assigned to the Federal contract. Such Federal contractors may, however, elect to verify all new hires, and/or all existing employees hired after November 6, 1986. Employers in this category must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.

d. Upon enrollment, Employers who are Federal contractors may elect to verify employment eligibility of all existing employees working in the United States who were hired after November 6, 1986, instead of verifying only those employees assigned to a covered Federal contract. After enrollment, Employers must elect to verify existing staff following DHS procedures and begin E-Verify verification of all existing employees within 180 days after the election.

e. The Employer may use a previously completed Form I-9 as the basis for creating an E-Verify case for an employee assigned to a contract as long as:

- i. That Form I-9 is complete (including the SSN) and complies with Article II.A.6,
- ii. The employee's work authorization has not expired, and
- iii. The Employer has reviewed the Form I-9 information either in person or in communications with the employee to ensure that the employee's Section 1, Form I-9 attestation has not changed (including, but not limited to, a lawful permanent resident alien having become a naturalized U.S. citizen).

f. The Employer shall complete a new Form I-9 consistent with Article II.A.6 or update the previous Form I-9 to provide the necessary information if:

- i. The Employer cannot determine that Form I-9 complies with Article II.A.6,
- ii. The employee's basis for work authorization as attested in Section 1 has expired or changed, or
- iii. The Form I-9 contains no SSN or is otherwise incomplete.

Note: If Section 1 of Form I-9 is otherwise valid and up-to-date and the form otherwise complies with



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Article II.C.5, but reflects documentation (such as a U.S. passport or Form I-551) that expired after completing Form I-9, the Employer shall not require the production of additional documentation, or use the photo screening tool described in Article II.A.5, subject to any additional or superseding instructions that may be provided on this subject in the E-Verify User Manual.

g. The Employer agrees not to require a second verification using E-Verify of any assigned employee who has previously been verified as a newly hired employee under this MOU or to authorize verification of any existing employee by any Employer that is not a Federal contractor based on this Article.

3. The Employer understands that if it is a Federal contractor, its compliance with this MOU is a performance requirement under the terms of the Federal contract or subcontract, and the Employer consents to the release of information relating to compliance with its verification responsibilities under this MOU to contracting officers or other officials authorized to review the Employer's compliance with Federal contracting requirements.

C. RESPONSIBILITIES OF SSA

1. SSA agrees to allow DHS to compare data provided by the Employer against SSA's database. SSA sends DHS confirmation that the data sent either matches or does not match the information in SSA's database.

2. SSA agrees to safeguard the information the Employer provides through E-Verify procedures. SSA also agrees to limit access to such information, as is appropriate by law, to individuals responsible for the verification of Social Security numbers or responsible for evaluation of E-Verify or such other persons or entities who may be authorized by SSA as governed by the Privacy Act (5 U.S.C. § 552a), the Social Security Act (42 U.S.C. 1306(a)), and SSA regulations (20 CFR Part 401).

3. SSA agrees to provide case results from its database within three Federal Government work days of the initial inquiry. E-Verify provides the information to the Employer.

4. SSA agrees to update SSA records as necessary if the employee who contests the SSA tentative nonconfirmation visits an SSA field office and provides the required evidence. If the employee visits an SSA field office within the eight Federal Government work days from the date of referral to SSA, SSA agrees to update SSA records, if appropriate, within the eight-day period unless SSA determines that more than eight days may be necessary. In such cases, SSA will provide additional instructions to the employee. If the employee does not visit SSA in the time allowed, E-Verify may provide a final nonconfirmation to the employer.

Note: If an Employer experiences technical problems, or has a policy question, the employer should contact E-Verify at 1-888-464-4218.

D. RESPONSIBILITIES OF DHS

1. DHS agrees to provide the Employer with selected data from DHS databases to enable the Employer to conduct, to the extent authorized by this MOU:

a. Automated verification checks on alien employees by electronic means, and

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- b. Photo verification checks (when available) on employees.
- 2. DHS agrees to assist the Employer with operational problems associated with the Employer's participation in E-Verify. DHS agrees to provide the Employer names, titles, addresses, and telephone numbers of DHS representatives to be contacted during the E-Verify process.
- 3. DHS agrees to provide to the Employer with access to E-Verify training materials as well as an E-Verify User Manual that contain instructions on E-Verify policies, procedures, and requirements for both SSA and DHS, including restrictions on the use of E-Verify.
- 4. DHS agrees to train Employers on all important changes made to E-Verify through the use of mandatory refresher tutorials and updates to the E-Verify User Manual. Even without changes to E-Verify, DHS reserves the right to require employers to take mandatory refresher tutorials.
- 5. DHS agrees to provide to the Employer a notice, which indicates the Employer's participation in E-Verify. DHS also agrees to provide to the Employer anti-discrimination notices issued by the Office of Special Counsel for Immigration-Related Unfair Employment Practices (OSC), Civil Rights Division, U.S. Department of Justice.
- 6. DHS agrees to issue each of the Employer's E-Verify users a unique user identification number and password that permits them to log in to E-Verify.
- 7. DHS agrees to safeguard the information the Employer provides, and to limit access to such information to individuals responsible for the verification process, for evaluation of E-Verify, or to such other persons or entities as may be authorized by applicable law. Information will be used only to verify the accuracy of Social Security numbers and employment eligibility, to enforce the INA and Federal criminal laws, and to administer Federal contracting requirements.
- 8. DHS agrees to provide a means of automated verification that provides (in conjunction with SSA verification procedures) confirmation or tentative nonconfirmation of employees' employment eligibility within three Federal Government work days of the initial inquiry.
- 9. DHS agrees to provide a means of secondary verification (including updating DHS records) for employees who contest DHS tentative nonconfirmations and photo mismatch tentative nonconfirmations. This provides final confirmation or nonconfirmation of the employees' employment eligibility within 10 Federal Government work days of the date of referral to DHS, unless DHS determines that more than 10 days may be necessary. In such cases, DHS will provide additional verification instructions.

ARTICLE III

REFERRAL OF INDIVIDUALS TO SSA AND DHS

A. REFERRAL TO SSA

- 1. If the Employer receives a tentative nonconfirmation issued by SSA, the Employer must print the notice as directed by E-Verify. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify

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case. The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.

2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.
3. After a tentative nonconfirmation, the Employer will refer employees to SSA field offices only as directed by E-Verify. The Employer must record the case verification number, review the employee information submitted to E-Verify to identify any errors, and find out whether the employee contests the tentative nonconfirmation. The Employer will transmit the Social Security number, or any other corrected employee information that SSA requests, to SSA for verification again if this review indicates a need to do so.
4. The Employer will instruct the employee to visit an SSA office within eight Federal Government work days. SSA will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.
5. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.
6. The Employer agrees not to ask the employee to obtain a printout from the Social Security Administration number database (the Numident) or other written verification of the SSN from the SSA.

B. REFERRAL TO DHS

1. If the Employer receives a tentative nonconfirmation issued by DHS, the Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.
2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.
3. The Employer agrees to refer individuals to DHS only when the employee chooses to contest a tentative nonconfirmation.
4. If the employee contests a tentative nonconfirmation issued by DHS, the Employer will instruct the

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employee to contact DHS through its toll-free hotline (as found on the referral letter) within eight Federal Government work days.

5. If the Employer finds a photo mismatch, the Employer must provide the photo mismatch tentative nonconfirmation notice and follow the instructions outlined in paragraph 1 of this section for tentative nonconfirmations, generally.

6. The Employer agrees that if an employee contests a tentative nonconfirmation based upon a photo mismatch, the Employer will send a copy of the employee's Form I-551, Form I-766, U.S. Passport, or passport card to DHS for review by:

- a. Scanning and uploading the document, or
- b. Sending a photocopy of the document by express mail (furnished and paid for by the employer).

7. The Employer understands that if it cannot determine whether there is a photo match/mismatch, the Employer must forward the employee's documentation to DHS as described in the preceding paragraph. The Employer agrees to resolve the case as specified by the DHS representative who will determine the photo match or mismatch.

8. DHS will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.

9. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.

ARTICLE IV SERVICE PROVISIONS

A. NO SERVICE FEES

1. SSA and DHS will not charge the Employer for verification services performed under this MOU. The Employer is responsible for providing equipment needed to make inquiries. To access E-Verify, an Employer will need a personal computer with Internet access.

ARTICLE V MODIFICATION AND TERMINATION

A. MODIFICATION

1. This MOU is effective upon the signature of all parties and shall continue in effect for as long as the SSA and DHS operates the E-Verify program unless modified in writing by the mutual consent of all parties.

2. Any and all E-Verify system enhancements by DHS or SSA, including but not limited to E-Verify checking against additional data sources and instituting new verification policies or procedures, will be covered under this MOU and will not cause the need for a supplemental MOU that outlines these changes.



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B. TERMINATION

1. The Employer may terminate this MOU and its participation in E-Verify at any time upon 30 days prior written notice to the other parties.
2. Notwithstanding Article V, part A of this MOU, DHS may terminate this MOU, and thereby the Employer's participation in E-Verify, with or without notice at any time if deemed necessary because of the requirements of law or policy, or upon a determination by SSA or DHS that there has been a breach of system integrity or security by the Employer, or a failure on the part of the Employer to comply with established E-Verify procedures and/or legal requirements. The Employer understands that if it is a Federal contractor, termination of this MOU by any party for any reason may negatively affect the performance of its contractual responsibilities. Similarly, the Employer understands that if it is in a state where E-Verify is mandatory, termination of this by any party MOU may negatively affect the Employer's business.
3. An Employer that is a Federal contractor may terminate this MOU when the Federal contract that requires its participation in E-Verify is terminated or completed. In such cases, the Federal contractor must provide written notice to DHS. If an Employer that is a Federal contractor fails to provide such notice, then that Employer will remain an E-Verify participant, will remain bound by the terms of this MOU that apply to non-Federal contractor participants, and will be required to use the E-Verify procedures to verify the employment eligibility of all newly hired employees.
4. The Employer agrees that E-Verify is not liable for any losses, financial or otherwise, if the Employer is terminated from E-Verify.

**ARTICLE VI
PARTIES**

- A. Some or all SSA and DHS responsibilities under this MOU may be performed by contractor(s), and SSA and DHS may adjust verification responsibilities between each other as necessary. By separate agreement with DHS, SSA has agreed to perform its responsibilities as described in this MOU.
- B. Nothing in this MOU is intended, or should be construed, to create any right or benefit, substantive or procedural, enforceable at law by any third party against the United States, its agencies, officers, or employees, or against the Employer, its agents, officers, or employees.
- C. The Employer may not assign, directly or indirectly, whether by operation of law, change of control or merger, all or any part of its rights or obligations under this MOU without the prior written consent of DHS, which consent shall not be unreasonably withheld or delayed. Any attempt to sublicense, assign, or transfer any of the rights, duties, or obligations herein is void.
- D. Each party shall be solely responsible for defending any claim or action against it arising out of or related to E-Verify or this MOU, whether civil or criminal, and for any liability wherefrom, including (but not limited to) any dispute between the Employer and any other person or entity regarding the applicability of Section 403(d) of IIRIRA to any action taken or allegedly taken by the Employer.
- E. The Employer understands that its participation in E-Verify is not confidential information and may be disclosed as authorized or required by law and DHS or SSA policy, including but not limited to,

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Congressional oversight, E-Verify publicity and media inquiries, determinations of compliance with Federal contractual requirements, and responses to inquiries under the Freedom of Information Act (FOIA).

F. The individuals whose signatures appear below represent that they are authorized to enter into this MOU on behalf of the Employer and DHS respectively. The Employer understands that any inaccurate statement, representation, data or other information provided to DHS may subject the Employer, its subcontractors, its employees, or its representatives to: (1) prosecution for false statements pursuant to 18 U.S.C. 1001 and/or; (2) immediate termination of its MOU and/or; (3) possible debarment or suspension.

G. The foregoing constitutes the full agreement on this subject between DHS and the Employer.

To be accepted as an E-Verify participant, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 1-888-464-4218.

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Approved by:

Employer STJ Janitorial LLC	
Name (Please Type or Print) Christopher D Tarr	Title
Signature Electronically Signed	Date 04/11/2019
Department of Homeland Security – Verification Division	
Name (Please Type or Print) USCIS Verification Division	Title
Signature Electronically Signed	Date 04/11/2019

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Information Required for the E-Verify Program	
Information relating to your Company:	
Company Name	STJ Janitorial LLC
Company Facility Address	1725 SE 8th Ave Camas, WA 98607
Company Alternate Address	PO Box 590 Camas, WA 98607
County or Parish	CLARK
Employer Identification Number	832485001
North American Industry Classification Systems Code	813
Parent Company	
Number of Employees	5 to 9
Number of Sites Verified for	1 site(s)



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Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State:

WA

1

Company ID Number: 1796142

Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:

Name Kelly C Silveira
Phone Number (541) 450 - 5030
Fax Number
Email Address STJJANITORIAL@GMAIL.COM

Name Brad E Kavonius
Phone Number (360) 608 - 3865
Fax Number
Email Address STJJANITORIAL@GMAIL.COM



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This list represents the first 20 Program Administrators listed for this company.

PART TWO
CONTRACT DOCUMENTS

CONTRACT

THIS AGREEMENT, made and entered into this _____ day of _____, 2022, between the City of Camas under and by virtue of Title 35A RCW (cities and towns), as amended

And, _____, hereinafter called the Contractor.

WITNESSETH:

That in consideration of the terms and conditions contained herein and attached and made a part of this agreement, the parties hereto covenant and agree as follows:

I. The Contractor shall do all work and furnish all tools, materials and equipment for **Janitorial Services for City Facilities**, in accordance with and as described in the attached plans and specifications, and the standard specifications of the current Washington State Department of Transportation which are by the reference incorporated herein and made part hereof and, shall perform any changes in the work in accord with the Contract Documents.

The Contractor shall provide and bear the expense of all equipment, work and labor, of any sort whatsoever that may be required for the transfer of materials and for constructing and completing the work provided for in these Contract Documents except those items mentioned therein to be furnished by the City of Camas. In all respects, the Contractor is an independent Contractor, and not an employee of the City of Camas.

II. The City of Camas hereby promises and agrees with the Contractor to employ, and does employ the Contractor to provide the materials and to do and cause to be done the above described work and to complete and finish the same in accord with the attached plans and specifications and the terms and conditions herein contained and hereby contracts to pay for the same according to the attached specifications and the schedule of unit or itemized prices at the time and in manner and upon the conditions provided for in this contract.

III. The Contractor for himself/herself, and for his/her heirs, executors, administrators, successors, assigns, does hereby agree to the full performance of all the covenants herein contained upon the part of the Contractor.

IV. The Contractor shall defend, indemnify and hold the City of Camas, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City of Camas.

However, should a court of competent jurisdiction determine that this Agreement 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 Contractor and the City, its officers, officials, employees, and volunteers, the Contractor's liability hereunder shall be only to the extent of the Contractor's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor'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 Agreement.

V. The Contractor shall provide a material, labor, and equipment guarantee for the work performed under this contract for a period of one year from the Date of Acceptance as shown on the Notice of Completion for Public Works Projects. All work shall be free of defect in workmanship or materials. Upon notice, the Contractor shall make all repairs promptly at no cost to the City. Failure to repair or replace defects in a manner satisfactory to the Engineer will constitute a breach of this contract.

VI. **The Contractor is obligated to pay Prevailing Wages as determined by the Washington State Department of Labor and Industries Prevailing Wages, Rates for Clark County effective February 24th, 2022.**

Under no circumstances will any payment be made without an approved Intent to Pay Prevailing Wages form. Such form to be duly approved by an Industrial Statistician employed by the State of Washington Department of Labor and Industries.

VII. CONTRACT EXTENSION: The period of this Contract and its prices shall be for one (1) year commencing on the date of award. The City of Camas reserves the right to offer up-to five (5) additional one (1) year extensions if the extensions would be in the best interest of the City.

VIII. BACKGROUND CHECK: Contractor hereby warrants that **all employees** who provide janitorial services for City of Camas facilities as designated in this contract herein have passed a background check. All background checks must be conducted by the City and the minimum background check process shall include, but not be limited to, the following checks:

1. Social Security Number (SSN);
2. Criminal Records (County and State Criminal Felony and Misdemeanor, National Criminal Data Criminal Date Base, Federal Criminal);
3. National Sex Offender Registry; and
4. Local background check performed by the City of Camas Police Department.

All background checks must be conducted prior to initial access by Contractor employees (this also includes Contractor employees that are "filling in" for employees unable to work their shift). Additionally, all Contractor employees have the responsibility to self-disclose any misdemeanor or felony convictions that occur during the term of this Contract. Contractor agrees to defend, indemnify and hold harmless the City, its officers, officials, employees and volunteers for any claim, suits, or proceedings alleging any breach of this warranty.

IX. Communications Requirement: The Contractor shall maintain a twenty-four hour emergency telephone number with the ability to respond to telephone calls within one-hour.

X. As provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987, the contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, sex or national origin in the selection and retention of sub-contractors, including procurement of materials and leases of equipment.

City of Camas, Washington in accordance with the provisions of Title VI of the Civil Rights Act of 1964 {78 Stat. 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notified all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, all contractors will

be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of the owner's race, color, national origin, sex, age, disability, income-level, or LEP in consideration for an award.

XI. The Contractor shall certify that they are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any State or Federal department or agency.

XII. The Contractor shall not propose or contract with any person or entity that is currently debarred, suspended, and ineligible contractors and grantees.

XIII. It is further provided that no liability shall attach to the City of Camas by reason of entering into this contract, except as provided herein.

XIV. The Contractor shall maintain its records and accounts so as to facilitate audit requirements as established by the Office of the State Auditor and shall require subcontractors to do the same.

IN WITNESS WHEREOF, the Contractor has executed this instrument, on the day and year first below written and the Mayor of the City of Camas has caused this instrument to be executed by and in the name of the said City of Camas the day and year first above written.

Executed by the Contractor _____, 2022.

Contractor

Executed by the Local Agency _____, 2022.

Mayor, City of Camas

Approved as to Form

City of Camas Attorney

CONTRACT BOND

Janitorial Services for City Facilities

KNOW ALL PERSONS BY THESE PRESENTS, That _____

of _____, as Principal, and _____

as Surety, are jointly and severally held and bound unto the City of Camas, Washington,

in the penal sum of Dollars (\$ _____), for the payment of which we jointly and severally bind ourselves, our heirs, executors, administrators, and assigns, and successors and assigns, firmly by these presents.

THE CONDITION of this bond is such that whereas, on the _____ day of _____ A.D., 20____, the said _____

Principal, herein, executed a certain contract with the City of Camas, Washington,

by the terms, conditions and provisions of which contract the said _____

Principal, herein, agree to furnish all material and do certain work, to wit: That

_____ will undertake and

complete the construction of these **Janitorial Services for City Facilities**, according to the maps, plans and specifications made a part of said contract, which contract as so executed, is hereunto attached, is now referred to and by reference is incorporated herein and made a part hereof as fully for all purposes as if here set forth at length. The bond shall cover all approved change orders as if they were in the original contract.

NOW, THEREFORE, if the Principal herein shall faithfully and truly observe and comply with the terms, conditions and provisions of said contract in all respects and shall well and truly and fully do and perform all matters and things as specified in the Contract Documents, unless amended by change order, undertaken to be performed under said contract, upon the terms proposed therein, and within the time prescribed therein, and until the same is accepted, and shall pay all laborers, mechanics, subcontractors and material men, and all persons who shall supply such contractor or subcontractor with provisions and supplies for the carrying on of such work, and shall in all respects faithfully perform said contract according to law, then this obligation to be void, otherwise to remain in full force and effect.

WITNESS our hands this _____ day of _____, 20__

PRINCIPAL

ATTORNEY-IN-FACT, SURETY

NAME AND ADDRESS, LOCAL OFFICE OF AGENT

APPROVED:

CITY OF CAMAS, WASHINGTON

BY: _____
MAYOR, CITY OF CAMAS

DATE: _____, 20__

SURETY BOND NUMBER _____

The United States Department of Transportation
Appendix A of the
Standard Title VI/ Non-Discrimination Assurances
DOT Order No. 1050.2A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration (FHWA), as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, national origin, sex, age, disability, income-level, or Limited English Proficiency (LEP) in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations as set forth in Appendix E, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 C.F.R. Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, national origin, sex, Age, disability, income-level or LEP.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the FHWA to be pertinent to ascertain compliance with such Acts, Regulations and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the FHWA, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.

Incorporation of Provisions: The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

The United States Department of Transportation
Appendix E of the
Standard Title VI/ Non-Discrimination Assurances
DOT Order No. 1050.2A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities, including, but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat.252), prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 *et seq.*), prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, prohibits discrimination on the basis of disability; and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 U.S.C. § 471, Section 47123, as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations 49 C.F.R. parts 37 and 38.
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);

Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 *et seq.*).

PART THREE
STANDARDS OF PERFORMANCE & WORKMANSHIP
FOR CITY FACILITIES

Standards of Performance & Workmanship

The below Standards of Performance & Workmanship include all facilities identified via separate checklists in PART FOUR JANITORIAL CHECKLISTS FOR CITY FACILITIES. *For all facilities: lock all doors, turn off lights, and set security alarm if present, when leaving building.*

1.0 ENTRY AREAS (OUTSIDE FRONT SIDEWALK TO FRONT DOOR UP TO ENTRY AND INTERIOR LOBBY)

Satisfactory and acceptable entry areas, including exterior foyers, entry ramps, stairways, and interior lobbies, shall be free of dirt, dust, debris, and stains. Acceptable entry areas shall present a clean, uniform appearance.

- All paper, trash or other discarded materials shall be disposed of in the appropriate recycling or trash container.
- All surfaces of exterior foyers shall be cleaned as necessary to remove cobwebs, dirt, dust, and other loose or foreign material.
- Interior and exterior entry areas shall be thoroughly swept and/or vacuumed. Vacuum attachments, or other tools, will be used to remove loose material from hard-to-reach areas including around stationary fixtures and furniture, baseboards, behind doors, and other corners and crevices.
- Entry mats shall be thoroughly vacuumed. Surfaces under entry mats shall be routinely checked and swept and/or vacuumed as needed to remove dirt, dust, and other loose or foreign material.
- Hard surface floor, carpet, and entry mat stains shall be removed with an appropriate stain removing product. Stains include, but are not limited to, coffee, grease, gum, heel and scuff marks, oil, and tar.
- Entry doors and door glass shall be cleaned inside and out to remove fingerprints, smudges, spots, streaks, etc.
- Items moved during entry area cleaning operations shall be returned to their original location.

2.0 FLOOR CARE (EXCEPT KITCHENS, RESTROOMS, LOCKER ROOMS AND ELEVATOR CABS, SEE 5.0, 6.0 and 8.0)

A. CARPET

Satisfactory and acceptable carpet areas shall be free of dirt, dust, debris, and stains. Acceptable carpet areas shall present a clean, uniform appearance.

- Paper clips, staples, and other debris shall be picked up and thrown away.
- Carpeted areas shall be thoroughly vacuumed. Vacuum attachments or other tools, will be used to remove loose material from hard-to-reach areas including around stationary fixtures and furniture, baseboards, behind doors, and other corners and crevices.

- Carpet stains shall be removed with an appropriate stain removing product. Stains include, but are not limited to, coffee, grease, gum, oil and tar.
- Baseboards shall be cleaned as needed, to remove scuff and smudge marks.
- Items moved during carpet cleaning operations shall be returned to their original location.

B. HARD SURFACE FLOORS (EXCEPT KITCHENS, RESTROOMS LOCKER ROOMS AND ELEVATOR CABS, SEE 5.0, 6.0 and 8.0)

Satisfactory and acceptable hard surface floor areas shall be free of dirt, dust, debris, heel marks, smears, smudges, spots, stains and streaks. Acceptable hard surface floors shall present a clean, uniform appearance.

- Hard surface floors shall be dust mopped or swept to remove dirt, dust and debris prior to wet mopping. Vacuum attachments, or other tools, will be used to remove loose material from hard to-reach areas including around stationary fixtures and furniture, baseboards, behind doors, and other corners and crevices.
- Hard surface floors shall be wet mopped using an appropriate cleaning product for the floor it is being applied to. Mops shall be mechanically wrung out/squeezed to remove excess solution.
- Warning signs or barriers shall be posted during mopping operations for safety.
- Splash marks/spots shall be removed from baseboards, fixtures, furniture, and walls prior to completing wet mopping operations.
- Hard surface floor stains shall be removed with an appropriate stain removing product. Stains include, but are not limited to, grease, gum, heel and scuff marks, oil, and tar.

3.0 INTERIOR GLASS/WINDOWS

Satisfactory and acceptable glass, mirror or vitreous surfaces shall be free from smears, spots and streaks. Acceptable glass shall present a clean, clear, uniform appearance.

- Glass surfaces, including inside of exterior windows, shall be cleaned with an appropriate glass cleaner to remove dirt, film, soil, spots, smears, streaks and other foreign substances. All excess cleaner will be removed from surrounding trim and surfaces. Items moved during glass cleaning operations shall be returned to their original location.

4.0 CLEANING AND DUSTING FLOOR TO CEILING

Satisfactory and acceptable floor to ceiling, and furniture in all rooms, shall be free of cobwebs, dirt, dust, smears, smudges, spots, stains, and streaks.

- Vacuum upholstered furniture.
- Wipe and disinfect touch points: light switches, door handles, handrails and miscellaneous fixtures.
- Cobwebs, dirt, dust, and other laden airborne matter shall be removed by either chemical, manual or mechanical means. Devices that merely displace or redistribute

matter, such as feather dusters, will not be used unless treated to attract and hold the matter.

- Doors and walls shall be wiped and dusted to remove dust, smudges, spots or streaks as needed.
- Wall hangings, book cases (including tops), armoires, hard surfaces and other furniture, shall be dusted and/or brush vacuumed. *Active desk space including keyboards, monitors, phones, desk chairs, etc., are not required to be cleaned under this section.*
- Surface smears, smudges, spots, stains, and streaks created either existing, or as a result of dusting activities, shall be removed with an appropriate cleaner.
- Ductwork and vents, including ceiling and wall-mounted air diffusers and return air grills, and exposed lighting fixtures shall be dusted and/or "brush vacuumed" as part of high dusting operations.
- Items moved during low and high dusting operations shall be returned to their original location.

WINDOW BLINDS, SHADES AND ROOM DIVIDERS

Satisfactory and acceptable window blinds and shades and room dividers shall be free of dirt, dust, debris and stains. Acceptable window blinds, shades and room dividers shall present a clean, uniform appearance.

Blinds shall be vacuumed using tools designed for cleaning blinds.

- Window shades shall be cleaned in-place whenever possible using an appropriate method.
- When it is more expeditious, effective, or safer to do so, shades may be removed for cleaning.
- Room dividers shall be vacuumed or dusted and spot cleaned or wiped down using an appropriate cleaner.

Items moved during window blind, shade and room divider cleaning operations shall be returned to their original locations.

5.0 KITCHENS

Satisfactory and acceptable kitchens, kitchenettes and lunchrooms shall present an overall clean appearance and meet or exceed Health Department standards for food preparation areas. All surfaces, including floors, in this section shall be cleaned using a "restaurant grade" or other appropriate disinfectant cleaner.

- Surfaces shall be dampened and wiped with food safe disinfectant, to remove dirt, food debris, grease, grime, spots, stains and objectionable odors. Surfaces include, but are not limited to: appliance exteriors, cabinets, ceilings, countertops, faucets, fixtures, handles, hood fans, sinks (if they are empty), tables and chairs, trash containers and walls.
- Microwave shall be cleaned inside and out as needed.

- Chrome or stainless appliances and fixtures shall also be polished to remove fingerprints, streaks and watermarks.
- Floors shall be dust mopped or swept to remove dirt, dust and debris prior to wet mopping.
- Vacuum attachments, or other tools, will be used to remove loose material from hard-to-reach areas including around stationary fixtures and furniture, baseboards, behind doors, and other corners and crevices.
- Floors shall be wet mopped using an appropriate disinfectant cleaning product for the floor it is being applied to. Mops shall be mechanically wrung out/squeezed to remove excess solution.
- Warning signs or barriers shall be posted during mopping operations for safety.
- Splash marks/spots shall be removed from appliances, baseboards, cabinets, fixtures, furniture and walls prior to completing wet mopping operations.
- Floor stains shall be removed with an appropriate stain removing product. Stains include, but are not limited to, grease, gum, heel and scuff marks, oil and tar.
- Product dispensers shall be checked and refilled on a daily basis.
- Items moved during kitchen cleaning operations shall be returned to their original locations.

6.0 RESTROOMS/LOCKER ROOMS/WORKOUT ROOMS

Satisfactory and acceptable restrooms, locker rooms, and workout rooms shall present an overall clean appearance and be of "hospital" quality for sanitation.

- All surfaces, including floors, in this section shall be cleaned using a "hospital grade" or other appropriate disinfectant cleaner.
- Surfaces shall be damp wiped with disinfectant cleaner to remove all foreign materials including: debris, dirt, dust, feces, grease, grime, hair, marks, mildew, mold, rings, smears, smudges, soap scum, spots, urine and other biological growth or stains. Surfaces include, but are not limited to: cabinets, ceilings, countertops, faucets, fixtures, handles, mirrors, product dispensers, shower stalls (including ceilings, curtains, doors and mats, enclosures, fixtures, grout and walls), sinks, stall doors and partitions, tables and chairs, lockers, toilets, trash containers, urinals and walls.
- Mirrors, product dispensers, and chrome or stainless fixtures shall also be polished to remove fingerprints, streaks and watermarks.
- Floors shall be dust mopped or swept to remove dirt, dust and debris prior to wet mopping. Vacuum attachments, or other tools, will be used to remove loose material from hard-to-reach areas including around stationary fixtures and furniture, baseboards, behind doors, and other corners and crevices.
- Floors shall be wet mopped using an appropriate disinfectant cleaning product for the floor it is being applied to. Mops shall be mechanically wrung out/squeezed to remove excess solution.
- Warning signs or barriers shall be posted during mopping operations for safety.
- Splash marks/spots shall be removed from baseboards, cabinets, fixtures, furniture and walls prior to completing wet mopping operations.

- Floor stains shall be removed with an appropriate stain removing product. Stains include, but are not limited to, grease, gum, heel and scuff marks, oil and tar.
- Product dispensers shall be checked and refilled as needed on a daily basis.
- Items moved during restroom/locker room cleaning operations shall be returned to their original locations.
- Shower stalls shall be wiped daily, and thoroughly cleaned one time per week.
- Workout equipment is excluded from this section and is assumed to be cleaned by users before/after use

7.0 RECYCLING AND TRASH

Satisfactory and acceptable recycling and trash collection shall be performed daily and result in refuse being deposited into the appropriate collection receptacle and clean trash containers returned to their original locations.

- Recycling and trash containers shall be cleaned as needed with an appropriate disinfectant to remove dirt, food waste, grease, grime, stains, streaks and objectionable odors.
- Trash can liners shall be replaced on a daily basis.
- Items moved during recycling and trash collection operations shall be returned to their original locations.

8.0 MISCELLANEOUS

DRINKING FOUNTAINS

Satisfactory and acceptable drinking fountains shall present an overall clean appearance and meet the same standards for faucet and fixture cleanliness as noted in "5. KITCHENS" above.

BASEBOARDS, DOORS AND WALLS, WALL HANGINGS, CHAIR BASES

- Wipe off fingerprints and marks on doors and walls (ALL AREAS)
- Wipe baseboards throughout
- Dust chair bases throughout the building
- Dust wall hangings in all areas

ELEVATOR CAB

Satisfactory and acceptable elevators shall be free of dirt, dust, debris, and stains. Acceptable elevators shall present a clean, uniform appearance.

- Interior and exterior vertical elevator cab surfaces shall be cleaned with an appropriate cleaner to remove dirt, film, soil, spots, smears, streaks and other foreign substances. All excess cleaner will be removed from surrounding trim and surfaces.
- Elevator cab floors shall be thoroughly swept and/or vacuumed. Vacuum attachments, or other tools, will be used to remove loose material from hard-to-reach areas including corners, crevices, and door tracks and carpeted elevator cab walls.

- Hard surface floor and carpet stains shall be removed with an appropriate stain removing product. Stains include, but are not limited to, coffee grease, gum, heel and scuff marks, oil and tar.

FALLEN LEAF LAKE PARK JANITORIAL SERVICE

- Empty all trash AS PER 7.0
- Sweep areas under picnic tables
- Wipe down all tables and benches
- Wipe down outdoor counter
- Clean sink at outdoor counter AS PER 5.0
- Cobweb removal
- Clean both restrooms (mop, toilet, sink) AS PER 6.0

9.0 ADDITIONAL CONTRACTED SERVICE OPTIONS

The City may ask contractor/vendor to provide the following services, on a per each occurrence, via a separate quote.

CARPET CLEANING

Satisfactory and acceptable carpet areas shall be free of cleaning residue, dirt, dust, debris, and stains. Acceptable carpet areas shall present a clean, uniform appearance.

- Carpets shall be cleaned using mechanical carpet cleaners with appropriate products applied according to manufacturers' directions.

MACHINE SCRUB HARD SURFACE FLOORS

Satisfactory and acceptable machine scrubbed hard surface floor areas shall be free of dirt, dust, debris, heel and scuff marks, smears, smudges, spots, stains and streaks. Acceptable machine scrubbed hard surface floors shall present a clean, uniform appearance.

Hard surface floors shall be machine scrubbed using appropriate products and equipment as specified by manufacturers' directions.

SPRAY BUFF HARD SURFACE FLOORS (EXCEPT WOOD FLOORS)

Satisfactory and acceptable spray buffed hard surface floors shall be free of dirt, dust, debris, heels and scuff marks, smears, smudges, spots, stains and streaks. Acceptable spray buffed floors shall present a "like new" waxed finish.

- Hard surface floors shall be spray buffed using appropriate products and equipment for floor type as specified by manufacturers' directions.

STRIP, SEAL, WAX AND BUFF HARD SURFACE FLOORS (EXCEPT WOOD FLOORS)

Satisfactory and acceptable stripped, sealed, waxed and buffed hard surface floors shall be free of dirt, dust, debris, heel and scuff marks, smears, smudges, spots, stains and streaks. Acceptable floors shall present a glossy new "wet look" finish free of fogging and swirl marks.

- Hard surface floors shall be stripped, sealed, waxed and buffed using appropriate products and equipment for floor type as specified by manufacturers' directions.

EXTERIOR WINDOW WASHING

Satisfactory and acceptable window glass shall be free from smears, spots and streaks.

Acceptable glass shall present a clean, clear, uniform appearance.

- Glass surfaces shall be cleaned with an appropriate glass cleaner to remove dirt, film, soil, spots, smears, streaks and other foreign substances. All excess cleaner will be removed from surrounding trim and surfaces.
- Items moved during glass cleaning operations shall be returned to their original location.

PART FOUR
JANITORIAL CHECKLISTS FOR
CITY FACILITIES

CAMAS LIBRARY*
 625 NE 4th Avenue
 Business Hours Mon-Wed 10 AM - 8 PM. & Thurs-Sat 10 AM - 6 PM
 Janitorial Service Mon -Wed 8:30 PM and Thur - Sat 6:30 PM

1.0 Front Areas (clean all of the entrances: 4th Ave., 5th Ave., Franklin Ave., and the Courtyard)

M	T	W	TH	F	SAT

**2.0 Floor Care: Carpet, Hard Surface Floors
 (EXCEPT KITCHENS RESTROOMS LOCKER ROOMS & ELEVATOR CABS, SEE 5.0, 6.0 and 8.0)**

M	T	W	TH	F	SAT

3.0 Glass (interior glass/windows)

M	T	W	TH	F	SAT

4.0 Cleaning and Dusting (Floor To Ceiling and shelving units on the first floor)

M	T	W	TH	F	SAT

5.0 Kitchens/Lunchrooms

M	T	W	TH	F	SAT

6.0 All Restrooms/Locker Rooms /Workout Rooms

M	T	W	TH	F	SAT

7.0 Recycling & Trash (throughout building and Courtyard)

M	T	W	TH	F	SAT

8.0 Miscellaneous

M	T	W	TH	F	SAT

*Refer to Standards of Workmanship and Performance for detailed specifications

CAMAS POLICE DEPARTMENT**

2100 NE 3RD Ave

Business Hours Monday-Friday 8 AM to 5 PM

Janitorial Service Monday-Thursday after 5:30 PM & Sunday anytime

1.0 Front Areas (outside sidewalk to front door entry and interior lobby)

M	T	W	TH	SUN

2.0 Floor Care: Carpet, Hard Surface Floors (EXCEPT KITCHENS RESTROOMS LOCKER ROOMS & ELEVATOR CABS, SEE 5.0, 6.0 and 8.0)

M	T	W	TH	SUN

3.0 Glass (interior glass/windows)

	T			SUN

4.0 Cleaning and Dusting (Floor To Ceiling)

	T			SUN

5.0 Kitchens/Lunchrooms

M	T	W	TH	SUN

6.0 All Restrooms/Locker Rooms /Workout Rooms/SALLY PORT/Booking Room

M	T	W	TH	SUN

7.0 Recycling & Trash

M	T	W	TH	SUN

8.0 Miscellaneous-water fountains/armory/lab

		W		SUN

*Refer to Standards of Workmanship and Performance for detailed specifications

**All areas inside Police Facility include Sally Port, Booking Room, Lab, Armory, Community Room , Offices, Hallways, Lobbies, Workout Room, Staff Meeting Room, Restrooms, and Kitchens.

CAMAS-WASHOUGAL MUNICIPAL COURT HOUSE* Business Hours Monday-Friday 8 AM to 5 PM 89 C Street, Washougal, WA 98681 Janitorial Service on Wednesday and Sunday 5:30 PM-7:30 PM			
1.0 Front Areas (outside sidewalk to front door entry and interior lobby)			
	W	SUN	
2.0 Floor Care: Carpet, Hard Surface Floors (EXCEPT KITCHENS RESTROOMS LOCKER ROOMS & ELEVATOR CABS, SEE 5.0, 6.0 and 8.0)			
	W	SUN	
3.0 Glass (interior glass/windows)			
	W	SUN	
4.0 Cleaning and Dusting (Floor To Ceiling)			
	W	SUN	
5.0 Kitchens/Lunchrooms			
	W	SUN	
6.0 All Restrooms/Locker Rooms /Workout Rooms			
	W	SUN	
7.0 Recycling & Trash			
	W	SUN	
8.0 Miscellaneous			
	W	SUN	
*Refer to Standards of Workmanship and Performance for detailed specifications			

CITY HALL* 616 NE 4th Avenue Business Hours 8 AM -5 PM with some night meetings in Council chambers (schedule will be sent each month) Janitorial Service Monday-Friday After 5:30 PM - 6:00 AM				
1.0 Front Areas (outside sidewalk to front door entry and interior lobby)				
M	T	W	TH	F
2.0 Floor Care: Carpet, Hard Surface Floors (EXCEPT KITCHENS RESTROOMS LOCKER ROOMS & ELEVATOR CABS, SEE 5.0, 6.0 and 8.0)				
M	T	W	TH	F
3.0 Glass (interior glass/windows)				
	T			F
4.0 Cleaning and Dusting (Floor To Ceiling)				
	T			F
5.0 Kitchens/Lunchrooms				
M	T	W	TH	F
6.0 All Restrooms/Locker Rooms /Workout Rooms				
M	T	W	TH	F
7.0 Recycling & Trash				
M	T	W	TH	F
8.0 Miscellaneous				
	T			F
*Refer to Standards of Workmanship and Performance for detailed specifications				

CITY HALL ANNEX*			
528 NE 4th Ave			
Business Hours Monday-Friday 8 AM to 5 PM			
Janitorial Service on Tuesday and Friday			
1.0 Front Areas (outside sidewalk to front door entry and interior lobby)			
	T	F	
2.0 Floor Care: Carpet, Hard Surface Floors (EXCEPT KITCHENS RESTROOMS LOCKER ROOMS & ELEVATOR CABS, SEE 5.0, 6.0 and 8.0)			
	T	F	
3.0 Glass (interior glass/windows)			
	T	F	
4.0 Cleaning and Dusting (Floor To Ceiling)			
	T	F	
5.0 Kitchens/Lunchrooms			
	T	F	
6.0 All Restrooms/Locker Rooms /Workout Rooms			
	T	F	
7.0 Recycling & Trash			
	T	F	
8.0 Miscellaneous			
	T	F	
*Refer to Standards of Workmanship and Performance for detailed specifications			

COMMUNITY CENTER*

1718 SE 7TH AVENUE

Business Hours Monday-Friday 8 AM to 5 PM

Janitorial Service Monday-Friday **AND as needed on Saturday & Sunday**
8:00 PM - 10:00 PM and as needed on weekends after 10:00 PM

NOTE: Ballroom Room, Reception Room, and Conference Room are rented out
Friday, Saturday and Sunday until 10:00 PM (Weekend-High Use)

1.0 Front Areas (outside sidewalk to front door entry and interior lobby)

M	T	W	TH	F	SAT	SUN

2.0 Floor Care: Carpet, Hard Surface Floors (EXCEPT KITCHENS RESTROOMS LOCKER ROOMS & ELEVATOR CABS, SEE 5.0, 6.0 and 8.0)

M	T	W	TH	F	SAT	SUN

3.0 Glass (interior glass/windows)

M	T	W	TH	F	SAT	SUN

4.0 Cleaning and Dusting (Floor To Ceiling)

M	T	W	TH	F	SAT	SUN

5.0 Kitchens/Lunchrooms

M	T	W	TH	F	SAT	SUN

6.0 All Restrooms/Locker Rooms /Workout Rooms

M	T	W	TH	F	SAT	SUN

7.0 Recycling & Trash

M	T	W	TH	F	SAT	SUN

8.0 Miscellaneous

M	T	W	TH	F	SAT	SUN

*Refer to Standards of Workmanship and Performance for detailed specifications

FALLEN LEAF LAKE PARK*

2911 NE EVERETT STREET
PARK HOURS 10:00 AM TO DUSK

**Cleaning Begins May 16th AND Ends September 30th As Needed
JANITOR SERVICE WILL BE NOTIFIED WHEN THERE IS AN EVENT**

**Note: Janitor Service Comes In One Day Before First Event is
Scheduled For That Week To Make Sure It Is Clean**

8.0 Miscellaneous - FALLEN LEAF LAKE PARK JANITORIAL SERVICE						
M	T	W	TH	F	SAT	SUN

*Refer to Standards of Workmanship and Performance for detailed specifications

FIRE MARSHAL'S OFFICE*		
605 NE 3rd		
Business Hours Monday-Friday 8 AM to 5 PM		
Janitorial Service on Thursday After 5:30 PM		
1.0 Front Areas (outside sidewalk to front door entry and interior lobby)		
	TH	
2.0 Floor Care: Carpet, Hard Surface Floors (EXCEPT KITCHENS RESTROOMS LOCKER ROOMS & ELEVATOR CABS, SEE 5.0, 6.0 and 8.0)		
	TH	
3.0 Glass (interior glass/windows)		
	TH	
4.0 Cleaning and Dusting (Floor To Ceiling)		
	TH	
5.0 Kitchens/Lunchrooms		
	TH	
6.0 All Restrooms/Locker Rooms /Workout Rooms		
	TH	
7.0 Recycling & Trash		
	TH	
8.0 Miscellaneous		
	TH	
*Refer to Standards of Workmanship and Performance for detailed specifications		

LACAMAS LAKE LODGE*

227 NE Lake Road

Business Hours Monday-Friday 8 AM - 5 PM

Janitorial Services Monday-Friday, AND Saturday & Sunday as needed

Janitorial Service Hours 5:30 PM - 9:00 PM unless otherwise noted on the schedule
(weekend cleaning time will be scheduled for after the rental time)

1.0 Front Areas (outside sidewalk to front door entry and interior lobby)						
M	T	W	TH	F	SAT	SUN
2.0 Floor Care: Carpet, Hard Surface Floors (EXCEPT KITCHENS RESTROOMS LOCKER ROOMS & ELEVATOR CABS, SEE 5.0, 6.0 and 8.0)						
M	T	W	TH	F	SAT	SUN
3.0 Glass (interior glass/windows)						
	T			F		
4.0 Cleaning and Dusting (Floor To Ceiling)						
	T			F		
5.0 Kitchens/Lunchrooms						
M	T	W	TH	F	SAT	SUN
6.0 All Restrooms/Locker Rooms /Workout Rooms						
M	T	W	TH	F		
7.0 Recycling & Trash						
M	T	W	TH	F	SAT	SUN
8.0 Miscellaneous						
	T					F

*Refer to Standards of Workmanship and Performance for detailed specifications

PUBLIC WORKS OPERATIONS CENTER*				
1620 SE 8th Avenue				
HOURS M-F 7:00 AM to 3:30 PM, clean after 5 PM DURING WORK WEEK				
Janitorial Service Monday-Friday after 5:30 PM				
1.0 Front Areas (outside sidewalk to front door entry and interior lobby)				
M	T	W	TH	F
2.0 Floor Care: Carpet, Hard Surface Floors (EXCEPT KITCHENS RESTROOMS LOCKER ROOMS & ELEVATOR CABS, SEE 5.0, 6.0 and 8.0)				
M	T	W	TH	F
3.0 Glass (interior glass/windows)				
	T			F
4.0 Cleaning and Dusting (Floor To Ceiling)				
	T			F
5.0 Kitchens/Lunchrooms				
M	T	W	TH	F
6.0 All Restrooms/Locker Rooms /Workout Rooms				
M	T	W	TH	F
7.0 Recycling & Trash				
M	T	W	TH	F
8.0 Miscellaneous				
	T			F

*Refer to Standards of Workmanship and Performance for detailed specifications

SCOUT HALL* 120 NE 17th AVE JANITORIAL SERVICE ON THURSDAY After 7:00 PM		
1.0 Front Areas (outside sidewalk to front door entry and interior lobby)		
	TH	
2.0 Floor Care: Carpet, Hard Surface Floors (EXCEPT KITCHENS RESTROOMS LOCKER ROOMS & ELEVATOR CABS, SEE 5.0, 6.0 and 8.0)		
	TH	
3.0 Glass (interior glass/windows)		
	TH	
4.0 Cleaning and Dusting (Floor To Ceiling)		
	TH	
5.0 Kitchens/Lunchrooms		
	TH	
6.0 All Restrooms/Locker Rooms /Workout Rooms		
	TH	
7.0 Recycling & Trash		
	TH	
8.0 Miscellaneous		
	TH	
*Refer to Standards of Workmanship and Performance for detailed specifications		

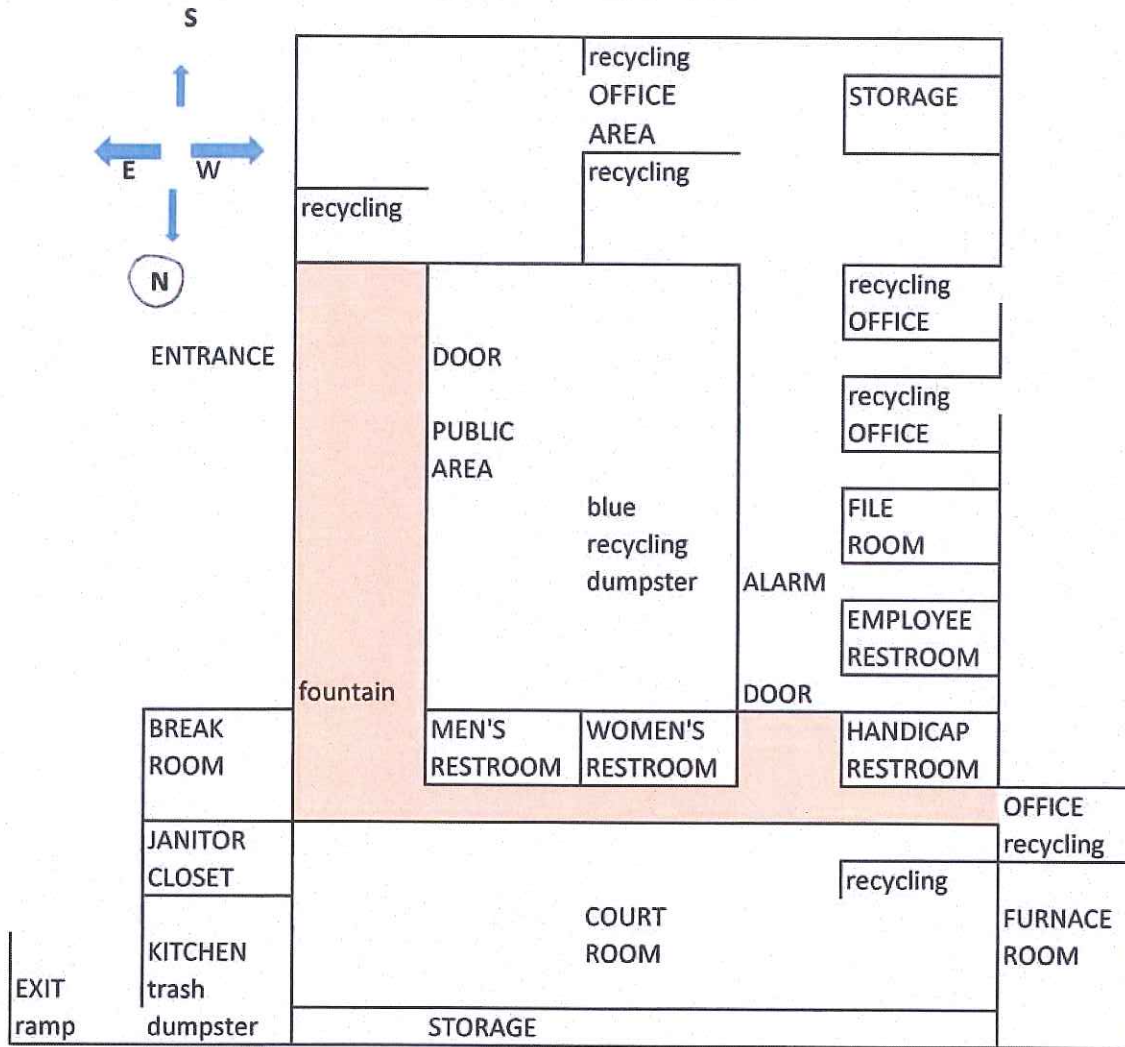
WASTEWATER TREATMENT PLANT*			
1129 SE Polk Street			
Business Hours: 5 AM to 4:30 PM Monday - Sunday			
Main Office & Side Building - Janitorial Service 6 PM -10 PM Wednesday			
1.0 Front Areas (outside sidewalk to front door entry and interior lobby)			
	W	SUN	
2.0 Floor Care: Carpet, Hard Surface Floors (EXCEPT KITCHENS RESTROOMS LOCKER ROOMS & ELEVATOR CABS, SEE 5.0, 6.0 and 8.0)			
	W	SUN	
3.0 Glass (interior glass/windows)			
	W	SUN	
4.0 Cleaning and Dusting (Floor To Ceiling)			
	W	SUN	
5.0 Kitchens/Lunchrooms			
	W	SUN	
6.0 All Restrooms/Locker Rooms /Workout Rooms			
	W	SUN	
7.0 Recycling & Trash			
	W	SUN	
8.0 Miscellaneous			
	W	SUN	
*Refer to Standards of Workmanship and Performance for detailed specifications			

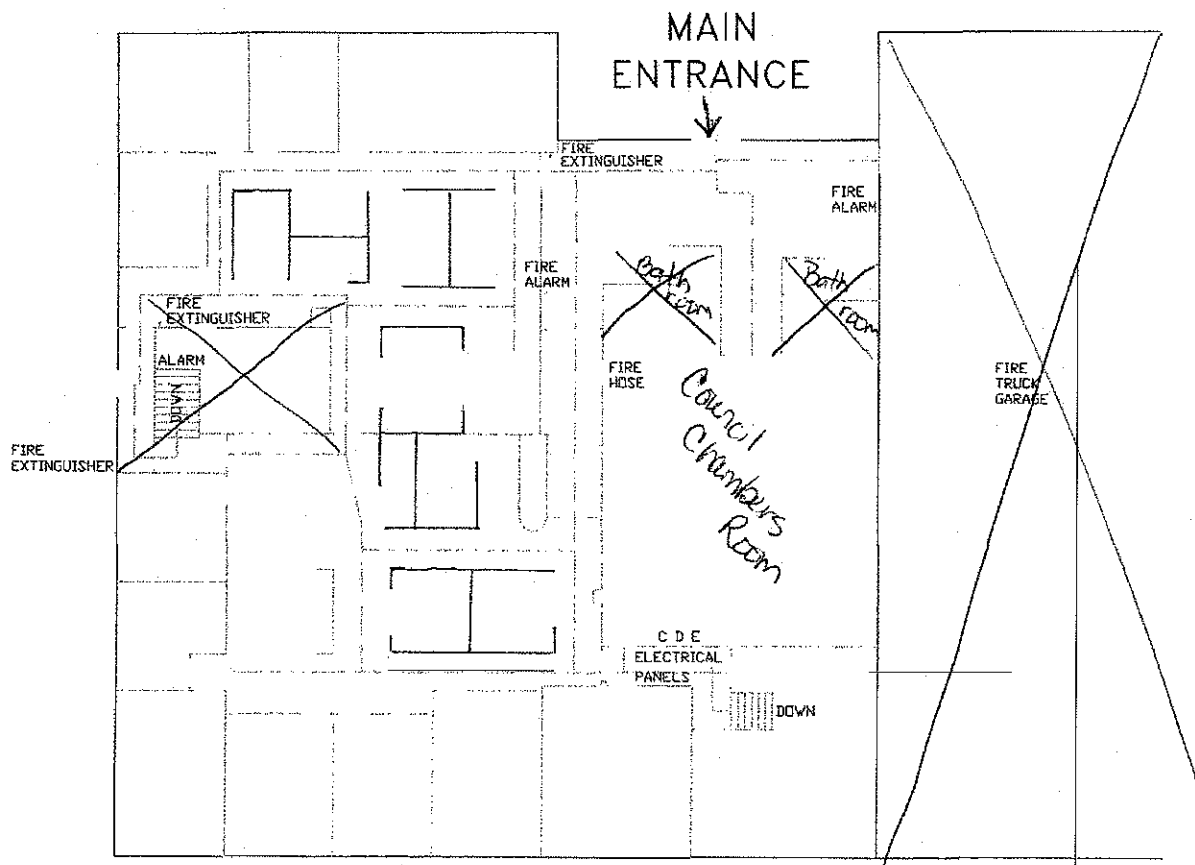
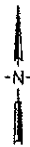
PART FOUR
CITY OF CAMAS FACILITY MAPS

Note: maps are not to scale

CAMAS/WASHOUGAL COURT OFFICE

89 C ST WASHOUGAL





City Hall Main Floor Evacuation Plan

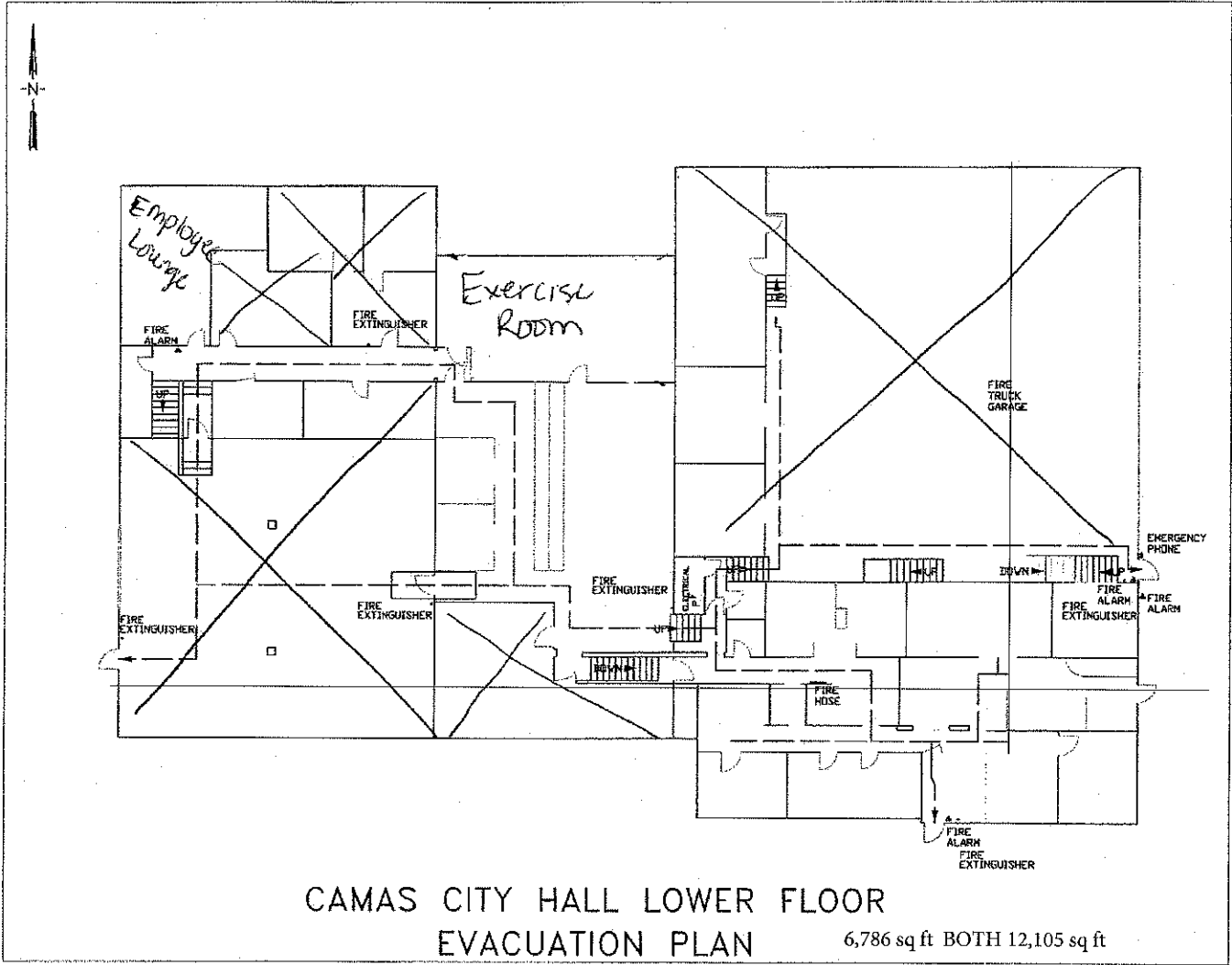
EXHIBIT G

CAMAS CITY HALL MAIN FLOOR EVACUATION PLAN

5,319 sq ft

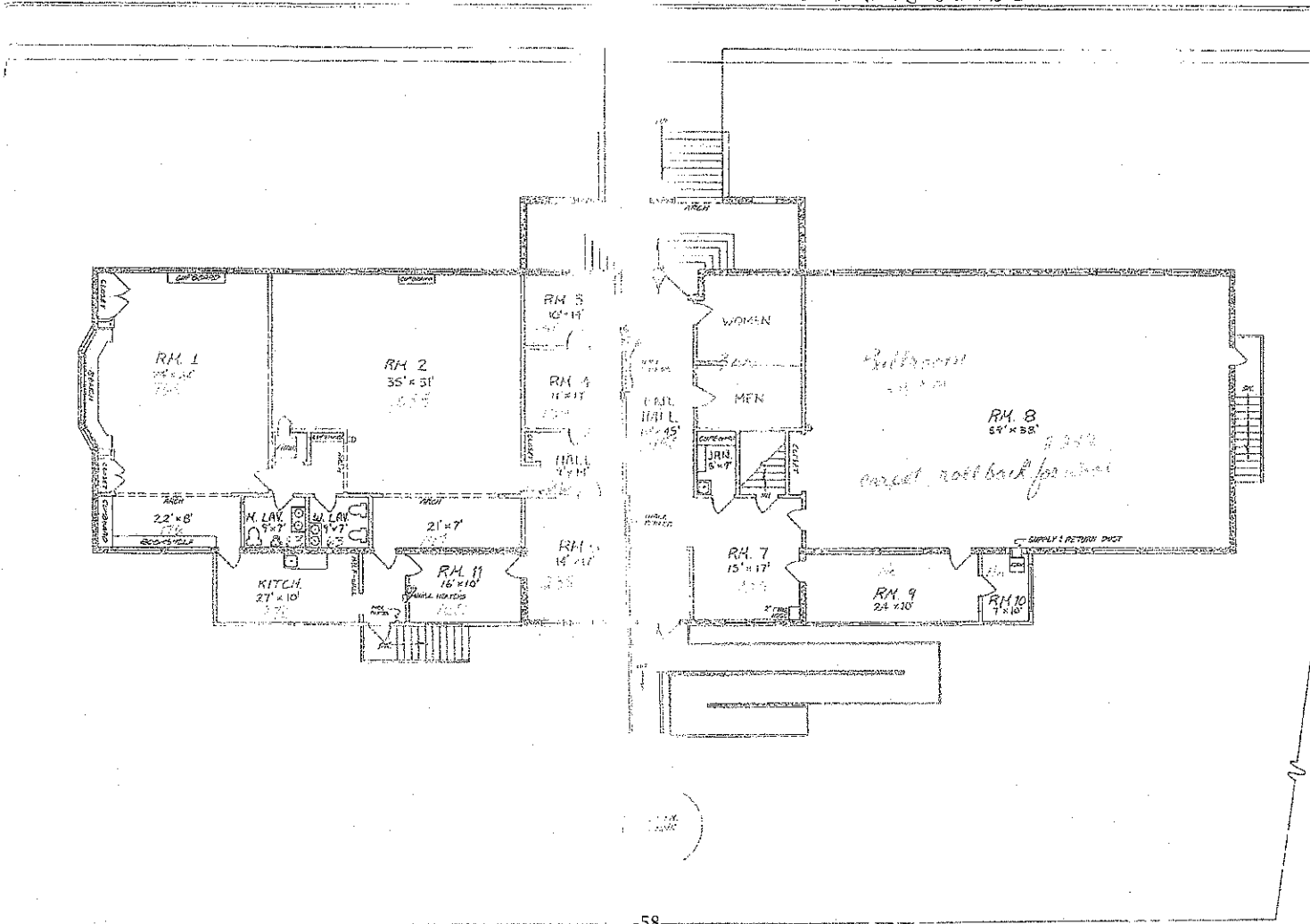
34

crossed out areas are non-carpeted



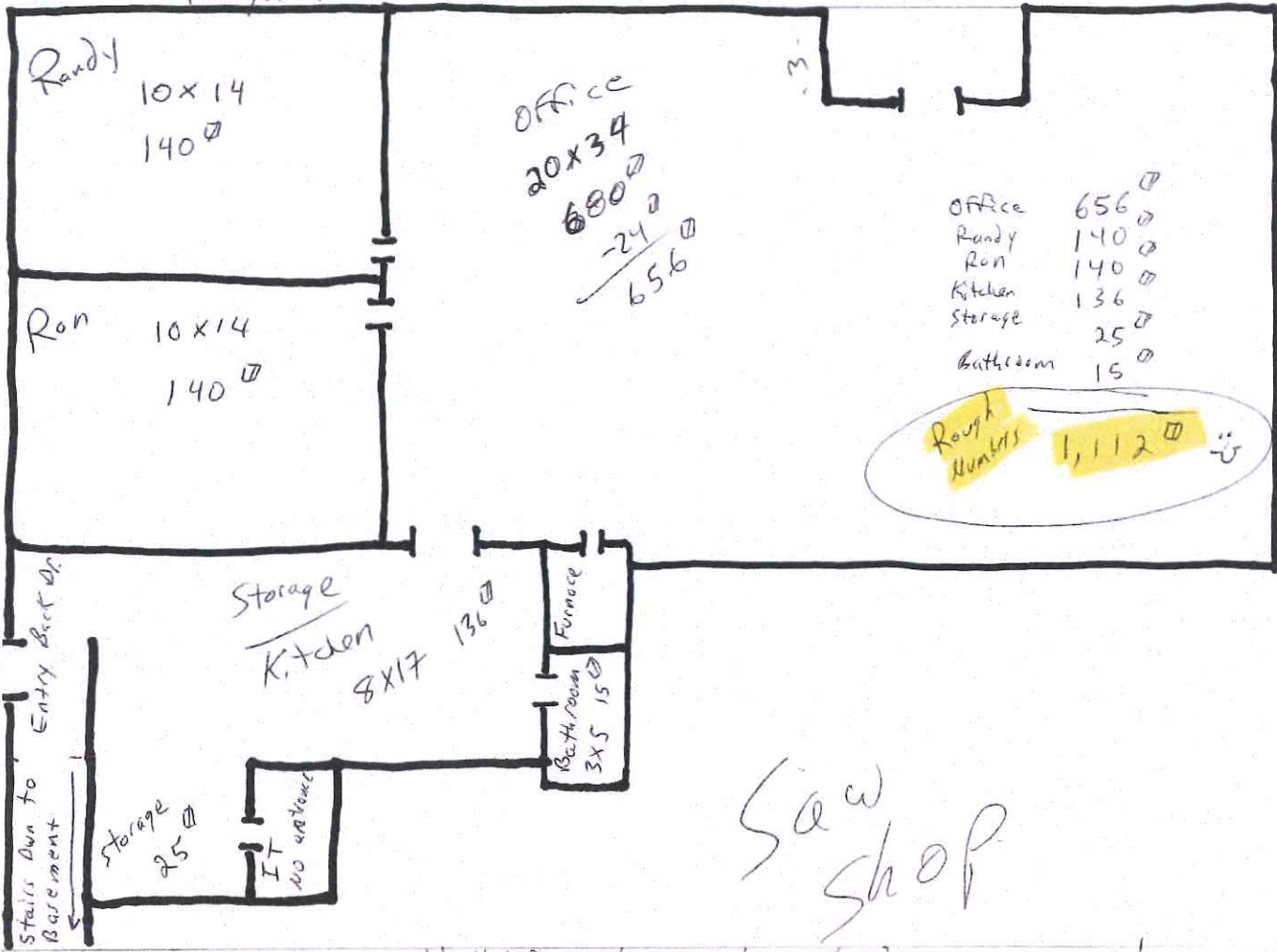
65 E 7TH AVE.

COMMUNITY CENTER



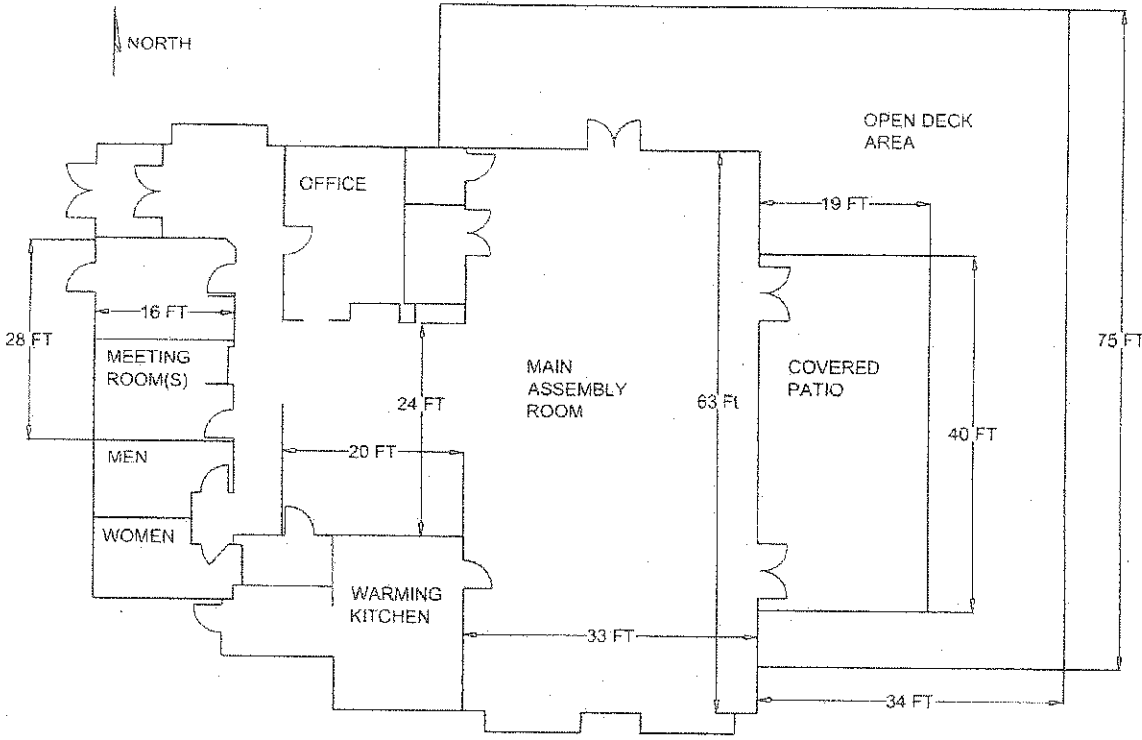
Fire Marshal's Office Rough Floor Plan

ST/EDTL...
NO STAIRS
Fire Marshal's Office



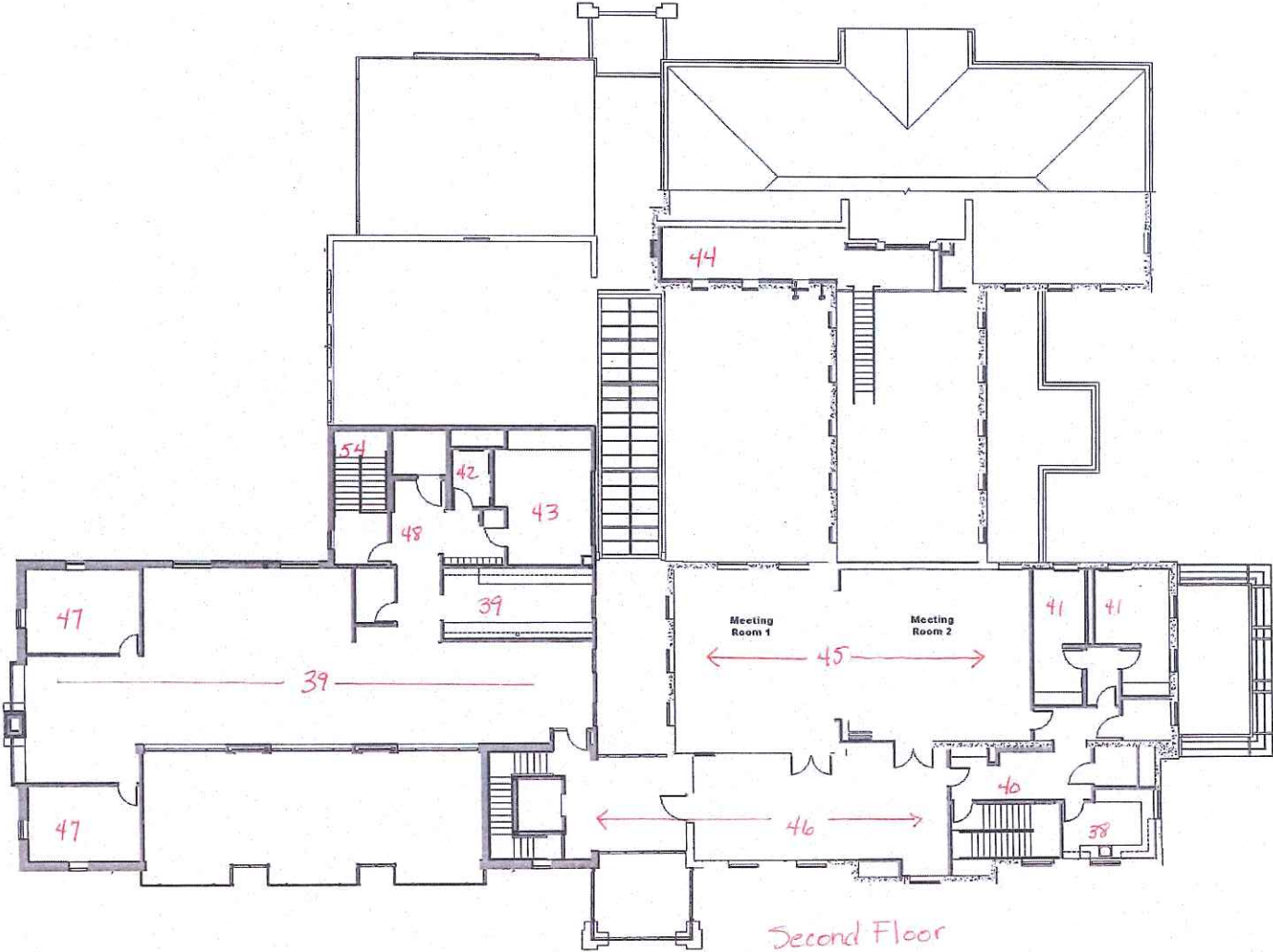
Have you hugged your residential fire sprinkler system today?

11/12/15 (RM)

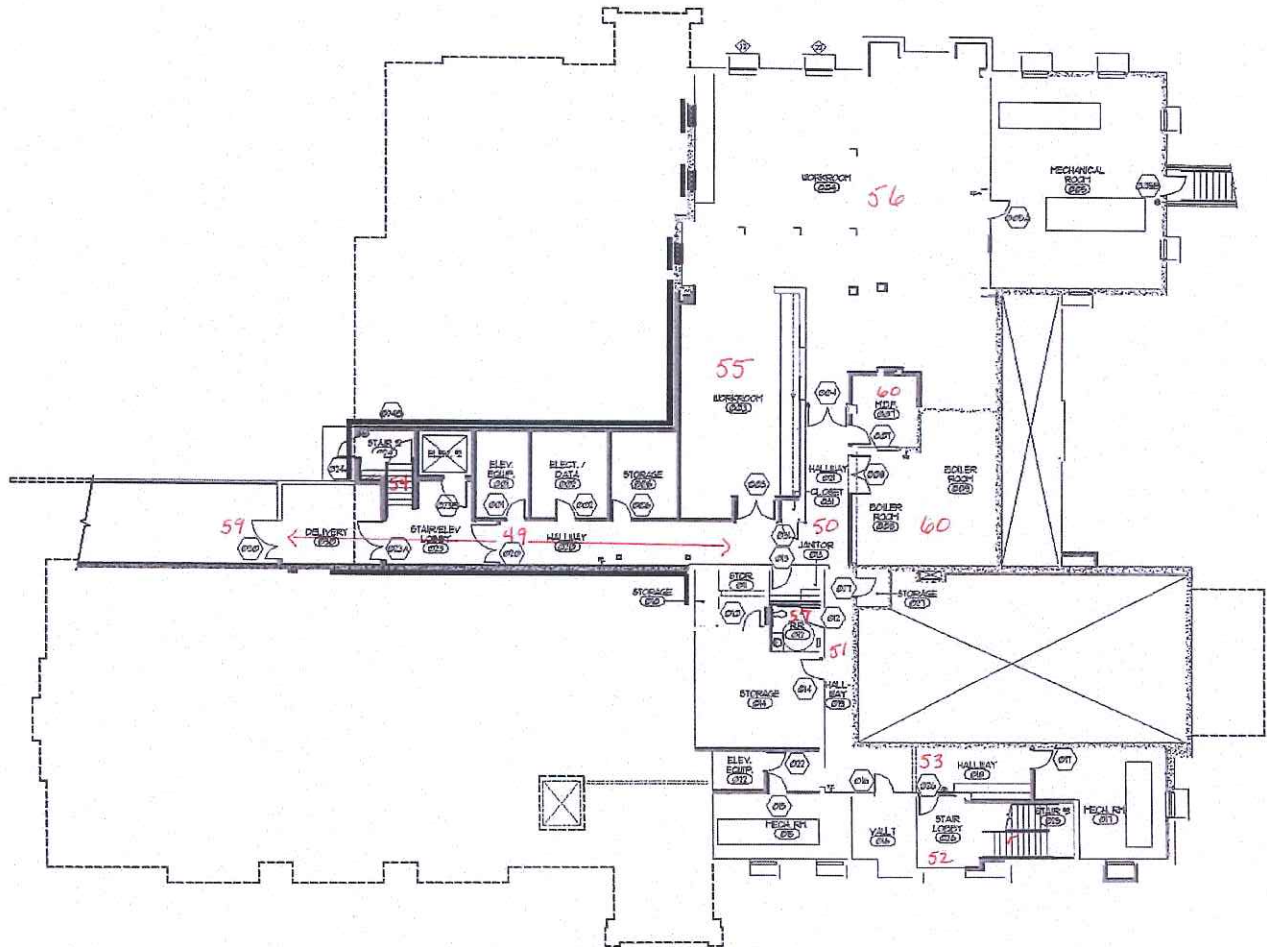


LACAMAS LAKE LODGE BUILDING PLAN
NOTE: DIMENSIONS APPROXIMATE AND ARE ROUNDED TO NEAREST FOOT

Camas Library



Camas Library

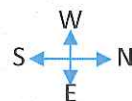
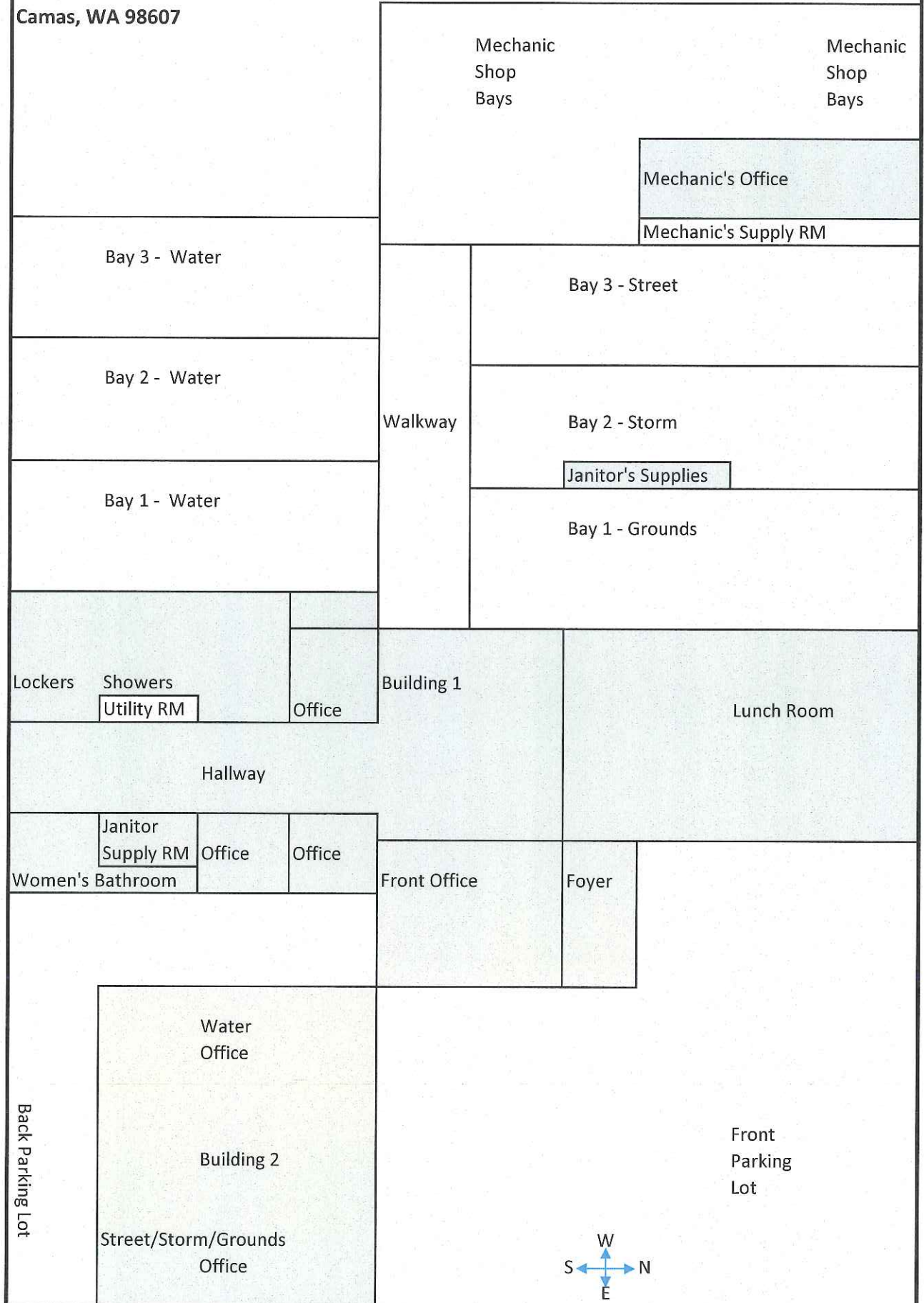


1 BASEMENT FLOOR PLAN
SCALE: 1/8" = 1'-0"
0 2 4 8 16 24

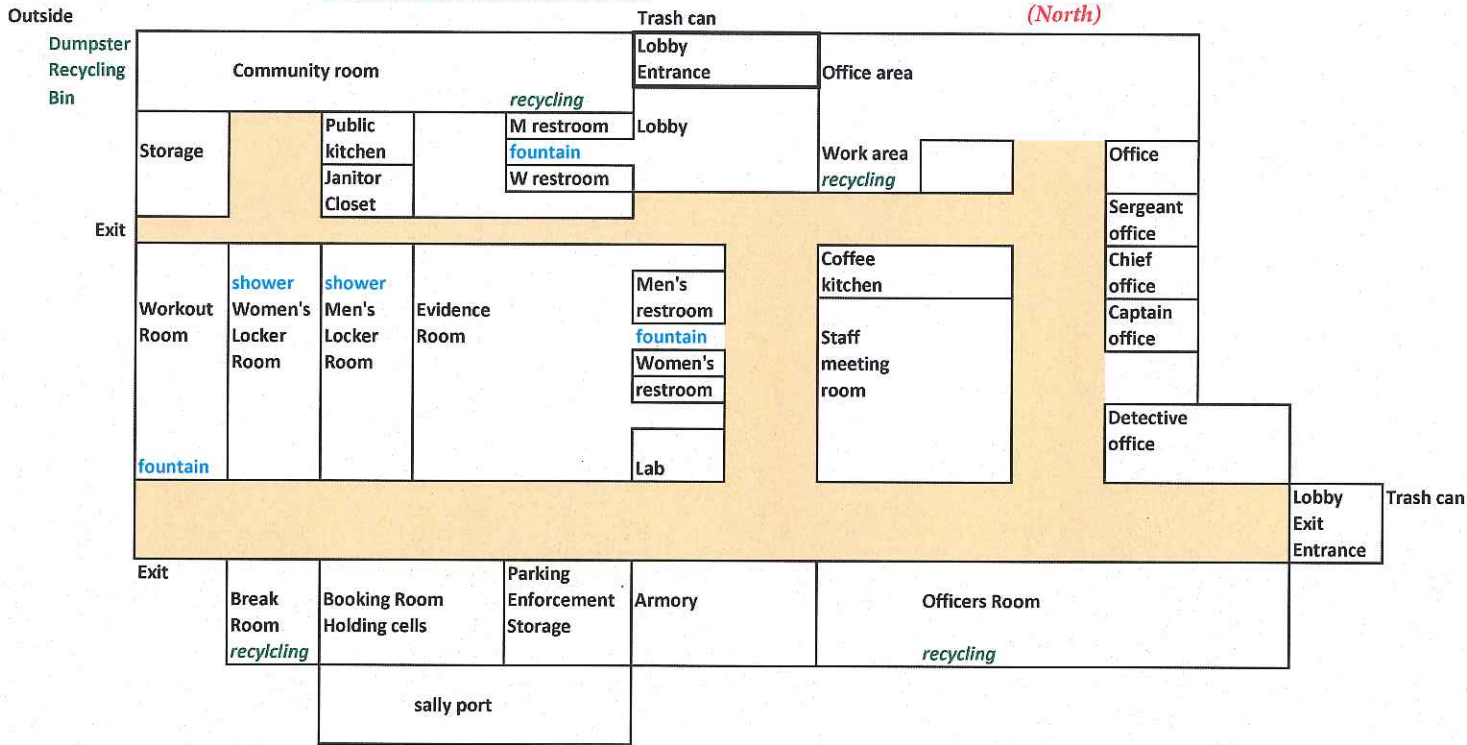


Public Works Operations Center

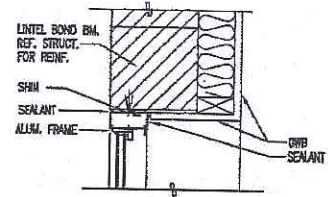
1620 SE 8th Avenue
Camas, WA 98607



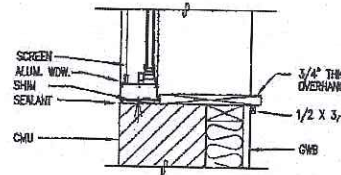
CAMAS POLICE DEPT 2100 NE 3RD AVE



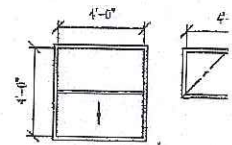
Camas Wastewater Treatment Plant



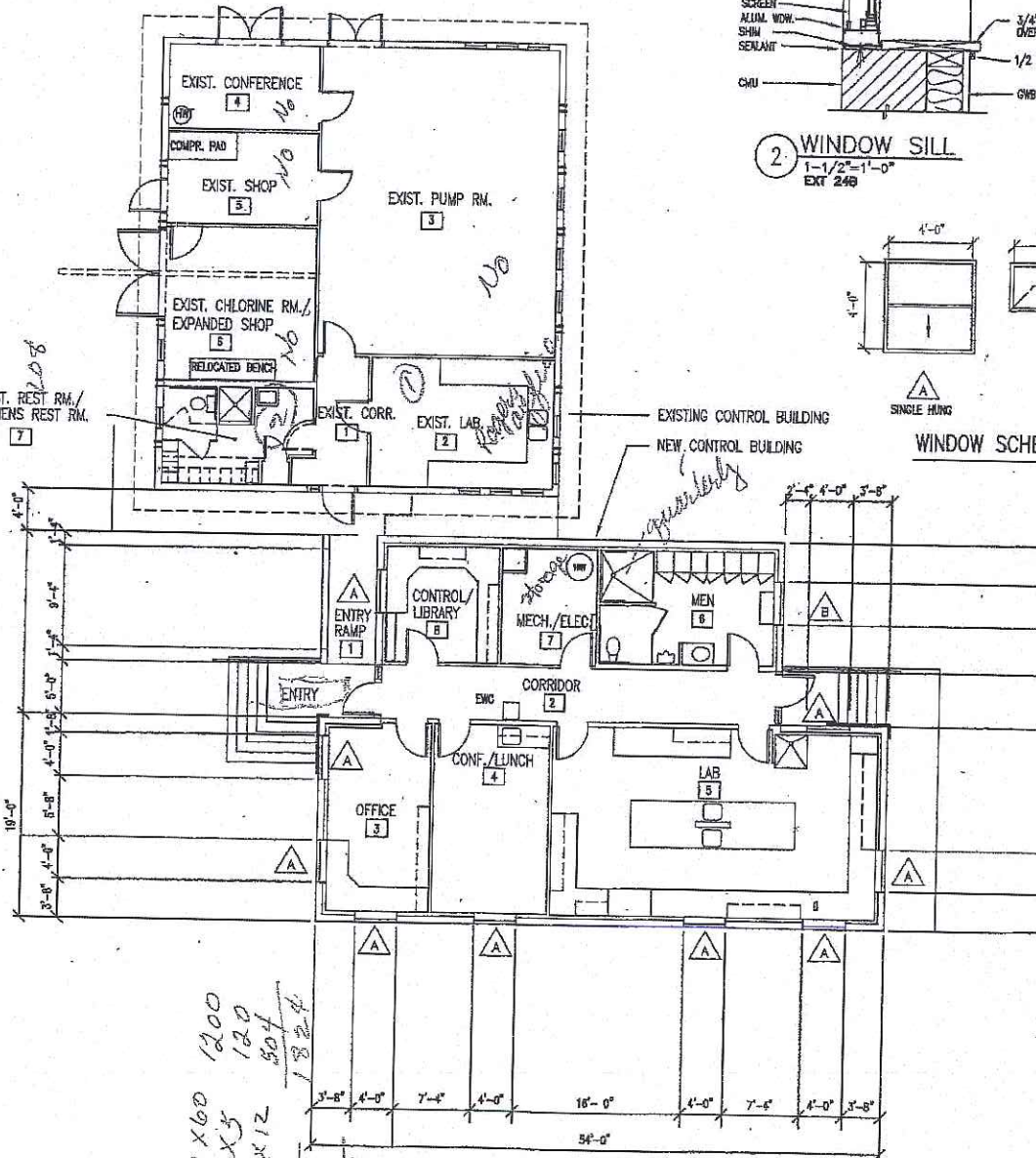
1 WINDOW HEAD (JAMB)
1-1/2"=1'-0"
EXT 24A



2 WINDOW SILL
1-1/2"=1'-0"
EXT 24B



WINDOW SCHED
A SINGLE HING



208
5x10
16x13
18
18
18

20x60
24x3
12x12
12
184
42
504
1200
120
504
182.4

CONTROL BUILDING FLOOR PLAN
1/8"=1'-0"
NORTH

~ PROCLAMATION ~

WHEREAS, Community Development Week is the time of year where we highlight the impact the Community Development Block Grant (CDBG) and the HOME Investment Partnerships Program have in our communities; and

WHEREAS, the CDBG Program has considerable flexibility to allow communities to carry out activities that are tailored to their unique housing, community and neighborhood revitalization needs; and

WHEREAS, in Clark County, CDBG funding of over \$65 million dollars since 1975, and HOME funding of over \$25 million since 1992, has provided affordable housing and housing rehabilitation; neighborhood revitalization; human service needs; construction or expansion of community facilities and shelters; and physical redevelopment throughout the county; and

WHEREAS, The City of Camas has applied for and received over \$7.0 million in CDBG funds since 1985 resulting in over 40 infrastructure projects benefiting the citizens of Camas with a total combined value of over \$12.0 million; and

WHEREAS, the City of Camas and other local governments have clearly demonstrated the capacity to administer and customize the CDBG program to identify and resolve pressing local problems, such as neighborhood infrastructure and social service needs, job creation and retention, and affordable housing;

NOW THEREFORE, I, Steve Hogan, Mayor of the City of Camas, do hereby proclaim April 11-15, 2022, as:

“Community Development Block Grant Week”

in the City of Camas and urge citizens to join in recognizing the positive impacts both the Community Development Block Grant and HOME Investment Partnerships Program and the importance it serves to our community.



In witness whereof, I have set my hand and caused the seal of the City of Camas to be affixed this 4th day of April, 2022.

Steve Hogan, Mayor

~ PROCLAMATION ~

WHEREAS, the City of Camas prides itself on contributing to the quality of life for its citizens; and

WHEREAS, children are vital to the City's future success and prosperity as well as being our most vulnerable assets; and

WHEREAS, child abuse and neglect is a serious problem affecting every segment of society, and finding solutions requires input and action from everyone in our community; and

WHEREAS, the members of General Federation of Women's Club Camas/Washougal desire to help raise awareness of child abuse and promote healthy childhoods; and

WHEREAS, all children deserve to have the safe, stable, nurturing homes and communities they need to foster healthy growth and development; and

WHEREAS, in April all communities are encouraged to join the national effort to raise awareness for those children who are victims of child abuse and neglect; and

WHEREAS, we acknowledge that we must work together as a community to increase awareness about child abuse and contribute to promote the social and emotional well-being of children and families;

NOW THEREFORE, I, Steve Hogan, Mayor of the City of Camas, do hereby proclaim April 2022, as:

“Child Abuse Prevention Month”

in the City of Camas and urge all citizens to join the effort to raise awareness and help prevent child abuse.



In witness whereof, I have set my hand and caused the seal of the City of Camas to be affixed this 4th day of April, 2022.

Steve Hogan, Mayor



Staff Report

April 4, 2022 Council Regular Meeting

Resolution 22-005 Revised Salary Scales for Police Chief and Police Captain

Presenter: Jennifer Gorsuch, Administrative Services Director

Time Estimate: 5 minutes

Phone	Email
360.817.7013	jgorsuch@cityofcamas.us

BACKGROUND: The Police Chief and Police Captain positions maintain a salary differential above the line staff for the department. The outcome of the recently approved Police bargaining agreement provided for a 2% wage increase above the cost-of-living adjustment. This wage increase should be passed onto the management employees as well, as we have done for the Fire department management employees to maintain separation between the ranks.

SUMMARY:

The CPOA bargaining agreement provided an additional 2% wage increase over the annual cost of living adjustment. This increase was for implementation of the body worn cameras and also included an increase to keep the positions competitive in the labor market.

This increase decreases the differential between these employees and the management staff for the department. To avoid salary compression issues and maintain competitive salaries, these positions should be afforded the same 2% wage increase as the line staff for 2022.

EQUITY CONSIDERATIONS:

What are the desired results and outcomes for this agenda item? The desired result is to have an appropriate differential between the line staff and the management staff in the department.

What's the data? What does the data tell us? The data from comparable entities tells us that the wage adjustment is merited.

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 exists in implementing this proposal (include both operational and political)? N/A

How will you ensure accountabilities, communicate, and evaluate results? N/A

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

BUDGET IMPACT: This change will result in an increase of approximately \$6k/annually to the Police department budget.

RECOMMENDATION: Staff recommends Resolution 22-005 be adopted by Council.

RESOLUTION NO. 22-005

A RESOLUTION adopting revised salary scales for the Police Chief and Police Captain.

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

I

There is hereby adopted revised salary scales for the positions of Police Chief and Police Captain. The salary scales are attached hereto as Exhibit "A" and shall be effective as of April 1, 2022.

II

PASSED BY the Council and approved by the Mayor this 4th day of April, 2022.

SIGNED: _____
Mayor

ATTEST: _____
Clerk

APPROVED as to form:

City Attorney

Exhibit "A"
Effective 4/1/2022

Position							
	1	2	3	4	5	6	7
Police Captain	9116	9418	9717	10018	10319	10619	10919
Police Chief	11037	11401	11764	12128	12493	12857	13220



Staff Report

April 4, 2022, Council Regular Meeting

Annual Amendments to the Camas Municipal Code

Presenter: Madeline Sutherland, Planner

Time Estimate: 15 minutes

Phone	Email
360.817.1568	msutherland@cityofcamas.us

BACKGROUND: Annual Amendments to the Camas Municipal Code.

SUMMARY: As part of the city’s annual code improvement project, the amendments include corrections to typos, citations, or punctuation, and to clarify sections of the Camas Municipal Code (CMC) that were challenging to administer over the past review cycle. This report includes an evaluation of each amendment in accordance with the review criteria at CMC Section 18.51.030.

Planning Commission held a public hearing on January 19, 2022, and received public testimony on several of the proposed code changes. Some of the suggestions from the public were then incorporated in the recommendation from the Planning Commission to the City Council (See exhibit 1). Specifically, the suggested language changes included changing the definition of “Substance Abuse Treatment Facilities” to “Residential Treatment Facility” thereby matching up with State definitions. The other addition to the definition included the terms “Sober Living Home” and “Transitional Housing.”

The inclusion of some additional terms within the definition as recommended may create issues of compliance with the Fair Housing Act. As such, staff and the City Attorney’s office have reviewed language with Municipal Research and Services Center and the Washington State Department of Commerce to draft language that is compliant with State and Federal requirements on fair housing (See City Attorney Memorandum, Exhibit 3).

Staff recommends that these new terms be added as separate definitions to comply with state law as shown in Exhibit 2. Staff is recommending City Council move forward with Exhibit 1, with the exception of the edits relating to CMC 18.03.030 – Residential Treatment Facility, CMC 18.07.040 Commercial and Industrial Land Uses, and CMC 18.07.040 – Residential Land Uses, and remand Exhibit 2 back to the Planning Commission for further discussion.

EQUITY CONSIDERATIONS:

What are the desired results and outcomes for this agenda item? To correct typos, citations, punctuation and clarify sections of the Camas Municipal Code.

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

How have communities been engaged? Are there opportunities to expand engagement? Public notices have been posted in the Post Record and the City website.

Who will benefit from, or be burdened by this agenda item? The code amendments will add clarity to development sections of the CMC which will benefit the public and City staff.

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 exists in implementing this proposal (include both operational and political)? N/A

How will you ensure accountabilities, communicate, and evaluate results? N/A

How does this item support a comprehensive plan goal, policy or other adopted resolution? The code amendments align with the comprehensive plan and other adopted resolutions.

BUDGET IMPACT: The code amendments do not impact the budget.

RECOMMENDATION:**Planning Commission Recommendation**

Planning Commission unanimously approved the amendments as provided in Exhibit 1 at a public hearing on January 19, 2022, and is recommending City Council approve the amendments as proposed in Exhibit 1.

Staff Recommendation

Staff recommends City Council review the exhibits and move forward with Exhibit 1, with the exception of the edits relating to CMC 18.03.030 – Definitions- Residential Treatment Facility, CMC 18.07.030 Commercial and Industrial Land Uses, and CMC 18.07.040 – Residential Land Uses, and remand Exhibit 2 back to the Planning Commission for further discussion.

STAFF REPORT

Annual Amendments to Camas Municipal Code (CMC)
File No. MC21-01

TO:	Steve Hogan, Mayor City Council	
FROM:	Madeline Sutherland, Planner on behalf of the Planning Commission	
REPORT DATE:	March 25, 2022	WORKSHOP DATE: April 4, 2022
PUBLIC NOTICES:	Notice of public hearing before for Planning Commission was published in the Camas Post Record on January 6, 2022.	
COMPLIANCE WITH STATE AGENCIES:	Commerce 60-day notice of intent to adopt was sent on January 27, 2022.	The city issued a State Environmental Policy Act (SEPA) determination of Non-Significance Non-Project Action on February 17, 2022.

Summary

As part of the city’s annual code improvement project, the amendments include corrections to typos, citations, or punctuation, and to clarify sections of the Camas Municipal Code (CMC) that were challenging to administer over the past review cycle. This report includes an evaluation of each amendment in accordance with the review criteria at CMC Section 18.51.030.

Planning Commission held a public hearing on January 19, 2022, and received public testimony on several of the proposed code changes. Some of the suggestions from the public were then incorporated in the recommendation from the Planning Commission to the City Council (See exhibit 1). Specifically, the suggested language changes included changing the definition of “Substance Abuse Treatment Facilities” to “Residential Treatment Facility” thereby matching up with State definitions. The other addition to the definition included the terms “Sober Living Home” and “Transitional Housing.”

The inclusion of some additional terms within the definition as recommended may create issues of compliance with the Fair Housing Act. As such, staff and the City Attorney’s office have reviewed language with Municipal Research and Services Center and the Washington State Department of Commerce to draft language that is compliant with State and Federal requirements on fair housing (See City Attorney Memorandum, Exhibit 3).

Staff recommends that these new terms be added as separate definitions to comply with state law as shown in Exhibit 2. Staff is recommending City Council move forward with Exhibit 1, with the exception of the edits relating to CMC 18.03.030 – Residential Treatment Facility, CMC 18.07.040 Commercial and Industrial Land Uses, and CMC 18.07.040 – Residential Land Uses, and remand Exhibit 2 back to the Planning Commission for further discussion.

DISCUSSION

The following is a list of proposed amendments to sections of the CMC in numerical order and includes a brief description of the changes.

- CMC 17.09.030.B.5- Preliminary short plat approval. & CMC 17.11.030.B.6 - Preliminary subdivision plat approval.
 - The proposed amendment clarifies that both existing and proposed sidewalks need to be shown on the plat, not only the proposed.
 - The amendment will also require the submittal of retaining wall cross-sections for walls over four feet in height. Many times, the height of retaining walls is not shown until after plat approval, where later, staff finds the retaining walls exceed the maximum height permitted. By providing retaining wall information at the time of preliminary plat submittal, staff can review for compliance and avoid future conflicts.
- CMC 17.19.030.D.5. - Tract, block, and lot standards.
 - The section relates to protecting the character of the neighborhood. By adding language to include pedestrian connectivity it emphasizes that pedestrian connectivity is important to neighborhood character.
- CMC 17.19.040.B.10.b. - Infrastructure standards.
 - Block lengths over 600 feet are not currently required to have a midway pedestrian connection. The nearest pedestrian connection would be located at the end of each block, requiring a pedestrian to travel to one of the ends to cross safely. Staff is proposing to require a midway pedestrian connection, to allow for pedestrians to cross safely if block lengths are over 600 feet.
 - The second proposed amendment in this section is to remove the second sentence in subsection ii and place it in a separate subsection (iii) for clarification. The language has been updated to reference design requirements for the pedestrian connection.
- CMC 17.19.040.C.2. – Infrastructure standards.
 - Staff is proposing to update this section to clarify that each unit in a townhome development must have an individual sewer lateral unless otherwise approved by the Public Works Director or designee. Other sections of code require individual sewer laterals; therefore, the update will be consistent with other code sections.
- CMC 18.03.030- Definitions for land uses/ CMC 18.07 - Table 1—Commercial and industrial land uses/ CMC 18.07 Table 2—Residential and multifamily land uses.
 - Planning Commission Recommendation (Exhibit 1): Planning Commission is recommending to include language for Sober Living Homes and Transitional Housing into the Residential Treatment Facility definition. The definition proposed in Exhibit 1, is not recommended by staff because grouping all three of these uses into one definition violates state law, therefore staff is proposing the amendments in Exhibit 2.
 - Staff Recommendation (Exhibit 2): Staff is recommending creating separate definitions for “Sober Living Homes” and “Transitional Housing” to comply with state law.
 - People in Sober Living Homes are considered “persons with handicaps” and therefore may not be treated differently than a single-family residence. The bed count for a Sober Living Home will be limited to no more than eight unrelated people to be consistent with an Adult Family Home, which houses “persons of handicap” as well. Sober Living Homes are also proposed to be permitted in the same zones as an Adult Family Home. Staff is proposing additional language to the Residential Treatment Facility definition to require more than 8 unrelated individuals to separate the use from a Sober Living Home.

