



City of Longview

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

Minutes - Draft

City Council

Mayor Don Jensen
Council Member Ken Botero
Council Member Tom Hutchinson
Council Member Chet Makinster
Mayor Pro Tem Mary Jane Melink
Council Member Steve Moon
Council Member Michael Wallin

Thursday, February 26, 2015

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

The meeting was called to order at 7:00 p.m. by Mayor Jensen.

2. INVOCATION*/FLAG SALUTE

The Flag Salute was recited following a moment of silent contemplation.

3. ROLL CALL

Present: 7 - Mayor Don Jensen, Council Member Botero, Council Member Hutchinson, Council Member Makinster, Mayor Pro Tem Melink, Council Member Moon and Council Member Wallin

Staff present:

Interim City Manager/Finance Director Kurt Sacha; City Attorney James McNamara, and City Clerk Ann Davis.

Also present: David Campbell, Assistant City Manager/Director of Parks & Recreation; John Brickey, Director of Community Development; Jeff Cameron, Public Works Director; Todd Dodgin, Information Technology Director; Jim Duscha, Police Chief; Phil Jurmu, Fire Chief; Chris Skaugset, Library Director; Chris Smith, Human Resources Director; and Dan Zenger, Fleet Manager.

4. APPROVAL OF MINUTES

On a motion duly made and passed, the reading of the minutes of the regular Council meeting held February 12, 2015, copies of which had been submitted to the Mayor and members of the City Council, was waived and the minutes were approved as if read.

MN 15-0276 COUNCIL MINUTES, FEBRUARY 12, 2015

Attachments: [CNCL MIN 2122015](#)

5. CHANGES TO THE AGENDA

Mayor Jensen advised Council Ian Thompson would be giving a brief presentation on the community gardens program.

6. PRESENTATIONS & AWARDS

Ian Thompson spoke about the community garden program he is leading. This is not a school district program. He showed pictures of Northlake School's garden when established, and another this past summer; this garden is now one acre in size. He showed a picture of Monticello Middle School's garden. It cannot be seen from the street since it is an enclosed courtyard. He showed pictures of St. Helens School garden in 2011 and then again in 2014 to show how much it has grown.

Mr. Thompson said the goals of the program are to get kids outside; get them some hands-on, real-life training, and to educate them about real food: the planing, tending, harvesting, etc. He thanked the many adult volunteers that help him with this project.

Mr. Thompson was commended by Councilmembers Hutchinson, Botero and Makinster for his hard work on this valuable program.

7. CONSTITUENTS' COMMENTS (Thirty Minutes)

William Rayburn, Long Beach, spoke to Council about the school zone traffic camera ticket he was issued in December. Mr. Rayburn said he even took the video apart, frame by frame. The pictures show his vehicle had traveled one car length, approximately 16', in one-half second. By his calculations, he determined he was traveling about 21.8 MPH rather than the 31 MPH the ATS cameras claimed he was traveling. He had presented his findings to Judge Putka when he contested the ticket; however, the judge refused to do the calculations with him.

Mr. Rayburn further said he had obtained a list of all school zone camera tickets and all were for speeds of 31 MPH and over. He concluded that the sensors must be inaccurate. Mr. Rayburn identified himself as an electronics technician and licensed pilot.

Chief Duscha explained that ATS reviews the tapes first, then refers clips to Longview officers for their review. A commissioned officer must authorize issuance of the ticket.

Art Mahlum said he comes to the Council Chamber to address Council with the expectation that Council listens to its citizens. On November 20, which was the last Council meeting he attended, he said he watched four uniformed officers escort Ken Spring from the podium. He felt this was due to a certain staff member's refusal to answer a question directed to him by Mr. Spring. Mr. Mahlum further said later in the evening the staff member offered the information when asked by Council. He felt Mr. Spring was owed an apology.

Council recalled that Mr. Spring had been asked to leave the meeting because he

was swearing, not because of any subject matter he was addressing.

Bill Kasch gave his kudos to Mr. Thompson for the community gardens program. He also said it was "eerie" that his school zone traffic camera ticket was the same as Mr. Rayburn's – his ticket indicated he was going 31 MPH. He had complained to Council about the school zone ticket he had received at the February 12 meeting. He said he spoke with Representative Dean Takko who remarked that the traffic cameras are for the purpose of public safety, not about generating revenue.

