



City of Longview

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

Minutes - 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

Thursday, July 26, 2018

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**

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, Mayor Pro Tem Wallin, Council Member Vydra, Council Member Wallis, Council Member Makinster and Council Member Moon

STAFF PRESENT

City Manager Kurt Sacha; City Attorney Jim McNamara; Administrative Assistant (acting Deputy City Clerk) Nancy Vandehey; Public Works Director Jeff Cameron; Planner Steve Langdon; Parks & Recreation Director Jen Wills; Fire Chief Phil Jurmu; Police Captain Debbie Pineda; Human Resources Director Chris Smith; Library Director Chris Skaugset; and IT Director Todd Dodgin.

4. **APPROVAL OF MINUTES**

[18-5533](#)

NO MINUTES FOR APPROVAL

5. **CHANGES TO THE AGENDA**

6. PRESENTATIONS & AWARDS**7. CONSTITUENTS' COMMENTS (Thirty Minutes)**

Martin Wells of Longview addressed Council regarding defective streets and sidewalks.

Gitta Makinser of Longview addressed Council regarding the sports complex project.

Ken Spring of Longview addressed Council regarding fireworks & school safety.

Bill Josh of Longview addressed Council regarding state elections.

Joe Cleveland of Longview addressed Council regarding the sports complex project.

Strojan Kennison, city unknown, addressed Council regarding the sports complex project.

Jaime White, city unknown, addressed Council regarding the sports complex project.

Erik Dorley, city unknown, addressed Council regarding the sports complex project.

Kevin Thomas, city unknown, addressed Council regarding the sports complex project.

8. FOLLOW-UP TO PAST CONSTITUENTS' COMMENTS**9. PUBLIC HEARINGS****10. BOARD & COMMISSION RECOMMENDATIONS****11. ORDINANCES & RESOLUTIONS**

[18-5529](#)

**ORDINANCE NO. 3385 AMENDING THE 2017-2018 BIENNIAL BUDGET
(FIRST READING)**

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Council Initiative:

Address Quality of Place Issues

Strengthen Economic Conditions & Create New Opportunities.

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

The subject ordinance has been prepared to amend the 2017-2018 biennial budget to authorize expenditures for an Athletic Facility Master Planning Project that was unforeseen at the time the 2017-2018 biennial budget was adopted. This amendment affect the Capital Projects Fund in the 2017-2018 biennial budget. Budget amendment ordinances require two readings before the Council.

At the July 12 council meeting, City staff provided three scope of work options to move forward to begin planning an Athletic Facility. Council approved entering into a Professional Services Agreement with Hough, Beck, & Baird, Inc. (HBB) from Seattle, Washington for the first option: The Full Scope of Work.

The Full Scope of Work includes:

Full Scope: (\$260,880.00)

The full scope of work proposed by HBB will include an initial feasibility study of two sites, Roy Morse Park and the decommissioned sewer lagoon (the lagoon site). After the initial feasibility study is completed, a single site will be selected and a master plan prepared for that site. This project will also involve a collaborative and engaging public process to ensure the concepts developed for each site reflects our community's identity and the city's overall goals for a new athletic facility complex. The master planning process will generally include a review and analysis of the existing sites, a public process to gather input and feedback from initial feasibility through the final master plan, cost estimates on the preferred and final master plans, and associated phasing and funding strategies.

This evening's reading represents the first reading of Ordinance No. 3385

RECOMMENDED ACTION:

No Council action required until second reading of Ordinance No. 3385

Attachments: [Budget Amendment 2017-18 ~ ORD NO 3385 \(2018 0726\)](#)

No action - this ordinance will be presented for a second reading and adoption at the regular meeting on August 9, 2018.

12. MAYOR'S REPORT

13. COUNCILMEMBERS' REPORTS

Council Member Botero spoke about the Columbia Theatre.

Council Member Wallin spoke about a Washington D.C. trip and a U.S. Justice grant program.

Council Member Moon spoke about the School Board.

Council Member Wallis spoke about the Sister City Commission and Housing Opportunities of Southwest Washington.

The Council briefly discussed the sports complex project.

Council Member Makinster spoke about the 911 Board.

14. 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.

[18-5530](#)**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 JULY 2018 ACCOUNTS PAYABLE: \$1,932,774.46

FIRST HALF JULY 2018 PAYROLL:

\$4,525.21, checks no. 207425-207430

\$781,248.53, direct deposits

\$511,322.45, wire transfers

\$1,297,096.19 Total

STAFF CONTACT:

Kaylee Cody, City Clerk

John Baldwin, Fiscal Analyst

Chresta Larson, Human Resources Specialist

Final accounts payable: \$2,679,535.40; checks issued: 6707-7116.

