



# City of Longview

1525 Broadway  
Longview, WA 98632  
[www.ci.longview.wa.us](http://www.ci.longview.wa.us)

## Agenda - Final

### City Council

*Mayor Don Jensen*  
*Council Member Ken Botero*  
*Council Member Chet Makinster*  
*Council Member Steve Moon*  
*Council Member Scott Vydra*  
*Mayor Pro Tem Michael Wallin*  
*Council Member MaryAlice Wallis*

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Thursday, February 8, 2018

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**

[18-5308](#) COUNCIL MINUTES, JANUARY 25, 2018

*Attachments:* [1.25.18 Minutes for Approval](#)

5. **CHANGES TO THE AGENDA**

6. **PRESENTATIONS & AWARDS**

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

8. **FOLLOW-UP TO PAST CONSTITUENTS' COMMENTS**

9. **PUBLIC HEARINGS**

10. **BOARD & COMMISSION RECOMMENDATIONS**

11. **ORDINANCES & RESOLUTIONS**

[18-5303](#)

**ORDINANCE NO. 3372: AMENDING LMC 13.01.120 RELATING TO PARK  
USE REGULATIONS TO PROHIBIT DOGS RUNNING LOOSE IN CITY  
PARKS**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Quality of Place

**CITY ATTORNEY REVIEW: REQUIRED**

**SUMMARY STATEMENT:**

On January 25, 2018, Council approved a motion to direct the City Attorney to draft an ordinance containing changes to LMC 13.01.120 specifically addressing dogs running loose.

The motion at the meeting approved the change to LMC 13.01.120 (6) removing the designation of a ~~female~~ dog or other animal ~~during mating period~~ to a requirement that all dogs and other animals are mandated to be on a leash not more than six feet (6') in length and physically controlled. Permitting such a dog to be unleashed shall be considered a violation of this chapter. This provision shall not apply to the Gerhart Gardens off-leash dog park.

At the January meeting, additional discussion occurred about possible amendments to the original motion that may come forward. Councilmember Wallis has recommended a proposed amendment to the original motion to exclude 7th Avenue Park, John Null Park, and Roy Morse Park. The exclusion does not alter LMC 13.01.110 to where animals are prohibited at all times in certain areas such as public beaches, fountains, organized athletic areas, sports fields, playgrounds, or golf courses except in areas designated as "pet areas". This section also shall not apply to dog guides, service animals, or dogs performing law enforcement activities.

**RECOMMENDED ACTION:**

Motion to approve Ordinance No. 3372

**STAFF CONTACT:**

Jennifer Wills, Director of Parks and Recreation

**Attachments:** [Leash Law - Ordinance 3372](#)

[Amended Leash Law - Ordinance 3372](#)

**RS 18 2258**

**RESOLUTION NO. 2258 - EMERGENCY DECLARATION FOR SEWER  
PUMP STATION FAILURE AT 2402 38TH AVENUE**

**COUNCIL INITIATIVE ADDRESSED:**

Provide sustainable water quality & environmental infrastructure

**CITY ATTORNEY REVIEW: REQUIRED**

**SUMMARY STATEMENT:**

On Thursday, January 25, 2018, the sewer lift station located at 2402 38th

Avenue failed causing the pump station to flood. The pumps, motors, and electrical and control systems were flooded and must be repaired or replaced immediately to return the sewer pump station to service. Temporary bypass pumping has been installed to keep the sewer system functioning.

Under RCW 39.04.280, the city manager may declare an emergency and direct staff to respond to the emergency situation, and may award all contracts necessary to address the emergency. Within two weeks of award of the first emergency contract, the City Council must adopt findings and ratify the declaration of an emergency. Resolution No. 2258 will adopt findings and ratify the emergency declaration.

**FINANCIAL SUMMARY:**

The cost to complete the repair and replacement work is estimated at \$60,000. This emergency repair work will be funded by the Sewer Construction Fund.

**RECOMMENDED ACTION:**

Motion to adopt Resolution No. 2258.

