



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

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Thursday, December 15, 2016

7:00 PM

2nd Floor, City Hall

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### Special Meeting

**NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the City Council of the City of Longview, Washington, will conduct a special meeting in the Longview City Hall Council Chamber, 1525 Broadway, Longview, on Thursday, December 15, at 7:00 p.m. The topics of discussion follow. Final disposition shall be taken on no other matter.**

**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**

*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; Craig Bozarth, Engineering Manager; Todd*

*Dodgin, Information Technology Director; Robert Huhta, Police Captain; Phil Jurmu, Fire Chief; Chris Skaugset, Library Director; Jenn Wills, Parks & Recreation Director; Chris Smith, Human Resources Director; Joe Phillips, Economic Development Coordinator; and Steve 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 November 29, 2016, 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 16-0358](#)

**COUNCIL MINUTES, NOVEMBER 29, 2016**

**Attachments:**     [11.29.2016 Special Council Meeting Minutes for Approval](#)

**5. CHANGES TO THE AGENDA**

*The agenda was amended to move item 16-4645 (Ordinance No. 3335) to directly after Constituents' Comments. Items 16-4642 and 16-4644 (Ordinance No. 3336 and Resolution No. 220) were moved to directly after item 16-4643 (public hearing on the 2017-2018 biennial budget and 2017-2021 CIP).*

*City Manager Campbell also noted that after the final agenda had been posted, the documents related to items 16-4659 (proposed municipal code to address severe weather sheltering) and 16-4649 (City-County hotel memorandum of understanding) were revised. The revised version is available upon request.*

**6. PRESENTATIONS & AWARDS**

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

*Michael O'Neill of Longview addressed council regarding the process for revising the city's municipal code related to shelters.*

*Summer O'Neill of Longview addressed council regarding the process for revising the city's municipal code related to shelters.*

*Reggie Smith of Longview addressed council to request a letter of reference for the 1414 Club, to aid the Club in seeking donations from businesses in Kelso and Longview. Council had no objection to Mayor Jensen signing a letter of reference on behalf of the City of Longview.*

*Santa Claus of the North Pole (Ray VanTongeren of Longview) addressed council to wish them a Merry Christmas and a Happy New Year (ho ho ho).*

*Christine DesRosier of Longview addressed council to introduce herself as the new department head for the Cowlitz County Department of Health and Human Services.*

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

**8. PUBLIC HEARINGS**

[16-4645](#)

**ORDINANCE NO. 3335 AMENDING THE LONGVIEW MUNICIPAL CODE TO CLARIFY AND EXPAND THE PERMISSABLE USES OF SURPLUS MONEYS IN THE PUBLIC SAFETY FUND**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Continue effective financial management  
Enhance public safety and emergency response

**CITY ATTORNEY REVIEW: REQUIRED**

**SUMMARY STATEMENT:**

The Longview police station was originally a bank building, acquired by the city and partially remodeled in 1999 with the intent of further remodeling later to add office space. The building lacks adequate facilities for officers to conduct investigations and interviews without interruption, maintain confidentiality, and properly process and store evidence during investigations. A proposed remodel would add 3,400 square feet of finished office and working space and improve 520 square feet of existing work area to address functional issues and allow detective, patrol, and other assigned officers to work more efficiently as units and individually.

Improvements would include offices and work stations, interview rooms, evidence processing space, file storage space, a conference room, and the necessary electrical, mechanical, plumbing, communication, and security systems to support the new spaces. In addition, replacement of the building's HVAC system would correct ongoing heating and cooling deficiencies; the existing system is beyond its useful life, dating back to 1968.

Because the full extent and complexity of a remodel is difficult to reasonably determine in advance, Collins Architectural Group was retained to prepare a design and cost estimate. Based on the 20% design, the total remodel project cost, including replacement of the entire building HVAC system, is estimated at \$1,142,000 including 30% contingency. A plan to finance the project using the public safety fund was contemplated by the council earlier this year, but ultimately rejected when an ordinance to expand the permissible uses of moneys in the public safety fund, including for law enforcement capital facilities and equipment, was defeated (Ordinance No. 3320 on May 26, 2016).

