



Tuesday, March 14, 2023 4:00 p.m. to 5:00 p.m.

Virtual Meeting via Microsoft Teams and In-Person at Luke Jensen Sports Park

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**Board Members:** Jim Kautz, Teresa Meyer, Donald Meeks\*

**Clark County Staff:** Rocky Houston, Amy Arnold, Amy Wooten, Lynde Wallick, Denielle Cowley, Glen Yung, Karen Dill Bowerman

<b>Ex-Officio Members:</b>	<b>School District Liaisons:</b>	Cale Piland (Evergreen)*, Nicole Daltoso (Vancouver)*
	<b>Parks Foundation:</b>	Dellan Redjou*

**Guests and Others:** Topher Dabrowski, John Jay  
\* Not Present

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**4:04 PM Call to Order**

Brief introductions were done. Rocky indicated that Dellan is no longer a part of the Parks Foundation, and that an interim person will be appointed.

**4:02 PM Administrative Actions**

Jim indicated that because there is no quorum, they cannot approve the Minutes. All of these minutes were tabled for the next meeting:

- June 14, 2022 Meeting Minutes adoption
- July 15, 2022 Meeting Minutes adoption
- August 9, 2022 Meeting Minutes adoption
- October 11, 2022 Meeting Minutes adoption
- November 8, 2022 Meeting Minutes

**4:07 PM Public Comment**

There were no public comments submitted to share; however, a guest – Topher Dabrowski – indicated that he would like to add something.

Topher indicated that he’s a resident in Camas, Washington and lives near Lacamas Lake Regional Park. He said he has noticed a lot of trail development in the park over the last year and isn’t sure if it’s a part of a master plan. He said recently a group did work on the Northeast part of the park constructing some bike jumps and widening the single track into a five-person wide track. He said he’s concerned that as mountain bikes are coming down the trail on the hill, there is no way for them to stop or apply their brakes, which means they made collide with families or children. He researched and found out who put the trail in, but now wonders how it will be managed since it was not installed in a plan. He said he’s informed the Clark County Operations and Communications staff of this but is bringing the awareness of it to the Parks Advisory Board.

Rocky and Topher discussed the name of the group that constructed the new work – the Lacamas Park Mountain Bike Forum (MTB). Topher said the group posted pictures of their work to a Facebook group. Rocky indicated that the county will follow-up on this to ensure



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it was done correctly and is consistent with the master plan. Jim asked if this was a county park and Rocky and Teresa replied indicating yes; Rocky clarified that the City of Camas does own a portion of it but that he would communicate with them regarding the new construction's location.

### **4:15 PM Manager's Report – Departmental Updates**

Rocky discussed the Parks Advisory Board vacancies indicating that four appointments are in the process of being routed for review and approval, and that within the next few meetings, the county should have new members.

Rocky discussed the recruitments that the Parks and Lands division has been conducting, indicating that there are seven new positions – three of them in the Capital Planning department, three of them in the Parks Operations staff, and one position in the Lands or Noxious Weeds section. Rocky said that Lynde Wallick will be filling the Planner III position, which means the division will have a new recruitment open for her current position. Lynde will still be working on the Heritage Farm Steering Committee project.

Rocky also discussed the recruitments in Public Works indicating that Ken Lader is our new County Engineer, and Jeremy Provenzola is our new Deputy County Engineer. He said a new Deputy Director position has been created for the Parks, Clean Water, and Administration sections and the county is recruiting for that now. He said the open positions are down to eleven percent overall for the department.

Rocky discussed the minor restructuring that has been accomplished in the Parks and Lands Division, indicating it has been two months and seems to be going well. He said as the peak season comes along, the division will continue to receive feedback from staff regarding it. He also indicated that Clark County is in the process of implementing a new work order system called Cartegraph. He said it will be tied into GIS (Geographic Information Services) so it will have spatial reference; that workers will be able to open the application in the field to reference items. This new program will allow us to identify routine and maintenance tasks, their deadlines, their completion status, and will push reminder notifications regarding those tasks as well. Rocky also indicated that regarding the concession's stands, the county has reached out to the commission to verify interest. After a response is received, the county can determine if a Request for Purchase needs to be started or if the contracting process should be initiated.

Rocky also gave updates regarding the Heritage Farm Sustainability Plan noting that they met yesterday for four hours where they split into five groups and worked on an engagement process reviewing a menu of programming and cost recovery options to establish ideas of how to fulfill the master plan. Teresa listed a few options the committee agrees on, like having more educational opportunities for all ages, having an interpretative trail, and telling the story of the farm. She said there were variations to themes, but that a



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lot of great feedback was obtained. Rocky explained the process for the sustainability plan going forward and reviewed the timeline.