**STAFF CONTACT:**

Jeff Cameron, Public Works Director

**Attachments:** [Res #2258 Emergency Declaration 2402 38th PS](#)

[Memo - City Mgr Emergency Declaration 2402 38th PS](#)

**12. MAYOR'S REPORT**

[18-5307](#)

**APPOINTMENT OF INTERIM CITY MANAGER**

**CITY ATTORNEY REVIEW: N/A**

**SUMMARY STATEMENT:**

With Dave Campbell's departure from the City as of January 31, 2018, it is advisable to appoint an Interim City Manager until the ongoing City Manager selection process is complete and the newly hired City Manager assumes his or her duties.

The positions of City Manager and Assistant City Manager are set forth at LMC 2.21, though the provisions regarding creating an Interim City Manager are addressed by state law.

Authority to appoint an Interim City Manager is contained in RCW 35A.13.150 which provides:

The council may designate a qualified administrative officer of the city or town to perform the duties of manager:

(1) Upon the adoption of the council-manager plan, pending the selection and appointment of a manager; or

(2) Upon the termination of the services of a manager, pending the selection and appointment of a new manager; or

(3) During the absence, disability, or suspension of the manager.

**RECOMMENDED ACTION:**

Motion to appoint \_\_\_\_\_ as Interim City Manager until such time as the City Council selects a new City Manager and he or she assume their duties.

[18-5298](#)

**ADOPT 2018 COUNCIL COMMITTEE ASSIGNMENTS**

**CITY ATTORNEY REVIEW: N/A**

**SUMMARY STATEMENT:**

At the January 18 workshop, city council assigned council members to various community boards and committees.

Attached is the 2018 Committee Assignments for approval.

**RECOMMENDED ACTION:**

Motion to adopt the Longview city council 2018 committee assignments

**STAFF CONTACT:**

City Council Members

**Attachments:** [2018 Council BC assignments](#)

[18-5299](#)

**APPOINTMENT OF GEORGE BRAJCICH TO THE SALARY COMMISSION**

**CITY ATTORNEY REVIEW: N/A**

**SUMMARY STATEMENT:**

Due to member Dan Smith moving from the area, the Salary Commission is in need of a new member. The mayor recommends the appointment of George Brajcich to an unexpired term through 12/31/18.

**RECOMMENDED ACTION:**

Motion to appoint George Brajcich to the Salary Commission to an unexpired term that will expire 12/31/18.

**STAFF CONTACT:**

Don Jensen, Mayor

**13. COUNCILMEMBERS' REPORTS**

**14. CONSENT CALENDAR**

[18-5306](#)

**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 FEBRUARY 2018 ACCOUNTS PAYABLE: \$1,566,305.61**

**SECOND HALF JANUARY 2018 PAYROLL:**

\$80,954.95, checks no. 207282-207298

\$689,024.37, direct deposits

\$938,176.53, wire transfers

\$1,708,155.85 Total

**STAFF CONTACT:**

Kaylee Cody, City Clerk

John Baldwin, Fiscal Analyst

Jackie Rodgers, Human Resources Specialist

[OR 18 3373](#)

**ORDINANCE NO. 3373: AMENDING THE COMPREHENSIVE PLAN MAP AND THE ZONING MAP FOR A PARCEL ADDRESSED AS 4138 OCEAN BEACH HIGHWAY**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Strengthen economic conditions & create new opportunities

**CITY ATTORNEY REVIEW:** Required

**SUMMARY STATEMENT:** At their January 25 meeting, the City Council considered a recommendation from the Planning Commission to amend the Comprehensive Plan Future Land Use Map and the Zoning Map for a lot addressed as 4138 Ocean Beach Highway. Per the attached ordinance, the Comprehensive Plan classification would change from Medium Density Residential to Community Commercial. The zoning map designation would change from R-2 Residential District to General Commercial District. Charles Bond is the applicant.

The City Council unanimously passed a motion to accept the Planning Commission's recommendation and direct the City Attorney to prepare an ordinance for council review and approval. Ordinance No. 3373 is attached.

**RECOMMENDED ACTION:**

Motion to approve Ordinance Number 3373.

