



City of Longview

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

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, August 22, 2019

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

2. INVOCATION*/FLAG SALUTE

3. ROLL CALL

4. APPROVAL OF MINUTES

19-000321 AUGUST 8, 2019 COUNCIL MEETING

5. CHANGES TO THE AGENDA

6. PRESENTATIONS & AWARDS

19-000320 PRESENTATION BY COWLITZ COUNTY SHERIFF BRAD THURMAN

19-000322 SOUTHWEST WASHINGTON REGIONAL AIRPORT - 2020 BUDGET PRESENTATION BY AIRPORT MANAGER CHRIS PAOLINI

19-000326 PRESENTATION ON HOMELESSNESS BY FAMILY PROMISES EXECUTIVE DIRECTOR LISA STAUDINGER

7. CONSTITUENTS' COMMENTS (Thirty Minutes)

8. FOLLOW-UP TO PAST CONSTITUENTS' COMMENTS**9. PUBLIC HEARINGS****10. BOARD & COMMISSION RECOMMENDATIONS****11. ORDINANCES & RESOLUTIONS****19-000323 ORDINANCE 3406 AMENDMENTS FOR ELECTRONIC SIGNS IN RESIDENTIAL ZONES**

RECOMMENDED ACTION: MOTION TO ADOPT ORDINANCE 3406 TO AMEND THE LONGVIEW MUNICIPAL CODE SECTIONS 19.22.040 AND 16.13.040 TO ALLOW ELECTRONIC MESSAGE CENTER SIGNS FOR RELIGIOUS ESTABLISHMENTS, PUBLIC OR PRIVATE SCHOOLS AND PUBLIC SAFETY FACILITIES IN RESIDENTIAL ZONING DISTRICTS.

12. MAYOR'S REPORT**13. COUNCILMEMBERS' REPORTS****14. CONSENT CALENDAR****19-000319 APPROVAL OF CLAIMS****19-000310 REJECT BID - MINT FARM RWTP PRESSURE FILTER REPAIRS**

RECOMMENDED ACTION: MOTION TO REJECT THE BID FROM JH KELLY

19-000325 SIDEWALK REPAIR AND URBAN FOREST PROGRAMS

RECOMMENDED ACTION:
MOTION AUTHORIZING NEW STAFF POSITIONS AND PURCHASE OF EQUIPMENT FOR THE ADDITIONAL URBAN FOREST CREW.

15. CITY MANAGER'S REPORT**16. MISCELLANEOUS****17. ADJOURNMENT**

*** 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 22, 2019 - 7:00 P.M.

THURSDAY, SEPTEMBER 12, 2019 - 7:00 P.M.

NEXT COUNCIL WORKSHOPS:

**THURSDAY, SEPTEMBER 19, 2019 - 6:00 P.M. BRAINSTORMING IDEAS FOR 2020
LEGISLATIVE AGENDA**



City of Longview

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Minutes

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, August 8, 2019

7:00 PM

2nd Floor, City Hall

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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: Councilmember Ken Botero, Mayor Don Jensen, Councilmember Chet Makinster, Councilmember Steve Moon, Councilmember Scott Vydra, Councilmember Mike Wallin, and Councilmember MaryAlice Wallis

Absent: None

Staff Present:

City Manager Kurt Sacha, City Attorney Jim McNamara, City Clerk Kaylee Cody, Public Works Director Jeff Cameron, Human Resources Director Chris Smith, Parks & Recreation Director Jen Wills, Community & Economic Development Director John Brickey, Economic Development Coordinator Joe Phillips, City Engineer Ken Hash, Police Administrative Manager Mary Chennault, and Interim Planning Manager Adam Trimble

4. **APPROVAL OF MINUTES**

19-000284 JULY 25, 2019 REGULAR MEETING MINUTES
JULY 25, 2019 WORKSHOP MINUTES

Upon a vote duly made and passed, the reading of the minutes, 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.

5. CHANGES TO THE AGENDA**6. PRESENTATIONS & AWARDS****7. CONSTITUENTS' COMMENTS (Thirty Minutes)**

Hannelove Massey of Longview addressed Council regarding fireworks in city limits.

Ivy Masters of Longview addressed Council regarding active transportation.

Doug Dobyns of Longview addressed Council regarding a house fire caused by fireworks in city limits.

Ruth Kendall of Longview addressed Council regarding active transportation.

Clint Hash of Longview addressed Council regarding homelessness and city code preventing individuals from living in recreational vehicles parked on private property. Council directed staff to provide a follow-up report at the next regular meeting.

Jenney Oskey of Longview addressed Council regarding an open house to be held August 16 at 12:00 p.m. at the new building opened by Community House on Broadway.

Bill Josh of Longview addressed Council regarding the Accessibility Advisory Committee.

8. FOLLOW-UP TO PAST CONSTITUENTS' COMMENTS**9. PUBLIC HEARINGS****10. BOARD & COMMISSION RECOMMENDATIONS****19-000283 PROPOSED AMENDMENTS FOR ELECTRONIC SIGNS IN RESIDENTIAL ZONES**

RECOMMENDED ACTION: MOTION TO APPROVE THE PLANNING COMMISSION RECOMMENDATION TO AMEND THE LONGVIEW MUNICIPAL CODE SECTIONS 19.22.040 AND 16.13.040 TO ALLOW ELECTRONIC MESSAGE CENTER SIGNS FOR RELIGIOUS ESTABLISHMENTS, PUBLIC OR PRIVATE SCHOOLS AND PUBLIC SAFETY FACILITIES IN RESIDENTIAL ZONING DISTRICTS AND TO DIRECT THE CITY ATTORNEY TO PREPARE AN ORDINANCE FOR COUNCIL REVIEW AND APPROVAL.

Bill Josh and Christine Schott of Longview, members of the Longview Planning Commission, addressed Council in support of the proposed amendments for electronic signs in residential zones.

A motion was made by Councilmember Ken Botero, seconded by Councilmember Scott Vydra, to approve the Planning Commission's recommendation to amend the Longview Municipal Code sections 19.22.040 and 16.13.040 to allow electronic message center signs for religious establishments, public or private schools and public safety facilities in residential zoning districts and to direct the city attorney to prepare an ordinance for council review and approval. The motion carried unanimously.

11. ORDINANCES & RESOLUTIONS**19-000286 RESOLUTION NO. 2307 – SEWER RATES - NEW CATEGORY OF SEWER TREATMENT SYSTEM DEVELOPMENT CHARGE**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:
PROVIDE SUSTAINABLE WATER QUALITY & ENVIRONMENTAL INFRASTRUCTURE.**

Public Works Director Jeff Cameron presented.

A motion was made by Councilmember Scott Vydra, seconded by Councilmember Ken Botero, to adopt Resolution No. 2307. The motion carried unanimously.

19-000289 RESOLUTION 2308: JAG GRANT

RECOMMENDED ACTION: MOTION TO ADOPT RESOLUTION 2308 AND AUTHORIZE THE CITY MANAGER TO SIGN THE INTERLOCAL AGREEMENT WITH COWLITZ COUNTY.

Police Administrative Manager Mary Chennault presented.

A motion was made by Councilmember Chet Makinster, seconded by Councilmember Scott Vydra, to adopt Resolution No. 2308 and authorize the city manager to sign the interlocal agreement with Cowlitz County. The motion carried unanimously.

12. MAYOR'S REPORT**13. COUNCILMEMBERS' REPORTS****19-000290 ENCOURAGING INVESTMENTS IN AFFORDABLE AND SUPPORTIVE HOUSING**

RECOMMENDED ACTION: A MOTION, DIRECTING THE CITY MANAGER, TO DIRECT THE CITY ATTORNEY, TO PREPARE A RESOLUTION OF INTENT FOR CITY COUNCIL CONSIDERATION OF ADOPTION ON THURSDAY, SEPTEMBER 12TH, AND DIRECTING THE CITY ATTORNEY TO PREPARE AN ORDINANCE FOR CONSIDERATION OF ADOPTION ON THURSDAY, OCTOBER 10TH.

A motion was made by Councilmember MaryAlice Wallis, seconded by Councilmember Mike Wallin, directing the city manager, to direct the city attorney, to prepare a resolution of intent for city council consideration of adoption on Thursday, September 12th, and directing the city attorney to prepare an ordinance for consideration of adoption on Thursday, October 10th. The motion carried unanimously.

14. CONSENT CALENDAR

A motion was duly made and passed approving the items on the Consent Calendar as though acted on individually.

19-000285 APPROVAL OF CLAIMS

Final accounts payable: \$2,089,054.92, checks no. 14935-15432

19-000287 RESOLUTION NO. 2309 - SET A PUBLIC HEARING TO VACATE ALLEY RIGHT-OF-WAY FROM OHIO STREET TO 9TH AVENUE, ASSESSOR'S PLAT NO. 12

RECOMMENDED ACTION:
MOTION TO APPROVE RESOLUTION NO. 2309.

15. CITY MANAGER'S REPORT**19-000288 7TH AVENUE PEDESTRIAN SAFETY IMPROVEMENTS STATUS REPORT**

RECOMMENDED ACTION:
MOTION DIRECTING STAFF TO FUND THE 7TH AVENUE SAFETY IMPROVEMENTS FROM THE PUBLIC SAFETY FUND AND PAINT THE RECOMMENDED BIKES LANES.

