



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, September 22, 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
5. CHANGES TO THE AGENDA
6. PRESENTATIONS & AWARDS

[16-4525](#) PROCLAMATION: NATIONAL FIRE PREVENTION WEEK, OCT. 9 - 15, 2016

Attachments: [National Fire Prevention Week, October 9-15, 2016.pdf](#)

[16-4526](#) PROCLAMATION: OCTOBER IS MANUFACTURING MONTH

Attachments: [October is Manufacturing Month.pdf](#)

7. CONSTITUENTS' COMMENTS (Thirty Minutes)
[7.A](#) FOLLOW-UP TO PAST CONSTITUENTS' COMMENTS
8. PUBLIC HEARINGS

9. BOARD & COMMISSION RECOMMENDATIONS[16-4520](#)**PROPOSED 2017 AIRPORT BUDGET****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Improve transportation systems

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

The interlocal cooperation agreement for operation, repair, improvement, and regulation of the Southwest Washington Regional Airport calls for the airport board to submit a proposed annual budget to the parties (Longview, Kelso, Cowlitz County, and the Port of Longview) to the agreement. That proposed budget becomes the actual budget for the succeeding calendar year upon its approval by a majority of the parties.

Attached is copy of the draft budget for 2017 as of late July. As council knows, there have been discussions since then about amending and extending the interlocal agreement following its expiration early next year, and those discussions have included provisions about the budget that would require amending this draft. The airport board was scheduled to meet on September 15 and consider a revised budget. If a revised proposed budget is distributed to the parties prior to the council meeting on September 22, it will be substituted for this one.

RECOMMENDED ACTION:

Review the proposed 2017 airport budget and indicate whether any revenues or expenditures are unacceptable. If the budget as presented appears to be acceptable, staff will prepare a resolution of approval for council action next month.

STAFF CONTACT:

Chet Makinster, City Councilor and Member of the Airport Board
Joe Phillips, Economic Development Coordinator and Member of the Airport Board
Dave Campbell, City Manager

Attachments: [Copy of 2017 SWRA Budget \(Draft 7_26_2016\).pdf](#)

[PC 2016-2](#)
[9/22/16](#)**ZONING CODE AMENDMENT TO ALLOW BOWLING CENTERS IN THE MIXED USE-COMMERCIAL / INDUSTRIAL DISTRICT****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Strengthen economic conditions & create new opportunities, preserve and enhance neighborhoods, address quality of place issues

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

Kurt Bogner, representing Triangle Bowl, applied for zoning text amendment to allow "bowling centers including bar/restaurant and indoor/outdoor continuous entertainment activities" in the Mixed Use - Commercial/Industrial (zoning) District. Currently, bowling centers are allowed in the Downtown Commerce, Central Business, Regional Commercial and General Commercial districts. According to the applicant, after an extensive search, they have not been able to find a site in these zoning districts that meets their needs. They want to be near the downtown core and they need acreage.

At their September 7 regular meeting, the Planning Commission held a public hearing on the matter. Only the applicant spoke. Following the public hearing, the Planning Commission voted unanimously to recommend approval of the proposal with some wording changes. Instead of the wording "bowling centers including bar/restaurant and indoor/outdoor continuous entertainments activities" the Planning Commission recommended the following language:

Bowling centers with a minimum of 32 indoor lanes. Allowed uses accompanying the bowling center include a restaurant/bar, game arcade, other play areas and outdoor activities such as miniature golf.

The reason for adding a requirement that the bowling center have a minimum of 32 lanes is to ensure only large venue bowling centers locate in the Mixed Use - Commercial/Industrial District. According to the applicant bowling centers are developed in groups of eight lanes. A smaller 24-lane bowling center would need a smaller site and building. Thus, the likelihood of finding a site in the commercial districts is improved.

A memorandum providing the Planning Commission recommendation, the findings in support of the recommendation and the proposed amendments is attached.

