



City of Longview

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

Agenda - Final-revised

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, October 12, 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**
3. **ROLL CALL**
4. **APPROVAL OF MINUTES**

[17-5122](#) COUNCIL MINUTES, SEPTEMBER 28, 2017

Attachments: [9.28.2017 Minutes for Approval](#)

5. **CHANGES TO THE AGENDA**
6. **PRESENTATIONS & AWARDS**

[17-5119](#) COWLITZ CLEAN WATERS "SOLUTIONS TO STORMWATER POLLUTION" CALENDAR CONTEST

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Provide sustainable water quality & environmental infrastructure
Address quality of place issues

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

In 2016, the City entered into an interlocal agreement with the City of Kelso, Cowlitz County and the Consolidated Diking Improvement District #1 (CDID #1)

to develop and implement a collaborative regional stormwater public education and outreach program to meet the requirements for education and awareness activities under each participant's NPDES municipal stormwater permit.

Under the moniker of Cowlitz Clean Waters, the City has been participating with Kelso, the County, CDID #1 and other local partners to develop a regional education campaign, a website, and program activities.

The first project of Cowlitz Clean Waters is a student calendar contest focused on how we can all prevent stormwater pollution to keep our local waters clean. Middle school students from public, private and home schools are encouraged to submit either artwork or a haiku/short poem on stormwater pollution and ways to prevent it. Twelve winning art entries as well as twelve poems will be selected for a 2018 Cowlitz Clean Waters "Solutions to Stormwater Pollution" Calendar. These calendars will be published and then distributed free of charge as part of the regional stormwater pollution education program.

Attached is the calendar contest flyer that was distributed to public and private schools in Longview and throughout Cowlitz County, as well as about 40 known home schooling parents. The contest entry form and rules are available at www.cowlitzcleanwaters.org/contest [<http://www.cowlitzcleanwaters.org/contest>](http://www.cowlitzcleanwaters.org/contest) . Copies of the entry form and rules are also attached.

FINANCIAL SUMMARY:

Funds to sponsor this contest are shared through the interlocal agreement. The City's portion of the project is funded by the stormwater utility.

RECOMMENDED ACTION:

No action needed.

STAFF CONTACT:

Steve Haubner, Stormwater Manager

Attachments: [2018 Calendar Contest Flyer](#)
[Calendar Contest Rules](#)

[17-5093](#)

PROCLAMATION: DOMESTIC VIOLENCE ACTION MONTH - OCTOBER 2017

RECIPIENT: JILL MATHEWS, DOMESTIC VIOLENCE ADVOCATE & CASE MANAGER

STAFF CONTACT: Maureen Wingler, Executive Office

Attachments: [Domestic Violence Action Month - October 2017.pdf](#)

[17-5114](#)

PROCLAMATION: KEEPING THE LIGHTS ON AFTER SCHOOL - OCT. 26, 2017

RECIPIENT: KIM HOGUE, PROGRAM DIRECTOR OF YOUTH & FAMILY LINK

STAFF CONTACT: Maureen Wingler, Executive Office

Attachments: [Lights on After School - Oct 26 2017.pdf](#)

7. CONSTITUENTS' COMMENTS (Thirty Minutes)

7. A FOLLOW-UP TO PAST CONSTITUENTS' COMMENTS

8. PUBLIC HEARINGS

9. BOARD & COMMISSION RECOMMENDATIONS

[17-5117](#) HISTORIC PRESERVATION COMMISSION RECOMMENDATION ON RA LONG PARK

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Council Initiative: Address Quality of Place Issues

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

The Historic Preservation Commission has provided a motion in support of Option 2 for the RA Long Park central plaza and has identified significant design elements to be replaced and preserved.

RECOMMENDED ACTION:

Discussion and direction to Staff.

STAFF CONTACT:

Adam Trimble, Planner

Attachments: [Memo re HPC motion on RA Long Park Master Plan changes](#)
[RA Long Park Presentation 10-12-17 final](#)

10. ORDINANCES & RESOLUTIONS

[17-5118](#) ORDINANCE NO. 3359 CONCERNING RECORDING OF PROPERTIES LISTED ON THE CITY'S REGISTER OF HISTORIC PLACES AND APPOINTMENT OF MEMBERS OF THE HISTORIC PRESERVATION COMMISSION

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Preserve and enhance neighborhoods

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

Ordinance will amend Title 16.12 Longview Historic Preservation Ordinance, to

require properties listed on the Longview Register of Historic Places to have notice of such listing recorded with the County Auditor. The proposal received the full support of the Longview Historic Preservation Commission and has been prepared after direction from the City Council. The ordinance will change the appointment of members of the Longview Historic Preservation Commission from appointment by City Manager to appointment by the City Council.

RECOMMENDED ACTION:

Motion to adopt Ordinance No. 3359

STAFF CONTACT:

John Brickey, Community & Economic Development Director

Attachments: [ORDINANCE NO. 3359 Historic Preservation Commission](#)

[17-5125](#)

RESOLUTION NO. 2242 - SISTER CITY POLICY**CITY ATTORNEY REVIEW: REQUIRED****SUMMARY STATEMENT:**

Sister City relationships carry out a fundamental governmental purpose by providing social, cultural, educational, and economic opportunities and experiences for the citizens of the City of Longview. The attached resolution formally establishes a Sister City policy.

