



City Council Regular Meeting Agenda **Tuesday, September 05, 2023, 7:00 PM** **Council Chambers, 616 NE 4th AVE**

NOTE: The City welcomes public meeting citizen participation. TTY Relay Service: 711. In compliance with the ADA, if you need special assistance to participate in a meeting, contact the City Clerk's office at (360) 834-6864, 72 hours prior to the meeting so reasonable accommodations can be made (28 CFR 35.102-35.104 ADA Title 1)

To observe the meeting (no public comment ability) - go to www.cityofcamas.us/meetings and click "Watch Livestream" (left on page)

To participate in the meeting (able to public comment) - go to <https://zoom.us/j/86142615087> (public comments may be submitted to publiccomments@cityofcamas.us)

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENTS

This is the public's opportunity to comment about any item on the agenda, including items up for final Council action.

CONSENT AGENDA

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

1. [August 21, 2023 Camas City Council Regular and Workshop Meeting Minutes](#)
2. Automated Clearing House and Claim Checks Approved by Finance Committee
3. [Addendum to Agreement for School Resource Officer \(SRO\) Services \(Submitted by Tina Jones, Chief of Police\)](#)
4. [\\$66,852.27 Arroyo Cap II-1, LLC Park Impact Fee \(PIF\) Credits for CJ Dens Phase 1 T-3 Trail Construction \(Submitted by James Carothers, Engineering Manager\)](#)

NON-AGENDA ITEMS

5. Staff
6. Council

MAYOR

7. Mayor Announcements
8. [Constitution Week Proclamation](#)

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9. [National Hispanic Heritage Month Proclamation](#)
10. [Suicide Prevention Awareness Month Proclamation](#)

MEETING ITEMS

11. [Resolution 23-007 New Position in the Information Technology Department](#)
[Presenter: Jennifer Gorsuch, Administrative Services Director](#)
[Time Estimate: 5 minutes](#)

PUBLIC COMMENTS

CLOSE OF MEETING



City Council Workshop Minutes - Draft
Monday, August 21, 2023, 4:30 PM
Council Chambers, 616 NE 4th AVE

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

CALL TO ORDER

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

ROLL CALL

Present: Council Members Bonnie Carter, Don Chaney, and Jennifer Senescu

Remote: Council Members Tim Hein and Leslie Lewallen

Excused: Council Members Marilyn Boerke and John Nohr

Staff: Sydney Baker, Carrie Davis, Cliff Free, Jennifer Gorsuch, Cathy Huber Nickerson, Michelle Jackson, Tina Jones, Trang Lam, Robert Maul, Alan Peters, Doug Quinn, Bryan Rachal, Heidi Steffensen, Connie Urquhart, and Steve Wall

Press: No one from the press was present

PUBLIC COMMENTS

No one from the public wished to speak.

WORKSHOP TOPICS

1. New Position Description for the Information Technology Division
 Presenter: Jennifer Gorsuch, Administrative Services Director and Michelle Jackson, Information Technology Director

A resolution will be placed on the September 5, 2023 Regular Meeting Agenda for Council's consideration.

2. Goodwin & 28th Annexation – 10% Notice of Intent
 Presenter: Robert Maul, Planning Manager

This item was for Council's information only.

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

Lam commented about the Washington State Recreation and Conservation Office (RCO) maintenance grant and requested to submit an application on behalf of the City, Council agreed.

Quinn and Jones commented about filling the Parking Enforcement position.

COUNCIL COMMENTS AND REPORTS

Carter attended the Library Board of Trustees meeting and commented about the first day of school for the Camas School District, which is August 28, 2023.

Chaney thanked Chief Free for his response on the Clark Regional Emergency Services Agency (CRESA) citizen inquiry.

Senescu thanked Chief Free and Chief Jones. Senescu attended the Vampire Unicorn's ribbon-cutting and Movies in the Park and commented about the City Annex building and an upcoming meeting with Director Lam.

Lewallen thanked Chief Free and Chief Jones. Lewallen commented about an upcoming meeting with Director Lam and about the Camas School District going back to school.

Hein thanked Council Member Senescu for her efforts during Camas Days, thanked staff for their efforts on the North Shore Subarea project, and thanked Chief Free for his CRESA response. Hein commented about the Port of Camas Washougal not having a fireworks show next year and on the Ward Two Town Hall on Tuesday, September 12, 2023, at the Zellerbach Administrative Center at 5:30 p.m.

Hogan commented about the upcoming Joint Policy Advisory Committee (JPAC) meeting and will be attending the Ward Two Town Hall. Hogan thanked the Columbia River Economic Development Council (CREDC) for their efforts.

PUBLIC COMMENTS

No one from the public wished to speak.

CLOSE OF MEETING

The meeting closed at 5:08 p.m.



City Council Regular Meeting Minutes - Draft
Monday, August 21, 2023, 7:00 PM
Council Chambers, 616 NE 4th AVE

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

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Council Members Bonnie Carter, Don Chaney, and Jennifer Senescu

Remote: Council Members Tim Hein and Leslie Lewallen

Staff: Sydney Baker, Carrie Davis, Cliff Free, Jennifer Gorsuch, Cathy Huber Nickerson, Tina Jones, Trang Lam, Shawn MacPherson, Alan Peters, Doug Quinn, Bryan Rachal, Heidi Steffensen, Connie Urquhart, and Steve Wall

Press: No one from the press was present

PUBLIC COMMENTS

No one from the public wished to speak.

CONSENT AGENDA

1. Camas City Council August 7, 2023 Workshop and Regular Meeting Minutes Approval
2. \$1,102,858.14 Automated Clearing House 700072-700086 and Claim Checks 155354-155495
3. Final Plat Approval for Thrive at Green Mountain Subdivision.
(Submitted by Lauren Hollenback, Senior Planner)

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

NON-AGENDA ITEMS

4. Staff

MacPherson commented that Assistant City Attorney, Kelly Hickok, was sworn into the Washington State Bar.

5. Council

Chaney commented on the current burn ban in Camas and Washougal.

Hein commented on the Ward Two Town Hall on September 12, 2023, at the Zellerbach Administrative Center at 5:30 p.m.

