



# 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**  
**Mayor Pro Tem Mary Jane Melink**  
**Council Member Steve Moon**  
**Council Member Scott Vydra**  
**Council Member Michael Wallin**

---

Thursday, August 27, 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**

*Mayor Jensen called the meeting to order at 7:00 p.m.*

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

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

3. **ROLL CALL**

**Present:** 7 - Mayor Don Jensen, Council Member Botero, Council Member Makinster, Mayor Pro Tem Melink, Council Member Moon, Council Member 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; Chris Skaugset, Library Director; Chris Smith, Human Resources Director; Jenn Wills, Parks and Recreation Director; Deborah Johnson, Police Captain; and Steven Langdon, Planning Manager.*

4. **APPROVAL OF MINUTES**

*On a motion duly made and passed, the reading of the minutes of the regular Council meeting held August 13, 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 15-3996](#)

**Attachments:**     [08132015 Minutes Draft](#)

5.     **CHANGES TO THE AGENDA**

*Mayor Jensen announced changes to the agenda. The Proclamation, listed in the agenda under Presentations & Awards, was moved up to be presented as the first item under Changes to the Agenda. The Water Supply Interim Improvements, listed under City Manager's Report, was moved up to be discussed as the second item under Changes to the Agenda. The Water Supply Review, also listed under City Manager's Report, was moved up to be discussed as the third item under Changes to the Agenda.*

[15-3982](#)

**PROCLAMATION: UNITED WAY DAY OF CARING KICKOFF,  
SEPTEMBER 9, 2015**

**Attachments:**     [United Way Day of Caring Kickoff September 9 2015.doc](#)

*Mayor Jensen presented the Proclamation for the United Way Day of Caring Kickoff to Brooke Fisher, United Way Director of Community Resources. Ms. Fisher acknowledged the sponsors and volunteers, as well as the non-profits who offered up space and time for volunteers, for their commitment to volunteerism and positive community impact.*

[15-3989](#)

**WATER SUPPLY INTERIM IMPROVEMENTS**

**COUNCIL INITIATIVE ADDRESSED:**

Provide sustainable water quality & environmental infrastructure

**CITY ATTORNEY REVIEW: N/A**

**SUMMARY STATEMENT:**

At a joint City Council and Beacon Hill Commissioners workshop on August 20, 2015, staff presented information regarding potential treatment upgrades at the Mint Farm Regional Water Treatment Plant to improve water quality during the implementation period for developing a new source. These treatment upgrades will also help condition our water mains to receive water from a new source and will be beneficial when the MFRWTP is used as a backup supply after a new source is developed, or for continued use of the MFRWTP should a new water supply not be developed. These improvements may also provide benefit if the MFRWTP is used to supply commercial/industrial process water after a new source is developed.

Confluence Engineering was retained by the City in July 2013 to investigate the causes of and make recommendations to improve water quality in the distribution system. Confluence identified the lack of dissolved oxygen (DO) and low oxidation reduction potential (ORP) as the causes of a number of water quality complaints. After testing DO treatment in a distribution system pipe test rig, Confluence determined adding DO to the treated process would notably improve water quality. Confluence also supported recommendations by staff and Kennedy/Jenks to install chlorine injection equipment at the end of the treatment process, to ensure steady chlorine residual to assist in

maintaining a high ORP. The post-treatment chlorination modification was designed; however, bidding and construction was placed on hold at the start of the water supply review process.

Additionally, staff continued to evaluate how to resolve chlorine taste and odor complaints, and in consultation with various consulting engineers and the Dept. of Health, determined that naturally occurring organic nitrogen was reacting with chlorine to form chloramines and causing the chlorine taste and odor complaints.

Staff recommends amending Confluence Engineering's contract to further demonstrate the benefits of DO addition, and to evaluate the effectiveness of coagulant addition and hydrogen peroxide addition at reducing chloramine formation, which will reduce chlorine taste and odor complaints. A copy of the scope of work is attached for your review. The scope of work includes adding one residence in the Beacon Hill Water & Sewer District service area to the evaluation, as requested at the August 20 workshop. Staff also recommends installing the post-treatment chlorine injection equipment as previously recommended and designed.