RECOMMENDED ACTION:

Motion to approve Resolution No. 2242 establishing a Sister City policy for the City of Longview.

STAFF CONTACT:

Kurt Sacha, Asst. City Manager/Finance Director

Attachments: [Resolution-Sister City -final](#)

11. MAYOR'S REPORT AND COUNCILMEMBERS' REPORTS**11. A MAYOR'S REPORT****11. B COUNCILMEMBERS' REPORTS****12. CONSENT CALENDAR**

[17-5124](#)

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 2017 ACCOUNTS PAYABLE: \$1,218,415.13

SECOND HALF SEPTEMBER 2017 PAYROLL:

\$77,249.63, checks no. 207142-207161

\$677,931.63, direct deposits

\$906,181.65, wire transfers

\$1,661,362.89 Total

STAFF CONTACT:

Kaylee Cody, City Clerk

John Baldwin, Fiscal Analyst

Jackie Rodgers, Human Resources Specialist

[17-5123](#)

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:

Wendy Yan, DOI: 02/05/2017. Claimant alleges that city owned trees were not properly maintained, resulting in a tree branch falling on her vehicle after snow had accumulated on the branch.

Lance Herlocker, DOI: 6/23/2017. Claimant alleges that a city owned sidewalk was not properly maintained, resulting in injuries caused by a trip-and-fall.

Stacey Millikan, DOI: 9/20/2017. Claimant alleges that city police officer was at fault in a collision on Washington Way that damaged her vehicle.

DENIED:

Cassandra Saverchenko, DOI: 8/3/2017. Claimant alleges costs incurred to repair vehicle's tire caused by a pothole in the intersection of Washington Way and 30th Avenue.

SETTLED:

Erica Hudson, DOI: 9/26/2016. Claimant alleges injuries caused by trip-and-fall over broken sidewalk.

Mark III Logging, DOI: 8/14/2017. Claimant alleges costs incurred related to sewer.

Charles Bond, DOI: 7/1/2017. Claimant alleges damage to sprinkler system caused by city staff.

TENDERED

Barbara Whitaker, DOI: 7/4/2017. Claimant alleges the city was negligent and did not repair a hazardous path in Lake Sacajawea Path, resulting in a trip-and-fall and expenses incurred related to the injuries sustained. This claim was tendered to the Go Fourth Festival's event insurance because the incident occurred during the Go Fourth Festival.

STAFF CONTACT:

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

[PROJ #99](#)**PROJECT COMPLETION - DOWNTOWN CORRIDOR IMPROVEMENTS
PHASE 3****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Strengthen economic conditions and create new opportunities
Improve transportation systems

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

The Downtown Corridor Improvements Phase 3 project has been completed in accordance with the plans and specifications under Contract No. 17-2642B-D entered into between the City of Longview and Advanced Excavating Specialists LLC. The City Council must accept the project as complete before final contract closeout can be accomplished.

RECOMMENDED ACTION:

Motion to accept as complete the Downtown Corridor Improvements Phase 3 project.

STAFF CONTACT:

Amy Blain, Project Engineer

[17-5116](#)**SET PUBLIC HEARING: PROPOSED REVENUE SOURCES FOR
THE 2018 GENERAL FUND BUDGET****COUNCIL 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 the 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 2018 property tax levy and Ad Valorem Tax Ordinance has been scheduled for November 16, 2017.

RECOMMENDED ACTION:

Motion to set public hearing on 2018 proposed current expense budget revenue sources for November 2, 2017.

STAFF CONTACT:

Kurt Sacha, Finance Director and Assistant City Manager

13. **CITY MANAGER'S REPORT**

[17-5115](#)

PACIFIC COAST FERTILIZER SEPA APPLICATION

COUNCIL STRATEGIC INITIATIVES ADDRESSED:

Council Initiative: Provide sustainable water quality & environmental infrastructure, Strengthen economic conditions & create new opportunities, Address quality of place issues

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

Pacific Coast Fertilizer, LLC has started the permitting process to construct and operate a facility to process natural gas in the manufacture of anhydrous ammonia. The facility would store the product on-site and transfer and load the product for shipping via tanker trucks and via marine vessels. The proposed site is within the Mint Farm Industrial park and is approximately 61 acres in size. The site is bounded by Prudential Boulevard, Crocker Avenue, Hoehne Avenue and Weber Avenue. The marine loading facility would be constructed at the existing Nippon Dynawave salt dock. The dock is within Cowlitz County jurisdiction.

The project is subject to State Environmental Policy Act (SEPA) review. The applicant has asked the City to make a "determination of significance" which means an environmental impact statement (EIS) would need to be prepared. City staff is reviewing the materials submitted by Pacific Coast Fertilizer and intends to make a SEPA threshold determination this month.

