







CITY COUNCIL WORKSHOP MEETING AGENDA
Monday, October 21, 2019, 4:30 PM
City Hall, 616 NE 4th Ave

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC COMMENTS

IV. WORKSHOP TOPICS

- A. Downtown Camas Association (DCA) Update
Presenters: Caroline Mercury, DCA Board President and Randy Curtis, DCA Board Vice President
 [DCA Update](#)
- B. Camas Municipal Code Amendment - Move Parks and Recreation Commission Meeting Location
Presenter: Jerry Acheson, Parks and Recreation Manager
 [Ordinance Amending Section 2.28](#)
[Chapter 2.28 Parks & Recreation Commission Amendments](#)
- C. 2020 Community Development Block Grant (CDBG) Application
Presenter: James Carothers, Engineering Manager
 [CDBG Application Staff Report](#)
[CDBG Presentation](#)
- D. Community Development Miscellaneous and Updates
Details: This is a placeholder for miscellaneous or emergent items.
Presenter: Phil Bourquin, Community Development Director
- E. Public Works Miscellaneous and Updates
Details: This is a placeholder for miscellaneous or emergent items.
Presenter: Steve Wall, Public Works Director
- F. Camas Municipal Code Update - Sports and Recreation Equipment in Roadway
Presenter: Pete Capell, City Administrator
 [CMC Chapter 8.06.040 Public Nuisances](#)
[Draft Ordinance Amending CMC Chapter 8.06.040](#)
- G. City Administrator Miscellaneous Updates and Scheduling
Details: This is a placeholder for miscellaneous or scheduling items.
Presenter: Pete Capell, City Administrator

V. COUNCIL COMMENTS AND REPORTS

VI. PUBLIC COMMENTS

VII. ADJOURNMENT

NOTE: The City welcomes public meeting citizen participation. For accommodations; call 360.834.6864.



DCA Update to Council, October 2019

- **Organization**

- Upward
- DECA projects—All Paws on Deck and Prune Hill Marketing
- Volunteer hours so far this year
- Represented Camas at the Summer Main Street Leadership Meeting by presenting on Merchant Engagement

- **Promotion & Events**

- First Fridays continue going strong!
- Downtown Events recap—Plant & Garden Fair, Car Show, Picnic in Color, Vintage & Art Faire, Girls' Night Out
- Ghost Tours have all sold out!
- Coming up—Boo Bash this week, Wednesday from 3-5pm! Holiday Sip & Shop Nov 14th plus merchant shopping initiatives

- **Design**

- Thank you to the City for Maury! Flower baskets and landscaping were amazing!
- We painted the Downtown Camas welcome sign
- LED roofline lighting program
- Historic mill photo art collage
- Directional signs on corners
- Bench by Camas Hotel

- **Economic Vitality**

- Milestone Anniversaries showing economic health!
 - 10th anniversary for Camas Bikes, Navidi's Olive Oils, Naturally Healthy Pet, Wintzer Acupuncture and Camas Family Health (Dr. Darling's ownership).
 - 10th anniversary for Fuel and 5th year in downtown.
 - Camas Antiques 15th anniversary, Cake Happy 5 years
- Tommy O's back in Camas!!
- New owners at Camas Hotel, Camas Bike and Sport and Columbia Chiro
- Ribbon Cuttings this year: Norris Arts, Petal & Thorn, Pinnovate Spa, Jennifer Stebbing, Envyago, Body Bliss Yoga, Coventry Gardens, Columbia Chiro, and just recently Cedar Street Bagel Co, Core Industries, Electrical Panel—1st co-work space!
- Attic Gallery expanded their space and added frame shop
- Salon Magnolia expanded and added nail and aesthetic services
- Arktana has opened a second store in Felida
- New interior design business going in Post Record space called Juxtaposition
- Merchant financial education classes
- Private investment in downtown so far in 2019
- Please come to the Annual Downtown Awards Dinner on November 11th! It's the DCA's 10th Anniversary, too! **Cheers to 10 Years!**

ORDINANCE NO. _____

AN ORDINANCE amending certain provisions of Camas Municipal Code Chapter 2.28 relating to the Parks and Recreation Commission.