Public Works Director Jeff Cameron presented.

Dave Fine of Longview addressed Council in support of safety improvements on 7th Avenue.

Bill Josh of Longview addressed Council in support of safety improvements on 7th Avenue.

Spencer Boudreau of Longview addressed Council in support of safety improvements on 7th Avenue.

Ivy Masters of Longview addressed Council in support of safety improvements on 7th Avenue.

A motion was made by Councilmember Mike Wallin, seconded by Councilmember MaryAlice Wallis, directing staff to fund the 7th Avenue safety improvements from the public safety fund and paint the recommended bike lanes. The motion carried unanimously.

19-000291 ECONOMIC DEVELOPMENT REPORT

RECOMMENDED ACTION: NO ACTION REQUIRED

Economic Development Coordinator Joe Phillips presented.

16. MISCELLANEOUS

Mayor Pro Tem Wallin requested to be excused from the August 22nd regular meeting - there was no objection.

Council Member Wallis requested to be excused from the August 22nd regular meeting - there was no objection.

17. ADJOURNMENT

The meeting adjourned at 8:25 p.m. The next regular meeting of the City Council is a workshop on August 15, 2019.

*Kaylee Cody
City Clerk*

Approved: _____
Mayor

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NEXT REGULAR COUNCIL MEETINGS:

THURSDAY, AUGUST 22, 2019 - 7:00 P.M.

THURSDAY, SEPTEMBER 12, 2019 - 7:00 P.M.

NEXT COUNCIL WORKSHOPS:

THURSDAY, AUGUST 15, 2019 - 6:00 P.M. SIDEWALK REPAIR AND URBAN FOREST

Southwest Washington Regional Airport Operating Board
Draft 2020 Airport Budget

	EXPENDITURES	2020	NOTES
	ACCOUNT DESCRIPTION	PROPOSED	
1	Ending Fund Balance		
2	Office Supplies	2000.00	Most office equipment has been purchased. This line reflects reoccurring annual expenses.
3	Professional Services (Salary and benefits)	126000.00	Estimated 2020 amounts reflects cost of living Adjustments, and health benefits cost increases
4	Professional Services (Finance/Accounting/Admin)	40000.00	No change per ILA
5	Professional Services (Legal)	10000.00	No Change per service Agreement
6	Professional Services (FBO)	32000.00	Reflects 2020 hangar rate increase
7	Telephone, Postage, Copying, Internet (mgmt. office)	3500.00	Maintained Increase to reflect increased postage costs associated with outreach and marketing
8	Travel/Seminars	3000.00	Decreased to reflect actual anticipated expenses.
9	Membership Dues and Fees	750.00	No change: WAMA; AAAE; WPA
10	State Examiner's Charges	8000.00	Audit in 2018, next audit in 2020 due to RWY MX Project
11	Leasehold Taxes	150.00	Pass through
12	Diking Assessment	26500.00	No Change
13	Professional Services Maintenance (City of Kelso)	55000.00	No Change per service Agreement / ILA
14	<i>Minor Maintenance (labor & boom truck) 10K</i>		
15	<i>Mowing and Herbicide Services (labor & use of city mower) 43K</i>		
16	<i>Offender Services - vegetation management (contract labor) 2K</i>		
17	Professional Services - Misc. (USDA Wildlife contract)	0.00	USDA not Available; will revisit when USDA staffing permits
18	Repairs to Buildings (FBO, Hangar Roof and Door Repair, Painting)	25000.00	2020 Focus will be on hangar roof and door preventive maintenance and painting.
19	Repairs to Landing Field	40000.00	2020 Focus on tree removal, west side hangar ramps, fence improvements, as funding allows.
20	<i>Brush and Tree clearing: East, west, and South of runway brush clearing 10K</i>		
21	<i>Hangar ramp repairs 15k</i>		
22	<i>Crack Seal & Slurry; Runway, Taxiways, Taxilanes, hangar ramp paving 5K</i>		
23	<i>Perimeter Fence Replacement 10k</i>		
24	Repairs to Electrical (runway lighting; hangar lighting/electrical)	7500.00	Scheduled vehicle gate maintenance; Runway lighting maintenance. 2020 Focus will be on replacing old halogen flood lights with LED lights for reduced operating costs and increased security.
25	Repairs to mowing Equipment (Tractor, mower deck, and riding mower)	3000.00	No change: Increased costs due to age and wear of tractor plus scheduled maintenance for small riding mower.
26	Vehicle Maintenance (oil, maintenance, repairs license tab - 2008 Nissan Truck)	2200.00	No Change
27	Advertising / Promotions (Signs, promotional materials, video ads, etc.)	10000.00	Professional Flyers, marketing materials; marketing available airport land, etc. Will be working with KLTV to make 30 second and 2 min video advertisements.
28	Operating Supplies (PAPI lightbulbs, paint, small hardware, herbicides, etc.)	4000.00	No change
29	Safety Supplies - (Decoys, Signing, Windsocks, Fire extinguishers)	2000.00	2020 will focus on replacing security placards and signs around the airport.
30	FUEL (for airport vehicle & mowing)	1500.00	No change
31	Small Tools and Equipment	500.00	No change
34	Property Insurance	26000.00	Reflects annual rate increases
35	<i>1. Director's and Officers Liability (Board, mgr., employee)</i>		
36	<i>2. Fournier Group Mutual of Enum. (Airport vehicle)</i>		
37	<i>3. Fournier Group ACE Property Insurance - (aviation general liability)</i>		
38	<i>4. Fournier (UST and Terrorism)</i>		
39	<i>5. WCIA Property and employee</i>		
40	<i>WCIA Property (City of Kelso)</i>		

32	EXPENDITURES	2020	NOTES
33	ACCOUNT DESCRIPTION	PROPOSED	
41	Electricity (Airport office, hangars, navigation equipment)	8500.00	Reduced to reflect anticipated costs
42	Garbage/Water/Stormwater Management	11000.00	No change
43	Sanitation	4000.00	Reflects service cost increase and extra service during summer months
44	Miscellaneous (misc., \$700 annual BNSF easement cost)	2000.00	No change
45	Airport AGIS Survey and Master Plan Update	200,000.00	Remaining Balance on Restricted FAA Grant Project for AGIS and Master Plan Update
46	Airport Wildlife Study & Management Plan	10,000.00	Remaining balance on Restricted FAA Grant Project for Wildlife Hazard Management Plan
47	2019 FAA CIP Identified Runway Rehab Project	751,000.00	
48	2020 FAA CIP Project: Environmental assessment	750,000.00	
49	CIP Stopway Rural County Grant Fund		
50	Restricted Cash: Rural county grant reallocation (from line above) toward 10 airport projects.	35,000.00	Remaining balance for pending retainage releases.
51	Capital purchases:	800.00	Small non-registered mower trailer with water tank
52	Reserve for Fuel Tank Replacement - Tentatively 2021	19000.00	Reserve for 2021 fuel tank replacement project
53	Underground Storage Tanks (Annual Bus. Lic. Renewal; Annual tightness compliance)	2800.00	Triannual Cathodic Testing due in 2020
54	AIRPORT TOTAL EXPENDITURES	\$2,222,700.00	
55	Expenditures minus grant projects	\$476,700.00	

Capital Projects in yellow cells

Southwest Washington Regional Airport Operating Board
Draft 2020 Airport Budget

	REVENUE	2020	
1	Account Description	PROPOSED	NOTES
2	Leasehold Excise -- Leasehold excise from State	5500.00	
3	Intergovt - City of Kelso	76000.00	Per ILA
4	Intergovt - Cowlitz County	76000.00	Per ILA
5	Intergovt - City of Longview	76000.00	Per ILA
6	Intergovt - Port of Longview	76000.00	Per ILA
7	Interest Income	100.00	
8	Interest Income Reserve	500.00	
9	Tie Down Fees	2100.00	
10	Hangar Leases	125000.00	Reflects annual rate increase of 3.5% plus CPI.
11	Land Leases (Life Flight, Prime, Clary, LoCo River, etc.)	26,700.00	Land leases adjust per contract, not annually. One increase scheduled in 2020. Annual revenue increase less in 2020 due to land lease expiring on hangars 37/38.
12	Rentals - Building 40 Apartment	8,500.00	Reflects annual rate increase.
13	FBO Agreement	3,800.00	Reflects annual rate increase.
14	Late Fees	500.00	
15	Damage Recovery	0.00	
16	2017 FAA AIP (90% of 411,112) (AGIS Survey 328,844 and Wildlife Study 41,156)	200,000.00	2020 budget reflects approximate remaining funds in 2020.
17	FAA Grant: Wildlife Hazard Assessment and Management Plan (90%)	15,000.00	2020 budget reflects approximate remaining funds in 2020.
18	2017 WSDOT - Airport Improvement Grant (CIP) (5% of 411,112) (AGIS Survey & Master Plan Update 365,383 and Wildlife Study 45,729)	15,000.00	2020 budgeted number reflects 5% of FAA project costs funded by WSDOT Aviation.
19	2019 FAA Grant: CIP Identified Runway Rehabilitation Project	675,726.00	FAA Grant
20	2019 WSDOT Grant: 5% Match for Runway rehabilitation project	32,834.00	WSDOT Grant
21	2020 CIP Project - FAA Grant: Environmental Assessment	675,000.00	Pending Grant award in 2020.
22	2020 CIP Project - WSDOT Grant - Environmental Assessment	37,500.00	Pending Grant award in 2020.
23	Cowlitz County Rural Development Grant 2018-19 (5% Match grant for FAA runway rehabilitation project)	63,889.00	Local Cowlitz County Grant for 5% match.
24	Restricted cash: Beginning Fund Balance from Rural County Grant reallocation for 10 designated airport projects (previously stopway grant)	31,051.00	All projects complete; budget amount for retainage that has not cleared the state as of this proposed budget.
25	Total Annual Airport Revenue	\$2,222,700.00	
26	Annual Airport Revenue minus Grant Funds	\$476,700.00	

