



## Vancouver City Council

Anne McEnerny-Ogle, Mayor

Sarah J. Fox • Bart Hansen • Kim D. Harless

Erik Paulsen • Diana H. Perez • Ty Stober

## City Council Meeting Agenda March 4, 2024

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In accordance with the Open Public Meetings Act (OPMA), the Vancouver City Council meeting will be open to in-person attendance. Options for viewing and/or participating in the meeting remotely will also be accommodated (see details below). The City Council will be attending this meeting in person.

All City Council workshops and meetings are broadcast (live closed captioning available) on [www.cvtv.org](http://www.cvtv.org), CVTV cable channels 23 / HD 323, and on the City's Facebook page, [www.facebook.com/VancouverUS](https://www.facebook.com/VancouverUS).

**Public testimony** will be accepted regarding any matter on the agenda below. ***Advance registration will be required (see details below).***

Unless otherwise announced by the Presiding Officer, each speaker may testify once for up to three minutes under each public testimony opportunity below and will be asked to provide their name and city of residence for the record.

Testimony will be accepted in the following manner:

- **Written comments submitted in advance**

Comments may be sent to [council@cityofvancouver.us](mailto:council@cityofvancouver.us) until 12:00 p.m. March 4. Comments will be compiled and sent to the City Council and entered into the record.

- **In-person or remote testimony during the meeting**

Register in-person at City Hall. In-person registration is open until 6:30 p.m. on March 4. Instructions will be provided on-site.

Register to testify online. Online registration is open until 12:00 p.m. on March 4.

Visit the following website for more information and to register:

<https://www.cityofvancouver.us/departments/mayor-city-council/> under Public Participation, or call the City Manager's Office at (360) 487-8600.

Further instructions for accessing the virtual meeting (for remote testimony) will be provided upon registration.

Upon request, printouts of agenda materials will be provided, including large print.

**WORKSHOPS: 4:00-6:00 p.m.**

Vancouver City Hall - Council Chambers - 415 W 6th Street, Vancouver WA

**Worker's Compensation Insurance**

(Approximately 1 hour)

*Lee Lofton, Deputy Human Resources Director, 360-487-8415*

**Comprehensive Plan Update**

(Approximately 1 hour, to immediately follow previous workshop)

*Rebecca Kennedy, Deputy Community Development Director, 360-487-7896*

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## **COUNCIL DINNER/ADMINISTRATIVE UPDATES**

### **REGULAR COUNCIL MEETING**

6:30 PM

Vancouver City Hall - Council Chambers - 415 W 6th Street, Vancouver WA

#### **Pledge of Allegiance**

#### **Call to Order and Roll Call**

#### **Approval of Minutes**

Minutes - February 12, 2024

#### **Proclamations: Red Cross Month**

#### **Community Communications**

This is the place on the agenda where the public is invited to speak to Council regarding any matter on the Agenda not already scheduled for Public Hearing. (Separate instructions are provided for offering testimony on Public Hearing when applicable.) This includes the option to testify about Workshops. Members of the public addressing Council are requested to give their name and city of

residence for the audio record. Speakers are to limit their testimony to a total of three minutes for all items combined.

## **Consent Agenda (Items 1)**

The following items will be passed by a single motion to approve all listed actions and resolutions. There will be no discussion on these items unless requested by Council. If discussion is requested, the item will be moved from the Consent Agenda and considered separately - after the motion has been made and passed to approve the remaining items.

### **1. Approval of Claim Vouchers**

Request: Approve claim vouchers for March 4, 2024.

## **Communications**

### **A. From the Council**

### **B. From the Mayor**

### **C. From the City Manager**

Housing Code Update

## **EXECUTIVE SESSION RE: Personnel - RCW 42.30.110(1)(g) (1 HR)**

## **Adjournment**

*City Hall is served by C-TRAN. Route information and schedules are available online at [www.c-tran.com](http://www.c-tran.com). You also may reach C-TRAN at (360) 695-0123 for more information on times, fares, and routes.*

*Anyone needing language interpretation services or accommodations with a disability at a Vancouver City Council meeting may contact the City Manager's staff at (360) 487-8600 (Voice/TTY 487-8602). Assistive listening devices and live Closed Captioning are available for the deaf, hard of hearing and general public use. Please notify a staff person if you wish to use one of the devices. Every attempt at reasonable accommodation will be made. To request this agenda in another format, please also contact the phone numbers listed above.*



**TO:** Mayor and City Council

**FROM:** Eric Holmes, City Manager

**DATE:** 3/4/2024

**SUBJECT** Worker's Compensation Insurance

**ATTACHMENTS:**

- ▣ Presentation
- ▣ Memo
- ▣ Cost of Risk Analysis 2023-24





# Workers' Compensation Program Comparison

**Lee Lofton**

Interim Human Resources Director

Human Resources

March 4, 2024

# Agenda

- Review of Workers Compensation Options
- Employee Cost
- Employee Experience
- Actuary Analysis Report



# Workers' Compensation Programs

## A recap of Self-insured versus State Funded

### Self-Insured System

- Employer responsible for administration
- Employer directly funds
- Utilize third party administrator
- Regular State audits conducted
- Financial stability, establishing reserves

### State Fund System

- Large public insurance company
- Premium based on risk classifications
- Employers pay premiums to state fund
- State administers claims
- State pays benefit to employees





# Cost to Employees

- What are the actual costs for employees? Employer?
- Is there potential to reduce costs?
- How well informed are employees of the increased costs for the State Fund?



# Cost of State Fund Transition

## Employee and Employer Cost

### Employee Cost

- Higher cost to employees in State Fund.
- Employee rates is based on experience for the classification.

### Employer Cost

- Self Funded claims could last 15-30 years.
- Short-term City would have higher cost and normalize after 3 years.
- Cost are modified with experience modification (x-Mod) each year based on claims.



# Employee Cost

## Payroll cost comparison

Workers Comp System	Classifications	Cost	Annual Cost
Self-Insured	All Classifications	\$8.06/month	\$96.72
State Fund	Administrative	\$0.10/hour	\$200
	All Operations	\$0.27/hour	\$540
	Police	\$0.357/hour	\$702
	Fire Fighter	\$0.447/hour	\$1063

City learned that not all unions were aware of the increase in employee payroll cost and others choose not to respond to our inquiries.





# Employee Experience

- How are employees looking at experience?
- Can City return to self-insured if we leave?





# Employee Experience

- Non-union employees surveyed, preferred to stay self-insured.
- 3-year minimum following transition to State Fund if City looks to return to self-insured.





# Employee Experience

## Claim Filing

- With Employer
- With State

## Avg. Days for Authorization

- 27% longer for surgery
- 46% longer for imaging
- 77% longer for injections

## Claim Adjuster

- Dedicated
- Non-dedicated

## Presumptive Claims

- Evaluated by Employers TPA
- Evaluated by State

## Claim Loads

- 105 Claims
- 250 Claims

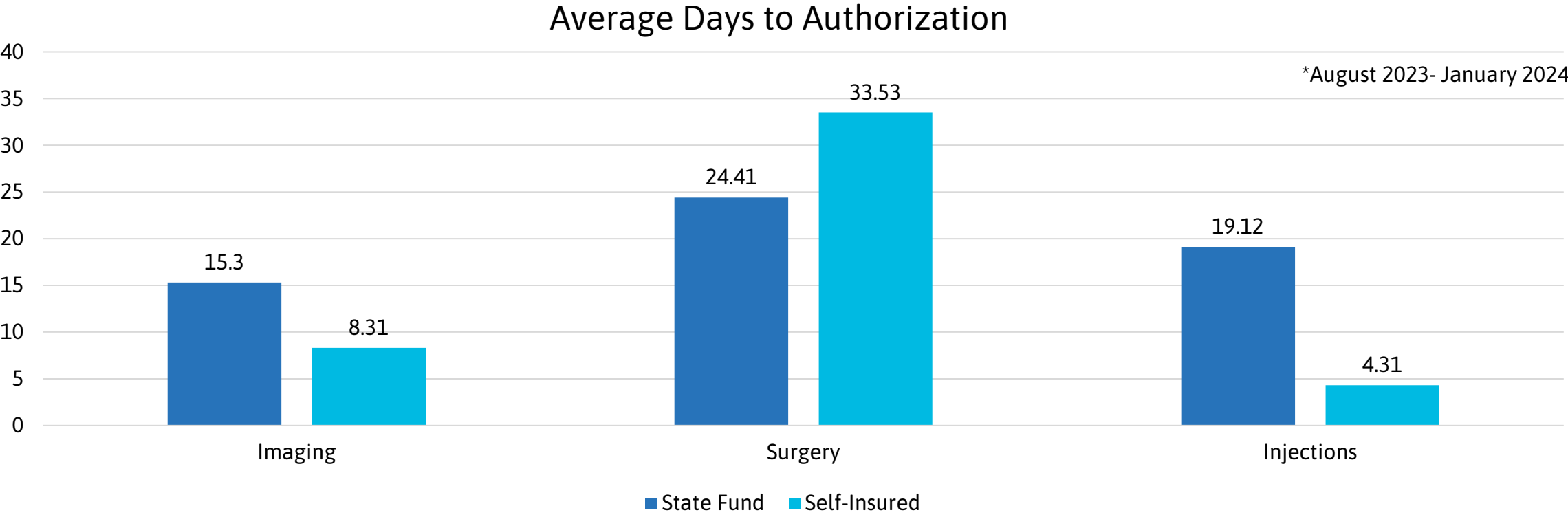
## Adjuster Contact

- Direct contact with adjuster
- Leave messages

Self-Insured  
State Funded



# Ready Rebound Analysis



Numbers represent a comparison of the average number of days to receive authorization for treatment for imaging, surgery, and injections from state funded versus self-insured systems.

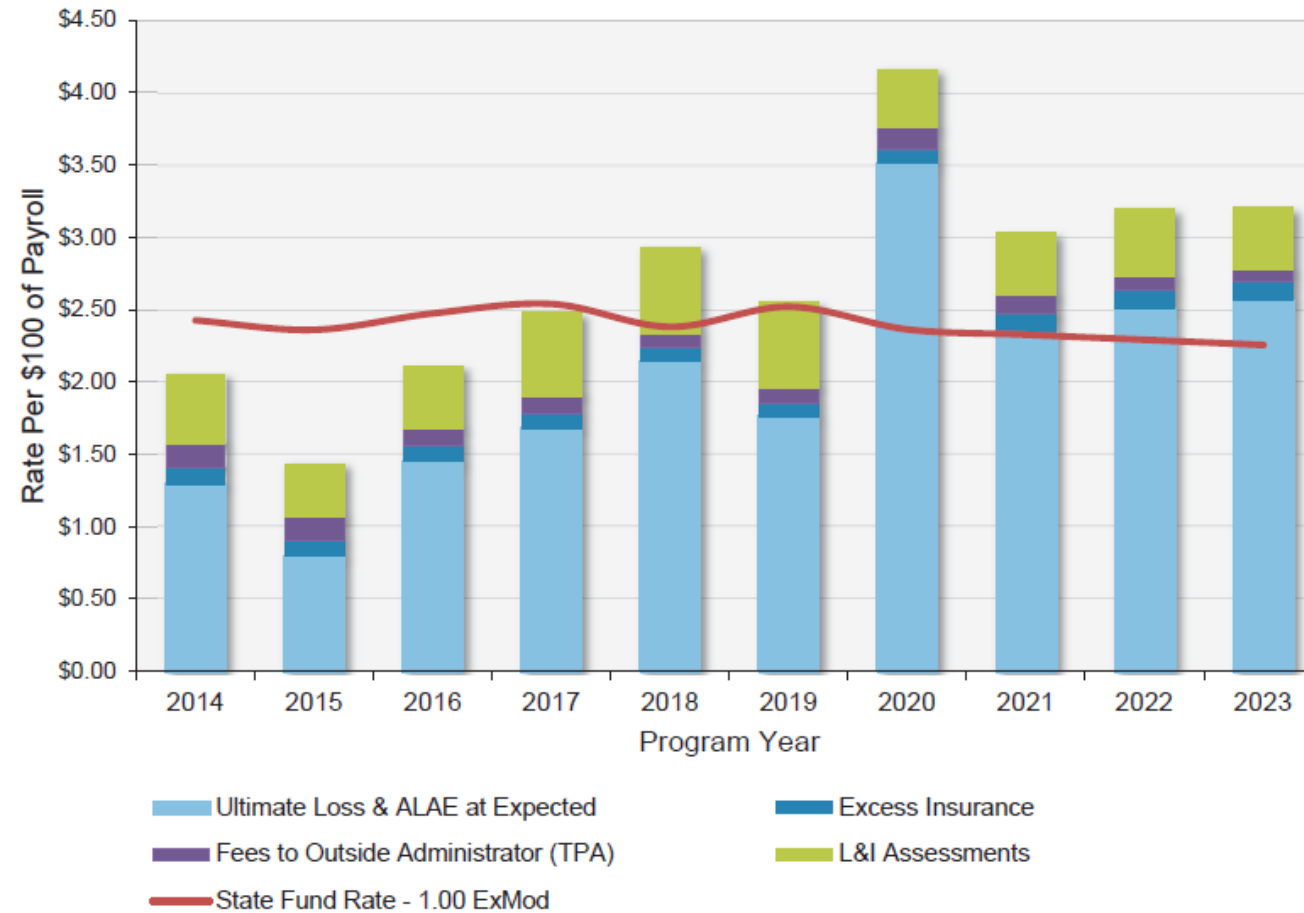


# Actuarial Report Cost of Risk Analysis

Self-Insured vs. State Fund

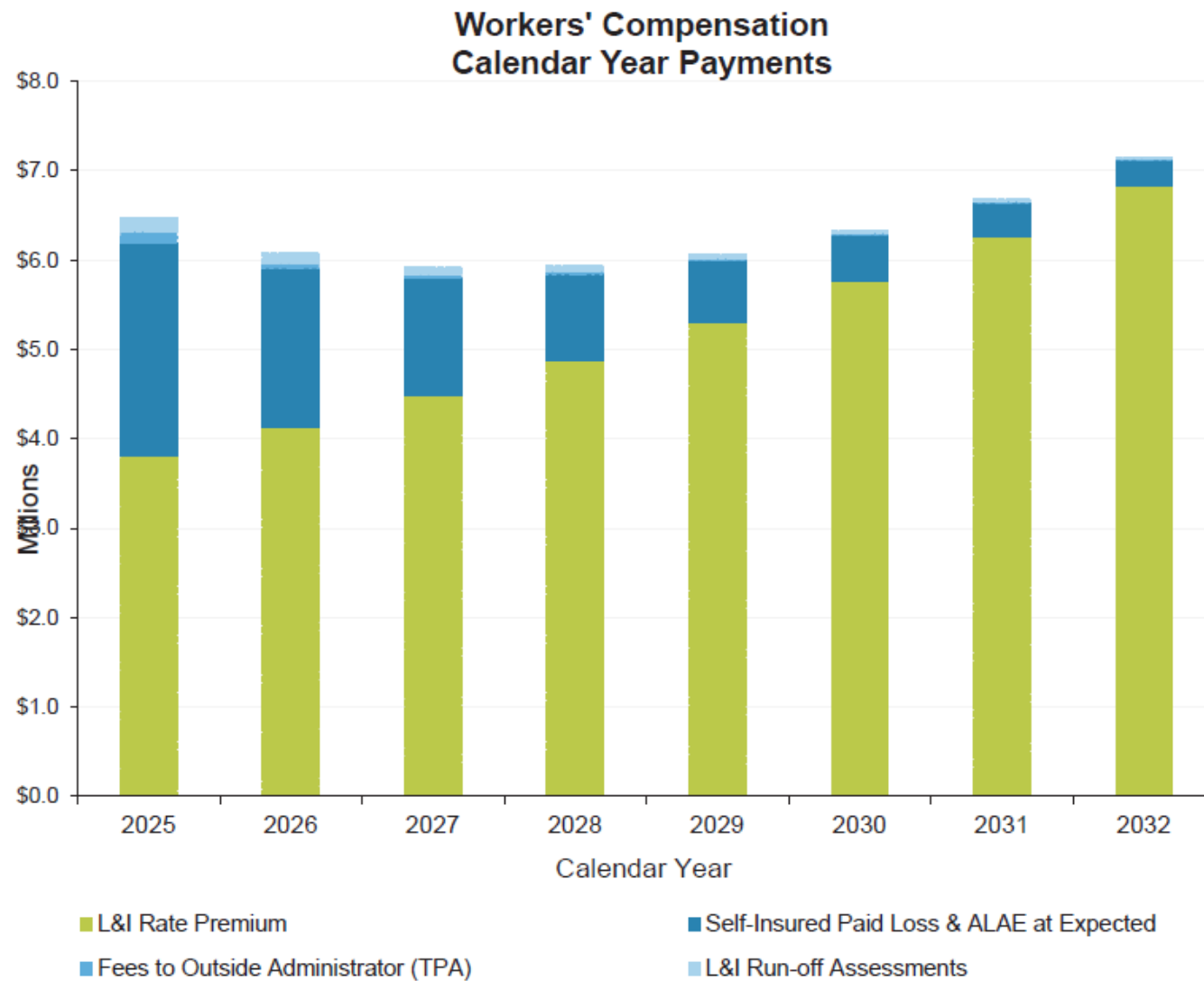


Workers' Compensation  
Cost of Risk \$ Amount per \$100 Payroll  
Self-Insurance Program



Going state fund would be more stable against budget. Self-insured has higher risk of variability.





The payments are broken into the State fund costs to cover the current year claims as well as payments associated with the run-off of the self-insured years.





# Discussion





## MEMORANDUM

**DATE:** February 20, 2024

**TO:** Vancouver City Council

**FROM:** Eric Holmes, City Manager  
Lee Lofton, Interim Human Resources Director

**RE:** **Workers' Compensation Program Follow-up Briefing**

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### Executive Summary

In September 2023, a workshop was held to provide Council with an overview of the City self-insured workers compensation program in comparison to state fund system. During the workshop several follow-up questions requiring further research were asked.

This memorandum and accompanying presentation provide responses to those questions along with an actuarial report the provides further cost of risk analysis for the City's self-insured workers' compensation versus the state fund program. This analysis is not intended to indicate that there is a "correct" approach – both are equally valid and viable. The analysis is offered in recognition that there are other important policy considerations the Council may weigh as they consider a potential change.

### Employee Experience

Under the City of Vancouver current self-insured model, the City would continue to contract with a third-party administrator to handle claims administration. Employees would have direct contact with a dedicated claims administrator who on average has 105 claims per adjuster for the City. Presumptive claims, those claims which by statute would be presumed to be directly related to exposure of their work, would be evaluated by the City's third-party administrator and employees on average wait nine (9) days longer to obtain approval for surgery according to a recent analysis completed by Ready Rebound.

Under the state funded system, the claims would be handled by Washington State through Washington Department of Labor and Industries. Under the state plan, employees will not have a dedicated claims adjuster and they would only be able to leave messages for adjusters. Claims adjusted under the state system would have 250 claims per adjuster. Presumptive claims would be evaluated by the state and according to a public records request, presumptive claims were approved at almost the same rates as those under self-insured model. Employees on average waited seven (7) days longer to obtain authorization for imaging and 15 days longer to obtain authorization for injections under the state funded system.

Staff also learned that should the City move to the state fund system for workers' compensation, there would be a minimum of 3-years following transition to state fund before the City could apply and qualify to be self-insured again.

### Employee & Employer cost

All claims cost under the City's self-insured program associated with medical and indemnity payments, claims administrative fees and state assessments are funded by the City. The City determines the appropriate funding through an annual actuarial study completed by a third-party. Currently employees are required to pay worker's compensation assessments in the amount \$8.06/month or \$96.72 per year.

Under the state fund system each position would be grouped into risk classifications and each employee would be required to pay workers' compensation assessments in the following amounts.

- Administrative = \$.010/hour or \$200/year
- All Operations = \$0.27/hour or \$540/year
- Police = \$0.357/hour or \$702/year
- Fire Fighter = \$0.447/hour or \$1063/year

(Note: The annual amount is estimated average regular hours worked less sick time, PTO/PDO and other non-worked hours.)

The average administrative employee would pay over two times the amount of self-insured assessment and for Fire Fighters, that amount would be over ten times higher. The rates would only change based on the risk factors as a classification in the entire state. The City learned when asked, that not all unions were aware of the increase in employee payroll cost, while other choose not to respond to the City inquires. Non-represented employees make up about 30% of the City's workforce and they overwhelmingly preferred the self-funded model based on a survey results.

Should the City transition to the state fund, self-insured claims currently administered through the City plan could last 15-30 years. In the short-term, the City would



experience higher cost because the City would be contributing to both the state fund as well as maintain some reserves in the City self-insured fund as claims close over time. The City may see costs normalize after approximately three years.

### Actuarial Report

Included with this briefing is the actuarial report completed by Bickmore Actuarial. Within the report, Bickmore Actuarial conducted a risk analysis for the City's workers' compensation program with an objective to compare the historical and projected total costs of the self-insured program and the participation in the state fund program.

Exhibits within the report demonstrate that the assumed costs of self-insured program are currently projected to be higher than the costs of the state fund. The City's self-insured program has higher risk of variability. The state fund could have an experience modification that increases a maximum of 25% per year or receive a discount if the City has claims-free period which is unlikely as the City has never had a claims-free year.

In summary, transitioning to the state fund would have an initial higher cost due to the addition of the state fund L&I rate premium, as well as the self-insured run off costs. In time the state fund would be a more stable and consistent expense for the City's budget.



# Bickmore — Actuarial

## Cost of Risk Analysis

*Self-Insured Workers' Compensation  
vs.  
State Fund Program*

*Presented to*  
**City of Vancouver**

January 8, 2023


## SCOPE AND SIGNATURE

The City of Vancouver ("the City") has engaged Bickmore Actuarial to conduct a cost of risk analysis for the City's workers' compensation program. The specific objective is to compare the historical and projected total costs of the self-insured program and the participation in the Washington State L&I fund.

The data underlying this report has been provided by the City. We have not independently audited or verified this data. Material inaccuracies in the data could invalidate the conclusions in this report. This report relies on the analysis contained in our full actuarial reports to the City dated April 5, 2023. As such, this report should be viewed as an adjunct to those reports. All considerations, assumptions, limitations, and conditions outlined in the April actuarial reports are still applicable.


We appreciate the opportunity to be of service to the City in preparing this report. Please feel free to call Dana Winkler at (503) 419-0455 with any questions you may have concerning this report.

Mark Priven and Dana Winkler meet the Casualty Actuarial Society continuing education requirements and the American Academy of Actuaries' qualification standards to sign Statements of Actuarial Opinion.



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Mark Priven, FCAS, MAAA  
Senior Partner



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Dana Winkler, MBA, ACAS, MAAA  
Partner



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Sarah Ashworth  
Senior Actuarial Analyst

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## **BACKGROUND**

The City currently self-insures its workers' compensation claims, with a per occurrence self-insured retention (SIR) of \$2,000,000. The City is considering joining the Washington State Fund. To compare the costs of remaining self-insured versus joining the State Fund, the "ultimate" cost of claims and expenses for a given accident year are compared under each scenario. An accident year is defined as all claims that have injury dates during the year, regardless of when they are reported or paid. The ultimate cost of claims for the accident year is the total lifetime payments on these set of claims, regardless of year of payment. Additionally, the costs to run the self-insured program include other expenses, such as excess insurance, third-party administration fees, L&I assessments and other overhead expenses that would no longer be incurred under participation in the State Fund.

## **METHODOLOGY**

The following describes the methodology and assumptions used under each scenario on both an historical (program years 2014-2023) and projected (program years 2024-2032) basis.