- I. Section 2.28.020 – Terms is hereby modified as follows:
Seven members of the Parks and Recreation Commission shall serve terms of three years, which terms shall be staggered so that at least two vacancies are appointed each year. No member shall receive compensation for serving on the Parks and Recreation Commission.
- II. Section 2.28.040–Officers-Quorum–Regular Meetings is hereby modified as follows:
The Parks and Recreation Commission shall annually elect a chairperson and vice chairperson to preside at its meeting. Four members of the Commission shall constitute a quorum for the transaction of business, and a majority of the commission shall be required to approve any action. The Parks and Recreation Commission shall have a regular monthly meeting on the fourth Wednesday of each month at five p.m. at City Hall.
- III. Section 2.28.050 (C) Duties and Responsibilities is hereby modified as follows:
To make recommendations to the city council regarding the planning and development of park lands and recreational facilities.
- IV. Section 2.28.050 (F) Duties and Responsibilities is hereby modified as follows:
To make recommendations to the city council regarding rules and regulations for use of the parks and recreation facilities.
- V. Section 2.28.050 (I) – Duties and Responsibilities is hereby repealed.

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 _____, 2019.

SIGNED:

Mayor

ATTEST:

Clerk

APPROVED as to form:

City Attorney

Chapter 2.28 - PARKS AND RECREATION COMMISSION

2.28.010 - Established—Appointment of commissioners.

- A. There is established a parks and recreation commission which shall consist of seven commissioners, appointed by the mayor and confirmed by a majority of the city council. All members of the parks and recreation commission shall be electors and residents of the city. If a commissioner ceases to be a resident of the city, his or her position on the commission shall terminate forthwith.
- B. One member of the city council shall be appointed as liaison to the parks and recreation commission in January of each year and shall serve a one-year term. The city administrator or his duly authorized designee shall serve as an ex officio member on the parks and recreation commission. Both the city administrator, or his duly authorized designee, and the council member shall serve without vote.

(Ord. 2142 § 1, 1997; Ord. 2120 § 1, 1997; Ord. 1929 § 1, 1993; Ord. 1717 § 1, 1989)

2.28.020 - Terms.

~~Eight~~ **Seven** members of the parks and recreation commission shall serve terms of three years, which terms shall be staggered so that at least two vacancies are appointed each year. No member shall receive compensation for serving on the parks and recreation commission.

(Ord. 1929 § 2, 1993; Ord. 1717 § 2, 1989)

2.28.030 - Vacancies.

Vacancies occurring otherwise than by expiration of term shall be filled for the remainder of the unexpired term in the same manner used for appointments to the parks and recreation commission.

(Ord. 1929 § 3, 1993; Ord. 1717 § 3, 1989)

2.28.040 - Officers—Quorum—Regular meetings.

The parks and recreation commission shall annually elect a chairperson and vice chairperson to preside at its meetings, ~~and a secretary who shall have charge of all records of such commission and shall keep accurate and complete minutes of the meetings thereof.~~ Four members of the commission shall constitute a quorum for the transaction of business, and a majority of the commission shall be required to approve any action. The parks and recreation commission shall have a regular monthly meeting on the fourth Wednesday of each month at five p.m., at ~~Lacamas Lake Lodge.~~ **City Hall**

(Ord. 1929 § 4, 1993; Ord. 1717 § 4, 1989)

(Ord. No. 2639, § I, 3-5-2012; [Ord. No. 16-008](#), § IV, 5-16-2016)

2.28.050 - Duties and responsibilities.

The parks and recreation commission shall have the following duties and responsibilities:

- A. To make recommendations biannually to the city council and other city departments with respect to the implementation and modification of the city comprehensive parks and recreation plan;
- B. To make recommendations to the city council regarding the acquisition of park lands;

- C. To make recommendations to the city council regarding the planning and development of park lands **and recreational facilities**.
- D. To review annually the budget for the planning, development, operation, maintenance, and capital improvements of parks and recreation facilities, and to make recommendations to the city council concerning such budget;
- E. To act as a research and fact-finding agency for the city, and in the conduct thereof to hold public meetings from time to time for the purpose of reviewing park and recreation programs, and to make such surveys, analyses, studies, and reports as may be necessary and appropriate;
- F. To make recommendations to the city council regarding rules and regulations for use of the parks and ~~the public~~ **recreational facilities**
- G. To hear complaints and mediate disputes concerning parks and recreation facilities;
- H. To formulate a recreational program for the residents of the city for the utilization of available parks, playgrounds, and recreational facilities, and to review such program annually;
- ~~I. To serve in an advisory capacity in the planning, development, operation, and management of the Camas community center.~~

(Ord. 1929 § 5, 1993: Ord. 1717 § 5, 1989)

([Ord. No. 16-008](#), § V, 5-16-2016)

2.28.060 - Annual report.

