



# 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*

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Thursday, October 26, 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**

3. **ROLL CALL**

4. **APPROVAL OF MINUTES**

[17-5155](#) COUNCIL MINUTES, OCTOBER 12, 2017

Attachments: [10.12.2017 Minutes for Approval](#)

5. **CHANGES TO THE AGENDA**

6. **PRESENTATIONS & AWARDS**

[17-5163](#) REPORT FROM SISTER CITY DELEGATION THAT VISITED WAKO,  
JAPAN

[17-5154](#) FOOD FOR THOUGHT PROGRAM RECOGNITION

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**  
Council Initiative: Address Quality of Place Issues

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

**SUMMARY STATEMENT:**

Food for Thought was a free summer literacy, activity, and meal program conducted for 24 days during July and August at Archie Anderson Park. The Program was developed collaboratively with Longview Public Library Youth Services, WSU Cooperative Extension 4H Youth Services, and members of the Longview Early Edition Rotary Club to engage children in literacy and nutrition education, as well as movement and fitness activities. The program also partnered with Longview School District Nutrition Services who provided 1,316 lunches for an average of 56 per day, and 805 snacks for an average of 34 per day, for those individuals 18 years old and younger at the site.

With 48 registered children in the program, and an average of 30 children participating actively in the program each day, Food for Thought was brought to life by dedicated volunteers from numerous local organizations.

We would like to formally thank our partners in the program, Longview Public Library, Longview School District, and WSU Cooperative Extension for their support, and Valley View Christian Fellowship and Longview Early Edition Rotary who donated countless hours of their time and energy throughout the program.

And finally, the program would not have taken place without the generous financial support of Longview Early Edition Rotary, Peach Health Nutrition Services, and Millennium Bulk Terminals. Your investment of time, resources, and care in our community touched the lives of nearly 50 children this summer and is part of what makes this community great.

**RECOMMENDED ACTION:**

No action is required. This report is for your information only.

**STAFF CONTACT:**

Jennifer Wills, Director Parks & Recreation

7. **CONSTITUENTS' COMMENTS (Thirty Minutes)**

8. **PUBLIC HEARINGS**

[17-5152](#)

**PUBLIC HEARING REGARDING MORATORIUM EXTENSION**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Address quality of place issues

**CITY ATTORNEY REVIEW:** Required

**SUMMARY STATEMENT:**

RCW 35A.63.220 requires a legislative body that adopt or extends a

moratorium or interim zoning ordinance, without holding a public hearing on the proposed moratorium or interim zoning ordinance, shall hold a public hearing on the adopted moratorium within 60 days of this adoption. On August 31, 2017 Council adopted Ordinance 3357 extending the moratorium on applications for emergency shelters, necessitating that a public hearing be held within 60 days of that action and that findings in support of the extension be adopted.

**RECOMMENDED ACTION:**

Conduct public hearing on the extension of the moratorium, and adopt findings in support of that action, in order to comply with RCW 35A.63.220.

**STAFF CONTACT:**

James J. McNamara, City Attorney  
Steve Langdon, Planning Manager

[17-5159](#)

**RESOLUTION NO. 2241 - ADOPTING FINDINGS OF FACT FOR MORATORIUM****STAFF CONTACT:**

James J. McNamara, City Attorney  
Steve Langdon, Planning Manager

**Attachments:** [RES 2241 Adopting Findings of Fact for Moratorium.pdf](#)

[17-5153](#)

**ORDINANCE NO. 3361 - ENDING THE MORATORIUM UPON THE ACCEPTANCE OF APPLICATIONS FOR EMERGENCY SHELTERS UNDER LMC 19.09.223****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Preserve and enhance neighborhoods, address quality of place issues

**CITY ATTORNEY REVIEW:** Required

**SUMMARY STATEMENT:**

On September 28, 2017 the City Council adopted Ordinance 3358, addressing the siting of emergency shelters, thereby removing the need for a moratorium on applications for such shelters to remain in place, once that ordinance became effective.

**RECOMMENDED ACTION:**

Motion to adopt Ordinance Number 3357.

