



# City of Longview

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

## Minutes - Final - Not Approved

### 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, January 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**

*Mayor Jensen called the meeting to order at 7:01 p.m.*

2. **INVOCATION\*/FLAG SALUTE**

*After a moment of silent reflection, the flag salute was recited.*

3. **ROLL CALL**

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

### **STAFF PRESENT**

*City Manager David Campbell; City Attorney James McNamara, and City Clerk Kaylee Cody.*

*Also present: Kurt Sacha, Assistant City Manager/Finance Director; 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; Jenn Wills, Parks & Recreation Director; Chris Smith, Human Resources Director; Steve Langdon, Planning Manager; and Brian Loos, Safety & Risk Manager.*

4. **APPROVAL OF MINUTES**

*On a motion duly made and passed, the reading of the minutes of the regular Council meeting held January 12, 2017, 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 17-0363](#)

## **COUNCIL MINUTES, JANUARY 12, 2017**

**Attachments:** [01.12.2017 Minutes for Approval](#)

### **5. CHANGES TO THE AGENDA**

*Mayor Jensen announced that Resolution No. 2204 will be considered immediately after the public hearing and consideration of Ordinance No. 3338 will be postponed until the February 9th regular Council meeting.*

### **6. PRESENTATIONS & AWARDS**

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

*Dawn Campbell of Longview addressed Council to acknowledge and thank city staff involved with Needs Closet, a clothing drive for Kessler Elementary School, and to thank the Longview Police Department for the donation of bicycles.*

*Elsie Voight of Longview addressed Council to thank those who donated to the Needs Closet.*

*Juan Rodriguez and David Belt of Longview addressed Council regarding the Lion's Den Boxing Club's need for financial assistance to expand their club involvement in the Highlands neighborhood.*

*Charlotte Armstrong of Longview addressed Council regarding a request by the Old Westside Neighborhood Association to have two separate traffic islands on Kessler, 25th & Hudson, and on Kessler, 24th & Hemlock, designated as parks in order for the Association to qualify for a Neighborhood Park Grant to beautify the traffic islands.*

*Joel Royce of Longview, owner of Cowlitz Cobras, addressed Council regarding the potential of using Archie Anderson Park as a football field with a stadium.*

*Chuck Wallace of Longview address Council regarding the Economic Development Council of Cowlitz County.*

### **7. A FOLLOW-UP TO PAST CONSTITUENTS' COMMENTS**

### **8. PUBLIC HEARINGS**

[17-4682](#)

#### **PUBLIC HEARING - AMENDED SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM (T.I.P.) 2017- 2022**

#### **COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Improve transportation systems  
Improve streets and roads

**CITY ATTORNEY REVIEW: N/A**

**SUMMARY STATEMENT:**

Each year, the City adopts a Six-Year Transportation Improvement Program (T.I.P.) identifying transportation projects to be addressed during the subsequent six-year period. Any project receiving federal funds, and some state-funded projects, must be identified on the T.I.P., but the T.I.P. also identifies projects we intend to submit for grant funding. Throughout the year, priorities may change, additional projects may be identified, and project funding sources may change. Following a public hearing, the T.I.P. may be amended to account for such changes.

The current 2017 - 2022 T.I.P. was adopted by the City Council on July 14, 2016 (Res. No. 2185). Staff recommends amending the 2017 - 2022 T.I.P. to include a new public transit project (Priority No. 9) and a new transportation facility project (Priority No. 10). In order to be eligible for this funding, the T.I.P. must be amended to identify these grant funds.

**RECOMMENDED ACTION:**

Conduct the public hearing.

**STAFF CONTACT:**

Jeff Cameron, Public Works Director

**Attachments:**     [Exhibit A - Amended 2017-22 TIP](#)

*Public Works Director Jeff Cameron provided a staff report.*

*Mayor Jensen opened the public hearing at 7:32 p.m. There being no one from the public wishing to speak, Mayor Jensen closed the public hearing at 7:32 p.m.*

[RS 17 2204](#)**RESOLUTION NO. 2204 - ADOPT AMENDED 2017 - 2021 SIX YEAR  
TRANSPORTATION IMPROVEMENT PLAN****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Improve transportation systems  
Improve streets and roads

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

Each year, the City adopts a Six-Year Transportation Improvement Program (T.I.P.) identifying transportation projects to be addressed during the subsequent six-year period. Any project receiving federal funds, and some state-funded projects, must be identified on the T.I.P., but the T.I.P. also identifies projects we intend to submit for grant funding. Throughout the year, priorities may change, additional projects may be identified, and project funding sources may change. Following a public hearing, the T.I.P. may be amended to account for such changes.