**FINANCIAL SUMMARY:**

The proposed cost of the Confluence Engineering work is \$92,708 if all phases are completed; pilot testing is contingent upon successful bench testing of the treatment options. The cost of the base evaluation tasks is \$33,632; the cost of the contingent pilot testing is \$59,076. Sufficient funds remain in the Filter Construction Fund and available in the Drinking Water State Revolving Fund (DWSRF) loan to pay for this work and any subsequent treatment installation. Beacon Hill Water and Sewer District would be responsible for 14.6% of the cost; the BHWSD share is already contained in the Filter Construction Fund and DWSRF loan balances.

**RECOMMENDED ACTION:**

Motion authorizing the amendment to Confluence Engineering's contract and directing staff to advertise for bids for the post-treatment chlorination system.

**Attachments:**     [Interim Improvements Revised 08.27.15](#)  
[Longview Interim Measures Final SOW 8-24-15](#)

*The Beacon Hill Water and Sewer District Commissioners joined Council for a discussion of the Water Supply Interim Improvements. Beacon Hill Water and Sewer District owns 15% of the water system and Longview owns 85%. Commissioner Monte Roden called their special meeting to order and called roll. Commissioner Decius was present and Commissioner Takko was absent.*

*The Council and Commissioners discussed the interim improvements presented by Jeff Cameron, Director of Public Works, at the joint August 20, 2015, workshop. The Commissioners agreed with the motion to authorize the amendment to Confluence Engineering's contract and directing staff to advertise for bids for the post-treatment chlorination system.*

*Mayor Jensen asked for citizen input.*

*Larry Wilhelmsen of Longview described an email that he had previously sent to*

*Council recommending that Council move forward with interim improvements. Mr. Wilhelmsen had spoken with the City of Longview engineering department about the problems at the treatment plant, and expressed confidence in the staff's recommended improvements.*

*Tracy Goldsmith of Longview expressed her concerns about the silica in the water and the damage it was causing to her property, and recommended that the silica be removed, if possible.*

*Art Malen of Longview expressed frustration with the water system, and suggested that the Customer Advisory Committee's recommendation for a Ranney Well on the Cowlitz be accepted as quickly as possible.*

*CAC member Vincent Scalesse of Longview urged Council to move forward with both the interim improvements for the Mint Farm Treatment Plant and the feasibility study for the installation of a Ranney Well on the Cowlitz concurrently, so as to not waste any time resolving the City's water troubles. Mr. Scalesse also expressed frustration that the interim improvements were not presented to the CAC until the last meeting.*

*CAC member William Bouch of Longview agreed with Mr. Scalesse's views, and voiced a concern that if the interim improvements had been presented to the CAC earlier in the process, the discussion around potential solutions might have been different. The CAC was also not informed that the City of Kelso is currently looking for an alternative water source, after using a Ranney Well on the Cowlitz for several years. Council Member Makinster asked Mr. Bouch if he felt that the CAC was given enough information to make the recommendation. Mr. Bouch explained that the life of the Ranney Collector Well was never discussed during their meetings; his understanding was that the Ranney Collector was a well that could provide water for the City forever. Mr. Bouch felt that the information about the life of the Ranney Collector and the potential interim improvements might have changed the discussion of the CAC when deciding on a recommendation to Council.*

*Jeff Wilson of Longview asked for clarification on the costs of the interim improvements. Jeff Cameron, Director of Public Works, explained breakdown of costs.*

**A motion was made by Mayor Pro Tem Mary Melink, seconded by Council Member Vydra, that the amendment to Confluence Engineering's contract be approved and that the staff be directed to advertise for bids for the post-treatment chlorination system. The motion passed unanimously.**

[15-3987](#)