**STAFF CONTACT:**

James J. McNamara, City Attorney  
Steve Langdon, Planning Manager

**Attachments:** [OR 3361 Ending the Emergency Shelter Moratorium October 26.pdf](#)

**9. BOARD & COMMISSION RECOMMENDATIONS**

[PC 2017-4](#)  
[10/26/17](#)

**PROPOSED ZONING CODE AMENDMENTS TO ALLOW CITY PUMP STATIONS IN ALL RESIDENTIAL, COMMERCIAL AND INDUSTRIAL ZONING DISTRICTS**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Preserve and enhance neighborhoods

**CITY ATTORNEY REVIEW:** N/A

**SUMMARY STATEMENT:**

At the request of the City's public works department, the Planning Commission initiated a zoning code amendment process to allow City water, sewer or drainage pumps to be permitted outright in the City's residential, commercial and industrial zoning districts and exempt them from setback requirements.

The City is in the process of replacing various pump stations around the City. Many of the existing pump stations were placed underground including the electrical control panel. It is no considered safe to have someone working on an electrical control panel in a confined underground damp space. Thus, for new pump stations, standard practice is to locate the control panel in a small building. There is not always room in the right-of-way to place the building so the building might need to be placed on a privately-owned or publicly-owned lot. Currently, the majority of the zoning districts only allow public utility structures (poles, cabinets, etc.) and not buildings (a structure that has a roof).

The proposal also would exempt pump stations from needing to meet the zoning districts setback requirements. The water, sewer, and drainage lines are usually located in the street right-of-way. The associated pump station building and equipment need to be near the utility line. Setback requirements are contrary to that need.

At their regular October 4 meeting, the Longview Planning Commission held a public hearing on the proposed amendments. No one from the public spoke. Following the public hearing, the Planning Commission voted unanimously to recommend approval of the draft code amendments.

**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:** [Staff report to Planning Commission](#)

[Memo - Planning Commission recommendation](#)

[SEPA documents](#)

[PC 2017-5](#)  
[10/26/17](#)

**PROPOSED ZONING CODE AMENDMENTS TO ALLOW PERSONAL SERVICE ESTABLISHMENTS IN THE RIVERFRONT DISTRICT**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Preserve and enhance neighborhoods

**CITY ATTORNEY REVIEW:** N/A

**SUMMARY STATEMENT:**

At their August 24 regular meeting, the City Council passed a motion to:

Direct the Planning Commission to examine allowing personal service establishments in the Riverfront (RF-1) District and forward a recommendation back to the City Council within 90 days.

The City Council's direction was prompted by property owners and lessees in the RF-1 district who want personal services to be allowed in the district.

"Retail stores of all description ..." are already allowed in the RF-1 district. Typically, when retail uses are allowed, personal services are also allowed since they have similar impacts on a neighborhood. Under the proposal, the following subsection would be added to LMC Section 19.35.010 Uses Permitted: (24) Personal service establishments.

The definition of a personal service establishment is:

**19.09.495 Personal service establishment.**

"Personal service establishment" means an establishment that offers specialized goods and services including barbershops, beauty shops, dry cleaning, tanning salons, tattoo parlors, clothing repair or tailoring and other similar establishments.

At their regular October 4 meeting, the Planning Commission held a public hearing on the proposed zoning code amendments. No one from the public spoke. Following the public hearing, the Planning Commission voted unanimously to recommend approval.

**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:** [Staff report to Planning Commission](#)

[Map showing Riverfront District](#)

[SEPA documents](#)

**10. ORDINANCES & RESOLUTIONS****11. MAYOR'S REPORT AND COUNCILMEMBERS' REPORTS****11. A MAYOR'S REPORT****11. B COUNCILMEMBERS' REPORTS****12. CONSENT CALENDAR**[17-5151](#)**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: \$1,837,851.41**

**SECOND HALF OCTOBER 2017 PAYROLL:**

\$3,727.66, checks no. 207162-207165  
\$711,245.38, direct deposits  
\$502,195.13, wire transfers  
\$1,217,168.17 Total

**STAFF CONTACT:**

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

[17-5164](#)**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:**

Guadalupe Rocha, DOI: 10/19/2017. Claimant alleges that a city employee struck her vehicle driving through an intersection.

**DENIED:**

Wendy Yan, DOI: 02/05/2017. Claimant alleges that a city owned tree was not properly maintained, resulting in branches falling on vehicle and causing damage during a snow storm.

