



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, March 9, 2017

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

[17-4747](#)

INVOCATION

Invocation to be provided by Mark Ford, First Baptist Church

3. ROLL CALL

4. APPROVAL OF MINUTES

[17-4749](#)

COUNCIL MINUTES, FEBRUARY 23, 2017

Attachments: [2.23.2017 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

[17-4745](#)**2017 PARK BOARD NEIGHBORHOOD PARK GRANT
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 the city the ability to stretch its capital funds. Annually since 1997 the Parks and Recreation Advisory Board has evaluated applications from neighborhood and community groups, sports organizations, service clubs, and individuals wishing to invest in a project within the park system. The board's recommendations are then presented to the council for final approval.

The \$25,000 that the council has usually 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 contribute a matching amount in cash and/or the value of paid labor and materials; in other words they contribute out of pocket expenses for projects on at least a 1:1 ratio, and sometimes much more. Applicants must complete their projects in entirety and then submit for reimbursement for out of pocket expenses up to 50% of the total cost project.

Project applications are evaluated on the basis of community need, community impact (who will benefit from a project), extent of facility usage or availability during the year, project life span and cost-benefit, future maintenance requirements, readiness to proceed, partnering, enhancement of safety and security, and other factors. The parks board met last month to review applications for funding and now submits the recommendations as shown on the attached matrix for Council consideration. Copies of all of the applications received are also attached for the Council's information.

This year there were six applications submitted for the Neighborhood Park Grant Program.

- Two applications recommended for funding
- Two applications recommended for funding with the contingency to secure funding for the projects by August 31, 2017
 - Applicants do not currently have the funding to proceed with the projects, but have plans in place to do so. The board felt that the need and community impact outweighed the readiness to proceed and recommended funding with contingencies.
- Two applications that were not recommended for funding
 - Gerhart Gardens Dog Park Footpath Addition and Shelter - Deemed to not meet monetary threshold
 - Old West Side Neighborhood Fountain- Deemed not eligible for funding as it is not located within the park system

MOTION:

Motion to approve the Parks and Recreation Advisory Board's recommendations for the 2017 Neighborhood Park Grant Program.

STAFF CONTACT:

Jennifer Wills, Director of Parks and Recreation

Attachments: [2017 Neighborhood Park Grant Overview Matrix](#)

[NPG History 1997 - 2016](#)

[RoyMorseLVBabeRuth2017NPGApplication](#)

[LionsShelterImprovements2017NPGApplication](#)

[ArchieAndersonLionsDen2017NPGApplication](#)

[ArchieAndersonCowlitzCobras2017NPGApplication](#)

[OWSNAFountain2017NPGApplication](#)

[DogParkGerhart2017NPGApplication](#)

[17-4744](#)

ADDRESSING APHID INFESTATION COMPLAINTS WITHIN THE URBAN FOREST**COUNCIL STRATEGIC INITIATIVES ADDRESSED:**

Preserve and enhance neighborhoods

Address quality of place issues

Provide sustainable water quality and environmental infrastructure

CITY ATTORNEY: N/A

SUMMARY STATEMENT:

In 2012, City Council approved the Tree Board's (a.k.a. the Parks and Recreation Advisory Board's) recommendation to suspend chemical applications to control aphids in city birch trees and to pursue a birch tree removal and replacement plan. At the time of this recommendation there were 924 birch trees within the city limits and it would take 10 years or more if the city were to eliminate the birch monoculture that exists along city streets. The recommendation from the department was to reduce the number of birch trees to reach a "tolerable" level of infestation complaints rather than removing all of the trees without an evaluation period. The recommendation included focusing on areas that historically have had the greatest numbers of aphid complaints.

In 2013, City Council approved Ordinance Number 3248 amending the Urban Forest Maintenance Management Plan. After two years of local testing of the chemical application, the City Council concurred with the recommendation from the Tree Board to suspend the use of Imidacloprid (Merit®) as a means of aphid control in birch trees because of its questionable effectiveness. The ordinance amended the chemical application policies contained within the plan and adopted minor revisions to the city tree removal criteria.