MAYOR

6. Mayor Announcements

Hogan commented on the Ward Two Town Hall.

7. Legislative Committee Council Appointments

It was moved by Carter, and seconded, to approve the Legislative Committee Council Appointments. The motion carried unanimously.

MEETING ITEMS

There were no meeting items.

PUBLIC COMMENTS

No one from the public wished to speak.

CLOSE OF MEETING

The meeting closed at 7:05 p.m.

SECOND ADDENDUM TO INTER-LOCAL AGREEMENT

THIS ADDENDUM TO INTER-LOCAL AGREEMENT made this day by and between the CITY OF CAMAS, a municipal corporation organized under the laws of the State of Washington, hereinafter referred to as “City”, and CAMAS SCHOOL DISTRICT NO. 117, a municipal corporation organized under the laws of the State of Washington, hereinafter referred to as “School District”,

WHEREAS, City and School District entered into that certain Inter-Local Agreement dated January 24, 2000, and recorded with the Clark County Auditor on February 16, 2000, under Auditor's File No. 3195079, relating to the training and staffing of a school resource officer; and

WHEREAS, both parties have determined that there is a need for additional campus security, with a revised allocation of the expense thereto; and

WHEREAS, in 2023, the School District faced a drop in revenue that forced reductions to be made in their operating budget. The City, finding a benefit in maintaining the SRO program, agreed to negotiate a new financial arrangement with the School District.

WHEREAS, the parties desire to enter into an addendum to the Inter-Local Agreement pursuant to RCW 39.34 Revised Code of Washington, the Inter-local Cooperation Act, to accomplish the objectives set forth herein.

Now, wherefore, in consideration of the mutual covenants and conditions contained herein, the Inter-local Agreement dated January 24, 2000, is hereby amended in the following respects:

I

Section I of the Inter-local Agreement is hereby revised to provide as follows:

Purpose: The purpose of this agreement is to establish the responsibilities of the City and the School District for the training and staffing of two school resource officers to respond to the need for general campus security assistance during each regular school day and for other duties as may be prescribed by the City.

II

Section V of the Inter-local Agreement is hereby amended to provide as follows:

Financing: The school resource officers to be trained and staffed pursuant to this agreement

will be financed pursuant to a cost sharing formula which shall include the costs of school resource officer specific training and all salary and benefit expenses, to be allocated as follows:

- A. The city shall pay 50% of all associated expenses related to each school resource officer.
- B. The School District shall pay 50% of all associated expenses for each school resource officer.

The City of Camas Finance Department shall invoice the School District on a schedule to be established with the School District's Chief Financial Officer for the expenses outlined in this Section.

III

Except as specifically set forth herein, the terms of the Inter-local Agreement dated January 24, 2000, shall remain in full force and effect. This agreement shall be effective upon signing by the respective parties hereto, and shall be filed according to law or, alternatively, listed by subject on a public agency's website or other electronically retrievable public source.

DATED this ____ day of _____, 2023.

CITY OF CAMAS

CAMAS SCHOOL DISTRICT NO. 117

By: _____
Mayor

By: _____
Superintendent

ATTEST: _____
Clerk



Staff Report – Consent Agenda

September 5, 2023 Council Regular Meeting

ADDENDUM TO AGREEMENT FOR SRO SERVICES (Submitted by Tina Jones, Chief of Police)

Phone	Email
360.817.1502	tjones@cityofcamas.us

BACKGROUND:

Camas Police Department and the Camas School District have a lengthy history of partnership with the School Resource Officer program. Recently, the CSD has encountered a funding gap requiring reductions in services. One of the considerations was to cut the SRO program from two officers to one for the upcoming school year. Both the City and the School District recognized the benefit of the SRO program and proposed to amend the cost-sharing structure for the program.

SUMMARY:

Attached is the Second Addendum to the Inter-local Agreement between the City and School District for the SRO funding.

The changes are outlined in section two. The previous agreement included a cost-sharing formula of 75% funded by the School and 25% funded by the City. The proposed amendment shifts the cost sharing to 50% covered by each party. There are no other changes to the agreement.

BENEFITS TO THE COMMUNITY:

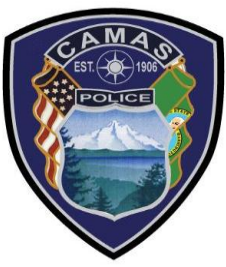
Maintaining two SROs in the schools allows for increased safety for Camas children and school staff. Additionally, it maintains positive working relationships with school attendees, parents, and school personnel. The SROs are most familiar with the school attendees, staff, and the campuses are best suited to address calls for services and emergencies that arise within or near the schools.

POTENTIAL CHALLENGES:

The City will have increased unbudgeted expense to the General Fund of approximately \$50-60,000. This agreement also has to be considered by the Camas School Board for adoption.

BUDGET IMPACT: See above in challenges section.

RECOMMENDATION: Recommend Council approve addendum as attached.



Camas Police Department School Resource Officer Program

Item 3.

History

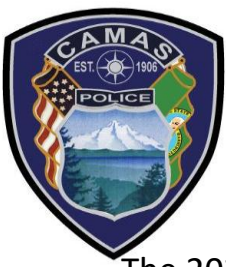
The Camas Police Department has assigned Officers to the School Resource Officer program for over 20 years. In 2020, there was an increase from 1 to 2 assigned School Resource Officers to better serve the needs of this critical part of our community. There are currently about 1,000 staff and 7,000 students in the Camas school system. The SRO program provides public safety service to this significant demographic in our community.

Officer Brent Mayhugh has been assigned to the SRO program since September 2020. Officer Henry Scott has been assigned to the SRO program since 2022.



2023 Overview

In the 2022-2023 school year, the Camas Police Department had two School Resource Officers assigned. The Officers rotate coverage a month at a time with one covering Camas High School and one covering the other schools. This allows for increased relationship building and familiarity with staff, students, parents and campuses for all schools.



Camas Police Department School Resource Officer Program

Item 3.