**STAFF CONTACT:**

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

[RS 17 2243](#)

**RESOLUTION NO. 2243 - SET A PUBLIC HEARING TO VACATE A 12.5 FOOT WIDE SECTION OF EXCESS ALLEY RIGHT OF WAY ABUTTING LOT 1, CLEEK'S FIRST ADDITION**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Preserve and enhance neighborhoods

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

Mark Scroggins, who represents 100% of the abutting property, has submitted a request to vacate a 12.5 foot wide section of unimproved alley right-of-way lying adjacent to Lot 1, Cleek's First Addition located at 904 12th Avenue. The next step in processing this request for right of way vacation is to schedule a public hearing for the city council to consider the request. Resolution No. 2243 will set the public hearing for November 16, 2017 at 7:00 pm.

**RECOMMENDED ACTION:**

Motion to approve Resolution No. 2243.

**Attachments:** [Resolution #2243 Set Hear.904.12th.Alley.Vac](#)  
[Map.904.12th.Alley.Vac](#)

**13. CITY MANAGER'S REPORT**

[17-5158](#)

**CITY'S FINANCIAL SUPPORT FOR PATHWAYS 2020****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Strengthen economic conditions and create new opportunities

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

Pathways 2020 is a non-profit organization "dedicated to improving the quality of life in Cowlitz County through collaborative partnerships, resource mobilization, strategic planning and program development. Its mission is to promote and improve the health and well being of Cowlitz County by fostering community partnerships that provide the fabric and support each person needs to be a healthy and contributing member of the community." Please refer to the Pathways 2020 website at [www.pathways2020.org](http://www.pathways2020.org) <<http://www.pathways2020.org>> for detailed information about the organization's services, activities, and work products.

The organization operates under the administrative umbrella of the CEDC, but has its own separate board of directors. (Full disclosure: I was a member of the Pathways 2020 board for about two years between the spring of 2015 and the spring of 2017.) Pathways 2020's board is planning to focus their work during the coming year on the topics of economic vitality and education. Attached are notes about their strategies and planned activities for the economic vitality initiative; preparation of the education component is not yet complete.

Since entering into an MOU in 2008, the City has supported Pathways 2020's biennial Community Report Card through a contract approved by the

Cowlitz-Wahkiakum Council of Governments for that particular project; the CWCOG's member fee formula is the mechanism by which CRC financial participation amounts are determined for the City and a dozen other CWCOG members.

The biennial nature of the CRC means that 2018 will be a "research year" for that publication. Issues to be addressed and data to be gathered for it are decided and the necessary research takes place one year, then publication and dissemination occur the next. Funding for the project varies each year based on figures submitted to the CWCOG by Pathways 2020. The City's allocated financial support for the CRC was about \$8,000 this year (a production year), it would be nothing in 2018 (the research year), and it might be expected to return to \$8,000 in 2019 (another production year).

Last month the CWCOG conducted a survey of its contributing members about the CRC. I solicited input from the city council and department heads in order to respond to that survey and heard there was little perceived value in the CRC as it pertains to the work of the City. It may have broader community value, but it hasn't recently consciously impacted the development of our work plan or the programs and services we provide.

**RECOMMENDED ACTION:**

Motion to direct the city manager to give the CWCOG notice that the City is terminating its financial support of Pathways 2020.

**STAFF CONTACT: Dave Campbell, City Manager**

**Attachments:** [Pathways 2020 Economic Vitality Strategies 2017.pdf](#)

**14. MISCELLANEOUS**

[17-5140](#)

**WASHINGTON STATE LIQUOR AND CANNABIS BOARD REQUESTS**

**Attachments:** [MJ Renewal 10-17.pdf](#)

[LL Renewals 10-17.pdf](#)

[LL-Spec Occ- LCSchool Gardens.pdf](#)

[LL Spec Occ Chamber 10-17.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 SPECIAL COUNCIL MEETINGS:**

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

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

**THURSDAY, OCTOBER 16, 2017 - 7:00 P.M.**

**NEXT COUNCIL WORKSHOPS:**

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

**THURSDAY, NOVEMBER 16, 2017 - 5:00 P.M. UTILITY RATES/IMPLEMENTATION OF NEW STORMWATER MANAGEMENT REGULATIONS**