More recently (during discussion of capital improvement projects to be included in the 2017-2018 budget that took place during a workshop on October 20), councilmembers indicated their willingness to revisit that issue in order to pay for the police station remodel project without have to finance it over time. As a result of that discussion, a new ordinance (No. 3335 attached) has been prepared for council consideration that is identical to No. 3320 in terms of the expanded permissible uses of public safety fund moneys i.e., adding street lighting, pedestrian street crossings and sidewalks, law enforcement capital facilities and equipment, and street maintenance equipment.

The recommended 2017-2018 biennial budget anticipates a beginning balance of \$2.3 million and an ending balance of \$745,000 after all revenues and expenditures are accounted for, *including* completion of the police station remodel project.

**RECOMMENDED ACTION:**

Motion to adopt Ordinance No. 3335.

**STAFF CONTACT:**

Dave Campbell, City Manager  
Kurt Sacha, Assistant City Manager/Finance Director  
Jim McNamara, City Attorney

**Attachments:**     [Ordinance No 3335](#)

*Council discussed the proposed ordinance and invited constituents to speak on the topic.*

*Octavio Cambo of Longview addressed council to request that the public safety fund be used to provide additional training to law enforcement officers.*

*Marvin Kallwick of Longview addressed council to oppose the proposed ordinance.*

**A motion was made by Council Member Vydra, seconded by Mayor Pro Tem Wallin, that Ordinance No. 3335 be adopted. The motion carried by the following vote:**

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

**Nayes:** 1 - Council Member Moon

[16-4643](#)

**PUBLIC HEARING: PROPOSED 2017 - 2018 BIENNIAL BUDGET AND 2017 - 2021 CAPITAL IMPROVEMENT PLAN (CIP)****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Continue effective financial management of the City.

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

RCW 35A.34.110 requires cities to conduct a formal public hearing on the proposed biennial budget. Copies of the Biennial Budget and 2017 - 2021 Capital Improvement Plan have been made available to Council and to members of the public. A staff presentation on the 2017 - 2018 Biennial Budget and 2017 - 2021 Capital Improvement Plan was presented at the public hearing on December 8, 2016, and is attached for reference. Public Hearing Notices on the 2017 - 2018 Preliminary Biennial Budget and 2017 - 2021 Capital Improvement Plan were published on November 25, 2016 and

December 2, 2016.

The 2017 - 2018 Biennial Budget can be accessed at:  
<http://www.mylongview.com/Modules/ShowDocument.aspx?documentid=2838>

**RECOMMENDED ACTION:**

Hold public hearing.

**Attachments:**     [2017-18 Budget Public Hearing \(2016 1208\)\(F\)](#)

*Assistant City Manager and Finance Director Kurt Sacha presented the 2017-2018 recommended budget.*

*Mayor Jensen opened the public hearing at 8:27 p.m. There being no one wishing to speak, the public hearing was closed at 8:27 p.m.*

[16-4642](#)

**ORDINANCE NO. 3336 ADOPTING 2017-2018 BIENNIAL BUDGET**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Continue effective financial management of the City.

**CITY ATTORNEY REVIEW: REQUIRED**

**SUMMARY STATEMENT:**

This ordinance depicts the revenues and appropriations as presented in the 2017-2018 Biennial Budget and formally adopts the 2017-2018 Biennial Budget.

**RECOMMENDED ACTION:**

Motion to adopt Ordinance No. 3336

**STAFF CONTACT:**

Kurt Sacha, Assistant City Manager/Finance Director  
Jim McNamara, City Attorney

**Attachments:**     [ORDINANCE NO. 3336 - 2017-2018 Biennial Budget](#)

**A motion was made by Council Member Ken Botero, seconded by Council Member Scott Vydra, that Ordinance No. 3336 be adopted. The motion passed unanimously.**

[16-4644](#)

**RESOLUTION NO. 2201 ADOPTING 2017-2021 CAPITAL IMPROVEMENT PLAN**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Continue effective financial management of the City.

**CITY ATTORNEY REVIEW: REQUIRED**

**SUMMARY STATEMENT:**

The attached resolution provides for the 2017-2021 Capital Improvement Plan included in the 2017-18 Biennial Budget. Approval of the 2017-2021 Capital Improvement Plan authorizes funding only for the 2017-2018 projects approved in conjunction with the 2017-2018 Biennial Budget.