The 2022-2023 school year SRO activities included the following types of outreach:

- Greeting students and staff
- Engaging students during lunch time
- Participating in Police Activity League events
- Engaging in Parent Teacher Association events
- Talking with students about career opportunities
- Education about safety and laws
- Participating in school safety meetings
- School zone traffic enforcement
- School assembly on cross walk and bike safety
- Attending school events

The Officers also took calls and conducted follow-up in the following areas:

- Mental Health related issues and suicidal thoughts/actions
- Unsafe home conditions including domestic violence
- Follow-up to concerns from Principals and other school staff, parents, and students
- Medical issue-assisted and contacted EMS
- After school activities including fights, fireworks, and graffiti
- Threats
- Social media posts related to school and student safety
- Other criminal activity where students were a witness or victim
- Drug use/dealing
- Nude photograph taking/sharing
- Runaways

The SRO program continues to add valuable public safety services to our school community and our Officers are invested in keeping our schools safe for all.



Application Form for Impact Fee Credit

Impact Fee Credit Applying for:

- ☐ Traffic Impact Fee
 ☐ Fire Impact Fee
 ☐ School Impact Fee
☐ Open Space Impact Fee
 ☒ Parks Impact Fee
☐ Water System Development Charge
 ☐ Sewer System Development Charge

Company Name: Arroyo Cap II-1, LLC Work Phone: (949) 272-1172
 Contact Name: Jeffrey Brouelette
 Address: 18575 Jamboree Road, Suite S-350
 City: Irvine State: CA Zip: 92612 Fax: N/A
 E-mail Address: Jbrouelette@arroyocapital.com

Associated Development Proposal:

CJ Dens Phase 1, 71 lot subdivision including T-3 North Shore Trail Construction

Case Number: SUB20-02 Parcel Number: 177906-000
 Site Address: 4680 N Elk Drive, Camas, WA 98607

Location of Request:

Address of Location: 4680 N Elk Drive, Camas, WA 98607
 Intersection from: Within Tract A and B of CJ Dens Phase 1 Final Plat Intersection to: _____
 Amount of Credit Requested: \$66,852.27

The undersigned hereby certifies that this application has been made with the consent of the lawful property owner(s) and that all information submitted with this application is complete and correct. False statements, error, and/or omissions may be sufficient cause for denial of the request.

Printed Name: Jeffrey Brouelette

Applicant Signature: Jeff Brouelette@arroyocapital.com Date: 08-22-2023
DocuSigned by: 3DE9E8CFBBA5490...

For Office Use Only:

- ☐ Approved
☐ Disapproved Signature: _____ Date: _____

CJ Dens Ph. 1 aka Lacamas Hills Ph. 1 PIF Credit Calculation
August 2023

Trail T-3 - Trail segment located within Tract A			Dec. 2014 PROS Plan
A	Length (LF)	13,200	Parks Impact Fee Update, Sept 2018 (T-3 North Shore Trail Development)
B	Cost	\$1,250,000.00	Parks Impact Fee Update, Sept 2018 (T-3 North Shore Trail Development)
C	Cost/LF	\$94.70	B/A
D	City Calculated Maximum Park Impact Fee	\$15,210.00	Parks Impact Fee Update, Sept 2018, P. 11
E	City Adopted Park Impact Fee	\$4,500.00	Res No. 18-011
F	Percent Adopted to Max Allowable	29.6%	E/D
G	Reduced Cost/LF for adopted PIF	\$28.02	C*F
Inflation based on PIF Increase			
H	Adopted PIF	\$4,500.00	Res No. 18-011
I	Current PIF	\$5,801.00	2023 PIF Amount
J	Increase (%)	28.9%	(I-H)/H
K	Inflated Cost/LF	\$36.12	G*J
L	Length (LF) of Trail constructed with Phase 1	1,851.00	Length based on field measurements
M	<u>Total PIF Credit Available</u>	<u>\$66,852.27</u>	L*K; PIF Credit = LF of trail constructed * Inflated Cost/LF

APPENDIX A: PROJECT LIST

Project Title	Park Type	Project Cost	Development Cost	Acquisition Cost	Acres/ Miles	Project Type
Goodwin Trailhead expansion	Open Space	\$480,000	\$480,000	\$0	1.5	Land development
Parks Land Purchase	Neighborhood Park	\$200,000	\$0	\$200,000		Land acquisition
Fallen Leaf Master Plan	Special Use/Community Park	\$40,000	\$0	\$0		Neither
Coopers View Park Development	Neighborhood Park	\$575,000	\$575,000	\$0	2.5	Land development
Crown Park Master Plan	Neighborhood Park	\$150,000	\$0	\$0		Neither
Open Space Resource Assessment	Open Space	\$100,000	\$0	\$0		Neither
Pitts Property Demo	Neighborhood Park	\$25,000	\$0	\$0	3	Neither
Dog Park acq	Special Use/Community Park	\$250,000	\$0	\$250,000	5.5	Land acquisition
PROS Comprehensive Plan Update		\$85,000	\$0	\$0	0	Neither
NP 16 North Shore dev	Neighborhood Park	\$1,500,000	\$1,500,000	\$0	14	Land development
NP 16 North Shore acq	Neighborhood Park	\$1,500,000	\$0	\$1,500,000	14	Land acquisition
Mill Ditch Trail	Trails	\$1,225,000	\$1,225,000	\$0	1	Land development
Wildlife League Acq/clean-up/dev	Open Space	\$2,500,000	\$2,500,000	\$0	10	Land development
North Shore Acq Project	Open Space	\$8,800,000	\$0	\$8,800,000	85	Land acquisition
NP 1 acq	Neighborhood Park	\$1,500,000	\$0	\$1,500,000	7.5	Land acquisition
NP 1 dev	Neighborhood Park	\$1,875,000	\$1,875,000	\$0	7.5	Land development
T-3 North Shore trail development	Trails	\$1,250,000	\$1,250,000	\$0	2.5	Land development
T-1 Trail Development	Trails	\$100,000	\$100,000	\$0	0.5	Land development

PIF Update P. 11

	Residents per Dwelling Unit	Current PIF	Calculated PIF (Current LOS)	Calculated PIF (Realized LOS w/o/Existing Component Fee)	Calculated PIF (Realized LOS w/Existing Component Fee)
Dwelling Unit	2.94	\$2,290	\$9,919	\$14,104	\$15,210
Accessory Dwelling Unit (Interior)	0.74	\$573	\$2,480	\$3,526	\$3,802
Accessory Dwelling Unit (Exterior)	0.74	\$802	\$3,472	\$4,937	\$5,323

Source: Previous Tables, US Census

B. RECOMMENDED PIF

The three LOS scenarios explained in this report produce different maximum defensible PIFs. We recommend that Camas adopt the realized LOS maximum defensible PIF. The reasoning behind this is Camas can adopt a PIF below the maximum defensible, but not above. Establishing the maximum allowable PIF will allow Camas to most fully recover the cost of providing parks for future users.