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**RECOMMENDED ACTION:**

Motion to adopt Resolution No. 2204.

**STAFF CONTACT:**

Jeff Cameron, Public Works Director

**Attachments:**

[Res #2204 - 1st Amend 2017-2022 TIP](#)

[Exhibit A - Amended 2017-22 TIP](#)

A motion was made by Mayor Pro Tem Michael Wallin, seconded by Council Member Scott Vydra, that Resolution No. 2204 be adopted. The motion passed unanimously.

**9. BOARD & COMMISSION RECOMMENDATIONS****10. ORDINANCES & RESOLUTIONS**

OR 17 3338

**ORDINANCE NO. 3338 AMENDING LMC CHAPTER 19.42  
REGARDING FARMERS' MARKETS IN RESIDENTIAL DISTRICTS**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Preserve and enhance neighborhoods

**CITY ATTORNEY REVIEW:** Required

**SUMMARY STATEMENT:**

Per a Planning Commission recommendation, the City Council adopted Ordinance No. 3324 on June 30, 2016. This ordinance amended the zoning code to allow farmers' markets to locate in residential districts on church or school grounds. The City Council also decided to direct the Planning Commission to examine expanding the areas where farmers' markets could locate. The Council specifically mentioned private property and parks as possible locations for farmer's markets.

At their September 2016 regular meeting, the Planning Commission considered some proposed amendments to Chapter 19.42. These proposed amendments would allow farmers' markets to locate in City parks and to locate on private land that is two or more acres in size upon receiving a special property use permit. The Planning Commission held a public hearing on the proposed amendments at their December 2016 regular meeting. Following the public hearing, the Planning Commission unanimously passed a motion to recommend approval of the proposed amendments. At their January 12, 2017 regular meeting, the City Council voted unanimously to accept the Planning Commission's recommendation and direct the City Attorney to prepare an ordinance for Council review and approval. Ordinance No. 3338 is attached.

**RECOMMENDED ACTION:**

Motion to adopt Ordinance No. 3338

**STAFF CONTACT:**

Jim McNamara, City Attorney  
Steve Langdon, Planning Manager

**Attachments:** Ord No 3338

Consideration of Ordinance No. 3338 was postponed until the February 9, 2017 regular Council meeting.

[RS 17 2205](#)

**RESOLUTION NO. 2205 - DESIGNATE SIGNATURE AUTHORITY FOR  
FEDERAL FUNDING**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Continue effective financial management

**CITY ATTORNEY REVIEW: REQUIRED**

**SUMMARY STATEMENT:**

In late 2016, the Public Works Department was advised that effective December 1, 2016, all vouchers requesting payment of federal funds through the Washington State Department of Transportation must comply with Code of Federal Regulations section 2 CFR 200.415(a), which requires the person submitting fiscal reports or requesting payments to be an official authorized to legally bind the City. All such reports and requests must also include a certification statement specified by the CFR section.

The CFR section applies to all federal funding, not just transportation funding, and therefore affects all City departments that have or may receive federal funding. The proposed resolution includes the certification statement required by the CFR, and identifies positions authorized to sign fiscal reports and reimbursement requests on behalf of the City.

**RECOMMENDED ACTION:**

Motion to adopt Resolution No. 2205

**STAFF CONTACT:**

Jeff Cameron, Public Works Director

**Attachments:** [Res #2205 - Signature Authority for Federal Funding](#)

A motion was made by Council Member Mary Jane Melink, seconded by Council Member Scott Vydra, that Resolution No. 2205 be adopted. The motion passed unanimously.

[RS 17 2206](#)

**RESOLUTION NO. 2206 - INTERLOCAL AGREEMENT WITH LONGVIEW  
TRANSPORTATION BENEFIT DISTRICT**

**COUNCIL INITIATIVE ADDRESSED:**

Improve transportation systems

Continue effective financial management

**CITY ATTORNEY REVIEW: REQUIRED**

**SUMMARY STATEMENT:**

The Longview Transportation Benefit District (TBD) was formed by the City Council pursuant to Ordinance No. 3334. In accordance with state law, the TBD is a special district, legally separate from the City of Longview. To accomplish the goals of the TBD and comply with state law, the TBD may hire its own staff, retain professional services firms, or may enter into an agreement with the City of Longview. By state law, the City of Longview Treasurer shall serve as the Treasurer for the TBD unless provided otherwise by interlocal agreement with the City of Longview.

