



# 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*

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Thursday, April 27, 2017

7:00 PM

2nd Floor, City Hall

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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**

[17-4840](#)

**INVOCATION**

Invocation to be provided by Dave Williamson, Construction Workers Christian Fellowship

3. **ROLL CALL**

4. **APPROVAL OF MINUTES**

[17-4838](#)

**COUNCIL MINUTES, APRIL 13, 2017**

**Attachments:** [4.13.2017 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**

**10. ORDINANCES & RESOLUTIONS****11. MAYOR'S REPORT AND COUNCILMEMBERS' REPORTS****11. A MAYOR'S REPORT****11. B COUNCILMEMBERS' REPORTS****12. CONSENT CALENDAR**[17-4839](#)**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 APRIL 2017 ACCOUNTS PAYABLE: \$1,237,683.41**

**FIRST HALF APRIL 2017 PAYROLL:**

\$4,517.73, checks no. 206903-206906  
\$685,278.23, direct deposits  
\$459,206.83, wire transfers  
\$1,149,002.79 Total

**STAFF CONTACT:**

Kaylee Cody, City Clerk  
John Baldwin, Fiscal Analyst  
Jackie Rodgers, Human Resources Specialist

[17-4841](#)**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:**

Sidney Morton, DOI: 03/02/2017. Claimant alleges costs incurred related to a trip-and-fall on the steps in front of City Hall.

Jean O'Dell, DOI: 03/01/2017. Claimant alleges costs incurred related to sewer blockage.

Orba Nasvall, DOI: 03/28/2017. Claimant alleges costs incurred related to sewer blockage.

**DENIED:**

Beatriz DelaRosa, DOI: 03/05/2017. Claimant alleges costs incurred related to damage caused by pothole in street.

Scott Allen, DOI: 03/04/2017. Claimant alleges damage to his water heater

caused by silica in the city water supply.

Sidney Morton, DOI: 03/02/2017. Claimant alleges costs incurred related to a trip-and-fall on the steps in front of City Hall.

**SETTLED:**

James Hill, DOI: 02/06/2017. Claimant alleges costs incurred related to sewer blockage.

**STAFF CONTACT:**

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

[RS 17 2218](#)

**RESOLUTION NO. 2218 - INTERLOCAL AGREEMENT WITH WASHINGTON STATE DEPARTMENT OF LICENSING TO COLLECT TRANSPORTATION BENEFIT DISTRICT VEHICLE LICENSE FEE**

**COUNCIL INITIATIVE ADDRESSED:**

Continue effective financial management

**CITY ATTORNEY REVIEW: REQUIRED**

**SUMMARY STATEMENT:**

The Longview Transportation Benefit District (TBD) was formed by the City Council pursuant to Ordinance No. 3334. On January 26, 2017, the City entered into an interlocal agreement with the TBD to provide administrative and technical support to the TBD.

On February 9, 2017, the TBD adopted Ordinance No. TBD 17-01 establishing a \$20.00 vehicle license fee within the boundary of the TBD. Those fees become effective for license renewals on or after August 20, 2017, and can be collected only by the state Department of Licensing.

On March 23, 2017, the City Council adopted Ordinance No. 3341 to assume all the rights, powers, functions, immunities, and obligations of the TBD, and dissolve the TBD board.

Attached is a proposed interlocal agreement between the City and the state Dept. of Licensing providing for collection of the TBD vehicle license fee.

**FINANCIAL SUMMARY:**

The Dept. of Licensing charges a service fee of 1% of the amount of the TBD vehicle license fee. The service fee is deducted from each license renewal payment, with the remainder of the TBD fee disbursed to the City on a monthly basis by the State Treasurer. Based on projected TBD revenue, the service fee is estimated to be about \$5,600 per year.

**RECOMMENDED ACTION:**

Motion to approve Resolution No. 2218.

**STAFF CONTACT:**

Jeff Cameron, Public Works Director

**Attachments:** [Res No 2218 - Agr with Dept of Licensing - Final](#)

[Exhibit A to Res No 2218 - Interlocal Agr with Dept of Licensing for TBD Fee](#)

[17-4835](#)

#### **RESOLUTION NO. 2219 -SURPLUS PROPERTY**

**COUNCIL INITIATIVE ADDRESSED:**

Effective Financial Management

**CITY ATTORNEY REVIEW: REQUIRED or N/A**

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 Manger to sell or dispose of it in the most advantageous manner.