### **Historical Comparison of Cost of Risk**

#### Self-Insured Program

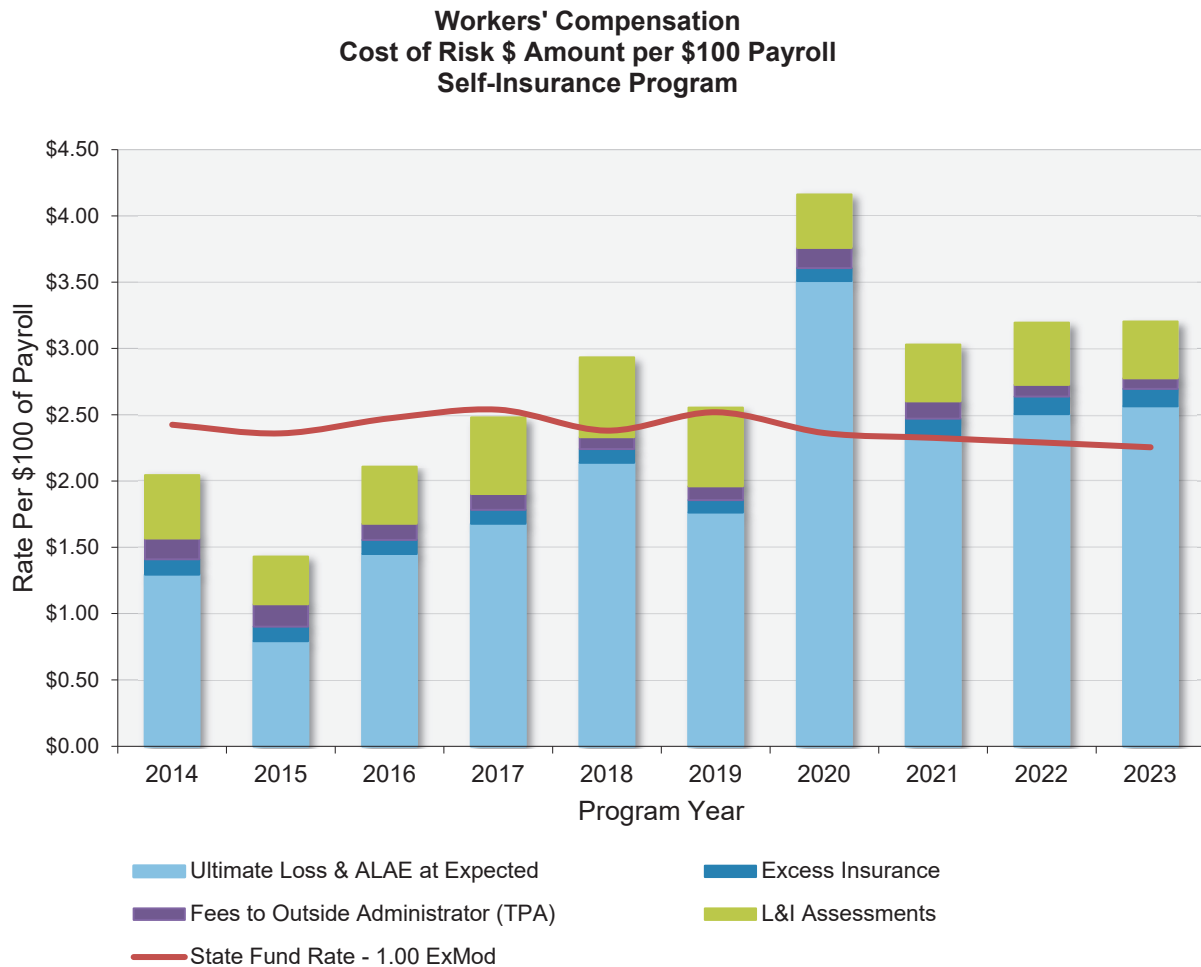
Ultimate expected losses within the \$2,000,000 SIR are estimated by program year. These projections are based on the ultimate losses estimated in the April 2023 main actuarial report. Losses as of 9/30/2023 were provided by the City in order to perform an average versus expected (A-V-E) analysis (Exhibit 3). This abbreviated analysis compares the actual incurred and paid development on claims between 12/31/2022 and 9/30/2023 to the development we would have expected based on the April 2023 analysis. Ultimate losses by year are adjusted based on the results of the A-V-E.

To calculate the total unlimited cost of claims, excess reinsurance costs were provided by the City. Other expenses to run a self-insurance program include third-party administration (TPA) fees and L&I assessments. All other expenses, such as overhead, internal salaries and actuarial fees, are assumed to be also incurred under the State Fund. Therefore, these costs are not included in the comparison.

#### State Fund

The historical costs under the State Fund are estimated based on class code hourly rates obtained from the WAL&I website and the historical hours by class code provided by the City.

The following chart shows the historical cost of the self-insured program by component compared to the cost of the State Fund (assuming a 1.0 experience modification factor). Amounts are shown in rates per \$100 of payroll.



It can be observed that, while self-insured costs for 2019 and prior averaged below the cost of the State Fund, there has been a shift upwards in self-insurance costs beginning in 2020. It should also be noted that the ultimate loss and ALAE costs under the self-insured program are at an “expected” level. Ultimate costs, particularly for the more recent program years, could come in much higher or lower than expected. The costs under the State Fund are a “guaranteed” cost, meaning the premiums remain the same for that particular year regardless of the ultimate outcome of actual claims costs.

## **Projected Comparison of Cost of Risk**

### Self-Insured Program

Ultimate expected losses within the \$2,000,000 SIR are projected by multiplying the expected loss rate times the projected payroll. Based on the A-V-E analysis, the loss rate selected in the April 2023 is still appropriate (Exhibit 2). All loss trends and increased limits factors selected in the April 2023 are assumed to remain applicable. Estimated payroll for 2024-2025 were provided for the April 2023 analysis. Payroll projections for 2026-2032 were assumed to increase at a 2.5% annual rate. To calculate the total unlimited cost of claims, excess reinsurance costs were provided by the City.

TPA fees are the fees associated with administering the claims (with injury dates during the program year) to final payout and closure of all claims. These fees can continue for many years into the future, depending on the duration of the claim. The projected TPA fees for 2024-2025 are from the April 2023 actuarial analysis. The 2026-2032 TPA fees are estimated based on ultimate loss trends. Additionally, the City incurs an assessment fee by L&I to maintain a self-insurance program. The projected assessments are estimated based the calculation sheets for the historical assessments provided by the City. They are based on the ultimate program year expected losses (total lifetime claims payments), trended L&I assessment rates and expected hours by class code.

All other expenses, such as overhead, internal salaries and actuarial fees, are assumed to be incurred under both the State Fund and self-insurance. Therefore, these costs are not included in the comparison.

### State Fund

The projected costs under the State Fund are estimated based on projected class code hourly rates and projected hours by class code. The hourly rates are assumed to be the 2024 rates (latest L&I rates available), with an annual rate increase based on the average of the latest three years of rate increases by class code. The projected hours by class code are assumed to remain at the 2023 level provided by the City.

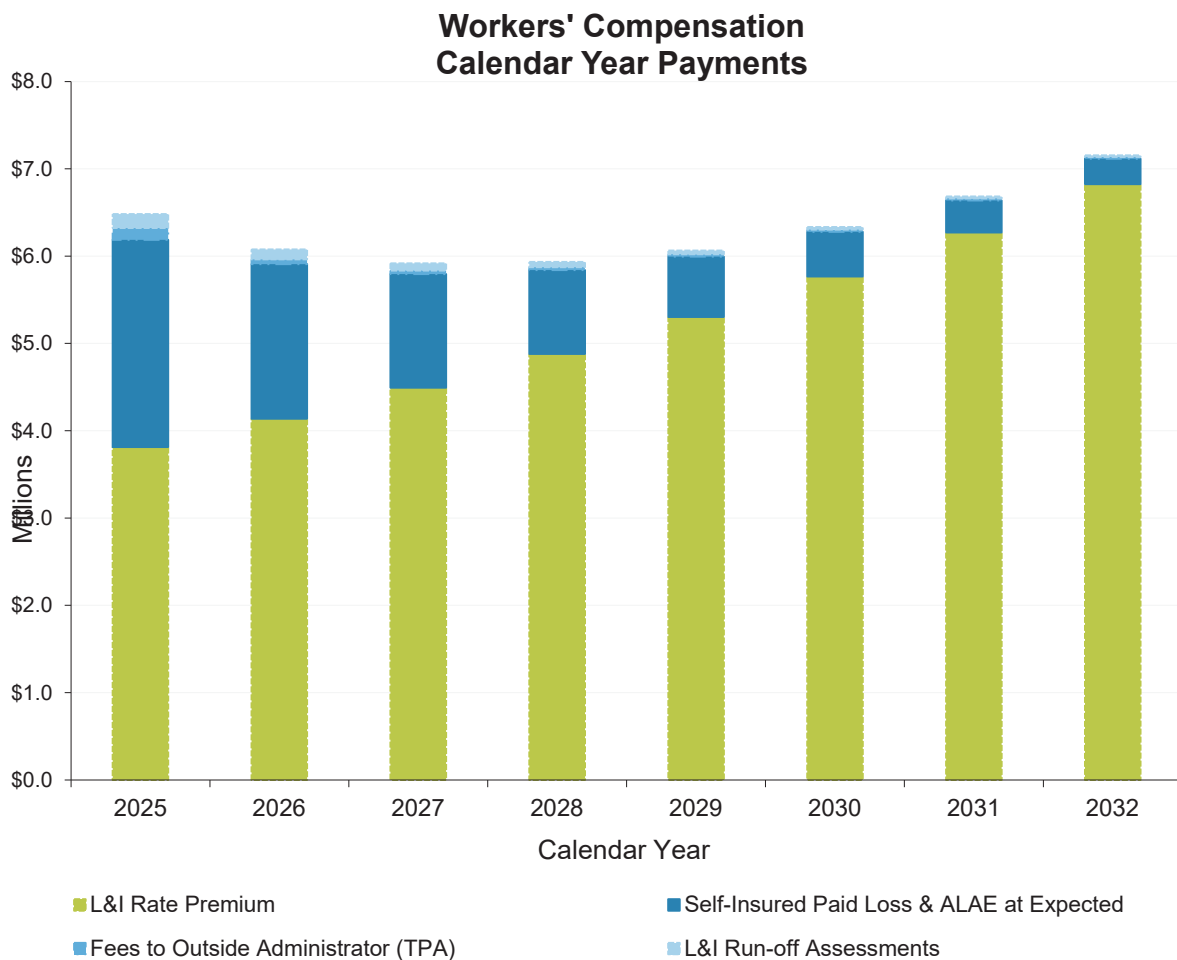
The State fund applies an experience modification (xMod) factor to a member based on the member's experience as compared to the fund as a whole. A member begins the program with a 1.00 xMod. Each year the member's loss experience is evaluated and a new xMod is calculated. A member's xMod can only change by a maximum of 25% per year. Based on information from L&I, we have assumed a maximum 1.953 (1.25x1.25x1.25) X-Mod based on three years of maximum increases.

A member may also receive an xMod less than 1.00 if their experience is better than the fund as a whole. The maximum discounted xMod a member may receive is .600 based on a three year "claims-free" period. As the City has never experienced a claims-free year, this discount is not likely applicable. We have assumed a maximum .900 discount for the City under possible scenarios.

## Calendar Year Payments

If the City elects to join the State fund, it will continue to make payments on claims previously incurred under the self-insurance program. Additionally, the City will need to continue paying the L&I assessment fee for these self-insured claims and incur third-party administration claims to administer these claims to closure.

The following graph displays the projected calendar year payments expected for 2025 through 2032, assuming the City elects to join the State fund beginning January 1, 2025. The payments are broken into the State Fund costs to cover the current year claims (green), as well as the payments associated with the run-off of the self-insured years (blue). Note that, for the purposes of this graph, all costs are at the expected level (L&I x-Mod of 1.00 and self-insured ultimates are at the expected level rather than a higher confidence level).



At the end of 2032, we estimate at an expected level that the City will have \$1.88M in remaining loss and ALAE liabilities from its self-insurance program for claims incurred during 2024 and prior. This means that the City will likely continue to pay annual claims payments, TPA fees and L&I assessments on its self-insured claims beyond 2032, although the average annual payments are expected to decrease over time until all claims are closed.



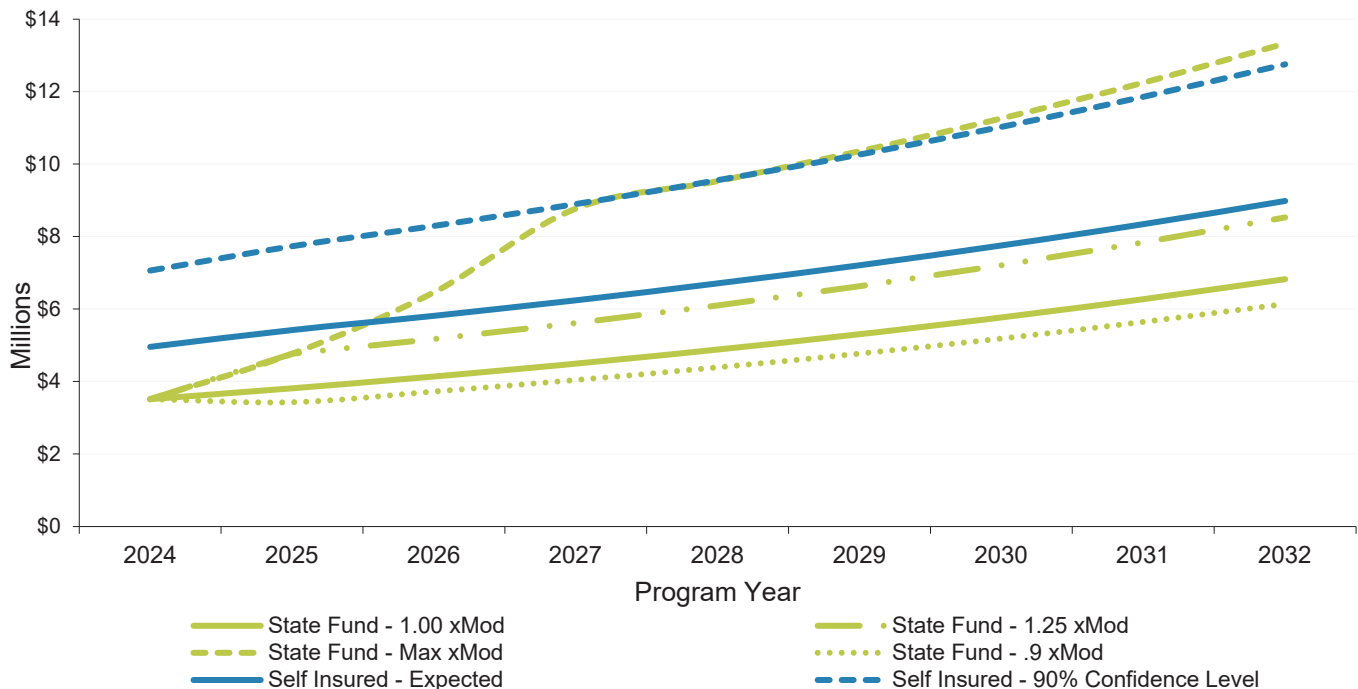
## OBSERVATIONS AND ANALYSIS

The following graph displays the results of the projected total cost of risk under each program. The self-insured costs are shown at expected (roughly 50% probability of costs being higher and 50% probability of costs being lower), as well as at the 90% confidence level (90% probability that costs will be at or below the stated estimate). Participation in the State Fund essentially represents a 100% confidence level.

The State Fund costs are shown assuming the following four scenarios. All four scenarios reflect the City starting at a 1.00 xMod for 2024.

- 1.00 xMod: This assumes that the City loss experience is equivalent to the experience of the pool as a whole through 2032.
- 1.25 xMod: This assumes a 1.00 xMod for 2024 and a 1.25 xMod for all subsequent years. This assumes that the City's experience is generally more adverse than the pool but does not continue to worsen.
- Max xMod: This assumes a 1.00 xMod for 2024, 1.25 for 2025, 1.563 ( $1.25^2$ ) for 2026 and 1.953 ( $1.25^3$ ) for subsequent years. This assumes that the loss experience for the City continues to grow more adverse each year.
- .900 xMod: This assumes a 1.00 xMod for 2024 and a .900 xMod for subsequent years. As noted previously, a maximum discount of .600 is available for claims-free members. As the City has not been historically claims free, the full discount is assumed to be not applicable.

### Workers' Compensation Relative Cost of Risk



As shown on the graph on the previous page, assuming the expected level for our self-insurance calculations and the 1.0 xMod for the State Fund, the assumed costs of self-insurance are currently projected to be higher than the costs of the state fund. The trends and costs underlying a workers' compensation program can shift relatively quickly, so we typically do not recommend projecting out for periods longer than two or three years. We have provided the charts in this study as illustrations of various scenarios for comparative purposes, and consideration should be given to the fact that the variability in the range of future outcomes could be quite large.

It should also be understood that there is a strong correlation between the cost levels of both the self-insurance program and the premium charged by the State Fund. If costs under the self-insurance program turn out to be higher than expected, it would be likely that the xMod charged by the State Fund would also be high, and vice versa. However, as noted earlier, the State Fund scenario represents a guaranteed cost outcome, while the variability associated with the self-insurance program could be quite high given the \$2 million per occurrence retention.

## **DISTRIBUTION AND USE**

This report was prepared for the sole use of the City of Vancouver. This report is neither intended nor necessarily suitable for any other use. Any other distribution of this report requires the express written consent of Bickmore Actuarial. If such consent is granted, the report should be forwarded in its entirety, including all exhibits and appendices. It should also be understood that Bickmore Actuarial would be available to answer any questions regarding this report and its conclusions.

## EXHIBITS AND APPENDICES

**CITY OF VANCOUVER  
HISTORICAL COST OF RISK  
WORKERS' COMPENSATION PROGRAM**

**Exhibit 1  
Page 1**

<b>Total Cost of Risk (Self-Insurance Program)</b>										
	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
(1) Ultimate Loss & ALAE at Expected	\$1,003,000	\$652,000	\$1,280,000	\$1,595,000	\$2,158,000	\$1,817,000	\$4,140,000	\$2,880,000	\$3,642,000	\$3,560,000
(2) Excess Insurance	88,880	90,416	93,295	99,972	105,147	97,815	105,108	153,929	163,572	181,858
(3) Fees to Outside Administrator (TPA)	122,267	139,791	108,412	113,199	89,932	107,387	164,129	150,563	108,300	111,549
(4) L&I Assessments	370,502	295,500	380,568	550,462	608,994	611,614	436,943	494,503	580,173	595,000
(5) <b>Total Costs - Self Insurance Program</b>	<b>\$1,584,649</b>	<b>\$1,177,706</b>	<b>\$1,862,275</b>	<b>\$2,358,633</b>	<b>\$2,962,073</b>	<b>\$2,633,816</b>	<b>\$4,846,180</b>	<b>\$3,678,995</b>	<b>\$4,494,045</b>	<b>\$4,448,407</b>

<b>Total Cost of Risk (State Fund)</b>										
	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
(6) Rate Premium	\$1,879,122	\$1,944,142	\$2,183,690	\$2,413,430	\$2,404,523	\$2,598,032	\$2,557,555	\$2,684,895	\$2,829,542	\$3,130,392
(7) Other Expenses	0	0	0	0	0	0	0	0	0	0
(8) <b>Total Costs - L&amp;I Program</b>	<b>\$1,879,122</b>	<b>\$1,944,142</b>	<b>\$2,183,690</b>	<b>\$2,413,430</b>	<b>\$2,404,523</b>	<b>\$2,598,032</b>	<b>\$2,557,555</b>	<b>\$2,684,895</b>	<b>\$2,829,542</b>	<b>\$3,130,392</b>

(9) <b>Payroll (\$00)</b>	<b>\$774,851</b>	<b>\$823,739</b>	<b>\$883,044</b>	<b>\$950,800</b>	<b>\$1,009,900</b>	<b>\$1,031,411</b>	<b>\$1,082,386</b>	<b>\$1,154,407</b>	<b>\$1,235,168</b>	<b>\$1,388,289</b>
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<b>Total Cost of Risk (Self-Insurance Program) per \$100 of Payroll</b>										
	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
(10) Ultimate Loss & ALAE at Expected	\$1.29	\$0.79	\$1.45	\$1.68	\$2.14	\$1.76	\$3.82	\$2.49	\$2.95	\$2.56
(11) Excess Insurance	0.11	0.11	0.11	0.11	0.10	0.09	0.10	0.13	0.13	0.13
(12) Fees to Outside Administrator (TPA)	0.16	0.17	0.12	0.12	0.09	0.10	0.15	0.13	0.09	0.08
(13) L&I Assessments	0.48	0.36	0.43	0.58	0.60	0.59	0.40	0.43	0.47	0.43
(14) <b>Total Rate</b>	<b>\$2.05</b>	<b>\$1.43</b>	<b>\$2.11</b>	<b>\$2.48</b>	<b>\$2.93</b>	<b>\$2.55</b>	<b>\$4.48</b>	<b>\$3.19</b>	<b>\$3.64</b>	<b>\$3.20</b>

<b>Total Cost of Risk (State Fund) per \$100 of Payroll</b>										
	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
(15) Rate Premium	\$2.43	\$2.36	\$2.47	\$2.54	\$2.38	\$2.52	\$2.36	\$2.33	\$2.29	\$2.25
(16) Other Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
(17) <b>Total Rate</b>	<b>\$2.43</b>	<b>\$2.36</b>	<b>\$2.47</b>	<b>\$2.54</b>	<b>\$2.38</b>	<b>\$2.52</b>	<b>\$2.36</b>	<b>\$2.33</b>	<b>\$2.29</b>	<b>\$2.25</b>

**Notes:**

*Costs listed under the self-insured program do not include expenses that would continue under the L&I program, such as internal salaries and general overhead.*

- (1) Stated at undiscounted ultimate value and expected level within self-insured retention. From Exhibit 2, Page 2.
- (2) Provided by the City.
- (3) Provided by the City. This is historical annual TPA fees. These costs are associated with administering all claims and not just the specified AY claims.
- (4) Provided by the City. This is historical annual assessments. These costs are associated with all claims regardless of AY.
- (6) Based on published L&I rates by class code x historical hours by class code provided by the City.
- (7) City has instructed that there are no additional L&I costs.

**CITY OF VANCOUVER  
PROJECTED COST OF RISK  
WORKERS' COMPENSATION PROGRAM**

**Exhibit 1  
Page 2**

<b>Total Cost of Risk (Self-Insurance Program)</b>									
	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>
(1) Ultimate Loss & ALAE at Expected	\$3,968,000	\$4,353,000	\$4,665,000	\$5,000,000	\$5,362,000	\$5,750,000	\$6,168,000	\$6,618,000	\$7,103,000
(2) Excess Insurance	194,770	208,599	223,409	239,271	256,259	274,454	293,940	314,810	337,161
(3) Fees to Outside Administrator (TPA)	201,000	221,000	237,000	254,000	272,000	292,000	313,000	336,000	361,000
(4) L&I Assessments	592,000	640,000	691,000	751,000	819,000	895,000	980,000	1,076,000	1,181,000
<b>(5) Total Costs - Self Insurance Program</b>	<b>\$4,955,770</b>	<b>\$5,422,599</b>	<b>\$5,816,409</b>	<b>\$6,244,271</b>	<b>\$6,709,259</b>	<b>\$7,211,454</b>	<b>\$7,754,940</b>	<b>\$8,344,810</b>	<b>\$8,982,161</b>
<b>Total Cost of Risk (State Fund Program)</b>									
	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>
(6) Rate Premium	\$3,514,644	\$3,812,524	\$4,137,614	\$4,492,512	\$4,880,072	\$5,303,427	\$5,766,020	\$6,271,628	\$6,824,405
(7) Other Costs	0	0	0	0	0	0	0	0	0
<b>(8) Total Costs - L&amp;I Program</b>	<b>\$3,514,644</b>	<b>\$3,812,524</b>	<b>\$4,137,614</b>	<b>\$4,492,512</b>	<b>\$4,880,072</b>	<b>\$5,303,427</b>	<b>\$5,766,020</b>	<b>\$6,271,628</b>	<b>\$6,824,405</b>
 <b>(9) Payroll (\$00)</b>	 <b>\$1,480,954</b>	 <b>\$1,555,001</b>	 <b>\$1,594,000</b>	 <b>\$1,634,000</b>	 <b>\$1,675,000</b>	 <b>\$1,717,000</b>	 <b>\$1,760,000</b>	 <b>\$1,804,000</b>	 <b>\$1,849,000</b>
<b>Total Cost of Risk (Self-Insurance) per \$100 of Payroll</b>									
	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>
(10) Ultimate Loss & ALAE at Expected	\$2.68	\$2.80	\$2.93	\$3.06	\$3.20	\$3.35	\$3.50	\$3.67	\$3.84
(11) Excess Insurance	0.13	0.13	0.14	0.15	0.15	0.16	0.17	0.17	0.18
(12) Fees to Outside Administrator (TPA)	0.14	0.14	0.15	0.16	0.16	0.17	0.18	0.19	0.20
(13) L&I Assessments	0.40	0.41	0.43	0.46	0.49	0.52	0.56	0.60	0.64
<b>(14) Total Rate</b>	<b>\$3.35</b>	<b>\$3.49</b>	<b>\$3.65</b>	<b>\$3.82</b>	<b>\$4.01</b>	<b>\$4.20</b>	<b>\$4.41</b>	<b>\$4.63</b>	<b>\$4.86</b>
<b>Total Cost of Risk (State Fund) per \$100 of Payroll</b>									
	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>
(15) Rate Premium	\$2.37	\$2.45	\$2.60	\$2.75	\$2.91	\$3.09	\$3.28	\$3.48	\$3.69
(16) Other Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>(17) Total Rate</b>	<b>\$2.37</b>	<b>\$2.45</b>	<b>\$2.60</b>	<b>\$2.75</b>	<b>\$2.91</b>	<b>\$3.09</b>	<b>\$3.28</b>	<b>\$3.48</b>	<b>\$3.69</b>

**Notes:**

*Costs listed under the self-insured program do not include expenses that would continue under the L&I program, such as internal salaries and general overhead.*

- (1) Stated at undiscounted ultimate value and expected level within self-insured retention. From Exhibit 2, Page 1.
- (2) Provided by the City.
- (3) Estimated lifetime fees to administer program year claims to closure. 2024 and 2025 are from 1/26/2022 actuarial report. Subsequent amounts are estimated.
- (4) Estimated lifetime assessments for program year claims to closure. Amounts are based on L&I assessment calculations, using (1) and 2023 worked hours.
- (6) Based on published L&I rates by class code x historical hours by class code provided by the City.
- (7) City has instructed that there are no additional L&I costs.