- Transitional Housing was a part of a state legislative update that requires this type of housing to be permitted in all zones where residential dwelling units and hotels are permitted. The definition proposed is from RCW 84.36.043.2.c.
- CMC 18.15.100.A – Temporary signs
 - The proposed language will prohibit temporary signs within roundabouts due to safety reasons. The proposed amendment complies with the AASHTO’s regulations by prohibiting signs within the sight distance of roundabouts. The amendment will increase vehicle, bicycle, and pedestrian safety.
- CMC 18.43.070 - Expiration and renewal.
 - The current language in the conditional use permit code section contradicts CMC 18.55.260 - Expiration, Renewals, and Extensions. Staff is proposing to remove the language in the conditional use permit section related to permit expiration and renewals. Instead, add language to reference CMC 18.55.260 to provide clarity and consistency.
- CMC 18.55.110 - Application—Required information.
 - Currently, the code section requires all Type III and short plat applications to post a 4 foot by 8-foot development sign on site. Several Type III applications are smaller in scale and a 4 foot by 8-foot sign are too substantial for these smaller sized applications. Staff is proposing to allow for a smaller development sign size subject to the director’s approval.
- CMC 18.55.355 - Code conflicts.
 - The code section was added during the 2020 Annual Code Amendments. A code interpretation application requires a discretionary decision. The section currently requires a Type I process, which is generally for applications that do not require a discretionary decision. A Type II process is required for discretionary decisions; therefore, staff is proposing to require a code interpretation application to be a Type II process instead of a Type I process.

CRITERIA OF APPROVAL – CMC 18.51.030	Finding
A. Impact upon the city of Camas comprehensive plan and zoning code;	The proposed changes consist of edits to typos or adding clarity to the zoning code. No substantive changes are proposed at this time.
B. Impact upon surrounding properties, if applicable;	The proposed changes will have minor impacts on future development citywide.
C. Alternatives to the proposed amendment; and	No alternatives are proposed at this time.
D. Relevant code citations and other adopted documents that may be affected by the proposed change.	No citations or documents will be affected beyond what has been provided within Exhibit 1 and 2.

Planning Commission Recommendation

Planning Commission unanimously approved the amendments as provided in Exhibit 1 at a public hearing on January 19, 2022, and is recommending City Council approve the amendments as proposed in Exhibit 1.

Staff Recommendation

Staff recommends City Council review the exhibits and move forward with Exhibit 1, with the exception of the edits relating to CMC 18.03.030 – Definitions- Residential Treatment Facility, CMC 18.07.030 Commercial and Industrial Land Uses, and CMC 18.07.040 – Residential Land Uses, and remand Exhibit 2 back to the Planning Commission for further discussion.

Exhibit 1: Planning Commission Recommendation Annual Code Amendments (MC21-01)

The code amendments below are forwarded from the Planning Commission. The language underlined in red is proposed to be added. The language stricken through in ~~red~~ is proposed to be removed.

CMC 17.09.030.B.5- Preliminary short plat approval.

- f. Location of existing and proposed sidewalks, street lighting, and street trees,
- q. Show location and height of proposed retaining walls. Provide cross sections for retaining walls over 4-feet in height.

CMC 17.11.030.B.6 - Preliminary subdivision plat approval.

- e. Location of existing and proposed sidewalks, street lighting and street trees,
- p. Show location and height of proposed retaining walls. Provide cross sections for retaining walls over 4-feet in height.

CMC 17.19.030.D.5. - Tract, block and lot standards.

- d. d. To protect the character of the immediate neighborhood, the city may impose special conditions, where feasible, including access configuration and separation, pedestrian connectivity, setbacks, fencing and landscaping;

CMC 17.19.040.B.10.b. - Infrastructure standards.

- i. Block lengths shall not exceed the maximum access spacing standards for the roadway class per the city's design standards manual. If block lengths greater than 600-feet are approved pursuant to CMC 17.19.040.B.10.b.iii., a midway pedestrian connection shall be provided.
- ii. Cul-de-sacs and permanent dead-end streets over three hundred feet in length may be denied unless topographic or other physical constraints prohibit achieving this standard. ~~When cul-de-sacs or dead-end streets are permitted, a direct pedestrian or bicycle connection shall be provided to the nearest available street or pedestrian oriented use.~~
- iii. When cul-de-sacs or dead-end streets are permitted that are over 300 feet, a direct pedestrian and bicycle connection shall be provided to the nearest available street or pedestrian oriented use. Pedestrian connections need to meet Design Standards Manual for ADA accessibility in accordance with PROWAG and ADAAG.
- iv. The city engineer may recommend approval of a deviation to the design standards of this section based on findings that the deviation is the minimum necessary to address the constraint and the application of the standard if impracticable due to topography, environmental sensitive lands, or existing adjacent development patterns.

CMC 17.19.040.C.2. – Infrastructure standards.

- b. Duplex, tri-plex, and townhome units ~~may have up to two sewer services at the discretion of the engineering and public works departments.~~ shall each have a dedicated sewer lateral, unless otherwise approved by the Public Works Director or designee.

CMC 18.03.030- Definitions for land uses

"Nursing, rest or convalescent home" means an establishment which provides full-time care for three or more chronically ill or infirm persons. Such care shall not include surgical, drug or alcohol

treatment services, or obstetrical or acute illness services. See residential treatment facility definition for drug and alcohol treatment services.

CMC 18.03.030 – definitions for land use

“Residential treatment facility (RTF)” means a facility meeting applicable state and federal standards that provides support services including, but not limited to, counseling, rehabilitation and medical supervision for the need of drug or alcohol treatment. An RTF may function as a residence, day-treatment facility, sober living home, transitional housing or a combination thereof. An RTF may be staffed by resident or nonresident staff. An RTF shall not be located within 1,000 feet of public and private schools, public parks, public libraries, other RTFs, or similar uses.

CMC 18.07.030 - Table 1—Commercial and industrial land uses.

Zoning Districts	NC	DC	CC	RC	MX	BP	LI/BP	LI	HI
<u>Residential Treatment Facility¹²</u>	X	X	C	C	X	C	C	C	C

Footnote

12: A Residential Treatment Facility shall not be located within 1,000 feet of public and private schools, public parks, public libraries, other RTFs or similar uses.

CMC 18.07.040 Table 2—Residential and multifamily land uses.

Zoning Districts	R	MF
<u>Residential Treatment Facility⁵</u>	X	X

Footnote 5: A Residential Treatment Facility shall not be located within 1,000 feet of public and private schools, public parks, public libraries, other RTFs, or similar uses.

CMC 18.15.100.A – Temporary signs

4. Location. Temporary signs are prohibited from being placed within the center islands of roundabouts and within 150 feet of the outer curb of the circulatory travel lanes that are within the public right-of-way.

CMC 18.43.070 - Expiration and renewal.

~~A conditional use permit shall automatically expire one year after the date it was granted, unless a building permit conforming to the plans for which the CUP was granted is obtained within that period of time. A CUP shall automatically expire unless substantial construction of the proposed development is completed within two years from the date the CUP is granted. The hearing examiner may authorize longer periods for a CUP, if appropriate for the project. The hearing examiner may grant a single renewal of the CUP, if the party seeking the renewal can demonstrate extraordinary circumstances or conditions not known or foreseeable at the time the original application for a CUP was granted, which would warrant such a renewal of a CUP. See CMC 18.55.260 for expiration, renewals and extensions.~~

CMC 18.55.110 - Application—Required information.

- H. Signage for Type III applications and short subdivisions: Prior to an application being deemed complete and Type III applications are scheduled for public hearing, the applicant shall post one four-foot by eight-foot sign per road frontage, unless a different size is approved by the Director. The sign shall be attached to the ground with a minimum of two four-inch by four-inch posts or better. The development sign shall remain posted and in reasonable condition until a final decision of the city is issued, and then shall be removed by the applicant within fourteen days of the notice of decision by the city. The sign shall be clearly visible from adjoining rights-of-way and generally include the following:
1. Description of proposal,
 2. Types of permit applications on file and being considered by the City of Camas,
 3. Site plan,
 4. Name and phone number of applicant, and City of Camas contact for additional information,
 5. If a Type III application, then a statement that a public hearing is required and scheduled. Adequate space shall be provided for the date and location of the hearing to be added upon scheduling by the city.

CMC 18.55.355 - Code conflicts.

1) Code Interpretation:

- A. Purpose. The purpose of this chapter to provide a process for interpreting and applying the provisions of Title 16, 17 and 18.
- B. Responsibility. It shall be the responsibility of the Director to review and resolve any questions regarding the proper interpretation or application of the provisions of Title 16, 17 and 18 pursuant to the procedures set forth in this chapter. The Director's decision shall be in keeping with the spirit and intent of this title and of the comprehensive plan. The director's decision shall be in writing and kept on permanent file.

2) Procedure:

- A. Application. ~~Any person with authorization of the property owner may request in writing the director's interpretation of a code provision of Title 16, 17 or 18 when it pertains to a specific property by means of a Type II Type I application pursuant to Section 18.55.030.~~ An application may be submitted in writing for a Director's interpretation of a code provision of Title 16, 17 or 18 when it pertains to a specific property by means of a Type II application pursuant to Section 18.55.030. The Director may independently initiate an interpretation of any conflicting or unclear provisions of this Title.
- B. Multiple Applications. If an application for an interpretation is associated with any pending land use application(s) subject to Title 16, 17, or 18, then the application for the interpretation may be submitted by any person whose property, residence or business is or will likely be impacted by a project and shall be combined with the associated application(s) and is subject to the highest level of procedure that applies to any of the applications; provided that a code interpretation under this subsection that is requested by a person other than the project applicant or property owner shall not be considered unless it is requested within 60-days after an application has been determined to be complete or prior to the conclusion of the public comment period, if any, whichever is later.

~~and shall may be combined with the associated application(s) and is subject to the highest level of procedure that applies to any of the applications, Section 18.55.030.~~

- C. Codification. To ensure that the director's interpretations are applied consistently over time, the director shall on an annual basis initiate a Type IV text amendment to this code for the purpose of codifying interpretations pursuant to Chapter 18.55. The codified interpretations shall be located in Chapter 18.55.355—Code Conflicts, or in the chapter of the code governing the subject matter of the interpretation, whichever may be more appropriate.
- D. Appeals. Any official interpretation of the provisions of Title 16, 17, and 18 may be appealed by any aggrieved party, pursuant to the appeal procedures set forth in Chapter 18.55.

Exhibit 2: Staff Recommendation Annual Code Amendments (MC21-01)

The code amendments below are forwarded from the Planning Commission with [staff recommendations are in blue](#). Staff is recommending to remand the code amendments below back to Planning Commission for further discussion.

CMC 18.03.030 – Definitions for land uses

“Residential treatment facility (RTF)” means a facility meeting applicable state and federal standards that provides support services including, but not limited to, counseling, rehabilitation and medical supervision for the need of drug or alcohol treatment. An RTF may function as a residence, day-treatment facility, or a combination thereof. An RTF may be staffed by resident or nonresident staff and shall include more than eight unrelated individuals. An RTF shall not be located within 1,000 feet of public and private schools, public parks, public libraries, other RTFs, or similar uses.

“Sober Living Homes” means a home-like environment that promotes healthy recovery from a substance use disorder and supports persons recovering from a substance use disorder through the use of peer recovery support. Sober living homes are limited to no more than eight unrelated individuals.

“Transitional housing” means a project that provides housing and supportive services to homeless persons or families for up to two years and that has as its purpose facilitating the movement of homeless persons and families into independent living.

CMC 18.07.030 - Table 1—Commercial and industrial land uses.

Zoning Districts	NC	DC	CC	RC	MX	BP	LI/BP	LI	HI
Group Home	C	P	P	X	P	X	X	X	X
Adult Family Home	C	P	P	X	P	X	X	X	X
Single Family Dwelling	X	X	X	X	P	X	X	X	X
<u>Sober Living Homes</u>	<u>C</u>	<u>P</u>	<u>P</u>	<u>X</u>	<u>P</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>
Permanent Supportive Housing	C	P	X/P ¹⁰	X/P ¹⁰	P	X	X	X	X
Hotel/motel	X	C	C	P	P	P	X	P	X
<u>Transitional Housing</u>	<u>C</u>	<u>P</u>	<u>C</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>X</u>	<u>P</u>	<u>X</u>
<u>Residential Treatment Facility</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>

Footnote 12: A Residential Treatment Facility shall not be located within 1,000 feet of public and private schools, public parks, public libraries, other RTFs or similar uses.

CMC 18.07.040 Table 2—Residential and multifamily land uses.

Zoning Districts	R	MF
Adult family home, residential care facility, supported living arrangement, or housing for the disabled	P	P
Group Home	P	P
Single Family Dwelling	P	P
Sober Living Homes	<u>P</u>	<u>P</u>
Permanent Supportive Housing	C/P ²	P
Transitional Housing	<u>P</u>	<u>P</u>
Residential Treatment Facility	X	<u>C</u>

Footnote 5: A Residential Treatment Facility shall not be located within 1,000 feet of public and private schools, public parks, public libraries, other RTFs, or similar uses.

M E M O R A N D U M

TO: Robert Maul, Interim Community Development Director
FROM: David Schultz, Assistant City Attorney
DATE: March 25, 2022
RE: Sober Homes/Transitional Homes/Recovery Residence

This memorandum is provided in response to questions related to the inclusion of “sober homes” and “transitional homes” in the proposed amendment to CMC 18.03.030, as recommended by the Planning Commission during the meeting of January 19, 2022. As you know, originally the staff report reference to this code amendment did not include or discuss these terms. During the meeting itself a recommendation was made and adopted to include both terms within the Code provision under consideration.

Our office and your staff have now been provided with sufficient opportunity to review this issue which included an inquiry to the Municipal Research and Services Center as well as input from the Department of Commerce. Your office is recommending, per CMC 18.55.320, that a revised staff report be prepared and the matter remanded back to the Planning Commission for further consideration. This memorandum will be included as part of said review.

Based upon the recommendation of MRSC and review of other sources as set forth below there is the possibility that adoption of any ‘local zoning option’, such as inclusion of ‘sober homes’ or ‘transitional homes’ in any code amendment, may violate the Fair Housing Act and other applicable statutes. Accordingly, our office concurs in your recommendation related to a remand back to the Planning Commission on this matter.

As a starting point, please note RCW 36.70A.200, relating to essential public facilities.

(1)(a) The comprehensive plan of each county and city that is planning under RCW 36.70A.040 shall include a process for identifying and siting essential public facilities. Essential public facilities include those facilities that are typically difficult to site, such as airports, state education facilities and state or regional transportation facilities as defined in RCW 47.06.140, regional transit authority facilities as defined in RCW 81.112.020, state and local correctional facilities, solid waste handling facilities, **and inpatient facilities including substance abuse facilities, mental health facilities, group homes**, community facilities as defined in RCW 72.05.020, and secure community transition facilities as defined in RCW 71.09.020.

(b) Unless a facility is expressly listed in (a) of this subsection, essential public facilities do not include facilities that are operated by a private entity in which persons are detained

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in custody under process of law pending the outcome of legal proceedings but are not used for punishment, correction, counseling, or rehabilitation following the conviction of a criminal offense. Facilities included under this subsection (1)(b) shall not include facilities detaining persons under *RCW 71.09.020 (6) or (15) or chapter 10.77 or 71.05 RCW.

(c) The department of children, youth, and families may not attempt to site new community facilities as defined in RCW 72.05.020 east of the crest of the Cascade mountain range unless there is an equal or greater number of sited community facilities as defined in RCW 72.05.020 on the western side of the crest of the Cascade mountain range.

(2) Each county and city planning under RCW 36.70A.040 shall, not later than September 1, 2002, establish a process, or amend its existing process, for identifying and siting essential public facilities and adopt or amend its development regulations as necessary to provide for the siting of secure community transition facilities consistent with statutory requirements applicable to these facilities.

(3) Any city or county not planning under RCW 36.70A.040 shall, not later than September 1, 2002, establish a process for siting secure community transition facilities and adopt or amend its development regulations as necessary to provide for the siting of such facilities consistent with statutory requirements applicable to these facilities.

(4) The office of financial management shall maintain a list of those essential state public facilities that are required or likely to be built within the next six years. The office of financial management may at any time add facilities to the list.

(5) No local comprehensive plan or development regulation may preclude the siting of essential public facilities.

(6) No person may bring a cause of action for civil damages based on the good faith actions of any county or city to provide for the siting of secure community transition facilities in accordance with this section and with the requirements of chapter 12, Laws of 2001 2nd sp. sess. For purposes of this subsection, "person" includes, but is not limited to, any individual, agency as defined in RCW 42.17A.005, corporation, partnership, association, and limited liability entity.

(7) Counties or cities siting facilities pursuant to subsection (2) or (3) of this section shall comply with RCW 71.09.341.

(8) The failure of a county or city to act by the deadlines established in subsections (2) and (3) of this section is not:

(a) A condition that would disqualify the county or city for grants, loans, or pledges under RCW 43.155.070 or 70A.135.070;

(b) A consideration for grants or loans provided under RCW 43.17.250(3); or

(c) A basis for any petition under RCW 36.70A.280 or for any private cause of action.

In Washington, inpatient facilities, including substance abuse facilities, mental health facilities, group homes, are expressly defined as 'essential public facilities.' As such, the City cannot

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preclude the siting of an essential public facility through local zoning.

The next main consideration is keeping the City of Camas Code in compliance with the Fair Housing Act:

“No city may enact or maintain an ordinance, development regulation, zoning regulation or official control, policy, or administrative practice which treats a residential structure occupied by persons with handicaps differently than a similar residential structure occupied by a family or other unrelated individuals. As used in this section, "handicaps" are as defined in the federal fair housing amendments act of 1988 (42 U.S.C. Sec. 3602). RCW 35A.63.240.”

“Disability” under the Fair Housing Act has been interpreted as including individuals recovering from drug or alcohol addiction and as such discriminatory housing practices involving those recovering from addiction is unlawful. According to the U.S. Department of Justice, the Fair Housing Act prohibits discrimination on the basis of disability in all types of housing transactions. The Act defines persons with a disability to mean those individuals with mental or physical impairments that substantially limit one or more major life activities. The term mental or physical impairment may include conditions such as blindness, hearing impairment, mobility impairment, HIV infection, mental retardation, alcoholism, drug addiction, chronic fatigue, learning disability, head injury, and mental illness. See <https://www.justice.gov/crt/fair-housing-act-1#disability>. I have also attached the Washington Housing Policy Act which sets forth strong goal statements and legislative findings on the topic of fair housing. The City, in fashioning the Code amendment at issue, should be mindful of allowing reasonable accommodation to allow those individuals with disabilities to reside in the community of their choice with the minimal restrictions required by law.

The MRSC research also addressed “transitional housing” and concluded that the inclusion of “transitional housing” into the definition of Residential Treatment Facilities as proposed would violate a newly adopted statute relating to transitional housing, permanent supportive housing, indoor emergency shelters, and indoor emergency housing:

“A city shall not prohibit transitional housing or permanent supportive housing in any zones in which residential dwelling units or hotels are allowed. Effective September 30, 2021, a city shall not prohibit indoor emergency shelters and indoor emergency housing in any zones in which hotels are allowed, except in such cities that have adopted an ordinance authorizing indoor emergency shelters and indoor emergency housing in a majority of zones within a one-mile proximity to transit. Reasonable occupancy, spacing, and intensity of use requirements may be imposed by ordinance on permanent supportive housing, transitional housing, indoor emergency housing, and indoor emergency shelters to protect public health and safety. Any such requirements on occupancy, spacing, and

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intensity of use may not prevent the siting of a sufficient number of permanent supportive housing, transitional housing, indoor emergency housing, or indoor emergency shelters necessary to accommodate each city's projected need for such housing and shelter under RCW 36.70A.070(2)(a)(ii).” RCW 35.21.683

The original definition as proposed by staff provided: “substance abuse treatment facility (SATF) . . . means a facility meeting applicable state and federal standards that provides support services including, but not limited to, counseling, rehabilitation and medical supervision for the need of drug or alcohol treatment. An SATF may function as a residence, day-treatment facility, or a combination thereof. A SATF may be staffed by resident or nonresident staff. A SATF shall not be located within 1,000 feet of public and private schools, public parks, public libraries, other SATF, or similar uses.” This definition also potentially will have issues meeting the Fair Housing Act’s requirements.

As noted above, a “substance abuse facility” is considered an essential public facility, and cannot be prohibited. Because “disability” under the Federal Fair Housing Act has been interpreted as including individuals recovering from drug or alcohol addiction, discriminatory housing practices involving those recovering from addiction would be unlawful. Accordingly, The City’s definition may be too broad, and as a result violate the legal standards. The revised staff report as proposed includes definitions for “recovery residence,” and “transitional housing,” which would appear to mitigate the potential expansion of the City’s definition of SATF. For example, Oxford Housing and the like have been around for a while, however, I did not find one currently located in Camas on the registry. I have attached the proposed changes to “Table 1” hereto.

As addressed in the updated report, reasonable questions include whether the number of “residential treatment facility” residents should be capped, whether the City should seek to limit clustering of residential treatment facilities and whether the City should require that “recovery residences” be properly licensed. The Fair Housing Amendment Act of 1988 requires reasonable accommodation to enable people with disabilities to live in the community of their choice. Consistent with the reasonable accommodation requirement, the City may consider addressing the size and capping the number of residents at both an SATF and Recovery Residence.

Residential Treatment Facility, Sober Living Homes, and Transitional Housing Code Updates

The proposed code amendments below are in red text. The current code is in black text.

"Sober Living Homes" means a home-like environment that promotes healthy recovery from a substance use disorder and supports persons recovering from a substance use disorder through the use of peer recovery support. Sober living homes are limited to no more than eight unrelated individuals.

(RCW 41.05.760)

"Transitional housing" means a project that provides housing and supportive services to homeless persons or families for up to two years and that has as its purpose facilitating the movement of homeless persons and families into independent living.

(RCW 84.36.043.2.c)

"Residential treatment facility (RTF)" means a facility meeting applicable state and federal standards that provides support services including, but not limited to, counseling, rehabilitation and medical supervision for the need of drug or alcohol treatment. An RTF may function as a residence, day-treatment facility, or a combination thereof. An RTF may be staffed by resident or nonresident staff and shall include more than eight unrelated individuals, otherwise the use is considered a sober living home. An RTF shall not be located within 1,000 feet of public and private schools, public parks, public libraries, other RTFs, or similar uses.

CMC 18.07 - Table 1—Commercial and industrial land uses.

Zoning Districts	NC	DC	CC	RC	MX	BP	LI/BP	LI	HI
Group Home	C	P	P	X	P	X	X	X	X
Adult Family Home	C	P	P	X	P	X	X	X	X
Single Family Dwelling	X	X	X	X	P	X	X	X	X
<u>Sober Living Homes</u>	<u>C</u>	<u>P</u>	<u>P</u>	<u>X</u>	<u>P</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>
Permanent Supportive Housing	C	P	X/P ¹⁰	X/P ¹⁰	P	X	X	X	X
Hotel/motel	X	C	C	P	P	P	X	P	X
<u>Transitional Housing</u>	<u>C</u>	<u>P</u>	<u>C</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>X</u>	<u>P</u>	<u>X</u>
<u>Residential Treatment Facility</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>

CMC 18.07 Table 2—Residential and multifamily land uses.

Zoning Districts	R	MF
Adult family home, residential care facility, supported living arrangement, or housing for the disabled	P	P
Group Home	P	P
Single Family Dwelling	P	P
<u>Recovery Residences/Sober Living Homes</u>	<u>P</u>	<u>P</u>
Permanent Supportive Housing	C/P ²	P
<u>Transitional Housing</u>	<u>P</u>	<u>P</u>
<u>Residential Treatment Facility</u>	<u>X</u>	<u>C</u>

CERTIFICATION OF ENROLLMENT

SENATE BILL 5584

Chapter 478, Laws of 1993

53rd Legislature
1993 Regular Session

WASHINGTON HOUSING POLICY ACT

EFFECTIVE DATE: 7/25/93

Passed by the Senate April 20, 1993
YEAS 33 NAYS 7

JOEL PRITCHARD
President of the Senate

Passed by the House April 18, 1993
YEAS 93 NAYS 1

BRIAN EBERSOLE
**Speaker of the
House of Representatives**

Approved May 17, 1993

MIKE LOWRY
Governor of the State of Washington

CERTIFICATE

I, Marty Brown, Secretary of the Senate of the State of Washington, do hereby certify that the attached is **SENATE BILL 5584** as passed by the Senate and the House of Representatives on the dates hereon set forth.

MARTY BROWN
Secretary

FILED

May 17, 1993 - 2:14 p.m.

**Secretary of State
State of Washington**

SENATE BILL 5584

AS AMENDED BY THE HOUSE

Passed Legislature - 1993 Regular Session

State of Washington 53rd Legislature 1993 Regular Session**By** Senators Franklin, Winsley, McAuliffe, Skratek, M. Rasmussen, Hargrove, Wojahn, Niemi, Drew and Pelz

Read first time 02/04/93. Referred to Committee on Labor & Commerce.

1 AN ACT Relating to housing; amending RCW 43.185.110, 43.185A.020,
 2 and 35.82.070; adding new sections to chapter 43.63A RCW; adding new
 3 sections to chapter 35.63 RCW; adding new sections to chapter 35A.63
 4 RCW; adding new sections to chapter 36.70 RCW; adding new sections to
 5 chapter 36.70A RCW; and adding a new chapter to Title 43 RCW.

6 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF WASHINGTON:

7 NEW SECTION. **Sec. 1.** (1) The legislature finds that:

8 (a) Housing is of vital state-wide importance to the health,
 9 safety, and welfare of the residents of the state;

10 (b) Safe, affordable housing is an essential factor in stabilizing
 11 communities;

12 (c) Residents must have a choice of housing opportunities within
 13 the community where they choose to live;

14 (d) Housing markets are linked to a healthy economy and can
 15 contribute to the state's economy;

16 (e) Land supply is a major contributor to the cost of housing;

17 (f) Housing must be an integral component of any comprehensive
 18 community and economic development strategy;

1 (g) State and local government must continue working cooperatively
 2 toward the enhancement of increased housing units by reviewing,
 3 updating, and removing conflicting regulatory language;

4 (h) State and local government should work together in developing
 5 creative ways to reduce the shortage of housing;

6 (i) The lack of a coordinated state housing policy inhibits the
 7 effective delivery of housing for some of the state's most vulnerable
 8 citizens and those with limited incomes; and

9 (j) It is in the public interest to adopt a statement of housing
 10 policy objectives.

11 (2) The legislature declares that the purposes of the Washington
 12 housing policy act are to:

13 (a) Provide policy direction to the public and private sectors in
 14 their attempt to meet the shelter needs of Washington residents;

15 (b) Reevaluate housing and housing-related programs and policies in
 16 order to ensure proper coordination of those programs and policies to
 17 meet the housing needs of Washington residents;

18 (c) Improve the delivery of state services and assistance to very
 19 low-income and low-income households and special needs populations;

20 (d) Strengthen partnerships among all levels of government, and the
 21 public and private sectors, including for-profit and nonprofit
 22 organizations, in the production and operation of housing to targeted
 23 populations including low-income and moderate-income households;

24 (e) Increase the supply of housing for persons with special needs;

25 (f) Encourage collaborative planning with social service providers;

26 (g) Encourage financial institutions to increase residential
 27 mortgage lending; and

28 (h) Coordinate housing into comprehensive community and economic
 29 development strategies at the state and local level.

30 NEW SECTION. **Sec. 2.** It is the goal of the state of Washington to
 31 coordinate, encourage, and direct, when necessary, the efforts of the
 32 public and private sectors of the state and to cooperate and
 33 participate, when necessary, in the attainment of a decent home in a
 34 healthy, safe environment for every resident of the state. The
 35 legislature declares that attainment of that goal is a state priority.

36 NEW SECTION. **Sec. 3.** The objectives of the Washington housing
 37 policy act shall be to attain the state's goal of a decent home in a

1 healthy, safe environment for every resident of the state by
2 strengthening public and private institutions that are able to:

3 (1) Develop an adequate and affordable supply of housing for all
4 economic segments of the population;

5 (2) Assist very low-income and special needs households who cannot
6 obtain affordable, safe, and adequate housing in the private market;

7 (3) Encourage and maintain home ownership opportunities;

8 (4) Reduce life cycle housing costs while preserving public health
9 and safety;

10 (5) Preserve the supply of existing affordable housing;

11 (6) Provide housing for special needs populations;

12 (7) Ensure fair and equal access to the housing market;

13 (8) Increase the availability of mortgage credit at low interest
14 rates; and

15 (9) Coordinate and be consistent with the goals, objectives, and
16 required housing element of the comprehensive plan in the state's
17 growth management act in RCW 36.70A.070.

18 NEW SECTION. **Sec. 4.** Unless the context clearly requires
19 otherwise, the definitions in this section apply throughout this
20 chapter.

21 (1) "Affordable housing" means residential housing that is rented
22 or owned by a person or household whose monthly housing costs,
23 including utilities other than telephone, do not exceed thirty percent
24 of the household's monthly income.

25 (2) "Department" means the department of community development.

26 (3) "Director" means the director of community development.

27 (4) "Nonprofit organization" means any public or private nonprofit
28 organization that: (a) Is organized under federal, state, or local
29 laws; (b) has no part of its net earnings inuring to the benefit of any
30 member, founder, contributor, or individual; and (c) has among its
31 purposes significant activities related to the provision of decent
32 housing that is affordable to very low-income, low-income, or moderate-
33 income households and special needs populations.

34 (5) "Regulatory barriers to affordable housing" and "regulatory
35 barriers" mean any public policies (including those embodied in
36 statutes, ordinances, regulations, or administrative procedures or
37 processes) required to be identified by the state or local government
38 in connection with its strategy under section 105(b)(4) of the

1 Cranston-Gonzalez national affordable housing act (42 U.S.C. 12701 et
2 seq.).

3 (6) "Tenant-based organization" means a nonprofit organization
4 whose governing body includes a majority of members who reside in the
5 housing development and are considered low-income households.

6 NEW SECTION. **Sec. 5.** (1) The department shall establish the
7 affordable housing advisory board to consist of twenty-one members.

8 (a) The following eighteen members shall be appointed by the
9 governor:

10 (i) Two representatives of the residential construction industry;

11 (ii) Two representatives of the home mortgage lending profession;

12 (iii) One representative of the real estate sales profession;

13 (iv) One representative of the apartment management and operation
14 industry;

15 (v) One representative of the for-profit housing development
16 industry;

17 (vi) One representative of the nonprofit housing development
18 industry;

19 (vii) One representative of homeless shelter operators;

20 (viii) One representative of lower-income persons;

21 (ix) One representative of special needs populations;

22 (x) One representative of public housing authorities as created
23 under chapter 35.82 RCW;

24 (xi) Two representatives of the Washington association of counties,
25 one representative shall be from a county that is located east of the
26 crest of the Cascade mountains;

27 (xii) Two representatives of the association of Washington cities,
28 one representative shall be from a city that is located east of the
29 crest of the Cascade mountains;

30 (xiii) One representative to serve as chair of the affordable
31 housing advisory board;

32 (xiv) One representative at large.

33 (b) The following three members shall serve as ex officio,
34 nonvoting members:

35 (i) The director or the director's designee;

36 (ii) The executive director of the Washington state housing finance
37 commission or the executive director's designee; and

1 (iii) The secretary of social and health services or the
2 secretary's designee.

3 (2)(a) The members of the affordable housing advisory board
4 appointed by the governor shall be appointed for four-year terms,
5 except that the chair shall be appointed to serve a two-year term. The
6 terms of five of the initial appointees shall be for two years from the
7 date of appointment and the terms of six of the initial appointees
8 shall be for three years from the date of appointment. The governor
9 shall designate the appointees who will serve the two-year and three-
10 year terms. The members of the advisory board shall serve without
11 compensation, but shall be reimbursed for travel expenses as provided
12 in RCW 43.03.050 and 43.03.060.

13 (b) The governor, when making appointments to the affordable
14 housing advisory board, shall make appointments that reflect the
15 cultural diversity of the state of Washington.

16 (3) The affordable housing advisory board shall serve as the
17 department's principal advisory body on housing and housing-related
18 issues, and replaces the department's existing boards and task forces
19 on housing and housing-related issues.

20 (4) The affordable housing advisory board shall meet regularly and
21 may appoint technical advisory committees, which may include members
22 of the affordable housing advisory board, as needed to address specific
23 issues and concerns.

24 (5) The department, in conjunction with the Washington state
25 housing finance commission and the department of social and health
26 services, shall supply such information and assistance as are deemed
27 necessary for the advisory board to carry out its duties under this
28 section.

29 (6) The department shall provide administrative and clerical
30 assistance to the affordable housing advisory board.

31 NEW SECTION. **Sec. 6.** The affordable housing advisory board shall:

32 (1) Analyze those solutions and programs that could begin to
33 address the state's need for housing that is affordable for all
34 economic segments of the state, and special needs populations,
35 including but not limited to programs or proposals which provide for:

36 (a) Financing for the acquisition, rehabilitation, preservation, or
37 construction of housing;

1 (b) Use of publicly owned land and buildings as sites for
2 affordable housing;

3 (c) Coordination of state initiatives with federal initiatives and
4 financing programs that are referenced in the Cranston-Gonzalez
5 national affordable housing act (42 U.S.C. Sec. 12701 et seq.), as
6 amended, and development of an approved housing strategy as required in
7 the Cranston-Gonzalez national affordable housing act (42 U.S.C. Sec.
8 12701 et seq.), as amended;

9 (d) Identification and removal, where appropriate and not
10 detrimental to the public health and safety, or environment, of state
11 and local regulatory barriers to the development and placement of
12 affordable housing;

13 (e) Stimulating public and private sector cooperation in the
14 development of affordable housing; and

15 (f) Development of solutions and programs affecting housing,
16 including the equitable geographic distribution of housing for all
17 economic segments, as the advisory board deems necessary;

18 (2) Consider both homeownership and rental housing as viable
19 options for the provision of housing. The advisory board shall give
20 consideration to various types of residential construction and
21 innovative housing options, including but not limited to manufactured
22 housing;

23 (3) Review, evaluate, and make recommendations regarding existing
24 and proposed housing programs and initiatives including but not limited
25 to tax policies, land use policies, and financing programs. The
26 advisory board shall provide recommendations to the director, along
27 with the department's response in the annual housing report to the
28 legislature required in section 12 of this act; and

29 (4) Prepare and submit to the director, by each December 1st,
30 beginning December 1, 1993, a report detailing its findings and make
31 specific program, legislative, and funding recommendations and any
32 other recommendations it deems appropriate.

33 **NEW SECTION. Sec. 7.** A new section is added to chapter 43.63A RCW
34 to read as follows:

35 (1) The department shall, in consultation with the affordable
36 housing advisory board created in section 5 of this act, report to the
37 legislature on the development and placement of accessory apartments.

1 The department shall produce a written report by December 15, 1993,
2 which:

3 (a) Identifies local governments that allow the siting of accessory
4 apartments in areas zoned for single-family residential use; and

5 (b) Makes recommendations to the legislature designed to encourage
6 the development and placement of accessory apartments in areas zoned
7 for single-family residential use.

8 (2) The recommendations made under subsection (1) of this section
9 shall not take effect before ninety days following adjournment of the
10 1994 regular legislative session.

11 (3) Unless provided otherwise by the legislature, by December 31,
12 1994, local governments shall incorporate in their development
13 regulations, zoning regulations, or official controls the
14 recommendations contained in subsection (1) of this section. The
15 accessory apartment provisions shall be part of the local government's
16 development regulation, zoning regulation, or official control. To
17 allow local flexibility, the recommendations shall be subject to such
18 regulations, conditions, procedures, and limitations as determined by
19 the local legislative authority.

20 (4) As used in this section, "local government" means:

21 (a) A city or code city with a population that exceeds twenty
22 thousand;

23 (b) A county that is required to or has elected to plan under the
24 state growth management act; and

25 (c) A county with a population that exceeds one hundred twenty-five
26 thousand.

27 NEW SECTION. **Sec. 8.** A new section is added to chapter 35.63 RCW
28 to read as follows:

29 Any local government, as defined in section 7 of this act, that is
30 planning under this chapter shall comply with section 7(3) of this act.

31 NEW SECTION. **Sec. 9.** A new section is added to chapter 35A.63 RCW
32 to read as follows:

33 Any local government, as defined in section 7 of this act, that is
34 planning under this chapter shall comply with section 7(3) of this act.

35 NEW SECTION. **Sec. 10.** A new section is added to chapter 36.70 RCW
36 to read as follows:

1 Any local government, as defined in section 7 of this act, that is
2 planning under this chapter shall comply with section 7(3) of this act.

3 NEW SECTION. **Sec. 11.** A new section is added to chapter 36.70A
4 RCW to read as follows:

5 Any local government, as defined in section 7 of this act, that is
6 planning under this chapter shall comply with section 7(3) of this act.

7 NEW SECTION. **Sec. 12.** (1) The department shall, in consultation
8 with the affordable housing advisory board created in section 5 of this
9 act, prepare and from time to time amend a five-year housing advisory
10 plan. The purpose of the plan is to document the need for affordable
11 housing in the state and the extent to which that need is being met
12 through public and private sector programs, to facilitate planning to
13 meet the affordable housing needs of the state, and to enable the
14 development of sound strategies and programs for affordable housing.
15 The information in the five-year housing advisory plan must include:

16 (a) An assessment of the state's housing market trends;

17 (b) An assessment of the housing needs for all economic segments of
18 the state and special needs populations;

19 (c) An inventory of the supply and geographic distribution of
20 affordable housing units made available through public and private
21 sector programs;

22 (d) A status report on the degree of progress made by the public
23 and private sector toward meeting the housing needs of the state;

24 (e) An identification of state and local regulatory barriers to
25 affordable housing and proposed regulatory and administrative
26 techniques designed to remove barriers to the development and placement
27 of affordable housing; and

28 (f) Specific recommendations, policies, or proposals for meeting
29 the affordable housing needs of the state.

30 (2)(a) The five-year housing advisory plan required under
31 subsection (1) of this section must be submitted to the legislature on
32 or before February 1, 1994, and subsequent plans must be submitted
33 every five years thereafter.

34 (b) Each February 1st, beginning February 1, 1995, the department
35 shall submit an annual progress report, to the legislature, detailing
36 the extent to which the state's affordable housing needs were met
37 during the preceding year and recommendations for meeting those needs.

1 NEW SECTION. **Sec. 13.** A new section is added to chapter 43.63A
2 RCW to read as follows:

3 (1) The department shall be the principal state department
4 responsible for coordinating federal and state resources and activities
5 in housing, except for programs administered by the Washington state
6 housing finance commission under chapter 43.180 RCW, and for evaluating
7 the operations and accomplishments of other state departments and
8 agencies as they affect housing.

9 (2) The department shall work with local governments, tribal
10 organizations, local housing authorities, nonprofit community or
11 neighborhood-based organizations, and regional or state-wide nonprofit
12 housing assistance organizations, for the purpose of coordinating
13 federal and state resources with local resources for housing.

14 NEW SECTION. **Sec. 14.** A new section is added to chapter 43.63A
15 RCW to read as follows:

16 The department shall provide technical assistance and information
17 to state agencies and local governments to assist in the identification
18 and removal of regulatory barriers to the development and placement of
19 affordable housing. In providing assistance the department may:

20 (1) Analyze the costs and benefits of state legislation, rules, and
21 administrative actions and their impact on the development and
22 placement of affordable housing;

23 (2) Analyze the costs and benefits of local legislation, rules, and
24 administrative actions and their impact on the development and
25 placement of affordable housing;

26 (3) Assist state agencies and local governments in determining the
27 impact of existing and anticipated actions, legislation, and rules on
28 the development and placement of affordable housing;

29 (4) Investigate techniques and opportunities for reducing the life
30 cycle housing costs through regulatory reform;

31 (5) Develop model standards and ordinances designed to reduce
32 regulatory barriers to affordable housing and assisting n their
33 adoption and use at the state and local government level;

34 (6) Provide technical assistance and information to state agencies
35 and local governments for implementation of legislative and
36 administrative reform programs to remove barriers to affordable
37 housing;

38 (7) Prepare state regulatory barrier removal strategies;

1 (8) Provide staffing to the affordable housing advisory board
2 created in section 5 of this act; and

3 (9) Perform other activities as the director deems necessary to
4 assist the state, local governments, and the housing industry in
5 meeting the affordable housing needs of the state.

6 **Sec. 15.** RCW 43.185.110 and 1991 c 204 s 4 are each amended to
7 read as follows:

8 ~~((The director shall prepare an annual report and shall send copies
9 to the chair of the house of representatives committee on housing, the
10 chair of the senate committee on commerce and labor, and one copy to
11 the staff of each committee that summarizes the housing trust fund's
12 income, grants and operating expenses, implementation of its program,
13 and any problems arising in the administration thereof. The director
14 shall promptly appoint a low income housing assistance advisory
15 committee composed of a representative from each of the following
16 groups: Apartment owners, realtors, mortgage lending or servicing
17 institutions, private nonprofit housing assistance programs, tenant
18 associations, and public housing assistance programs.))~~ The affordable
19 housing advisory ((group)) board established in section 5 of this act
20 shall advise the director on housing needs in this state, including
21 housing needs for persons who are mentally ill or developmentally
22 disabled or youth who are blind or deaf or otherwise disabled,
23 operational aspects of the grant and loan program or revenue collection
24 programs established by this chapter, and implementation of the policy
25 and goals of this chapter. Such advice shall be consistent with
26 policies and plans developed by regional support networks according to
27 chapter 71.24 RCW for the mentally ill and the developmental
28 disabilities planning council for the developmentally disabled.

29 **Sec. 16.** RCW 43.185A.020 and 1991 c 356 s 11 are each amended to
30 read as follows:

31 The affordable housing program is created in the department of
32 community development for the purpose of developing and coordinating
33 public and private resources targeted to meet the affordable housing
34 needs of low-income households in the state of Washington. The program
35 shall be developed and administered by the department with advice and
36 input from the ~~((low income [housing] assistance advisory committee~~

1 ~~established in RCW 43.185.110))~~ affordable housing advisory board
2 established in section 5 of this act.

3 **Sec. 17.** RCW 35.82.070 and 1991 c 167 s 1 are each amended to read
4 as follows:

5 An authority shall constitute a public body corporate and politic,
6 exercising public and essential governmental functions, and having all
7 the powers necessary or convenient to carry out and effectuate the
8 purposes and provisions of this chapter, including the following powers
9 in addition to others herein granted:

10 (1) To sue and be sued; to have a seal and to alter the same at
11 pleasure; to have perpetual succession; to make and execute contracts
12 and other instruments, including but not limited to partnership
13 agreements and joint venture agreements, necessary or convenient to the
14 exercise of the powers of the authority; to participate in the
15 organization or the operation of a nonprofit corporation which has as
16 one of its purposes to provide or assist in the provision of housing
17 for persons of low income; and to make and from time to time amend and
18 repeal bylaws, rules and regulations, not inconsistent with this
19 chapter, to carry into effect the powers and purposes of the authority.

20 (2) Within its area of operation: To prepare, carry out, acquire,
21 lease and operate housing projects; to provide for the construction,
22 reconstruction, improvement, alteration or repair of any housing
23 project or any part thereof; to agree to rent or sell dwellings forming
24 part of the projects to or for persons of low income. Where an
25 agreement or option is made to sell a dwelling to a person of low
26 income, the authority may convey the dwelling to the person upon
27 fulfillment of the agreement irrespective of whether the person is at
28 the time of the conveyance a person of low income. Leases, options,
29 agreements, or conveyances may include such covenants as the authority
30 deems appropriate to assure the achievement of the objectives of this
31 chapter.

32 (3) To acquire, lease, rent, sell, or otherwise dispose of any
33 commercial space located in buildings or structures containing a
34 housing project or projects.

35 (4) To arrange or contract for the furnishing by any person or
36 agency, public or private, of services, privileges, works, or
37 facilities for, or in connection with, a housing project or the
38 occupants thereof; and (notwithstanding anything to the contrary

1 contained in this chapter or in any other provision of law) to include
2 in any contract let in connection with a project, stipulations
3 requiring that the contractor and any subcontractors comply with
4 requirements as to minimum wages and maximum hours of labor, and comply
5 with any conditions which the federal government may have attached to
6 its financial aid of the project.

7 (5) To lease or rent any dwellings, houses, accommodations, lands,
8 buildings, structures or facilities embraced in any housing project and
9 (subject to the limitations contained in this chapter) to establish and
10 revise the rents or charges therefor; to own or manage buildings
11 containing a housing project or projects as well as commercial space or
12 other dwelling units that do not constitute a housing project as that
13 term is defined in this chapter: PROVIDED, That notwithstanding the
14 provisions under subsection (1) of this section, dwelling units made
15 available or sold to persons of low income, together with functionally
16 related and subordinate facilities, shall occupy ~~((at least thirty~~
17 ~~percent of the interior space of any individual building other than a~~
18 ~~detached single family or duplex residential building or mobile or~~
19 ~~manufactured home and))~~ at least fifty percent of the interior space in
20 the total development owned by the authority or at least fifty percent
21 of the total number of units in the development owned by the authority,
22 whichever produces the greater number of units for persons of low
23 income, and for mobile home parks, the mobile home lots made available
24 to persons of low income shall be at least fifty percent of the total
25 number of mobile home lots in the park owned by the authority; to own,
26 hold, and improve real or personal property; to purchase, lease, obtain
27 options upon, acquire by gift, grant, bequest, devise, or otherwise
28 including financial assistance and other aid from the state or any
29 public body, person or corporation, any real or personal property or
30 any interest therein; to acquire by the exercise of the power of
31 eminent domain any real property; to sell, lease, exchange, transfer,
32 assign, pledge, or dispose of any real or personal property or any
33 interest therein; to sell, lease, exchange, transfer, or dispose of any
34 real or personal property or interest therein at less than fair market
35 value to a governmental entity for any purpose when such action assists
36 the housing authority in carrying out its powers and purposes under
37 this chapter, to a low-income person or family for the purpose of
38 providing housing for that person or family, or to a nonprofit
39 corporation provided the nonprofit corporation agrees to sell the

1 property to a low-income person or family or to use the property for
2 the provision of housing for persons of low income for at least twenty
3 years; to insure or provide for the insurance of any real or personal
4 property or operations of the authority against any risks or hazards;
5 to procure or agree to the procurement of insurance or guarantees from
6 the federal government of the payment of any bonds or parts thereof
7 issued by an authority, including the power to pay premiums on any such
8 insurance.

9 (6) To invest any funds held in reserves or sinking funds, or any
10 funds not required for immediate disbursement, in property or
11 securities in which savings banks may legally invest funds subject to
12 their control; to purchase its bonds at a price not more than the
13 principal amount thereof and accrued interest, all bonds so purchased
14 to be canceled.

15 (7) Within its area of operation: To investigate into living,
16 dwelling and housing conditions and into the means and methods of
17 improving such conditions; to determine where slum areas exist or where
18 there is a shortage of decent, safe and sanitary dwelling
19 accommodations for persons of low income; to make studies and
20 recommendations relating to the problem of clearing, replanning and
21 reconstructing of slum areas, and the problem of providing dwelling
22 accommodations for persons of low income, and to cooperate with the
23 city, the county, the state or any political subdivision thereof in
24 action taken in connection with such problems; and to engage in
25 research, studies and experimentation on the subject of housing.

26 (8) Acting through one or more commissioners or other person or
27 persons designated by the authority: To conduct examinations and
28 investigations and to hear testimony and take proof under oath at
29 public or private hearings on any matter material for its information;
30 to administer oaths, issue subpoenas requiring the attendance of
31 witnesses or the production of books and papers and to issue
32 commissions for the examination of witnesses who are outside of the
33 state or unable to attend before the authority, or excused from
34 attendance; to make available to appropriate agencies (including those
35 charged with the duty of abating or requiring the correction of
36 nuisances or like conditions, or of demolishing unsafe or insanitary
37 structures within its area of operation) its findings and
38 recommendations with regard to any building or property where

1 conditions exist which are dangerous to the public health, morals,
2 safety or welfare.

3 (9) To initiate eviction proceedings against any tenant as provided
4 by law. Activity occurring in any housing authority unit that
5 constitutes a violation of chapter 69.41, 69.50 or 69.52 RCW shall
6 constitute a nuisance for the purpose of RCW 59.12.030(5).

7 (10) To exercise all or any part or combination of powers herein
8 granted.

9 No provisions of law with respect to the acquisition, operation or
10 disposition of property by other public bodies shall be applicable to
11 an authority unless the legislature shall specifically so state.

12 (11) To agree (notwithstanding the limitation contained in RCW
13 35.82.210) to make such payments in lieu of taxes as the authority
14 finds consistent with the achievement of the purposes of this chapter.

15 (12) Upon the request of a county or city, to exercise any powers
16 of an urban renewal agency under chapter 35.81 RCW or a public
17 corporation, commission, or authority under chapter 35.21 RCW.
18 However, in the exercise of any such powers the housing authority shall
19 be subject to any express limitations contained in this chapter.

20 (13) To exercise the powers granted in this chapter within the
21 boundaries of any city, town, or county not included in the area in
22 which such housing authority is originally authorized to function:
23 PROVIDED, HOWEVER, The governing or legislative body of such city,
24 town, or county, as the case may be, adopts a resolution declaring that
25 there is a need for the authority to function in such territory.

26 ~~((13))~~ (14) To administer contracts for assistance payments to
27 persons of low income in accordance with section 8 of the United States
28 Housing Act of 1937, as amended by Title II, section 201 of the Housing
29 and Community Development Act of 1974, P.L. 93-383.

30 ~~((14))~~ (15) To sell at public or private sale, with or without
31 public bidding, for fair market value, any mortgage or other obligation
32 held by the authority.

33 ~~((15))~~ (16) To the extent permitted under its contract with the
34 holders of bonds, notes, and other obligations of the authority, to
35 consent to any modification with respect to rate of interest, time and
36 payment of any installment of principal or interest security, or any
37 other term of any contract, mortgage, mortgage loan, mortgage loan
38 commitment, contract or agreement of any kind to which the authority is
39 a party.

1 ~~((16))~~ (17) To make, purchase, participate in, invest in, take
 2 assignments of, or otherwise acquire loans to persons of low income to
 3 enable them to acquire, construct, reconstruct, rehabilitate, improve,
 4 lease, or refinance their dwellings, and to take such security therefor
 5 as is deemed necessary and prudent by the authority.

6 ~~((17))~~ (18) To make, purchase, participate in, invest in, take
 7 assignments of, or otherwise acquire loans for the acquisition,
 8 construction, reconstruction, rehabilitation, improvement, leasing, or
 9 refinancing of land, buildings, or developments for housing for persons
 10 of low income. For purposes of this subsection, development shall
 11 include either land or buildings or both.

12 (a) Any development financed under this subsection shall be subject
 13 to an agreement that for at least twenty years the dwelling units made
 14 available to persons of low income together with functionally related
 15 and subordinate facilities shall occupy at least ~~((thirty percent of
 16 the interior space of any individual building other than a detached
 17 single family or duplex residential building or mobile or manufactured
 18 home and shall occupy at least))~~ fifty percent of the interior space in
 19 the total development or at least fifty percent of the total number of
 20 units in the development, whichever produces the greater number of
 21 units for persons of low income. For mobile home parks, the mobile
 22 home lots made available to persons of low income shall be at least
 23 fifty percent of the total number of mobile home lots in the park.
 24 During the term of the agreement, the owner shall use its best efforts
 25 in good faith to maintain the dwelling units or mobile home lots
 26 required to be made available to persons of low income at rents
 27 affordable to persons of low income. The twenty-year requirement under
 28 this subsection (18)(a) shall not apply when an authority finances the
 29 development by nonprofit corporations or governmental units of
 30 dwellings or mobile home lots intended for sale to persons of low and
 31 moderate income, and shall not apply to construction or other short-
 32 term financing provided to nonprofit corporations or governmental units
 33 when the financing has a repayment term of one year or less.

34 (b) In addition, if the development is owned by a for-profit
 35 entity, the dwelling units or mobile home lots required to be made
 36 available to persons of low income shall be rented to persons whose
 37 incomes do not exceed fifty percent of the area median income, adjusted
 38 for household size, and shall have unit or lot rents that do not exceed
 39 fifteen percent of area median income, adjusted for household size,

1 unless rent subsidies are provided to make them affordable to persons
2 of low income.

3 For purposes of this subsection (~~((17))~~) (18) (b), if the development
4 is owned directly or through a partnership by a governmental entity or
5 a nonprofit organization, which nonprofit organization is itself not
6 controlled by a for-profit entity or affiliated with any for-profit
7 entity that a nonprofit organization itself does not control, it shall
8 not be treated as being owned by a for-profit entity when the
9 governmental entity or nonprofit organization exercises legal control
10 of the ownership entity and in addition, (i) the dwelling units or
11 mobile home lots required to be made available to persons of low income
12 are rented to persons whose incomes do not exceed sixty percent of the
13 area median income, adjusted for household size, and (ii) the
14 development is subject to an agreement that transfers ownership to the
15 governmental entity or nonprofit organization or extends an irrevocable
16 right of first refusal to purchase the development under a formula for
17 setting the acquisition price that is specified in the agreement.

18 (c) Commercial space in any building financed under this subsection
19 that exceeds four stories in height shall not constitute more than
20 twenty percent of the interior area of the building. Before financing
21 any development under this subsection the authority shall make a
22 written finding that financing is important for project feasibility or
23 necessary to enable the authority to carry out its powers and purposes
24 under this chapter.

25 (~~((18))~~) (19) To contract with a public authority or corporation,
26 created by a county, city, or town under RCW 35.21.730 through
27 35.21.755, to act as the developer for new housing projects or
28 improvement of existing housing projects.

29 NEW SECTION. **Sec. 18.** A new section is added to chapter 43.63A
30 RCW to read as follows:

- 31 (1) The legislature finds that:
- 32 (a) The trend toward smaller household sizes will continue into the
33 foreseeable future;
- 34 (b) Many of these households are in housing units that contain more
35 bedrooms than occupants;
- 36 (c) There are older homeowners on relatively low, fixed income who
37 are experiencing difficulties maintaining their homes; and

1 (d) There are single parents, recently widowed persons, people in
2 the midst of divorce or separation, and handicapped that are faced with
3 displacement due to the high cost of housing.

4 (2) The legislature declares that the purpose of section 19 of this
5 act is to develop a pilot program designed to:

6 (a) Provide home-matching services that can enable people to
7 continue living in their homes while promoting continuity of home
8 ownership and community stability; and

9 (b) Counter the problem of displacement among people on relatively
10 low, fixed incomes by linking people offering living space with people
11 seeking housing.

12 NEW SECTION. **Sec. 19.** A new section is added to chapter 43.63A
13 RCW to read as follows:

14 (1) The department may develop and administer a home-matching
15 program for the purpose of providing grants and technical assistance to
16 eligible organizations to operate local home-matching programs. For
17 purposes of this section, "eligible organizations" are those
18 organizations eligible to receive assistance through the Washington
19 housing trust fund, chapter 43.185 RCW.

20 (2) The department may select up to five eligible organizations for
21 the purpose of implementing a local home-matching program. The local
22 home-matching programs are designed to facilitate: (a)
23 Intergenerational homesharing involving older homeowners sharing homes
24 with younger persons; (b) homesharing arrangements that involve an
25 exchange of services such as cooking, housework, gardening, or
26 babysitting for room and board or some financial consideration such as
27 rent; and (c) the more efficient use of available housing.

28 (3) In selecting local pilot programs under this section, the
29 department shall consider:

30 (a) The eligible organization's ability, stability, and resources
31 to implement the local home-matching program;

32 (b) The eligible organization's efforts to coordinate other support
33 services needed by the individual or family participating in the local
34 home-matching program; and

35 (c) Other factors the department deems appropriate.

36 (4) The eligible organizations shall establish criteria for
37 participation in the local home-matching program. The eligible
38 organization shall make a determination of eligibility regarding the

1 individuals' or families' participation in the local home-matching
2 program. The determination shall include, but is not limited to a
3 verification of the individual's or family's history of making rent
4 payments in a consistent and timely manner.

5 NEW SECTION. **Sec. 20.** A new section is added to chapter 35.63 RCW
6 to read as follows:

7 No city may enact or maintain an ordinance, development regulation,
8 zoning regulation or official control, policy, or administrative
9 practice which treats a residential structure occupied by persons with
10 handicaps differently than a similar residential structure occupied by
11 a family or other unrelated individuals. As used in this section,
12 "handicaps" are as defined in the federal fair housing amendments act
13 of 1988 (42 U.S.C. Sec. 3602).

14 **Sec. 21.** A new section is added to chapter 35A.63 RCW to read as
15 follows:

16 No city may enact or maintain an ordinance, development regulation,
17 zoning regulation or official control, policy, or administrative
18 practice which treats a residential structure occupied by persons with
19 handicaps differently than a similar residential structure occupied by
20 a family or other unrelated individuals. As used in this section,
21 "handicaps" are as defined in the federal fair housing amendments act
22 of 1988 (42 U.S.C. Sec. 3602).

23 NEW SECTION. **Sec. 22.** A new section is added to chapter 36.70 RCW
24 to read as follows:

25 No county may enact or maintain an ordinance, development
26 regulation, zoning regulation or official control, policy, or
27 administrative practice which treats a residential structure occupied
28 by persons with handicaps differently than a similar residential
29 structure occupied by a family or other unrelated individuals. As used
30 in this section, "handicaps" are as defined in the federal fair housing
31 amendments act of 1988 (42 U.S.C. Sec. 3602).

32 NEW SECTION. **Sec. 23.** A new section is added to chapter 36.70A
33 RCW to read as follows:

34 No county or city that plans or elects to plan under this chapter
35 may enact or maintain an ordinance, development regulation, zoning

1 regulation or official control, policy, or administrative practice
2 which treats a residential structure occupied by persons with handicaps
3 differently than a similar residential structure occupied by a family
4 or other unrelated individuals. As used in this section, "handicaps"
5 are as defined in the federal fair housing amendments act of 1988 (42
6 U.S.C. Sec. 3602).

7 NEW SECTION. **Sec. 24.** This chapter may be known and cited as the
8 "Washington housing policy act."

9 NEW SECTION. **Sec. 25.** Sections 1 through 6, 12, and 24 of this
10 act shall constitute a new chapter in Title 43 RCW.

Passed the Senate April 20, 1993.

Passed the House April 18, 1993.

Approved by the Governor May 17, 1993.

Filed in Office of Secretary of State May 17, 1993.

RCW 71.12.550**Local authorities may also prescribe standards.**

This chapter shall not prevent local authorities of any city, or city and county, within the reasonable exercise of the police power, from adopting rules and regulations, by ordinance or resolution, prescribing standards of sanitation, health and hygiene for establishments as defined in this chapter, which are not in conflict with the provisions of this chapter, and requiring a certificate by the local health officer, that the local health, sanitation and hygiene laws have been complied with before maintaining or conducting any such institution within such city or city and county.

[1959 c 25 § 71.12.550. Prior: 1949 c 198 § 64; Rem. Supp. 1949 § 6953-63.]

RCW 71.12.455**Definitions.**

The definitions in this section apply throughout this chapter unless the context clearly requires otherwise.

(1) "Department" means the department of health.

(2) "Elopement" means any situation in which an admitted patient of a psychiatric hospital who is cognitively, physically, mentally, emotionally, and/or chemically impaired wanders, walks, runs away, escapes, or otherwise leaves a psychiatric hospital or the grounds of a psychiatric hospital prior to the patient's scheduled discharge unsupervised, unnoticed, and without the staff's knowledge.

(3) "Establishment" and "institution" mean:

(a) Every private or county or municipal hospital, including public hospital districts, sanitariums, homes, psychiatric hospitals, residential treatment facilities, or other places receiving or caring for any person with mental illness, mentally incompetent person, or chemically dependent person; and

(b) Beginning January 1, 2019, facilities providing pediatric transitional care services.

(4) "Immediate jeopardy" means a situation in which the psychiatric hospital's noncompliance with one or more statutory or regulatory requirements has placed the health and safety of patients in its care at risk for serious injury, serious harm, serious impairment, or death.

(5) "Pediatric transitional care services" means short-term, temporary, health and comfort services for drug exposed infants according to the requirements of this chapter and provided in an establishment licensed by the department of health.

(6) "Psychiatric hospital" means an establishment caring for any person with mental illness or substance use disorder excluding acute care hospitals licensed under chapter 70.41 RCW, state psychiatric hospitals established under chapter 72.23 RCW, and residential treatment facilities as defined in this section.

(7) "Residential treatment facility" means an establishment in which twenty-four hour on-site care is provided for the evaluation, stabilization, or treatment of residents for substance use, mental health, co-occurring disorders, or for drug exposed infants.

(8) "Secretary" means the secretary of the department of health.

(9) "Technical assistance" means the provision of information on the state laws and rules applicable to the regulation of psychiatric hospitals, the process to apply for a license, and methods and resources to avoid or address compliance problems. Technical assistance does not include assistance provided under chapter 43.05 RCW.

(10) "Trained caregiver" means a noncredentialed, unlicensed person trained by the establishment providing pediatric transitional care services to provide hands-on care to drug exposed infants. Caregivers may not provide medical care to infants and may only work under the supervision of an appropriate health care professional.

[2020 c 115 § 6. Prior: 2017 c 263 § 2; 2001 c 254 § 1; 2000 c 93 § 21; 1977 ex.s. c 80 § 43; 1959 c 25 § 71.12.455; prior: 1949 c 198 § 53; Rem. Supp. 1949 § 6953-52a. Formerly RCW 71.12.010, part.]

NOTES:

Reviser's note: The definitions in this section have been alphabetized pursuant to RCW 1.08.015(2)(k).

Findings—Intent—Effective date—2020 c 115: See notes following RCW 71.12.700.

Findings—Intent—2017 c 263: "The legislature finds that more than twelve thousand infants born in Washington each year have been prenatally exposed to opiates, methamphetamines, and other drugs. Prenatal drug exposure frequently results in infants suffering from neonatal abstinence syndrome and its accompanying withdrawal symptoms after birth. Withdrawal symptoms may include sleep problems, excessive crying, tremors, seizures, poor feeding, fever, generalized convulsions, vomiting, diarrhea, and hyperactive reflexes. Consequently, the legislature finds that drug exposed infants have unique medical needs and benefit from specialized health care that addresses their withdrawal symptoms. Specialized care for infants experiencing neonatal abstinence syndrome is based on the individual needs of the infant and includes: Administration of intravenous fluids and drugs such as morphine; personalized, hands-on therapeutic care such as gentle rocking, reduction in noise and lights, and swaddling; and frequent high-calorie feedings.

The legislature further finds that drug exposed infants often require hospitalization which burdens hospitals and hospital staff who either have to increase staffing levels or require current staff to take on additional duties to administer the specialized care needed by drug exposed infants.

The legislature further finds that drug exposed infants benefit from early and consistent family involvement in their care, and families thrive when they are provided the opportunity, skills, and training to help them participate in their child's care.

The legislature further finds that infants with neonatal abstinence syndrome often can be treated in a nonhospital clinic setting where they receive appropriate medical and nonmedical care for their symptoms. The legislature, therefore, intends to encourage alternatives to continued hospitalization for drug exposed infants, including the continuation and development of pediatric transitional care services that provide short-term medical care as well as training and assistance to caregivers in order to support the transition from hospital to home for drug exposed infants." [2017 c 263 § 1.]

Purpose—Intent—Severability—1977 ex.s. c 80: See notes following RCW 4.16.190.

RCW 71.12.460**License to be obtained—Penalty.**

No person, association, county, municipality, public hospital district, or corporation, shall establish or keep, for compensation or hire, an establishment as defined in this chapter without first having obtained a license therefor from the department of health, complied with rules adopted under this chapter, and paid the license fee provided in this chapter. Any person who carries on, conducts, or attempts to carry on or conduct an establishment as defined in this chapter without first having obtained a license from the department of health, as in this chapter provided, is guilty of a misdemeanor and on conviction thereof shall be punished by imprisonment in a county jail not exceeding six months, or by a fine not exceeding one thousand dollars, or by both such fine and imprisonment. The managing and executive officers of any corporation violating the provisions of this chapter shall be liable under the provisions of this chapter in the same manner and to the same effect as a private individual violating the same.

[2001 c 254 § 2; 2000 c 93 § 22; 1989 1st ex.s. c 9 § 226; 1979 c 141 § 133; 1959 c 25 § 71.12.460. Prior: 1949 c 198 § 54; Rem. Supp. 1949 § 6953-53.]

NOTES:

Effective date—Severability—1989 1st ex.s. c 9: See RCW 43.70.910 and 43.70.920.

RCW 35.63.220**Treatment of residential structures occupied by persons with handicaps.**

No city may enact or maintain an ordinance, development regulation, zoning regulation or official control, policy, or administrative practice which treats a residential structure occupied by persons with handicaps differently than a similar residential structure occupied by a family or other unrelated individuals. As used in this section, "handicaps" are as defined in the federal fair housing amendments act of 1988 (42 U.S.C. Sec. 3602).

[1993 c 478 § 20.]

RCW 41.05.760**Recovery residences—Registry.**

(1) The authority shall establish and maintain a registry of approved recovery residences. The authority may contract with a nationally recognized recovery residence certification organization based in Washington to establish and maintain the registry.

(2) The authority or the contracted entity described in subsection (1) of this section shall determine that a recovery residence is approved for inclusion in the registry if the recovery residence has been certified by a nationally recognized recovery residence certification organization based in Washington that is approved by the authority or if the recovery residence is a chapter of a national recovery residence organization with peer-run homes that is approved by the authority as meeting the following standards in its certification process:

(a) Peers are required to be involved in the governance of the recovery residence;

(b) Recovery support is integrated into the daily activities;

(c) The recovery residence must be maintained as a home-like environment that promotes healthy recovery;

(d) Resident activities are promoted within the recovery residence and in the community through work, education, community engagement, or other activities; and

(e) The recovery residence maintains an environment free from alcohol and illicit drugs.

(3) Nothing in this section requires that a recovery residence become certified by the certifying organization approved by the authority in subsection (2) of this section or be included in the registry, unless the recovery residence decides to participate in the recovery residence program activities established in this chapter.

(4) For the purposes of this section, "recovery residence" means a home-like environment that promotes healthy recovery from a substance use disorder and supports persons recovering from a substance use disorder through the use of peer recovery support.

[2019 c 264 § 2.]

NOTES:

Findings—2019 c 264: "(1) The legislature finds that substance use disorder is a disease impacting the whole family and the whole society and requires a system of care that includes prevention, treatment, and recovery services that support and strengthen impacted individuals, families, and the community at large.

(2) The legislature further finds that access to quality recovery housing is crucial for helping individuals remain in recovery from substance use disorder beyond treatment. Furthermore, recovery housing serves to preserve the state's financial investment in a person's treatment. Without access to quality recovery housing, individuals are much less likely to recover from substance use disorder and more likely to face continued issues that impact their well-being, their families, and their communities. These issues include death by overdose or other substance use disorder-related medical complications; higher health care costs; high use of emergency departments and public health care systems; higher risk for involvement with law enforcement and incarceration; and an inability to obtain and maintain employment. These challenges are compounded by an overall lack of affordable housing nationwide.

(3) The legislature recognizes that recovery is a long-term process and requires a comprehensive approach. Recognizing the potential for fraudulent and unethical recovery housing operators, this act is designed to address the quality of recovery housing in the state of Washington." [2019 c 264 § 1.]

RCW 84.36.043**Nonprofit organization property used in providing emergency or transitional housing to low-income homeless persons or victims of domestic violence.**

(1) The real and personal property used by a nonprofit organization in providing emergency or transitional housing for low-income homeless persons as defined in RCW 35.21.685 or 36.32.415 or victims of domestic violence who are homeless for personal safety reasons is exempt from taxation if:

- (a) The charge, if any, for the housing does not exceed the actual cost of operating and maintaining the housing; and
- (b)(i) The property is owned by the nonprofit organization; or
- (ii) The property is rented or leased by the nonprofit organization and the benefit of the exemption inures to the nonprofit organization.

(2) As used in this section:

(a) "Homeless" means persons, including families, who, on one particular day or night, do not have decent and safe shelter nor sufficient funds to purchase or rent a place to stay.

(b) "Emergency housing" means a project that provides housing and supportive services to homeless persons or families for up to sixty days.

(c) "Transitional housing" means a project that provides housing and supportive services to homeless persons or families for up to two years and that has as its purpose facilitating the movement of homeless persons and families into independent living.

(3) This exemption is subject to the administrative provisions contained in RCW 84.36.800 through 84.36.865.

[1998 c 174 § 1; 1991 c 198 § 1; 1990 c 283 § 2; 1983 1st ex.s. c 55 § 12.]

NOTES:

Effective dates—1983 1st ex.s. c 55: See note following RCW 82.08.010.


Annual Code Amendments

(File No. MC21-01)

City Council
April 4, 2022



Background

- 
- Purpose: To correct typos, citations and provide clarity to challenging code sections
 - Planning Commission
 - Workshop: Nov. & Dec.
 - Hearing: Jan.



Attachments

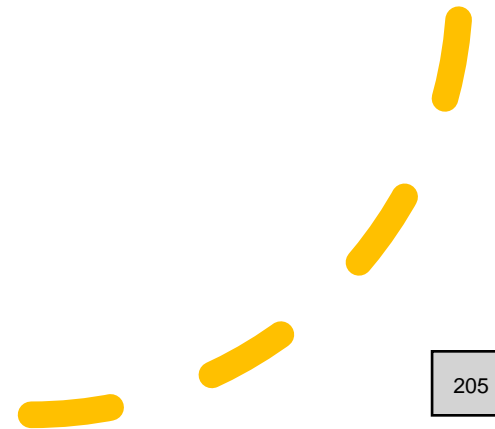
- Staff Report
- Exhibit 1 – Planning Commission Recommendation
- Exhibit 2 – Staff Recommendation
- Exhibit 3 – Memo from City Attorney

Overview

- Update retaining wall application submittals
- Clarify pedestrian connection requirements
- Regulate Residential Treatment Facilities
- Temporary signs in roundabouts
- Update the permit process for code interpretation

Retaining Wall Application Submittals

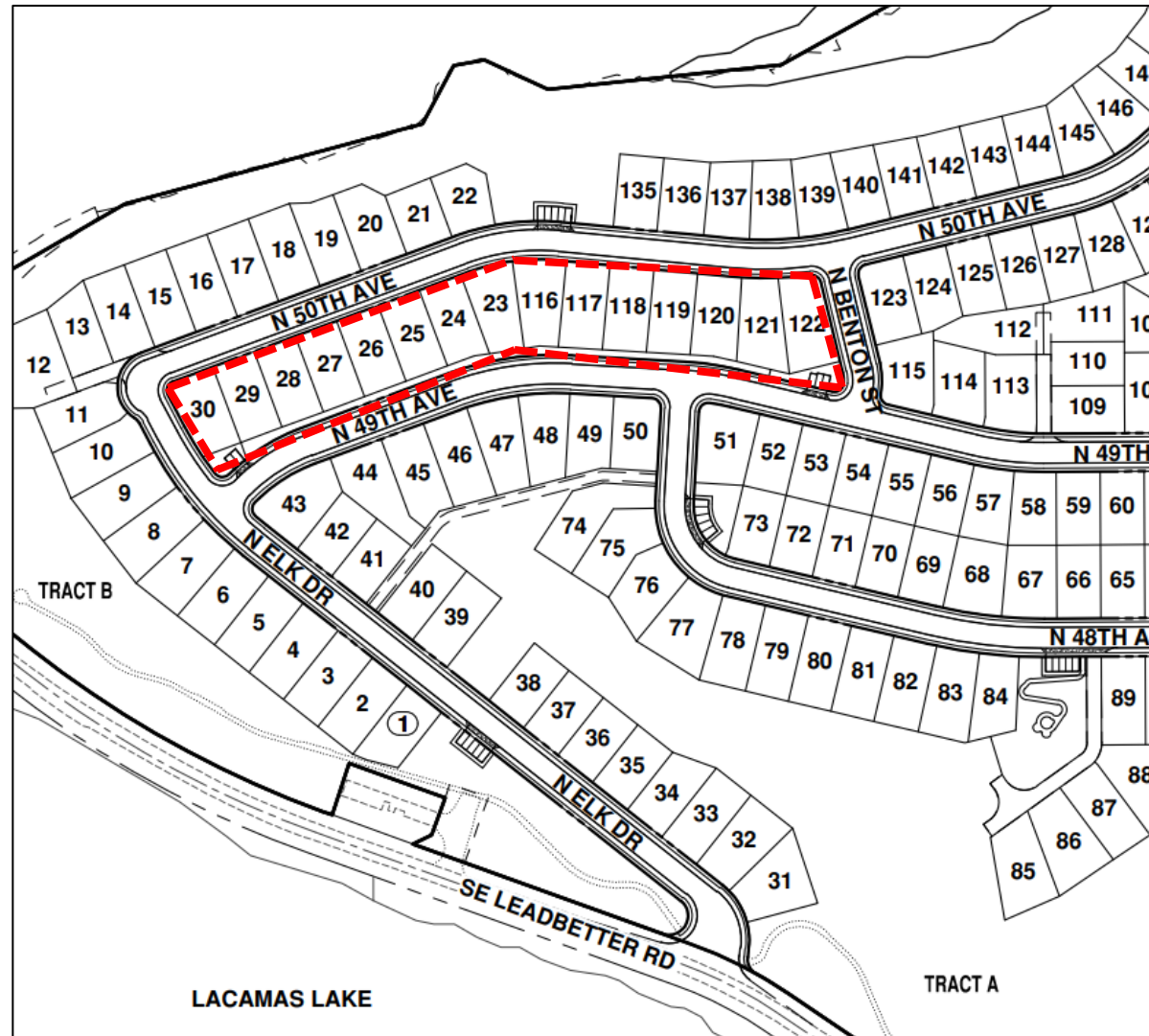
- Require cross-sections for walls over 4 feet
 - To prevent walls that exceed the maximum height permitted



CMC 17.19.040.B.10.b. - Infrastructure standards.

- i. Block lengths shall not exceed the maximum access spacing standards for the roadway class per the city's design standards manual. If block lengths greater than 600-feet are approved pursuant to CMC 17.19.040.B.10.b.iii., a midway pedestrian connection shall be provided.

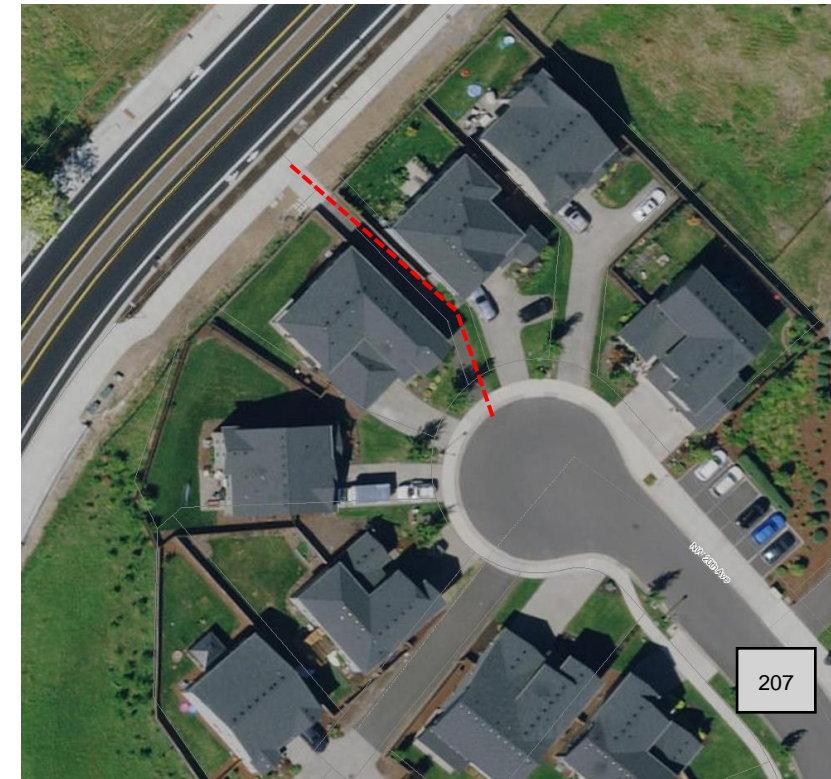
Pedestrian Connection – Block Lengths



CMC 17.19.040.B.10.b. - Infrastructure standards.

- ii. Cul-de-sacs and permanent dead-end streets over three hundred feet in length may be denied unless topographic or other physical constraints prohibit achieving this standard. ~~When cul-de-sacs or dead-end streets are permitted, a direct pedestrian or bicycle connection shall be provided to the nearest available street or pedestrian-oriented use.~~
- iii. When cul-de-sacs or dead-end streets are permitted that are over 300 feet, a direct pedestrian and bicycle connection shall be provided to the nearest available street or pedestrian oriented use. Pedestrian connections need to meet Design Standards Manual for ADA accessibility in accordance with PROWAG and ADAAG.
- iv. The city engineer may recommend approval of a deviation to the design standards of this section based on findings that the deviation is the minimum necessary to address the constraint and the application of the standard if impracticable due to topography, environmental sensitive lands, or existing adjacent development patterns.

Pedestrian Connection - Cul-de-sacs



RTFs, Sober Living Homes, & Transitional Housing

CMC 18.03.030 – Definitions for land uses

“Residential treatment facility (RTF)” means a facility meeting applicable state and federal standards that provides support services including, but not limited to, counseling, rehabilitation and medical supervision for the need of drug or alcohol treatment. An RTF may function as a residence, day-treatment facility, or a combination thereof. An RTF may be staffed by resident or nonresident staff and shall include more than eight unrelated individuals. An RTF shall not be located within 1,000 feet of public and private schools, public parks, public libraries, other RTFs, or similar uses.

“Sober Living Homes” means a home-like environment that promotes healthy recovery from a substance use disorder and supports persons recovering from a substance use disorder through the use of peer recovery support. Sober living homes are limited to no more than eight unrelated individuals.

“Transitional housing” means a project that provides housing and supportive services to homeless persons or families for up to two years and that has as its purpose facilitating the movement of homeless persons and families into independent living.

RTFs, Sober Living Homes, & Transitional Housing

CMC 18.07.030 - Table 1—Commercial and industrial land uses.

Zoning Districts	NC	DC	CC	RC	MX	BP	LI/BP	LI	HI
Group Home	C	P	P	X	P	X	X	X	X
Adult Family Home	C	P	P	X	P	X	X	X	X
Single Family Dwelling	X	X	X	X	P	X	X	X	X
<u>Sober Living Homes</u>	<u>C</u>	<u>P</u>	<u>P</u>	<u>X</u>	<u>P</u>	<u>X</u>	<u>X</u>	<u>X</u>	<u>X</u>
Permanent Supportive Housing	C	P	X/P ¹⁰	X/P ¹⁰	P	X	X	X	X
Hotel/motel	X	C	C	P	P	P	X	P	X
<u>Transitional Housing</u>	<u>C</u>	<u>P</u>	<u>C</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>X</u>	<u>P</u>	<u>X</u>
<u>Residential Treatment Facility</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>	<u>P</u>

Footnote 12: A Residential Treatment Facility shall not be located within 1,000 feet of public and private schools, public parks, public libraries, other RTFs or similar uses.

RTFs, Sober Living Homes, and Transitional Housing

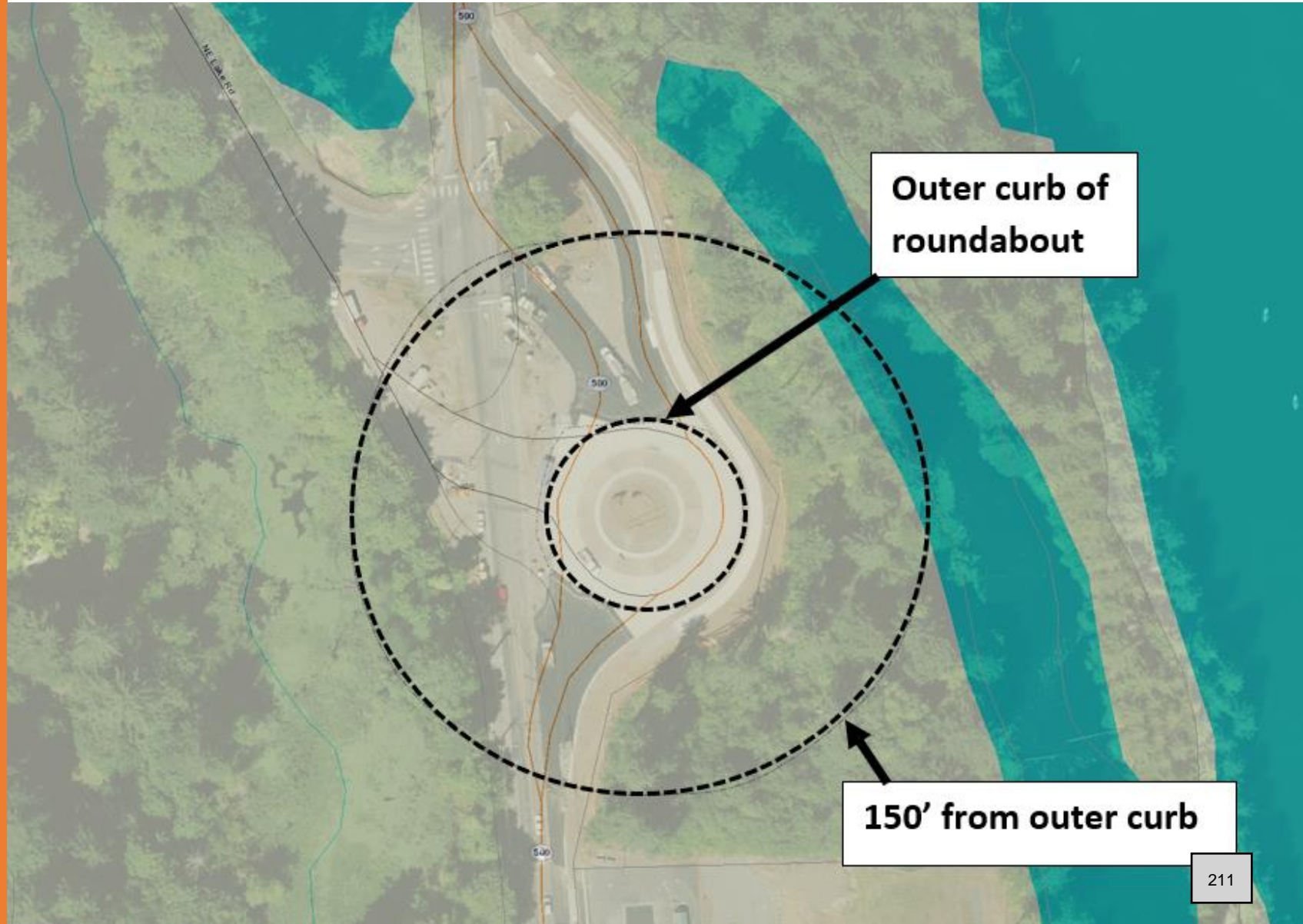
CMC 18.07.040 Table 2—Residential and multifamily land uses.

Zoning Districts	R	MF
Adult family home, residential care facility, supported living arrangement, or housing for the disabled	P	P
Group Home	P	P
Single Family Dwelling	P	P
Sober Living Homes	<u>P</u>	<u>P</u>
Permanent Supportive Housing	C/P ²	P
Transitional Housing	<u>P</u>	<u>P</u>
Residential Treatment Facility	X	<u>C</u>

Footnote 5: A Residential Treatment Facility shall not be located within 1,000 feet of public and private schools, public parks, public libraries, other RTFs, or similar uses.

Temporary Signs

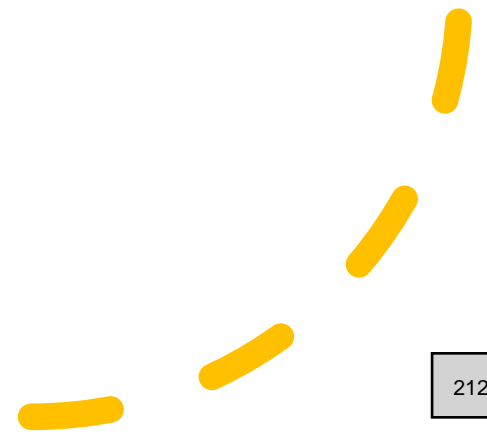
- Preventing signs in roundabouts



Development Sign



Item 13.



Code Interpretation Permit Process

- Type I: “do not require interpretation...”
- Type II: “involve the exercise of some interpretation and discretion...”



Next Steps

- Discuss proposed amendments
- Regular Council Meeting April 4th, 7 pm



Staff Report – Public Hearing for Ordinance 22-003

April 4th, 2022 Regular Meeting

Public Hearing for Ordinance No. 22-003 AN ORDINANCE approving a request for a text amendment and amending Camas Municipal Code Section 3.86.050 relating to the downtown district standards of the City’s Multi-Family Housing Tax Exemption provisions.

Presenter: Robert Maul, Interim Community Development Director

Time Estimate: 10 min

Phone	Email
360.817.1568	rmaul@cityofcamas.us

INTRODUCTION/PURPOSE/SUMMARY: The applicant, Hudson East Living, LLC, has requested that the Camas City Council consider a modification to an existing chapter of the Camas Municipal Code (CMC). Specifically, Chapter 3.86 Multifamily Housing Tax Exemption (MFTE). The current code contains specific development criteria in approving a tax exemption request for qualifying projects in the Downtown district. One such criterion is building height which is limited to forty-five feet and three stories.

Chapter 3.86 was adopted back in 2014 with the intent on creating incentives for residential development in three districts in Camas, Downtown, Northwest 6th Avenue, and Northeast 3rd Avenue (Fig. 1-3). Some of the goals behind the program are to encourage increased residential opportunities within approved districts, to stimulate new construction, or rehabilitate existing and underutilized buildings for multifamily housing, to encourage affordable housing opportunities, and to help relieve pressure on existing single family zones. The incentive is in the form of providing a qualifying project with either an 8-year, or 12-year exemption from ad valorem property taxation for the multi-family housing in urban centers.

The applicant has a pending site plan application currently in for review with the Community Development Department to construct a four story mixed-use building located at 404 NE 6th Avenue in downtown Camas. The ground floor of the proposed building is 4,458 square feet of commercial space with tuck under parking on site, with three stories of residential apartments located above totaling 56 dwelling units. As proposed the building is 51’ tall and four stories. There are no height limitations in the underlying Downtown Commercial (DC) zoning. The height restriction discussed herein is only tied to the MFTE program which is discretionary to council.

The applicant has requested that the City Council consider modifying the current chapter to allow for some flexibility and to meet the intent of the program (see attached applicant request).

Staff presented the attached request items to the City Council at the February 22nd, 2022 City Council Work Session, where there was consensus for staff to return for a formal public hearing on the matter. Also included is a draft ordinance for consideration based on feedback derived from the Council Work Session.

EQUITY CONSIDERATIONS:

What are the desired results and outcomes for this agenda item? The desired outcome is to adopt some flexibility in standards that will encourage affordable housing options in Camas.

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

How have communities been engaged? Are there opportunities to expand engagement? This item has been available for viewing by all interested parties and citizens. This public hearing offers direct participation in the legislative process.

Who will benefit from, or be burdened by this agenda item? There will be additional housing options in the downtown area if utilized. A burden could be the tax abatement program shifts general tax burden to Camas taxpayers.

What are the strategies to mitigate any unintended consequences? This is a discretionary action item for council to consider on a case by case basis.

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. The goal for the current program is to provide affordable housing options to all residents in the Camas downtown area.

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

What potential hurdles exist in implementing this proposal (include both operational and political)? As mentioned previously, the Tax Exemption program is discretionary to council.

How will you ensure accountabilities, communicate, and evaluate results? There is required reporting associated with the MFTE program to evaluate the effectiveness of the program.

How does this item support a comprehensive plan goal, policy or other adopted resolution? This helps support diversity of housing and affordable housing policies in the Comprehensive Plan.

RECOMMENDATION: Staff recommends that Council hold a public hearing, take testimony, and move to approve the attached Ordinance 22-003.

ORDINANCE NO. 22-003

AN ORDINANCE approving a request for a text amendment and amending Camas Municipal Code Section 3.86.050 relating to the downtown district standards of the City’s Multi-Family Housing Tax Exemption provisions.

WHEREAS, the City of Camas received an application for a text amendment to the City’s Multifamily Housing Tax Exemption (MHTE) provisions under Camas Municipal Code Section 3.86.050 (City Case No. MC22-01) ; and

WHEREAS, the City Council has received the proposal as part of a public hearing scheduled on April 4, 2022; and

WHEREAS, the City has considered the request and finds that an amendment to Camas Municipal Code Section 3.86.050 would provide the City with greater flexibility in reviewing future applications for the MHTE;

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

Section I

The first paragraph of Section 3.86.050 - Downtown district: standards and guidelines, is hereby amended to provide as follows:

3.86.050 Downtown district: standards and guidelines.

In approving a tax exemption under CMC 3.86.040 and in addition to compliance with the requirements of the underlying zone and design and developments standards under Title 17 and Title 18 of the Camas Municipal Code, the following standards and guidelines shall be applicable within the downtown district, unless the city determines that the proposal would better meet the intent of the exemption under CMC 3.86.040A.

Section II

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 _____, 2022.

SIGNED: _____
Mayor

SIGNED: _____
Clerk

APPROVED as to form:

City Attorney



Community Development Department | Planning
616 NE Fourth Avenue | Camas, WA 98607
(360) 817-1568
Permits@CityofCamas.us

Item 14.

General Application Form

Case Number: **MC22-01**

Applicant Information

Applicant/Contact: Steve Morasch Phone: 360-558-5912

Address: Landerholm, PS, 805 Broadway St. Ste. 1000 stevem@landerholm.com

Street Address *E-mail Address*

Vancouver WA 98660

City *State* *ZIP Code*

Property Information

Property Address: 404 NE 6th Avenue 79150-000

Street Address *County Assessor # / Parcel #*

Camas WA 98607

City *State* *ZIP Code*

Zoning District Downtown Commercial (DC) Site Size 20,000 sq. ft. (0.46 acres)

Description of Project

Brief description: Text amendment to CMC 3.86.040.A.3. See attached written narrative for details.

Are you requesting a consolidated review per CMC 18.55.020(B)? YES NO

Permits Requested: Type I Type II Type III Type IV, BOA, Other

Property Owner or Contract Purchaser

Owner's Name: Hudson East Living LLC Phone: (360) 859-1062

Last *First*

610 Esther Street Ste. 202

Street Address *Apartment/Unit #*

E mail Address: Vancouver WA 98660

City *State* *Zip*

Signature

I authorize the applicant to make this application. Further, I grant permission for city staff to conduct site inspections of the property.

Signature: Date: 1/6/22

Note: If multiple property owners are party to the application, an additional application form must be signed by each owner. If it is impractical to obtain a property owner signature, then a letter of authorization from the owner is required.

Date Submitted: 1/7/2022	Pre-Application Date:	N/A
Staff: R. Maul	Related Cases #	
		<input type="checkbox"/> Electronic Copy Submitted Validation of Fees



LANDERHOLM

Legal advisors. Trusted advocates.

Steve C. Morasch
805 Broadway Street
Suite 1000
PO Box 1086
Vancouver, WA 98666

T: (360) 558-5912
T: (503) 283-3393
F: (360) 558-5913
E: stevem@landerholm.com

February 8, 2022

Robert Maul
City of Camas
Community Development Department
616 NE Fourth Avenue
Camas, WA 98607

Re: Alternative language for text amendment to CMC 3.86.040.A.3

Dear Mr. Maul:

This is a follow up to our request for a minor text amendment to the city’s Multifamily Housing Tax Exemption (MHTE) provisions in CMC 3.86.050.A.3 to allow the city to approve projects that exceed the maximum 45 foot/3 story height limitation if the city finds that it would better serve the intent of the MHTE.

As you know, we represent Hudson East Living, LLC and Cascadia Development Partners. Our clients are developing a 56-unit apartment project with ground floor retail at 404 NE 6th Avenue in Camas. The current design of the proposed building meets the maximum height under zoning but is taller than what is currently allowed for a tax exemption under CMC 3.86.050.A.3. Therefore, our clients have requested a text amendment to create a process for MHTE approval of their project.

The proposed text amendment would apply to any project seeking MHTE approval, and we believe this would be a beneficial amendment to the MHTE that would create additional opportunities to better meet the overall goals of the MHTE.

The original request was for the city initiate a text amendment to CMC 3.86.050.A.3 to implement the change shown in bold underline typeset below:

3.86.050 Downtown district: standards and guidelines.

In approving a tax exemption under CMC 3.86.040 and in addition to compliance with the requirements of the underlying zone and design and developments standards under Title 17 and Title 18 of the Camas Municipal Code, the following standards and guidelines shall be applicable within the downtown district:

A. Standards.

* * * * *

Re: **Alternative language for text amendment to CMC 3.86.040.A.3**

Page 2

3. Building Height. Maximum of forty-five feet and three stories, which may be exceeded if the city determines that the additional height would better meet the intent of the exemption under CMC 3.86.040.A.

Under the proposed amendment the city would have the discretion to approve an exemption for a higher building if the proposal would better meet the overall intent of the MHTE as set forth in subsections 1 through 6 of CMC 3.86.040.A. The intent of the MHTE, as expressed in these six subsections, provides suitable guidance for the city to determine whether a tax exemption should be approved for a building that is higher than 45 feet/three stories.

This amendment would not change the existing requirement in CMC 3.86.050 that the height limitations in the underlying code must be met. By its terms, CMC 3.86.050 applies “in addition to compliance with the requirements of the underlying zone and design and developments standards under Title 17 and Title 18 of the Camas Municipal Code.” The proposed amendment would not change this existing restriction in CMC 3.86.050 that all projects must still meet the height limitations imposed by underlying zoning.

However, in situations where it makes sense to approve a tax exemption for a higher building to better meet the intent of the MHTE, the proposed amendment would give the city the discretion to do that, provided that maximum heights under zoning were met.

As an alternative that would provide the city with greater flexibility in reviewing future applications would be to amend CMC 3.86.050 as follows:

3.86.050 Downtown district: standards and guidelines.

In approving a tax exemption under CMC 3.86.040 and in addition to compliance with the requirements of the underlying zone and design and developments standards under Title 17 and Title 18 of the Camas Municipal Code, the following standards and guidelines shall be applicable within the downtown district, **unless the city determines that the proposal would better meet the intent of the exemption under CMC 3.86.040.A:**

Please let me know if you need any further information about this request.

Sincerely,

LANDERHOLM, P.S.

STEVE C. MORASCH
Attorney at Law

5717742



Hudson East Apartments

404 NE 6th Avenue
Camas, WA 98607
10.15.21 | Project # 21012

NW ELEVATION



Hudson East Apartments

404 NE 6th Avenue
Camas, WA 98607
10.15.21 | Project # 21012

SW ELEVATION



NORTH ELEVATION



WEST ELEVATION



SOUTH ELEVATION



EAST ELEVATION



Hudson East Apartments

404 NE 6th Avenue
Camas, WA 98607
10.15.21 | Project # 21012

SW ELEVATION



Mt Hood

SMOOTHIES

HUDSON EAST

400 NE 6th Ave.
Camas, /WA
2/4/22 | Project # 21012

PUBLIC VIEW ANALYSIS
VIEW 1 Looking East
Corner of NE 6th Ave. and NE Cedar St.





Mt Hood

HUDSON EAST

400 NE 6th Ave.
Camas, /WA
2/4/22 | Project # 21012

PUBLIC VIEW ANALYSIS
VIEW 2 Looking Southeast
Corner of NE 6th Ave. and NE Dallas St.





HUDSON EAST

400 NE 6th Ave.
Camas, /WA
2/4/22 | Project # 21012

PUBLIC VIEW ANALYSIS
VIEW 3 Looking Southeast
Corner of NE 7th Ave. and NE Dallas St.





HUDSON EAST

400 NE 6th Ave.
Camas, WA
2/4/22 | Project # 21012

PUBLIC VIEW ANALYSIS
VIEW 4 Looking Southeast
NE 7th Ave. between NE Dallas St. and NE Cedar St.



Chapter 3.86 MULTIFAMILY HOUSING TAX EXEMPTION

3.86.010 Purpose.

It is the purpose of this chapter to encourage new private multi-housing development and redevelopment within designated urban centers to accommodate future population growth, provide places to live close to employment, shopping, entertainment, and transit services and encourage affordable housing where appropriate.

(Ord. No. 2721 , § I(Exh. A), 12-15-2014)

3.86.020 Definitions.

"Affordable housing" means monthly residential housing costs, including utilities other than telephone, which does not exceed thirty percent of the household's monthly income.

"Director" means the director of the city's community development department or authorized designee.

"Growth management act" means RCW Chapter 36.70A.

"Household" means a single person, family or unrelated persons living together.

"Low-income household" means a single person, family, or unrelated persons living together whose adjusted income is at or below eighty percent of the median family income adjusted for family size, for the county where the project is located, as reported by the United States Department of Housing and Urban Development. For cities located in high-cost areas, "low-income household" means a household that has an income at or below one hundred percent of the median family income adjusted for family size, for the county where the project is located.

"Moderate-income household" means a single person, family, or unrelated persons living together whose adjusted income is more than eighty percent but is at or below one hundred fifteen percent of the median family income adjusted for family size, for the county where the project is located, as reported by the United States department of housing and urban development. For cities located in high-cost areas, "moderate-income household" means a household that has an income that is more than one hundred percent, but at or below one hundred fifty percent, of the median family income adjusted for family size, for the county where the project is located.

"Multifamily housing" means building(s) having four or more dwelling units designed for permanent residential occupancy resulting from new construction or rehabilitation or conversion of vacant, underutilized, or substandard buildings.

"Owner" means the property owner of record.

"Permanent residential occupancy" means multifamily housing that provides either rental or owner occupancy for a period of at least one month. This excludes hotels and motels that predominately offer rental accommodation on a daily or weekly basis.

"Rehabilitation improvements" means modifications to existing structures that are vacant for twelve months or longer, or modification to existing occupied structures which convert nonresidential space to residential space and/or increase the number of multifamily housing units.

"Residential target area" means an area within an urban center that has been designated by the city council as lacking sufficient, available, desirable, and convenient residential housing to meet the needs of the public.

"Urban center" means a compact identifiable district containing several business establishments, adequate public facilities, and a mixture of uses and activities, where residents may obtain a variety of products and services. (Ord. No. 2721 , § I(Exh. A), 12-15-2014; Ord. No. 21-004 , § II(Exh. A), 3-15-2021)

3.86.030 Residential target area designation and standards.

- A. Criteria. Following a public hearing, the city council may, in its sole discretion, designate one or more residential target areas. Each designated target area must meet the following criteria, as determined by the city council:
1. The target area is located within an urban center;
 2. The target area lacks sufficient available, desirable, affordable, and convenient residential housing to meet the needs of the public who would likely live in the urban center if desirable, affordable, attractive, and livable places were available; and
 3. The providing of additional housing opportunity in the target area will assist in achieving the following purposes:
 - a. Encourage increased residential opportunities within the target area, including affordable housing opportunities; or
 - b. Stimulate the construction of new multifamily housing and/or the rehabilitation of existing vacant and under-utilized buildings for multifamily housing; or
 - c. Where appropriate, stimulate the construction, rehabilitation or conversion of existing vacant and underutilized multifamily rental units to owner occupied multifamily housing as such property redevelops.
 4. In designating a residential target area, the city council may also consider other factors, including, but not limited to: whether additional housing in the target area will attract and maintain an increase in the number of permanent residents; whether an increased residential population will help alleviate detrimental conditions in the target area; and whether an increased residential population in the target area will help to achieve the planning goals mandated by the Growth Management Act under RCW 36.70A.020. The city council may, by ordinance, amend or rescind the designation of a residential target area at any time pursuant to the same procedure as set forth in this chapter for original designation.
 5. When designating a residential target area, the city council shall give notice of a hearing to be held on the matter and that notice shall be published once each week for two consecutive weeks, not less than seven days nor more than thirty days before the date of the hearing. The notice must state the time, date, place and purpose of the hearing and generally identify the area proposed to be designated.
- B. Target Area Standards and Guidelines. After designation of a residential target area, the city council shall adopt and implement standards and guidelines for both new construction and rehabilitation, including the application process and procedures and requirements that address demolition of existing structures and site utilization. The decision making process must include findings of compliance with RCW 84.14.060. The city council may also adopt guidelines which include parking, height, density, environmental impact, home ownership, public benefit features, compatibility with the surrounding property and such other amenities as will attract and keep permanent residents and will properly enhance the livability of the residential target area.

The required amenities shall be relative to the size of the proposed project and the tax benefit to be obtained.

- C. Designated Target Areas. The "following residential target areas" are designated in the city of Camas:
1. Downtown District: Located between Northeast Adams Street and Northeast Garfield Street and between the area southeast of the Mill Ditch and northeast of the Burlington Northern Pacific Railway; together with that area of land located between Northeast Garfield and Northeast Joy and southeast of Northeast 3rd Avenue and northeast of the Washougal River; and, together with that area located between Northeast Division and Northeast Adams and southeast of the Mill Ditch and northeast of Northeast 6th Avenue.
 2. Northwest 6th Avenue Corridor District: Located between Northwest Ivy Street and Northwest Drake and south of Northwest 7th Avenue and north of Northwest 6th Avenue.
 3. Northeast 3rd Avenue District: Generally located south of Northeast 3rd Avenue, west of Northeast Sumner and northeast of Northeast 3rd Loop.

