



Staff Report

February 17, 2026 Council Workshop Meeting

Professional Services Agreement Amendment for Comprehensive Plan and Downtown Subarea Plan

Presenter: Alan Peters, Community Development Director

Time Estimate: 10 minutes

Phone	Email
360.817.7254	apeters@cityofcamas.us

BACKGROUND: The City is completing an update to its Comprehensive Plan and developing a Downtown Subarea Plan. The *Our Camas 2045* Comprehensive Plan will establish a vision and articulate goals and policies to guide growth and development through 2045. The *Our Downtown Camas 2045* Subarea Plan will provide a more detailed vision and updated zoning and design standards for the downtown area.

The City has been under contract with WSP USA (with subcontractors SERA Architects, 3J Consulting, DKS Associates, and ECONorthwest) since October 2023 to assist with this project. At the time of the original contract, the project deadline was June 30, 2025. This deadline was later extended by the Legislature to December 31, 2025. Currently we anticipate completion this summer.

SUMMARY: The City's comprehensive plan update and downtown subarea plan processes are aligned with the Growth Management Act's periodic update timeline. One of the objectives of the project is to comply with changes to state law and align with countywide growth projections and policies, therefore the project scope and timeline have impacted by actions in the state legislature and Clark County's own plan update.

Originally, the update was scheduled to be completed by June 30, 2025. The legislature then extended this deadline for Clark County and all cities within the county to December 31, 2025, in order to provide additional time to comply with new changes to state law related to housing and climate planning.

The County has experienced several delays related to the development of a draft environmental impact statement and selection of growth alternatives, still in process. The County's timeline has pushed completion of the City's own planning process past the December 31, 2025, deadline. The County's upcoming selection of a growth alternative will allow the City to complete a final comprehensive plan document and updates to capital facilities plans, including transportation and utilities.

Additionally, the project scope has evolved throughout the process, with more tasks related to the development of growth alternatives and public outreach than originally contracted for.

Staff is proposing a contract amendment with WSP USA to supplement the original contract scope with additional tasks and budget to complete the project this year. The amendment includes the following tasks:

- Project Management – including increased management activities related to added work scope for the remainder of the project and as a result of the time extension.
- Visioning and Community Outreach – amendments to revise details related to advisory committee meetings, website updates, and details of the Community Summits.
- Land Use Scenarios and Transportation Model – This task is amended to account for activities and deliverables for additional revisions to the land use scenarios that were prepared by the Consultant Team, beyond the three in the original contract as well as revisions to the Transportation element to reflect the most current Southwest Washington Regional Transportation Council (RTC) transportation model and updates to the Transportation System Plan.
- Downtown Subarea Plan Project Management – This task is amended to cover project management activities for the remainder of the project as a result of the time extension.
- Climate Planning – This task is amended to cover previously completed out of scope work (e.g., holding an additional advisory group meeting) and to include new work and deliverables included in the City's new climate planning grant.
- New Transportation System Plan Amendment – This new task identifies the activities and deliverables needed to revise the Transportation System Plan to be consistent with the Comprehensive Plan update.
- New Contingency Task – This task would cover any additional work needs not currently anticipated.

The original contract amount was \$1,204,339. The proposed amendment would increase the total contract budget by \$170,950 for a total budget of \$1,375,289. The proposed project costs are summarized below:

Contract	Date	Fee	Grant Funding
Original Contract	October 10, 2023	\$1,204,339	\$400,000
Amendment #1	December 9, 2025	No change	No change
Amendment #2 (proposed)	TBD	\$170,950	\$50,000
Total		\$1,375,289	\$450,000

The City previously received \$400,000 in grants from the Department of Commerce towards this project and has just been awarded an additional \$50,000 grant that would go towards this amendment.

BENEFITS TO THE COMMUNITY: Updating the comprehensive plan is essential for the sustainable and well-organized growth of the City of Camas over the next 20 years. Compliance with GMA will also ensure that the City of Camas remains eligible for state grant funding opportunities.

STRATEGIC PLAN: Completing the comprehensive plan and downtown subarea plan will support several Strategic Plan priorities. These plans perhaps best support the Strategic Plan's "Economic Prosperity" priority and the goal to ensure a supply of developable employment land, balancing job and housing growth, and streamlining review processes.

POTENTIAL CHALLENGES: The remaining project timeline is driven by Clark County's process in selecting a preferred alternative and completing a final environmental impact statement. The proposed timeline and project needs could change based on the outcomes and timing of those processes.

BUDGET IMPACT: The proposal would increase the contract fee by \$170,950, however this would be partially offset by a \$50,000 grant received from the Department of Commerce. There is adequate funding for this amendment in the adopted Planning Division budget for 2026.

RECOMMENDATION: Staff recommends this item be placed on the March 2, 2026 Council Regular Meeting Agenda for Council's consideration.