



City of Longview

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

Agenda - Final City Council

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

Thursday, October 8, 2015

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

2. INVOCATION*/FLAG SALUTE

3. ROLL CALL

4. APPROVAL OF MINUTES

[MN 15-0299](#) COUNCIL MINUTES, SEPTEMBER 24, 2015

Attachments: [09242015 Final Minutes](#)

5. CHANGES TO THE AGENDA

6. PRESENTATIONS & AWARDS

[15-4013](#) DOMESTIC VIOLENCE AWARENESS MONTH - OCTOBER 2015

Attachments: [Domestic Violence Awareness Month - October 2015.pdf](#)

[15-4027](#) PRESENTATION OF SPONSORSHIP FOR TURKEY TROT AND
BREAKFAST WITH SANTA- TESS FIELDS, COMCAST

7. CONSTITUENTS' COMMENTS (Thirty Minutes)

8. PUBLIC HEARINGS

9. BOARD & COMMISSION RECOMMENDATIONS

[15-4035](#)**2015 NEIGHBORHOOD PARK GRANT PROGRAM RECOMMENDATIONS**

COUNCIL STRATEGIC INITIATIVE ADDRESSED: Address quality of place issues

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

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, and enables the city to stretch its capital funds. Annually since 1997, the parks and recreation board has evaluated applications from neighborhood and community groups, sports organizations, service clubs, and occasionally individuals. The board's recommendations are then presented to the council for final approval.

The \$25,000 that the council historically budgeted each year for the NPG Program has been used to fund a wide variety of projects. (See the attached list of past sponsors and their projects.) Along with whatever city funds are approved, project applicants are required to fully fund and complete the project and then submit for reimbursement 50% of the project. Funding of projects by groups, organizations, and individuals have included in kind donations of labor and materials, cash, and volunteer hours; when the project is complete they will have covered at least a 1:1 ratio, and sometimes much more.

The NPG Program is normally quite competitive, receiving more requests for funding than available. Project applications are evaluated on the basis of community need, community impact (who will benefit from the project), extent of facility usage or available throughout the year, project life span, cost-benefit, future maintenance requirements, readiness to proceed, partnering, enhancement of safety and security, and other factors.

Last February the Parks and Recreation Advisory Board solicited project proposals for the 2015 NPG Program. Four applications were submitted and recommended to council for funding. The projects totaled \$18,826, worth a total of at least \$37,652 in park improvements. This year marked the first time that the \$25,000 budgeted amount was not fully allocated at the outset. The board decided to re-open the program this summer and solicit new applications for the unallocated funds of \$6,174.

As a result, we received two new project proposals. The new proposals include a gravel path at the off-leash dog park at Gerhart Gardens and a clean-up and painting project at Cloney Skate Park. The Parks and Recreation Advisory Board met last month to review the applications and submits the recommendations as shown on the attached matrix, which includes all projects for 2015, for council consideration. Copies of the two newly-received applications are attached.

RECOMMENDED ACTION:

Motion to approve the Parks and Recreation Advisory Board's

recommendations using the remaining funds from the 2015 Neighborhood Park Grant Program.

Attachments: [Park Grant Summary 1997 - 2014](#)

[Matrix- Grants 2015](#)

[Gerhart Off Leash Dog Park Gravel Path Project Application](#)

[Cloney Skate Park Cleanup and Painting Project Application](#)

10. **ORDINANCES & RESOLUTIONS**

[15-4044](#)

RESOLUTION NO. 2153-SURPLUS PROPERTY

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Council Initiative: Effective Financial Management

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

The equipment identified in Exhibit "A" of the attached resolution has been determined by staff to be no longer needed. Before these items can be sold, traded-in, or otherwise disposed of, they must be declared surplus. This resolution will declare these items surplus and authorize the City Manager to sell or otherwise dispose of it.

RECOMMENDED ACTION:

Adopt the resolution declaring the equipment identified in Exhibit "A" surplus and authorize the City Manager to sell or dispose of it in the most advantageous manner.

Attachments: [Surplus Lists 10-08-15 FINAL.pdf](#)

[Resolution Surplus of Property Oct 2015.pdf](#)

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

11. A MAYOR'S REPORT

11. B COUNCILMEMBERS' REPORTS

12. **CONSENT CALENDAR**

[15-4039](#)

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 OCTOBER 2015 ACCOUNTS PAYABLE: \$1,716,736.17

SECOND HALF SEPTEMBER 2015 PAYROLL:

\$63,910.72, Checks No. 206443-206459

\$635,006.76, direct deposits

\$801,753.84, wire transfers

\$1,500,671.32 Total

[15-4040](#)**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:

Sandra Schmartz, DOI: 09/22/2015. Claimant alleges that a Longview Police Officer backed into the claimant's car in a parking lot, causing damage to the claimant's vehicle. Amount unspecified.

SETTLED:

Marina Pisarchuk, DOI: 06/25/2015. Claimant alleged that the sewer backed up into her home and costs were incurred to clear the line. \$664.20 paid.