**STAFF CONTACT:**

Jim McNamara, City Attorney

Steve Langdon, Planning Manager

**Attachments:** [Ordinance No 3373](#)

[18-5304](#)**RESOLUTION NO. 2256: CREATION OF NEW ECONOMIC DEVELOPMENT DISTRICT COVERING COWLITZ AND WAHIAKUM COUNTIES****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Strengthen economic conditions and create new opportunities

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

Staff for the CWCOC have been working on the creation of a new two-county (Cowlitz and Wahkiakum) economic development district to replace the existing three-county district (which also includes Lewis).

Among other things, an economic development district allows the region to receive planning grants to develop, maintain, and implement a comprehensive economic development statement (CEDS), and the region's participants to apply for and compete for funding from the U.S. Economic Development Administration for public works grants and economic adjustment programs. The public works grants enable communities to update or revitalize their infrastructure to attract new industry or encourage business expansion. The city received such a grant about ten years ago to help pay for the extension of S Weber Avenue in the Mint Farm Industrial Park, and staff are currently considering applying for such grant to help pay for the extension of Beech Street east of Oregon Way if an LID is created for that purpose.

**RECOMMENDED ACTION:**

Motion to approve resolution no. 2256 the creation of a new two-county economic development district to replace the existing three-county district.

**Attachments:** [Reso No 2256 Economic Dev District](#)

[18-5305](#)**RESOLUTION NO. 2257: APPROVING NEW 911 COMMUNICATIONS CENTER GOVERNANCE ORGANIZATION****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Enhance public safety and emergency response

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

Since last June the E-Board and the 911 Council for the Cowlitz County Communications Center have held several individual and combined meetings to consider and review the initial steps in establishing a new governance structure for the communications center.

The reason for undertaking consideration of a new governance structure could be summed up as a general dissatisfaction among user agencies with the existing structure. The interlocal agreement (ILA) that is the basis for the

existing structure dates back to 1991 and has been amended on multiple occasions since then. Under that agreement and current practices for operation and oversight of the center, the E-Board, 911 Council, and the Board of County Commissioners all have certain responsibilities and authority; there is also a Combined Users Committee representing law enforcement and fire/EMS responders that provides feedback to the center director about day-to-day dispatch operations and makes recommendations about service levels and performance standards.

The responsibilities and authority among these groups overlap and have evolved to the point that some of what is provided for in the agreement is not practiced in reality today. The communications center is a county department staffed with county employees and located in a county building, and the county's view is that the county commissioners are the ultimate decision makers for the budget, facilities, personnel, policies, procedures, and operations. For some, the existing governance model is not only convoluted but also inappropriate because decisions made by the groups that have representation from the other parties to the ILA who pay most of the costs to operate the center are subject to modification by the commissioners.

Reinke and Associates (Steve Reinke, principal) was contracted to facilitate the governance review. Three options were identified early on: (1) continue as a county department; (2) create a new, stand-alone entity; or (3) consolidate/contract with another communications center.

The recommended model to pursue is to create a new, stand-alone entity, under the auspices of state public development authority law. The attached resolution calls on the county commissioners to re-establish Cowlitz County public safety answering point (PSAP, i.e., the communications center) as an independent public authority.

**RECOMMENDED ACTION:**

Motion to approve resolution no. 2257 endorsing the recommended new governance model for the Cowlitz County communications center.

Attachments: [Reso No 2257 911 Center](#)

[18-5310](#)

**PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH GIBBS & OLSON FOR BEECH STREET BOX CULVERT REPLACEMENT DESIGN**

**COUNCIL INITIATIVE ADDRESSED:**

Provide sustainable water quality and environmental infrastructure

**CITY ATTORNEY REVIEW: REQUIRED**

**SUMMARY STATEMENT:**

Staff has identified the need to replace the existing Beech Street drainage box culvert from 21st Ave to 27th Ave due to aging and rotting timber structure underground. The box culvert is approximately 2,600 linear feet in length and is located in the 40-foot wide median along Beech Street, with 7 street crossings.