In 2013 and 2014, the department embarked on the birch tree removal program, removing approximately 100 birch trees in both years and reducing the number of birch trees from 924 to 701. After the first year of removals there

was a reduced number of complaints regarding aphids.

2015 was determined to be an evaluation year to assess the impact of the removal program. There was a marked reduction in the number of calls received regarding aphids that year, but in 2016 there was an uptick in complaints. The calls taken in 2016 reported a wider variety of species that were being impacted, such as basswood and linden. Aphids are species specific, so a birch aphid would not be found on a basswood. Urban forestry research provides data which show the removal of a birch tree would not have an effect on the aphid infestation on a different species of tree. Additionally, once a specific aphid variety living in a certain species of tree is removed, they do not migrate to another type of tree nearby. In addition to being species specific, aphid infestations are affected by weather and precipitation, so they can fluctuate from year to year.

Department staff presented to the Tree Board the option of once again introducing the use of Imidacloprid (Merit®) but on a far smaller scale. We would like to address each individual citizen's complaint with the use of the insecticide and take responsibility for the application, watering, and monitoring of the chemical.

Historically, the Parks Division scheduled the application process to broadly treat all of the birch trees with the hope that wet weather or homeowners would help water in the granular material. This broad spectrum approach was costly in product and labor time and not always as effective as the product has proven to be because of variables in application. The hope is now that our management of the application will accomplish two goals, the first goal being the successful application in a timely manner to ensure proper coverage and application of the product. The second goal is to provide quality customer service to our citizens in addressing their complaints with action.

The Tree Board has recommended that Council reinstate Imidacloprid (Merit®) insecticide use on a case by case basis with an evaluation of the implementation and success at the end of the year.

MOTION:

Motion to direct the City Attorney to prepare an ordinance to allow the use of Imidacloprid (Merit®) insecticide use for the treatment of aphids.

STAFF CONTACT:

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

[Attachments: 2017 Aphid-Birch Council Memo](#)

[Ordinance No 3248 - Aphids](#)

[Current Urban Forest Maintenance Management Plan- Amended 33](#)

[Current Urban Forest Maintenance Management Plan- Amended 39](#)

10. ORDINANCES & RESOLUTIONS

[OR 17 3340](#) **ORDINANCE NO. 3340 ADOPTING COMPREHENSIVE PLAN MAP**

CHANGE FOR THE BARLOW POINT AREA**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Strengthen economic conditions & create new opportunities

CITY ATTORNEY REVIEW: Required

SUMMARY STATEMENT:

The Port of Longview applied for a Comprehensive Plan Future Land Use Map amendment to change approximately 136 acres in the Barlow Point area from Mixed Use-Residential/Commercial (MU-R/C) to Heavy Industrial. Two properties not owned by the Port are included in the application. Prior to the adoption of the 2006 Comprehensive Plan this area had a Comprehensive Plan classification of Heavy Industrial and was zoned for heavy industrial uses. The property remains zoned for heavy industrial land uses and can be developed as such. Approval of the application will mean the Comprehensive Plan Future Land Use Map and the City's zoning map will be consistent with each other.

At their January 23, 2017 meeting, the City Council held a public hearing on the application. Following the public hearing the Council voted six to zero to approve the application and direct the City Attorney to prepare an ordinance for Council review and approval. Ordinance No. 3340 is attached.

RECOMMENDED ACTION:

Motion to adopt Ordinance No. 3340

STAFF CONTACT:

Jim McNamara, City Attorney
Steve Langdon, Planning Manager

Attachments: [Ord 3340 Port CP amendment](#)
[Ord No 3340 Exh A Lgl desc text](#)
[Ord No 3340 Exh A Map](#)

[17-4724](#)

RESOLUTION NO. 2210: AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AMENDED INTERLOCAL AGREEMENT WITH COWLITZ COUNTY**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Enhance Public Safety & Emergency Response

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

The amendment is to clarify the Spillman software module the City of Longview Information Technology department will provide technical services for. The Interlocal Agreement defines the services to be performed for the Spillman

system and the associated modules, but does not clearly state which modules.