Although the City Council is not directly involved in the SEPA review process, city staff will periodically update the council on the environmental review/application process including public information and outreach. This purpose of this agenda item is to provide the council with the initial update.

RECOMMENDED ACTION:

No action needed

STAFF CONTACT:

John Brickey, Community Development Director

[17-5120](#)

COMMUNITY PARAMEDICINE PILOT PROGRAM/PERSONAL PROTECTIVE EQUIPMENT

COUNCIL INITIATIVE ADDRESSED:

Enhance Public Safety & Emergency Response

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

A. Over the last few years, the fire chief has met with a number of stakeholders regarding pre-hospital Emergency Medical Service care programs. As a result of some of those discussions, Kaiser Permanente approached the Fire Chief and proposed using fire department resources to provide post-discharge checkups of Kaiser patients who would benefit from in-home visits.

Between the dates of October 16 and December 31, 2017, Kaiser will work with Longview Fire staff in scheduling in-home visits of identified patients. During this time, Longview Fire staff will assemble results of the benefits, challenges and opportunities of this program. Throughout the pilot and immediately following, Kaiser and Longview Fire staff will assess and evaluate the effects for our community and the potential impacts in decreasing emergency medical responses, as emergent events through 911 and the current service delivery model.

Budget impacts are expected to be minimal.

B. Self-contained Breathing Apparatus (SCBA) is a crucial component of a firefighter's personal protective equipment ensemble. Three years ago, as our existing SCBA became more and more maintenance-intensive, we had a few occasions when the equipment failed on the fire ground. Fortunately, no firefighters were injured due to that failure. Simultaneously, having recognized the safety issues with our existing SCBA, staff applied for the Federal Emergency Management Agency's (FEMA) Assistance to Firefighters Grant (AFG) to replace this equipment. During one cycle the Longview Fire Department took the lead on a regional grant and most recently we applied for a local grant request to replace this crucial safety equipment.

Two years ago, while we were applying for grant funding to replace SCBA, we became aware of an opportunity through an online marketplace that a vendor was selling SCBA that was two generations (or two model years) newer than our existing SCBA. The cost was 10% of purchasing new and according to the vendor of the SCBA would meet all of the safety requirements, if serviced prior to being put into service. Subsequently, we acquired this SCBA.

Earlier this year, we became aware that the "bridge" SCBA that we had purchased is not in compliance with WAC 296-305-04001, which states, *"Firefighter's self-contained breathing apparatus (SCBA) shall, at a minimum, meet the requirements of the 1997 edition of NFPA 1981, Standard on Open-Circuit Self-Contained Breathing Apparatus for Fire Fighters. Equipment purchased after the effective date of this rule must meet the 2007 edition of NFPA 1981, Standard on Open-Circuit Self-Contained Breathing Apparatus for Emergency Services.* The effective date of this rule was on January 1, 2014, and we had purchased our current SCBA in early 2016.

Last week, FEMA notified us that our most recent SCBA grant application had not been selected for funding during this AFG cycle. As a result of that notification and the recent discovery that the current SCBA is not in compliance with state regulations, the existing SCBA needs to be replaced as soon as possible. The cost of replacement is approximately \$222,000.

In addition to the SCBA replacement issue, we have also become aware that per WAC 296-305-02002, replacement of structural firefighter clothing must be per manufacturers' specifications, which is 10 years from date of manufacture. In order to become compliant with that rule, the fire department needs to purchase 30 sets of firefighting structural clothing ensembles which would ensure that all spare and frontline PPE clothing is less than 10 years old. The cost of purchasing 30 sets of structural firefighting clothing is approximately \$73,000.

RECOMMENDED ACTION:

A. This is for informational purposes only.

B. Motion to direct the City Manager to pursue an immediate purchase of new SCBA and Structural Firefighting Clothing for the cost of \$295,000 from the General Fund.

STAFF CONTACT:

Phil Jurmu, Fire Chief

14. MISCELLANEOUS

[17-5111](#)

WASHINGTON STATE LIQUOR AND CANNABIS BOARD REQUESTS

Attachments: [Assumption Liq & Wine 9-17.pdf](#)

[LL Assumption Happy House.pdf](#)

[LL Assumption Silver Star.pdf](#)

[MJ App-Heavenly Buds change of officers.msg.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, OCTOBER 26, 2017 - 7:00 P.M.

NEXT SPECIAL COUNCIL MEETINGS:

**NOVEMBER REGULAR MEETINGS RESCHEDULED TO ACCOMMODATE
THANKSGIVING HOLIDAY**

THURSDAY, NOVEMBER 2, 2017 - 7:00 P.M.

THURSDAY, NOVEMBER 16, 2017 -7:00 P.M.

NEXT COUNCIL WORKSHOPS:

THURSDAY, OCTOBER 26, 2017 - 6:00 P.M. KLTV PROGRAM REVIEW

**THURSDAY, NOVEMBER 2, 2017 - 6:00 P.M. REVIEW OF ORDER OF BUSINESS AND
PROCEDURES FOR COUNCIL MEETINGS, INCLUDING CONSTITUENTS' COMMENTS**