The Highlands Neighborhood Revitalization Plan completed in 2008 included a

concept for a pathway and a water quality swale in the Beech Street median. In November 2011, the City hired the firm Berger-ABAM to develop conceptual designs to replace the box culvert, evaluate the potential for low impact development concepts manage runoff, evaluate options to enhance the Beech Street median, and participate in public outreach in the Highlands neighborhood community. This evaluation included a concept to remove the box culvert and convert the median to an open ditch conveyance system with landscaping and neighborhood amenities. After evaluating the surface and pipeline hydraulic grades in the area, and holding neighborhood meetings, the concept of open drainage was determined to not be feasible, and the neighborhood was opposed to providing amenities on the median due to safety concerns. The conclusion was to replace the existing box culvert with new underground pipes. Due to construction impacts, this project may result in the installation of a number of new accessible sidewalk ramps.

In accordance with state law, staff selected Gibbs & Olson as the most qualified firm and negotiated a scope of work and cost to provide design services as outlined in the proposed scope of work.

**FINANCIAL SUMMARY:**

The estimated cost of the professional services agreement is \$425,660, which will be funded by the Storm Water Fund.

**RECOMMENDED ACTION:**

Motion authorizing the City Manager to execute an agreement with Gibbs & Olson.

**STAFF CONTACT:**

Samuel Barham, Project Engineer

**Attachments:** [Gibbs & Olson Engr Scope of Work](#)

**15. CITY MANAGER'S REPORT**

[18-5302](#)

**PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH HARPER HOUF PETERSON RIGHELLIS FOR NICHOLS BLVD REHABILITATION DESIGN**

**COUNCIL INITIATIVE ADDRESSED:**

Improve Transportation Systems

**CITY ATTORNEY REVIEW: REQUIRED**

**SUMMARY STATEMENT:**

The City of Longview Transportation Benefit District was formed to meet the City Council desire to improve roads in Longview. The first project identified in the District's Transportation Improvements Plan, the 15th Avenue Overlay Project, was completed in 2017. Due to staff workload and to ensure the second scheduled project is completed in a timely manner, staff recommends contracting with a consultant to design to the Nichols Blvd Overlay project.



The Nichols Blvd Overlay project will resurface Nichols Blvd from Louisiana Street to just south of 26th Avenue, and update accessible ramps and pedestrian signal equipment comply with ADA requirements.

In accordance with state law, staff selected Harper Houf Peterson Righellis Inc (HHPR) as the most qualified firm to complete this design and negotiated a scope of work and cost to provide services as outlined in the proposed scope of work.

**FINANCIAL SUMMARY:**

The estimated cost of the professional services agreement is \$281,000, which will be funded by the Transportation Benefit District. The project design and construction is planned to be debt financed, with the debt service payments made by the Transportation Benefit District.

**RECOMMENDED ACTION:**

Motion authorizing the City Manager to execute an agreement with HHPR.

**STAFF CONTACT:**

Manuel Abarca, PE, Traffic Engineer

**Attachments:** [HHPR Scope of Work](#)

[18-5309](#)

**LATECOMER AGREEMENT - ALTER STREET SEWER EXTENSION NO 1**

**COUNCIL INITIATIVE ADDRESSED:**

Provide sustainable water quality & environmental infrastructure

**CITY ATTORNEY REVIEW: REQUIRED**

**SUMMARY STATEMENT:**

Alter Street is a dead-end private road off of 40th Avenue south of Ocean Beach Highway, outside of Longview city limits. There are 15 homes along the street, 13 of which used septic sewer systems. The septic systems along the street have begun failing and property owners are requesting sewer service from the City (Alter Street is within the City's sewer service area). Serving all of the properties on the street would require installation of 517 feet of sewer main.

A private property owner constructed the first 97 feet of sewer main to provide service to their property, and has requested a Latecomer Agreement with the City. A Latecomer Agreement is a mechanism that allows a property owner or developer who installed utility improvements, to recover a portion of the costs of those improvements from other property owners who later develop property in the vicinity and use the improvements. The Latecomer Agreement is valid for twenty (20) years and requires the City to collect a proportionate fee from those who later connect to the facility, and remit those fees to the person who paid for the original installation of the facility.