Cowlitz County is implementing the Jail Management System (JMS) module from Spillman. The County is seeking to amend the Interlocal to stipulate the agreement will include the new JMS module being added to the existing Spillman system.

This amendment does not add or reduce the services as outlined in the Interlocal agreement. The amendment is only to clarify the JMS module is included with the Spillman support as defined by the Interlocal agreement.

RECOMMENDED ACTION:

Motion to approve Resolution 2210, authorizing the City Manager to execute the Amended Interlocal Agreement.

STAFF CONTACT:

Todd Dodgin, Director Information Technology

Attachments: [Resolution No. 2210 Interlocal Amendment County IT Feb 23 2017 \(3\)](#)
[2017 PSA AMENDMENT NO 1_PAO](#)

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

11. A **MAYOR'S REPORT**

11. B **COUNCILMEMBERS' REPORTS**

12. **CONSENT CALENDAR**

[17-4748](#) **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 MARCH 2017 ACCOUNTS PAYABLE: \$644,101.96

SECOND HALF FEBRUARY 2017 PAYROLL:

\$79,629.47, checks no. 206847-206867

\$636,800.15, direct deposits

\$851,521.65, wire transfers

\$1,567,951.27 Total

[17-4746](#) **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:

Vickie Hight, DOI: 12/20/2016. Claimant alleges costs incurred related to sewer.

Dustin Olson, DOI: 02/02/2017. Claimant alleges that his vehicle was damaged by the tow truck when his vehicle was impounded.

Andrew Rickard, DOI: 1/31/2017. Claimant alleges costs incurred related to sewer.

Kimberley Castillo, DOI: 12/01/2016. Claimant alleges damage to home caused by the 2016 Waterline Replacement.

DENIED:

Vickie Hight, DOI: 12/20/2016. Claimant alleges costs incurred related to sewer.

Michael Swindell, DOI: 11/25/2016. Claimant alleges costs incurred related to sewer.

Kimberley Castillo, DOI: 12/01/2016. Claimant alleges damage to home caused by the 2016 Waterline Replacement.

SETTLED:

Alice Ferrarin-Laroy, DOI: 11/11/2016. Claimant alleges costs incurred related to sewer.

Patricia Burke, DOI: 4/22/2016. Claimant alleges injuries sustained as a result of a trip-and-fall over uneven portion of sidewalk located at 2225 Hemlock St, Longview.

STAFF CONTACT:

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

[17-4697](#)

2017 EXTENSION AND RENEWAL OF AGREEMENT FOR COWLITZ COUNTY MINI-RURAL LIBRARY DISTRICT SERVICES**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Address Quality of Place Issues

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

The Cowlitz County Mini-Rural Library District Board wishes to extend the agreement with the City of Longview for the continuation of library services from May 1, 2017 through April 30, 2018. (The original contract began on May 1, 1998). The 2017-18 contract is in the amount of \$355,756 which is a 2.3% increase over the 2016-17 contract.

RECOMMENDED ACTION:

Motion to approve extension/renewal of contract.

STAFF CONTACT: Chris Skaugset, Library Director

Attachments: [MRLD Renewal 2017-18.doc](#)
[min_rur_lib_dist.pdf](#)

[17-4743](#)

BID REVIEW - PURCHASE OF ONE (1) MULTI-PURPOSE FORESTRY CHIP BOX & ONE (1) ARTICULATING CRANE

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Continue effective financial management

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

The 2017/2018 Equipment Rental Reserve Fund includes funding for the purchase of one Multi-Purpose Forestry Chip Box and Articulating Crane in the Urban Forest division.

Bids were solicited, examined and determined that the following did meet all aspects of the specifications and submitted the lowest bid.

On Jan 17, 2017, Articulating Crane bid was received as follows:

Southwest Products - \$39,700

Taxes not included

On Feb 13, 2017 Multi-Purpose Forestry Chip Box bids were received as follows:

Iron Technics Enterprise - 35,704.03 (including tax),

Southwest Products - \$38,230.99

Taxes included

These items will be mounted on a 2017 Freightliner Cab Chassis to make up the Chip Truck.