ILA Contributions
Federal and State Grant Funding
Local Grant Funding

**Southwest Washington Regional Airport Operating Board
Draft 2020 Airport Budget**

	EXPENDITURES	2017	2018	2018	2019	2020	2019 vs 2020	NOTES
	ACCOUNT DESCRIPTION	Actual	Budgeted	ACTUAL	BUDGETED	PROPOSED	Inc/Decr. %	
1	Ending Fund Balance		16,023.80				N/A	
2	Office Supplies	5,422.46	4,500.00	5,216.68	2000.00	2000.00	0.0%	Most office equipment has been purchased. This line reflects reoccurring annual expenses.
3	Professional Services (Salary and benefits)	113,627.18	119,700.00	115,088.18	124000.00	126000.00	1.6%	Estimated 2020 amounts reflects cost of living Adjustments, and health benefits cost increases
4	Professional Services (Finance/Accounting/Admin)	35,000.00	40,000.00	40,000.00	40000.00	40000.00	0.0%	No change per ILA
5	Professional Services (Legal)	2,440.00	8,000.00	9,170.00	10000.00	10000.00	0.0%	No Change per service Agreement
6	Professional Services (FBO)	30,726.75	31,400.00	31,738.68	31400.00	32000.00	1.9%	Reflects 2020 hangar rate increase
7	Telephone, Postage, Copying, Internet (mgmt. office)	1,854.59	2,000.00	1,999.81	3500.00	3500.00	0.0%	Maintained Increase to reflect increased postage costs associated with outreach and marketing
8	Travel/Seminars	1,978.03	3,500.00	773.36	3500.00	3000.00	-14.3%	Decreased to reflect actual anticipated expenses.
9	Membership Dues and Fees	525.00	750.00	600.00	750.00	750.00	0.0%	No change: WAMA; AAAE; WPA
10	State Examiner's Charges	0.00	0.00	7,278.11	0.00	8000.00	N/A	Audit in 2018, next audit in 2020 due to RWY MX Project
11	Leasehold Taxes	131.04	150.00	131.04	150.00	150.00	0.0%	Pass through
12	Diking Assessment	26,098.92	27,000.00	26,085.12	26500.00	26500.00	0.0%	No Change
13	Professional Services Maintenance (City of Kelso)	28,093.24	50,000.00	30,360.27	55000.00	55000.00	0.0%	No Change per service Agreement / ILA
14	Minor Maintenance (labor & boom truck) 10K							
15	Mowing and Herbicide Services (labor & use of city mower) 43K							
16	Offender Services - vegetation management (contract labor) 2K							
17	Professional Services - Misc. (USDA Wildlife contract)				8000.00	0.00	-100.0%	USDA not Available; will revisit when USDA staffing permits
18	Repairs to Buildings (FBO, Hangar Roof and Door Repair, Painting)	6,037.46	30,000.00	5,981.37	30000.00	25000.00	-16.7%	2020 Focus will be on hangar roof and door preventive maintenance and painting.
19	Repairs to Landing Field	30,838.89	35,000.00	77,937.45	44000.00	40000.00	-9.1%	2020 Focus will be on tree removal, west side hangar ramp repairs, and fence improvements as funding allows.
20	Brush and Tree clearing: East, west, and South of runway brush clearing 10K							
21	Hangar ramp repairs 15k							
22	Crack Seal & Slurry; Runway, Taxiways, Taxilanes, hangar ramp paving 5K							
23	Perimeter Fence Replacement 10k							
24	Repairs to Electrical (runway lighting; hangar lighting/electrical)	438.57	7,500.00	6,086.99	7500.00	7500.00	0.0%	Scheduled vehicle gate maintenance; Runway lighting maintenance. 2020 Focus will be on replacing old halogen flood lights with LED lights for reduced operating costs and increased security.
25	Repairs to mowing Equipment (Tractor, mower deck, and riding mower)	1,505.75	3,000.00	2,847.03	3000.00	3000.00	0.0%	No change: Increased costs due to age and wear of tractor plus scheduled maintenance for small riding mower.
26	Vehicle Maintenance (oil, maintenance, repairs license tab - 2008 Nissan Truck)	3,249.61	2,000.00	1,391.31	2200.00	2200.00	0.0%	No Change
27	Advertising / Promotions (Signs, promotional materials, video ads, etc.)	211.38	5,000.00	1,111.38	10000.00	10000.00	0.0%	Professional Flyers, marketing materials; marketing available airport land, etc. Will be working with KLTV to make 30 second and 2 min video advertisements.
28	Operating Supplies (PAPI lightbulbs, paint, small hardware, herbicides, etc.)	10,314.07	4,000.00	2,570.26	4000.00	4000.00	0.0%	No change
29	Safety Supplies - (Decoys, Signing, Windsocks, Fire extinguishers)	806.19	4,000.00	498.55	2000.00	2000.00	0.0%	2020 will focus on replacing security placards and signs around the airport.
30	FUEL (for airport vehicle & mowing)	920.45	1,500.00	732.52	1500.00	1500.00	0.0%	No change
31	Small Tools and Equipment	64.29	500.00	772.50	500.00	500.00	0.0%	No change

32	EXPENDITURES	2017	2018	2018	2019	2020	2019 vs 2020	NOTES
33	ACCOUNT DESCRIPTION	Actual	Budgeted	ACTUAL	BUDGETED	PROPOSED	Inc/Decr. %	
34	Property Insurance	21,167.77	23,000.00	24,921.65	25000.00	26000.00	4.0%	Reflects annual rate increases
35	1. Director's and Officers Liability (Board, mgr., employee)							
36	2. Fournier Group Mutual of Enum. (Airport vehicle)							
37	3. Fournier Group ACE Property Insurance - (aviation general liability)							
38	4. Fournier (UST and Terrorism)							
39	5. WCIA Property and employee							
40	WCIA Property (City of Kelso)							
41	Electricity (Airport office, hangars, navigation equipment)	8,070.01	10,000.00	7,713.61	9000.00	8500.00	-5.6%	Reduced to reflect anticipated costs
42	Garbage/Water/Stormwater Management	10,232.25	11,000.00	9,690.58	11000.00	11000.00	0.0%	No change
43	Sanitation	3,206.18	2,800.00	3,036.24	4000.00	4000.00	0.0%	Reflects service cost increase and extra service during summer months
44	Miscellaneous (misc., \$700 annual BNSF easement cost)	2,203.35	2,000.00	5,095.85	2000.00	2000.00	0.0%	No change
45	Airport AGIS Survey and Master Plan Update	145,052.88	347,113.00	137,285.71	265,000.00	200,000.00		Remaining Balance on Restricted FAA Grant Project for AGIS and Master Plan Update
46	Airport Wildlife Study & Management Plan	12,277.72	43,442.00	24,472.10	30,000.00	10,000.00		Remaining balance on Restricted FAA Grant Project for Wildlife Hazard Management Plan
47	2019 FAA CIP Identified Runway Rehab Project			792.50	1,277,778.00	751,000.00		
48	2020 FAA CIP Project: Environmental assessment					750,000.00		
49	CIP Stopway Rural County Grant Fund	38,513.73						
50	Restricted Cash: Rural county grant reallocation (from line above) toward 10 airport projects.		321,484.00	251,099.15	279,000.00	35,000.00		Remaining balance for pending retainage releases.
51	Capital purchases:	3,126.15	7,500.00		6522.00	800.00	-87.7%	Small non-registered mower trailer with water tank
52	Reserve for Fuel Tank Replacement - Tentatively 2021					19000.00		Reserve for 2021 fuel tank replacement project
53	Underground Storage Tanks (Annual Bus. Lic. Renewal; Annual tightness compliance)	2,513.05	1,300.00	1,520.71	1500.00	2800.00	86.7%	Triannual Cathodic Testing due in 2020
54	AIRPORT TOTAL EXPENDITURES	\$546,646.96	\$1,165,162.80	\$833,998.71	\$2,320,300.00	\$2,222,700.00	N/A	
55	Expenditures minus grant projects	\$389,316.36	\$453,123.80	\$420,349.25	\$468,522.00	\$476,700.00	1.7%	