## **WATER SUPPLY REVIEW - CUSTOMER ADVISORY COMMITTEE RECOMMENDATION FOR RANNEY COLLECTOR ON COWLITZ RIVER**

### **COUNCIL INITIATIVE ADDRESSED:**

Provide sustainable water quality & environmental infrastructure

### **CITY ATTORNEY REVIEW: N/A**

### **SUMMARY STATEMENT:**

In August 2014, the City Council authorized a contract with CH2M to review options for improving the quality of the city's drinking water and to conduct an outreach program to obtain community input on the issues and potential solutions. The City Council and Beacon Hill Water and Sewer District (BHWSD) commissioners appointed a Customer Advisory Committee (CAC)

to review the options and provide recommendations.

The CAC has completed its work and recommends that the City and BHWS D develop a new water source on the Cowlitz River utilizing Ranney collector wells. CH2M presented this recommendation and discussed the implementation process at a joint workshop for the City Council and Beacon Hill Commissioners on August 20, 2015. Additionally, City staff presented information regarding the water supply project financial status.

Should the City Council decide to proceed with the CAC recommendation, the next implementation step is to conduct a feasibility study to determine water quantity and quality at potential locations for Ranney collector wells along the Cowlitz River. This study is estimated to take six months to complete. CH2M is qualified and has expressed an interest in performing this study.

**FINANCIAL SUMMARY:**

The estimated cost of the Ranney collector feasibility study is \$300,000, and there are sufficient funds in the Filter Construction Fund to pay for this study. Beacon Hill Water and Sewer District would be responsible for 14.6% of the study cost; the BHWS D share is already contained in the Filter Construction Fund balance.

**RECOMMENDED ACTION:**

Optional City Council actions include:

1. Request additional information and continue discussions at a later meeting.

**OR**

2. Direct staff to prepare an amendment with CH2M to conduct the Ranney collector feasibility study.

**OR**

3. Decline to implement the CAC recommendation and provide alternative direction to staff.

**Attachments:**     [CAC Recommendation - 08.20.15 FINAL](#)  
[Longview CAC Report final July 2015](#)

*Jeff Cameron, Director of Public Works, presented the CAC's recommendation that a Ranney Collector Well be installed on the Cowlitz River. The CAC's final report and recommendation had been presented to Council at the August 20, 2015, workshop. The Council discussed how the CAC had reached their recommendation. The CAC's fears about contaminants at Mint Farm and in the Columbia River were discussed as a factor in the CAC's decision to make the Cowlitz River the new source of water for the City, though no contaminants have been found to date. Council also discussed the future of the Mint Farm Treatment Plan and the potential that the treatment plant could be used to treat the water from the Cowlitz, if Council were to approve a Ranney Well on the Cowlitz River.*

*Council Member Melink expressed concern about the willingness of Longview's citizens to pay higher water rates, particularly those families which could not afford a rate increase. Council Member Melink reminded Council and staff that a survey indicated that though 50% of citizens would consider a \$5 increase in rates to change the water supply, less would support a higher rate increase, and due to the high levels of iron and manganese in the region, it is very unlikely that the rate increase would be as low as \$5 because the treatment costs will be higher. Jeff Cameron, Director of Public Works, added that a statistically valid survey of the local businesses was not conducted, and that the focus of the CAC was on single family residences, and that there was no discussion about how a rate increase would affect businesses.*

*The Council discussed several of the other options considered by the CAC and their methods for ranking the current problems with the water in order to arrive at a recommendation that would solve the greatest issues. The spotting and residue, caused by silica, was ranked as the highest issue needing to be addressed, due to the damage to appliances and pipes reported by citizens. Council Member Melink emphasized that cost, which was ranked as the fourth issue, needed to be considered when deciding whether to move forward with an entirely new water system. It was brought up that a feasibility study would not affect the water rates and that Council and Beacon Hill Commissioners would benefit from having the feasibility study results before deciding what long-term course to take.*