**RECOMMENDED ACTION:**

Motion to adopt Resolution No. 2201 approving the 2017-2021 Capital Improvement Plan for the City of Longview.

**STAFF CONTACT:**

Kurt Sacha, Assistant City Manager/Finance Director  
Jim McNamara, City Attorney

Attachments:     [RESOLUTION NO 2201 - 2017-2021 CIP](#)

A motion was made by Council Member Chet Makinster, seconded by Council Member Scott Vydra, that Resolution No. 2201 be adopted. The motion passed unanimously.

**9.     BOARD & COMMISSION RECOMMENDATIONS****10.   ORDINANCES & RESOLUTIONS**[ORD 16.3334](#)**ORDINANCE NO. 3334 - CREATE LONGVIEW TRANSPORTATION BENEFIT DISTRICT****COUNCIL INITIATIVE ADDRESSED:**

Improve streets and roads

**CITY ATTORNEY REVIEW: Required****SUMMARY STATEMENT:**

Following their 2016 retreat, the City Council appointed a Streets and Roads Initiative Committee consisting of Councilmembers Mike Wallin, Chet Makinster, and Steve Moon. The Committee began meeting to review information regarding pavement condition, current street maintenance and repair funding and costs, and discuss potential methods to enhance street maintenance.

The Committee reviewed and discussed information pertaining to street maintenance and presented a report to the full council at a workshop on April 28, 2016, and recommended the council consider forming a Transportation Benefit District (TBD) to fund street maintenance, preservation and improvement projects in the City.

On August 25, 2016, the City Council conducted a public hearing to receive public comment regarding forming a TBD and considered a draft TBD formation ordinance. Nobody spoke in opposition to forming a Transportation Benefit District, and the City Council directed staff to prepare a final ordinance and TBD improvements plan for consideration.

On November 21, 2016, the Streets and Roads Initiative Committee met to review a draft TBD improvements plan. The Committee requested revisions to improvements plan and requested staff to present the TBD formation ordinance to the City Council before the end of this year.

Attached for your review is a final draft ordinance and TBD improvements plan, along with a staff report providing information about TBD formation.

**RECOMMENDED ACTION:**

Motion to adopt Ordinance No. 3334.

**STAFF CONTACT:**

Craig Bozarth, City Engineer

**Attachments:**     [Ord No 3334 - Form Transportation Benefit District](#)  
                              [Ord No 3334 - Exhibit A - Improvements Plan](#)  
                              [Staff Report - Ord No 3334 - TBD Formation](#)  
                              [TBD Formation Presentation 08.25.16](#)  
                              [08.25.2016 Public Hearing Notice - TBD Formation](#)

*Engineering Manager Craig Bozarth presented the Transportation Benefit District Formation and Transportation Improvements Plan. Council discussed the proposed ordinance and invited constituents' comments on the topic.*

*Michael O'Neill of Longview addressed council to support the use of transportation funds for non-road projects, such as improved bus and pedestrian access.*

**A motion was made by Council Member Chet Makinster, seconded by Council Member Scott Vydra, that Ordinance No. 3334 be adopted. The motion passed unanimously.**

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

**11. A                    MAYOR'S REPORT**

*Mayor Jensen moved item 16-4659 (regarding cold weather shelters) to be considered under Mayor's Report, before Councilmembers' Reports & item 16-4659 (regarding the Veterans' Memorial).*

[16-4659](#)

**PROPOSED MUNICIPAL CODE TO ADDRESS SEVERE WEATHER  
SHELTERING**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Enhance public safety & emergency response

**CITY ATTORNEY REVIEW: N/A**

**SUMMARY STATEMENT:**

Currently, the City's municipal code does not address severe weather shelters. City staff developed a proposed code to address such. The Ad

Hoc Committee on Zoning for Emergency Shelters reviewed the draft at their December 12 meeting. After discussing the draft and hearing comments from the public, the committee directed staff to make some modifications and then decided to recommend approval of the proposed code. The proposed "Chapter 7.30 Severe Weather Sheltering" as modified by the committee is attached.