**CITY OF VANCOUVER  
PROJECTED PAYMENTS  
WORKERS' COMPENSATION PROGRAM**

**Exhibit 1  
Page 3**

	<b>Total Calendar Year Payments (Self-Insurance Runoff and State-Fund)</b>							
	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>
(1) Self-Insured Paid Loss & ALAE at Expected	\$2,373,334	\$1,769,687	\$1,302,224	\$960,723	\$690,140	\$511,668	\$366,289	\$291,172
(2) Fees to Outside Administrator (TPA)	136,000	55,060	39,457	32,874	28,684	25,453	22,801	20,711
(3) L&I Run-off Assessments	159,995	114,637	82,434	59,500	41,973	30,700	21,713	17,056
<b>(4) Total Payments - Self Insurance Program</b>	<b>\$2,669,329</b>	<b>\$1,939,384</b>	<b>\$1,424,114</b>	<b>\$1,053,098</b>	<b>\$760,797</b>	<b>\$567,820</b>	<b>\$410,804</b>	<b>\$328,940</b>
<b>(5) L&amp;I Rate Premium</b>	<b>\$3,812,524</b>	<b>\$4,137,614</b>	<b>\$4,492,512</b>	<b>\$4,880,072</b>	<b>\$5,303,427</b>	<b>\$5,766,020</b>	<b>\$6,271,628</b>	<b>\$6,824,405</b>
<b>(6) Total Payments</b>	<b>\$6,481,853</b>	<b>\$6,076,998</b>	<b>\$5,916,626</b>	<b>\$5,933,169</b>	<b>\$6,064,224</b>	<b>\$6,333,840</b>	<b>\$6,682,432</b>	<b>\$7,153,344</b>

Notes:

*Costs listed do not include expenses that would continue regardless of program, such as internal salaries and general overhead.*

- (1) Stated at undiscounted ultimate value and expected level within self-insured retention. From Exhibit 4.
- (2) Estimated based on estimated cost per active claim and claim closure pattern.
- (3) Estimated annual assessments for calendar year based on L&I assessment rates and calculations and estimated loss payments in (1).
- (5) Exhibit 1, Page 2, (8).
- (6) (4) + (5).

***Selection of Projected Program Losses***

Year	Ultimate SIR Losses as of 9/30/2023 Based on Limited Loss (A)	Ultimate SIR Losses as of 9/30/2023 Based on SIR Losses (B)	Ultimate SIR Losses as of 9/30/2023 Selected (C)
2023	3,559,000	3,560,000	3,560,000
2024	4,005,000	3,930,000	3,968,000
2025	4,436,000	4,270,000	4,353,000
2026	4,799,000	4,530,000	4,665,000
2027	5,193,000	4,807,000	5,000,000
2028	5,623,000	5,100,000	5,362,000
2029	6,089,000	5,411,000	5,750,000
2030	6,596,000	5,740,000	6,168,000
2031	7,146,000	6,090,000	6,618,000
2032	7,745,000	6,460,000	7,103,000

## Notes:

(A) Exhibit 2, Page 3, (K).

(B) Exhibit 2, Page 2, (K).

(C) Selected based on (A) and (B).



**Selection of Projected Loss Rate and Program Losses**

Year	Ultimate SIR Losses as of 9/30/2023 (A)	Trend Factor to 2023 (B)	Trended SIR Losses Ultimate Losses (C)	Trended Payroll (\$00) (D)	Trended SIR Loss Rate (E)
2014	1,003,000	1.404	1,408,212	947,623	1.486
2015	652,000	1.347	878,244	1,000,204	0.878
2016	1,280,000	1.291	1,652,480	1,001,133	1.651
2017	1,595,000	1.241	1,979,395	1,055,608	1.875
2018	2,158,000	1.193	2,574,494	1,147,171	2.244
2019	1,817,000	1.148	2,085,916	1,184,325	1.761
2020	4,140,000	1.109	4,591,260	1,163,360	3.947
2021	2,880,000	1.071	3,084,480	1,209,595	2.550
2022	3,642,000	1.035	3,769,470	1,261,942	2.987
2015-2021	14,522,000		16,846,269	7,761,397	2.171
2018-2021	10,995,000		12,336,150	4,704,451	2.622
2019-2022	12,479,000		13,531,126	4,819,222	2.808
(F) Selected Limited Rate:					\$2.564
Prior:					\$2.564
	Factor to SIR (G)	Trend Factor to 2023 (H)	Program Rate (I)	Trended Payroll (\$00) (J)	Projected Self-Insured Losses (K)
2023	1.000	1.000	2.564	1,388,289	3,560,000
2024	1.000	1.035	2.654	1,480,954	3,930,000
2025	1.000	1.071	2.746	1,555,001	4,270,000
2026	1.000	1.108	2.842	1,594,000	4,530,000
2027	1.000	1.147	2.942	1,634,000	4,807,000
2028	1.000	1.187	3.045	1,675,000	5,100,000
2029	1.000	1.229	3.151	1,717,000	5,411,000
2030	1.000	1.272	3.261	1,760,000	5,740,000
2031	1.000	1.317	3.376	1,804,000	6,090,000
2032	1.000	1.363	3.494	1,849,000	6,460,000

Notes:

- (A) Exhibit 3, Page 1, (H).
- (B),(D),(H) From April Bickmore Actuarial Report.
- (C) (A) x (B).
- (E) (C) / (D).
- (F) Based on (E).
- (I) (F) x (G) x (H).
- (J) 2023 and 2024 are from April Bickmore Actuarial Report. Subsequent years reflect a 2.5% annual trend.
- (K) (I) x (J).

**Selection of Projected Loss Rate and Program Losses**

Year	Ultimate Limited Losses as of 9/30/2023 (A)	Trend Factor to 2023 (B)	Trended Limited Ultimate Losses (C)	Trended Payroll (\$00) (D)	Trended Limited Loss Rate (E)
2014	737,168	1.404	1,034,984	947,623	1.092
2015	556,000	1.347	748,932	1,000,204	0.749
2016	784,000	1.291	1,012,144	1,001,133	1.011
2017	1,123,000	1.241	1,393,643	1,055,608	1.320
2018	1,136,000	1.193	1,355,248	1,147,171	1.181
2019	1,049,000	1.148	1,204,252	1,184,325	1.017
2020	1,632,000	1.109	1,809,888	1,163,360	1.556
2021	1,192,000	1.071	1,276,632	1,209,595	1.055
2022	1,517,000	1.035	1,570,095	1,261,942	1.244
2015-2021	7,472,000		8,800,739	7,761,397	1.134
2018-2021	5,009,000		5,646,020	4,704,451	1.200
2019-2022	5,390,000		5,860,867	4,819,222	1.216
(F) Selected Limited Rate:					\$1.200
Prior:					\$1.200
	Factor to SIR (G)	Trend Factor to 2023 (H)	Program Rate (I)	Trended Payroll (\$00) (J)	Projected Self-Insured Losses (K)
2023	2.136	1.000	2.564	1,388,289	3,559,000
2024	2.177	1.035	2.704	1,480,954	4,005,000
2025	2.219	1.071	2.852	1,555,001	4,436,000
2026	2.263	1.108	3.010	1,594,000	4,799,000
2027	2.309	1.147	3.178	1,634,000	5,193,000
2028	2.356	1.187	3.357	1,675,000	5,623,000
2029	2.405	1.229	3.546	1,717,000	6,089,000
2030	2.455	1.272	3.748	1,760,000	6,596,000
2031	2.508	1.317	3.961	1,804,000	7,146,000
2032	2.562	1.363	4.189	1,849,000	7,745,000

Notes:

- (A) Exhibit 3, Page 2, (H).
- (B),(D),(F),(G),(H) From April Bickmore Actuarial Report.
- (C) (A) x (B).
- (E) (C) / (D).
- (I) (F) x (G) x (H).
- (J) 2023 and 2024 are from April Bickmore Actuarial Report. Subsequent years reflect a 2.5% annual trend.
- (K) (I) x (J).

**City of Vancouver - Workers' Compensation**

**Estimated Ultimate Losses  
Analysis of Actual vs. Expected Experience**

***Limited to Self-Insured Retention***

Year	Expected Paid Development (A)	Actual Paid Development (B)	Paid Actual Minus Expected (C)	Expected Incurred Development (D)	Actual Incurred Development (E)	Incurred Actual Minus Expected (F)	Est. Ultimate Loss & ALAE from 4/5/23 Report (G)	Current Estimated Ultimate Loss & ALAE (H)	Change in Ultimate Loss & ALAE (I)
2014	\$7,519	\$5,810	(\$1,709)	\$7,097	\$6,476	(\$621)	\$1,004,000	\$1,003,000	(\$1,000)
2015	7,379	(820)	(8,199)	6,912	(820)	(7,732)	660,000	652,000	(8,000)
2016	42,500	46,426	3,926	7,433	8,688	1,255	1,280,000	1,280,000	0
2017	59,278	45,132	(14,146)	65,000	26,720	(38,280)	1,621,000	1,595,000	(26,000)
2018	128,173	154,630	26,457	24,817	21,524	(3,293)	2,161,000	2,158,000	(3,000)
2019	140,103	106,659	(33,444)	95,976	78,846	(17,130)	1,842,000	1,817,000	(25,000)
2020	287,764	420,040	132,276	47,495	93,001	45,506	3,739,000	4,140,000	401,000
2021	303,884	212,920	(90,964)	148,551	(97,913)	(246,464)	2,867,000	2,880,000	13,000
2022	480,836	1,592,699	1,111,863	127,087	(220,551)	(347,638)	3,223,000	3,642,000	419,000

(A) and (D) are expected development based on ultimates and loss development factors in April Bickmore Actuarial Report.

(B) = Paid losses as of 9/30/2023 minus paid losses as of 12/31/2022.

(C) = (B) - (A)

(D) = Incurred losses as of 9/30/2023 minus incurred losses as of 12/31/2022.

(F) = (E) - (D)

(G) Ultimates from April Bickmore Actuarial Report (Exhibit 3).

(H) = (G) adjusted if material deviation from expected is experienced.

(I) = (H) - (G)

**City of Vancouver - Workers' Compensation**

**Estimated Ultimate Losses  
Analysis of Actual vs. Expected Experience**

***Limited to \$100,000***

Year	Expected Paid Development (A)	Actual Paid Development (B)	Paid Actual Minus Expected (C)	Expected Incurred Development (D)	Actual Incurred Development (E)	Incurred Actual Minus Expected (F)	Est. Ultimate Loss & ALAE from 4/5/23 Report (G)	Current Estimated Ultimate Loss & ALAE (H)	Change in Ultimate Loss & ALAE (I)
2014	\$0	\$0	\$0	\$0	\$0	\$0	\$737,168	\$737,168	\$0
2015	1,643	(820)	(2,463)	2,039	(820)	(2,859)	559,000	556,000	(3,000)
2016	2,356	4,501	2,145	2,836	4,501	1,665	784,000	784,000	0
2017	5,832	9,586	3,754	6,043	9,586	3,543	1,123,000	1,123,000	0
2018	16,902	15,126	(1,776)	11,373	5,882	(5,491)	1,140,000	1,136,000	(4,000)
2019	38,052	16,203	(21,849)	24,884	4,403	(20,481)	1,070,000	1,049,000	(21,000)
2020	57,157	26,337	(30,820)	23,071	(54,988)	(78,059)	1,686,000	1,632,000	(54,000)
2021	131,399	77,735	(53,664)	41,898	(81,778)	(123,676)	1,281,000	1,192,000	(89,000)
2022	344,913	411,619	66,706	110,077	(130,921)	(240,998)	1,604,000	1,517,000	(87,000)

(A) and (D) are expected development based on ultimates and loss development factors in April Bickmore Actuarial Report.

(B) = Paid losses as of 9/30/2023 minus paid losses as of 12/31/2022.

(C) = (B) - (A)

(D) = Incurred losses as of 9/30/2023 minus incurred losses as of 12/31/2022.

(F) = (E) - (D)

(G) Ultimates from April Bickmore Actuarial Report (Exhibit 3).

(H) = (G) adjusted if material deviation from expected is experienced.

(I) = (H) - (G)

City of Vancouver - Workers' Compensation

Payment and Reserve Forecast  
Self-Insurance Program

Accident Year	As of 10/26/2023	Calendar Period									
		10/27/2023 to 12/31/2023	1/1/2024 to 12/31/2024	1/1/2025 to 12/31/2025	1/1/2026 to 12/31/2026	1/1/2027 to 12/31/2027	1/1/2028 to 12/31/2028	1/1/2029 to 12/31/2029	1/1/2030 to 12/31/2030	1/1/2031 to 12/31/2031	1/1/2032 to 12/31/2032
Prior											
Ultimate Loss		\$5,920,853	\$5,920,853	\$5,920,853	\$5,920,853	\$5,920,853	\$5,920,853	\$5,920,853	\$5,920,853	\$5,920,853	\$5,920,853
Paid in Calendar Period		6,985	4,389	3,735	3,178	2,705	3,705	4,025	2,187		
Paid to Date		5,896,929	5,901,318	5,905,053	5,908,231	5,910,936	5,914,641	5,918,666	5,920,853	5,920,853	5,920,853
Outstanding Liability		23,924	19,535	15,800	12,622	9,917	6,212	2,187			
2007											
Ultimate Loss		\$1,511,934	\$1,511,934	\$1,511,934	\$1,511,934	\$1,511,934	\$1,511,934	\$1,511,934	\$1,511,934	\$1,511,934	\$1,511,934
Paid in Calendar Period											
Paid to Date		1,511,934	1,511,934	1,511,934	1,511,934	1,511,934	1,511,934	1,511,934	1,511,934	1,511,934	1,511,934
Outstanding Liability											
2008											
Ultimate Loss		\$790,979	\$790,979	\$790,979	\$790,979	\$790,979	\$790,979	\$790,979	\$790,979	\$790,979	\$790,979
Paid in Calendar Period											
Paid to Date		790,979	790,979	790,979	790,979	790,979	790,979	790,979	790,979	790,979	790,979
Outstanding Liability											
2009											
Ultimate Loss		\$802,838	\$802,838	\$802,838	\$802,838	\$802,838	\$802,838	\$802,838	\$802,838	\$802,838	\$802,838
Paid in Calendar Period											
Paid to Date		802,838	802,838	802,838	802,838	802,838	802,838	802,838	802,838	802,838	802,838
Outstanding Liability											
2010											
Ultimate Loss		\$1,377,745	\$1,377,745	\$1,377,745	\$1,377,745	\$1,377,745	\$1,377,745	\$1,377,745	\$1,377,745	\$1,377,745	\$1,377,745
Paid in Calendar Period											
Paid to Date		1,377,745	1,377,745	1,377,745	1,377,745	1,377,745	1,377,745	1,377,745	1,377,745	1,377,745	1,377,745
Outstanding Liability											
2011											
Ultimate Loss		\$1,278,563	\$1,278,563	\$1,278,563	\$1,278,563	\$1,278,563	\$1,278,563	\$1,278,563	\$1,278,563	\$1,278,563	\$1,278,563
Paid in Calendar Period											
Paid to Date		1,278,563	1,278,563	1,278,563	1,278,563	1,278,563	1,278,563	1,278,563	1,278,563	1,278,563	1,278,563
Outstanding Liability											
2012											
Ultimate Loss		\$1,804,000	\$1,804,000	\$1,804,000	\$1,804,000	\$1,804,000	\$1,804,000	\$1,804,000	\$1,804,000	\$1,804,000	\$1,804,000
Paid in Calendar Period		10,081	6,580	5,657	8,637	5,836	4,911	4,993	6,045	4,065	6,149
Paid to Date		1,730,069	1,736,649	1,742,306	1,750,943	1,756,779	1,761,690	1,766,683	1,772,728	1,776,793	1,782,942
Outstanding Liability		73,931	67,351	61,694	53,057	47,221	42,310	37,317	31,272	27,207	21,058

City of Vancouver - Workers' Compensation

Payment and Reserve Forecast  
Self-Insurance Program

		Calendar Period									
Accident Year	As of 10/26/2023	10/27/2023 to 12/31/2023	1/1/2024 to 12/31/2024	1/1/2025 to 12/31/2025	1/1/2026 to 12/31/2026	1/1/2027 to 12/31/2027	1/1/2028 to 12/31/2028	1/1/2029 to 12/31/2029	1/1/2030 to 12/31/2030	1/1/2031 to 12/31/2031	1/1/2032 to 12/31/2032
2013											
Ultimate Loss		\$2,254,000	\$2,254,000	\$2,254,000	\$2,254,000	\$2,254,000	\$2,254,000	\$2,254,000	\$2,254,000	\$2,254,000	\$2,254,000
Paid in Calendar Period		17,545	16,363	10,680	9,183	14,019	9,473	7,971	8,103	9,812	6,598
Paid to Date		2,117,640	2,134,003	2,144,683	2,153,866	2,167,885	2,177,358	2,185,329	2,193,432	2,203,244	2,209,842
Outstanding Liability		136,360	119,997	109,317	100,134	86,115	76,642	68,671	60,568	50,756	44,158
2014											
Ultimate Loss	\$1,003,000	\$1,003,000	\$1,003,000	\$1,003,000	\$1,003,000	\$1,003,000	\$1,003,000	\$1,003,000	\$1,003,000	\$1,003,000	\$1,003,000
Paid in Calendar Period	-	1,931	7,932	7,398	4,828	4,151	6,338	4,282	3,604	3,663	4,436
Paid to Date	931,491	933,422	941,354	948,752	953,580	957,731	964,069	968,351	971,955	975,618	980,054
Outstanding Liability	71,509	69,578	61,646	54,248	49,420	45,269	38,931	34,649	31,045	27,382	22,946
2015											
Ultimate Loss	\$652,000	\$652,000	\$652,000	\$652,000	\$652,000	\$652,000	\$652,000	\$652,000	\$652,000	\$652,000	\$652,000
Paid in Calendar Period	-	1,702	5,558	4,278	3,990	2,604	2,239	3,418	2,310	1,944	1,976
Paid to Date	607,212	608,914	614,472	618,750	622,740	625,344	627,583	631,001	633,311	635,255	637,231
Outstanding Liability	44,788	43,086	37,528	33,250	29,260	26,656	24,417	20,999	18,689	16,745	14,769
2016											
Ultimate Loss	\$1,280,000	\$1,280,000	\$1,280,000	\$1,280,000	\$1,280,000	\$1,280,000	\$1,280,000	\$1,280,000	\$1,280,000	\$1,280,000	\$1,280,000
Paid in Calendar Period	-	9,476	50,423	27,198	20,935	19,525	12,743	10,957	16,727	11,303	9,511
Paid to Date	1,009,263	1,018,739	1,069,162	1,096,360	1,117,295	1,136,820	1,149,563	1,160,520	1,177,247	1,188,550	1,198,061
Outstanding Liability	270,737	261,261	210,838	183,640	162,705	143,180	130,437	119,480	102,753	91,450	81,939
2017											
Ultimate Loss	\$1,595,000	\$1,595,000	\$1,595,000	\$1,595,000	\$1,595,000	\$1,595,000	\$1,595,000	\$1,595,000	\$1,595,000	\$1,595,000	\$1,595,000
Paid in Calendar Period	-	12,562	43,642	38,633	20,838	16,040	14,959	9,763	8,395	12,816	8,660
Paid to Date	1,338,627	1,351,189	1,394,831	1,433,464	1,454,302	1,470,342	1,485,301	1,495,064	1,503,459	1,516,275	1,524,935
Outstanding Liability	256,373	243,811	200,169	161,536	140,698	124,658	109,699	99,936	91,541	78,725	70,065
2018											
Ultimate Loss	\$2,158,000	\$2,158,000	\$2,158,000	\$2,158,000	\$2,158,000	\$2,158,000	\$2,158,000	\$2,158,000	\$2,158,000	\$2,158,000	\$2,158,000
Paid in Calendar Period	-	28,237	137,986	77,788	68,859	37,142	28,589	26,663	17,402	14,963	22,843
Paid to Date	1,557,208	1,585,445	1,723,431	1,801,219	1,870,078	1,907,220	1,935,809	1,962,472	1,979,874	1,994,837	2,017,680
Outstanding Liability	600,792	572,555	434,569	356,781	287,922	250,780	222,191	195,528	178,126	163,163	140,320
2019											
Ultimate Loss	\$1,817,000	\$1,817,000	\$1,817,000	\$1,817,000	\$1,817,000	\$1,817,000	\$1,817,000	\$1,817,000	\$1,817,000	\$1,817,000	\$1,817,000
Paid in Calendar Period	-	32,310	130,474	107,689	60,709	53,740	28,987	22,312	20,809	13,581	11,677
Paid to Date	1,207,372	1,239,682	1,370,156	1,477,845	1,538,554	1,592,294	1,621,281	1,643,593	1,664,402	1,677,983	1,689,660
Outstanding Liability	609,628	577,318	446,844	339,155	278,446	224,706	195,719	173,407	152,598	139,017	127,340