*Mayor Jensen asked for citizen input.*

*Lee White of Longview presented anecdotal evidence to support the damage to property caused by the silica in the water, explaining that he had to replace two shower doors in his home due to the residue and spotting. Mr. White suggested that the feasibility study be conducted, and then that the decision to move forward with Ranney wells be put to a citizen vote.*

*CAC member Vincent Scalesse of Longview voiced his support for a feasibility study and in regards to the Mint Farm Treatment Plant, explained that in industry, bad investments happen and companies don't continue to throw money at the problem.*

*Larry Wilhelmsen of Longview agreed with Mr. White that the public be allowed to vote on the issue, due to the concerns with costs and rate increases, but disagreed with a feasibility study, which he felt was unnecessary, based on the success of other Ranney Collectors in the area.*

*Dan Johnson of Longview agreed with statements made by Council Member Wallin that the indirect costs to citizens far exceeded any rate increases that might result from moving to a new water system.*

*Art Malen of Longview agreed with statements made by Council Member Wallin during the discussions that Council had made a mistake in approving the Mint Farm Treatment Plant and voiced support for the CAC's recommendation.*

*Jeff Wilson of Longview offered his support for a feasibility study as long as perimeters would be set ahead of time.*

*Council Member Melink proposed an amendment to the motion on the floor, that the staff be directed to consider other companies besides CH2M to conduct the feasibility study. Council Member Botero seconded the amended motion.*

*The Council discussed the qualifications of CH2M and how considering other*

companies would affect the timeline with the Director of Public Works, Jeff Cameron. Mr. Cameron explained that CH2M is already familiar with Longview's water system and the issues involved and that to hire another company would slow down the process by a couple of months at least. It was suggested that alternatively, Council could direct staff to consider other companies after the feasibility study.

Council Member Wallin, Council Member Botero, and Council Member Melink voted in favor of the amended motion. Mayor Jensen, Council Member Moon, Council Member Vydra, and Council Member Makinster voted against the amended motion. Amended motion failed.

The main motion was then voted upon and the Beacon Hill Commissioners adjourned their special meeting at 8:44 p.m. Mayor Jensen called a ten minute recess at 8:44 p.m. The meeting reconvened at 8:55 p.m.

**A motion was made by Council Member Wallin, seconded by Council Member Vydra, that the City staff be directed to prepare an amendment with CH2M to conduct the Ranney Collector feasibility study. The motion carried by the following vote:**

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

**Nayes:** 1 - Mayor Pro Tem Melink

**6. PRESENTATIONS & AWARDS**

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

*Bill Kasch of Longview addressed Council in regards to statewide fireworks laws and recommended that the City amend the Longview Municipal Code to restrict the sales and discharge of fireworks to one day a year or to ban them altogether because of the negative impact on the community. Mr. Kasch provided a document published by the Washington State Patrol that lists all of the cities that have completely banned fireworks, while Longview allows fireworks use for nine days at the end of June and early July.*

*Jeff Wilson of Longview provided Council with an update to the Shay Locomotive project, located on the grounds of the Library. There is now permanent fencing and artistic improvements to the train that look authentic. Mr. Wilson announced that he would be bringing panels to a Council meeting before they are mounted at the site. Mayor Jensen thanked Mr. Wilson for his work on the project.*

**8. PUBLIC HEARINGS**

**9. BOARD & COMMISSION RECOMMENDATIONS**

**10. ORDINANCES & RESOLUTIONS**

[15-3983](#)

**ORDINANCE NO. 3298 AMENDING LMC 5.14.040 REGARDING MOBILE VENDORS IN THE VICINITY OF PARKS WITH A CONCESSIONAIRE**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Strengthen Economic Conditions & Create New Opportunities

**CITY ATTORNEY REVIEW: REQUIRED**

**SUMMARY STATEMENT:**

Ordinance Number 3298 updates the mobile vendors chapter of the City's municipal code. This amendment allows a less restrictive footprint for mobile vendors to operate within when a concessionaire with similar services has an exclusive permit to operate within Lake Sacajawea Park.