Capital Projects in yellow cells

**Southwest Washington Regional Airport Operating Board
Draft 2020 Airport Budget**

	REVENUE	2017	2018	2018	2019	2020	2019 vs 2020	
1	Account Description	Actual	Budgeted	Actual	Budgeted	PROPOSED	Inc/Decr. %	NOTES
2	Leasehold Excise -- Leasehold excise from State	5,361.43	4,200.00	5,848.59	4500.00	5500.00	22.2%	
3	Intergovt - City of Kelso	76,000.00	76,000.00	76,000.00	76000.00	76000.00	0.0%	Per ILA
4	Intergovt - Cowlitz County	76,000.00	76,000.00	76,000.00	76000.00	76000.00	0.0%	Per ILA
5	Intergovt - City of Longview	76,000.00	76,000.00	76,000.00	76000.00	76000.00	0.0%	Per ILA
6	Intergovt - Port of Longview	65,000.00	65,000.00	65,000.00	76000.00	76000.00	0.0%	Per ILA
7	Interest Income	1,497.83	100.00	8,326.93	100.00	100.00	0.0%	
8	Interest Income Reserve	3,234.78	500.00	5,719.32	500.00	500.00	0.0%	
9	Tie Down Fees	2,070.60	2,100.00	1,863.54	2100.00	2100.00	0.0%	
10	Hangar Leases	105,924.72	114,701.80	117,336.13	119000.00	125000.00	5.0%	Reflects annual rate increase of 3.5% plus CPI.
11	Land Leases (Life Flight, Prime, Clary, LoCo River, etc.)	27,026.93	25,800.00	27,543.46	25,800.00	26,700.00	3.5%	Land leases adjust per contract, not annually. One increase scheduled in 2020. Annual revenue increase less in 2020 due to land lease expiring on hangars 37/38.
12	Rentals - Building 40 Apartment	7,839.48	8,000.00	8,389.92	8,300.00	8,500.00	2.4%	Reflects annual rate increase.
13	FBO Agreement	3,722.04	3,722.00	3,722.04	3,722.00	3,800.00	2.1%	Reflects annual rate increase.
14	Late Fees	4,895.00	1,000.00	2,706.78	500.00	500.00	0.0%	
15	Damage Recovery	0.00	0.00	1,565.14	0.00	0.00		
16	2017 FAA AIP (90% of 411,112) (AGIS Survey 328,844 and Wildlife Study 41,156)	0.00	328,844.00	148,746.96	250,000.00	200,000.00		2020 budget reflects approximate remaining funds in 2020.
17	FAA Grant: Wildlife Hazard Assessment and Management Plan (90%)		41,156.00		30,000.00	15,000.00		2020 budget reflects approximate remaining funds in 2020.
18	2017 WSDOT - Airport Improvement Grant (CIP) (5% of 411,112) (AGIS Survey & Master Plan Update 365,383 and Wildlife Study 45,729)	0.00	20,555.00	5,527.86	15,000.00	15,000.00		2020 budgeted number reflects 5% of FAA project costs funded by WSDOT Aviation.
19	2019 FAA Grant: CIP Identified Runway Rehabilitation Project				1,150,000.00	675,726.00		FAA Grant
20	2019 WSDOT Grant: 5% Match for Runway rehabilitation project				63,889.00	32,834.00		WSDOT Grant
21	2020 CIP Project - FAA Grant: Environmental Assessment					675,000.00		Pending Grant award in 2020.
22	2020 CIP Project - WSDOT Grant - Environmental Assessment					37,500.00		Pending Grant award in 2020.
23	Cowlitz County Rural Development Grant 2018-19 (5% Match grant for FAA runway rehabilitation project)				63,889.00	63,889.00		Local Cowlitz County Grant for 5% match.
24	Restricted cash: Beginning Fund Balance from Rural County Grant reallocation for 10 designated airport projects (previously stopway grant)	45,126.54	321,484.00	282,970.35	279,000.00	31,051.00		All projects complete; budget amount for retainage that has not cleared the state as of this proposed budget.
25	Total Annual Airport Revenue	\$499,699.35	\$1,165,162.80	\$913,267.02	\$2,320,300.00	\$2,222,700.00		
26	Annual Airport Revenue minus Grant Funds	\$454,572.81	\$453,123.80	\$476,021.85	\$468,522.00	\$476,700.00	1.7%	

ILA Contributions
Federal and State Grant Funding
Local Grant Funding



City of Longview

Agenda Summary

ORDINANCE 3406 AMENDMENTS FOR ELECTRONIC SIGNS IN RESIDENTIAL ZONES

RECOMMENDED ACTION: MOTION TO ADOPT ORDINANCE 3406 TO AMEND THE LONGVIEW MUNICIPAL CODE SECTIONS 19.22.040 AND 16.13.040 TO ALLOW ELECTRONIC MESSAGE CENTER SIGNS FOR RELIGIOUS ESTABLISHMENTS, PUBLIC OR PRIVATE SCHOOLS AND PUBLIC SAFETY FACILITIES IN RESIDENTIAL ZONING DISTRICTS.

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Preserve and enhance neighborhoods

Address quality of place issues

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

Per City Council direction the Longview Planning Commission examined the possibility of allowing electronic changeable copy signs in residential zones for certain land uses. On July 10, 2019 the Planning Commission held a public hearing to consider case number PC 2019-2, amendments to the zoning code to allow electronic message center signs in residential zones for churches, schools and public safety facilities. The Planning Commission made a recommendation to adopt the proposed amendments in ordinance 3406 to LMC 19.22.040 and LMC 16.13.040 subject to the following findings:

1) School grounds, public safety facilities and religious establishments are often located in residential neighborhoods; 2) Changing technology and availability of digital changeable copy signs, referred to as Electronic Message Center signs, warrant an update of zoning regulation to allow the technological advancements to be utilized by community institutions for informational and advertising purposes; 3) Regulations as proposed in are necessary to protect the quality, character and value of residential properties and neighborhoods from adverse impacts associated with digital changeable copy (EMC) signs, including but not limited to, prohibition of video display and limitations on hours of operation.

STAFF CONTACT:

John Brickey, Community Development Director

Adam Trimble, Interim Planning Manager

Attachments:

1. Ord 3406 Electronic Message Center Signs
2. PC 2019-2 staff report Electronic signs residential zones

ORDINANCE NO. 3406

AN ORDINANCE OF THE CITY OF LONGVIEW, WASHINGTON AMENDING LMC 19.22.040 AND 16.13.040 TO ALLOW ELECTRONIC MESSAGE CENTER SIGNS IN THE RESIDENTIAL ZONES FOR CERTAIN NON-RESIDENTIAL USES

WHEREAS, currently, electronic signs are prohibited in residential zones. At the May 1, 2019 regular meeting, the Planning Commission reviewed regulations from other Washington cities for electronic message center signs and heard from representatives of St. Rose church and a sign contractor on the subject; and

WHEREAS, the Planning Commission considered draft sign code regulations at the June 5, 2019 meeting, and held a public hearing on the draft at the July 10, 2019 special Planning Commission meeting; and

WHEREAS, on July 10, 2019 the Planning Commission voted unanimously to recommend the City Council consider adopting the proposed regulations; and

WHEREAS, changing technology and availability of digital changeable copy signs, referred to as Electronic Message Center signs, warrant an update of zoning regulations to allow the technological advancements to be utilized by community institutions for informational and advertising purposes; and

WHEREAS, regulations as proposed in this ordinance are necessary to protect the quality, character and value of residential properties and neighborhoods from adverse impacts associated with digital changeable copy (EMC) signs, including but not limited to, prohibition of video display and limitations on hours of operation; and

WHEREAS, an Environmental Checklist for the proposed zoning code revisions was reviewed pursuant to the State Environmental Policy Act and a determination of non-significance was issued on June 26, 2019.

NOW THEREFORE, The City Council of the City of Longview do ordain as follows:

Section 1 That Chapter 19.22.040 of the Longview Municipal Code shall be, and is hereby amended to read as follows; provided, manifest and numbering errors shall be corrected prior to publication:

19.22.040 Signs in residential zones.

In addition to the standards set forth in Chapter [16.13](#) LMC, the following regulations also govern the use of signs in the R-1, R-2, R-3, R-4 and TNR zones:

- (1) Except as provided in Chapter [16.13](#) LMC, all signs shall relate to business or activities conducted on the premises on which the signs are situated.
- (2) Signs that pertain to a home occupation activity shall adhere to the standards set forth in LMC [19.22.030](#).
- (3) All signs approved under this section shall be nonflashing and, if illuminated by artificial light, such lighting shall be oriented to prevent light trespass onto adjacent residences and properties and shall be oriented towards the ground. ~~Electronic readerboards are not permitted.~~ Electronic message center (EMC) signs as defined in Chapter 16.13 LMC may be permitted for religious establishments, public or private schools and public safety facilities where they meet the following requirements:
 - (a) Number of EMC signs: 1 per use.
 - (b) Types of EMC signs allowed: fascia, monument or pole signs.
 - (c) Maximum size: 30 square feet not including foundation, base or frame.
 - (d) Maximum height:
 - (i) Monument sign: 8 feet measured from grade;
 - (ii) Fascia signs: 10 feet, and shall not extend above the parapet or eave line;
 - (iii) Pole signs: shall not exceed 16 feet above grade.
 - (e) Location:
 - (i) The EMC sign shall not be located closer than 10 feet to any lot line, nor closer than 70 feet to any residential building; and
 - (ii) Locations which or create confusion relative to interpretation of traffic signals or traffic signs shall not be permitted; and
 - (iii) Pole signs are not permitted within 30 feet of the edge of pavement of the facing street.
 - (f) Illumination Limits
 - (i) Signs with an electronic message shall incorporate photocell/light sensors, with automatic dimming technology that appropriately adjusts to ambient light conditions; and
 - (ii) Hours of operation: The EMC sign shall be completely turned off between the hours of 9:00 pm and 7:00 am, seven days a week, except EMC signs for academic uses must be turned off between the hours of 9:00 p.m. and 6:00 a.m.
 - (iii) Electronic message center signs which create a source of glare shall be adjusted or removed as directed by the Building Official. No electronic message center sign may be illuminated to a degree of brightness that is greater

than necessary for adequate visibility.