What he really intended to address Council about was the proposed Haven propane exporting facility at Port Longview. At a recent meeting at the Cowlitz County Expo Center, he said virtually everyone present was opposed to the project. He referred Council to Council's initiatives adopted after the 2014 goal-setting retreat: "Enhance public safety and emergency response." Haven's proposed location is close to the Lewis & Clark bridge; terrorists could blow up the facility and take out the bridge at the same time.

Referring back to Mr. Mahlum's topic, Mayor Jensen advised Council does want to hear from Longview citizens. It is not, however, required by law. Councilmember Melink said the rules need to be enforced: three minutes per individual speaker.

8. PUBLIC HEARINGS

9. BOARD & COMMISSION RECOMMENDATIONS

10. ORDINANCES & RESOLUTIONS

**OR 15 3291 ORDINANCE NO. 3291 CORRECTING ZONING TEXT REFERENCES
AND ZONING MAP ERROR**

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Council Initiative: Preserve and enhance neighborhoods

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

While implementing Commercial Zoning Code Update, City staff identified code language that needs correction and a zoning map error. At their regular December 3, 2014 meeting, the Planning Commission held a public hearing on the proposed zoning code/map amendments. Following the public hearing, the Planning Commission unanimously voted to recommend approval of the amendments.

At the January 22, 2015 regular meeting, the City Council considered the Planning Commission's recommendation and then unanimously approved a motion to accept the Planning Commission recommendation and direct the City Attorney to prepare an ordinance for Council review and approval. Ordinance No. 3291 is attached.

RECOMMENDED ACTION:

Motion to adopt Ordinance Number 3291

Attachments: [Ordinance No. 3291](#)
 [Exhibit A - Map](#)

A motion was made by Council Member Chet Makinster, seconded by Council Member Tom Hutchinson, that this Ordinance be adopted. The motion passed unanimously.

RS 15 2140

RESOLUTION NO. 2140, AUTHORIZING ANNUAL PASS DISCOUNT PROMOTIONS FOR PLAY AT THE MINT VALLEY GOLF COURSE

COUNCIL STRATEGIC INITIATIVES ADDRESSED:

Continue effective financial management
Address quality of place issues

CITY ATTORNEY REVIEW: Required

SUMMARY STATEMENT:

Last fall, out of concern for the decline in play and revenue at Mint Valley Golf Course, council suggested that we prepare a comprehensive marketing plan for the course. A committee of staff, golf course advisory committee members, and the golf operations manager have discussed the means of recent marketing and advertising, low-cost steps that are at our disposal now, and additional, more expensive steps that could be taken in the future. In the past couple weeks alone MVGC has already been featured more prominently via the city's website, Facebook page, recreation guide, and City Info Weekly, and that commitment will continue.

One other early recommendation of the marketing committee requires council action: the ability to promote play at MVGC this year by discounting the price of annual passes. (Last year, for the first time since 2010, the prices for those passes were increased. The increases weren't great - in the 6-10% range - considering that four years had passed without any, but undoubtedly they had at least a minor negative impact on play, especially since other courses in our region have been discounting their passes and memberships for a couple years.) While there can also certainly be negative impacts from discounting, once prices are established, nevertheless the committee believes it would be a risk worth taking this year to use that ability to a limited extent to try to increase play and net revenue.

During the workshop last week, council directed the city attorney to prepare a resolution authorizing annual pass discount promotions on a one-year trial basis. Resolution No. 2140 attached authorizes the city manager or his designee to do so, with the discounts not to exceed 10%.

RECOMMENDED ACTION:

Motion to adopt Resolution No. 2140.

Attachments: [Resolution Golf Rates](#)

Councilmember Makinster said he would support this Resolution, but he would like to see a review of golf course operations. He wondered if the terms of the contract were being met, and about projections of revenue versus expenses. Mayor Jensen

queried staff: who is in charge of the golf course? Interim City Manager Sacha advised the golf course operations is under the purview of David Campbell, Assistant City Manager/Director of Parks and Recreation, soon to be City Manager.

