



City of Longview

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

Minutes - Final

City Council

Mayor Don Jensen
Council Member Ken Botero
Council Member Chet Makinster
Council Member Steve Moon
Council Member Scott Vydra
Mayor Pro Tem Michael Wallin
Council Member MaryAlice Wallis

Thursday, February 22, 2018

7:00 PM

2nd Floor, City Hall

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**

Mayor Jensen called the meeting to order at 7:00 p.m.

2. **INVOCATION*/FLAG SALUTE**

[18-5337](#)

INVOCATION

Invocation to be provided by Liz Kearny, Longview Presbyterian Church, Longview

After an invocation provided by Liz Kearny of Longview Presbyterian Church, the flag salute was recited.

3. **ROLL CALL**

Present: 7 - Mayor Don Jensen, Council Member Botero, Mayor Pro Tem Wallin, Council Member Vydra, Council Member Wallis, Council Member Makinster and Council Member Moon

STAFF PRESENT

Interim City Manager Kurt Sacha; City Attorney Jim McNamara; City Clerk Kaylee Cody; Public Works Director Jeff Cameron; Community & Economic Development Director John Brickey; Parks & Recreation Director Jenn Wills; Fire Chief Phil Jurmu; Police Chief Jim Duscha; Library Director Chris Skaugset; Human Resources Director Chris Smith; Recreation Manager Justin Brown; Engineering Manager Craig Bozarth; Risk & Safety Manager Brian Loos; IT Director Todd Dodgin; Parks Maintenance Manager Curt Nedved; & Economic Development Coordinator Joe Phillips.

4. **APPROVAL OF MINUTES**

[18-5335](#)**COUNCIL MINUTES, FEBRUARY 8, 2018**

Attachments: [2.8.2018 Minutes for Approval](#)

On a motion duly made and passed, the reading of the minutes of the regular Council meeting held February 8, 2018, copies of which had been submitted to the Mayor and members of the City Council, was waived and the minutes were approved as if read.

5. CHANGES TO THE AGENDA**6. PRESENTATIONS & AWARDS**[18-5332](#)**PARKS AND RECREATION DEPARTMENT - RECOGNITION OF APPRECIATION FOR HARLIE'S ANGELS****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Quality of Place

SUMMARY STATEMENT:

The City of Longview Parks & Recreation Department is honored to recognize the recent efforts of Ms. Jen DesArmo, Founder of Harlie's Angels which is a non-profit organization founded in honor of Jen's daughter Harlie. Jen is a passionate individual who enhances the quality of life for everyone around her, and truly has a calling to give back to the community that she lives in. Recently Jen has become very active and involved at the Longview Teen Center - The Boulevard. She has donated countless items from video games, to couches, to clothing for the teens in need. Her enthusiasm and energy are hard to match, and we are truly grateful to be affiliated with her and be aligned with Harlie's Angels.

RECOMMENDED ACTION:

No Action Needed

STAFF CONTACT:

Justin Brown, Recreation Manager

Recreation Manager Justin Brown presented a plaque and a card to Jen DesArmo, founder of Harlie's Angels, in recognition of Ms. DesArmo's contributions to the teen center and efforts to improve the experience for the teens that use the facility.

David and Ashley, staff at the teen center, provided an overview of the ways in which Jen DesArmo and Harlie's Angels have contributed to the teen program.

[18-5339](#)**UPDATE OF THE KELSO-LONGVIEW REGIONAL AIRPORT
AUTHORITY OPERATIONS PRESENTED BY AIRPORT MANAGER**

CHRIS PAOLINI

Attachments: [Airport Department Council Presentation 2 6 2018](#)

Airport Manager Chris Paolini presented.

[18-5342](#)

**INDUSTRIAL WAY & OREGON WAY INTERSECTION IMPROVEMENTS
DRAFT EIS**

Claud Sakr, Project Lead/Engineer for the Industrial Way/Oregon Way Intersection Improvement Project, presented.

[18-5330](#)

**ECONOMIC AND QUALITY OF PLACE IMPACT OF UPGRADED
SPORTS FACILITIES**

Strojan Kennison, Oregon & Washington State Director
United States Speciality Sports Association (USSSA)

Strojan Kennison, Oregon & Washington State Direction of the United States Specialty Sports Association (USSSA), presented.