CJ Dens Ph. 1 aka Lacamas Hills

Item 4.



Legend

 Taxlots



Notes:

752.3 0 376.17 752.3 Feet

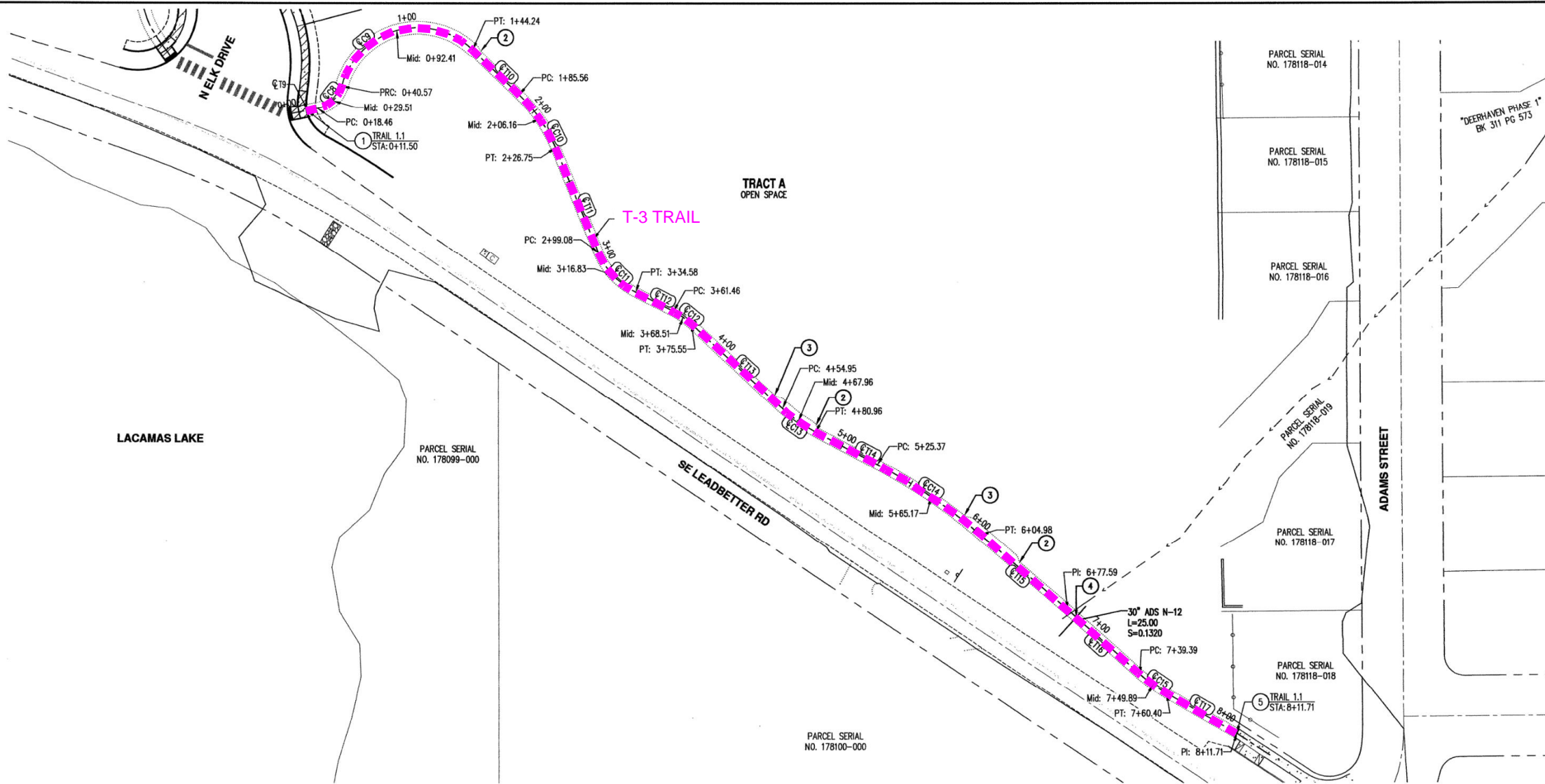
WGS_1984_Web_Mercator_Auxiliary_Sphere
Clark County, WA. GIS - <http://gis.clark.wa.gov>

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





AKS DRAWING FILE: 5504 C100 TRLDING LAYOUT: C107

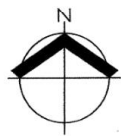


TANGENT TABLE		
LINE #	LENGTH	DIRECTION
E19	18.46	N78° 18' 28"E
E110	41.32	S46° 14' 29"E
E111	72.32	S22° 38' 22"E
E112	26.88	S63° 19' 40"E
E113	79.40	S47° 10' 44"E
E114	44.41	S62° 04' 58"E
E115	72.61	S49° 03' 03"E
E116	61.80	S47° 59' 06"E
E117	51.31	S60° 01' 30"E

CURVE TABLE: ALIGNMENTS					
CURVE #	RADIUS	LENGTH	DELTA	CHORD	CHORD DIRECTION
E108	20.00	22.11	63°21'02"	21.00	N46° 37' 58"E
E109	50.00	103.67	118°48'04"	86.07	N74° 21' 29"E
E110	100.00	41.19	23°36'07"	40.90	S34° 26' 25"E
E111	50.00	35.51	40°41'18"	34.77	S42° 59' 01"E
E112	50.00	14.09	16°08'56"	14.05	S55° 15' 12"E
E113	100.00	26.01	14°54'14"	25.94	S54° 37' 51"E
E114	350.00	79.61	13°01'55"	79.44	S55° 34' 00"E
E115	100.00	21.01	12°02'24"	20.98	S54° 00' 18"E

AS-BUILT DISCLAIMER

AS-BUILT INFORMATION IS BASED ON A COMBINATION OF FIELD SURVEY INFORMATION, SPOT INSPECTION INFORMATION, AND CONTRACTOR-PROVIDED INFORMATION. THE ENGINEER ONLY CERTIFIES INFORMATION WHICH COULD BE FIELD-VERIFIED AFTER CONSTRUCTION WAS COMPLETED.