(Ord. No. 2721 , § I(Exh. A), 12-15-2014)

3.86.040 Tax exemptions for multifamily housing in residential target areas.

- A. Intent. Limited eight- or twelve-year exemption from ad valorem property taxation for multifamily housing in urban centers are intended to:
 1. Encourage increased residential opportunities within urban centers designated by the city council as residential target areas;
 2. Stimulate new construction or rehabilitation of existing vacant and underutilized buildings for multifamily housing in residential target areas to increase and improve housing opportunities;
 3. Assist in directing future population growth to designated urban centers, thereby reducing development pressure on single-family residential neighborhoods;
 4. Achieve development densities which are more conducive to transit use in designated urban centers;
 5. Encourage new construction or rehabilitation of owner-occupied multifamily housing where identified as desirable; and
 6. Encourage affordable housing.
- B. Duration of Exemption. The value of improvements qualifying under this chapter will be exempt from ad valorem property taxation for: (1) Eight successive years where all applicable criteria under this chapter except affordability criteria referenced at CMC 3.86.040.D.8 are met, or (2) twelve successive years if all applicable criteria herein including affordability are met. In both cases the duration of exemption shall be measured beginning January 1 of the year immediately following the calendar year after issuance of the final certificate of tax exemption.
- C. Limits on Exemption. The exemption does not apply to the value of land or the value of improvements not qualifying under this chapter, nor does the exemption apply to increases in assessed valuation of land and non-qualifying improvements. In the case of rehabilitation of existing buildings, the exemption does not include the value of improvements constructed prior to submission of the completed application required under this chapter.
- D. Project Eligibility. A proposed project must meet the following requirements for consideration for a property tax exemption:
 1. Location. The project must be located within a residential target area, as designated in Section 3.86.030.

2. Tenant Displacement Prohibited. Property proposed to be rehabilitated must be vacant at least twelve months before submitting an application and fail to comply with one or more standards of the applicable city adopted state or local building or housing codes.
 3. Size. The project must include at least four units of multifamily housing within a residential structure or as part of a mixed-use development. A minimum of four new units must be constructed or at least four additional multifamily units must be added to existing occupied multifamily housing. Existing multifamily housing that has been vacant for twelve months or more does not have to provide additional units so long as the project provides at least four units of new, converted, or rehabilitated multifamily housing. More specific sizing requirements may be established for each residential target area.
 4. Permanent Residential Housing. At least fifty percent of the space designated for multifamily housing must be provided for permanent residential occupancy, as defined in Section 3.86.020.
 5. Proposed Completion Date. New construction multifamily housing and rehabilitation improvements must be scheduled to be completed within three years from the date of approval of the application.
 6. Compliance with Guidelines and Standards. The project must be designed to comply with the city's comprehensive plan, building, housing, and zoning codes and any other applicable regulations in effect at the time the application is approved. Rehabilitation and conversion improvements must comply with all applicable housing codes. New construction must comply with the uniform building code. The project must also comply with any other standards and guidelines adopted by the city council for the residential target area in which the project will be developed.
 7. Owner Occupancy. Projects within a residential target area that are developed for owner-occupancy shall include an agreement or other guarantee acceptable to the director ensuring that some or all of the units within the project are used for purposes of owner-occupancy.
 8. Affordability. To be eligible for twelve-year tax abatements under this chapter, applicants must commit to renting or selling at least twenty percent of units as affordable housing to low and moderate income households as defined herein. Projects intended exclusively for owner occupancy may meet this standard through housing affordable to moderate-income households.
- E. Application Procedure. A property owner who wishes to propose a project for a tax exemption shall complete the following procedures:
1. File with the city's community development department the required application and the required fees. The initial application fee to the city shall consist of a base fee of three hundred dollars, plus fifty dollars per multifamily unit, up to a maximum total fee to the city of one thousand dollars. An additional one hundred dollar fee to cover the Clark County Assessor's administrative costs shall also be paid to the city. If the city denies the application, the city will retain that portion of the fee attributable to its own administrative costs and refund the balance to the applicant.
 2. A complete application shall include:
 - a. A completed city of Camas multifamily limited tax exemption application form setting forth the grounds for the exemption;
 - b. Preliminary floor and site plans of the proposed project demonstrating compliance with the guidelines and standards of this chapter;
 - c. A statement acknowledging the potential tax liability when the project ceases to be eligible under this chapter;
 - d. Verification by oath or affirmation of the information submitted;
 - e. A detailed project budget, financing plan and operating projection; and

- f. For rehabilitation projects, the applicant shall also submit an affidavit that existing dwelling units have been unoccupied for a period of twelve months prior to filing the application and shall secure from the city verification of property noncompliance with the city's minimum housing code.
- F. Application Review and Issuance of Conditional Certificate. The director may certify as eligible an applicant who is determined to comply with the requirements of this chapter. A decision to approve or deny an application shall be made within ninety days of receipt of a complete application.
1. Approval. If an application is approved, the applicant shall enter into a contract with the city, subject to approval by the city council in a form of a resolution, regarding the terms and conditions of the project. Upon council approval of the contract, the director shall issue a conditional certificate of acceptance of tax exemption. The conditional certificate shall expire three years from the date of approval unless an extension is granted as provided in this chapter.
 2. Denial. If an applicant is denied, the director shall state in writing the reasons for denial and shall send notice to the applicant at the applicant's last known address within ten days of the denial. An applicant may appeal a denial to the city council within thirty days of receipt of notice. On appeal, the director's decision will be upheld unless the applicant can show that there is no substantial evidence on the record to support the director's decision. The city council's decision on appeal will be final.
- G. Extension of Conditional Certificate. The conditional certificate may be extended by the director for a period not to exceed twenty-four consecutive months. The applicant must submit a written request stating the grounds for the extension, accompanied by a one hundred dollar processing fee. An extension may be granted if the director determines that:
1. The anticipated failure to complete construction or rehabilitation within the required time period is due to circumstances beyond the control of the applicant;
 2. The applicant has been acting and could reasonably be expected to continue to act in good faith and with due diligence; and
 3. All the conditions of the original contract between the applicant and the city will be satisfied upon completion of the project.
- H. Application for Final Certificate.
1. Upon completion of the improvements agreed upon in the contract between the applicant and the city and upon issuance of a temporary or permanent certificate of occupancy, the applicant may request a final certificate of tax exemption. The applicant must file with the city's community development department the following:
 - a. A statement of expenditures made with respect to each multifamily housing unit and the total expenditures made with respect to the entire property;
 - b. A description of the completed work and a statement that the rehabilitation improvements or new construction on the owner's property qualify the property for limited exemption;
 - c. If applicable, a statement that the project meets the affordable housing requirements as described in RCW 84.14.020; and
 - d. A statement that the work was completed within the required three-year period plus any authorized extension.
 2. Within thirty days of receipt of all materials required for a final certificate, the director shall determine which specific improvements satisfy the requirements whether the work completed, and the affordability of the units, is consistent with the application and the contract approved by the city and is qualified for a limited tax exemption under this chapter.

I. Issuance of Final Certificate.

1. Review and Approval. If, after reviewing, the application for final certificate, the director determines that the project has been completed in accordance with the contract between the applicant and the city and has been completed within the authorized time period, the city shall, generally within ten days, file a final certificate of tax exemption with the Clark County Assessor.
2. Denial. The director shall notify the applicant in writing that a final certificate will not be filed if the director determines that:
 - a. The improvements were not completed within the authorized time period;
 - b. The improvements were not completed in accordance with the owner's application or the contract between the applicant and the city; including if applicable affordable housing requirements; or
 - c. The owner's property is otherwise not qualified under this chapter.
3. Appeal. Within fourteen days of receipt of the director's denial of a final certificate, the applicant may file an appeal with the city council. On appeal, the director's decision will be upheld unless the applicant can show that there is no substantial evidence on the record to support the director's decision.

The city council's decision on appeal will be final.

J. Annual Compliance Review. Thirty days after the first anniversary of the date of filing the final certificate of tax exemption and each year thereafter, for the duration of the tax exemption, the owner of the rehabilitated or newly constructed property shall file a notarized declaration with the director that includes the following:

1. A statement identifying the total number of occupied and vacant multifamily units receiving a property tax exemption;
2. A certification that the property continues to be in compliance with the contract with the city including any provisions related to affordable housing;
3. A description of any improvements or changes to the property constructed after the issuance of the certificate of tax exemption;
4. The total monthly rent or total sale amount for each unit;
5. For exemptions granted under the affordable housing provisions of this chapter, the income of each renter household at the time of initial occupancy and the income of each initial purchaser of owner-occupied units at the time of purchase; and
6. For exemptions granted under the affordable housing provisions of this chapter, documentation showing that twenty percent of the units were rented or sold as affordable housing to low or moderate income households.

The property owner must maintain records supporting this declaration and those records and the multifamily units are subject to inspection by the city. Failure to submit the annual declaration or maintain adequate records may result in the tax exemption being canceled.

- K. Annual Report. By December 31 of each year [if] the city has any outstanding limited multifamily tax exemptions, the city shall submit a report to the state providing the information required by RCW 84.14.
- L. Cancellation of Tax Exemption. If the director determines the owner is not complying with the terms of the contract, the tax exemption will be canceled. This cancellation may occur in conjunction with the annual review or at any other time when noncompliance has been determined. If the owner intends to convert the

multifamily housing to another use or otherwise discontinues compliance with this chapter, the owner must notify the director and the Clark County Assessor within sixty days of the change in use.

1. Effect of Cancellation. If a tax exemption is canceled due to a change in use or other noncompliance, the Clark County Assessor may impose an additional tax on the property, together with the interest and penalty, and a priority lien may be placed on the land, pursuant to RCW 84.14.
2. Notice and Appeal. Upon determining that a tax exemption is to be canceled, the director shall notify the property owner by certified mail. The property owner may appeal the determination by filing a notice of appeal with the city clerk within thirty days, specifying the factual and legal basis for the appeal. The city council will conduct a hearing at which all affected parties may be heard and all competent evidence received. The city council will affirm, modify, or repeal the decision to cancel the exemption based on the evidence received. An aggrieved party may appeal the city council's decision to the Clark County Superior Court.

(Ord. No. 2721 , § I(Exh. A), 12-15-2014)

3.86.050 Downtown district: standards and guidelines.

In approving a tax exemption under CMC 3.86.040 and in addition to compliance with the requirements of the underlying zone and design and developments standards under Title 17 and Title 18 of the Camas Municipal Code, the following standards and guidelines shall be applicable within the downtown district:

- A. Standards.
 1. Size. The project must include at least four new or additional units of multifamily housing located on the second floor or higher in a mixed use building in which the ground floor is dedicated in whole to commercial uses. The building shall include no ground floor residential units.
 2. Parking. All multifamily units regardless of the underlying zone shall include off-street parking and as provided in CMC 18.11.130 or alternately as otherwise specified through a development agreement.
 3. Building Height. Maximum of forty-five feet and three stories.
 4. Where the project includes six or more multifamily units, an outdoor commons consisting of a minimum two hundred square feet shall be provided and include seating and tables for a minimum twelve people. This requirement may be incorporated into seating or dining areas for commercial uses on the ground floor, through common balconies or rooftop improvements.
- B. Guidelines.
 1. Connectivity. The project must demonstrate that pedestrian circulation from the project site to Northeast Fourth Avenue within the district is enhanced or improved.
 2. Parking. Demonstration that existing street parking will not be reduced in number or will be offset by an equal or better number of parking spaces made available for public parking.

(Ord. No. 2721 , § I(Exh. A), 12-15-2014)

3.86.060 Northwest 6th Avenue corridor district: standards and guidelines.

In approving a tax exemption under CMC 3.86.040 and in addition to compliance with the requirements of the underlying zone and design and developments standards under Title 17 and Title 18 of the Camas Municipal Code, the following standards and guidelines shall be applicable within the Northwest 6th Avenue district:

A. Standards.

1. Size. The project must include at least four new or additional units of multifamily housing located on the second floor or higher in a mixed use building in which the ground floor is dedicated in whole to commercial uses. The building shall include no ground floor residential units.
2. Parking. All multifamily units regardless of the underlying zone shall include off-street parking and as provided in CMC 18.11.130 or alternately as otherwise specified through a development agreement.
3. Building Height. Maximum of forty-five feet and three stories.
4. Where the project includes six or more multifamily units, an outdoor commons consisting of a minimum two hundred square feet shall be provided and include seating and tables for a minimum twelve people. This requirement may be incorporated into seating or dining areas for commercial uses on the ground floor, through common balconies or rooftop improvements.

B. Guidelines.

1. Connectivity. The project must demonstrate that pedestrian circulation from the project site to Northwest 6th Avenue within the district is enhanced or improved.
2. Parking. Demonstration that existing street parking will not be reduced in number or will be offset by an equal or better number of parking spaces made available for public parking.

(Ord. No. 2721 , § I(Exh. A), 12-15-2014)

3.86.070 Northeast 3rd Avenue district: standards and guidelines.

In approving a tax exemption under CMC 3.86.040 and in addition to compliance with the requirements of the underlying zone and design and developments standards under Title 17 and Title 18 of the Camas Municipal Code, the following standards and guidelines shall be applicable within the Northeast 3rd Avenue District:

A. Standards.

1. Size. The project must include at least four new or additional units of multifamily housing located on the second floor or higher in a mixed use building in which the ground floor is dedicated in whole to commercial uses. The building shall include no ground floor residential units.
2. Parking. All multifamily units regardless of the underlying zone shall include off-street parking and as provided in CMC 18.11.130 or alternately as otherwise specified through a development agreement.
3. Building Height. Maximum of forty-five feet and three stories.
4. Where the project includes six or more multifamily units, an outdoor commons consisting of a minimum two hundred square feet shall be provided and include seating and tables for a minimum twelve people. This requirement may be incorporated into seating or dining areas for commercial uses on the ground floor, through common balconies or rooftop improvements.

B. Guidelines.

1. Connectivity. The project must demonstrate that pedestrian circulation from the project site to Northeast Fourth Avenue within the district is enhanced or improved.
2. Parking. Demonstration that existing street parking will not be reduced in number or will be offset by an equal or better number of parking spaces made available for public parking.

(Ord. No. 2721 , § I(Exh. A), 12-15-2014)

ORDINANCE NO. 22-003

AN ORDINANCE approving a request for a text amendment and amending Camas Municipal Code Section 3.86.050 relating to the downtown district standards of the City's Multi-Family Housing Tax Exemption provisions.

WHEREAS, the City of Camas received an application for a text amendment to the City's Multifamily Housing Tax Exemption (MHTE) provisions under Camas Municipal Code Section 3.86.050 (City Case No. MC22-01); and

WHEREAS, the City Council has received the proposal as part of a public hearing scheduled on April 4, 2022; and

WHEREAS, the City has considered the request and finds that an amendment to Camas Municipal Code Section 3.86.050 would provide the City with greater flexibility in reviewing future applications for the MHTE;

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

Section I

The first paragraph of Section 3.86.050 - Downtown district: standards and guidelines, is hereby amended to provide as follows:

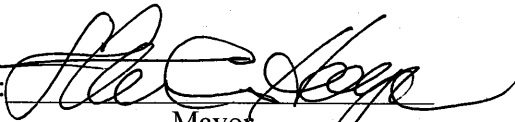
3.86.050 Downtown district: standards and guidelines.

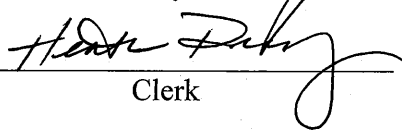
In approving a tax exemption under CMC 3.86.040 and in addition to compliance with the requirements of the underlying zone and design and developments standards under Title 17 and Title 18 of the Camas Municipal Code, the following standards and guidelines shall be applicable within the downtown district, unless the city determines that the proposal would better meet the intent of the exemption under CMC 3.86.040A.

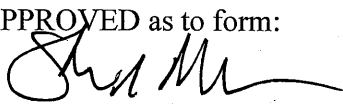
Section II

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 4th day of April, 2022.

SIGNED: 
Mayor

SIGNED: 
Clerk

APPROVED as to form:

City Attorney



Staff Report – Ordinance

April 4, 2022 Council Regular Meeting

Public Hearing for Ordinance No. 20-002 Parks, Recreation & Open Space Plan including the Capital Facilities Plan elements

Presenter: Trang K. Lam, Parks & Recreation Director

Time Estimate: 10

Phone	Email
360.817.7030	tlam@cityofcamas.us

INTRODUCTION/PURPOSE/SUMMARY: The City of Camas’s Parks, Recreation and Open Space (PROS) Plan (Plan) was adopted in December 2014 and is updated every six years. This updated PROS Plan will cover the six-year period from 2022 to 2028; and will serve as a guide for the acquisition, development, and management of the City of Camas system of parks, trails, open space and special facilities. It will also establish the City’s eligibility to apply for grants from a variety of state agencies including the Washington State Recreation and Conservation Office (RCO).

In May 2021, the City contracted with Conservation Technix team, including their subconsultants JLA Public Involvement and MacKay Sposito, to work with the Parks and Recreation Department (P&R) to complete the PROS Plan update (the Project). The Parks and Recreation Commission (P&R Commission) served as the Project Advisory Committee for this Plan update.

At the [August 16, 2021 Council Workshop](#), the project team presented to Council a summary of the public engagement and data gathering that was completed to date. On [September 21, 2021](#), the project team presented similar information at a joint meeting between the Planning and P&R Commissions. The presentations included the following information:

- Baseline analysis and existing conditions
- Community survey (May 29 – July 2) – receiving 1,385 community responses
- Stakeholder discussions (June – Sept.) – included individual interviews (i.e. former Mayor, a former City Administrator, Camas Downtown Association, and a developer) and focus groups (i.e. a shared use trails, mountain biking/pump track, sports fields, and ADA access representative/underrepresented population)
- Project tabling at community events (events on July 31 and Aug. 12)
- [Engage Camas project page](#), and other online & social media promotions
- Online open house #1 on priorities (July 30 – Aug. 22)
- Parks & Recreation Commission meetings (April 28, July 28, Aug. 3)

In winter 2021-22, a draft PROS Plan was drafted and reviewed by the P&R Commission, Planning Commission, various stakeholders (including City staff) and the community at-large through a second online open house, to solicit feedback. Feedback was incorporated into the final PROS Plan.

Staff presented the draft PROS Plan to Council at the [February 22, 2022 Council Workshop](#) meeting. The presentation walked Council through the ten (10) chapters of the Plan which includes:

1. Introduction
2. Community Profile
3. Community Engagement
4. Classifications & Inventory
5. Parks & Trails
6. Open Space & Stewardship
7. Recreation & Events
8. Operations & Maintenance
9. Goals & Objectives
10. Capital Planning & Implementation

On [February 23, 2022](#), the Commission motioned and approved the recommendation to move the PROS Plan to Council for adoption on March 7, 2022.

The PROS Plan includes all requirements for a Capital Facilities Plan (CFP) to be consistent with the Washington State Growth Management Act (GMA) per [RCW 36.70A.070](#), which requires jurisdictions fully planning under GMA to have a capital facilities plan element within their comprehensive plans. Chapter 10 – *Capital Planning and Implementation* contains the CFP element (also been referred to as a Capital Improvement Plan or Capital Projects List). As outlined above, the PROS Plan included an extensive public engagement process, including a community survey that resulted in nearly 1400 responses. The results of the community survey along with the conditions assessment and gap analysis data informed the 20-year CFP elements. On [March 7, 2022](#), Council approved the PROS Plan for the limited and sole purpose of allowing timely application for the 2022 Washington State Recreation and Conservation Office grant cycle, and reserving consideration of the Plan’s Capital Facilities Plan elements adoption through ordinance as part of the City’s Comprehensive Plan or budget amendment process.

EQUITY CONSIDERATIONS:

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

Public hearing for Ordinance No. 22-002 shall run concurrent with considering adoption of amendments to the city budget through the Spring Omnibus. The public

hearing will be held open from April 4 – April 18. Staff will return to Council on April 18th for public hearing closure and Council consideration of the ordinance.

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

This Plan was developed with input from the community. As noted in the Summary section above, the project team completed a thorough public engagement process along with comprehensive data gathering. Additionally, the Commission has served as the Project Advisory Committee and provided feedback and direction along the entire process.

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

The comprehensive public engagement process is outlined in the report above.

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

The City of Camas, as a whole, will benefit from the PROS Plan. The updated PROS Plan will serve as a guide and strategic plan for the acquisition, development, and management of the City of Camas system of parks, trails, open space, and special facilities. It will also establish the City's eligibility to apply for grants from a variety of state agencies including the Washington State Recreation and Conservation Office (RCO).

What are the strategies to mitigate any unintended consequences?

As noted in the Chapter 10, the CFP element is a 20+ year list of proposed projects. Staff will continue to work with the Commission, Council and the community during the biennial budget process to update project and program priorities to recommend to Council for final budget approval.

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.

This PROS Plan and many projects in the CFP improves accessibility to all users by recommending investments in recreational amenities that offer safe and accessible opportunities such as upgrades to ADA deficiencies and addition of an all-inclusive playground.

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

Yes

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

Project prioritization and funding will be constraints in implementing this Plan. While the City currently have several sources of funding, dedicated new funding will be required to finance maintenance and operations, upgrades to and growth in the parks system to meet community needs. In addition, as noted in prior staff presentations and reports, major investments such as new community center, aquatics facility and sports complex will require extensive public and policy conversations.

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

The Commission and Council will continue to guide and direct priorities and funding. Staff will work with the Commission to assess priorities as part of the biennial budget process and provide recommendations to Council.

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

The PROS Plan is part of the City's Comprehensive Plan. The PROS Plan includes all requirements for a Capital Facilities Plan (CFP) to be consistent with the Washington State Growth Management Act (GMA) per [RCW 36.70A.070](#), which requires jurisdictions fully planning under GMA to have a capital facilities plan element within their comprehensive plans. The PROS Plan is updated every six years. The 2022 PROS Plan will cover the six-year period from 2022 to 2028.

RECOMMENDATION: Ordinance No. 22-002 public hearing will be held open from April 4 – April 18. Staff will return to Council on April 18th for your consideration.

ORDINANCE NO. 22-002

AN ORDINANCE approving the City of Camas “Parks, Recreation, and Open Space Plan” including the Capital Facilities Plan elements pursuant to RCW 36.70A.070 and incorporating the Plan by reference into the City of Camas Comprehensive Plan.

WHEREAS, the City of Camas has heretofore adopted a Parks, Recreation, and Open Space (PROS) Plan; and

WHEREAS, the PROS Plan is typically amended on a six-year cycle to meet certain State grant program requirements and concurrently meet State Growth Management Act requirements; and

WHEREAS, the 2014 PROS Plan was adopted by the City in the Comprehensive Plan as required by law and included a number of Capital Facilities elements which remain in the 2022 proposed PROS Plan;

WHEREAS, the PROS Plan is intended to provide a framework to assist in the integration of future park, trail, and recreation projects and programs to serve the citizens of Camas; and

WHEREAS, the update for 2022 has been reviewed and updated with consideration of heretofore adopted plans and efforts including the 2035 City of Camas Comprehensive Plan, 2014 PROS Plan, Legacy Lands Vision, North Shore Sub-Area Plan, Shoreline Master Program, Open Space Management Plan, Crown Park Master Plan and Fallen Leaf Lake Master Plan; and

WHEREAS, the City retained JLA Public Involvement to assist in adoption of a public engagement process for the adoption of the PROS Plan which resulted in a Public Involvement Plan dated May 2021; and

WHEREAS, the Public Involvement Plan as adopted has been implemented and multiple public engagement events were scheduled wherein the public was provided with the extensive opportunity to provide input on the PROS Plan; and

WHEREAS, the PROS Plan has been reviewed by the Parks and Recreation Commission and Planning Commission and forwarded to the City Council with a recommendation for adoption; and

WHEREAS, the 2022 update to the PROS Plan includes all requirements for a Capital Facilities Plan to be consistent with the Washington State Growth Management Act (GMA) per RCW 36.70A.070, which requires jurisdictions fully planning under GMA to have a capital facilities plan element within their comprehensive plans; and

WHEREAS, at the regular meeting of the City Council held on March 7, 2022, the City approved the PROS Plan for the limited and sole purpose of allowing timely application for potential 2022 grant funding opportunities and reserved consideration of the Capital Facilities elements of the Plan; and

WHEREAS, the City Council has conducted a public hearing on the request for adoption of the PROS Plan with the affiliated Capital Facilities Plan elements as set forth in RCW 36.70A.070 on April 4 and 18, 2022; and

WHEREAS, RCW 36.70A.130(2)(a)(iv) provides that amendments to the City Comprehensive Plan may be considered more frequently than once per year when the amendment of the Capital Facilities element occurs concurrently with the adoption or amendment of the city budget; and

WHEREAS, concurrent with consideration of the Capital Facilities elements of the PROS Plan the City is considering adoption of amendments to the city budget through the Spring Omnibus and the Capital Facilities elements of the PROS Plan will be incorporated into the City Capital Facilities Plan and Capital Improvement Plan upon approval.

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

Section I

The City Council hereby adopts that certain document entitled “City of Camas Parks, Recreation, and Open Space (PROS) Plan”, including all Capital Facilities Plan elements associated thereto pursuant to RCW 36.7A.070, as the Comprehensive Trails and Open Space Plan for the City of Camas.

Section II

The City of Camas Parks and Recreation Director is directed to maintain a copy of the City of Camas Parks, Recreation and Open Space Plan available for public inspection.

Section III

The City Capital Facilities Plan is hereby amended to include the updated elements of the PROS Plan as set forth under RCW 36.70A.070

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 _____, 2022.

SIGNED: _____

Mayor

SIGNED: _____

Clerk

APPROVED as to form:

City Attorney

2022 Camas PROS Plan

Capital Facilities Plan element

Project Type	Site	Project	Current Cost
A	Trail Corridors	Acquisition to link corridors	\$2,500,000
D	Crown Park	Park development per site master plan	\$6,200,000
P	Open Space Management Plan	Develop Plan	\$200,000
P	Urban Forestry Management Plan	Develop Plan	\$150,000
P/D	System-wide	Trails & Trailheads - planning and development	\$1,800,000
D	T-3 Trail - East segment of N. Shore Trail	Development of trail	\$350,000
P/D	Closing the Loop - Heritage and N. Shore trails	Planning and development	\$1,500,000
P	Mill Ditch Trail	Trail corridor access point & stairway planning	\$225,000
R	System-wide	Minor repair/replacement (parks amenities) projects	\$250,000
D	Forest Home Park	Picnic shelter, drainage, building replacement & minor upgrades	\$300,000
P	Skate Park	Phase I - Redesign and construct skate park	\$250,000
D	3rd Ave. Trailhead	Trailhead development	\$700,000
P	Legacy Lands - Phase I, develop site master plan	Using existing draft Vision Plan, phased approach to Master Planning. This would be Phase I.	\$200,000
D	Legacy Lands - Phase I, implementation site master plan	Phase I Implementation - interim use, trails, trailhead, boat ramp, parking, Rose facility, Leadbetter facility	\$4,000,000
D	Mill Ditch Trail	Shared-use trail development	\$3,500,000
D	Skate Park	Phase II - Water access, trail and parking improvements	\$2,000,000
D	Bike pump track	Install bike pump track at selected site	\$350,000
D	Dog Park	Install dog park at selected site	\$125,000
D	All-inclusive playground	Install all-inclusive playground at selected site	\$600,000
P/R	System-wide	ADA compliance projects: facilities, pathway & amenities	\$200,000
P	System-wide	Sports Field - assessment of existing fields & planning for system gaps	\$100,000
R	Fallen Leaf Softball Field	Field improvements, new fence, infield dirt/grading, etc.	\$200,000
P	Green Mountain property	Site master plan	\$250,000
P/D	System-wide	Wayfinding and Park Signage program	\$150,000
R	Heritage Park	Modify dock, staging to separate non-motorized launches and Gate access control upgrades	\$125,000
R	System-wide	Playground replacements	\$1,000,000
R	Dorothy Fox Park	Sport field drainage/renovations	\$150,000
R	Grass Valley Park	Sport field drainage/renovations	\$150,000
D	Green Mountain property	Park development (Phase 1 trails)	\$1,500,000
R/D	Heritage Park	Picnic shelter installation & minor upgrades	\$280,000
R	Prune Hill Sports Park	Sport field drainage/renovations	\$150,000
R	Heritage Park	Install additional parking	\$250,000
D	Prune Hill Sports Park	Picnic shelter installation & minor upgrades	\$200,000
P/D	Sports Complex *	Site selection, site master plan, implementation	\$20,000,000
P	Ash Creek Park	Site master plan	\$90,000
D	Goot Park	Picnic shelter installation, replace bleachers & minor upgrades	\$150,000
D	Louis Block Park	Upgrade baseball facilities (fencing, restroom, concession, etc.)	\$750,000
P	Ostensen Canyon Park	Site master plan	\$100,000
P/D	Leadbetter House redevelopment	Feasibility analysis and redevelopment	\$2,000,000
D	Community garden support	New garden to fill gap in the system	\$50,000
P	Lacamas Heights Park	Site master plan	\$75,000
D	Oak Park	Restroom installation & minor site upgrades	\$400,000
A	Neighborhood park	Acquisition to address distribution gap (Area A, 2-3 ac.)	\$4,500,000
A	Neighborhood park	Acquisition to address distribution gap (Area B, 2-3 ac.)	\$4,000,000
P/D	Camas Community Center *	Feasibility analysis and redevelopment	\$10,000,000
R	Heritage Park	Upgrade playground & restroom	\$450,000
R	Grass Valley Park	Replace playground	\$250,000
D	Ash Creek Park	Park development per site master plan	\$2,200,000
A	Neighborhood park	Acquisition to address distribution gap (Area C, 2-4 ac.)	\$3,500,000
D	Fallen Leaf Lake Park	Park development per site master plan	\$2,600,000
D	Lacamas Heights Park	Park development per site master plan	\$1,000,000
D	Ostensen Canyon Park	Park development per site master plan	\$3,000,000
P	Goot Park - area under powerline	Site master plan and development	\$1,750,000
P/D	Recreation/Aquatic Center *	Site selection, master plan, implementation	\$43,000,000
P/D	Public Plaza	Master Planning and development	\$1,000,000

Total Estimated Project Costs \$130,770,000

Project Type

A	Acquisition
P	Master planning
D	Development - new
R	Replacement/Upgrade

NOTES:

This list identifies planning-level cost estimates and does not assume the value of volunteer or other non-City contributions.

Detailed costing may be necessary for projects noted.

Legacy Lands and Green Mountain projects will have additional phase in the future (i.e. 20+ years).

This list is not an official budget and intended as a guiding document for City staff in the preparation of departmental budgets.

*Additional public and policy discussion needed to refine project

Items highlighted in green are top priority for the next 2-3 years (2022-24).

Items highlighted in blue being high priority as opportunities arises.

PARKS, RECREATION & OPEN SPACE PLAN

City of Camas

March 2022



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The Camas 2022 Parks, Recreation & Open Space Plan was adopted by City Council on March 7, 2022.



ACKNOWLEDGEMENTS

City Council

Steve Hogan, Mayor
 Marilyn Boerke, Ward 1
 Shannon Roberts, Ward 1
 Bonnie Carter, Ward 2
 Tim Hein, Ward 2
 Greg Anderson, Ward 3
 Leslie Lewallen, Ward 3
 Don Chaney, At-Large, Mayor Pro Tem

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 Administrator
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Consultant Team

Conservation Technix, Inc.
 JLA Public Involvement
 MacKay Sposito, Inc.

2022 PROS Plan

MESSAGE FROM THE DIRECTOR

Core to our city, our community, and our residents are the parks, open spaces, forested lands, and recreational system that you've had a hand in building and growing. These treasured amenities compel stewardship as a core value, create great places, and engage our community to be active and healthy. It has been my great honor to start my tenure as Camas Parks & Recreation Director by working with the community, Parks and Recreation Commission, City Council, Planning Commission, City staff and the consultant team to develop this Parks, Recreation and Open Space Plan that will help guide the City and the Parks and Recreation Department over the next 6+ years to maintain, care for and grow this beautiful system we call home. Please join me on the trail to accomplishing our shared vision for Camas.

Trang K. Lam, Parks & Recreation Director

Executive Summary

The City of Camas owns and manages over 1,000 acres of parks and open spaces, which supports a range of active and passive recreation experiences. The park and recreation system provides developed parks with playgrounds, public waterfront access sites, active recreational facilities for team sports, a skate park and 12 miles of walking paths and trails.

Additionally, recreation facilities and services available within Camas are a major community asset and support the physical, mental and social health of community members. Camas residents can also access additional parks, trails, open spaces and recreational facilities provided by Clark County, the Camas School District, the Port of Camas-Washougal, and the cities of Washougal and Vancouver.

This Parks, Recreation and Open Space (PROS) Plan is a six-year guide and strategic plan for managing and enhancing park and recreation services in Camas. It establishes a path forward for providing high quality, community-driven parks, trails, open spaces and recreational opportunities. The Plan proposes updates to service standards for parks and trails and addresses goals, action items and other management considerations toward the continuation of quality recreation opportunities to benefit the residents of Camas.

Camas is preparing for continued growth, with a forecasted 2035 population of approximately 34,100. New investments in parks and recreation will be necessary to meet the needs of the community, support youth development, expand opportunities for inclusion, provide options for residents to lead healthy, active lives, and foster greater social and community connections.

This Plan was developed with the input and direction of Camas residents. The Plan inventories and evaluates existing park and recreation areas, assesses the needs for acquisition, site development





and operations, and offers specific policies and recommendations to achieve the community's goals. Through a robust and COVID-sensitive community engagement process, the Community feedback can be synthesized into three core, community priorities:

- Maintain what we have,
- Fill gaps and improve trail connections, and
- Develop and improve existing park.

With these key community priorities in mind and thorough data driven evaluation of the system, the following Plan findings and recommendations will help Camas meet its growth sustainably:

MAINTAIN WHAT WE HAVE

Mindful stewardship of over 1,000 acres of parks and open spaces will require strengthening of maintenance and operational approaches. Specifically, the Plan recommends the preparation of a system-wide Open Space Management Plan to guide City staff in the care, maintenance and stewardship of open space, along with an Urban Forestry Management Plan to examine the health and coverage of the urban forest. These two plans should define an implementation program that effectively carries out the maintenance and operations strategies outlined in the plans.

FILL GAPS AND IMPROVE TRAIL CONNECTIONS & DEVELOP AND IMPROVE EXISTING PARKS

The Plan includes a modest acquisition program to secure strategically located sites for future parks and/or trail corridors. To connect Camas' residents to destinations throughout the City and provide healthy and safe options for walking and bicycling, the Plan recommends additional trail development, and trail connections including sidewalk and bike lane improvements, along with coordination with local subdivision and site development projects for smaller scale linkages.

Serving existing and future residents will require improvements to existing parks and additional investments in the park, trail and recreation system. To ensure existing and new parks provide desired recreational amenities and offer safe and accessible opportunities to play and gather, the PROS Plan recommends investments throughout the park system to enhance accessibility, safety and usability of park features. Recommended projects include an all-inclusive play area, water feature, pump track, sport field enhancements and mountain bike trails.

IMPLEMENTING THE PLAN

The City has built an amazing system of developed parks, trails and open spaces. Per capita, the Camas community enjoys more park land and trail miles than other similarly sized cities. In the last decade, the City has been fortunate to add nearly 463 acres into its system. Despite flat staffing levels since 2010, developed parks have been well maintained; however, park amenities are aging out of their life cycle and levels of service for maintenance of open space have not kept up with acquisition. The City currently relies on Park Impact Fees (PIF), Real Estate Excise Taxes (REET), grants, donations, and general and special revenue funds to finance individual projects or programs. Periodically updating the existing PIF program, which assesses fees on new development to meet the increased demand for parks, will allow the City to obtain future acquisition and development funding from residential development. Dedicated, new funding will be required to finance maintenance and operations, upgrades to, and growth in the parks system to meet community needs.

The Camas community is reaching a size that will result in greater public demand for major facilities investments such as a recreation center with aquatics programs and a sports field complex, which will require additional public and policy conversations. Bond or levy will be needed to augment existing revenue to support major investments such as parkland acquisitions and development, trail development, recreational facilities, waterfront opportunities and general park element upgrades. Such mechanisms would require both political and public support. State and federal grant programs offer additional potential opportunities to leverage available local revenues to fund specific projects.





CHAPTER 1

A Thriving CAMAS



When my kids were young, activities such as the Easter Egg Hunt and Boo Bash were important as was safe, accessible and fun playground equipment. Without children in our household, I'm more interested in trails, both walking and biking.

- Online Open House participant



PURPOSE OF THE PLAN

The City of Camas Parks, Recreation & Open Space Plan (PROS Plan) is an update to the 2014 Parks, Recreation & Open Space Plan that builds on the previously completed planning work and incorporates the feedback from an extensive community engagement process conducted throughout 2021. This Plan creates a vision for a thriving, inclusive, and interconnected system of parks, trails, and open space that promotes recreation, health,



Photo: Paul Newmann

environmental conservation, and fiscal responsibility as integral elements of a thriving, livable Camas.

The PROS Plan serves as a blueprint for the growth, enhancement, and management of the City of Camas park and recreation system and assists in guiding decisions related to planning, acquiring, developing, and maintaining parks, open space, trails, and recreational facilities. This Plan also identifies priorities for recreation programs and special events.

The 2022 PROS Plan provides updated system inventories, demographic conditions, needs analyses, and a comprehensive capital project list. The Plan identifies parks and recreation goals and establishes a long-range plan for the Camas park and recreation system, including action items and strategies for implementation over the next six to ten years. The recommendations in this Plan are based on community input, evaluations of the existing park system, operating conditions, and fiscal considerations.

The PROS Plan is part of the City's broader Comprehensive Plan and is consistent with the guidelines established by the Washington State's Growth Management Act. The PROS Plan, updated approximately every six years, allows Camas to remain current with community interests and retain eligibility for state grants through the Washington State Recreation and Conservation Office (RCO), which administers various grant programs for outdoor recreation and conservation efforts.

PLANNING PROCESS

This PROS Plan represents the culmination of a year-long planning effort, and it reflects the community's interests and needs for parks, open space, trails, and programming - balanced with the realities of budget considerations. The planning process, which included a variety of public outreach activities, encouraged public engagement to inform the development of the priorities and future direction of Camas' park and recreation system. Community members expressed their interests through surveys, an online open house, stakeholder interviews, focus group discussions, tabling at events, online outreach, Parks and Recreation Commission meetings, and City Council meetings.

In addition to community engagement, the actions identified in this Plan are based on:

- An inventory and assessment of the City's existing park and recreation facilities to establish the system's current performance and to identify needed maintenance and capital repair and replacement projects, and
- Service level and walkability assessments to quantify the system's ability to serve current and future residents.

The Plan's capital facilities section and accompanying implementation and funding strategies are intended to sustain and enhance, preserve, and steward the City's critical parks and recreation infrastructure.

DEPARTMENT OVERVIEW

The City of Camas Parks and Recreation Department (Department) provides and manages a wide range of places that provide year-round active and passive recreational opportunities for residents and visitors. The Department develops, operates and maintains:

- 16 developed parks, including Fallen Leaf Lake Park
- A variety of outdoor recreation facilities, ranging from playgrounds and picnic areas to boating and water access points, to sports facilities like the Camas Skate Park and Prune Hill Sports Park
- Three indoor recreation and community gathering facilities – the Camas Community Center, Lacamas Lake Lodge, and Scout Hall
- 12 miles of City trails
- Over 1,060 acres of parks and open space

The Department also provides special events and recreational programs – including sports instruction, arts and crafts, and general education programs – for residents of all ages, often in partnership with local businesses.

Guided by Values

As part of this PROS Plan update, the Parks and Recreation Commission took the opportunity to update the Department's vision and mission statements to reflect current community input. The vision and mission statements, along with the PROS Plan goals, will guide the Department's work in the coming years.

Mission:

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

Vision:

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

Accomplishments Since the 2014 Plan

The 2014 PROS Plan guided City officials, management, and staff in making decisions about planning, operating, and implementing various parks and recreation services. The following represents a short list of the major accomplishments realized following the adoption of the previous Plan:

- Opened the Lacamas Lake Lodge and Conference Center
- Prepared a site master plan to guide renovations to Fallen Leaf Lake Park
- Completed the first phase of field and site improvements for the Prune Hill Sports Park
- Constructed the Cooper's View Neighborhood Park
- Prepared a site master plan to guide renovations to Crown Park
- Acquired multiple properties along the north shore of Lacamas Lake, also known as Legacy Lands, (165 acres) and forest land at Green Mountain (115 acres)

Parks & Recreation Commission

Additionally, the efforts of the Department are guided by the Parks and Recreation Commission, a seven-member advisory group to the City Council. The Commission meets monthly to provide guidance and give recommendations on policy and issues relating to the delivery of parks and recreation services. The Commissioners are appointed by the Mayor and subject to confirmation by the City Council for three year terms.

Health mandates related to the pandemic also had dramatic impacts on the City’s recreation programming and operations, requiring the temporary closure of some facilities, capacity and use restrictions, and the cancellation of recreation programming. However, with improvements in local caseloads, Camas has now begun to offer in-person recreation programs and community events.

CURRENT CHALLENGES

Impacts of the COVID-19 Pandemic

The COVID-19 pandemic and the associated health mandates for social distancing have transformed the way municipalities plan for and conduct public engagement. To develop this Plan, the City implemented a sound public process that was compliant with health mandates by using a range of online tools for communications, engagement and community feedback.

Equity, Inclusivity & Accessibility

Much has been written lately about the subject of equity and inclusion. Maintaining and enhancing social equity across recreational opportunities and facilities should be a core function of municipal park and recreation systems. Through this PROS Plan, the City of Camas made a concerted effort to reach out to and engage its historically underrepresented communities, and the City also invested in a dual language community survey to include Spanish.

Also, portions of the City’s parks, trails and open space system were developed before the Americans with Disabilities Act (ADA) was implemented. The conditions assessment identified several deficiencies related to ADA compliance. The City must continue to find ways to provide safe and



equitable access to parks, trails, open space areas, facilities, recreation programs and other services.

Growth & Development

Over the past ten years, Camas has seen rapid population growth, which is expected to continue over the coming decade. More residents and new development will increase the need for recreational spaces and experiences across the city and increase the use of existing parks and facilities. Rapid growth will also intensify existing community needs for safe and accessible walking and biking routes as well as the preservation of open space and natural resources. In response, the City should consider ways to improve recreation facilities and parks to adapt to emerging needs, complete critical connections in the City's extensive trail network, and proactively acquire or preserve parks and open spaces in strategic areas.

Asset Management

Established park and recreation systems require ongoing maintenance to serve the community safely and effectively. Public recreation providers across the country consider maintaining existing park facilities to be a key management issue. Poorly maintained assets – from benches to playgrounds to pools – can fail, either structurally or operationally, posing safety risks and reducing their recreational value. Aging infrastructure may also fail to meet community expectations or need capital upgrades to adapt to changing community needs. However, recreation providers often struggle to establish adequate funding mechanisms for routine and preventative maintenance and repair of facilities as well as the major rehabilitation and replacement of existing recreation facilities at the end of their useful life.

This Plan includes condition assessments of the City's parks and facilities to provide a baseline of current conditions that then informs facility, maintenance, and operations policies and improvements. Proper maintenance of park and recreation assets will prevent them from deteriorating thereby reducing long-term capital and operating costs, maintaining safety, improving public perception and increasing community use.

Active Older Adults

The City of Camas' relatively older population, low rates of disability among residents over 65, and high rates of participation among residents of all ages, indicate a potential local need for active recreation opportunities for active older adults. Nationwide, active seniors are often looking at retirement age differently, and many are transitioning to new careers, finding ways to engage with their community, and focusing on their health and fitness. To meet the needs of active older residents, the City will need to consider how the City's park and recreation facilities and programming can meet the needs of this growing group.



GUIDING DOCUMENTS

This PROS Plan is one of several documents that comprise Camas' long-range planning and policy framework. Past community plans and other relevant documents were reviewed for policy direction and goals as they relate to parks, open space, trails, and recreation opportunities across Camas.

- Comprehensive Plan Camas 2035
- City of Camas Strategic Plan
- Camas Parks, Recreation and Open Space Plan (2014)
- City of Camas Transportation Plan
- Lacamas Lake Management Plan (under development)
- North Shore Lacamas Lake – A Vision for Conservation and Recreation (2017)
- Lewis & Clark Regional Trail Concept Plan (2020)
- Clark County Conservation Areas Acquisition Plan (2020)
- Clark County Parks, Recreation & Open Space Plan (2020)
- City of Washougal Comprehensive Parks & Recreation Plan (2021)

CONTENTS OF THE PLAN

The remainder of the Camas PROS Plan is organized as follows:

- Chapter 2: Community Profile – provides an overview of the City of Camas and its demographics.
- Chapter 3: Community Engagement – highlights the methods used to engage the Camas community in developing the Plan.
- Chapter 4: Classifications & Inventory – describes the existing park and recreation system.
- Chapter 5: Parks & Trails
- Chapter 6: Open Space & Stewardship
- Chapter 7: Recreation & Events
- Chapter 8: Operations & Maintenance
- Chapter 9: Goals & Objectives – provides a policy framework for the park and recreation system grouped by major functional areas and goal themes.
- Chapter 10: Capital Planning & Implementation – details a 6-year program for addressing park and recreation facility enhancements, maintenance, or expansion projects.
- Appendices: Provides technical or supporting information to the planning effort and includes survey summaries, focus group notes, recreation trends, and funding options, among others.



CHAPTER 2

Community PROFILE

Situated in the eastern, hilly portion of Clark County, the City of Camas offers many amenities for the community including a quaint yet vibrant downtown, First Friday evening family events, a beautiful public library, summer farmer’s market on Wednesdays, Lacamas Lake and miles of surrounding trails to walk, and much more.

The City of Camas is located along the Columbia River and State Route 14 in southwestern Washington. Incorporated in 1906, Camas is now home to 26,065 residents. Camas prides itself on its small-town character, vibrant downtown, safe residential neighborhoods, and an abundance of open space and trails.

Most of the City is developed with single family homes interspersed with forested green spaces. The City’s historic downtown attracts locals and tourists while major employers, including many high-tech manufacturers, provide employment opportunities for city and regional residents. The City is bordered to the east by the City of Washougal and by the City of Vancouver to the west. Camas is located just 20 miles from downtown Portland, Oregon.

The City of Camas provides a wide range of government services and is dedicated to maintaining the community’s family-friendly character while providing sustainable economic growth and preserving the city’s access to nature. The City’s parks, open spaces, trails, and recreational opportunities are highly valued – for recreation, respite, and their ecosystem values.



”

I love the walking trails through the natural areas SO MUCH!! Would love to have more of them connected.

- Online Open House participant

DEMOGRAPHIC PROFILE

Camas is a city of over 26,000 residents and has tripled in population over the past thirty years. The city is home to many families with children, see Figure 1. The City's residents are generally very well educated and have higher incomes than other county residents. Many are employed

in the education, health care, professional, or manufacturing sectors, including at the multiple technology companies located in Camas. Residents also commute to other areas of the Portland-Vancouver metropolitan region for work.

Figure 1. Population Characteristics: Camas, Clark County, and Washington

Demographics	Camas	Clark County	Washington
Population Characteristics			
Population (2020)	26,065	503,311	7,705,281
Population (2010)	19,355	426,709	6,724,540
Population (2000)	12,534	347,510	5,894,121
Percent Change (2000-20)	100.0%	45.0%	31.0%
Persons w/ Disabilities (%)	9.1%	12.3%	12.7%
Household Characteristics			
Households	9,234	195,036	3,202,241
Percent with children	45.1%	33.8%	30.6%
Median Household Income	\$111,584	\$75,253	\$73,775
Average Household Size	2.81	2.69	2.55
Average Family Size	3.16	3.15	3.09
Owner Occupancy Rate	77.7%	67.0%	63.0%
Age Groups			
Median Age	40.2	38.4	37.7
Population < 5 years of age	5.6%	6.2%	6.1%
Population < 18 years of age	28.5%	24.3%	22.2%
Population 18 - 64 years of age	59.6%	60.7%	62.7%
Population > 65 years of age	11.9%	15.0%	15.1%

Sources: Washington Office of Financial Management Population Estimates, 2020
U.S. Census, 2000 Census, 2010 Census, 2015-2019 American Community Survey

Population and Anticipated Growth

The City of Camas incorporated in 1906 and grew slowly through most of the 20th century, see Figure 2. However, the completion of the Interstate 205 bridge and the opening of Hewlett Packard and Tektronix plants in the mid-1980s spurred rapid growth. Between 1990 and 2000, Camas' population nearly doubled, from 6,442 to 12,534 residents. Continued economic expansion in the technology industry, expansion of the city limits through annexation, and the City's proximity to the growing Portland, Oregon and Vancouver, Washington have spurred steady growth in the past two decades. In

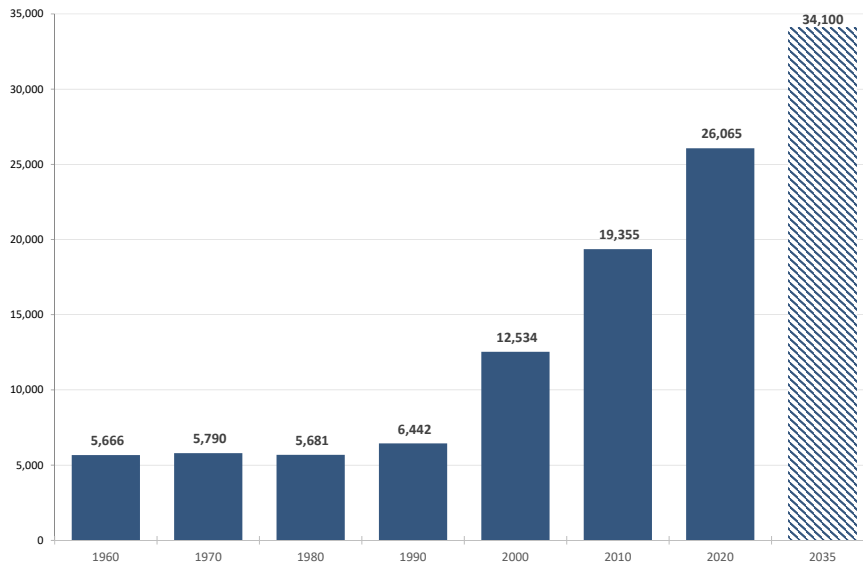
2020, Camas was home to about 26,065 residents and makes up about 5% of the total population of Clark County. Annual population growth has averaged over 5% per year over the past forty years. The Camas 2035 Comprehensive Plan projects that the city will grow to about 34,100 people by 2035, equivalent to about 2.05% annual growth over that period.

In 2020, Camas was home to 9,235 households of which 45% were families with children under 18, and 36% were individuals living alone. The 2019 average household size in Camas was 2.81 people, which is quite a bit larger than that of the county (2.69) and state (2.55).

The size of a community and its anticipated growth over time are key indicators of whether existing park and recreation facilities will be sufficient to meet future needs. Population growth can also result in increased residential density and/or the development of currently vacant land within a city, potentially increasing the need for away-from-home

recreation opportunities while simultaneously reducing potential locations for park and open space acquisition. Advanced planning for parks and recreation facilities can help ensure residents can enjoy sufficient, conveniently located parks, open space, and recreation facilities while the community grows and evolves.

Figure 2. Population – Actual and Projected: 1970-2040



Age Group Distribution

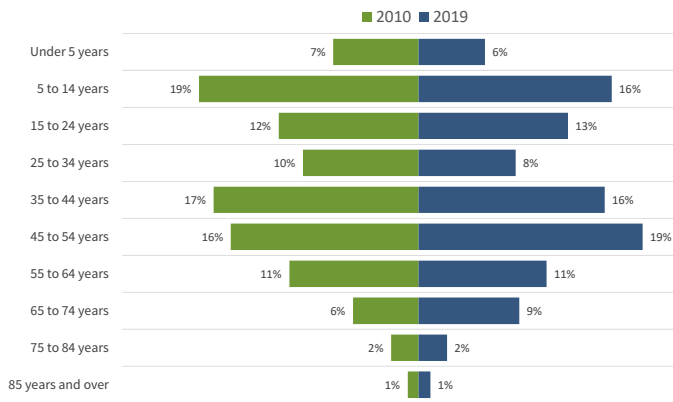
Camas has a median age of 40 (2019), older than that of the county (38.4) and state (37.7). The City also has a relatively high population of families with children (45%). These demographics have important implications for park and recreation needs. Adults between 40 to 59 years old make up the city's largest 20-year population group, comprising 35% of the overall population in 2019, see Figure 3.

- Youth under 5 years of age make up 5.6% of Camas' population, see Figure 3. This group represents users of preschool and tot programs and facilities, and, as trails and open space users, are often in strollers. These individuals are the future participants in youth activities.
- Children ages 5 to 14 years make up current youth program, whole-family program, and event participants. Approximately 16% of the city's population falls into this age range.
- Teens and young adults, age 15 to 24 years, are in transition from youth programs to adult programs and participate in teen/young adult programs where available. Members of this age group are often seasonal employment seekers. About 13% of city residents are teens and young adults.

While just over one-third of residents are youth and young adults up to 24 years of age, 43% are 25 to 54 years old, and 23% are 55 and older.

- Adults ages 25 to 34 years are users of adult programs. Approximately 8% of residents are in this age category. These residents may be entering long-term relationships and establishing families.
- Adults between 35 and 54 years of age represent users of a wide range of adult programs and park facilities. Their characteristics extend from having children using preschool and youth programs to becoming empty nesters. This age group makes up 35% of the city's population.
- Older adults, ages 55 years plus, make up approximately 23% of Camas' population. This group represents users of adult and senior programs. These residents may be approaching retirement or already retired and may be spending time with grandchildren. This group also ranges from very healthy, active seniors to more physically inactive seniors.

Figure 3. Age Group Distributions: 2010 & 2019



Race and Ethnicity

According to the 2019 American Community Survey, Camas residents identified as 84% White, 8% Asian, 6% as two or more races, and less than 1% Black or African American, American Indian or Alaskan Native, Pacific Islander, or another race. Approximately 5% of people identified as Hispanic or Latino of any race. Camas’ low level of racial diversity is on par with that of Clark County, where 85% of residents identify as White. Camas’ population has become only modestly more diverse over the past decade, see Figure 4.

In 2019, approximately 11% of Camas’ population spoke a language other than English at home; Asian and Pacific Island languages and other Indo-European languages comprise the largest non-English language groups. However, less than 3% of residents speak English ‘less than very well’. Camas has a smaller percentage of people who speak a language other than English at home than compared to Clark County as a whole (15%).

Nationally, the design and marketing of municipal recreation programs have also historically been biased against serving communities of color. In addition, residents who speak languages other than English may face barriers in finding, accessing, and participating in park and recreation facilities and programs. Camas should consider how it could best provide recreational opportunities, programs, and information that are accessible and relevant to, and meet the needs of, all community members.

Figure 4. Changes in Racial Composition - 2000 to 2019

Racial Identification	2010	2019
White	87.4%	83.6%
Asian	6.0%	8.2%
Two or more races	3.6%	6.0%
Some other race	1.2%	0.4%
Black or African American	1.0%	0.8%
American Indian and Alaska Native	0.6%	0.9%
Native Hawaiian & Other Pacific Islander	0.2%	0.1%
Hispanic or Latino (of any race)	4.1%	4.9%

Persons with Disabilities

The 2019 American Community Survey reported 9.1% (2,092 persons) of Camas’ population aged 5 years and older as having a disability that interferes with life activities. This is lower than the county (12.3%) and state average (12.7%). Approximately 8% of residents between 18 and 64 have a disability. Among residents 65 and older, the percentage rises to 25%, which is lower than the percentage found in the general senior population of Washington State (35%).

Planning, designing, and operating a park system that facilitates participation by residents of all abilities will help ensure compliance with Title II of the Americans with Disabilities Act (ADA). In addition to ADA, there are other accommodations that people with disabilities may need to access parks and participate in recreation programs. Camas should consider community needs for inclusive and accessible parks, recreational facilities, programs, marketing, and communications.

Employment & Education

According to the 2019 American Community Survey, the 2019 work force population of Camas was 17,743 (76%). Of this population, 68% is in the labor force, 2% is unemployed, and 32% is not in the labor force. Nearly 60% of employed residents work in a management, business, science, or arts occupation. One quarter of employed residents work the education or health care industries, while another 15% work in the professional/management industries. The manufacturing sector also employs a large percentage of local workers (approximately 13%).

Approximately 29% of Camas residents over age 25 have a bachelor's degree or higher, and 82% have at least some college education. This level of education attainment is higher than that of Clark County and the state (in which 68% and 69% of residents have some college, respectively). Additionally, 95% of city residents have a high school degree or higher, approximately four percentage points higher than the statewide average.

Higher levels of employment and educational attainment positively correlate with both the income and health status of a community – both of which have further impacts on the use and need for park and recreation facilities, as described in the next two sections.

Income & Poverty

A community's level of household income can impact the types of recreational services prioritized by community members, as well as their willingness and ability to pay for recreational services. Perhaps more importantly, household income is closely linked with levels of physical activity. Low-income households are three times more likely to live a sedentary lifestyle than middle and upper-income households, according to an analysis of national data by the Active Living by Design organization.

In 2019, the median household income in Camas was \$111,584. This income level was about 50% higher than the median income for Clark County (\$75,253) and Washington households (\$73,775).

Higher income households have an increased ability and willingness to pay for recreation and leisure services, and they often face fewer barriers to participation. Approximately 56% of city households have incomes in the higher income brackets

(\$100,000 and greater), which is significantly more than across the state (36%).

At the lower end of the household income scale, approximately 6% percent of Camas households earn less than \$25,000 annually, significantly fewer than households in Clark County (13%), the State of Washington (15%), and across the United States (23%). In 2019, less than 2% of the city's families were living below the poverty level, set at an income of \$25,750 for a family of four. This percentage is lower than the countywide (approximately 5.8%) and statewide (7%) levels. Poverty affects 3% of youth under 18 and 4% of those 65 and older.

Generally, lower-income residents may face barriers to physical activity, including reduced access to parks and recreational facilities, a lack of transportation options, a lack of time, and poor health. Low-income residents may also be less financially able to afford recreational service fees or to pay for services, such as childcare, that can make physical activity possible.

Health Status

The overall health of a community's residents can impact their ability to participate in recreation and other physical activity and may also reflect, in part, the locality's level of access to appropriate and convenient green spaces, recreation opportunities, and active transportation facilities.

Information on the health of Camas residents was not immediately available. However, according to the County Health Rankings, Clark County ranks in the highest quartile of Washington counties for health outcomes, including length and quality of life.

Clark County residents also rank as some of the healthiest residents in Washington (high middle quartile) when it comes to health behaviors. Only 18% of Clark County adults ages 20 and older report getting no leisure-time physical activity – on par than the statewide average of 17%. This may be due, in part, to the large number of places to participate in physical activity, including parks and public or private community centers, gyms, or other recreational facilities. Over 96% of residents in Clark County have access to adequate physical activity opportunities, more than the 88% average for all Washington residents. However, approximately 29% of Clark County adults are overweight or obese, compared to 27% of Washington adults.

CHAPTER 3

Community LISTENING

Community engagement played an essential role in developing the 2022 PROS Plan. Although the planning process occurred during the COVID-19 pandemic, numerous efforts were made to connect with the community, seek their input and provide information about the project. Public outreach methods were varied and extensive, including:

- Random-sample mail survey
- Online community-wide survey in English and Spanish
- Two online open houses
- Stakeholder group discussions
- Individual stakeholder interviews
- Tabling and outreach at multiple community events
- Meetings with the Parks and Recreation Commission, Planning Commission and City Council
- Camas city website and Engage Camas online forum with interactive mapping tool, plan information and feedback opportunities
- Multiple social media postings, email blasts



Parks, Recreation & Open Space Comprehensive Plan





Welcome to the City's online engagement platform!

We understand better decisions are made when our community provides input, and we want to make that easy. Contribute your ideas and take the opportunity to influence decision making on local issues and projects that matter to you.

[Join the Conversation](#)

What's Happening in Camas - We Want to Hear From You!



Parks, Recreation & Open Space Comprehensive Plan



Lacamas Lake Management Plan

The City has begun a process to develop a Lake Management Plan



Ask The City!

Do you have a question for the City, or maybe you've heard something you want clarified? We

Over 1,700 participants provided insights on current community preferences and priorities.

COMMUNITY SURVEY

A community-wide, online survey was conducted to assess the recreational needs and priorities of Camas residents. The City mailed 2,500 surveys to randomly chosen households in Camas on May 29, 2021, of which 509 surveys were completed and returned. Online versions of the survey in English and Spanish were posted to the City's website on June 4, 2021. An additional 874 surveys in English and two in Spanish were completed from the general, community-wide online surveys. In all, 1,385 surveys were completed.

Information about the survey was provided on the City's website and on the Engage Camas site for the PROS Plan project. It was promoted via public meeting announcements, multiple social media postings, city email blasts and an email blast through Camas School District mailing list. Print copies were made available at the Camas Library and the Camas School District Family Community Resource Center. Also, signage and flyers with QR codes were placed at numerous parks and local businesses.

The survey measured current levels of satisfaction and which facilities were primarily being used by residents. Residents were asked about future improvements and the types of recreational amenities they would like to see considered for the park system. Survey respondents were asked about:

- Performance and quality of programs and parks
- Usage of city parks and recreation facilities
- Overall satisfaction with the value of services being delivered by the city
- Opinions about the need for various park, recreation, and trail improvements
- Preference for learning about programs
- Priorities for future park and recreation services and facilities, including revenue generation and other funding tools

Significant survey findings are noted below, and a more detailed discussion of results can be found in the needs assessment chapters covering parks, open space, recreation, and trails (Chapters 6 - 8).

Major Survey Findings:

- **Livability:** Nearly all respondents (97%) feel that public parks and recreation opportunities are important or essential to the quality of life in Camas.
- **Usage:** Park visitation is high, with 88% of respondents visiting parks or recreation facilities at least once a month. The most popular activities are walking or running (80%), followed by fitness and exercise (70%), and relaxation (56%).
- **Park Amenity Priorities:** More than three in four respondents are very or somewhat supportive of adding walking trails (87%), updated (75%) and accessible (75%) playground features, and more picnic shelters (74%) to the City's existing parks. A plurality of survey respondents think that Camas does not have enough walking and biking trails (46%).
- **Recreation Facilities & Programming:** Respondents to both the mail and online survey ranked maintaining existing parks, expanding trail opportunities, building new parks, and acquiring land for future parks as their top priorities. More than half of survey respondents felt the City needed more outdoor adventure summer camps, teen activities, adult wellness classes, and programs for adults over 55.

The complete survey summary is provided in Appendix A.

ONLINE OPEN HOUSE #1

The City hosted an online open house to share information about the Camas Parks, Recreation and Open Space (PROS) Plan Update with the public and dive deeper into survey responses to explore more about which park and recreation programs, services and facilities are important to them. More than 130 people visited the online open house from July 29 and August 22, 2021, and 74 community members provided responses in the online open house. The online open house was promoted via social media posts, community event tabling, email blasts and public meeting announcements.

Major Online Open House Findings:

- After-school and summer day camps, outdoor adventure camps and youth sport programs were strongly supported by respondents.
- Top park improvement priorities included building new parks on city-owned land, installing a splash pad and building additional shared-used trails.
- Other top improvements included acquiring and developing trail corridors to fill gaps and providing an off-leash dog area.

A summary of responses to the online open house is provided in Appendix B.

STAKEHOLDER DISCUSSIONS

COVID-sensitive, online focus group discussions and individual interviews with external stakeholders were conducted to more broadly assess local needs and opportunities for partnership and coordination. Stakeholders were identified by city staff based on their past coordination, their involvement, or interest in the future of recreation, park, athletic or trail facilities. The group-based discussion sessions were conducted via Zoom and occurred between July 2020 and September 2021. Representatives from the following organizations participated:

Summary meeting notes from each focus group session are provided in Appendix C.

Figure 5. Stakeholder Group Participants

Mountain Bike & Pump Track Advocates <ul style="list-style-type: none"> ■ Evergreen Mountain Bike Alliance ■ Camas Bikes ■ Local resident advocates ■ Portland Parks & Recreation 		Sport Field User Groups <ul style="list-style-type: none"> ■ Camas Little League ■ Camas Lacrosse
Underrepresented Users Group <ul style="list-style-type: none"> ■ Clark County Commission on Aging ■ Clark County Community Services ■ Washington State School for the Blind ■ SW Washington Center of the Deaf and Hard of Hearing ■ Hispanic Metropolitan Chamber of Commerce of SW Washington 		Bike & Pedestrian Trail Users Group <ul style="list-style-type: none"> ■ Evergreen Mountain Bike Alliance ■ Camas Ivy League ■ All Weather Walkers ■ Washington Trails Alliance ■ Local volunteers
Public Agencies Group <ul style="list-style-type: none"> ■ City of Washougal ■ City of Vancouver ■ Clark County ■ Port of Camas-Washougal 		Individual Interviews <ul style="list-style-type: none"> ■ Former City Administrator ■ Former Mayor ■ Local Land Development Representative ■ Downtown Camas Association

ENGAGE CAMAS ONLINE FORUM

The City of Camas has implemented an integrated online engagement platform to their city website, called Engage Camas. The PROS Plan was a highlighted city project on Engage Camas, which included information about the plan update and public process, a video introducing the project, periodic updates and interim project documents, such as presentation materials and summaries from community outreach. Engage Camas was also a primary forum for community members to offer direct feedback, comments and questions. The PROS Plan page was maintained and updated through the duration of the project.

- Replace the play equipment at Grass Valley Park
- Provide parking on the north side of Lacamas Lake
- At Crown Park, consider new/updated programming to tie in with programs/activities to be offered at new Garfield Performing Arts Center, splash pad or kids pool, new restroom
- Consider a splash pad or community fountain, parking lot and picnic tables at Fallen Leaf Lake

ONLINE INTERACTIVE MAPPING

On the Engage Camas project page, the public was provided an interactive map of Camas and given the opportunity to share which parks, trails, and open spaces they currently visit in Camas; where they think improvements need to be made; and what new things they would like to see offered in Camas’ park system. Eleven unique users submitted a total of 22 comments. A highlight of some of the comments follows:

COMMUNITY EVENT TABLING

This section summarizes the feedback received at the three tabling events held in July and August to build awareness of the PROS Plan Update and share information about the project. Approximately 50 people were engaged at these events. Tabling was held at the following times and places:

- July 31st at Heritage Park from 10 a.m.-12 p.m. and 1 p.m. - 2 p.m.
- August 17th at Concert in the Park from 6:30 p.m. - 8:30 p.m.
- August 18 at Camas Farmer’s Market from 3 p.m. - 7 p.m.

Community comments ranged from concerns about water quality at the lakes, to interest in an expanded trail network, to specific park improvements and enhanced communications from the City.

ONLINE OPEN HOUSE #2

The City hosted a second online open house to share information and seek feedback on the public draft of the PROS Plan in January 2022. The online open house garnered a total of 136 survey responses and 923 site visits. The majority of participants (68%) believe the PROS Plan is on the right track. The two most common requests were for a bike park/pump track and new sports fields. Many respondents would like off road/mountain biking trails and turf and/or lights added to sport fields. A few other notable requests include adding a pool, creating more trail connections, and adding more bike lanes and trails.

PARKS & RECREATION COMMISSION MEETINGS

The Parks and Recreation Commission provided feedback on the development of the PROS Plan during five regularly scheduled public sessions. The first session occurred on April 28, 2021, immediately after the planning project was initiated. The Commission discussed the update and provided their perspectives on a vision for the system, specific challenges, opportunities, and ideas about parks, trails and programs. The Commission spent significant effort reviewing and commenting on the PROS Plan public process, project priorities, and system-wide goals and strategies to implement improvement projects. Subsequent sessions in July, September (joint with Planning Commission), October, December 2021 and January 2022 (joint with Planning Commission) were used to review public feedback and solicit direction from the Commission on priorities and recommendations for the new PROS Plan.

OTHER OUTREACH

In addition to the direct outreach opportunities described above, the Camas community was informed about the planning process through a variety of media platforms. The following methods were used to share information about the project and provide opportunities to participate and offer comments:

- City website home page
- PROS Plan project page on Engage Camas
- Email blasts to the Parks and Recreation distribution list
- Social media: Twitter & Facebook
- Media releases
- Announcements at Council and Parks & Recreation Commission public meetings
- Announcements at Stakeholder Focus Group meeting



BENEFITS OF PARKS, RECREATION & OPEN SPACE

A number of organizations and non-profits have documented the overall health and wellness benefits provided by parks, open space and trails. The Trust for Public Land published a report called *The Benefits of Parks: Why America Needs More City Parks and Open Space*. This report makes the following observations about the health, economic, environmental, and social benefits of parks and open space:

- Physical activity makes people healthier.
- Physical activity increases with access to parks.
- Contact with the natural world improves physical and psychological health.
- Value is added to community and economic development sustainability.
- Benefits of tourism are enhanced.
- Trees are effective in improving air quality and assisting with stormwater control.
- Recreational opportunities for all ages are provided.



Physical Activity Benefits

Residents in communities with increased access to parks, recreation, natural areas and trails have more opportunities for physical activity, both through recreation and active transportation. By participating in physical activity, residents can reduce their risk of being or becoming overweight or obese, decrease their likelihood of suffering from chronic diseases, such as heart disease and type-2 diabetes, and improve their levels of stress and anxiety. Nearby access to parks has been shown to increase levels of physical activity. According to studies cited in a 2010 report by the National Park and Recreation Association, the majority of people of all ages who visit parks are physically active during their visit. Also, the Centers for Disease Control and Prevention (CDC) reports that greater access to parks leads to 25% more people exercising three or more days per week.



Community Benefits

Park and recreation facilities provide opportunities to engage with family, friends, and neighbors, thereby increasing social capital and community cohesion, which can improve residents' mental health and overall well-being. People who feel that they are connected to their community and those who participate in recreational, community and other activities are more likely to have better mental and physical health and to live longer lives. Access to parks and recreational facilities has also been linked to reductions in crime, particularly juvenile delinquency.



Economic Benefits

Parks and recreation facilities can bring positive economic impacts through increased property values, increased attractiveness for businesses and workers (quality of life), and through direct increases in employment opportunities.

In Washington, outdoor recreation generates \$26.2 billion in consumer spending annually, \$7.6 billion in wages and salaries, and \$2.3 billion in state and local tax revenue. Preserving access to outdoor recreation protects the economy, the businesses, the communities and the people who depend on the ability to play outside. According to the Outdoor Recreation Economy Report published by the Outdoor Industry Association, outdoor recreation can grow jobs and drive the economy through management and investment in parks, waters and trails as an interconnected system designed to sustain economic dividends for citizens.

CHAPTER 4

Classifications & INVENTORY



Need to provide facilities for additional outdoor activities that create community connection and activity. With the number of sporting families, Camas lacks facilities that other communities provide.

- Online Open House participant



The City of Camas manages over 1,000 acres of parks and open space lands, providing several public waterfront access sites, active recreational facilities for team sports, several playgrounds, more than 12 miles of walking paths and trails, picnic areas, and hundreds of acres of natural forest lands.

PARKLAND CLASSIFICATIONS

Parkland is classified to assist in planning for the community’s recreational needs. The classifications also reflect standards that inform development decisions during site planning, in addition to operations and maintenance expectations for the level of developed facilities or natural lands. The Camas park system is composed of a hierarchy of

various park types, each offering recreational opportunities and natural environmental functions. Collectively, the park system is intended to serve the full range of community needs.

Each park classification defines the site’s function and expected amenities and recreational uses. The classification characteristics serve as general guidelines addressing the size and use of each park type. The following six classifications are used in Camas’ park system.

Neighborhood Parks

Neighborhood parks provide close-to-home recreation opportunities. These parks provide both active and passive recreation opportunities for people living within approximately one-half mile of the park. Typical facilities found in a neighborhood park include playground equipment, picnic areas, open grass areas for passive use, outdoor basketball court, and multi-use open grass area for field sport practice. Dorothy Fox Park and Cooper's View Park are examples of typical neighborhood parks in Camas.

Neighborhood parks should be located and designed based on the scale and type of surrounding uses. During site master planning, parks in locations with higher residential density should be designed with more resilient features and facilities that can withstand more intensive use.

Site Selection & Design:

- Neighborhood park sites should be 5 to 10 acres in size. The minimum size for neighborhood parks is 3 acres when land constraints do not allow a larger site.
- At least 50% of a neighborhood park site should be suitable for active uses.
- The site should have good visibility from surrounding streets and have a minimum of 200' of street frontage.
- The site should be relatively central to the area it is intended to serve (within about ½ mile of the intended users).
- The site should be accessible by walking, bicycling, or driving. Connections to the community trail network should be provided, where possible, to facilitate walking and bicycling. Sidewalks should be provided.
- Regional-scale facilities (e.g., large sports complex, community center, etc.) should not be provided



Community Parks

Community parks are larger parks, typically between 10 and 30 acres, that provide a wide variety of recreation opportunities that appeal to the entire community. Typically, these sites are designed for active recreation, supported by facilities such as sport fields, outdoor courts, skate parks and recreation centers. Community parks can accommodate large numbers of people and offer a wider variety of facilities than neighborhood parks, such as disc golf, volleyball, tennis courts, dog parks, and group picnic areas. These parks also may serve as destination for access to water and large community events, and they may include significant natural areas and trails. For this reason, community parks require more support facilities, such as off-street parking and restrooms. Community parks can also serve as local neighborhood parks for their immediate areas, and they may be connected to schools or other community facilities. Prune Hill Sports Park and Crown Park are examples of community parks.



Site Selection & Design:

- Community park sites should be 10 to 30 acres in size. The minimum size for community parks is 6 acres when land constraints do not allow a larger site.
- At least 30% of a community park site should be suitable for active uses.
- The site should have good visibility from surrounding streets and provide parking and restrooms.
- The site should be accessible by walking, bicycling, or driving. Connections to the trail network should be provided, where possible, to facilitate walking and bicycling. Sidewalks should be provided.
- Community parks should accommodate diverse active-use recreation, such as sport fields, sport courts and large playgrounds.

Regional Parks

Regional parks may be provided by Camas and also are provided by Clark County - serving residents from throughout Clark County and beyond. Regional parks are usually larger than 50 acres in size and provide opportunities for diverse recreational activities. Facilities may include sports fields, extensive trail systems, or large picnic areas. In addition, regional parks often include passive recreation space and unique features, such as significant natural areas or access to lakes or rivers.



Site Selection & Design:

- Regional park sites should be 50 to 200 acres in size. There is no minimum size for regional parks, since the size of the site relates to the uniqueness of the landscape or recreational experience provided.
- Regional parks should provide parking and restrooms.
- The site should be accessible by walking, bicycling, or driving. Connections to the trail network should be provided, where possible, to facilitate walking and bicycling.
- Regional parks may accommodate active-use recreation and/or passive uses such as trail walking or wildlife viewing. Specialized regional amenities may be provided, such as mountain biking trails, equestrian trails, and water access (e.g., boat ramps & docks).

Special Use Areas

Special use areas are sites that are occupied by a specialized facility or that fulfill a specialized purpose. Some uses that fall into this park type include waterfront parks, pools, boat ramps, interpretive centers, botanical gardens, community gardens, single purpose sites used for a particular field sport or sites that offer indoor recreation opportunities. Fallen Leaf Softball Field, Lacamas Lodge and the Camas Community Center are examples of special use areas in Camas.

Site Selection:

- Site size should be adequate to support the proposed specialized use, as well as necessary supporting facilities, including parking, stormwater management, etc.
- Site selection criteria will be dependent on the specific specialized use proposed, and may include criteria determined through an economic feasibility study.
- The site should be accessible from the community-wide trail system.
- Prior to the addition of any special use areas, the City should prepare a detailed cost/benefit analysis and maintenance impact statement for each proposed site being considered.



Natural Open Space

Natural open space is defined as undeveloped land primarily left in its natural form with passive recreation use as a secondary objective, such as trails. This type of land often includes wetlands, steep hillsides, or other similar undevelopable spaces. In some cases, environmentally sensitive areas are considered as open space and may include wildlife habitats, stream and creek corridors, or unique and/or endangered plant species. There are currently a number of natural open space areas in Camas, and the Ostensen Canyon Greenway and the Prune Hill South Open Space are examples of natural open space.

Site Selection:

- Site size should be based on natural resource and connectivity needs.
- Public use of natural open space sites should be encouraged through trails, viewpoints, and other features, but environmentally sensitive areas should be protected.
- The site should have access to a public street, to public land, or contribute to the planned open space network.
- Features in natural open space areas should be limited to those appropriate for the numbers and types of visitors the area can accommodate, while retaining its resource value, natural character, and the intended level of solitude.



Cemetery

The Camas Cemetery is an important historic and aesthetic resource for the City of Camas. Located adjacent to Lacamas Park, the cemetery is a unique, special facility and component of the park and open space system that provides a peaceful resting place and a quiet space for reflection. The City took over the operations of the cemetery in 2007.

PARK & OPEN SPACE INVENTORY

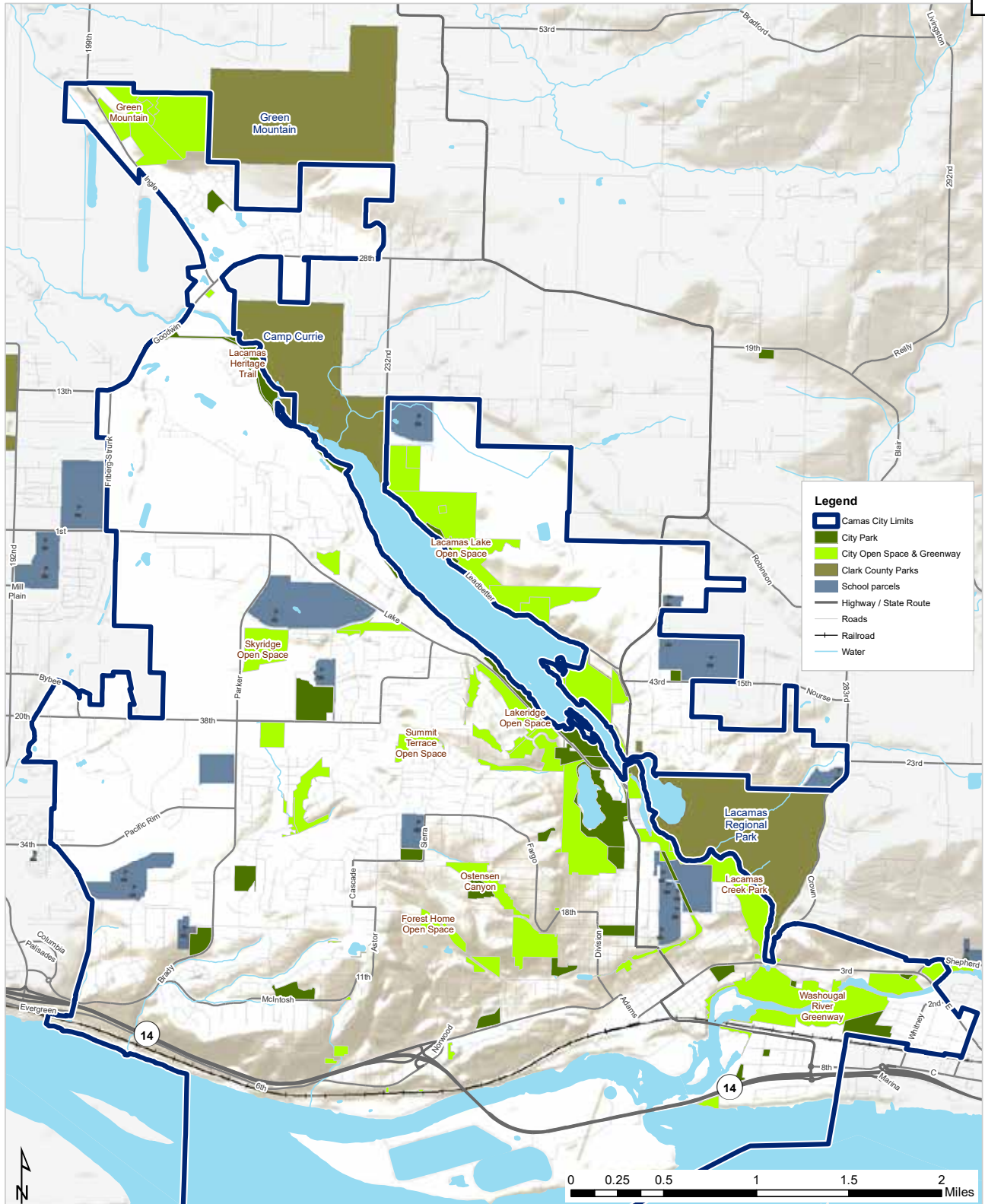
The park and open space inventory identifies the recreational assets within Camas. The City provides 1,068 acres of public parkland distributed among 59 parks and natural area properties, see Figure 6 and 7.

Figure 6. Existing Inventory of City Park & Natural Areas

Name	Classification	Status	Acreage
Fallen Leaf Lake Park	Regional Park	Developed	54.8
Green Mountain	Regional Park	Undeveloped	114.2
		Subtotal	169.0
Crown Park	Community Park	Developed	7.3
Grass Valley Park	Community Park	Developed	25.0
Goot Park	Community Park	Developed	5.8
Heritage Park	Community Park	Developed	12.8
Prune Hill Sports Park	Community Park	Developed	9.0
		Subtotal	59.7
Ash Creek Park	Neighborhood Park	Undeveloped	9.7
Benton Park	Neighborhood Park	Developed	2.2
Coopers View Park	Neighborhood Park	Developed	2.5
Dorothy Fox Park	Neighborhood Park	Developed	5.0
Forest Home Park	Neighborhood Park	Developed	4.7
Green Mountain Neighborhood Park	Neighborhood Park	Developed	5.3
Klickitat Park	Neighborhood Park	Developed	8.8
Lacamas Heights Park	Neighborhood Park	Undeveloped	2.3
Louis Bloch Park	Neighborhood Park	Developed	5.0
Oak Park	Neighborhood Park	Developed	2.5
Ostensen Canyon Park	Neighborhood Park	Undeveloped	8.2
		Subtotal	56.2
Baz Park	Special Facility	Developed	0.6
Camas Community Center	Special Facility	Developed	0.9
Downtown Community Garden	Special Facility	Developed	0.1
Fallen Leaf Softball Field	Special Facility	Developed	6.0
Lacamas Lake Lodge & Conference Center	Special Facility	Developed	4.8
Leadbetter House	Special Facility	Undeveloped	3.0
Pomaria House	Special Facility	Undeveloped	3.0
Skate Park	Special Facility	Developed	0.9
		Subtotal	19.4
Heritage Trail	Trail / Linear Park	Developed	30.9
Mill Ditch Trail	Trail / Linear Park	Undeveloped	1.7
Renaissance Summit Trail Access	Trail / Linear Park	Undeveloped	0.4
		Subtotal	33.0
Camas Cemetery	Cemetery	Developed	25.4
		Subtotal	25.4
TOTAL PARKS & GREENSPACE			1,068.0

A listing of existing City open space and greenways follow in Figure 7. Detailed descriptions of the City's parks and natural areas is provided in Appendix D.

The following map shows the location of existing parks and natural areas within the City.



Map 1: Existing Parks & Open Spaces

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Figure 7. Existing Inventory of City Greenways & Natural Areas

Name	Acreage	Name	Acreage
6th Ave Open Space	0.6	Mill Ditch Open Space	9.1
Columbia River Open Space	2.8	Mills Open Space	31.6
Columbia View Terrace Open Space	0.2	Ostensen Canyon Greenway	50.3
Crown Road Open Space	1.4	Prune Hill Slope Open Space	19.1
Fallen Leaf Open Space	52.3	Prune Hill South Open Space	3.9
Forest Home Open Space	19.7	Renaissance Summit Open Space	0.3
Goodwin Road Open Space	0.8	Skyridge Open Space	29.6
Grass Valley Open Space	11.3	Summit Terrace Open Space	12.3
Lacamas Creek Open Space	10.6	Sunningdale Open Space	1.7
Lacamas Creek Park	50.9	Tidland Heights Open Space	1.5
Lacamas Lake Open Space	169.3	Top Fallen Leaf Open Space	0.4
Lake Road Open Space	7.0	Triangle Open Space	9.4
Lakeridge North	33.3	View Ridge Open Space	0.3
Lakeridge Open Space	26.2	Washougal River Greenway	135.7
Meadows Open Space	3.4	Wildlife League	10.3
		Subtotal	705.3

OTHER RECREATIONAL OPPORTUNITIES NEAR CAMAS

The ownership and management of recreational resources in the larger Camas region involves several public agencies. Facilities include parks, trails, boat launches, and other attractions. Though some of these facilities are not located within city limits, their close proximity to residents of Camas makes them important components of the broader recreation ecosystem.

Homeowner Associations

Numerous homeowner associations (HOA) across Camas include open space tracts, and some include small pocket parks serving HOA residents. In all, HOA properties include 385 acres of open space and 43 acres of pocket parks.

School Districts

The Camas School District operates 19 school sites across Camas and, via use agreements, makes certain fields and gymnasiums available for community use by youth sport leagues. Evergreen School District borders Camas to the west and also makes sport fields and gymnasiums available for community use.

Clark County

Clark County provides and maintains a system of regional parks, special facilities, regional trails, greenways and natural areas, in addition to neighborhood and community parks and sports fields in or proximate to the Vancouver urban unincorporated area. The park and open space inventory identifies the recreational assets within the county. The county provides 3,325 acres of public parks and recreation facilities distributed among 88 sites, along with an additional number of greenway parcels that comprises over 3,135 acres of conserved public open space. Within and near Camas, Clark County manages Lacamas Regional Park, Camp Currie, Green Mountain, and Harmony Sports Complex.

Port of Camas-Washougal

The Port of Camas-Washougal provides several recreation opportunities for the greater Camas community.

- Captain William Clark Park at Cottonwood Beach is an 85-acre park that includes walking paths, paved parking, picnic tables, covered cooking areas, a

recognition plaza, three restroom buildings, and replicas of Chinookan canoes and Lewis and Clark's dugout canoes. A two-mile trail on top of the levee at the north side of the Park offers opportunities for hiking, jogging, biking, and horseback riding.

- The 3-mile Lewis and Clark Heritage Trail follows the Columbia River from Steamboat Landing Park to the border of the Steigerwald Lake National Wildlife Refuge. This has been connected to the Washougal Waterfront Park and trail creating a long walking trail into Camas and Washougal.
- Marina Park offers a walking path, picnic tables, an open lawn for entertainment, and a deck overlooking the marina.
- The Natural Play Area features a giant Sasquatch named Eegah along with a hill-side slide, log steppers, xylophone, drums, a boulder maze, and log balancing beams.

Other Urban Park Systems

Adjacent cities provide recreation opportunities that should be considered relevant components of the overall Camas open space system. Some facilities, such as regional trails, will require partnerships and coordination that extend beyond city boundaries. Two adjacent municipalities operate and maintain park and recreation facilities, including:

- City of Washougal: The City of Washougal has over 120 acres of park land, ranging from parks, playgrounds, sports fields, and open space. Washougal's 19 parks include special use areas, including several riverfront sites that enhance Washougal's Park system.
- City of Vancouver: The City of Vancouver serves the community with approximately 1,600 acres of parkland at 113 sites, which includes 90 parks and 20 miles of trails plus numerous natural areas. The city offers a full range of recreation programming and operates two community centers.





CHAPTER 5

Parks & TRAILS

The PROS planning process assesses recreational needs and priorities for park facilities, active use areas, and trails in Camas. The park assessment included a discussion of specific local needs with consideration given to the City's broader park system. Public input and information on park inventory conditions were also heavily relied upon in the planning process.

By considering the location, size, and the number of park facilities by type and use, along with community interests and priorities, the PROS Plan evaluates the existing and future demand for park and recreation

amenities and provides recommendations for future initiatives. The six-year Capital Facilities Plan, which identifies and prioritizes crucial upgrades, improvements, and expansions, is based on the needs assessment and the recreational interests expressed by residents.

The recreational interests of Camas residents were captured in the community survey and compared to regional, state and national trend data. Local support for and interest in trails for walking and biking, water access opportunities, and kayaking align with recreation participation data from multiple sources.

PARK USE TRENDS

Various resources have been assembled and summarized to provide an overview of current trends, market demands, and agency comparisons in the provision of parks and recreation services. This information is helpful when balanced with local insights and feedback from the community in guiding future initiatives.

The following national and state data highlights some of the current park use trends and may frame future considerations for Camas’ park system. Additional trend data and summaries are provided in Appendix E.

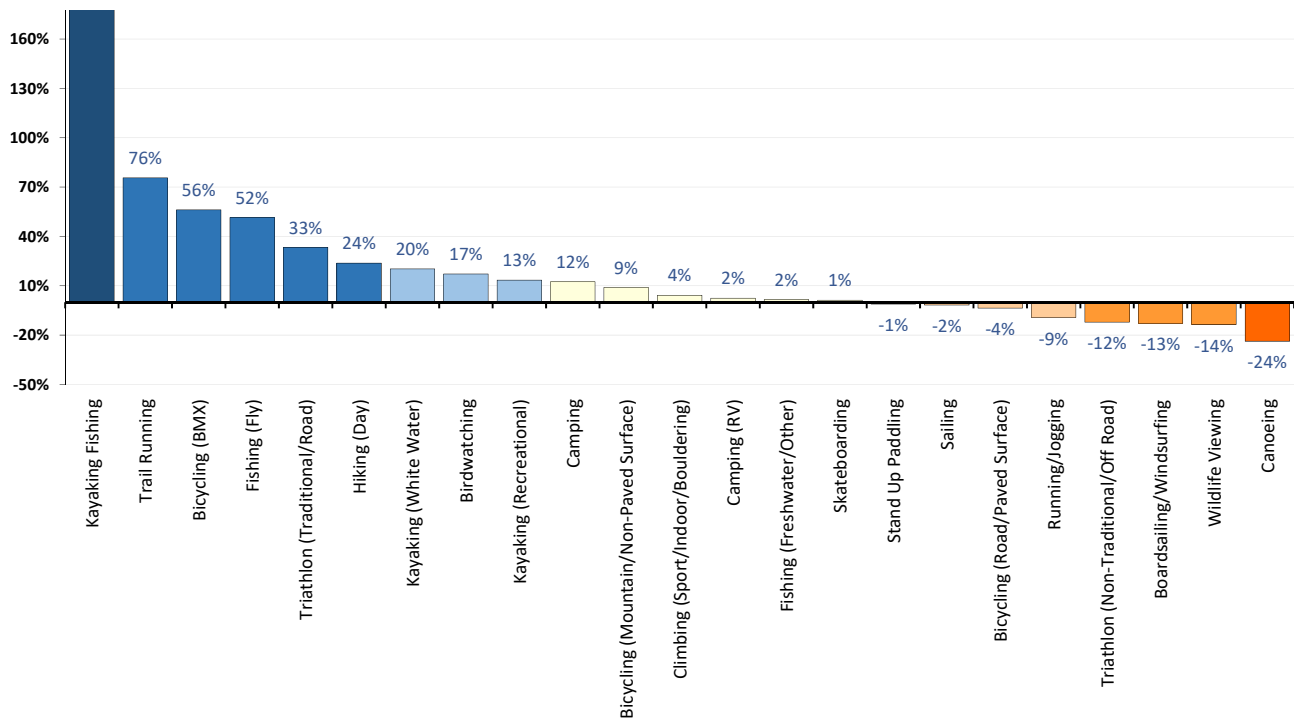
- Nationwide, 82% of U.S. adults believe that parks and recreation are essential according to the American Engagement with Parks Survey from 2020. ⁽¹⁾
- 77% of survey respondents indicate that having a high-quality park, playground, public open space, or a recreation center nearby is an important factor in deciding where they want to live. ⁽¹⁾
- Just over half of Americans ages six and older participated in outdoor recreation at least once in 2019, the highest participation rate in five years. However, the number of outings per participant declined – continuing a decade-long trend – resulting in fewer total recreational outings (pre-pandemic). ⁽²⁾

- Walking, running, hiking, and cycling saw significant increases in participation in the early months of the COVID-19 pandemic (March to June 2020). ⁽²⁾
- Running, jogging, and trail running are the most popular outdoor activities across the nation, based on levels of participation, followed by fishing, hiking, biking, and camping. ⁽²⁾
- Walking ranked as the top activity by participation rate (94%) in Washington State. ⁽⁴⁾
- Trail running, day hiking, and recreational kayaking are rapidly increasing in popularity – participation in each increased more than 5% per year between 2014 and 2019. ⁽³⁾
- People of all ages and income levels are interested in outdoor activities like fishing, camping, hiking, biking, bicycling, and swimming. Younger people are more interested in participating in team sports, such as soccer, basketball, and volleyball. Older adults are more likely to aspire to individual activities like swimming for fitness, bird and nature viewing, and canoeing. ⁽³⁾

Sources:

- (1) 2020 American Engagement with Parks Survey
- (2) 2020 Outdoor Participation Report
- (3) 2020 Sports, Fitness, and Leisure Activities Topline Participation Report
- (4) 2018-2022 Recreation and Conservation Plan for Washington State

Figure 8. 5-Year Change in Outdoor Recreation Participation by Major Activity (2021 Outdoor Participation Report)



Operational & Service Challenges Due to COVID-19

A statewide survey of Washington park and recreation agencies was conducted in the second half of 2020, with a focus on service demand and operational challenges, both preceding and as a result of COVID-19. City, county, and parks and recreation district leaders were asked to complete the survey, and the survey was sent to 227 agencies - 109 cities, 39 counties, 79 Special Purpose Park Districts with 73 responses. The project was a collaboration between the Washington Recreation & Park Association, the Washington State Association of Counties, the Association of Washington Cities, and Metro Parks Tacoma.

In a question that asked the agency about how stable its outlook is for 2020 pre- and during COVID-19, the percentage of agencies that stated their outlook as very strong and stable decreased by 25 points, with 27.8% indicating as very stable at the beginning of the year to 2.8% indicating as very stable by August 1, 2020. Similarly, agencies that felt moderately or significantly underfunded and unstable rose from 5.5% to 50% by August 1, 2020.

Also, significant majorities of agencies indicated service delivery impacts due to the COVID-19 pandemic in the following ways:

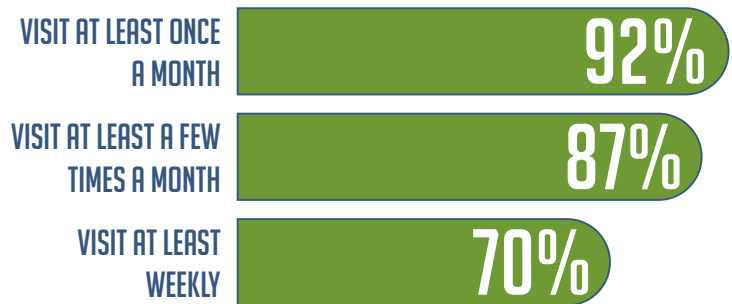
- Reduced ability to manage, maintain, operate, and secure passive parks to safety standards and control access (87%).
- Cancellation of special events and tourism campaigns that support local employment and drives the local economy (87%).
- Inability to operate critical community programs, pools, attractions and facilities, including services for vulnerable populations (81%).
- Lack of ability to hire/maintain seasonal employees & offer programs/services allowable under Safe Start (74%).
- Addressing public use and behaviors that put the community at risk, such as tearing down caution tape, using fields (85%).

LOCAL INSIGHTS

Local recreation demands and needs were explored through various community engagements to gather feedback on the strengths and limitations of existing recreational resources and parks available to Camas residents. Public outreach included a community survey, an online open house and several stakeholder focus group discussions to explore project priorities and opportunities to enhance the City’s park system (see Appendices A, B & C). Through this outreach, nearly 1,600 responses were recorded.

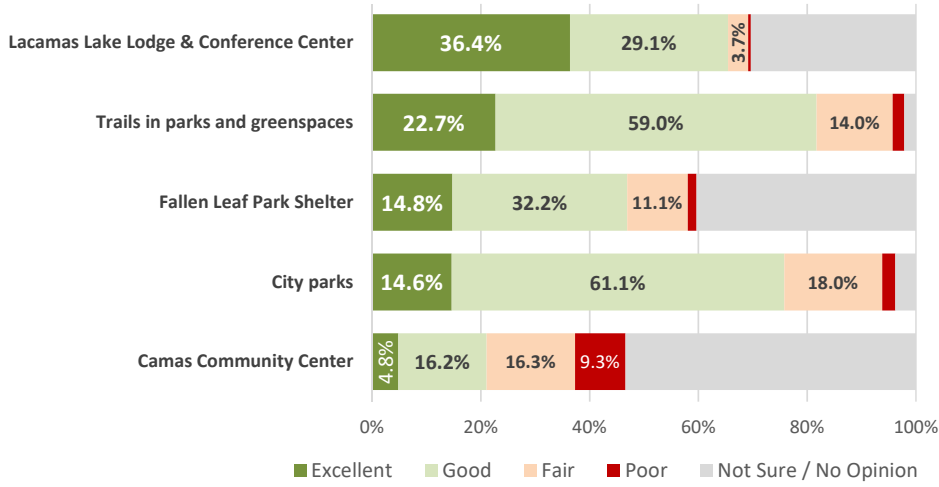
The community survey confirmed that local parks, recreation options, and open space opportunities are important or essential to the quality of life in Camas. Virtually all respondents (97%) feel that local parks and recreation opportunities are important or essential to the quality of life in Camas. Respondents tend to visit frequently, with more than two in three visiting at least once a week (68%) and another 20% visiting one to three times per month.

Figure 9. Frequency of Visitation to Parks, Trails & Open Space



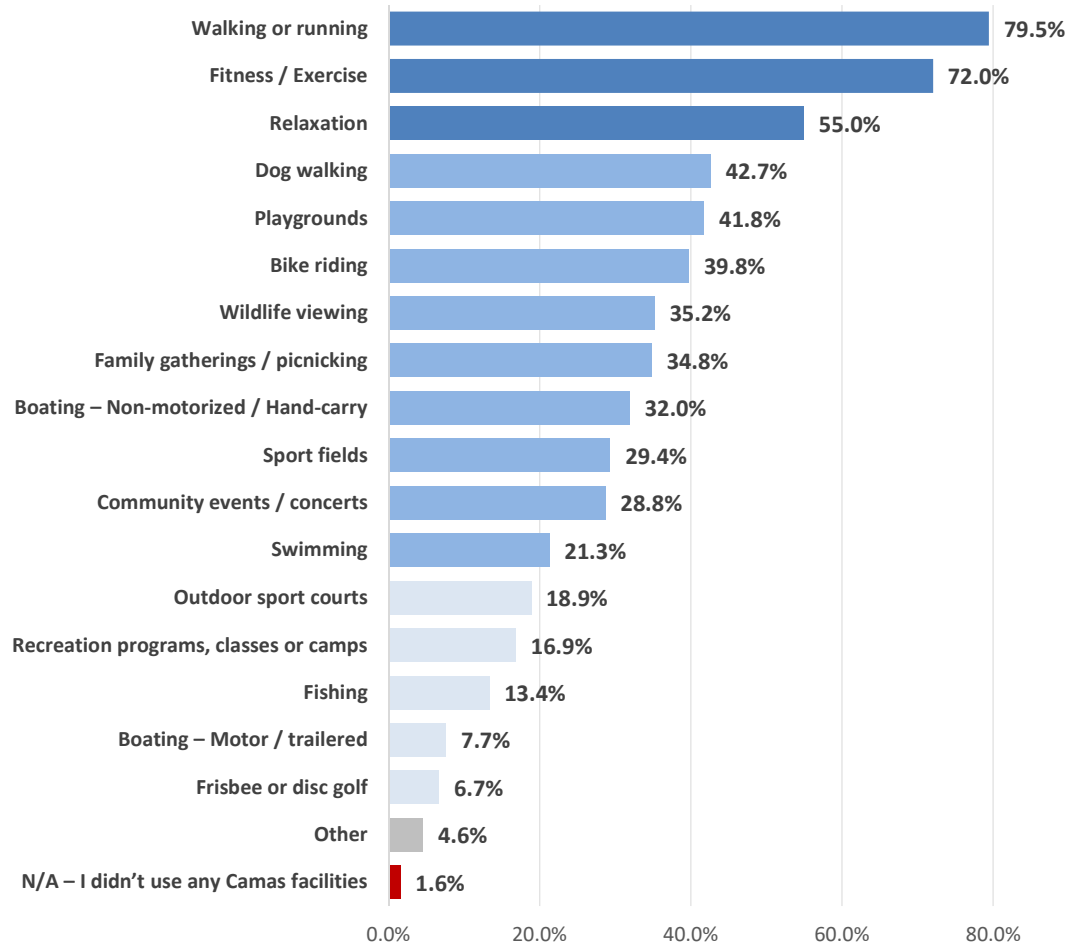
Survey respondents were asked to rate the condition of a variety of park and recreation facilities on a scale from poor to excellent. Respondents gave overwhelming high marks to the condition of the City’s trails in parks and greenspaces and the parks themselves. Overall, the Lacamas Lake Lodge & Conference Center received the highest condition ratings, with 95% of respondents who provided a ranking rating it as excellent or good.

Figure 10. Sentiment of Condition of Park and Recreation Facilities.



Survey respondents visit local parks and recreation facilities for a variety of reasons. The most popular activities are walking or running (80%), followed by fitness and exercise (72%), and relaxation (55%). More than three in ten respondents visited to walk their dog (43%), visit a playground (41%), ride their bike (40%), view wildlife (35%), or attend a family gathering or picnic (35%). Relating to statewide and national trend statistics, the popularity of walking and running have consistently ranked as top outdoor activities – in alignment with Camas’ survey responses.

Figure 11. Main Reasons For Visiting Local Parks and Recreation Facilities.