The parks and recreation commission shall present an annual report to the city council informing the council of its activities of the prior year and outlining future objectives and goals of the parks and recreation commission.

(Ord. 1929 § 6, 1993: 1717 § 6, 1989)



2020 Community Development Block Grant (CDBG) Application

October 21, 2019 Council Workshop

TITLE

Staff Contact	Phone	Email
James Carothers, Engineering Manager	360.817.7230	jcarothers@cityofcamas.us

BACKGROUND:

Community Development Block Grant (CDBG) is a funding opportunity originating from the U.S. Department of Housing and Urban Development (HUD). Funds are available through a competitive grant application process for a limited pool of available funds.

Eligibility is based on economic need as determined using information collected by the U.S. Census Bureau. Using data from the most recent U.S. Census, HUD determines the areas of the City in which projects receiving CDBG funding must be located.

Since 1985, Camas has secured 42 separate CDBG Grants totaling approximately \$6.5 million.

FINDINGS:

Staff evaluated six potential projects within the eligible areas in Camas. The projects were evaluated based on pavement condition, traffic volume, proximity to public spaces, and the amount of City funded work that will be included in the project scope. The City funded work counts as matching funds and increases the odds of the project receiving the grant.

Based on the above-mentioned evaluation criteria, staff finds that the section of NW 12th Avenue between Division Street and NW Benton Street is the best candidate for 2020 CDBG funding.

Staff recommends pursuit of CDBG Funding in the future for the other projects that were considered.

RECOMMENDATION:

The proposed project has an estimated total project cost is \$415,000 and will include reconstruction of damaged street and sidewalk, and replacement of an old, undersized water line.

Staff proposes to request CDBG Funding in the range of \$255,000, which will pay for all of the Street and Sidewalk Improvements. Matching funds paid by the City will include \$110,000 for Water Line Improvements and \$50,000 for Construction Management and Engineering. If successful, matching funds would be pulled from the Camas Water Utility Fund for the water main improvements. The majority of the Construction Management and Engineering costs would be for in house staffing with minor general fund expenditures.

The cost of the individual system components (including sales tax) are listed below:

- Street and Sidewalk Improvements \$255,000
- Water Line Improvements \$110,000
- Construction Management and Engineering \$ 50,000

TOTAL PROJECT COST: \$415,000

The first step in the grant funding process is the submittal of the pre-application due on October 31, 2019. Staff is seeking consensus from Council to submit the pre-application material for this project.

A public hearing at a future Council Meeting is required to provide a formal opportunity for public input on the proposal. To be eligible for funding, staff recommends that this hearing occur at the Council Meeting scheduled for November 18, 2019. Public Works Staff will be available to respond to any questions. The final grant application is due on December 6, 2019.

Photos of the proposed project area have been included in this memo, and are indicative of the general conditions of the entire project area.