The new language provides that "No mobile vendor license shall include the privilege to conduct the business of a mobile vendor within any public park of the city nor within 200 feet of any public park where there is a concessionaire, provided, however, that with regard to Lake Sacajawea Park, no mobile vendor shall exercise the privilege within 500 feet of the location of a park concessionaire providing similar services, as determined by the Parks and Recreation Director, nor within 200 feet north and south of the intersection of Hemlock Street and Nichols Boulevard. No such mobile vendor license shall include the privilege to conduct the business of a mobile vendor within 500 feet of any permitted vendor or organization during the course of a special event when such vendor or organization is permitted to engage in the sale of merchandise and food in such public park."

The matter was heard by the City Council during the August 13 regular meeting and a motion passed to direct the City Attorney to draft an ordinance for City Council review and approval.

**RECOMMENDED ACTION:**

Motion to adopt Ordinance Number 3298.

**Attachments:**     [Ordinance No 3298 Amending Mobile Vendors Chapter of Municipal Code](#)  
[Aerial map of new regulations with regard to concessionaires](#)  
[Aerial map of new regulations for special events with Go 4th as example](#)  
[Current aerial 200ft buffer around entire lake](#)

**A motion was made by Council Member Moon, seconded by Council Member Makinster, that this ordinance be adopted . The motion passed unanimously.**

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

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

**11. A MAYOR'S REPORT**

**11. B COUNCILMEMBERS' REPORTS**

*Council Member Makinster presented to Council the need to provide \$6,250 to the*



*Southwest Washington Regional Airport for an emergency project, in order to meet requirements of the Department of Ecology regarding modifications to an underground storage tank. Council Member Botero motioned to approve the emergency funds to be sent to the SWRA, Council Member Vydra seconded the motion. After discussion, the Council agreed to address the issue at the next regular Council meeting in order to give the public sufficient notice. Council Member Botero withdrew the motion to approve.*

## 12. **CONSENT CALENDAR**

*Council Member Melink requested that the amended contract governing the operation of concession in Lake Sacajawea Park be considered separately. Council Member Moon requested that the bid review for the Senior Center HVAC replacement be considered separately as well. There being no additional 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.*

### 15-3980

#### **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 August 2015 Accounts Payable: \$1,781,607.35**

#### **First Half August 2015 Payroll:**

\$3,108.90, Checks No. 206413-206417

\$668,618.10, direct deposits

\$427,334.97, wire transfers

\$1,099,061.97 Total

*Final audited accounts payable: \$2,169,426.75. Checks issued: 337579-337987.*

### 15-3978

#### **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:**

Dave Van Curen, DOI: 06/30/2015. Claimant alleges that a tree branch fell from an Oak tree and damaged his vehicle. Amount unspecified.

#### **DENIED:**

Kenneth Davis, DOI: 07/23/2015. Claimant alleges that when he was pushing his father in his wheelchair, a crack in the sidewalk caused damage to the wheel. A new wheelchair had to be purchased because the wheel could not be repaired. \$124.99 claimed.

#### **SETTLED:**

Jerry Sessions, DOI: 05/01/2015. Claimant alleged damage to a structure due to sewer back-up. \$1,636.81 paid.

David Green, DOI: 03/07/2015. Claimant alleged personal injuries as a result of a trip-and-fall over an uneven portion of sidewalk. \$24,500 paid.

Summer Bonner, DOI: 11/11/2013. Claimant alleged damage to home caused by broken water main. \$21,213.46 paid.

Rinat Berishev, DOI: 05/01/2015. Claimant alleged out-of-pocket expenses incurred to clean up and sanitize after sewer back-up in basement. \$7,000 paid.

Perry Hanchey, DOI: 04/26/2015. Claimant alleged personal property damage and out-of-pocket expenses incurred to clean up after water main burst at Oceanbeach Highway & 44th Avenue. \$2,947.50 paid.