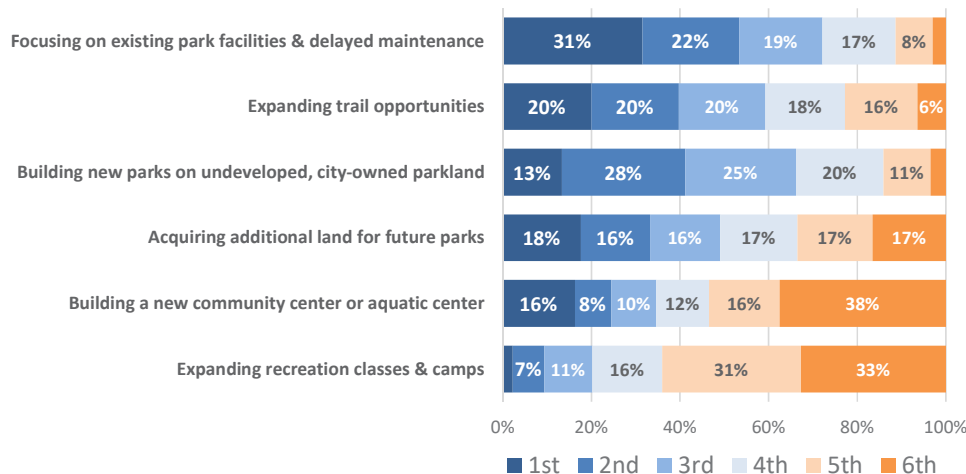
More than three in four respondents are very or somewhat supportive of adding walking trails (88%), updated or renovated playgrounds at existing parks (82%), all-abilities accessible playground equipment (81%), and more picnic shelters (80%) to the City’s existing parks. A majority of respondents are also supportive of developing more biking trails, splash pads, off leash dog areas, pools or aquatic centers, tennis or pickleball courts, a new community center, disc golf course, and basketball courts. However, through the community survey, approximately two out of three community members are willing to travel for an unmet recreational amenity in Camas (such as splash pad, aquatic/pool center, community center and bike skills park) versus increasing taxes to pay for development of a new facility.

Recognizing the significance of trail access to the Camas community, the survey also inquired about different trail types. Respondents overwhelmingly rated unpaved trails in natural areas (94%) as very or somewhat important. Majorities of respondents also feel paved, shared use paths for pedestrians and cyclists (87%) and accessible trails (73%) are either very or somewhat important. An online open house followed the community survey to dive deeper into the community’s strong interest in trails. Respondents to the online open house, 74 respondents total, noted the need to acquire land and develop trails to fill gaps in trail corridors as a top priority. Also, respondents were particularly interested in improving trail connections for the North Shore of Lacamas Lake, the Mill Ditch, Lake Road, and the Lewis & Clark Regional Trail.

Respondents were asked to rank a list of potential recreation, park, and open space investments. Generally, respondents ranked maintaining existing parks, expanding trail opportunities, building new parks, and acquiring land for future parks as top priorities. Respondents ranked offering building a new community or aquatic center and expanding program offerings as their lowest priorities. Respondents of different ages prioritized the investment options similarly, with the exception of building a new community or aquatic center, which was a higher priority for significantly more younger respondents. Respondents with children in their home tended to rate building a new community or aquatic center higher than those without children in the home, who were more likely to rate expanding trail opportunities as a high priority.

- 
EXPAND WALKING & BIKING TRAILS
 88% Support & Top Priority
- 
RENOVATE PLAYGROUNDS
 81% Support
- 
ADD PICNIC SHELTERS
 80% Support
- 
INSTALL SPLASH PAD / SPRAY PARK
 75% Support
- 
PROVIDE OFF-LEASH DOG PARK
 66% Support
- 
PROVIDE POOL OR AQUATIC CENTER
 69% Support
- 
EXPAND TENNIS & PICKLEBALL OPTIONS
 64% Support

Figure 12. Park Amenities to Consider Adding to Camas Park System



Common Themes from Community Outreach

Considering all of the community feedback from the survey, online open house, stakeholder interviews, and stakeholder focus group discussions, a number of core themes and interests emerged.

Trails

- Trail connectivity is important. Complete loops and circuits, and focus on trail connectivity (connecting trail gaps).
- Enhanced linkages between residential neighborhoods and downtown via pedestrian- and bicycle-friendly routes are an important focus area.
- COVID has accelerated the trends toward higher trail usage, which include more users on trails and a wider age distribution of off-road bike riders.
- There is broad interest and excitement for the potential of expanded trail connections via the Mill Ditch property for walking/hiking and the Green Mountain acquisition for mountain biking and hiking. The Mill Ditch property for walking/hiking and the Green Mountain acquisition for mountain biking and hiking are two examples of potential projects.

Parks & Open Space

- The maintenance of existing parks and open spaces remains a key priority.
- Building new parks on undeveloped, city-owned parkland was one of the highest rated priorities.
- There has been strong interest in expanding recreational options in the park system that include the installation of a splash pad, bike skills/pump track, off leash dog areas, and tennis or pickleball courts.
- The City should provide space and amenities for programming (sport fields & courts, shelters for outdoor education, etc.) and increase sport field capacity by improving field quality and adding lighting where appropriate.
- Coordination with the school district might result in benefits for more community access to existing school fields and the development of additional sport fields.

Convenience & Support Amenities

- Upgraded and expanded access to restrooms and parking is a highly-desired user convenience improvement.
- Wayfinding, maps and communications were noted as ways to improve the user experience and familiarity with the park and trail system.



PARK SYSTEM CONDITIONS ASSESSMENT

The overall condition of park infrastructure and amenities is one measure of park adequacy and assurance of public safety. Proper stewardship of park infrastructure requires developing a long-term maintenance and capital plan to ensure the safety of park users that aligns with community needs and allocates limited funding resources properly.

The current conditions of the Camas park system were assessed to identify existing site maintenance issues and opportunities for future capital improvements. The assessment included walkways, parking lots, park furniture, drainage and irrigation, lighting systems, vegetation, and other amenities. The following conditions assessment matrix summarizes the results of these assessments. They will inform the PROS Plan, including developing the project prioritization strategy for park improvements, identifying funding strategies, and updating the recommended parks six-year Capital Facilities Plan.

Park infrastructure and amenities were rated based on the following scale:



1 – Good Condition: Generally, amenities in good condition offer full functionality and do not need repairs. Good facilities have playable sports surfaces and equipment, working fixtures, and fully intact safety features (railings, fences, etc.). Good facilities may have minor cosmetic defects and encourage area residents to use the park.



2 – Fair: In general, amenities in fair condition are mainly functional, but need minor or moderate repairs. Play surfaces, equipment, fixtures, and safety features that are operational and allow play, but have deficiencies or periods where they are unusable. Fair facilities remain essential amenities for the community but may slightly discourage the use of the park by residents given the current condition.



3 – Poor: In general, amenities in poor condition are largely or completely unusable. They need significant repairs to be functional. Some examples include athletic fields that are too uneven for ball games, irreparably broken features, buildings that need structural retrofitting, etc. Poor facilities discourage residents from using the park and may present safety issues if left open or operational.

In general, good conditions should be the goal for the management and stewardship of park facilities. Where infrastructure or amenities are rated as “fair,” strategies should be developed for repair or restoration. Park features, structures, amenities, or landscapes rated as “poor” should receive immediate attention and be prioritized for near-term maintenance, capital repairs, or a new capital project. Facilities in “poor” condition should also be evaluated and taken out of operation if they are deemed unsafe. Based on this assessment, the City’s sport courts, trails, site furnishings, turf and ADA compliance are in the greatest need of attention.

Detailed site conditions and site enhancement recommendations are noted in Appendix D for the park sites visited.

Overview of Condition of Existing Parks

The following list summarizes some of the key observations and recommendations to enhance the City's park and trail system, its visual character, and longer-term sustainability.

1. Overall, the level of maintenance observed at the developed parks appears to be very good.
2. Consider upgrades to City Park Standards for signage and furnishings. For future park improvements and prior to implementing new master plans for undeveloped parks, it would be beneficial to use the same standard design, style and color for benches, picnic tables, other site furnishings and signs to provide a consistent identity to the park and trail system and reduce future maintenance costs.
3. As the trail system develops with additional connections, a wayfinding system would be beneficial. Coordinated with the graphic style for the park identification signs, this wayfinding signage would help trail users navigate the connections and know the destinations along the trails. Distances, destinations, trail etiquette, and other essential information should be planned and located at strategic sites to inform walkers, runners, and bikers.
4. Consider adding more destination amenities into the park system, such as splash pads, rock climbing, fitness equipment, nature play, inclusive play and/or themed designs to add a more diverse character to the system.
5. Many of the developed sites need ADA upgrades. Among the most common deficiencies observed are:
 - Current park standard trash and recycling receptacles are not ADA
 - The minimum ratio of ADA compliant tables and benches is below the required ADA standards
 - Lack of companion spaces adjacent to ADA compliant benches
 - Minimum clearances surrounding picnic tables are often not met
 - Several ADA compliant amenities are not along accessible routes
6. Many of the playgrounds lack ADA ramps leading into the play pit areas
7. All of the playground surfacing consists of engineered wood fiber. Although it is considered accessible when it is properly maintained; however, infrequent maintenance and refilling is fairly common. Consider transitioning to more stable playground safety surfacing options for the heaviest used playgrounds.
8. Several playgrounds do not have the minimum number of ADA accessible features
6. Several parks have vegetated open space within or adjacent to the property and may be good candidates for trail locations. Some open spaces connect residential neighborhoods with parks together and could provide alternative routes to City parks.
7. Camas has multiple storm facilities and or wetlands throughout the City, some of which are adjacent to existing developed parks. These facilities might offer opportunities to incorporate interpretive and educational experiences within the parks for a relatively low implementation cost. Proposed educational amenities might include wildlife viewing blinds and overlooks accompanied by interpretive signage.

Most of the undeveloped open space that was observed consisted of dense vegetation, including invasive species. The City should consider an invasive weed removal program, along with a more broadly framed open space management plan to identify resources and tactics to care for the City's nearly 700 acres of natural areas.

Figure 13. Park Condition Assessment

Site Name	Park Type	Park Site Average	Recreation Amenities													Park Structures					Vegetation			ADA Compliance			
			Playgrounds	Paved Courts: Basketball	Paved Courts: Tennis	Volleyball	Soccer Fields	Baseball / Softball Fields	Pathways / Trails	Off-Leash Area	Waterfront/Beach	Other Rec Element	Site Furnishings	Lighting (Y/N)	Signage	Parking Areas	Restrooms	Picnic Shelters	Boat Dock / Ramp	Concession Building	Turf	Park Trees	Landscaped Beds		Natural Areas		
PARKS																											
Ash Creek Park	Undeveloped / Undefined	2.0																									
Coopers View Park	Neighborhood Park	1.1	1				1																				
Crown Park	Community Park	2.0	2	2			2																				
Dorothy Fox Park	Neighborhood Park	1.5	2	1.5																							
Forest Home Park	Neighborhood Park	1.8	1	2			1																				
Goot Park	Community Park	1.4	1.5	1.5			1.5																				
Grass Valley Park	Community Park	1.7	2	1	2.5		2	1.5																			
Green Mountain Neighborhood Park	Neighborhood Park	1.3	1	1		2	1.5																				
Louis Bloch Park	Neighborhood Park	1.7	1	2			1.5																				
Oak Park	Neighborhood Park	1.8	1.5	2			2																				
Benton Park	Neighborhood Park	2.1																									
Klickitat Park	Neighborhood Park	1.9	1.5	2																							
Lacamas Heights Park	Neighborhood Park	2.0																									
SPECIAL FACILITY SITES																											
Fallen Leaf Lake Park	Regional Park	1.9								2																	
Fallen Leaf Softball Field	Special Facility	1.7					1	1																			
Prune Hill Sports Park	Community Park	1.4	2	1.5			1	1.5																			
Heritage Park	Community Park	1.3	1								1.5																
Leadbetter House	Undefined Park	-																									
Pitt Property	Undefined Park	1.2	1																								
Pomaria House	Undefined Park	1.0																									
Wildlife League	Undefined Park	1.4	2								2																
Baz River Front Park	Special Facility	2.0								1																	
Skate Park	Special Facility	2.5								2																	
Average:		1.67	1.46	1.61	2.25	2.25	1.17	1.50	1.75	-	1.63	-	1.68	-	1.44	1.53	1.45	1.29	1.50	1.67	1.81	1.31	1.95	1.80	2.15	1.80	2.15

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GAP ANALYSIS

Understanding the known gaps in the park system and evaluating the City's existing levels of service for parks (i.e., snapshot in time of how well the City is meeting its adopted standards) will provide a foundation for strategic planning as a basis for a balanced distribution of parks, trails and recreation amenities in the future.

To better understand where acquisition efforts should be considered, a gap analysis of the park system was conducted to examine and assess the current distribution of parks throughout the City. The analysis reviewed the locations and types of existing facilities, land use classifications, transportation/access barriers and other factors as a means to identify preliminary acquisition target areas. In reviewing parkland distribution and assessing opportunities to fill identified gaps, residentially zoned lands were isolated, since neighborhood and community parks primarily serve these areas. Additionally, travelsheds were defined for neighborhood parks using a ¼-mile primary and ½-mile secondary service area with travel distances calculated along the road network starting from known and accessible access points at each park. Travelsheds for community parks were derived using ¼-mile, ½-mile, 1-mile and 2-mile travel distances to acknowledge that these park types (including athletic fields) serve a wider array of users and driving to such sites is typical.

Maps 2 through 5 illustrate the application of the distribution criteria from existing parks. Areas in white do not have a public park within reasonable walking distance of their home. The illustrated 'travelshed' for each existing Camas park highlights that certain areas within the city do not have the desired proximity to a local park.

Striving to provide a neighborhood park within a reasonable walking distance (e.g., ½-mile) may require acquiring new park properties in currently under-served locations or improving multi-modal transportation connections to allow local residents to safely and conveniently reach their local park. As Camas develops and acquisition opportunities diminish, the City should consider taking advantage of acquisition opportunities in strategic locations and as funding allows to fill remaining gaps. In concert with the search for developable park

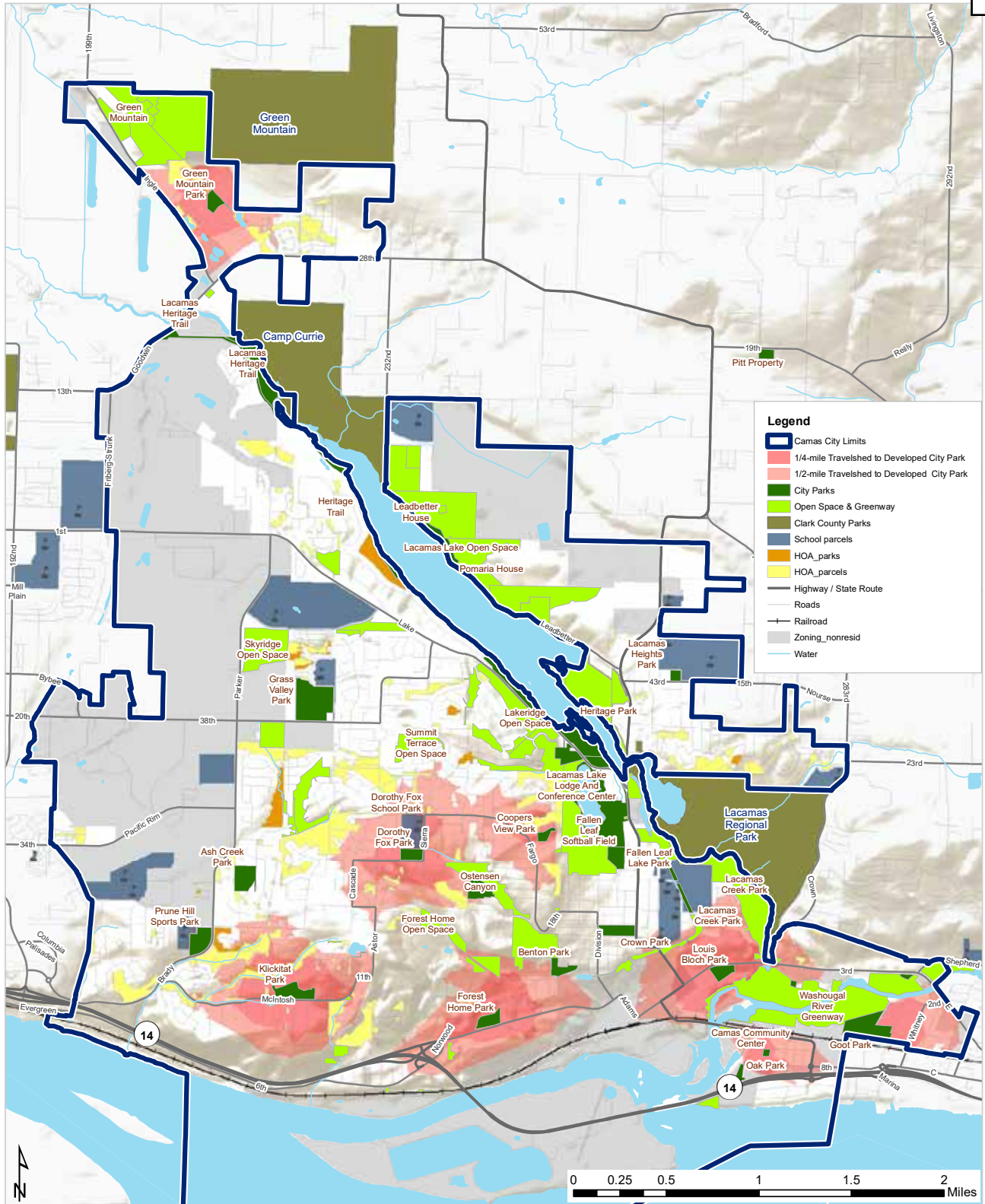
land, the City should continue to coordinate with proposed residential land development projects to consider when and how a public park (or trail connection) could be incorporated into the planning of newly developed residential areas.

The mapping of park distribution and 'travelsheds' helps to illustrate the underserved neighborhoods in Camas. Areas of southwest Camas and north-central Camas have limited access to public parks or open space as indicated by white areas on Map 6. These areas of the City should be targeted for future acquisitions to help create more equitable access for all residents.

Camas has been very successful in securing park and open space as the community has grown, and the small number of potential acquisition sites is a testament to that effort. It should also be noted that the City owns several properties that are intended to serve as neighborhood parks, but are as of yet undeveloped. The future planning and development of these sites will further improve the overall distribution of parks for the Camas community, and these sites have been accounted for in the gap analysis. These future parks include:

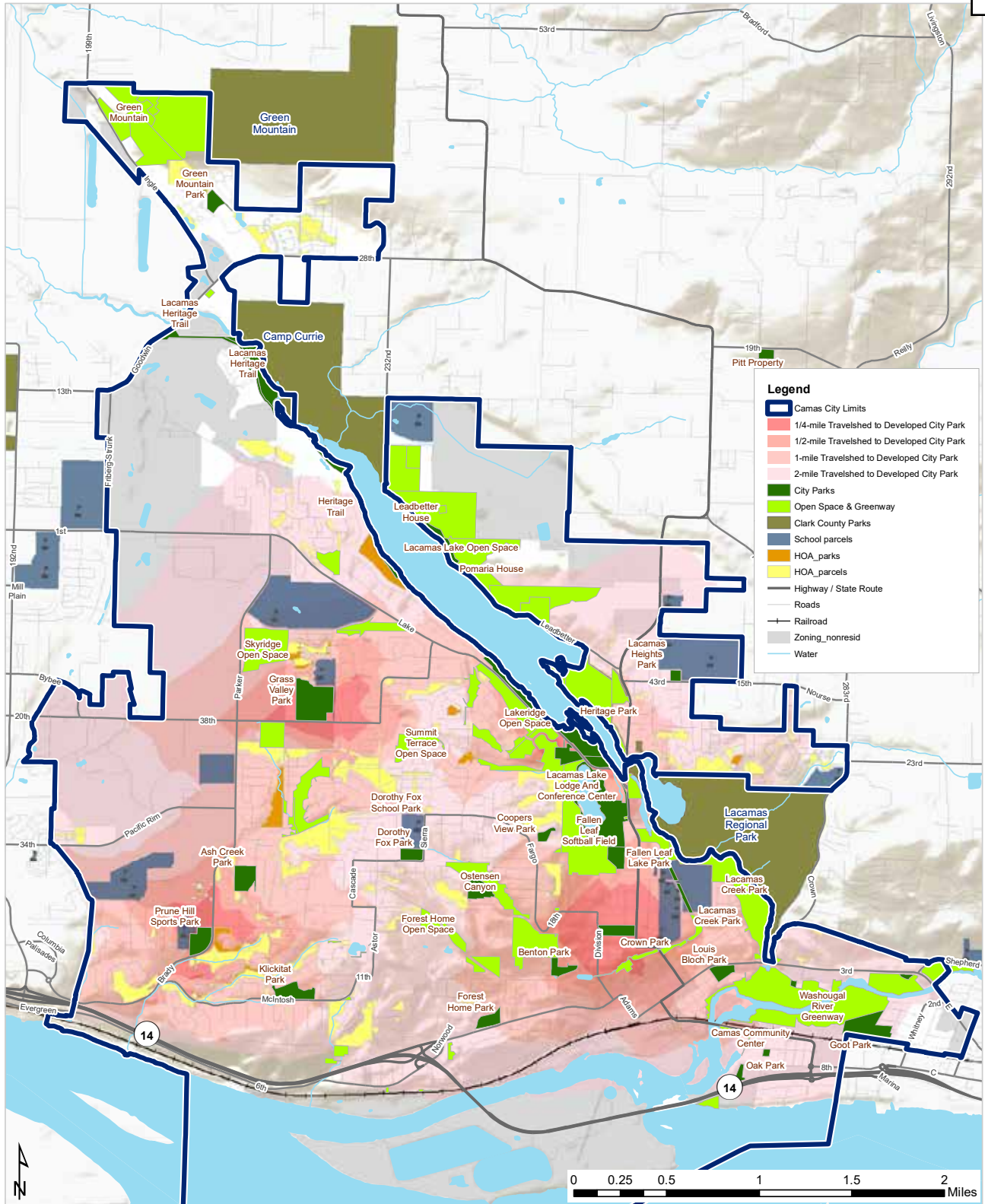
- Ash Creek Park (future neighborhood park)
- Ostensen Canyon Park (future neighborhood park on approximately 8 acres of upper shelf)
- Lacamas Heights Park (future neighborhood park adjacent to Camas High School)
- Green Mountain property (pending community planning)
- North Shore Lacamas Lake (TBD, pending community planning)

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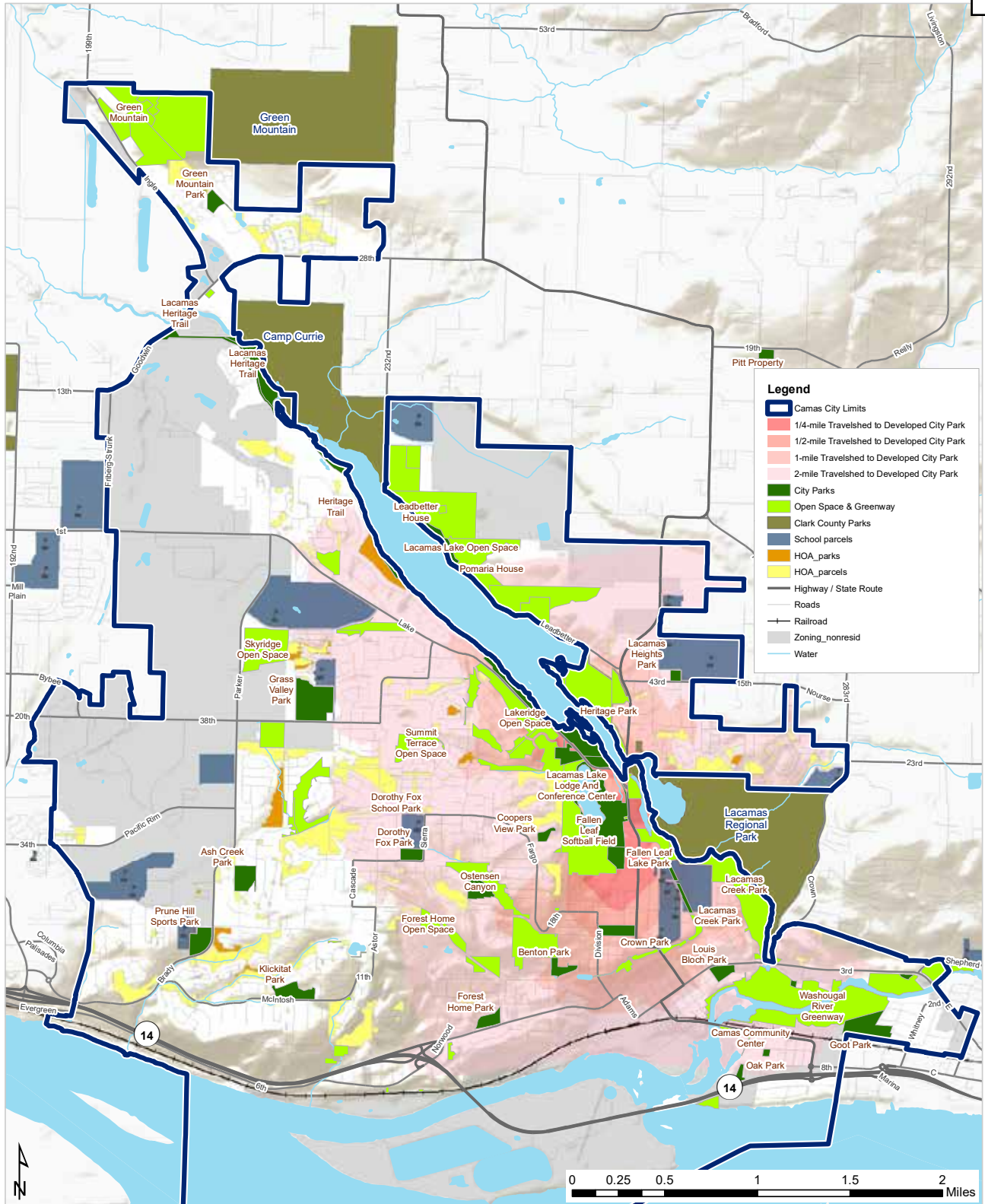
Map 2: Travelsheds for Neighborhood Parks (1/2-mile)

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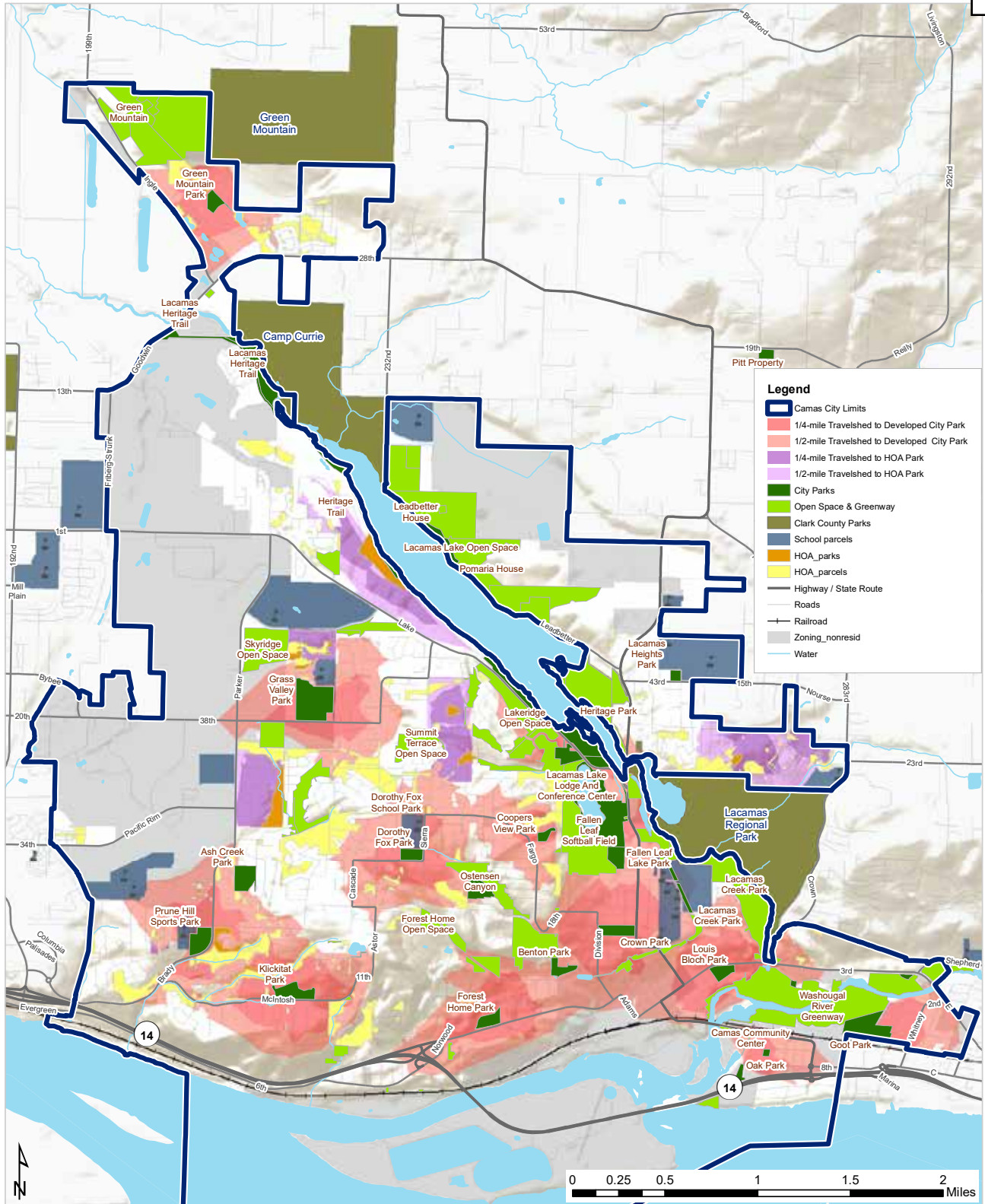
Map 3: Travelsheds for Community Parks (2-miles)

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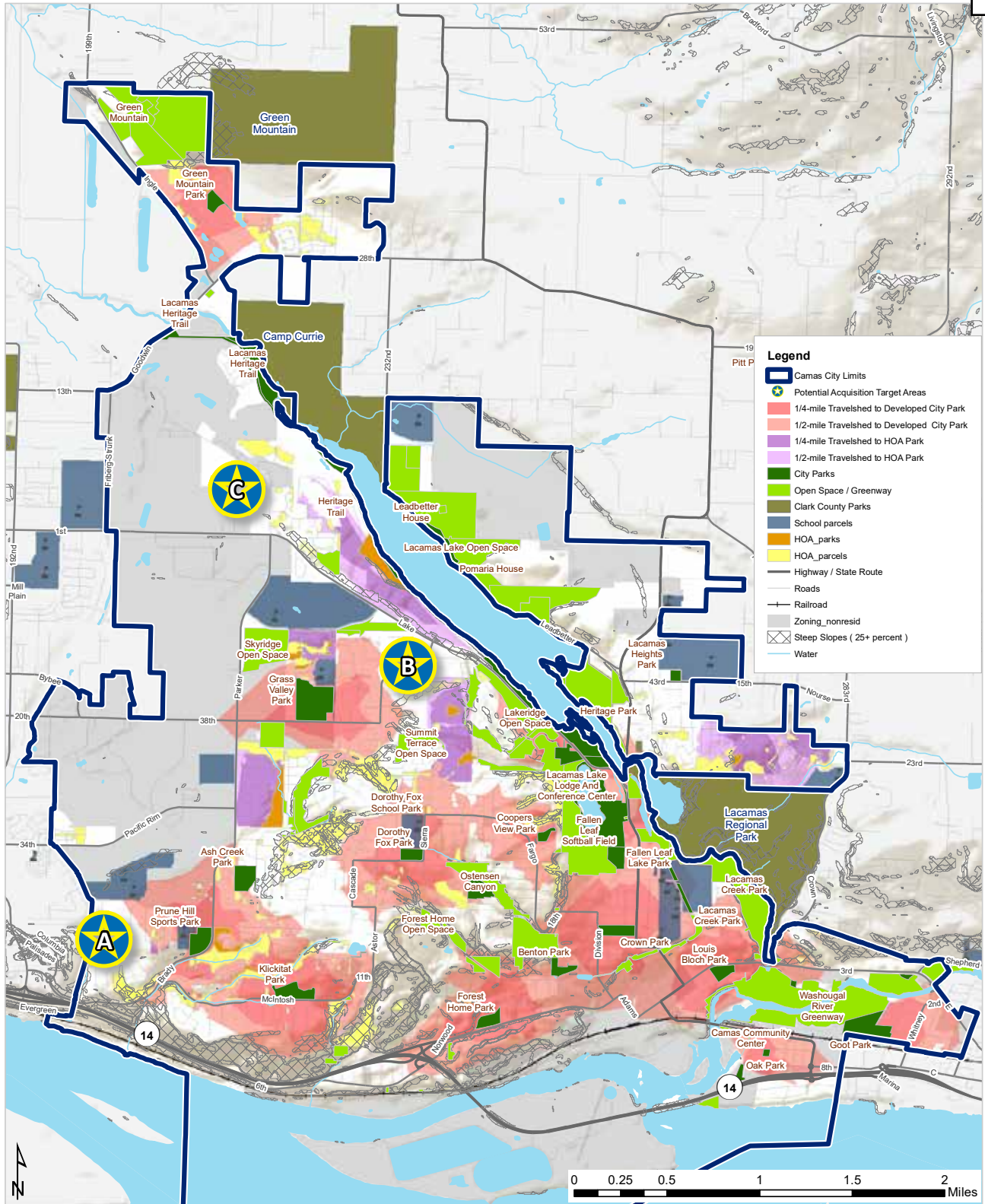
Map 4: Travelsheds for Special Use Areas (2-miles)

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Map 5: Travelsheds for All Parks & HOA Parks (1/2-mile)

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Map 6: Prune Hill Potential Acquisition Target Areas

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TRAILS

The City of Camas consistently has been working to create a network of trails to connect important destinations and help create a more walkable community. Individual parks typically have internal (and usually paved) pathways that provide walking opportunities within the park. While these are popular amenities for park visitors and help provide access to recreational amenities, their isolation from other destinations limits their value. The lakefront, riparian areas and woodlands in Camas also have provided locations for aligning recreational, off-road trails as opportunity arises. Trail connections and walking or biking linkages have been noted as the

highest priority for future improvements to Camas' park system.

The Heritage Trail offers the longest, singular trail at 3.7 miles within City ownership, and Lacamas Creek Park provides an additional 2.4 miles within a forested, park setting. Other significant trails within City open space include those at Fallen Leaf Lake (1.7 miles), Heritage Park (1.3 miles) and the Washougal River Greenway (1.5 miles). In total, Camas has almost 12 miles of walking or biking trails dispersed across its park system.

Figure 14.. Trail Inventory in Camas

Trail Owner Type	Mileage
Camas Recreational Trails	11.9
Camas ROW* Trails	6.8
Clark County Park Trails	10.9
Private / HOA Trails	8.4
School District Trails	1.2
Total Trail Miles	39.2

* Right-of-Way (ROW) trails utilize sidewalk and/or bike lane connections

Figure 15. City of Camas Park Path & Trail Inventory

City Trails	Mileage
Benton Park	0.2
Dorothy Fox Park	0.2
Fallen Leaf Lake Park & Open Space	1.7
Goot Park	0.1
Grass Valley Park	0.4
Heritage Trail	3.7
Klickitat Park	0.6
Lacamas Creek Park	2.4
Oak Park	0.1
Ostensen Canyon Greenway	0.5
Prune Hill Slope Open Space	0.6
Washougal River Greenway	1.5
Total City Trail Miles	11.9





TRAILS FOR WALKABLE COMMUNITIES

Parks are known to contribute to a healthier community by providing accessible outdoor recreation particularly through the walking trail within each park. Getting to the park by foot or bike can also offer a healthier choice integrated with the park destination and its amenities. In the NRPA publication *Safe Routes to Parks*, the elements of walkable, healthy community design are outlined as convenience, comfort, access & design, safety, and the park itself. Sidewalks, bikeways and trails should provide an integrated alternative transportation system for residents to access parks and other destinations within their community. As further emphasis for the importance of a walkable community to promote public health, the Surgeon General has issued a *Call to Action* to “step it up” and promote more walking and build a more walkable world. A more connected network of trails, sidewalks, and bike lanes with links to public transit also provides economic values.



Credit: Camas Post-Record

TRAILS FOR AGING POPULATIONS

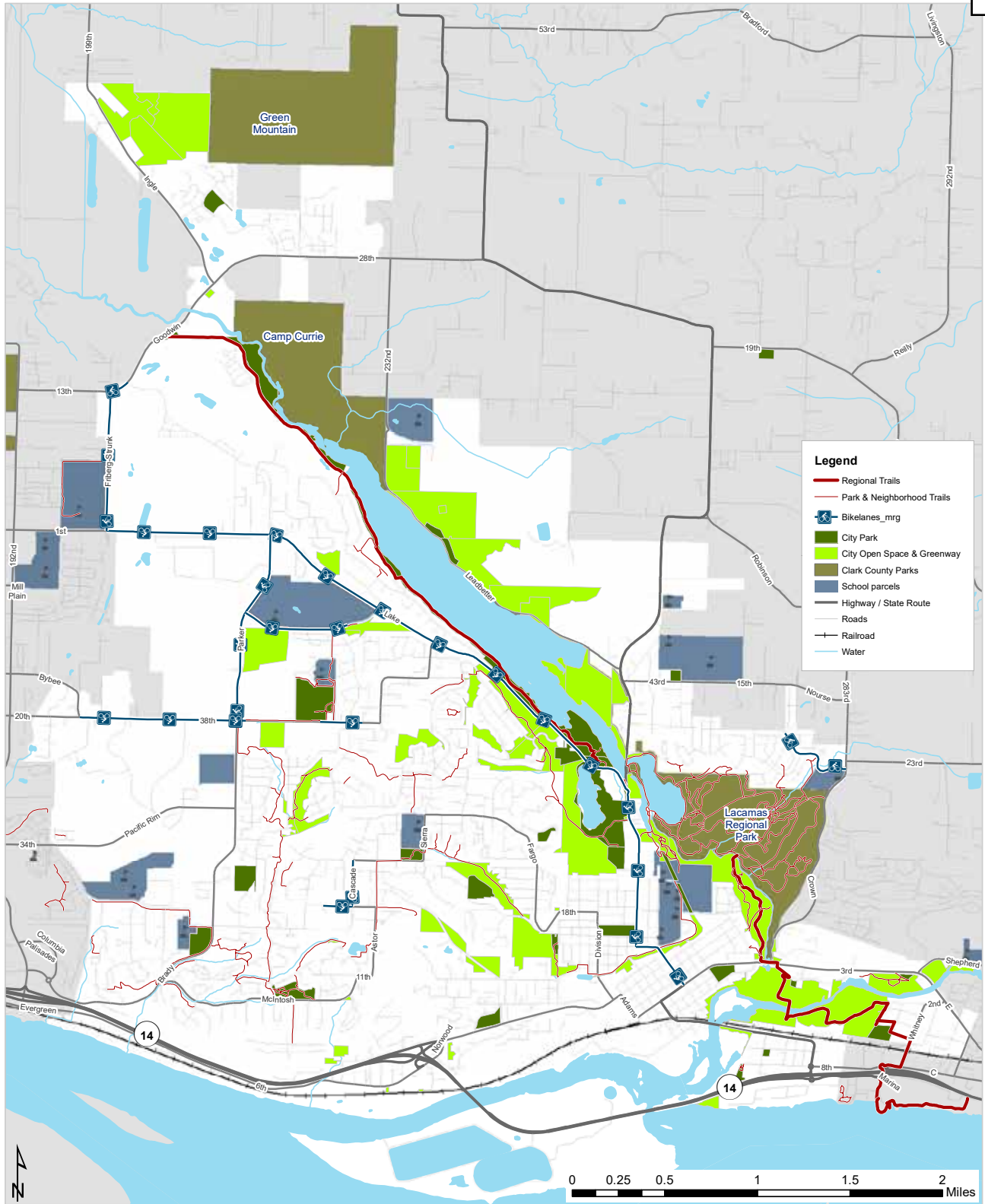
Today’s active seniors are looking at retirement age differently, as many are retooling for a new career, finding ways to engage with their community and focusing on their health and fitness. It will be critical for Camas’ park and recreation system to take a comprehensive approach to the city’s aging population needs. Accessibility and barrier-free parking and paths, walkability and connectivity will be paramount to future planning. Providing programming for today’s older adults includes not only active and passive recreation, but also the type of equipment needed to engage in certain activities. Trails provide the infrastructure for the most popular and frequent outdoor recreation activity of older adults: walking.



Credit: Camas Post-Record

TRAILS FOR ECONOMIC HEALTH

In the 2009 report, *Walking the Walk: How Walkability Raises Housing Values in US Cities* by Joe Cortright for CEOs for Cities, research cited the connection between home value and walkability. Higher WalkScore measurements, where more typical consumer destinations were within walking distance, were directly associated with higher home values. Homes located in more walkable neighborhoods command a price premium over otherwise similar homes in less walkable areas. The National Association of Realtors reports in their *On Common Ground* publication with numerous articles citing the preference of walkable, mixed-use neighborhoods and the role of walkability in creating healthier communities. These preferences translate into higher housing values. Even the National Association of Homebuilders (March 2014 publication: “Walkability, why we care and you should too”) have recognized that walkability is desired by consumers, creates lower development costs and allows flexibility in design. As part of the system of walkability and bike-ability, recreational trails are real estate assets that enhance community connections and contribute to economic health, and these attributes should be considered as Camas enhances trail connections to downtown and plans the future of the North Shore.



Map 7: Existing Trails

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TRAIL DEMAND

Park & Neighborhood Trails

During the public outreach, 80% of the community clearly identified that walking or running was a top reason for visiting Camas' parks. Park pathways are popular recreational amenities and significant contributors for promoting physical activity. This recreational trend is notable in state and national recreation surveys. Running, jogging and trail running are the most popular outdoor activities across the nation, based on levels of participation. Also, the need for more walking and biking trail connections that link parks together has been reinforced in the community survey and other public feedback. The online open house polled opinions about potential trail links and which were the highest priority. The Mill Ditch connection and safe crossings along Lake Road were also noted as important.

With the array of existing park trails and pathways within homeowner association lands, the City should prioritize a couple other connections to close existing gaps and improve options for loop trail routes, to include:

- Ostensen Canyon gap to link Dorothy Fox Park to Benton Park
- Prune Hill Sports Complex to Forest Home Park via Forest Home Open Space (will require on-street connections in coordination with transportation system planning)

Regional Trails

A regional trail system helps knit communities within Clark County together. Public feedback deemed longer trails segments, such as the Lewis and Clark Regional Trail along the Columbia River and a North Shore Lacamas Lake connection important for Camas. The ongoing development of the North Shore Subarea Plan and conceptual trail planning outlined in the North Shores Lacamas lake - A Vision for Conservation and Recreation will guide more specific planning of trails through the North Shore Lacamas Lake area, including completing the loop to Heritage Trail. Future trail connections should link Round Lake to Camp Currie to Green Mountain, in addition to neighborhood and commercial area connections, trailheads, parking and signage.

Transportation Planning

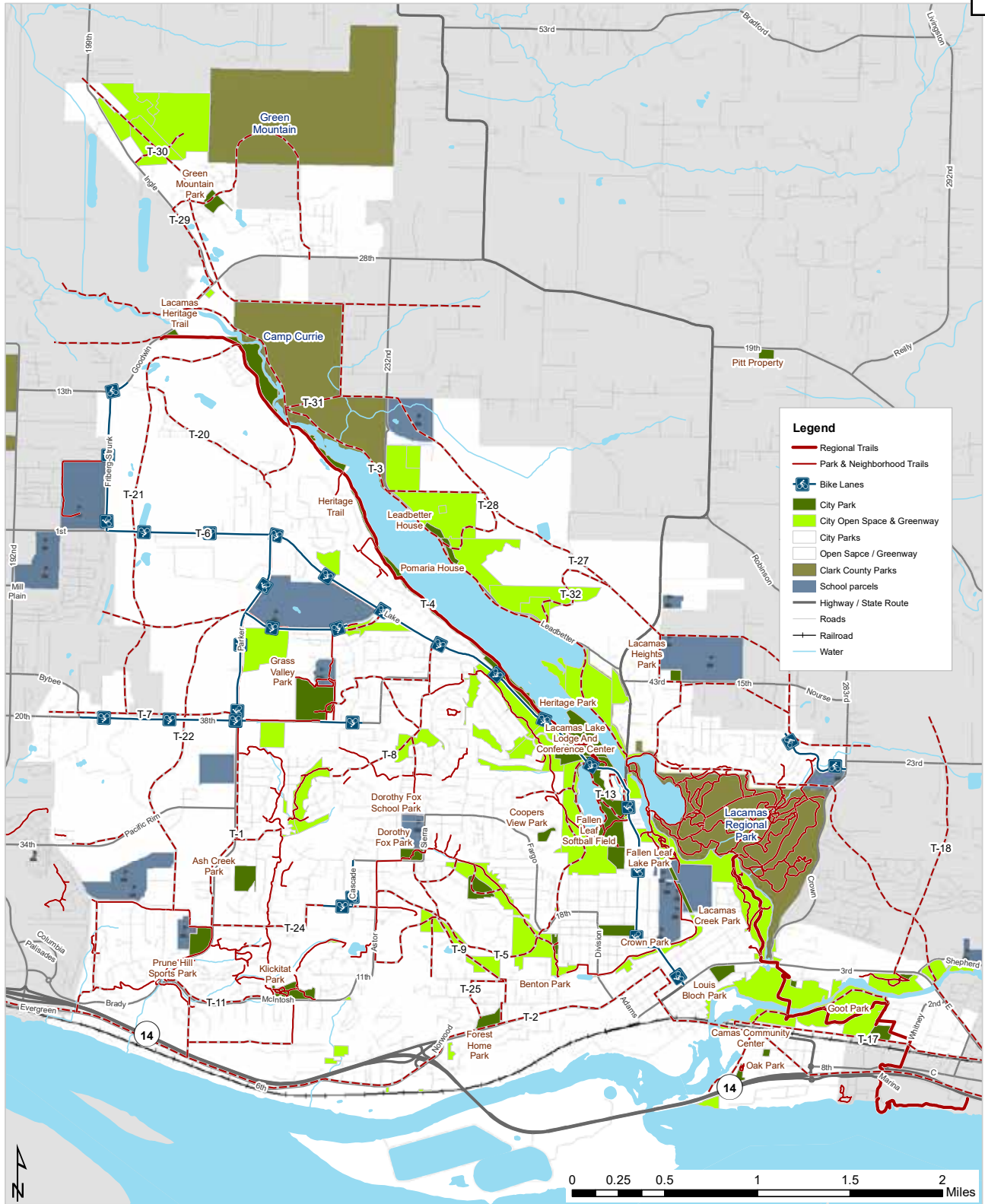
The City is currently in the process of preparing an updated Transportation System Plan, and a review of existing pedestrian and bicycle infrastructure and discussion of future needs will be included in that plan. The existing conditions memo for the plan noted that paved, shared-use paths exist along portions of NW Parker Street, NW 18th Avenue, Lacamas Lake, Washougal River, and are also scattered throughout the residential neighborhoods. Regarding pedestrian routes and sidewalk coverage, a few areas do not have complete sidewalks, and gaps are most significant in southwest, southeast and northeast Camas.

Additionally, the City of Camas has a number of targeted improvement projects that will help further the alternative transportation options for residents. The City's Six-Year Transportation Improvement Program (TIP) from 2022 to 2027 lists planned road, intersection, sidewalk and bikeway projects. Funding and project partners are identified for each planned improvement project. The TIP includes 15 road projects that include bike lanes that will improve connectivity and rider safety along Camas streets.

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*I just love the natural spaces,
so if they're there and ac-
cessible (and safe), I'll be so
grateful to walk for miles and
miles. Thank you!*

- Online Open House participant



Map 8: Potential Trails

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TRAIL DESIGN CONSIDERATIONS

Alignment

The future growth of the trail network will need to balance between alignments that are optimal from trail user, trail experience and connectivity perspectives and those that are practical from cost, design and engineering, regulatory and availability perspectives. Future consideration should be given toward finding alignment options that can accommodate different trail use types (i.e., commuter vs. recreational/destination oriented, and ADA accessibility), as well as potentially interim solutions that rely on wider sidewalks to serve trail users or routing that utilizes existing or planned sewer lines or utility corridors. Accommodating alignments for local, neighborhood link trails as connections to regional, shared-used trails or major park trails is important for providing access and reducing the sole reliance on trailheads for providing access to the trail network.

Access & Trailheads

Safe, convenient entryways to the trail network expand access for users and are a necessary component of a strong, successful system. A trailhead typically includes parking, kiosks and signage and may include site furnishings such as trash receptacles, benches, restrooms, drinking fountains, and bicycle parking. Trailheads may be within public parks and open space or provided via interagency agreements with partner organizations (e.g., county, school district, etc.) to increase use and reduce unnecessary duplication of support facilities. Specific trailhead design and layout should be created as part of planning and design development for individual projects and take into account the intended user groups and unique site conditions. Trail connections and walking or biking linkages also are good access point to designated local and regional trails.

Trail Development Limitations

One underlying tenet of the recreational trail system is to enable the placement of trails within or close to natural features to provide access to the city's unique landscapes, as well as accommodate outdoor recreational access to creeks, hillsides and waterfront. The future planning and design of trail routes through natural areas should be based on sensitive and low-impact design solutions that

offer controlled access that protects the resource, while providing for a positive experience for trail users. Trail routes should consider intended and unintended impacts to natural areas, such as soil erosion, especially near streams and shorelines. The determination of future trail alignments should place high priority on natural resource and natural hazards planning and protections, in part to meet local land use policies as well as Washington State requirements.

Ongoing Maintenance

Following trail construction, ongoing trail monitoring and maintenance will keep the trails functioning as designed, while working to protect capital investments in the network. Future trail renovation projects should be included in the Capital Improvement Plans as a means to identify and secure appropriate resources for needed enhancement, such as adding additional capacity to the trail. The City should maintain and expand their connection to and communications with the robust network of local volunteers to provide support as appropriate.

Trail Signs & Wayfinding

Coordinated signage plays a crucial role in facilitating a successful trail system. A comprehensive and consistent signage system is a critical component for the trail network and is necessary to inform, orient and educate users about the trail system itself, as well as appropriate trail etiquette. Such a system of signs should include trail identification information, orientation markers, safety and regulatory messages and a unifying design identity or element for branding. The following signage types should be considered and consistently implemented throughout the network:

- Directional and regulatory signage
- Trail user etiquette and hierarchy signage
- Continuous route signage for route identification and wayfinding
- Mileage markers or periodic information regarding distance to areas of interest
- Warning signs to caution users of upcoming trail transitions or potential conflicts with motor vehicles
- Interpretive information regarding ecological, historical and cultural features found along and in proximity to the trail
- Add QR codes to signs to provide links to additional information

Also, the installation of kiosks at trailheads is a best practice that should continue and provides important trail information, while reinforcing the visual brand of the Camas trail experience.

LEVEL OF SERVICE ASSESSMENT

A level of service (LOS) review was conducted in addition to and in support of the gap analysis as a means to understand the distribution of parkland acreage by classification and for a broader measure of how well the City is serving its residents with access to parks, trails and open space. Service standards are the adopted guidelines or benchmarks the City is trying to attain with their park system; the level of service is a snapshot in time of how well the City is meeting its adopted standards.

Many jurisdictions are developing guidelines that are customized to their community and its unique and often changing park and recreation demands, rather than solely applying the historic National Recreation and Park Association’s (NRPA) published park standards that primarily focused on parkland acreage per capita. The use and application of standards continues to evolve and develop diverse approaches. This Plan evaluates the City’s current parkland level of service through a variety of characteristics, including acreage per capita, as a snapshot in time and means to describe the performance of the park system.

Figure 16. Existing & Projected Levels of Service by Park Classification

Type	Current Inventory	Existing Level of Service (2020)	Projected Level of Service (2035)
Regional & Community Park	219.1 acres	8.4 ac./1000	6.4 ac./1000
Neighborhood Park	75.9 acres	2.9 ac./1000	2.2 ac./1000
Special Facility	15.9 acres	0.6 ac./1000	0.5 ac./1000
Trail / Linear Park	61.8 acres	2.4 ac./1000	1.8 ac./1000
Open Space & Greenway	691.5 acres	26.5 ac./1000	20.3 ac./1000
	1,064.1 acres	40.8 ac./1000	31.2 ac./1000

The National Recreation and Park Association (NRPA) conducts annual surveys to generate a Park Metrics database (formerly known as PRORAGIS) that reflects the current levels of service of park agencies across the country based on a variety of factors: population size, population density, number of full-time equivalent employees, number of park facilities, acres of parkland, and more. The Park Metrics survey data are used to compare different park and recreation providers in widely different communities across the country; however, the Park Metrics database relies on self-reporting by municipalities. Some agencies only include developed, active parks, while others include natural lands with limited or no improvements, amenities or access. The comparative standards in the table below should be viewed with this variability in mind.

A few highlights from the NRPA agency comparison provide perspectives on Camas’ park system. Figure 17 compares jurisdictional populations served by park and recreation agencies against certain performance metrics. The number of residents per park and acres of parkland per 1,000 residents implicate the potential wear and tear on park facilities. Compared with similar population sizes, Camas provides considerably more parkland acreage (40.8 acres, including open space) per 1,000 residents. Comparing just developed park properties, the City has 6.4 acres per 1,000 residents. Looking at the numbers of residents per playground, Camas has more playgrounds (at 1,862 residents per playground) than similar-sized jurisdictions (at 3,157 residents per playground).

Figure 17. Service Levels Comparing Park Metric (NRPA) Data

Metric	Median Value		
	All Agencies	Pop. Range 20-50,000	Camas
Residents per Park	2,281	1,963	1,629
Acres of Parkland per 1,000 population	9.9	9.6	40.8
Miles of Trails *	11	8.5	39.2
Number of Residents per Playground	3,750	3,157	1,862
Number of Residents per Recreation Center**	31,141	25,716	6,516

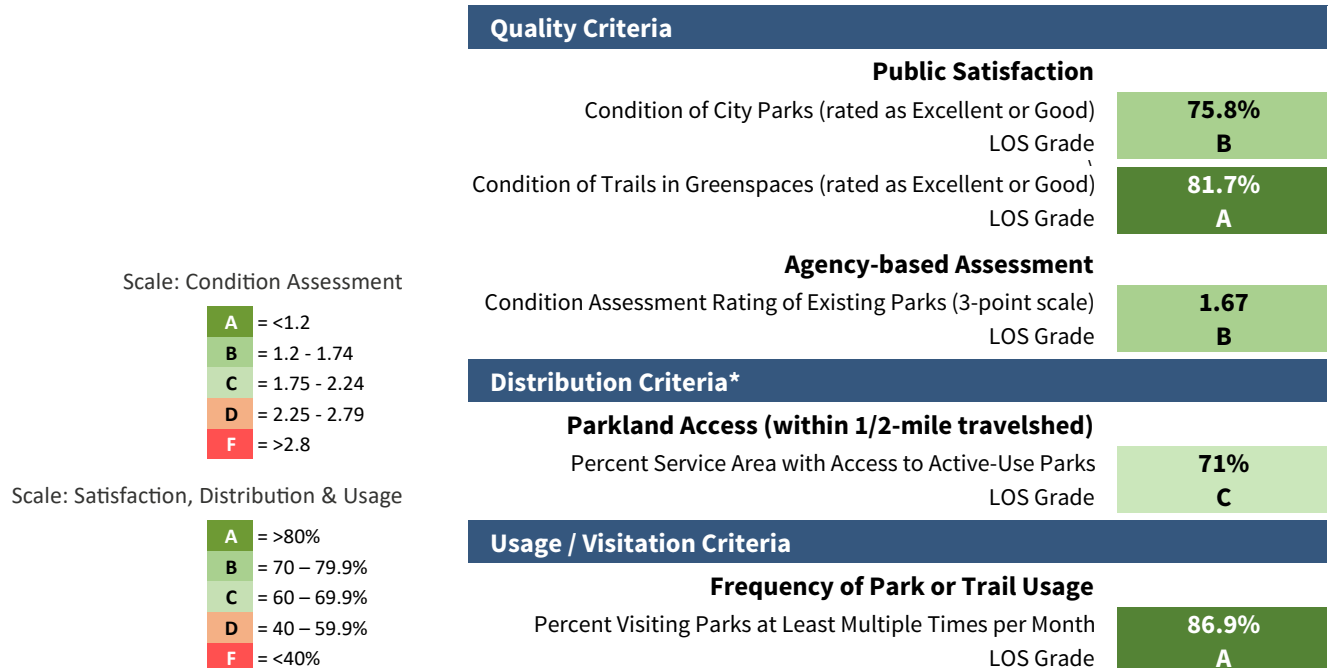
* Note: Includes trails in County parks

** Note: Assumes 25% of Camas population for Camas Community Center and Lacamas Lake Lodge as neither facilities function as traditional recreation centers

The use of numeric standards is a blunt and limited tool to assess how well the City is delivering park and recreation services, since the numeric values alone neglect any recognition for the quality of the facilities or their distribution (i.e., the ease to which residents have reasonable, proximate access to park sites). While public ownership of a broad range of recreation lands is crucial to the well-being of the city, the simple use of an overall acreage standard does not match with the citizen input received during this planning process. Residents were particularly interested in the availability of trails, water access, and open space within a reasonable distance from their homes.

The City’s park system also was assessed using Washington Recreation and Conservation Office’s (RCO) level of service metrics provided in their planning manual. In reviewing the park system as a whole, Figure 18 illustrates the current levels of service across different performance measurements. From the community survey results, public satisfaction of the facilities and amenities that Camas provides ranked as the strongest indicator for the park system. Future development of Ash Creek Park, Lacamas Heights Park and Ostensen Canyon Neighborhood Park will further improve the distribution rating noted in the figure.

Figure 18. Levels of Service with RCO Metrics (System-wide)



* Note: The percentage of land area covered by service area walksheds is a proxy for the population within the residential portion of the City.

No numeric standards are recommended or proposed for open spaces. While numerical planning standards are common for helping to determine a desirable number of neighborhood parks per thousand residents, they do not translate easily to open space because of the uniqueness of the land base itself. Rather than being guided by numerical standards for open space, the priority for future open space acquisitions, if any, should be focused toward those lands that expand ownership of adjacent City-owned properties or to ensure sufficient property is available to accommodate public access and future trail connections.

As with roadway system and transportation planning, planning for recreational trails should be geared toward connectivity, rather than mileage. Considering a mileage standard for paths within the Camas park system would provide only an isolated and inadequate assessment of need for the community and its plans for better connectivity, and as such no numeric standards are recommended or proposed for trails. This Plan recommends a connectivity goal that re-states and reinforces the desire to improve overall connections across the City and enhance off-street linkages between parks and major destinations, as feasible.

Other Considerations

While this Plan uses total parkland acreage and parkland access as primary indicators of parkland need, the City could also consider other factors as its population grows, including:

- Park pressure, or the potential user demand on a park: Residents are most likely to use the park closest to their home. This measure uses GIS analysis to assign all households to their nearest respective park and calculates level of service (in acres of parkland per 1,000 residents) based on the acreage of the park and the number of residents in the 'parkshed'. Areas with lower levels of service are more likely to be underserved by parkland and to see higher degrees of use and wear and tear on park amenities.
- Availability of park amenities: Park systems should include an equitable distribution and quantity of the most common amenities like playgrounds, picnic shelters, sports courts, sports fields and trails to meet local needs and help distribute the potential usage of individual parks. Working to provide well-distributed basic park amenities, while also offering unique outdoor experiences, will result in a varied park system with a range of different recreational opportunities for residents. See Appendix G for considerations.



Credit: Camas Post-Record

PARK & TRAIL SYSTEM RECOMMENDATIONS

Acquisitions and Development for Trail Connections

Additional trail connections are needed, as well as sidewalk and bike lanes improvements, to help link destinations across the community and park system to offer more walkability and promote healthier outdoor lifestyles. Acquisitions of easements, corridors and parcels will be needed to create the comprehensive linkages for Camas' future trail system. The Public Works and Parks and Recreation Departments will need to collaborate on the project planning to ensure the most appropriate links that improve the park and trail system. This should also include coordination with the Transportation System Plan (and subsequent updates), as well as coordination with local subdivision and site development projects.

Park Development & Improvement Projects

The preparation of an updated site master plan for Ash Creek Park and a new site plan for the flat, upper shelf of Ostensen Canyon Park will be beneficial to guide future decision-making and development of those two parks. Once master plans have been adopted, phased park development should be planned as part of the capital facilities program.

Field drainage problems are observed issues at various parks. The City should conduct a city-wide field assessment to create a capital improvement project list and on-going maintenance plan. Ongoing coordination with local leagues and the school district should inform other field improvements, including turfing existing fields, installing lights to expand play seasons and the development of additional fields to accommodate demand.

Expanding Recreation Options

Splash Pads / Spray Parks

Spray parks are water play features that are very popular and provide a means of integrating aquatics into parks at a relatively low cost. Camas currently does not have a splash pad in the park system,

and strong public support exists for this feature. The City should consider at least one spray park to serve residents as an option for summertime water play that doesn't require lifeguarding. This special use amenity typically is supported by parking and restrooms, since it draws users from a wider area. Any spray park facility should be designed to recycle water, if practical.

Bike Skills

Engaging older youth, teens, and adults in more intense physical activity within parks requires amenities that support challenging active movement. The City should plan for a pump track and connecting flow track in a visible location that can accommodate parking and can enable a synergy with other park uses. These features would add new challenges for riders and add to the range of outdoor recreational opportunities across older youth and teens.

Alternative Sports

Providing facilities for alternative or emerging sports, such as skateboarding, BMX, mountain biking, climbing and parkour, can offer residents a more diverse range of recreational experiences, while creating destinations that attract local and regional visitors. Camas currently has an outdoor, concrete skatepark located next to the Washougal River Greenway, and opportunities and facilities for other alternative sports should be considered as new parks, such as Green Mountain, are designed and developed.

All-Inclusive Playgrounds

Upgrading play areas for ADA-accessibility will be necessary to ensure compliance and universal access; however, providing for ADA-accessibility should not be the City's only goal. As new parks or playground replacements are planned, Camas should consider opportunities for fully-accessible all-inclusive play areas to provide for users of all abilities.

Off-Leash Dog Area

Walking with a dog is a very popular recreational activity, and off-leash areas have become desired amenities for dog owners living in urban environments who may otherwise have limited opportunities to exercise their pets. Recreational trends and community input indicate an existing

need for an off-leash area. The City of Camas currently does not have an official off-leash dog area; however, the City of Washougal has prioritized implementation of a dog park within the next year with opportunities for Camas residents to use.

Appropriate sites should be safe, not isolated, and noise impacts on neighbors should be considered. Ideally, a dog park would be a component to a larger (future) community park, where infrastructure (e.g., parking, restrooms and garbage collection) exists and supports multiple activities. The development of a dog park may require code revisions, the development of rules and policies, and community support for self-policing for behavioral issues and waste pick-up. Communities throughout the Northwest have relied on grassroots or non-profit organizations, such as DOGPAW, for the ongoing operations and maintenance of such facilities.

Sport Courts

A limited variety of sport courts exists within Camas. Two tennis courts, three volleyball courts and nine basketball courts are provided at City parks. Tennis court surfacing will require attention in the coming years, and Camas has an opportunity to transition one or both courts to multi-sport use. Camas currently has no outdoor, dedicated pickleball courts available within public parks.

Pickleball continues to rank as one of the fastest -growing sports and has seen significant jumps in participation over the past decade, attracting a wide range of age groups. As an interim step, the City should plan to convert some tennis courts to multi-sport courts through striping and examine the need for additional multi-sport courts in the future.

Community Gardens

Community gardens provide common space for residents to grow fruits, vegetables and flowers. Gardens have been shown to increase healthy food consumption, while providing opportunities for active living, social interactions and lifelong learning. Community gardens are becoming more popular park amenities in urban environments, where residents may have limited outdoor space. Gardens are also popular with a diverse range of residents. Additional gardens could be sited in community or neighborhood parks or in stand-alone locations with parking and access to water. Due to

limited staffing, the City should continue to seek partnerships for garden management with local community groups.

Water-oriented Recreation

Camas' location on the Columbia River and with three major lakes provide substantial opportunities for water-based recreation, including both motorized and non-motorized boating, fishing, paddle sports, wildlife watching, and beach activities. The City has made significant investments in waterfront acquisitions and water-oriented infrastructure over past decades, and this infrastructure, which includes docks, ramps and other water access amenities, should continue to be monitored.

Outdoor recreation businesses in the Camas-Washougal community benefit from the close proximity of the rivers, forests and mountains that provide venues for mountain biking, backpacking, rock climbing and similar outdoor activities. The cities of Camas and Washougal should coordinate and partner with local businesses to run classes that provide an introduction to these outdoor sports and broaden the outreach to new participants.

Acquisitions for a Complete Park System

Camas' park system has been expanding as the City grows and the need for more facilities triggers additions of both parkland and recreational amenities. The City is expected to continue its growth as a desirable place to live and, thus, must press forward to acquire more parkland and develop more amenities within existing parks. The mapping of existing parks within Camas' residential neighborhoods illustrated the need for three more strategically located park sites to ensure reasonable access to walkable parks for the bulk of the community. Acquiring parkland requires a proactive approach and may need to look beyond undeveloped or partially developed properties. In addition to fee-simple purchases, the City should continue to work and coordinate with local residential developers to include public parks in new subdivisions and utilize tools, such as park impact fee credits, to facilitate the process.



User Conveniences

Restrooms

Supporting park and trail use through the provision of restrooms is a critical element in any park system. Based on the park site assessments, several parks should have the restrooms replaced or upgraded; and where possible add new permanent bathrooms to parks and trailheads.

Parking

Camas has several park and trail assets that are heavily used during the summer, especially those that are adjacent to water or have access to water-oriented recreation such as Heritage Park and Heritage Trail. The City should evaluate such locations for parking and transportation constraints and needs and consider improvements to add capacity for heavy seasonal uses.

Picnic Areas & Shelters

Improving access to existing picnic areas and shelters for ADA compliance should be a core focus. Additionally, the City should assess and consider installation of new picnic shelters by city quadrants. Site master plans for Ash Creek Park and Ostensen Canyon Park should guide the future decisions about the need and location of picnic areas and shelter facilities.

Wayfinding

The City of Camas can benefit from enhanced wayfinding and signage supporting its overall park and trail system. Opportunities exist to help visitors navigate and inform them about the public spaces they are entering. A good wayfinding system can provide a consistent identity and display valuable and accessible information to orient the user. This guidance system ensures efficient use of the trail, park, or other public space and conveys safety to the user by translating the environment into a known geography. Signs, symbols, mapping, color, and standardized site amenities combined with good design of the physical environment (i.e., trail or park) help the user navigate the space and stay comfortably oriented.

ADA compliance

Minor improvements to access, such as providing ramped entrances, for site furnishings are necessary to conform to the Americans with Disabilities Act (ADA) and ensure universal accessibility. Also, the City should evaluate the play equipment and its signage for code compliance and replace outdated equipment, as appropriate. The Capital Planning section includes a line item for covering small upgrades and improvements to remove barriers and improve universal access. In general, the City should complete a system-wide ADA assessment and make improvements to existing parks as needed to ensure proper maintenance, usability and quality of park features and grounds.

CHAPTER 6

Open Space & STEWARDSHIP

Camas' open space, greenways and waterways are a critical component of the City's green infrastructure and play critical roles in supporting healthy, well-functioning ecosystems. These many benefits include maintaining and enhancing air and water quality, mitigating impacts of climate change, capturing stormwater runoff, and providing recreational and scenic opportunities to connect with nature that promote physical and mental well-being.

OPEN SPACE

The Camas community is fortunate to have retained several significant natural areas across the City. Over 700 acres of open space properties and natural lands are either owned or managed by the City, in coordination with the acreage of the developed park areas. These open space properties include forested lands, riparian corridors, wetlands, and steep slopes across 31 different sites. Together, the open space properties around Lacamas Lake comprise the most extensive and contiguous public open spaces, accounting for 49% of the open space in the City. Several other significant natural areas, ranging in size from 11 to 125 acres, also provide substantial forested areas. Smaller open space properties, under 10 acres in size, are distributed across Camas.

The open space classification distinguishes natural lands from parks developed for active recreation and other highly managed landscapes. Open space may refer to public properties that are exclusively natural areas or portions of larger parks that are managed as natural areas. These open space lands are managed to preserve, restore, and conserve ecosystem functions, water quality, native vegetation, and wildlife habitat. Open space properties are undeveloped, primarily left in their natural form, and are managed to retain or enhance natural or



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Would like to see development of parking, picnic shelters, and water entry to Fallen Leaf Lake on opposite side of Lake Road.
- Online Open House participant

scenic resources. However, open space may include trails or interpretive signs, along with modest support amenities such as parking or restrooms. Additionally, some properties that are acquired and held as future, active-use parks are managed as open space until they are developed as parks, which may last five to ten years or even longer from the time of purchase.

Figure 19. City-owned Open Space Areas

Open Space Area	Acreage
Larger Open Space Properties	
Fallen Leaf Open Space	52.30
Forest Home Open Space	19.71
Grass Valley Open Space	11.26
Lacamas Creek Open Space	65.79
Lacamas Lake Open Space	52.41
Lakeridge Open Space	59.49
North Lacamas Lake Open Space	159.91
Ostensen Canyon Greenway	47.70
Prune Hill Open Space	22.96
Skyridge Open Space	29.63
Summit Terrace Open Space	12.34
Washougal River Greenway	124.29
Subtotal	657.78
Smaller Open Space Properties	
6th Ave Open Space	0.60
Columbia River Open Space	2.81
Columbia View Terrace Open Space	0.24
Crown Road Open Space	1.37
Goodwin Road Open Space	0.84
Lake Road Open Space	6.99
Meadows Open Space	3.37
Mill Ditch Open Space	9.12
Renaissance Summit Open Space	0.33
Sunningdale Open Space	1.67
Tidland Heights Open Space	1.46
Top Fallen Leaf Open Space	0.41
Triangle Open Space	9.41
View Ridge Open Space	0.33
Subtotal	38.95
Undeveloped Park Properties	
Ash Creek Park	9.54
Benton Park	4.77
Green Mountain	114.21
Lacamas Heights Park	2.30
Ostensen Canyon Park	8.23
Subtotal	139.05
TOTAL OPEN SPACE	835.78

Large Open Space Properties

The City manages several other sizable open space properties. At more than 10 acres, significant habitat for wildlife and a quiet experience for park visitors is buffered by nature from the surrounding urban environment. These areas, in addition to the Lacamas Lake and Washougal River Greenway areas, include Ostensen Canyon, Prune Hill, Skyridge, Forest Home, and Grass Valley. These large open space areas contain a variety of distinct habitats, such as wetlands and creeks, adding to the diversity of plant species they host. Some of these open spaces also include developed trail systems, serving as recreation opportunities and valuable pedestrian connections for local streets and neighborhoods.

Smaller Open Space Properties

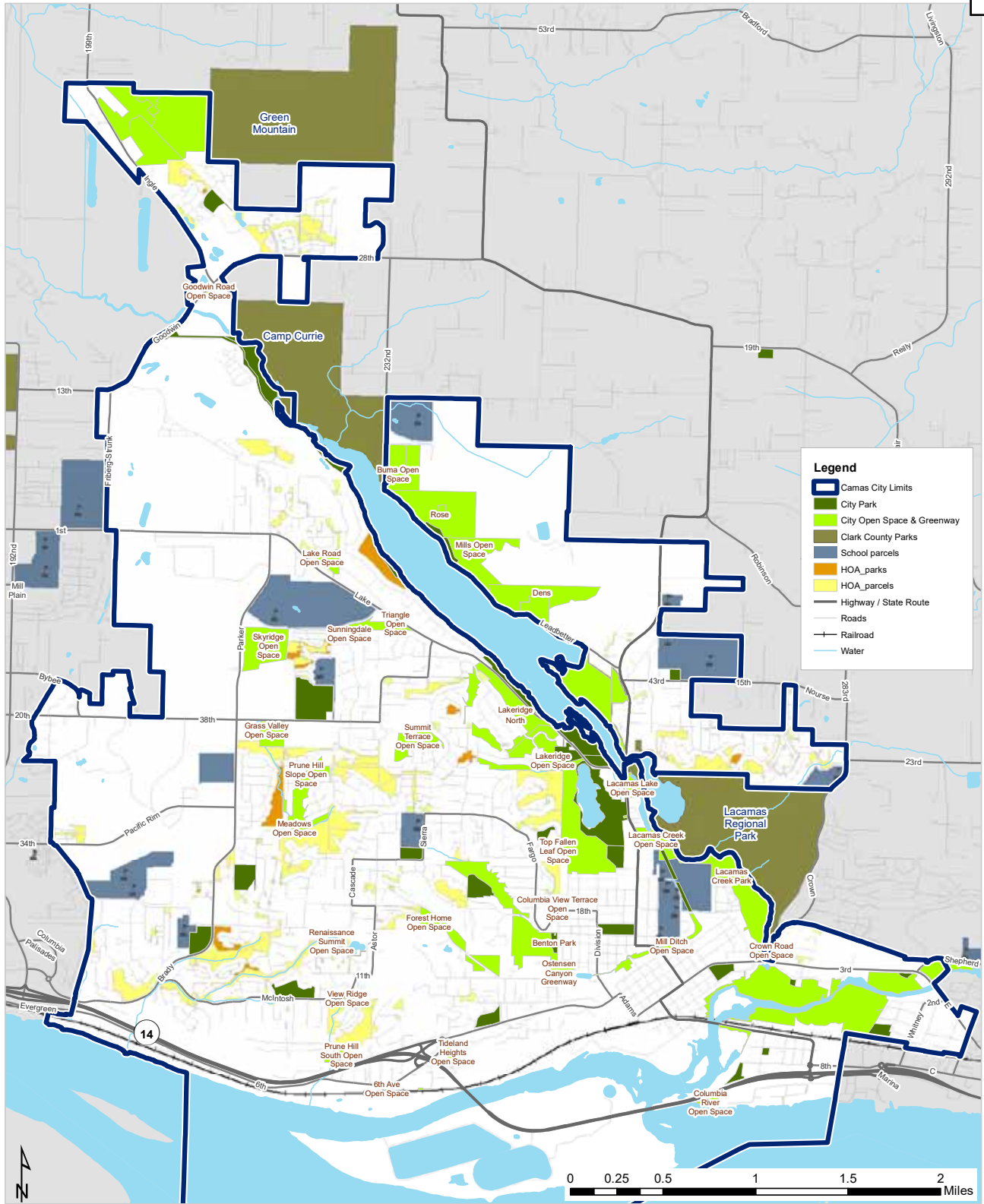
Smaller open space areas, ranging from less than one acre to ten acres, are distributed across the City. Though small, these pockets of natural area serve as refuges for wildlife traveling between larger forested areas, and in some cases, provide meaningful trail connections between adjoining neighborhoods. Several of these areas have no developed trails or site improvements and are managed exclusively as natural area set-asides and to preserve or enhance their ecosystem functions. These include Crown Road Open Space, Lake Road Open Space, Meadows Open Space, Mill Ditch Open Space and Triangle Open Space, among others. Development of these sites for public recreational use, including the construction of trails, may be limited, or restricted by natural characteristics of the land, including steep slopes, wetlands, and other features.

Other Open Space Properties

Other significant natural open space areas include sites owned by Clark County, such as Lacamas Regional Park and Camp Currie, and a significant collection of privately-held parcels owned by various homeowners' associations throughout the City.

Figure 20. Other Open Space Areas

Non-City Open Space Lands	Acreage
Clark Co	891.10
HOA Parks	43.25
HOA Open Space	341.65
TOTAL NON-CITY OPEN SPACE	1,276.00



Map 9: Existing Open Space by Provider

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LAND CONSERVATION

The City of Camas has demonstrated its commitment to conserving its natural resources within the context of a major metropolitan region. The preservation of the network of open space around Lacamas Lake and the Washougal River Greenway are shining examples of the importance of land conservation to the community. The City has also preserved a variety of public waterfront access and public park amenities along Lacamas Lake and the Washougal River.

Many of the public lands that the City owns and manages host unique, high-value landscapes, such as intact forests, waterfronts, and vistas. These areas are prioritized for conservation, acquisition, and restoration activities to ensure that they continue to thrive and provide their distinct ecosystem functions and benefits. High-quality waterfronts, watercourses, and wetlands are all vital to protecting water quality of these environments and preserving Camas' diversity of habitats. Providing safe public access to and within these areas needs to be carefully balanced with the crucial goal of environmental stewardship and natural habitat protection.

Waterfronts

Camas' diverse waterfronts present some of its most aesthetic and environmentally important characteristics. With only small exceptions, nearly the entire waterfronts of Lacamas Lake, Round Lake and Fallen Leaf Lake are in public ownership. Water access sites are provided at Heritage Park, Fallen Leaf Lake Park, Lacamas Regional Park and along Leadbetter Road. River access is provided within the Washougal River Greenway, and the Port of Camas-Washougal provides water access to the Columbia River. Through ongoing planning and coordination with Clark County, the City should continue to explore options to expand its waterfront ownership along the Columbia River. The conservation and continued restoration of these open spaces further highlight the conservation values of the Camas community.

Watercourses

The City's stormwater management area includes three major watersheds: the Columbia River, the Washougal River, and the Lacamas Lake watersheds. The Stormwater Management Program aims to inform and assist in the development of water quality management policies and strategies to protect local waterways, consistent with the state and federal requirements. Watercourses traversing the numerous sub-basins within the three main watersheds are naturally occurring or partially altered streams characterized by perennial or seasonal flows that contribute to water filtration, stormwater buffering, erosion control, and the provision of wildlife habitats. Within City-owned properties, preservation and restoration of the land surrounding watercourses are a priority, ensuring that these areas continue to provide their unique ecosystem services.

Wetlands & Steep Slopes

The City code also protects and regulates wetlands and steep slopes in Camas. The City's natural open space areas include several wetland areas, including riparian or lakeside wetlands and perched wetlands in upland forest areas. Steep slopes exist throughout the drainage basins and small canyons, such as Ostensen Canyon. These areas continue to be a high priority for protection and restoration efforts. Generally, they represent fragile ecosystems that host unique plant communities and serve as a valuable habitat for many animals, including bird and amphibian populations. These areas should be included in future open space management planning.

Forest Lands

Healthy and resilient forest lands are crucial for the preservation of Camas' high-value ecosystems. The City is fortunate to have acquired and protected many of the forested hillsides and canyons and open spaces around the three major lakes. Ongoing monitoring and management of these forest lands will be necessary to control impacts to water bodies and water quality, control invasive vegetation, maintain native plant communities and accommodate appropriate recreational access and usage.

LAND ACQUISITION

Conservation may also take the form of acquiring important lands that contribute to the ecological health of Camas' forests, wetlands, and watercourses. For many years, the City has partnered and planned with Clark County on the Legacy Lands Program to secure such lands adjacent to the North Shore of Lacamas Lake.

The 2021 update to the Clark County Natural Areas Acquisition Plan provides a vision for preserving and enhancing a system of natural lands that includes greenways, habitat, farm, and forest resource lands. The plan provides a regional perspective, identifying specific acquisition opportunities, as well as accommodates future opportunities for park development, trail creation, and restoration. Within Camas, this county-wide plan continues to identify high-value conservation lands along the Columbia River shoreline (including Lady Island) for open space and to accommodate the Lewis and Clark Regional Trail, in addition to lands along Lacamas Creek.

Undeveloped lands or sections of existing properties are often restricted in their potential development by steep slopes, wetlands, or critical areas. These features are often highly valued for habitat conservation. These areas may extend existing natural areas or serve as essential habitat corridors between larger open space lands. Conservation easements and public access easements are tools that could be applied to increase habitat benefits and access across the parks and open space system.

STEWARDSHIP

With the growth of the open space network, the City has initiated several studies to guide the stewardship and management of these lands, informed by quantitative data and best practices.

Open Space Studies and Management Plans

Lacamas Lake Management Plan

The City has begun a process to develop a Lake Management Plan to outline actions to improve water quality in Lacamas, Fallen Leaf, and Round lakes. The project will address algae blooms, along with other water quality concerns that City Council has identified as a top priority. The planning effort will include water sampling and monitoring to better understand current water quality and to develop potential management strategies to improve the overall health of the lakes.

North Shore Subarea Plan

The area north of Lacamas Lake is anticipated to experience substantial growth and redevelopment within the next 20 years, and the City is actively planning the future of the North Shore through an ongoing community process. Current uses are primarily agriculture and single-



family residences, and most of the subarea is in private ownership. Planned transportation infrastructure will improve connectivity and support the employment and retail uses desired in the North Shore area. A large portion of the land in this area is zoned Business Park and Multi-Family, with some Commercial and lower density residential zoning. An eight-point vision statement, adopted by City Council in September 2020, includes as the first two points the intent to preserve the natural beauty of the North Shore and plan for connected greenspace.

1. Preserve the North Shore's natural beauty and environmental health. Policies, regulations and design rules must protect significant trees, tree groves, and surrounding lakes. Identify and preserve views to the treed hillside and the lake.
2. Plan a network of green spaces and recreational opportunities. Integrate a variety of parks, playgrounds, trails, and open spaces into residential and employment areas throughout the North Shore area. Create a "green corridor" along the lake that completes the Heritage Trail, provides lake access, and buffers the lake from adjacent development.

System-wide Open Space Management

In 2003, the City prepared Policy Guidelines for an Open Space Management Plan, which was intended to give staff the basis for effective resource management decisions. The plan identified nine management goals and eight policies to guide open space management. The plan identifies high-level issues related to land management and trail development in and through the open space network.

Since 2003, the City's open space network has grown by over 50% in terms of city-owned acreage, and an updated, more specific and science-oriented open space management and urban forest management plans are required to better guide City staff in the care, maintenance and stewardship of open space and forested lands. In particular, these new plans should reflect the realities of limited program funding and the challenges presented by climate change to include the following considerations:

1. Maintain the functional benefits of open space vegetation.
2. Foster resilient plant communities that can recover from disturbances and adapt to climate change and its impacts, such as forest fires.
3. Implement work based on the value of these functional benefits, the community's priorities for the open space properties and the condition of the vegetation found there.
4. Maximize the return on available funding through volunteers, matching grants, and donations.

SUSTAINABLE STEWARDSHIP PRACTICES

The management of landscapes in City parklands, whether formal plantings in developed parks or diverse forest ecosystems in open space areas, requires continual attention and an investment of significant resources to properly steward and maintain the living landscape. Regardless of the use of these landscapes, the desired outcomes are the same – to sustain healthy, thriving plants.

Past practices and traditional horticultural methods to achieve this goal have become less reliable in recent years. Changes to the Pacific Northwest climate have increased summer heat and drought, causing more stress for mature and establishing plants. This change has been accompanied by a shift toward more sustainable landscape maintenance practices, reducing potential impacts on the surrounding environment and its inhabitants.

Water Conservation

Despite the rainy winters, water is not an unlimited resource in the mid Columbia River valley, and summers are expected to get even hotter and drier as climate change intensifies. It is increasingly likely that not just voluntary, but mandatory, water conservation measures will become necessary on occasion to preserve supplies for the most critical uses, such as domestic consumption.

In landscaped areas where shrubs and trees rely on some summer water, maintenance staff have adjusted the irrigation systems to water before sunrise to reduce water waste and maximize plant uptake. Depending on the landscape, watering also may need to be shifted to a deeper and less frequent watering schedule to reduce evaporation and encourage plants to root more deeply. In addition to reducing irrigation volumes and frequency, the City should consider shifting to planting more drought-tolerant species and schedule the majority of new plant installations in the early part of the rainy season to maximize root growth and establishment before the onset of the dry season.

Plant Selection

Selecting appropriate plants species for park landscapes is the source of a great deal of discussion, both on the local and regional scale.

While drought-tolerant plants will be better able to establish in the short term, consideration is also given to how well newly established plants will survive in the long term. In recent years, cities across the Pacific Northwest have seen many mature native trees decline and die in recent years, unable to adapt quickly to the increased summer temperatures and lack of summer moisture. Plant selection for tree replacements or renovations that consider the anticipated climate in 10-50 years will be more likely to create resilient, mature landscapes that can better transition to warmer, drier conditions.

In natural areas, generally replanted with trees and shrubs native to the immediate area, staff should begin selecting new plants from seed zones that reflect the greater Portland-Vancouver area's projected climate. This focus on plant provenance (the original geographic source of seed, pollen, or propagule) will allow staff to plant the same native species better adapted to future conditions.

In addition to considering the climate in the selection of plants for developed parks, other factors must also be considered, including the mature size of the tree or shrub, any known pests or diseases that may affect the species, and how a fully developed root system will interact with nearby paved surfaces.

Invasive Species Management

The control of invasive species is a critical element of the restoration process and essential in maintaining a healthy natural landscape. Many invasive and non-native species exhibit strong adaptability to Pacific Northwest environments and displace native species, especially within the disturbed landscapes proximate to urban development. In relation to the need for an updated open space management plan, the City should expand resources to managing invasive species and enhanced partnerships to help with these efforts. While removal efforts may be ongoing, those sites cleared of invasives will require continuous monitoring and intervention to reduce or limit the re-establishment of the invasive plants. Through proper management of public open spaces and natural areas, the City and its partners can maintain and enhance its open space areas and the critical ecosystem and community benefits they provide.

Stormwater Management

The Pacific Northwest region is experiencing more severe rainstorms due to climate change, and more of that rain is falling on impervious surfaces: roads, parking lots, and rooftops. This untreated surface water runoff is a source of contamination along the Columbia River, Washougal River, Lacamas Lake, and in other riparian areas, impacting both people and wildlife, especially salmon populations.

State requirements for surface water management are becoming more stringent and costly for both developers and the City. Ongoing updates to and management of the City's NPDES Phase II Permit, Stormwater Design Standards, Stormwater Management Plan, and Stormwater Management Program should be acknowledged in relation to park and open space system management.

Runoff volumes, peak stream flows, and local flooding can be reduced by incorporating trees into stormwater management planning, lessening the need for expensive detention facilities (e.g., catch basins) and the cost of treatment to remove sediment and other pollutants such as lawn chemicals. Green infrastructure is far more cost-effective than grey infrastructure.

Using open space areas and greenspaces to capture stormwater runoff encourages infiltration into the soil, prevents excessive streambed erosion, and reduces sedimentation in major waterways. In addition, a healthy tree canopy increases carbon sequestration potential, encourages local biodiversity, and enhances overall environmental resilience by reducing heat island effects and offering cooler, shaded air.



CHAPTER 7

Recreation & EVENTS



...my top priority “Outdoor adventure summer camps, including archery...” I would be very interested in these types of activities/camps not only for children and youth, but adults as well. I would love to participate in all of the activities that were listed, not only to learn more but also to meet more people in the community.

- Online Open House participant



The recreation facilities and services available within Camas are a major community asset and support the physical, mental and social health of community members. Recreation services are available through a range of public and private recreation, health and fitness providers and facilities. The City currently provides nearly all of its programming through partnerships and program contractors and does not provide a full suite of ‘traditional’ recreation offerings, such as fitness and aquatics, due to limited facility space and staffing.

RECREATION MACROTRENDS

The following national and state data highlights some of the current trends in recreation and may frame future considerations in Camas’ recreation programs. Additional trend data are provided in Appendix E.

- Nationwide, eighty-two percent of U.S. adults believe that parks and recreation are essential. ⁽¹⁾
- Seventy-seven percent of survey respondents indicate that having a high-quality park, playground, public open space or recreation center nearby is an important factor in deciding where they want to live. ⁽¹⁾
- Nearly all (93%) park and recreation agencies provide recreation programs and services. The top five most commonly offered programs include holiday or other special events (65%), educational programs (59%), group exercise (59%), fitness programs (58%), and day or summer camps (57%). ⁽²⁾
- Youth aged 6 to 17 were active outside far less in 2019 than in previous years – the average

number of outings per child dropped 15% between 2012 and 2019. ⁽⁴⁾

- Adults over the age of 65 showed significant change in inactivity rates in the six year period between 2014 and 2019, decreasing 6.8%. The rise in popularity of low impact exercise like aquatic exercise, swimming for fitness, yoga, and barre could be attributing to the decline of inactivity in this older age group. ⁽⁵⁾
- Nearly all park and recreation providers in the U.S. experienced a decline in revenue in 2020 due to the COVID-19 pandemic. As early as May 2020, most providers had to close facilities temporarily in accordance with health and safety directives. Nearly half had also furloughed or laid off staff due to the funding and facility impacts of the pandemic. ⁽³⁾

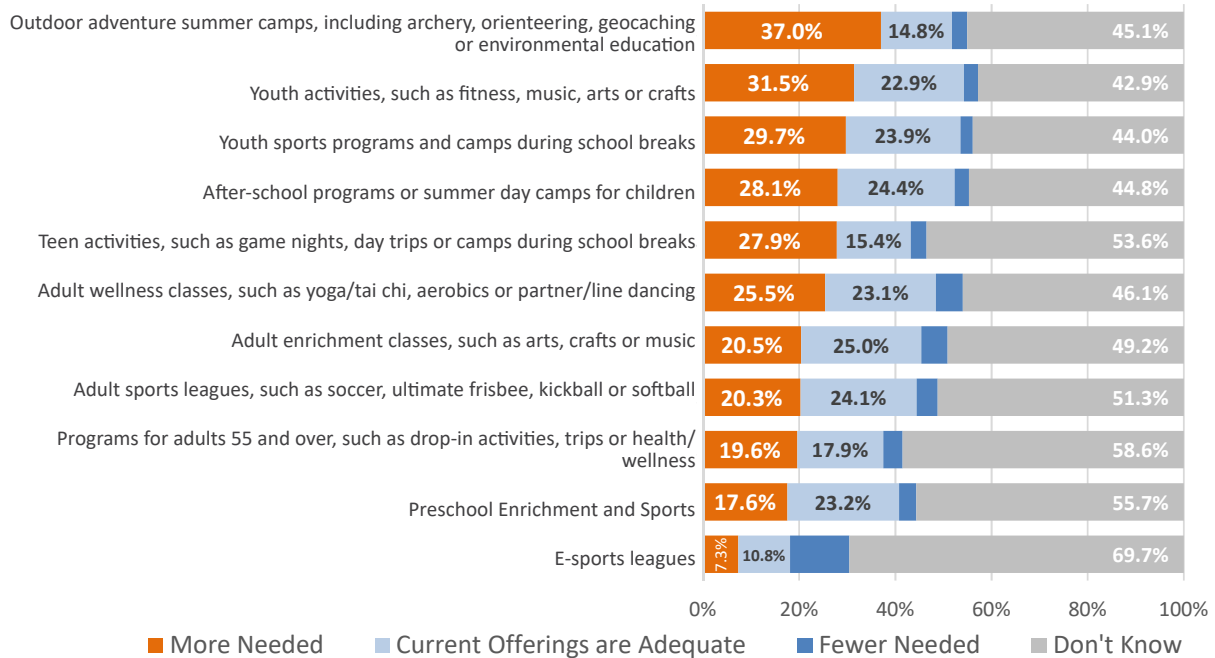
Sources:

- (1) American Engagement with Parks Survey
- (2) 2020 NRPA Agency Performance Review
- (3) 2020 State of the Industry Report
- (4) 2020 Outdoor Participation Report
- (5) 2020 Sport & Fitness Industry Association Sports, Fitness, And Leisure Activities Topline Participation Report

LOCAL PERSPECTIVES

The community survey conducted as part of this PROS Plan update asked respondents which types of recreation programs, classes and activities they would like to see more of. Notably, approximately half of respondents indicated that they did not know whether current offerings were adequate or not. Of those who expressed an opinion, more than half felt the City needed more outdoor adventure summer camps, teen activities, adult wellness classes and programs for adults over 55. Respondents under 34 years of age were more likely to feel the City needs more adult sports leagues, youth camps and after-school programs, preschool activities, and E-sports leagues.

Figure 21. Adequacy of Current Recreation Options



Additional insight was gleaned from the online open house, which asked participants to prioritize the list of recreation programs and activities that ranked strongly from the above community survey. The top three recreation program priorities were noted as the following:

- (1) After-school programs or summer day camps for children
- (2) Outdoor adventure summer camps, including archery, orienteering, geocaching or environmental education
- (3) Youth sports programs and camps during school breaks

The online open house also included a question about community events. Participants were asked to rate the priority (high, medium or low) from a list of ten program options. The top three event priorities were noted as the following:

- (1) Hometown Holidays
- (2) Movies in the Park
- (3) Concerts in the Park

RECREATION PROGRAMS

Interest in the City providing recreation programs appears to be strong; however, the number and types of activities the City can offer is very limited due to the lack of staffing and indoor facility capacity. The City should consider incremental growth in recreation programs and initially focus on facilitating programs via contract vendors who provide their own staff and/or focusing on those programs that are not currently offered by local or regional providers.

Programming Classifications

Recreation program offerings can be classified and segmented into general program categories to assist in the planning and provision of programs and activities. The following general program categories have been applied to a review of programs offered by the City to illustrate the range and variety of program options:

- Education – Language programs, tutoring, science (STEM) classes, computer, financial planning, and CPR/AED/First Aid
- Fitness – Group fitness classes, personal training, education, and nutrition

- Outdoor Recreation – Environmental education, hiking, camping, kayaking, and other activities
- Sports – Team and individual sports including camps, clinics and tournaments, as well as adventure/non-traditional sports
- Seniors – Programs and services that are dedicated to serving the needs of seniors
- Special Events – City wide special events that are conducted throughout the year
- Teens - Programs and services that are focused on serving the needs of teens. This can include all of the activity areas noted above (except seniors)
- Youth – Before and after school programs, summer/school break camps, and preschool

Figure 22 highlights the major areas of focus for current Camas recreation programs, segmented by general program classification and age group. The programs noted are based on a review of program offerings for 2018-2021, that were provided by the Department.



Figure 22. Existing City Programs by Classification

Area	Focus	Programs
Sports	Youth Sports	Sports Camps, Soccer, Skyhawks Sports Camps, Co-ed Flag Football
	Adult Sports	Adult Co-ed Softball, Men's Softball
Fitness / Wellness	Youth	Fencing, Kung Fu, Fitness Classes, Tiny Tots Tumbling
	Adult	Fitness Classes, Yoga, Tai Chi, Women's Self Defense, Barre
Youth		Spring Kids Camp, Preschool, Preschool Summer Camp, Brickzone Summer Camp, School Break Camps
Teens		Camtown Art Show, plus Sports & Fitness (see above)
Education	Youth	CPR/AED/First Aid. Busy Bee Preschool
	Adult	CPR/AED/First Aid
Specialty / General Interest	Youth	Music Together, Craft Workshops, Family Paint Night
	Adult	Craft Workshops, Family Paint Night
Special Events		Easter Egg Hunt, Camtown Youth Festival, Movies in the Park, Summer Concerts, Family Fun Fridays, Hometown Holidays
Outdoor Recreation	Youth	Spring Adventure Camp
	Adult	N/A
Seniors		Fitness Classes, Tai Chi, Self-Defense, Cultural Bus Tours, Casino Tours

Programs Available by Age Groups

Below is listed the general program categories that are available for different age groups. Full dots represent categories where Camas has an established set of programs, and hollow dots represent categories where Camas currently provides some program options and is working to grow the programming.

Figure 23. Segmentation of City Programs by Age Group

Program Category	Preschool	Youth	Teen	Adults	Senior
Education	●		◉	◉	◉
Fitness		●	◉	●	●
Outdoor Recreation		●			
Seniors					●
Special Events	●	●	●	●	●
Sports	●	●	●	◉	◉
Teens			●		
Youth		●			

For the programs it provides, Camas serves all of the major age groups to a degree. Education and Outdoor Recreation have very limited programs in place and should be supplemented as staff and resources allow. Education programs could include language programs, tutoring, science (STEM) classes, computer classes and financial planning. Outdoor recreation programs could occur at many of the local parks and include environmental education, birding, hiking, camping, kayaking and other activities.

As shown in the community survey conducted as part of this Plan, the Camas community considers youth programs to be a high priority for City recreation services. More than three in ten survey respondents indicated that there were not enough youth activities, such as fitness, music, arts or crafts (31.5%) and outdoor adventure summer camps, including archery, orienteering, geocaching or environmental education (37%). To address community needs and demand, the City should explore how to provide adequate resources to expand and diversify its youth programs to meet the growing need for engaging, affordable, safe options for children and teens. The City should continue to work with the school district, community partners, recreation providers, and sports organizations to explore facility options and availability. In utilizing existing parks and outdoor resources during the summer months, the City should explore specialized outdoor youth camps focusing on hiking, climbing or orienteering, as well as expand and strengthen its Adventure Camp program.

If opportunities are created for additional indoor or classroom space, the City should consider whether to expand the quantity and breadth of youth and adult programs offered. In particular, the City should consider health and fitness classes, additional team sports programs, classes in alternative sports, art and music classes, and educational programs, such as language, and personal and home improvement. Because recreational programming can be influenced by national and regional trends, staff must stay abreast of current trends and continue to evaluate and adjust program offerings within its contractor-reliant service model and if indoor program space becomes available.

The City also should continue to coordinate with the school district and explore options to partner with the district for the use of school facilities (e.g.,

gymnasiums and classrooms) as space for expanded program options, especially during non-school summer months. Such an option would require the loosening of COVID restrictions, as the school district has stopped allowing outside organizations to use their spaces for activities.

Regarding programs for adults over 55, the depth and breadth of programming for seniors may need to increase or be adjusted as the overall population ages, with a greater emphasis on the wide-ranging needs and expectations of the Baby Boomer generation. As noted in the Community Profile chapter, Camas has a slightly higher median age than the county and state, and nearly one-quarter of the city population is 55 years of age and over. Today's seniors are generally more active than previous generations and would benefit from a diverse array of recreational and educational programs that promote active, healthy lifestyles. The City will likely see an increased demand for programs offered on evenings and weekends, as older community members maintain employment or volunteer activities later in life.

Additionally, the following program categories are not provided due to the limited nature of the City's facilities and staffing capacity to support these programs:

- Aquatics – Learn to swim classes, aqua exercise classes, competitive swimming/diving, SCUBA, and other programs (synchro, water polo, etc.).
- Cultural Arts – Performing arts classes, visual arts classes, music/video production and arts events.
- Self-Directed – This includes the opportunities for individuals to recreate on their own. This can include activities such as open gym, use of weight/cardio space, and lap/recreational swimming.
- Special Needs – Programs for the physically and mentally impaired, as well as inclusion programs.
- Social Services – This can include nutrition and feeding programs, job training, life skills training, childcare and other activities, such as health screenings.

RECREATION FACILITIES

Camas Community Center

The Camas Community Center is a historic school building located south of the Washougal River and downtown Camas, in the Oak Park neighborhood. The center is used for community meeting and private event space, recreation programs, senior activities, as well as storage for non-profit partners, special event and recreation program supplies. The facility has limited function due to its small size, limited amenities, location, and inability to expand. Built in 1915, the Center was not designed for recreation programming and does not have a full-size gym. In the future, if a new recreation center is approved, the City should reexamine the use of the existing community center to avoid duplication of services.

Lacamas Lake Lodge

The Lacamas Lake Lodge is located adjacent to Heritage Park on Lake Road, along Lacamas Lake. Located on the site formerly occupied by the Camas Moose Lodge, the new building provides community meeting and event space, adult and youth recreation programs, as well as improved access to Lacamas Lake and public parking. This facility is intentionally designed for multiple uses but is especially well suited to rent for events. The City should continue to program this facility to support recreation programs, but in a manner balanced with rental use of the facility, which provides the greatest revenue to support this facility and other City services.

Private Fitness

Several private fitness and aquatic clubs are located in or near Camas. These facilities vary in their offerings and clientele, and their strength in the marketplace is an indicator that the wider Camas-Washougal community seeks out and has a need for fitness-related activities and programs.

School District Facilities

In addition to school gymnasiums and sport fields, the Camas School District also operates the Jack, Will and Rob Center. The facility was opened in 2002 and run as a Boys & Girl Club until 2017. At that time, the Camas School District assumed operations.

The center provides after-school programs, classes and rentals, and the facility offers a gym, classroom space, art room, computer lab and Family Community Resource Center.

Future Recreation & Aquatic Center

In 2019, Camas voters rejected a \$78 million bond to build a community recreation and aquatics center with a recreation pool and competitive pool, in addition to sport field improvements. Although the outcome of that vote was clear, the outreach conducted through this planning effort indicates that many in the Camas community still have interest in an aquatics facility and indoor recreation space.

Traditional guidelines from the National Recreation and Parks Association for service demand for recreation centers are based on a population benchmark, with the idea that one recreation center could be supported by a population of 40,000. With the City's current population and projected growth, the City should continue to explore the potential to site and finance an indoor facility and continue the dialogue with the community about what could be included in a new facility, its projected costs, and the community willingness to support such an endeavor – at a scale that would be supported by voters. Partnerships will be necessary to offset development and operational costs of a community recreation center, so the City should continue discussions with local agency partners (e.g., City of Washougal, Camas School District) and with operators (e.g., YMCA) to explore options for the development and operations of a future center.

SPECIAL EVENTS

The main recreation program area that is directly offered by Camas Parks and Recreation is special events, which include the following (pre-COVID):

- Easter Day Egg Hunt
- Camtown Youth Festival
- S'more Stories Under the Stars
- Concerts in the Park
- Camas Days Kids Parade
- Family Fun Fridays
- Movies in the Park
- Family Halloween Night
- Hometown Holidays

Community and special events should continue to be an area of emphasis. Special events draw communities together, attract visitors from outside the community, and are popular with residents. However, due to resource requirements of coordinating special events, the overall growth in the number of events should be carefully managed. This will ensure the City can adequately invest in its overall recreational offerings and maintain high-quality special events. Other community groups should be encouraged to be the primary funders and organizers of as many community-wide events as possible. If the City decides to offer more events, it should obtain sponsorships to offset costs and develop a series of seasonal activities.