Figure 1
NW 12th Avenue, looking West from NW Ash Street



Figure 2
NW 12th Avenue, looking East from NW Benton Street

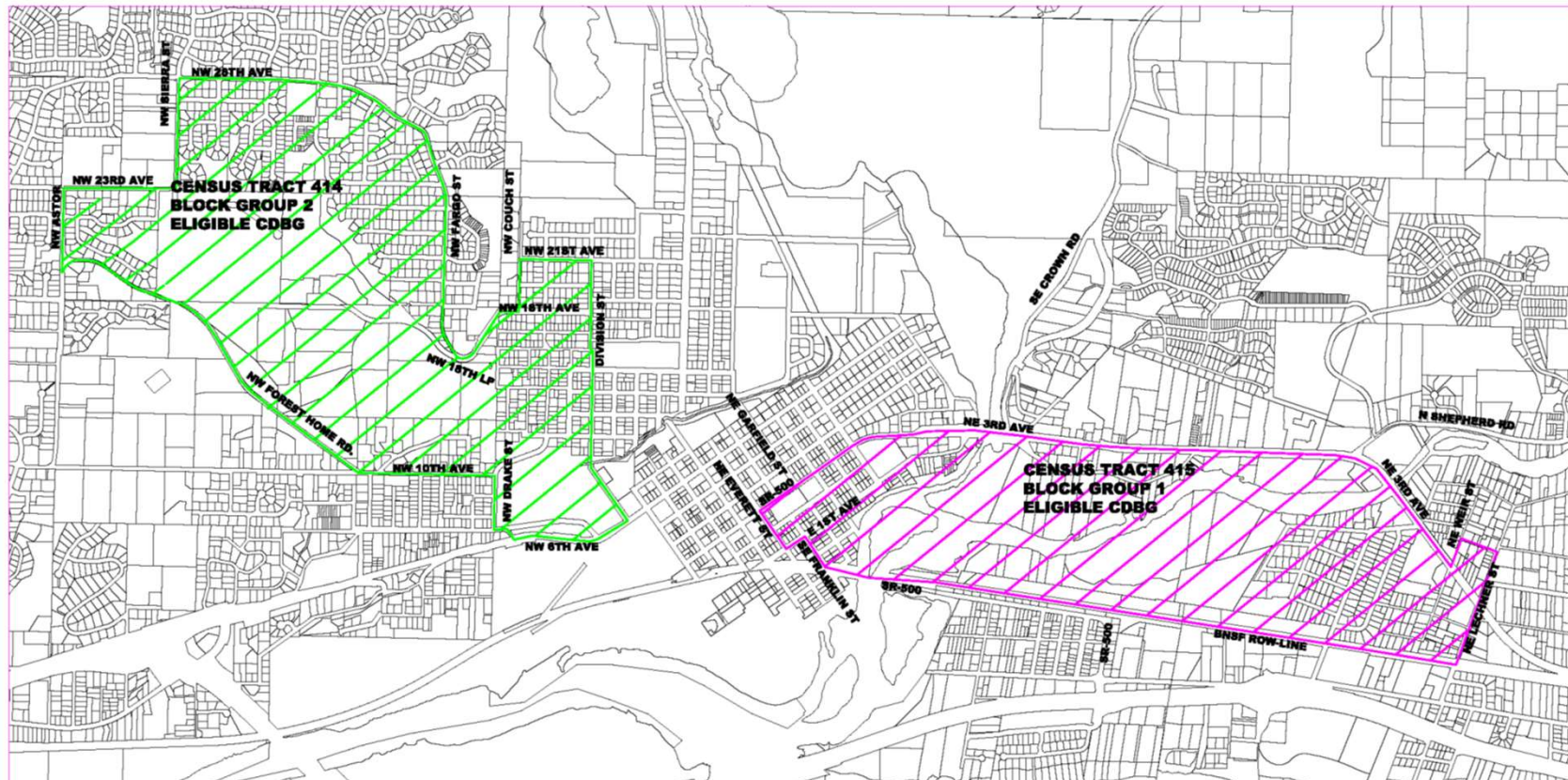


Figure 3
NW 12th Avenue at Division Street, looking South

2020 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) APPLICATION



ELIGIBLE CDBG NEIGHBORHOODS-CAMAS 2019



CENSUS TRACT 414 BLOCK GROUP 2 2019 INFO:
 GEO ID: 530110414002
 TRACT & BLOCK GROUP: 414002
 POPULATION OFM: 2476.810033
 HOUSING UNITS FROM GIS: 953
 TOTAL POPULATION: 2306
 MEDIAN AGE: 38.6 (FEMALE=40.6, MALE= 36.2)
 POPULATION AGE 65+: 312
 POPULATION AGE 65+ AS % = 13.53



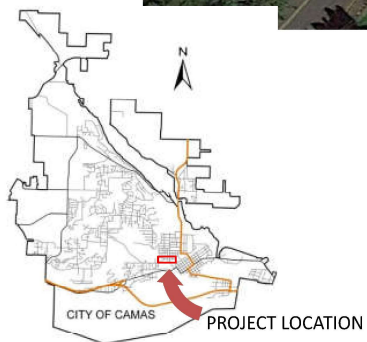
CENSUS TRACT 415 BLOCK GROUP 1 2019 INFO:
 GEO ID: 530110415001
 TRACT & BLOCK GROUP: 415001
 POPULATION OFM: 1008.379998
 HOUSING UNITS FROM GIS: 434
 TOTAL POPULATION: 1037
 MEDIAN AGE: 36.7 (FEMALE=38.3, MALE= 34.6)
 POPULATION AGE 65+: 165
 POPULATION AGE 65+ AS % = 15.91




