



Parks and Recreation Commission Meeting Agenda Wednesday, December 08, 2021, 5:00 PM Zoom Meeting

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 -

1. Go to www.zoom.us and download the app or click "Join A Meeting" and use Meeting ID – 923 9874 7239
2. Or, from any device click <https://zoom.us/j/97041368727>

OPTION 2 - Join by phone (audio only):

1. Dial 877-853-5257 and enter meeting ID# 970 4136 8727

For Public Comment:

1. Click the raise hand icon in the app or by phone, hit *9 to "raise your hand"
2. Or, email to publiccomments@cityofcamas.us (400 word limit)

These will be entered into the meeting record. Emails received by one hour before the start of the meeting will be emailed to the Meeting Body prior to the meeting start time. During the meeting, the clerk will read aloud the submitter's name, the subject, and the date/time it was received. Emails will be accepted until 1 hour received after the meeting and will be emailed to the Meeting Body no later than the end of the next business day.

CALL TO ORDER

ROLL CALL

1. **Meeting Ground Rules: Listen With An Open Mind, Let Everyone Participate, Close Decisions, Identify Action Items & Follow Up, Show Up On Time & Come Prepared, Stay Mentally & Physically Present**

PUBLIC COMMENTS

APPROVAL OF MINUTES

2. [Approval of Minutes from Parks & Recreation Commission Retreat on Oct. 27, 2021](#)
[Presenter: Steve Lorenz, Chair](#)
[Time Estimate: 5 minutes](#)

MEETING ITEMS

3. **Parks & Recreation Vision & Mission - Finalize Statements**
Presenter: Trang Lam, Director of Parks and Recreation
Time Estimate: 10 Minutes
4. **PROS Plan - Draft Plan and Next Steps**
Presenter: Trang Lam, Director of Parks and Recreation
Time Estimate: 30 minutes
5. **Crown Park - Council Meeting Update & GP WWII Memorial**
Presenter: Trang Lam, Director of Parks and Recreation
Time Estimate: 20 Minutes
6. **Dog Park Site Tour**
Presenter: Steve Lorenz, Chair
Time Estimate: 10 minutes
7. **Sweetwater Concession**
Presenter: Trang Lam, Director of Parks and Recreation
Time Estimate: 10 minutes

PROJECT UPDATES

8. **Parks Updates**
Presenter: Trang Lam, Director of Parks & Recreation
Time Estimate: 10 minutes
9. **Public Works Updates**
Presenter: Steve Wall, Director of Public Works
Time Estimate: 10 minutes

OTHER ITEMS

10. **Commissioners Reports**
Presenter: Parks & Recreations Commission Members
Time Estimate: 30 minutes

ADJOURNMENT

CITY OF CAMAS PARKS AND RECREATION COMMISSION

RETREAT

When: October 27, 2021 4:00 to 8:00 p.m.

Where: Virtual Zoom meeting

Parks Commission Members: Jason Irving, David Dewey, Steve Lorenz, Cassi Marshall, Katy Daane, Brittany Grahn

Other Attendees: Trang Lam, Susan Palmer (City of Camas Parks and Rec); Shannon Roberts, Mayor Ellen Burton (City Council Liaisons); Steve Duh (Conservationtechnix)

Facilitators: Adrienne DeDona, Jeanne Lawson, Darren Cools (JLA Public Involvement)

Members of the public: Randy Curtis

MEETING SUMMARY

Welcome, Agenda Overview and Purpose

Steve Lorenz opened the meeting with a welcome and roll call. He reviewed the retreat purpose and agenda, stating that the meeting focus would be to:

- Establish an updated Parks and Recreation vision and mission statement.
- Review and discuss draft goals for the PROS Plan as informed by the community.
- Review and discuss a decision-making framework and process for making recommendations to staff on future policies and priorities.

Steve introduced Jeanne Lawson as one of the retreat facilitators. Jeanne introduced herself, Darren Cools and Adrienne DeDona with JLA Public Involvement. She then reviewed the meeting guidelines and tips for virtual meetings.