PROGRAM ENHANCEMENT & DEVELOPMENT

Staff should periodically review data from the following sources to determine community needs for programs and services:

- Historical registration trends/success of current programs and services
- Surveys and questionnaires
- Washington SCORP and national trend data
- Suggestions provided by current instructors and current employees
- Suggestions submitted by prospective instructors/employees

Staff should continue to evaluate and assess the City's program offerings and prioritize future programs based on a mix of criteria that include:

- Current or potential importance for community-wide or broad individual benefit
- Community needs or deficiencies
- Potential for increased participation
- Revenue potential, affordability and accessibility

With the City of Washougal's interest in expanding recreation options, the City of Camas should directly coordinate and plan with Washougal staff to provide a balanced suite of programs in a complementary manner. This should be in parallel with the development of Camas' programming philosophy to detail how the City will deliver recreation programs and services in the future, which also is framed by the availability of flexible, indoor space for programs and classes. As part of the programming philosophy, the City must determine what programs and services will be offered directly by recreation staff and which will be contracted to other individuals or organizations. The City's current model of utilizing program contractors could be expanded or supplemented as indoor space is available via arrangements with the school district and/or the construction of a larger recreation center that can accommodate fitness, athletics and classes.

Before determining which programs and services to contract or have provided by others, an assessment of the specific pros and cons of such a move needs to be completed. A major aspect of this analysis should be to determine the financial impacts and

quality of the services that will be provided. Key questions to be asked include:

- Is this program offer consistent with community wants and needs?
- Do we have the facility capacity to provide the program? If not, can we partner with someone who has the space?
- Will this be the most cost-effective method to obtain the program, service or function?
- Does the Department have the knowledge, equipment, staffing resources and systems to provide the program, service or function?
- Are there other more qualified organizations that should provide the program, service or function? Will the quality of the program, service or function suffer if it is contracted to other organizations?
- Is the program, service or function only available from a contract provider?
- Are the safety and liability risks too high to provide the program or service in house/
- How will we effectively and efficiently market this program?

to ensure that there is a broad base of inclusive programming options available. This will require strong communications with other providers to determine roles, tracking of programs offered and number of participants, plus actively promoting the availability of services. Strong marketing efforts will be needed to inform and promote the recreation programs that are available and should focus on the following areas:

- Website enhancement to better promote programs and services
- The development of an updated program catalog, circulated multiple times a year
- Promotion of program registration options
- Programs and services offered by other providers
- Using appropriate communication channels to effectively market to various demographic segments.
- Cross marketing and/or promotional opportunities with other organizations such as the Camas School District, Camas Library, Meals on Wheels, Camas-Washougal Rotary and others.

There must be a strong recognition of the different demographic markets that have to be served. The youth, senior and family populations in the area should be specifically addressed, as should the different ethnic groups. Cross marketing programs with the school district and using social media to highlight programs by target audience also should be employed.

COMMUNICATIONS & MARKETING

As staffing and resources allow, the City should take a stronger role in coordinating and delivering recreation programs and services in the community



CHAPTER 8



Near-term – increase field capacity by improving field quality.
- Stakeholder Focus Group participant

The City of Camas aims to provide a quality park, recreation, natural open space, and trail system that is efficient to administer and cost-effective to maintain. The previous 2014 PROS Plan outlined a set of objectives for operations and maintenance to help achieve this goal. These included staff training, updated equipment, the exploration of additional resources through alternative staffing, a volunteer coordinator position and the investment in preventative maintenance and upgrades to park facilities to maximize long-term benefits. Camas has since purchased larger mowing equipment, added two FTE positions in the fiscal 2019/20 period and added a playground inspection program with funding for playground equipment repair. This park management effort is ongoing as resources are available but further progress

Operations & MAINTENANCE



is needed. Park Operations staff have demonstrated their dedication to keeping parks functioning while the parkland system, city population, and park use has been expanding rapidly.

This chapter will provide data and assessments to help identify existing resource gaps and explore opportunities that may improve the capacity of park operations and maintenance.

BACKGROUND

The City of Camas has doubled its population since 2000 and has been very successful at implementing its plans for acquiring and preserving open space in the face of development pressures. The City has worked diligently to create its open space network with a connecting system of trails around Lacamas Lake and linked to regional trails. In the last decade alone the City has added over 316 acres of open space and over 146 acres for future parks. The ten years of successful acquisitions increased the 2010 park system size by over 75%.



Figure 24. Camas Parklands Acquisitions since 2010

Year	Acquisition Acreage		
	Park	Open Space	Total
2011	7.02	4.92	11.93
2012		48.92	48.92
2013		23.59	23.59
2014		5.82	5.82
2015	25.12		25.12
2016			0
2017			0
2018		75.57	75.57
2019		37.99	37.99
2020	58.55	119.66	178.22
2021	55.65		55.65
Subtotals	146.34	316.47	
Total Acquisitions since 2010			462.81

While the park system in Camas increased by over 462 acres, the park maintenance staffing remained at the same equivalent employee level. There is some degree of maintenance outsourcing that accomplishes tree pruning or removal and invasive weed control.

Figure 25. Camas Park Maintenance Staffing Levels from 2010-2020

Metrics	2010 Actual	2020 Budget	2020 Actual
Parks Maintenance Expenditures	\$842,449	\$1,284,856	\$1,246,099
Parks Maintenance Staffing (FTEs)*	7.3	7.3	*

* No seasonal workers were hired in 2020 due to COVID
2010 FTE's combined full-time and seasonal equivalents

In 2010, park maintenance was conducted by 5.3 full-time employees (FTE) and two FTE equivalents for summer seasonal work. Having added two FTEs in 2019, park maintenance was executed by 7.3 FTEs with two additional seasonal positions. In 2020, no seasonal workers were hired due to COVID restrictions. While the park maintenance budgetary

expenditures increased by about 48%, the actual personnel level was similar to 2010. Those budget increases were mainly from normal inflation, additional playground repair/maintenance, and cost of living adjustments. Clearly, the operational resources have not kept up with the increase in the park system.

National Park and Recreation Agency Comparisons

The National Recreation and Park Association (NRPA) 2020 Agency Performance Review provides some park metrics that offer perspectives on the Camas park system. Selected findings from their benchmarking tool illustrate some disparities with park acreage, population size and Park Operations staffing levels.

Figure 26. NRPA Agency Performance Comparisons with Camas' City-owned Park Facilities

Metric	All Agencies	Pop. 20,000-49,999	Camas
Number of Parks	20	-	18
Park Acres	437.1	-	240
Parks & Open Space Facilities (# sites)	27	-	70
Parks, Open Space & Non-Parks Acres	530	-	1,064
Residents per Park	2,281	1,963	1,448
Park Acres per 1,000 Residents	9.9	9.6	40.8
Trail Miles	11	8.5	18.7

The City of Camas, with 1,064 acres of parks and natural areas, has more than double the acreage of parks and open space than the median park and recreation agency (at 530 acres). That acreage comparison uses only city-owned parklands excluding the parklands owned by Clark County. The City also manages much more than the median trail mileage as typical agencies across the country. For Camas residents, these additional park facilities help improve the quality of life. However, the existing park operations staffing level does not provide enough resources to oversee, monitor or steward this extent of open space and natural parkland. A review of additional NRPA metrics provides further comparison with other agencies and jurisdictions of similar size. The number of park FTE positions relative to the population size for most park and recreation providers is 8.9 FTEs per 1,000. The Camas park and recreation system has 0.4 FTEs per 1,000 population; the number of FTEs is considerably lower. The operating expenditures per capita is much lower than comparable cities.

Figure 27. NRPA Agency Performance Metrics Comparisons – Park & Recreation Staffing

Metric	All Agencies	Pop. 20,000-49,999	Camas 2020
Park & Rec FTEs*	41.9	27.3	11.1
P&R FTEs per 1,000 Residents	8.1	8.9	0.4
Annual Operating Expenditures	\$4,342,495	\$2,885,847	\$1,771,272
Operating Expenditures per Capita	\$81.19	\$95.34	\$67.96
Operating Expenditures per Park Acre	\$7,160	\$8,522	\$1,665

*No seasonal FTEs for Camas in 2020 due to COVID

The comparison with NRPA metrics predicts the need for additional staffing resources to effectively manage the extensive system of parklands owned by the City. As the City continues to work to fill in the gaps in its open space network and to further develop its comprehensive trail system, park operations will need to be expanded to meet the need for more active stewardship and care.

Additional agency performance review findings are located in the 2020 NRPA Agency Performance Review summary in Appendix E.

Washington Cities Park and Recreation Provider Comparisons

Park and recreation operations can be highly variable, particularly at different population sizes and residential densities. A more refined comparison of park metrics was prepared using several cities in western Washington with population sizes within range of the population size of Camas. This comparison used budgetary and staffing numbers from 2018 to avoid the highly variable impacts from the COVID-19 shutdown and ensuing restrictions.

Figure 28.. Comparable Washington Cities' Park & Recreation Performance Measures

Performance Measure	City of Camas	City Park Providers				Park District Providers	
		Port Angeles	Maple Valley	Mercer Island	Mountlake Terrace	Si View	PenMet
Population	26,065	19,960	28,013	25,748	21,286	25,410	37,485
P&R total spending (2018)	\$1,020,000	\$3,462,300	\$2,525,940	\$5,209,047	\$3,623,851	\$7,645,050	\$14,567,517
Spending per resident (2018)	\$39.13	\$173.46	\$90.17	\$202.31	\$170.25	\$300.87	\$388.62
Operating Budget (2018)	\$2,050,000	\$3,356,600	\$2,525,940	\$5,864,507	\$3,623,851	\$5,042,038	\$6,297,517
Operating per Resident	\$78.65	\$168.17	\$90.17	\$227.77	\$170.25	\$198.43	\$168.00
Annual Capital Spending (2018)	-	\$1,024,000	\$8,100,000	\$3,154,753	-	\$1,460,952	\$8,270,000
Capital Spending per Resident	N/A	\$51.30	\$289.15	\$122.52	-	\$57.50	\$220.62
Park & Rec FTE (2018)	5.25	25.6	11.75	29.75	44	14.5	22.3
Seasonal FTE positions	3.75	7.6	(combined)	(combined)	(combined)	-	(combined)
P&R FTEs per 10,000 Residents	3.45	16.6	4.2	2.6	2.1	5.8	4.6
Total Developed Parks (acres)	240	270	320	259.9	269	46	266.1
Park acres per 1,000 Residents	9.2	13.5	6.9	10.1	12.6	1.8	7.1
Total Parks & Natural Areas (ac.)	1064	270	370.8	479	269.0	890	570.9
Parkland acres per 1,000 Residents	40.8	13.5	13.2	18.6	12.6	35.0	15.2
Parkland acres per P&R FTE	118.2	8.1	31.6	16.1	6.1	61.4	25.6
Population Density (people/sq. mi.)	1,853	1,865	4,669	4,036	5,243	941	742
Park Facilities	18	23	9	52	15	65	19
Trails (miles)	18.7	8.5	3	24.9	-	-	1.6

Note: 2018 budget numbers were used for the provider comparison to avoid the highly variable budget impacts from COVID.

In reviewing the comparisons, a few observations about the Camas system stand out.

- Overall spending per resident for park and recreation services was considerably lower for Camas (\$39.13 per resident). The average across the other comparable cities was \$220.95 per resident.
- Also, Camas parks and recreation budget allocated the equivalent of \$78.75 per resident compared with an average \$170.46 per resident for the other cities.
- Overall, Camas had more total park and open space acres per 1,000 population (40.8 per 1,000)

than the comparable agencies. However, when comparing staffing for that larger parkland system, Camas measured at 118.2 parkland acres per FTE significantly higher than the averaged 24.8 parkland acres per FTE of other comparable cities.

This comparison indicates some off-balance traits for Park Operations charged with stewardship of the entire Camas park system.

OPEN SPACE MANAGEMENT

The City provides conserved public lands and undeveloped parklands temporarily held as greenspace totaling over 830 acres. Recent additions of Green Mountain and properties in the north Lacamas Lake area have helped create a significant network of contiguous natural areas with high ecosystem value. Park Operations currently manage to accomplish field mowing in open space lands such as Goot power lines, Ostensen Canyon, etc. and have performed annual invasive species spraying in areas identified by the County Weed Management Board in the spring.

However, the capacity of the Park Operations staffing has not kept up with the more extensive need for open space management that may involve proactive hazard tree removal, vegetation monitoring, invasive plant control and addressing any ecological restoration needs. The open space network has grown by over 50% in terms of City-owned acreage since 2000.

With the growth of its open space network, the City has responsibilities for extensive conserved landscapes and has conducted several studies to guide the stewardship and management of these lands.

To highlight the intended need for open space management, past planning efforts have been summarized below.

The 2003 City of Camas Policy Guidelines for an Open Space Management Plan established the overall policies to guide the management of both public and private property within the Open Space Network. The Open Space Network was identified and mapped as part of the 2000 Parks & Open Space Comprehensive Plan. The Policy Guidelines document was intended to set the direction of open space planning and to provide staff with the foundation for effective resource management decisions. The Management Goals for open space policy included nine directives that coordinated best management practices in natural areas and funding for an open space management program by the City. The Parks and Recreation Department was designated with the responsibility for administration, management and maintenance of the open space network. Trails are considered to be an integral part of the open space network. The

Parks and Recreation Department is designated with the responsibility for trail safety and security, inspection and monitoring, and maintenance.

The 2014 PROS Plan included Design and Development Guidelines for the City's Natural Open Space Areas that recognized natural areas should be protected for their environmental value with only limited improvements for passive recreation where appropriate. The guidelines encouraged public use of the natural open space through trails, viewpoints and other features while ensuring protection of ecologically sensitive areas. A minimum of park features were cited for improving natural open space including trails and site furnishing such as benches, picnic tables, bike racks, trash receptacles, and signs. The guidelines suggest additional park features for consideration such as parking, restrooms, picnic shelters, gathering spaces (for education), interpretive exhibits, trailhead or entry kiosks, and restoration areas.

The Legacy Lands Master Plan – 2020 Draft Design Report, was the culmination of a consensus-building process for guiding the future development of the north shore of Lacamas Lake. The City had secured significant lands intended for shoreline protection, conservation and recreation. The Legacy Lands Master Plan built on the concepts that were put forth in the 2016 North Shore Lacamas Lake Vision Plan whose guiding principles included recreational trails with connections to the regional trail network, active recreational facilities, native habitats, and preserving key visual landmarks along the shore. Acknowledging future population growth and development pressures, the City is undergoing the North Shore Subarea Plan that encompasses 800 acres north of Lacamas Lake, and will incorporate the concepts developed in the draft Legacy Lands Master Plan.

None of the above planning efforts addressed the predictable need for more maintenance staffing or the necessary increased funding for management and maintenance.

TRAIL MAINTENANCE

Camas' trail network provides tremendous value to its residents and visitors with walking and biking infrastructure for healthy outdoor recreation and connections to destinations across the city. With limited Park Operations staffing, trail maintenance, upkeep and capital repairs will fall behind or be deferred on a recreational asset that receives continual, daily use. Park Operations are currently able to manage brush clearing on significant trail on the Washougal River Greenway and Heritage Trails. Trail resurfacing is scheduled when pathway tread conditions deteriorate. Other maintenance activities tend to be triggered by public comments or complaints.

The planned expansion of Camas' trail network along the north shore of Lacamas Lake, Mill Ditch and connecting to Green Mountain will add miles of public shared-use trails. To ensure safe and beautiful trails, park operations estimates one FTE to maintain trails, at .04 FTE per trail mile. The current level of service for trail maintenance is estimated at .02 FTEs/mile. As miles of trail are added, additional FTE resources should be increased concurrently.

To help convey the importance of trail upkeep, parks operations may want to consider adding one or two trail counters along the busier trail sections. Measuring the trail use can help communicate how many people are affected daily by the trail conditions. A record of trail use can also help when providing quantifiable data for grant support or submittals.

SPORT FIELD MAINTENANCE

Camas has sport fields in ten of its park facilities. Some of its sport fields receive extensive maintenance and care through partnering sports organizations (such as Little League) while other fields may only receive mowing, annual weed control and litter control. In parks where local sports organizations are not providing added level of care, Camas should address deficiencies to ensure that access and equity for sports facilities is maintained across the city. Additional maintenance on these sport fields calls for turf maintenance, including over seeding, fertilization, and top dressing; athletic field fence maintenance, including backstops and fence perimeters; and goal post maintenance.

PARK FACILITIES MAINTENANCE

Park maintenance staffing has been stretched to care for the City's aging park facilities, while the system continues to expand to meet the increased park use. Additional attention needs to be given to bolster existing general park maintenance tasks: playgrounds inspections, maintenance and repairs, and noxious and invasive weed control. Updating the older park amenities can help lighten the load on needed repairs and ongoing maintenance tasks, but as newly developed parks are added to the system, additional operational and maintenance resources will be necessary to ensure those park assets are managed for safe and enjoyable public use and longevity. Park Operations has not been able to proactively perform tree assessments within parks to ensure proper care of its tree canopy resource or to mitigate for potential tree hazards. Additionally, Park Operations is tasked with managing and maintaining the Camas Cemetery.

ASSET MANAGEMENT

The NRPA has developed a quality risk assessment tool called "Park Check" to provide an analysis of an agency's risk profile. The online tool uses a series of questions to explore the likelihood of problems due to lack of resources available over time. The Park Check risk assessment tool rates your responses to these questions to determine if your agency's ability to deliver quality park and recreation amenities and services to all members of your community in the future is at "low," "moderate" or "high" risk. The online tool generates a customized report that could help department's further articulate their needs for dedicated and reliable funding and local support.

More specifically, the conditions assessment conducted in this PROS planning process reveals a number of areas where more attention is needed to physical amenities with park facilities. Whether the need to repair site furnishings, reduce ADA barriers, or correct deficiencies is identified, the conditions assessment should be used to help improve public safety in the parks and reduce public risk.

As an example, playgrounds across the city are in different stages of their life cycles. Some play equipment has aged beyond its life expectancy and may not meet current safety standards.

While the city has started regular scheduled safety inspections, additional funding needs to be evaluated to ensure timely repair or replacement of play equipment. In addition, the inspection report could include assessment of the likelihood and consequence, in terms of financial, community and environmental impact, of the future failure of its assets, such as shelters and other structures. Such an assessment can provide key information for the strategic prioritization of limited resources toward those assets whose failure would have the greatest negative impact on the Camas community.

As an element of Park Operations, the management of physical assets requires proactive planning for capture cost efficiencies. Tracking repairs, maintenance tasks, routine operations and seasonal work can help predict the needs for future labor resources as the system grows. The 2014 PROS Plan recommended developing a detailed list of the assets at each park facility site and evaluating asset conditions annually. Such a tracking schedule would create a framework for long-term management of the Camas park system. Detailed inventories with conditions tracking will inform replacement needs, monitor safe use, and assist in assigning maintenance frequency.

Most built park amenities have limited lifespans. Buildings, play equipment, pavement, etc. can be tracked from installation dates. As repairs are needed, those assets can have predictable replacement dates that are added to the capital facilities program. Life-cycle planning can help avoid extra time spent repairing outdated amenities and foster more cost effective labor resource use.

Following on a program of asset management tracking and life-cycle planning, a regular capital repair program should proactively address minor repairs and help extend the life of some amenities. The delay of small repairs can lead to more frequent maintenance that could be avoided. When existing staffing is stretched to its limit, park agencies must rely more heavily on outside contractors for implementing even the small capital repair projects. Without adequate staffing, a backlog of needed maintenance and repairs usually exists. With a sufficient skilled labor force, the City can capitalize on using existing staff resources to complete the smaller capital repair projects during off-season capacity.

Americans with Disabilities Act Compliance

The Americans with Disabilities Act of 1990 (ADA) prohibits discrimination on the basis of disability. Titles II and III of the ADA require, among other things, that newly constructed and altered state and local government facilities, places of public accommodation, and commercial facilities be readily accessible to, and usable by, individuals with disabilities. Recreation facilities, such as play areas, are among the types of facilities covered by Titles II and III of the ADA.

The U.S. Department of Justice 2010 ADA Standards for Accessible Design provide guidelines that are intended to address design conditions to ensure that barriers or obstacles blocking outdoor recreation facilities are prevented or removed, such that all park patrons have reasonable access to site amenities. As older facilities are in the process of renovations and replacements and new facilities are added to the system, Camas will need to ensure compliance with ADA accessibility requirements.

Invasive Species Management

The control of invasive species is a critical element in the stewardship of open space lands to ensure their continued conservation values and ecosystem services. An active invasive species control program is also necessary to ensure that the City is meeting the requirements of RCW 7.10 Noxious Weed regulations. This may involve direct control measures for known and identified noxious weed problems, pre-construction prevention of noxious weed spreading, and evaluating new parkland or conservation land noxious weed coverage. Clark County's Vegetation Management Division currently handles some of the invasive weed control for the Camas park system but more work needs to be accomplished to effectively meet the regulations. Camas should consider hiring and training its own staff to perform an invasive weed control program for all its park and open space lands.

In-House vs. Outside Contractors

Park and recreation agencies throughout the country should continually weigh the costs of service provision through internal staffing versus external contracts. Full-time staffing weighed against seasonal resources should explore the off-season workload, training time for new part-time seasonal employees, the availability of seasonal labor, and the specialized skill sets for some types of operations. One-time projects and specialized repairs and renovations may require outside contractors while some park agencies have enough trained in-house staff to accomplish smaller capital projects.

STAFFING NEEDS

The assessments and comparisons of park operations staffing have indicated the need for a stronger labor force for maintaining Camas' parks and open space/natural lands. The 2014 PROS Plan recommended adding specialized trail position, an urban forester or arborist, and a natural resource specialist to the operations team to build the level of expertise needed to effectively manage the existing natural resources owned by the City. Since the 2014 PROS Plan, several additional open space properties have been acquired, increasing the natural lands owned by the City from 440 to 691 acres.

For the Clark County park system that includes extensive natural areas, regional parks, community and neighborhood parks, many years of tracking maintenance tasks and labor expenditures produced some five-year averages for the amount of labor required to adequately care for its park system.



Figure 29. Performance Metrics for Clark County Parks Maintenance

Predictive Labor Staffing Needs	Total Park Acres	Labor Hours/Acre	Total Labor Hours	FTE # (1,820/yr)
Neighborhood Parks	75.9	152	11,536.8	6.3
Community Parks	67.7	111	7,514.7	4.1
Regional Parks	151.4	98	14,837.2	8.2
Open Space/Natural Areas	691.5	21	14,521.5	8.0

Using those metrics can help predict the potential park maintenance staffing needs for the Camas park system as it ramps up its stewardship of natural areas and adds new developed parks.

Figure 30. Predictive Staffing Levels for Camas Park System

Annual Labor Expenditures per Acre	5-yr Average
Greenspace Labor Hours per Acre	21
Neighborhood Parks Labor Hours per Acre	152
Community Parks Labor Hours per Acre	111
Regional Parks Labor Hours per Acre	98

The table in Figure 30 (above) uses acreage that includes both developed and undeveloped parkland acreage. If only the currently developed park acreage was calculated in this staffing prediction and included special facilities sites, the 240 acres of developed facilities (not including trails or open space) would suggest the need for 15 full-time equivalent employees, double the size of the current staff level. Staffing resources are needed to implement the updating and renovations for older parks, to provide maintenance for expanded trail connections and to steward its hard-earned open space lands. Camas should be prepared to support its park system with adequate operations and maintenance staffing to ensure protecting and preserving the value of its outdoor assets now and in the future.

CHAPTER 9

Goals & OBJECTIVES



Add interpretive cultural and historical information to the parks or trails to honor local heritage. Highlight tribal history. This information can draw people into a park, and it helps teach kids. Provide signage in a blind/deaf-friendly way.

- Stakeholder Focus Group participant



The goals and objectives described in this chapter define the recreation and park services that Camas aims to provide. These goals and objectives were derived from input received throughout the planning process, from City staff, the Parks and Recreation Commission, City Council and community members.

The Growth Management Act (GMA) adopted by the Washington State Legislature in 1990 provided a foundation for land use planning in selected cities and counties throughout the state,

including Clark County and the City of Camas. The GMA's purpose is to help communities manage efficiently with the challenges of growth to ensure their long-term sustainability and high quality of life. It identifies 14 planning goals to guide the development of comprehensive plans and development regulations (codified in Chapter 36.70A of the Revised Code of Washington). Four of these goals directly affect the development and implementation of this plan.

- “Encourage the retention of open space and development of recreational opportunities,

conserve fish and wildlife habitat, increase access to natural resource lands and water, and develop parks.” RCW 36.70A.020(9)

- “Protect the environment and enhance the state’s high quality of life, including air and water quality, and the availability of water.” RCW 36.70A.020(10)
- “Identify and encourage the preservation of lands, sites, and structures, that have historical or archaeological significance.” RCW 36.70A.020(13)
- “Carry-out the goals of the Shoreline Management Act



Credit: Camas Post-Record

with regards to shorelines and critical areas.” RCW 36.70A.020(14)

Furthermore, the Camas Comprehensive Plan, the previous park system plan and county-wide planning policies provide a framework for this PROS Plan.

The following goals matrix is structured by functional areas and thematic goals, as follows:

Functional Areas

- Administrative
- Projects & Programs
- Policy

Goal Themes

- Welcoming For All
- Stewardship of Land, Parks & Programs
- Plan for & Fill Known System Gaps
- Organizational Excellence

Goals are stated within each thematic area and associated to the functional areas. Under each goal, action item(s) will be listed.

A goal is a general statement that describes the overarching direction for the park and recreation system. Action items are more specific and describe an outcome or a means to achieve the stated goals. Near-term recommendations are specific and measurable actions or projects intended to implement and achieve the goals, and will be contained within the Needs Assessment and Capital Planning chapters of the PROS Plan.

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WELCOMING FOR ALL



STEWARDSHIP OF LAND, PARKS & PROGRAMS



PLAN FOR & FILL KNOWN SYSTEM GAPS



ORGANIZATIONAL EXCELLENCE

PROJECTS & PROGRAMS

Actively communicate and improve outreach and marketing to increase participation.

- Promote and increase participation in youth and senior scholarships.
- Keep park and trail facilities map updated.
- Pursue opportunities for alternative outreach and education to diverse groups, such as piloting youth parks stewardship programs and active communication through faith groups and non-profit organizations that work with people of color and underserved communities.
- Pursue partnership opportunities with health care organizations to promote active recreation and wellness activities and events.

Opportunities for dogs to recreate with their human family.

- Partner with non-profits for more pet and animal and animal friendly events.
- Explore a partnership with DOGPAW to develop and manage off leash areas.

Increase capacity for sports field users.

- Explore opportunities through joint use agreements with school districts to use existing fields or interim use of other lands.
- Enable an effective scheduling system.
- Implement creative design options, such as multi-use fields, upgrade field turf surfacing, and/or install lights.

Improve Asset Management.

- Improve the asset management system; to include parks facilities and amenities assets along with tree and plant assets.
- Update levels of service standards and develop a per acre maintenance budget.
- Develop an urban forestry program that articulates long-term strategy for tree protection, urban forestry management and education.
- Develop and implement improved natural area management practices to enhance ecological health and remove invasive plant species.
- Continue to build on playground equipment inspection program, prioritizing removal and replacement of unsafe/hazardous equipment and plan for a cycle of replacement based on equipment age and anticipated useful life.

Enhance parks and trails amenities.

- Refresh existing legacy parks with new features to reflect current community desires, such as Crown Park.
- Prioritize permanent bathrooms at neighborhood parks and trailheads.
- Increase portable restrooms when permanent bathrooms are unavailable during the summer.
- Provide additional picnic shelters, tables and benches.
- Maximize the multiple-use aspects of critical areas, stormwater detention ponds, etc. with addition of public trails or viewing access and education of ecological value of the area.

Design new parks, trails and amenities with environment, safety and accessibility in mind.

- Design and maintain parks and facilities to offer universal accessibility for residents of all physical abilities, skill levels and age; at a minimal in compliance with the Americans with Disabilities Act (ADA) Standards for Accessible Design.
- Identify and grow trail segments and trailhead amenities that can accommodate residents of all physical abilities.
- Standardize and install a more complete wayfinding and signage system.
- Incorporate sustainable development and low impact design practices into the design, planning and rehabilitation of new and existing parks, trails and facilities.

Enhance outdoor recreation opportunities.

- Identify and prioritize the acquisition of parklands based on factors such as contribution to level of service, connectivity, preservation and scenic or recreational opportunities for residents.
- Develop park master plans that reflect local needs, community input, recreation and conservation goals; with consideration for financial resources and availability of similar amenities/facilities within the city and region.
- Prioritize implementation of existing master plans with consideration for service gap delivery and available financial resources.
- Add new unique park amenities to the system such as nature play area, a splash pad, a bike skills pump track, and all-inclusive playgrounds.

Partner with Developers to fill parks and trails gaps.

- Actively pursue trail connections via rights-of-way or easements.
- Continue and maintain Parks & Recreation review and comment on private development proposals that includes park and trail siting and design.
- Partner with developer to create robust public engagement process for park and trail design projects within the development project site intended to be transferred to the city.

Continued...

Continue building strong partnerships.

- Collaborate with local arts organizations, business, education institutions, other non-profits and jurisdictions to deliver on recreational programs and community events.
- Partner with user groups of specialized facilities, such as sport fields, off-leash areas, disc golf, skatepark, bike skills/pump track, etc. to continually improve programming and maintenance.



PLAN FOR & FILL KNOWN SYSTEM GAPS

Continued...

Partner with neighboring jurisdictions to fill regional trail network gaps.

- Work with Clark County, City of Washougal, City of Vancouver and Port of Camas-Washougal to align trail connectivity priorities.
- Coordinate and connect the City's pedestrian and bicycle system with the Clark County regional system of on-street and off-street trails.

Promote water access and safety.

- Collaborate with other agencies regionally in developing and operating parks and/or programs that access our bodies of water.
- Promote water safety through educational and marketing program in partnership with County and School Districts.
- Evaluate the north shores city-owned Legacy Lands properties to expand trails and water access points around Lacamas Lake.

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WELCOMING FOR ALL



STEWARDSHIP OF LAND, PARKS & PROGRAMS



PLAN FOR & FILL KNOWN SYSTEM GAPS



ORGANIZATIONAL EXCELLENCE

ADMINISTRATIVE

Regularly review and renew recreational classes for all ages, interest and abilities.

- Provide annual recreational program summary to Parks & Recreation Commission for review and input.
- Pilot new classes each year that reflects current market trends and community desires.
- Provide Summer free pop-up classes to promote recreational programs.

Continue to host events and provide community spaces that bring people together.

- Continue to partner to implement legacy events.
- Have intentional engagement with diverse community groups to create and partner on new diverse events.
- Expand locally sourced food options at parks and events.

Maintain Parks and Facilities.

- Standardize park furnishings and amenities (trash cans, tables, benches, fencing, etc.) to reduce inventory and replacement costs and improve appearance.
- Continue growing volunteer parks enhancement and beautification program.

Continue to preserve, protect and restore natural area corridors, include shorelines.

- Strengthen partnerships with public agencies, tribes, and private partners to facilitate greenway corridor connectivity.
- Continue to support and actively participate in shoreline and/or bodies of water conservation and restoration projects lead by other city departments, agencies and/or non-profits.
- Pilot environmental education program.
- Add educational interpretive signage to natural areas, shorelines and trails.

Evaluate user satisfaction and use.

- Implement periodic surveys to gauge user satisfaction, program initiatives and statistical use of parks, facilities and programs, including trail counts.

Promote and support Parks & Recreation Commission.

- Promote P&R Commission meetings as forum to discuss parks and recreation topics.
- Provide more training and resources to build parks and recreation knowledge base within Commission members.

Encourage staff innovation and creativity.

- Provide professional development opportunities through training and affiliation with NRPA and WRPA, among others.
- Provide opportunities to explore and implement pilot programs.

POLICY

Enhance our parks and recreation system to make it more welcoming and accessible.

- Develop Diversity/Equity/Inclusion policy that removes accessibility barriers (socio-economic, language, physical, geographic, transportation) to programs, parks and trails, and in alignment with City vision and policies.

Better understand funding gaps and funding alternatives.

- Develop and implement a cost recovery policy that provides for an equitable fee structure for park facilities and recreation programs, with high-community benefit programs and event funded appropriately to ensure accessibility for all residents.
- Periodically revise the park impact fee methodology and rates to accurately reflect changes in level of service standards and/or the costs of expanding the park infrastructure to accommodate population growth.
- Review and update the adopted six-year Parks Capital Facilities Plan (CFP) every two years to remain current with local recreational interests and account for the capital needs of the parks and recreation system.
- Pursue alternative funding options and dedicated revenues, including engaging and exploring with the City of Washougal a feasibility study to assess the potential of establishing a regional financing tool for recreation service.

Provide equitable access to parks and open space system.

- Prioritize park and trail development in areas where service gaps exist (e.g., where households are more than 1/2-mile from a developed park, open space or trail) and in areas of the City facing population growth and residential and commercial development.
- Evaluate and update design and development standards for parks and recreation amenities within private development to promote and achieve equitable levels of service and provide amenities that are complementary to the city park.

Expand recreational services.

- Re-examine the opportunity for new recreational center with aquatics facility, taking into consideration financial feasibility and partnership opportunities.

Coordinate collaborative discussions on policy matters.

- Bring together Parks and Recreation Commission, City Council, and other standing City boards, such as the Planning Commission, to discuss policy matters pertaining to recreational resources, opportunities and funding.

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I would very much like to see a renewed look at the existing skatepark facility, as well as the adjoining parking lot and water access. I believe significant improvements could be made (i.e. lighting and clean up), as well as design changes to the actual skatepark. All of which leads to ensuring this site promotes inclusion for kids of all ages and experience levels as well as safety. Overall promoting a more family friendly environment.

- Online Open House participant

CHAPTER 10

Capital Planning & Implementation

KEY PROJECT RECOMMENDATIONS

The following is a summary of key project recommendations which will require commitment from the City and its residents for the continued support of a healthy park and recreation system that preserves and enhances the safety, livability, and character of the community.

Trail Connections

Trail connections, including sidewalk and bike lane improvements, are needed to help link destinations across the community. Acquire easements, corridors and parcels to create the comprehensive linkages for Camas' future trail system. Develop larger trails desired by the community, such as North Shores of Lacamas, Mill Ditch, Lewis & Clark. Coordinate with the Transportation System Plan (and subsequent updates), as well as coordinate with local subdivision and site development projects.

Park Design & Planning

Prepare an updated site master plan for Ash Creek Park and a new site plan for the flat, upper shelf of Ostensen Canyon Park. As development and maintenance funding allow, prepare site plans for Lacamas Heights, Green Mountain and Benton Park.

Sport Field Improvements

Conduct a city-wide assessment of sport fields to plan for drainage improvements and other field improvements, including turfing existing fields, installing lights to expand play seasons, and the development of additional fields to accommodate demand.





Splash Pads / Spray Parks

Install at least one spray park to serve residents as an option for summertime water play in a park that provides parking and restrooms.



Bike Skills & Mountain Bike Trails

Plan for a pump track and connecting flow track in a visible location that can accommodate parking and can enable a synergy with other park uses. Pursue options for mountain bike trails during the planning for the new Green Mountain property.



Skate Park Upgrade

Upgrade and enhance the existing concrete skatepark to improve the design and flow, as well as improve adjoining recreational amenities such as access to the Washougal River.



All-Inclusive Playgrounds

Develop fully-accessible, all-inclusive play areas as new parks are built or playground upgrades occur to provide for users of all abilities.

Off-Leash Dog Area

Coordinate with the City of Washougal on off-leash dog park planning for the potential of a joint use facility for Camas residents to use.



Sport Courts

Convert existing tennis courts to multi-sport courts through striping and examine the need for additional multi-sport courts in the future.

Community Gardens

Partner with local community groups for the installation of community gardens in community or neighborhood parks or in stand-alone locations with parking and access to water.



Acquisitions to Fill Park System Gaps

Acquire strategically located sites for future parks to ensure reasonable access to walkable parks. Coordinate with local residential developers to include public parks in new subdivisions and utilize tools, such as park impact fee credits, to facilitate the process.

Universal Accessibility

Complete a system-wide ADA assessment and make improvements to existing parks as needed to offer universal accessibility of park features and grounds.

Water Access

Improve shoreline and water access for motorized and non-motorized launches, including user conveniences such as restroom facilities and parking.



Recreation Programming

Continue to foster agreements or partnerships with programming partners and contract vendors for providing recreation services. Coordinate and partner with the City of Washougal on programming options. Explore new pilot programs, and partner where possible, to broaden the portfolio of offerings to youth. Explore options for access to additional flexible indoor recreation space to accommodate programs, classes and fitness.



North Shore Subarea Plan

Maintain strong role in planning for future parks and trails along the North Shore.



Open Space Management Plan

Prepare an updated, science-oriented open space management plan to guide City staff in the care, maintenance and stewardship of open space, as well as forecast maintenance needs and staffing resources.



Urban Forestry Management Plan

Prepare an urban forestry management plan to examine the health and coverage of the urban forest, define maintenance and operations strategies, and respond to the challenges of climate change, as well as other environmental and fiscal factors on long-term tree health and forest resiliency.

Wayfinding & Signage

Continue to implement a wayfinding program that includes both visual graphic standards. Colors, sign types, and information can help users navigate the outdoor recreation experiences offered by the City.



Communications

Maintain the website for easy-to-access park system maps, trail maps and an up-to-date listing of park sites and amenities to enhance the experience of the on-the-go user. Continue to promote via social media and highlight events, volunteer opportunities and parks and trails to visit. Utilize QR codes or comparable technology on signage as a means to share with or receive information from visitors about maintenance, restoration or monitoring data. Utilize the network of partners to help disseminate information on parks and recreational programs and events.



IMPLEMENTATION TOOLS

A number of strategies exist to enhance and expand park and recreation service delivery for the City of Camas; however, clear decisions must be made in an environment of competing interests and limited resources. A strong community will is necessary to bring many of the projects listed in this Plan to life, and the Camas City Council has demonstrated its willingness in the past to support parks and recreation, legacy land acquisitions and a high quality of life.

The recommendations for park and recreation services noted in this Plan may trigger the need for funding beyond current allocations and for additional staffing, operations and maintenance responsibilities. Given that the operating and capital budget of the Parks and Recreation Department is finite, additional resources may be needed to leverage, supplement and support the implementation of proposed objectives, programs and projects. While grants and other efficiencies may help, these alone will not be enough to realize many ideas and projects noted in this Plan. The following recommendations and strategies are presented to offer near-term direction to realize these projects and as a means to continue dialogue between City leadership, local residents and partners. The tools presented only capture development of the capital improvements and not the long-term operations of the new assets.

Additionally, a review of potential implementation tools is included as Appendix F, which addresses local financing, federal and state grant and conservation programs, acquisition methods and others.

Enhanced Local Funding

According to the city budget, Camas maintains reserve debt capacity for local bonds and voter approved debt. The city's non-voted general obligation debt is under its debt capacity limit of \$41 million for non-voted debt. Community conversations regarding the potential to develop a recreation center with aquatics and/or bundle several projects from the Capital Improvements Plan warrant a review of debt implications and operating costs for the City, along with the need to conduct polling of voter support for such projects.

Park Impact Fees & Real Estate Excise Tax

Park Impact Fees (PIF) are imposed on new development to meet the increased demand for parks resulting from the new growth. PIF can only be used for parkland acquisition, planning and/or development. They cannot be used for operations and maintenance of parks and facilities. The City of Camas currently assesses impact fees, but the City should review its PIF ordinance and update the methodology and rate structure, as appropriate, to be best positioned to obtain future acquisition and development financing from the planned growth of the community. The City should prioritize the usage of PIF to secure new park properties and finance park or trail development consistent with the priorities within this Plan.

The City currently imposes both of the quarter percent excise taxes on real estate, known as REET 1 and REET 2. The REET must be spent on capital projects listed in the City's capital facilities plan element of their comprehensive plan. Eligible project types include planning, construction, reconstruction, repair, rehabilitation or improvement of parks, recreational facilities and trails. Acquisition of land for parks is not a permitted use of REET 2. REET is used for other City projects, such as facility construction and public works projects, and may be used to make loan and debt service payments on permissible projects. Through annual budgeting and with discussions with City Council, the Parks and Recreation Department should seek access to REET funds and use the capital facilities plan to compile compelling projects to enhance service delivery of the amenities the community has provided voice to.

Conservation Futures & Legacy Lands Program

Clark County assesses the maximum allowable excise of \$0.0625 per \$1,000 assessed value to fund the Conservation Futures program and provides cities a venue to access these funds through a local grant process. The City should continue to submit applications for support in financing the acquisition of additional natural areas identified in the most recent Legacy Lands Program Natural Areas Acquisition Plan to facilitate the protection of these lands and enable improved linkages to expand the trail network.

Parkland Donations & Dedications

Parkland donations from private individuals or conservation organizations could occur to complement the acquisition of park and open space lands across the City and urban growth boundary. Gift deeds or bequests from philanthropic-minded landowners could allow for lands to come into City ownership upon the death of the owner or as a tax-deductible charitable donation. Also, parkland dedication by a developer could occur in exchange for Park Impact Fees or as part of a planned development where public open space is a key design for the layout and marketing of a new residential project. Any potential dedication should be vetted by the Department to ensure that such land is located in an area of need or can expand an existing City property and can be developed with site amenities appropriate for the projected use of the property.

Grants & Appropriations

Several state and federal grant programs are available on a competitive basis, including WWRP, ALEA, and LWCF. Pursuing grants is not a panacea for park system funding, since grants are both competitive and often require a significant percentage of local funds to match the request to the granting agency, which depending on the grant program can be as much as 50% of the total project budget. Camas should continue to leverage its local resources to the greatest extent by pursuing grants independently and in cooperation with other local partners.

Appropriations from state or federal sources, though rare, can supplement projects with partial funding. State and federal funding allocations are particularly relevant on regional transportation projects, and the likelihood for appropriations could be increased if multiple partners are collaborating on projects.

Internal Project Coordination & Collaboration

Internal coordination with the Public Works and Community Development Departments can increase the potential of discrete actions toward the implementation of the proposed trail and path network, which relies heavily on street right-of-way enhancements, and in the review of development applications with consideration toward potential

parkland acquisition areas, planned path corridors and the need for easement or set-aside requests. However, to more fully expand the extent of the park system and recreation programs, additional partnerships and collaborations should be sought.

Public-Private Partnerships

Public-private partnerships are increasingly necessary for local agencies to leverage their limited resources in providing park and recreation services to the community. Corporate sponsorships, health organization grants, conservation stewardship programs and non-profit organizations are just a few examples of partnerships where collaboration provides value to both partners. The City has a variety of existing agency and community-based organization partners and should continue to explore additional and expanded partnerships to help implement these Plan recommendations.

Volunteer & Community-based Action

Volunteers and community groups already contribute to the improvement of park and recreation services in Camas. Volunteer projects include park clean-up days, invasive plant removal, tree planting and community event support, among others. Camas should maintain and update a revolving list of potential small works or volunteer-appropriate projects for the website, while also reaching out to civic groups and the high school to encourage student projects. While supporting organized groups and community-minded individuals continues to add value to the Camas park and recreation system, volunteer coordination requires a substantial amount of staff time, and additional resources may be necessary to more fully take advantage of the community's willingness to support park and recreation efforts.

Metropolitan Park District

Metropolitan park districts (MPD) may be formed for the purposes of management, control, improvement, maintenance and acquisition of parks, parkways and boulevards. Several years ago, the City started a preliminary look at a metropolitan park district as a tool for Camas Parks and Recreation. The City should continue to evaluate the potential of an MPD along with other implementation tools as part of a long-term funding strategy.

Other Implementation Tools

Appendix F identifies other implementation tools, such as voter-approved funding, grants and acquisition tactics, that the City could utilize to further the implementation of the projects noted in the Potential Projects List.

CAPITAL IMPROVEMENTS PLAN

The following Capital Improvements Plan (CIP) identifies the park, trail and facility projects considered for the next six to twenty years, along with brief project descriptions. The majority of these projects entail the maintenance, acquisition and development of parks, recreational amenities and trails. Based on survey results and other feedback, Camas residents have indicated an interest in park facility upgrades and enhanced trail connections as priorities, and the Capital Improvements Plan is reflective of that desire.

2022 Camas PROS Plan

Capital Facilities Plan element

Project Type	Site	Project	Current Cost
A	Trail Corridors	Acquisition to link corridors	\$2,500,000
D	Crown Park	Park development per site master plan	\$6,200,000
P	Open Space Management Plan	Develop Plan	\$200,000
P	Urban Forestry Management Plan	Develop Plan	\$150,000
P/D	System-wide	Trails & Trailheads - planning and development	\$1,800,000
D	T-3 Trail - East segment of N. Shore Trail	Development of trail	\$350,000
P/D	Closing the Loop - Heritage and N. Shore trails	Planning and development	\$1,500,000
P	Mill Ditch Trail	Trail corridor access point & stairway planning	\$225,000
R	System-wide	Minor repair/replacement (parks amenities) projects	\$250,000
D	Forest Home Park	Picnic shelter, drainage, building replacement & minor upgrades	\$300,000
P	Skate Park	Phase I - Redesign and construct skate park	\$250,000
D	3rd Ave. Trailhead	Trailhead development	\$700,000
P	Legacy Lands - Phase I, develop site master plan	Using existing draft Vision Plan, phased approach to Master Planning. This would be Phase I.	\$200,000
D	Legacy Lands - Phase I, implementation site master plan	Phase I Implementation - interim use, trails, trailhead, boat ramp, parking, Rose facility, Leadbetter facility	\$4,000,000
D	Mill Ditch Trail	Shared-use trail development	\$3,500,000
D	Skate Park	Phase II - Water access, trail and parking improvements	\$2,000,000
D	Bike pump track	Install bike pump track at selected site	\$350,000
D	Dog Park	Install dog park at selected site	\$125,000
D	All-inclusive playground	Install all-inclusive playground at selected site	\$600,000
P/R	System-wide	ADA compliance projects: facilities, pathway & amenities	\$200,000
P	System-wide	Sports Field - assessment of existing fields & planning for system gaps	\$100,000
R	Fallen Leaf Softball Field	Field improvements, new fence, infield dirt/grading, etc.	\$200,000
P	Green Mountain property	Site master plan	\$250,000
P/D	System-wide	Wayfinding and Park Signage program	\$150,000
R	Heritage Park	Modify dock, staging to separate non-motorized launches and Gate access control upgrades	\$125,000
R	System-wide	Playground replacements	\$1,000,000
R	Dorothy Fox Park	Sport field drainage/renovations	\$150,000
R	Grass Valley Park	Sport field drainage/renovations	\$150,000
D	Green Mountain property	Park development (Phase 1 trails)	\$1,500,000
R/D	Heritage Park	Picnic shelter installation & minor upgrades	\$280,000
R	Prune Hill Sports Park	Sport field drainage/renovations	\$150,000
R	Heritage Park	Install additional parking	\$250,000
D	Prune Hill Sports Park	Picnic shelter installation & minor upgrades	\$200,000
P/D	Sports Complex *	Site selection, site master plan, implementation	\$20,000,000
P	Ash Creek Park	Site master plan	\$90,000
D	Goot Park	Picnic shelter installation, replace bleachers & minor upgrades	\$150,000
D	Louis Block Park	Upgrade baseball facilities (fencing, restroom, concession, etc.)	\$750,000
P	Ostensen Canyon Park	Site master plan	\$100,000
P/D	Leadbetter House redevelopment	Feasibility analysis and redevelopment	\$2,000,000
D	Community garden support	New garden to fill gap in the system	\$50,000
P	Lacamas Heights Park	Site master plan	\$75,000
D	Oak Park	Restroom installation & minor site upgrades	\$400,000
A	Neighborhood park	Acquisition to address distribution gap (Area A, 2-3 ac.)	\$4,500,000
A	Neighborhood park	Acquisition to address distribution gap (Area B, 2-3 ac.)	\$4,000,000
P/D	Camas Community Center *	Feasibility analysis and redevelopment	\$10,000,000
R	Heritage Park	Upgrade playground & restroom	\$450,000
R	Grass Valley Park	Replace playground	\$250,000
D	Ash Creek Park	Park development per site master plan	\$2,200,000
A	Neighborhood park	Acquisition to address distribution gap (Area C, 2-4 ac.)	\$3,500,000
D	Fallen Leaf Lake Park	Park development per site master plan	\$2,600,000
D	Lacamas Heights Park	Park development per site master plan	\$1,000,000
D	Ostensen Canyon Park	Park development per site master plan	\$3,000,000
P	Goot Park - area under powerline	Site master plan and development	\$1,750,000
P/D	Recreation/Aquatic Center *	Site selection, master plan, implementation	\$43,000,000
P/D	Public Plaza	Master Planning and development	\$1,000,000

Total Estimated Project Costs \$130,770,000

Project Type

A	Acquisition
P	Master planning
D	Development - new
R	Replacement/Upgrade

NOTES:

This list identifies planning-level cost estimates and does not assume the value of volunteer or other non-City contributions.

Detailed costing may be necessary for projects noted.

Legacy Lands and Green Mountain projects will have additional phase in the future (i.e. 20+ years).

This list is not an official budget and intended as a guiding document for City staff in the preparation of departmental budgets.

*Additional public and policy discussion needed to refine project

Items highlighted in green are top priority for the next 2-3 years (2022-24).

Items highlighted in blue being high priority as opportunities arises.

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Appendix A Survey Summary

To: Trang Lam, Parks & Recreation Director
From: Steve Duh, Conservation Technix, Inc.
Date: July 19, 2021
Re: **City of Camas Park, Recreation & Open Space Plan**
 Community Survey Summary Results

Conservation Technix is pleased to present the results of a survey of the general population of the City of Camas that assesses residents' recreational needs and priorities.

KEY FINDINGS

Camas residents strongly value their parks and recreation facilities.

Nearly all respondents (97%) think parks and recreation are important or essential to quality of life in Camas. Very few, less than 4%, feel they are useful, but not necessary, or not important at all.

Residents visit frequently and are generally very satisfied with existing parks, trails and recreation facilities and programs.

Respondents visit the city's parks, trails, and recreation facilities frequently – most at least once a week – often for fitness or exercise, to walk or run, or to relax. Respondents are less likely to have participated in the City's recreation programs, classes, and camps, with less than one in four households participating in 2019. Those who had participated were most likely to have participated in youth-oriented classes and camps.

Overall, respondents feel that the City's parks and trails are in good condition. Not all respondents are familiar enough with Lacamas Lake Lodge & Conference Center and the Fallen Leaf Park Shelter, but those who are feel they are in very good condition. However, nearly six in ten respondents who rated the Camas Community Center responded that it is only in fair to good condition, signaling a potential need for maintenance and improvements at this facility.

Respondents generally feel the City has sufficient parks, water access, community events, and other recreation opportunities. The notable exception is trails, which 44% of respondents would like to see expanded. Most expressed a preference for more unpaved trails in natural areas over other trail types.

While residents prioritize maintaining existing parks and facilities, they are generally supportive of improving the City's park and recreation system as well.

When asked to rank their priorities for future City investment, respondents prioritized maintain existing parks, expanding trails, and building new parks. More than three in four respondents are very or somewhat supportive of the City adding walking trails, updated and accessible playgrounds, and more picnic shelters to the existing park system. A majority of respondents are also supportive of developing more biking trails, splash pads, off leash dog areas, pools or aquatic centers, tennis or pickleball courts, a new community center, disc golf course, and basketball courts.

As a whole, respondents are most supportive of raising revenue through reservation fees for rentals of part facilities, rather than through parking passes or raising taxes. Again, developing trails is a notable exception, where nearly six in ten respondents were willing to pay additional taxes to support improvements. Younger respondents and respondents with children at home are generally more supportive of expanding the City's park, trail, and recreation system and of increasing taxes or other revenue sources to support system expansion.

SURVEY METHODOLOGY

In close collaboration with City of Camas staff and the Parks and Recreation Commission, Conservation Technix developed the 17-question survey that was estimated to take less than ten minutes to complete.

The City mailed 2,500 surveys to randomly chosen households in Camas on May 29, 2021, of which 509 surveys were completed and returned. Online versions of the survey in English and Spanish were posted to the City's website on June 4, 2021. An additional 874 surveys in English and two in Spanish were completed from the general, community-wide online surveys. In all, 1,385 surveys were completed.

Information about the survey was provided on the City's website and on the EngageCamas site for the PROS Plan project. It was promoted via multiple social media postings, city email blasts and an email blast through Camas school district mailing list. Print copies were made available at the Camas library and the Camas School District Family Community Resource Center Also, flyers with QR codes were placed at numerous parks and local businesses. The survey was closed on July 2, 2021, and data were compiled and reviewed.

Although households were randomly chosen to receive the mail survey, respondents were not necessarily representative of all City residents. However, age group segmentation shows general alignment with current Census data. The table below shows the age demographics for the mail and online surveys, as well as comparative percentages for Camas' population.

Age group	Survey Respondents			Camas population	
	Mail	Online-only	Combined	All	Over 20
Under 20	<1%	<1%	<1%	31%	--
20 to 34	7%	9%	8%	12%	17%
35 to 44	25%	36%	32%	16%	23%
45 to 54	25%	31%	28%	19%	27%
55 to 64	17%	13%	15%	11%	16%
65 to 74	18%	8%	12%	9%	12%
75 and older	8%	2%	4%	3%	5%
Total	100%	100%	100%	100%	100%

This report includes findings of community opinions based principally on mailed survey responses. Each section also notes key differences between different demographic groups and among responses to the online-only survey, where applicable. Percentages in the report may not add up to 100% due to rounding.

DETAILED FINDINGS

Value and use of parks and recreation

How much do residents value parks and recreation?

Virtually all respondents (97%) feel that local parks, recreation opportunities are important or essential to the quality of life in Camas. More than eight in ten respondents feel that they are essential; while an additional 16% believe that they are important to quality of life, but not essential. Less than 1% of respondents believe parks are “Useful, but not important”.

1. When you think about the things that contribute to the quality of life in Camas, would you say that public parks and recreation opportunities are...

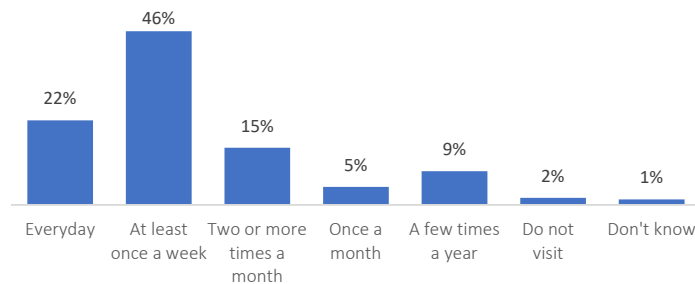
Response options	Mail	Online-only	
Essential to the quality of life here	81%	97%	88%
Important, but not really necessary	16%		11%
Useful, but not important	3%		<1%
Not important or don't know	1%		<1%

Though respondents of all ages value parks and recreation, younger respondents were significantly more likely to deem them essential to quality of life. Respondents with children at home, as well as those who responded to the online survey, also valued parks and recreation even more strongly than the general population.

How often do residents use Camas’ parks, trails, recreation facilities, and natural areas?

Respondents were asked how often they, or members of their household, visited a City of Camas park, trail, recreation facility, or natural area (prior to the COVID-19 pandemic). Respondents tend to visit frequently, with more than two in three visiting at least once a week (68%) and another 20% visiting one to three times per month. Only 9% of respondents visit just a few times per year. Very few (2%) did not visit a park at all.

3. Prior to the COVID-19 quarantine, how often did you visit or use Camas’ parks, trails, recreation facilities, or natural areas?



While younger respondents visit the City’s parks, trails, and natural areas more frequently than older respondents, over half of respondents over 75 years old still visit at least once a week. Those in households with children also visit significantly more frequently than those without children, with participation increasing in correspondence with the number of children in the home. Respondents who live in the southwest portion of the city are less likely than respondents elsewhere to use parks and recreation facilities frequently. Online-only survey respondents tend to visit at similar frequencies as mail survey respondents.

Why do residents visit parks, trails and recreation facilities?

Respondents visit local parks and recreation facilities for a variety of reasons. The most popular activities are walking or running (80%), followed by fitness and exercise (70%), and relaxation (56%). More than three in ten respondents visited to walk their dog (40%), view wildlife (36%), visit a playground (33%), ride their bike (33%) or attend a family gathering or picnic (30%). Between 15% and 30% of respondents visit parks for non-motorized boating, like canoeing or kayaking, to attend a community event or concert, play on a sports field, swim, or use an outdoor sports court. Less than one in six respondents visit fish, participate in a recreation program, use a motorized boat, or play disc golf.

With a few exceptions, respondents who responded to the online-only survey were more likely to visit recreation facilities and parks for each reason listed than mail respondents were.

4. Prior to the COVID-19 Pandemic, what would you say are the main reasons you visited Camas recreation facilities, parks or open spaces in the past year?

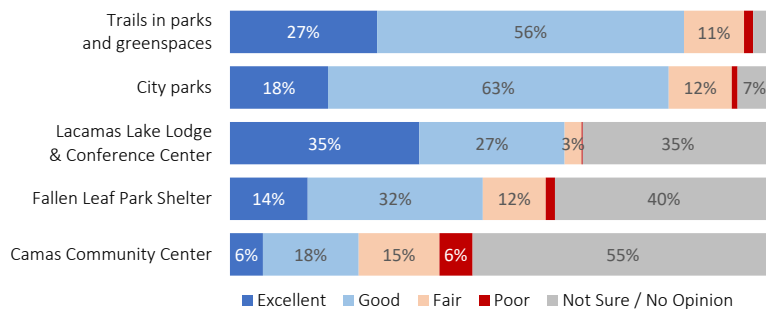
Reason	Mail	Online
Walking or running	80%	79%
Fitness / exercise	70%	73%
Relaxation	56%	54%
Dog walking	40%	45%
Wildlife viewing	36%	35%
Playgrounds	33%	47%
Bike riding	33%	44%
Family gatherings / picnics	30%	38%
Boating – non-motorized	28%	34%
Community events / concerts	23%	32%
Sport fields	21%	35%
Swimming	18%	24%
Outdoor sport courts	17%	20%
Fishing	13%	13%
Recreation program, class, or camp	10%	21%
Boating – motorized	9%	7%
Frisbee or disc golf	5%	8%

Respondents under 44 years of age are more likely than other groups to visit for community events, playgrounds and recreation programs. Respondents over 65 are more likely than younger respondents to visit to view wildlife. Some activities, including fitness and exercise, family gatherings, walking or running, and relaxation are similarly popular with all age groups. Respondents with children in their home are more likely to visit for playgrounds, recreation programs, sports fields, swimming, and family gatherings, than respondents without children who are more likely to visit to view wildlife.

How would residents rate the condition of Camas’ parks and recreation facilities?

Respondents were asked to rate the condition of a variety of park and recreation facilities on a scale from poor to excellent. Respondents gave overwhelming high marks to the condition of the City’s trails in parks and greenspaces and the parks themselves.

5. How would you rate the condition of the following parks or recreation facilities?



Overall, the Lacamas Lake Lodge & Conference Center received the highest condition ratings, with 95% of respondents who provided a ranking rating it as excellent or good. About 40% of respondents did not rate the condition of the Fallen Leaf Park Shelter – of those who did, nearly eighty percent rated its condition as either

excellent or good. The Camas Community Center received the lowest ratings, with 58% of respondents rating its condition as fair or poor (excluding those who responded not sure/no opinion). Notably, more than half of respondents were unsure and may have not visited this facility recently.

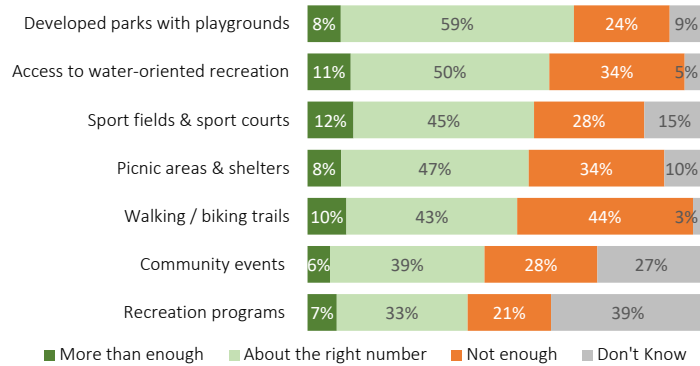
There were no significant variations in how respondents rated the condition of parks and facilities based on age, number of children in the home, or location of residence.

Does the number of existing park and recreation amenities meet residents’ needs?

Respondents generally feel that the City already provides enough, or more than enough, of all of the amenities listed.

If respondents who answered “Don’t Know” are excluded from the results, 46% of respondents believe there are not enough walking and biking trails. Between 33% and 39% of respondents who rated the options believe that there is not enough access to water-oriented recreation, picnic areas, sports fields and courts, community events, and developed parks.

2. When it comes to amenities provided by the City of Camas for meeting your needs for parks, trails and recreation facilities, would you say there are...



Younger respondents – those under 44 – were more likely than older respondents to feel there were not enough developed parks with playgrounds, picnic areas, recreation programs, and community events. Respondents between 55 and 64 years of age were far more likely than respondents of other ages to want more walking and biking trails in Camas. Respondents with children in their home are more likely than those without to believe there are not enough of every listed amenity except walking and biking trails. Respondents who live in southwest Camas (Council Ward 3) were more likely than respondents of other areas to feel there are not enough walking and biking trails.

Parks

What park improvements would Camas residents like to see?

More than three in four respondents are very or somewhat supportive of adding walking trails (87%), updated (75%) and accessible (75%) playground features, and more picnic shelters (74%) to the City’s existing parks.

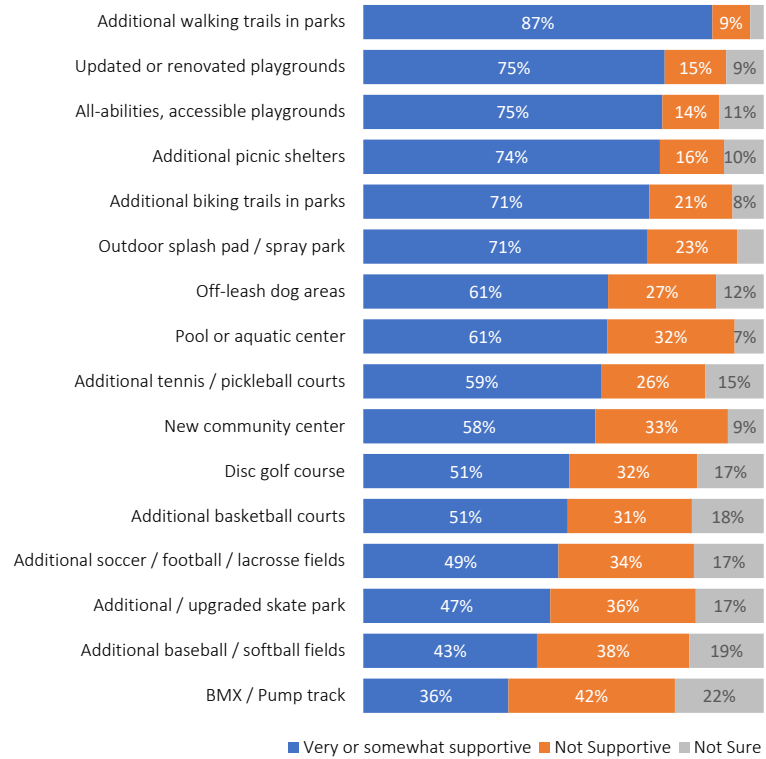
A majority of respondents are also supportive of developing more biking trails, splash pads, off leash dog areas, pools or aquatic centers, tennis or pickleball courts, a new community center, disc golf course, and basketball courts.

Less than half of respondents were supportive of adding more basketball courts, sports fields, skate parks, and BMX or pump tracks.

Respondents under 45 years old were more likely than older respondents to support every improvement listed in the survey.

Respondents with children in their household were more supportive of city investment in playgrounds (including accessible playgrounds), sports fields and courts, community and aquatic centers, outdoor splash pads, BMX/bike skills courses, skate parks, and disc golf courses than those without children.

6. The following list includes park amenities that the City of Camas could consider adding to the park system. Please indicate whether you would be very supportive, somewhat supportive, not sure, or not supportive of each.



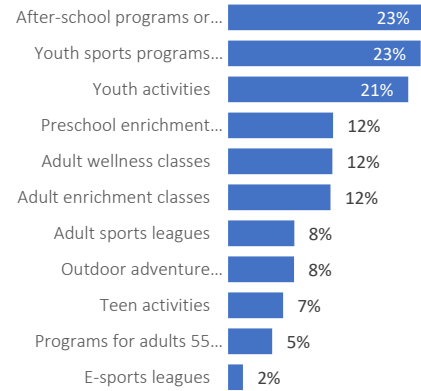
Recreation programs

What recreation programs have residents participated in?

Less than one in four respondents who took the mailed survey have participated in the City’s recreation programs. Of the listed activities, the greatest number of respondents had participated in after-school programs or summer camps for children (23%), youth sports programs (23%), and youth activities (21%). In general, respondents were less likely to have participated in activities for teens, adults, and older adults.

Members of households of younger respondents (under age 44) were more likely to have participated in youth-oriented programming, while those of older respondents were more likely to have participated in adult programs and classes. Respondents with children in their home were significantly more likely to have participated in youth-oriented programs and camps than those without.

8. Please indicate if your household used each of the listed recreation program types in 2019 (pre-COVID-19).

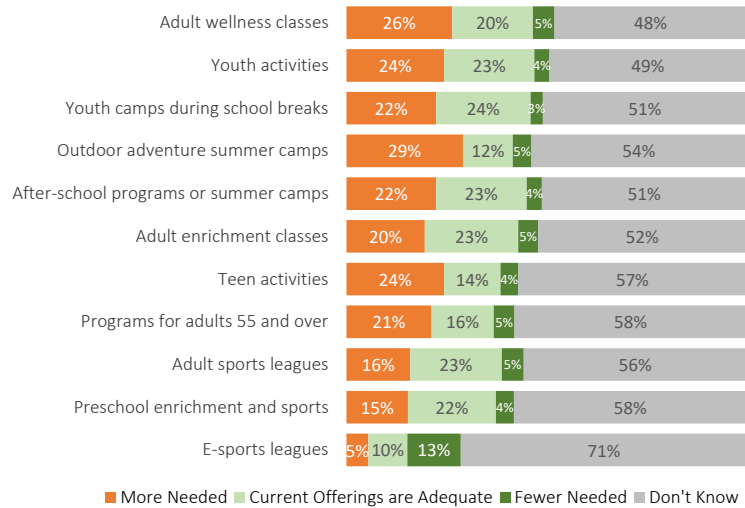


What recreation options do residents have a need for?

The survey asked respondents which types of recreation programs, classes, and activities they would like to see more of. Notably, approximately half of respondents responded that they did not know whether current offerings are adequate or not. Of those who expressed an opinion, more than half felt the City needed more outdoor adventure summer camps, teen activities, adult wellness classes, and programs for adults over 55.

Respondents under 34 years of age were more likely than older respondents to feel the City needs more adult sports

9. Please indicate whether you think there should be more less of each of the listed program types.



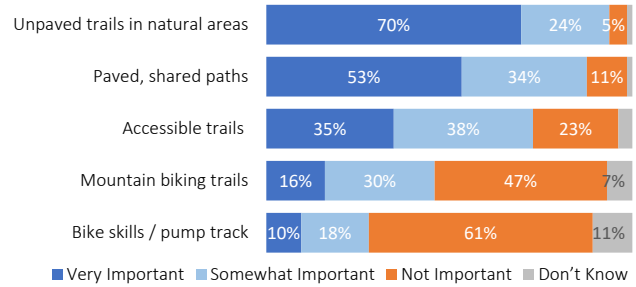
leagues, youth camps and after-school programs, pre-school activities, and E-sports leagues. Adults over 55 had the greatest unmet needs for classes and programs specific to people over 55. Respondents of all ages expressed similar levels of need for adult enrichment and wellness classes. Households with children were more likely than those without to feel like their need for youth activities were not well met. In general, respondents of southwest Camas (Ward 3) were more likely than respondents of other areas to feel that current offerings are adequate or more than enough.

Trails

What trail types do residents think are important?

Of various types of trails, respondents overwhelmingly rate unpaved trails in natural areas as important – 94% believe they are very or somewhat important. Majorities of respondents also feel paved, shared use paths for pedestrians and cyclists (87%) and accessible trails (73%) are at least somewhat important. Respondents are less likely to feel mountain biking trails (46%) and bike skills / pump tracks (28%) are important. In general, the importance of each type of trail decreased with the age of respondent. However, similar percentages of adults in each age group from 35 to 64 considered mountain biking trails to be very or somewhat important, with slightly stronger levels of importance noted by respondents between 45 and 64. There were no significant differences in importance based on where respondents live or whether they have children at home.

10. Please rate how important each trail type or amenity is to your household.



Investment and revenue priorities

What recreation and park investments would residents prioritize?

Respondents were asked to rank a list of potential recreation, park, and open space investments. Generally, respondents to both the mail and online survey ranked maintaining existing parks, expanding trail opportunities, building new parks, and acquiring land for future parks as their top priorities. Respondents ranked offering building a new community or aquatic center and expanding program offerings as their lowest priorities in both the mail and online surveys.

Respondents of different ages prioritized the investment options similarly, with the exception of building a new community or aquatic center, which was a higher priority for significantly more younger respondents. Respondents with children in their home tended to rate building a new community or aquatic center higher than those without children in the home, who were more likely to rate expanding trail opportunities as a high priority. Respondents did not vary significant in their priorities depending on which part of the city they live in.

8. For the following list, indicate how you would rank the priority for each.

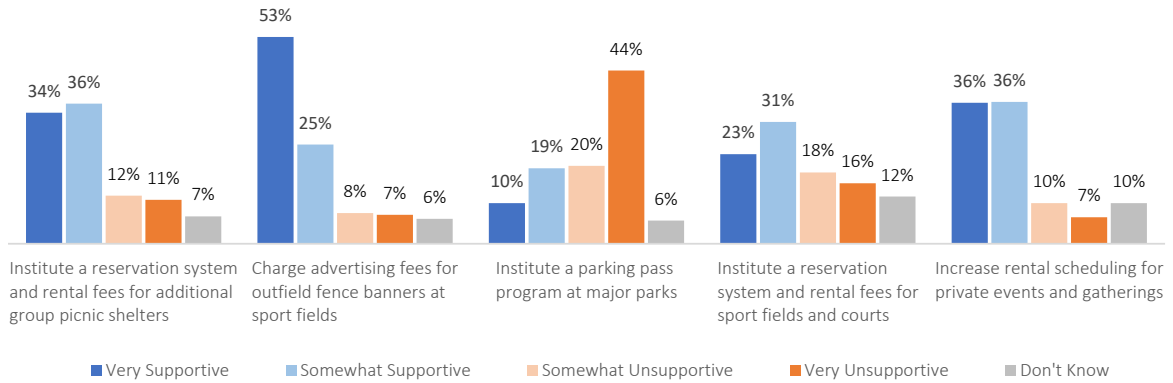
	Mail	Online
Highest	<ul style="list-style-type: none"> Focusing on existing parks & delayed maintenance Expanding trail opportunities Building new parks on undeveloped, city parkland Acquiring land for future parks Building a new community center or aquatic center Expanding recreation classes & camps 	<ul style="list-style-type: none"> Focusing on existing parks & delayed maintenance Building new parks on undeveloped, city parkland Expanding trail opportunities Acquiring land for future parks Building a new community center or aquatic center Expanding recreation classes & camps
Lowest		

What revenue generating options would residents support?

The survey asked respondents whether they would support various revenue generating options. Large majorities of respondents were either very or somewhat supportive of a) charging advertising fees for outfield fence banners at sports fields (88%), b) increasing rental scheduling for private events and gatherings (72%), and instituting a reservation system and rental fees for additional group picnic shelters (70%). A slight majority (54%) were supportive of instituting a reservation and fee program for sports fields and courts. Significantly fewer respondents (29%) were supportive of implementing a parking pass program at major City parks.

There were no consistent, significant differences in support for revenue generating options across respondents of various ages or between respondents with children at home and those without.

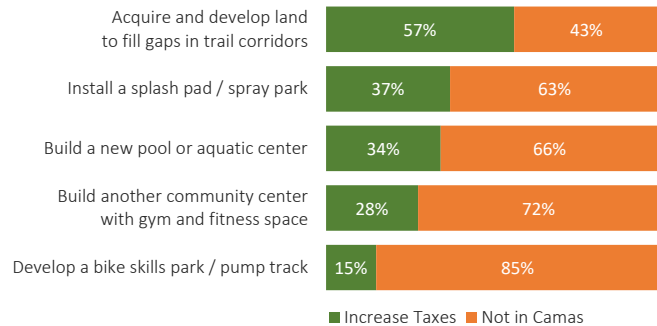
11. The Parks & Recreation Department has limited budget to deliver parks and recreational services, and the City is exploring options to enhance revenue generation to support the delivery of services. How would you rate your level of support for each of the following options?



Are residents willing to support increased taxes to fund new amenities and experiences?

Respondents with children at home were significantly more likely than those without to support increasing taxes for all improvements other than expanding trails (which received similarly high support levels). However, building a community or aquatic center was the only option for which more than half of respondents with children supported raising taxes. Respondents under 44 years of age were significantly more likely than older respondents to support raising taxes to fund a new pool or aquatic center or to install splash pads. There were no significant differences based on respondents' location of residence.

12. There may be some park and recreation experiences that are limited or not available in Camas but are available in neighboring communities. If it came down to a choice between increasing taxes to develop that facility in Camas versus not having that in Camas, which would you choose?



Communication preferences

How do residents want to hear about Camas’ parks, programs, and events?

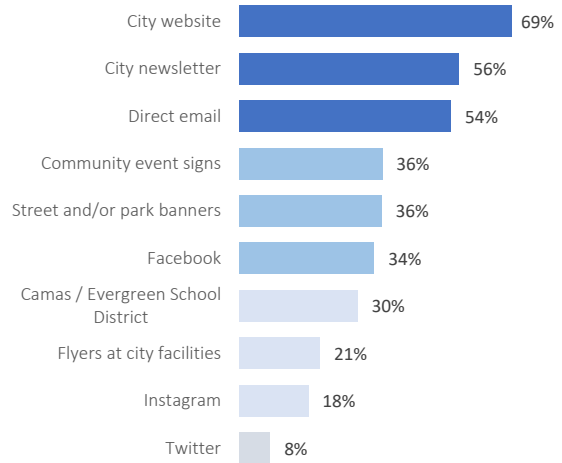
More than two-thirds of respondents would prefer to learn about City parks, programs, and events through the City’s website. The City newsletter and direct email are also popular communication options, preferred by 56% and 54% of respondents respectively. These sources were popular with respondents to both the mail and online-only surveys and with respondents of all ages.

About a third of resident preferred to learn about City offerings through various types of promotional signs, including community event signs (36%), street or park banners (36%), and flyers at City facilities (21%). Thirty percent of respondents would like to hear about programs and events through local school districts.

Fewer than about one in three respondents would like to hear about park and recreation opportunities through social media (Facebook (34%), Instagram (18%), and Twitter (8%)). However, social media – especially Facebook and Instagram – is a significantly more popular source of information for respondents under 44 years of age. Respondents who responded to the online-only survey were also significantly more likely to prefer social media sources – 61% prefer Facebook, 29% Instagram, and 13% Instagram.

Respondents with children at home were significantly more likely to prefer receiving information through the school district than those without. There were no significant differences in communication preferences between respondents living in different areas of the city.

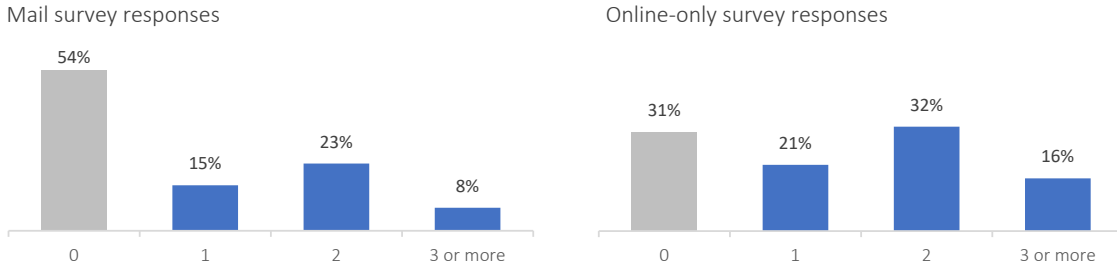
13. Please check ALL the ways you would prefer to learn about Camas’ parks, programs, and events.



Demographics

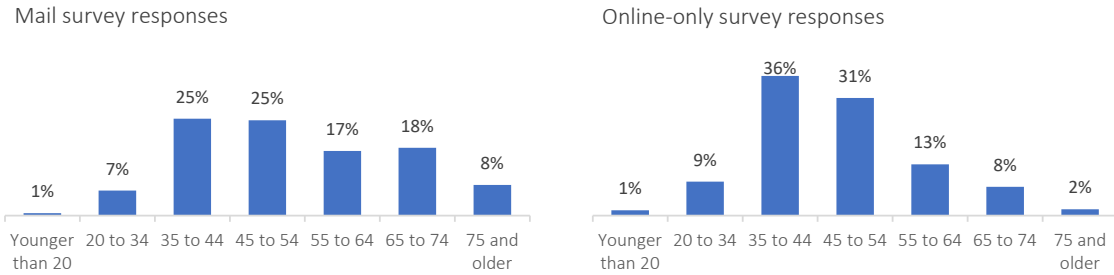
Number of children in household

The majority (54%) of respondents to the mail survey live in households with no children under 18, while about just under half live in a household with either one (15%), two (23%), or three or more (8%) children. Online-only survey respondents were significantly more likely to live in households with children than respondents to the mail survey – nearly 70% had children in the home.



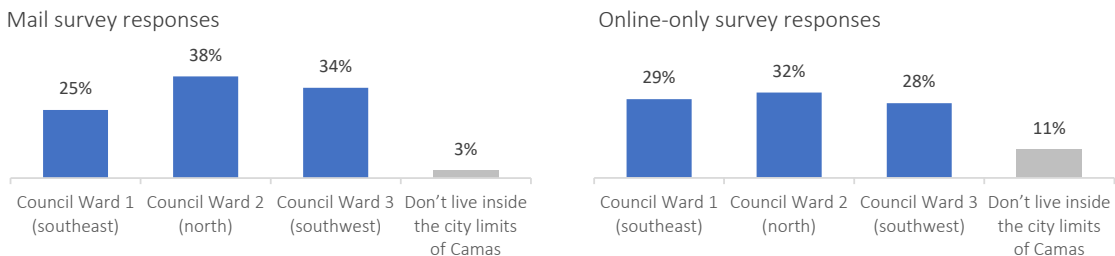
Age

Approximately half of respondents to the mail survey were between the ages of 35 and 54. Another 35% were between 55 and 74, while 8% were older than 75 years. Fewer than 8% of respondents were less than 35 years old. The online-only survey tended to be younger than those who responded to the mail survey – 10% were under 35 years old, 67% were between 35 and 54 years, and only 23% were over 55.

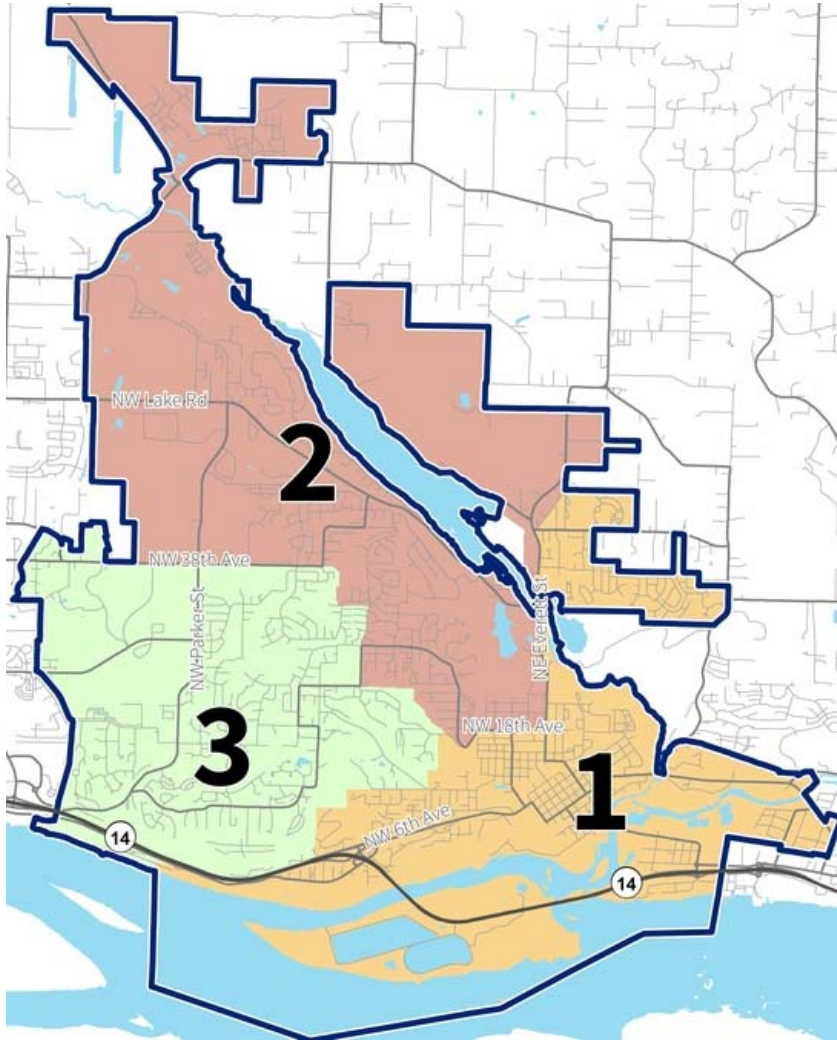


Location of residence

Respondents were relatively evenly distributed throughout the City of Camas. Thirty-eight percent live in Council Ward 2 (north Camas), 34% live in Ward 3 (southwest), and 25% live in Ward 1 (southeast). The mail survey garnered a few responses (3%) from people who live outside the City of Camas, however all live within the 98607 zip code. Respondents to the online survey were similarly distributed across the city, with slightly higher representation of residents in Ward 1. However, a larger portion (11%) of online-only respondents do not live in the city.



Location Map



ATTACHMENT 1. SURVEY INSTRUMENT



Community Survey on Parks and Recreation

Dear Camas Resident:

The City of Camas is beginning a community-led process to update its citywide Recreation, Parks and Open Space Plan (PROS Plan, for short). We need your help to determine how to prioritize projects and what we should focus on to keep our parks and programs thriving for the next 6-10 years. As an initial step, the City is conducting this short survey to assess the community's recreation needs. We understand that COVID-19 has impacted your ability to participate in programs and visit parks this year. We ask that you consider needs for the future as you evaluate recreation amenities. Your opinions are important to the City.



The survey has 16 questions and will only take a few minutes to complete. Use the QR code to take this survey online at <https://www.surveymonkey.com/r/CamasPROS>

1. When you think about what contributes to the quality of life in Camas, would you say that public parks and recreation opportunities are... (CHECK ONE OPTION)

- Essential to the quality of life here
- Important, but not really essential
- Useful, but not necessary
- Not Important
- Don't know

2. When it comes to amenities provided by the City of Camas for meeting your needs for parks, trails and recreation facilities, would you say there are... (CHECK ONLY ONE BOX IN EACH ROW)

	More than Enough	About the Right Amount	Not Enough	Don't Know
Developed parks with playgrounds	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Walking / biking trails	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sport fields & sport courts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Picnic areas & shelters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access to water-oriented recreation (lakes, rivers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recreation programs (camps & classes)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Community events (such as the Movies in the Park)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>


3. Prior to the COVID-19 pandemic, how often did you visit or use Camas parks, trails, recreation facilities or natural areas?

- Everyday
- At least once a week
- Two or more times a month
- About once a month
- A few times over the year
- Do not visit facilities / parks / open spaces
- Don't know

4. Prior to the COVID-19 pandemic, what would you say are the main reasons your household visited Camas parks, recreation facilities or open spaces in the past year? (CHECK ALL THAT APPLY)

- Fitness / Exercise
- Dog walking
- Playgrounds
- Walking or running
- Bike riding
- Family gatherings / picnicking
- Community events / concerts
- Recreation program, class or camp
- Sport fields
- Outdoor sport courts
- Wildlife viewing
- Fishing
- Swimming
- Boating - Non-motorized / Hand-carry (canoeing, kayaking)
- Boating - Motor / trailered
- Frisbee or disc golf
- Relaxation
- N/A - I didn't use any Camas facilities
- Other: _____

Save a stamp! Use the QR code and take this survey online:
<https://www.surveymonkey.com/r/CamasPROS>
 Or send it back in the enclosed Return-Reply envelope provided. **Thank you in advance for participating!**



5. How would you rate the condition of each of the following parks or recreation facilities?

	Excellent	Good	Fair	Poor	Not Sure / No Opinion
City parks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trails in parks and greenspaces	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fallen Leaf Park Shelter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Camas Community Center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lacamas Lake Lodge & Conference Center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

6. The following list includes park amenities that the City could consider adding to the park system. Please indicate whether you would be very supportive, somewhat supportive, not sure, or not supportive of each.

	Very Supportive	Somewhat Supportive	Not Supportive	Not Sure
Additional picnic areas & shelters for group gatherings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Updated or renovated playgrounds at existing parks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
All-abilities, accessible playground equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional walking trails in parks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional biking trails in parks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pool or aquatic center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outdoor splash pad / water spray park	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
New Community Center with indoor gymnasium & space for classes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Off-leash dog areas (dog parks)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional sport fields for soccer, football & lacrosse	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional sport fields for baseball / softball	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional basketball courts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional tennis / pickleball courts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BMX / Pump track	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Additional / upgraded skate park	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disc golf course	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7. For the following list, indicate how you would rank the priority for each (1st priority is highest and 6th priority is lowest). Mark each ranking number only once.

	Select each priority ONLY ONCE .						Don't know / No opinion
	1st	2nd	3rd	4th	5th	6th	
Acquiring additional land for future parks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Building new parks on undeveloped, city-owned parkland	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Building a new community center or aquatic center	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Focusing on existing park facilities & delayed maintenance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Expanding trail opportunities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Expanding recreation classes & camps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Community Survey on Park & Recreation Preferences

8. Please indicate if your household has participated or used each of the listed recreation program types in 2019 (pre COVID-19) AND indicate if there should be more or less of each available.

	Have you participated/ used in 2019 (pre-COVID)?		Do you think there should be more or less of this type of activity or program available?			
	Yes	No	More Needed	Current Offerings are Adequate	Fewer Needed	Don't Know
Adult enrichment classes, such as arts, crafts or music	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adult wellness classes, such as yoga/tai chi, aerobics or partner/line dancing	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Adult sports leagues, such as soccer, ultimate frisbee, kickball or softball	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Programs for adults 55 and over, such as drop-in activities, trips or health/wellness	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
After-school programs or summer day camps for children	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Youth sports programs and camps during school breaks	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Youth activities, such as fitness, music, arts or crafts	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Preschool Enrichment and Sports	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Teen activities, such as game nights, day trips or camps during school breaks	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Outdoor adventure summer camps, including archery, orienteering, geocaching or environmental education	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E-sports leagues	<input type="radio"/>	<input type="radio"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

9. Please rate how important each trail type or amenity is to your household.

	Very Important	Somewhat Important	Not Important	Don't Know
Paved, shared paths for pedestrians and cyclists	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unpaved trails in natural areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Accessible trails without steep slopes for users of all abilities (strollers, wheelchairs, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mountain biking trails	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bike skills / pump track	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

10. The Parks & Recreation Department has limited budget to deliver parks and recreational services, and the City is exploring options to enhance revenue generation to support the delivery of services. How would you rate your level of support for each of the following options?

	Very Supportive	Somewhat Supportive	Somewhat Unsupportive	Very Unsupportive	Don't Know
Install and institute a reservation system and rental fees for additional group picnic shelters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Charge advertising fees for the installation of outfield fence banners at sport fields	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Institute a parking pass program at major parks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Institute a reservation system and rental fees for sport fields and courts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Increase rental scheduling for private events and gatherings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

11. There may be some park and recreation experiences that are limited or not available in Camas but are available in neighboring communities. If it came down to a choice between increasing taxes to develop that facility in Camas versus not having that in Camas, which would you choose?

	Increase Taxes	Not in Camas
Install a splash pad / spray park	<input type="checkbox"/>	<input type="checkbox"/>
Build a new pool or aquatic center	<input type="checkbox"/>	<input type="checkbox"/>
Acquire and develop land to fill gaps in trail corridors	<input type="checkbox"/>	<input type="checkbox"/>
Build another community center with gymnasium and fitness space	<input type="checkbox"/>	<input type="checkbox"/>
Develop a bike skills park / pump track	<input type="checkbox"/>	<input type="checkbox"/>

12. Please check ALL the ways you would prefer to learn about Camas's parks, programs and events.

- | | |
|--|---|
| <input type="checkbox"/> City website | <input type="checkbox"/> Direct email |
| <input type="checkbox"/> City newsletter | <input type="checkbox"/> Community event signs |
| <input type="checkbox"/> Facebook | <input type="checkbox"/> Flyers at city facilities |
| <input type="checkbox"/> Twitter | <input type="checkbox"/> Street and/or park banners |
| <input type="checkbox"/> Instagram | <input type="checkbox"/> None of these |
| <input type="checkbox"/> Camas / Evergreen School District | <input type="checkbox"/> Other: _____ |

The following questions help us understand whether we have a cross-section of the community responding to this survey. It's important that you provide a response to each question.

13. How many children under age 18 live in your household?

- | | |
|----------------------------|------------------------------------|
| <input type="checkbox"/> 0 | <input type="checkbox"/> 2 |
| <input type="checkbox"/> 1 | <input type="checkbox"/> 3 or more |

14. What is your age?

- | | |
|--|---------------------------------------|
| <input type="checkbox"/> Younger than 20 | <input type="checkbox"/> 55 to 64 |
| <input type="checkbox"/> 20 to 34 | <input type="checkbox"/> 65 and 74 |
| <input type="checkbox"/> 35 to 44 | <input type="checkbox"/> 75 and older |
| <input type="checkbox"/> 45 to 54 | |

15. In which section of Camas do you live?

- (1) Council Ward 1 - southeast Camas
- (2) Council Ward 2 - north Camas
- (3) Council Ward 3 - southwest Camas
- Don't live inside the city limits of Camas

16. If you don't live in Camas, what is your zip code? _____



Thank you for taking the time to complete this survey!

Your input will help guide the development of the Camas Parks, Recreation & Open Space Plan.

Save a stamp! Take this survey online with the QR code or at: <https://www.surveymonkey.com/r/CamasPROS>

Learn more about Camas parks, trail and programs and stay informed about the Parks, Recreation & Open Space Plan process at www.cityofcamas.us



The City of Camas is using the services of a consultant team who specializes in park and recreation planning.

Please return your completed survey in the enclosed Return-Reply Envelope addressed to:
Conservation Technix Inc.
PO Box 12736
Portland, OR 97212

ATTACHMENT 2. OPEN-ENDED RESPONSES

Question 4. Prior to the COVID-19 pandemic, what would you say are the main reasons your household visited Camas parks, recreation facilities, or natural areas in the past year? (open-ended “other” responses)

Mail

- The parks are why I moved here
- Photography
- Cemetery - pry of Parks responsibility
- Meeting a friend or getting out of the house
- DOG PARK PLEASE!!!!
- Miss public swim pool
- Kayaking, paddle boarding
- Too much noise, dangerous bikes, boats disruptive
- We moved here during the pandemic
- Kites
- Just moved here
- Internet access and restrooms
- Hiking Lacamas park
- Getting out of yard work!!!
- Overall enjoyment of nature in its natural state on maintained trails
- Visit my wife's cemetery plot
- We moved to Camas during the pandemic.
- Skatepark
- Moved here during PHE
- Photography
- Hiking
- Skateboarding

Online

- Bike Riding
- Bird watching
- Did not live in Camas
- Didn't live here prior to COVID
- Disc Golf
- Gather with friends
- Horseback riding
- I moved here during the pandemic, so the question doesn't really apply to me, but I'm utilizing many of these now and have been since arriving.
- I moved to Camas during COVID.
- Lacamas Lake is toxic and should be cleaned and filtered, currently unsafe
- Mental health / forest bathing

- Mental health, community health
- Mountain biking
- Mountain biking
- Moved here during COVID
- Moving to Camas during COVID
- Nature immersion
- Paddle boarding
- Photos
- Pickleball at Crown Park!!!
- pump track and dirt jumps
- Relaxing
- Scouts
- Skateboarding
- Skatepark
- sketching
- Soaking up nature
- SUP
- To be outside for no reason
- To practice disc golf throws!
- Turf the baseball fields. For how much u make it taxes stop wasting money and invest in the youth or I'll move to Ridgefield
- Visiting with out-of-town guests
- We just moved here last June during the pandemic.
- We just moved to Camas in July 2020, so we didn't have experiences before the pandemic.
- We need an off-leash dog park
- We recently moved here during the pandemic.
- Would have gone to pool if still had one

Question 13. Please check ALL the ways you would prefer to learn about Camas' parks, programs and events. (open-ended "other" responses)

Mail

- Advertising/information around downtown Camas
- Camas Post Recorder
- Direct mail
- Direct mail - USPS
- Direct mailing
- Direct mailing once or more per year
- Do not know
- Don't care. Any.
- Email/mailers
- Google or ask Siri
- Mail

- Mailed brochure of schedule
- Newspaper
- Newspaper - Columbian
- Next Door
- NextDoor app
- Nextdoor
- NextDoor app
- NextDoor app
- Send with water bill
- The Columbian
- USPS
- Word of mouth

Online

- "Opt-In" texts with links to website with the relevant information
- All
- Believe Street and park banners are currently prohibited by city ordinance.
- Camas and Columbian Newspapers
- Camas Library
- Camas Washougal Post Record, Nextdoor
- City App with updated info
- Email
- Emails through the Camas schools are a great way to advertise events.
- Everything you can think of
- I believe a community / city announcement board in DT Camas would be good.
- Insert with city water bill
- Newspaper
- Next door app
- Nextdoor
- Nextdoor
- NextDoor
- post on nextdoor riverview
- Push Notifications Text
- Send links w/ event info via text
- text
- Text and/or mobile app
- The Columbian and Post Record Newspaper
- This seems the only place where I can say that I am supportive of a Firstenberg style aquatic center, but at \$70 million.
- Turf the baseball/softball fields, maintain the parks and put in a pump track for the youth. Our taxes are already higher than any other city in SW Washington. Our community is pissed off with the waste of funds our leaders have shown and not using that money to enrich our quality of life.



Appendix B

Online Open House Summary



CAMAS PROS PLAN UPDATE

SUMMER 2021 PUBLIC OUTREACH SUMMARY

Prepared for:

City of Camas

Prepared by:

JLA Public Involvement, Inc.

August 2021

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INTRODUCTION

The City of Camas conducted outreach between July 29 and August 22, 2021 to share information about the Camas Parks, Recreation and Open Space (PROS) Plan Update with the public and solicit input about which park and recreation programs, services and facilities are important to them. Feedback received through this outreach period will help the city build the draft PROS Plan, which will be shared in late fall through a second round of outreach.

OVERALL PARTICIPATION AND NOTIFICATION

To gather feedback to inform the PROS Plan update, the project team developed an **online open house**, **online interactive map**, and held **three (3) tabling events** in Camas to build project awareness and solicit feedback.

Overall, **we reached approximately 131 people**, with 74 participating in the online open house, approximately 50 visiting with the team at tabling events, and 7 people contributing to the interactive map.

Community members were informed about the online open house and tabling events through the following:

- Social media posts to the City of Camas Facebook page and Twitter account
- Social media posts to the Camas Parks & Recreation Facebook page
- Posts on the project Engage Camas page
- Emails sent to the Parks and Recreation distribution list
- Media release
- Announcements at Council and Parks & Recreation Commission public meetings
- Announcements at Stakeholder Focus Group meetings

FEEDBACK SUMMARY

OPEN HOUSE QUESTIONS

This section summarizes the feedback received through the online open house.

ONLINE OPEN HOUSE RESPONSES

Online open house participants were given the opportunity to respond to a series of questions about park and recreation programs, services, and facilities. Feedback is summarized below.

Note: Unless otherwise stated, the percentages listed in the analysis of each question take into consideration the number of participants who responded to the question, not the total number of people who participated in the online open house.

1. What are you most looking forward to doing again in City parks and facilities as COVID-19 restrictions are lifted? (Select all that apply.)

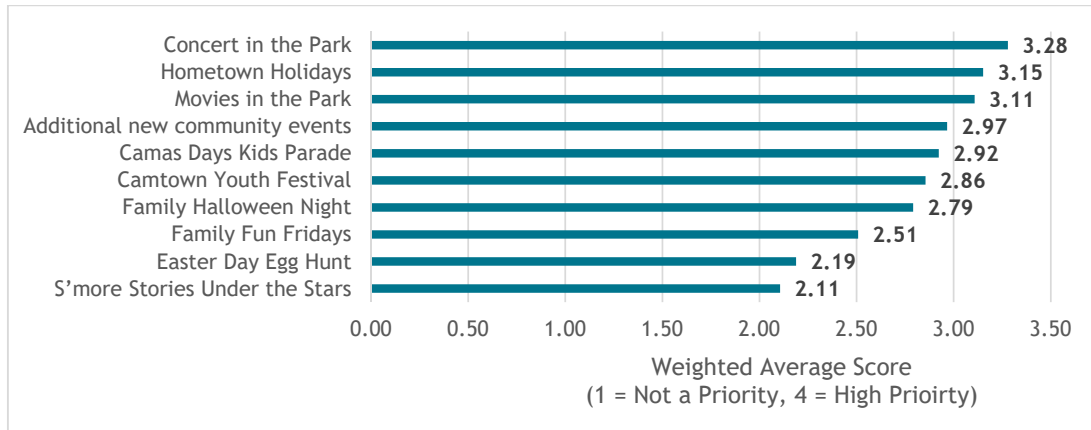
As COVID-19 restrictions are lifted, participants are most looking forward to spending time with friends/family outdoors, relaxing at a park or on a trail, and exercising and fitness.

For those who selected “Other,” kayaking, floating on the river, swimming, and taking children to the playgrounds was mentioned. Someone mentioned splash pads at Crown Park and that bathrooms are needed. Please see [Appendix A](#) to read the individual, unedited comments.

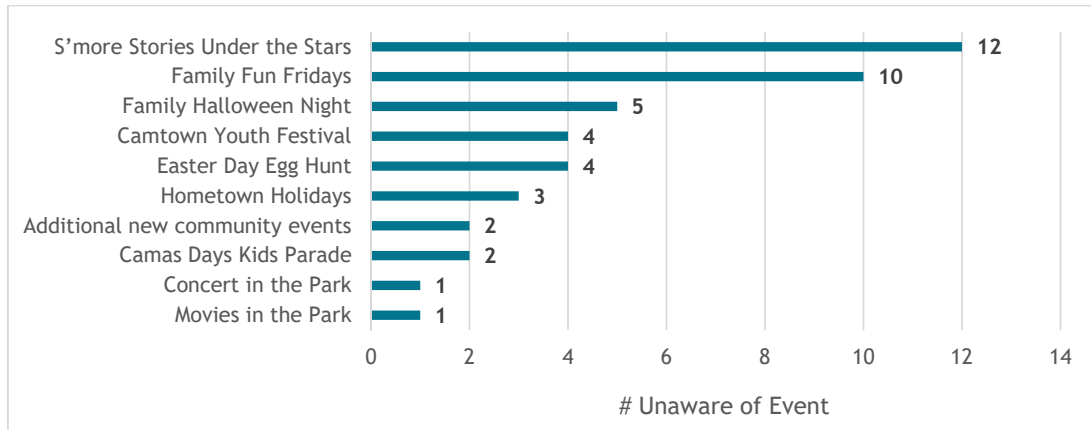


2. The City of Camas offers or supports many community events throughout the year that are free to the public but utilize city staff resources and funding. Below is a list of Camas community events that are currently offered. For each event, indicate whether you think it is a High Priority, a Medium Priority, a Low Priority, or Not a Priority for your household.

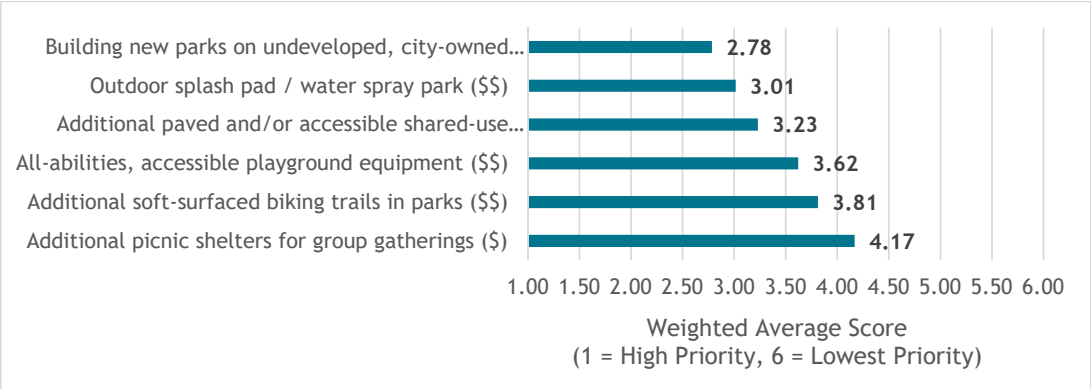
“Concert in the park” scored the highest, indicating it was a high priority for respondents. This was followed by “Hometown Holidays” and “Movies in the Park.” Respondents indicated that “S’more Stories Under the Stars” was the lowest priority community event.