Terry Glucroft, DOI: 04/26/2015. Claimant alleged property damage and out-of-pocket expenses incurred to clean up property after water main burst at corner of Oceanbach Highway and 44th Avenue. \$2,366.96 paid.

Lisa Anderson, DOI: 04/26/2015. Claimant alleged property damage and out-of-pocket expenses incurred to clean up storage unit and personal property after water main burst at corner of Oceanbeach Highway and 44th Avenue. \$871.89 paid.

[15-3984](#)

**AMENDED AGREEMENT GOVERNING THE OPERATION OF  
CONCESSION IN LAKE SACAJAWEA PARK**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Address quality of place issues

**CITY ATTORNEY REVIEW: REQUIRED**

**SUMMARY STATEMENT:**

In 2013, the city council approved Resolution No. 2045 adopting policies for food and beverage concessions in Lake Sacajawea Park. In February 2015, a request for proposals for a food and beverage concessionaire was issued. An ad hoc committee consisting of department staff, park and recreation board members, and council members met to discuss the single proposal that was submitted. The committee reviewed the proposal and aided in suggesting contract language to ensure the city would be able to provide the vendor service this year.

The terms of the contract were reviewed and agreed upon by the city and the vendor prior to presenting the agreement to council for approval. Council authorized the city manager to finalize and sign the food and beverage concession agreement with Big Kahuna Shave Ice on June 11. Big Kahuna began operation on July 6 in Lake Sacajawea Park. From the start of the operation, Big Kahuna Shave Ice has been unable to comply with the

requirement to provide containers made from biodegradable materials. In an effort to continue to provide this trial concession operation to the community and to be able to evaluate the success of an entire season of operation, the city has offered amended terms for the agreement that have been agreed upon with the intent of benefiting both parties.

The amended terms include eliminating the requirement to use containers made of biodegradable materials, which enables the concessionaire use the inventory on hand and not to have to purchase additional containers. As a trade-off, the concessionaire agrees to pay the city \$100 each month, or portion of a month, of operation from July 6 through September 30 to reimburse the cost of providing trash receptacles, water and electrical utilities, and exclusive use of restroom facilities; those costs had previously been considered to be the city's responsibility (partially offsetting the percentage of concession sales received by the city). The concessionaire will be required to make the utilities payment on or before the 10th day of each succeeding month during the term of the permit.

**RECOMMENDED ACTION:**

Motion to authorize the city manager to finalize and sign the amended food and beverage concession agreement with Big Kahuna Shave Ice

**Attachments:**     [Amended Food Beverage Concession Agreement 2015](#)

*Council discussed Big Kahuna Shave Ice's current contract and the reasons for making the amendment, as well as the current restroom situation at the location of the concessionaire. Parks and Recreation Director Jenn Wills informed the Council that both the concessionaire agreement and the Longview Municipal Code regarding mobile vendors would be reviewed at the end of the year.*

**A motion was made by Mayor Pro Tem Melink, seconded by Council Member Moon, that the amendment be approved. The motion passed unanimously.**

[15-3979](#)

**BID REVIEW - SENIOR CENTER HVAC REPLACEMENT**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Address quality of place issues

**CITY ATTORNEY REVIEW: N/A**

**SUMMARY STATEMENT:**

This project replaces the existing rooftop heating, ventilation, and air conditioning (HVAC) units at the Longview Senior Center building at 1111 Commerce Avenue.

On August 13, 2015, two bids were received as follows:

\$78,084.00 - Capital Heating & Cooling, Lacey, WA  
\$96,798.24 - Entek Corporation, Longview, WA

**\$85,000.00 - Engineer's Estimate**

All bids received were determined to be regular and responsive.

**FINANCIAL SUMMARY:**

This project is funded by a Community Development Block Grant and the Capital Projects fund.

**RECOMMENDED ACTION:**

Motion to accept the bid and award a contract to Capital Heating & Cooling, in the amount of \$78,084.00.