Adrienne asked the Commission and Council liaisons to introduce themselves and state why they joined the Commission and what they felt was the Commission's greatest accomplishment over the past couple of years. The following summarizes what was shared:

- Cassi Marshall – joined the Commission because she feels like the parks are one of the best amenities in Camas. What's special about them is they are free of cost to the public and are beautiful. Cassi felt like the acquisition of legacy lands, though led by staff, was one of the greatest accomplishments. Also, broadening the scope of the program beyond just physical parks to include volunteerism, trails and other assets.
- Steve Lorenz – has been on the Commission for about 20 years. He agreed that the legacy lands acquisition was the greatest accomplishment, noting that there is limited space in Camas proper. He said the legacy lands acquisition would provide park and open space for future generations. Steve added that he agreed the broader scope for

the program as an accomplishment and noted that the addition of Lacamas Lodge was an asset.

- Brittany Grahn – is newer to the Commission and has three young children. She’s invested in the community and has been impressed with Cassi’s work with the ivy league.
- David Dewey – loves Camas. He feels the beautiful, natural open space makes Camas unique. David believes this should be preserved and maximized for the utility of the region. David added that the legacy lands acquisition was a great accomplishment, including the Green Mountain transaction. He noted that one of the other great accomplishments was that the Commission is very in-tune with and representative of the community.
- Jason Irving – joined the Commission because it’s important for him to get outdoors. Plus, it provides a good outlet for his professional work. He felt like the cohesion of the Commission as a group was their greatest accomplishment.
- Katy Daane – felt that community involvement was important and she agrees that the Commission is connected with the community and respects their desires and needs through the improvement and growth of public spaces.
- Shannon Roberts – agreed that the legacy lands acquisition was the greatest accomplishment, including the addition of Lacamas Lodge. She feels the parks are important to provide space for the community to relax, unwind and relieve stress.
- Ellen Burton – felt the Commission’s civility, alignment and focus was their greatest accomplishment.



Graphic illustration of Commission accomplishments

Affirm Mission Statement

Adrienne provided some background and context for the purpose and definition of a mission and vision statement. She also shared the Commission’s feedback from a pre-retreat survey about their mission statement. Adrienne then shared a draft mission statement developed by parks staff and the facilitators based upon the Commission’s survey feedback. The following statement reflects the Commission’s discussion and input at the retreat related to the draft mission statement (red denotes revisions):

- Camas Parks and Recreation promotes a healthy and sustainable community by **listening and responding to the community’s needs and desires**, through protecting and preserving its natural spaces, ~~strengthening its~~ **to strengthen** ecological health, and developing **and maintaining** parks, trails and recreation programs that are welcoming for all.

Establish Vision Statement

Adrienne reviewed community input from the PROS Plan outreach related to community values and revisited the PROS Plan Goal Themes established based on this input. She also shared an illustration based on the key take-aways from the Commission’s input in the pre-retreat survey about their vision statement.

Adrienne shared two draft vision statement options developed by staff and the facilitators based upon the Commission’s feedback in the pre-retreat survey. She instructed the Commission to work in two small groups to discuss and finesse the vision statement options. They could either start from scratch and create a new vision statement or refine one of the options given to them. The following reflects the Commission’s discussion and input related to the vision statement (red denotes revisions):

- **We envision** Camas is **as an energetic a thriving, cohesive** community that **honors** enjoys a **unique** legacy of coordinated parks, trails, natural areas and diverse recreation opportunities **highlighted** ~~complemented~~ by our lakes, rivers and streams. Stewardship and thoughtful enhancement of these assets ensure a **safe**, healthy, active and balanced lifestyle for all.