12 respondents indicated that they were unaware of S'more Stories Under the Stars, 10 were unaware of Family Fun Fridays, and 5 were unaware of Family Halloween Night.

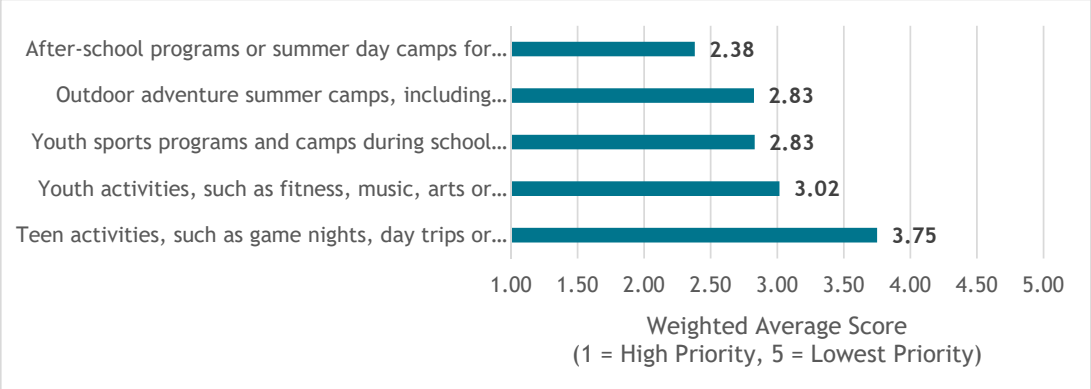


3. The spring 2021 community survey identified six priorities for the park system. For the following list of park system priorities, indicate how you would rank the priority for each (first (1) priority is highest and sixth (6) priority is lowest). Cost estimates are shown as \$ (somewhat expensive), \$\$ (moderately expensive) or \$\$\$ (expensive). Respondents ranked “Building new parks on undeveloped, city-owned parkland (\$\$\$)” highest, followed by “Outdoor splash pad / water spray park (\$\$).” Respondents ranked “Additional picnic shelters for group gatherings (\$)” the lowest.



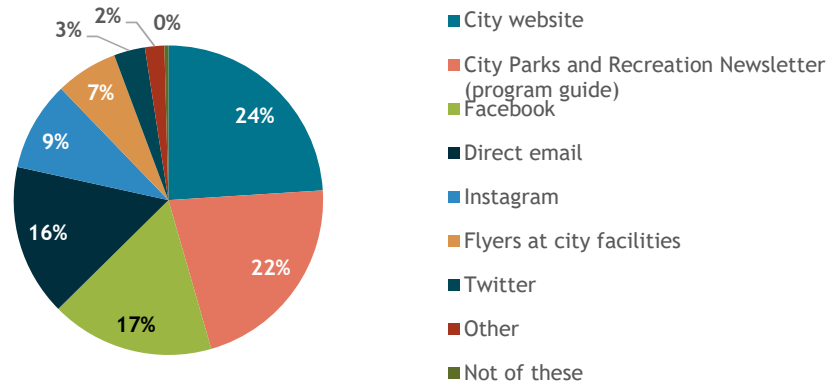
4. The spring 2021 community survey identified five priorities for recreation programs and activities. For the following list of recreation programs and activities, indicate how you would rank the priority for each (first (1) priority is highest and fifth (5) priority is lowest).

Respondents ranked **“After-school programs or summer day camps for children” highest**, followed by “Youth sports programs and camps during school breaks” and “Outdoor adventure summer camps, including archery, orienteering, geocaching or environmental education.” Respondents ranked “Teen activities, such as game nights, day trips or camps during school breaks” the lowest.



5. Please check ALL the ways you would like to get information about Camas’ recreation programs and activities.

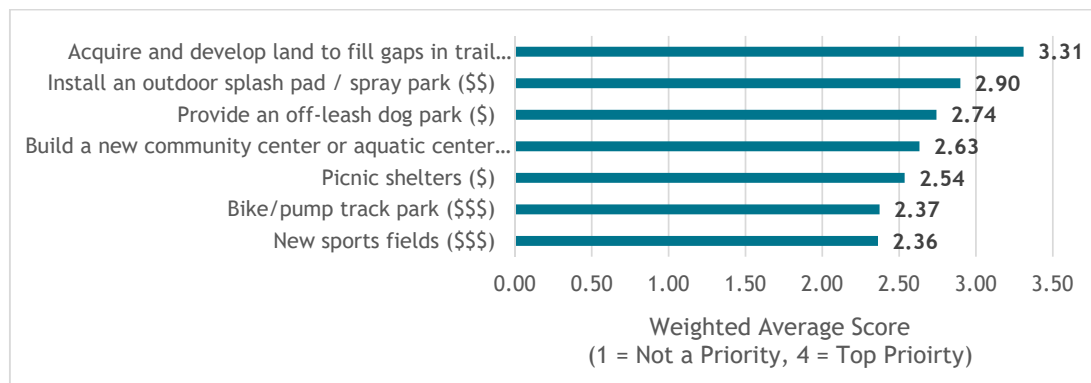
Most people would like to get information about Camas’ recreation programs and activities through the **city’s website and/or through the City Parks and Recreation Newsletter.**



For those who indicated “Other,” text messaging, events on Facebook, Camas Library, and Nextdoor were mentioned as ways people like would to get information

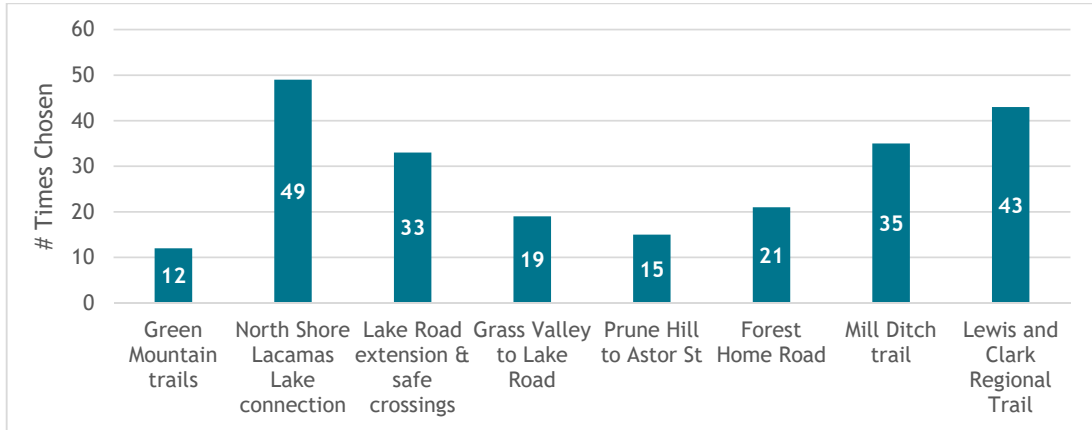
6. The following list of new facilities/amenities may be considered in the new PROS Plan. For each item, please tell us if it should be a top priority, a high priority, a low priority or not a priority at all. Cost estimates are shown as \$ (somewhat expensive), \$\$ (moderately expensive), \$\$\$ (expensive) or \$\$\$\$ (very expensive).

“Acquire and develop land to fill gaps in trail corridors (\$\$)” scored the highest, indicating it was a high priority for respondents. This was followed by “Install an outdoor splash pad / spray park (\$\$)” and “Provide an off-leash dog park (\$)”.



7. Thinking about trails and paths, which potential trail connections are the highest priority for your household? (Select up to 4.)

Respondents chose the **North Shore Lacamas Lake connection the most (49 times)**, followed closely by Lewis and Clark Regional Trail, chosen 43 times, indicating that these two trails were highest priority for households. Green Mountain trails was chosen the least.



8. Please share any additional needs for park and recreation improvements, programs or activities that you think are important and relevant to the growth of our community for the next five years.

36 people left feedback in this open text box. Below are some common themes found for those who responded. Please see [Appendix A](#) to read the individual, unedited comments.

- 7 said that maintenance of existing parks needs to be a priority.
- 5 said they would like to see more water features, such as pools and splash pads, at parks.
- 6 said they want expanded bicycle facilities.
- 6 said there is a need for an accessible and safe system of interconnected trails.
- 4 said they want more and improved/expanded sports fields and courts.
- 2 said the restrooms at Crown Park need to be improved.

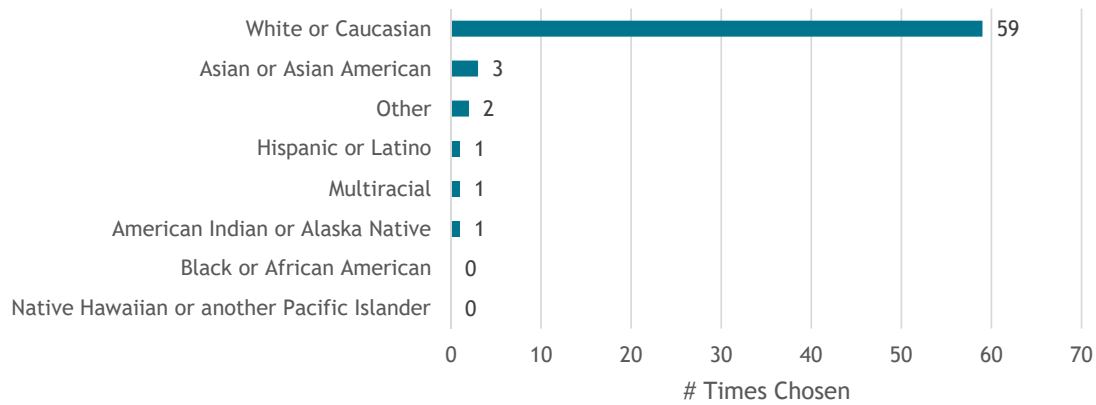
DEMOGRAPHIC INFORMATION

Participants from the online open house were asked a series of optional demographic questions.

Note: Unless otherwise stated, the percentages listed in the analysis of each question take into consideration the number of participants who responded to the question, not the total number of people who participated in the online open house.

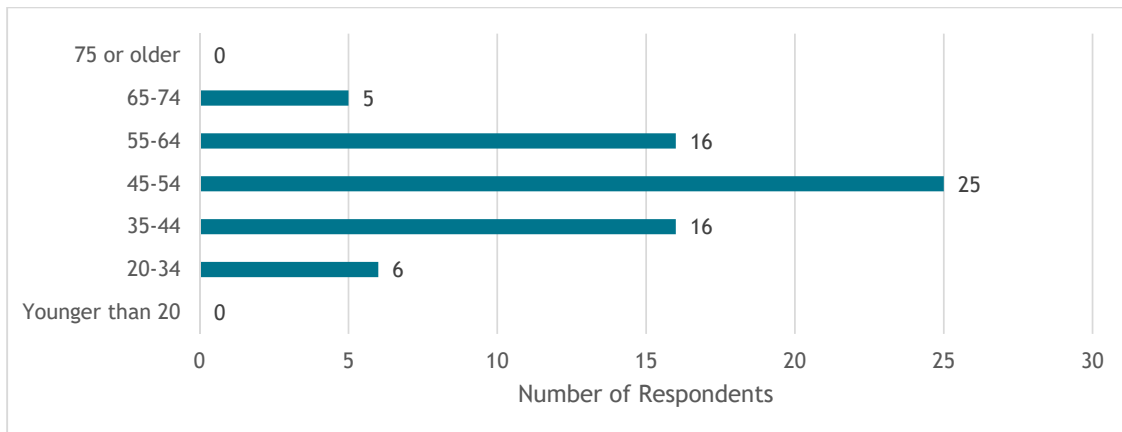
Racial or Ethnic Identity

The majority of participants identify as white (88%). The second largest group of participants selected Asian or Asian American (4%).



Age

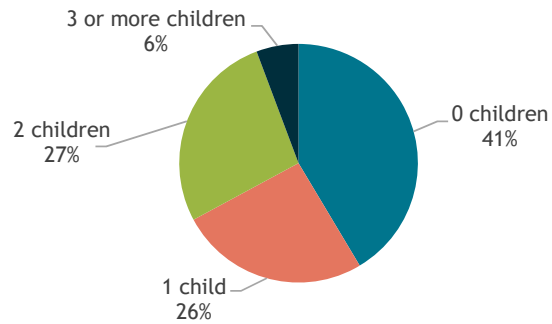
Of those that responded, the **largest group of participants were between the ages of 45 – 54 (37%)**. The second largest groups were between the ages of 55 – 64 (24%) and 35-44 (24%)



Number of children in household

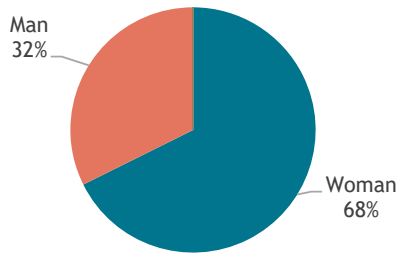
The majority of participants **(41%) indicated they had no children under the age of 18 living in their household**. This was followed by a little more than a quarter (27%) having two children

and 26% having one child.



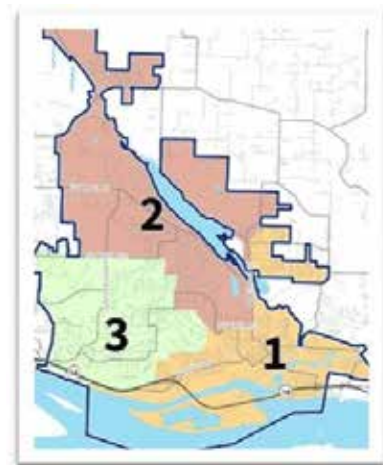
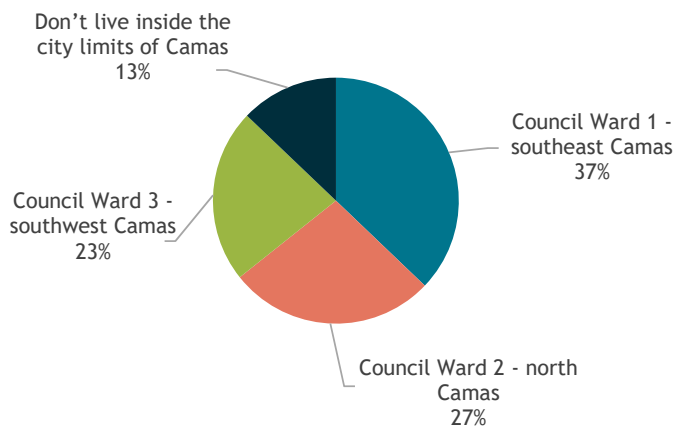
Gender

The majority of participants (68%) identified as women, while 32% identified as men. No one identified as transgender, non-binary, genderqueer, or third gender.



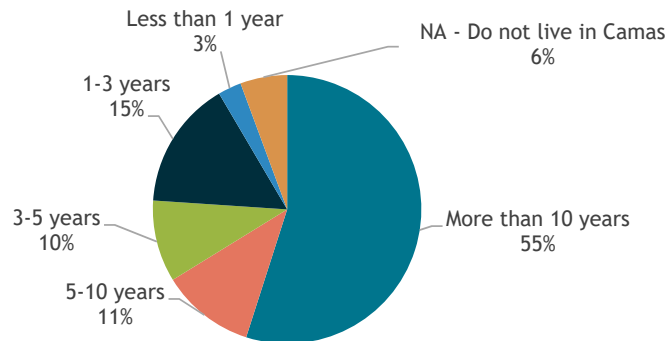
Primary Residence

Most respondents (37%) indicated that they live in Council Ward 1 – southeast Camas. About a quarter of respondents live in Council Ward 2 and a quarter also live in Council Ward 3.



Time living in Camas

Most respondents, 55%, have lived in Camas for over 10 years. This was followed by 15% of respondents saying they have lived in Camas for 1-3 years.



TABLING EVENTS FEEDBACK SUMMARY

This section summarizes the feedback received at the three (3) tabling events held in July and August to build awareness of the PROS Plan Update and share information about the project. Approximately 50 people were engaged at these events. Tabling was held at the following times and places:

- July 31st at Heritage Park from 10a-12p and 1-2p
- August 17th at Concert in the Park from 6:30-8:30p
- August 18 at Camas Farmer's Market from 3-7p

Below is a summary of the feedback we received organized by common theme:

- **Heritage Park and Surrounding Lakes:**
 - o **Trail signage is needed** at Heritage Park and Lacamas Lake; topographic maps may be helpful
 - o **More outreach, promotion and notification** are needed about the annual Drawdown Event
 - o Someone asked **if the lakes are stocked with fish** or if the fish are being studied
 - o People expressed **concern about algal blooms** at the lakes
 - o Desire for **more tree protection policies**
 - o **Recycling bins** are needed
 - o Desire for **more educational and interpretive offerings and facilities**
 - o More **lake access and beaches** needed
 - o **Parking at the lakes is an issue.** A few people mentioned that parking could be added on the north side of Lacamas Lake

- Concern about **filtration at Lacamas Lake**
- Concern about **erosion and wear-and-tear to trails around Round Lake** due to bikes
- Someone mentioned that **Lacamas Creek Trail is blocked**
- Consider **cutting back foliage in Lacamas Lake** sooner
- **Fallen Leaf Lake is peaceful**, but sometimes it is easy to get lost
- **Crown Park:**
 - People like that **Crown Park is clean and quiet** – it is the heart of the neighborhood
 - Desire for **restrooms and sprinklers/splash pad**
- **Parks and Recreation in Camas:**
 - Desire for **more facilities to serve people in Camas** (i.e., parks, trails for bicyclists and pedestrians, etc.)
 - Would like to see **better bike connections** from downtown waterfront area to Crown Park
 - Need **more promotion for Concert in the Park** events
- **Other:**
 - People expressed **concern about population growth** in Camas, as well as **increased traffic** – especially when thinking about development in North Shore area
 - Someone mentioned that people are having **survey fatigue** and would have liked to have seen open text questions on the Spring PROS Plan survey
 - Someone mentioned that a **Parks and Recreation QR code** from a month ago is not working
 - There was some **confusion about the summer online open house** – some people thought it was the same as the spring survey

People were able to share on a map the places they like to visit and areas that need improvement. They are as follows:

- **Places people like to visit** (indicated by green dot):
 - o Lacamas Lake
 - o Heritage Park
 - o Fallen Leaf Lake
 - o Lacamas Regional Park
 - o Lacamas Creek Park
 - o Washougal River Greenway
- **Places needing improvement** (indicated by red dot):
 - o Open space area on lower end of Lacamas Lake
 - o Area between Lacamas Lake and Round Lake
 - o Forest Home Park



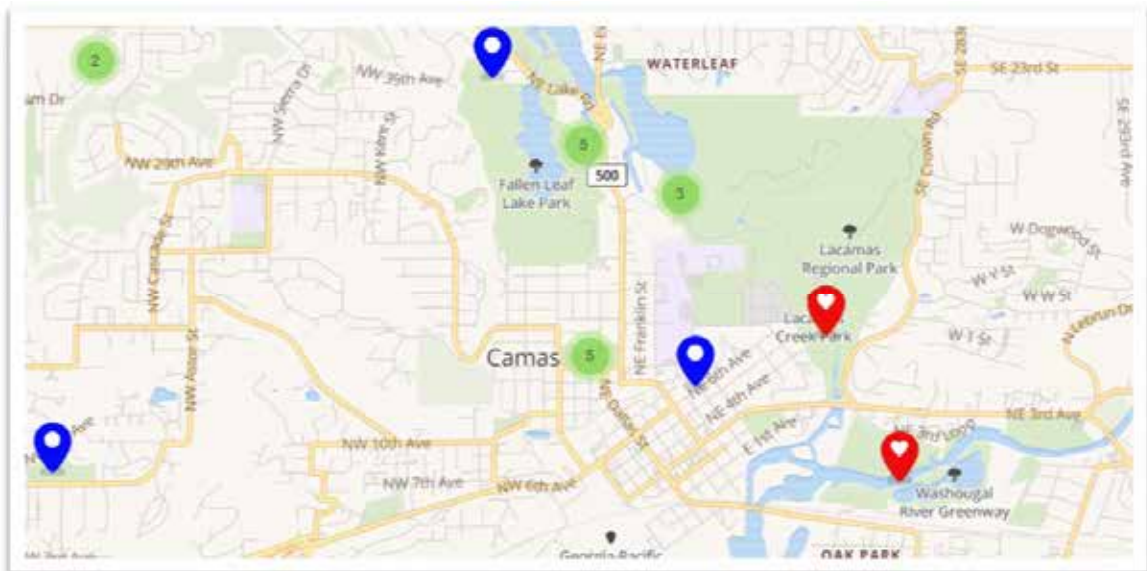
INTERACTIVE MAP

On the Engage Camas project page, the public was given the opportunity to share which parks, trails, and open spaces they currently visit in Camas (denoted by a red heart pin); where they think improvements need to be made (denoted by a blue pin); and what new things they would like to see offered in Camas' park system (denoted by a yellow star pin). **11 unique users** submitted a total of **22 comments**. Below is a summary of their comments:

- **Places people currently visit:** Fallen Leaf Lake, Washougal River Greenway, Lake to Lake Trail, Lacamas Lake
- **Improvements needed:**
 - o **Lake to Lake Trail:** Replace the broken fences and add danger signs around cliffs on both sides of the river, place more trashcans along the trail, replace maps
 - o **Mill Ditch Trail:** Fill in Mill Ditch and make it a large accessible walking path
 - o **Grass Valley Park:** Play equipment is in disrepair and needs to be replaced
 - o **Lacamas Lake Dam:** Extend the fence for safety
 - o **Klickitat Park:** Landscaping and removal of dead trees
 - o **Roof cleaning and painting** of buildings near Fallen Leaf Lake and Lacamas Lake
 - o **Parking on the north side** of Lacamas Lake needed

- Someone indicated there are **overgrown brambles** behind houses on NW 31st Ave and NW Dahlia Dr
- **Ideas for new park offerings:**
 - **Crown Park:** New/updated programming to tie in with programs/activities to be offered at new Garfield Performing Arts Center, splash pad or kids pool, new restroom
 - **Fallen Leaf Lake:** Splash pad or community fountain, parking lot and picnic tables; retaining walls and a sort of "art walk" fencing could highlight local artistry and sculptures.
- **Other:** Someone was concerned about the Sierra/43rd Street corridor and that because of increased traffic, it needs improvement

Please see [Appendix B](#) for more details about the comments as well as the specific addresses of the locations or places participants submitted comments about. It may be helpful to view the comments in context with the location they were placed. The issues map and comments are viewable at this link: <https://engagecamas.com/parks-recreation-open-space-comprehensive-plan/maps/camas-park-system-interactive-map>



APPENDICES

APPENDIX A: ONLINE OPEN HOUSE OPEN TEXT QUESTIONS

Below are the unedited comments respondents submitted for the open text questions in the open house.

QUESTION 1: What are you most looking forward to doing again in City parks and facilities as COVID-19 restrictions are lifted? (Select all that apply.)

Those who chose "Other," wrote the following in the open text box:

- Kayaking on the lakes
- River Access for inner tubing
- Skatepark
- Swimming
- Taking child to playgrounds
- Using the splash pad at Crown Park that replaced the pool you tore down. Oh, that's right, you haven't fulfilled that promise yet. And the new bathrooms at Crown Park are wonderful 😊.

QUESTION 5: Please check ALL the ways you would like to get information about Camas' recreation programs and activities.

Those who chose "Other," wrote the following in the open text box:

- Camas Library
- Events Page on Facebook so I can simply add it to my google calendar with ease. Also include link to register there.
- NextDoor
- text
- text

QUESTION 8: Please share any additional needs for park and recreation improvements, programs or activities that you think are important and relevant to the growth of our community for the next five years.

- Algae bloom control at Lacamas Lake

- Crown Park is in dire need to be updated to make the playgrounds safe for children. The community was promised a splash pad when the pool was removed.
- I think providing a walking path from Green Mountain to the Heritage Trail is imperative. I don't know why this wasn't insisted upon during annexation and development approval.
- The current parks are a mess. Weeds are so bad at some parks that you can't even sit on the grass or put a baby on it. The small park area on NW 8th, really?? Weeds up to my knees and so brown. No reason for this. Hire some new employees instead of office workers and suits.
- I'd like to see the existing parks better maintained. I live near Klinkitat Park and have had to comment several times over the past several years about how poorly the park is cared for. Oversight is needed apparently. New neighborhoods should be required to have natural green space. Camas has needed sports fields and practice fields for over a decade. Consider turfing existing fields for improved playability ie. GV ball park is almost never game-ready (picture of it on city website is not a real representation.) Better and more access points to put kayaks, canoes, etc. into Lacamas and Round Lakes. Make known how residents can donate or buy new sports equipment/uniforms, etc. for kids who need it. Trail connections are super important with the increased road traffic.
- The city buys LaCamas Swim and Sport and makes it into a Camas recreation center. The loss of crown park pool means no public pools in Camas. Parks department works to get public support to build an aquatics center with a pool that local swim teams can rent and use. Less emphasis on the splash pads, pools get more use by a range of age groups."
- #1 Lighted pickleball courts. #2 Soccer fields/basketball courts #3 Walking trails
Pickleball, pickleball, pickleball
- Would like to see development of parking, picnic shelters, and water entry to fallen leaf lake on opposite side off Lake Road.
- Bike safety improvements between north end of Heritage trail and Green Mountain and North Shore Lacamas Connection. That segment of road is very dangerous for bikes and there are no alternate routes.
- We are in desperate need of additional sports fields and a multi use complex. Other cities seem to be way ahead with their facilities vs Camas
- Hi there! I would love recycling options at our parks and promote leave nothing behind. Education about recycling. Also, more education about our native trees, how trees provide oxygen etc., mainly environmental education. Signs and interactive "stations" for this. Educating how we can all make a difference to keep and maintain our natural beauty.

- Please add to the high priority, 2 way Bike paths off the freeway to share with Joggers path along SR500 from downtown all the way to Fern Prairie Market and up or down Lake Road. Huge safety issue!
- Most wanted: Car-free , soft-surfaced walking/running trails
- More adult sports options please!! Would love to see volleyball or a tennis league offered
- Both Forest Home Road and Leadbetter Road have tremendous recreational potential as multi-use roads but current traffic speeds are just too dangerous. Please consider lowering and enforcing traffic speeds on these roads so walkers and bikers can also enjoy the routes. Thanks!
- Sidewalks that connect our neighborhoods and get us to the paths and the trails should be a priority. There are many areas in our city that we cannot access because the sidewalks end.
- Maybe a few trash receptacles on the trails for dog poop bags. Bags are all over the trail.
- Number 1 priority is restrooms - Crown Park, trail heads and open space. This is a public health issue. Life stage definitely affects my priorities. When my kids were young activities such as the Easter Egg Hunt and Boo Bash were important as was safe, accessible and fun playground equipment. Without children in our household, I'm more interested in trails, both walking and biking.
- Please limit horsepower (speed) of boats allowed on Lacamas Lake to reduce/eliminate dangerous wakes and ensure safety of fishing boats, canoes, kayakers and swimmers. Thank you.
- I previously submitted a review on making current renewal or repairs to the current skatepark facility and would be thrilled to have that issue become a part of the discussion. Having past engaged, in discussions with the skatepark committee for tualatin hills park and recreation as well as assisting in maintenance and promotion of a popular indoor skatepark facility in portland. I would very much like to see a renewed look at the existing skatepark facility off of 3rd avenue as well as the adjoining parking lot and water access. I believe significant improvements could be made i.e. lighting and clean up as well as design changes to the actual skatepark. All of which leads to ensuring this site promotes inclusion for kids of all ages and experience levels as well as safety. Overall promoting a more family friendly environment.
- Improvements made on the existing skate park, utilizing someone with actual skatepark design knowledge or experience. Re-designing or rebuilding of the skatepark. Possibly building an all new skatepark with a bike/pump track next to it. The facility could offer a recreational area for kids of all ages to enjoy and stay out of trouble. However the current facility does not meet all levels of experience and is designed poorly, it has resulted in users bringing in outside equipment in order to make it somewhat usable. Also cleaning up the area around it i.e. the parking lot and water access/trails as well as

adding lighting for the park and parking lot would add safety and promote a more family friendly atmosphere.

- We would like to see a pool in Camas again, but perhaps not on the scale of a full aquatic center.
- I walk and bike the Mill Dutch trail regularly and am wondering what is going to happen with the stagnant water in the ditch. It's turning into a mosquito farm. Is the city going to do something with it such as flush it out or fill it in?
- I have been wondering why the play areas aren't covered. Children could play on rainy days and hot days
- The little green space on NW 8th is disgusting. It needs to be taken care. Kids want to play there and the weeds have taken over the grass. City really needs to wake up and take care of what we it has before it adds more to the list. Can't go to any park and put a toddler or crawler down to play in the grass, to many weeds.
- What would be most beneficial is a network of *connected* bike paths and hiking trails not a series of separate, non-contiguous trails, in order to provide safe and extensive opportunities for families and people of all ages. In particular new bike patgs should be integrated with the side walk NOT the road as this is much safer, particularly for children, and will encourage more use by families and bike commuting.
- Exercise equipment in select parks -- pull-up and dip bars, etc.
- It would be great if you could adjust the Camas rules regarding new housing developments to require more green space and/or trails for each large development. This way the city of Camas isn't competing with developers to purchase land for parks and other recreational activities. Allow the developer to buy the land and then require that they build the park you wanted!
- Maintenance on some city-owned trials is non-existent. Vegetation, especially blackberries, hang over the trail in many areas. Some of the trails are so steep in sections that they are pretty much non-usable, especially when it is wet or icy. The city-owned so-called "natural" area and collection pond north of Knapp Street in Parker Estates had maintenance delayed so long that many of the trees have died and beavers moved in further making a mess of the whole thing (project is currently in process to hopefully mitigate). I wish there were more safe places to ride bicycles (road bikes, not mountain or off-road) and that the trail system was more continuous. Ash Creek Park was promised to be developed MANY years ago and nothing has been done with it yet. Parker Estates (where I live) would appreciate it. I would like city staff to walk the full distance of all the trails in the area to get a good understanding of what it is like to live in the neighborhoods and walk them.
- No need for a million dollar pool, just build a splash pad or fountains with wading pools. Keep is accessible and add more parking. Better fishing opportunities on lacamas lake would be good.

- We need to see bathroom facilities in our parks. Crown Park is a beautiful park with ugly dirty porta potties. It's kind of sad. Also since The pool was destroyed CrownmPark has big wide open areas that aren't used for anything.
- I just wish so badly we could have an outdoor pool again! It made Camas so unique and we used it all summer long! I don't understand the cost issue when it comes to an outdoor pool. If you can build an aquatic center, why not an outdoor pool? I will forever be sad that the outdoor pool was taken away. It was a yearly tradition in our family and made Camas unique. It seems like all the fun things for kids are being taken away!!!!
- I love the walking trails through the natural areas SO MUCH!! Would love to have more of them connected. However, would also love to know that they are safe since I'm a woman walking a medium-size, cuddly-looking dog. The recent attack near Round Lake has me avoiding the trails right now. Are there regulations about camping in the local parks, or any way to help our law enforcement actually do the enforcing (they can't do anything about someone breaking a law if the law doesn't exist)? Official programs and organized events aren't particularly useful to me. I just love the natural spaces, so if they're there and accessible (and safe), I'll be so grateful to walk for miles and miles. Thank you!
- I put as my top priority "Outdoor adventure summer camps, including archery..." I would be very interested in these types of activities/camps not only for children and youth, but adults as well. I am a single adult in Camas, and would love to participate in all of the activities that were listed under that option, not only to learn more but also to meet more people in the community. I would love to support the city in creating such programs for kids and adults as well, I'm assuming we have a lot of untapped talent here, i.e. I'm an Herbalist/Botanist/Teacher who already does plant walks, I would be happy to volunteer for the city in putting together some sort of program/activity around that with our trails and greenspaces.
- Need to provide facilities for additional outdoor activities that create community connection and activity. With the number of sporting families Camas lacks facilities that other communities provide.
- Water quality improvements at all of our local lakes/streams. Also, would like to ensure we don't see homeless camps springing up in our parks/shared forest lands.

APPENDIX B: INTERACTIVE MAP COMMENTS

Below are the unedited comments respondents submitted in the issues map, grouped by address.

Category	Comment	Address
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Place I visit now	A trash can at the waterfall would be really wonderful please.	1644 Northeast 5th Court, Camas, Washington 98607, United States
Place I visit now	Love the accessible trail with benches for our elderly family members to rest during their walks, and viewing the wildlife here throughout the seasons	1906 Northeast 3rd Loop, Camas, Washington 98607, United States
Place I visit now	We love the solitude of Fallen Leaf and are here almost daily.	2911 Northeast Everett Street, Camas, Washington 98607, United States
Place I visit now	Great place to hike or trail run	Round Lake Loop Trail, Camas, Washington 98607, United States
Place I visit now	Love the lake for open swimming and kayaking. It's peaceful	2911 Northeast Everett Street, Camas, Washington 98607, United States
Needs improvement	Trash cans next to the map signs would be really wonderful. Additionally, all the maps need to be redone (they've been peeled away).	2700 Northeast Everett Street, Camas, Washington 98607, United States
Needs improvement	Replace the broken fences and add danger signs around cliffs on both sides of the river.	Camas School District #117, 841 NE 22nd Ave, Camas, Washington 98607, United States
Needs improvement	At one point (2-3 years ago) Jerry Atkinson had shown us a concept for filling in the Mill Ditch and making it a large accessible walking path through the town to the trails. Would love to see that happen, or at the very least, clean the mill ditch.	935 Northeast 6th Avenue, Camas, Washington 98607, United States

Needs improvement	Used to take the kids here frequently. Would love to still, but the play equipment is in disrepair. Swings broke a while ago and still aren't replaced. When a bench near the play area was wrecked years back it took months for it to be replaced. The large slide has been broken for over a year and the receiving pole dangerously stuck out where kids run without removal. It gets a ton of use - an upgrade and better maintenance is a must.	2949 Northwest 38th Avenue, Camas, Washington 98607, United States
Needs improvement	I get nervous with small children on the sides of the dam particularly one end that has only half the fence covering the drop	2828 Northeast Everett Street, Camas, Washington 98607, United States
Needs improvement	Multiple trees are dead, pruning of shrubs is half done, mulch needed in landscaping areas, general weed management	824 Northwest Klickitat Street, Camas, Washington 98607, United States
Needs improvement	Roof cleaning and painting of building is needed	2911 Northeast Everett Street, Camas, Washington 98607, United States
Needs improvement	Roof cleaning is needed	Round Lake Loop Trail, Camas, Washington 98607, United States
Idea for something new	Please add a splash pad to Crown Park (similar to beautiful, architecturally-designed Jamison Park splash pad in Pearl District in Portland) which will be a wonderful activity for kids/families	126 Northeast 15th Avenue, Camas, Washington 98607, United States
Idea for something new	Consider new/updated Crown Park programming to tie in with programs/activities to be offered at new Garfield Performing Arts Center -- 2 blocks away, such as regional Art Fair similar to nationally-known Salem Art Fair (Oregon), family	1437 Northeast Everett Street, Camas, Washington 98607, United States

	athletic event similar to Pole Pedal Paddle (Bend, OR), etc. which would boost local economy, increase tourism, and highlight our "Crown Jewel" of a park!	
Idea for something new	A water feature for the kids- pool or splash pad. Something safe and fun for all ages.	Camas Municipal Pool, 120 Northeast 17th Avenue, Camas, Washington 98607, United States
Needs improvement	Adding a splash pad or community fountain, parking lot and picnic tables could be a nice addition to Fallen Leaf Lake area for the community. Retaining walls and a sort of "art walk" fencing could highlight local artistry and sculptures.	252 Northwest Lake Road, Camas, Washington 98607, United States
Needs improvement	This Sierra/43rd Street corridor needs speed improvements. With the addition of 7% growth in traffic (prior to new homes being actually completed), the daily traffic including large earth moving vehicles and construction vehicles has dangerously increased speed down this TWENTY FIVE MPH corridor.	1642 Northwest 43rd Avenue, Camas, Washington 98607, United States
Idea for something new	Splash pad would be great	120 Northeast 17th Avenue, Camas, Washington 98607, United States
Needs improvement	Parking at Heritage Park and Round Lake always fill up quickly. Making the north side of the lake more of an attractive destination (with parking) could help distribute the congestion	811 Southeast Leadbetter Road, Camas, Washington 98607, United States
Needs improvement	Brambles overgrowing the path	3105 Northwest 31st Avenue, Camas, Washington 98607, United States

Needs improvement	Needs a nice restroom. A splash park would be nice here since they removed our pool.	120 Northeast 17th Avenue, Camas, Washington 98607, United States
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Appendix C

Stakeholder Summaries



STAKEHOLDER DISCUSSION NOTES

Project Name: Camas PROS Plan Update **Project No.:** Proj-# 21-135PLN
Location: Zoom Video Conference **Interview Date:** July 9, 2021 **Time:** 3:30 pm
Notes by: Steve Duh, Conservation Technix
Participant: Annette Anderson, Camas Lacrosse Jeff Immel, Camas Little League
 Karen Gibson, Camas Lacrosse Trang Lam, Camas Parks & Recreation
 Nick Kralj, Camas Little League Steve Duh, Conservation Technix

Subject: Stakeholder Group Discussion with Field Sport Associations

PURPOSE

To discuss current interests and future needs addressing sport field improvements and capacity. The meeting took place on July 9, 2021, via a Zoom video conference from 3:30 – 5:00 pm.

DISCUSSION

The discussion began with brief introductions and an overview of the City's PROS Plan update process. A set of questions were used to initiate the discussion and explore ideas about field usage, capacity, maintenance and potentially needed improvements to local sport fields.

Lacrosse Comments

- Lacrosse can only use school-owned facilities due to need for larger field and fencing to manage errant balls. It has been a challenge using Camas School District (CSD) facilities, and the league can't use fields until 5 or 5:30p, which is difficult for elementary and middle school age players
- Prune Hill is the only other field, but it is on a first come, first served arrangement.
- School field have maintenance and quality issues; there are a lot of mole/gopher holes
- Lacrosse is at capacity for the fields it uses. There is competition for field space with soccer (which has every school field booked, except Cardon). If Lacrosse had more field access, then it could accommodate more teams and more localized competition (instead of competing against Portland, Hood River, etc.). All games are on turf fields. The season is in the spring – generally March through June

Little League Comments

- Little league uses a mix of city fields and rents fields from CSD. Little League has a use rights agreement with City for Forest Home Park, which is used primarily for games. Softball is exclusively at Doc Harris. Lower divisions use Doc Harris and Woodburn. Younger players use Crown Park, Goot and Klickitat.

Interview Notes (continued)

Other Comments

- CSD is starting middle school soccer and spring football. These will impact field availability.
- Within Camas, there are only two turf fields, and both are at CSD. High school sports get priority use, and CSD charges a lot for field rental (\$100/hr.). Little League pays CSD \$15,000 annually for field rentals.
- Soccer mostly uses Doc Harris, with Woodburn as an alternative
- CYSF (fall) plays at Sky Ridge, upper and lower
- Pop Warner practices at Prune Hill; they would like more field space and turf
- Babe Ruth is exclusively at Louis Bloch, but the league seems to be diminishing and numbers are down

Sport Field Needs

- Near-term – increase field capacity by improving field quality
- Prune Hill is turfed for baseball and football. The baseball infield is in rough shape and is weedy
- Prune Hill has infrastructure (bleachers, fencing, parking, restroom), so improve the function of the field
- Adding lights adds capacity, and there are few neighbors near Prune Hill who might be impacted
- The property across the street from Prune Hill is for sale again. Maybe consider this as an expansion site to accommodate a complex
- Grass Valley and Prune Hill are weedy. City could do weed mitigation to improve field grass quality
- Drainage issues at Grass Valley (doesn't dry out until June) and Forest Home (outfield is wet)
- The irrigation system at Forest Home Park is aging – leaks, broken sprinkler heads, etc.
- Fallen Leaf Park could be utilized for more capacity as a single event space. Parking is limited and a challenge, but it has lights and restroom
- The leagues need to work with school district to build out other CSD property

Collaboration with City

- Communication with City for Little League has been tremendous. Dennis Ryan has helped with weed control, plugging the outfield, fertilizing and providing dumpster use
- Little League volunteers add a lot of value by improving field conditions
- Leagues can support field improvements and development with fundraisers, grant support and sweat equity
- The field turf program offered as part of the pool levy was rejected, but it could have made improvements to Prune Hill, Dorothy Fox and Forest Home
- Sport leagues are volunteer organizations and have transient membership. Is there a role for the city in helping with continuity of leadership – maybe a leadership forum. Continuity of leadership could help develop a more collective voice across sports

Other Feedback: Annette and Nick provided written comments via email to the discussion questions. These are attached on the following pages.

-- End of Notes --

City of Camas
Parks, Recreation & Open Space Plan Update
 Camas Parks and Recreation

July 9, 2021
 Sport Fields Group – 3:30 p.m.
Discussion Questions

The following are intended to spark group discussion and interaction; questions posed/ topics addressed might not follow as shown.

Introductions & Background

- Brief overview of PROS Plan & process
Camas Lacrosse - 7/6/21 by Annette Anderson Youth Girls VP

Group Discussion Questions

- What has been the trend in participation by your league/sport over the past 3 years? (i.e., trending up/down; number of participants by age group/gender) **Trending up. K-12 girls and boys. 2019 - 280 2020 - 410 2021- 201**
- What sport recreation opportunities are missing? What facilities do you see as the most needed in the community? **Turfed fields.**
- Discuss coordination between leagues (overlapping calendars, multi-use fields, seasonality, etc). Do you have any concerns about availability and scheduling? Would a coordinated annual booking system, with a nominal fee help? **Our concerns have been with the High School kicking us off the only turf fields in the city. The youth have no other options. Also with only being able to use school run fields we are not allowed to use them until 5:30 at night which causes problems with booking so many teams and also with the younger elementary players. If they were city run fields we could have the elementary kids start practices after school gets out at 2:30.**
- Besides Camas Parks & Rec fields, what other fields does your group/organization use? **The school district. ZAC, Doc Harris, Cardon.**
- What does your organization see as the key priorities for the city's system of parks and sport fields? **Short term capacity increase - turf at Prune Hill, Grass Valley, Dorothy Fox. Long term - new complex**
- Jump forward 5 years and imagine Camas in 2026. Please share your vision for one stand-out project completed to improve the parks system and/or local sport facilities.
2 turf fields at Prune Hill
- How is field maintenance? Are there ways to improve this, especially through partnerships?
We have been maintaining Prune Hill, ZAC, and Doc Harris E & F fields filling the mole holes multiple times a year. If the dirt/sand was provided that would be nice.
- With the understanding that the PROS Plan will help guide the City's investments and use of resources for the next 6 years; in your opinion, where should the City focus resources and energy in the next 5 years? **Getting fields turfed so that we can be competitive with the teams in Portland and Vancouver.**
- What contribution, collaboration, and responsibilities can your organization bring to the future implementation of the City's public park and recreation system? Are there opportunities for more collaborative projects between the leagues and City? **We could help provide funding through fundraising activities and sponsorships for the turf fields.**

Additional Information Request (not for group conversation – [please email feedback](#))

- Describe the current state and quality of City of Camas-managed athletic fields and sport courts (quantity, quality, geographic distribution, etc.) **The quantity is good, quality is lacking in turf (all of our games in Vancouver and Portland are played on turf, their players practice on turf. Our players practice on grass and it is a hard transition for them during game days because the ball bounces different and is harder to pickup.). Geographic distribution is good.**
- How is the geographic distribution of fields / courts? Are they well distributed? Where are more needed? **Yes well distributed.**

City of Camas Parks, Recreation & Open Space Plan Update Camas Parks and Recreation

July 9, 2021
Sport Fields Group – 3:30 p.m.
Discussion Questions

The following are intended to spark group discussion and interaction; questions posed/topics addressed might not follow as shown.

Introductions & Background

- Brief overview of PROS Plan & process

Camas Little League Responses - 7/5/2021 by Nick Kralj, president

Group Discussion Questions

- What has been the trend in participation by your league/sport over the past 3 years? (i.e., trending up/down; number of participants by age group/gender)
**Trending steady; 2020 = 483 participants, 2019 = 513 participants, 2018 = 476 participants
Boys and girls baseball and softball ages 5-13 (could be thru 15 soon)**
- What sport recreation opportunities are missing? What facilities do you see as the most needed in the community?
Field capacity is and will be the primary issue. Under-utilization of existing space due to weather or infrastructure issues. Growing community will make it even harder. Could be solved in some cases with turf and lights and other infrastructure like ADA dugouts and bathrooms, and drainage
- Discuss coordination between leagues (overlapping calendars, multi-use fields, seasonality, etc). Do you have any concerns about availability and scheduling? Would a coordinated annual booking system, with a nominal fee help?
We feel the above would create more opportunities for all leagues. For instance, Fallen Leaf turfed could be used for football, lacrosse and soccer offseason, and with turf and lights, even during season with proper scheduling
- Besides Camas Parks & Rec fields, what other fields does your group/organization use?
Camas school district rental Doc, other leagues fields, such as Schmid and others in Washougal
- What does your organization see as the key priorities for the city's system of parks and sport fields?
Short term capacity increase - turf, lights at key facilities that are not optimized, such as Prune Hill, Fallen Leaf, Grass Valley, Dorothy Fox, and Goot Park. Long term - new complex
- Jump forward 5 years and imagine Camas in 2026. Please share your vision for one stand-out project completed to improve the parks system and/or local sport facilities.
Turf and lights added to parks facilities to increase time available/not waste existing space
- How is field maintenance? Are there ways to improve this, especially through partnerships?
This is good. We utilize our field rights usage agreement to maintain fields with support from Camas
- With the understanding that the PROS Plan will help guide the City's investments and use of resources for the next 6 years; in your opinion, where should the City focus resources and energy in the next 5 years?
**We appreciate our relationship with Parks and Rec today.
Creating more capacity for our growing community. With more people coming, the fields are close to maxed in their current state. New opportunities will be needed**
- What contribution, collaboration, and responsibilities can your organization bring to the future implementation of the City's public park and recreation system? Are there opportunities for more collaborative projects between the leagues and City?
We can provide seed funding to contribute to grants for lights and turf. Our membership base is passionate and ready to help support. We can also reach out to business community partners as we
- Are there other organizations/individuals that the City could bring to the table as partners?
Yes, we can work with other business organizations to provide loan, donations and other financial support. We have run this exercise before and would be able to leverage our network.

Additional Information Request (not for group conversation – **please email feedback**)

- Describe the current state and quality of City of Camas-managed athletic fields and sport courts (quantity, quality, geographic distribution, etc.) **See below****
- How is the geographic distribution of fields / courts? Are they well distributed? Where are more needed? **Distribution is reasonably good. We have land/parks that are nicely spread out; however, we cannot use them fully due to poor drainage, poor maintenance, lack of infrastructure such as lights, dugouts, restrooms, etc. Long-term, we feel that a new complex would benefit Camas the most, as it has the ability to generate rental income as well as provide tourism revenue to the local area from tournaments.**

** Forest Home Park - 2 baseball fields with lights. Needed: ADA dugouts, bathrooms, and pathing, as well as outfield drainage and turf. Already has lights.

** Prune Hill - excellent setting, however, hardly used due to exceptionally poor drainage and no lights. Turf and lights needed. Dugouts and storage are needed as well

** Fallen Leaf - excellent facility, but limited parking and poor drainage. Not really available until late June/early July which is too late. Our spring season is primary and is late Feb thru July. Turf recommended.

** Grass Valley Park - limited parking and poor drainage. Not really available until late June/early July which is too late for baseball/softball.

** Goot Park - limited parking and poor drainage. Not really available until late June/early July which is too late for baseball/softball

** Dorothy Fox - no infrastructure available. Need to build out.

** Other practice fields used include today Klickitat Park, Crown Park, Doc A, B, C, Liberty



STAKEHOLDER DISCUSSION NOTES

Project Name: Camas PROS Plan Update **Project No.:** Proj-# 21-135PLN

Location: Zoom Video Conference **Interview Date:** July 6, 2021 **Time:** 8:00 am

Notes by: Steve Duh, Conservation Technix

Participant: Patty Barnard, Mountain bike advocate Katy Daane, Parks & Recreation Commissioner
 Jeff Cary, Camas Bikes David Dewey, Parks & Recreation Commissioner
 Jeremy Mores, Evergreen Mountain Bike Alliance Trang Lam, Camas Parks & Recreation
 Ross Swanson, Portland Parks & Recreation Steve Duh, Conservation Technix

Subject: **Stakeholder Group Discussion on Mountain Biking & Pump Track Interests**

PURPOSE

To discuss current trends, interests and future needs addressing mountain biking and skills development. The meeting took place on July 6, 2021, via a Zoom video conference from 8:00 – 9:30 am.

DISCUSSION

The discussion began with brief introductions and an overview of the City's PROS Plan update process. A set of questions were used to initiate the discussion. Ross Swanson from Portland Parks and Recreation was invited to share information about Gateway Green to offer context about design, development and management considerations. The remainder of the session focused on local interests for trail and biking facilities.

Overview of Gateway Green in Portland

- Ross provided an overview of the Gateway Green project and some lessons learned. The 24-acre site lies between TriMet and railroad property. It is a bike to and walk to site only. It has 70-80' of vertical drop and offers good length on laps. It was built in three phases, in part to see how people use the site. The city legitimized the park with restrooms and designed it as a four-hour experience.
- It provides for a range of users: dirt jumpers & BMX, mountain bikers, skaters and runners
- Cross country runners use the site; it is a compatible use
- Pump track is paved and designed/built by Velos

Tips:

- Don't assume your rider base is just 24-35 year old white men.
- Gather data to prove users
- Consider other features (Gateway Green added nature play area) to give parents an opportunity to play with one kid while the other rides

Interview Notes (continued)

- Re-frame the perceptions about users: everyone wants to progress and get better; most are willing to help each other

Comments on Camas' Parks and Trails System

- Camas has great trails
- Current usage is outgrowing Lacamas Park
- Heritage Trail is a way to get to Lacamas Park for mountain bikers; trail usage on Heritage Trail is heavy
- Fallen Leaf Lake offers more advanced options for mountain bikers
- New neighborhoods northeast of lake attract residents with interests in trails and mountain biking; however, since COVID, there is more trail usage overall
- Need to have trails built by experienced trail builders and in places sanctioned for trails. Installation of rogue trails by people cutting/digging routes is a problem the City is trying to address.
- There is a need for places for kids to practice on stryders/skoots
- There is a need for a pump track and more mountain bike trails
- Camas has become more of a destination and will continue as new trails are added.
- Have the information to keep people in town and as part of the circuit of regional tourism

Usage & Potential

- COVID has super-charged trends: more usage on trails, wider age distribution of riders, wider age groups
- Consider dedicated infrastructure, directional trails and signage for mountain bikers.
- Green Mountain has potential and could use lower slope area for bike park/skills – perimeter could be for climbing trail and multi-use trail
- New trails are being installed on Larch Mountain / Livingstone
- Consider 'competition-ready' facilities, whether mountain bike trail or pump track or both; people will travel for different experiences. Have a destination bike park with a 'race worthy' track. Design it large to avoid user conflicts. Promote the city/region as a destination and tap into tax and tourism revenue
- Hub-type trail system – how do we find places to build or connect to grow the system over time
- Lake Oswego is building a hub and starting with a network of one trail. It will be a catalyst project to hold the growing system together

Connections to Consider

- Have a network of trails connecting all parts of town. Include a network of flat dirt trails as a great start. Kids can build confidence with beginner mountain bike rides – provide a place for youth to go (i.e., lighted pump track)
- Make connections in areas near Everett and Everett to Leadbetter
- Mill Ditch could act as a longer, linear ribbon
- Make connections along the north side of Lacamas Lake
- Improve road crossings and safety between Fallen Leaf Lake and Lacamas Park

Interview Notes (continued)

Future Investments

- Pump track with lights, parking and restroom, signage/maps, app coordination so people know what to expect
- Have (city) staff who knows community, culture and mountain biking; utilize consultant teams to guide growth and development of a trail system or biking facility
- Use sustainable trail design principles (i.e., 5-7% grade slopes with switchbacks)
- Know the stumbling blocks and how to overcome, especially related to regulations, development codes and local leadership.
- Environmental overlays (development code, zoning, SEPA) – educate regulators
- Be aware of the potential neighbors to act as NIMBYs
- Policymaker rides and outings to buoy interest and build relationships/support

Other examples noted

- Hood River, OR
- Duthie Hills (Issaquah), WA
- Valmont, CO
- Whistler / BC
- Bentonville, AR
- Bend, OR
- Klamath Falls, OR
- Tiger Mountain (Issaquah/Maple Valley area), WA

-- End of Notes --



STAKEHOLDER DISCUSSION NOTES

Project Name:	Camas PROS Plan Update	Project No.:	Proj-# 21-135PLN
Location:	Zoom Video Conference	Interview Date:	July 7, 2021
Notes by:	Steve Duh, Conservation Technix	Time:	12:00 pm
Participant:	Cassi Marshall, Ivy League		Janet Nenadic, All Weather Walkers
	Duff Linde, Evergreen Mountain Bike Alliance		Ryan Bridges Golb, Intern with WTA
	Lyndee Cunningham, local volunteer		Trang Lam, Camas Parks & Recreation
			Steve Duh, Conservation Technix
Subject:	Stakeholder Group Discussion with Bike and Pedestrian Interests		

PURPOSE

To discuss current interests and future needs addressing bicycle and pedestrian facilities and trails. The meeting took place on July 7, 2021, via a Zoom video conference from noon – 1:30 pm.

DISCUSSION

The discussion began with brief introductions and an overview of the City's PROS Plan update process. A set of questions were used to initiate the discussion and explore ideas about bicycle and pedestrian trail needs.

Initial Comments

- The City has great trails and has done a great job building trails for the community
- Quality of life in Camas is good because of trails
- There are concerns about growth and expansion - houses getting closer together. With population growth and more people on the trails, what can the city do to expand use and access to trails?
- There is some confusion of who maintains/owns the different trails (i.e., city/county)
- Love the Trails to Tables challenge
- Connectivity is important; complete loops and circuits. Connect to Washougal, to the Port and to levee trail. Educate Camas residents about the trail linkages
- Link neighborhoods to downtown via ped/bike friendly routes;
- Develop the Mill Ditch alignment; it's ripe for something amazing. In the short-term, start with basic use and pathway. In long-term, build a shared-use trail
- Create stronger linkages between Camas and Washougal, via Oak Park or Goot Park or WRG
- In the North Shore and around the lake trail, that loop will require work for water crossings, safe street crossings and road segment closures to make it work in the long-term

Interview Notes (continued)

- The regional Lewis & Clark Trail from refuge to refuge is not well known to the group, but they noted interest and support.

Conflicts

- Users are generally getting along and sharing trails; conflicts are limited and sharing trails is better than it has been in recent years
- Sometimes walkers are intimidated by bikers
- Since COVID, usage on trails has increased, but there has been a low number of conflicts
- Conflict issues are a two-way street. Some walkers have earplugs and dogs and are not paying attention to the surroundings
- Heritage Trail is getting crowded, especially with families and groups of riders. The trail is undersized. If Lake Road had better bike lanes, that might alleviate some of the demand from Heritage Trail. Some users are starting to avoid Heritage Trail due to overuse.
- One spillover trail is Lacamas Creek, but there is simply more trail usage on all the trails. Ostensen Canyon is also underutilized. If improved, this trail could make for better connections to neighborhoods near downtown

Amenities

- Provide restrooms at trailheads. For organized walking groups, they tend to plan the routes to have a restroom at a mid-point during their walks.
- All Weather Walkers prefer paved or gravel trails
- Trails with views should be a priority

Hierarchy

- Should single track trails be shared or not. One-way routes, like Red Tape Trail, is one approach to managing users and flow. Larch Mountain has all shared use trails, and most are 'green' and 'blue' trails
- Family rides – Little Washougal River Greenway Trail – gets washed out each year. The city has changed the design and improved, so it has been recently fixed
- Waterfront Trail (Port) and Dike Trail (Refuge) are not in the Camas system, but these are great destinations to link to
- Improve sidewalks and wayfinding for connections from Prune Hill to downtown. Maybe improved connectivity will reduce parking demand at parks. Sidewalk network is an important part of the overall trail network. Work to fill gaps
- Forest Home Park – Forest Home Road might make for a good connection.

Collaborations

- The Evergreen Mountain Bike Alliance will continue to be involved for trail maintenance; will want to stay informed about trail projects
- All Weather Walkers has trail days to encourage people to come out on trails (5K & 10K routes); will help get the word out and make for bigger events

Interview Notes (continued)

Getting youth and next generation involved

- Engage kids at young age with volunteer projects and outings, like Watershed Alliance and trail/beach clean-ups
- Scouts bring packs out for clean-ups and other projects
- Camas has a deep pool of volunteers to call on to help
- High School has a 'green club' and could assist with park/trail care
- Have mini Sunday Parkways (ala Portland) throughout Camas

Other Feedback (emailed responses)

From Ryan Ojerio, SW Washington Regional Manager, Washington Trails Association

How do you feel the City is doing in meeting the needs for recreational trails and connectivity in its park system?

I don't think I have enough information to have a solid opinion on this question since I don't live in Camas. My personal experience is limited to using the Lacamas Heritage Trail and the trails at Lacamas Park which I think are really fun to hike run and mountain bike on. I think that a survey of local residents who use the trail system would have a better opinion than mine. We do have WTA members and volunteers who live in Camas, but I haven't talked with them about this question.

What are the gaps, missing links or barriers that need to be addressed? What destinations need to be connected?

Similar to the first question I think I need more information to have a really solid opinion. I'm assuming that the question pertains to all sorts of parks, trails and places that people living in Camas recreate in regardless of the ultimate land manager (e.g., Camp Bonneville will be a Clark County facility, but I expect it will be a destination for local residents.) My guess is that people experience barriers getting to the Waterfront and eventually when Steigerwald is finished they may want to get down there without having to use the car. Likewise, Green Mountain and perhaps Camp Bonneville to the north seem like good destinations for trail-based recreation. Getting to those places may prove difficult for people who don't have ready access to a car or the physical ability to ride a bike all the way there and have enough energy left over to recreate. Some sort of public transit option would be ideal for a future where personal automobiles are less common than they are today.

There seems to be an unmet demand for trail experiences specific two bicycles I think that the proliferation of user-created routes that were adopted into the Lacamas Park trail system is an example of rapidly changing demographic trends over the past 20 years that outpaced agencies' abilities' to evolve and adapt the trail system accordingly.

At WTA we are generally supportive other user types such as mountain bikes and equestrians more and more we find that people who wreck rate on trails enjoy a variety of modes. leave that working with our partners Hugh create Trail systems that meet a diversity of Interest helps people to find Trail base Recreation experiences matched to their particular interest at that time in their life.

Back in the 80s I was heavily into mountain biking in high school which continued through college. Later on I became passionate about hiking and backpacking. Once I had kids I got really excited about trails where I could take our stroller. I enjoy hiking with my parents and their physical limitations are best served by accessible fails. I'm fortunate at this point in my life that I can enjoy a hard trail run, bombing down a mountain bike downhill trail and spending

Interview Notes (continued)

time with my young children and older parents on a quiet path. I think that this whole-life-cycle approach to designing trail systems is the right lens to look at planning processes.

Are there any conflicts on multi-use trails? Please share some examples. Besides making the trail a single-use trails (i.e., Pedestrian or Bicyclist) what other ideas do you have for reducing these conflicts?

I think that there are always tensions between users on trails. Rather than focusing on specific examples of conflict I think it makes more sense to seek examples where there are many users on a trail system and the tensions are minimal. In the last few decades, a lot of effort has gone into education and promoting empathy between trail users which is good, but I think more emphasis needs to go into thoughtful system design that provides areas within the trail system where users are more likely to find an experience free from intrusions. An "intrusion" is an interaction with a different trail user that breaks sense of peace or flow or rhythm that takes the person's mind off the enjoyment of the experience.

I think that ski areas are a good example of making the most out of a limited geographic footprint to serve a lot of people. A busy downhill ski area and serves a wide range of physical abilities and people seeking different types of experiences from snowboarding in a terrain park to skiing steep powder in the trees. The design of the system allows people to find activity zones that are matched to their skill and even when it gets crowded, they're sharing those spaces with like-minded people generally traveling at similar speeds. In this way the sense of intrusion is minimized, and the design of the system helps reduce the number of times incompatible uses clash like having the dual slalom dump out into the bunny hill - that would be a very bad idea.

But at ski areas there are also places where everybody shares the same space in relative harmony like on lift lines, in the lodge, or even on those wide cat tracks that people use to get from one place to another. Any trail system needs to have segments that are shared use. Some facilities like bathrooms in parking lots that are shared best parts of the trail system or people in or immersed in their particular activity might be designed for that particular activity and that particular speed; these are directional to avoid head-to-head encounters which are particularly intrusive.

I think that single use designations are useful tool, but I also think you can get a lot of use segregation with thoughtful design that nudges people into trail segments where they want to be, and they will naturally congregate with other people doing the same type of activity.

What does you and/or your organization see as the key priorities for the city's local trail system?

One of our focal areas is providing natural surface trail experiences that connect people with nature in their neighborhood. this could include regional parks that someone might take a bus to or ride their bike to, essentially, it's trying to lower the barriers for everyone to have access to healthy physical activities.

Jump forward 5 years and imagine Camas in 2026. Please share your vision for one stand-out project or connection completed to improve the city's trail system.

5 years goes pretty fast when it comes to planning trails at least that's been my experience! there are probably several other projects that other folks would know more about but there is an area adjacent to Round Lake that used to have a user created BMX track could be developed in a thoughtful way to provide trail recreation and environmental protection.

With the understanding that the PROS Plan will help guide the City's investments and use of resources for the next 6 years; in your opinion, where should the City focus resources and energy in the next 5 years?

Interview Notes (continued)

I find our organization can work more efficiently if we have good relationships and open lines of communication with agencies and other trail user groups sometimes this coordination is driven by the land manager but often due to lack of capacity is informal and based on relationships between trail user groups that evolve organically. Perhaps a good goal for the city would be to figure out how to tap into the different volunteer organizations that could help with maintenance and new construction in the future.

What contribution, collaboration and responsibilities can your organization bring to the future implementation of your vision for the City's trail system? Are there other organizations/individuals that the City could bring to the table as partners?

We've done new trail design, construction and do lots of maintenance work throughout Clark County and the state. Depending on the project and how it aligns with our focal areas we could become heavily engaged or act more as advisor; it all depends on what elements come out of the planning process.

From Jean M. Avery, Vancouver, WA

Heart-felt thanks to Camas for the excellent park system (close to me in East Vancouver). I especially enjoy:

- Round Lake
- Fallen Leaf Lake
- Lacamas Heritage Trail

Overall, I think the parks, trails, and restrooms are in excellent condition. The concerns I have probably relate more to the nature of society, rather than to any improvements that Camas can make, per se.

My thoughts:

1. When the Camas lilies bloom, please mark off the trails (as was done at the end of this season). The fragile blooms got stepped on, with the increased foot traffic.
2. Consider closing off informal side trails, which trample fragile vegetation.
3. Similarly, clarify which trails are for walkers only, without bikers. (I think you do this.)
4. Please provide more trash containers and more dog poop bags. (Unfortunately, folks don't always pick up after themselves.)
5. I'm not a dog owner, but I believe there is a leash law. I'm not sure how that can be enforced. (I see MANY more dogs in recent months, and quite a few off-leash.)
- 6.. As you know, there is some graffiti (mostly under the bridge). Does it last if the graffiti is painted over? Maybe this could be a service project for a civic group?
7. There's a lot of invasive ivy. Bravo to the Ivy League for removing some of it. But the job is a huge one.
- 8.The recent news article about the assault near Round Lake was very disturbing. I don't know what can be done. It may come down to individual vigilance.
9. I have not yet seen overnight campers around Round Lake or Fallen Leaf Lake. I hope it stays that way.
10. If things reach the point where "monitors" are needed, here's an idea from the Hoyt arboretum: They have volunteers who walk the trails, direct folks, identify trees, and (yes) pick up trash.
11. I did not realize that Fallen Leaf Lake park can be closed for private events. If so, I hope the revenue collected outweighs the inconvenience to the public.

My requests:

Interview Notes (continued)

1. In the past, I attended a civic meeting regarding the North Shore of Lacamas Lake. Please limit the amount of tree removal. (It still is a jolt to me when I see the houses on the edge of the Round Lake trails. Do we have to have more houses so close to the park??)
2. The new turnaround at the foot of 1st Ave. (before Everett) is VERY confusing. (I've heard this from other folks as well.)

Thank you for requesting public input.

From Lyndee Cunningham (to Cassi Marshall and forwarded to Trang Lam)

Cassi, I asked a lot of people of varying ages about current and future state of our Camas parks and trails. Some of them had done the survey, but most had not heard of it. A few found it on "Next Door" site. I wish we'd all remember to check out the Parks Dept website more often.

Some common consensus follows:

- Everyone mentions more and expansive trails and connecting all possible ones.
- All want a trail around Lacamas Lake some day.
- Some are afraid there will soon be charges for parking at parks and trails. Everyone prefers to pay more taxes to compensate.
- Too many are confused by the new roundabout.

The Osprey Walking Group input:

- Asking about new property north of Lacamas and hope it will be connected easily to Lacamas Park trails. Also, asking about trail east of Steigerwald continuing farther east.
- Reporting dangers of loose gravel on down slopes of Service roads. Two of their group fell last rainy season when the gullies and rivulets formed, and gravel became loosened. Suggested scraping of those downhill slopes.
- No one enforcing leash law and poop bags not being picked up. One person leaving her bag trailside informed Osprey gal that because bag was biodegradable it was okay. False information. I know that the bag may be, but feces is not. Watershed Alliance informed us volunteers that feces and cigarette butts are the worst toxins for fish and wildlife in waterways.
- Would like to use the ditch more if filled in and looking more appealing.
- Will there be a trail someday around Fallen Leaf Lake?
- Worried about the browning of our trees. Will it become as bad as on Oregon side of river? One gal would like to start a campaign called Save Our Trees before it is too late.
- All are still angry that Crown Park pool is gone. Would like to pay more taxes to get it back.
- They all love and respect the quality of our parks and trails and seem genuinely grateful for them. All are aware of maintaining that same quality with a growing population, yet change is inevitable.



STAKEHOLDER DISCUSSION NOTES

Project Name: Camas PROS Plan /Vancouver PROS Plan **Project No.:** Proj-# 21-135PLN

Location: Zoom Video Conference **Interview Date:** September 16, 2021 **Time:** 10:30 am

Notes by: Laura Hoggatt, City of Vancouver
Steve Duh, Conservation Technix

Participant: Jenna Kay, Clark County Community Planning / Commission on Aging
Gigi Olguin, Hispanic Metropolitan Chamber of Commerce of SW Washington
Rebecca Royce, Clark County Community Services / Community Development Block Grant
Trang Lam, City of Camas, Parks and Recreation Director
Scott McCallum, Superintendent at Washington State School for the Blind
Laura Hoggatt, City of Vancouver Parks, Recreation and Cultural Services Planner
Steve Duh, Conservation Technix
Terese Rognmo, Director of the SW Washington Center of the Deaf and Hard of Hearing

Subject: **Stakeholder Group Discussion on Under-Represented Voices**

PURPOSE

To discuss current interests and future needs addressing community members of traditionally under-represented voices. The meeting took place on September 16, 2021, via a Zoom video conference from 10:30 am – noon.

DISCUSSION

The discussion began with brief introductions and an overview of the PROS Plan updates for Camas and Vancouver. A set of questions were used to initiate the group discussion.

Trang Lam, City of Camas Parks and Recreation Director, provided an overview of their PROS Plan update, noting that it began in the spring of this year. The PROS Plan will cover the six-year period from 2022-2028 and provide a decision-making framework to steward and build upon a park, trail and recreation system that serves and enhances our community's health and quality of life – now and into the future.

Laura Hoggatt provided a brief overview of the City of Vancouver, Parks, Recreation and Cultural Services Comprehensive Plan update and stressed that the plan fundamentally is based on community engagement. A variety of methods were used for public involvement that include two surveys, in-person community outreach at multiple locations, stakeholder group discussions, and information dispersion through multiple resources.

Interview Notes (continued)

Steve Duh, Conservation Technix, provided additional background for the purpose of the comprehensive plan framework and noted that the adoption and certification of the plan for each city fulfills the requirements of the State of Washington Recreation and Conservation Office (RCO) for grant funding eligibility.

Introductions:

- Gigi Olguin is a Business Development Coordinator for the Hispanic Metropolitan Chamber of Commerce in the Clark County area. She works with Hispanic community members to develop a business plan, provides support through business coaching, connects them to resources and additional services.
- Scott McCallum is the Superintendent for WA State School for the Blind, serves on multiple boards and commissions, including the State of WA Commission for blind children. He currently lives in the Salmon Creek area.
- Terese Rogmo is the Director for the SW Washington Center for the Deaf and Hard of Hearing. She is currently responsible for three regions that includes Clark County, Cowlitz County and the Yakima area. The center was established in 1993 and located in Vancouver, Washington. The center provides advocacy, assistance for basic needs, training services, referrals, advocacy workshops and general support. Their mission is to improve and enhance the lives of deaf and hard of hearing community members in the southwestern Washington region.
- Rebecca Royce, Clark County Community Services oversees the Community Development Block Grant (CDBG) program for affordable housing and community development. She also oversees programs for the community action program. There is a requirement to complete a comprehensive community assessment. The most recent report is available at: <https://clark.wa.gov/community-services/community-action>
- Jenna Kay is a Land Use Planner for Clark County Community Planning. She also provides support for the Commission on Aging. Part of her participation role in the conversation will center on advocacy for the goals and objectives of the Commission.

Comments on Improving Access to Recreational Opportunities

- Connect directly with blind and low vision people. Some resources include the National Federation for the Blind and the Washington Council for the Blind and Low Vision People.
- Conduct an accessibility audit of the website and signage. Communications and signage need to be accessible.
 - Partner with people who have expertise in varying abilities and pay them for their time.
 - Provide signage in braille.
 - Use simple language.
 - Easier fonts that can be accessed brail are important.
 - Dark backgrounds with yellow/gold colored text are helpful.
 - Pictures in signage are sometimes distracting; they are difficult to read linguistically.
- The Commission on Aging has talked about universal design going beyond ADA accessibility. For instance, benches with backs areas to rest. Utilize an audit of current amenities to help move toward universal design.
- Walking trails are very popular for aging. Many are mobility device (e.g., walkers, scooters) friendly, and others are not.
- Access to bathrooms and water (fountains) is important for all users.

Interview Notes (continued)

- Parks provide multi-generational spaces, and the placement of amenities (such as benches or picnic tables near playgrounds) should be accommodated.
- For those who are struggling financially, accessing parking and having to pay to park are barriers.
- It would be beneficial to provide free parking passes for low income where fees are required. Consider creating options for income-qualified users for free parking or nearby parking in neighborhoods. Also, consider public transportation access and overlay transit route maps with park planning and design.
- It would be nice if the parks had a visual identifier in the park or along a trail, like a map or wayfinding signs that are visually accessible and for the user to know 'you are here'.
- Another thing to consider is disaster events (e.g., flood, wind, ice). How is the park system going to notify people at the park that something is happening if they are blind or hearing impaired? Some ideas could include a flashing light for hearing impaired, a loudspeaker and clear messaging to get people to safety.
- For some in the Latinx community, they don't consider hiking as something to do. The trail areas do not feel welcoming, there are concerns there may not be any phone reception, and the signs are only in English and English units (miles only, instead of miles plus kilometers).
- Many families enjoy picnic shelters and large gatherings in the parks; however, the fees that are added are often intimidating, such as a pinata fee. Re-branding fees as clean-up fees is a better direction.
- There are Hispanic business owners who would like to opportunities to provide pop-up vendors booths at games and events to sell their food or commercial goods. The process to get a permit or who to contact is challenging. Opportunities could be shared with community members to participate at events besides the Farmer's Market.
- Consider paying community members as consultants for advice for development and design. A list of vendors to assist could be developed, and then continue to add folks to the list. If this approach is used, consider what kind of insurance or licensing might be needed. Get help from community-based groups to build up the roster or list.

Age groups or communities needing more focus

- Provide opportunities for a wide range of users that are inter-generational and inter-cultural, so the design does not silo people by age.
- Restrooms should be gender-inclusive and not binary. Gender specific bathrooms are not good for the LGBTQ community.
- Restrooms with baby changing stations should always be provided.

Other barriers to address

- Not everyone knows what is available.
- Make sure communications are provided in the top languages, such as Russian, Vietnamese and Pacific Island languages.
- Schools are trusted resources, use trusted community-based organizations to build trust for both culture and community.
- If tapping into local residents as support for outreach or translations, do not expect them to do this for free. Provide a fee for the service; compensate people for the experience they bring to the community.

Interview Notes (continued)

- The association for blind athletes a great resource. The athletes have provided tandem bike rides for individuals who would otherwise never get to have the experience of riding a bicycle. The program is run by a person who is low vision. They have also conducted hikes and kayak/paddleboard experiences.
- Larger parks are well advertised. More information is needed to help people be aware of all of the parks. A key or legend of what is available at each location and other information would also be helpful.
- There is wonderful new signage in Vancouver for the Waterfront park. There is little signage for neighborhood parks.
- In terms of access to parks, there is a lack of sidewalks to get to a park to walk or roll, and many are not located near public transit etc.
- The Community Development Block Grant (CDBG) can help with funding to build or improve sidewalks in low-income neighborhoods.

Future Investments

- Add interpretive cultural and historical information to the parks or trails to honor local heritage. Highlight tribal history. This information can draw people into a park, and it helps teach kids. This is very important to tribal members. Provide signage in a blind/deaf-friendly way.
- Expand access for transportation. A shuttle bus could be considered to get people to Vancouver Lake, Frenchman's Bar or other regional parks.
- The Hispanic Chamber of Commerce has clients that would like an opportunity to set up a booth for soccer or other events. Is there a way to help provide support or do something in the future? For example, during a Sunday league championship there are clients who would like to set up a booth for a couple of hours. This is common in the communities where they used to live.
- The COVID pandemic has left us to reimagine what life could be like in the future. For the aging community we are considering how future of programming might need to look different. If recreation programs and senior centers were the only socializing people utilized before the pandemic, how are they doing now? What can we do to make it better?
- The old papermill sight could be used for a venue that might provide indoor and outdoor amenities. Expand the site to provide a great variety of opportunities that brings the whole community together. The old Torpedo Factory in Alexandria, VA was repurposed as an Arts Center, this could provide some ideas.
- If there was a web page that would provide more history, please include video with captions.

Elements to prioritize to advance diversity, equity and inclusion in the park and open space system

- Hire diverse staff and appoint diverse commissions/advisory boards. Provide support, such as a stipend, childcare, free parking, transportation if needed, etc. Don't make it a burden.
- Make sure to provide communication access for any kind of meetings, such as live captioning. This includes having back up plans in place.
- Make sure you provide the opportunity and hear from the voices of diverse individuals. Talk to the people who are experiencing challenges.
- Go beyond just the requirements for ADA per code. We can all do much better and make our parks and recreation spaces accessible for all.

Interview Notes (continued)

Other Feedback (emailed response)

From Yasmina Aknin, Clark County Chronic Disease Prevention Team Input

A wide array of amenities exists today – from sport fields and courts, to aquatics, to walking/running trails, to playgrounds, to lake and river water access. What recreation opportunities are missing or should be improved to meet the needs of the group(s) you regularly work with and/or support? For example, what is missing and needs to be addressed.

- More public pools needed.
- Extend and expand paved trails for multi-use (example: extend Round Lake pavement)
- Ensure and expand recreation equipment for children living with disabilities
- Improve lighting and other safety features to existing trails (i.e., Burnt Bridge Trail)
- Add more parks (even small ones) or nature spaces in low-income areas
- Add pump station/repair station near recreation water areas for paddle boarders
- Ensure all parks have picnic/gathering places (ideally near play structures, etc.)
- Ensure access to clean bathrooms at all parks, even small ones or porta-potty service during Summer

At recreation centers:

- Affordable childcare services on a regular basis/schedule.
- Breastfeeding/breast-pumping clean, safe spaces and/or family “rooms” for changing diapers/ breastfeeding
- Information about parks/park amenities in different languages
- Bilingual staff
- Grants for children’s memberships
- Add a private shower section for respect to some cultures/families

What age groups or communities need more focus in general?

- Community members that don’t speak English
- People with disabilities (including youth)
- Seniors
- Low-income communities
- BIPOC
- Teens (offer varied sport opportunities at parks- pickle ball, tennis, skateboarding, etc.)
- New moms/parents (fitness classes/support groups like lactation support, post-partum blues, play groups)

Jump forward 5 years and imagine Vancouver and Camas in 2026. Please share your vision for one stand-out project/amenity to be completed or initiative started to improve access to the park and recreation system.

- Big Dream: add at least two recreation centers in priority areas (low-income areas) with full amenities that are welcoming to all.
- Realistic Dream 1#: Make Burnt Creek Trail more inviting with enhanced safety features, improved signage in multi-language (graffiti free) and other improvements to increase use/value to community
- Realistic Dream #2: Add water fixture and restroom to the Evergreen Park on the Fourth Plain corridor/add camera surveillance system

Interview Notes (continued)

What, if any, barriers do you see or face in accessing either city's park and recreation systems? (e.g., physical access, safety, cultural concerns, communications/information)

- Reduce parking fees
- Make recreation memberships more accessible via multi-lingual applications, promotional materials, diverse staff, etc.
- Some community members may not feel welcome, work to make recreation systems/parks more inviting to diverse cultures/BIPOC communities
- Language/multiple language spoken and offered
- Increase connectivity of trails/transportation systems
- Increase access to off-leash dog parks with walking areas
- Multi-use areas (i.e., play structures next to soccer areas, etc.)

How would you suggest increasing awareness about parks, trails or recreation programs within your community?

- Promote recreation opportunities in multiple languages
- Host Open Houses with multi-cultural activities (pinata-making, etc.)
- "If You Build It, They Will Come" (Washington County does a great job of building inviting spaces and collaborating with schools/youth programs to promote them)
- Create culturally specific trail groups so community members feel safer exploring new trails/being out in nature (i.e., not alone)
- Host walking events for older adults (partner with senior centers/AAA/independent living centers)
- Host day trips to fun places/trails, rivers in our county i.e., Salmon related activities, nature conservancy related, etc. select days for different language hosts/guides

What should the City of Vancouver and the City of Camas prioritize in order to advance diversity, equity and inclusion in its parks and facilities?

- There are significant language barriers. More bilingual staff and multi-lingual signage, promotional materials and forms in multiple language needed at recreation facilities/centers. Translated signs on trails.
- Increase safety -lighting, visibility (open-spaces)
- Add parks/recreation areas in areas of density that are easily accessibility
- Reduce barriers to accessing fee-based programs, streamline application processes and eligibility for paid programming
- Promote services in diverse areas

What contribution or collaboration can you or your organization bring to the advancement of inclusion in either city's park system?

- CCPH shares the vision of encouraging people being active (indoor and outdoors) and could assist with community engagement.

-- End of Notes --



STAKEHOLDER DISCUSSION NOTES

Project Name: Camas PROS Plan Update **Project No.:** Proj-# 21-135PLN
Location: Zoom Video Conference **Interview Date:** August 11, 2021 **Time:** 10:30 am
Notes by: Steve Duh, Conservation Technix
Participant: Monica Tubberville, City of Vancouver Sadie Prodanovich, Port of Camas-Wahougal
Michelle Wright, City of Washougal Trang Lam, Camas Parks & Recreation
Kevin Tyler, Clark County Steve Duh, Conservation Technix
Subject: **Stakeholder Group Discussion with Parks & Recreation Agencies**

PURPOSE

To discuss current park system planning issues and explore opportunities for future partnership or collaboration efforts. The meeting took place on August 11, 2021, via a Zoom video conference from 10:30am to noon.

DISCUSSION

The discussion began with brief introductions and an overview of the City's PROS Plan update process.

Past Collaborations with Camas

- Clark County worked with the city on past Legacy Land acquisitions around Lacamas Lake and leveraged Conservation Futures dollars to secure some fantastic property, such as CJ Dens. The County has also participated in visioning exercises for planning the Lacamas Lake north shore area.
- The Port coordinated with Camas and Washougal on the wayfinding system.
- Vancouver appreciated Camas' support for the Joint Agency Review for the Lewis and Clark Regional Trail. The city also coordinated with Camas on a code amendment to extend service limits/areas related to park impact fees. Vancouver has also coordinated with Camas on land acquisitions.

Initial Comments on Park System

- The city's focus around Lacamas Lake has been exemplary. The collection of properties is becoming a regional park in a bigger fashion
- Continue to explore grant pursuits that serve Camas and neighboring jurisdictions
- Camas has done a great job land banking for open space and recreation. Some properties are developed, but there exists more opportunities for trail connections
- The city should also spread park development around the city and not place all of its focus around the lakes

Interview Notes (continued)

- Washougal is just starting recreation programming and is looking for partners, especially with regard to access to fields and facilities for future program offerings. For example, Washougal doesn't have a full court basketball court in its system, so it is looking for partners with facilities available for use.
- Communications – consideration should be given to a joint publication serving a wider area of the county. Monica referenced that a joint park and trail map was compiled about 4-5 years ago, and it should be updated. Washougal commented that for partnership project(s), coordinate to bring each jurisdiction's Parks Board/Commission along so that project funding can be prioritized similarly in each jurisdiction.

Future Needs

Comments that are not site specific are needs that are also generally needed in other jurisdictions.

- With its waterfront development, the Port has had a lot of requests for pickleball
- A recreation center for indoor programming is a need and should be reconsidered at a lower cost point
- Green Mountain is underutilized, and more emphasis should be placed on access, trails and viewpoints. Trails should be multi-use, as well as consider equestrian use. It could function a bit like Whipple Creek Park and would attract folks for vistas and wildlife.
- Reservable space for gatherings, parties and picnics.
- Clean and safe spaces – address encampment encroachments
- Playgrounds with universal accessibility
- Access to water in some form – during high heat periods, the waterfronts are overrun. Consider a splash pad as an alternative. Access to rivers and lakes is a big draw for users from across the region – including from Multnomah County
- Opportunity for Camas & Washougal to partner on dog park

Coordination with School Districts

- Be cautious developing city amenities on land owned by the school district. In Vancouver, there has been some push back on utilizing school sites for community needs.
- If possible, pursue joint use or maintenance agreements and develop relationships with the local principals to have conversations specific to each school site.
- As the school districts have staff who oversee sport field and facility rentals, the city should also have a staff person who is responsible for coordinating and programming city sport fields and assets.

Other Comments

- Vancouver is working with County GIS to develop a DEI mapping tool that also includes finer grain details about the park system, such as the quality of amenities, and not just whether a site is developed or undeveloped.
- Camas and Vancouver staff suggested the potential to partner on a stakeholder session to engage underrepresented community groups/members
- The group also agreed on the value of sharing contact information for stakeholders, including tribal contacts

-- End of Notes --



STAKEHOLDER DISCUSSION NOTES

Project Name: Camas PROS Plan Update **Project No.:** Proj-# 21-135PLN
Location: Teleconference **Interview Date:** June 28, 2021 **Time:** 10:00 am
Notes by: Steve Duh, Conservation Technix
Participant: Nan Henriksen, former Mayor Steve Duh, Conservation Technix
Subject: **Stakeholder Interview with Nan Henriksen**

PURPOSE

To discuss current interests and future needs for parks, recreation and trails in Camas with a former mayor. The meeting took place on June 28, 2021, via a Zoom teleconference from 10:00 – 10:40 am.

DISCUSSION

The discussion began with brief introductions and an overview of the City's PROS Plan update process. A set of questions were used to initiate the discussion and explore ideas about enhancements or improvements to the city's park, recreation and open space system.

Background

- Value the abundance of parks, open space and trails
- In the 1980s, the City of Camas set out a new vision for itself, knowing that the mill was not going to be sustained. The immediate concerns were on replacing the economic drivers of the city, but, as mayor, Nan also aimed to maintain focus on 'softer' things, such as parks and open space, related to the city's quality of life. At the time, Crown Zellerbach represented about 80% of the tax base of the city.
- In the '80s and '90s, the City was blessed with a high ratio of parklands to population, and her goal was to maintain a high ratio into the future. She worked with community members to position the city for a \$1 million bond to acquire parks and open space. Bond funds were leveraged with donations to acquire some of the lands along the Washougal River.
- She convinced City Council to hire a City Administrator (Lloyd Halverson), and he maintained a focus on securing additional lands for the community.

Interview Notes (continued)

Facility Improvements & Ideas

- Connectivity of trails relies on development occurring. The City may need to think through the issue of timing and connections more, since development happens in a haphazard manner.
- With Trang, the focus should be to secure connectivity of trails where development hasn't occurred yet.
- The City has great trails now, but many of them go nowhere. Connectivity for wildlife is also important.
- There should be easy access for and use of parks and trails by people who have disabilities or physical limitations. ADA improvements and universal access are important, so are benches along trails.
- The City should get an off-leash area established and consider working with Washougal to make it happen. Do a joint project.
- On a pool and community center, the focus should be on a more modest pool project. The City needs to keep the project going, but some trust has been lost with the community after the most recent attempt for voter approval.
- Parks and Recreation can be a bit of a bastard child regarding the city budget. Staff have done wonderfully putting on events. The City should work out an arrangement with Camas Community Education to offer more programs. Find ways to augment and coordinate.
- Would like to see more programs designed for those with physical disabilities – whether through old age or other health issues (e.g., seated exercises, stretching or 'walks for walkers')
- On the whole, Parks and Recreation has done a great job with what they have had

Focus areas

- Finish planning and then implement a splash pad at Crown Park
- Develop an off-leash area
- Develop a modest pool and community center
- Trail connectivity

Other Comments

- Keep a focus on 'old' Camas for improvements and enhancements to parks and amenities. Development regulations that are in place will ensure newly developed areas have parks and open spaces.
- Kids at Oak Park and other older areas need to see upgrades and improved access close-in to Camas downtown. The City should aim to provide similar opportunities as those who live in new areas up on the hill.
- Offer programs in Spanish if possible and coordinate with Washougal to make it happen

-- End of Notes --



STAKEHOLDER DISCUSSION NOTES

Project Name: Camas PROS Plan Update **Project No.:** Proj-# 21-135PLN
Location: Telephone call **Interview Date:** June 18, 2021 **Time:** 1:00 pm
Notes by: Steve Duh, Conservation Technix
Participant: Lloyd Halverson, former city administrator Steve Duh, Conservation Technix
Subject: **Stakeholder Interview with Lloyd Halverson**

PURPOSE

To discuss current interests and future needs for parks, open space and trails in Camas with a former city administrator. The meeting took place on June 18, 2021 via a telephone call from 1:00 – 1:40 pm.

DISCUSSION

The discussion began with brief introductions and an overview of the City's PROS Plan update process. A set of questions were used to initiate the discussion and explore ideas about enhancements or improvements to the city's park and open space system.

Background Comments

- PROS Plan is a guide and vision for the city, and it will unlock resources.
- The parks and open space part of the PROS Plan and park system is about public space, and public space builds community (meeting people on trails, being in parks)
- City has done a great job with downtown, open spaces, trails and parks.
- Lloyd is a strong proponent of acquire now and develop later mantra. Plan for the next 10-15 years for open space – define what is needed and what gaps exist. Then, pursue purchases with help of dedications, donations, grants and partnerships. For the PROS Plan, a special emphasis should be on identifying the missing pieces in the open space system. The parks and open space elements of the plan should be opportunistic and seize opportunities as they arise or are created.

Future Improvements & Opportunities

- Ostenson Canyon to Dorothy Fox Park – has missing link. Also connect to Drake St Park. Use sidewalk and acquire additional lands to make trail linkage happen.
- The former GPO site (Benton triangle) will have reclamation costs, but it could be used to link a looped trail to Lacamas Park

Interview Notes (continued)

- On recreation, volunteer groups have been exceptionally strong in Camas for youth sports, along with private groups filling a need, such as gymnastics through Vega??
- Downtown events have been the shining star and have help build place together.
- Local taxpayers have financed significant amounts of public land, and too much is locked up to keep the public out. Coordinate more with the school district to explore how to let more people use school district lands and facilities. That would be a great step.
- Trang is dynamic and has the energetic drive to gets plan done. Amazing things will happen, and the community and Council will support it.
- The future is bright.

-- End of Notes --



STAKEHOLDER DISCUSSION NOTES

Project Name: Camas PROS Plan Update **Project No.:** Proj-# 21-135PLN
Location: Teleconference **Interview Date:** June 18, 2021 **Time:** 10:00 am
Notes by: Steve Duh, Conservation Technix
Participant: Carrie Schulstad, Downtown Camas Association Steve Duh, Conservation Technix
Subject: **Stakeholder Interview with Downtown Camas Association**

PURPOSE

To discuss current interests and future needs for parks, recreation and trails in Camas with a representative of the local downtown business association. The meeting took place on June 18, 2021 via a Zoom teleconference from 10:00 – 11:10 am.

DISCUSSION

The discussion began with brief introductions and an overview of the City's PROS Plan update process. A set of questions were used to initiate the discussion and explore ideas about enhancements or improvements to the city's park and open space system.

Background

- The Downtown Camas Association (DCA) is a Main Street program and has been established for 15 years. In the early 2000s, several local business owners worked with a city committee to do visioning for the Camas downtown. Events and activities were planned and added, and the 1st Fridays has been ongoing since 2005. During the 2008-2009 recession, the City decided it could no longer support the downtown, and the association found organizational support and resources via the Main Streets program.
- The DCA supports numerous events, including 1st Fridays and the passport program, to promote downtown businesses. The refurbished downtown hotel and improvements to the Port waterfront continue to attract visitors to Camas.

Coordination with City

- The City Parks & Recreation Department partnered with the Camas School District for a socially distanced holiday event in 2020 during the pandemic. It included a passport, story walks and displays in downtown.

Interview Notes (continued)

- In discussions with Trang, the idea of connecting ‘urban and nature’ surfaced, which could be a way to encourage and link restaurant visits with exploring the trail network – especially trails close to downtown. Trails to Tables was conceived as a five hike passport with five restaurant visits for a pint glass give-away and entry into a raffle for a gift card.
- Another idea is to work with the city for a joint community calendar for the website, so more people can see all of the activities available in Camas.
- The City’s acquisition of the Mill Ditch property will create a wide, walking/biking trail to connect downtown to the lakes. It would go by the Performing Art Center and connects businesses, the arts and recreation.
- Downtown is like a park, and the city has made investments over time, with tree plantings in the 1960s and landscaping in the 1990s. Planters on 3rd Avenue are not irrigated, and the city should find resources to care for the past investments.

Facility Improvements & Ideas

- Directional signage and wayfinding to direct people to downtown from the lakes and associated trails.
- Include brochure holders for maps and trail brochures
- A pool and community center that is affordable for Camas could bring people together. Maybe a seasonal, covered outdoor pool could suffice, instead of a large aquatic center. The city should look at the GP property as a potential site. It doesn’t require a lot of clean-up, and it is close to downtown.
- According to DCA surveys, other local interests include a bowling alley, rock wall for climbing and splash pad.
- Emphasizing the trail system could be a communications piece, with signage to support a mural tour, bronze bird art or connections to other trails.
- Camas has a history of providing top tier sports through the school district, but there needs to be more accommodation for community recreation sports for all, not just elite players.
- Explore collaborations with the library and Journey for additional studios or classes (i.e., jazz, dance, art)
- Consider food carts or concessions at Heritage Park, especially since it is a popular venue for paddle boarding and kayak launching.

Other Comments

- See Fort Collins CO as an example of an extended downtown promenade that integrates art, fountains, recreation, plaza/stage space to restaurants and shops along the way.

-- End of Notes --



STAKEHOLDER DISCUSSION NOTES

Project Name: Camas PROS Plan Update **Project No.:** Proj-# 21-135PLN
Location: Teleconference **Interview Date:** June 30, 2021 **Time:** 12:00 pm
Notes by: Steve Duh, Conservation Technix
Participant: Kurt Stonex, Olson Engineering Steve Duh, Conservation Technix
Subject: **Stakeholder Interview with Development Community Representative**

PURPOSE

To discuss coordination and future needs for parks, open space and trails in Camas with a representative of the local residential development community. The meeting took place on June 30, 2021, via a Zoom teleconference from 12:00 – 12:45 pm.

DISCUSSION

The discussion began with brief introductions and an overview of the City's PROS Plan update process. A set of questions were used to initiate the discussion and explore ideas about enhancements or improvements to the city's park and open space system.

Background & Opening Comments

- Camas has been very aggressive in acquiring parks and open space property during the time Lloyd Halverson was city administrator.
- With its older regulations, the city used to require 30% set-aside for open space. The City was sued and lost. The Planned Unit Development regulations still require land dedication.
- Camas staff have been good with coordinating with and negotiating with developers for layout and design to accommodate set-asides and the use of PIF payments and credits. Developers are generally willing to provide parks with their projects, since the City is willing to use cash and credits and have the developer build the requested parks and trails. Staff have been very flexible and good to work with, and the CIP has accommodated that flexibility.

Recreation-related Improvements Seen as Positive for Developers

- Trails
- Critical area set asides / open space
- Small neighborhood parks and pocket parks

Interview Notes (continued)

Facility Improvements & Ideas

- Green Mountain will be hard to develop. It could have trails, and there is a flatter area on top that might work for picnic area and viewpoint. Depending on access and need, the site might be good for an outdoor education center or nature park. More extensive mountain biking trails might work as well.
- In the Lacamas Lake area, trails are critical to connect the north side of the lake to Green Mountain and to downtown.
- Looking out 50 years, the City should consider what to do with the GP site on the Columbia River.

Coordinating with Developers

- Ridgefield example, staff worked through development agreement and used PIF credits and outright purchase to secure land from developer (required some, credited some and bought some to compile a larger site that was desired). Deer Creek subdivision and Grass Valley were put together in a similar manner.
- Regarding PIF, the development community is resigned to the fact that they will pay impact fees, and most are fine with building parks or trails as part of a project and getting PIF credit. It's important for the public to know that PIF is passed through to the buyer as part of the cost of the home.
- Going forward, City staff should continue working with the same attitude of 'working together' with the development community as a partner. Continue to have flexibility with the CIP and adjust project cost allocations as appropriate with the projects considered and negotiated with developers.

-- End of Notes --



Appendix D

Site Observations



ASH CREEK PARK

9.5 acres (acquired: 2000)

Neighborhood /Undeveloped

Capital Improvement & Planning Opportunities:

- This site is a wooded natural area. There is a fenced in storm facility on the site. On street parking is available and there is pedestrian access.
- The natural area has potential to be an amenity in the park with trails and interpretive signs. This undeveloped site is in the middle of a neighborhood and would be a good location for a small play area and shelter.

Maintenance Considerations:

- Manage as Open Space until developed.
- The site is very wet, especially on the south and west sides.
- Currently, no public access is provided.

Amenities:

- Wooded natural area



BAZ RIVERFRONT PARK

0.79 acres (acquired: 1989)

Special Facility

Capital Improvement & Planning Opportunities:

- Opportunity for park master plan process to define site and connect to the river.
- Add interpretive signs.
- Add ADA accommodations for parking and paths to picnic table and trail.

Maintenance Considerations:

- Manage as Open Space with an added emphasis on weed/invasive plant management.

Amenities:

- Limited on street parking along road shoulder
- Picnic table
- Access to Washougal River Greenway Trail
- Narrow deer paths to waterfront
- Fishing
- Swimming
- Natural areas
- Scenic views of the Washougal River



BENTON PARK

4.8 acres (acquired: 1988, 2004)

Neighborhood

Capital Improvement & Planning Opportunities:

- Improve pedestrian connection from Couch Street to asphalt path.
- Add more walking paths and trails with interpretive signs and rest areas.
- Add benches or tables along asphalt path.
- Standardize site furnishings to match other parks.

Maintenance Considerations:

- Most of the park is wooded area with a trail. Maintain trail surface.
- Enhance natural areas and remove invasive weeds.
- Add additional gravel and compact trail to provide a firm surface that is ADA accessible. Remove drops and elevation changes between the trail and the sidewalk and concrete table pads to provide a smooth transition.

Amenities:

- Earthen/Gravel trail
- Asphalt path
- Tables
- Passive lawn
- Community garden (partner managed)
- Natural areas
- View of creek



COOPERS VIEW PARK

2.5 acres (acquired: 2007)

Neighborhood

Capital Improvement & Planning Opportunities:

- Consider adding a restroom and drinking fountain.
- Install dog waste station.
- Add accessible routes to existing picnic tables and enlarge pads to provide accessible clearance around table.
- Currently there are not accessible routes around the tables under the shelter for accessibility. Remove some of tables to provide more space and allow better circulation & accessibility.
- Install a ramp into play area with a slide.

Maintenance Considerations:

- Annual evaluation and supplement of playground safety surface.
- Standardize furnishings.

Amenities:

- On street parking
- Picnic tables with built in checkerboard
- Bike racks
- Bench
- Asphalt path
- Playground age 2-5 years old with nature play area
- Slide
- Trash receptacle
- Passive/active lawn



CROWN PARK

7.1 acres (acquired: 1987)

Capital Improvement & Planning Opportunities:

- Implement site master plan.

Maintenance Considerations:

- Address drainage problems in T-ball field and around shelter.
- Repair/re-surface tennis court.
- Repair asphalt paths.
- Annual evaluation and supplement of playground safety surface.
- Standardize furnishings.

Community

Amenities:

- Off street parking
- Park building
- Picnic tables
- Benches
- Tennis courts with storage unit for pickleball nets
- Trash receptacles
- Trash dumpster
- Water spigot
- Playground 1 (Swing set and play equipment)
- Playground 2 (Age 5-12, Slide and play equipment)
- Playground 3 (Age 2-5, Swings and play equipment)
- Double sided wall ball court
- Carousel play equipment
- Lending library
- 20x20 shelter with lighting and electrical outlet
- T-ball field
- Passive/active lawn
- Volleyball court
- Horseshoe Pits with fence
- Porta putties



DOROTHY FOX PARK

4.8 acres (acquired: 1986, 1989)

Neighborhood

Capital Improvement & Planning Opportunities:

- ADA improvements: playground ramp, pathway to tables, companion seating.

Maintenance Considerations:

- Replace faded on-leash sign.
- Annual evaluation and supplement of playground safety surface.
- Lawn and pathway repairs.
- Standardize furnishings.

Amenities:

- Interior parking
- Trash receptacles
- Restroom with storage chase
- Gear storage box
- Soccer field with goals
- Playground, age 2-5
- Benches
- Picnic table
- ½ basketball court
- Open lawn areas
- Storm water swale/facility



FALLEN LEAF LAKE PARK

32.9 acres (acquired: 2011)

Regional

Capital Improvement & Planning Opportunities:

- Implement park master plan.
- Remove volleyball nets.
- ADA improvements: accessible route to lawn, install ADA accessible tables.
- Consider a nature play area for this park.

Maintenance Considerations:

- Clear vegetation around picnic tables along waterfront.
- Cleanup shelter.
- Inspect and repair roof.
- Repair tables.
- The ramp connection the gravel parking area to the shelter has a 1-2" lip, repair to remove lip and provide ADA access from parking lot to shelter.

Amenities:

- Off street gravel parking (inside gate)
- Informal gravel parking for day use parking (outside gate)
- RV host site
- Rough lawn/game area
- Lawn along lake
- Volleyball
- Tables
- Benches
- Large shelter with moveable tables (sinks, preparation tables, lights and power outlets)
- Restroom in shelter
- Trails
- Trash receptacles
- Trash dumpster



FOREST HOME PARK

5.3 acres (acquired: 1987)

Neighborhood

Capital Improvement & Planning Opportunities:

- Add accessible routes to existing picnic tables, playgrounds and baseball fields and provide accessible clearance around amenities.
- Provide a drinking fountain and shelter.
- Provide additional ADA Parking spaces.
- Replace picnic tables with accessible models.
- Provide bike racks.
- Add other baseball amenities.
- Consider replacing wood bleachers with metal for easier maintenance.

Maintenance Considerations:

- Annual evaluation and supplement of playground safety surface.
- Pathway repairs.
- Standardize furnishings.

Amenities:

- Off street parking
- Trash receptacles
- Trash dumpster
- Picnic tables
- Baseball fields with dugouts, backstops, commentator boxes and bleachers
- Playground 1 (age 2-12)
- Playground 2 (age 2-5)
- Bench
- Passive/active lawn
- ½ Basketball court (no striping)
- Dog waste stations
- Concession building
- Maintenance building
- Porta potty



GOOT PARK

17.0 acres (acquired: 1987, 2006)

Neighborhood

Capital Improvement & Planning Opportunities:

- Repair or replace bleachers.
- Replace picnic tables with accessible models.
- The natural area has potential to be an amenity in the park with trails and interpretive signs.
- Add accessible routes to existing picnic tables and enlarge pads to provide accessible clearance around table.
- Consider adding a shelter to this site.

Maintenance Considerations:

- Remove graffiti from maintenance structures.
- Repaint rusted play equipment.
- Annual evaluation and supplement of playground safety surface.
- Remove weeds in paved areas, shrub beds and lawn.
- Striping at basketball court is worn, restripe basketball court.
- Standardize furnishings.

Amenities:

- Off street parking
- ½ Basketball court
- Maintenance building
- Restroom
- Picnic tables
- Benches
- Bike rack
- Trash receptacles
- Soccer field with goals
- Baseball field with backstop and bleachers
- Wayfinding signs
- Passive/active lawn
- Dog waste station
- Drinking fountain
- Lending library
- Playground 1 (age 2-12, Swings and play equipment)
- Playground 2 (1 piece of play equipment)
- Water spigot
- Natural area



GRASS VALLEY PARK

24.9 acres (acquired: 1999, 2006)

Community

Capital Improvement & Planning Opportunities:

- Add accessible routes to existing picnic tables and enlarge pads to provide accessible clearance around table.
- Currently there are not accessible routes around the tables under the shelter for accessibility. Remove some of tables to provide more space and allow better circulation & accessibility.
- The natural area has potential to be an amenity in the park with trails and interpretive signs.
- ADA improvements: accessible routes to tables, drinking fountain and trash grills, install playground ramp, provide companion seating.