City of Vancouver - Workers' Compensation

Payment and Reserve Forecast  
Self-Insurance Program

Accident Year	Calendar Period										
	As of 10/26/2023	10/27/2023 to 12/31/2023	1/1/2024 to 12/31/2024	1/1/2025 to 12/31/2025	1/1/2026 to 12/31/2026	1/1/2027 to 12/31/2027	1/1/2028 to 12/31/2028	1/1/2029 to 12/31/2029	1/1/2030 to 12/31/2030	1/1/2031 to 12/31/2031	1/1/2032 to 12/31/2032
2020											
Ultimate Loss	\$4,140,000	\$4,140,000	\$4,140,000	\$4,140,000	\$4,140,000	\$4,140,000	\$4,140,000	\$4,140,000	\$4,140,000	\$4,140,000	\$4,140,000
Paid in Calendar Period	-	79,226	370,028	249,546	205,969	116,112	102,784	55,441	42,674	39,799	25,976
Paid to Date	2,586,559	2,665,785	3,035,813	3,285,359	3,491,328	3,607,440	3,710,224	3,765,665	3,808,339	3,848,138	3,874,114
Outstanding Liability	1,553,441	1,474,215	1,104,187	854,641	648,672	532,560	429,776	374,335	331,661	291,862	265,886
2021											
Ultimate Loss	\$2,880,000	\$2,880,000	\$2,880,000	\$2,880,000	\$2,880,000	\$2,880,000	\$2,880,000	\$2,880,000	\$2,880,000	\$2,880,000	\$2,880,000
Paid in Calendar Period	-	74,033	334,755	261,752	176,526	145,699	82,136	72,708	39,218	30,187	28,154
Paid to Date	1,428,374	1,502,407	1,837,162	2,098,914	2,275,440	2,421,139	2,503,275	2,575,983	2,615,201	2,645,388	2,673,542
Outstanding Liability	1,451,627	1,377,594	1,042,839	781,087	604,561	458,862	376,726	304,018	264,800	234,613	206,459
2022											
Ultimate Loss	\$3,642,000	\$3,642,000	\$3,642,000	\$3,642,000	\$3,642,000	\$3,642,000	\$3,642,000	\$3,642,000	\$3,642,000	\$3,642,000	\$3,642,000
Paid in Calendar Period	-	73,395	329,160	245,160	191,696	129,279	106,704	60,153	53,248	28,722	22,108
Paid to Date	2,230,557	2,303,952	2,633,112	2,878,272	3,069,968	3,199,247	3,305,951	3,366,104	3,419,352	3,448,074	3,470,182
Outstanding Liability	1,411,443	1,338,048	1,008,888	763,728	572,032	442,753	336,049	275,896	222,648	193,926	171,818
2023											
Ultimate Loss	\$2,670,000	\$3,560,000	\$3,560,000	\$3,560,000	\$3,560,000	\$3,560,000	\$3,560,000	\$3,560,000	\$3,560,000	\$3,560,000	\$3,560,000
Paid in Calendar Period	-	588,529	716,899	534,760	398,292	311,433	210,030	173,353	97,726	86,508	46,662
Paid to Date	80,751	669,280	1,386,179	1,920,939	2,319,231	2,630,664	2,840,694	3,014,047	3,111,773	3,198,281	3,244,943
Outstanding Liability	2,589,249	2,890,720	2,173,821	1,639,061	1,240,769	929,336	719,306	545,953	448,227	361,719	315,057
2024											
Ultimate Loss			\$3,968,000	\$3,968,000	\$3,968,000	\$3,968,000	\$3,968,000	\$3,968,000	\$3,968,000	\$3,968,000	\$3,968,000
Paid in Calendar Period			745,984	799,060	596,047	443,939	347,125	234,101	193,220	108,926	96,422
Paid to Date			745,984	1,545,044	2,141,091	2,585,030	2,932,155	3,166,256	3,359,476	3,468,402	3,564,824
Outstanding Liability			3,222,016	2,422,956	1,826,909	1,382,970	1,035,845	801,744	608,524	499,598	403,176
Totals											
Ultimate Loss				\$42,435,912	\$42,435,912	\$42,435,912	\$42,435,912	\$42,435,912	\$42,435,912	\$42,435,912	\$42,435,912
Paid in Calendar Period				2,373,334	1,769,687	1,302,224	960,723	690,140	511,668	366,289	291,172
Paid to Date				34,659,018	36,428,705	37,730,929	38,691,652	39,381,792	39,893,460	40,259,749	40,550,921
Outstanding Liability				7,776,894	6,007,207	4,704,983	3,744,260	3,054,120	2,542,452	2,176,163	1,884,991
Total Outstanding ULAE				482,447	346,447	291,387	251,930	219,056	190,372	164,920	142,119
Outstanding Liability plus ULAE				8,259,341	6,353,654	4,996,370	3,996,190	3,273,176	2,732,824	2,341,083	2,027,109

Notes:

- Accident Year is associated with date of loss. Calendar Period is associated with date of transaction. For example, for the losses which occurred during 2021, \$261,752 is expected to be paid between 1/1/25 and 12/31/25, \$1,502,407 will have been paid by 12/31/25, and the reserve for remaining payments on these claims should be \$781,087.
- Ultimate Losses for each accident year are from April 2023 actuarial study for AY 2013 and prior. AY 2014 through 2022 is from Exhibit 2-2. AY 2023 and 2024 are from Exhibit 2-1.
- Paid in Calendar Period is a proportion of the Outstanding Liability from the previous calendar period. These proportions are derived from the paid loss development pattern selected in pattern selected in Appendix B of the April actuarial study. For example, \$176,526 = \$781,087 x 22.6%.
- Paid to Date is Paid in Calendar Period plus Paid to Date from previous calendar period. For example, \$2,275,440 = \$176,526 + \$2,098,914.
- Outstanding Liability is Ultimate Loss minus Paid to Date. For example, \$781,087 = \$2,880,000 - \$2,098,914.



**TO:** Mayor and City Council

**FROM:** Eric Holmes, City Manager

**DATE:** 3/4/2024

**SUBJECT** Comprehensive Plan Update

**ATTACHMENTS:**

- ▣ Presentation
- ▣ Memo



# **City Council Workshop – Land Use Alternatives, Assumptions and Components**

March 4, 2024

# Agenda

## Presenters

- ➔ Rebecca Kennedy (she/her), City of Vancouver
- ➔ Nicole McDermott (she/her), WSP
- ➔ Tyler Bump (he/him), ECONorthwest

## Part 1 – Methods and Assumptions

- ➔ The data inputs that will be used to inform all three Land Use Alternatives, and the assumptions that went into them

## Part 2 – Alternative Components

- ➔ What will the alternatives feature? How are we organizing information and conveying the vision?

### Purpose

Create grounding and shared understanding in what each of the Land Use Alternatives will consist of, and what assumptions inform their development.



# The Process



**Collect  
Data**



**Develop  
Assumptions**



**Workshops:  
How We Grow**



**Evaluate  
and Refine**



**Select  
Preferred  
Alternate**

# A New Alternative.

- Each of the three (3) alternatives contained in **OUR VANCOUVER** will propose a new growth strategy for the City, envisioned for the year 2045. Below is the current strategy – Centers and Corridors, and the corresponding Land Use Designations assigned from it.

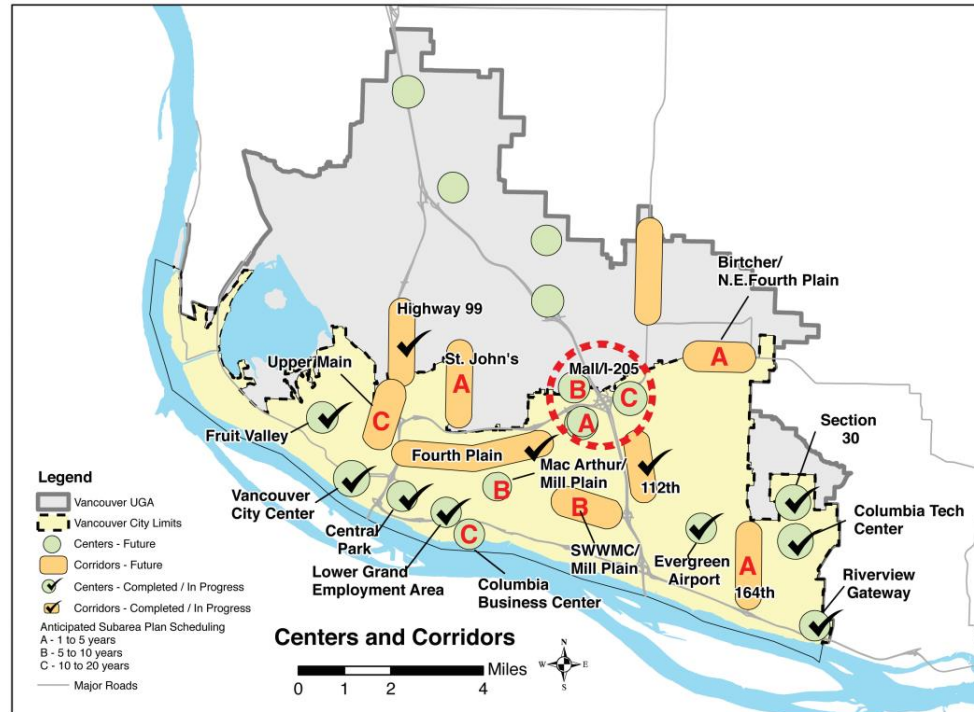


Figure 1-2. Comprehensive land use map showing designated types and intensities of land use allowed throughout the City of Vancouver. Source: City of Vancouver GIS.

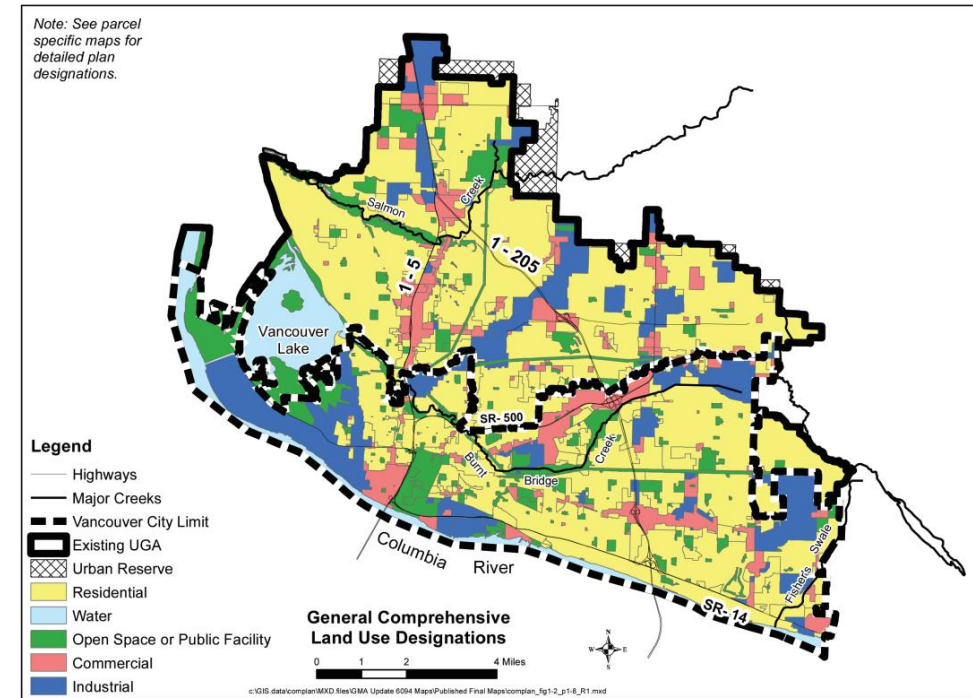


Figure 1-6. Comprehensive land use map showing designated types and intensities of land use allowed throughout the City of Vancouver. Source: City of Vancouver GIS.



# Methods and Assumptions

- Serve as the **foundational inputs** for developing the three (3) alternatives.
- Assumptions made to develop inputs align with guiding City policy directives and best practices.
- Are data inputs that will remain constant between each of the three alternatives. Based on state level regulations, existing City policies, and other factors.
- The three alternatives brought forward will have community stories embedded in them.
  - ➡ Alternatives will reflect the key themes identified by the Community Partners, members of the community, and Community Based Organizations (CBO's).



# Key Assumptions

## Population

- 698,416 identified by Office of Financial Management as most likely for Clark County
  - Countywide population forecast of 718,154 adopted by County Council for 2045.
- City population forecast of **281,544**, based on maintaining last decade share (42%) of most likely county growth
  - Household size of **2.3** persons
  - Vacancy rate of **7.4%**

## Housing

- **\*38,128** new housing units by 2045
  - **Approximately 15,000 – 19,000** units below 80% of Area Median Income
  - **Up to 2,500** permanently supportive housing units
- **4 units per lot** on all lots where residential uses are permitted
  - **6 units** for lots within ¼ mile transit, or if 2 units are affordable

\*Applies to current City boundaries – does not account for future annexation.

# More on Housing

As of April 2023,  
the City had **86,878** estimated housing units.

Hmm... I wonder how we are going to fit all the new homes we need to meet our population growth within the amount of land resources we have in the City?

**52%** of these were **single-family units.**



**57%** of residents are **cost burdened**, meaning they pay more than **30%** of their income on rent.

- An estimated 1,733 housing units per year will need to be built between 2023 to 2045 to meet housing need in the City. Current production rate is 1,466 per year.
- Given housing crisis, our Housing Action Plan directs us to close deficit within 10 years, which will require 2,500 new units per year.
- Given land availability is decreasing, all three alternatives will assume changes in zoning to accommodate greater housing capacity.

Some form of housing is allowed on **78%** of properties in the City\*.

**59%** of those properties only allow the construction of a single-family home.



# Key Housing Legislation

## HB 1220

- *Plan for and Accommodate* housing need for all economic segments
- Demonstrate zoned capacity for need
- Analyze racially disparate impacts in housing

## HB 1337

- Two Accessory Dwelling Units Per Lot, caps impact fees, reduced parking for ADU's

## HB 1110

- Four (4) residential units per lot
- Six (6) residential units within ¼ mile of high capacity transit
- Max of one (1) off street space for lots under 6,000 square feet
  - ➔ Maximum of two (2) for all others

- **SB 5491** – single stair buildings up to six stories
- **HB 1042** – ease requirements for housing conversions from commercial buildings



# Key Assumptions

## Land Use

- All residences in the City will be accessible to a minimum number of amenities within a 15-minute walk or rolling distance by 2045. List of amenities being developed from Community Partner and general engagement input.
- Methodology for redevelopment potential will be greater than the County's model.

## Employment

- Up to **44,609** new jobs by 2045
  - Higher end based on current jobs / housing ratio of 1.17 to 1.

## Equity & Inclusion

- Equity and Displacement Risk indices will be used to *inform* **intensity** of development in node selection model.

\*Applies to current City boundaries – does not account for future annexation.

# Key Assumptions

## Climate and Environment

- **Net zero** Greenhouse Gas Emissions (GHG) community wide by 2040 (Climate Action Framework)
- Climate Exposure and Health Sensitivity Indices will be used to *inform* **intensity** of development in node selection model.
- **Critical Areas** will be used as a *constraint* in node selection model – areas to **protect**.

## Parks

- All parks in the City will be accessible within a 10-minute walk or rolling distance by 2045.

## Infrastructure

- Existing utility locations and capacity as well as planned new capital investments will *inform* intensity of development.

## Transportation

- TSP modal networks and potential for active walking or biking trips will *inform* intensity of development.

## Vision

- Chapter vision statements and key themes developed by Community Partners will *inform* development of **place types**.



# Alternative Components

Each of the alternatives will be organized into the following elements:

## Nodes

- The “**where**” of each of the alternatives. The areas in the City that we forecast the majority of growth and activity to occur. Nodes define boundaries

## Intensity

- The “**how much**”. Captures the general form and scale of development. Assigned intensity of low, medium, or high, and shows the degree of change from existing conditions today.

## Place Types

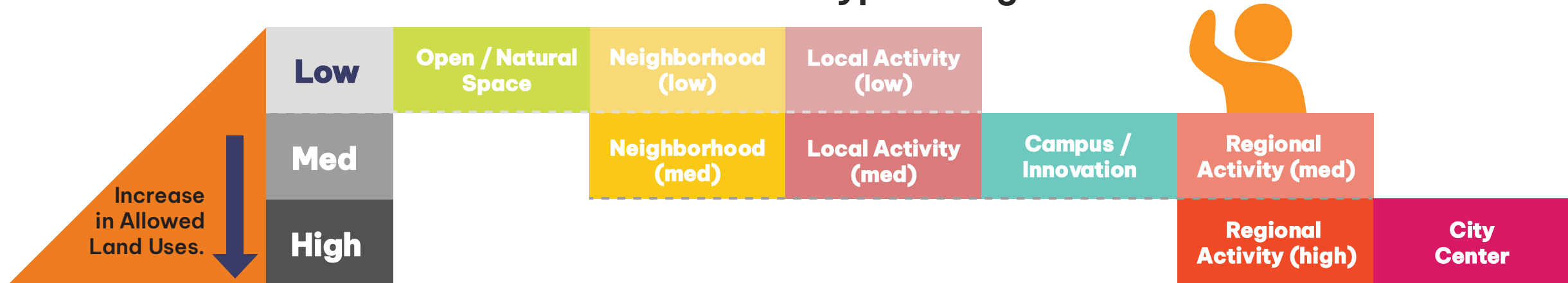
- The “**what**”. Specifies an intentional vision for a place, designates intended uses and other key design elements.

# Intensity vs Place Type

- Each **node** will be assigned a **place type** *and* an **intensity**.
- Lower intensities will have greater restrictions on use, bulk and scale.

These designations will be the foundation for updating the Title 20 Land Use and Development Code during the final phase of OUR VANCOUVER .

## Potential Place Type Categories



# Example

**Where:** Node

**How much:** Intensity

**What:** Place Type

**Intensity Scale:**

**Low Med High**

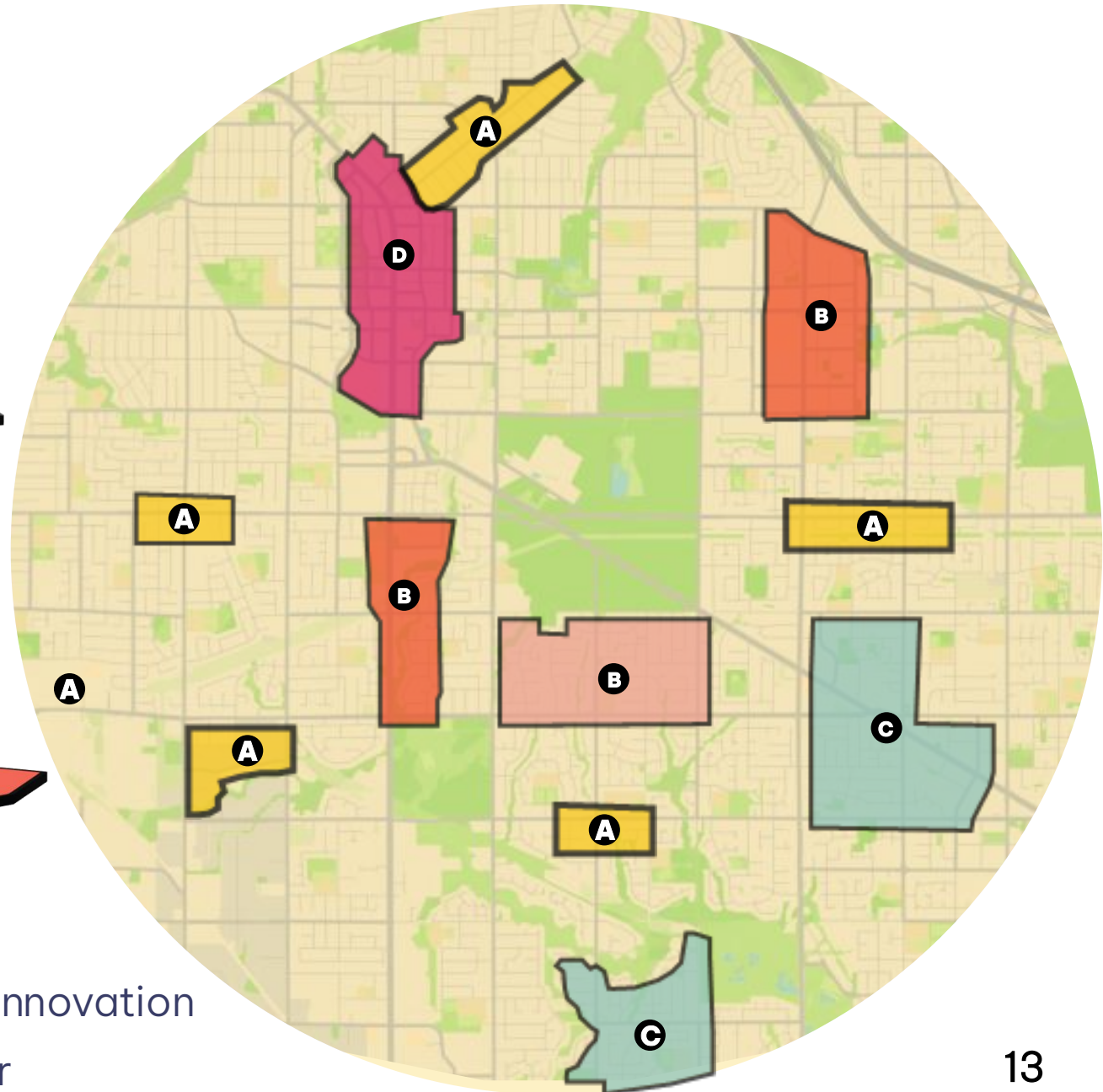
**Place Type:**

**A** Neighborhood

**B** Regional Activity

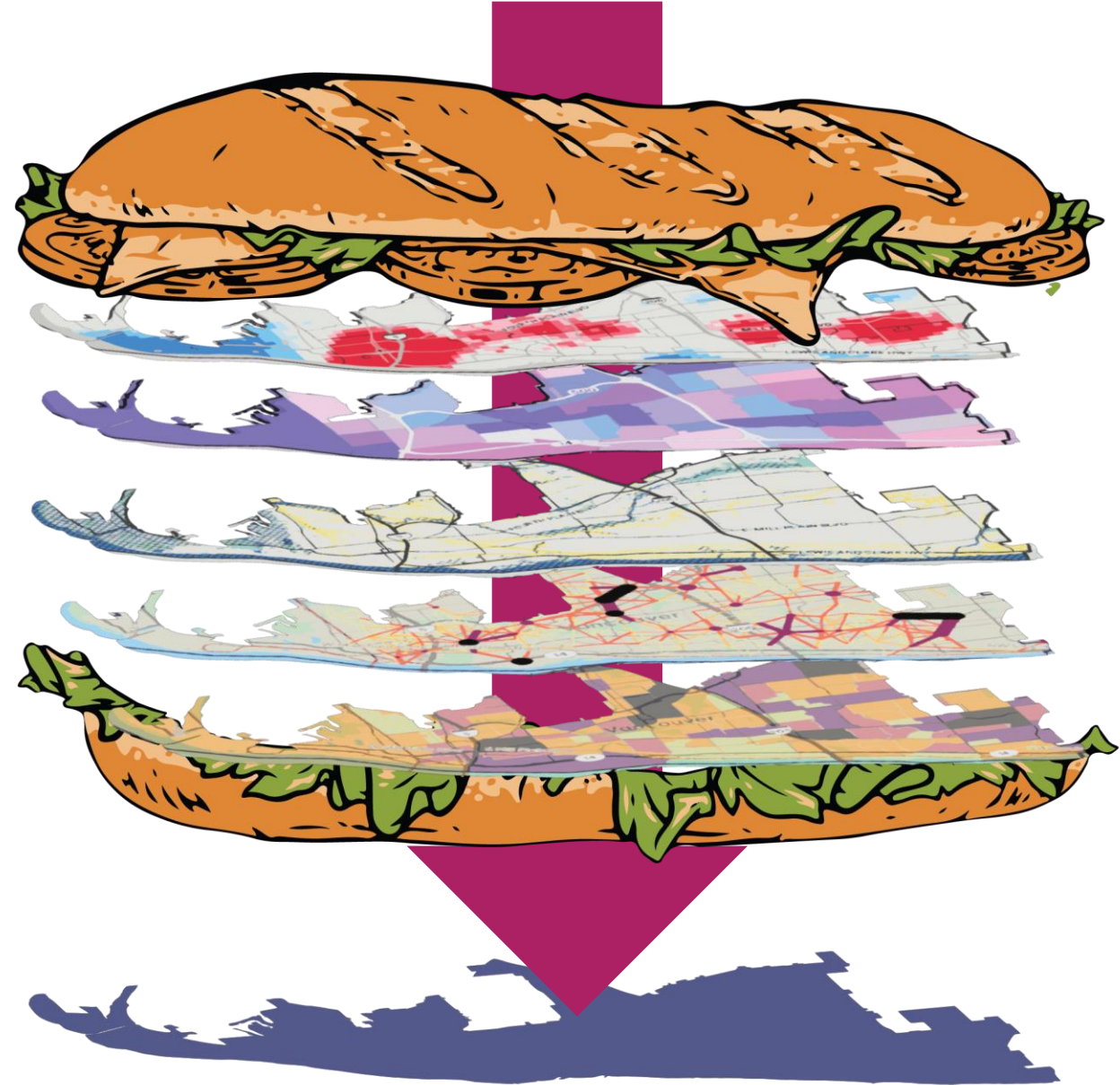
**C** Campus / Innovation

**D** City Center



# Site Selection

- Assumptions with elements that can be mapped will be incorporated into the *site selection model* – to help determine where to place **nodes**, and the **intensity** of development assigned to them.
- Think of the model as a “*data sandwich*”, consisting of multiple layers of data compressed into one analysis.