Review and Discuss PROS Plan Goals

Steve Duh presented the PROS Plan Goal framework, functional areas and goal themes. He shared some of the feedback provided by the Commission through the pre-retreat survey and how staff will be incorporating that feedback into the action items within the Goals framework. Steve also shared the PROS Plan map that will be used to illustrate the extent of the existing parks system, how the system is distributed to

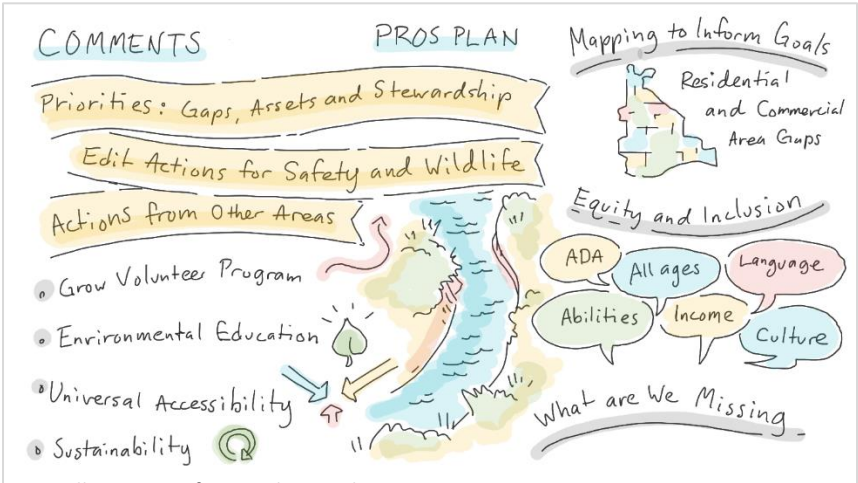


Illustration of PROS Plan Goals presentation

show accessibility to nearby residents and where gaps may be in order to target future investments.

Steve explained that some of the feedback received by the Commission in the pre-retreat survey indicated a need for a focus on equity. Steve explained that the Goal Theme “welcoming for all” was intended to capture a broad focus on equity from a systematic approach. The focus includes equitable distribution of recreation opportunities, removal of physical access barriers, providing for ADA & universal accessibility, providing for all ages – all abilities – all incomes, increasing signage & communications in other languages, considering needs of all cultures, etc.

Steve asked the group if they had any questions or comments. The following summarizes the feedback and comments:

- The PROS Plan map should consider topography as it relates to access. For example, some steep slopes may make nearby facilities inaccessible to some.
- Are operations and maintenance costs included in the Capital Facilities Plan? Would like to make sure that long-term maintenance costs are associated with the budget process.

Trang reviewed next steps and indicated that staff would come back to the Commission with the draft PROS Plan for review and recommendation prior to adoption by the Council. The Commission would have additional opportunities to provide feedback on the Goals and Actions at that time.

Decision-Making as a Unit

Jeanne introduced the purpose and intended outcome for establishing a decision-framework. Trang reviewed three illustrative decision-making examples based on the three functional areas identified in the PROS Plan Goal matrix (administrative, project and program, and policy). Trang outlined the process, steps involved and points where the Commission would weigh-in and offer guidance and recommendations for these examples.

Commissioners indicated their appreciation for the overview and context. Their questions focused on the commission’s role and responsibilities related to creating policies. Trang mentioned small group work could be used outside of regular commission meetings and/or working with a task force from the commission on specific efforts. Another question was brought up about advocacy and education of these efforts, and Trang supported Commissioners serving in an advocacy role if interested, such as using technology to disperse information or attending community meetings or presentations to share information and collect feedback.

Next Steps and Close

Adrienne reviewed the illustrations of the discussion from the retreat to recap the meeting, then asked the Commissioners to reflect on what they felt was most memorable or inspiring about the retreat. The following summarizes their feedback:

- Jason Irving – The decision process Trang shared about how the Commission is involved in decision-making. It would have been helpful to see when first came on the Commission to understand my role and how I fit in. It will be beneficial to new Commissioners when they come on.
- Cassi Marshall – Agreed with Jason and thanked Trang for bringing her expertise to the process. We are going to be much more impactful and effective moving forward

because of this decision process. What was most memorable from the meeting is the group, staff and Commission. There is a lot of heart and passion from the group for Parks and the community. We need the process to get anything done and it's a combination of process and heart.

