



# City of Longview

1525 Broadway  
Longview, WA 98632  
www.ci.longview.wa.us

## Agenda - Final-Amended

### City Council

*Mayor Don Jensen*  
*Council Member Ken Botero*  
*Council Member Chet Makinster*  
*Council Member Mary Jane Melink*  
*Council Member Steve Moon*  
*Council Member Scott Vydra*  
*Mayor Pro Tem Michael Wallin*

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Thursday, January 12, 2017

7:00 PM

2nd Floor, City Hall

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The City Hall is accessible for persons with disabilities. Special equipment to assist the hearing impaired is also available. Please contact the City Executive Offices at 360.442.5004 48 hours in advance if you require special accommodations to attend the meeting.

1. CALL TO ORDER

2. INVOCATION\*/FLAG SALUTE

3. ROLL CALL

4. APPROVAL OF MINUTES

[MN 17-0359](#) COUNCIL MINUTES, DECEMBER 8, 2016 & DECEMBER 15, 2016

*Attachments:* [12.08.2016 Minutes for Approval](#)

[12.15.2016 Minutes for Approval](#)

5. CHANGES TO THE AGENDA

6. PRESENTATIONS & AWARDS

7. CONSTITUENTS' COMMENTS (Thirty Minutes)

7. A FOLLOW-UP TO PAST CONSTITUENTS' COMMENTS

8. PUBLIC HEARINGS

9. BOARD & COMMISSION RECOMMENDATIONS

[PC 2016-3](#) AMEND ZONING CODE REGARDING FARMERS' MARKETS IN  
[1/12/17](#) RESIDENTIAL ZONING DISTRICTS

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Preserve and enhance neighborhoods

**CITY ATTORNEY REVIEW:** N/A**SUMMARY STATEMENT:**

At their March 2016 meeting, the Planning Commission agreed to initiate a process to examine allowing small farmer's markets to locate on church or school grounds. This was at the request of representatives from the St. Stephen's Episcopal Church. The Planning Commission developed a draft code, held a public hearing, and then forwarded the draft to the City Council with a recommendation of approval. On June 30, 2016, the City Council adopted Ordinance No. 3324. However, during the Council's approval process, the City Council directed the Planning Commission to examine expanding the areas where farmers' markets could locate. The Council specifically mentioned private property and parks as possible locations for farmer's markets.

At their September 2016 regular meeting, the Planning Commission considered some proposed amendments to Chapter 19.42 that were developed by City staff. These proposed amendments would allow farmers' markets to locate in City parks and to locate on private land that is two or more acres in size upon receiving a special property use permit. The Planning Commission held a public hearing on the proposed amendments at their December 2016 regular meeting. No one from the public commented. Following the public hearing, the Planning Commission unanimously passed a motion to recommend approval of the proposed amendments.

**RECOMMENDED ACTION:**

Motion to accept the Planning Commission recommendation and direct the City Attorney to prepare an ordinance for Council review and approval

**STAFF CONTACT:**

Steve Langdon, Planning Manager

**Attachments:** [Proposed zoning code amendments](#)

[Staff report to Planning Commission](#)

[SEPA documents](#)

**10. ORDINANCES & RESOLUTIONS**

[OR 17 3337](#) **ORDINANCE NO. 3337 ADOPTING MUNICIPAL CODE REGARDING SEVERE WEATHER SHELTERS**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Enhance public safety & emergency response

**CITY ATTORNEY REVIEW: REQUIRED****SUMMARY STATEMENT:**

Currently, the City's municipal code does not address severe weather shelters. City staff developed a proposed code to address such. The Ad Hoc Committee on Zoning for Emergency Shelters reviewed the draft at their December 12 meeting. After discussing the draft and hearing comments from the public, the committee directed staff to make some modifications and then decided to recommend approval of the proposed code. The City Council considered the Ad Hoc Committee's recommendation at their December 15 meeting. Following their consideration, the City Council voted unanimously to direct the City Attorney to prepare an ordinance for their review and approval. Ordinance No. 3337 is attached.