[PROJ #81](#)**PROJECT COMPLETE CERTIFICATION - 2015 WATERLINE REPLACEMENT PHASE 2 - ST. HELENS NO. 1****COUNCIL INITIATIVES ADDRESSED:**

Provide sustainable water quality & environmental infrastructure

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

This action is to certify that the 2015 Waterline Replacement Phase 2 - St. Helens No. 1 project has been completed in accordance with the plans and specifications under Contract No. 15-0193B-W entered into between the City of Longview and Advanced Excavating Specialists LLC, and the same is hereby accepted and approved.

RECOMMENDED ACTION:

Motion to accept and approve as complete the 2015 Waterline Replacement Phase 2 - St. Helens No. 1 project.

[15-4037](#)**SET PUBLIC HEARING: PROPOSED REVENUE SOURCES FOR THE 2016 GENERAL FUND BUDGET****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Continued effective financial management of the City

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

RCW 84.55.120 requires cities that collect regular property tax levies to hold a

public hearing on revenue sources for the following year's current expense budget. The hearing must include consideration of possible increases in the property tax revenues and shall be held prior to the time that the City levies the taxes or makes the request to have the taxes levied. Adoption of the 2016 property tax levy and Ad Valorem Tax Ordinance has been scheduled for November 19, 2015.

RECOMMENDED ACTION:

Motion to set public hearing on 2016 proposed current expense budget revenue sources for October 22, 2015

13. CITY MANAGER'S REPORT

[15-4038](#)

**SUPPLEMENTAL AGREEMENT WITH CH2M FOR WATER SUPPLY
REVIEW PHASE II FEASIBILITY STUDY**

COUNCIL INITIATIVE ADDRESSED:

Provide sustainable water quality & environmental infrastructure

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

On August 27, 2015, the City Council considered the recommendation of the Water Supply Review Customer Advisory Committee (CAC) to develop a new water source on the Cowlitz River utilizing Ranney collector wells, and directed staff to prepare a contract amendment to further evaluate the feasibility of developing a new water source. CH2M has developed a feasibility study scope of work to assess potential siting, capacity, water quality and treatment requirements of a future Ranney well water supply.

The scope of work includes several components with each ensuing activity based on the results of the prior activity to incrementally develop site specific information while controlling costs. Major components of work include:

- Exploratory Test Drilling (three potential sites)
- Detailed Aquifer Testing (one preferred site)
- Engineering Analysis
- Community Outreach
- Project Management
- Option for detailed aquifer analysis at a second site

Site investigation will focus on the following three locations: North Lexington (Riverside Park); South Lexington (near Rocky Point); and the Fishers Lane WTP. The potential fourth site south of the Hall of Justice was dropped from consideration due to its proximity to and potential to negatively influence Kelso's Ranney well on the opposite bank. At each site, a small diameter test well will be drilled, followed by short duration stepped rate pumping tests and analysis of water samples to characterize the basic hydrogeology and assess general water quality.

Based on the findings of the initial site investigation, one preferred site will be

identified and further evaluated to determine specific aquifer properties and more detailed water quality. A larger diameter test well will be installed along with several monitoring wells to determine productivity, drawdown, river effects, and other factors which ultimately control the size, depth, spacing and number of collector wells and laterals needed. Additional laboratory testing will be conducted to determine water quality and water chemistry and identify treatment requirements and transitional distribution system impacts.

For each site, numerous agreements and permits must be obtained prior to the start of testing and in order to discharge water back to the Cowlitz River during extended pump testing. The ability to obtain these permits and permissions in a timely fashion will determine the overall project schedule:

- Temporary Right of Entry and Construction Agreements (each property owner)
- Shorelines permits (City of Longview and Cowlitz County)
- Well drilling start card (Dept of Ecology)
- Hydraulic Project Approval (Dept of Fish and Wildlife)
- Water Quality Certification (Dept of Ecology)
- Encroachment Permit (CDID#1 and Corps of Engineers joint review)

The results of the initial site investigation and detailed aquifer testing will be evaluated and reported separately to provide decision points for moving ahead with the feasibility study. CH2M will also re-engage the CAC to help disseminate information to the public and encourage the community to participate in the decision making process. The proposed scope includes a continuation of public outreach activities to provide information gathering, education, and community input opportunities.

If the results of the first detailed aquifer test prove unfavorable, an optional task is identified to perform detailed aquifer testing at a second site. If all sites prove unfavorable, installation and testing of exploratory test wells at additional sites would incur additional costs to remobilize the drilling contractor and conduct the additional testing.