**4:26 PM Unfinished Business**

There is none.

**4:26 PM New Business**

Date: 3/14/2023

**Agenda Item: Park Capital Projects Update**

Action Item  
Informational X  
Item

**Overview:**

The Parks Division has an approved capital budget that included preventative maintenance, major maintenance, development, acquisitions, and equipment acquisitions. Staff will review the projects that are a carryover from 2022 (i.e., were not completed and need work done this year) and outline the key projects that will be worked on this year.

**Prior Action by PAB:** Recommended Capital Improvement Plan 23-28

**Action Requested:** None

**Attachment:**

**Prepared By:** Rocky Houston

**PAB Action:**

No action – this was an informational item. Discussed the updates to the six-year Capital Improvement Plan that was adopted. Rocky listed the four project categories and examples of projects under each, some of which were:

- Preventative Maintenance – the pavement project at Kline
- Structural Preservation – the interest congestion project at Lewisville Regional Park, the shelter replacement project at Kline, the bridge repair project at Moulton Falls Regional
- Vegetation Management – hazard tree management at Tiger Tree park and Bosco Park
- Amenity Preservation – Replacing the bench boards at various parks, Sign installation at Gordy Jolma Family Natural area.



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**Clark County 2023 - Capital Improvement Plan**  
**6-Year Potential Annual Capital Projects Allocation List**  
**2023-2028**

Project Name - Site	PM	Outreach	PIF	Project Number	Project Description	Total Project Cost	Spent to Date	Total 2023	Total 2024	Total 2025
<b>Preventative Maintenance</b>										
Pavement Preservation	AW	Pi			Projects to extend useful of existing roads, parking areas and trails.	\$ 1,160,000	\$ -	\$ 150,000	\$ 165,000	\$ 180,000
Structural Preservation	AW	Pi			Projects to extend useful life of existing structures	\$ 770,000	\$ -	\$ 100,000	\$ 110,000	\$ 120,000
Vegetation Management	AW	Pi			Projects to address park hazards or operational needs outside O&M.	\$ 1,160,000	\$ -	\$ 150,000	\$ 165,000	\$ 180,000
Park Amenity Preservation	AW	Pi			Projects to extend useful life of existing park amenities, including focus on Playground equipment and surfacing.	\$ 1,160,000	\$ -	\$ 150,000	\$ 165,000	\$ 180,000
<i>Preventative Maintenance Subtotals</i>						\$ 4,250,000	\$ -	\$ 550,000	\$ 605,000	\$ 660,000
<b>Major Maintenance</b>										
Lewisville Regional Park	DS	Pi	RP		Entrance Congestion Project	\$ 65,000	\$ -	\$ 65,000		
Kiline	LW	Pi	9	PRJ0001357	Shelter Replacement	\$ 100,000	\$ -	\$ 100,000		
Kiline	AW	Pi	9		Parking Lot Restoration	\$ 100,000	\$ -	\$ 100,000		
Moulton Falls Regional Park	AW	Pi	RP		Pedestrian Bridge Repair	\$ 200,000	\$ -	\$ 200,000		
Lacamas Lake Regional Park	AW	Pi	RP		Bridge Replacement	\$ 600,000	\$ -	\$ 100,000	\$ 500,000	
Daybreak Regional Park	DS	NA	RP	PRJ0001350	Caretaker demo, RV pad install	\$ 100,000	\$ -	\$ 100,000		
Camp Hope	RH/PM	Pi	NMPD		Water System Improvements	\$ 400,000	\$ -	\$ 400,000		
Camp Currie	AW/PP	Pi	NMPD		Public Access Improvements	\$ 375,000	\$ -	\$ 150,000	\$ 225,000	
Multiple Locations	DS/PM	NA	RP		Host Site Improvements	\$ 250,000	\$ -	\$ 200,000	\$ 50,000	
Hazel Dell Community Park	LW/PP	Pci	8		Parking lot improvements / ADA Improvements	\$ 500,000	\$ -	\$ 500,000		
Orchards Community Park	AW/PM	Pci	6		Parking Lot Restoration / ADA Improvements	\$ 400,000	\$ -	\$ 400,000		
Lacamas Lake Regional Park	AW	Pi	RP		Caretaker demo, RV pad install	\$ 100,000	\$ -	\$ 100,000		
Lewisville Regional Park	AW	Pci	RP		Site Improvement and Services Evaluation	\$ 50,000	\$ -	\$ 25,000	\$ 25,000	
Playground Surfacing Renovation	AW	Pi			3-5 Playgrounds per year	\$ 4,666,575	\$ -	\$ 500,000	\$ 550,000	\$ 605,000
Emergent Projects	ALL	D			Various projects, various sites	\$ 2,345,000	\$ -	\$ 250,000	\$ 275,000	\$ 305,000
<i>Major Maintenance Subtotals</i>						\$ 22,566,770	\$ -	\$ 3,190,000	\$ 2,650,000	\$ 3,005,000
<b>Capital Development</b>										
Harmony Sports Park	RH	Pi	NMPD		Safety and parking improvements	\$ 3,350,000	\$ -	\$ 3,350,000		
Curtin Creek Community Park	LW	Pci	8		Develop new park	\$ 7,405,000	\$ -	\$ 7,405,000		
Heritage Farm	LW	Pci	NMPD		Enhance public access and facilities at the site	\$ 1,500,000	\$ -	\$ -	\$ 200,000	\$ 1,300,000
Salmon Creek Community Club Development	DS/PM	Pci				\$ 2,200,000	\$ -	\$ 200,000	\$ 2,000,000	
Pacific Community Park	DS/PP	Pci			Ballfields and Pickleball Courts	\$ 2,950,000	\$ -	\$ 200,000	\$ -	\$ 2,750,000
Minnehaha Neighborhood Park Development	LW/PP	Pci				\$ 3,325,000	\$ -	\$ 125,000	\$ -	\$ 3,200,000
<i>Capital Development Subtotals</i>						\$ 30,100,000	\$ -	\$ 11,280,000	\$ 2,970,000	\$ 9,050,000
<b>Planning Task</b>										
Heritage Farm Sustainability Plan	LW	Pci				\$ 100,000	\$ -	\$ 100,000	\$ -	
ADA Transition Planning	LW	Pce			per PROS Plan	\$ 75,000	\$ -	\$ 25,000	\$ 50,000	
DEI Planning	LW	Pce			per PROS Plan	\$ 100,000	\$ -	\$ 50,000	\$ 50,000	
<i>Planning Task Subtotals</i>						\$ 275,000	\$ -	\$ 11,780,000	\$ 100,000	\$ -
<b>Acquisition</b>										
<i>Land Acquisition Subtotals</i>						\$ 19,675,000	\$ -	\$ 4,520,000	\$ 2,790,000	\$ 3,265,000
<b>Equipment &amp; Vehicles</b>										
Equipment and Vehicle purchasing and replacement						\$ 600,000	\$ -	\$ 100,000	\$ 100,000	\$ 100,000
<b>CIP Total</b>						\$ -	\$ -	\$ 19,640,000	\$ 9,115,000	\$ 16,080,000