7. CONSTITUENTS' COMMENTS (Thirty Minutes)

Dan Zorn, Superintendent of the Longview School District, addressed Council to publicly thank Police Chief Duscha for the police response to a school incident recently.

Larry Wood, owner of Wood & Wood Storage, addressed Council regarding an issue he is having with his neighbor, TG Medals.

Joe Cleveland, a local business owner, addressed Council to support the idea of building a sports complex in Longview.

Brian Hue of Longview addressed Council regarding TG Metals activities and his concern that it would negatively impact Rutherglen Mansion's new owners.

Spencer Boudreau of Longview addressed Council to support the idea of building a sports complex in Longview.

Bill Josh of Longview addressed Council to support the idea of building a sports complex in Longview.

Andrea Berquist of Longview addressed Council to invite them to Roy Morse Park on Saturday the 24th at 10 a.m. to volunteer time improving the facilities.

8. FOLLOW-UP TO PAST CONSTITUENTS' COMMENTS**9. PUBLIC HEARINGS**

10. BOARD & COMMISSION RECOMMENDATIONS**11. ORDINANCES & RESOLUTIONS****12. MAYOR'S REPORT**

Mayor Jensen announced that he had provided Kurt Sacha's employment contract to the rest of Council for their consideration.

A motion was made by Council Member Botero, seconded by Council Member Vydra, to approve the contract with Mr. Sacha for the position of City Manager, effective March 1, 2018. The motion passed unanimously.

13. COUNCILMEMBERS' REPORTS

Council Member Moon reported on recent Longview School Board activities.

Council Member Makinster reported on the Airport Board activities.

Council Member Botero advised that he had e-mailed out a two page report regarding the AWC, and announced that Abby Anderson of R.A. Long High School is the nominee for the AWC Scholarship this year.

Mayor Pro Tem Wallin reported on recent activity at the state legislature as it relates to Housing Opportunities of Southwest Washington and available funding for housing projects.

Mayor Pro Tem Wallin made a motion, seconded by Council Member Botero, that the Council consent to the Mayor signing a letter to the chair of the capital budget committee, demonstrating our support for Housing Opportunities of Southwest Washington's application for funding. The motion passed unanimously.

14. CONSENT CALENDAR

There being no items the Council wished removed from the Consent Calendar, a motion was duly made and passed approving the items on the Consent Calendar as though acted on individually.

[18-5336](#)

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 FEBRUARY 2018 ACCOUNTS PAYABLE: \$2,502,505.99

FIRST HALF FEBRUARY 2018 PAYROLL:

\$2,527.46, checks no. 207299-207302

\$736,157.39, direct deposits

\$486,165.36, wire transfers

\$1,224,850.21 Total

STAFF CONTACT:

Kaylee Cody, City Clerk

John Baldwin, Fiscal Analyst

Jackie Rodgers, Human Resources Specialist

Final audited accounts payable: \$2,884,777.93; checks numbered 2961-3463.

15. CITY MANAGER'S REPORT

[18-5329](#)

REAL ESTATE TRANSACTION: 2786 OCEAN BEACH HIGHWAY**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Enhance public safety and emergency response

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

In 2011 the City of Longview contracted with an architectural firm, Rice Fergus Miller, to develop a Capital Facilities Plan (CFP) for the Longview Fire Department. Among other things, the Capital Facilities Plan determined that the department's response performance would be substantially improved by providing services from three stations as opposed to two. As a result of that determination, near-term, mid-term and long-term station plans were developed. The CFP was presented at the August 16, 2011 workshop. During the presentation the near-term, mid-term and long-term improvements were noted.

The near-term improvements (1-5 years) recommended the siting and construction of a new headquarters station in the vicinity of 30th Avenue and Ocean Beach Highway.

In 2014 2782 Ocean Beach Highway and 2790 Ocean Beach Highway were both purchased for the site of the new headquarters station. Recently, property at 2786 Ocean Beach Highway has become available. Fire administration and other city staff evaluated this property to determine if it met the needs as outlined in the 2011 CFP. Upon further evaluation, the purchase of this property supports near and long term planning.

RECOMMENDED ACTION:

Motion to authorize the City Manager to enter into a purchase agreement for the property located at 2786 Ocean Beach Highway.

Fire Chief Phil Jurmu presented.

Bill Josh of Longview addressed Council to request that a sewer scope be performed at the location.

