



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

Tuesday, August 15, 2017

5:00 PM

2nd Floor, City Hall

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the City Council of the City of Longview, Washington, will conduct a workshop session in the Longview City Hall Training Room, 1525 Broadway, Longview, on Tuesday, August 15, at 5:00 p.m. The topics of discussion follow. Final disposition shall be taken on no other matter.

Longview 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 at least forty-eight (48) hours in advance if you require special accommodations to attend the meeting.

1. CALL TO ORDER

Mayor Jensen convened the workshop at 5:00 p.m.

2. ROLL CALL

Present: 6 - Mayor Don Jensen, Council Member Botero, Council Member Makinster, Council Member Melink, Council Member Moon and Mayor Pro Tem Wallin

Excused: 1 - Council Member Vydra

STAFF PRESENT

City Manager Dave Campbell; Assistant City Manager/Finance Director Kurt Sacha; City Clerk Kaylee Cody; Parks & Recreation Director Jenn Wills; and Public Works Director Jeff Cameron.

3. CHANGES TO AGENDA

The agenda was changed to discuss the Longview's Parks Outside User Groups topic first.

4. CITY MANAGER'S REPORT

[17-5035](#)**LONGVIEW PARKS OUTSIDE USER GROUPS AND EVENTS****COUNCIL INITIATIVE ADDRESSED:**

Strengthen economic conditions & create new opportunities

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

Historically, Longview parks, especially Lake Sacajawea Park, have been viewed as a place for passive recreation and use. Organized events were discouraged in the summer except for the Go 4th Festival and Concerts at the Lake. Fun runs and other activities were typically scheduled for spring and fall when the weather was not as nice and park patronage was lower. There were concerns as to what impact, both on facilities and users, opening the parks up for outside rentals or events could have on other park patrons and on park maintenance staff. Staff would like to discuss the history of outside user groups in the parks, the role the department has in the use, what other cities are doing, and plans for park event use in the future.

RECOMMENDED ACTION:

Discussion and direction to staff.

STAFF CONTACT:

Natalie Richie, Recreation Manager
Curt Nedved, Park Manager
Jennifer Wills, Parks & Recreation Director

Attachments: [Park Special Event Packet](#)
 [Special Event Vendor Request](#)

Parks & Recreation Director Jenn Wills presented a staff report.

Council expressed support of the Parks & Recreation Department's desire to allow outside rentals and events.

[17-5037](#)**R.A. LONG PARK IMPROVEMENTS PROJECT UPDATE****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Address quality of place issues

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

On March 25, 2010, the City Council approved Resolution 1957 adopting the R.A. Long Park Master Plan. This Plan was developed to accomplish three goals: 1) Celebrate the history of R.A. Long Park; 2) Enhance pedestrian and vehicular safety and park access within the Circle; and 3) Increase activity and improve the condition of R.A. Long Park.

Implementation of the park improvements was divided into 3 phases to

maximize opportunities for grants and other funding sources. In 2013, the City Council allocated \$300,000 from the Kuntz Family Trust to complete a portion of the phase 1 improvements. An additional \$100,000 was allocated from the Capital Projects Fund to replace damaged sidewalks/walkways in and around the park. Additionally, in 2014 the City was offered a donation of \$75,000 toward construction of a fountain in the center plaza.

The phase 1 Park improvements to construct the fountain, replace the concrete plaza, replace west plaza steps with ADA ramp, upgrade park lighting, and upgrade the existing electrical service was advertised for bids in February 2016. The received bids significantly exceeded the available budget and all bids were rejected. Subsequently, the City Council and Historic Preservation Commission agreed to resolve safety issues by removing the central concrete plaza and portions of the lower plaza, with a commitment to begin construction on the replacement in 2018. Those plaza areas were removed and replaced with grass.

Recently there have been suggestions that a gazebo or pavilion structure would be a more appropriate and useful feature for the park than a fountain, and likely be less costly; and that perhaps the central concrete plaza should be eliminated. The next step in the project is to confirm or consider updating the R.A. Long Park master plan to re-establish the goals for the Park and determine a project time line and funding. Updating the master plan would involve soliciting public input and concurrence, and obtaining approval from the Historic Preservation Commission and the Parks and Recreation Board. This process could also be used to confirm continued support for the existing master plan.

FINANCIAL SUMMARY:

Current project secured funding is \$300,000 from the Kuntz Family Trust, and \$75,000 from a private donation. The private donor has indicated support for either a fountain or a gazebo/pavilion. Additional funding is needed to complete the project.

RECOMMENDED ACTION:

Discussion and direction to staff.

Attachments: [Park Use Workshop 08 08 17](#)

Public Works Director Jeff Cameron presented a staff report.

Council requested a joint workshop with stakeholders to discuss R. A. Long Park. Interested parties may include the Historic Preservation Commission, Project Longview, Parks & Recreation Board, and representatives of the Monticello Hotel. These groups will be given the opportunity to provide their input before any plans are finalized.

A motion was made by Council Member Ken Botero, seconded by Council Member Mary Jane Melink, to move forward with Option 3 with the two recommended electrical upgrades included. The motion passed unanimously.

Option 3 as presented:

Replace lower concrete plaza; new colored red and aged grey concrete;

upper concrete plaza replaced with grass; gazebo with concrete sidewalk approach and ADA for access (\$534,000).