SCALE: 1" = 40' FEET
ORIGINAL PAGE SIZE: 24" x 36"

GENERAL NOTES

- ALL CURBS SHALL BE TRAFFIC CURB AND GUTTER PER CITY OF CAMAS DETAIL S77, SHEET C150, UNLESS OTHERWISE NOTED.
- CONTRACTOR SHALL NOTIFY PROJECT ENGINEER, SURVEYOR, AND CITY INSPECTOR AFTER STRING LINE IS IN PLACE AND BEFORE CURB IS POURED TO CHECK CURB GRADE.
- MINIMUM ADA STANDARDS ON ACCESSIBLE ROUTE INCLUDE:
 - NO RAMP SHALL EXCEED 8.0% SLOPE UNLESS OTHERWISE CONSTRUCTED TO MEET STANDARD NOTES & DETAIL F-40.14-03 AND S124 ON SHEET C151 (MAX 15' LENGTH AND TO BE FLAT AS FEASIBLE). SEE SHEETS C110-C112 FOR RAMP DETAILS AND SPOT ELEVATIONS.
 - MAXIMUM SLOPE IN ANY DIRECTION ON LANDING IS 1.8%.
- SIGHT DISTANCE TRIANGLES ARE SHOWN ON THE SIGNAGE AND STRIPING PLAN, SHEET C120.

CONSTRUCTION KEYED NOTES

- BEGIN 8' TRAIL. CONSTRUCT GRAVEL TRAIL PER SECTION, SHEET C152.
- END 8' WIDE PATH, BEGIN 6' TRANSITION TO 6' PATH. SEE TRANSITION DETAIL, SHEET C108.
- END 6' WIDE PATH, BEGIN 6' TRANSITION TO 8' PATH. SEE TRANSITION DETAIL, SHEET C108.
- INSTALL 30" N-12 CULVERT WITH BEVELED END PER DETAIL B-70.20-00, SEE SHEET C253.
- END TRAIL. MATCH INTO EXISTING SIDEWALK.

APPROVED

The approval of the plans and specifications shall not prevent the City Engineer from thereafter requiring the correction of errors in said plans and specifications or from preventing construction operations being carried on thereunder when in violation of applicable codes or any other ordinance of the City of Camas.

Camas Public Works Department Checked By: AA Date: 4/4/2022

AS-BUILT

TRAIL 1.1 PLAN
AND PROFILE

DESIGNED BY: CJS
DRAWN BY: JRF
MANAGED BY: JMM
CHECKED BY: JMM



REVISIONS

JOB NUMBER
5504

SHEET

C107

18

AKS
AKS ENGINEERING & FORESTRY, LLC
9600 NE 126TH AVE, STE 2320
VANCOUVER, WA 98682
360.882.0419
WWW.AKS-ENG.COM

Item 4.

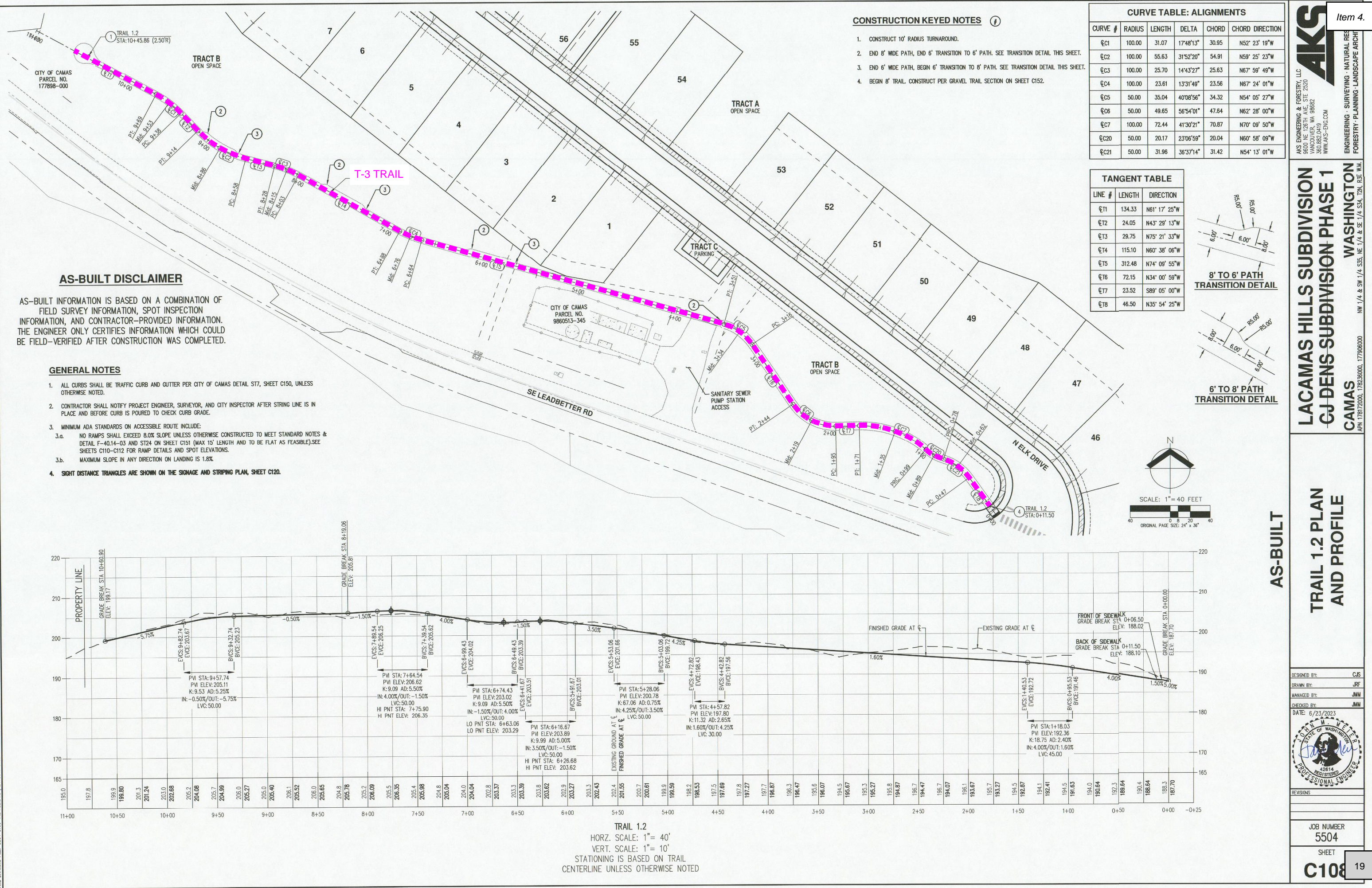
ENGINEERING - SURVEYING - NATURAL RESOURCES
FORESTRY - PLANNING - LANDSCAPE ARCHITECTURE