Maintenance Considerations:

- Replace the missing restroom signs.
- Repair/re-surface tennis court.
- Remove weeds in paved areas, shrub beds and lawn.
- There are drainage problems in softball field that need to be resolved.
- Lawn has damage from gophers, control gopher population and repair lawn.
- There are minor cracks in paths that need repair.
- Vegetation is encroaching onto asphalt path, clear vegetation.
- Annual evaluation and supplement of playground safety surface.
- There is missing playground equipment, either repair or remove.
- Standardize furnishings.

Amenities:

- Off street parking
- Memorial brick pavers
- Picnic tables
- Bike rack
- BBQ grill
- Restrooms w/storage chase
- Drinking fountains
- Trash receptacles
- Tennis courts with practice wall and fence
- ½ Basketball court
- Softball field w/ backstop
- Playground ages 2-12
- 35'x45' Shelter with lighting and electrical outlets
- 12'x20' Shelter
- Asphalt loop path
- Signed natural areas



GREEN MOUNTAIN PARK

4.6 acres (acquired: ----)

Neighborhood

Capital Improvement & Planning Opportunities:

- ADA improvements: accessible route to picnic tables, provide companion seating.

Maintenance Considerations:

- Replace the missing volleyball net.
- Remove weeds in lawn area and reseed bare spots.
- There are drainage problems in lawn area that need to be resolved.
- Annual evaluation and supplement of playground safety surface.
- Standardize furnishings.

Amenities:

- On street parking
- Restroom building
- Picnic tables
- Bike racks
- Benches
- Drinking fountains
- Full basketball court with striping
- Volleyball court
- 20'x20' Picnic shelter
- Playground age 2-12 years old
- Asphalt paths
- Trash receptacles
- Passive/active lawn
- Dog waste station



HERITAGE PARK

26.9 acres (acquired: 1993)

Community

Capital Improvement & Planning Opportunities:

- Gate access control improvements.
- Separate motorized & non-motorized launching.
- Opportunity for bird watching and interpretive signage. These could be combined with rest areas along the Lacamas/Heritage trail.
- Improve waterfront/fishing.
- Consider a large shelter for bigger groups.
- ADA improvements: signs for ADA parking stalls, provide access to grills.

Maintenance Considerations:

- Remove weeds in paved areas, shrub beds and lawn.
- Pathway repair.
- Enhance natural areas and remove invasive weeds.
- Standardize furnishings.

Amenities:

- Off street parking
- Lacamas/Heritage Trail (asphalt or crushed rock)
- Mowed meadows
- Benches along trail
- Views of lake
- Watercraft rentals (kayaks, standup paddle boards)
- Asphalt paths
- Restroom with drinking fountain
- Playground age 2-5
- Grills
- Boat ramp with floating docks and staging area
- Fishing/waterfront area
- Trash dumpster



KLICKITAT PARK

9.4 acres (acquired: 2001)

Neighborhood

Capital Improvement & Planning Opportunities:

- The natural area has potential to be an amenity in the park with trails and interpretive signs.
- ADA improvements: accessible routes to tables and benches, provide alternate route to viewing area, provide accessible routes to the play areas.

Maintenance Considerations:

- Remove weeds in shrub areas and lawn and play areas
- Annual evaluation and supplement of playground safety surface.
- Control gopher population and repair lawn.
- Replace broken table.
- Clear storm grates.
- Add mulch to plant beds and redefine edges.
- Pathway repair and clearing.
- Add restroom signs.
- Remove tennis backboard.
- Replace unhealthy/failing trees.
- Re-stripe basketball court.
- Replace missing signs.
- Standardize furnishings.

Amenities:

- Interior parking
- Trash dumpster
- Drinking fountain
- Bike rack
- ½ basketball court w/ ¾ fence and wall ball
- Dog waste dispenser
- Play area 1 w/ swings
- Play area 2 age 2-12
- Trash receptacles



LACAMAS HEIGHTS PARK

2.3 acres (acquired: 2006)

Neighborhood /Undeveloped

Capital Improvement & Planning Opportunities:

- The location is in the middle of a neighborhood and adjacent to Camas High School. Existing pedestrian access is easy and the high school parking lot is close enough that it could be used for parking during off school hours.
- About half of this site is covered in mature trees with lawn cover. There are gentle slopes throughout site. The Butler reservoir facility is located on the adjacent parcel to the west, with a fence around it.
- A playground, basketball court, picnic tables, shelter, walking paths should be considered for future development. This site might be a good location for a future dog park.

Maintenance Considerations:

- Manage as Open Space until developed.

Amenities:

- Trash receptacles
- Bike rack
- Picnic tables
- Bench
- Parking
- Playground
- Baseball/softball field
- Portable toilet



LACAMAS LAKE LODGE & CONFERENCE CENTER

4.3 acres (acquired: 2000)

Regional

Capital Improvement & Planning Opportunities:

- None noted.

Maintenance Considerations:

- Enhance natural areas and remove invasive weeds.
- Manage and cleanup goose waste.

Amenities:

- Off street parking
- Passive lawn
- Trash receptacles
- Recycling receptacle
- Conference center building
- Patio with view of lake
- Access to pier
- Connecting path to heritage park



LOUIS BLOCH PARK

4.9 acres (acquired: 1987)

Neighborhood

Capital Improvement & Planning Opportunities:

- Future park site planning to determine potential new amenities.
- ADA improvements: accessible routes to picnic tables, enlarge pads to provide accessible clearance, provide paved access to playgrounds.
- Consider adding another drinking fountain.
- Replace picnic tables in baseball area.

Maintenance Considerations:

- Restripe parking spaces.
- Control gopher population and repair lawn.
- Remove weeds in paved areas, shrub beds and lawn.
- Re-stripe basketball court and repair pavement.
- Annual evaluation and supplement of playground safety surface.
- Standardize furnishings.

Amenities:

- Off street parking
- Fenced in baseball field with backstop, bullpens
- Picnic tables
- Benches
- Concession building
- Commemorative plinth
- Restroom in baseball area
- Restroom in park
- Maintenance building
- Commentators building
- Lending library
- Playground 1 (swings)
- Playground 2
- Trash receptacles
- Recycling receptacles
- Trash dumpster
- Drinking fountain
- Dog waste station
- Bleachers
- ½ Basketball court
- Wayfinding signs
- Passive/active lawn



OAK PARK

2.5 acres (acquired: 1995)

Neighborhood

Capital Improvement & Planning Opportunities:

- Replace porta potty with a permanent restroom.
- Consider a shelter and picnic area.
- ADA improvements: accessible routes to tables, basketball court and trash grills, provide playground ramp.

Maintenance Considerations:

- Remove weeds in paved areas, shrub beds and lawn.
- Annual evaluation and supplement of playground safety surface.
- Clean moss from asphalt path.

Amenities:

- On street parking
- Playground age 2-5
- Picnic tables
- Benches
- Grill
- Passive/active lawn
- ½ Basketball court
- Porta potty



OSTENSON CANYON PARK

8.2 acres (acquired: 2013)

Neighborhood

Capital Improvement & Planning Opportunities:

- Conduct park site master plan process to guide development of open, upper shelf as neighborhood park.

Maintenance Considerations:

- Manage as Open Space until developed.

Amenities:

- Trash receptacles
- Bike rack
- Picnic tables
- Bench
- Parking
- Playground
- Baseball/softball field
- Portable toilet



PRUNE HILL SPORTS PARK

8.8 acres (acquired: 1997)

Community

Capital Improvement & Planning Opportunities:

- The natural area has potential to be an amenity in the park with trails and interpretive signs.
- Add benches, tables and consider a small shelter.
- Add more shade trees near playground, behind bleachers and dugouts and along perimeter of sports fields.
- Stripe basketball courts and install a perimeter fence.
- Install a ramp into playground to provide an ADA accessible route. Sidewalk is sunken next to curb, repair to provide an accessible route into the playground.

Maintenance Considerations:

- Remove weeds in paved areas, shrub beds and lawn.
- Repair drainage problems in baseball field.
- Replace ball fence on east side of park.
- Control gopher population and repair lawn.
- Pathway repair.
- Annual evaluation and supplement of playground safety surface.
- Standardize furnishings.

Amenities:

- Shared off street parking with school
- Free library box
- 2 trash receptacles
- Ramp into park
- Asphalt paths with loop path
- Multisport fields with permanent and moveable soccer goals
- Baseball field with backstop, bleachers and storage bin
- Playground age 2-12
- ½ Basketball courts with no striping
- Storage bin near soccer fields
- Natural area next to fields with radio tower and access drive
- Passive/active lawn



SANDY SWIMMING HOLE

1.4 acres (joint property with Washougal)

Special Facility

Capital Improvement & Planning Opportunities:

- Parking improvements and expansion.

Maintenance Considerations:

- This swimming hole is very popular. The beach access and experience looked great, but the minimal parking was a major limitation.
- No ADA accessible route to beach.

Amenities:

- 17 – standard stalls
- 1ADA stall (not on designated accessible route, not compliant, not properly signed)
- 6 Movable Recycling and Trash Receptacles
- Paved Overlook/Deck area with 2-picnic tables and 1 – bench
- Identification sign
- Various regulatory signs.



SKATE PARK

0.9 acres (acquired: 1987)

Special Facility

Capital Improvement & Planning Opportunities:

- Redesign/add to skate park.
- Add permanent restroom, drinking fountain and shelter with lawn area.
- Existing parking lot is large, if it isn't fully utilized part of the parking lot could be repurposed for shelter, lawn area and day use activities.
- Enhance river access and provide more beach area.
- Replace picnic tables and benches.
- ADA improvements: accessible routes to existing picnic tables, replace ADA parking signs, provide companion space.

Maintenance Considerations:

- Restripe parking lot to identify parking stalls and drive aisle.
- Repair cracks or replace skate park.
- Enhance natural areas and remove invasive plant species..
- Standardize furnishings.

Amenities:

- Skate park
- Off street parking
- Trash receptacles
- Picnic tables
- Porta potty
- Benches
- Natural area with river access
- Trails
- Boat launch ramp



Appendix E

Recreation Trends

The following summaries from recognized park and recreation resources provide background on national, state and local park and recreation trends. Examining current recreation trends may guide potential park and recreation improvements and opportunities to enhance programs and services.

2020 NRPA AGENCY PERFORMANCE REVIEW

The 2020 National Recreation and Park Association (NRPA) *Agency Performance Review* summarizes the key findings from their Park Metrics benchmarking tool and is intended to assist park and recreation professionals in effectively managing and planning their operating resources and capital facilities. The report offers a comprehensive collection of park- and recreation-related benchmarks and insights to inform professionals, key stakeholders, and the public about the state of the park and recreation industry. The 2020 NRPA Agency Performance Review contains data from 1,053 unique park and recreation agencies across the United States as reported between 2017 and 2019.

Key Findings and Characteristics

Park facilities and operations vary greatly across the nation. The typical agency participating in the NRPA park metric survey serves a jurisdiction of approximately 42,500 people, but population size varies widely across all responding jurisdictions. The typical park and recreation agency has jurisdiction over 20 parks comprising over 430 acres. Park facilities also have a range of service levels in terms of acres of parkland per population and residents per park. These metrics are categorized by the agency's population size.

Park Facilities

Nearly all (96%) park and recreation agencies operate parks and related facilities. The typical park and recreation agency has:

- One park for every 2,281 residents
- 9.9 acres of park land for every 1,000 residents in its jurisdiction
- 11 miles of trails for walking, hiking, running and/or biking

Figure E1. Median Residents per Park Based On Population Size

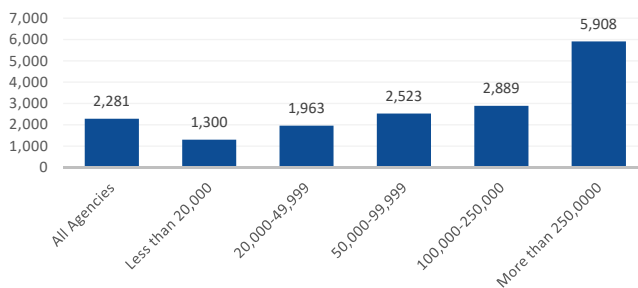
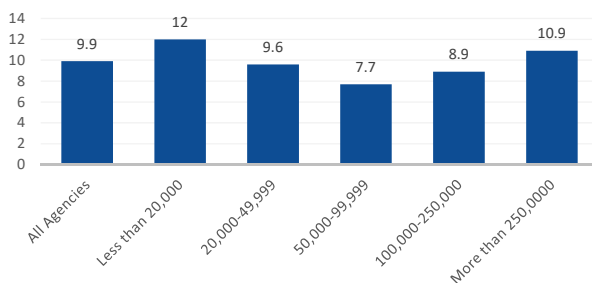


Figure E2. Acres of Parkland per 1,000 Residents based on Population Size

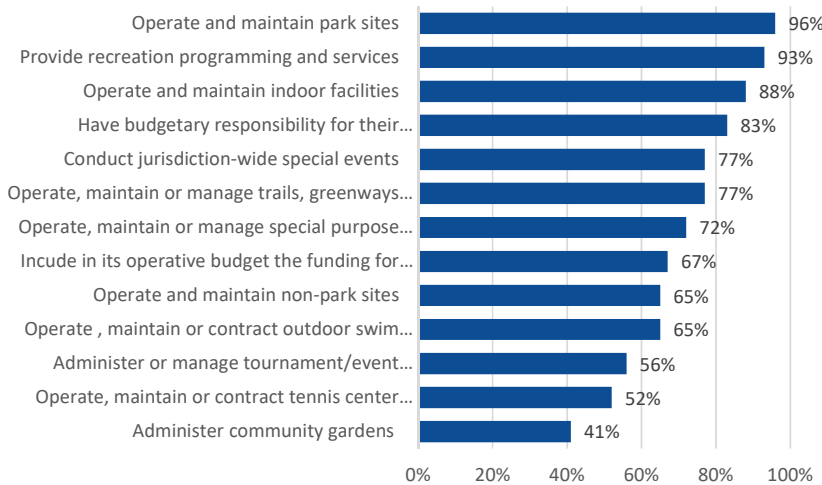


A large majority of park and recreation agencies provide playgrounds (93.9%) and basketball courts (86.5%) in their portfolio of outdoor assets. Most agencies offer community and/or recreation centers (60%) while two in five offer senior centers.

The typical park and recreation agency that manages or maintains trails for walking, hiking, running and/or biking has 11.0 miles of trails. Agencies serving more than 250,000 residents have a median of 84.5 miles of trails under their care.

Park and recreation agencies often take on responsibilities beyond their core functions of operating parks and providing recreational programs. Other responsibilities may include tourist attractions, golf courses, outdoor amphitheaters, indoor swim facilities, farmer’s markets, indoor sports complexes, campgrounds, performing arts centers, stadiums/arenas/racetracks, fairgrounds and/or marinas.

Figure E3. Key Responsibilities of Park and Recreation Agencies



Programming

Nearly all (93%) of park and recreation agencies provide recreation programs and services. More than eight in ten agencies provide themed special events (88%), team sports (87%), social recreation events (87%), youth summer camps (83%), fitness enhancement classes (82%), and health and wellness education (81%).

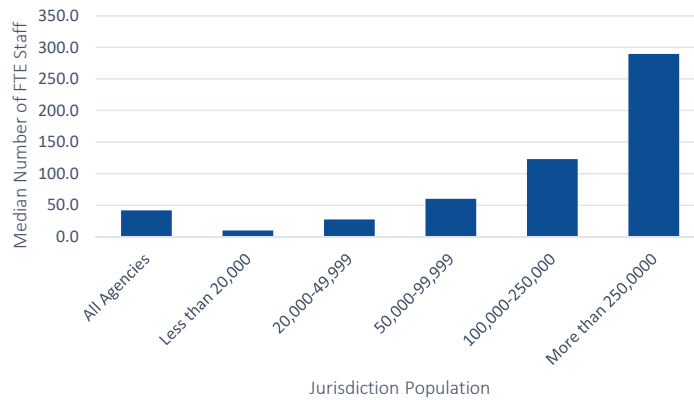
Staffing

Park and recreation employees are responsible for operations and maintenance, programming and administration. The typical park and recreation agency has:

- 41.9 full-time equivalent staff (FTEs) on payroll
- 8.1 FTEs on staff for every 10,000 residents in its jurisdiction

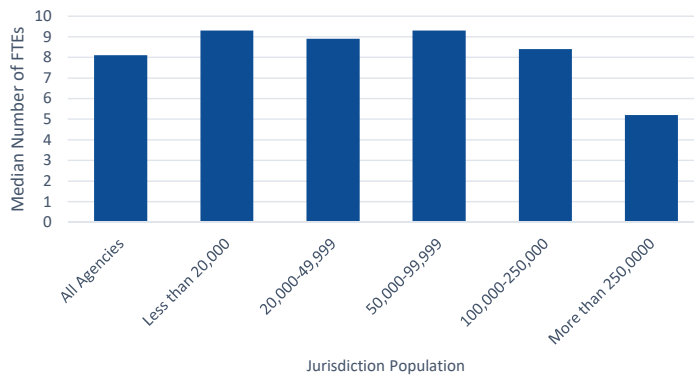
Median FTE counts also positively correlate with the number of acres maintained, the number of parks maintained, operating expenditures, and the population served. For example, agencies that serve populations between 20,000 and 49,999 residents employ an average of 27.3 FTE, while agencies that serve 50,000 to 99,000 people employ an average of 60 FTE.

Figure E4. Park and Recreation Agency Staffing: Full-Time Equivalents (By Jurisdiction Population)



Another way of comparing agency staffing across different park and recreation agencies examines number of staff per 10,000 residents. These comparative numbers hold fairly steady across population sizes with the median for all agencies at 8.1 FTEs.

Figure E5. Park and Recreation Agency FTEs Per 10,000 Residents



Capital and Operating Expenses

For capital expenses, the typical park agency:

- Dedicates about 55% to renovation projects and 32% to new development projects.
- Plans to spend about \$5,000,000 million on capital expenditures over the next five years.

For operations, the typical park agency spends:

- \$4.3 million per year on total operating expenses
- \$7,000 on annual operating expenses per acre of park and non-park sites managed by the agency
- \$81.00 on annual operating expenses per capita
- \$97,000 in annual operating expenditures per employee
- 54% of the annual operating budget on personnel costs, 38% on operating expenses, and 5% on capital expenses not included in the agency’s capital improvement plan (CIP)
- 44% of its operating budget on park management and maintenance, 43% on recreation, and 13% on other activities

2020 STATE OF THE INDUSTRY REPORT

Recreation Management magazine's *2020 Report on the State of the Managed Recreation Industry* summarizes the opinions and information provided by a wide range of professionals (with an average 22.3 years of experience) working in the recreation, sports, and fitness industry. Given the emerging COVID-19 pandemic, Recreation Management also conducted a supplemental survey in May 2020 to learn about both the impacts to the industry and what mitigation steps organizations were taking in response.

Partnerships

The 2020 report indicated that most (89%) recreation, sports, and fitness facility owners form partnerships with other organizations as a means of expanding their reach, offering additional programming opportunities or as a way to share resources and increase funding. Local schools are shown as the most common partner (64%) for all facility types. Youth-serving organizations (Ys, JCC, Boys & Girls Clubs) and park and recreation organizations were the most likely to report that they had partnered with outside organizations, at 100% and 95% respectively.

Revenue Outlook

In January 2020, half of respondents expected revenues to increase in both 2020 and 2021. Survey respondents from urban communities are more optimistic about revenue increases as compared to rural respondents.

In last year's report, parks respondents had reported increases in their average operating expenditures with operating costs that grew by 14% between fiscal year 2018 and 2019. Respondents generally expected their operating expenses to continue to increase between 2019 and 2021, with camps expecting a 10% increase, recreation centers at 8%, and parks at 6%.

Relative to costs and revenues, few facilities covered by the survey reported that they cover more than 75% of their operating costs via revenue. The percentage recovered varied with type of organization with the average percentage of costs recovered for all respondents hovering near 50% and private for-profit organizations achieving the highest cost recovery rates. For parks, the cost recovery rate remained steady at 44%.

Over the past decades, public park and recreation departments and districts have faced a growing expectation that facilities can be run like businesses. Many local facilities are expected to recover much of their operating costs via revenues. While this is the business model of for-profit facilities like health clubs, it is a relatively recent development for publicly owned facilities, which have typically been subsidized via tax dollars and other funding sources. Most recreation providers (81%) have been taking actions to reduce expenditures. Cost recovery actions typically involve reduction in expenses with improving energy efficiency as the most common action (51% of respondents). Increased fees and staffing cost reductions and putting off construction or renovation plans were reported as other common methods for reducing operating costs.

As of May 2020, nearly 90% of respondents anticipated that total revenues would decline in 2020 due to the COVID-19 pandemic. Most anticipated a revenue drop of 30-50%, though one in seven expected a decline of more than 50%. In general, respondents are split on when they expect that revenues will begin to recover – 44% believe revenues will begin to rebound in 2021 while 40% expect further revenue declines.

Facility Use

The majority of respondents reported an increase in use of their recreational facilities as of January 2020. Looking forward, more than half of respondents (53%), including 60-65% of park and recreation centers, were expecting to see further increases in the number of people using their facilities over the next two years.

In 2020, 22% of respondents said they were planning to add more staff at their facilities, 75% were planning to maintain existing staffing levels, and 3% were planning to reduce staffing. The May 2020 survey found, however, that nearly half of responding organizations had laid off or furloughed staff due to the impacts of COVID-19 and nearly two-thirds had suspended hiring plans.

Facilities and Improvements

Over the past seven years, the percentage of respondents who indicate that they have plans for construction, whether new facilities or additions or renovations to their existing facilities, has grown steadily, from 62.7 percent in 2013 to 72.9 percent in 2020. Construction budgets have also risen. The average amount respondents were planning to spend on their construction plans was up 10.8% in 2020, after an 18.4% increase in 2019. On average, respondents to the 2020 survey were planning to spend \$5.6 million on construction.

A majority of park department respondents (54%) reported plans to add features at their facilities and were also the most likely to be planning to construct new facilities in the next three years (39%).

The top 10 planned features for all facility types include:

1. Splash play areas (25.4% of those with plans to add features were planning to add splash play)
2. Playgrounds (20.3%)
3. Park shelters (17.3%)
4. Dog parks (17.1%)
5. Park restrooms (16.1%)
6. Synthetic turf sports fields (14.8%)
7. Walking and hiking trails (14.8%)
8. Fitness trails and outdoor fitness equipment (14.8%)
9. Disc golf courses (12.9%)
10. Outdoor sports courts (11.3%)

The COVID-19 pandemic is having a significant impact on construction plans. As of May 2020, over one-third (34%) of respondents had put construction on hold due to the impacts of the pandemic, rising costs, and supply shortages.

Programming

Nearly all respondents (97%) offer programming of some kind. The top 10 most commonly offered programs include: holiday events and other special events (provided by 65.3% of respondents); educational programs (59%); group exercise programs (58.8%); fitness programs (57.6%); day camps and summer camps (57.3%); youth sports teams (55.2%); mind-body balance programs such as yoga and tai chi (51.2%); adult sports teams (46%); arts and crafts programs (45.8%); and programs for active older adults (45.4%).

Respondents from community centers, parks and health clubs were the most likely to report that they had plans to add programs at their facilities over the next few years. The ten most commonly planned program additions were:

1. Fitness programs (24% of those who have plans to add programs)
2. Group exercise programs (22.4%)
3. Teen programs (22%)
4. Environmental education (21.8%)
5. Day camps and summer camps (20.9%)

6. Mind-body balance programs (20.5%)
7. Programs for active older adults (18.1%)
8. Special needs programs (17.9%)
9. Holidays and other special events (17.4%)
10. Arts and crafts (17%)

Addressing the COVID-19 pandemic required many respondents to either put programs or services on hold (82%) or cut programs or services entirely (34%). Additionally, many respondents have had to rethink their programming portfolios. Two-thirds of respondents (67%) had added online fitness and wellness programming as of May 2020, 39% were involved in programs to address food insecurity, and one in four was involved in programs to provide educational support to out-of-school children.

General Challenges

In January 2020, facility managers were asked about the challenges they anticipated impacting their facilities in the future. Generally, overall budgets are the top concern for most respondents including their ability to support equipment and facility maintenance needs (58%) and staffing (54%). Marketing, safety/risk management, and creating new and innovative programming also remain continuing challenges for facility managers. Facility managers also report that environmental and conservation issues (13%) and social equity and access (10%) are posing increasing challenges. However, as of May 2020, many respondents concerns had shifted to addressing the COVID-19 pandemic impacts described in the sections above.

2020 OUTDOOR PARTICIPATION REPORT

Overall Participation

According to the 2020 Outdoor Participation Report, published by the Outdoor Foundation, just over half of Americans ages 6 and older participated in outdoor recreation at least once in 2019, the highest participation rate in five years. This increase was not universal, however, and there was significant variation in participation between age, gender, and racial groups.

Despite the overall increase in the percentage of Americans engaging in outdoor recreation, the total number of recreational outings declined in 2019. Outdoor participants went on a total of 10.9 billion outdoor outings in 2019 – a 12% drop from the 2012 high-water mark of 12.4 billion outings. In addition, the number of outings per participant declined 17% in the past five years, from 85 outings per participant in 2014 to 71 in 2019.

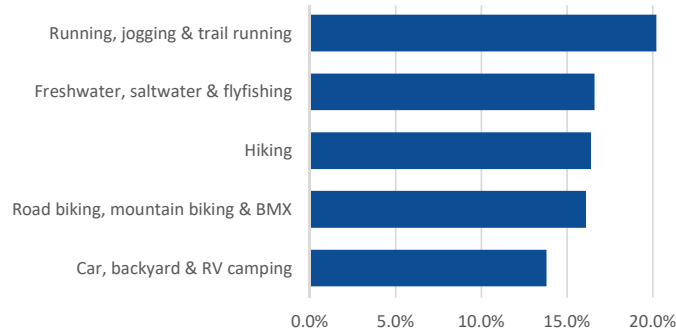
This drop mirrors a decline in the total number of outings per participant. Each year for over a decade, participants have engaged less often in outdoor activities. As a result, the percentage of ‘casual’ participants in outdoor recreation (i.e. those who participate one to 11 times per year) has grown by about 4% over the past 15 years, while the percentage of ‘core’ participants (i.e. weekly participants) has declined.

Figure E6. Frequency of Outdoor Outings: Trending Over Many Years

Frequency of Outdoor Outings	2007	2010	2013	2016	2019
Casual (1 to 11 times)	28.2%	27.9%	28.4%	31.7%	32.6%
Moderate (12 to 51 times)	32.5%	31.8%	33.1%	32.5%	32.6%
Core (52+ times)	39.3%	40.4%	38.5%	35.8%	34.9%

Running, jogging and trail running is the most popular outdoor activity by level of participation, as shown in the chart below, followed by fishing, hiking, biking and camping.

Figure E7. Most Popular Outdoor Activities by Participants, Nationwide



Youth Participation Declines

The youngest participants, children 6 to 17, were outdoors far less than in previous years. Their average outings fell from a high of 91 in 2012 to just 77 per child in 2019. Youth participation declined across the board in 2019, with the biggest declines seen in girls aged 18 to 24 (-5%) and boys ages 13 to 17 (-4%). Households with children, however, continue to drive growth in participation. Adults with children had much higher outdoor recreation participation rates (57%) than adults without children (44.4%).

Female Participation Continues to Grow

In 2019, women made up 46% of participants in outdoor recreation while men made up 53.8%, representing the smallest gender gap measured in the report’s history. Women’s participation has increased from 43% of all participants in 2009 to 46% in 2019.

Diversity Gap Remains

Despite increases in participation, Black/African American and Hispanic Americans continue to be significantly underrepresented in outdoor recreation. Hispanics made up 11.6% of outdoor recreation participants, a 35% shortfall relative to their proportion of the population ages 6 and over (17.9%). Similarly, Black/African Americans represented 12.4% of the U.S. population ages 6 and over in 2019, but just 9.4% of outdoor participants, a 24% participation deficit. Black youth were the least likely to participate in outdoor recreation as compared to Asian, Hispanic, and Caucasian youth – signaling a potential future gap in outdoor participants. However, those Black and Hispanic Americans who do participate in outdoor recreation do so frequently – more often, on average, than members of other racial groups.

In 2019, 62% of Asian Americans participated in outdoor recreation, followed by 53% of White, 48% of Hispanic, and 40% of Black/African Americans.

Impacts of COVID-19

An August 2020 report from the Outdoor Industry Association indicated that COVID-19 impacted recreation participation in April, May and June as Americans flocked to outdoor recreation amid COVID restrictions. Americans took up new activities in significant numbers with the biggest gains in running, cycling, and hiking given that these activities were widely considered the safest activities during pandemic shutdowns. The hardest hit activity segments during COVID shutdowns were team sports (down 69%) and racquet sports (down 55%). Reviewing just April, May and June 2020, participation rates for day hiking rose more than any other activity, up 8.4%.

2020 SPORTS, FITNESS, AND LEISURE ACTIVITIES TOPLINE PARTICIPATION REPORT

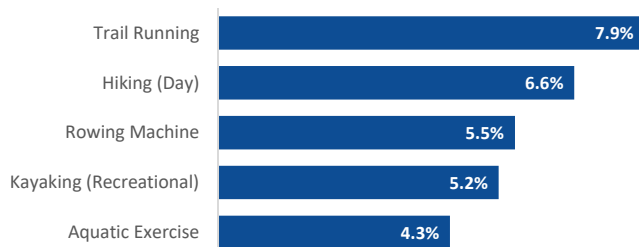
Prepared by a partnership of the Sports and Fitness Industry Association (SFIA) and the Physical Activity Council (PAC), this February 2020 participation report summarizes levels of activity and identifies key trends in sports, fitness, and recreation in the US. The report is based on over 18,000 online interviews of a nationwide sample that provides a high degree of statistical accuracy using strict quotas for gender, age, income, region, and ethnicity. The study looked at 122 different team and individual sports and outdoor activities.

Compared to 2014, eight million more Americans were casually active in 2019 indicating a positive movement toward an increasingly active population. Sports that made great strides in the last six years include trail running, cardio tennis, BMX biking, and day hiking. Over the last year, only 2.1 million additional people reported participating in an activity that raises their heart rate for more than 30 minutes. Participation in active high calorie activities has remained flat for the last four years.

The percentage of people reporting no physical activity during the past year declined to 27% in 2019 - its lowest point in six years – continuing an increasing trend in activity. Rates of inactivity continue to be linked to household income levels, with lower income households having higher rates of inactivity. However, in 2019, households across the income spectrum saw declines in inactivity.

Fitness sports continue to be the most popular activity type for the 5th consecutive year. Other sports activities, including individual sports, racquet sports, and water sports have seen a modest decline in participation since 2018. Team sports experienced a slight increase in participation, driven by the increasing popularity of basketball and outdoor soccer. While racquet sports lost about 2% of participants since 2018, mostly due to declines in squash and badminton participation, the rising popularity of pickleball and cardio tennis may reverse this declining trend.

Figure E8. Total Participation Rate by Activity Category



When asked which activities they aspire to do, all age-groups and income levels tend to show interest in outdoor activities like fishing, camping, hiking, biking, bicycling, and swimming. Younger age groups are more interested in participating in team sports, such as soccer, basketball and volleyball, while older adults are more likely to aspire to individual activities like swimming for fitness, bird/nature viewing, and canoeing.

Physical education (PE) participation shows 96% of 6 to 12-year old youth and 82% of 13-17 year olds participated in PE in 2019. While younger children were more likely to participate in PE, older youth had higher average days of participation. Children were more than twice as likely to be inactive if they did not attend PE. Overall, all ages saw an increase in PE 2019. Participation in PE is thought to lead to an increase of active, healthy lifestyles in adulthood.

Figure E9. Sports with the Highest 5-year Increase in Participation

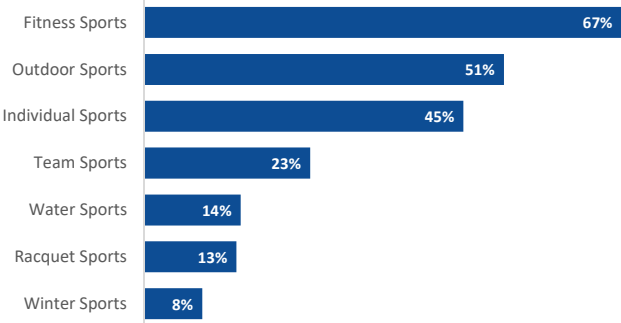
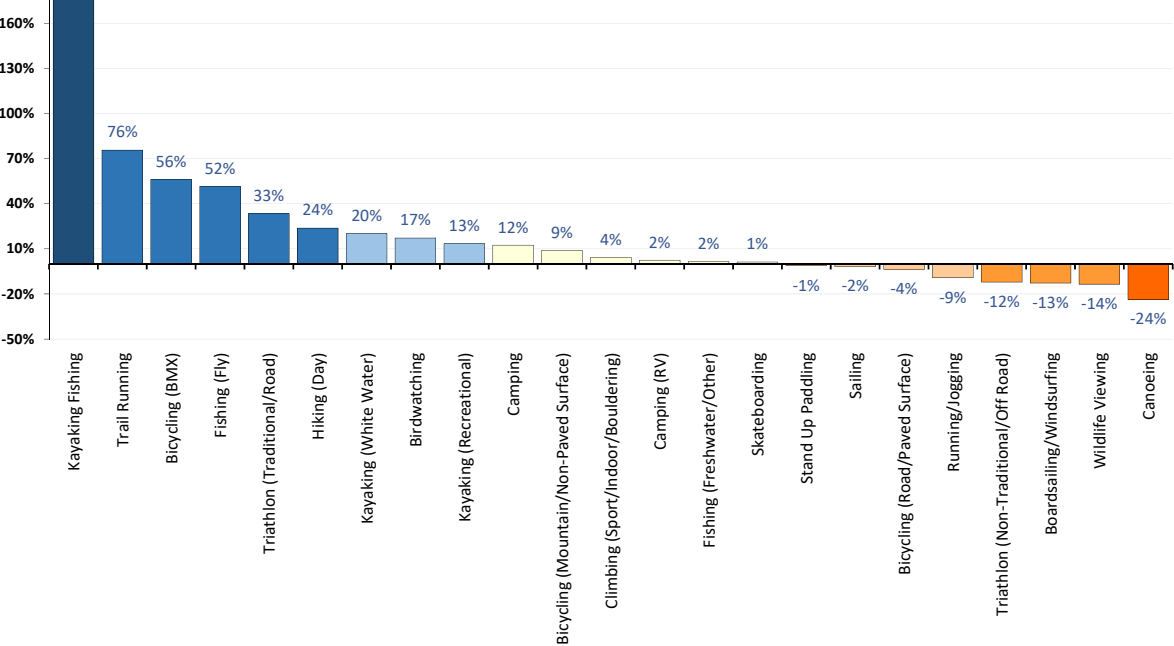


Figure E10. 5-Year Change in Outdoor Sports Participation



2020 AMERICANS ENGAGEMENT WITH PARKS SURVEY

This annual study from the National Park and Recreation Association (NRPA) probes Americans’ usage of parks, the key reasons that drive their use, and the greatest challenges preventing greater usage. Each year, the study examines the importance of public parks in Americans’ lives, including how parks compare to other services and offerings of local governments. The survey of 1,000 American adults looks at frequency and drivers of parks/recreation facilities visits and the barriers that prevent greater enjoyment. Survey respondents also indicate the importance of how park and recreation plays in their decisions at the voting booth and their level of support for greater funding.

In 2020, NRPA conducted a shorter-than-typical Engagement survey because of the dynamic nature of life during the COVID-19 pandemic. The 2020 Study focused on the impacts of the COVID-19 pandemic on park and recreation usage, whether residents see public parks as an essential public service, and whether people vote for political leaders based on their support for park and recreation funding.

Key findings include:

- Eighty-two percent of U.S. adults agree that parks and recreation is essential.
- Seventy-seven percent of survey respondents indicate that having a high-quality park, playground, public open space or recreation center nearby is an important factor in deciding where they want to live.
- U.S. residents visit local park and recreation facilities more than twice a month on average.
- Three in five U.S. residents — more than 190 million people — visited a park, trail, public open space or other recreation facility at least once during the first three months of the pandemic (mid-March through mid-June 2020).

Impacts of the COVID-19 Pandemic

According to the Americans Engagement with Parks report,

“In many communities across the nation, parks, trails and other public open spaces have been crucial resources available to people seeking a brief respite from the public health crisis. As businesses shut down operations during the spring, many parks and trails remained open, providing people with opportunities to safely enjoy outdoor physical activity with its many attendant physical and mental health benefits. According to NRPA Parks Snapshot Survey data (nrpa.org/ParksSnapshot), 83 percent of park and recreation agencies kept some/all of their parks open during the initial wave of COVID-19 infections in April 2020, while 93 percent did the same with some/all of their trail networks.

Consequently, people flocked to their local parks, trails and other public open spaces. Three in five U.S. residents — more than 190 million people — visited a park, trail, public open space or other recreation facility at least once during the first three months of the pandemic — from mid-March through mid-June 2020. Park and recreation usage was particularly strong among GenZers, Millennials, Gen Xers, parents, people who identify as Hispanic/Latinx and those who identify as nonwhite.

As has been the case with virtually every aspect of life, the COVID-19 pandemic has altered the frequency with which most people engage with their local park and recreation amenities. Still, slightly more than half of people have been visiting parks, trails and other public open space amenities as often — if not more often — since the start of the pandemic than they had during the same period in 2019. Twenty-seven percent of U.S. residents report that their use of parks, trails and other public open spaces increased during the first three months of the pandemic relative to the same period in 2019. A quarter of survey respondents indicates their park and recreation usage during the period from mid-March to mid-June 2020 matched that of the same three months in 2019. Forty-eight percent of people report that their usage of parks, trails and public open spaces declined during the early months of the pandemic.”

WASHINGTON STATE RECREATION AND CONSERVATION PLAN

The 2018-2022 Recreation and Conservation Plan for Washington State provides a strategic direction to help assure the effective and adequate provision of outdoor recreation and conservation to meet the needs of Washington State residents. The plan identifies the following five near and long-term priority areas and establishes specific actions within each priority to help meet the outdoor recreation and conservation needs within the state:

1. Sustain and Grow the Legacy of Parks, Trails, and Conservation Lands
2. Improve Equity of Parks, Trails, and Conservation Lands

3. Meet the Needs of Youth
4. Plan for Culturally Relevant Parks and Trails to Meet Changing Demographics
5. Assert Recreation and Conservation as a Vital Public Service

Sustain & Grow the Legacy

A wealth of existing recreation and conservation areas and facilities should be kept open, safe, and enjoyable for all. Some modifications to meet the interests of today’s population may be needed at some facilities. Sustaining existing areas while expanding and building new facilities to keep up with a growing population is one of the five priority goals.

Improve Equity

The National Recreation and Park Association’s position on social equity states:

“Our nation’s public parks and recreation services should be equally accessible and available to all people regardless of income level, ethnicity, gender, ability, or age. Public parks, recreation services and recreation programs including the maintenance, safety, and accessibility of parks and facilities, should be provided on an equitable basis to all citizens of communities served by public agencies.”

The Washington plan restates that equity goal for all its citizens. Improving equity is also a strategy for improving a community’s health. Current statewide participation rates in outdoor activities were surveyed as part of the plan.

Figure E11. Participation Rates for Washington Residents in Outdoor Activities

Participation Rates for Top 12 Categories	
Activity	%
Walking	94%
Nature activities	89%
Leisure activities at parks	82%
Swimming	68%
Sightseeing activities	67%
Hiking	61%
Outdoor sports	48%
Water-based activities (freshwater)	46%
Camping	45%
Trending activities	33%
Snow and ice activities	30%
Bicycling	28%

Get Youth Outside

Washington State youth participate in outdoor activities to a greater extent than youth nationally. Park and recreation providers are urged to offer a variety of outdoor activities for youth and to support youth programs. Most youth are walking, playing at a park, trying new or trending activities, fishing in freshwater, exploring nature, and riding bikes. Other activities of interest to youth are activities in freshwater such as boating and paddling, fishing in saltwater, target shooting, hiking, outdoor sports, and riding off-road vehicles.

Figure E12. Youth Participation Rates for Washington Residents in Outdoor Activities

Youth Participation Rates	
Activity	%
Walking	88%
Leisure in parks	78%
Trending activities	77%
Fishing in freshwater	77%
Nature-based activities	75%
Bicycling	74%
Freshwater-based activities*	66%
Target shooting	62%
Hiking	57%
Outdoor sports	57%
Off-road vehicle riding	57%
Fishing in saltwater	53%

*(not swimming)

Plan for Culturally Relevant Parks and Trails to Meet Changing Demographics

Washington’s population is expected to grow by 2 million people by 2040 leading to more congestion and competition for recreation resources. Between 2010-2040, the percent of people of color are expected to increase from 27 percent to 44 percent. With the cultural change in the population, preferred recreational activities also will change. By 2030, more than one of every five Washingtonians will be 65 years old or older. By 2040, there will be more seniors than youth. Park and recreation providers should be prepared to create new and diverse opportunities and accommodate the active senior population.

Assert Recreation and Conservation as a Vital Public Service

The plan recognizes that outdoor recreation contributes to a strong economy and is a public investment like other public services and infrastructure. The report cites the Outdoor Industry Association and other economic studies that reinforce the importance of park and recreation services locally, regionally and statewide.

2019 SPECIAL REPORT ON PADDLESPO RTS & SAFETY

In 2019, the Outdoor Foundation produced a report focused on paddlesports data based on a participation survey (over 20,000 online interviews with a nationwide sample of individuals and households). In 2018, 22.9 million Americans (approximately 7.4% of the population) participated in paddle sports. This represents an increase of more than 4 million participants since the study began in 2010. Over the last five years, there continues to be an increase in paddlesports popularity among outdoor enthusiasts, with significant portions of the nationwide growth occurring in the Pacific region.

Recreational kayaking continues to grow in popularity but may be driving some of the decline in canoeing. The popularity of stand-up paddling has soared, increasing by 1.5 million participants over the past five years, though it does not have nearly as high a participation rate as either recreational kayaking or canoeing.

Most paddlers are Caucasian, other racial and ethnic groups are largely under-represented. However, Caucasian participation has remained relatively flat while participation by people identifying as Hispanic

or Black/African American has grown by 0.5% to 1% per year since 2013. This growth has led to more than 773,000 new Hispanic paddlers in just six years, signaling the importance and potential of engaging minority groups in paddlesports.

One in eight paddlers have been participating in the sport for 21 years or more. However, many participants – between thirty and sixty percent, depending on the discipline – tried a paddlesport for the first time in 2018. Such high levels of first-time participation may produce longer term growth in paddling, assuming participants continue to enjoy the sport.

Among adult paddlers, most participate for excitement and adventure, for exercise, or to be close to nature. Kayakers, rafters, canoers and stand-up paddlers often enjoy, or would be willing to try, other paddlesports. Many also enjoy similar outdoor “crossover” activities such as hiking, camping, walking, and nature viewing.



Appendix F

Implementation Tools

LOCAL FUNDING OPTIONS

The City of Camas possesses a range of local funding tools that could be accessed for the benefit of growing, developing, and maintaining its parks and recreation facilities and programs. The sources listed below represent potential funding sources, but some also may be dedicated for numerous other local purposes which limit applicability and usage. Therefore, discussions with City leadership are critical to assess the political landscape to modify or expand the use of existing City revenue sources in favor of park and recreation programs.

Councilmanic Bonds

Councilmanic general obligation bonds may be sold by cities without public vote. The bonds, both principal and interest, are retired with payments from existing city revenue or new general tax revenue, such as additional sales tax or real estate excise tax. The state constitution has set a maximum debt limit for councilmanic bonds of 1½% of the assessed value of taxable property in the city.

Voted General Obligation Bond

For the purposes of funding capital projects, such as land acquisitions or facility construction, cities and counties have the authority to borrow money by selling bonds. Voter-approved general obligation bonds may be sold only after receiving a 60 percent majority vote at a general or special election. If approved, an excess property tax is levied each year for the life of the bond to pay both principal and interest. The maximum debt limit for voted debt is 2.5% of the assessed value of taxable property in the city. The state constitution (Article VIII, Section 6) limits total combined debt to 5% of the total assessed value of property in the jurisdiction.

Property Tax Excess Levy – One Year Only

Cities and counties that are levying their statutory maximum rate can ask the voters, at any special election date, to raise their rate for one year (RCW 84.52.052). As this action increases revenue for one-year at a time, it is wise to request this type of funding for one-time uses only. Majority approval by voters is required.

Regular Property Tax - Lid Lift

Cities are authorized to impose ad valorem taxes upon real and personal property. A city's maximum levy rate for general purposes is \$3.375 per \$1,000 of assessed valuation. Limitations on annual increases in tax collections, coupled with changes in property value, causes levy rates to rise or fall; however, in no case may they rise above statutory limits. Once the rate is established each year, it may not be raised without the approval of a majority of the voters. Receiving voter approval is known as a lid lift. A lid lift may be permanent, or may be for a specific purpose and time period.

A levy lid lift is an instrument for increasing property tax levies for operating and/or capital purposes. Taxing districts with a tax rate that is less than their statutory maximum rate may ask the voters to "lift" the levy lid by increasing the tax rate to some amount equal to or less than their statutory maximum rate. A simple majority vote of citizenry is required.

Cities and counties have two "lift" options available to them: Single-year/basic or Multi-year.

Single-year: The single-year lift does not mean that the lift goes away after one year; it can be for any amount of time, including permanently, unless the proceeds will be used for debt service on bonds, in which case the maximum time period is nine years. Districts may permanently increase the levy but must use language

in the ballot title expressly stating that future levies will increase as allowed by chapter 84.55 RCW. After the initial “lift” in the first year, the district’s levy in future years is subject to the 101 percent lid in chapter 84.55 RCW. This is the maximum amount it can increase without returning to the voters for another lid lift.

The election to implement a single-year lift may take place on any election date listed in RCW 29A.04.321.

Multi-year: The multi-year lift allows the levy lid to be “bumped up” each year for up to a maximum of six years. At the end of the specified period, the levy in the final period may be designated as the basis for the calculation of all future levy increases (in other words, be made permanent) if expressly stated in the ballot title. The levy in future years would then be subject to the 101 percent lid in chapter 84.55 RCW.

In a multi-year lift, the lift for the first year must state the new tax rate for that year. For the ensuing years, the lift may be a dollar amount, a percentage increase tied to an index, or a percentage amount set by some other method. The amounts do not need to be the same for each year. If the amount of the increase for a particular year would require a tax rate that is above the maximum tax rate, the assessor will levy only the maximum amount allowed by law.

The election to implement a multi-year lift must be either the August primary or the November general election.

The single-year lift allows supplanting of expenditures within the lift period; the multi-year lift does not, and the purpose for the lift must be specifically identified in the election materials. For both single- and multi-year lifts, when the lift expires the base for future levies will revert to what the dollar amount would have been if no lift had ever been done.

The total regular levy rate of senior taxing districts (counties and cities) and junior taxing districts (fire districts, library districts, etc.) may not exceed \$5.90/\$1,000 AV. If this limit is exceeded, levies are reduced or eliminated in the following order until the total tax rate is at \$5.90.

- 1st. Parks & Recreation Districts (up to \$0.60)
Parks & Recreation Service Areas (up to \$0.60)
Cultural Arts, Stadiums & Convention Districts (up to \$0.25)
- 2nd. Flood Control Zone Districts (up to \$0.50)
- 3rd. Hospital Districts (up to \$0.25)
Metropolitan Parks Districts (up to \$0.25)
All other districts not otherwise mentioned
- 4th. Metropolitan Park Districts formed after January 1, 2002 or after (up to \$0.50)
- 5th. Fire Districts (up to \$0.25)
- 6th. Fire Districts (remaining \$0.50)
Regional Fire Protection Service Authorities (up to \$0.50)
Library Districts (up to \$0.50)
Hospital Districts (up to \$0.50)
Metropolitan Parks Districts formed before January 1, 2002 (up to \$0.50)

Sales Tax

Paid by the consumer, sales tax is a percentage of the retail price paid for specific classifications of goods and services within the State of Washington.

Governing bodies of cities and counties may impose sales taxes within their boundaries at a rate set by state statute and local ordinances, subject to referendum.

Until the 1990 Legislative Session, the maximum possible total sales tax rate paid by purchasers in cities was 8.1 percent. The 8.1 percent is allocated as follows: State, 6.5 cents on the dollar; counties, 0.15 cents; cities, 0.85 cents; and transit districts, a maximum of 0.6 cents (raised to 0.9 cents in 2000). Since then multiple sales options were authorized. Those applicable to Parks and Recreation include: counties may ask voters to approve a sales tax of up to 0.3 percent, which is shared with cities. At least one-third of the revenue must be used for criminal justice purposes.

Counties and cities may also form public facilities districts, and these districts may ask the voters to approve a sales tax of up to 0.2 percent. The proceeds may be used for financing, designing, acquisition, construction, equipping, operating, maintaining, remodeling, repairing, and re-equipping its public facilities.

Revenue may be used to fund any essential county and municipal service.

If a jurisdiction is going to change a sales tax rate or levy a new sales tax, it must pass an ordinance to that effect and submit it to the Department of Revenue at least 75 days before the effective date. The effective date must be the first day of a quarter: January 1, April 1, July 1 or October 1.

Business and Occupation Tax

Business and occupation (B&O) taxes are excise taxes levied on different classes of business to raise revenue. Taxes are levied as a percentage of the gross receipts of a business, less some deductions. Businesses are put in different classes such as manufacturing, wholesaling, retailing, and services. Within each class, the rate must be the same, but it may differ among classes. Cities can impose this tax for the first time or raise rates following referendum procedure.

B&O taxes are limited to a maximum tax rate that can be imposed by a city's legislative body at 0.2 percent (0.002), but grandfathered in any higher rates that existed on January 1, 1982. Any city may levy a rate higher than 0.2 percent, if it is approved by a majority of voters (RCW 35.21.711). Beginning January 1, 2008, cities that levy the B&O tax must allow for allocation and apportionment, as set out in RCW 35.102.130.

Admissions Tax

An admissions tax is a use tax for entertainment. Both cities and counties may impose this tax through legislative action.

Cities and/or counties may levy an admission tax in an amount no greater than five percent of the admission charge, as is authorized by statute (cities: RCW 35.21.280; counties: RCW 35.57.100). This tax can be levied on admission charges (including season tickets) to places such as theaters, dance halls, circuses, clubs that have cover charges, observation towers, stadiums, and any other activity where an admission charge is made to enter the facility.

If a city imposes an admissions tax, the county may not levy a tax within city boundaries.

The statutes provide an exception for admission to elementary or secondary school activities. Generally, certain events sponsored by nonprofits are exempted from the tax; however, this is not a requirement. Counties also exempt any public facility of a public facility district for which admission is imposed. There are no statutory restrictions on the use of revenue.

Impact Fees

Development impact fees are charges placed on new development in unimproved areas to help pay for various public facilities that serve new development or for other impacts associated with such development. Both cities and counties may impose this tax through legislative action.

Counties that plan under the GMA, and cities, may impose impact fees on residential and commercial development activity to help pay for certain public facility improvements, including parks, open space, and recreation facilities identified in the county's capital facilities plan. The improvements financed from impact fees must be reasonably related to the new development and must reasonably benefit the new development. The fees must be spent or encumbered within ten years of collection. Camas currently assesses a parks impact fee and also utilizes impact fee credits as a tool to work with local developers.

Real Estate Excise Tax

Excise tax levied on all sales of real estate, measured by the full selling price, including the amount of any liens, mortgages, and other debts given to secure the purchase. Both cities and counties may impose this tax through legislative action.

Counties and cities may levy a quarter percent tax (REET 1); a second quarter percent tax (REET 2) is authorized. First quarter percent REET (REET 1) must be spent on capital projects listed in the city's capital facilities plan element of their comprehensive plan. Capital projects include planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of parks, recreational facilities, and trails.

The second quarter percent REET (REET 2) must also be spent on capital projects, which includes planning, construction, reconstruction, repair, rehabilitation, or improvement of parks. Acquisition of land for parks is not a permitted use of REET 2. Both REET 1 and REET 2 may be used to make loan and debt service payments on projects that are a permitted use of these funds. The City of Camas currently assesses both REETs and uses this funding for a variety of capital project needs.

Lodging Tax

The lodging tax is a user fee for hotel/motel occupation. Both cities and counties may impose this tax through legislative action.

Cities and/or counties may impose a "basic" two percent tax under RCW 67.28.180 on all charges for furnishing lodging at hotels, motels and similar establishments for a continuous period of less than one month.

This tax is taken as a credit against the 6.5 percent state sales tax, so that the total tax that a patron pays in retail sales tax and hotel-motel tax combined is equal to the retail sales tax in the jurisdiction. In addition, jurisdictions may levy an additional tax of up to two percent, or a total rate of four percent, under RCW 67.28.181(1). This is not credited against the state sales tax. Therefore, if this tax is levied, the total tax on the lodging bill will increase by two percent.

If both a city and the county are levying this tax, the county must allow a credit for any tax levied by a city so that no two taxes are levied on the same taxable event. These revenues must be used solely for paying for tourism promotion and for the acquisition and/or operating of tourism-related facilities. "Tourism" is defined as economic activity resulting from tourists, which may include sales of overnight lodging, meals, tours, gifts, or souvenirs; there is no requirement that a tourist must stay overnight.

Conservation Futures Tax (Clark County)

The Conservation Futures Tax (CFT) is provided for in Chapter 84.34 of the Revised Code of Washington. Clark County imposes a Conservation Futures levy for the purpose of acquiring open space lands, including green spaces, greenbelts, wildlife habitat and trail rights-of-way proposed for preservation for public use by either the county or the cities within the county. Funds are allocated annually, and cities within the county, citizen groups and citizens may apply for funds through the county's process. The CFT program provides grants

to cities to support open space priorities in local plans and is administered by the County's Legacy Lands Program in the Parks & Lands Division of Public Works.

FEDERAL & STATE GRANTS AND CONSERVATION PROGRAMS

RIVERS, TRAILS AND CONSERVATION ASSISTANCE PROGRAM

The Rivers, Trails and Conservation Assistance Program, also known as the Rivers & Trails Program or RTCA, is a technical assistance resource for communities administered by the National Park Service and federal government agencies so they can conserve rivers, preserve open space and develop trails and greenways. The RTCA program implements the natural resource conservation and outdoor recreation mission of NPS in communities across America.

RECREATION AND CONSERVATION OFFICE GRANT PROGRAMS

The Recreation and Conservation Office was created in 1964 as part of the Marine Recreation Land Act. The RCO grants money to state and local agencies, generally on a matching basis, to acquire, develop, and enhance wildlife habitat and outdoor recreation properties. Some money is also distributed for planning grants. RCO grant programs utilize funds from various sources. Historically, these have included the Federal Land and Water Conservation Fund, state bonds, Initiative 215 monies (derived from un-reclaimed marine fuel taxes), off-road vehicle funds, Youth Athletic Facilities Account and the Washington Wildlife and Recreation Program.

Aquatic Lands Enhancement Account (ALEA)

This program, managed through the RCO, provides matching grants to state and local agencies to protect and enhance salmon habitat and to provide public access and recreation opportunities on aquatic lands. In 1998, DNR refocused the ALEA program to emphasize salmon habitat preservation and enhancement. However, the program is still open to traditional water access proposals. Any project must be located on navigable portions of waterways. ALEA funds are derived from the leasing of state-owned aquatic lands and from the sale of harvest rights for shellfish and other aquatic resources.

Washington Wildlife & Recreation Program (WWRP)

Funding sources managed by the RCO include the Washington Wildlife and Recreation Program. The WWRP is divided into Habitat Conservation and Outdoor Recreation Accounts; these are further divided into several project categories. Cities, counties and other local sponsors may apply for funding in urban wildlife habitat, local parks, trails and water access categories. Funds for local agencies are awarded on a matching basis. Grant applications are evaluated once each year, and the State Legislature must authorize funding for the WWRP project lists.

Land and Water Conservation Fund (LWCF)

The Land and Water Conservation Fund (LWCF) provides grants to buy land and develop public outdoor facilities, including parks, trails and wildlife lands. Grant recipients must provide at least 50% matching funds in either cash or in-kind contributions. Grant program revenue is from a portion of Federal revenue derived from sale or lease of off-shore oil and gas resources.

National Recreational Trails Program

The National Recreational Trails Program (N RTP) provides funds to maintain trails and facilities that provide a backcountry experience for a range of activities including hiking, mountain biking, horseback

riding, motorcycling, and snowmobiling. Eligible projects include the maintenance and re-routing of recreational trails, development of trail-side and trail-head facilities, and operation of environmental education and trail safety programs. A local match of 20% is required. This program is funded through Federal gasoline taxes attributed to recreational non-highway uses.

Youth Athletic Facilities (YAF) Program

The YAF provides grants to develop, equip, maintain, and improve youth and community athletic facilities. Cities, counties, and qualified non-profit organizations may apply for funding, and grant recipients must provide at least 50% matching funds in either cash or in-kind contributions.

OTHER TOOLS & OPTIONS

Metropolitan Park District

Metropolitan park districts may be formed for the purposes of management, control, improvement, maintenance and acquisition of parks, parkways and boulevards. In addition to acquiring and managing their own lands, metropolitan districts may accept and manage park and recreation lands and equipment turned over by any city within the district or by the county. Formation of a metropolitan park district may be initiated in cities of five thousand population or more by city council ordinance, or by petition, and requires majority approval by voters for creation. Several years ago, the City started a preliminary look at the MPD as a tool for Camas Parks and Recreation. With some existing information, the City could continue evaluation of MPD along with other implementation tools to develop their long-term funding strategy.

Park and Recreation District

Park and recreation districts may be formed for the purposes of providing leisure-time activities and recreation facilities (parks, playgrounds, pools, golf courses, paths, community centers, arboretums, campgrounds, boat launches, etc.) and must be initiated by petition of at least 15% percent of the registered voters within the proposed district. Upon completion of the petition process and review by county commissioners, a proposition for district formation and election of five district commissioners is submitted to the voters of the proposed district at the next general election. Once formed, park and recreation districts retain the authority to propose a regular property tax levy, annual excess property tax levies and general obligation bonds. All three of these funding types require 60% percent voter approval and 40% percent voter turnout. With voter approval, the district may levy a regular property tax not to exceed sixty cents per thousand dollars of assessed value for up to six consecutive years.

Park and Recreation Service Area (PRSA)

A quasi-municipal corporation with independent taxing authority whose purpose is to finance, acquire, construct, improve, maintain or operate any park, senior citizen activities center, zoo, aquarium and/or recreation facilities; and to provide higher level of park service.

Sponsorships / Donations / Naming Rights

Business sponsorships for programs may be available throughout the year. In-kind contributions are often received, including food, door prizes and equipment/material. Naming rights could be considered for substantial gifts and may have time limitations, depending on local policy.

Interagency Agreements

State law provides for interagency cooperative efforts between units of government. Joint acquisition, development and/or use of park and open space facilities may be provided between Parks, Public Works and utility providers.

Private Grants, Donations & Gifts

Many trusts and private foundations provide funding for park, recreation and open space projects. Grants from these sources are typically allocated through a competitive application process and vary dramatically in size based on the financial resources and funding criteria of the organization. Philanthropic giving is another source of project funding. Efforts in this area may involve cash gifts and include donations through other mechanisms such as wills or insurance policies. Community fundraising efforts can also support park, recreation or open space facilities and projects.

ACQUISITION TOOLS & METHODS

Direct Purchase Methods

Market Value Purchase

Through a written purchase and sale agreement, the city purchases land at the present market value based on an independent appraisal. Timing, payment of real estate taxes and other contingencies are negotiable.

Partial Value Purchase (or Bargain Sale)

In a bargain sale, the landowner agrees to sell for less than the property's fair market value. A landowner's decision to proceed with a bargain sale is unique and personal; landowners with a strong sense of civic pride, long community history or concerns about capital gains are possible candidates for this approach. In addition to cash proceeds upon closing, the landowner may be entitled to a charitable income tax deduction based on the difference between the land's fair market value and its sale price.

Life Estates & Bequests

In the event a landowner wishes to remain on the property for a long period of time or until death, several variations on a sale agreement exist. In a life estate agreement, the landowner may continue to live on the land by donating a remainder interest and retaining a "reserved life estate." Specifically, the landowner donates or sells the property to the city, but reserves the right for the seller or any other named person to continue to live on and use the property. When the owner or other specified person dies or releases his/her life interest, full title and control over the property will be transferred to the city. By donating a remainder interest, the landowner may be eligible for a tax deduction when the gift is made. In a bequest, the landowner designates in a will or trust document that the property is to be transferred to the city upon death. While a life estate offers the city some degree of title control during the life of the landowner, a bequest does not. Unless the intent to bequest is disclosed to and known by the city in advance, no guarantees exist with regard to the condition of the property upon transfer or to any liabilities that may exist.

Gift Deed

When a landowner wishes to bequeath their property to a public or private entity upon their death, they can record a gift deed with the county assessors office to insure their stated desire to transfer their property to the targeted beneficiary as part of their estate. The recording of the gift deed usually involves the tacit agreement of the receiving party.

Option to Purchase Agreement

This is a binding contract between a landowner and the city that would only apply according to the conditions of the option and limits the seller's power to revoke an offer. Once in place and signed, the Option Agreement may be triggered at a future, specified date or upon the completion of designated conditions. Option Agreements can be made for any time duration and can include all of the language pertinent to closing a property sale.

Right of First Refusal

In this agreement, the landowner grants the city the first chance to purchase the property once the landowner wishes to sell. The agreement does not establish the sale price for the property, and the landowner is free to refuse to sell it for the price offered by the city. This is the weakest form of agreement between an owner and a prospective buyer.

Conservation and/or Access Easements

Through a conservation easement, a landowner voluntarily agrees to sell or donate certain rights associated with his or her property (often the right to subdivide or develop), and a private organization or public agency agrees to hold the right to enforce the landowner's promise not to exercise those rights. In essence, the rights are forfeited and no longer exist. This is a legal agreement between the landowner and the city that permanently limits uses of the land in order to conserve a portion of the property for public use or protection. The landowner still owns the property, but the use of the land is restricted. Conservation easements may result in an income tax deduction and reduced property taxes and estate taxes. Typically, this approach is used to provide trail corridors where only a small portion of the land is needed or for the strategic protection of natural resources and habitat. Through a written purchase and sale agreement, the city purchases land at the present market value based on an independent appraisal. Timing, payment of real estate taxes and other contingencies are negotiable.

Park or Open Space Dedication Requirements

Local governments have the option to require developers to dedicate land for parks under the State Subdivision Law (Ch. 58.17 RCW) and the State Environmental Policy Act (SEPA) (Ch. 43.21C RCW). Under the subdivision law developers can be required to provide the parks/recreation improvements or pay a fee in lieu of the dedicated land and its improvements. Under the SEPA requirements, land dedication may occur as part of mitigation for a proposed development's impact.

Landowner Incentive Measures

Density Bonuses

Density bonuses are a planning tool used to encourage a variety of public land use objectives, usually in urban areas. They offer the incentive of being able to develop at densities beyond current regulations in one area, in return for concessions in another. Density bonuses are applied to a single parcel or development. An example is allowing developers of multi-family units to build at higher densities if they provide a certain number of low-income units or public open space. For density bonuses to work, market forces must support densities at a higher level than current regulations.

Transfer of Development Rights

The transfer of development rights (TDR) is an incentive-based planning tool that allows land owners to trade the right to develop property to its fullest extent in one area for the right to develop beyond existing regulations in another area. Local governments may establish the specific areas in which development may

be limited or restricted and the areas in which development beyond regulation may be allowed. Usually, but not always, the “sending” and “receiving” property are under common ownership. Some programs allow for different ownership, which, in effect, establishes a market for development rights to be bought and sold.

IRC 1031 Exchange

If the landowner owns business or investment property, an IRC Section 1031 Exchange can facilitate the exchange of like-kind property solely for business or investment purposes. No capital gain or loss is recognized under Internal Revenue Code Section 1031 (see www.irc.gov for more details). This option may be a useful tool in negotiations with an owner of investment property, especially if the tax savings offset to the owner can translate to a sale price discount for the City.

Current (Open Space) Use Taxation Programs

Property owners whose current lands are in open space, agricultural, and/or timber uses may have that land valued at their current use rather than their “highest and best” use assessment. This differential assessed value, allowed under the Washington Open Space Taxation Act (Ch.84.34 RCW) helps to preserve private properties as open space, farm or timber lands. If land is converted to other non-open space uses, the land owner is required to pay the difference between the current use annual taxes and highest/best taxes for the previous seven years. When properties are sold to a local government or conservation organization for land conservation/preservation purposes, the required payment of seven years worth of differential tax rates is waived. The amount of this tax liability can be part of the negotiated land acquisition from private to public or quasi-public conservation purposes. Clark County has a current use taxation program that offer this property tax reduction as an incentive to landowners to voluntarily preserve open space, farmland or forestland on their property.

OTHER LAND PROTECTION OPTIONS

Land Trusts & Conservancies

Land trusts are private non-profit organizations that acquire and protect special open spaces and are traditionally not associated with any government agency. Columbia Land Trust is the regional land trust serving the Camas area, and their efforts have led to the conservation of more than 50,000 acres of forests, shorelines, parks and natural areas in the region. Other national organizations with local representation include the Nature Conservancy, Trust for Public Land and the Wetlands Conservancy.

Regulatory Measures

A variety of regulatory measures are available to local agencies and jurisdictions. Available programs and regulations include: Critical Areas Ordinance, Camas; State Environmental Policy Act (SEPA); Shorelines Management Program; and Hydraulic Code, Washington State Department of Fisheries and Department of Wildlife.

Public / Private Utility Corridors

Utility corridors can be managed to maximize protection or enhancement of open space lands. Utilities maintain corridors for provision of services such as electricity, gas, oil, and rail travel. Some utility companies have cooperated with local governments for development of public programs such as parks and trails within utility corridors.



Appendix G

Site Acquisition & Development Guidelines

ACQUISITION GUIDELINES

Planning and land acquisition for future parks is a recognized component in land use and urban growth management, since the provision of parks and open space is considered essential to the livability of urban areas. For the recreation resource planner, the land acquisition process is an important task for ensuring the availability of future recreation resources for the majority of the community. The established planning goals for a community's comprehensive plan recognize the development of parks and retention of open space with conservation values as a tool for managing the effects of increased density and fostering livability.

Specific Site Suitability for Developed/Active Parks

While existing neighborhood parks may range from 2.3 to 10 acres in size, some basic location and land characteristics influence how accessible, "developable" and convenient a potential site might be for a future public park. Evaluating a potential land parcel should include consideration of the following property features:

- Access and visibility to the property. An adequate amount of public right-of-way is needed to allow for creating bike/pedestrian pathways, at a minimum, and either on-street parking or a parking lot for park visitors who must drive a vehicle.
- Existing publicly owned lands, easements and right-of-way. Are there existing lands under public ownership that could be converted to public park use? What other public amenities are proximate and complementary to a future park development (e.g., schools, police stations, etc.)?
- Connectivity to trails, schools, parks, neighborhoods and connectivity of the trail links. Connections to and from related land uses can add value to a potential park location.
- Environmental constraints, field assessment (does not include Environmental Assessment level detail), regulatory and permitting requirements and GIS data for critical areas. Sensitive environmental lands should be protected, but often they are not the best sites for development of recreational amenities for public parks. Protected and conserved lands can provide complementary value to public parks, while the public park land can create a buffer for the conserved land.
- Topography. Existing landforms, whether flat or hilly, will influence the park's design and best fit for provision of recreational facilities.
- Technical analysis of park standards and development costs should be evaluated to help provide realistic site development costs. For example, existing road improvements within the public right-of-way or lack of public water and sewer may trigger additional park development costs.

Within identified neighborhoods that may lack or have limited access to public parks, potential properties should be evaluated for suitable site conditions for the development of future recreational amenities and/or access to natural resources and water.

Neighborhood/Community Park Site Suitability Criteria:

- Access / visibility
- Parcel size / configuration
- Contiguous public land / connectivity
- Extent of sensitive areas
- Cost factors (acquisition, development & maintenance.)
- Compatibility with surrounding uses
- Vacant land preference

Trail Site Suitability Criteria:

- Development feasibility
- Continuity / connectivity (“safe routes”)
- Natural, cultural, historic value
- Public ROW access
- Land costs / value

Urban Natural Areas Site Suitability Criteria:

- Ecological, cultural, historic value
- Continuity / connectivity
- Public right of way access
- Development pressure (threat of conversion)
- Acquisition costs, donations, grants, third-party support (i.e., land trusts), etc.

Site-Specific Concerns

- Once a targeted park land acquisition has been identified and evaluated with consideration to its potential suitability as a future public park, more specific assessments should be conducted to ensure a measure of known development variables for future park use.
- A boundary survey and review of the title is important to identify an existing encroachments, encumbrances or entitlements that need to be addressed or corrected prior to closing.
- Environmental constraints, such as wetlands, waterways, other sensitive habitats and any associated buffers, should be identified to determine their impact on developable park spaces.
- An environmental site assessment should be conducted to identify environmental conditions that could have resulted from a past release of hazardous substances and determine any potential mitigation requirements to protect public health. Additionally, environmental law typically leaves the burden of responsibility on the property owner, so conducting an environmental site assessment is important to protect the City’s liability.
- An archaeological assessment to review potential cultural resources may also help bring to light future park development costs and variables.
- Any underground tanks, wells, septic systems and existing structures should be evaluated for the need to remove, decommission, or demolish after closing of land sale.
- Preliminary analysis of O&M cost for holding property until development.

DESIGN STANDARDS FOR ENVIRONMENTAL SITE ASSESSMENT

Considering a current use of a property is typically not sufficient for evaluating potential environmental concerns. For example, a vacant lot may previously have been used for agricultural purposes and may contain pesticide residues in the soil, or a current retail building formerly may have housed an auto repair business with underground tanks. Additionally, properties that are considered low-risk, such as a residence, could have a leaking underground heating oil tank or other concerns. Therefore, conducting an environmental site assessment is an important step in purchasing and managing property.

Prior to purchasing or accepting ownership of a property, the City should conduct an environmental site assessment to determine if contaminated soil, sediment or groundwater could be present. This process typically begins with a Phase I Environmental Site Assessment (ESA) per ASTM E1527-13 to identify environmental conditions or other business risk issues that could impact site development, pose a liability to the City, or present a risk to human health or the environment. Depending on the results of the Phase I ESA, a subsequent Phase II ESA may be warranted to sample and test soil, sediment or groundwater for the presence of contamination.

For property currently owned by the City, conducting an ESA prior to redevelopment can help to identify issues that could affect building design or result in construction delays.

For property that will be leased by the City, conducting a baseline environmental assessment may be warranted to establish initial conditions prior to the City occupying the site.

PRESERVING FUNDING ELIGIBILITY

Public outdoor park and recreation areas and facilities are eligible for funding assistance through the Washington Recreation and Conservation Office (RCO). Land acquisition projects must be consistent with the outdoor recreation goals and objectives contained in the Statewide Comprehensive Outdoor Recreation Plan (SCORP) or the recreation elements of local comprehensive plans and local master plans. Acquisition of land and waters for public outdoor recreation areas and facilities, including new areas or additions to existing parks, forests, wildlife areas, open spaces and other similar areas dedicated to outdoor recreation are eligible for assistance through the RCO. To be eligible, the acquisition procedures set forth by the RCO should be closely followed.

DESIGN & DEVELOPMENT GUIDELINES

With planned park upgrades and the potential for development of park acquisitions, Camas would benefit from park design and facility standards that help unify the system's amenities, operations and maintenance going into the future. Standards can begin with the adoption of typical bench details and expand to incorporate graphic sign styles, materials, colors and specific site furnishings. With the desire for Camas to create a unifying identity and enhance park maintenance efficiencies, guidelines for park standards should be planned, endorsed and implemented.

If the City should annex its urban reserve area, the acquisition and development of additional parks will be necessary. There may be opportunities to partner with residential development projects for providing new parks to be dedicated to the City upon completion. The establishment of park design and development

standards with predetermined requirements for consistency and quality of site amenities would ensure that new parks could readily fit within on-going park operations and maintenance.

All newly developed parks and trails shall adhere to the Final Guidelines for Outdoor Developed Areas as set forth by the United States Access Board.

Design Standards for Parks

Public park space should be clearly identifiable and provide a safe and secure environment for outdoor recreation and enjoyment. To help communicate the identity, amenities and uses within the park, some unified design standards should be applied. These standards are intended to help with public access, communication of safety and appropriate behaviors, and efficiency in operations and maintenance without creating a park system of identical “cloned” urban parks. Standardizing the designs for park signage, benches, picnic tables, drinking fountains, lighting, bollards, irrigation systems and fencing can allow for easier and less expensive procurement, installation, maintenance and replacement. The visual character of unified park amenities can quickly convey to the park visitor that the space is part of an overall system of public spaces where they are welcome.

While sharing standard site furnishings and signage styles helps unify the system identity, each individual park should have its own unique character. The shape and size of the land, the layout of circulation and location of key features, the styles, types and colors of play equipment, the architecture of restrooms, picnic and other park structures should be specific to that park. Even though each park contains some standardized site furnishings, each park site master plan design should strive to create a sense of place that highlights the character of that park in its local context and for its primary purpose (such as passive park with natural area or active sports-oriented facility).

The following tables highlight the range and considerations of various amenities that may be provided within urban parks (community and neighborhood parks) and can provide guidance for negotiating facility development opportunities in situations when private entities propose park development in-lieu of payment or for other, alternative arrangements, such as density bonuses.

Figure G1. Minimum Site Design Considerations for Neighborhood Parks

Amenity	Considerations - where feasible
Playground	<ul style="list-style-type: none"> ▪ Minimum of 4,000 sq.ft. play area ▪ Equipment should be suitable for and developmentally-appropriate for toddlers and elementary school-aged children ▪ Playground should be ADA Accessible and play equipment should be ADA Compliant
Loop Walking Path	<ul style="list-style-type: none"> ▪ Minimum 8’ wide ▪ ADA-compliant surface to accessible elements (benches, tables, play area) ▪ Pathway slope not to exceed 5% grade or no more than 8% for more than 30 lineal feet without switchbacks or railings
Picnic Tables	<ul style="list-style-type: none"> ▪ Minimum of 2, Use standard ADA compliant picnic table style
Drinking Fountain	<ul style="list-style-type: none"> ▪ Provide ADA-compliant standard fixture. Install water bottle fill station as appropriate
Benches	<ul style="list-style-type: none"> ▪ Minimum of 2, Use standard ADA compliant bench style
Open Turf Area	<ul style="list-style-type: none"> ▪ Provide at least 15% of total lawn area with irrigation, preferably adjacent to the play area
Trees & Landscaping	<ul style="list-style-type: none"> ▪ Provide shade for portion of playground area ▪ New trees and shrubs should be irrigated for a minimum of 2 years until established
Bicycle Racks	<ul style="list-style-type: none"> ▪ Minimum of 2, with capacity to serve 4 bikes
Trash Receptacles & Dog Waste Disposal Stations	<ul style="list-style-type: none"> ▪ Minimum of 1

For community parks, any or all of the following outdoor recreation features should be considered in addition to the same amenities provided in neighborhood parks.

Figure G2. Minimum Site Design Considerations for Community Parks

Amenity	Considerations - where feasible
Parking	<ul style="list-style-type: none"> ▪ Based on types of amenities and their parking quantity requirements ▪ Include requisite number of handicapped parking stalls at appropriate locations ▪ Consider need for parking provision at multiple access points, where appropriate
Loop Walking Path	<ul style="list-style-type: none"> ▪ Provide a perimeter trail in addition to pathways accessing all major park amenities
Multiple Access Points	<ul style="list-style-type: none"> ▪ Provide connectivity to neighborhoods, nearby trails and public rights-of-way
Restrooms	<ul style="list-style-type: none"> ▪ Provide ADA-compliant standardized design facilities
Picnic Shelter	<ul style="list-style-type: none"> ▪ Provide minimum of 1 group picnic shelter
Sports fields	<ul style="list-style-type: none"> ▪ Type and quantity dependent on available space and current public demand for each sport facility. Also depends on proximity to similar amenities within the city and/or region
Sports courts	<ul style="list-style-type: none"> ▪ Type and quantity dependent on available space and current public demand for each sport facility. Also depends on proximity to similar amenities within the city and/or region
Tree Canopy	<ul style="list-style-type: none"> ▪ Target a 25-45% tree canopy dependent on other park amenities and feasibility
Open Grass Area	<ul style="list-style-type: none"> ▪ Open play area with sun exposure ▪ Minimum target of 1 acre
Natural Areas	<ul style="list-style-type: none"> ▪ Based on existing and restored environmental characteristics
Off-leash Dog Area	<ul style="list-style-type: none"> ▪ Minimum target of 1 acre ▪ Fenced enclosure with double-gate access ▪ Provide doggy waste dispenser and trash receptacle at entrance

Figure G3. Design Considerations for Other Park Amenities

Amenity	Considerations
Picnic Shelter	<ul style="list-style-type: none"> ▪ Minimum of 400 sq.ft.
Sport field	<ul style="list-style-type: none"> ▪ Practice level for youth soccer, T-ball, baseball and/or softball
Sport court	<ul style="list-style-type: none"> ▪ ½ court basketball court
Tennis court	
Alternative recreation court	<ul style="list-style-type: none"> ▪ Such as bocce ball, pickleball, horseshoes, lawn bowling
Skate spot	<ul style="list-style-type: none"> ▪ 600 to 1,200 sq.ft. with small ramps, bowls or features for beginners
Disc golf course	<ul style="list-style-type: none"> ▪ Minimum 9 baskets
Splash pad	
Natural area	
Water feature	<ul style="list-style-type: none"> ▪ Such as a passive water-based amenity that provides a visual focal point, i.e. fountains, ponds, or waterfalls
Restroom	
Utilities	<ul style="list-style-type: none"> ▪ Automatic Irrigation, Electricity, Water
Parking	

Design Standards for Open Space & Natural Areas

Open space and natural areas are primarily intended to conserve places with ecological sensitivity or natural landscape value. Most natural areas have some space where low-impact recreational uses and trails can be accommodated without reducing the environmental integrity of the land or water resource. Since the open space can range from wetlands and riparian corridors to fields and forests, design standards are not applied uniformly across the site. Each natural landscape is treated according to its level of sensitivity, need for conservation/restoration and tolerance for outdoor recreational use. However, where passive recreation opportunities such as trails can be provided, the standardized designs for park benches, picnic tables, signs and other site amenities should be applied.

Design Standards for Special Use Facilities

Consideration should be given in the design and renovation of any special use facility as to how and how much the site and its amenities should be identifiable within the park system through the application of standardized park signage and site furnishings. For example, a future sport field complex could accommodate some of the standardized park benches, picnic tables and signage, but it would also require its own specialized features, such as bleachers, backstops, field lighting, score boards and other equipment, that are unique to the facility. Each master plan design for new facilities should give careful consideration as to how a unique sense of place and identity is conveyed while still communicating that the facility is part of a system of outdoor recreation accommodation provided by the City of Camas.

Design Standards for Trails

A successful trail system is integrated with other transportation alternatives to include a range of trail, sidewalk, bike path and connection opportunities designed to the human scale. The typical recreational trail hierarchy is aligned from regional shared-use trails to local neighborhood paths and park trails. Trail systems can also incorporate specially designated trails for single track mountain biking, primitive hiking and equestrian uses.

Designing the actual physical trail starts with overall purpose of the trail, connecting travelers from one location to another (point A to point B) or through a particular environment (loop trail through a park). With a clear purpose for the trail, an appropriate alignment can then be determined to help provide the desired outdoor recreation experience or transportation value. For example, regional multi-use shared trails should be designed to a minimum width of 12 feet. In expanding urban centers, providing a 16-foot trail width can help accommodate significant bike and pedestrian use as the community grows and linkages to public transit enable increased trail usage. The most heavily used urban trails benefit from the installation of permanent pavement to withstand heavy traffic in a variety of weather conditions.

It should be noted that changes in transportation engineering and trail construction methods may warrant the need to update trail design standards over time. Site furnishings along the trail are one method for standardizing trails as part of the outdoor recreation system provided by Camas. The same benches, picnic tables, bollards and other site furnishings used throughout Camas' park system could be installed along its trails to help unify the sense of place, reduce procurement costs and simplify maintenance.

The unifying standard for Camas' trail system can be visually expressed through a designed wayfinding plan. Linked with the park system wayfinding, the trail signage should provide identification, direction, destination, travel information and safety messaging, while clearly reinforcing Camas' sense of place.

Trails should be constructed according to City specifications. It is recommended that trail layout and surfacing materials be approved by the City and meet the following general requirements:

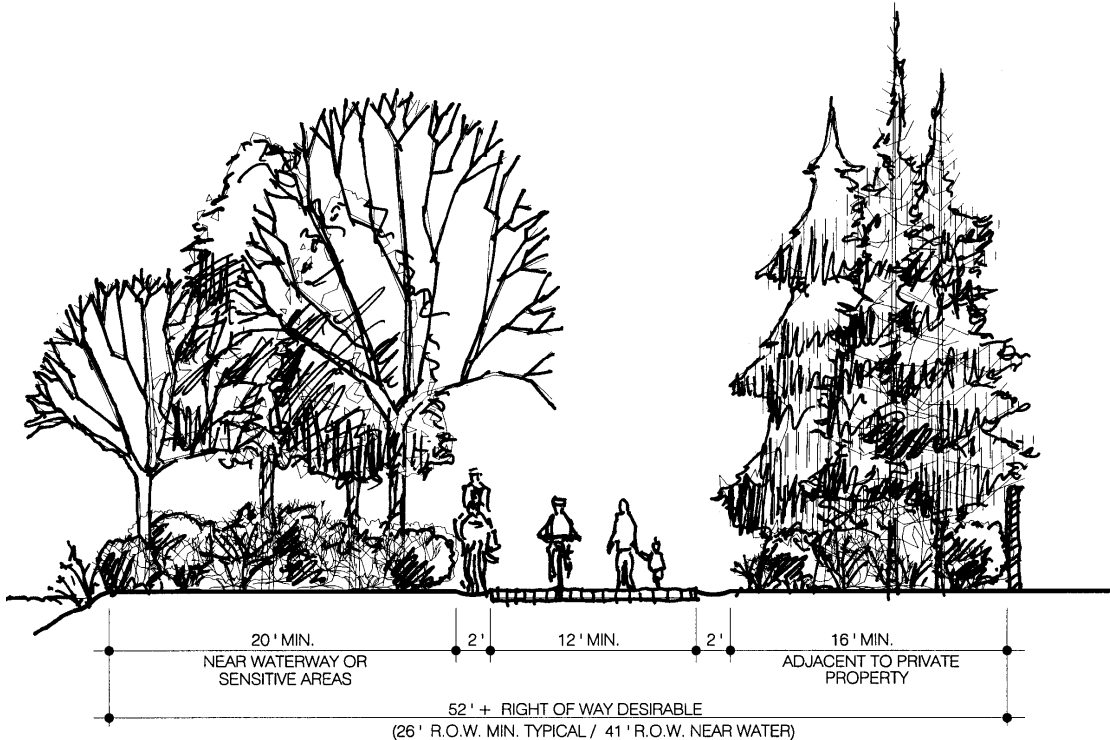
- Surfacing should be appropriate to the location; paved asphalt or concrete is recommended for upland areas, and wood chip, crusher waste or boardwalks are appropriate in lowland, wet or sensitive areas (City codes shall apply)
- Hard-surfaced trails should comply with ADAAG guidelines for slope and cross-slope; soft-surfaced trails should include properly placed and designed water bars or other surface water management techniques to minimize run-off and erosion.
- Entry signage should be provided at trailheads or access points, and boundary signage should be placed, as appropriate, to demarcate sensitive edges or private property boundaries.
- Trash receptacles should be provided at trailheads.

The four classifications of trails include: Regional, Local, Rustic, and Semi-Primitive. A primary distinguishing feature of City-owned trails is that these trails predominantly serve community-wide and regional purposes and receive this level of use. Local and secondary trails generally serve a local scale, at the neighborhood level. Such local and secondary trails will generally be owned and maintained by Homeowners Associations. While Regional and Local trails are designed as multiple use trails, Rustic and Semi-Primitive trails can be designed as single use trails.

Regional Trail

This trail type is designed to accommodate multiple uses (walking, running, bicycling) and connect to adjoining jurisdictions or destinations. The surfacing should be a minimum of 12 feet wide and be constructed of a hard surface material such as asphalt or concrete. Exceptions to surfacing materials may occur to mitigate impacts to critical or sensitive areas. Equestrian use could be permitted if an additional unpaved shoulder area is provided. The right-of-way required for regional trails should be 26 to 52 feet, depending on their location and surroundings. This type of trail is typically located off roadway surfaces and within its own corridor. A diagram of this trail standard is located in Figure G4.

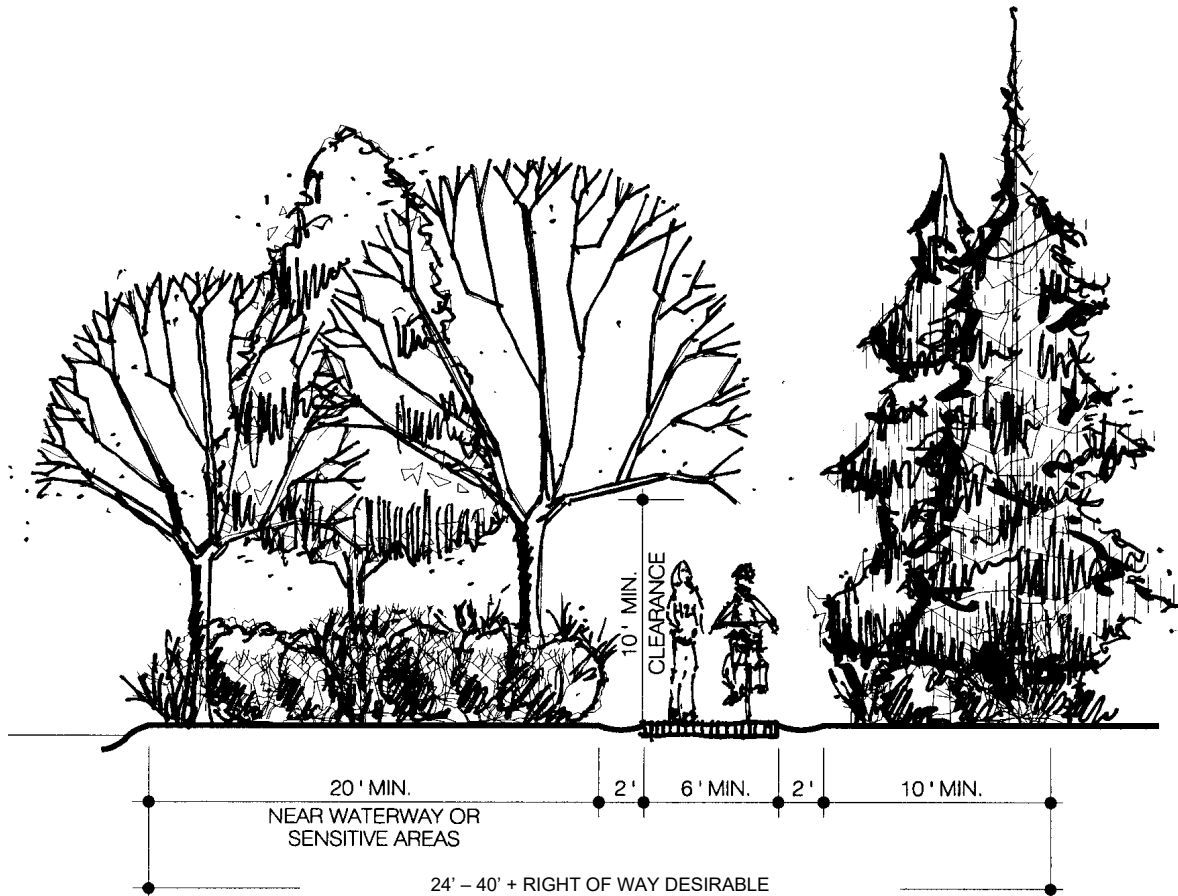
Figure G4. Regional Trail Cross Section



Local Trail

This trail type is designed to serve the local community and also provide access to the regional trail systems. It should be considered the “backbone” of the city’s trail network. The trail width should range from six to ten feet depending on the use and the terrain involved. It can be designed to accommodate the same uses listed for the regional trail. The surface for this type of trail may be paved or crushed aggregate depending on the use. Exceptions to surfacing materials may occur to mitigate impacts to critical or sensitive areas. The right of way for the local trail can range from 24 feet to 40 feet and can also be located on-road or off-road. Figure G5 is a typical configuration of a local trail.

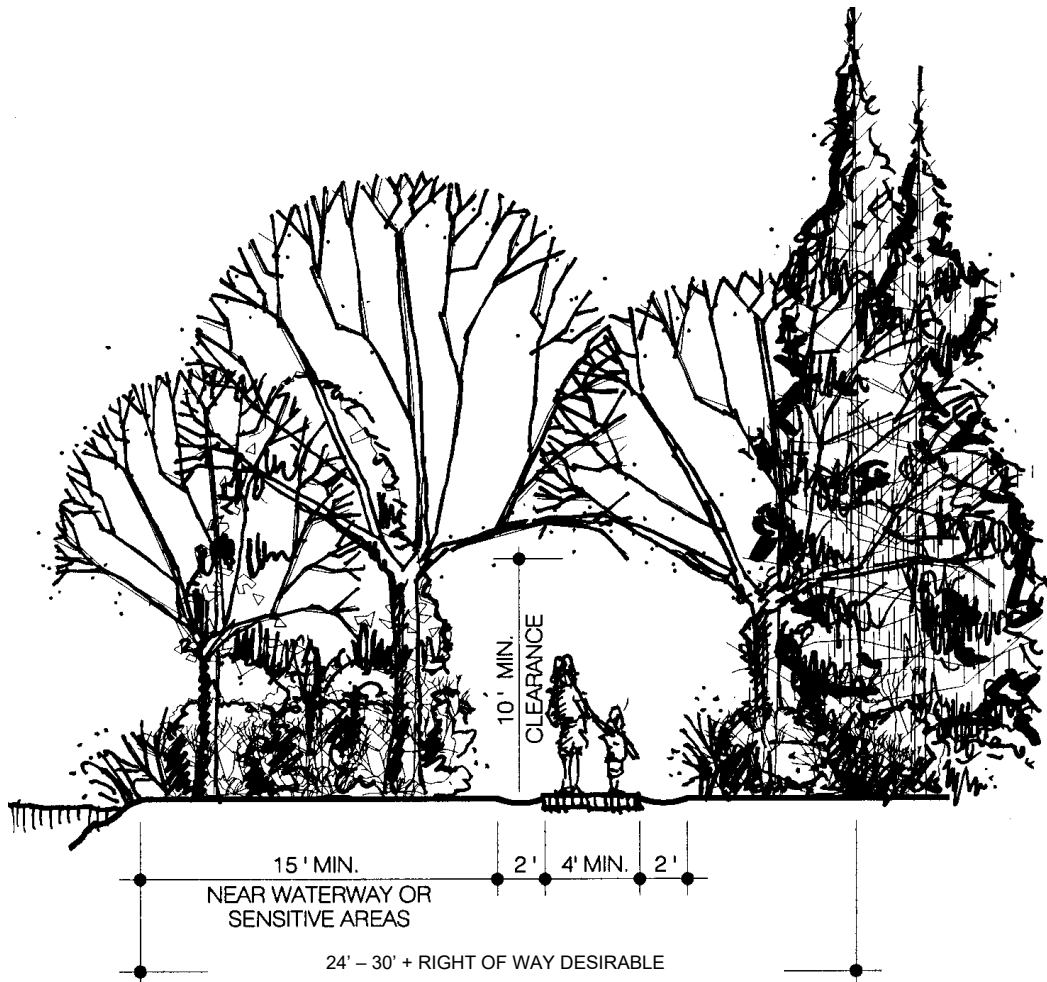
Figure G5. Local Trail Cross Section



Rustic Trail

This trail type provides access to local trails, and is more neighborhood-oriented. These trails will act as collectors for neighborhoods or developments and provide links to the community-wide trail system and other adjoining destinations. The rustic trail should be a minimum of four feet wide and be surfaced with stable accessible surfacing. The primary uses of a rustic trail are intended to be walking, bicycling and equestrian. The right-of-way widths desired for the rustic trail can range from 24 feet to 30 feet or more. These trails are always off-road in nature. Figure G6 details this trail classification.

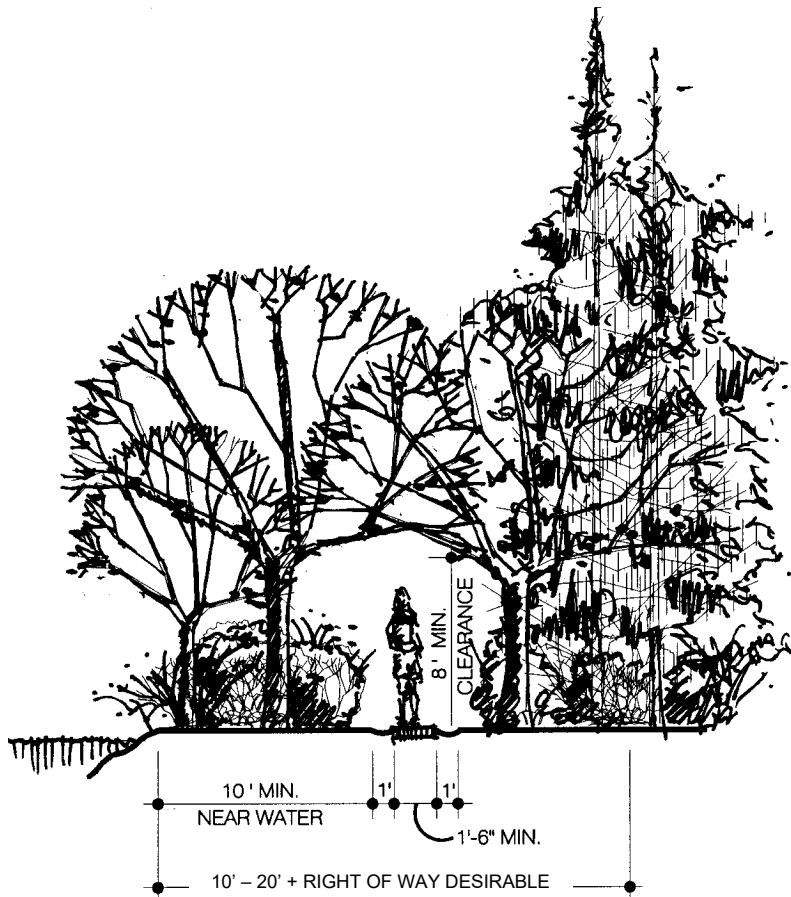
Figure G6. Rustic Trail Cross Section



Semi-Primitive Trail

This trail type is more specialized with regard to use, but it is more easily adaptable to the open space areas. It will serve in the more sensitive open space areas located within the city. It is designed to accommodate walkers, hikers, bicyclists, and equestrian users. It is typically two to four feet in width and is made up of compacted earth or other stable surfacing. The right-of-way width can range from ten to 20 feet. Typically, maintenance of these trails is minimal. Figure G7 below details the standards for this trail.

Figure G7. Semi-Primitive Trail Cross Section



Locating Trails in Sensitive (Critical) Areas

The large number of environmentally sensitive (critical) areas in Camas makes it likely that trails will be developed in some of these areas. The benefits of public access to natural areas (bird watching, nature appreciation, and environmental education) need to be balanced with the impacts of access.

Trails in environmentally sensitive areas will need to be carefully and appropriately located and designed. Exceptions to the trail improvement standards set forth in this Plan may be authorized in sensitive areas consistent with current best practices. This document recommends a thorough review and assessment of existing and proposed trail corridors, and careful placement of trails within sensitive areas to aid in minimizing the impacts. Guidelines for determining the suitability of trail locations in sensitive areas include the following:

- 1) Provide a minimum 20-foot wide vegetated buffer between wetland, sensitive area or water edge and the trail.
- 2) Construct boardwalks, railings, see-through fences and viewpoints to allow visual access to the areas and to keep trail users on the trail and away from the habitat.
- 3) Design wetland crossings for maximum protection of the wetland and locate them in an area suitable for public use.
- 4) Provide adjacent vegetation at access points that is dense enough to discourage off-trail travel. If necessary, install additional thick or thorny vegetation to prevent access.

- 5) Cover earthen based trails with dense turf where it crosses floodplains or other areas subject to periodic flooding to reduce puddling and walkers skirting the area.
- 6) Site trails away from active stream channels to prevent local bank erosion cause by trampling. In streamside locations where access is permitted or encouraged, provide access via boardwalks.
- 7) Locate bridge crossings in locations that will provide minimum impact to the water's edge and habitat while providing a rewarding experience for the trail user.

Recommended Trail Segments

The recommended trails plan provides a linked system based on a hierarchy of trail types. Linkages are provided at the neighborhood scale, at the community-wide scale, and regionally. The Potential Trails Map (Map 8) provides an overview of the segments, described in detail below. Proposed segments of the trail system are generalized to make connections or follow the direction of natural corridors. Final alignments are subject to change due to environmental conditions, development or alternate routes.

The following trail segment descriptions are excerpted from the 2014 PROS Plan.

Trail T-1

Trail T-1 runs along the west side of Camas, paralleling Parker Road. This trail segment provides a north-south connection and links two regional trails. About half of the alignment has been constructed. This segment passes from Prune Hill Park, to Ash Creek Park, past Sky Ridge Middle School and ending at its junction with T-3.

Trail T-2

Trail T-2 parallels the Columbia River. This regional trail is an extension of the Vancouver-Clark County trail system, and connects to neighboring Washougal's trail system. This trail provides visual access to the Columbia River, and makes an important regional connection.

Trail T-3

Trail T-3 is a regional trail running along the north shore of Lacamas Lake and connecting Lacamas Park, Camp Currie and the County's Green Mountain Trail heading north. Trails T-3 and T-4 make a loop around Lacamas Lake. This trail segment will include bridges or boardwalks across wetlands and water features in some locations. T-3 continues just north of Lacamas Park and then south, crossing T-4 at the Washougal River and continuing on to the Columbia River and trail T-2.

Trail T-4

Trail T-4 is the Heritage Trail, a regional trail running along the south side of Lacamas Lake and connecting Lacamas Park and Camp Currie. It passes through Heritage Park and will link to planned segment T-3, creating a loop around Lacamas Lake. T-4 links through Lacamas Park, continues into the Washougal River Greenway, and includes a bridge across the Washougal River to connect with T-17.

Trail T-5

Trail T-5 provides a loop around Prune Hill, with linkages to parks and neighborhoods. The northern half of the loop connects from Lake Road through the Open Space Network to the proposed Ash Creek Park. The southern half of the loop connects from Klickitat Park, continues through the Open Space Network, and connects Fallen Leaf Park. Camas has been completing pieces of trail T-5 as development has occurred along the alignment.

Trail T-6

Trail T-6 parallels Lake Road, connecting from T-1 to T-21. This segment has been partially constructed.

Trail T-7

Trail T-7 connects from T-5 through Grass Valley Park and parallels NW 38th Avenue toward the west boundary of Camas. The segment of the trail in the vicinity of Grass Valley Park has been constructed.

Trail T-8

Trail T-8 is a north/south connector that connects through the center of the T-5 loop. This trail connects through the Open Space Network and passes Dorothy Fox Elementary School and Dorothy Fox Park. The trail also includes several spur connections to T-9 and T-7 as well as a pedestrian bridge connection to T-9 across Ostensen Canyon.

Trail T-9

Trail T-9 connects from T-3/T-4 past Zellerbach Elementary School and Liberty Middle School (the renovated high school), through downtown, and then passes through the Benton Park and Ostensen Canyon sites. This trail then connects to trail T-8 at a bridge across Ostensen Canyon and at Dorothy Fox Park before turning south to reconnect to T-5.

Trail T-10

Trail T-10 includes a mini network of connections from neighborhoods to Klickitat Park and Prune Hill Sports Park. The trails also link to T-1, T-5 and T-11. This trail is owned and maintained by local Homeowners' Associations, is located largely within the Open Space Network, and is nearly complete.

Trail T-11

Trail T-11 is a loop that connects Klickitat Park to the overlook at SU-9.

Trail T-12

Trail T-12 connects from T-5 at Fallen Leaf Lake to a proposed neighborhood park.

Trail T-13

Trail T-13 is the trail network around Fallen Leaf Lake. This trail connects to Fallen Leaf Park as well as T-4 and T-5. The City has already completed several sections of this trail.

Trail T-14

Trail T-14 connects from T-3 and Lacamas Park to a planned neighborhood park, Lacamas Heights Elementary School, and Camas High School. T-14 also forms a loop with T-3 and T-27.

Trail T-15

Trail T-15 includes the Lacamas Park trail network. This system provides important community connections between T-3 and T-4.

Trail T-16

Trail T-16 provides a linkage from Louis Bloch Park to the Washougal River Greenway.

Trail T-17

Trail T-17 is the Washougal River Greenway trail system on the south river bank. This trail segment passes through the Washougal River Greenway, providing access to the river corridor for Camas, Washougal, and regional residents. This trail segment is joined to T-4 by a pedestrian bridge across the Washougal River to link the Greenway corridor and increase access. T-17 links to Oak Park, Goot Park, and T-2, the Columbia River trail.

Trail T-18

Trail T-18 follows a utility corridor from Washougal and meets up with Trail T-4 in the Washougal River Greenway. T-18 is also a proposed trail in the Washougal Comprehensive Park and Recreation Plan.

