



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
Council Member Mary Jane Melink
Council Member Steve Moon
Council Member Scott Vydra
Mayor Pro Tem Michael Wallin

Thursday, February 11, 2016

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 16-0314](#) COUNCIL MINUTES, JANUARY 28, 2016

Attachments: [01282016 Minutes Draft](#)

5. CHANGES TO THE AGENDA

6. PRESENTATIONS & AWARDS

7. CONSTITUENTS' COMMENTS (Thirty Minutes)

8. PUBLIC HEARINGS

9. BOARD & COMMISSION RECOMMENDATIONS

10. ORDINANCES & RESOLUTIONS

[16-4215](#) ORDINANCE NO. 3315 AMENDING LMC 7.40.080 REGARDING
INSURANCE REQUIREMENTS FOR SPECIAL EVENTS TO
CORRESPOND WITH ACTIVITY DATES

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Continue effective financial management
Strengthen economic conditions and create new opportunities

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

Currently the City code provides that special event insurance must be written for a period of not less than 24 hours prior to the event and extending for a period of not less than 24 hours following the completion of the event.

Most special events that require a permit also require insurance, including single day events. The cost of event insurance for the duration of the event is significantly more expensive for 3-day coverage than for the duration of a single day event. Event insurance is typically issued as a 24-hour insurance.

Amending LMC 7.40.080 to provide that special event insurance shall be written for the days of the event will provide economic savings to community groups while providing sufficient coverage for the City.

RECOMMENDED ACTION:

Motion to approve Ordinance No. 3315 amending LMC 7.40.080

Attachments: [Ordinance No 3315](#)

[16-4218](#)

RESOLUTION NO. 2166 AUTHORIZING INTERFUND LOANS FROM THE GENERAL FUND TO THE ARTERIAL STREET AND COMMUNITY DEVELOPMENT BLOCK GRANT ENTITLEMENT FUNDS**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Continue effective financial management

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

Resolution No. 2166 has been prepared to provide for interfund loans from the General Fund to the Arterial Street and Community Development Block Grant Entitlement Funds. These interfund loans are for the purpose of providing the necessary funds to cover the respective 2015 year-end cash deficits for the Arterial Street and Community Development Block Grant Entitlement Funds.

The repayment of the \$1,435,000.000 loan to the Arterial Street Fund shall come from future motor vehicle fuel tax distributions to be provided by the State of Washington. The interfund loan in the amount of \$55,000.00 to the Community Development Block Grant Entitlement Fund shall come from grant funds to be provided by the U.S. Department of Housing and Urban

Development. This Resolution authorizes the General Fund to provide interfund loans to the Arterial Street and Community Development Block Grant Entitlement Fund in the amounts as shown above.

The interfund loan from the General Fund to the Arterial Street Fund shall be repaid on or before December 31, 2018 with a minimum of \$71,750.00 to be applied toward the principal annually. The interfund loan from the General Fund to the Community Development Block Grant Entitlement Fund shall be repaid on or before December 31, 2016.

For information purposes, the Washington State Treasurer's Local Government Investment Pool interest rate as of January 2016 was 0.3870%.

RECOMMENDED ACTION:

Motion to adopt Resolution No. 2166

Attachments: [Resolution No 2166 - Interfund Loan \(2015 Year-end\)](#)

[16-4216](#)

**RESOLUTION NO. 2167 AUTHORIZING ANNUAL PASS PROMOTIONS
FOR PLAY AT THE MINT VALLEY GOLF COURSE**

COUNCIL STRATEGIC INITIATIVES ADDRESS:

Continue effective financial management

Address quality of place issues

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

A team of department staff, golf course advisory committee members, and the golf course operations manager have met to discuss last year's marketing plan and successes. The marketing successes included a greater online presence with updated website, social media integration, installation of a golf course billboard, mailer coupon distribution, promotional materials, and increased pass holders due to the previous preapproved use of discount promotion. The course received an increase of 11% in overall revenue and a 13.8% increase in season pass sales over 2014.

As the group looked towards enhancement in 2016, the group discussed a recommendation that would require council action: the ability to encourage play at Mint Valley Golf Course by providing promotional deals for annual pass sales. The group recommended endorsing three payment options for annual pass sales.

- 1) New members to the course could purchase annual passes at the full rate prior to the April 1 start date, and begin playing immediately.
- 2) An early incentive of a 5% discount would be offered to new or returning members who pay in full by March 4, with the pass start date beginning on April 1.
- 3) A payment plan option of the full annual pass fee would be offered, allowing new or returning members to pay half by April 1 and the other half by July 1.

While there can certainly be negative impacts from discounting prices, once prices are established, the group believes it would be a risk worth taking. With the new installation of the cart storage facility, the thought behind the promotion is to entice new golfers not only to store their carts at Mint Valley but also to allow for a greater number of passes to be sold. Resolution No. 2167 attached authorizes the City Manager or his designee to authorize the promotions on a one-year basis to evaluate the program and submit to council for renewal if successful.