**RECOMMENDED ACTION:**

Motion to adopt Ordinance No. 3337

**STAFF CONTACT:**

Jim McNamara, City Attorney  
Steve Langdon, Planning Manager

*Attachments:* [OR No 3337 Severe Weather Shelters \(4\)](#)

[17-4664](#)

**RESOLUTION NO. 2202: ADOPTING THE NEIGHBORHOOD PARK GRANT POLICY AND PROCEDURES**

**COUNCIL INITIATIVE ADDRESSED:** Address Quality of Place Issues

**CITY ATTORNEY REVIEW:** Required

**SUMMARY STATEMENT:**

On December 8, the Neighborhood Park Grant Policy was presented to Council for recommendation to draft a resolution for approval. The Neighborhood Park Grant Program is a capital program (budgeted in the capital projects fund) initiated by the City Council as a means of giving community groups the opportunity to improve and invest in their parks, while giving the city the opportunity to stretch its capital funds. Annually since 1997, the Parks and Recreation Advisory Board has evaluated applications and made recommendations to the council for final approval.

The purpose of the resolution is to establish policies and procedures for considering applications for the Neighborhood Park Grant Program.

The Parks and Recreation Advisory Board worked with staff during the

drafting process by providing comment and input. The Board made a motion to recommend approval of the Neighborhood Park Grant Policy and Procedures at their regular meeting on November 28.

During the presentation on December 8, Council also gave direction for City Staff to work on a mini-park grant program that would allow for community members or groups to apply for matching funding for projects that are below the monetary threshold of a capital improvement project or that do not fit with the scope of work allowable within the policy. City staff and the Parks and Recreation Advisory Board will explore options for projects and funding sources and present to council at a later date.

**RECOMMENDED ACTION:**

Motion to approve Resolution 2202 adopting the Neighborhood Park Grant Policy and Procedures.

**STAFF CONTACT:**

Jennifer Wills, Director Parks and Recreation

*Attachments:* [Resolution No 2202 Neighborhood Park Grant Policy](#)  
[NPG Policy](#)

**11. MAYOR'S REPORT AND COUNCILMEMBERS' REPORTS**

**11. A MAYOR'S REPORT**

**11. B COUNCILMEMBERS' REPORTS**

[17-4669](#) **RESULTS OF CITIZENS SUMMIT SURVEY AND DISCUSSION OF SUMMIT AGENDA**

**12. CONSENT CALENDAR**

[17-4667](#) **APPROVAL OF CLAIMS**

Based upon the authentication and certification of claims and demands against the city, prepared and signed by the City's auditing officer, and in full reliance thereon, it is moved and seconded as shown in the minutes of this meeting that the following vouchers/warrants are approved for payment:

**SECOND HALF DECEMBER 2016 ACCOUNTS PAYABLE: \$939,846.58,  
CHECKS 348671-349036**

**FIRST HALF DECEMBER 2016 PAYROLL:**

\$3,935.99, checks no. 206794-206798  
\$688,098.31, direct deposits  
\$450,765.85, wire transfers  
\$1,142,800.15 Total

**STAFF CONTACT:**

Kaylee Cody, City Clerk  
John Baldwin, Fiscal Analyst  
Jackie Rodgers, Human Resources Specialist

**APPROVAL OF CLAIMS**

Based upon the authentication and certification of claims and demands against the city, prepared and signed by the City's auditing officer, and in full reliance thereon, it is moved and seconded as shown in the minutes of this meeting that the following vouchers/warrants are approved for payment:

**FIRST HALF JANUARY 2017 ACCOUNTS PAYABLE: \$1,413,506.24****SECOND HALF DECEMBER 2016 PAYROLL:**

\$68,279.90, checks no. 206799-206816  
\$639,000.94, direct deposits  
\$847,252.78, wire transfers  
\$1,554,533.62 Total