A motion was made by Council Member Ken Botero, seconded by Mayor Pro Tem Mary Jane Melink, that this Resolution be adopted. The motion passed unanimously.

11. MAYOR'S REPORT AND COUNCILMEMBERS' REPORTS

Councilmember Hutchinson brought up the concessions and kayaking at Lake Sacajawea in the summer. He and Councilmember Wallin reviewed the trial run; it was not terribly successful. However, he and Councilmember Wallin still believe this is a good idea to pursue. He asked for Council input on whether to extend the pilot project another year. If Council is still on board with these activities, he would recommend that the City Attorney prepare Request for Proposals in order to solicit vendors.

Councilmember Botero observed that a kayak rental facility would be limited to only one-half of the Lake, due to bridge construction. City Manager David Campbell reported he had spoken with one potential vendor, and this would not create a problem for him. He has not spoken with the vendor who rented kayaks last year.

Councilmembers Makinster, Wallin and Moon all voiced support of continuing the trial project. Councilmember Makinster moved to direct the City Attorney to prepare the requisite RFPs and initiate whatever else needs to be done to authorize the pilot project for another year. This motion was seconded by Councilmember Hutchinson, and, upon a vote duly held, unanimously approved.

Councilmember Botero stated he had provided Council with a written report on his recent activities. Councilmember Makinster stated the Southwest Washington Regional Airport is moving forward on the runway extension.

15-3709

CITY MANAGER EMPLOYMENT CONTRACT

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Council Initiative: [enter initiative here]

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

On February 12, 2015, City Council unanimously approved the appointment of David M. Campbell to the position of City Manager, with employment in that capacity to commence upon approval of an employment contract. An employment contract has been prepared and Council is prepared to take action.

RECOMMENDED ACTION:

Motion to approve the City Manager Employment Contract between the City of Longview, Washington and David M. Campbell.

Attachments: [CM EMPLOYMENT CONTRACT \(2-26-15\)](#)

A motion was made by Council Member Tom Hutchinson, seconded by Council Member Chet Makinster, that this employment contract be approved. The

motion passed unanimously.

15-3688

**APPOINTMENT OF CAROL BALES TO THE BIG IDEA COUNTY
TOURISM BOARD**

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Council Initiative: Strengthen economic conditions & create new opportunities

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

The interlocal agreement for The Big Idea provides the City to appoint members to the Cowlitz County Tourism Board of Directors. This Board will review and select projects working collaboratively with other members from all the cities in the County, Cowlitz County, and county stakeholders. With the resignation of Gian Paul Morelli from the board, Longview is missing a Big Idea Board Member. A call for applicants was advertised and Carol Bales was the sole applicant. Ms. Bales is enthusiastic about serving on the board.

RECOMMENDED ACTION:

Motion to appoint Carol Bales to the Big Idea County Tourism Board.

A motion was made by Council Member Chet Makinster, seconded by Council Member Tom Hutchinson, that this appointment be approved. The motion passed unanimously.

15-3715

**DISCUSS/DETERMINE DATES FOR COUNCIL GOAL-SETTING
RETREAT**

March 27 and 28th or April 17 and 18th

Council discussed retreat dates. Proposed dates were March 27 and 28th or April 17 and 18th. City Manager Campbell advised that Dick Cushing is not available to facilitate a retreat until mid-May, if Council wishes to utilize Mr. Cushing's services again.

Councilmember Moon said he thought May was too late in the year. He suggested the March date would be best. Council seemed to concur that Mr. Campbell should see when a facilitator is available and schedule the retreat accordingly.

12.

CONSENT CALENDAR

There being no items the Council wished removed from the Consent Calendar, a motion was duly made and passed approving the items on the Consent Calendar as though acted on individually.

Art Mahlum wanted to comment on a Consent Calendar item: the Marcella Lopez claim for cost of purchasing bottled water and ruined appliances due to debris/chemicals in water. He has been attending the Citizens' Advisory Committee (CAC) on Water Quality meetings. He has heard mention of the cost of bottled water, damage to car finishes, and health issues. He said he has spoken to numerous

people who claim they "have gotten claims paid." He wanted to know Council's stance on this issue. He also thought the CAC committee should be doing more to get the word out to citizens adversely affected by the water quality to file claims for damages.