15. CITY MANAGER'S REPORT[18-5528](#)**LOCAL IMPROVEMENT DISTRICT NO. 352 - BEECH STREET
IMPROVEMENTS FROM OREGON WAY TO CALIFORNIA WAY -
REVIEW BENEFIT ASSESSMENT****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Improve transportation system, enhance public safety & emergency response, Strengthen economic conditions & create new opportunities.

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

A petition representing 73% of the area within the proposed district was received and certified by the Engineering Division, requesting the formation of a Local Improvement District (L.I.D.) for the purpose of constructing a new roadway on Beech Street from Oregon Way to California Way. On July 12, 2018, the City Council held a public hearing regarding the proposed L.I.D. Several property owners or their representatives spoke in opposition to the L.I.D., and they and several councilmembers questioned the proposed L.I.D. boundary and preliminary assessments. Following discussion, a motion directing staff to prepare an ordinance to form the L.I.D. failed.

The City Council then directed staff to review the preliminary assessments and L.I.D. boundary recommendations contained in the Formation Special Assessment/ Proportionate Assessment Study with Valbridge Property Advisors, the authors of the Study, or to seek another firm to review the preliminary assessments and L.I.D. boundary. Staff has reviewed the

recommendations of the Study with Valbridge and they will be present to discuss and defend their recommendations in more detail.

During review of the Study information, staff discovered the L.I.D. boundary map presented on July 12 did not accurately depict the boundary described and shown in the formal L.I.D. petition. Attached are the L.I.D. boundary map from the petition and a corrected boundary shown on the aerial photograph with parcels numbered to match the benefit assessment table in the Study.

FINANCIAL SUMMARY:

The total project cost is estimated to be \$4,430,000 and the total available assessment is estimated to be \$3,699,232. To cover the funding gap and to reduce property owner assessments, the City will use \$575,000 in Cowlitz Rural Public Facilities Grant funds awarded by Cowlitz County. The City has also applied for a federal Economic Development Administration (EDA) grant and has passed the phase one application review. The EDA considers the project to be worth funding and requested the City complete phase two of the application process to be eligible for project selection and award of funding.

Some public testimony at the public hearing gave incorrect information regarding the impact of the preliminary assessment on property owners and tenants. Additionally, staff did not provide information showing how the assessments might be reduced if the City obtains the requested EDA grant. To address those issues, attached is a table showing the calculated maximum total and annual assessments, and estimated reduced assessments after the Rural Public Facilities Grant and a potential EDA grant are applied to this project. Staff estimates that \$1,950,000 may be awarded by the EDA, which is reflected in the reduced assessment calculations and information provided. Assessments are estimated to be reduced by about 49% if an EDA grant is obtained.

RECOMMENDED ACTION:

Direction to staff, if any, based on the additional information provided.

STAFF CONTACT:

Jeff Cameron, Public Works Director

Attachments:

[Map of Proposed LID 352 from Petition](#)

[Corrected Aerial Photo with LID 352 Boundary](#)

[Preliminary Assessment Roll - Revised 6-4-2018](#)

[Preliminary Total and Reduced Assessments](#)

[Display Reduced Assessments WEST](#)

[Display Reduced Assessments EAST](#)

Valbridge Associates addressed Council regarding their methods used to determine which properties would benefit from Beech Street improvements.

A motion was made by Council Member Wallis, seconded by Council Member Vydra, to direct the City Attorney to draft an ordinance to create Local Improvement District 352. The motion carried by the following vote:

Ayes: 6 - Mayor Don Jensen, Council Member Botero, Mayor Pro Tem Wallin, Council Member Vydra, Council Member Wallis and Council Member Makinster

Nayes: 1 - Council Member Moon

[18-5527](#)

**SEWER PUMP STATION DESIGN AGREEMENT SUPPLEMENT NO. 2
WITH GIBBS & OLSON FOR CONSTRUCTION MANAGEMENT
SERVICES TO REPLACE TWO SEWER PUMP STATIONS**

COUNCIL INITIATIVE ADDRESSED:

Provide sustainable water quality & environmental infrastructure

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

On March 12, 2015, Longview City Council authorized a contact with Gibbs & Olson to design six replacement sewer pump stations. The project was divided into three phases with two pump stations in each phase. The first phase replaced pump stations on Corman Road and Oriole Drive and was completed on July 15, 2016. The second phase is replacing pump stations on Olympia Way and at Roy Morse Park. This phase 2 project was awarded to Tapani Inc. by the City Council on July 12, 2018.