**RECOMMENDED ACTION:**

Motion to direct the City Attorney to prepare an ordinance for Council review and approval

**STAFF CONTACT:**

Steve Langdon, Planning Manager

Jim McNamara, City Attorney

**Attachments:**     [Draft LMC Chapter 7 30 Severe Weather Sheltering](#)

*City Manager Campbell noted that the draft ordinance had been revised after the agenda was formally posted; the updated version is available upon request. Council discussed the proposed municipal code to address severe weather sheltering and invited constituents' comments on the topic.*

*Christine DesRosier of Longview, and Director of Cowlitz County Department of Health & Human Services, addressed council to express her concern that additional regulation would prevent cold weather shelters from opening.*

*Michael O'Neill of Longview addressed council to express his concern that additional regulation would prevent cold weather shelters from opening.*

*Summer O'Neill of Longview addressed council to express her concern that additional regulation would prevent cold weather shelters from opening.*

*George Brajcich of Longview addressed council to support additional cold weather shelter regulation.*

*Marvin Kallwick of Longview addressed council to express his concern about the homeless population in Longview.*

**A motion was made by Council Member Scott Vydra, seconded by Council Member Steve Moon, to direct the City Attorney to prepare an ordinance for Council review and approval. The motion passed unanimously.**

**11. B****COUNCILMEMBERS' REPORTS**

*Councilmember Wallin presented a draft outline of the proposed 2017 Citizens' Summit for council consideration. Councilmember Moon suggested promoting the survey to a larger audience of citizens than in previous years, and requesting that survey participants identify their physical address, to ensure that the citizens who attend the summit are residents of the city of Longview. After council discussion, there was no objection to the proposed outline. Mayor Jensen and Councilmember Wallin will be working with Executive Assistant Tammi Edwards and City Manager Campbell to finalize the details of the summit.*

*Regarding the City Manager's annual performance evaluation, council agreed to use the same consultant (Dave Mercier) to facilitate the process.*



*Councilmember Wallin reported a brief summary of the second meeting of the newly formed TRRWA Board of Directors.*

*Mayor Jensen reported that he and City Manager Campbell had sent thank you letters to Senator Cantwell's office, for her work in support of the SR 432 project.*

[16-4641](#)

## **REQUEST TO HELP FUND THE VETERANS' MEMORIAL MONUMENT**

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

Preserve and enhance neighborhoods  
Address quality of place issues

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

### **SUMMARY STATEMENT:**

For over a year, the City of Longview's "Extra Mile" citizen, Bill Kasch, has been working on another project to honor the history of our city. His most recent undertaking is a Veterans' Monument to honor Longview citizens that have given the greatest sacrifice for our nation. This request is for the city council to approve the appropriation of \$2,500 to be taken from the general fund ending fund balance, to help contribute to the Veterans' Monument project that Mr. Kasch is spearheading. Previous requests for financial assistance for this project have not been approved. Those requests were made while this project was still in the early stages of development. Mr. Kasch is now at the final stage with a product near completion.

### **RECOMMENDED ACTION:**

Motion to approve the appropriation of \$2,500, to be taken from the general fund ending fund balance, to help contribute to the Veterans' Memorial Monument project that Bill Kasch is spearheading.

### **STAFF CONTACT:**

Steve Moon, City Council  
Chet Makinster, City Council

**Attachments:**     [12-15-16 Request to help fund veterans memorials in RA Long Park](#)

*Council discussed the request to help fund the Veterans' Memorial Monument and invited constituents' comments.*

*Marvin Kallwick of Longview addressed council to oppose the project.*

**A motion was made by Council Member Steve Moon, seconded by Council Member Chet Makinster, to approve the appropriation of \$2,500, to be taken from the general fund ending fund balance, to help contribute to the Veterans' Memorial Monument project that Bill Kasch is spearheading. The motion passed unanimously.**

## **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.*

[16-4646](#)**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:**

Duane Todd, DOI: 11/22/2016. Claimant alleges property damage caused by forced entry of police officers serving search warrant.

Allen Norman, DOI: 12/2/2015. Claimant alleges that the LPD did not notify him that he could retrieve his property; the property was then sold at auction.