Mayor Jensen said Council is staying out of the liability claims activity. Director of Public Works Jeff Cameron said whenever anyone calls in a complaint for water quality damage, they are advised they can file a claim for damages if they wish. The City's insurer, WCIA, assigns an independent adjuster to review each claim; that adjuster makes the decision.

City Attorney James McNamara also commented that it is not Council's purview to comment on litigation.

15-3698**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 February 2015 Accounts Payable: \$2,001,976.78

First Half February 2015 Payroll: Not available at publication time

Final audited claims amount: \$2,083,125.03. Checks issued: 333977 - 334343.

First Half February 2014 Payroll:

\$4,473.64, Checks No. 206208 - 206213

\$637,839.75, direct deposits

\$392,771.44, wire transfers

\$1,035,084.83 Total

15-3699**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:

Marcella Lopez, DOI: Not stated. Claimant alleges she has been forced to buy bottled water to drink and debris in water has ruined all her appliances. \$4,000 claimed

Sheila Macy, DOI: 3/2/2012. Claimant alleges personal injuries and lost wages due to trip-and-fall over uneven portion of sidewalk. Amount unspecified

15-3703**SET PUBLIC HEARING (MARCH 26, 2015) TO COLLECT COMMENTS AND ALLOCATE 2015 COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING**

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Council Initiative: Preserve and enhance neighborhoods

CITY ATTORNEY REVIEW: NA**SUMMARY STATEMENT:**

This sets the public hearing for the Community Development Block Grant. We will collect public comments and allocate funding for 2015 for the two projects received: Streetscape Improvements in the downtown area, and the Help Warehouse.

RECOMMENDED ACTION:

Set a Public Hearing for March 26, 2015.

15-3704**SET PUBLIC HEARING (April 23, 2015) TO COLLECT COMMENTS AND ALLOCATE 2015 HOME FUNDING AND DOCUMENT RECORDING FEE FUNDING****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: **Preserve and enhance neighborhoods**

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

A public hearing to allocate 2015 HOME Investment Partnership Program funding, and Document Recording Fee project funding is requested for Thursday, April 23, 2015. The Public Hearing will be held to review and consider affordable housing projects submitted for funding and receive public comment for allocations.

Additionally, the Lower Columbia Community Action Program has requested a 5% CHDO (Community Housing and Development Organization) Operating Cost allocation which both the Longview and Kelso Councils have approved as part of the 2014-2018 Consolidated Plan. All project designs will be available for Council on April 10th. Public Review will be available at the Community Development Office and on the City's HOME Website.

Funding for 2015 HOME's Longview-Kelso Consortium is at \$223,093. Additional funding for Longview projects has been made available through 2014 deobligations.

2015 Document Recording Fee funding from Cowlitz County is undetermined at this time (including interest) but will be available to the City of Longview for low-income (50% or below median income) housing projects, shelters, and tenant-based rental assistance.

RECOMMENDED ACTION:

Set the Public Hearing for April 23, 2015

15-3694**2015 EXTENSION AND RENEWAL OF AGREEMENT FOR COWLITZ**

COUNTY MINI-RURAL LIBRARY DISTRICT SERVICES**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Address Quality of Place Issues

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

Cowlitz County Mini-Rural Library district Board wishes to extend the agreement with the City of Longview for the continuation of library services from May 1, 2015 through April 30, 2016. (The original contract began on May 1, 1998). The 2015-16 contract is in the amount of \$340,272 which is a 2.1% increase over the 2014-15 contract (which included an additional \$2,000 for promotion of the District).

RECOMMENDED ACTION:

Motion to approve extension/renewal of contract.