State law requires the City to execute a Latecomer Agreement when that individual, at their own expense, installs public utilities that are then available to other properties. In this case, other property owners on Alter Street must connect to the newly installed sewer main if they choose to connect to the

City's sewer system. Staff expects all 13 properties to eventually connect to the sewer system as their septic systems fail because they are not likely to be permitted to install new septic systems due to the small lot sizes and high groundwater conditions. Staff anticipates two or more additional Latecomer Agreements will be requested on Alter Street in the future.

**FINANCIAL SUMMARY:**

Latecomer fees due from each future connection on Alter Street will be collected by the City and passed through to the Latecomer Agreement owner. The City will also collect a \$100 administrative fee per connection.

**RECOMMENDED ACTION:**

Authorize the City Manager to execute the Latecomers Agreement for Alter Street Sewer Extension No. 1.

**STAFF CONTACT:**

John Axford, PE, Utilities Engineer

**Attachments:** [Alter Street Latecomer Agreement](#)

[Alter Street Latecomer Agreement Exhibit A](#)

[Alter Street Latecomer Agreement Exhibit B](#)

[AttachPW Alter Street Vicinity Map](#)

[18-5301](#)

**LONGVIEW POLICE STATION REMODEL - ELEVATOR UPGRADE****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Enhance public safety and emergency response

**SUMMARY STATEMENT:**

The Longview Police Department remodel is nearing completion and will be ready to furnish by late-February. The remodel incorporated several components necessary to bring the building into compliance with current fire code due to the additional occupied areas. Egress issues have been addressed in the building and parking garage, and a fire alarm system is being installed to provide monitoring and alarming on all three levels. In accordance with code, the new fire alarm system is designed to override certain elevator functions such that the elevator car will automatically recall itself to an alternate floor if heat/smoke is detected, or upon loss of power. However, the elevator is original to the 1968 building and too old to be integrated with the fire system.

Because the second floor of the LPD building exceeds 3000 SF, and due to the Americans With Disabilities Act (ADA) requirements, building code requires a working elevator. And because the elevator travels more than 25-feet, the code requires emergency recall capability. To provide recall, the elevator must be modernized so it can be integrated with the fire system.

ThyssenKrupp, an elevator installation, repair, and maintenance specialty firm, provided a proposal to modernize the elevator with a new power unit, elevator doors with infrared detectors, pushbutton panels, emergency lighting, ADA phone system, leveling system and landing unit, (for slowing down and stopping in the hoistway), overspeed device (for seismic safety) and controller which will

interface with the fire system. Additional items of work include required to lighting, ventilation and electrical safety in the elevator mechanical room, pit, and hoistway. These improvements are entirely functional and code related and do not include any aesthetic or ambiance related additions.

Once the remodel is complete and the additional office space occupied, the elevator will be used more frequently. The operations and maintenance history shows periodic controls and mechanical issues, such as not stopping level with the adjacent landing floor, but no major issues or defects that suggest a need to replace the hydraulic jack. As part of the modernization, an overnight load test will be conducted to verify the integrity of the hydraulic system. If the piston is unable to hold position due to hydraulic losses, the hydraulic jack may need to be replaced. Jack replacement is not included at this time because there is no visible evidence of leaks and the load test has not been performed. If jack replacement is recommended after the load test, further investigation would be required to accurately determine the cost, but replacement could run between \$60,000 and \$100,000 depending on how it is installed (steel cased or soil imbedded), concrete removal, drilling contractor, groundwater elevation, etc.

**FINANCIAL SUMMARY:**

The remodel project and parking garage repair is being funded by the Public Safety Fund with a total approved budget of \$1,242,000. The cost of the completed building renovation is estimated at \$1,092,000 plus \$150,000 for necessary repairs to the parking structure. The Public Safety Fund is projected to have a remaining fund balance of \$895,000 after the LPD remodel and parking garage repairs are completed. The total estimated cost of the proposed elevator modernization is \$100,000, which would leave a remaining Public Safety Fund balance of \$795,000.