- (iv) Signs with an electronic message center which meet all of the above standards may also provide internal illumination to the remainder of the sign.
- (g) Hold Time. The display shall be limited to text and static images only and shall not appear to flash, portray blinking or chasing lights, or otherwise create continuously changing images. However, scrolling of text (horizontal or vertical) is permitted. The rate of change for sign copy from one message to another shall be no more frequent than every eight seconds and the actual copy change shall be accomplished in four seconds or less. Once changed, the copy shall remain static until the next change.
- (h) Permits. Electronic message center sign permit applications must include a copy of the manufacturer's operating manual, which includes the manufacturer's recommended standards for brightness, scrolling or traveling speed, and other display operations. Electronic message center sign permit applications must also include a certification from the owner or operator of the sign stating that the sign shall at all times be operated in accordance with City codes and that the owner or operator shall provide proof of such conformance upon request of the City.
- (i) Maintenance: Any permitted electronic sign that malfunctions, fails, or ceases to operate in its usual or normal programmed manner shall be repaired or disconnected within five days by the owner or operator of the sign.

(4) Street, park, recreational, trail, public utility, and similar signs that are erected by the city of Longview are hereby exempted from the regulations of this section.

(5) Churches and schools may have up to two signs unlimited in size attached to the principal building for identification purposes. Churches, schools, parks and public playgrounds, existing or hereafter erected or created, may also have signs separate from any building or structure on the premises used for any such purpose so long as the signs do not exceed a total of 30 square feet in area and so long as no portion thereof, including any foundation, base or frame, is closer than 10 feet to any lot line at street intersections; provided, however, signs for school campuses shall be permitted which contain a total of not to exceed 80 square feet in area, not including foundation, base or frame, and not closer than 10 feet to any lot line.

(6) Duplex, triplex, fourplex, or townhouse developments may include one unit identification sign per unit; provided, that the sign is not more than five square feet in total area. In addition, one freestanding development and/or entrance sign may be erected; provided, that it does not exceed 10 square feet in total sign area and its associated structure, nor exceeding a height of six feet. Such signs shall be for the purpose of identification only.

(7) Multifamily Signs. For multifamily residential uses of five or more units within one principal structure, not more than one sign, attached to the principal building, not exceeding 20 square feet in area including all embellishments, shall be permitted. In addition, one freestanding sign, not exceeding 10 square feet in total sign area and its associated structure, nor exceeding a height of six feet, shall be permitted for multifamily apartment projects containing five or more units. No portion of the sign, including any foundation, base or frame,

shall extend over any portion of the right-of-way. In addition, a maximum of two directional or informational signs not exceeding five square feet in area per sign may be erected; one of the two permitted directional or informational signs may be freestanding, not to exceed a height of 42 inches.

(8) Nonresidential Land Uses. Nonresidential land uses, except those listed above, in the R-3 and R-4 shall adhere to the following sign standards:

(a) Attached Signs. Nonresidential land uses as permitted in the residential zones may be permitted one sign attached to the principal building not to exceed 30 square feet in total sign area, including all embellishments. Nonresidential land uses located on corner lots may be permitted one sign attached to each elevation that faces a public right-of-way, not to exceed 20 square feet in area per sign, including all embellishments, to a maximum of two attached signs; and

(b) Detached Signs. Nonresidential land uses as permitted in the residential zones may be permitted one freestanding sign separate from signage attached to any building or structure on the premises so long as the sign and its associated structure does not exceed a total of 30 square feet in total sign area and so long as no portion thereof, including any foundation, base or frame, extends over any portion of the right-of-way, nor exceeds a height of eight feet. Nonresidential land uses located on corner lots may be permitted one freestanding sign facing each public right-of-way, up to a maximum of two freestanding signs, so long as each sign and its associated structure does not exceed a total of 20 square feet in total sign area, and so long as no portion thereof, including any foundation, base or frame, extends over any portion of the right-of-way, nor exceeds a height of eight feet. (Ord. 3122 § 15, 2010).

Section 2 That Chapter 16.13.040 of the Longview Municipal Code shall be, and is hereby amended to read as follows; provided, manifest and numbering errors shall be corrected prior to publication:

16.13.040 New chapter added to Uniform Sign Code.

The Uniform Sign Code is amended by the addition of a new chapter thereto, to be designated as Chapter 15, reading as follows:

Chapter 15

Additional Provisions

Section 1501. Application of Sign Code to all nonexempt signs throughout city – Specific Zone District provisions.

The provisions of this Chapter [16.13](#) of the Longview Municipal Code are applicable to all signs in the City of Longview. In addition thereto, in each Zoning District described in and provided for in Title [19](#) of said code in which provisions are set forth with reference to allowable and permissible signs in such Zoning Districts, the provisions of this Chapter [16.13](#) and the provisions of said Title [19](#) are applicable to signs within such Zoning Districts.

Section 1502. Abandoned Signs.

Signs identifying or directing attention to a business, service or profession which has been closed, abandoned or relocated shall be removed or obliterated within thirty (30) days of the business closure, abandonment or relocation. The removal or obliteration of such sign shall be the responsibility of the owners of the property upon which the sign is located.

Any sign which identifies or directs attention to a closed, abandoned or relocated business, service or profession which has not been removed or obliterated shall be considered a public nuisance, and in addition to any other remedies available at law, may be abated in the manner provided in this Longview Municipal Code.

Section 1503. Exempt Signs.

The following signs and/or devices are exempt from the requirement of a sign permit and from the provisions of this Chapter [16.13](#) except as otherwise provided herein or except as provided in provisions that are set forth with reference to allowable and permissible signs in specific Zoning Districts in Title [19](#) of the Longview Municipal Code.

- (1) Informational signs placed by the City of Longview or by the State of Washington in the publicly owned right-of-way.
- (2) Memorial tablets, cornerstones, or similar plaques.
- (3) Official national, state, or local government flags.
- (4) Religious symbols not exceeding twelve (12) square feet in area.

- (5) Historical and landmark signs, subject to review and issuance of a Certificate of Appropriateness by the Historic Preservation Commission, for signs up to thirty (30) square feet in area and less than six (6) feet above grade.
- (6) Window displays of merchandise which are not affixed to the window surface, provided that the display is located inside the business and does not involve the use of search lights and laser lights, or revolving or rotating beams of light or stroboscopes.
- (7) Building or street address numbers, not exceeding two (2) square feet in area.
- (8) Affiliation signs for auto-related uses, motels, and hotels that show notices of service provided or required by law, trade affiliations, credit cards accepted, and the like, provided the signs are attached to an otherwise approved freestanding sign or structure. Signs or notices shall not exceed 1/2 square foot in area per sign, and no more than six (6) such signs are allowed per business.
- (9) Names of structures or buildings, commemorative plaques, tables, dates of construction, and the like when carved in stone, concrete or similar materials or made of bronze, aluminum, or other similar permanent material and mounted permanently on a structure. These signs shall not exceed four (4) square feet in area and not mounted higher than six (6) feet in height. Existing building name signs of a historic nature shall be exempt from meeting the specified dimensional requirements.
- (10) Billboards as provided in LMC Chapter [16.40](#).
- (11) Temporary Political Signs, subject to the provisions of section 1403 of this Chapter [16.13](#).
- (12) Temporary Neighborhood Signs, subject to the provisions of section 1404 of this Chapter [16.13](#).
- (13) Temporary Construction Signs, subject to the provisions of section 1405 of this Chapter [16.13](#).

(14) Temporary Real Estate Signs, subject to the provisions of section 1406 of this Chapter [16.13](#).

(15) Historically significant signs declared exempt by Resolution of the City Council.

(16) Wayfinding signs as approved by the Appeal Board of Adjustment.

Section 1504. Prohibited Signs.

No person shall erect, maintain, alter, repair, remove, use (or cause or allow the same to be done) or continue to use any sign not permitted by this Chapter [16.13](#), Longview Municipal Code Chapter [16.40](#), or exempt under section 1503. The following signs are prohibited throughout the city, and the erection, maintenance, use or allowance thereof constitutes a class II Civil Infraction:

(1) Signs which bear or contain statements, words, or pictures in which the dominant theme appeals to the prurient interest in sex or is patently offensive because it affronts the contemporary community standard relating to the description or representation of sexual material, that is utterly without redeeming social value.

(2) Signs which resemble any regulatory sign used by the city, county, state or federal government.

(3) Signs or advertising devices located on pedestrian benches containing off-premises advertising or copy.