Attachments: [MRLD Renewal 2015-16](#)
 [min rur lib dist](#)

13. CITY MANAGER'S REPORT**15-3708****ACCEPT VANPOOL INVESTMENT PROGRAM GRANT AWARD AND
AUTHORIZE EXECUTION OF GRANT AGREEMENT****CITY ATTORNEY REVIEW: REQUIRED****SUMMARY STATEMENT:**

In December 2010, the Cowlitz Transit Authority (CTA) adopted a Transit Enhancement Plan (TEP) to improve public transportation services. In addition to expansion of fixed route services and changes to disabled transportation services, the Plan recommends working with neighboring agencies on vanpool and ride sharing to serve the Longview and Kelso community. In late January, the Washington Department of Transportation issued an urgent call for projects to expand vanpool service or replace existing vanpool vehicles, to use unexpended funds remaining in the current biennium appropriation for the State Vanpool Investment Program. On behalf of the Cowlitz Transit Authority, staff applied for and was awarded \$130,625 in funds to purchase five vans to establish a vanpool program.

The CTA's Interlocal Agreement with the City of Longview states, "[t]he City of Longview shall provide public transportation services within the area of the Cowlitz Transit Authority in accordance with the Comprehensive Transit Plan of the Cowlitz Transit Authority including, but without limitation, the providing of vehicles, vehicle maintenance, vehicle operation, public liability and property damage insurance, supervision, and all labor and services in connection therewith, all in accordance with said Comprehensive Transit Plan and in accordance with public transportation schedules as determined by the Cowlitz Transit Authority."

The five vanpool vehicles will be purchased by the City of Longview through the state's Passenger Van/Vehicle Procurement contract. Due to the end of the state's biennium budget, vehicles must be delivered to and accepted by the City by June 30, 2015. The vehicles must be placed into service within nine months of the vehicle delivery acceptance date.

FINANCIAL SUMMARY:

The State Vanpool Investment Program grant amount is \$130,625. The award requires a 5% local match of \$6,875. Additional locally-funded expenses will include installation of logos and vehicle tracking equipment. This project will be funded by revenue from the CTA and the Washington Department of Transportation. Funding for these vehicles was approved by the CTA at their regular board meeting on February 11, 2015.

RECOMMENDED ACTION:

Motion to accept the Vanpool Investment Program Grant and authorize the City Manager to execute a grant agreement with the Washington State Department of Transportation.

Councilmember Botero expressed concern that a vanpool program would compete with local car rental companies.

Director of Public Works Jeff Cameron said the purpose of the program is to reduce daily commuter trips. Five riders sign up for a one-month commitment. He explained it is a fixed group going to a fixed destination, and is designed for long-term commuting. The City does not offer this service at present. C-Tran in Vancouver does offer this service and has a waiting list.

Mr. Cameron could not comment on the demand for this service, and the program has not yet been developed.

Councilmember Wallin wondered what would happen if there was no demand for this service. What would happen; is there any risk to the city as grant applicant? Mr. Cameron said if the vans aren't put into service, the State can remove them and assign them elsewhere.

Councilmember Makinster said he would not support any CTA projects. Citizens are constantly berating Council for CTA activities and expenditures.

Councilmember Hutchinson said he and Councilmember Melink, who serve on the CTA Board, don't see any reason why CTA should not try this. "We want to do everything we can to get people into our fair city."

Danielle Miller suggested speaking with the Cowlitz Tribal Transportation organization. They have a van program and they are typically pretty empty.

A motion was made by Council Member Moon, seconded by Council Member Hutchinson, that this Agenda Item be approved. The motion carried by the following vote:

Ayes: 4 - Mayor Don Jensen, Council Member Hutchinson, Mayor Pro Tem Melink and Council Member Moon

Nayes: 3 - Council Member Botero, Council Member Makinster and Council Member Wallin

14. MISCELLANEOUS

The following item(s) were presented for Council's information. No Council action was taken or required.

15-3701 WA STATE LIQUOR CONTROL BOARD REQUESTS

Attachments: [LL Renewals May 001](#)

15. ADJOURNMENT

The meeting was adjourned at 8:30 p.m. The next scheduled meeting of the Council is March 12, 2015.

*Ann C. Davis
City Clerk*

*Approved: _____
Mayor*

*** 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, MARCH 12, 2015

THURSDAY, MARCH 26, 2015

NEXT COUNCIL WORKSHOPS:

THURSDAY, MARCH 19, 2015, AT 6 P.M., MINT VALLEY GOLF COURSE

MARKETING PLAN / COMCAST FRANCHISE