A motion was made by Council Member Steve Moon, seconded by Council Member Scott Vydra, to authorize the City Manager to enter into a purchase agreement for the property located at 2786 Ocean Beach Highway. The motion

passed unanimously.

[18-5334](#)

**AUTHORIZATION TO AWARD CONTRACT TO “PLAN IT GEO”
FOR TREE INVENTORY AND CONDITION SERVICES IN
LONGVIEW PARKS AND STREET SCAPE**

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Address Quality of Place Issues
Enhance Public Safety and Emergency Response
Improve Transportation System
Preserve and Enhance Neighborhoods

CITY ATTORNEY REVIEW: Required

SUMMARY STATEMENT:

The City of Longview’s Urban Forestry Department oversees 17,000 park and street tree planting spaces and maintains a wide variety of native and exotic tree species.

During the 2017-2018 fiscal year budget process City Council allocated \$89,500 to contract for updating the inventory of trees managed by the Urban Forestry Division. This inventory would update and index of the type, condition, size, location, health, and potential hazards for all individual trees in the parks and street scape managed by the Department. The original inventory was completed in 1990.

Completing a tree inventory also aligns with the Parks and Recreation Comprehensive Master Plan. Through the Parks Master Planning process, citizen outreach has strongly indicated that trees in Longview Parks are of high importance. This valuation is reflected in feedback from park users who desire a high level of care and maintenance dedicated to tree species. Any Urban Forestry Maintenance plan must take into account the current trees in a given park or street scape and their future growth potential. Due to the wide variety and locations of tree species in our parks and street scape, the most efficient method of obtaining a complete tree inventory is to contract a reputable arboriculture company that is experienced in producing such reports. The data provided will integrate into the City’s new Lucity program and allow future internal adjustments to the inventory by City Arborists after contract completion.

During January the Urban Forestry Division solicited a Request For Proposals (RFP) for the Tree Inventory and Condition report. The Department received proposals ending January 30th 2018.

To review and evaluate the proposals, each proposal was studied, scored, and discussed. As identified in the RFP, proposals were

evaluated and scored with equal weighting in each in the areas of; quality of proposal, methodology, vendor qualifications/references, and cost.

Proposals were received from three companies with the following rankings and bids:

Company	Ranking	Bid
Plan It Geo	1st	\$68,000
Davey Resource Group	2nd	\$85,820
Comm. Forestry Consultants	3rd	\$84,000

After evaluation of the three proposals, it was determined that Plan It Geo's proposal and price best suited the Department's goals and would provide the most comprehensive services for this project. Plan It Geo will provide the following information about all individual Parks trees:

- Scientific (Genus, Species) and common name
- Type (deciduous, conifer)
- Condition
- DBH (diameter at breast height)
- Height
- Canopy Spread
- Location (latitude/longitude)
- Proximity to Assets/Forecasted Growth Issues
- Documentation of any present tree disease/parasite/threat
- Tree Health Management Recommendation
- Tree Risk Assessment

RECOMMENDED ACTION:

Motion to approve the tree inventory and condition survey contract with "Plan It Geo" in the amount of \$68,000.

STAFF CONTACT:

Curt Nedved, Urban Forest Manager
Jennifer Wills, Director of Parks and Recreation

Attachments: [PLANITGEO Agreement](#)
[Attachment A - Scope of Work PlanItGeo](#)

Parks & Recreation Director Jenn Wills presented. Parks Maintenance Manager Curt Nedved was also available for technical questions.

A motion was made by Council Member Ken Botero, seconded by Council Member Scott Vydra, to approve the tree inventory and condition survey

contract with "Plan It Geo" in the amount of \$68,000. The motion passed unanimously.

[18-5338](#)

**AMENDMENT TO AGREEMENT FOR MANAGEMENT AND
OPERATION OF THE MINT VALLEY RACQUET AND FITNESS
COMPLEX**

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Council Initiative: Address Quality of Place

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

Attached is an amendment to the professional services agreement with Mr. Don Harlan for the management and operation of the Mint Valley Racquet and Fitness Complex. Consistent with the agreement that expired at the end of 2016, this would add a three year extension ending December 31, 2018.

Mr. Harlan has been providing these services for almost 20 years. Mr. Harlan's business does have a City business license and is also liable for City business and occupation and sales taxes (all general fund revenues) and pays City utility charges. Prior to contracting with Mr. Harlan, the City had subsidized the facility's operation by more than \$30,000 per year.