Recommended electrical upgrades:

Upgrade park lighting system and power receptacles (\$63,000) and upgrade electrical service (\$56,000)

[17-5036](#)

LONGVIEW PARKS ATHLETIC FACILITY USE

COUNCIL INITIATIVE ADDRESSED:

Strengthen economic conditions & create new opportunities

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

The City Council requested information about facility usage and facility use agreements at our sports fields and courts. Staff will provide an overview of the historical and current usage, agreements, what other cities are doing, and what the future looks like for the City and sports facility users.

RECOMMENDED ACTION:

Discussion and direction to staff.

STAFF CONTACT:

Natalie Richie, Recreation Manager

Curt Nedved, Park Manager

Jennifer Wills, Parks & Recreation Director

Attachments: [2017 Youth Sports Facility Use Agreement Sample](#)

Parks & Recreation Director Jenn Wills presented a staff report.

Council expressed their support for Parks & Recreation to work with the Parks & Recreation Board and other stakeholders to make a plan for the future, to include determining a goal and a mission of the sports/park facilities; exploring and investing in park infrastructure for the future of the facilities; and researching what other cities are doing.

[17-5034](#)

CITY OF LONGVIEW E-VERIFY POLICY

COUNCIL INITIATIVE ADDRESSED:

Strengthen economic conditions & create new opportunities

CITY ATTORNEY REVIEW:

SUMMARY STATEMENT:

On November 17, 2011, the City Council adopted Resolution No. 2005 establishing a policy requiring contractors to use the federal E-Verify program to ensure their employees are eligible for employment in accordance with federal regulations. Recent discussions by a local contractor and council members suggested a need to review the City's E-Verify policy.

Based on discussions at the July 27, 2017 city council meeting and certain council members desire to allow Transportation Worker Identification Credentials (TWIC) as an alternative to the E-Verify policy, staff developed a trial E-Verify/TWIC specification and issued an addendum to include these trial specifications in the Longview Police Station Remodel project currently advertised for bids. Attached for your review are a staff report and copies of the resolution, policy, E-Verify program, and our trial project specifications.

RECOMMENDED ACTION:

Discussion and direction to staff.

STAFF CONTACT:

Jeff Cameron, Public Works Director

Attachments:

[AttachPW - Staff Report on E-Verify](#)

[Resolution No. 2005](#)

[Longview E-Verify Policy](#)

[LPD Remodel Project - Trial E-Verify TWIC Specification](#)

[How E-Verify Works](#)

[Enroll in E-Verify](#)

[What is E-Verify](#)

[TWIC Application Documents Required](#)

[TWIC Application Process](#)

[TWIC Program Summary](#)

Public Works Director Jeff Cameron presented a staff report.

A motion was made by Mayor Pro Tem Michael Wallin, seconded by Council Member Steve Moon, to direct staff to prepare and bring back whatever appropriate action deemed necessary for Council to repeal Resolution 2005 at the next regularly scheduled business meeting. The motion passed unanimously.

[17-5033](#)

**IMPLEMENTATION OF APPRENTICE UTILIZATION REQUIREMENTS
ON CONSTRUCTION CONTRACTS OVER \$250,000****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Strengthen economic conditions & create new opportunities

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

In 2009, the City Council adopted Resolution No. 1938 establishing apprentice utilization requirements for construction contracts estimated to cost more than \$250,000. This resolution requires at least fifteen percent (15%) of the labor hours worked in each apprenticeable trade on the project, excluding foremen, superintendents, owners and workers not subject to prevailing wage requirements, be performed by apprentices enrolled in apprenticeship programs approved or recognized by the Washington State Apprenticeship

and Training Council. This requirement applies to the labor hours of the general contractor and all subcontractors.

Many contractors have not met the utilization requirement and frequently request waivers due to a claimed lack of apprentices available to work on their project. The public works director discussed our utilization experience with the local building trades council and the regional apprenticeship program coordinator at the state Department of Labor and Industries to review the availability of apprentices and explore ways to improve utilization on our projects. Based on those discussions, project specifications have been revised in an effort to obtain a higher level of compliance with requirements of Resolution No. 1938.

Attached is a staff report providing background information and the current status of our apprentice utilization efforts.

RECOMMENDED ACTION:

For information and discussion.

Attachments: [Staff Report - Res 1938 Apprentice Requirements](#)
[Resolution 1938 - Apprenticeship Utilization](#)
[Resolution 1824- Apprenticeship Utilization](#)
[Resolution 1704- Apprenticeship Utilization](#)
[Section 007300 - Supplementary Conditions](#)

Public Works Director Jeff Cameron presented a staff report.

Council directed city staff to require that contractors be signed up as a training agent prior to bid. No changes to the apprentice utilization requirements for construction contracts were suggested.

5. ADJOURNMENT

The workshop adjourned at 8:50 p.m.

NEXT REGULAR COUNCIL MEETINGS:

THURSDAY, AUGUST 24, 2017 - 7:00 P.M.

THURSDAY, SEPTEMBER 14, 2017 - 7:00 P.M.

NEXT COUNCIL WORKSHOPS:

**THURSDAY, AUGUST 24, 2017 - 6:00 P.M. PROPOSED ZONING CODE
AMENDMENTS REGARDING EMERGENCY SHELTERS**

THURSDAY, SEPTEMBER 7, 2017 - 6:00 P.M. WORK PLAN REVIEW