# Up Next

- Community survey is live
- April 1<sup>st</sup>: Joint Planning Commission City Council
  - ➔ Joint participation in Land Use Alternatives Exercise
- May 6<sup>th</sup> : Council WS– land use alternative inputs and process
- June 10<sup>th</sup> : Council WS, first review of three land use alternatives

Members of the public will be engaged in the alternatives exercise  
**Early April through Late June.**





# MEMORANDUM

**DATE:** March 4, 2024

**TO:** Mayor and Council  
**CC:** Eric Holmes, City Manager

**FROM:** Rebecca Kennedy, Deputy Director; CDD  
Domenique Martinelli, Senior Long-Range Planner, CDD

**RE:** **OUR VANCOUVER Comprehensive Plan Update- Land Use Alternatives Assumptions and Components**

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## **Intent**

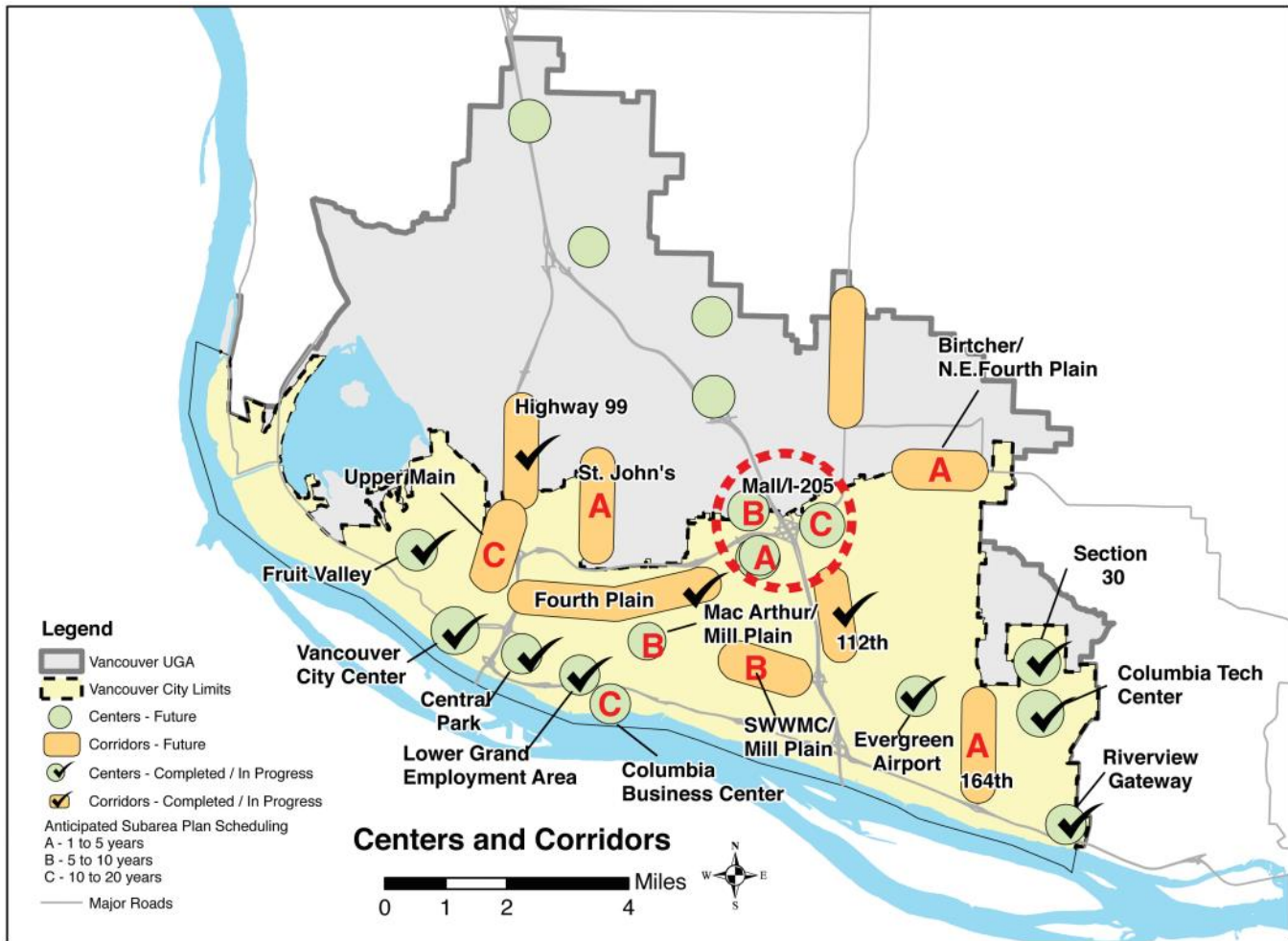
Provide City Council with an overview of proposed data assumptions and inputs that will inform the development of three Land Use Alternatives for evaluation as part of the Comprehensive Plan update, including elements that will be common to each alternative.

## **Background:**

The City of Vancouver's Comprehensive Plan provides the overall long-term vision and policy direction to manage the built and natural environment in Vancouver and provide necessary public facilities to achieve that vision. The City adopted its first comprehensive plan under Washington's Growth Management Act in 1994 (Chapter 36.70A RCW), with a major re-write occurring in 2004, and a less substantive update occurring most recently in 2011. The existing Comprehensive Plan builds its policy approach off of a Centers and Corridors strategy, which designates key areas where the City will grow and develop in the future, and an anticipated timeframe for these areas to develop on a short, medium and long term basis. The Centers and Corridors identified in this approach determine where the City undertakes more detailed subarea and district level planning. Since the initial adoption of the Comprehensive Plan in 2004, the following sub-area plans have been adopted based on this broader overall strategy:

- Evergreen and Grand Commercial Corridors Strategy
- Fourth Plain Corridor Subarea Plan and Fourth Plain Forward Action Plan
- Lower Grand Employment Area Action Plan
- 112th Avenue Corridor Subarea Plan
- Central Park Subarea Plan
- Fruit Valley Subarea Plan
- Heights District Plan
- Riverview Gateway Subarea Plan
- Section 30 Subarea Plan
- Vancouver City Center Vision Plan

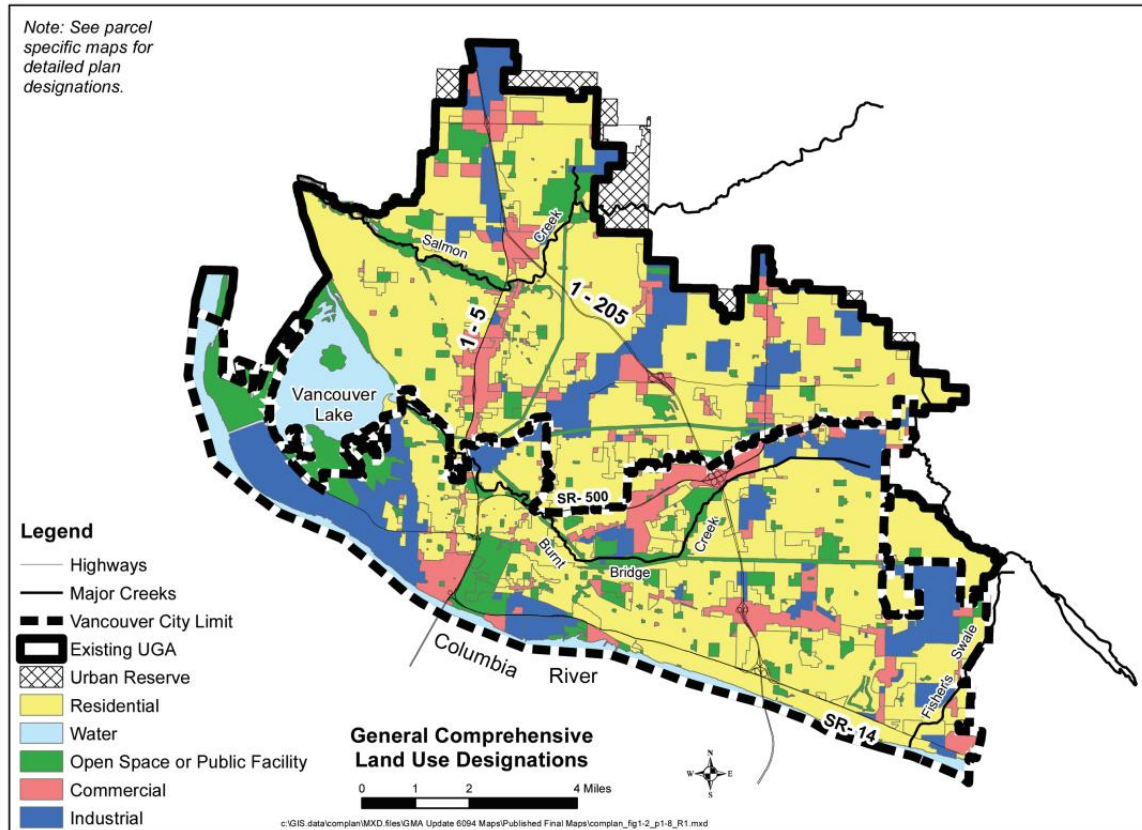




**Figure 1-2.** Comprehensive land use map showing designated types and intensities of land use allowed throughout the City of Vancouver. Source: City of Vancouver GIS.

This strategy also informed the Land Use designations within the comprehensive land use map, which designates types and intensities of land use allowed throughout the City. The current map is broken down into five general designations – Residential (Urban Low Density and Urban High Density), Water, Open Space or Public Facility, Commercial/Mixed Use, and Industrial, which segments uses by geographic district. Seventeen specific zoning districts that the City utilizes for land use regulation within Vancouver Municipal Code (VMC) Title 20 are nested within these. In general, designations were based on the traditional zoning model that aims to segment incompatible land uses based on perceived externalities and impacts, as was common with many Cities in the State of Washington and the country at large in the 20th and early 21st century. As with many other Cities nationally, this pattern of development has both directly and indirectly contributed to sprawling land use patterns, auto dependency, discrimination in access to housing, and increased energy usage and greenhouse gas emissions (GHG's) in our community. Given recent statewide legislation, Council policy direction on implementing 15-minute neighborhoods and complete streets, and a goal of net

zero GHG emissions Citywide by 2040, it is necessary to explore alternative methods to regulate land use within our community. This includes creating designations and zoning districts that focus more on mixing and integrating land uses, providing flexibility, and allowing for a combination of market driven approaches and regulatory interventions where the private market doesn't deliver outcomes that are critical to the overall strategy and approach.



**Figure 1-6.** Comprehensive land use map showing designated types and intensities of land use allowed throughout the City of Vancouver.  
Source: City of Vancouver GIS

One of the key aspects of the process of developing a new Comprehensive Plan update will be the development of three distinct Land Use Alternatives to evaluate. Each will propose a new growth and development strategy that responds to current needs and reflects of the overall plan vision that was established for Our Vancouver during the first phase of the project. The community vision statement reads as follows:

“Vancouver is an equitable and prosperous community, which ensures that all residents, businesses and organizations benefit from the growth and advancement we make together. Vancouver will be recognized for our quality of life, as evidenced by affordable housing in vibrant, safe and walkable neighborhoods, access to jobs and economic opportunity for all, and resilience to the impacts of climate change.”

Alternative Components

Each of the three land use alternatives will identify the intensity of land uses throughout the city and the Vancouver Urban Growth Area (VUGA), as well as define nodes of future growth and development and specific place types, such as commercial corridors, neighborhood centers, mixed-use centers, etc. that are applied within each node. A breakdown of these three elements as currently proposed is below:



Figure 2: Potential Place Type Categories – Place Type Versus Intensity.

Intensity

- **Intensity.** An assigned intensity rating of low, medium, or high will be designated for all areas of the City. This is intended to capture the generalized scale of development that is envisioned for future growth and development in the community. Intensity will be assigned on a parcel level basis. The policy development phase will identify measures to ease transition between areas of differing intensities where necessary.
- **Shift.** The degree of change envisioned from baseline conditions. How much are various portions of the City proposing to change from what exists today?

Nodes

Each of the three alternatives will feature nodes of activity, where the majority of growth and development will occur over the 20-year time horizon. These areas will be examined in greater detail and specificity to achieve stated outcomes.

- **Variation.** Each of the three alternatives may contain the same nodes or have nodes that are entirely different from one alternate to the next.
- **Type.** Each of the three alternatives will apply a place type (see next section) to each node.
- **Extent.** Each node will have a clearly demarcated geographic extent that defines the boundaries of the area.
- **Vision.** Each node will include a brief vision statement that identifies its intent, and what it's trying to achieve.

Place Type

Each node will be assigned a place type that includes the following elements:

- **Goal.** A description of the stated intent of a type. What is this designation trying to achieve, and how does it create a sense of place?
- **Form.** A description of the form and scale of buildings intended for this type, and other key design elements that need to be emphasized to communicate the vision. What types of buildings and structures will generally be present?
- **Use.** A statement of the typical land uses that are envisioned to be present in this type. This is not intended to be an exhaustive list of permitted uses but will include uses that are incompatible with the defined goal. In general, more uses will be allowed in areas within a higher assigned intensity. Lower intensity districts will have greater restrictions on allowed uses, while higher intensity districts will have fewer restrictions and will incorporate and expand upon allowed uses in lower intensity areas. The only exception to this general rule will be the clear separation of higher intensity industrial and residential districts.
- **Public Space.** A brief description of the type and quality of public and open spaces that are available in this type.

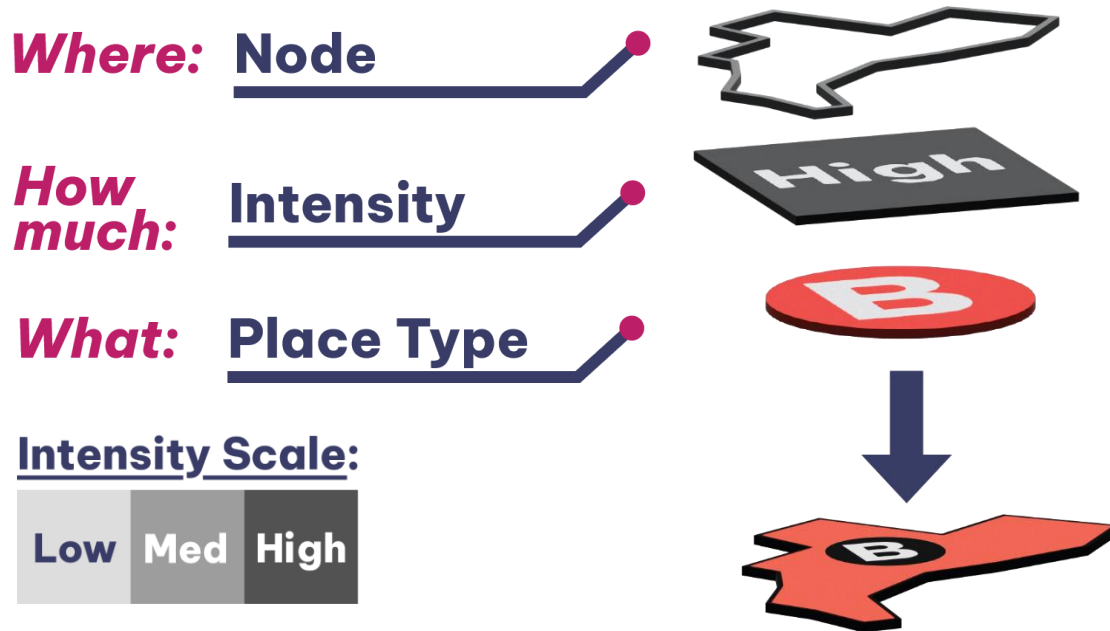


Figure 3: Relationship between Nodes, Intensity, and Place Types.

### Assumptions

The determinations that are made in each of the three Land Use Alternatives regarding Intensity, Nodes and Place Types will be based on available data sources and a set of assumptions derived from this data as well as guiding City policy direction. Being clear and transparent about the decisions (assumptions) and available data that inform the land use alternative base model is central to establishing a sense of shared understanding and ownership with Community Partners, community-based organizations (CBO's), Planning Commission and City Council, as well as the general public. These assumptions will largely inform the development of a site selection model, which will be utilized as a quantitative measure to help guide the selection of the geographic extent and location of nodes.



The model will be used in conversations with policymakers, City leadership and technical staff, Community Partners, neighborhood and community-based organizations, a variety of stakeholder and working groups, and the broader community to help inform where the City will concentrate growth and development. Each of the assumptions highlighted in this section will remain consistent between the three alternatives – for example, there won't be a different population forecast and housing target assumption between any of the alternatives. Below is an overview of the inputs into the model, and the proposed key assumptions that will drive it.

## Population

The Washington State Office of Financial Management (OFM) provides official state and local population estimates and projections for use in the allocation of funds, growth management, and other planning functions. Below is a summary of official population estimates from 2000-2023 to understand Vancouver's population growth over the last few decades. Population growth and household formation are the primary drivers of demand for housing. The rate of population growth and household characteristics heavily influence the demand for specific housing types.

	2000	2010	2023	Change, 200-2023	% Change	Annualized growth rate
<b>City of Vancouver</b>	143,560	161,791	199,600	56,040	39%	1.4%
Clark County	345,238	425,363	527,400	182,162	53%	1.9%

Vancouver and the region have grown substantially over the last two decades and are projected to continue to grow over the 20-year planning period. From 2000 to 2023, Vancouver's population grew by just over 56,000 residents, or 39%, which works out to an annualized compounded growth rate of 1.4% growth per year. Clark County has experienced higher population growth than the City of Vancouver largely due to suburban housing development in greenfield areas outside of the city, particularly in unincorporated areas to the north, east and west. Based on this context, the following is assumed:

- For purposes of planning for housing and jobs, a 2045 forecast of **281,544** persons is assumed within current Vancouver city limits. This is based on general assumptions that Clark County will grow to **698,416**, persons which the Washington Office of Financial Management has projected is most likely, and that the City of Vancouver will maintain its current share of that growth. This forecast value does not include population increases associated with annexation.

## Housing

Along with assumed population growth, housing need will be one of the biggest determinants and drivers of growth within existing land resources and constraints over the next 20 years. In 2021, the Washington Legislature changed the way communities are required to plan for housing. House Bill 1220 (HB 1220) amended the Growth Management Act to require local governments to "plan for and accommodate" set numbers of housing units affordable to a set range of income levels provided by the Department of Commerce. In order to provide for housing needs and address affordability

shortfalls, and assuming there will be an average of 2.3 persons per housing unit and the a vacancy rate 7.4% in order for the housing market to properly function, City staff and consultants estimate 38,128 units additional housing units beyond current levels will be needed in current city limits by 2045. Under the Department of Commerce estimates required under HB 1220, approximately 13,000 to 19,000 of the total housing units to be planned for and accommodated will need to be affordable to households earning 80% of area median income or less, and approximately 2,500 of the housing units will need to be permanent supportive housing.

It is important to note that the City is not directly responsible for the construction of new housing, but is required by state law to develop regulations, plans and policies that allow for and encourage private market delivery of the overall housing target. One of the most significant actions the City will take to demonstrate compliance with this requirement is developing land use regulations and zoning designations that provide enough capacity to reasonably achieve the identified target.

The other key housing assumption proposed for inclusion in the model is allowing for a minimum of at least four (4) residential units per lot on all properties where the model assumes housing will be an allowed use, and at least six (6) residential units for all lots within ¼ mile of high-capacity transit stations (which includes C-Tran's vine system). This is in accordance with requirements under House Bill 1110 and will provide for residential growth outside nodes. The redevelopment assumption rate for how many parcels currently zoned single-family will convert into middle housing may vary between each of the three alternatives.

## **Land Use**

As mentioned above, each of the Alternatives will need to be able to demonstrate the ability to reasonably accommodate the community wide housing allocation target, as well as employment, commercial and retail space to support population growth within existing land resources. To meet policy direction established by City Council within the 2023-2029 Strategic Plan, the alternatives will need to account for the development of 15-minute neighborhoods. This strategy will require access to a variety of amenities, essential services and places, and access to public transportation options within a 15-minute walk of each node where new housing growth will occur, as well as the location of existing housing stock. To facilitate this, each alternative will need to define a 15-minute neighborhood by establishing a minimum number of services and amenities that are required to meet the definition. The list of services and amenities that compose a 15-minute neighborhood have not been defined, but this work is underway and part of ongoing community engagement efforts, and more information will be shared with Council for feedback and discussion at future workshops.

Due to deficiencies within the County's Vacant Buildable Lands Model (VBLM), the land use alternatives will likely need to develop a methodology that assumes greater capacity for various uses than what the County model allocates to the City.

## **Employment**

Over the last fifteen years, Vancouver has added over 1 million square feet each of new office and retail space, and roughly 4 million square feet of industrial capacity. Given finite amounts of land, which are expected to accommodate a large share of Clark County's employment growth in coming

During its Comprehensive Plan Update process, Clark County established an assumption of 1 new job for each new unit of housing that is produced as part of its Comprehensive Plan Update. The City will likely assume a slightly higher ration in order to support future goals related to jobs-housing balance, GHG reductions, and 15-minute neighborhoods. Our current proposal is to continue using our existing jobs-to-housing target of 1:17 to 1.





In order to ensure policy decisions are being delivered in an equitable manner that reduces displacement and targets investment in an equitable manner, the City's Equity Index and Displacement Risk Assessment tools will be used as a context layer to inform each of the land use alternatives. It is anticipated that this will occur by informing the scale and intensity of new developments that occur within areas with census tracts that have varying Equity and Displacement risk values, rather than an input that constrains outright the concentration of new development in areas with high sensitivity.

### Greenhouse Gas Emissions

Each of the alternatives will assume reductions in community wide greenhouse gas emissions (GHG's) that lead to achieving carbon neutrality by 2040, to meet policy direction established by City Council in the Climate Action Framework (CAF). The Land Use Alternatives will only be able to model potential impacts on community wide GHG emissions through changes in land use, and how they impact travel demand and behavior (on road vehicles represent 34% of total community wide GHG's based on 2019 citywide inventory), as well as potential assumptions around energy reductions in the construction of new housing and commercial spaces by 2045 (a maximum of 28%). These modeled changes will only impact new housing units, jobs, and commercial space added over the 20-year timeline, rather than modeling the impacts of policy outcomes on existing buildings and structures.