Trail T-19

Trail T-19 connects Lacamas Park trails to the north-south trail T-18 and to the Washougal trail system. This trail should be a jointly maintained connection between the two cities.

Trail T-20

Trail T-20 provides a secondary east-west connection between T-1 and T-21 in the northwestern corner of the City.

Trail T-21

Trail T-21 is a north-south connection on the western edge of Camas. It connects from T-4 south to T-1. East-west connections to T-21 are provided by trails T-6, T-7, T-20, T-22 and T-24.

Trail T-22

Trail T-22 includes the Leadbetter Corridor and connects T-6 east/west across T-1 to T-21.

Trail T-23

Trail T-23 connects through the open space network from the intersection of trails T-1 and T-22 to trail T-21.

Trail T-24

Trail T-24 connects trail T-23 with Prune Hill Sports Park and Trail T-1.

Trail T-25

Trail T-25 connects T-5 to Forest Home Park.

Trail T-26

Trail T-26 connects T-5 and T-8 to Grass Valley Park through a portion of the Open Space Network.

Trail T-27

Trail T-27 is the primary trail that will connect uses along the north shore of Lacamas Lake. This route will run parallel to the future realignment of Leadbetter Road and provide a continuous trail from the northern corner of the city towards Lacamas Park to the southeast.

Trail T-28

Similar to Trail T-32, Trail T-28 will link land uses on the north shore of Lacamas Lake. The City should design and construct this segment concurrent with future utility lines and pump stations planned to serve future uses.

Trail T-29

Trail T-29 will provide an alternative trail connection for residents of this future growth area.

Trail T-30

Trail T-30 will provide an alternative trail connection for residents of this future growth area.

Trail T-31

Trail T-31 will connect opposite sides of Camp Currie with a more direct route.

Trail T-32

Similar to Trail T-28, Trail T-32 will link land uses on the north shore of Lacamas Lake. The City should design and construct this segment concurrent with future utility lines and pump stations planned to serve future uses.

Figure G8 summarizes the recommendations for the Camas trail network.

Figure G8. Summary of Trail Recommendations (excerpted from 2014 PROS Plan)

Trail #	Name	Total Miles	Comments	City Maintained
T-1	West Camas Regional Trail	2.1	Completion/ Acquisition/ Development	✓
T-2	Columbia River Regional Trail	6.6	Acquisition/ Joint Development	✓*
T-3	East Camas Regional Trail*	7.9	Clark County Development	✓
T-4	Heritage Trail	1.8	Minor Additions/ Improvements/ Development of Washougal River crossing	✓
T-5	Camas Neighborhood Loop Trail	3.1	Additional Acquisition/ Development	✓
T-6	Lake Road Connector Trail	1.0	Completion/Upgrade to Standard	✓
T-7	West Camas Connector Trail	2.1	Completion/Upgrade to Standard	✓
T-8	Prune Hill Connector Trail	0.9	Completion/Upgrade to Standard	
T-9	Downtown Connector Trail	0.4	Completion/Upgrade to Standard	✓
T-10	Deer Creek Connector Trail	0.2	Completion/Upgrade to Standard	
T-11	View Ridge Connector Trail	0.3	Completion/Upgrade to Standard	✓
T-12	East Hilltop Connector Trail	0.2	Acquisition/ Development	✓
T-13	Fallen Leaf Lake Trails	1.8	Development/ Completion of Acquisition	✓
T-14	Lacamas Heights Connector Trail	1.1	Acquisition/ Development	
T-15	Lacamas Park Trails	3.7	No Changes	
T-16	Louis Bloch Connector Trail	0.3	Acquisition/ Development	
T-17	South Camas River Loop	3.3	Acquisition/ Development	✓
T-18	Washougal Connection	1.5	No Action	
T-19	Washougal Connection 2	0.6	No Action	✓*
T-20	Northwest Connector	0.8	Acquisition/ Development	
T-21	Westside Route	3.4	Acquisition/ Development	✓
T-22	Leadbetter Corridor	0.3	Acquisition/ Development	✓*
T-23	Natural Trail	2.6	Acquisition/ Development	
T-24	Prune Hill West Trail	0.9	Acquisition/ Development	
T-25	Forest Home Park Connection	0.8	Acquisition/ Development	
T-26	Grass Valley Link	0.9	No Changes	
T-27	North Camas 1	4.7	Acquisition/ Development	✓
T-28	North Camas 2	1.1	Acquisition/ Development	✓
T-29	Green Mountain 1	2.8	Acquisition/ Development	
T-30	Green Mountain 2	0.3	Acquisition/ Development	
T-31	Camp Currie Connection	0.3	Acquisition/ Development	✓
T-32	North Camas 3	0.8	Acquisition/ Development	✓
TOTAL		58.6	Total City/Joint Maintained Trails	40.0 miles

*Jointly maintained

CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

The inventory assessment highlighted an opportunity to consider incorporating crime prevention through environmental design (CPTED) principles to enhance park and trail safety and facilitate the monitoring of park uses and behaviors. CPTED applies four principles that are used to deter criminal behavior in outdoor environments:

- Natural surveillance
- Natural access control
- Territorial reinforcement
- Maintenance

CPTED natural surveillance (“see and be seen”) asserts that sight lines for better visibility can deter undesirable behavior and increase the perceptions of safety and comfort by park patrons. Lowering understory vegetation or raising lower tree branches through intentional vegetation management can provide more clear lines of sight in and around trails and other areas of use. Providing clear visibility and reducing blind corners can also improve safety by limiting conflicts between different users (e.g. runners, cyclists, dog walkers), where unanticipated encounters may result in crashes or entanglements.

Natural access control in park design is often very subtle. Controlling where vehicles enter and exit park facilities through designed barriers, bollards, boulders, and post and cable fencing can protect park users and minimize park property damage from misguided vehicular traffic. Walkways, lighting, fencing and landscaping provide explicit direction for park users. The flow of users through a park will help decrease the opportunity for crime and improve clarity for the intended park behaviors.

Territorial reinforcement comes through clear demarcation of boundaries. For public parks, those boundaries between public and private lands, safe and unsafe areas, and special use, limited access or reserved sites can be delineated with the appropriate placement of fencing, signs, landscaping or other physical or visual design techniques.

Finally, clearly visible, high-quality maintenance is an important element of CPTED, as well as general public safety. CPTED recognizes the “broken window” theory where neglected and poorly maintained amenities are more attractive targets for vandalism or other criminal activity. Deferred maintenance can also result in park amenities that put users at risk. Broken pavement, worn decking, uneven playing fields and missing play safety surfacing can create injuries. Overall attention to CPTED principles can help ensure safer public park environments.



2022 PROS Plan

CITY OF CAMAS, WA

616 NE 4th Ave,
Camas, WA 98607
www.cityofcamas.us

PROS Plan City Council April 4, 2022

Presented by:
Trang K. Lam

What is the PROS Plan?

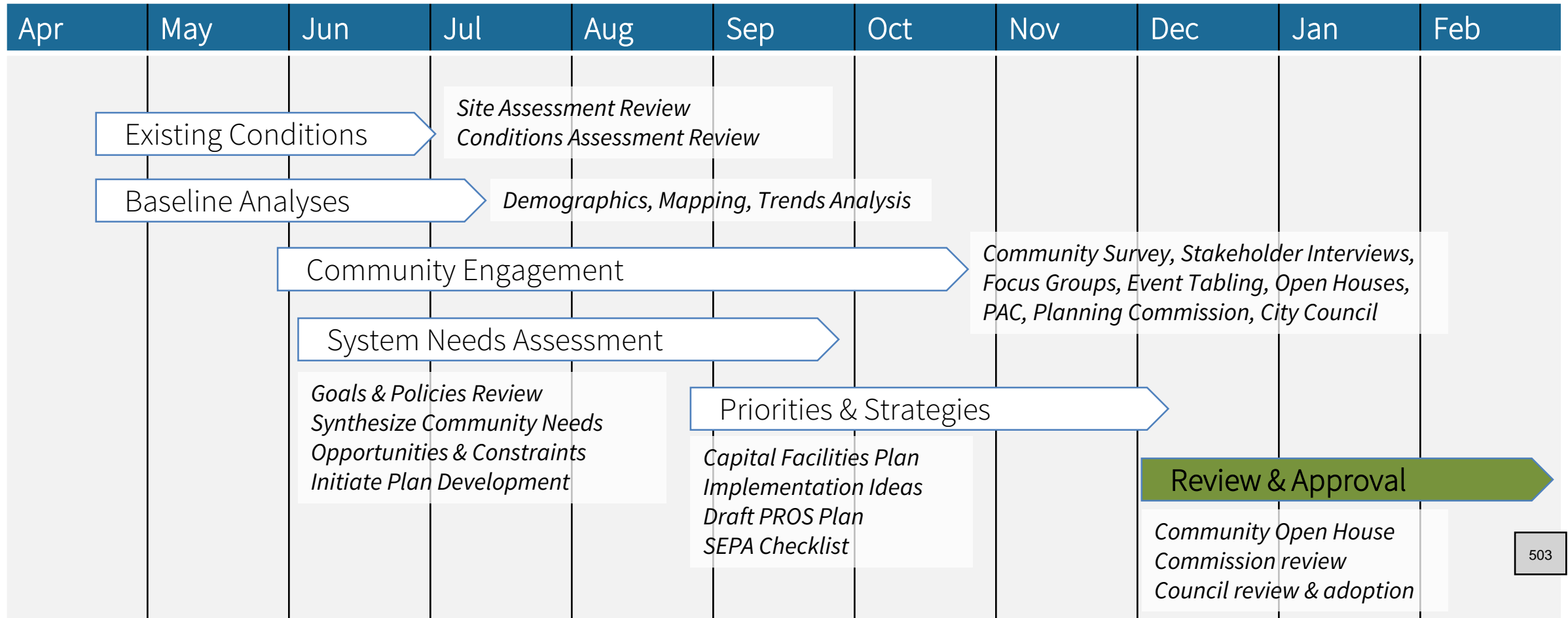
The Parks, Recreation & Open Space (PROS) Plan is a 6-year guide and strategic plan for managing and enhancing parks, open space, trails, and recreation opportunities for the Camas community.*

- *Policy & Strategy Guide*
- *Capital Planning Tool*
- *Communications Tool*
- *Eligibility for grant funding*

*The last plan was adopted in 2014.



Steps to Building the Plan:



Community Engagement

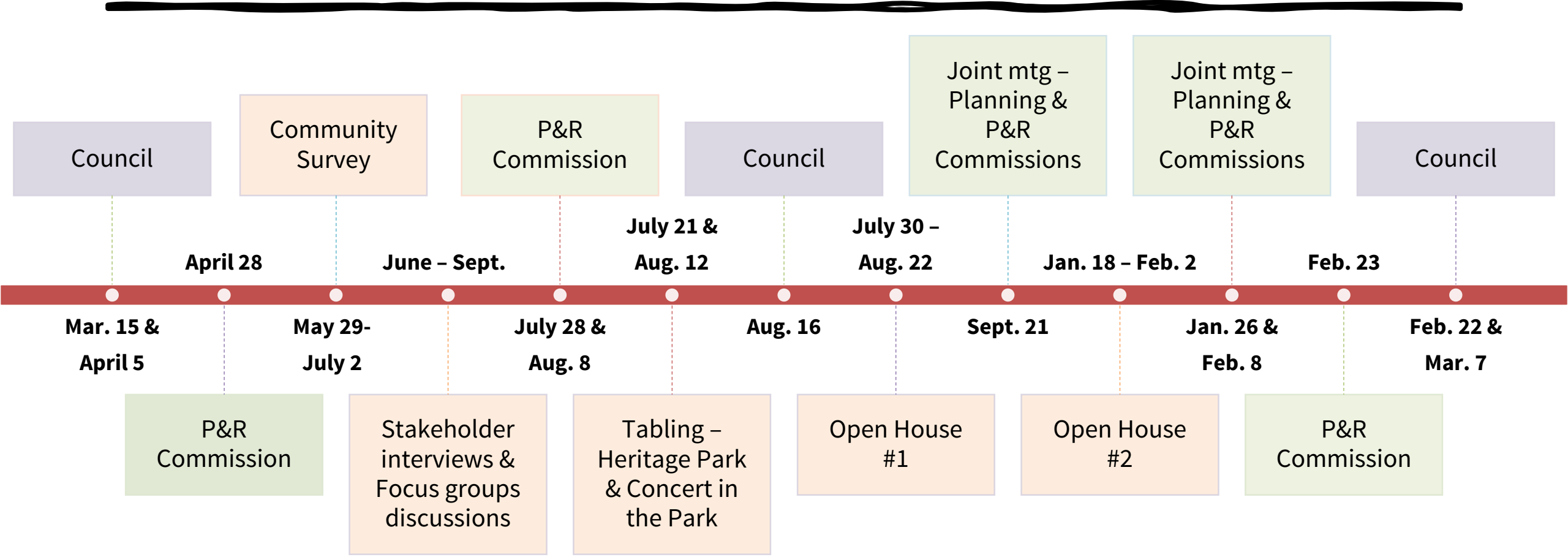
Robust & COVID-sensitive Outreach

- Survey (random-sample mail, plus online)
- Online open house on priorities (hard copies available at Library)
- Topic-oriented stakeholder group discussions
- Event tabling
- Engage Camas, online & social media
- Online open house on draft plan (hard copies available at Library)
- Significant P&R Commission guidance
- Joint P&R and Planning Commissions meetings
- Multiple City Council touch points



Community Engagement

Robust & COVID-sensitive Outreach



Steps to Building the Plan:

Presentations & Materials

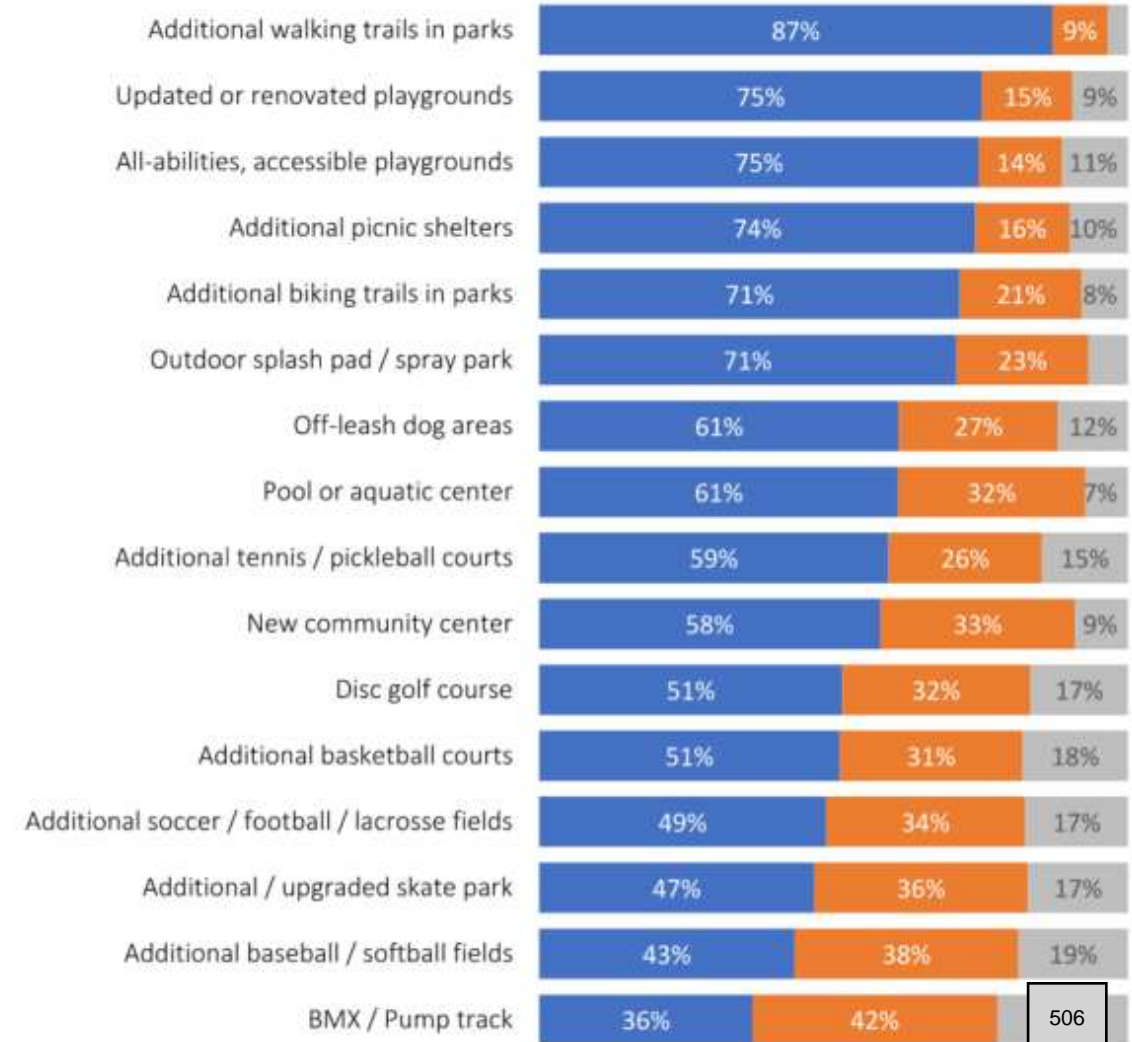
<https://engagecamas.com/parks-recreation-open-space-comprehensive-plan>

- Community survey results – July 28, 2021 P&R Commission Mtg.
- Planning & P&R Joint meeting – September 21, 2021
- Draft Plan – February 22, 2022 Council Workshop

Community Survey, Question 6 –
What park improvements would Camas residents like to see?

Item 15.

6. The following list includes park amenities that the City of Camas could consider adding to the park system. Please indicate whether you would be very supportive, somewhat supportive, not sure, or not supportive of each.



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Very or somewhat supportive Not Supportive Not Sure

PROS Plan Structure

Contents:

1. Introduction
2. Community Profile
3. Community Engagement
4. Inventory & Classifications
5. Parks & Trails
6. Open Space & Stewardship
7. Recreation & Events
8. Operations & Maintenance
9. Goals & Policies
10. Capital Projects & Implementation
11. Appendices

PARKS, RECREATION & OPEN SPACE PLAN

City of Camas

March 2022



Community Engagement

Top Three Priorities

- Maintain What We Have
- Fill Gaps & Improve Trail Connections
- Develop & Improve Existing Parks



Item 15.



What is a Capital Facilities Plan element?

The 20+ year Capital Facilities Plan element is a broader list of projects anticipated to be needed over a 20 year horizon.

- Required element of the Washington State Growth Management Act
- Use of park impact fees.
- Use of real estate excise tax.
- Eligibility for grants and legislative allocations
- Tool to prioritize and allocate resources.



Item 15.



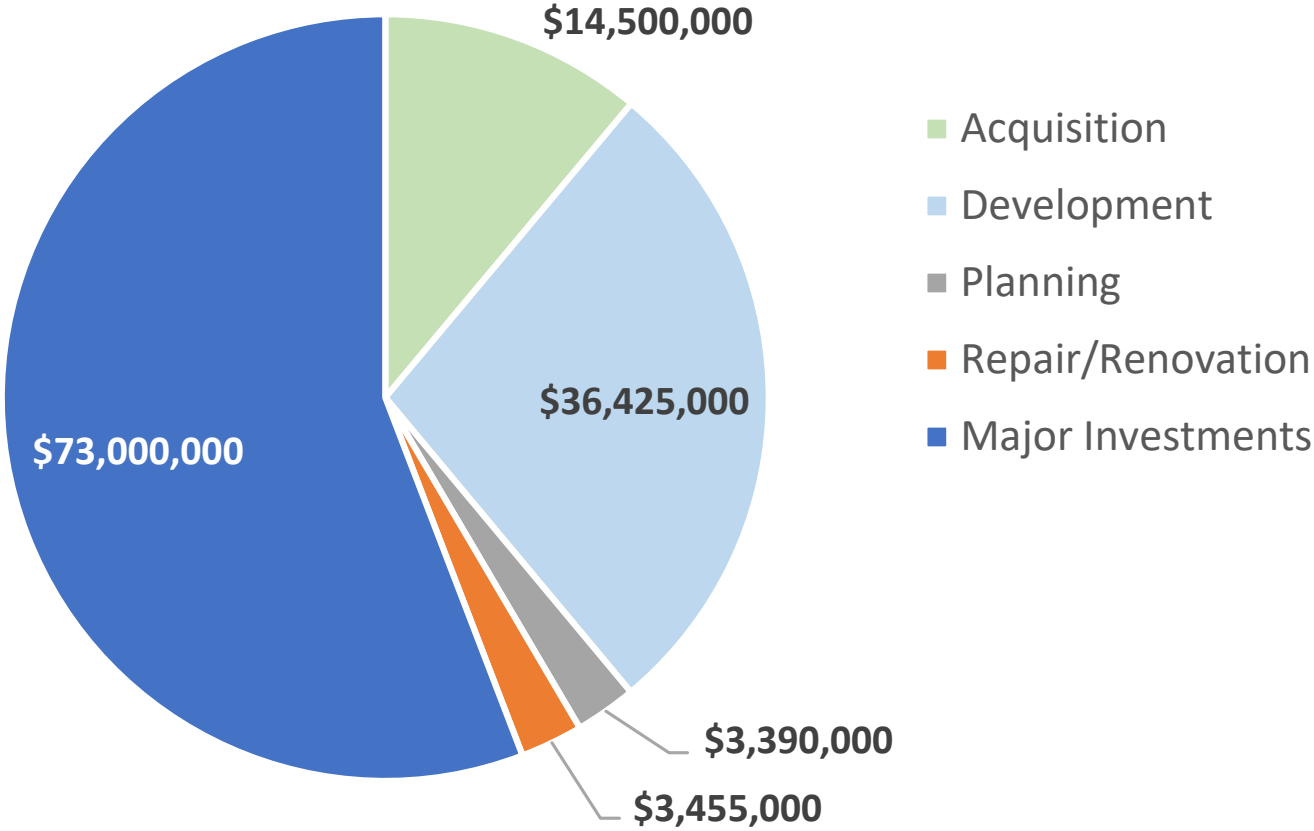
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Capital Planning & Implementation

Full project list is a 20+ year list of future improvements, ensuring eligibility for grant, use of PIF and REET

Parks & Recreation Commission will review the CFP every two years as part of the biennial budget process with recommendations to Council on budget and resource allocations.

Major investment project ideas (e.g., Aquatics Facility, Rec Center, Sports Complex) will require additional public and policy conversations



CFP Total: \$130,770,000

Capital Facilities Plan (CFP)

Total Estimated Project Costs \$130,770,000

NOTES:

This list identifies planning-level cost estimates and does not assume the value of volunteer or other non-City contributions.

Detailed costing may be necessary for projects noted.

Legacy Lands and Green Mountain projects will have additional phase in the future (i.e. 20+ years).

This list is not an official budget and intended as a guiding document for City staff in the preparation of departmental budgets.

* Additional public and policy discussion needed to refine project

Items highlighted in green are top priority for the next 2-3 years (2022-24).

Items highlighted in blue being high priority as opportunities arises.

Project Type	Site	Project	Current Cost
A	Trail Corridors	Acquisition to link corridors	
D	Crown Park	Park development per site master plan	
P	Open Space Management Plan	Develop Plan	
P	Urban Forestry Management Plan	Develop Plan	\$150,000
P/D	System-wide	Trails & Trailheads - planning and development	\$1,800,000
D	T-3 Trail - East segment of N. Shore Trail	Development of trail	\$350,000
P/D	Closing the Loop - Heritage and N. Shore trails	Planning and development	\$1,500,000
P	Mill Ditch Trail	Trail corridor access point & stairway planning	\$225,000
R	System-wide	Minor repair/replacement (parks amenities) projects	\$250,000
D	Forest Home Park	Picnic shelter, drainage, building replacement & minor upgrades	\$300,000
P	Skate Park	Phase I - Redesign and construct skate park	\$250,000
D	3rd Ave. Trailhead	Trailhead development	\$700,000
P	Legacy Lands - Phase I, develop site master plan	Using existing draft Vision Plan, phased approach to Master Planning. This would be Phase I.	\$200,000
D	Legacy Lands - Phase I, implementation site master plan	Phase I Implementation - interim use, trails, trailhead, boat ramp, parking, Rose facility, Leadbetter facility	\$4,000,000
D	Mill Ditch Trail	Shared-use trail development	\$3,500,000
D	Skate Park	Phase II - Water access, trail and parking improvements	\$2,000,000
D	Bike pump track	Install bike pump track at selected site	\$350,000
D	Dog Park	Install dog park at selected site	\$125,000
D	All-inclusive playground	Install all-inclusive playground at selected site	\$600,000
P/R	System-wide	ADA compliance projects: facilities, pathway & amenities	\$200,000
P	System-wide	Sports Field - assessment of existing fields & planning for system gaps	\$100,000
R	Fallen Leaf Softball Field	Field improvements, new fence, infield dirt/grading, etc.	\$200,000
P	Green Mountain property	Site master plan	\$250,000
P/D	System-wide	Wayfinding and Park Signage program	\$150,000
R	Heritage Park	Modify dock, staging to separate non-motorized launches and Gate access control upgrades	\$125,000
R	System-wide	Playground replacements	\$1,000,000
R	Dorothy Fox Park	Sport field drainage/renovations	\$150,000
R	Grass Valley Park	Sport field drainage/renovations	\$150,000
D	Green Mountain property	Park development (Phase 1 trails)	\$1,500,000
R/D	Heritage Park	Picnic shelter installation & minor upgrades	\$280,000
R	Prune Hill Sports Park	Sport field drainage/renovations	\$150,000
R	Heritage Park	Install additional parking	\$250,000
D	Prune Hill Sports Park	Picnic shelter installation & minor upgrades	\$200,000
P/D	Sports Complex *	Site selection, site master plan, implementation	\$20,000,000
P	Ash Creek Park	Site master plan	\$90,000
D	Goot Park	Picnic shelter installation, replace bleachers & minor upgrades	\$150,000
D	Louis Block Park	Upgrade baseball facilities (fencing, restroom, concession, etc.)	\$750,000
P	Ostensen Canyon Park	Site master plan	\$100,000
P/D	Leadbetter House redevelopment	Feasibility analysis and redevelopment	\$2,000,000
D	Community garden support	New garden to fill gap in the system	\$50,000
P	Lacamas Heights Park	Site master plan	\$75,000
D	Oak Park	Restroom installation & minor site upgrades	\$400,000
A	Neighborhood park	Acquisition to address distribution gap (Area A, 2-3 ac.)	\$4,500,000
A	Neighborhood park	Acquisition to address distribution gap (Area B, 2-3 ac.)	\$4,000,000
P/D	Camas Community Center *	Feasibility analysis and redevelopment	\$10,000,000
R	Heritage Park	Upgrade playground & restroom	\$450,000
R	Grass Valley Park	Replace playground	\$250,000
D	Ash Creek Park	Park development per site master plan	\$2,200,000
A	Neighborhood park	Acquisition to address distribution gap (Area C, 2-4 ac.)	\$3,500,000
D	Fallen Leaf Lake Park	Park development per site master plan	\$2,600,000
D	Lacamas Heights Park	Park development per site master plan	\$1,000,000
D	Ostensen Canyon Park	Park development per site master plan	\$3,000,000
P	Goot Park - area under powerline	Site master plan and development	\$1,700,000
P/D	Recreation/Aquatic Center *	Site selection, master plan, implementation	\$43,000,000
P/D	Public Plaza	Master Planning and development	\$1,000,000

Item 15.

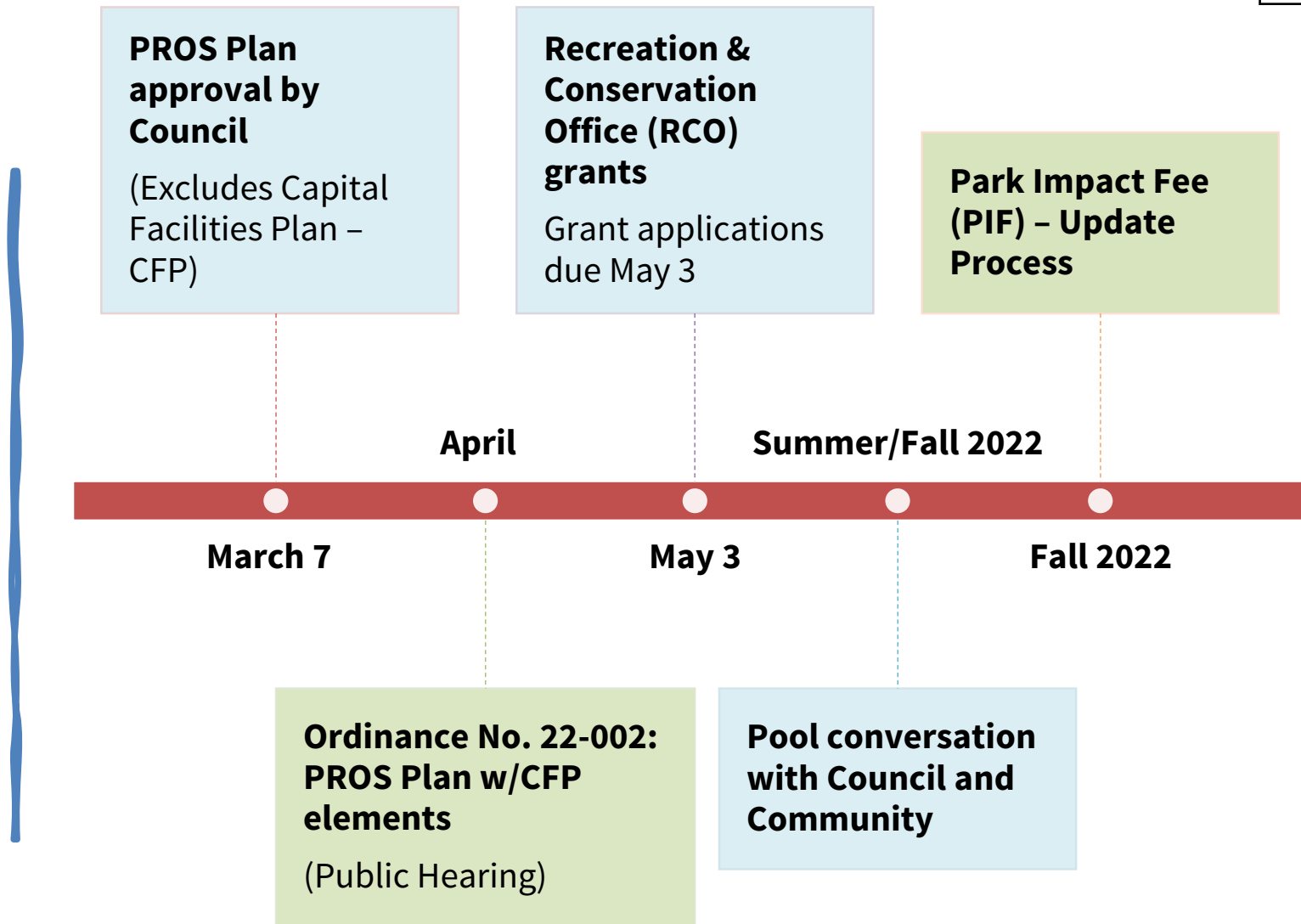
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Capital Planning & Implementation

Project Priority Exercise

Project			
Type	Site	Project	Current Cost
A	Trail Corridors	Acquisition to link corridors	\$2,500,000
D	Crown Park	Park development per site master plan	\$6,200,000
P	Open Space Management Plan	Develop Plan	\$200,000
P	Urban Forestry Management Plan	Develop Plan	\$150,000
P/D	System-wide	Trails & Trailheads - planning and development	\$1,800,000
D	T-3 Trail - East segment of N. Shore Trail	Development of trail	\$350,000
P/D	Closing the Loop - Heritage and N. Shore trails	Planning and development	\$1,500,000
P	Mill Ditch Trail	Trail corridor access point & stairway planning	\$225,000
R	System-wide	Minor repair/replacement (parks amenities) projects	\$250,000
D	Forest Home Park	Picnic shelter, drainage, building replacement & minor upgrades	\$300,000
P	Skate Park	Phase I - Redesign and construct skate park	\$250,000
D	3rd Ave. Trailhead	Trailhead development	\$700,000

Other Critical Dates



Questions



Staff Report

April 4, 2022 Council Meeting

Public Hearing for Ordinance No. 22-005, Amending the Fire Department Capital Facilities Plan

Presenter: Ron Schumacher, Fire Marshal

Time Estimate: 10 Minutes

Phone	Email
360.817.1234	rschumacher@cityofcamas.us

BACKGROUND/SUMMARY: In 2021, Camas City Council authorized the Camas Washougal Fire Department to contract with Mackenzie to develop a Capital Facilities Plan. This plan both evaluates the current condition of department facilities and establishes a framework for the development and maintenance of department facilities. Additionally, a robust Capital Facilities Plan is legally required to disburse previously collected fire impact fees.

EQUITY CONSIDERATIONS:

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

A public hearing for Ordinance 22-005 allows the public an opportunity to evaluate and provide feedback on the plan, post-presentation.

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

Data points in the plan are numerous, but generally indicate the need to update stations, develop department presence and staffing in correlation with community growth and maintain equipment replacement schedules.

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

A draft of the plan was previously presented to City Council in a public forum and there was local news coverage of the draft plan.

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

Generally, the public benefits from comprehensive public safety programs that expand proportionally with community development. Additionally, scheduled equipment and facility updates and replacement are a fiscally conservative approach to capital maintenance, as catastrophic failures typically expend taxpayer dollars at a disproportionately high rate.

What are the strategies to mitigate any unintended consequences?

An incremental approach to implementation, in concert with guidance from staff and council will ensure a balanced approach to enactment.

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.

The Capital Facilities Plan identifies response areas based on historic and projected response density, regardless of area socioeconomic status.

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

The Capital Facilities Plan provides for the replacement of stations that are currently completely inaccessible to people with disabilities, which would entirely improve access.

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

Funding mechanisms, prioritization and cohesion with partners will be hurdles in implementing the Capital Facilities Plan.

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

The implementation of this plan will require extensive professional consulting. Projects in accordance with the Capital Facilities Plan will be large scale and require frequent communication and significant oversight from city staff as well as council.

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

The Capital Facilities Plan has been reviewed in accordance with and in consideration of the 2035 City of Camas Comprehensive Plan.

RECOMMENDATION: The public hearing for Ordinance 22-005 will be held open through April 18, 2022 for consideration; staff will seek council approval at the subsequent date.

ORDINANCE NO. 22-005

AN ORDINANCE approving the City of Camas “Fire Capital Plan” including the Capital Facilities Plan elements pursuant to RCW 36.70A.070 and incorporating the Plan by reference into the City of Camas Comprehensive Plan.

WHEREAS, the City of Camas Fire Capital Plan is intended to provide a framework to assist in the integration of future fire department projects and programs to serve the citizens of Camas and to meet State Growth Management Act requirements; and

WHEREAS, the update for 2022 has been reviewed in consultation with Mackenzie, a professional consulting group retained by the City to provide an overview of fire department facilities, needs, and provide recommendations; and

WHEREAS, in consideration of an updated Fire Capital Plan, Mackenzie retained certain sub-consultants to provide response time analysis and funding framework concepts to be incorporated into their report to the City; and

WHEREAS, the City reviewed the recommendations of Mackenzie and a staff report prepared by the City Fire Chief which were presented to City Council at Workshop meetings open for public comment thereon held on October 4, 2021 and April 4, 2022; and

WHEREAS, the 2022 update to the Fire Capital Plan includes all requirements for a Capital Facilities Plan to be consistent with the Washington State Growth Management Act (GMA) per RCW 36.70A.070, which requires jurisdictions fully planning under GMA to have a capital facilities plan element within their comprehensive plans; and

WHEREAS, the City Council has conducted a public hearing on the request for adoption of the Fire Capital Plan with the affiliated Capital Facilities Plan elements as set forth in RCW 36.70A.070 on April 4 and 18, 2022; and

WHEREAS, RCW 36.70A.130(2)(a)(iv) provides that amendments to the City Comprehensive Plan may be considered more frequently than once per year when the amendment of the Capital Facilities element

occurs concurrently with the adoption or amendment of the city budget; and

WHEREAS, concurrent with consideration of the Capital Facilities elements of the Fire Capital Plan the City is considering adoption of amendments to the city budget through the Spring Omnibus and the Capital Facilities elements of the Fire Capital Plan will be incorporated into the City Capital Facilities Plan and Capital Improvement Plan upon approval.

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

Section I

The City Council hereby adopts that certain document entitled “City of Camas Fire Capital Plan”, including all Capital Facilities Plan elements associated thereto pursuant to RCW 36.7A.070, as the Comprehensive Fire Capital Plan for the City of Camas.

Section II

The City of Camas Fire Chief is directed to maintain a copy of the City of Camas Fire Capital Plan available for public inspection.

Section III

The City Capital Facilities Plan is hereby amended to include the updated elements of the Fire Capital Plan as set forth under RCW 36.70A.070

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 _____, 2022.

SIGNED: _____

Mayor

SIGNED: _____

Clerk

APPROVED as to form:

City Attorney



Staff Report

April 4, 2022 Council Regular Meeting

Public Hearing and Consideration for Ordinance 22-004 Amending the 2022 Budget
Presenter: Cathy Huber Nickerson, Finance Director

Phone	Email
360.817.1537	chuber@cityofcamas.us

BACKGROUND: This item is to open a public hearing and to consider Ordinance 22-004 which will amend the 2022 Budget (Spring Omnibus).

SUMMARY: The 2022 Spring Omnibus are items which require “carrying forward” some unspent items of the 2021 Budget into 2022. These items are almost always capital projects which are not complete by the end of the fiscal year end. This Omnibus Budget also includes administrative items which are technical in nature and supplemental budget appropriations for unanticipated items during budget development such as equipment or contracts. Below is a summary of the groups of decision packages:

Package	Title	Description	Fund Impacted	Overall Appropriation
CF-01	Courthouse Security Upgrades	Resume upgrades of Courthouse security, including cameras and improved secure in-person services	General Fund	\$ 30,000
CF-02	Facilities Study	Carry forward unspent 2021 budget for analysis of a conditions assessment to provide guidance for future upgrades to correct for deferred maintenance	General Fund	\$ 60,000
CF-03	Traffic Signal Controller Upgrade	Carry forward unspent 2021 budget for upgrading traffic controls to integrate with Clark County & WSDOT	Streets	\$ 187,000
CF-04	Pavement Management Program	Carry forward unspent 2021 budget for pavement preservation	Streets	\$ 647,703
CF-05	Brady/Grand Ridge Intersection Improvements	Carry forward unspent 2021 budget to complete surveying and design of intersection improvements at Brady/Grand Ridge	Streets	\$ 60,000
CF-06	Ostenson Canyon Storm Repairs	Carry forward unspent 2021 budget for construction of the repairs necessary to fix the road and to prevent further damage from storm water events	Streets	\$ 1,200,000
CF-07	NW 12th Avenue - CDBG Project	Carry forward unspent 2021 budget to improve NW 12th Avenue street and sidewalks with Community Development Block Grant (CDBG) funds	General Fund	\$ 125,000
CF-08	Lacamas (3rd Ave) Trailhead	Carry forward unspent 2021 budget to improve the Lacamas Creek trailhead at NE 3rd Ave with restrooms and parking lot upgrades	REET	\$ 25,000
CF-09	East Lake Trail (T-3)	Carry forward unspent 2021 budget for pre-construction and construction activities on the East side of Lacamas Lake along the waterfront which will include a boardwalk, primitive soft surfaced and compacted gravel trails	PIF	\$ 175,000
CF-10	38th Avenue Ph3	Carry forward unspent 2021 budget for the final phase of the 38th Ave project to widen the street and add sidewalks, bike lanes, runoff facilities, and turn lanes	TIF/REET	\$ 385,000
CF-11	Annexation Remodeling	Carry forward unspent 2021 budget for remodeling the annexation building to accommodate additional staff and pandemic workspace requirements	Capital Facilities	\$ 864,874
CF-12	Library Roof/HVAC Repair/Replacement	Carry forward unspent 2021 budget for repairs to the Library roof and associated HVAC maintenance	Capital Facilities	\$ 250,000
CF-13	North Shore Bldg Maintenance	Carry forward unspent 2021 budget for maintenance and improvements of structures on the North Shore City properties	Capital Facilities	\$ 500,000
CF-14	Well 6/14 Waterline	Carry forward unspent 2021 budget for connecting the two wells with a larger diameter pipeline to provide additional water pumping capacity	Water/Sewer	\$ 440,000
CF-15	11th to Brady Waterline	Carry forward unspent 2021 budget for adding a waterline between 11th Circle and Brady Road to improve fire flows and system redundancy	Water/Sewer	\$ 275,000
CF-16	Lower Prune Hill Booster Station Replacement	Carry forward unspent 2021 budget to replace existing infrastructure that is undersized and has reached its useful life	Water/Sewer	\$ 1,860,000
CF-17	Forest Home Booster Station Replacement	Carry forward unspent 2021 budget to replace the existing Forest Home Booster Station with a new Booster Station	Water/Sewer	\$ 580,000

A-01	Equipment Rental Rate Adjustments	Correction to ERR rates due to updated values received after adoption of the fee schedule in Nov 2021	budget neutral	\$ -
A-02	3rd Avenue Bridge Seismic Retrofit	Reduction of budget amount to the correct 2022 amount (original budget included full biennium rollover)	budget neutral	\$ -
A-03	Vactor Truck	Carry forward unspent 2021 budget for acquisition of an additional vac truck for storm water needs to improve compliance with the City's NPDES permit	budget neutral	\$ -
A-04	Water Rescue Team Training	Supports training and acquisition of a vessel for creating a swift water rescue program	CWFD	\$ -

S-01	DCA Funding from CDev to Legislative	Increase contribution to DCA	General Fund	\$ 45,000
S-02	Department Fuel Consumption	Expensing fuel costs direct to departments reduces volatility in ER&R (due to 2yr look back in rates, fuel will not drop from rates until 2024)	Multiple	\$ 233,890
S-03	Fire Safety Systems Repairs and Corrections	Bring City facility fire systems in compliance with findings from the most recent fire safety inspections	General Fund	\$ 40,000
S-04	Additional staffing	Adding an additional Dispatch Clerk to backfill the staff time that has been diverted to managing the body-worn camera program.	General Fund	\$ 65,000
S-05	Parks Seasonal Staffing	Adding seasonal staffing for parks maintenance to return to Pre-COVID levels.	General Fund	\$ 50,000

S-06	Everett Corridor Analysis	Complete an alternatives analysis for Everett, including public outreach, with a final plan for future improvement project(s)	Streets	\$ 250,000
S-07	Astor Sidewalk Repairs	Design and construction of new sidewalk on Astor from Forest Home Road and Dorothy Fox Park to correct for deficiencies with ADA compliance due to tree roots	Streets	\$ 150,000
S-08	Cemetery Pavement Preservation	Replacement of asphalt in the City Cemetery	Cemetery	\$ 80,000
S-09	Council Chambers AudioVisual Retrofit	Upgrading technology to support remote meetings for open public meetings	Capital Facilities	\$ 125,000
S-10	15th/Everett Valve Replacement	Replacing a failing waterline valve.	Water/Sewer	\$ 75,000
S-11	6th Avenue Waterline	Repair/replacement of the 6th Avenue waterline.	Water/Sewer	\$ 75,000
S-12	Water Meter Replacement Upgrade Project	Adds additional funding to allow for completion in 2022 at current material costs, which facilitates the move to monthly billing prior to the ERP migration	Water/Sewer	\$ 190,000
S-13	Operations Center Analysis Ph2	Continuing analysis of options for addressing Ops Center space needs	ERR	\$ 115,000
			Total	\$ 9,158,467

EQUITY CONSIDERATIONS:

What are the desired results and outcomes for this agenda item? This agenda item is to describe the packages requiring budget adjustments for Council's consideration.

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

How have communities been engaged? Are there opportunities to expand engagement? A public hearing will be opened at the Regular Council Meeting and be held open for three weeks through the December 7th Regular Council Meeting.

Who will benefit from, or be burdened by this agenda item? All City residents will benefit from most of these decision packages.

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? N/A

How does this item support a comprehensive plan goal, policy, or other adopted resolution? These items are in line with the City's Strategic Plan.

BUDGET IMPACT: The impact to the 2022 Budget is \$9,158,467 which is funded with offsetting revenues or fund balance. The presentation and Attachment A provide more detail.

RECOMMENDATION: Staff recommends City Council open the public hearing and consider approval of Ordinance 22-004 Amending the 2022 Budget until the City of Camas Council Meeting on April 18, 2022.

ORDINANCE NO. 22-004

AN ORDINANCE amending the City of Camas' 2022 Budget
Ordinance No. 21-012

WHEREAS, the City Council of the City of Camas approved Ordinance No. 21-012 and readopted a budget for fiscal year 2022; and

WHEREAS, the City Council of the City of Camas desires to effectively utilize and manage the City's financial resources; and,

WHEREAS, the City will receive additional revenues that were not anticipated at the time of adopting the budget for 2022; and

WHEREAS, funds received in excess of estimated revenues during the current fiscal year when authorized by an ordinance amending the original budget may be included in the expenditure limitation; and

WHEREAS, the City desires to undertake activities which were not foreseen at the time of adopting the 2022 budget; and

WHEREAS, the financial activities in the following funds could not have been reasonably foreseen at the time of adopting the 2022 budget.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CAMAS AS FOLLOWS:

Section I

Budget Amendment: The City of Camas' 2022 Budget as adopted in Ordinance No. 21-012 is amended as follows:

1. Modify the 2022 Budget for Courthouse Security Upgrades.
2. Modify the 2022 Budget for a Facilities Study.
3. Modify the 2022 Budget for Traffic Signal Controller Upgrade.
4. Modify the 2022 Budget the Pavement Management Program.
5. Modify the 2022 Budget to Brady/Grand Ridge Intersection Improvements.
6. Modify the 2022 Budget for Ostenson Canyon Storm repairs.
7. Modify the 2022 Budget NW 12th Avenue – CDBG Project.
8. Modify the 2022 Budget for Lacamas (3rd Ave) Trailhead Project.
9. Modify the 2022 Budget for East Lake Trail (T-3).

ORDINANCE NO. 22-004

10. Modify the 2022 Budget for 38th Avenue Phase 3.
11. Modify the 2022 Budget for Annex Building Remodel.
12. Modify the 2022 Budget for Library Roof/HVAC Repair and Replacement.
13. Modify the 2022 Budget for Legacy Lands building maintenance.
14. Modify the 2022 Budget for Well 6/14 Waterline.
15. Modify the 2022 Budget for 11th to Brady Waterline.
16. Modify the 2022 Budget for Lower Prune Hill Booster Station replacement.
17. Modify the 2022 Budget for the Forest Home Booster Station replacement.
18. Adjust the 2022 Budget for the Equipment Rental Rate Adjustment to correct the ERR Budget.
19. Adjust the 2022 Budget for the 3rd Avenue Bridge Seismic Retrofit to correct capital project budget.
20. Adjust the 2022 Budget for a Vactor Truck by rolling unspent budget for ongoing project.
21. Adjust the 2022 Budget for Swift Water Rescue Program Creation funded by a private donation.
22. Supplement the 2022 Budget for increase in Downtown Camas Association funding.
23. Supplement the 2022 Budget for department fuel consumption.
24. Supplement the 2022 Budget for fire safety systems repairs and corrections.
25. Supplement the 2022 Budget for additional staffing.
26. Supplement the 2022 Budget for seasonal staffing.
27. Supplement the 2022 Budget for Everett Corridor Analysis.
28. Supplement the 2022 Budget for Astor Sidewalk Repairs.
29. Supplement the 2022 Budget for Cemetery Pavement Preservation.
30. Supplement the 2022 Budget for Council Chambers AudioVisual Retrofit.
31. Supplement the 2022 Budget for 15th/Everett Value Replacement.
32. Supplement the 2022 Budget for 6th Avenue Waterline.
33. Supplement the 2022 Budget for Water Meter Replacement Upgrade Project.
34. Supplement the 2022 Budget for Operations Center Analysis Phase 2.

ORDINANCE NO. 22-004

Section II

Budget Amendment – Effect on Fund Revenues and Expenses: The foregoing increases affect the City funds as shown on Attachment A.

Section III

Effective Date. This ordinance shall take force and be in effect five days from and after its publication according to law.

PASSED BY the Council and APPROVED by the Mayor this 18th day of April, 2022.

SIGNED: _____
Mayor

SIGNED: _____
Clerk

APPROVED as to form:

City Attorney

2022 Budget Amendment - Fund Summary

	Budget	Budget	Estimated	Budget Amendment	Amended			
Beg Fund Balance	Revenues (1)	Expenses (1)	End Fund Balance	Revenues	Expenses	Fund Balance	Note: Budget Packages	
Operating Funds								
General	\$ 7,567,125	\$ 29,185,398	\$ (31,487,826)	\$ 5,264,697	\$ -	\$ (931,477)	\$ 4,333,220	CF-01 thru CF-04, A-01, S-01 thru S-04
Streets	\$ 2,775,404	\$ 3,475,028	\$ (3,376,077)	\$ 2,874,355	\$ 944,170	\$ (2,642,116)	\$ 1,176,409	CF-03 thru CF-06, A-01, S-02, S-05, S-06
Tree Fund	\$ 15,508	\$ 225	\$ -	\$ 15,733	\$ -	\$ -	\$ 15,733	
American Rescue Plan Act	\$ 3,308,118	\$ -	\$ -	\$ 3,308,118	\$ -	\$ (125,000)	\$ 3,183,118	S-08
Camas/Washougal Fire & EMS	\$ 1,987,140	\$ 12,582,632	\$ (13,980,222)	\$ 589,550	\$ 23,200	\$ (19,450)	\$ 593,300	A-01, A-04
Cemetery	\$ 115,547	\$ 256,117	\$ (255,921)	\$ 115,743	\$ -	\$ (80,965)	\$ 34,778	A-01, S-02, S-07
Capital/Enterprise Funds								
Unlimited GO Debt Service	\$ 9,226	\$ -	\$ -	\$ 9,226	\$ -	\$ -	\$ 9,226	
Limited GO Debt Service	\$ -	\$ 4,198,725	\$ (4,198,725)	\$ -	\$ -	\$ -	\$ -	
REET	\$ 8,309,311	\$ 6,078,781	\$ (5,810,248)	\$ 8,577,844	\$ (2,045,037)	\$ 1,464,037	\$ 7,996,844	CF-06 thru CF-08, CF-10, A-02
Park Impact Fee	\$ 3,643,547	\$ 1,311,504	\$ (1,831,750)	\$ 3,123,301	\$ -	\$ (175,000)	\$ 2,948,301	CF-09
Transportation Impact Fee	\$ 4,371,977	\$ 1,526,109	\$ (945,542)	\$ 4,952,544	\$ -	\$ (335,000)	\$ 4,617,544	CF-10
Fire Impact Fee	\$ 1,070,078	\$ 212,905	\$ (360,000)	\$ 922,983	\$ -	\$ -	\$ 922,983	
NW 38th Ave Phase 3	\$ 703,540	\$ 513,000	\$ (813,000)	\$ 403,540	\$ 466,000	\$ (385,000)	\$ 484,540	CF-10
Facilities Capital Fund	\$ 1,467,790	\$ 500,000	\$ (500,000)	\$ 1,467,790	\$ 125,000	\$ (1,239,874)	\$ 352,916	CF-11, CF-12, S-08
Legacy Lands	\$ 532,812	\$ -	\$ -	\$ 532,812	\$ -	\$ (500,000)	\$ 32,812	CF-13
Storm Water	\$ 1,764,037	\$ 1,991,992	\$ (2,564,913)	\$ 1,191,116	\$ 125,000	\$ (141,232)	\$ 1,174,884	A-01, A-03, S-02
Solid Waste	\$ 3,221,202	\$ 3,270,202	\$ (3,665,912)	\$ 2,825,492	\$ -	\$ (61,317)	\$ 2,764,175	A-01, S-02
Water/Sewer	\$ 13,150,439	\$ 15,003,586	\$ (17,363,123)	\$ 10,790,902	\$ -	\$ (614,449)	\$ 10,176,453	CF-15, A-01, S-02, S-09 thru S-11
W/S Capital Projects	\$ -	\$ 425,000	\$ (425,000)	\$ -	\$ 1,055,000	\$ (1,055,000)	\$ -	CF-14, CF-15, S-09 thru S-11
North Shore Construction Project	\$ 754,399	\$ -	\$ (417,128)	\$ 337,271	\$ -	\$ -	\$ 337,271	
Water Capital Projects	\$ 4,966,632	\$ 50,000	\$ (500,000)	\$ 4,516,632	\$ -	\$ (2,440,000)	\$ 2,076,632	CF-16, CF-17
WS Capital Reserve	\$ 12,406,817	\$ 4,748,879	\$ -	\$ 17,155,696	\$ -	\$ (477,500)	\$ 16,678,196	CF-14, S-10
WS Bond Reserve	\$ 1,218,016	\$ -	\$ -	\$ 1,218,016	\$ -	\$ -	\$ 1,218,016	
Reserve Funds								
Lodging Tax	\$ 38,930	\$ 21,040	\$ (10,000)	\$ 49,970	\$ -	\$ -	\$ 49,970	
Equipment Rental and Replacement	\$ 2,152,562	\$ 1,812,960	\$ (2,522,846)	\$ 1,442,676	\$ 22,543	\$ (115,000)	\$ 1,350,219	A-01, S-12
Firemen's Pension	\$ 2,010,562	\$ 12,279	\$ (89,889)	\$ 1,932,952	\$ -	\$ -	\$ 1,932,952	
Retiree Medical	\$ 53,642	\$ 130,315	\$ (138,799)	\$ 45,158	\$ -	\$ -	\$ 45,158	
LEOFF 1 Disability Board	\$ 528,735	\$ 166,551	\$ (217,593)	\$ 477,693	\$ -	\$ -	\$ 477,693	
	\$ 78,143,096	\$ 87,473,228	\$ (91,474,514)	\$ 74,141,810	\$ 715,876	\$ (9,874,343)	\$ 64,983,343	
						\$ (9,158,467)		

(1) Budgeted revenues and expenses reflect the 2022 Adopted Budget

			Carry Forward	\$ 2,125,170	\$ (9,789,747)
Ord Budget	\$ 170,586,145	\$ 170,689,983	Administrative	\$ (1,874,294)	\$ 1,874,294
2021 Budget	\$ 88,206,097	\$ 89,120,521	Supplemental	\$ 465,000	\$ (1,958,890)
Spring 2021 Adj	\$ 1,139,500	\$ 4,441,500			
Fall 2021 Adj	\$ 5,384,365	\$ 4,656,610		\$ 715,876	\$ (9,874,343)
Adjusted 2021	\$ 94,729,962	\$ 98,218,631			\$ (9,158,467)
2022 Budget	\$ 87,473,228	\$ 91,474,514			
Spring 2022 Adj	\$ 715,876	\$ 9,874,343			
Adjusted 2022	\$ 88,189,104	\$ 101,348,857			

City of Camas 2022 Spring Omnibus Budget Packages

4/4/2022

Pkg # Carry Forward List

	Department	Description	Amount	Reason
CF-01	Municipal Court	Courthouse Security Upgrades	\$ 30,000	roll unspent 2019 budget to resume
CF-02	Facilities	Facilities Study	\$ 60,000	roll unspent 2021 budget for ongoing
CF-03	Streets	Traffic Signal Controller Upgrade	\$ 187,000	roll unspent 2021 budget for ongoing
CF-04	Streets	Pavement Management Program	\$ 647,703	roll unspent 2021 budget for ongoing
CF-05	Streets	Brady/Grand Ridge Intersection Improvements	\$ 60,000	roll unspent 2021 budget for ongoing
CF-06	Streets	Ostenson Canyon Storm Repairs	\$ 1,200,000	roll unspent 2021 budget for ongoing
CF-07	Streets	NW 12th Avenue - CDBG Project	\$ 125,000	roll unspent 2021 budget for ongoing
CF-08	Parks	Lacamas (3rd Ave) Trailhead	\$ 25,000	roll unspent 2021 budget for ongoing
CF-09	Parks	East Lake Trail (T-3)	\$ 175,000	roll unspent 2021 budget for ongoing
CF-10	Streets	38th Avenue Ph3	\$ 385,000	roll unspent 2021 budget for ongoing
CF-11	Capital Facilities	Annexation Remodeling	\$ 864,874	roll unspent 2021 budget for ongoing
CF-12	Capital Facilities	Library Roof/HVAC Repair/Replacement	\$ 250,000	roll unspent 2021 budget for ongoing
CF-13	Capital Facilities	North Shore Bldg Maintenance	\$ 500,000	roll unspent 2021 budget for ongoing
CF-14	Water	Well 6/14 Waterline	\$ 440,000	roll unspent 2021 budget for ongoing
CF-15	Water	11th to Brady Waterline	\$ 275,000	roll unspent 2021 budget for ongoing
CF-16	Sewer	Lower Prune Hill Booster Station Replacement	\$ 1,860,000	roll unspent 2021 budget for ongoing
CF-17	Sewer	Forest Home Booster Station Replacement	\$ 580,000	roll unspent 2021 budget for ongoing
	Total		\$ 7,664,577	

Administrative List

	Department	Description	Amount	Reason
A-01	Multiple	Equipment Rental Rate Adjustments	\$ -	correction of ERR budget
A-02	Streets	3rd Avenue Bridge Seismic Retrofit	\$ -	correction of capital project budget
A-03	Storm	Vactor Truck	\$ -	roll unspent budget for ongoing project
A-04	CWFD	Swift Water Rescue Program Creation	\$ -	funded by a private donation
	Total		\$ -	

Supplemental List

	Department	Description	Amount	Reason
S-01	Legislative	Increase DCA Funding	\$ 45,000	increasing DCA contribution
S-02	Multiple	Department Fuel Consumption	\$ 233,890	reduce volatility in ERR rates
S-03	Multiple	Fire Safety Systems Repairs and Corrections	\$ 40,000	
S-04	Law Enforcement	Additional Staffing	\$ 65,000	backfill for body worn cam administration
S-05	Parks Maintenance	Seasonal Staffing	\$ 50,000	
S-06	Streets	Everett Corridor Analysis	\$ 250,000	
S-07	Streets	Astor Sidewalk Repairs	\$ 150,000	
S-08	Cemetery	Cemetery Pavement Preservation	\$ 80,000	
S-09	Capital Facilities	Council Chambers AudioVisual Retrofit	\$ 125,000	upgrades for remote meetings
S-10	Water	15th/Everett Valve Replacement	\$ 75,000	
S-11	Water	6th Avenue Waterline	\$ 75,000	
S-12	Water	Water Meter Replacement Upgrade Project	\$ 190,000	add funds to complete in 2022
S-13	R&R	Operations Center Analysis Ph2	\$ 115,000	
	Total		\$ 1,493,890	

Total Omnibus Budget Packages \$ 9,158,467

2022 Spring Omnibus Budget - Fund Balance Impacts

	General Fund	Street Fund	ARPA	C/W Fire & EMS	Cemetery	REET Projects	Park Imp Fee	Transp Imp Fee	NW 38th Ave Ph 3	Facilities Fund	Legacy Lands	Storm Water	Solid Waste	Water/Sewer	Water-Sewer Capital Projects	Water Construction Projects	W/S Capital Reserve	Equipment Rental	Total
Beginning Balance	\$ 7,567,125	\$ 2,775,404	\$ 3,308,118	\$ 1,987,140	\$ 115,547	\$ 8,309,311	\$ 3,643,547	\$ 4,371,977	\$ 703,540	\$ 1,467,790	\$ 532,812	\$ 1,764,037	\$ 3,221,202	\$ 13,150,439	\$ -	\$ 4,966,632	\$ 12,406,817	\$ -	\$ 2,152,562
Revenues	\$ 29,185,398	\$ 3,475,028	\$ -	\$ 12,582,632	\$ 256,117	\$ 6,078,781	\$ 1,311,504	\$ 1,526,109	\$ 513,000	\$ 500,000	\$ -	\$ 1,991,992	\$ 3,270,202	\$ 15,003,586	\$ 425,000	\$ 50,000	\$ 4,748,879	\$ -	\$ 1,812,960
Expenditures	\$ (31,487,826)	\$ (3,376,077)	\$ -	\$ (13,980,222)	\$ (255,921)	\$ (5,810,248)	\$ (1,831,750)	\$ (945,542)	\$ (813,000)	\$ (500,000)	\$ -	\$ (2,564,913)	\$ (3,665,912)	\$ (17,363,123)	\$ (425,000)	\$ (500,000)	\$ -	\$ -	\$ (2,522,846)
Projected Ending Fund Balance	\$ 5,264,697	17% \$ 2,874,355	\$ 3,308,118	\$ 589,550	\$ 115,743	\$ 8,577,844	\$ 3,123,301	\$ 4,952,544	\$ 403,540	\$ 1,467,790	\$ 532,812	\$ 1,191,116	\$ 2,825,492	\$ 10,790,902	\$ -	\$ 4,516,632	\$ 17,155,696	\$ -	\$ 1,442,676
Carry Forward Packages																			
CF-01 Courthouse Security Upgrades	\$ (30,000)																		\$ (30,000)
CF-02 Facilities Study	\$ (60,000)																		\$ (60,000)
CF-03 Traffic Signal Controller Upgrade		\$ (307,000)																	\$ (307,000)
State Grant		\$ 120,000																	\$ 120,000
Move from GF to Streets	\$ (187,000)	\$ 187,000																	\$ -
CF-04 Pavement Management Program		\$ (647,703)																	\$ (647,703)
Transfer from GF for Preservtn	\$ (337,170)	\$ 337,170																	\$ -
CF-05 Brady/Grand Ridge Intersection		\$ (60,000)																	\$ (60,000)
CF-06 Ostenson Canyon Storm Repairs		\$ (1,200,000)																	\$ (1,200,000)
		\$ 300,000				\$ (300,000)													\$ (1,200,000)
CF-07 NW 12th Avenue - CDBG Project						\$ (125,000)													\$ (125,000)
CF-08 Lacamas (3rd Ave) Trailhead						\$ (25,000)													\$ (25,000)
CF-09 East Lake Trail (T-3)							\$ (175,000)												\$ (175,000)
CF-10 38th Avenue Ph 3								\$ (385,000)											\$ (385,000)
Move REET/TIF to fund					\$ (131,000)		\$ (335,000)	\$ 466,000											\$ -
CF-11 Annex Remodel										\$ (864,874)									\$ (864,874)
CF-12 Library Roof Repairs										\$ (250,000)									\$ (250,000)
CF-13 North Shore Bldg Maintenance										\$ (500,000)									\$ (500,000)
CF-14 Well 6/14 Waterline															\$ (440,000)				\$ (440,000)
Move SDCs to fund														\$ (440,000)		\$ (440,000)			\$ -
CF-15 11th to Brady Waterline															\$ (275,000)				\$ (275,000)
Move rates to fund													\$ (275,000)	\$ 275,000					\$ -
CF-16 Lower Prune Hill Booster Station																\$ (1,860,000)			\$ (1,860,000)
CF-17 Forest Home Booster Station																\$ (580,000)			\$ (580,000)
Total Carry Forward	\$ (614,170)	\$ (1,270,533)	\$ -	\$ -	\$ -	\$ (581,000)	\$ (175,000)	\$ (335,000)	\$ 81,000	\$ (1,114,874)	\$ (500,000)	\$ -	\$ -	\$ (275,000)	\$ -	\$ (2,440,000)	\$ (440,000)	\$ -	\$ (7,664,577)
Subtotal Fund Balance	\$ 4,659,527	14% \$ 2,603,822	\$ 3,308,118	\$ 589,550	\$ 115,743	\$ 7,996,844	\$ 2,948,301	\$ 4,617,544	\$ 484,540	\$ 352,916	\$ 32,812	\$ 1,194,559	\$ 2,825,492	\$ 10,515,902	\$ -	\$ 2,076,632	\$ 16,715,696	\$ -	\$ 1,465,219
Administrative Packages																			
A-01 ER&R Rate Adjustments	\$ (30,717)	\$ (3,838)		\$ 3,750	\$ 810							\$ 3,443	\$ 283	\$ 3,726					\$ (22,543)
Increase rate revenue into ER&R																		\$ 22,543	\$ -
A-02 3rd Ave Bridge Project Correction						\$ 2,045,037													\$ 2,045,037
Grant revenue correction						\$ (2,045,037)													\$ (2,045,037)
A-03 Vector Truck												\$ (125,000)							\$ (125,000)
State Grant												\$ 125,000							\$ 125,000
A-04 Swift Water Rescue Program				\$ (23,200)															\$ (23,200)
Donations				\$ 23,200															\$ 23,200
Total Administrative	\$ (30,717)	\$ (3,838)	\$ -	\$ 3,750	\$ 810	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,443	\$ 283	\$ 3,726	\$ -	\$ -	\$ -	\$ -	\$ 22,543
Subtotal Fund Balance	\$ 4,619,810	15% \$ 2,599,984	\$ 3,308,118	\$ 593,300	\$ 116,553	\$ 7,996,844	\$ 2,948,301	\$ 4,617,544	\$ 484,540	\$ 352,916	\$ 32,812	\$ 1,194,559	\$ 2,825,775	\$ 10,519,628	\$ -	\$ 2,076,632	\$ 16,715,696	\$ -	\$ 1,465,219
Supplemental Packages																			
S-01 Increase DCA contribution	\$ (45,000)																		\$ (45,000)
S-02 Department Fuel Consumption	\$ (86,590)	\$ (23,575)		\$ (1,775)								\$ (19,675)	\$ (61,600)	\$ (40,675)					\$ (233,890)
S-03 Fire Safety Systems Repairs	\$ (40,000)																		\$ (40,000)
S-04 Parks Maintenance Seasonals	\$ (50,000)																		\$ (50,000)
S-05 Additional police staffing	\$ (65,000)																		\$ (65,000)
S-06 Everett Corridor Analysis		\$ (250,000)																	\$ (250,000)
S-07 Astor Sidewalk Repairs		\$ (150,000)																	\$ (150,000)
S-08 Cemetery Pavement Preservation				\$ (80,000)															\$ (80,000)
S-09 Council Chambers AV									\$ (125,000)										\$ (125,000)
Move ARPA money to fund		\$ (125,000)							\$ 125,000										\$ -
S-10 15th/Everett Valve Replacement																\$ (75,000)			\$ (75,000)
Move rates to fund														\$ (75,000)		\$ 75,000			\$ -
S-11 6th Avenue Waterline															\$ (75,000)				\$ (75,000)
Move Rates/SDCs to fund													\$ (37,500)	\$ 75,000		\$ (37,500)			\$ -
S-12 Water Meter Project															\$ (190,000)				\$ (190,000)
Move rates to fund													\$ (190,000)	\$ 190,000					\$ -
S-13 Operations Center Analysis Ph2																			\$ (115,000)
Total Supplemental	\$ (286,590)	\$ (423,575)	\$ (125,000)	\$ -	\$ (81,775)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (19,675)	\$ (61,600)	\$ (343,175)	\$ -	\$ -	\$ (37,500)	\$ (115,000)	\$ (1,493,890)
Net Budget Adjustment	\$ (931,477)	\$ (1,697,946)	\$ (125,000)	\$ 3,750	\$ (80,965)	\$ (581,000)	\$ (175,000)	\$ (335,000)	\$ 81,000	\$ (1,114,874)	\$ (500,000)	\$ (16,232)	\$ (61,317)	\$ (614,449)	\$ -	\$ (2,440,000)	\$ (477,500)	\$ -	\$ (92,457)
Total Adjusted Fund Balance	\$ 4,333,220	13% \$ 1,176,409	\$ 3,183,118	\$ 593,300	\$ 34,778	\$ 7,996,844	\$ 2,948,301	\$ 4,617,544	\$ 484,540	\$ 352,916	\$ 32,812	\$ 1,174,884	\$ 2,764,175	\$ 10,176,453	\$ -	\$ 2,076,632	\$ 16,678,196	\$ -	\$ (9,158,467)

Adjustment #	Description	Note	Fund	Current Budget	Proposed Budget	Rev Increase Exp Decrease	Rev Decrease Exp Increase	Impact to Budget
CF-01	Repairs & Maintenance	courthouse security impv	001	\$ 4,314	\$ 34,314	001-02-512-200-48		\$ (30,000)
CF-01	Adjust fund balance		001	\$ 5,264,697	\$ 5,234,697	001-00-508-000-00	\$ 30,000	\$ 30,000
CF-02	Professional Services	Carry forward 2021 budget	001	\$ 74,945	\$ 134,945	001-03-513-100-41		\$ (60,000)
CF-02	Adjust fund balance		001	\$ 5,264,697	\$ 5,204,697	001-00-508-000-00	\$ 60,000	\$ 60,000
CF-03	Traffic Sig Controller Update	Carry forward 2021 budget	112	\$ -	\$ 307,000	112-00-595-300-65		\$ (307,000)
CF-03	State grant		112	\$ -	\$ 120,000	112-00-336-000-00	\$ 120,000	\$ 120,000
CF-03	Transfer in - Fund 001	Transfer from GenFund	112	\$ 2,000,000	\$ 2,187,000	112-00-397-001-01	\$ 187,000	\$ 187,000
CF-03	Transfer out - Fund 112	Transfer to Streets	001	\$ 2,000,000	\$ 2,187,000	001-00-597-112-00		\$ (187,000)
CF-03	Adjust fund balance		001	\$ 5,264,697	\$ 5,077,697	001-00-508-000-00	\$ 187,000	\$ 187,000
CF-04	Roadway Preservation	Carry forward 2021 budget	112	\$ 920,584	\$ 1,568,287	112-76-595-300-65		\$ (647,703)
CF-04	Transfer in - Fund 001	Transfer from GenFund	112	\$ 2,000,000	\$ 2,725,859	112-00-397-001-01	\$ 337,170	\$ 337,170
CF-04	Adjust fund balance		112	\$ 2,874,355	\$ 2,563,822	112-00-508-000-00	\$ 310,533	\$ 310,533
CF-04	Transfer out - Fund 112	Transfer to Streets	001	\$ 2,000,000	\$ 2,725,859	001-00-597-112-00		\$ (337,170)
CF-04	Adjust fund balance		001	\$ 5,264,697	\$ 4,927,527	001-00-508-000-00	\$ 337,170	\$ 337,170
CF-05	Neighborhood Traffic Prog	Carry forward 2021 budget	112	\$ -	\$ 60,000	112-77-595-300-65		\$ (60,000)
CF-05	Adjust fund balance		112	\$ 2,874,355	\$ 2,814,355	112-00-508-000-00	\$ 60,000	\$ 60,000
CF-06	Ostenson Canyon Repairs	Carry forward 2021 budget	112	\$ -	\$ 1,200,000			\$ (1,200,000)
CF-06	Adjust fund balance		112	\$ 2,874,355	\$ 1,974,355	112-00-508-000-00	\$ 900,000	\$ 900,000
CF-06	Transfer in - Fund 300		112	\$ -	\$ 300,000	112-00-397-300-00	\$ 300,000	\$ 300,000
CF-06	Transfer out - Fund 112		300	\$ -	\$ 300,000	300-00-597-112-00		\$ (300,000)
CF-06	Adjust fund balance		300	\$ 8,577,844	\$ 8,277,844	300-00-508-000-00	\$ 300,000	\$ 300,000
CF-07	NW 12th Ave Project	Carry forward 2021 budget	300	\$ -	\$ 125,000	300-00-595-340-65		\$ (125,000)
CF-07	Adjust fund balance		300	\$ 8,577,844	\$ 8,452,844	300-00-508-000-00	\$ 125,000	\$ 125,000
CF-08	3rd Ave Trail Design & Permit	Carry forward 2021 budget	300	\$ -	\$ 25,000	300-00-594-764-63		\$ (25,000)
CF-08	Adjust fund balance		300	\$ 8,577,844	\$ 8,602,844	300-00-508-000-00	\$ 25,000	\$ 25,000
CF-09	East Lake Trail	Carry forward 2021 budget	301	\$ -	\$ 175,000	301-00-594-763-63		\$ (175,000)
CF-09	Adjust fund balance		301	\$ 3,123,301	\$ 2,948,301	301-00-508-000-00	\$ 175,000	\$ 175,000
CF-10	NW 38th Ave Construction	Carry forward 2021 budget	313	\$ 813,000	\$ 1,198,000	313-00-595-300-65		\$ (385,000)
CF-10	Adjust fund balance		313	\$ 403,540	\$ 484,540	313-00-308-000-00		\$ (81,000)
CF-10	Transfer in - Fund 300	Transfer from REET	313	\$ -	\$ 131,000	313-00-397-350-00	\$ 131,000	\$ 131,000
CF-10	Transfer out - Fund 313	Transfer to 38th Ave	300	\$ -	\$ 131,000	300-00-597-313-00		\$ (131,000)
CF-10	Adjust fund balance		300	\$ 8,577,844	\$ 8,446,844	300-00-508-000-00	\$ 131,000	\$ 131,000
CF-10	Transfer in - Fund 302	Transfer from TIF	313	\$ -	\$ 335,000	313-00-397-302-00	\$ 335,000	\$ 335,000
CF-10	Transfer out - Fund 313	Transfer to 38th Ave	302	\$ -	\$ 335,000	302-00-597-313-00		\$ (335,000)
CF-10	Adjust fund balance		302	\$ 4,952,544	\$ 4,617,544	302-00-508-000-00	\$ 335,000	\$ 335,000
CF-11	Buildings & Structures - Annex	Carry forward 2021 budget	318	\$ 300,000	\$ 1,164,874	318-00-594-220-62		\$ (864,874)
CF-11	Adjust fund balance		318	\$ 1,467,790	\$ 602,916	318-00-508-000-00	\$ 864,874	\$ 864,874
CF-12	HVAC Upgrade - Library	Carry forward 2021 budget	318	\$ -	\$ -	318-00-594-721-62		\$ (250,000)
CF-12	Adjust fund balance		318	\$ 1,467,790	\$ 1,217,790	318-00-508-000-00	\$ 250,000	\$ 250,000
CF-13	Leadbetter House	Carry forward 2021 budget	320	\$ -	\$ 500,000	320-00-594-766-61		\$ (500,000)
CF-13	Adjust fund balance		320	\$ 532,812	\$ 32,812	320-00-508-000-00	\$ 500,000	\$ 500,000
CF-14	Well 6/14 Transmission Main	Carry forward 2021 budget	426	\$ -	\$ 440,000	426-00-594-340-65		\$ (440,000)
CF-14	Transfer in - Fund 432	Transfer from SDCs	426	\$ -	\$ 440,000	426-00-397-432-00	\$ 440,000	\$ 440,000
CF-14	Transfer out - Fund 426	Transfer to WS Cap Proj	432	\$ -	\$ 440,000	432-00-597-426-00		\$ (440,000)
CF-14	Adjust fund balance		432	\$ 17,155,696	\$ 16,715,696	432-00-508-000-00	\$ 440,000	\$ 440,000
CF-15	NW 11th Ave to Brady Water Ext	Carry forward 2021 budget	426	\$ -	\$ 275,000	426-00-594-365-65		\$ (275,000)
CF-15	Transfer in - Fund 424	Transfer rates from WS	426	\$ 425,000	\$ 700,000	426-00-397-424-00	\$ 275,000	\$ 275,000
CF-15	Transfer out - Fund 426	Transfer to WS Cap Proj	424	\$ 425,000	\$ 700,000	424-00-597-426-00		\$ (275,000)
CF-15	Adjust fund balance		424	\$ 10,790,902	\$ 10,515,902	424-00-508-000-00	\$ 275,000	\$ 275,000
CF-16	Lower Prune Hill Booster St Ex	Carry forward 2021 budget	428	\$ -	\$ 1,860,000	428-00-594-343-65		\$ (1,860,000)
CF-16	Adjust fund balance		428	\$ 4,516,632	\$ 2,656,632	428-00-508-000-00	\$ 1,860,000	\$ 1,860,000
CF-17	Forest Home Booster Station	Carry forward 2021 budget	428	\$ -	\$ 580,000	428-00-594-348-65		\$ (580,000)
CF-17	Adjust fund balance		428	\$ 4,516,632	\$ 3,936,632	428-00-508-000-00	\$ 580,000	\$ 580,000
A-01	Intfund Oper Rentals & Leases	ER&R rate adj to correct	001	\$ 29,239	\$ 24,736	001-07-518-900-45	\$ 4,503	\$ 4,503
A-01	Intfund Oper Rentals & Leases	ER&R rate adj to correct	001	\$ 21,296	\$ 25,815	001-08-521-100-45	\$ (4,519)	\$ (4,519)
A-01	Intfund Oper Rentals & Leases	ER&R rate adj to correct	001	\$ 322,236	\$ 319,235	001-08-521-220-45	\$ 3,001	\$ 3,001
A-01	Intfund Oper Rentals & Leases	ER&R rate adj to correct	001	\$ 6,046	\$ 5,733	001-08-521-700-45	\$ 313	\$ 313
A-01	Intfund Oper Rentals & Leases	ER&R rate adj to correct	001	\$ 6,989	\$ 4,992	001-08-521-710-45	\$ 1,997	\$ 1,997
A-01	Intfund Oper Rentals & Leases	ER&R rate adj to correct	001	\$ 71,757	\$ 71,231	001-10-523-300-45	\$ 526	\$ 526
A-01	Intfund Oper Rentals & Leases	ER&R rate adj to correct	001	\$ 22,949	\$ 18,408	001-13-518-910-45	\$ 4,541	\$ 4,541
A-01	Intfund Oper Rentals & Leases	ER&R rate adj to correct	001	\$ 218,914	\$ 261,990	001-18-576-800-45	\$ (43,076)	\$ (43,076)
A-01	Intfund Oper Rentals & Leases	ER&R rate adj to correct	001	\$ 16,444	\$ 14,447	001-22-524-200-45	\$ 1,997	\$ 1,997
A-01	Intfund Oper Rentals & Leases	ER&R rate adj to correct	112	\$ 146,897	\$ 151,182	112-00-542-300-45	\$ (4,285)	\$ (4,285)
A-01	Intfund Oper Rentals & Leases	ER&R rate adj to correct	112	\$ 8,563	\$ 8,807	112-00-542-900-45	\$ (244)	\$ (244)
A-01	Intfund Oper Rentals & Leases	ER&R rate adj to correct	112	\$ 128,406	\$ 127,715	112-00-544-200-45	\$ 691	\$ 691
A-01	Intfund Oper Rentals & Leases	ER&R rate adj to correct	115	\$ 15,268	\$ 14,336	115-00-522-720-45	\$ 932	\$ 932
A-01	Intfund Oper Rentals & Leases	ER&R rate adj to correct	115	\$ 57,696	\$ 55,726	115-09-522-210-45	\$ 1,970	\$ 1,970
A-01	Intfund Oper Rentals & Leases	ER&R rate adj to correct	115	\$ 11,104	\$ 10,256	115-09-522-300-45	\$ 848	\$ 848
A-01	Intfund Oper Rentals & Leases	ER&R rate adj to correct	125	\$ 25,582	\$ 24,772	125-00-536-500-45	\$ 810	\$ 810
A-01	Intfund Oper Rentals & Leases	ER&R rate adj to correct	419	\$ 184,419	\$ 180,976	419-00-531-500-45	\$ 3,443	\$ 3,443
A-01	Intfund Oper Rentals & Leases	ER&R rate adj to correct	422	\$ 364,392	\$ 364,109	422-00-537-900-45	\$ 283	\$ 283
A-01	Intfund Oper Rentals & Leases	ER&R rate adj to correct	424	\$ 208,972	\$ 207,690	424-00-534-810-45	\$ 1,282	\$ 1,282
A-01	Intfund Oper Rentals & Leases	ER&R rate adj to correct	424	\$ 85,718	\$ 82,785	424-00-535-850-45	\$ 2,933	\$ 2,933
A-01	Intfund Oper Rentals & Leases	ER&R rate adj to correct	424	\$ 97,369	\$ 97,858	424-00-538-100-45	\$ (489)	\$ (489)
A-01	Intfund Equip/Veh Rentals	increase R&R revenue	523	\$ 1,556,687	\$ 1,579,230	523-00-348-100-00	\$ 22,543	\$ 22,543
A-02	NE 3rd Ave Bridge Seismic Retr	Budget correction	300	\$ 2,917,118	\$ 872,081	300-00-595-300-65	\$ 2,045,037	\$ 2,045,037
A-02	State Grant - Bridge Retrofit	Reduce expected revenue	300	\$ 2,817,118	\$ 772,081	300-00-334-036-00	\$ (2,045,037)	\$ (2,045,037)
A-03	Construction Projects	Carry forward 2021 budget	419	\$ -	\$ 125,000	419-00-594-530-65		\$ (125,000)
A-03	State grant		419	\$ -	\$ 125,000	419-00-334-031-00	\$ 125,000	\$ 125,000

2022 ER&R Budget Information

Fund	2022 Yearly Rates		2022 Original Budget Rates		\$ Change	% Change
	By Fund		By Fund			
General Fund	633,378.96	562,100.44	71,278.52	13%		
Street Fund	186,868.37	161,185.83	25,682.54	16%		
Fire / EMS Fund	82,447.44	70,203.67	12,243.77	17%		
Cemetery Fund	26,936.00	22,072.94	4,863.06	22%		
Storm Water Fund	160,916.58	159,336.30	1,580.28	1%		
Sanitary Fund	308,862.89	317,734.34	(8,871.45)	-3%		
Water - Sewer Fund	298,591.19	267,739.51	30,851.68	12%		
Total	1,698,001.42	1,560,373.02	137,628.41	9%		

Department	2022 Yearly Total	2022 Original Budget Total	Change	% of Change
Central Services	27,291.15	23,669.39	3,621.76	15%
Police	359,602.28	343,074.62	16,527.66	5%
Detention & Correction	14,267.43	14,308.20	-40.77	0%
Engineering	33,839.31	22,948.78	10,890.53	47%
Parks	174,654.00	148,495.58	26,158.42	18%
Building	23,724.79	9,603.87	14,120.92	147%
Streets	186,868.37	161,185.83	25,682.54	16%
Fire	69,602.09	58,932.31	10,669.78	18%
EMS	12,845.35	11,271.36	1,573.99	14%
Cemetery	26,936.00	22,072.94	4,863.06	22%
Storm	160,916.58	159,336.30	1,580.28	1%
Sanitation	308,862.89	317,734.34	-8,871.45	-3%
W/S	298,591.19	267,739.51	30,851.68	12%
Grand Total	1,698,001.42	1,560,373.02	137,628.41	9%

2022 Replacement Rates

Equipment Type	Category	2017 Replacement		Monthly Replacement Rate (Average Cost/Life)	Expected Inflation (Based on Portland CPI Index 10 year average) 1.9%	2018 Replacement Cost for Budget		2019 Replacement Purchase Price	2020 Replacement Purchase Price	2021 Replacement Purchase Price	Monthly Replacement Rate (Average Cost/Life)		Expected Inflation (Based on West Region CPI 2.4%)	2022 Replacement Cost for Budget	
		Purchase Price	Life			2018 Replacement Cost for Budget	2019 Replacement Purchase Price				2020 Replacement Purchase Price	2021 Replacement Purchase Price			Life
A	Sewer Cleaners	483,827.00	10	4,031.89	76.61	493,019.71	508,303.32	520,502.60	426,805.69	10	\$	3,556.71	\$	437,049.03	
B	Street Sweepers	246,952.73	7	2,939.91	55.86	251,644.84	259,445.83	265,672.53	242,348.12	7	\$	2,885.10	\$	248,164.47	
C	Tractor Backhoe	92,533.90	20	385.56	7.33	94,292.05	97,215.10	99,548.26	127,352.46	20	\$	530.64	\$	130,408.92	
D	One Ton Dump Trucks	32,588.67	10	271.57	5.16	33,207.85	34,237.30	35,058.99	67,600.41	10	\$	563.34	\$	69,222.82	
E	Two Ton Dump Trucks	46,770.45	10	389.75	7.41	47,659.09	49,136.52	50,315.80	45,898.38	10	\$	382.49	\$	46,999.94	
F	Pump Trucks*	0.00	10	0.00	0.00	0.00	200,000.00	204,800.00	200,351.38	10	\$	1,669.59	\$	205,159.81	
G	Refuse Packers	296,872.05	7	3,534.19	67.15	302,512.62	311,890.51	319,375.88	326,585.79	7	\$	3,887.93	\$	334,423.85	
H	Three-Wheel Scooters	30,289.78	10	252.41	4.80	30,865.28	31,822.10	32,585.83	30,310.90	10	\$	252.59	\$	31,038.36	
I	Refuse Scooters	0.00	10	0.00	0.00	0.00	0.00	0.00	0.00	10	\$	-	\$	0.00	
J	Trucks/Pick-ups 1 ton and 3/4 ton	42,013.37	10	350.11	6.65	42,811.62	44,138.78	45,198.12	48,668.64	10	\$	405.57	\$	49,836.69	
K	Fire SUV or Pick-ups 1/2 ton	41,297.28	6	573.57	10.90	42,081.93	43,386.47	44,427.74	40,527.26	6	\$	562.88	\$	41,499.91	
L	Smaller Pickups	26,956.74	10	224.64	4.27	27,468.92	28,320.45	29,000.14	24,356.27	10	\$	202.97	\$	24,940.82	
M	Vans	41,295.18	10	344.13	6.54	42,079.79	43,384.26	44,425.48	40,525.20	10	\$	337.71	\$	41,497.80	
N	Police Vehicles - Patrol	58,362.00	3	1,621.17	30.80	59,470.88	61,314.48	62,786.02	63,818.05	3	\$	1,772.72	\$	65,349.68	
O	General Use Autos	38,147.03	8	397.36	7.55	38,871.82	40,076.85	41,038.69	26,420.63	8	\$	275.21	\$	27,054.73	
P	Large Tractors	168,135.00	20	700.56	13.31	171,329.57	176,640.78	180,880.16	148,668.18	20	\$	619.45	\$	152,236.22	
Q	Small tractors	31,240.00	10	260.33	4.95	31,833.56	32,820.40	33,608.09	39,672.99	10	\$	330.61	\$	40,625.14	
R	Small trailers	21,758.92	20	90.66	1.72	22,172.34	22,859.68	23,408.32	57,672.69	20	\$	240.30	\$	59,056.83	
S	Large Trailers	18,342.00	20	76.43	1.45	18,690.50	19,269.90	19,732.38	19,867.00	20	\$	82.78	\$	20,343.81	
T	Specialty service vehicle	89,899.71	15	499.44	9.49	91,607.80	94,447.64	96,714.39	88,223.46	15	\$	490.13	\$	90,340.82	
U	Police Vehicles - Non Patrol	37,559.96	7	447.14	8.50	38,273.60	39,460.08	40,407.13	56,823.98	7	\$	676.48	\$	58,187.76	
V	Large Mowers	25,600.19	7	304.76	5.79	26,086.60	26,895.28	27,540.77	89,239.12	7	\$	1,062.37	\$	91,380.86	
W	Small Mowers	15,640.06	5	260.67	4.95	15,937.22	16,431.28	16,825.63	15,348.44	5	\$	255.81	\$	15,716.80	
X	Forklift	0.00	15	0.00	0.00	0.00	33,214.48	34,011.63	33,214.48	15	\$	184.52	\$	34,011.63	
Y	10 yd Hook truck	229,275.00	10	1,910.63	36.30	233,631.23	240,873.79	246,654.76	285,631.72	10	\$	2,380.26	\$	292,486.88	
Z	Police SUV 385, 356*	58,989.88	8	614.48	11.68	60,110.69	61,974.12	63,461.50	51,441.41	5	\$	857.36	\$	52,676.00	
		\$ 2,174,346.90		\$ 20,481.38	\$ 389.15	\$ 2,215,659.49	\$ 2,517,559.41	\$ 2,577,980.84	\$ 2,597,372.65		\$	24,465.52	\$	587.17	\$ 2,659,709.59
															0.00

*Changed description and life of F class since there are no active units in this class. It was Five Yard Dump Trucks with a life of 3 yrs.

City of Camas 2022 Spring Omnibus Budget Amendment

FTE Employees by Resource Area and Department

Culture and Recreation

Cemetery

Senior Grounds Worker	CEM.FTE.01
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Library

Library Director	LIB.FTE.01
Administrative Support Assistant I	LIB.FTE.11
Technology and Collections Manager	LIB.FTE.02
Programming and Outreach Coordinator	LIB.FTE.03
Circulation Services Specialist	LIB.FTE.04
Library Aide	LIB.PTE.17
Library Aide	LIB.PTE.14
Library Aide	LIB.PTE.13
Library Aide	LIB.PTE.18
Library Aide	LIB.PTE.12
Library Aide	LIB.PTE.16
Library Aide	LIB.PTE.15
Library Associate	LIB.FTE.08
Library Associate	LIB.FTE.06
Library Associate	LIB.FTE.12
Library Associate	LIB.FTE.07
Library Associate	LIB.FTE.13
Library Associate	LIB.FTE.14
Library Aide - Substitute	LIB.TMP.24
Library Aide - Substitute	LIB.TMP.23
Library Aide - Substitute	LIB.TMP.25
Library Aide - Substitute	LIB.TMP.21
Library Associate - Substitute	LIB.TMP.19
Library Associate - Substitute	LIB.TMP.27
Library Associate - Substitute	LIB.TMP.26
Library Associate - Substitute	LIB.TMP.20

Parks and Recreation

Parks and Recreation Director	PNR.FTE.01
Recreation Facilities Coordinator	PNR.FTE.02
Recreation Coordinator	PNR.FTE.03
Recreation Coordinator	PNR.PTE.04
Recreation Leader	PNR.TMP.11
Recreation Leader	PNR.TMP.08
Recreation Leader	PNR.TMP.12
Recreation Leader	PNR.TMP.07
Recreation Leader	PNR.TMP.13
Recreation Leader	PNR.TMP.10
Recreation Leader	PNR.TMP.16
Recreation Leader	PNR.TMP.09
Recreation Leader	PNR.TMP.14
Recreation Leader	PNR.TMP.05
Recreation Aide	PNR.TMP.06

Parks Maintenance

Lead Grounds Worker	PMT.FTE.01
Senior Grounds Worker	PMT.FTE.02
Grounds Worker II	PMT.FTE.08
Grounds Worker I	PMT.FTE.07
Grounds Worker I	PMT.FTE.04
Grounds Worker I	PMT.FTE.05
Grounds Worker I	PMT.FTE.06
Grounds Worker I	PMT.FTE.03

General Government

Administrative Services

Administrative Services Director	ADM.FTE.01
City Clerk	ADM.FTE.02
Records Coordinator	ADM.FTE.03
Administrative Support Assistant II	ADM.FTE.06

Equipment Rental

Lead Mechanic	ERR.FTE.02
Mechanic	ERR.FTE.03
Mechanic	ERR.FTE.04
Mechanic	ERR.FTE.05
Custodial Aide	ERR.PTE.06
Senior Administrative Support Assistant	ERR.FTE.01

Executive

Mayor	EXE.ELC.01
City Administrator	EXE.FTE.02
Executive Assistant	EXE.FTE.06
Communications Director	EXE.FTE.03
College Intern - Communications	EXE.PTE.05
College Intern - Communications	EXE.PTE.04

Finance

Finance Director	FIN.FTE.01
Assistant Finance Director	FIN.FTE.13
Senior Accountant	FIN.FTE.15
Accountant	FIN.FTE.03
Procurement Specialist	FIN.FTE.16
Financial Analyst	FIN.FTE.04
Accounting Assistant	FIN.FTE.12
Accounting Assistant	FIN.FTE.14
Accounting Assistant	FIN.FTE.11
Financial Assistant	FIN.FTE.08
Financial Assistant	FIN.FTE.09
Financial Assistant	FIN.FTE.07
Financial Assistant	FIN.FTE.17
College Intern - Finance	FIN.INT.10

Human Resources

Human Resources Assistant	HRS.FTE.01
Human Resources Analyst	HRS.FTE.02

Information Technology

Information Technology Director	TEC.FTE.01
IT Network Administrator	TEC.FTE.02
IT Support Specialist	TEC.FTE.03
IT Systems Analyst/Programmer	TEC.FTE.04
GIS Coordinator	TEC.FTE.06
College Intern - IT	TEC.INT.05

Legislative - Elected

Council Member	LEG.ELC.01
Council Member	LEG.ELC.02
Council Member	LEG.ELC.03
Council Member	LEG.ELC.04
Council Member	LEG.ELC.05
Council Member	LEG.ELC.06
Council Member	LEG.ELC.07

Municipal Court

Lead Court Clerk	MCT.FTE.01
Court Clerk	MCT.FTE.02
Court Clerk	MCT.PTE.03

Natural and Economic Environment**Community Development**

Community Development Director	CDV.FTE.01
Administrative Support Assistant II	CDV.FTE.02

Building

Building Division Manager/Building Official	BLD.FTE.01
Building Inspector I	BLD.FTE.02
Building Inspector I	BLD.FTE.03
Plans Examiner	BLD.FTE.04
Plans Examiner	BLD.FTE.05
Senior Permit Technician	BLD.FTE.06
Permit Technician	BLD.FTE.07
Permit Technician	BLD.FTE.08

Planning

Planning Manager	PLN.FTE.01
Senior Planner	PLN.FTE.02
Senior Planner	PLN.FTE.03
Planner	PLN.FTE.04
College Intern - Planning	PLN.INT.06

Public Safety**Detention and Corrections**

Offender Crew Leader	DNC.PTE.01
Offender Crew Leader	DNC.PTE.02
Offender Crew Leader - Substitute	DNC.TMP.03

Law Enforcement

Police Chief	POL.FTE.01
Police Captain	POL.FTE.02
Police Sergeant	POL.FTE.03
Police Sergeant	POL.FTE.04
Police Sergeant	POL.FTE.05
Police Sergeant	POL.FTE.06
Police Sergeant	POL.FTE.07
Police Sergeant	POL.FTE.08
Police Officer	POL.FTE.09
Police Officer	POL.FTE.10
Police Officer	POL.FTE.11
Police Officer	POL.FTE.12
Police Officer	POL.FTE.13
Police Officer	POL.FTE.14
Police Officer	POL.FTE.15
Police Officer	POL.FTE.16
Police Officer	POL.FTE.17
Police Officer	POL.FTE.18
Police Officer	POL.FTE.19
Police Officer	POL.FTE.20
Police Officer	POL.FTE.21
Police Officer	POL.FTE.22
Police Officer	POL.FTE.23
Police Officer	POL.FTE.24
Police Officer	POL.FTE.25
Code Enforcement Officer	POL.FTE.26
Lead Police Records Clerk	POL.FTE.27
Police Records Clerk/Dispatcher II	POL.FTE.28
Police Records Clerk/Dispatcher II	POL.FTE.29
Police Officer	POL.FTE.30
Police Officer	POL.FTE.31
Police Officer	POL.FTE.32
Police Officer	POL.FTE.33
Police Officer	POL.FTE.34
Police Records Clerk/Dispatcher I	POL.FTE.37
Police Records Clerk/Dispatcher II	POL.PTE.35
Parking Enforcement Officer	POL.PTE.36
Police Records Clerk/Dispatcher I - Substitute	POL.TMP.34

Camas-Washougal Fire Department

Fire Chief	EMS.FTE.01
Division Chief - Emergency Medical Services	EMS.FTE.02
Senior Administrative Support Assistant	EMS.FTE.03
Firefighter/Paramedic	EMS.FTE.04
Firefighter/Paramedic	EMS.FTE.05
Firefighter/Paramedic	EMS.FTE.06
Firefighter/Paramedic	EMS.FTE.07
Firefighter/Paramedic	EMS.FTE.08
Firefighter/Paramedic	EMS.FTE.09
Firefighter/Paramedic	EMS.FTE.10
Firefighter/Paramedic	EMS.FTE.11
Firefighter/Paramedic	EMS.FTE.12
Firefighter/Paramedic	EMS.FTE.13
Firefighter/Paramedic	EMS.FTE.14
Firefighter/Paramedic	EMS.FTE.15
Firefighter/Paramedic	EMS.FTE.16
Firefighter/Paramedic	EMS.FTE.17
Firefighter/Paramedic	EMS.FTE.18
Firefighter/Paramedic	EMS.FTE.19
Firefighter/Paramedic	EMS.FTE.20
Firefighter/Paramedic	EMS.FTE.21
Firefighter/Paramedic	EMS.FTE.22
Firefighter/Paramedic	EMS.FTE.23
Firefighter/Paramedic	EMS.FTE.24
Battalion Chief - Admin	FIR.FTE.02
Battalion Chief	FIR.FTE.03
Battalion Chief	FIR.FTE.04
Division Chief - Fire Marshal	FIR.FTE.05
Deputy Fire Marshal	FIR.FTE.06
Deputy Fire Marshal	FIR.FTE.07
Administrative Support Assistant II	FIR.FTE.08
Fire Captain	FIR.FTE.10
Fire Captain - Training	FIR.FTE.11
Fire Captain/Paramedic	FIR.FTE.13
Fire Captain	FIR.FTE.14
Fire Captain	FIR.FTE.15
Fire Captain/Paramedic	FIR.FTE.16
Fire Captain/Paramedic	FIR.FTE.17
Firefighter/Paramedic	FIR.FTE.18
Firefighter/Paramedic	FIR.FTE.19
Firefighter/Paramedic	FIR.FTE.20
Firefighter/Paramedic	FIR.FTE.21
Firefighter/Paramedic	FIR.FTE.22
Firefighter/Paramedic	FIR.FTE.23
Firefighter/Paramedic	FIR.FTE.24
Firefighter	FIR.FTE.26
Firefighter	FIR.FTE.28
Firefighter	FIR.FTE.29
Firefighter	FIR.FTE.30
Firefighter	FIR.FTE.31
Firefighter/Paramedic	FIR.FTE.32
Firefighter	FIR.FTE.33
Firefighter/Paramedic	FIR.FTE.36

Firefighter	FIR.FTE.37
Firefighter/Paramedic	FIR.FTE.38
Fire Captain	FIR.FTE.39
Firefighter/Paramedic	FIR.FTE.40
Firefighter/Paramedic	FIR.FTE.41
Firefighter/Paramedic	FIR.FTE.42
Firefighter/Paramedic	FIR.FTE.43
Firefighter/Paramedic	FIR.FTE.44
Firefighter/Paramedic	FIR.FTE.45
Fire Captain/Paramedic	FIR.FTE.46
Firefighter/Paramedic	FIR.FTE.47
Battalion Chief	FIR.FTE.48

Transportation

Central Services

Lead Facilities Operations Specialist	CSV.FTE.01
Facilities Operations Specialist	CSV.FTE.02

Engineering

Engineering Manager	ENG.FTE.01
Engineering Project Manager	ENG.FTE.02
Engineering Project Manager	ENG.FTE.03
Engineer III	ENG.FTE.04
Engineer II	ENG.FTE.07
Engineer II	ENG.FTE.09
Engineer II	ENG.FTE.10
Senior Engineering Technician	ENG.FTE.11
Engineering Technician	ENG.FTE.12
Senior Administrative Support Assistant	ENG.FTE.13
Administrative Support Assistant II	ENG.FTE.14
Engineer I	ENG.FTE.15
Engineering Technician	ENG.FTE.16
Asset Management Coordinator	ENG.FTE.17

Streets

Public Works Operations Supervisor	STR.FTE.01
Lead Maintenance Worker	STR.FTE.02
Maintenance Worker I	STR.FTE.03
Senior Maintenance Worker	STR.FTE.04
Maintenance Worker II	STR.FTE.05
Maintenance Worker II	STR.FTE.06
Maintenance Worker I	STR.FTE.07
Maintenance Worker I	STR.FTE.08

Utilities

Engineering

Engineer II - Storm	ENG.FTE.05
Engineer II - W/S	ENG.FTE.06

Solid Waste

Lead Sanitation Worker	SAN.FTE.01
Sanitation Worker	SAN.FTE.02
Sanitation Worker	SAN.FTE.03
Sanitation Worker	SAN.FTE.04
Sanitation Worker	SAN.FTE.05

Storm Water

Maintenance Worker I	STM.FTE.02
Maintenance Worker II	STM.FTE.03
Lead Maintenance Worker	STM.FTE.04
Senior Maintenance Worker	STM.FTE.05

Wastewater Treatment

Operations Supervisor - Wastewater	WWT.FTE.01
Wastewater Treatment Plant Operator	WWT.FTE.02
Wastewater Treatment Plant Operator	WWT.FTE.03
Wastewater Treatment Plant Operator	WWT.FTE.04
Wastewater Treatment Plant Operator	WWT.FTE.05
Wastewater Treatment Plant Operator	WWT.FTE.06
Wastewater Treatment Plant Operator	WWT.FTE.07
Lead Wastewater Treatment Plant Operator	WWT.FTE.09

Water and Sewer

Public Works Director	WSW.FTE.01
Utilities Manager	WSW.FTE.02
Operations Supervisor - Water/Sewer	WSW.FTE.03
Senior Administrative Support Assistant	WSW.FTE.04
Lead Utility Maintenance Worker	WSW.FTE.05
Water Supply Operator	WSW.FTE.06
Senior Maintenance Worker	WSW.FTE.07
Senior Utility Maintenance Worker	WSW.FTE.08
Utility Maintenance Worker II	WSW.FTE.10
Utility Maintenance Worker II	WSW.FTE.11
Utility Maintenance Worker I	WSW.FTE.12
Utility Maintenance Worker II	WSW.FTE.13
Utility Maintenance Worker I	WSW.FTE.14
Utility Maintenance Worker I	WSW.FTE.15
Utility Maintenance Worker I	WSW.FTE.16
Utility Maintenance Worker I	WSW.FTE.17
Utility Maintenance Worker I	WSW.FTE.18
Utility Maintenance Worker I	WSW.FTE.19
Sewer Maintenance Worker	WSW.FTE.20
GIS Coordinator	WSW.FTE.21