Other planned expenditures from the Public Safety Fund include:

\$130,000 - Lighting improvements at locations on Ocean Beach Highway and flashing lights at crosswalks on 30th at Hudson St and on Nichols Blvd at 16th Ave

\$280,000 - Mid-block crosswalks on 3rd Ave north of Hudson St and on 30th Ave at Columbia Valley Gardens Elementary School

\$72,000 - Local matching funds for the 15th Ave and Washington Way corridors signal upgrade projects

\$300,000 - Traffic Engineer salary for 2018 through 2020.

\$782,000 - Total

Completion of the LPD Remodel and related work, plus the other planned expenditures, will essentially deplete the Public Safety Fund.

**RECOMMENDED ACTIONS:**

Motion authorizing upgrade of the LPD elevator and use of the Public Safety Fund to pay for the upgrade.

**STAFF CONTACT:**

Amy Blain, Project Engineer

[18-5311](#)

**CITY HALL ELECTRONIC MESSAGE SIGN INSTALLATION****COUNCIL INITIATIVE ADDRESSED:**

Address quality of place issues.

**CITY ATTORNEY REVIEW: NOT REQUIRED****SUMMARY STATEMENT:**

The City of Longview uses various means and methods to communicate to the public. In the past one of the most effective means to communicate was to use portable changeable message signs (PCMS) positioned at various locations to advertise City related events, meetings, and issues. The City became aware that using PCMS for messages not directly related to traffic or construction was a violation of the Manual on Uniform Traffic Control Devices and as such constitutes a violation of state and federal law. The City stopped using PCMS to advertise City related events.

Subsequently, the City Council authorized funds to install an electronic message sign to improve communications to the public. Staff met with a representative from Daktronics, a manufacturer and installer of electronic signs, to develop a sign size and location concept. Staff recommends the electronic message sign be located at the northeast corner of City Hall property at 15th Avenue and Broadway Street. Attached is a Daktronics rendering of the sign at its proposed location.

Daktronics is an authorized bidder/vendor for the King County Directors' Association (KCDA) cooperative purchasing program. The KCDA was founded by school boards in King County to provide cooperative purchasing for their school districts. KCDA has expanded to serve any interested municipality in Washington, and Longview executed an interlocal agreement with them in early 1997. Staff recommends contracting with Daktronics through the KCDA program to acquire and install the electronic sign. Staff will install power to the sign location.

**FINANCIAL SUMMARY:**

The estimated cost of purchasing and installing the electronic message sign is \$34,000. The cost to provide power to the sign is estimated at \$1,000. This purchase is proposed to be funded by the General Fund.

**RECOMMENDED ACTION:**

Motion authorizing purchase and installation of the electronic message sign on City Hall property at the corner of 15th Ave and Broadway.

**STAFF CONTACT:**

Manuel Abarca, PE, Traffic Engineer

**Attachments:** [City of Longview Electronic Sign Concept](#)

[18-5300](#)**R.A. LONG PARK PLAZA RESTORATION****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Address quality of place issues

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

On March 25, 2010, the City Council approved Resolution 1957 adopting the R.A. Long Park Master Plan. This Plan was developed to accomplish three goals: 1) Celebrate the history of R.A. Long Park; 2) Enhance pedestrian and vehicular safety and park access within the Circle; and 3) Increase activity and improve the condition of R.A. Long Park.

The Phase 1 park improvements project was planned to construct a fountain, replace the upper and lower concrete plaza areas, replace the west plaza steps with ADA ramps, upgrade park lighting, repair concrete walkways, and upgrade the existing electrical service. The project was advertised for bids in February 2016; however, the bids significantly exceeded the available budget and all bids were rejected.

After rejecting the bids, staff and the City Council explored ways to reduce the cost of the project and address tripping hazards due to the deteriorated concrete in and around the plaza. Subsequently, the City Council and Historic Preservation Commission agreed to resolve safety issues by removing the upper concrete plaza and portions of the lower plaza, with a commitment to begin construction on replacement of the plaza in 2018. Those plaza areas were removed and replaced with grass.