RECOMMENDED ACTION:

Motion to accept the bid and award a contract to: Southwest Products on the Articulating Crane in the amount of \$39,700 (excluding taxes) and Iron Technics Enterprise on the Multi-Purpose Forestry Box Chip Box in the amount of \$35,704.03.

STAFF CONTACT:

Dan Zenger, Fleet/Facilities Maintenance Manager

[17-4740](#)

APPROVE CONTRACT WITH H2O SOLUTIONS FOR WATER RESERVOIR CLEANING AND INSPECTION

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Provide sustainable water quality & environmental infrastructure

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

Potable water system standard practices recommend cleaning and inspection of water storage reservoirs on a five-year cycle to maintain water quality and assess facility condition. All 12 of our water reservoirs were cleaned and inspected in 2012, prior to switching our source of supply to the Mint Farm Regional Water Treatment Plant. In keeping with the recommended cleaning and inspection cycle, and to remove any material build-up in the reservoirs due to normal operations as well as the transition from surface water to groundwater supply, staff recommends cleaning and inspecting all water reservoirs.

The least cost and least disruptive method to clean and inspect reservoirs is to use divers with experience working in potable water reservoirs, avoiding the need to drain each reservoir. Staff requested proposals from three companies known to have extensive experience with potable water systems. Two of the companies responded with cost proposals as follows:

\$37,692.00 - H2O Solutions LLC, Las Vegas, NV
\$37,885.00 - Inland Potable Services Inc., Centennial, CO
No response - Liquivision Technologies, Klamath Falls, OR

\$45,000 - Utilities Systems Manager's Estimate

Both proposals are considered responsive. H2O Solutions performed the City's reservoir cleaning in 2012, inspected the Hillcrest Reservoir prior to a roof repair project, and recently found and stopped a leak in the Main Reservoir, and is recommended to receive this contract.

FINANCIAL SUMMARY:

This project is funded by the Water Operations budget.

RECOMMENDED ACTION:

Motion to award a contract to H2O Solutions in the amount of \$37,692.00

STAFF CONTACT:

Craig Bozarth, City Engineer

13. CITY MANAGER'S REPORT

[17-4741](#)

PROFESSIONAL SERVICES AGREEMENT WITH HACKER ARCHITECTS, INC. FOR PUBLIC LIBRARY MODERNIZATION STUDY**COUNCIL INITIATIVE ADDRESSED:**

Address quality of place issues.

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

The Longview Public Library (LPL) was a gift of Robert A. Long to the community and opened in 1926. The library had an interior remodel in the 1950s. In 1964, the community voted to remodel and expand the library to its

current 33,000 sq ft. The remodeled and expanded building was opened in 1968 with great attention to matching the original building. In 2001, the library's slate roof and the expansion's flat roof were replaced. The building was also retrofitted for earthquakes and a new entrance and courtyard were completed in the front of the building. In 2007, the library's elevator was refurbished. LPL is listed on both the local and national historic registers.

LPL serves approximately 55,000 people in a service area that includes the residents of the City of Longview as well as a partial-county library district, located to the west and north of Longview, that contracts with the City for library service. LPL also serves the residents of our neighboring city Kelso with a reciprocal borrowing agreement. LPL is the largest library north of Vancouver and south of Olympia. LPL is heavily used with over 201,000 visitors in 2015.

As authorized in the Capital Projects Fund budget, staff issued a Request for Proposals to solicit architectural services to perform a modernization study for the LPL. The study will: evaluate the community's library needs and create an overall assessment of current and future space and service requirements; assess the current library layout and recommend reconfiguration of public and staff space within the library; provide budget level cost estimates for the concepts; and examine funding strategies for the improvements.

In accordance with state law for contracting architect services, staff selected Hacker Architects, Inc. as the most qualified firm and negotiated a scope of work and fee to perform the modernization study. Attached for your information is the proposed scope of work for the study.

FINANCIAL SUMMARY:

The total project budget is \$60,000, which will be funded by the Capital Projects Fund (\$50,000) and the Longview Library Foundation (\$10,000). The proposed consultant contract cost is \$53,920.00; additional costs within the project budget will be incurred by City Engineering staff to manage the contract.