- David – The framework is key and it's helpful in understanding how we fit in and how we are going to work together to get things done. What's most memorable is the discussion and the different perspectives we bring to the table, though we are all pulling together in the same direction to get things done.
- Brittany – The most memorable piece was during the visions statement breakout discussion. We didn't finish our vision statement, but we said we hoped the other group did because there was no doubt that we all share the same vision. We all want the same thing for the community. Thanked Trang for her expertise and what she brings to the table.
- Katy – The most memorable moment was listening to all the collective input from the Commission. It's inspiring to get to listen to the inputs, ideas and thoughts from others. It brings it all together for her to form a full understanding.
- Steve – Having Trang is a great addition. Her expertise can't be overstated. He thanked the facilitators. Steve felt the great effectiveness of the group was most memorable and how much they care about the community. He echoed the statements about the diverse backgrounds of the Commission, yet they come together as a group to make things better. Steve added that having a format and a matrix to hang ideas on from the Commission will help them get stuff done.

Steve indicated that staff would further refine the mission and vision statement as next steps to bring back the Commission for approval as well as further flesh out the PROS Plan.

Jason and Steve thanked the group for their time and participation and closed the meeting.

City of Camas

Introductions —

Reflect on your recent greatest accomplishment

CASSI:

Broader scope — more than physical parks



STEVE:

Legacy land acquisitions



OCTOBER 27 2021

PRC
RETREAT



BRITTANY:

Ivy league work



DAVID:

Land acquisitions and improvement — and community representation

JASON:

cohesive, respectful team



KATY:

Community involvement through respect improvement and growth of public spaces

Item 2.

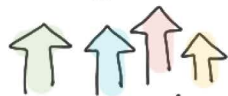
SHANNON:

Legacy lands, Lacamas Lodge, access to relaxing, stress-relieving places



ELLEN:

Civility, aligned on mission, united in purpose



PROS PLAN GOALS


GOAL THEMES

- Welcoming for All
- Stewardship
- Plan for & Fill Known Gaps
- Organizational Excellence

FUNCTIONAL AREAS


- Administrative
- Projects & Programs
- Policy

Organizational Excellence ↑↑

» How about listening/adjusting? 

» Maintaining parks and trails

» Beyond land - animals and plants

» Developing recreation programs 

» Evolving needs of community

Item 2.



PROS Plan Community Feedback

Themes:

Stewardship of Land, Parks, Programs

Welcoming for All 

Plan for and Fill Known Gaps

VISION STATEMENT



MISSION STATEMENT

Themes: Legacy Vibrant
Engage Sustainability Inclusive
Progressive Quality of Life Foster

COMMENTS

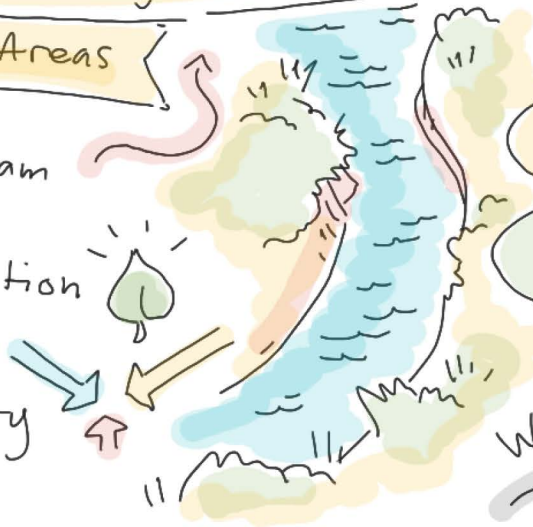
PROS PLAN

Priorities: Gaps, Assets and Stewardship

Edit Actions for Safety and Wildlife

Actions from Other Areas

- Grow Volunteer Program
- Environmental Education
- Universal Accessibility
- Sustainability



Mapping to Inform

Item 2.



Residential and Commercial Area Groups

Equity and Inclusion



What are We Missing