



# City of Longview

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

## Agenda - Final

### City Council

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Thursday, January 10, 2019

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**

[19-5738](#) **SPECIAL COUNCIL MEETING MINUTES, DECEMBER 19, 2018**

*Attachments:* [12.19.2018 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**

[19-5733](#) **PUBLIC HEARING - CONSIDER SEWER UTILITY PROPERTY  
EXCHANGE WITH CONSOLIDATED DIKING IMPROVEMENT DISTRICT  
NO. 1**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**  
Continue effective financial management

**SUMMARY STATEMENT:**

The City of Longview and Consolidated Diking Improvement District No. 1 (CDID) desire to exchange a portion of the City's abandoned West Longview

Lagoons Sewer Treatment Plant property for a portion of CDID property adjacent to the City's abandoned Fishers Lane Water Treatment Plant, to provide for increased flexibility and expanded use of each parties' property. Access and maintenance easements will also be granted to CDID at the Lagoon site to ensure future access to their Ditch 10, and at the Fishers Lane site to ensure future access to the Cowlitz River levee. Attached are drawings showing the proposed property transfers and easements.

In accordance with RCW 35.94.040, the City must conduct a public hearing prior to conveying the City's public sewer utility property at the abandoned West Longview Lagoons Sewer Treatment Plant site. Resolution No. 2287 later on the agenda for this meeting will authorize the city manager to execute the interlocal agreement.

**RECOMMENDED ACTION:**

Conduct the public hearing.

**STAFF CONTACT:**

Jeff Cameron, Public Works Director

Attachments: [CDID Prop Exchange Exhibit A - Lagoons](#)

[CDID Prop Exchange Exhibit B - Fishers Ln](#)

10. **BOARD & COMMISSION RECOMMENDATIONS**

[PC 2019-6  
1/10/19](#)

**ZONING CODE AMENDMENTS REGARDING RECREATIONAL VEHICLE (RV) PARK STANDARDS**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Preserve and enhance neighborhoods

**CITY ATTORNEY REVIEW:** N/A

**SUMMARY STATEMENT:**

The City currently allows recreational vehicle parks (RV parks) in the following zoning districts:

- Mixed Use - Commercial/Industrial District upon receiving a special property use permit
- Heavy Industrial District (only allowed to locate in a public park - Gearhart Gardens Park)
- General Commercial District
- Riverfront District
- County Event Center District (RV parks in this district are only intended for activities at the event center or other community events - occupancy is limited to 14 days in any 30 day period)

Even though RV parks are allowed in the city, the city never adopted development standards for them. Although, Cowlitz County does have health regulations that apply to RV parks whether the park is in an unincorporated or

an incorporated area. See Exhibit A for the two Cowlitz County code sections that apply to Longview. The proposal, if adopted, will provide some basic development standards for RV parks to help ensure that they are compatible with the neighborhood.

The proposal will also clarify the approval process for RV parks. Currently, the approval process is not clearly given or there are differing approval processes depending on the specific zoning district. Under the proposal, all RV parks will be approved through the Binding Site Plan process as given in LMC Chapter 19.90.

The proposed zoning code amendments are intended for short-stay recreational vehicle parks. They are not intended for RV parks where longer stays are allowed.

The Planning Commission held a public hearing on the proposal at their December 12 special meeting. One person provided comments. Following the public hearing, the Planning Commission voted unanimously to recommend approval of the proposed zoning code amendments. The recommended code amendments are attached as Exhibit B.

**RECOMMENDED ACTION:**

Motion to accept the Planning Commission recommendation and direct the city attorney to draft an ordinance for council review and approval

**STAFF CONTACT:**

Steve Langdon, Planning Manager

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

[Exhibit A - Relevant Cowlitz County code](#)

[Exhibit B - Draft code amendments](#)

[Exhibit C - SEPA documents](#)

[PC 2019-1  
1/10/2019](#)

**MT. SOLO ESTATES PRELIMINARY PLAT APPLICATION - CONSIDER  
PLANNING COMMISSION'S RECOMMENDATION**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Preserve and enhance neighborhoods

**CITY ATTORNEY REVIEW:** N/A

**SUMMARY STATEMENT:**

Hinton Development Corporation has applied for preliminary plat approval for a subdivision titled Mt. Solo Estates Phases 1-3. This proposed 92 lot subdivision will be developed in three phases on approximately 30 acres. The first phase will develop 14 lots. The property is located in west Longview and will connect two existing subdivisions of single family homes located between Willow Grove Connection Rd (State Route 432) and Mt. Solo Rd. between the 1900 and 2100 blocks of Branch Creek Drive.

On December 12, 2018, the Longview Planning Commission held a public hearing on the Preliminary Plat application. Following the public hearing, the Planning Commission voted unanimously to recommend approval of the preliminary plat subject to 17 conditions. The recommended approval conditions and finding of fact are given in an attached memorandum. The City Council shall consider the recommendations of the planning commission and may adopt or reject the recommendations of such hearing body based on the record established at the public hearing. Per State law, no new evidence may be introduced at the City Council meeting. The approval of a preliminary plat application is a quasi-judicial decision.