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: [Planning Commission recommendation](#)

[Staff report to Planning Commission](#)

[Exh A - application](#)

[Exh B - SEPA documents](#)

10. ORDINANCES & RESOLUTIONS

[OR 16 3328](#) **ORDINANCE NO. 3328 - EXTENDING AN EMERGENCY MORATORIUM UPON THE ACCEPTANCE OF APPLICATIONS FOR EMERGENCY SHELTERS**

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Preserve and enhance neighborhoods, address quality of place issues

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

Ordinance No. 3328 will extend the existing moratorium on siting emergency shelters for another six months, until April 15, 2017. The moratorium was originally put in place by Ordinance No. 3302 adopted on October 22, 2015. On April 14 the moratorium was extended for six months with the adoption of Ordinance No. 3318.

During the time of the moratorium, an ad hoc committee was formed to develop recommended zoning code amendments. The committee released their recommendation on April 13. On July 6, the Planning Commission held a public hearing on the committee's proposed zoning code amendments. Following the public hearing, the Planning Commission passed a motion recommending approval of the proposal.

On September 15, the City Council considered and held a public hearing on the proposed ordinance, as developed by the *ad hoc* committee. Based upon the testimony offered at the public hearing, the Council decided to reconvene the *ad hoc* committee and invite further participation from the community. This process is anticipated to extend beyond the current October 14, 2016 expiration date of the current moratorium. Thus, the moratorium needs to be extended. A public hearing on the moratorium extension needs to be held within 60 days of adopting the ordinance.

RECOMMENDED ACTION:

Motion to adopt Ordinance Number 3328 and to schedule a public hearing for the October 13 regular meeting

STAFF CONTACT:

Jim McNamara, City Attorney
Steve Langdon, Planning Manager

Attachments: [OR 3328 2nd extension of emergency shelter moratorium](#)

11. MAYOR'S REPORT AND COUNCILMEMBERS' REPORTS[11. A](#) **MAYOR'S REPORT**[11. B](#) **COUNCILMEMBERS' REPORTS****12. CONSENT CALENDAR**[16-4515](#) **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 SEPTEMBER 2016 ACCOUNTS PAYABLE: \$2,143,690.83

FIRST HALF SEPTEMBER 2016 PAYROLL:

\$ 743.86, checks no. 206721-206723
\$ 667,994.47, direct deposits
\$ 442,748.59, wire transfers
\$1,111,486.89 Total

STAFF CONTACT:

Sarah Corral, Deputy City Clerk
John Baldwin, Fiscal Analyst
Jackie Rodgers, Human Resources Specialist

[16-4516](#)**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:

R. Sgambati, DOI: 09/03/16. Claimant alleges costs incurred due to property damage as a result of sewer backup at their residence.

DENIED:

N. Dick, DOI: 07/20/16. Claimant alleged the pressure in city lines was so high that it damaged water lines at two of his rental homes.

SETTLED:**STAFF CONTACT:**

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

[16-4492](#)**WAYFINDING CONSULTANT CONTRACT****COUNCIL INITIATIVE ADDRESSED:**

Strengthen economic conditions and create new opportunities

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

The Project Longview Committee has been working toward implementing a Council directed goal of establishing a Master Wayfinding Signage System (MWS) for Longview. Early in the process the committee engaged the City of Kelso to consider efficiencies and benefits of cooperation in the creation of the MWS for both communities. Kelso representatives have actively participated in the process. A Request For Qualifications was issued on May 12, 2016. Beckwith Consulting Group has been selected by the Project Longview Committee and Kelso representatives as the recommended consultant for the MWS project. We are now prepared to initiate Task 1 of the proposed scope

of work consisting of conducting a workshop with the Longview and Kelso City Councils, Project Longview Committee and Kelso representatives, and other key stakeholder representatives from the Longview and Kelso community.

The proposed budget for the MWS design is \$50,000. Tasks 1-8, identified in the proposed scope of work (attached), represent \$32,350 in costs to be split equally between Longview and Kelso. Tasks 9-12 represent \$17,650 in costs to be split 2/3 Longview and 1/3 Kelso, or \$11,766 and \$5,883 respectively.

The source of funding for the MWS design and implementation is the Tourism Fund, including the "Big Idea Money" allocated in 2015 -16, for a total of \$85,000. The total estimated cost for the design phase of the MWS project for Longview will be \$27,941 with \$57,059 remaining to implement the construction and installation of wayfinding signs for our community.