LACAMAS HILLS SUBDIVISION
CJ-DENS SUBDIVISION PHASE 1

CAMAS WASHINGTON

APN 178172000, 178256000, 177906000
NW 1/4 & SW 1/4 S35, NE 1/4 & SE 1/4 S34, T2N, R3E, W1A

AKS DRAWING FILE: 5504 C100 TRAIL 1.2 PLAN AND PROFILE



CONSTRUCTION KEYED NOTES

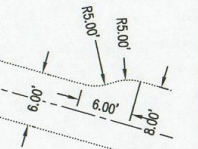
- 1. CONSTRUCT 10' RADIUS TURNAROUND.
- 2. END 8' WIDE PATH, END 6' TRANSITION TO 6' PATH. SEE TRANSITION DETAIL THIS SHEET.
- 3. END 6' WIDE PATH, BEGIN 6' TRANSITION TO 8' PATH. SEE TRANSITION DETAIL THIS SHEET.
- 4. BEGIN 8' TRAIL. CONSTRUCT PER GRAVEL TRAIL SECTION ON SHEET C152.

CURVE TABLE: ALIGNMENTS

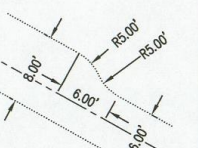
CURVE #	RADIUS	LENGTH	DELTA	CHORD	CHORD DIRECTION
Q1	100.00	31.07	17°48'13"	30.95	N52° 23' 19"W
Q2	100.00	55.63	31°52'20"	54.91	N59° 25' 23"W
Q3	100.00	25.70	14°43'27"	25.63	N67° 59' 49"W
Q4	100.00	23.61	13°31'49"	23.56	N67° 24' 01"W
Q5	50.00	35.04	40°08'56"	34.32	N54° 05' 27"W
Q6	50.00	49.65	56°54'01"	47.64	N62° 28' 00"W
Q7	100.00	72.44	41°30'21"	70.87	N70° 09' 50"W
Q20	50.00	20.17	23°06'59"	20.04	N60° 08' 09"W
Q21	50.00	31.96	36°37'14"	31.42	N54° 13' 01"W

TANGENT TABLE

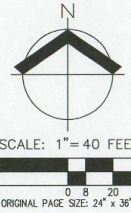
LINE #	LENGTH	DIRECTION
Q1	134.33	N61° 17' 25"W
Q2	24.05	N43° 29' 13"W
Q3	29.75	N75° 21' 33"W
Q4	115.10	N60° 38' 06"W
Q5	312.48	N74° 09' 55"W
Q6	72.15	N34° 00' 59"W
Q7	23.52	S89° 05' 00"W
Q8	46.50	N35° 54' 25"W



8' TO 6' PATH
TRANSITION DETAIL



6' TO 8' PATH
TRANSITION DETAIL



AS-BUILT

TRAIL 1.2 PLAN
AND PROFILE

DESIGNED BY: CJS
DRAWN BY: JRF
MANAGED BY: JMW
CHECKED BY: JMW
DATE: 6/23/2023

STATE OF WASHINGTON
JUL 2 2023
REGISTERED
PROFESSIONAL ENGINEER

JOB NUMBER
5504

SHEET
C100

19

AKS
ENGINEERING & FORESTRY, LLC
9600 NE 126TH AVE. STE 2520
VANCOUVER, WA 98082
360.882.0419
WWW.AKS-ENG.COM

Item 4.

LACAMAS HILLS SUBDIVISION
CJ DENS SUBDIVISION PHASE 1
WASHINGTON
CAMAS

ENGINEERING - SURVEYING - NATURAL RES
FORESTRY - PLANNING - LANDSCAPE ARCH

NW 1/4 & SW 1/4 S35, NE 1/4 & SE 1/4 S34, T2N, R5E W4.

APN 178172000, 178236000, 177960000

AS-BUILT DISCLAIMER

AS-BUILT INFORMATION IS BASED ON A COMBINATION OF FIELD SURVEY INFORMATION, SPOT INSPECTION INFORMATION, AND CONTRACTOR-PROVIDED INFORMATION. THE ENGINEER ONLY CERTIFIES INFORMATION WHICH COULD BE FIELD-VERIFIED AFTER CONSTRUCTION WAS COMPLETED.