**RECOMMENDED ACTION:**

Motion to grant approval of the Mt. Solo Estates Preliminary Plat application and adopt the findings and conditions of approval recommended by the Planning Commission.

**STAFF CONTACT:**

Adam Trimble, Planner

**Attachments:** [Planning Commission recommendation](#)  
[Staff Report Mt Solo Estates 1-3 Prelim Plat rev1](#)  
[Exhibit A Application Mt Solo Estates 1-3](#)  
[Exhibit B Preliminary Plat](#)  
[Exhibit C SEPA MDNS checklist](#)  
[Exhibit D Public Notice](#)

**11. ORDINANCES & RESOLUTIONS**

[RS 19 2287](#) **RESOLUTION NO. 2287 - INTERLOCAL AGREEMENT WITH CONSOLIDATED DIKING IMPROVEMENT DISTRICT NO. 1 FOR PROPERTY EXCHANGE AND GRANTING EASEMENTS**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Continue effective financial management

**SUMMARY STATEMENT:**

The City of Longview and Consolidated Diking Improvement District No. 1 (CDID) desire to exchange a portion of the City's abandoned West Longview Lagoons Sewer Treatment Plant property for a portion of CDID property adjacent to the City's abandoned Fishers Lane Water Treatment Plant, to provide for increased flexibility and expanded use of each parties' property. Access and maintenance easements will also be granted to CDID at the Lagoon site to ensure future access to their Ditch 10, and at the Fishers Lane site to ensure future access to the Cowlitz River levee.

In accordance with RCW 35.94.040, the City must conduct a public hearing

prior to conveying the City's public sewer utility property at the abandoned West Longview Lagoons Sewer Treatment Plant site. The public hearing was scheduled for earlier during this city council meeting.

Attached are drawings showing the proposed property transfers and easements. Resolution No. 2287 will authorize an interlocal agreement to complete the transfers and easements.

**RECOMMENDED ACTION:**

Motion to approve Resolution No. 2287.

**STAFF CONTACT:**

Jeff Cameron, Public Works Director

**Attachments:** [Res No. 2287 - CDID Agreement for Property Exchange](#)

[Res No. 2287 - Exhibit A - City & CDID Land Exchange Agreement](#)

[CDID Prop Exchange Exhibit A - Lagoons](#)

[CDID Prop Exchange Exhibit B - Fishers Ln](#)

12. **MAYOR'S REPORT**

13. **COUNCILMEMBERS' REPORTS**

14. **CONSENT CALENDAR**

[19-5737](#)

**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 DECEMBER 2018 ACCOUNTS PAYABLE: \$1,372,485.87,  
CHECK NO. 10240-10558**

**FIRST HALF DECEMBER 2018 PAYROLL:**

\$2,236.83, checks no. 99-102

\$752,828.76, direct deposits

\$504,547.07, wire transfers

\$1,259,612.66 Total

**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 JANUARY 2019 ACCOUNTS PAYABLE: \$2,071,151.29**

**SECOND HALF DECEMBER 2018 PAYROLL: NOT AVAILABLE AT TIME  
OF AGENDA POSTING**

**STAFF CONTACT:**

Kaylee Cody, City Clerk  
John Baldwin, Fiscal Analyst  
Chresta Larson, Human Resources Specialist

[19-5741](#)**CITY OF LONGVIEW APPOINTMENTS TO COWLITZ 911 BOARD OF DIRECTORS****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Enhance public safety and emergency response

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

On March 13, 2018 the Cowlitz County Board of Commissioners approved the Ordinance creating the Cowlitz 911 Public Authority; approving a charter therefore; establishing a Board of Directors to govern the affairs of Cowlitz 911; and providing how Cowlitz 911 shall conduct its affairs.

Pursuant to Cowlitz County Code Chapter 2.26.080 - Board of Directors, the board of directors shall consist of the following individuals from the City of Longview;

- a) One City Councilmember, appointed by the Longview City Council
- b) The Longview City Manager, appointed by the Longview City Council
- c) The Longview Police or Fire Chief, appointed by the Longview City Manager on an alternating two-year rotation.

Additionally, each city, board or group represented by a voting director shall designate an alternate public official for each voting director position. The names of all directors and alternates shall be sent to Cowlitz 911 in writing to be filed, and shall be updated in writing whenever the designees are changed.

Alternate directors may attend all board meetings. Alternates for voting directors shall have full powers to vote and act as a director member at all such meetings that such alternate attends in lieu of the regularly designated voting director.

Attachment "A" shall provide for the recommended list of voting directors together with alternates to the Cowlitz 911 Board of Directors.