RECOMMENDED ACTION:

Motion to adopt Resolution No. 2167

Attachments: [A RESOLUTION AUTHORIZING ANNUAL PASS PROMOTIONS FOR PLAY A](#)

11. MAYOR'S REPORT AND COUNCILMEMBERS' REPORTS**11. A MAYOR'S REPORT****11. B COUNCILMEMBERS' REPORTS****12. CONSENT CALENDAR****[16-4212](#) 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 FEBRUARY 2016 ACCOUNTS PAYABLE: \$1,594,969.39

SECOND HALF JANUARY 2016 PAYROLL:

\$61,659.25, checks no. 206543-206558

\$659,169.14, direct deposits

\$844,907.35, wire transfers

\$1,565,735.74 Total

[16-4213](#) 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:

Debra Hancock, DOI: 11/7/2015. Claimant alleges costs incurred to clear blockage in sewer line. \$96.23 claimed.

Ray Mathis, DOI: 01/22/2016. Claimant alleges costs incurred to replace inside of toilet after damage caused by city working on water lines. \$162.00 claimed.

Luis Salazar, DOI: 01/19/2016. Claimant alleges vehicle damage as a result of

a metal plate at Downtown Streetscape site on Commerce being too high off of the road. \$858.64 claimed.

Nancy Yates, DOI: 09/08/2014. Claimant alleges sewer backup into home caused by city crew working on sewer line. Amount unspecified.

DENIED:

Eulalia Liedle, DOI: 12/21/2015. Claimant alleges that a city owned tree was not properly maintained and fell on her fence during a windstorm. Amount unspecified.

Peggy Hofemann, DOI: 12/21/2015. Claimant alleges that a city owned tree was not properly maintained, resulting in the tree falling on her car during a windstorm. \$15,000 claimed.

Susan Tibbles, DOI: 12/21/2015. Claimant alleges that a city owned tree was not properly maintained, resulting in the tree falling on her car during a windstorm. Amount unspecified.

SETTLED:

Rick Elkins, DOI: 10/01/2015. Claimant alleges costs incurred to repair broken sewer line. \$741.42 paid.

American National, DOI: 10/22/2015. Subrogation claim for damages to vehicle received as a result of a collision with a police vehicle. \$3,070.77 paid.

13. CITY MANAGER'S REPORT

[16-4214](#)

COWLITZ COUNTY RADIO SYSTEM

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Enhance public safety and emergency response

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

Over the last eighteen months, Cowlitz County Fire District #5 (Kalama) has pursued improvements in radio communications within the jurisdictional territory of CCFD #5 and CCFD #1 (Rural Woodland). During their exploration for a solution they evaluated the current backbone of Cowlitz County's radio system and discovered a number of previously unknown infrastructure problems. As a result of these identified problems, a solution was developed that included securing grant funding from FEMA's Port Security Grant Program.

CCFD #5 and #1 funded the grant's 25% required match of \$450,000. The grant provided funding to develop improvements to the backbone system, which ended up being a NXDN 6.25 Digital Radio System. While it was not part of the initial focus of these improvements, the City of Longview ended up with excellent digital radio system coverage.

While this project was being implemented, the Longview Police Department was also working on improving radio coverage, especially for portable radio communications in areas of the City where it was noted nearly zero coverage; specifically St. John Medical Center, the Longview Police Department, Longview Public School buildings and other locations with similar building types. As part of LPD's exploration for solutions, Cascade Networks made LPD aware of the CCFD #5 project and testing with portable radios began at those problem locations; the result of this testing showed good to excellent coverage at all locations.

Longview Fire and Police Departments conducted further testing in locations such as engine rooms of ships, deep inside industrial work environments, known shadow areas of terrain; once again, the results were surprisingly positive.

The challenge to transferring completely to this new system is our current radio equipment. Longview Police portable radios are approximately three years old and all other radios are at least eight years old. Longview Fire radios are more than ten years old. In addition, they are not digital compatible. Replacement of all radios currently in-service for the fire and police department will cost up to \$160,520 (see chart below). The new radios that we are proposing to purchase are compatible with digital, analog, P25 Phase 1 and trunked radio systems; a complex type of computer-controlled, two-way radio system that allows sharing of relatively few radio frequency channels among a group of users.

The new digital radio system (CCFD #5) work is in the final stages of development and will go live as Cowlitz County Fire District #5 and Cowlitz County work through upgrades at the Rainier Hill tower location.

RECOMMENDED ACTION:

Motion to approve the purchase of the radio equipment as listed in the attached table.

Attachments: [Radio Presentation 2112016](#)

14. MISCELLANEOUS

[16-4228](#) **WASHINGTON STATE LIQUOR AND CANNABIS BOARD REQUESTS**

Attachments: [New MJ-Best Quality Gardens](#)
[New-Mainstreet Marijuana](#)

[16-4207](#) **MVGAC Minutes 01.20.2016**

Attachments: [MVGAC Minutes 01.20.2016.pdf](#)

[16-4208](#) **P&R ADVISORY BOARD MEETING MINUTES 12.14.2015.pdf**

Attachments: [P&R ADVISORY BOARD MEETING MINUTES 12.14.2015.pdf](#)

[16-4210](#)**VAC MINUTES 09.30.2015 SPECIAL MEETING****Attachments:** [VAC MINUTES 09.30.2015 SPECIAL MEETING](#)**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 25, 2016****THURSDAY, MARCH 10, 2016****NEXT COUNCIL WORKSHOPS:****THURSDAY, FEBRUARY 18, 2016****THURSDAY, MARCH 3, 2016**