GENERAL NOTES

- 1. ALL CURBS SHALL BE TRAFFIC CURB AND GUTTER PER CITY OF CAMAS DETAIL ST7, SHEET C150, UNLESS OTHERWISE NOTED.
- 2. CONTRACTOR SHALL NOTIFY PROJECT ENGINEER, SURVEYOR, AND CITY INSPECTOR AFTER STRING LINE IS IN PLACE AND BEFORE CURB IS POURED TO CHECK CURB GRADE.
- 3. MINIMUM ADA STANDARDS ON ACCESSIBLE ROUTE INCLUDE:
 - 3.a. NO RAMPS SHALL EXCEED 8.0% SLOPE UNLESS OTHERWISE CONSTRUCTED TO MEET STANDARD NOTES & DETAIL F-40.14-03 AND ST24 ON SHEET C151 (MAX 15' LENGTH AND TO BE FLAT AS FEASIBLE). SEE SHEETS C110-C112 FOR RAMP DETAILS AND SPOT ELEVATIONS.
 - 3.b. MAXIMUM SLOPE IN ANY DIRECTION ON LANDING IS 1.8%.
- 4. SIGHT DISTANCE TRIANGLES ARE SHOWN ON THE SIGNAGE AND STRIPING PLAN, SHEET C120.

~ PROCLAMATION ~

WHEREAS, the Constitution of the United States of America, the guardian of our liberties, embodies the principles of limited government in a Republic dedicated to rule by law; and

WHEREAS, September 17, 2023, marks the 236th anniversary of the framing of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, it is fitting and proper to accord official recognition to this magnificent document and its memorable anniversary and to the patriotic celebrations which will commemorate the occasion; and

WHEREAS, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through September 23 as Constitution Week;

NOW, THEREFORE, I, Steve Hogan, Mayor of the City of Camas, in the State of Washington, do hereby proclaim September 17 through September 23, as

“Constitution Week”

in the City of Camas and encourage all citizens to join me in this special observance.



In witness whereof, I have set my hand and caused the seal of the City of Camas to be affixed this 5th day of September 2023.

Steve Hogan, Mayor

~ PROCLAMATION ~

WHEREAS, National Hispanic Heritage Month celebrates the Hispanic community, highlights its countless achievements, represents the significant and fast-growing demographic in Clark County and across the country; and

WHEREAS, the observation began in 1968 as National Hispanic Heritage Week under President Lyndon B. Johnson and was enacted into federal law on August 17, 1988, calling upon all the people of the United States to observe this time with ceremonies, activities, programs; and

WHEREAS, many Hispanic Americans trace their roots to the cultures of the indigenous peoples of the Americas, including the Arawaks, the Aztecs, the Incas, the Mayans, and the Tainos, some trace their roots to the Spanish explorers, or to the Africans who were brought as slaves to the New World, and now serve as Civil Rights leaders, politicians, military service members, educators, first responders, pioneers of science, and public servants for our country; and

WHEREAS, September 15 through October 15 is recognized as National Hispanic Heritage Month, which is a time to honor the invaluable ways Hispanics and Latinos contribute to our common goals, celebrate their diverse cultures, and work towards a stronger, more inclusive, and more prosperous society for all; and

WHEREAS, Hispanics have enhanced and shaped our national character with centuries-old traditions that reflect the multi-ethnic and multicultural customs of their communities while adding their own distinct and dynamic perspectives to the story of our country,

NOW THEREFORE, I, Steve Hogan, Mayor of the City of Camas, do hereby proclaim September 15 through October 15, 2023 as:

“National Hispanic Heritage Month”

in the City of Camas and call upon all our residents to recognize this observance.



In witness whereof, I have set my hand and caused the seal of the City of Camas to be affixed this 5th day of September 2023.

Steve Hogan, Mayor

~ PROCLAMATION ~

WHEREAS, September is nationally recognized as suicide prevention month; and

WHEREAS, in the United States, one person dies by suicide every 11 minutes; and

WHEREAS, in the United States, suicide is the second leading cause of death for ages 10-14 and 25-34; and

WHEREAS, In Washington State, forty percent of all deaths in youth aged between 15 and 24 were attributed to suicide; and

WHEREAS, support of mental wellness efforts, education on suicide prevention, and promotion of accessible resources for help can reduce suicide within our youth and community; and

WHEREAS, all citizens can take part in preventing suicide by promoting mental well-being and contributing to a culture where individuals are supported and accepted for who they are and where it is okay to ask for help;

NOW, THEREFORE, I, Steve Hogan, Mayor of the City of Camas, do hereby proclaim September 2023, as:

“Suicide Prevention Awareness Month”

in the City of Camas and encourage citizens and businesses to support mental wellness efforts and become educated about suicide prevention, as well as promote accessible resources, to unite against the tragedy of suicide and cultivate a healthier environment for our community.



In witness whereof, I have set my hand and caused the seal of the City of Camas to be affixed this 5th day of September 2023.

Steve Hogan, Mayor



Staff Report

September 5, 2023 Council Regular Meeting

Resolution 23-007 New Position in the Information Technology Department

Presenter: Jennifer Gorsuch, Administrative Services Director

Time Estimate: 5 minutes

Phone	Email
360.817.7013	jgorsuch@cityofcamas.us

BACKGROUND: At the August 21 Workshop, staff presented a proposed new position for the Information Technology department titled System Administrator. This position is included in the 2023-2024 biennial budget and no funds are being requested. This position will be in the CPEA bargaining group and the parties have agreed on the duties and salary presented.

SUMMARY:

A dedicated System Administrator plays an instrumental role in fortifying our defenses, diligently monitoring systems, implementing proactive security protocols, and promptly addressing any potential breaches. This will safeguard sensitive information, mitigate risks, and uphold the public's trust in our digital operations. Furthermore, as we continue work on the implementation of the Tyler system and the transition to Microsoft 365, the continued demands placed on the City's IT staff and necessary projects continue to increase.

At a time that is defined by increasing cyber threats and data vulnerabilities, bolstering our city's cybersecurity infrastructure remains paramount. By dedicating a role to the critical functions of cybersecurity, system support/maintenance, and technology projects, we are demonstrating our commitment to prudent governance and the safeguarding of city resources. This position will help the city ensure that we are prepared to navigate the continually evolving technological landscape.

BUDGET IMPACT: This position was included in the 2023-2024 adopted budget and no additional funding is requested.

RECOMMENDATION: Staff recommends Resolution 23-007 be adopted by Council.