**DENIED:**

Nathan Bopp, DOI: 10/12/2016. Claimant alleges that a city employee did not properly research the location of sewer lines on his property and he was given the approval to begin digging a trench. After digging began, the sewer line was damaged and costs were incurred by the claimant to repair the sewer line.

**SETTLED:**

Jim Jesska, DOI: 9/20/2016. Claimant alleges costs incurred to clear blockage in sewer line.

**STAFF CONTACT:**

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

**13. CITY MANAGER'S REPORT**[16-4648](#)**LONGVIEW EMPLOYEES' BARGAINING ASSOCIATION (EBA)  
COLLECTIVE BARGAINING AGREEMENT, JAN 1, 2015-DEC 31, 2017****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Continue effective financial management

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

On October 27, 2016, Longview Employees' Bargaining Association (EBA) and the City reached a tentative agreement on the 2015-2017 Collective Bargaining Agreement (CBA). For 2017, both parties agree to open for bargaining Article 11, Medical and Insurance Benefits and Article 21, Salaries for the purpose of negotiating salaries and calculating the balance of 2015 deferred wages that may be applied to the 2017 medical premium. EBA notified the City of member (97) ratification on November 14, 2016. The contract provides for a COLA increase of 100% of Portland CPI-W in 2017(1.2%).

For 2017 the CBA remains at 100% employer paid HDHP medical insurance plan and Dental remains at 80% employer paid.

**RECOMMENDED ACTION:**

Motion to approve the 2017 provisions of Articles #11 (Medical Insurance) and #21 (Salaries) of the EBA 2015-17 Collective Bargaining Agreement.

**STAFF CONTACT:**

Chris Smith, Human Resources Director

**Attachments:**     [2015 - 2017 EBA CBA - 2017 Re-opener \(12-15-16\)](#)

A motion was made by Council Member Steve Moon, seconded by Council Member Chet Makinster, to approve the 2017 provisions of Articles #11 (Medical Insurance) and #21 (Salaries) of the EBA 2015-17 Collective Bargaining Agreement . The motion passed unanimously.

[16-4647](#)

**2017 STATE LEGISLATIVE AGENDA**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

All

**CITY ATTORNEY REVIEW: N/A**

**SUMMARY STATEMENT:**

Attached is the draft 2017 State Legislative Agenda. The council reviewed this initially in a workshop on September 15, discussed the community project funding request priorities during a workshop on October 20, and reviewed an outline of a comprehensive draft during a workshop on December 1. It is now being presented for final review and adoption.

Our state legislative agenda is always a work in progress, meaning it is subject to change as political and legislative conditions change and new opportunities arise. It lists issues of interest primarily to the City of Longview (and perhaps a handful of other jurisdictions), as well as some issues of interest to the "city family" throughout the state via reference to the Association of Washington Cities' legislative agenda. In either case, it provides guidance to City representatives for communicating with legislators and other state officials about proposed legislation, rule-writing, and the administration of state programs.

**RECOMMENDED ACTION:**

Motion to adopt.

**STAFF CONTACT:**

Dave Campbell, City Manager

**Attachments:**     [2017-2018 State Agenda DRAFT](#)

*Council discussed and adopted the 2017 State Legislative agenda with the exception of the item regarding the storage of tenant's property.*

*Councilmember Wallin suggested that each councilmember choose a priority issue or project to spearhead and promote by, for example, engaging with local legislators, attending meetings and hearings in Olympia, and promoting the issues on social media. Councilmember Wallin provided a handout titled 'Council Legislative Agenda Communication Planning.'*

*Industrial Way/Oregon Way (SR432/433) intersection project - Councilmember Wallin and Mayor Jensen*

*Columbia Theatre HVAC - Councilmember Moon*

*Shooting Range Improvements - Councilmember Makinster and Councilmember Vydra*

*RA Long Park Improvements - Councilmember Botero and Councilmember Melink*

**A motion was made by Council Member Chet Makinster, seconded by Council Member Steve Moon, to approve the 2017 State Legislative Agenda with the exception of the item regarding the storage of tenant's property, which is to be removed from the legislative agenda. The motion passed by the following vote:**

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

**Nayes:** 1 - Council Member Melink

[16-4640](#)

**AGREEMENT WITH CFM FOR 2017 GOVERNMENTAL RELATIONS SERVICES****COUNCIL STRATEGIC INITIATIVES ADDRESSED:**

All

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

The attached agreement with CFM provides for federal governmental relations services for 2017. The scope of services includes assistance on appropriations (grant) requests, advocacy on policy issues, arranging of meetings between City and federal officials, continued lobbying support for various federal programs that are of interest to the City, and generally providing insight and keeping us informed of legislative activities in Washington, DC.