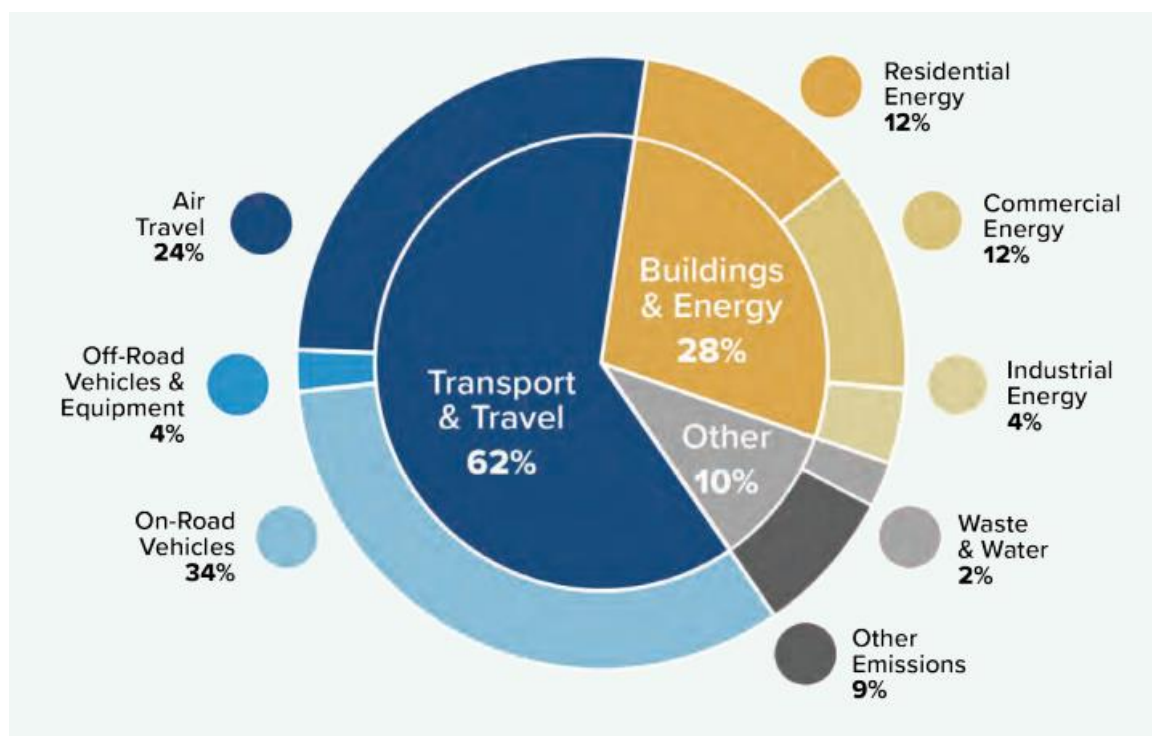


Figure 5: 2019 snapshot of Community Emissions (Climate Action Framework)

The project team recommends that the model capture this primarily through utilizing an Active Trip Potential Analysis as a context layer to inform the siting of new collocated housing, employment and commercial uses. The Active Trip Potential Analysis identifies areas of Vancouver where people are

already taking short trips more frequently and where there is the strongest potential to see a reduction in vehicle trips if supportive infrastructure were available for people to choose active modes of travel.

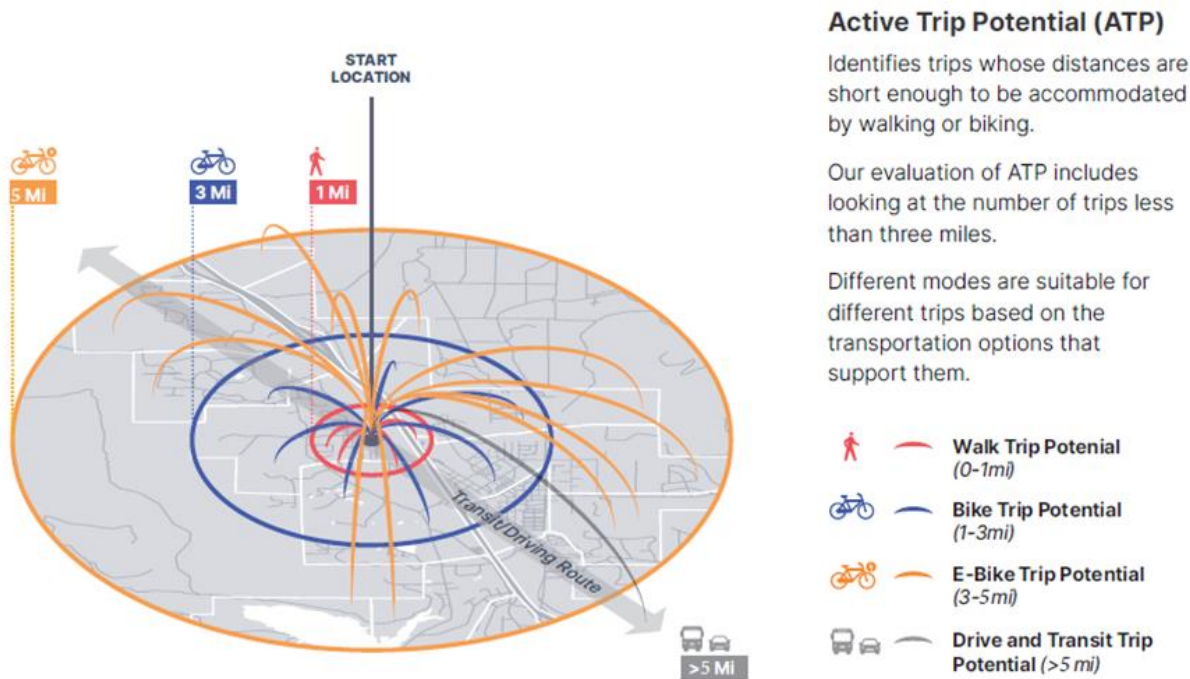


Figure 6: 2019 snapshot of Community Emissions (Climate Action Framework)

Active trip potential analysis will be conducting for walking and rolling trips, bike trips, E-bike trips and transit trips.

### Critical Areas

Critical Areas are proposed to be used as a constraint layer – meaning that areas with Critical Area designations will not assume any share of new housing, commercial space, or job growth. Critical Areas designated in the model include:

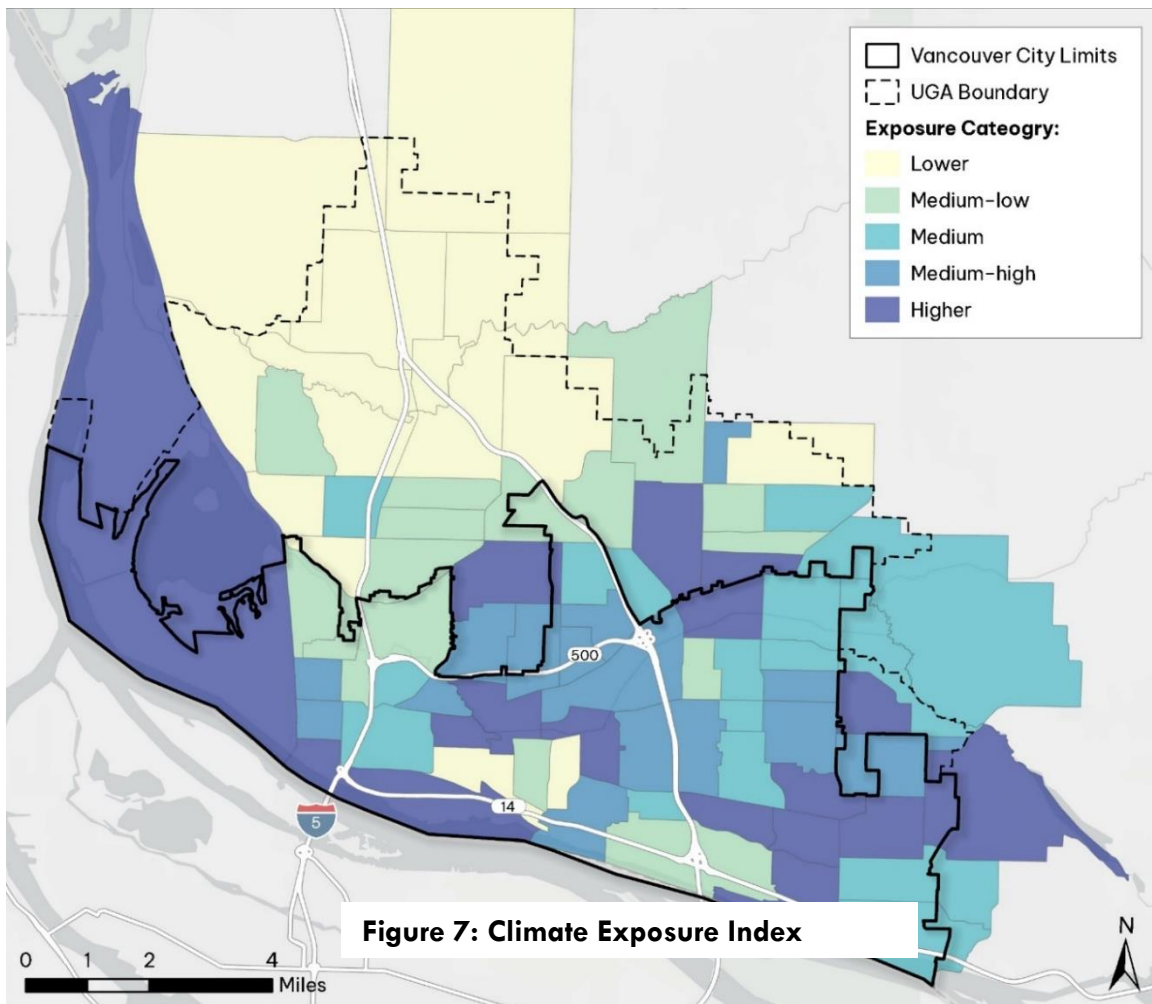
- **Geologic Hazard Areas:** areas that because of their susceptibility to erosion, sliding, earthquake, or other geological events, are not suited to siting commercial, residential, or industrial development consistent with public health or safety concerns.
- **Fish and Wildlife Habitat Conservation Areas:** Areas that directly and indirectly impact fish and wildlife habitat quality, quantity, and connectivity to support long term, viable populations of fish and wildlife species. These areas are protected by placing buffers from shorelines, lakes, streams, rivers, and riparian areas.
- **Frequently Flooded Areas:** Lands within the floodplain which have at least a 1 percent or greater chance of flooding in any given year or are within areas that flood due to high groundwater. These areas can include streams, rivers, lakes, coastal areas, wetlands, and areas where high groundwater forms ponds on the ground surface.

- **Wetlands:** Areas that are inundated or saturated by surface water or groundwater that serve many important beneficial functions, which generally include swamps, marshes, bogs, and similar areas. Protection is designated by placing a buffer from these areas in accordance with Washington Department of Ecology Standards.

Critical Aquifer Recharge Area (CARAs) are defined as areas that have a critical recharging effect on aquifers used for potable water. Given the entire City of Vancouver is designated as a CARA, this will not be included as a modeled assumption in the Land Use Alternatives. However, inclusion of specific Public Water Supply wells may be included as a constraint feature in the model.

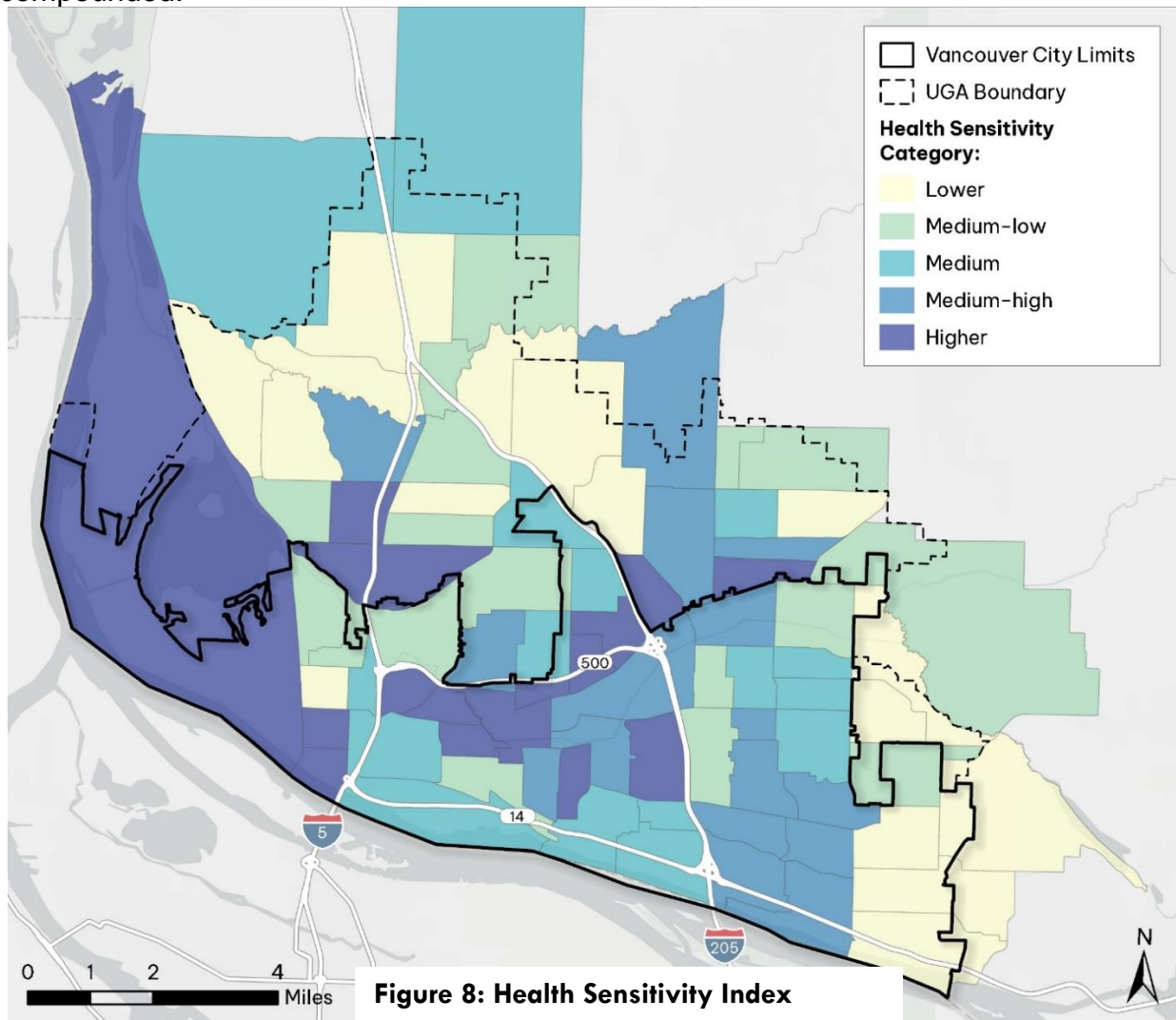
### Climate Vulnerability

Climate vulnerability is defined as the sum of exposure to a changing climate, and the capacity of the community and place to cope with impacts of a changing climate. The project team proposes to use two separate indices will be used as context layers to inform the impacts of placing new housing, employment or commercial space in



areas where people or the environment is inherently more sensitive to the impacts of a changing climate. The first index that will be used in the model is a Climate Exposure Index, which shows where exposure to heat, flooding/precipitation, and air quality/fire/smoke overlap, highlighting where people may experience a compounding impact of multiple climate exposures. The index consists of the following components:

- **Heat Exposure** - Impacts of extreme heat waves and hotter conditions may be more intensely felt in certain areas due to the urban environment. Higher concentrated impervious areas are harder to cool and have less tree shade to help mitigate heat.
- **Flooding / Precipitation Exposure** - Highlights areas where extreme precipitation events may have a disproportionately strong impact relative to other parts of the Vancouver area.
- **Air Quality / Fire / Smoke Exposure** - Shows where there are existing areas of poor air quality and higher fire risk, and where the impacts of future smoke and fire conditions may be compounded.





The second index proposed for incorporation in the model is a Health Sensitivity Index, which shows where there are higher shares of the population with overlapping health sensitivities to extreme climate exposures, and highlights potential community health disparities. The index is comprised of health indicators obtained from CDC data that include information on Asthma, Coronary Heart Disease, Chronic Pulmonary Obstructive Disorder (COPD), Diabetes, Poor Physical Health, Poor Mental Health, and Low Insurance Access.

### **Parks, Transportation and Infrastructure**

Each of the alternatives will feature inputs for Parks, Transportation and Infrastructure that serve as a context layer to inform where new housing, commercial space, and employment growth should be focused in each of the alternatives. The data sources and layers that will inform them are as follows:

- The location of existing and planned park facilities as defined in the Parks Comprehensive Plan. The 2031 plan outlines a level of service standard of a 10-minute walk or roll (standard utilized in Parks Comprehensive Plan) for community members to access a public park or open space.
- The City's modal networks as defined in the Transportation System Plan, which designate the City's policy framework for investing in new networks for walking and rolling infrastructure, Bicycle and Small Mobility (BSM), transit and freight networks. Transportation and Land Use are highly interrelated – the ability to successfully implement 15-minute neighborhoods is dependent on collocating new housing and retail spaces in places where there will be targeted programmatic investment in pedestrian and multimodal infrastructure. Commercial and industrial growth is highly dependent on freight access.
- The location and capacity of existing and planned water, sewer, wastewater, and electrical infrastructure.
- The location of new capital investments that support the growth of new housing and development.

Additionally, each of the alternatives will feature an analysis that looks at how they reinforce the chapter vision statements that were co-created with the Community Partners and technical staff and informed by existing City policy guidance. Each of the Alternatives may emphasize certain elements or key themes more highly than others or maintain an even balance between all the vision statement themes.

### **Planning Commission Input**

The model assumptions and the alternative components were presented to the Planning Commission during a workshop on February 12, 2024. During this workshop, there was general support for the overall methodology and approach. A summary of the discussion points and key issues that were raised are as follows:

- Commissioners wanted to know the specifics of how 15-minute neighborhoods will be defined (equivalent distance, how it's measured, and what facilities are included) within the site selection model. The 15-minute City refers to pedestrian walking or rolling distance (or shed) which is typically about  $\frac{3}{4}$  of one mile, which research demonstrates is about the tipping point in time and distance where people will easily choose to walk. The Comprehensive Plan community partners are currently in the process of weighing in on what types of land uses

should be included within each 15-minute neighborhood that is defined in the three alternatives, and more information on this will be presented for Council consideration at a future workshop.

- What ability within the model can we utilize park facilities not owned, operated or maintained by the City where there are already access and maintenance agreements in place? Given the intent to locate housing and in place with accessibility to areas that people are functionally using as parks, these areas will be included within the parks analysis.
- Further clarification was given on next steps, and the proposed approach for narrowing down each of the three alternatives into a preferred alternative. The preferred alternative will be developed based on Planning Commission and City Council input, as well as feedback from members of Equity Priority Communities defined within the Equity Framework, neighborhood and community-based organizations, key stakeholders, and the general public. It is anticipated that once engaging these groups on the three alternatives, the preferred alternative will be a hybrid of elements from each of the alternatives, rather than a discrete choice of the three initial options.
- Regarding the land use alternative components, a question was raised around the scale of change that will occur by proposing to use a new system of classifying land uses. It was communicated that the changes proposed within the Comprehensive Plan will take over two decades (2045) to fully play out within the community, and that these changes will happen incrementally over time, rather than all at once.

### **Next Steps**

Following a Joint Planning Commission and City Council work session on April 1, three discrete alternatives will be developed in partnership with the Community Partners and presented to Council and Planning Commission during subsequent work sessions. Other key stakeholders from equity priority communities, neighborhood and community-based organizations, topic-specific stakeholder groups and the community at large will be engaged in developing the alternatives, and the project team will compile and report back on the outcomes, findings, takeaways, and key tradeoffs between the alternatives. Each alternative will reflect Council's core policy priorities of safety, equity and climate action and the community vision statement. Based on the feedback and input received, the project team will develop a proposed preferred alternative for Council, Planning Commission and community review. The project team anticipates Council endorsement of a preferred alternative in September of this year. The preferred alternative will then be evaluated through an Environmental Impact Statement (EIS) process and become the basis for the policy development phase of the project and the re-write of Vancouver Municipal Code Title 20 - Land Use and Development. It is likely that the preferred alternative will contain components of each of the three alternatives in response to policymaker and community input, rather than a discrete selection of one over the others.

### **Staff:**

**Rebecca Kennedy(she/her)**, Deputy Director, Community Development,  
[Rebecca.Kennedy@cityofvancouver.us](mailto:Rebecca.Kennedy@cityofvancouver.us)

**Domenique Martinelli (she/her)**, Senior Long Range Planner, Community Development,  
[Domenique.Martinelli@cityofvancouver.us](mailto:Domenique.Martinelli@cityofvancouver.us)



Item #

**TO:** Mayor and City Council

**FROM:** Eric Holmes, City Manager

**DATE:** 3/4/2024

**SUBJECT** Minutes - February 12, 2024

**Action Requested**

Approve the meeting minutes of February 12, 2024.

**ATTACHMENTS:**

- February 12, 2024 Meeting Minutes





# City Council Meeting Minutes

Vancouver City Hall | Council Chambers | 415 W. 6th St.  
PO Box 1995 | Vancouver, WA 98668-1995  
[cityofvancouver.us](http://cityofvancouver.us)

Anne McEnerny-Ogle, Mayor • Bart Hansen • Ty Stober • Erik Paulsen • Sarah J. Fox • Diana H. Perez • Kim D. Harless

## February 12, 2024

### **COUNCIL DINNER/ EXECUTIVE SESSION RE: PENDING LITIGATION (5:00 PM - 5:30 PM) ADMINISTRATIVE UPDATES (5:30 PM - 6:30 PM)**

Mayor McEnerny-Ogle announced the Council would be entering into executive session from 5:00-5:30 p.m. to discuss Pending Litigation.

### **COUNCIL REGULAR MEETING**

*This meeting was conducted as a hybrid meeting with in person and remote viewing and participation over video conference utilizing a GoToMeeting platform. Members of the public were invited to view the meeting in person, via the live broadcast on [www.cvtv.org](http://www.cvtv.org) and CVTV cable channels 23 or HD 323, or on the City's Facebook page, [www.facebook.com/VancouverUS](http://www.facebook.com/VancouverUS). Public access and testimony on Consent Agenda items and under the Community Forum were also facilitated in person and via the GoToMeeting conference call.*

*Vancouver City Council meeting minutes are a record of the action taken by Council. To view the CVTV video recording, including presentations, testimony and discussion, for this meeting please visit: [https://www.cvtv.org/vid\\_link/36255?startStreamAt=0&stopStreamAt=3723](https://www.cvtv.org/vid_link/36255?startStreamAt=0&stopStreamAt=3723)*

*Electronic audio recording of City Council meetings are kept on file in the office of the City Clerk for a period of six years.*

### **Pledge of Allegiance**

### **Call to Order and Roll Call**

The regular meeting of the Vancouver City Council was called to order at 6:30 p.m. by Mayor McEnerny-Ogle. This meeting was conducted as a hybrid meeting, including both in person and remotely over video conference.

**Present:** Councilmembers Harless, Perez, Fox, Paulsen, Stober, Hansen, and Mayor McEnerny-Ogle

**Absent:** None

## **Approval of Minutes**

Minutes - January 22, 2024

**Motion by Councilmember Stober, seconded by Councilmember Hansen, and carried unanimously to approve the meeting minutes of January 22, 2024.**

## **Proclamations: Black History Month**

Mayor McEnerny-Ogle read and presented a proclamation to Yolanda Frazier, President of the Vancouver Washington Chapter of the NAACP, proclaiming February 2024, as Black History Month.

## **Community Communications**

Mayor McEnerny-Ogle opened Community Communication and received testimony from the following community members regarding any matter on the agenda not scheduled for a Public Hearing:

- Kimberlee Goheen Elbon, La Center, WA

There being no further testimony, Mayor McEnerny-Ogle closed Community Communication.

## **Consent Agenda (Items 1-11)**

Council pulled items 7 and 9 for discussion.

**Motion by Councilmember Fox, seconded by Councilmember Hansen, and carried unanimously to approve items 1-6, 8, 10, and 11 on the Consent Agenda.**

**Councilmember Fox recused herself for Item 7.**

**Motion by Councilmember Hansen, seconded by Councilmember Harless, and carried unanimously to approve item 7 on the Consent Agenda.**

**Item 9 was remanded back to staff.**

### **1. Completion of Construction - 2023 Crack Seal Project**

Staff Report: 030-24

- *The project completed crack sealing on approximately 86 lane miles of*

street.

- *The original construction contract bid amount was \$415,500. Quantity adjustments during construction decreased the final contract amount 2.5% to \$405,158.90. BCV Inc. of Wenatchee, Washington, has satisfactorily completed the subject improvements in accordance with the plans and specifications.*

Request: On February 12, 2024, accept the 2023 Crack Seal Project as constructed by BCV Inc. of Wenatchee, Washington, and authorize release of the retainage in the amount of \$20,257.95, subject to receipt of all documentation required by law.