Attached is a proposed interlocal agreement specifying the City of Longview will provide administrative support, financial accounting and reporting, design, and other services to support the TBD.

**FINANCIAL SUMMARY:**

The agreement specifies the TBD will pay the costs incurred by the City to provide support services to the TBD, and that all TBD revenue will be provided to the City for the purpose of implementing the TBD's annual work plan.

**RECOMMENDED ACTION:**

Motion to approve Resolution No. 2206.

**STAFF CONTACT:**

Jeff Cameron, Public Works Director

**Attachments:**     [Res #2206 - Interlocal Agreement with Longview TBD](#)  
[Exhibit A to Res #2206 Revised 01.23.17](#)

A motion was made by Mayor Pro Tem Michael Wallin, seconded by Council Member Scott Vydra, that Resolution No. 2206 be adopted. The motion passed unanimously.

**11. MAYOR'S REPORT AND COUNCILMEMBERS' REPORTS**

**11. A                    MAYOR'S REPORT**

**11. B                    COUNCILMEMBERS' REPORTS**

*Councilmember Botero wished to bring attention to the positive things happening in the community, and congratulated Dawn Campbell for the fantastic work on the Needs Closet.*

*Mayor Pro Tem Wallin provided a synopsis of a recent Southwest Washington Regional Transportation Council meeting.*

*Councilmember Moon provided an update from the Ad Hoc Committee on Zoning Regulations for Emergency Shelters.*

*Councilmember Makinster advised that he had forwarded the meeting minutes from the recent Airport Board meeting for Council's information.*

*Mayor Jensen advised that he had put information in the Councilmembers' inboxes from a Mayor's Meeting he had attended in Olympia recently with City Manager Campbell.*

[17-4669](#)

## **RESULTS OF CITIZENS SUMMIT SURVEY AND DISCUSSION OF SUMMIT AGENDA**

*Mayor Pro Tem Wallin outlined the agenda for the Citizens Summit scheduled for 5:30 p.m. on Wednesday, February 1, at the Cowlitz PUD Auditorium.*

### **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.*

[17-4687](#)

## **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 JANUARY 2017 ACCOUNTS PAYABLE: \$3,366,715.81**

## **FIRST HALF JANUARY 2017 PAYROLL:**

\$8,245.07, checks no. 206817-206823

\$724,627.35, direct deposits

\$480,548.33, wire transfers

\$1,213,420.75 Total

## **STAFF CONTACT:**

Kaylee Cody, City Clerk

John Baldwin, Fiscal Analyst

Jackie Rodgers, Human Resources Specialist

*Final audited accounts payable: \$3,472,716.99; checks numbered 349322-349808.*

[17-4686](#)

## **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:**

Cheryl Funkhouser, DOI: 7/24/2016. Claimant alleges injuries sustained as a result of trip-and-fall over uneven portion of sidewalk.

Lisa Romane, DOI: 9/25/2016. Claimant alleges costs incurred to clear sewer blockage.

**STAFF CONTACT:**

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

**13. CITY MANAGER'S REPORT**[16-4663](#)**INTERLOCAL AGREEMENT WITH THE WASHINGTON STATE  
DEPARTMENT OF CORRECTIONS TO ENHANCE THE LONGVIEW  
STREET CRIMES UNIT (SCU)****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Enhance Public Safety & Emergency Response  
Address Quality of place issues  
Continue Effective financial management (resource sharing)

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

The intent of this joint effort is to enhance the proactive Longview Street Crimes Unit (SCU) to cooperatively work together with the Washington State Department of Corrections to investigate, locate and apprehend those fugitive and offenders who pose the greatest danger and/or risk to the community. Washington State Department of Corrections will commit one Officer Specialists to work out of the Longview Street Crimes Unit. The fugitives and offender that garner priority for apprehension and/or criminal investigations are typically those that have a history of violence, sex offenses, are dangerously mentally ill and/or are an imminent threat to harm.

The SCU team will increase presence in communities combining street level interdictions, gang enforcement, drug enforcement, fugitive apprehension, and prepare criminal cases for prosecution.