*The Council discussed the longevity of the Senior Center, as there had been previous discussion about moving the location. Council Member Moon asked if there was anything structurally wrong with the Senior Center, to which City Manager Dave Campbell responded that the only problem is the HVAC, and explained that if the City were to move the Senior Center's location, a new HVAC system would make the building more marketable.*

**A motion was made by Council Member Vydra, seconded by Council Member Moon, that the bid be accepted. The motion passed unanimously.**

**13. CITY MANAGER'S REPORT**

[15-3977](#)

**CONSULTING SERVICES CABLE TELEVISION FRANCISE RENEWAL****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Continue effective financial management.

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

The City of Longview issued an RFP in October 2014 to acquire consulting services for the cable television system franchise renewal. The current franchise agreement with Comcast is set to expire in December 2016. Of the three respondents to the RFP, two were selected to participate in an interview selection process with the City's franchise renewal committee. The committee has selected the law firm of Moss & Barnett as the consulting agency. The primary attorney selected to work with the City, Brian Grogan, has represented many municipalities in the cable franchise renewal process. Moss & Barnett will provide expert legal counsel in the negotiation, drafting and renewing of the cable television franchise agreement with Comcast. The proposed consulting agreement allows the City to lead the negotiations with Comcast while using the consulting services of Moss & Barnett as needed. This process will allow the City to control the costs associated with the consulting services. Aforementioned costs were identified in the development of the 2015-16 budget and are fully allocated for within the General Fund.

A financial audit is identified as an optional task in the RFP. The City has elected to use Moss & Barnett to facilitate performing an audit of the franchise fee and PEG fee payments the City has received from Comcast.

**RECOMMENDED ACTION:**

Council to enter into agreement with Law firm Moss & Barnett.

**Attachments:** [DOCS #2910812-v1-Engagement Agreement - City of Longview WA.pdf](#)

A motion was made by Council Member Wallin, seconded by Council Member Makinster, that the consulting agreement be approved. The motion passed unanimously.

[PC 2014-3  
8/27/15](#)

**SHORELINE MASTER PROGRAM - DEPARTMENT OF ECOLOGY  
APPROVAL AND RECOMMENDATIONS****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Provide sustainable water quality & environmental infrastructure

**CITY ATTORNEY REVIEW: N/A**

**SUMMARY STATEMENT:**

On January 22, 2015, the City Council approved Resolution No. 2136. This resolution authorized the Community Development Director to submit the Longview Shoreline Master Program (SMP) to the Washington State Department of Ecology (Ecology) for their review and approval. In a letter dated July 27, 2015 to David Campbell, Ecology announced that they approved the Shoreline Master Program update. The letter is attached. Ecology approved the SMP without requiring any modifications. Thus, the City can approve the SMP as is. However, Ecology recommended four changes. Three are for clarity purposes only (modifications to the table of contents, minor wording changes to the introduction section, and creating an Appendix B where the shoreline maps would be found).

The fourth recommendation is to update the wetland rating standards in "Appendix A Shorelines Critical Areas Regulation" to match the standards currently in Washington Administrative Code. The City is required to adopt those standards by July 1, 2017 anyway. It will be much easier to make the changes now than to go through another Shoreline Management Program update within two years of this one. The Ecology recommended changes are provided in Attachment B of the attached Ecology approval letter. City staff believes that Ecology recommendations will make the City's SMP a better document and recommends that they be incorporated into the SMP.

**RECOMMENDED ACTION:**

Motion to incorporate the Washington State Department of Ecology recommendations into the City's Shorelines Master Program and direct the City Attorney to prepare an ordinance to adopt the SMP for City Council review and approval.