*Charles Fell, Senior Civil Engineer, 360-487-7790*

**Motion approved the request.**

**2. Completion of Construction - 2022 Joint Agency Road Preservation Project**

Staff Report: 031-24

- *The project completed approximately 50 lane miles of street preservation, including chip seal, microsurfacing, and slurry seal treatments.*
- *The original construction contract bid amount was \$2,793,168.39. Quantity adjustments during construction decreased the final contract amount 6.7% to \$2,605,716.83. Doolittle Construction of Bellevue, Washington, has satisfactorily completed the subject improvements in accordance with the plans and specifications.*
- *The apprenticeship goal for this project was 4% of the project's labor hours. The contractor was only able to achieve 2% of the project's labor hours and was penalized \$11,697.80 for not meeting the goal.*

Request: On February 12, 2024, accept the 2022 Joint Agency Road Preservation Project as constructed by Doolittle Construction of Bellevue, Washington, and authorize release of the retainage in the amount of \$132,769.18, subject to receipt of all documentation required by law.

*Charles Fell, Senior Civil Engineer, 360-487-7790*

**Motion approved the request.**

**3. Completion of Construction and Release of Retainage - 2023 Joint Agency Road Preservation Project**

Staff Report: 032-24

- *The project completed approximately 20 lane miles of street preservation, including chip seal, microsurfacing, and slurry seal treatments.*
- *The original construction contract bid amount was \$1,300,713.75. Minor quantity adjustments during construction added \$1,781.78 to the contract, but the penalty for not meeting the apprenticeship requirement reduced the contract by \$4,240, resulting in a final contract amount of \$1,298,255.53. Doolittle Construction of Bellevue, Washington, has*

*satisfactorily completed the subject improvements in accordance with the plans and specifications.*

- *The apprenticeship goal for this project was 3% of the project's labor hours. The contractor was only able to achieve 2% of the project's labor hours and was penalized \$4,240.00 for not meeting the goal.*

Request: On February 12, 2024, accept the 2023 Joint Agency Road Preservation Project as constructed by Doolittle Construction of Bellevue, Washington, and authorize release of the retainage bond, subject to receipt of all documentation required by law.

*Charles Fell, Senior Civil Engineer, 360-487-7790*

**Motion approved the request.**

4. **Bid Rejection - ITB 24-04: Water Station 1 Replace Drinking Water Wells 3-5**

Staff Report: 033-24

*The Water Station 1 drinking water wells are a critical infrastructure component to Vancouver's water system. The existing Well 3, 4 and 5 were constructed in 1943, 1944 and 1962, respectively. The antiquated wells are low-performing and difficult to maintain with their equipment and structure and were identified for replacement in the most recent Comprehensive Water System Plan.*

*This effort would replace those wells within the same wellfield with a modern design. The wells are to be installed within the existing City of Vancouver Water Station 1 at 2103 East Reserve Street. The drilled wells would be completed in the same aquifer as the existing twelve Water Station 1 wells. The solicitation specified cable-tool drilling as the only allowed method. This method provides a conservative approach to drilling in an existing wellfield, but is not completely necessary for this project.*

*This project was bid on January 25, 2024, to drill two replacement wells at Water Station 1. One bid was received and opened. The Meriwether Lewis Construction bid listed below, \$1,535,774.47, was significantly higher than the published engineer's estimate of \$515,000.00.*

<b>SUMMARY OF BIDS</b>	
<b>BIDDER</b>	<b>AMOUNT</b>
Meriwether Lewis Construction, Camas, WA	\$1,535,774.47
Engineer's Estimate (as published)	\$ 515,000.00
Updated Engineer's Estimate	\$ 630,000.00

*The engineer's estimate (as published) was based on historical bids in other Washington communities provided by a consultant. We have incorporated more regional bid results from the Portland-Vancouver-Salem metro area to revise the Engineer's Estimate. It has been raised approximately 20% now totaling \$630,000.00.*

*Staff and their consultant engineer are revising specifications and bid requirements to allow an additional drilling method. Well drillers with rotary drilling rigs will be allowed to bid in addition to those with cable-tool rigs. A modestly increased period of performance would also encourage contractors to submit a bid.*

*These changes should increase solicitation competition.*

Request: On February 12, 2024, reject all bids and direct staff to resolicit the project.

*Patrick Craney, Civil Engineer, 360-487-7167*

**Motion approved the request.**

**5. Commercial Lease Agreement - City of Vancouver and Del Sol, Inc.**

Staff Report: 035-24

*The Zhen building, located at 5107 E. Fourth Plain Boulevard, was purchased by the City in 2018 as part of the Operations Center property consolidation efforts. Upon further research and consideration of the needs for our Operation Center, it was determined that this location would not serve the needs of our services on a long-term basis and a new location has been purchased to accommodate our future Operations Center needs.*

*This building is a Class C office/retail space that is anticipated to be part of the overall re-development of this area upon completion of a new Operations Center complex. It is our goal to maintain tenancy in this building until re-development occurs.*

*Del Sol, Inc. is a minority woman owned janitorial and property maintenance company currently headquartered in Pasco, Washington with contracts locally in Vancouver. In 2024 the City of Vancouver produced an RFP to provide janitorial services to the City of Vancouver. Del Sol, Inc. was awarded this contract. Continued leasing in this building will allow Del Sol to not only provide services to the City of Vancouver but also the opportunity to continue to grow their business and increase their customer base in the area.*

*It is proposed to enter into a lease agreement with Del Sol for approximately 2,200 square feet for a Four-year (4-year) period. Rent will be \$12.14 per square foot and will escalate 2% annually. This rate is consistent with the other tenants in the building.*

Request: Ratify the attached Commercial Lease Agreement between City of Vancouver and Del Sol, Inc. and authorize the City Manager, or designee, to execute the document.

*Linda Carlson, Property Management Specialist, 360-487-8423*

**Motion approved the request.**

6. **Approval of an Interlocal Agreement with Clark County Re Right of Entry to County Property for the Jefferson-Kauffman Realignment project (Project # PRJ071247)**

Staff Report: 036-24

*The City Jefferson-Kauffman Realignment project requires temporary access to County property to complete the road improvement. This Interlocal Agreement grants the City the needed access and must be approved by both the Clark County Council and the Vancouver City Council. Clark County Council scheduled this Interlocal Agreement for approval on February 6, 2024.*

Request: Authorize the City Manager, or designee, to sign an Interlocal Agreement with Clark County for Right of Entry to Clark County Property for the Jefferson-Kauffman Realignment Project.

*Hassan Abdalla, Engineering Manager, 360-487-7704*

**Motion approved the request.**

7. **Washington Department of Commerce Climate Planning Grant 2023-25 Award**

Staff Report: 026-24

*The Washington State Department of Commerce has awarded the City of Vancouver \$575,000 in Climate Planning Grant funds as part of Washington State's Growth Management Act[1] amendment House Bill 1181 (Chapter 228, Laws of 2023), which requires climate action to be integrated into local comprehensive plans.*

*Climate planning activities required for the City of Vancouver's Comprehensive Plan include changes to land use, transportation systems, climate resilience, and reduction of greenhouse gas emissions.*

*Much of the required climate planning work specific to greenhouse gas emission reduction was completed in 2020-2022 as part of the development and adoption of Vancouver's Climate Action Framework. This puts Vancouver in a highly favorable position to take on new projects that will support further development of climate resilience elements and greenhouse gas reduction recommendations from the CAF. These projects are as follows:*

<b>Vancouver Climate Planning 2023-25 Grant Projects</b>	<b>Commerce Grant Funds</b>
Citywide electric vehicle charging strategy	\$100,000
Asset vulnerability mapping	\$100,000
Citywide commercial building decarbonization strategy	\$175,000
Low carbon transportation acceleration strategy	\$200,000
<b>2023 Total Award based on four current projects: (Note: A \$700,000 Max available through 2029)</b>	<b>\$575,000</b>



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*This grant award term ends June 30, 2025. Note that this \$575,000 grant is a partial allocation from a larger, non-competitive formula grant totaling \$700,000 that Commerce has set aside for Vancouver to assist in completing Comprehensive Plan revisions and enhance climate-related implementation activities. The City has until 2029 to apply for and use the remaining portion (\$125,000) of this allocation.*

Request: Authorize the City Manager or designee to execute an interlocal agreement with Commerce to accept Climate Planning Grant funds from Commerce and take any and all action necessary to enforce the terms thereof.

*Rebecca Small, Senior Policy Analyst, 360-487-8601; Rebecca Kennedy, Deputy Community Development Director, 360-487-7896*

**Motion approved the request.**

**8. Recognition of the Woodland Meadows Neighborhood Association**

Staff Report: 037-24

**A RESOLUTION** recognizing the Woodland Meadows Neighborhood Association by City Council and providing that City Council intends to consult with the neighborhood association and to consider recommendations of the Woodland Meadows Neighborhood Association on any matter found to affect the livability of the Woodland Meadows neighborhood.

*Residents of the area gathered on July 26, Aug. 23, Sept. 9, Sept. 13 and Oct. 25, 2023, and voted to form a neighborhood association, to be called the Woodland Meadows Neighborhood Association. They established boundaries, adopted bylaws, and voted in officers. They have met all requirements to become formally recognized by the City Council.*

Request: Staff recommends the adoption of a resolution formally recognizing the Woodland Meadows Neighborhood as the City's 71st official neighborhood association.

*William Cooley, Community Engagement Manager, 360-487-8617*

**Motion adopted Resolution M-4265 to approve the request.**

**9. Updates to Affordable Housing Fund Administrative Plan**

Staff Report: 038-24

**A RESOLUTION** relating to low-income housing; providing amendments to the 2024 – 2033 Affordable Housing Financing Plan adopted in 2022 for the collection and use of monies authorized by RCW 84.52.105 to fund very low-income housing; providing for Severability; and an Effective Date.

*On September 19, 2022, Council approved the 2024 Affordable Housing Fund (AHF) Administrative and Financial Plan that details the implementation of the \$100 million generated by the AHF funding levy from January 1, 2024, through December 31, 2033. The AHF Admin Plan allows for updates pending review and approval by City Council.*

*The Economic Prosperity & Housing department, along with the Homeless Assistance & Response Team (HART), is proposing changes to the household residency and unit eligibility sections of the Plan related to the rental assistance and housing services assistance. The changes are aimed at providing increased affordability and availability of housing units by expanding eligible units for rental assistance recipients to within Clark County. Only existing residents of Vancouver and people who are homeless within Vancouver would be eligible to access the City of Vancouver Affordable Housing Fund funding for units both, inside and outside the City limits.*

*These changes will allow tenants who are currently in Permanent Supportive Housing or Rapid Rehousing Programs, but do not need wrap around services, to find longer-term affordable housing to maintain housing stability with a low or fixed income. This will free up units that include case management services for people moving out of homelessness and require more support and case management to become stably housed.*

*The purpose of these changes is to efficiently use funding and system resources based on individual household needs. In coordination with partners, tenants who do not need supportive services will be identified and transitioned to long-term affordable housing, some of this housing may be outside of city limits. This will free up space to allow people who are living outside or at Safe Stay or Safe Park, who are in need of more supportive housing services, units to transition to, creating more movement for households along the housing continuum.*

*The updated language is attached in the proposed 2024 Affordable Housing Fund (AHF) Administrative and Financial Plan v.3.*

Request: Adopt a resolution amending the 2024 AHF Administrative and Financial Plan.

*Samantha Whitley, Housing Programs Manager, 360-487-7952*

**Item remanded back to staff.**

**10. Appointment City/County Telecommunications Commission**

*The City/County Telecommunications Commission (TCC) serves in an advisory capacity to the Vancouver City Council and the Clark County Council on matters related to telecommunications and cable television. The commission makes reports, monitors compliance with the city and county cable franchise agreements and establishes rules and regulations regarding cable television and associated telecommunications issues.*

*Mayor McEnemy-Ogle recently interviewed candidates for three full-term positions on the TCC and recommends the appointment of Robert Hinds, Bruce Maas, and Chad Nygard; with a term effective January 1, 2024 and expiring December 31, 2026.*

*If there are no objections, the Mayor would like to make this appointment at the Monday, February 12, 2024, Council meeting.*

Request: Appoint to the City/County Telecommunications Commission Robert Hinds, Bruce Maas, and Chad Nygard to full-term positions effective January 1, 2024, and expiring December 31, 2026.

*Mayor McEnemy-Ogle*

**Motion approved the request.**

**11. Approval of Claim Vouchers**

Request: Approve claim vouchers for February 12, 2024.

**Motion approved claim vouchers in the amount of \$8,005,831.19.**

**Communications**

**A. From the Council**

**B. From the Mayor**

**C-Tran Presentation**

Shawn Donaghy, Chief Executive Officer for C-Tran, recognized and presented an award to Councilmember Ty Stober for his years of service on the C-Tran Board of Directors.

**C. From the City Manager**

**Adjournment**

7:32 p.m.

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Anne McEnemy-Ogle, Mayor

Attest:

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Natasha Ramras, City Clerk

The written comments below are those of the submitter alone and are not representative of the views of CVTV or the City of Vancouver, its elected or appointed officials, or its employees.

**From:** [Terry Dunn](#)  
**To:** [City Council](#)  
**Subject:** Traffic enforcement cameras on February 12 agenda  
**Date:** Sunday, February 11, 2024 9:20:54 AM

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You don't often get email from [REDACTED]. [Learn why this is important](#)

**CAUTION:** This email originated from outside of the City of Vancouver. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Councilors,

I wish to support the letter from Mike and Cindy Shaw on the February 12 agenda that advocates the installation of traffic enforcement cameras on McGillivray and the rest of Vancouver City. A search through letters to The Columbian will find a significant number of letters stating the fear the writers feel from the scofflaws driving on Vancouver roads and asking for traffic enforcement cameras.

Legislation passed in Olympia permits any Washington city to install traffic enforcement cameras, and Governor Inslee has encouraged city governments to do so. Fourteen Washington cities have done so and Vancouver is the largest city in the state that has not. Please begin immediate action to install the cameras. They will immediately save lives and injuries on Vancouver roads and the revenue from fines will go a long way to pay for their installation.

Terrence Dunn

[REDACTED]

Vancouver WA 98683

**From:** [Wynn Grcich](#)  
**To:** [Rebecca Messinger](#); [Dollar, Sarah](#)  
**Subject:** Watch "White clots common" on YouTube  
**Date:** Thursday, February 8, 2024 11:11:38 AM

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**CAUTION:** This email originated from outside of the City of Vancouver. Do not click links or open attachments unless you recognize the sender and know the content is safe.

<https://youtu.be/4rAoqhTUU0g?si=4uxH1rz3oIVjclzQ> . Send to council members and MELNECK. Put on public record and confirm that you did. Thanks from Wynn



**From:** [Wynn Grcich](#)  
**To:** [Rebecca Messinger](#); [Dollar, Sarah](#)  
**Subject:** Fwd: RECALL - Rizo-Lopez Foods cheeses, crema, and yogurt due to potential Listeria  
**Date:** Friday, February 9, 2024 1:09:50 PM

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**CAUTION:** This email originated from outside of the City of Vancouver. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Does MELNECK have this recall list on Clark County health board site? Are the council and MELNECK subscribers ? Do they share this information with the public? I want some answers to these questions . Please send to council members and MELNECK. Put on public record and confirm that you did. Thanks from Wynn

----- Forwarded message -----

**From:** **WA Department of Health** <[waDOH@public.govdelivery.com](mailto:waDOH@public.govdelivery.com)>  
**Date:** Fri, Feb 9, 2024, 11:45 AM  
**Subject:** RECALL - Rizo-Lopez Foods cheeses, crema, and yogurt due to potential Listeria  
**To:** [REDACTED]

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## Numerous Dairy Products Recalled

Rizo-Lopez Foods, Inc is expanding the list of recalled products due to possible *Listeria* contamination. The recalled products include cheese, yogurt, and sour cream sold under several brand names such as: Campesino, Casa Cardenas, Don Francisco, Don Pancho, Dos Ranchitos, El Huache, Food City, H-E-B, La Ordena, Rio Grande, Rizo Bros, Rojos, San Carlos, Santa Maria, Tio Francisco, Trader Joe's, and 365 Whole Foods Market.

The list of recalled products is extensive and expected to increase. Please see the links below for the currently identified recalled products.

**Product Distribution**

Recalled products were shipped to numerous retailers nationwide. We do not have extensive distribution information for Washington at this time but have been working with distributors and retailers to identify distribution and help ensure recall effectiveness. Recalled products were distributed in Washington and we will provide more distribution details if available.

**Associated Illnesses**

These products are recalled due a multi-year, multi-state outbreak. Since illnesses began on June 15, 2014, there have been 26 reported illnesses, 23 hospitalizations, and 2 deaths (in California and Texas) linked to consumption of the recalled products. We have one identified case in Washington.

For additional information on the outbreak: [Listeria Outbreak Linked to Queso Fresco and Cotija Cheese | CDC](#)

**Additional Information**

For additional information, see the company announcement / news release on the FDA / USDA website at: [Rizo-López Foods, Inc. Voluntarily Recalls Dairy Products Because of Possible Health Risk | FDA](#)

For additional associated recalls: [2024 Recalls of Food Products Associated with Dairy Products from Rizo Lopez Foods, Inc. due to the Potential Risk of Listeria monocytogenes | FDA](#)

For information on FDA's investigation, see [Outbreak Investigation of Listeria monocytogenes: Queso Fresco and Cotija Cheese \(February 2024\) | FDA](#). Information also available in Spanish.

**Consumer Guidance**

Consumers should check their refrigerators and freezers for recalled products and dispose of them. Consumers with questions may contact the company at 1-833-296-2233.

Retailers should check their products to ensure they do not have recalled products available for sale.

Local Health Jurisdictions in Washington are not being asked to participate in any formal recall verification activities at this time, but appropriate staff should be aware of the food recall.

You are receiving this message because you expressed interest in receiving notification regarding food recalls affecting Washington state. This recall will be posted on our website shortly. To see other recent food recalls affecting Washington state, visit [www.doh.wa.gov/foodrecalls](http://www.doh.wa.gov/foodrecalls).



To request this document in another format, call 1-800-525-0127. Deaf or hard of hearing customers, please call 711 (Washington Relay) or email [doh.information@doh.wa.gov](mailto:doh.information@doh.wa.gov)

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DOH logo



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This email was sent to [1955wcg@gmail.com](mailto:1955wcg@gmail.com) using GovDelivery Communications Cloud on behalf of:  
Washington State Department of Health · 101 Israel Road SE, Tumwater, WA 98501





**Item #1.**

**TO:** Mayor and City Council

**FROM:** Eric Holmes, City Manager

**DATE:** 3/4/2024

**SUBJECT** Approval of Claim Vouchers

**Action Requested**

Approve claim vouchers for March 4, 2024.

**ATTACHMENTS:**

- ▢ Claim Vouchers for March 4, 2024

## VOUCHER APPROVAL

We, the undersigned council members of the City of Vancouver, Clark County, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that the vouchers listed below are approved for payment in the amount of:

**\$ 8,182,478.46** this 4th day of March 2024.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
COUNCILMEMBER

\_\_\_\_\_  
AUDITING OFFICER

\_\_\_\_\_  
COUNCILMEMBER

DATE	INCLUSIVE CHECK NUMBERS	CHECK TOTAL
February 19, 2024 - February 25, 2023	Accounts Payable Checks (see attached)	\$ 3,975,569.75
February 19, 2024 - February 25, 2023	Hansen City Payments (see attached)	\$ 23,939.84
February 19, 2024 - February 25, 2023	Visa Refunds (see attached)	\$ 1,671.00
February 19, 2024 - February 25, 2023	Payroll Checks (see attached)	\$ 4,181,297.87
<b>TOTAL</b>		<b>\$ 8,182,478.46</b>



# INVOICE PAYMENTS REPORT

<u>Payment Category</u>	<u>Payment Type</u>	<u>Transaction Reference</u>	<u>Payment Date</u>	<u>Payment Amount</u>	<u>Payment Payee</u>	<u>Memo</u>
Miscellaneous Payment	Check	16939	2/21/2024	1,006.40	Cascadia Development Partners	LUP-83981 (jobsite: 19530 SE Brady Rd 1A )
Miscellaneous Payment	Check	16940	2/21/2024	2,289.67	Clark County Emergency Medical Services District #2	00039007
Miscellaneous Payment	Check	16941	2/21/2024	127.35	Daniel Brogdon	Refund of parking permit COV13334 no longer needed
Miscellaneous Payment	Check	16942	2/21/2024	25.00	Denny Maxwell	REFUND - overpayment citation #7203802159
Miscellaneous Payment	Check	16943	2/21/2024	5,972.12	Elizabeth Valentine	Claim Payment - DOI: 01/17/2024 - Risk
Miscellaneous Payment	Check	16944	2/21/2024	53.00	Old Spaghetti Factory	Refund: CIVICGOV inv 77033336 cust 733330
Miscellaneous Payment	Check	16945	2/21/2024	5,650.82	Qwest Corporation d/b/a CenturyLink (Claim Number: P-437383MB; COV Claim Number: GL20230993)	Claim Payment - DOI: 04/25/2023 - Risk
Miscellaneous Payment	Check	16946	2/21/2024	3,971.14	Rachelle Rose	Claim Payment - DOI: 01/17/2024 - Risk
Miscellaneous Payment	Check	16947	2/21/2024	160.00	Ross Dress For Less #147	Refund overpmt alarm - inv #99414479
Miscellaneous Payment	Check	16948	2/21/2024	565.00	Tenmile Island, LLC	Refund Business License added in error for their Tacoma location
Miscellaneous Payment	Check	16949	2/21/2024	642.00	The Neil Jones Food Company	Refund of duplicate payment to INV#77058830
Miscellaneous Payment	Check	16950	2/21/2024	1,857.00	Victor, Kayla	Claim Payment - 01/13/2024 - Risk
Miscellaneous Payment	Check	16951	2/21/2024	65.00	William Paul Carr	Parking Refund
Ad Hoc Payment	Check	16952	2/21/2024	1,076.25	ATTN Katie Rowley or Seth McNabb,Conservice Synergy	Utility Refunds: 0076101070-01
Ad Hoc Payment	Check	16953	2/21/2024	79.18	Community Foundation for Southwest Washington,Charitable LLC #3	Utility Refunds: 0063018400-25
Ad Hoc Payment	Check	16954	2/21/2024	70.88	Denman,Joel A or Tayler M	Utility Refunds: 0022038502-17
Ad Hoc Payment	Check	16955	2/21/2024	187.61	Denny,Joseph	Utility Refunds: 0000002693-03 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	16956	2/21/2024	146.75	Englund,Anthony S or Victoria	Utility Refunds: 0024003500-16
Ad Hoc Payment	Check	16957	2/21/2024	81.33	Gano,Rochelle	Utility Refunds: 0033065500-01
Ad Hoc Payment	Check	16958	2/21/2024	163.00	Garner,Kimberly A	Utility Refunds: 0024058200-09 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	16959	2/21/2024	190.00	Gilbert,Michael L	Utility Refunds: 0020049100-05 Consolidated refund created from multiple refunds
Ad Hoc Payment	Check	16960	2/21/2024	126.59	Grove,Anita L	Utility Refunds: 0002000112-01
Ad Hoc Payment	Check	16961	2/21/2024	359.75	Guth,Mark G or Sun Ying	Utility Refunds: 0103006150-03
Ad Hoc Payment	Check	16962	2/21/2024	82.58	Hess,Mari Anne	Utility Refunds: 0004054500-16
Ad Hoc Payment	Check	16963	2/21/2024	37.42	Hess,Scott S or Mari Anne	Utility Refunds: 0004054500-16
Ad Hoc Payment	Check	16964	2/21/2024	347.08	Horner,David A	Utility Refunds: 0030097300-22
Ad Hoc Payment	Check	16965	2/21/2024	1,136.90	Island Park Condominiums,RJ Property Management	Utility Refunds: 0023018411-19
Ad Hoc Payment	Check	16966	2/21/2024	81.91	Jason Camilo Mendoza Personal Rep of the Estate of, Roger L Rodriguez	Utility Refunds: 0054064596-05
Ad Hoc Payment	Check	16967	2/21/2024	72.24	Jeffrey P Ogden or Theresa M Garcia	Utility Refunds: 0023018437-14
Ad Hoc Payment	Check	16968	2/21/2024	158.21	McBride,Bonnie R	Utility Refunds: 0062042900-23
Ad Hoc Payment	Check	16969	2/21/2024	22.09	Mendoza,Jason	Utility Refunds: 0054064596-05
Ad Hoc Payment	Check	16970	2/21/2024	103.02	Moreland Properties LLC	Utility Refunds: 0020027700-14
Ad Hoc Payment	Check	16971	2/21/2024	410.34	Nickell,Karen S	Utility Refunds: 0034051900-08
Ad Hoc Payment	Check	16972	2/21/2024	171.90	O'toole,Michael A	Utility Refunds: 0000002790-02
Ad Hoc Payment	Check	16973	2/21/2024	61.26	Oates,Bonnie	Utility Refunds: 0039012000-01
Ad Hoc Payment	Check	16974	2/21/2024	310.33	Peterson,Stephen or Claire	Utility Refunds: 0035065800-02
Ad Hoc Payment	Check	16975	2/21/2024	225.13	Pfluke,James or Kim	Utility Refunds: 0127010530-01

\* Please contact Procurement Services if you would like to review the justification for EMERGENCY procurement.