**STAFF CONTACT:**

Dan Zenger, Fleet/Facilities Maintenance Manager

**Attachments:** [Surplus Lists 2017 04.pdf](#)

[Resolution Surplus of Property April 2017.doc](#)

[17-4829](#)

#### **RECIPROCAL BORROWING AGREEMENT WITH THE FORT VANCOUVER REGIONAL LIBRARY DISTRICT**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Quality of Place

**CITY ATTORNEY REVIEW: REQUIRED**

**SUMMARY STATEMENT:**

The Longview Public Library and the Fort Vancouver Regional Library District (FVRL) have had a reciprocal borrowing agreement for over 20 years that allows residents of Longview, and residents of the Cowlitz County Partial-County Rural Library District to get a reciprocal library card with FVRL. It also allows residents of the three counties that make up FVRL (Clark, Skamania, and Klickitat), as well as residents of the City of Woodland and the Yale Valley Library District to get a reciprocal library card with Longview. This is a continuation of this existing agreement.

**RECOMMENDED ACTION:**

Approve the agreement to continue Reciprocal Borrowing with the Fort Vancouver Regional Library District and to authorize the City Manager to

sign said agreement.

**STAFF CONTACT:** Chris Skaugset, Library Director

**Attachments:** [Longview Public Library Reciprocal Agreement draft.doc](#)

[17-4833](#)

**APPROVE PURCHASE OF LOT NO. 1 OF THE VILLAGE AT OVERLOOK PUD**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Provide sustainable water quality & environmental infrastructure.

**SUMMARY STATEMENT:**

The City's Main Reservoir is located on the hillside between Cedar Place and Alexia Court. Beginning this summer, the City will replace two pump stations at the reservoir, replace reservoir soffit screening and vents, replace potable water and drainage piping on the site, and replace approximately 850 LF of 20-inch water transmission main underneath the access road to the reservoir.

Current access to the reservoir site is on a long gravel road behind homes along Cedar Place. The existing road creates dust in the summer, has a steep grade at the entrance to the reservoir site, and requires regular maintenance during wet weather due to runoff. The access road will be unavailable during replacement of the transmission main, and traffic to the reservoir site will increase dramatically during other construction activities, affecting the residents abutting the access road.

The developer of the Village at Overlook PUD has a number of lots for sale adjacent to and above the reservoir site on Alexia Court. Purchase of Lot No. 1 will provide alternative access during construction, and will allow construction of a shorter, asphalt access road at a more gradual grade than the current access road, providing better long-term access to the reservoirs and pump stations. Lot No. 1 is identified as Parcel No. 103660801.

**FINANCIAL SUMMARY:**

Staff has negotiated a reduced purchase price of \$50,000.00 for this property, plus closing costs, for a total estimated cost of \$55,000.00. The cost of this purchase will be paid from the Water Construction Fund.

**RECOMMENDED ACTION:**

Motion approving purchase of Lot No 1.

**STAFF CONTACT:**

Craig Bozarth, City Engineer

**Attachments:** [Alexia Ct Lot 1 Purchase Overview](#)

**13. CITY MANAGER'S REPORT**

[17-4836](#)

**LONGVIEW PARKS & RECREATION ANNUAL REPORT 2016**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Address Quality of Place Issues  
Preserve and Enhance Neighborhoods  
Continue Effective Financial Management  
Create New Opportunities

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

Director of Parks and Recreation, Jennifer Wills, will present the 2016 Annual Report for the City of Longview Parks and Recreation Department.

**RECOMMENDED ACTION:**

Presentation

**STAFF CONTACT:**

Jennifer Wills, Director

**Attachments:** [Council Presentation 2016 P&R Annual Report](#)

[17-4842](#)

**2016 GENERAL FUND YEAR-END FINANCIAL REPORT****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Continue effective financial management

**STAFF CONTACT:**

Kurt Sacha, Finance Director

**Attachments:** [2016 Q4 General Fund Review \(2017 0427\)](#)

**14. MISCELLANEOUS**

[17-4828](#)

**WASHINGTON LIQUOR AND CANNABIS BOARD REQUESTS**

**Attachments:** [LL Renewals 4-17.pdf](#)

[MJ Renewals 4-17.pdf](#)

[17-4824](#)

**PARKS & RECREATION ADVISORY BOARD MINUTES 02.27.2017**

**Attachments:** [P&R Advisory Board Minutes 02.24.17.pdf](#)

[17-4823](#)

**MINT VALLEY GOLF ADVISORY BOARD MEETING MINUTES 10.19.16**

**Attachments:** [MVGAB Meeting Minutes 10.19.16.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, MAY 11, 2017 - 7:00 P.M.**

**THURSDAY, MAY 25, 2017 - 7:00 P.M.**

**NEXT COUNCIL WORKSHOPS:**

**THURSDAY, MAY 11, 2017 - 6:00 P.M. WEST LONGVIEW LAGOONS  
REPURPOSING/FISHER'S LANE PLANT STATUS**

**THURSDAY, MAY 18, 2017 - 6:00 P.M. (TOPICS TO BE DETERMINED)**

**THURSDAY, MAY 25, 2017 - 6:00 P.M. COMPREHENSIVE PLAN  
UPDATE/COMPLETE STREETS/SAFE STREETS**