The facility provides individual and group recreation opportunities for it racquet, walleyball, and fitness members and hosts outside tournaments, Southwest Washington high school tennis tournaments, as well as USTA junior tournaments drawing participants from as far away as Victoria BC and Idaho. Multiple USTA adult leagues use the facility throughout the year drawing hundreds of players from the Portland-Vancouver area. Generally speaking, users from outside the area create the usual visitor-related type of economic activity, although it would be impossible to calculate the precise impact of that.

It typically costs the City about \$2,000 per year to maintain the facility (insurance and minor repairs). The capital budget for 2013 included \$124,735.00 replacement of the metal roof and in 2017 included \$311,084.90 replacement of the siding from the Building Replacement Fund.

RECOMMENDED ACTION:

Motion to authorize the City Manager to sign the attached Racquet Complex Agreement Amendment for the management and operation agreement on behalf of the City.

Attachments: [MVRF Complex Amendment 2.14.2018](#)
 [MVRF Complex Agreement \(Donnie Harlan\)2 11 2013](#)

A motion was made by Council Member Ken Botero, seconded by Council Member MaryAlice Wallis, to authorize the City Manager to sign the attached Racquet Complex Agreement Amendment for the management and operation agreement on behalf of the City. The motion passed unanimously.

EXECUTIVE SESSION: REAL ESTATE TRANSACTION

Mayor Jensen called for a fifteen minute executive session at 8:41 p.m. to discuss a real estate transaction. At 8:56 p.m., the executive session was extended by ten minutes. The executive session ended at 9:05 p.m.

[18-5341](#)

POTENTIAL LEASE OF FISHERS LANE WATER TREATMENT PLANT

COUNCIL INITIATIVE ADDRESSED:

Continue effective financial management

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

The City of Longview has been approached by a company proposing to lease the former water treatment plant located at 101 Fishers Lane. During the city council meeting, the City Council will go into closed session to discuss the terms of a potential lease. Upon concluding the closed session discussion, the city council will return to open session and provide direction to staff.

The Fishers Lane plant property has a zoning designation of R-1 Residential District. The activity the company wants to conduct on the site is not consistent with the R-1 Residential District allowed uses. If the City Council wants to lease the site to the company, a zoning amendment will be needed. City staff recommends the City Council direct the Planning Commission to recommend an appropriate zoning amendment to allow for the proposed and other potential uses of the site. Subsequent to the Fishers Lane water treatment plant discontinuing operation and discontinuing consideration of using the site for horizontal collector wells, the City Council has been considering different uses for the site and attempting to market the property for redevelopment. This company's interest in the property expedites the need for a revised zoning designation.

RECOMMENDED ACTION:

Motion to:

1. Authorize the interim city manager to negotiate and execute a lease for the Fishers Lane property;

and

2. Direct the Planning Commission to recommend a zoning amendment for the site.

STAFF CONTACT:

Jeff Cameron, Public Works Director

A motion was made by Council Member Chet Makinster, seconded by Council Member Scott Vydra, to authorize the Interim City Manager to negotiate and execute a lease for the Fisher's Lane property; and to direct the Planning Commission to recommend a zoning amendment for the site. The motion passed unanimously.

16. MISCELLANEOUS

The following item(s) were presented for Council's information. No Council action was taken or required.

[18-5328](#)

WASHINGTON STATE LIQUOR AND CANNABIS BOARD REQUESTS

Attachments: [LL Renewals 2-6-18.pdf](#)

17. ADJOURNMENT

The meeting was adjourned at 9:21 p.m. The next scheduled meeting of the Council is March 8, 2018.

Kaylee L. Cody
City Clerk

Approved: _____
Mayor

*** 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, MARCH 8, 2018 - 7:00 P.M.

THURSDAY, MARCH 22, 2018 - 7:00 P.M.

NEXT COUNCIL WORKSHOPS:

THURSDAY, MARCH 1, 2018 - 6:00 P.M. EMS MEDICAL SERVICES

THURSDAY, MARCH 22, 2018 - 6:00 P.M. MONTHLY UTILITY

**BILLINGS/MULTI-FAMILY UTILITY RATE RELIEF PROGRAM FOR
NON-PROFITS**