**STAFF CONTACT:**

Kaylee Cody, City Clerk  
John Baldwin, Fiscal Analyst  
Jackie Rodgers, Human Resources Specialist

[17-4666](#)**LIABILITY CLAIMS/LAWSUITS**

The claim(s)/lawsuit(s) listed below was/were received by the City. Where applicable, the claim(s)/lawsuit(s) have been/are being researched and/or reviewed by Washington Cities Insurance Authority (WCIA). The claim(s)/lawsuit(s) status is/are as follows:

**NEW:**

Carolyn Hail, DOI: 11/20/2016. Claimant alleges costs incurred to clear sewer blockage.

Larry Wilgus, DOI: 9/13/2016. Claimant alleges golf ball at Mint Valley Golf Course driving range flew across 42nd Avenue and broke a glass panel on his garage door.

Michael Langdon (U-Haul of Longview), DOI: 11/26/2016. Claimant alleges costs incurred to clear sewer blockage.

Mark Davis, DOI: 12/1/2016. Claimant alleges costs incurred to clear sewer blockage.

Golden Palace, DOI: Claimant alleges costs incurred to clear sewer blockage.

Christina Sanchez and Hope Wagoner, DOI: 11/15/2016. Plaintiffs alleges police unlawfully seized property.

**DENIED:**

Allen Norman, DOI: 12/2/2015. Claimant alleges that the LPD did not notify him that he could retrieve his property; the property was then sold at auction.

Ronald Stucker, DOI: 11/15/2015. Claimant alleges that his car was stolen and involved in a police chase, during the course of which the car was totaled when the police rammed the vehicle and used a PIT maneuver (precision immobilization technique) to stop the vehicle.

Sandra Hougen, DOI: 12/21/2015. Claimant alleges that a city owned tree was not properly maintained, resulting in the tree falling on her vehicle during a windstorm.

Cherie Gibson, DOI: 11/01/2015. Claimant alleges that the water heater at her rental property burnt up as a result of staff having turned the water off at the request of the tenant.

Duane Todd, DOI: 11/22/2016. Claimant alleges property damage caused by forced entry of police officers serving a search warrant.

Dru Spitzer, DOI: 4/23/2016. Claimant alleges property damage caused by forced entry of police officers serving a search warrant at rental property.

Carolyn Hail, DOI: 11/20/2016. Claimant alleges costs incurred to clear sewer blockage.

Julie Evans (Progressive Subrogation), DOI: 7/31/2016. Claimant alleges that a city owned tree was not properly maintained, resulting in the tree falling on insured's vehicle.

Larry Wilgus, DOI: 9/13/2016. Claimant alleges golf ball at Mint Valley Golf Course driving range flew across 42nd Avenue and broke a glass panel on his garage door.

**SETTLED:**

Dale Bennett, DOI: 11/28/2016. Claimant alleges costs incurred to clear sewer blockage.

David Alexy, DOI: 11/25/2016. Claimant alleges costs incurred to clear sewer blockage.

Manchester Brothers, DOI: 1/1/2016. Claimant alleges costs incurred to clear sewer blockage.

Jeffery Mahitka, DOI: 6/11/2016. Claimant alleges costs incurred to clear sewer blockage.

Michael Langdon (U-Haul of Longview), DOI: 11/26/2016. Claimant alleges costs incurred to clear sewer blockage.

Eva Carrasco, DOI: 11/19/2016. Claimant alleges that a police officer

inadvertently damaged vehicle's window during a traffic stop.