(4) Signs that are attached to, painted on or otherwise a part of any truck, trailer, semi-trailer, van or other motor vehicle, parked or left standing on private property for more than forty-eight (48) hours (2 days), advertising, promoting or announcing any business, service, activity, belief, or other matter that is not provided upon the premises where such vehicle is parked or left standing; provided, however, that this provision shall not apply to Temporary Political Signs that are attached to, painted on or otherwise a part of any truck, trailer, semi-trailer, van or other motor vehicle.

(5) *Repealed by Ord. 3202.*

(6) Signs that utilize search lights and laser lights, or signs utilizing revolving or rotating beams of light or stroboscopes.

(7) Signs using flame or an open fire as a source of light.

(8) Signs designed or used for the purpose of emitting sound or dispersing smells. No public address system or other sound device shall be used in conjunction with any sign or advertising device.

(9) Awning signs that project over or under the face or valance of the awning.

(10) Signs affixed to a tree, shrub, rock, or any other natural object.

Section 1505. Nonconforming Signs.

(1) Any sign which does not conform to the provisions of this chapter, for which a permit was issued by the City of Longview, and which was constructed, erected, and maintained in compliance with then applicable City of Longview regulations shall be regarded as a legal nonconforming sign; excluding those signs that are prohibited under section 1504.

(2) Any legal nonconforming sign which is structurally altered, relocated, or replaced shall immediately be brought into conformance with all of the provisions of this title. Normal maintenance shall be permitted on any part of a sign or sign structure without loss of nonconforming status. Sign face changes that do not result in an increase of the nonconformity shall be allowed, except as specifically prohibited in this chapter.

(3) Changes in copy shall be permitted if no structural changes to the sign are necessary, except that no change in copy shall be permitted for nonconforming painted wall signs.

(4) Nonconforming signs shall be removed or brought into conformance under the following conditions:

(a) Within ninety (90) days of damage of the sign by catastrophic events, such as earthquakes, floods and wind, vandalism, fire or other casualty such that the cost of repair and restoration of the sign, to the same or a more conforming design, exceeds twenty-five (25) percent of the cost of placing the

sign into conformity, as determined by the Building Official. The Building Official may require that such a sign be removed or repaired in less than ninety (90) days if the sign is deemed to be an immediate danger to the public.

(b) Upon notice by the City that the sign is in a state of disrepair, is unsafe, or may become a danger to the public, providing the costs of repair and restoration of the sign exceeds twenty-five (25) percent of the cost of repairing or restoring the sign and placing the sign into conformity as determined by the Building Official.

(5) Nonconforming signs not subject to removal or conformance to the requirements of subsection (4) above may be repaired or restored to their original design or placed into conformity.

Section 1506. Additional Definitions.

(1) Advertising.

“Advertising” means any display of letters, numerals, characters, words, symbols, emblems, illustrations, objects or registered trademarks which serve to call the attention of the public to products, services, businesses, buildings, premises, events, candidates or ballot propositions.

(2) A-Frame or T-Frame sign.

“A-Frame or T-Frame sign” means a temporary, portable, freestanding, and self-supporting sign which may be either single- or double-faced, forming an “A” shape, or on a pole attached to a flat base.

(3) Alteration.

“Alteration” means any change in size, shape, illumination, position, location, construction, or supporting structure of any sign. A change in copy is not an alteration.

(4) Animated sign.

“Animated sign” means a sign having any visible moving part, flashing or oscillating lights, visible mechanical movement of any description or an intermittent or continuing variation in the illumination or physical position of

any part of the sign or device, except such variations necessary for displaying time-of-day information or temperature information.

(5) Architectural projection.

“Architectural projection” means any projection that is not intended for occupancy and that extends beyond the face of an exterior wall of a building, including, without limitation, a roof overhang, mansard, unenclosed exterior balcony, marquee, canopy, awning, pilaster, and fascia, but not including a sign.

(6) Assistant Director.

“Assistant Director” means the Assistant Director of the Community Development Department or their designee.

(7) Awning.

“Awning” means a temporary or fixed shelter

supported entirely from the exterior wall of a building without other means of support to the ground which is constructed of rigid or nonrigid materials, and that may be retracted, folded, or collapsed against the face of the supporting building.

(8) Awning sign.

“Awning sign” means any sign erected on, painted on or attached to or supported by an awning.

(9) Building frontage.

“Building frontage” means the length of the face or wall of a completely enclosed building which fronts directly upon a public street or right-of-way.

(10) Business identification sign.

“Business identification sign” means a sign which serves to identify only the name, address, and use of the premises upon which it is located and provides no other advertisements or product identification.

(11) Business promotional sign.

“Business promotional sign” means a temporary sign erected or placed on a

business to promote the sale of new products, new management, new hours of operation, a new service, or a special sale for that business.

(12) Cabinet sign.

“Cabinet sign” means a one or two-faced sign which contains all the text and/or logo symbols within a single enclosed cabinet, box or can, and may or may not be internally illuminated.

(13) Changeable copy sign.

“Changeable copy sign” means a sign designed to allow for the message it displays to be periodically changed through manual, mechanical, or electrical means. A changeable copy sign does not include time and temperature signs.

(14) Canopy.

“Canopy” means a functional rigid roof-like multi-sided shelter structure which is wholly or partially supported by a building structure and/or columns, braces or poles extending to the ground. For the purpose of these regulations, a canopy shall be considered an extension of the wall to which it is attached.

(15) Canopy sign.

“Canopy sign” means any sign erected on, painted on or attached to or supported by a canopy.

(16) Commemorative plaque.

“Commemorative plaque” means a memorial plaque, sign, plate or tablet which is permanently affixed to or near the structure, object or event it is intended to commemorate and which displays no advertising.

(17) Commercial sign.

“Commercial sign” means a sign which identifies, advertises, or directs attention to a business or is intended to induce a purchase of a good, property, or service, including, without limitation, any sign naming a brand of good or service and any sign which is not a noncommercial sign.

(18) Community event sign.

“Community event sign” means an informational or directional sign pertaining

exclusively to a specific upcoming event sponsored by a governmental entity or nonprofit organization.

(19) Concealed illumination.

“Concealed illumination” means an artificial light source either internal to a sign structure or shielded from public view and from the surrounding properties used to illuminate only the face of the sign and not any area beyond the sign face.

(20) Copy.

“Copy” means the wording, symbols, graphics or numbers on a sign surface in either permanent or removable form.

(21) Cultural, historical or architecturally significant sign.

“Cultural, historical or architecturally significant sign” means a sign with unique local characteristics or a landmark sign that has historical significance, or a sign designed to be an integral part of the building to which it is attached.

(22) Department.

“Department” means the Community Development Department of the City of Longview.

(23) Directional sign.

“Directional sign” means a sign which contains specific directional information and contains no advertising. Also known as an “Informational sign”.

(24) Directly illuminated lighting.

“Directly illuminated lighting” means exposed lighting or neon tubing on the sign face.

(25) Directory sign.

“Directory sign” means a sign which displays exclusively the names, logos and locations of occupants or uses of a building or complex; which includes, but may not be limited to, signs for office buildings, church directories and signs for malls, arcades, and similar commercial buildings. No advertising other than the name, logo and locations of occupants or uses is included.

(26) Electronic Message Center

“Electronic Message Center” means a changeable copy sign that uses a matrix of electronic illumination elements, digital or analog, to display or project copy which can be modified by electronic processes.

(267) Erect.

“Erect” means to build, construct, raise, assemble, create, alter, display, relocate, attach, hang, place, suspend, affix, paint, draw, engrave, carve, cast, or in any other way bring into being or establish any sign, other than to replace changeable copy and other than in the course of normal sign maintenance as described in this chapter.

(278) Externally illuminated lighting.

“Externally illuminated lighting” means a light source which is separate from the sign and is directed so as to shine onto the sign.

(299) Flashing sign.

“Flashing sign” means a sign or a portion thereof which changes light intensity or switches on and off in a repetitive pattern, or uses electrical or mechanical energy to provide motion or the optical illusion of motion, either direct, indirect or internal.

(2930) Flat sign.

“Flat sign” see “Wall sign”.

(3031) Freestanding sign.

“Freestanding sign” means a sign which is supported by uprights or braces connected permanently to the ground and which is not connected to a building or structure. Also referred to as detached, ground or post signs. See “Pole sign” and “Monument sign”.

(3132) Grade.

“Grade” means the average elevation of the ground surface immediately below the sign after construction, exclusive of any filling, berming, mounding or excavating solely for the purpose of locating the sign. See “Height of a sign”.

(3233) Height of a sign.

“Height of a sign,” “high,” or “in height” mean the vertical distance measured

from the elevation of the nearest sidewalk, or, if there is no sidewalk within twenty-five feet, from the lowest point of the finished grade on the lot upon which the sign is located and within twenty-five feet of the sign, to the uppermost point on the sign or the sign structure, whichever is higher.

(3334) Historic Preservation Commission.

“Historic Preservation Commission” means the Historic Preservation Commission of the City of Longview, as established by the City Council.

(3435) Identification sign.

“Identification sign” means an on-site sign which indicates the premises, occupants, addresses, neighborhood or entrance location to the premises. Identification signs may be monument or freestanding signs.

(3536) Illuminated sign.

“Illuminated sign” means any sign illuminated in any manner by an artificial light source.

(3637) Indirect lighting.