At a workshop on August 15, 2017, staff presented several conceptual design options for City Council consideration:

1. Replace the upper and lower plaza with historic-finish concrete and install a fountain in the center of the upper plaza.
2. Replace the upper and lower plaza with historic-finish concrete and install a gazebo in the center of the upper plaza.
3. Replace the lower plaza with historic-finish concrete, the upper plaza with grass, and install a gazebo in the center of the upper plaza.

The City Council directed staff to develop a conceptual design for option 3 and include the park lighting and electrical service upgrades as part of the improvements; and to schedule a joint workshop with Historic Preservation Commission (HPC), Parks and Recreation Board, Project Longview, and the Monticello Hotel owners as project stakeholders to review the project conceptual design.

At a joint workshop on September 18, 2017, staff presented option 3 to the stakeholders but no consensus was reached to accept the presented option. The City Council then directed staff to work with the HPC to develop an option

that would be acceptable to obtain a certificate of appropriateness.

At their September 25, 2017 meeting, the HPC acknowledged the rising costs of construction and funding challenges to restore the plaza, but also expressed the need to retain historically significant features of the plaza and park. The HPC then established the following criteria for developing an acceptable project:

1. HPC will not require colored concrete for the plaza
2. HPC will accept regular concrete with texturing instead in lieu of colored concrete
3. The plaza elevation must be retained
4. The plaza shape/ geometry must be replicated
5. The plaza concrete scoring/ texture patterns must be replicated
6. The plaza landscape hedge border must be retained
7. Agreed with replacing the planned water fountain with a gazebo
8. Final design for the gazebo and concrete scoring/texture patterns are subject to HPC review and approval for the project to qualify for a certificate of appropriateness.

Staff revised the project concept to incorporate these HPC criteria and presented the concept to the City Council on October 12, 2017. However, due to insufficient funding to complete the project, the City Council took no action.

Recently, the City was awarded a State Capital Funding grant to help pay for this project. To determine how to proceed with the project, the mayor formed a City Council committee consisting of Mayor Don Jensen and Councilmembers Ken Botero and MaryAlice Wallis. This committee met on January 31, 2018 to review the current project budget and develop project scope and funding recommendations. The City Council committee recommended proceeding with a project that includes full plaza replacement and ADA ramps, scored and textured concrete without added color, electrical and lighting upgrades, and installing a gazebo instead of a fountain. The committee also recommended adding funds to replace a portion of the defective walkways in the park.

The next steps for the project are to obtain City Council approval to:

1. Approve the project conceptual design as recommended
2. Allocate \$44,000 from the Capital Projects Fund to cover the estimated funding shortfall for construction of the plaza
3. Allocate an additional \$100,000 from the Kuntz Family Trust to replace a portion of the defective walkways in the park

#### **FINANCIAL SUMMARY:**

Current secured project funding is \$300,000 from the Kuntz Family Trust, \$296,000 from the State Capital Fund, and a pledged \$75,000 private donation for the gazebo, for a total of \$671,000. The estimated cost of the plaza restoration project is \$715,000. The City Council committee and staff recommend that \$44,000 be allocated from the Capital Projects Fund to cover that funding shortfall. In addition, the committee recommends that an additional \$100,000 be allocated from the Kuntz Family Trust fund for replacement of a portion of the defective walkways in the park.

**RECOMMENDED ACTION:**

Motion to:

1. Approve the project design as presented
2. Allocate \$44,000 from the Capital Projects Fund
3. Allocate an additional \$100,000 from the Kuntz Family Trust

**Attachments:** [RA Long Park Presentation 2-8-18 Rev](#)[RA Long Park Project Funding Summary 01.31.18](#)**16. MISCELLANEOUS**[18-5295](#)**WASHINGTON STATE LIQUOR AND CANNABIS BOARD REQUESTS****Attachments:** [MJ assump Localamster.pdf](#)[LL Happy House 12518.pdf](#)[LL Assumption Sapporo Grill.pdf](#)**17. 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, FEBRUARY 22, 2018 - 7:00 P.M.****THURSDAY, MARCH 8, 2018 - 7:00 P.M.****NEXT COUNCIL WORKSHOPS:****THURSDAY, FEBRUARY 22, 2018 - 6:00 P.M. MINT VALLEY COMPLEX FINANCIAL REVIEW**