**STAFF CONTACT:**

Kaylee Cody, City Clerk  
Brian Loos, Risk & Safety Manager

[17-4665](#)

**SET PUBLIC HEARING TO AMEND CURRENT  
SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM (T.I.P.)  
2017-2022**

**COUNCIL INITIATIVE ADDRESSED:**

Improve streets and roads  
Improve transportation systems

**CITY ATTORNEY REVIEW:** N/A

**SUMMARY STATEMENT:**

On July 14, 2016, the City Council adopted the 2017-2022 Six Year Transportation Improvement Program (T.I.P.) for the City. The City subsequently submitted applications for federal and state transit and transportation grants, requiring the 2017-2022 T.I.P. to be amended to include these projects. Staff recommends the City Council set a public hearing for its January 26, 2017 regular city council meeting to receive comments on the proposed T.I.P. amendment.

Copies of the draft amended 2017-2022 T.I.P. will be distributed prior to the public hearing.

**RECOMMENDED ACTION:**

Motion to set the city council meeting on January 26, 2017, as the date and time of a public hearing to amend the 2017-2022 Six-Year Transportation Improvement Program.

**STAFF CONTACT:**

Craig Bozarth, City Engineer

**13. CITY MANAGER'S REPORT**

[16-4661](#)

**TRANSITION AGREEMENT FOR THE UNWINDING OF THE CITY OF  
LONGVIEW, WASHINGTON  
TRAFFIC SAFETY PROGRAM**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Improve Public Safety

**CITY ATTORNEY REVIEW: REQUIRED**

**SUMMARY STATEMENT:**

The contract for photo enforcement services with American Traffic Solutions expired on December 31, 2016. The transition agreement establishes a

monthly fee for continued processing of open photo enforcement violations through the ATS web application. In addition ATS will continue payment processing, call center support for general questions, web access for citizens to view their violation and make payments. Finally, the transition agreement provides that the contract shall terminate on June 30, 2017, unless terminated earlier by the city with 7 days notice.

**RECOMMENDED ACTION:**

Approve Transition Agreement with American Traffic Solutions, Inc.

**Attachments:** [Longview Transition Agreement.pdf](#)

[17-4668](#)

**2017 FEDERAL LEGISLATIVE AGENDA****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

All

**CITY ATTORNEY REVIEW: N/A****SUMMARY STATEMENT:**

Attached is the proposed 2017 federal legislative agenda for the city. The council discussed this initially during a workshop meeting on December 1. It is now being presented for final review and adoption.

Our federal legislative agenda is always a work in progress, meaning it is subject to change as political and legislative conditions change and new opportunities arise. That is liable to be the case during 2017 more so than in recent years. It lists issues of interest specifically to Longview as well as some issues of interest to other cities throughout the country. It provides guidance to city representatives for communicating with our federal delegation and other officials about proposed legislation, grant applications, rule-writing, and the administration of federal programs. The adopted agenda will be inserted into our agreement with CFM for federal governmental relations services.

**RECOMMENDED ACTION:**

Motion to adopt the 2017 federal legislative agenda as presented.

**STAFF CONTACT:**

Dave Campbell, City Manager

**Attachments:** [2017 LONGVIEW FEDERAL LEGISLATIVE AGENDA - FINAL 2](#)

**14. MISCELLANEOUS**

[16-4660](#)

**WASHINGTON STATE LIQUOR AND CANNABIS BOARD REQUESTS**

**Attachments:** [LL SpecOcc-StRose.pdf](#)  
[LL Renewals 12-16.pdf](#)  
[Spec Occ KofC](#)  
[LL App Siam Spice 1.5.2017.pdf](#)

15. **ADJOURNMENT**

**\* Any invocation that may be offered at the Council meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Council, and the Council does not endorse the religious beliefs or views of this, or any other speaker.**

**NEXT REGULAR COUNCIL MEETINGS:**

**THURSDAY, FEBRUARY 9, 2017**

**THURSDAY, FEBRUARY 23, 2017**

**NEXT SPECIAL COUNCIL MEETINGS:**

**WEDNESDAY, FEBRUARY 1, 2017 - CITIZENS SUMMIT**