Due to the current staffing shortage in the Engineering Division, staff recommends hiring a consulting engineering firm to provide construction management and inspection services for the phase 2 sewer pump station project. In accordance with state law, and due to Gibbs & Olson's design services on the project and knowledge of the project plans and specifications, staff recommends contracting with Gibbs & Olson to provide the needed construction management and inspection services. The scope of services requires Gibbs & Olson to provide a licensed Professional Engineer to manage the project, and on-site Resident Project Representatives. Material testing, special inspections required by the building code, and other inspection services will be provided by subconsultants retained by Gibbs & Olson.

This additional work will extend the original contract with Gibbs & Olson until Tapani Inc. has completed the construction contract, estimated to be June 30, 2019.

FINANCIAL SUMMARY:

The original Gibbs & Olson contract amount for engineering services was \$878,347. The proposed contract budget for Supplement No. 2 is \$353,500. The cost of this work will be paid by the Sewer Construction Fund.

RECOMMENDED ACTION:

Motion approving contract Supplement No. 2 with Gibbs & Olson.

Attachments: [G & O - Supplement No 2 - Scope of Work](#)
 [G & O - Supplement No 2 - Budget](#)

A motion was made by Council Member Scott Vydra, seconded by Council Member Ken Botero, to approve contract Supplement No. 2 with Gibbs & Olson. The motion passed unanimously.

[18-5531](#)

**LETTER OF SUPPORT FOR CITY OF KELSO WEST MAIN
REALIGNMENT PROJECT - PHASE 2 TRANSPORTATION
IMPROVEMENT BOARD GRANT APPLICATION**

COUNCIL INITIATIVE ADDRESSED:

Improve transportation systems

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

The City of Kelso is applying for a grant from the Transportation Improvement Board for its West Main Realignment - Phase 2 project and is asking the City of Longview for a letter of support for the project. Transportation Improvement Board grant programs are not programs where Longview and Kelso compete against each other for grant funds.

The purpose of the West Main Realignment - Phase 2 project is to complete roadway widening and other improvements along the Catlin Street portion of the West Main Street Realignment Project to improve safety, reduce congestion, and enhance visual elements. Roadway widening includes five lanes with an additional turn lane at the Cowlitz Way intersection, sidewalks, bicycle lanes, roadway illumination, stormwater management, landscaping, and traffic signal upgrades.

The project will benefit the City of Longview by increasing the capacity of the Ocean Beach Highway/Washington Way/Cowlitz Way intersection and of eastbound Ocean Beach Highway. Widening the Catlin Street leg of the intersection will allow Ocean Beach Highway to be restriped for two through lanes. The current condition is one left, one through and one right turn lane. The existing bottleneck backs up traffic through 9th Avenue. This section of Ocean Beach Highway between 9th Avenue and Kelso city limits has the highest number of crashes in the City, primarily related to the persistent congestion. The project is expected to reduce the crash frequency and improve travel between Kelso and Longview.

FINANCIAL SUMMARY:

None

RECOMMENDED ACTION:

Authorize the mayor to sign the letter of support.

STAFF CONTACT:

Manuel Abarca, Traffic Engineer

Attachments: [Letter of Support Kelso West Main TIB](#)

A motion was made by Council Member Chet Makinster, seconded by Council

Member Scott Vydra, to authorize the Mayor to sign the letter of support. Mayor Pro Tem Michael Wallin abstained as a property owner affected by the project. The motion passed.

Ayes: 6 - Mayor Don Jensen, Council Member Botero, Council Member Vydra, Council Member Wallis, Council Member Makinster and Council Member Moon

Abstained: 1 - Mayor Pro Tem Wallin

16. MISCELLANEOUS

The regular meeting went into recess at 8:09 p.m. Council entered an executive session at 8:09 p.m. to discuss potential litigation. The executive session ended at 8:26 p.m. and the regular meeting readjusted.

17. ADJOURNMENT

The meeting was adjourned at 8:26 p.m. The next scheduled regular meeting of the Council is August 9, 2018.

*Nancy Vandehey
Administrative Assistant/Acting Deputy 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, AUGUST 9, 2018 - 7:00 P.M.
THURSDAY, AUGUST 23, 2018 - 7:00 P.M.**

**NEXT SPECIAL MEETING:
THURSDAY, AUGUST 9, 2018 - 6:00 P.M. TOPIC: UTILITY RATES**