Longview will serve as the lead for the project and bill Kelso for their portion of the consultant costs. An interlocal agreement has been prepared to establish this relationship for the project. Once the initial workshop has been held and a final scope of work has been agreed upon, a contract will be executed with the Beckwith Consulting Group for the MWS design.

FINANCIAL SUMMARY:

Master Wayfinding System Design estimated cost - \$27,941

Source of funding - Tourism Fund

Authorized by Council in the 2015-16 budget

RECOMMENDED ACTION:

Motion to authorize the City Manager to execute a contract with Beckwith Consulting Group once the scope of work has been finalized.

STAFF CONTACT:

John Brickey, Director of Community Development

Attachments: [Wayfinding Interlocal with Kelso](#)

[BECKWITH - Longview-Kelso wayfinding scope of work](#)

[16-4521](#)

**PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH
GEOTECHNICAL RESOURCES, INC FOR COLUMBIA HEIGHTS ROAD
RETAINING WALL DESIGN**

COUNCIL INITIATIVE ADDRESSED:

Improve streets and roads

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

During the storm event on December 9, 2015, a landslide occurred on the east side of Columbia Heights Road about 1000 feet south of Lower Maplewood Drive. Soil and trees slid down the slope, covering the road with debris. The street and parks department removed trees, debris and soil from the road, and removed some hazardous trees on the slope above the road. A temporary block retaining wall was installed and the exposed slope was covered with

plastic, and the road was re-opened for traffic.

This storm event was declared a state of emergency by the Governor of the State of Washington, allowing the City to submit a request to FHWA through WSDOT to obtain federal assistance to fund the cleanup of the landslide and installation of a permanent retaining wall at this location. The City received \$50,410 to cover the cleanup, and was awarded \$425,000 to construct the retaining wall.

In accordance with state law, staff selected Geotechnical Resources, Inc as the most qualified firm and negotiated a scope of work and cost to provide design services as outlined in the attached scope of work. The scope of work includes a geotechnical investigation and assessment, and design of the retaining wall.

FINANCIAL SUMMARY:

The estimated cost of the contract is \$46,358, which will be funded by the Arterial Fund at 13.5% and FHWA at 86.5%.

RECOMMENDED ACTION:

Motion authorizing the City Manager to execute the agreement with Geotechnical Resources, Inc.

STAFF CONTACT:

Ivona Kininmonth, Engineer

Attachments: [GRI Scope of Work](#)

[PROJ #91](#)

PROJECT COMPLETE CERTIFICATION - CORMAN ROAD AND ORIOLE DRIVE SEWER PUMP STATION IMPROVEMENTS

COUNCIL INITIATIVES ADDRESSED:

Provide sustainable water quality & environmental infrastructure

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

This action is to certify the Corman Road and Oriole Drive Sewer Pump Station Improvements project has been completed in accordance with the plans and specifications under Contract No. 15-1926-S entered into between the City of Longview and Nutter Corporation, and the same is hereby accepted and approved.

RECOMMENDED ACTION:

Motion to accept and approve as complete the Corman Road and Oriole Drive Sewer Pump Station Improvements project.

STAFF CONTACT:

John Axford, Project Engineer

13. CITY MANAGER'S REPORT

[16-4523](#)**SET PUBLIC HEARING: PROPOSED REVENUE SOURCES FOR THE 2017
GENERAL FUND BUDGET****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Continue effective financial management

CITY ATTORNEY REVIEW: N/A**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 2017 property tax levy and Ad Valorem Tax Ordinance has been scheduled for November 17, 2016.

RECOMMENDED ACTION:

Motion to set public hearing on 2017 proposed current expense budget revenue sources for November 3, 2016.

STAFF CONTACT:

Kurt Sacha, Assistant City Manager/Finance Director

14. MISCELLANEOUS[16-4517](#)**WASHINGTON STATE LIQUOR AND CANNABIS BOARD REQUESTS****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 13, 2016****THURSDAY, OCTOBER 27, 2016****NEXT COUNCIL WORKSHOPS:****THURSDAY, SEPTEMBER 29, 2016**