Copies of the proposed scope of work and anticipated schedule are attached for review. Major milestones identified in the schedule include:

- Oct 14, 2015 - Notice to Proceed
- Nov 02, 2015 - Begin drilling exploratory test wells
- Dec 22, 2015 - Publish Exploratory Well Report
- Jan 5, 2016 - CAC Meeting 1
- Jan 28, 2016 - City Council Update
- Feb 11, 2016 - Begin detailed aquifer testing
- Apr 20, 2016 - Publish Aquifer Test Report
- Apr 27, 2016 - CAC Meeting 2
- May 04, 2016 - Open House
- May 19, 2016 - Joint Council / BHWSD Workshop
- June 9, 2016 - City Council Decision

FINANCIAL SUMMARY:

The cost of the proposed contract amendment is \$327,550, not including optional tasks. Sufficient funds remain in the Regional Water Supply Project budget to pay for this work.

RECOMMENDED ACTION:

Motion authorizing the City Manager to execute an amendment with CH2M for Phase II of the water supply review project.

Attachments: [Water Supply Review Phase II Scope of Work - Draft 10.01.15](#)

[Water Supply Review Phase II Schedule V3](#)

[Presentation - Water Supply Review Phase 2](#)

[15-4036](#)

CONSIDER PEDESTRIAN SAFETY GRANT FOR TRAFFIC SIGNAL AT 15TH AVENUE AND MARK MORRIS COURT**COUNCIL INITIATIVE ADDRESSED:**

Improve Transportation Systems

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

The Longview School Zone Safety Study prepared by Kittelson and Associates recommended a higher level traffic control device at 15th Avenue and Mark Morris Court. Staff applied for grant funding and received a federal Pedestrian Safety grant to construct a traffic signal at the intersection. Installing a traffic signal would provide a signalized crossing for all pedestrians, improve vehicular access from Mark Morris Court onto 15th Avenue, and allow removal of the school zone and photo enforcement on 15th Avenue.

The City Council considered this traffic signal grant at workshops on August 13, 2015, and September 24, 2015, and directed staff to present the grant for final consideration at their October 8, 2015 meeting.

FINANCIAL SUMMARY:

The estimated cost of the traffic signal is \$327,000. The amount of the Pedestrian Safety grant is \$294,000, which requires a local match of \$33,000. The Longview School District Board has committed to pay \$15,000 of the local match; the remaining \$18,000 of the local match will be paid from the Public Safety Fund.

RECOMMENDED ACTION:

Motion to accept the pedestrian safety grant and authorize staff to construct a traffic signal at 15th Avenue and Mark Morris Court, and remove the school zone on 15th Avenue upon completion of the traffic signal.

Attachments: [Mark Morris Traffic Signal - 10.08](#)

[K Botero Letter - Mark Morris Crossing](#)

[15-4034](#)

TOM HUTCHINSON SOCCER COMPLEX SIGN AT 7TH AVENUE PARK**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Address Quality of Place Issues

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

LMC 13.05.020 provides that in naming or renaming a city park, the city council shall consider, among other things, the name of any person or family that made a significant impact in the community and/or in development of the park. Tom Hutchinson was very involved in promoting youth soccer in the City of Longview and surrounding area for many years and worked tirelessly for the completion and maintenance of the soccer fields at 7th Avenue Park.

During the May 28 council meeting, the council passed Resolution No. 2147 naming the area that encompasses the soccer fields and associated buildings and facilities at 7th Avenue Park, the Tom Hutchinson Soccer Complex. LMC 13.05, Naming or Renaming of City Parks, does not require signage to be accompanied with a resolution for a name change, although a permanent sign at the park would provide for future recognition of Tom Hutchinson as well as the official soccer complex name.

As a result of the resolution, at the July 20 meeting the Parks and Recreation Advisory Board was given the option of Exhibit A and Exhibit E, as these are the two current designs located within the park system, to recommend to council. The board recommended the granite sign identical to other newer park signs located throughout the city (Exhibit A) if funding were available. Since presenting options to the Parks and Recreation Advisory Board, other concepts have been developed by staff. The Longview Soccer Club was presented the additional options that have been attached for council review and discussion. The club would support Exhibit B with signs installed at both soccer complex entrances. Staff is seeking additional input on signage design, material, and funding, whether Exhibit A - E or an alternative.

RECOMMENDED ACTION:

Direct staff to purchase and install a sign for the Tom Hutchinson Soccer Complex at 7th Avenue Park that includes specific details on design, materials, and funding sources.

Attachments: [Tom Hutchinson Soccer Complex Signage Options](#)
[Resolution No 2147](#)
[LMC Chapter 13 - Naming or Renaming of City Parks](#)

14. MISCELLANEOUS

[MN 15-0298](#) **PARKS & RECREATION ADVISORY BOARD MINUTES 08.17.2015**

Attachments: [P&R ADVISORY BOARD MEETING MINUTES 08.17.2015](#)

[15-4031](#) **WASHINGTON STATE LIQUOR AND CANNABIS BOARD REQUESTS**

Attachments: [Triangle Sports Pub newapp](#)
[Spec Occ Licenses \(2\)](#)

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, OCTOBER 22, 2015

THURSDAY, NOVEMBER 5, 2015

NEXT COUNCIL WORKSHOP

THURSDAY, OCTOBER 15, 2015

THURSDAY, OCTOBER 29, 2015