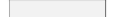

PROJECT AREAS EVALUATED

OPTION	STREET	PROJECT LIMITS	CDBG FUNDING	CITY FUNDING	TOTAL COST
1	NW 12 TH AVE	NW BENTON TO DIVISION	\$255,000	\$160,000	\$415,000
2	NW 14 TH AVE	NW COUCH TO NW ASH	\$160,000	\$165,000	\$325,000
3	NW BENTON ST	NW 17 TH TO NW 18 TH	\$100,000	\$80,000	\$180,000
4	NW 19 TH AVE	NW BENTON TO DIVISION	\$180,000	\$155,000	\$335,000
5	NW 21 ST AVE	NW COUCH TO NW BENTON	\$120,000	\$100,000	\$220,000
6	NW ASH ST	NW 15 TH TO NW 16 TH	\$180,000	\$30,000	\$210,000



2020 CDBG PROPOSED PROJECT AREA



	NEIGHBORHOOD BOUNDARY		WATER LINE REHABILITATION
	PROJECT WORK BOUNDARY		SIDEWALK / ADA IMPROVEMENTS
			STREET SURFACING IMPROVEMENT



171006 – CDBG ADAMS ST



NW 12TH AVE AT DIVISION STREET, LOOKING SOUTH



NW 12TH AVE, LOOKING EAST FROM NW BENTON STREET



NW 12TH AVE, LOOKING WEST FROM NW ASH STREET



NW 12TH AVE, LOOKING EAST FROM NW ASH STREET

8.06.040 - Public nuisances—Public health, safety and welfare nuisances.

The following provisions are declared public nuisances due to presence of a threat to public health, safety and welfare. These nuisances also have been found to adversely affect property values in the city.

- A. Animals. The keeping or confining of any animals, insects, reptiles, birds or fowl on any premises which would pose a threat of injury to persons, damage to property or excessive or annoying noise or odor or would otherwise cause detriment to the health, safety and welfare of neighboring persons and properties is a public nuisance. This chapter shall not apply to:
 - 1. Properly licensed public or private zoos, or museums;
 - 2. School classroom displays;
 - 3. Laboratories and research facilities maintained by scientific or educational institutions are otherwise regulated by law;
 - 4. Private or commercial activities such as circuses, fairs or zoological parks which institutions are otherwise regulated by law;
 - 5. Any animal which is allowed by the zoning code.
- B. Barbed and Razor Wire. No person or individual shall install, attach or permit to be installed or attached any barbed or razor wire upon any portion of their property within the city limits. To do so is declared to be a public nuisance. Exceptions include:
 - 1. Agricultural property where barbed wire fences are used to contain livestock,
 - 2. Commercial, industrial, military, civic or institutional property which has a solid material or chain link fence no less than six feet in height may be topped with barbed wire.
- C. ~~Basketball Hoops.~~ Sports and Recreational Equipment. The erection, maintenance or allowing of any ~~basketball hoop~~ sport or recreational equipment within the right-of-way of any public street that is so situated such that persons using the ~~basketball hoop~~ equipment are playing within the improved portion of the public right-of-way is declared to be a public nuisance.
- D. Building and Structure. A building or structure is a public nuisance when it becomes deteriorated, damaged, in need of repair, left vacant, unsecured, or any portion of a building or structure remaining on a site after the demolition or destruction of a building, or whenever the building or structure has been damaged by any natural or man-made disaster, or has become dilapidated or deteriorated so as to become an attractive nuisance to children, a harbor for vagrants, criminals, or to enable persons to resort to commit unlawful acts, which present a threat to the health, safety and welfare of the community. All buildings and structures are to be maintained in a condition that does not pose a threat to the health and safety of any person.
- E. Foul or Annoying Animal Quarters. The keeping, using or maintaining of any pen, stable, lot, place or premises in which any animals, livestock or fowl may be confined or kept in such manner as to be nauseous, foul or offensive is a public nuisance.
- F. Graffiti. All sidewalks, walls, buildings, fences, signs, and their structures or surfaces shall be kept free from graffiti when the graffiti is visible from the street or other public or private property. The allowing of graffiti to remain is declared to be a public nuisance.
- G. Littering. It shall be considered a public nuisance for any person to throw, dump, drop, deposit, discard or otherwise dispose of any litter upon any public or private property, including but not limited to, any street, sidewalk, alley, vacant land, recreational area, school, shoreline or waters in the city, except at a legally designated litter disposal site.
- H. Maintenance of Swimming and Landscape Pools. All swimming pools, landscape pools/ponds and spas shall be properly maintained so as not to create a safety hazard or harbor insect infestation, or create visibly deteriorated or blighted appearance. All landscape pools/ponds shall be maintained at a depth not to exceed two feet. All landscape pools/ponds of a depth greater than two feet shall be secured by a barrier as provided in this subsection. All swimming

pools and spas shall provide protection against potential drownings and near drownings by restricting access in compliance with the 2006 International Residential Code, Appendix G, as adopted pursuant to CMC Section 15.04.010, as amended. Failure to properly maintain or provide appropriate barriers of any swimming pool, landscape pool/pond subject to the provisions of this subsection, and/or spa, is declared to be a public nuisance.