“Indirect lighting” means nonflashing illumination which is cast on a sign from a source outside the sign with the source of the light being shielded from direct view or from being projected into residences or onto a public right-of-way.

(3738) Informational sign.

“Informational sign” means a noncommercial sign of which the sole purpose is to convey information or directions with respect to the premises or site on which it is maintained. Examples include a sign whose copy is limited to the name and address of a building, home or farm, designating the entrance or exit from a parking area, prohibiting trespassing, indicating danger or giving similar information, caution or directions. See “Directional sign”.

(3839) Internal lighting.

“Internal lighting” means a concealed light source which is recessed within or contained within any element of a sign.

(3940) Legal nonconforming sign.

“Legal nonconforming sign” means any sign that was lawfully erected and

maintained under the law governing such sign before adoption of this chapter but which does not conform to the provisions of this chapter, or which was lawfully erected and maintained under the law of the city, but which does not comply with the provisions of this chapter because of subsequent changes in such law.

(4041) Main entry.

“Main entry” means the entrance from outdoors into a primary building through which most customers or other visitors pass or are expected to pass. Each building shall be considered to have no more than one main entry, excepting a multiple tenant building, in which case each physically separate business which has no internal passageway to any other business premises shall be considered to have one main entry.

(4142) Maintenance.

“Maintenance” means the replacing, repairing, or repainting of a portion of a sign structure or renewing of copy that has been made unusable by ordinary wear and tear, weather, or accident.

(4243) Marquee.

“Marquee” means a permanent roof-like structure which projects beyond the building wall and is attached to and supported by the building and projecting over public or private property.

(4344) Marquee sign.

“Marquee sign” means any sign which is attached to or supported by a marquee.

(4445) Monument sign.

“Monument sign” means a ground-mounted, freestanding sign which is attached to the ground or to its base on grade by a solid structure and which structure extends from the ground or base to the sign face at the same or greater width as the sign face.

(4546) Multiple-tenant building.

“Multiple-tenant building” means a building or structure housing at least two separate businesses or agencies.

(4647) Mural.

“Mural” means a drawing or graphic which consists exclusively of paint applied to the wall of a building or alternate surface without application of any other material or framing, that depict a scene or scenes that are based on an accurate historical research of a local person or event, or are painted areas on a building wall that are designed and intended as a decorative or ornamental feature. A mural shall not be considered a sign if it contains no advertising, logos, trademarks, or references to any information, products or services whatsoever, either on or off premises.

(4748) Neon sign.

“Neon sign” means lettering, numerals, symbols, logos, emblems or illustrations which are directly visible and are constructed of and illuminated solely by glass tubes filled by neon gas, argon gas or equivalent light emitting gaseous elements which are electrified by a current.

(4949) Official governmental information sign.

“Official governmental informational sign” means any temporary or permanent sign erected and maintained by the City, County, State or federal government for traffic direction or for designation of or direction to any school, hospital, historical site, or public service, property, or facility.

(4950) Parapet wall.

“Parapet wall” means any portion of the vertical extension of a perimeter wall, constructed of materials similar in appearance to those used on the exterior wall below, and extending above, but not enclosed by a roof.

(5051) Permanent sign.

“Permanent sign” means a sign constructed of durable materials and intended to exist for the duration of time for the use or occupancy located on the premises.

(5152) Pole sign.

“Pole sign” means any freestanding sign composed of a sign cabinet, backboard, frame or base and the sign pole, or pylon by which it connects to the ground. See “Freestanding sign”.

(5253) Premises.

“Premises” means the real property on which the business or other entity advertised by the sign or signs mentioned in this chapter is situated.

(5354) Projecting sign.

“Projecting sign” means a business identification sign affixed to an exterior wall of a building or structure and extending perpendicularly in whole or part beyond the surface of the wall to which the sign is attached. Projecting signs are best distinguished from flat wall signs by the fact that they are mounted perpendicular rather than parallel to the building face. Also referred to as bracket signs. Hanging bracket signs are projecting signs suspended by chain, link or cable from a projecting architectural feature or support bracket fastened to the primary structure. Projecting signs do not include awning signs, canopy signs, marquee signs, or roof signs and may not be attached to or supported by such signs.

(5455) Public entrance.

“Public entrance” means an entrance to a building or premises that is customarily used or intended for use by the general public and excludes a fire exit, an employee entrance or exit, and a loading dock entrance, in each case if not used by the public.

(5556) Public right-of-way.

“Public right-of-way” means the entire area between property boundaries: which is owned by a government, dedicated to public use, or impressed with an easement for public use; which is primarily used for pedestrian or vehicular travel; and which is publicly maintained, in whole or in part, for such use; and includes, without limitation, the street, gutter, curb, shoulder, sidewalk, sidewalk area, parking or parking strip, and any public way including an alley.

(5657) Reader board.

“Reader board” or “Changeable message sign” means a sign or that portion of a sign on which copy may be easily changed by manual/mechanical means or by lighting effects without reworking, repainting, or otherwise altering the physical composition of the sign.

(5758) Revolving sign.

“Revolving sign” means a sign which rotates or turns in motion in a circular pattern.

(5859) Roof sign.

“Roof sign” means a sign erected upon or above a roof or parapet of a building or structure, including any sign mounted on a pitched or sloping wall and extending higher than the lowest portion of the adjoining roof. A roof sign includes any sign affixed to any structure erected upon a roof, such as a structure housing mechanical and/or building equipment.

(5960) Sandwichboard sign.

“Sandwichboard sign” means a sign constructed in such a manner as to form an “A” or a tent-like shape, either hinged or not hinged at the top, with each angular face held at an appropriate distance by a supporting member, and which is easily movable from site to site.

(6061) Sign area.

“Sign area” means the entire area of a sign or device on which the copy is to be placed, expressed in square feet. In the case of an irregularly shaped sign, the area of the sign shall be the entire area within a single continuous rectilinear perimeter of not more than eight (8) straight lines enclosing the extreme limits of the sign copy area together with any material or color forming an integral part or background of the display. Sign supporting structures which are part of the sign display shall be included in the area calculation. Architectural embellishments and decorative features which contain no written or advertising copy shall be included in determining the sign area, and may include the area of the surface upon which the sign is mounted to or affixed to, unless none of the base material or supporting structure is related to the message or image being portrayed in the sign; and all individual pieces or panels that, when placed together, convey a message or image.

(6162) Sign copy.

“Sign copy” means the message or image conveyed by a sign.

(6263) Sign face.

“Sign face” means any surface of any sign or device upon which information or advertising is placed, displayed or illustrated. The term “sign face” does not include any portion of the support structure for the sign; provided that no message, symbol, graphic, logo, or any of the elements of a “sign” is placed on or designated as part of the support structure (see “Sign” and “Sign area”).

(6364) Sign graphics.

“Sign graphics” means any lettering, numerals, figures, designs, symbols or other drawings or images used to create a sign.

(6465) Sign height.

“Sign height” see “Height of a sign”.

(6566) Special event sign.

“Special event sign” means a temporary sign directing attention to an activity of limited duration. Examples include grand opening, special sales, promotions, community events or similar activities. A special event sign shall not include real estate signs, garage/yard sale signs or other types of incidental signs.

(6667) Street and sidewalk furnishings.

“Street and sidewalk furnishings” means benches, advertising kiosks, lamps, pavilions, bus and cab shelters, trash receptacles, landscape planting boxes and other similar fixtures commonly permitted in pedestrian walkways and passageways.

(6768) Street.

“Street” means a public or private way open to the general public including all classes of roadways, excepting alleys and driveways.

(6869) Street frontage.

“Street frontage” means the lineal distance for that portion of a property or parcel that adjoins or abuts a public right-of-way.

(6970) Street frontage, primary.

“Street frontage, primary” means the lineal length of the street frontage on which the main entry is located; provided that, in the event the main entry is

located on a corner of the building or on a side other than a side which abuts a more heavily traveled street, primary street frontage shall be determined as if the main entry were on the side which abuts the more heavily traveled street.

(7071) Time and temperature sign.

“Time and temperature sign” means a sign which displays only the current time and temperature, either digitally or analog, and which carries or displays no advertising message. A time and temperature sign shall not be considered a flashing or animated sign, or a changeable copy sign.

(7172) Wall.

“Wall” means the exterior of the vertical face or facade of a building. For the purpose of determining the allowable area of a wall sign for a multi-occupancy building, the wall shall be determined to be the portion of the vertical face or facade of the building which would be delineated by the imaginary extension of the interior walls, defining the unit of occupancy through to the exterior of the vertical face or facade.

(7273) Wall sign.

“Wall sign” means a business identification sign which is attached parallel to, and within six (6) inches of, a wall, which is supported by and confined within the limits of such wall, and which displays only one sign surface. Wall signs are not projecting signs, cabinet signs, roof signs, awning signs, canopy signs, marquee signs or fence signs.

(7374) Wayfinding sign.

“Wayfinding sign” means a permanent sign used for the purpose of identifying a neighborhood or district, such as the downtown district, either freestanding or attached to a wall, identifying the name of the neighborhood or district. Wayfinding signs may also include embellishments, such as an architectural design feature, or a small-scale scene. These signs do not carry any advertising of any kind.

(7475) Wind sign.

“Wind sign” means a sign or part of any sign, or series of signs, designed or erected in such a manner as to move when subjected to wind pressure.