**Attachments:**     [Ecology approval letter with attachments](#)  
                              [Draft Shoreline Master Program](#)  
                              [Appendix A - Draft Shoreline Critical Area Regulations](#)  
                              [Maps - Shoreline Master Program Designations](#)

*The Council discussed the Department of Ecology's recommendations in regards to the Shoreline Master Program. The fourth recommendation in the letter from the Department of Ecology is critical. The rating standards would have to be changed eventually because the changes will go into effect at the State level within the next two years. Making the change now would eliminate any confusion, because the City would have to enforce the new standards regardless.*

**A motion was made by Council Member Moon, seconded by Council Member Vydra, that the Council accept the Department of Ecology's recommendations and direct the City Attorney to prepare an ordinance to adopt the Shoreline Master Program for City Council review and approval. The motion carried by the following vote:**

**Ayes:** 6 - Mayor Don Jensen, Council Member Botero, Council Member Makinster, Mayor Pro Tem Melink, Council Member Moon and Council Member Vydra

**Nayes:** 1 - Council Member Wallin

[15-3981](#)

## **DOWNTOWN PARKING TIME LIMITS**

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

Council Initiative: Address quality of place issues

### **CITY ATTORNEY REVIEW: N/A**

### **SUMMARY STATEMENT:**

With last year's streetscape improvements in the 1500 block of Commerce Avenue, parking spaces were added where driveways or curb cutouts existed prior to the improvements. The current parking ordinance defines parking time limits on a space by space basis. A report has been completed by staff with recommendations on time limits for the new and modified parking spaces in Block 82. The report further recommends delegating the authority to the City Manager for setting future time limit parking changes in downtown.

### **RECOMMENDED ACTION:**

Direct the City Attorney to draft an ordinance to modify existing parking time limits.

**Attachments:**     [Downtown Parking Staff report 8.27.15](#)

*CED Director John Brickey presented the proposed changes to the downtown parking time limits. The recent streetscaping created new parking spaces that need to be assigned time limits, and there are also existing spaces that need to be reassigned new limits. Council was presented with two options. Option A was to direct the City Attorney to draft an ordinance to modify the parking limits and Option B was to delegate the authority to the City Manager to make these changes to time limits in the downtown area.*

Council Member Wallin moved to approve both Option A and Option B, Council Member Melink seconded the motion. Council discussed this amendment to the motion and Council Member Melink expressed a concern that citizens would bring their complaints about the time limits to Council and Council would no longer have the power to act on their complaints because they will have delegated the authority to the City Manager. Council Member Botero, Council Member Makinster, and Council Member Vydra voted in favor of the amended motion. Mayor Jensen, Council Member Moon, Council Member Melink, and Council Member Wallin voted against the amended motion. Motion failed.

The motion to approve Option A was then voted upon.

A motion was made by Council Member Scott Vydra, seconded by Council Member Chet Makinster, that the City Attorney be directed to draft an ordinance to modify existing parking time limits. The motion passed unanimously.

[15-3988](#)

#### **MID-YEAR 2015 BIENNIAL BUDGET REVIEW (GENERAL FUND)**

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

Council Initiative: Continue effective financial management

Attachments: [2015 Q2 General Fund Financial Review](#)

Kurt Sacha presented the Mid-Year 2015 Biennial Budget Review to Council.

#### **14. MISCELLANEOUS**

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

[15-3973](#)

#### **WASHINGTON STATE LIQUOR AND CANNABIS BOARD REQUESTS**

Attachments: [WSLCB Renewals 0815](#)

[MN 15-0294](#)

#### **P&R ADVISORY BOARD MEETING MINUTES JULY 2015**

Attachments: [P&R ADVISORY BOARD MEETING MINUTES 07.20.2015](#)

#### **15. ADJOURNMENT**

The meeting was adjourned at 10:06 p.m. The next scheduled meeting of the Council is September 10, 2015.

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, SEPTEMBER 10, 2015**

**THURSDAY, SEPTEMBER 24, 2015**

**NEXT COUNCIL WORKSHOPS:**

**THURSDAY, SEPTEMBER 17, 2015**

**THURSDAY, SEPTEMBER 24, 2015**