All water utilized in any landscape pool/pond shall be confined on site and barriers shall be erected sufficient to prevent any off site flow to present substantial damage to adjoining properties.

- I. Obstructions—Public Rights-of-Way. Obstructing, blocking, barricading or placing any item on the sidewalk, parking strip or street in such a manner as to restrict the free and full use of the public rights-of-way without first obtaining an encroachment permit from the city is declared to be a public nuisance.
- J. Open and Abandoned Ground Cavities. With the exception of facilities that have been permitted for the detention/storage of storm water, open holes which may endanger public safety shall be abated, filled or sealed. Holes wider than twelve inches and deeper than twenty-four inches, with a slope of two (horizontal) is to one (vertical) or greater and that have the capability of retaining water, are presumptively dangerous to public safety. Holes which may endanger the public safety include, but are not limited to, wells, cisterns, open cesspools, septic tanks, excavations, in-ground swimming pools no longer in use, or open foundations. Failure to abate an open hole pursuant to this subsection is deemed to be a public nuisance.
- K. Unfinished or Partially Destroyed Structures. The causing or permitting of any abandoned or partially destroyed building, billboard or structure, or any building or structure partially torn down or demolished or commenced and left unfinished, or that has been in part or as a whole moved from its original location to a new location within the city and not completed or readied for the use or occupancy for which it was originally built, is declared to be a public nuisance.
- L. Unsound, Putrid or Unwholesome Substances. The keeping or allowing to be kept in any building, yard, enclosure, public place or private property of any unsound, putrid or unwholesome substances, swill, offal, and any accumulation of spoiled, partially or fully decomposed rotting or discarded animal, vegetable or other matter that attends the preparation, handling, consumption, storage or decay of plant and animal matter including meats, fish, fowl, fruits, vegetable or dairy products and their waste wrappers or containers is a public nuisance. This does not include, however, properly maintained vegetative compost bins or piles.
- M. Vegetation Obstructing Sidewalk—Removal Required. It is a public nuisance and shall be the duty of every owner or occupant of any property within the city limits to remove or destroy all trees, plants, shrubs or vegetation, or parts thereof, which overhang, infringe upon or obstruct access to any part of any street, parking strip or sidewalk, in such a manner as to limit their free and full use.
- N. Refrigerators. Any icebox, refrigerator, deep freeze or other container, which has an airtight door or lid, snap lock or other automatic locking device which may not be released from the inside, which is permitted to remain outside or within any unoccupied or abandoned building, dwelling, other structure, or in a place accessible to children is a public nuisance.
- O. Insect Breeding and Infestation. Items that remain outside the confines of a structure or building such as buckets, barrels, flower pots, wheelbarrows, wading pools, bottles, cans, bird baths and other items that routinely hold water shall be maintained to prevent any water accumulation from becoming stagnant and providing a place for mosquitoes or other insects to breed. Failure to comply with the provisions of this subsection is deemed a public nuisance.

(Ord. 2520 §§ 2—5, 2008; Ord. 2193 § 1 (part), 1999)

ORDINANCE NO. 8.06.040

AN ORDINANCE amending Section 8.06.040 of the Camas Municipal Code, relating to obstructions within the public right-of-way.

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

Section I.

Section 8.06.040 C of the Camas Municipal Code is amended to provide as follows:

8.06.040 C – Public nuisances – Public health, safety and welfare for nuisances

C. Sports and Recreation Equipment. The erection, maintenance or allowing of any sport or recreational equipment within the right-of-way of any public street that is so situated such that persons using the equipment are playing within the improved portion of the public right-of-way is declared to be a public nuisance.

Section II.

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 ____day of _____, 2019.

SIGNED:_____

Mayor

SIGNED:_____

Clerk

APPROVED as to form:

City Attorney