RESOLUTION NO. 23-007

A RESOLUTION creating a new position within the
Information Technology department.

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

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There is hereby created in the Information Technology Department a new position entitled Information Technology System Administrator. Such position shall be a union represented position in the CPEA bargaining unit and shall perform such duties as shall be outlined in any job description proscribed by the City, as may be revised from time to time. The position description and salary schedule are attached hereto as Exhibit "A" and shall be effective as of September 1, 2023.

PASSED BY the Council and approved by the Mayor this 5th day of September, 2023.

SIGNED: _____
Mayor

ATTEST: _____
Clerk

APPROVED as to form:

City Attorney

INFORMATION TECHNOLOGY SYSTEM ADMINISTRATOR

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

JOB OBJECTIVES

Under the general direction, the System Administrator's role is to manage, support, configure in-house and cloud software and systems. This individual also participates in the planning and implementation of IT security, policies, and procedures to ensure system provisioning and maintenance that is consistent with company goals, industry best practices, and regulatory requirements.

The System Administrator (SA) is responsible for the effective management, review, analysis, installation, upgrade, migration, and configuration of enterprise applications and systems. The SA needs to be able to diagnose and resolve problems quickly. They must have the ability to easily communicate technical concerns and solutions to many different people with varying degrees of technical knowledge as well as work with individuals in all departments to help solve their technical issues. They are also responsible for maintaining the organization's systems, including servers, testing server equipment, backup, and recovery of systems/servers, and protecting the organization's critical information as well as other processes. The SA reports to the Information Technology Director.

ESSENTIAL FUNCTION STATEMENTS

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

Analyzing, diagnosing, and resolving problems associated with server hardware and operating systems.

Provisioning, installation/configuration, operation, and performing the maintenance of systems hardware and related infrastructure, including servers, storage, and backup environments.

Install and upgrade server components and software, manage virtual servers, and integrate automation processes.

Configuration and providing support for enterprise applications (e.g., Exchange, Active Directory, M365)

Detecting, diagnosing, and reporting related problems to applicable software and system vendors and securing, installing, and testing the vendor supplied fixes.

Monitoring systems for security risks and ensuring IT security standards are being met across all systems.

Cybersecurity Implementation. Implement, and enforce cybersecurity policies and procedures to protect sensitive government data and information systems. Apply industry best practices, compliance requirements, and standards to mitigate security risks.

Perform security audits – e.g., CJS and requested technology audits.

Troubleshoot system hardware and software errors by running diagnostics, documenting problems and resolutions, prioritizing problems, and assessing impact of issues.

Engineering and provisioning, operations and support, maintenance and research and development to ensure continual innovation. Research & development, technical analysis, design, and provide recommendations.

Assist project teams with technical tasks and/or issues in all phases of the project lifecycle.

Define requirements, benefits, and technical strategy for systems.

Support of operations staff in acquiring technology, executing testing and implementing solutions

Support and/or perform operating system updates for systems.

Provide documentation and technical specifications to IT staff for planning and implementing new or upgrades of IT infrastructure related to systems.

Perform or delegate regular backup operations and implement appropriate processes for data protection, disaster recovery, and failover procedures.

Secures system by developing system access, monitoring, control and evaluation.

Perform network administration duties in the absence of other information technology staff.

AUXILIARY FUNCTION STATEMENTS

Other duties as assigned that support the overall objective of the position and goals of the department and the City of Camas as necessary or assigned by Director of Information Technology.

Provide backup assistance for the Network Administrator and System Analyst/Programmer as needed, ensuring uninterrupted operations of the IT systems.

Support the documentation efforts of the IT team by contributing to the creation and maintenance of technical documentation, guides, and knowledge bases.

Serve as backup support during critical incidents or emergencies, assisting primary responders and helping to resolve urgent technical issues.

Communicate upcoming changes to relevant stakeholders, including users, IT teams, and management. Provide clear information about the timing, expected impact, and any necessary actions.

QUALIFICATIONS:

Knowledge of:

Systems analysis and industry cyber security practices.

Advanced technical knowledge of virtual servers, Windows, and SAN technologies.

In-depth understanding of enterprise applications/systems, hardware; monitoring and maintenance of systems.

Report preparation, research methods.

Executing organizational policies for the use of technical systems and network by configuring City cyber security policies for users and taking care of identity management.

On premise/cloud server storage solutions including Dell, HP, and Microsoft.
Experience in administrating and configuring enterprise M365 environment.
Various backup and monitoring solutions.
Scripting and automation tools such as PowerShell.
Windows Server, VM Ware, Print Services, HP Alletra storage solution, Synology.
Active Directory, DNS, WAN, DHCP and Group Policy administrator/user support.
In depth knowledge of current cyber security practices, software and monitoring.

Ability to:

Pass a pre-employment Criminal History Background Check.
Take care of user accounts, permissions, access rights, and storage allocations.
Offer technical support and troubleshoot any hardware and software problems related to server and storage devices.
Establish strong interpersonal and communication skills; use tact, patience, and courtesy when working with others.
Proactively solve problems, think innovatively, and thrive in an ever-evolving technology field.
Strong communication skills to collaborate with different teams and convey cybersecurity concepts to non-technical personnel.
Provide excellent customer service to City of Camas departments as well as peers in the department.
Work collaboratively and be a team player.

Education and Experience Guidelines

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

Education:

Equivalent to a Bachelor's degree in information technology, computer science or a related field.

Experience:

Five years as a System Administrator.

License

Possession of an appropriate, valid driver's license.
Microsoft Certified Solutions Associate (MCSA) or Microsoft Certified Solutions Expert (MCSE) certification from Microsoft for Windows Server 2012 – 2019.

PHYSICAL DEMANDS AND WORKING CONDITIONS

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

Environment: Office/field environment; exposure to computer screens

Mobility: Sitting for prolonged periods of time; extensive use of computer keyboard; must have the ability to perform the following: walking, climbing stairs, bending, crouching, and lifting of objects up to 60 pounds

Vision: Visual acuity to read computer screens.

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

Position							
	1	2	3	4	5	6	7
IT System Administrator	8449	8703	8964	9233	9510	9795	10089