**RECOMMENDED ACTION:**

Motion to approve the recommended list of Cowlitz 911 Public Authority voting directors and alternates appearing in Attachment "A".

**STAFF CONTACT:**

Kurt Sacha, City Manager

**Attachments:** [Cowlitz 911 Public Authority Appointed Officials Alternates](#)

[19-5740](#)

**RESOLUTION NO. 2288 ADJUSTING CASH WORKING FUND  
BALANCES - MINT VALLEY GOLF COURSE**

**COUNCIL STRATEGIC INITIATIVE ADDRESS:**

Council Initiative: Address Quality of Place Issues

**CITY ATTORNEY REVIEW: REQUIRED**

**SUMMARY STATEMENT:**

On January 1, 2019, the City of Longview transitioned the entire management of the Mint Valley Golf Course to the Parks and Recreation Department. The City now employs staff members to manage the golf pro shop and the daily operation of the course. The Mint Valley Golf Course requests \$500 from the working cash fund to provide sufficient change, thereby, allowing staff to operate efficiently and make change for various user purchases and greens fees.

**RECOMMENDED ACTION:**

Motion to adopt Resolution No. 2288

**Attachments:** [Resolution 2288 Petty Cash Resolution - Mint Valley](#)

[PROJ #108](#)

**PROJECT COMPLETION - LONGVIEW POLICE STATION PARKING  
GARAGE REPAIRS**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Enhance public safety & emergency response

**SUMMARY STATEMENT:**

The Longview Police Station Parking Garage Repairs project has been completed in accordance with the plans and specifications under Contract No. 18-2362-B entered into between the City of Longview and Western Specialty Contractors. The City Council must accept the project as complete before final contract closeout can be accomplished.

**RECOMMENDED ACTION:**

Motion to accept as complete the Longview Police Station Parking Garage Repairs project.

**STAFF CONTACT:**

Craig Bozarth, City Engineer

**15. CITY MANAGER'S REPORT**

[19-5736](#)**2019 STATE LEGISLATIVE AGENDA****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: All

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

Attached is a draft of the city's 2019 State Legislative Agenda. The City Council reviewed an earlier version of this agenda at a workshop on November 8, 2018, and this version was presented for discussion with 19th District legislators at a dinner meeting on December 12, 2018.

Our state legislative agenda is always a work in progress, meaning it is subject to amendment as political and legislative issues change and unanticipated opportunities arise. The city's legislative agenda identifies issues of interest primarily to the City of Longview, but also there are some issues of interest to the "city family" throughout the state by reference to the Association of Washington Cities' legislative agenda. This agenda provides guidance to city representatives for communicating with legislators and other state officials about proposed legislation, rule-writing, and the administration of state programs.

**RECOMMENDED ACTION:**

Motion to adopt the 2019 State Legislative Agenda.

**STAFF CONTACT:**

Kurt Sacha, City Manager

**Attachments:** [2019 State Legislative Agenda \(DRAFT\)](#)[19-5744](#)**SPECIAL 2% LODGING TAX COLLECTIONS IN COWLITZ COUNTY****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**Continue effective financial management  
Address quality of place issues**CITY ATTORNEY REVIEW: N/A****SUMMARY STATEMENT:**

The attached letter addressed to the region's legislative delegation requests that area legislators consider an amendment to the statute governing the collection of the "special 2%" lodging tax provided for within RCW 67.28.181. Unlike most cities in the state, the cities within Cowlitz County currently do not receive this portion of the lodging tax because state statute grants Cowlitz County with the authority for its collection and expenditure. The proposed legislation would allow cities in Cowlitz County to keep more of the revenue that is generated within our borders to fund tourism promotion activities within our individual communities. The requested change would give Cowlitz County cities the same collection



authority as the majority of cities in the state of Washington.

Amending the statute to provide cities in Cowlitz County the same 2% special lodging tax authority that has been given to most other cities within the state of Washington would not raise taxes but would double the amount of revenue each city is currently collecting. The additional 2% special lodging tax for the City of Longview would generate approximately \$40,000.00.

**RECOMMENDED ACTION:**

Motion to authorize the Mayor to sign the letter requesting consideration of the "Special 2%" Lodging Tax in Cowlitz County.

**STAFF CONTACT:** Kurt Sacha, City Manager

**Attachments:** [Cities Joint Letter - Special Lodging Tax Leg Proposal 12202018](#)

16. **MISCELLANEOUS**

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, JANUARY 24, 2019 - 7:00 P.M.**

**THURSDAY, FEBRUARY 14, 2019 - 7:00 P.M.**

**NEXT SPECIAL COUNCIL MEETINGS:**

**THURSDAY, JANUARY 24, 2019 - 6:00 P.M. HOUGH BECK & BAIRD SPORTS  
COMPLEX PRESENTATION**

**SATURDAY, JANUARY 26, 2019 - 8:30 A.M. COUNCIL RETREAT**