RECOMMENDED ACTION:

Motion authorizing the City Manager to execute a professional services agreement with Hacker Architects, Inc.

STAFF CONTACT:

Chris Skaugset, Library Director

[Attachments: Hacker Scope of Work](#)

[17-4751](#)

ATU COLLECTIVE BARGAINING AGREEMENT 2016-2018

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Continue effective financial management

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

On February 16, 2017, ATU and the City reached a tentative agreement on the 2016-2018 Collective Bargaining Agreement (CBA). Multiple articles in the contract were opened for review and some language changes to clarify/improve the contract were made. ATU notified the City of member (16) ratification on February 27, 2017. The contract provides for a 0.60% COLA in 2016 retroactive to January 1, 2016 and a \$600.00 lump sum payment for all full-time employees (prorated for part-time employees), a Cost of Living Adjustment (COLA) increase of 100% of Portland CPI-W, unadjusted in years 2017 and 2018.

The new CBA reflects a 100% employer paid contribution to the medical insurance plan premiums in 2017 and a 5% employee paid contribution to the medical insurance plan premium in 2018. Additionally, the CBA provides for a 20% employee paid contribution to the dental premium cost in both 2017 and 2018.

Employees opting out of the City medical insurance coverage will receive a VEBA contribution of \$900/month in 2017 and 2018.

RECOMMENDED ACTION:

Motion to approve the ATU Collective Bargaining Agreement for 2016-2018.

Attachments: [ATU 2016-18 CBA Final \(2-28-17\)](#)

[17-4750](#)

LONGVIEW POLICE SUPPORT GUILD (LPSG) COLLECTIVE BARGAINING AGREEMENT, JAN 1, 2017- DEC 31, 2018

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Continue effective financial management

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

On February 7, 2017, the Longview Police Support Guild (LPSG) and the City reached a tentative agreement on the 2017-2018 Collective Bargaining Agreement (CBA). Multiple articles in the contract were opened for review and some language changes to clarify/improve the contract were made. LPSG notified the City of member (11) ratification on February 13, 2017. The contract provides for a 2.00% cost of living adjustment (COLA), beginning January 1, 2017, and a COLA increase of 100% of Portland CPI-W, unadjusted, with a 2% minimum and 3% maximum in 2018.

For 2017 and 2018 the CBA reflects a 5% employee paid contribution to the medical insurance plan premium and 20% employee paid contribution to the dental plan premium.

Employees opting out of City medical insurance coverage will receive a VEBA contribution of \$825/ month in 2017 and 2018.

RECOMMENDED ACTION:

Motion to approve the LPSG 2017-2018 Collective Bargaining Agreement for

the LPSG.

Attachments: [LPSG 2017-18 Final \(3-9-18\)](#)

14. **MISCELLANEOUS**

[17-4731](#)

WASHINGTON STATE LIQUOR AND CANNABIS BOARD REQUESTS

Attachments: [2.14.17 Spec Occ LL Kelso-LV Chamber of Commerce.pdf](#)

[2.15.17 Spec Occ LL LCC Foundation.pdf](#)

[2.15.17 Spec Occ LL St Rose Parish.pdf](#)

[02.22.2017 Special Occasion liquor license app Toutle River Ranch.pdf](#)

[MJ App - Gensys OneII.pdf](#)

[MJ App-Gensys One III.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, MARCH 23, 2017 - 7:00 P.M.

THURSDAY, APRIL 13, 2017 - 7:00 P.M.

NEXT COUNCIL WORKSHOPS:

THURSDAY, MARCH 16, 2017 - 6:00 P.M. DEVELOPMENT OF 2017 WORK PLAN

THURSDAY, MARCH 23, 2017 - 6:00 P.M. WAYFINDING SYSTEM PROPOSAL

NEXT COUNCIL EXECUTIVE SESSIONS - 6:00 P.M. ANNUAL CITY MANAGER EVALUATION (PER RCW 42.30.110(1)(g) - EXECUTIVE SESSION NOT OPEN TO THE PUBLIC)