An outline of the draft 2017 federal legislative agenda itself was reviewed by council on December 1. The final agenda will be ready for review and

approval on January 12. The dates in Attachment A, Services & Compensation, will be updated, and the agenda itself would be inserted in Section 1.2 of Attachment A. In the meantime, CFM has agreed to hold its fee at the same level for the tenth consecutive year. Funding for these services is prorated among the general and enterprise funds, based on the time devoted to various grant applications and policy efforts.

**RECOMMENDED ACTION:**

Motion to approve the agreement with CFM for federal governmental relations services in 2017 and authorize the city manager to sign it, pending final council approval of the legislative agenda.

**STAFF CONTACT:**

Dave Campbell, City Manager

**Attachments:**      [CFM Agreement for 2017](#)

A motion was made by Councilmember Vydra, seconded by Councilmember Botero, to approve the agreement with CFM for federal governmental relations services in 2017 and authorize the city manager to sign it, pending final council approval of the legislative agenda. The motion passed unanimously.

[16-4649](#)

**CITY - COUNTY HOTEL MEMORANDUM OF UNDERSTANDING**

**COUNCIL INITIATIVE ADDRESSED:**

Strengthen economic conditions and create new opportunities

**CITY ATTORNEY REVIEW: REQUIRED**

**SUMMARY STATEMENT:**

The County and the City of Longview jointly financed a long-range Event Center Master Plan and a hotel feasibility study. The recommendations of both studies declare that there is a need for additional conference space at the Event Center as well as a hotel for the use of conference attendees. To facilitate implementation of the Event Center Master Plan, the County and City propose an exchange of lands to allow for development of a commercial hotel. Construction of a hotel would facilitate local events and gatherings at the County Events Center and the Fairgrounds.

In consideration for exchange of parcels, City shall cause to be performed surveys of all concerned parcels. The County will apply for subdivision or boundary line adjustment for the creation of the parcels. The City or its PDA will facilitate funding for all fees and costs necessary for such division of land.

With increased use of facilities, the County may shift some activities across 7th Avenue and use newly acquired land in furtherance of those activities. The City agrees to facilitate safe pedestrian crossing during the annual County Fair and other events at the fairgrounds subject to City Special Event

permit standards.

The City will work cooperatively with the County and the City of Kelso to address access issues for the hotel as well as a new entrance to the fairgrounds at the intersection of Washington Street and 5th Avenue. The City shall also work directly with the City of Kelso regarding provision of utilities to the hotel property.

**FINANCIAL SUMMARY:**

The City will pay approximately \$15,000 for surveying and subdivision costs. The PDA will reimburse the City for those costs upon the sale of the property to a hotel developer.

**RECOMMENDED ACTION:**

Motion to authorize the Mayor and City Manager to sign the MOU.

**STAFF CONTACT:**

Joe Phillips, Economic Development Coordinator

**Attachments:**     [City-County Hotel MOU 12-8-16](#)  
                                 [City - county Hotel MOU Maps](#)

*Economic Development Coordinator Joe Phillips presented the Memorandum of Understanding for council consideration.*

**A motion was made by Council Member Melink, seconded by Council Member Moon, to authorize the Mayor and City Manager to sign the MOU. The motion carried by the following vote:**

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

**Nayes:** 1 - Mayor Don Jensen

**14. MISCELLANEOUS**

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

**15. ADJOURNMENT**

*Councilmember Melink requested an excused absence from the January 12th regular council meeting.*

*The meeting was adjourned at 10:11 p.m. The next scheduled meeting of the Council is January 12, 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, JANUARY 12, 2017**

**THURSDAY, JANUARY 26, 2017**