**Project Manager Legend**  
 LW Lynde Wallick  
 AW Amy Wooten  
 DS David Stipe  
 PP Park and Trails Planner  
 PM Capital Project Manager  
 RH Rocky Houston

**Outreach Legend**  
 Pi Inform - Through mailers, social media, etc.  
 Pci Consult - Through public notifications, possible meetings, PAB and Council if necessary  
 Pci Inform Consult - Through all of the above and public meetings  
 Pci Consult Involve - Through all of the above along with workshops and stakeholder  
 Pce Collaborate Empower - Through all of the above and Steering Committee Leadership  
 D Dependent - Based on emergent project needs  
 NA Not Applicable - either not necessary or already complete  
 Based on Institute of Local Government's Public Engagement Guide

5:01 PM New Business Contd.

Date: 3/14/2023

Agenda Item: Park Fees Review Sub-Committee Update

Action Item  
 Informational X  
 Item

Overview:



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In 2022 the parks advisory board established a sub-committee to review park fees to determine if any fee changes or policy changes were recommended. The sub-committee has held (2) meetings and this item will review the work being completed and update the board on the next steps.

**Prior Action by PAB:** Appointed a sub-committee

**Action Requested:** None

**Attachment:**

**Prepared By:** Rocky Houston

**PAB Action:** No action – this was an informational item. Discussed the meeting’s updates indicating that the committee has identified the different types of current fees, reviewed the policies and procedures of those, and conducted a small market analysis for comparison to other areas. Rocky said the county has to determine if the fees are consistent and fair and look at other resources to make sure they are meeting our operational needs.

**5:08 PM Roundtable Discussion**

Rocky indicated that hopefully by May, the Parks Advisory Board will have all seven members and have quorum again. He said that orientation binders are being created and that at each of the meetings, the board will review the chapters for a review and refresh.

Rocky discussed that the quarterly reports for the Capital Improvement Plan will be updated and sent to Council; that once the county has that, it will be shared with the Parks Advisory Board.

Teresa and Rocky also discussed the location of the trail revision(s) at Lacamas Lake Park that Topher mentioned.

Teresa informed the board that she will be absent at the meeting in October 2023.

**5:15 PM Adjourn**

**Respectfully submitted, Amy Arnold**