**RECOMMENDED ACTION:**

Motion to direct the City Attorney to prepare a resolution for Council review and approval

**STAFF CONTACT:**

Jim McNamara, City Attorney  
Captain Deborah Johnson & Longview Police Department

**Attachments:**     [LongviewPD DOC Interlocal - JMc 12 19 2016](#)

*Police Chief Jim Duscha provided a staff report.*

*Dawn Campbell of Longview addressed Council to express her support for the interlocal agreement with the Department of Corrections.*



A motion was made by Council Member Chet Makinster, seconded by Council Member Scott Vydra, to direct the City Attorney to prepare a resolution for Council review and approval. The motion passed unanimously.

[PC 2015-5](#)  
[1/26/17](#)

**PORT OF LONGVIEW APPLICATION FOR COMPREHENSIVE PLAN MAP  
CHANGE FOR THE BARLOW POINT AREA**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Strengthen economic conditions & create new opportunities, preserve and enhance neighborhoods

**CITY ATTORNEY REVIEW:** N/A

**SUMMARY STATEMENT:**

On June 29, 2015, the Port of Longview applied for a Comprehensive Plan Future Land Use Map amendment to change approximately 136 acres in the Barlow Point area from Mixed Use-Residential/Commercial (MU-R/C) to Heavy Industrial. Two properties not owned by the Port are included in the application. Prior to the adoption of the 2006 Comprehensive Plan this area had a Comprehensive Plan classification of Heavy Industrial and was zoned for heavy industrial uses. The property remains zoned for heavy industrial land uses and can be developed as such.

At their September 2, 2015 regular meeting, the Longview Planning Commission held a public hearing on the application. The Planning Commission received substantial testimony (at least 15 persons spoke and several written comments were submitted). Of those who questioned the application, the theme for much of the testimony was about the public desire to see land uses other than industrial along the Columbia River. At an October 14 special meeting, the Planning Commission voted to recommend denial of the application. The Planning Commission believes the issue will be best resolved in the overall update of the Comprehensive Plan. (The approved scope of work for the Comprehensive Plan update includes the Barlow Point area as an emphasis area in the update process.)

The City Council is charged with making the final decision on the Port's application. Since this is a legislative decision, more than one open record hearing can be held. At a November 19 special meeting the City Council decided to hold their own public hearing since the application has drawn more than the usual attention and the Council received an atypical recommendation for denial. A public hearing was scheduled for the Council's December 10, 2015 meeting. At that meeting, the City Council decided to cancel the public hearing. Instead a motion was passed "...that the public hearing be postponed until the Planning Commission completes the Comprehensive Plan Update."

The Port of Longview is asking that the City Council reconsider the above motion and hold a public hearing soon. A letter from the Port of Longview is attached.

**RECOMMENDED ACTION:**

Motion to set a public hearing on the proposed Comprehensive Plan map amendment for the February 23, 2017 regular meeting.

**STAFF CONTACT:**

Steve Langdon, Planning Manager

**Attachments:**     [Port of Longview letter](#)

*Community & Economic Development Director John Brickey provided a staff report.*

**A motion was made by Mayor Pro Tem Michael Wallin, seconded by Council Member Scott Vydra, to set a public hearing on the proposed comprehensive plan amendment for the February 23 regular meeting. The motion passed unanimously.**

**14.     MISCELLANEOUS**

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

[17-4683](#)

**WASHINGTON STATE LIQUOR AND CANNABIS BOARD REQUESTS**

**Attachments:**     [LL Union Square-Ofcr Chng.pdf](#)  
                         [LL - Gunnar's Growlers app.pdf](#)  
                         [LL Spec Occ - LCC.pdf](#)  
                         [LLrenew1-6-17.pdf](#)  
                         [LL Lexi's Pizza2.pdf](#)

**15.     ADJOURNMENT**

*Mayor Jensen called a one hour executive session at 8:03 p.m. to discuss Collective Bargaining Contract Negotiations.*

*The regular meeting was adjourned at 9:12 p.m. The next scheduled meeting of the Council is February 23, 2017.*

Kaylee L. Cody  
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, FEBRUARY 9, 2017 - 7:00 P.M.**

**THURSDAY, FEBRUARY 23, 2017 - 7:00 P.M.**

**NEXT SPECIAL COUNCIL MEETINGS:**

**WEDNESDAY, FEBRUARY 1, 2017 - CITIZENS SUMMIT TENTATIVELY  
SCHEDULED FOR 5:00 P.M.**

**RELATED MEETINGS:**

**THURSDAY, FEBRUARY 9, 2017 - 6:00 P.M. TRANSPORTATION BENEFIT  
DISTRICT**

**THURSDAY, FEBRUARY 23, 2017 - 6:00 P.M. TRANSPORTATION BENEFIT  
DISTRICT**