# INVOICE PAYMENTS REPORT

Ad Hoc Payment	Check	16976	2/21/2024	43.10	Regenold, Clint or Stephanie	Utility Refunds: 000005629-04
Ad Hoc Payment	Check	16977	2/21/2024	182.55	Robert Young Trustee of the Young Trust	Utility Refunds: 0115030577-02
Ad Hoc Payment	Check	16978	2/21/2024	389.14	Sieler, Cody or Danica	Utility Refunds: 0030036800-03
Ad Hoc Payment	Check	16979	2/21/2024	91.53	Stocker, Malia or Andrew	Utility Refunds: 0026011200-11
Ad Hoc Payment	Check	16980	2/21/2024	105.09	Vogelzang, Carrie J	Utility Refunds: 0018024000-01
Ad Hoc Payment	Check	16981	2/21/2024	118.17	Vrooman, Kimberly D	Utility Refunds: 0000004786-02
Ad Hoc Payment	Check	16982	2/21/2024	135.52	Vsevolod A Durshpek or Inna Durshpek	Utility Refunds: 0118038900-03
Ad Hoc Payment	Check	16983	2/21/2024	35.68	Wildcard Investments	Utility Refunds: 0002000112-01
Supplier Payment	Check	16984	2/21/2024	136.50	Airgas, Inc	
Supplier Payment	Check	16985	2/21/2024	6,453.83	AKS Engineering & Forestry LLC	
Supplier Payment	Check	16986	2/21/2024	1,109.74	A-Line Asphalt Maintenance Inc	
Supplier Payment	Check	16987	2/21/2024	475.00	Allegiance Benefit Plan Management Inc	
Supplier Payment	Check	16988	2/21/2024	3,924.00	Allegis Group Holdings Inc - Remit-To: TekSystems Inc - Atlanta	
Supplier Payment	Check	16989	2/21/2024	204.00	American Sani-Can	
Supplier Payment	Check	16990	2/21/2024	2,248.65	Anderson Glass Co	
Supplier Payment	Check	16991	2/21/2024	145.02	Aramark Uniform & Career Apparel LLC - Remit-To: Aramark - Pasadena	
Supplier Payment	Check	16992	2/21/2024	22,755.26	Arborscape Ltd Inc	
Supplier Payment	Check	16993	2/21/2024	270.08	Archaeological Services LLC	
Supplier Payment	Check	16994	2/21/2024	10,750.00	Bickmore Actuarial - Remit-To: Brickmore Actuarial	
Supplier Payment	Check	16995	2/21/2024	38,035.11	CECO Inc	
Supplier Payment	Check	16996	2/21/2024	640.16	Cellco Partnership - Remit-To: Cellco - Dallas	
Supplier Payment	Check	16997	2/21/2024	1,224,952.18	Clark County - Remit-To: Clark County - Treasurer Vancouver	
Supplier Payment	Check	16998	2/21/2024	1,200.00	Clark County Title Company - Remit-To: Clark County - Reconveyance Fees	
Supplier Payment	Check	16999	2/21/2024	1,794.75	Clark Public Utility District No. 1	
Supplier Payment	Check	17000	2/21/2024	839.43	Clean Harbors Environmental Services Inc	
Supplier Payment	Check	17001	2/21/2024	248.03	Columbia Resource Company	
Supplier Payment	Check	17002	2/21/2024	190.21	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	17003	2/21/2024	131.84	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	17004	2/21/2024	118.59	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	17005	2/21/2024	118.59	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	17006	2/21/2024	32.94	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	17007	2/21/2024	113.59	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	17008	2/21/2024	95.90	Comcast Holdings Corporation - Remit-To: Comcast Business - City of Industry	
Supplier Payment	Check	17009	2/21/2024	6,800.00	Concord Adult Care Home, LLC	
Supplier Payment	Check	17010	2/21/2024	10,866.00	CUES Inc - Remit-To: CUES Inc - Cincinnati	
Supplier Payment	Check	17011	2/21/2024	5,471.00	E&M Electric and Machinery, Inc	
Supplier Payment	Check	17012	2/21/2024	275.00	ERF Company Inc	
Supplier Payment	Check	17013	2/21/2024	914.00	Esix Sportswear	
Supplier Payment	Check	17014	2/21/2024	57.05	Experian Marketing Solutions - Remit-To: Experian - Los Angeles	
Supplier Payment	Check	17015	2/21/2024	4,776.80	Farallon, Inc	

\* Please contact Procurement Services if you would like to review the justification for EMERGENCY procurement.

## INVOICE PAYMENTS REPORT

Supplier Payment	Check	17016	2/21/2024	6,077.43	Ferguson Enterprises - Remit-To: Ferguson - Dallas	
Supplier Payment	Check	17017	2/21/2024	4,221.91	Field & Floral Design	
Supplier Payment	Check	17018	2/21/2024	10,091.59	Fourth Plain Forward	
Supplier Payment	Check	17019	2/21/2024	155.93	Galls LLC	
Supplier Payment	Check	17020	2/21/2024	1,090.00	Groundwater Solutions, Inc.	
Supplier Payment	Check	17021	2/21/2024	29,256.71	Harper Houf Peterson Righellis Inc	
Supplier Payment	Check	17022	2/21/2024	21,450.79	H D Fowler Company Inc	
Supplier Payment	Check	17023	2/21/2024	6,250.00	Hispanic Metropolitan Chamber	
Supplier Payment	Check	17024	2/21/2024	5,652.40	Hungerford & Terry Inc	
Supplier Payment	Check	17025	2/21/2024	3,000.00	Industrial Hearing Service, Inc	
Supplier Payment	Check	17026	2/21/2024	545.13	Iron Mountain Inc - Remit-To: Iron Mountain - New York	
Supplier Payment	Check	17027	2/21/2024	7,395.00	Joana Lazaro Filgueiras LLC	
Supplier Payment	Check	17028	2/21/2024	6,837.02	Kar-Gor Inc	
Supplier Payment	Check	17029	2/21/2024	1,957.50	Kramer Gehlen & Associates	
Supplier Payment	Check	17030	2/21/2024	4,910.26	Level 3 Financing, Inc	
Supplier Payment	Check	17031	2/21/2024	44,053.59	Life Insurance Company of North America	
Supplier Payment	Check	17032	2/21/2024	2,000.00	Marquam Group LTD	
Supplier Payment	Check	17033	2/21/2024	10,105.15	Mather and Sons Pump Service Inc	
Supplier Payment	Check	17034	2/21/2024	44,946.91	Maul Foster & Alongi Inc	
Supplier Payment	Check	17035	2/21/2024	4,407.35	Mobes Business Forms	
Supplier Payment	Check	17036	2/21/2024	54,284.78	Northside Ford Truck Sales, Inc	
Supplier Payment	Check	17037	2/21/2024	12,493.34	Northwest Natural Gas Company - Remit-To: NW Natural - Portland	
Supplier Payment	Check	17038	2/21/2024	5,239.76	Northwest Staffing Resources Inc - Remit-To: Northwest Staffing Resources	
Supplier Payment	Check	17039	2/21/2024	4,348.00	Pallet SPC	
Supplier Payment	Check	17040	2/21/2024	1,634.00	Portland Adventist Medical Center	
Supplier Payment	Check	17041	2/21/2024	519.58	PPC Solutions Inc	
Supplier Payment	Check	17042	2/21/2024	900.00	Public Safety Testing Inc	
Supplier Payment	Check	17043	2/21/2024	2,877.61	Qwest Corporation - Remit-To: Qwest Corp- Seattle	
Supplier Payment	Check	17044	2/21/2024	319.00	Rapid Response Bio Clean Inc.	
Supplier Payment	Check	17045	2/21/2024	17,365.82	Ready Rebound, Inc.	
Supplier Payment	Check	17046	2/21/2024	1,402.23	Rigert Landscaping Co	
Supplier Payment	Check	17047	2/21/2024	16,500.00	Right-Way CDL Academy, LLC	
Supplier Payment	Check	17048	2/21/2024	5,613.53	SeaWestern Inc	
Supplier Payment	Check	17049	2/21/2024	426.50	Shred Northwest Inc.	
Supplier Payment	Check	17050	2/21/2024	1,739.96	Software House International SHI - Remit-To: SHI - Dallas	
Supplier Payment	Check	17051	2/21/2024	1,592.38	Solid Waste Systems, Inc.	
Supplier Payment	Check	17052	2/21/2024	114,208.00	Southwest Clean Air Agency	
Supplier Payment	Check	17053	2/21/2024	5,725.39	SP Plus Corporation	
Supplier Payment	Check	17054	2/21/2024	5,775.88	Stantec Consulting Services Inc - Remit-To: Stantec - Chicago	
Supplier Payment	Check	17055	2/21/2024	5.06	State of Oregon Department of Transportation - Remit-To: OR DMV - Salem	
Supplier Payment	Check	17056	2/21/2024	1,164.18	SuperTrees Inc	
Supplier Payment	Check	17057	2/21/2024	271.75	Towing & Recovering Services Inc	
Supplier Payment	Check	17058	2/21/2024	36,612.25	UKG Kronos Systems LLC Remit-To: Atlanta	
Supplier Payment	Check	17059	2/21/2024	95.00	Vancouver Granite Works Inc	
Supplier Payment	Check	17060	2/21/2024	896.83	W.B. Sprague Co. Inc.	
Supplier Payment	Check	17061	2/21/2024	9,133.60	Walker Consultants, Inc	
Supplier Payment	Check	17062	2/21/2024	24,866.89	Waste Connections of Washington - Remit-To: Waste Connections - Vancouver	
Supplier Payment	Check	17063	2/21/2024	17,675.35	YOLO Washington LLC	
Customer Refund	Check	17064	2/21/2024	974.00	OREGON NEWSPAPER ADVERTISING CO (ONAC 2 - TOUCHMARK)	Overpayment of COV On Account funds - billing is in-house as of 01/01/2024.
Supplier Payment	Check	17065	2/23/2024	6,274.19	Aflac	
Supplier Payment	Check	17066	2/23/2024	5,851.02	AFSCME Local #307	
Supplier Payment	Check	17067	2/23/2024	334.00	California State Disbursement Unit	
Supplier Payment	Check	17068	2/23/2024	1,033.50	Chapter 13 - Trustee	
Supplier Payment	Check	17069	2/23/2024	491.00	Hawaii SDU	
Supplier Payment	Check	17070	2/23/2024	830.25	IAM Local #1374	

\* Please contact Procurement Services if you would like to review the justification for EMERGENCY procurement.

# INVOICE PAYMENTS REPORT

Supplier Payment	Check	17071	2/23/2024	9,048.98	Life Insurance Company of North America	
Supplier Payment	Check	17072	2/23/2024	1,000.00	MFS Service Center Inc	
Supplier Payment	Check	17073	2/23/2024	4,301.08	OPEIU Local #11	
Supplier Payment	Check	17074	2/23/2024	724.50	Teamsters Local #58	
Supplier Payment	Check	17075	2/23/2024	280.00	UA Local #290	
Supplier Payment	Check	17076	2/23/2024	2,947.61	Western Conference of Teamsters	
Supplier Payment	Check	17077	2/23/2024	1,164.72	Western Metal Industry Pension Plan	
			<b>Check</b>	<b>1,968,676.47</b>		
Expense Payment	Direct Deposit	EFT-00233682	2/22/2024	26.00	Chris Simmons	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00233683	2/22/2024	75.00	Brayden Thornton	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00233684	2/22/2024	86.00	Tim Higgins	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00233685	2/22/2024	71.49	Casey Holmes	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00233686	2/22/2024	799.00	Emily Lemon	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00233687	2/22/2024	79.50	James Allen	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00233688	2/22/2024	400.00	Craig Replogle	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00233689	2/22/2024	79.50	Christopher Nerton	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00233690	2/22/2024	75.00	James Correll	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00233691	2/22/2024	29.50	Erica Nilsen	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00233692	2/22/2024	42.00	Blaise Geddry	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00233693	2/22/2024	50.80	Robert Toops	Employee Reimbursement
Expense Payment	Direct Deposit	EFT-00233694	2/22/2024	63.72	Robert Block	Employee Reimbursement
Cash Advance Payment	Direct Deposit	EFT-00233695	2/22/2024	379.50	Carie Wright	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00233696	2/22/2024	83.25	Justin Box	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00233697	2/22/2024	266.63	Neil Martin	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00233698	2/22/2024	242.00	Desmond Haske	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00233699	2/22/2024	326.50	McAvoy Shipp	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00233700	2/22/2024	242.00	Ken Hess	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00233701	2/22/2024	242.00	Cole Rodriguez	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00233702	2/22/2024	333.00	Kassidy Owen	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00233703	2/22/2024	409.50	Shane Hall	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00233704	2/22/2024	242.00	Brian Viles	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00233705	2/22/2024	409.50	Eddie Alba	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00233706	2/22/2024	409.50	Bennie Romiti	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00233707	2/22/2024	302.00	Daphine Harris	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00233708	2/22/2024	242.00	Erica Nilsen	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00233709	2/22/2024	242.00	Spencer Harris	Travel Advance
Cash Advance Payment	Direct Deposit	EFT-00233710	2/22/2024	242.00	Nicole Vigil	Travel Advance
			<b>Direct Deposit</b>	<b>6,490.89</b>		
Supplier Payment	EFT	EFT-00233711	2/22/2024	2,025.00	Benevate, Inc. - Remit-To: Benevate, Inc	
Supplier Payment	EFT	EFT-00233712	2/22/2024	26,970.00	AgreeYa Solutions, Inc. - Remit-To: AgreeYa Solutions, Inc	
Supplier Payment	EFT	EFT-00233713	2/22/2024	4,418.66	Oregon Rifleworks LLC	
Supplier Payment	EFT	EFT-00233714	2/22/2024	13,401.80	YWCA Clark County	
Supplier Payment	EFT	EFT-00233715	2/22/2024	1,000.00	Clean Earth Environmental Solutions Inc.	
Supplier Payment	EFT	EFT-00233716	2/22/2024	1,644.63	RELX Inc. - Remit-To: LexisNexis - Chicago	
Supplier Payment	EFT	EFT-00233717	2/22/2024	4,692.43	Ross Builders Northwest, LLC	
Supplier Payment	EFT	EFT-00233718	2/22/2024	134,039.00	Jeffrey D. Barrar, PS	
Supplier Payment	EFT	EFT-00233719	2/22/2024	4,241.47	SDB Inc	
Supplier Payment	EFT	EFT-00233720	2/22/2024	190.23	Precor Commercial Fitness	
Supplier Payment	EFT	EFT-00233721	2/22/2024	2,431.08	Fehr & Peers	
Supplier Payment	EFT	EFT-00233722	2/22/2024	92,672.53	Outsiderinn.org	
Supplier Payment	EFT	EFT-00233723	2/22/2024	29,448.75	Alta Planning & Design	
Supplier Payment	EFT	EFT-00233724	2/22/2024	6,127.15	HDR Engineering Inc - Remit-To: HDR Engineering - Chicago	
Supplier Payment	EFT	EFT-00233725	2/22/2024	7,032.00	Picard Corp	
Supplier Payment	EFT	EFT-00233726	2/22/2024	5,918.50	Western Water Works Supply Co Inc	
Supplier Payment	EFT	EFT-00233727	2/22/2024	23,012.90	Distinctive Landscape LLC	
Supplier Payment	EFT	EFT-00233728	2/22/2024	818.82	Bound Tree Medical LLC	
Supplier Payment	EFT	EFT-00233729	2/22/2024	21,340.77	Do Good Multnomah	
Supplier Payment	EFT	EFT-00233730	2/22/2024	60,704.37	Halbert Construction Services LLC	
Supplier Payment	EFT	EFT-00233731	2/22/2024	381.00	Purple Communications Inc	
Supplier Payment	EFT	EFT-00233732	2/22/2024	370,000.00	Journal Technologies, Inc	
Supplier Payment	EFT	EFT-00233733	2/22/2024	7,225.00	JCI Jones Chemicals, Inc.	
Supplier Payment	EFT	EFT-00233734	2/22/2024	990.00	Salazar Architect Inc	
Supplier Payment	EFT	EFT-00233735	2/22/2024	4,642.85	The Amy VanCamp Experience LLC	
Supplier Payment	EFT	EFT-00233736	2/22/2024	3,633.77	Restored and Revived - Remit-To: Restored and Revived	
Supplier Payment	EFT	EFT-00233737	2/22/2024	500.00	Historic Music Preservation Project	
Supplier Payment	EFT	EFT-00233738	2/22/2024	81,659.44	Brenda Lee Fairbanks - Remit-To: Brenda Lee Fairbanks	
Supplier Payment	EFT	EFT-00233739	2/22/2024	6,453.75	Del Sol Inc	
Supplier Payment	EFT	EFT-00233740	2/22/2024	522.80	Pitney Bowes Inc	
Supplier Payment	EFT	EFT-00233741	2/22/2024	759.05	Copiers Northwest Inc.	
Supplier Payment	EFT	EFT-00233742	2/22/2024	19,725.75	Kirby Nagelhout Construction Company	
Supplier Payment	EFT	EFT-00233743	2/22/2024	18,968.50	Copiers Northwest Inc.	
Supplier Payment	EFT	EFT-00233744	2/22/2024	23,286.71	Live Love Outreach	

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# INVOICE PAYMENTS REPORT

Supplier Payment	EFT	EFT-00233745	2/22/2024	147.00	Tierra Right of Way Services LTD	
Supplier Payment	EFT	EFT-00233746	2/22/2024	140.00	Brad Piesch Aggressive Enterprises, Inc	
Supplier Payment	EFT	EFT-00233747	2/22/2024	7,102.44	New Life Friends Church	
Supplier Payment	EFT	EFT-00233748	2/22/2024	4,002.25	Brown and Caldwell - Remit-To: Brown & Caldwell - San Francisco	
Supplier Payment	EFT	EFT-00235533	2/23/2024	16,576.80	Allegiance Benefit Plan Management Inc	
Supplier Payment	EFT	EFT-00235534	2/23/2024	144.43	Legal Shield	
Supplier Payment	EFT	EFT-00235535	2/23/2024	12,440.23	Vancouver Police Officer Guild	
Supplier Payment	EFT	EFT-00235536	2/23/2024	1,259.64	Vancouver Command Guild	
Supplier Payment	EFT	EFT-00235537	2/23/2024	30,447.84	IAFF Local #452	
		<b>EFT</b>		<b>1,053,139.34</b>		
Supplier Payment	Manual Wire		2/14/2024	212.50	Bank of America N.A. - Remit-To: Charlotte NC	
Supplier Payment	Manual Wire		2/14/2024	152.95	Bank of America N.A. - Remit-To: Account Analysis	
Supplier Payment	Manual Wire		2/20/2024	5,754.00	State of Washington Department of Licensing - Remit-To: DOL - Seattle Remit	
Supplier Payment	Manual Wire		2/20/2024	18,911.30	Washington Dental Service	
Supplier Payment	Manual Wire		2/20/2024	192,147.81	Blue Cross Blue Shield of Oregon	
Supplier Payment	Manual Wire		2/20/2024	193,187.77	Clark County - Remit-To: Clark County - Treasurer Vancouver	
Supplier Payment	Manual Wire		2/22/2024	5,431.36	Superior, LLC	
Supplier Payment	Manual Wire		2/22/2024	7,052.31	Washington Dental Service	
Supplier Payment	Manual Wire		2/23/2024	22,225.19	Western States Health & Welfare Trust	
Supplier Payment	Manual Wire		2/23/2024	31,095.00	Vancouver Firefighters Union Health & Welfare Trust	
Supplier Payment	Manual Wire		2/23/2024	21,300.00	Washington State Firefighters	
Supplier Payment	Manual Wire		2/23/2024	6,342.08	Washington SDU	
Supplier Payment	Manual Wire		2/23/2024	654.00	Oregon SDU	
Supplier Payment	Manual Wire		2/23/2024	304,907.26	International City Management Association Retirement Corporation	
Supplier Payment	Manual Wire		2/23/2024	78,636.90	Liberty Mutual Group Inc.	
Supplier Payment	Manual Wire		2/23/2024	59,252.62	State of Washington Department of Retirement Systems (DRS)	
		<b>Manual Wire</b>		<b>947,263.05</b>		
		<b>Checks</b>		<b>1,968,676.47</b>		
		<b>Direct Deposit</b>		<b>6,490.89</b>		
		<b>EFT</b>		<b>1,053,139.34</b>		
			2/26/2024	23,939.84	City Payments	Posted 02-19-24 to 02-25-24
		<b>Hansen Total</b>		<b>23,939.84</b>		
			2/26/2024	759.00	Miscellaneous	Parks Class Refunds FCC 02-19-24 to 02-25-24
			2/26/2024	912.00	Miscellaneous	Parks Class Refunds MCC 02-19-24 to 02-25-24
		<b>VISA Total</b>		<b>1,671.00</b>		
		<b>Payroll Total</b>		<b>4,181,297.87</b>		
		<b>GRAND TOTAL</b>		<b>8,182,478.46</b>		

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City of Vancouver  
Payroll Council Report  
February 19, 2024 - February 25, 2024

Check No.	Date	Explanation	Amount
1951 - 1973	02/23/24	February 23rd Payroll	\$ 10,582.35
233749 - 235526	02/23/24	February 23rd Direct Deposits	\$ 4,170,715.52

\$ 4,181,297.87





**Item #**

**TO:** Mayor and City Council

**FROM:** Eric Holmes, City Manager

**DATE:** 3/4/2024

**SUBJECT** Housing Code Update

**ATTACHMENTS:**

- ▣ Presentation



CITY OF  
**Vancouver**  
WASHINGTON

# 2024 Proposed Housing Map and Code Changes

**Rebecca Kennedy**, Deputy Director, Community Development Department

**Bryan Snodgrass**, Principal Planner, Community Development Department

March 4, 2024



## Discussion Items:

- 2024 housing related rezones
- HB 1337 ADU code changes
- Common-wall ownership townhome product
- Narrower townhome lot width allowance
- Implications for 2025 Comprehensive Plan and zoning code update





## 2024 Proposed Housing-Related Rezones

- Annual Review program in 2024 limited to housing
- Usual timelines – Applications by June 15, hearings in fall
- Potential applications include 10-acre affordable housing proposal on 63<sup>rd</sup> Avenue







## HB 1337 ADU Code

- Requires allowing two 1,000 square foot ADUs per single family residential lot
- No standards for ADUs not applied to main unit
- 288 ADUs built since 2016 code changes
- HB 1110 implications
- Implement through interim control ordinance







# Common-wall Ownership Townhouse

- Recently popular product in Portland market
- Vancouver legal feasibility being explored
- Likely requires land use and building code changes
- Supports goal for more homeownership options







## Narrower Townhome Lot Allowance

- Proposed by developer of 2023 Wood Duck Springs rezone to R-22 zoning
- Current City code prohibits non-condominium lots less than 20 feet wide. Allowed in Clark County.
- Staff reviewing viability
- Also supports homeownership goals





# Thank You



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360-487-7946