(7576) Window sign.

“Window sign” means any sign posted, painted, placed, or affixed in or on any window exposed to public view. A window sign does not include any window shading or window display.

Section 4. If any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance and the same shall remain in full force and effect. The City of Longview hereby declares that it would have passed this ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

Section 5. That the City of Longview City Clerk is hereby ordered and directed to cause this Ordinance to be published.

Section 6. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

Section 7. This Ordinance shall be in full force and effect from and after thirty (30) days from the date of its passage and publication as provided by law.

Passed by the City Council this ____ day of _____, 2019.

Approved by the Mayor this ____ day of _____, 2019.

MAYOR

ATTEST:

City Clerk

APPROVED AS TO FORM:

James J. McNamara
City Attorney

Published: _____



TO: Longview Planning Commission

FROM: Adam Trimble, Interim Planning Manager

HEARING

DATE: July 10, 2019

SUBJECT: **CASE NUMBER PC 2019-2: Zoning Code Amendments to allow electronic message center signs for religious establishments, public or private schools and public safety facilities in residential zoning districts.**

TYPE OF

DECISION: Legislative

BACKGROUND

Currently, electronic signs are prohibited in residential zones. At the March 28, 2019 City Council meeting, the city council voted to direct the Planning Commission to draft amendments to the zoning code allowing and regulating electronic message center signs for churches in residential zones. This was at the request of representatives from the St. Rose Catholic Church which has an existing illuminated (manual) changeable copy sign facing the Washington Way/Nichols Blvd intersection. At the May regular meeting, the Planning Commission reviewed regulations from other Washington cities for electronic message center signs and heard from representatives of St. Rose church and a sign contractor on the subject. The Planning Commission considered draft sign code regulations at the June meeting, made some changes, and then unanimously voted to hold a public hearing on the draft at the July 10, 2019 special planning commission meeting.

The purpose of the proposed zoning code amendments is to allow electronic message center signs, defined by the Planning Commission as *a changeable copy sign that uses a matrix of electronic illumination elements, digital or analog, to display or project copy which can be modified by electronic processes*. The intention is to accommodate improved technology for changeable copy signs which have become more affordable, and common in communities. Limits on the number, type, size, height, location, illumination, and display rate are needed to avoid significant adverse impacts to neighborhoods. The amendments to the Supplemental Residential Zoning Standards, LMC §19.22 would be applicable to the City's residential districts.

PROPOSAL

Under the proposal, amendments and additional provisions are made to Supplemental Residential Zoning Standards LMC §19.22.040. And a definition is added to LMC § 16.13.040, New chapter added to Uniform Sign Code. The draft amendments are attached as Exhibit A.

S.E.P.A. Determination

An Environmental Checklist for the proposed zoning code revisions was reviewed pursuant to the State Environmental Policy Act and a determination of non-significance was issued on June 26, 2019. [E 2019-5 SEPA checklist] The comment period for the SEPA checklist ended on July 10, 2019. SEPA documents are attached as Exhibit B.

Additional Information

Pursuant to Chapter 19.81 of the Longview Municipal Code, a legal notice was published in the Longview Daily News on June 26, 2019 and July 9, 2019.

Citizen Correspondence

As of this writing, the City has received no written comments.

Comprehensive Plan Goal and Policies

Goals, Objectives and Policies

The 2006 Comprehensive Plan does not contain any specific goals, objectives and/or policies for signage in residential zones; there is only mention of wayfinding signage and desire for commercial zone sign regulations and landscaping requirements. The draft 2019 Comprehensive Plan provides the following under the Land Use element's Urban Design section:

Goal LU-C Ensure that development is of high-quality design; is serviced by a safe and convenient pedestrian, bicycle, and vehicular circulation system; has adequate parking, landscaping, and screening; and that signs are in scale and complement a district's character.

Objective LU-C.7 Develop comprehensive citywide sign regulations that provide for business visibility and impact while enhancing the city's visual character.

Objective LU-F.3 Update the sign code to conform with case law while enabling signage that serves the needs of commercial and industrial businesses.

The 2006 and draft 2019 Comprehensive Plan both contain multiple goals, objectives and policies relating to land use compatibility including the following from the 2006 Comprehensive Plan:

Goal LU-A To encourage orderly, efficient, and beneficial development within Longview while maintaining a balance of business and residential uses within the City.

Policy LU-A.1.4 Integrate non-residential uses such as governmental, utility, religious, social, and other institutional uses, where appropriate, to create a quality community which has a full range of public facilities and services. These uses should be sited, designed, and scaled to enhance and be compatible with the surrounding natural and built environment

Goal LU-B - To ensure that the location and design of new development is appropriate in type, density, and location considering existing land use patterns, capacity of public facilities, natural characteristics of the land, and the vision of the community.

Policy LU-D.3.1 Identify single-family dwellings as the principle use in the City's established low-density residential districts. Allow for secondary uses that are compatible with a single-family character.

Goal HO-B Promote housing and neighborhoods that support thriving communities.

STAFF DISCUSSION

Direction from the City council included allowing electronic message center (EMC) signs for churches as a special property use permit. This would involve a public hearing and decision by the Appeal Board of Adjustment for each new or replaced EMC sign. The Planning Commission considered this approach and opted to permit EMC signs where they meet proposed regulations a-k in Exhibit A, finding that the special property use process can involve custom requirements applied by the Appeal Board of Adjustment with the potential for uneven application of restrictions or allowances for EMC signs in different locations. The proposed code amendments are intended to allow for EMC signs where a church, school or public safety facility site is capable of meeting the minimum requirements to protect neighboring homes from adverse impacts.

The Planning Commission also determined that schools and public safety facilities should be included in the uses allowed to have EMC signs, finding that these uses will have a similar benefit of using the digital changeable copy sign technology as religious establishments and are frequently located in residential zones throughout the city. In all residential zones, religious establishments, schools public or private and public safety facilities are only permitted as a Special Property Use, requiring approval by the Appeal Board of Adjustment.

- “School” means an institution of learning for minors, whether public or private, offering regular course of instruction required by the Washington Education Code. This definition includes kindergarten, elementary school, middle or junior high school, senior high school, or any special institution of education.
- “Public safety facility” means a facility operated by public agencies including fire stations, other fire prevention and firefighting facilities, police and sheriff substations and headquarters, including interim incarceration facilities.

STAFF FINDINGS

Staff has examined the merits of the proposal to amend the Longview Zoning Code and makes the following findings:

1. School grounds, public safety facilities and religious establishments are often located in residential neighborhoods.
2. Changing technology and availability of digital changeable copy signs, referred to as Electronic Message Center signs, warrant an update of zoning regulations to allow the technological advancements to be utilized by community institutions for informational and advertising purposes.
3. Regulations as proposed in Exhibit A are necessary to protect the quality, character and value of residential properties and neighborhoods from adverse impacts associated with digital changeable copy (EMC) signs, including but not limited to, prohibition of video display and limitations on hours of operation.

STAFF RECOMMENDATION

Staff recommends that the Planning Commission recommend to the City Council to adopt the subject zoning code amendments.

EXHIBITS

- A. Proposed Zoning Code amendments
- B. SEPA Documents

Report Date: July 3, 2019



City of Longview

Agenda Summary

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 AUGUST 2019 ACCOUNTS PAYABLE: \$2,063,917.41

FIRST HALF AUGUST 2019 PAYROLL:

\$2,448.47, checks no. 391-398

\$789,186.73, direct deposits

\$526,841.10, wire transfers

\$1,318,476.30 Total

STAFF CONTACT:

Kaylee Cody, City Clerk

John Baldwin, Fiscal Analyst

Chresta Larson, Human Resources Specialist

Attachments: None



City of Longview

Agenda Summary

REJECT BID - MINT FARM RWTP PRESSURE FILTER REPAIRS

RECOMMENDED ACTION: MOTION TO REJECT THE BID FROM JH KELLY

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Provide sustainable water quality & environmental infrastructure

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

This project would repair and modify the six pressure filters at the Mint Farm Regional Water Treatment Plant. The coated metal access hatches on the filters have corroded significantly enough that one filter could not be sealed and is out of service, and other hatches will soon follow. The filters would also be modified to comply with the National Electric Code by providing proper conduit and wiring to power freeze protection heat trace wire for the air release valves on the top of the filters. They are currently powered by electrical extension cords, a method which does not comply with the NEC.

On July 2, 2019, one bid was received from JH Kelly. The bid proposal contained a base bid, one alternative, and two additives. The amount of the contract would be determined by which of the bid options was selected for award.

The bid received was determined to be regular and responsive.

As part of the ongoing effort to understand the reason for the corrosion, staff consulted with two corrosion control engineers regarding the filter hatch corrosion. After review, the recommendation is to replace the existing carbon steel domed hatches with new carbon steel blind flanges, instead of the stainless steel flanges that were bid. The corrosion has more to do with the hatch design than material type, and stainless steel may be subject to different corrosion impacts. Also, the recommendation includes changing from a flat blind flange to raised blind flange design. As evidence of the suitability of coated carbon steel in this application, there are numerous carbon steel flanges with gaskets throughout the plant and none have experienced corrosion or leaking.

Additionally, cathodic protection to prevent corrosion is not recommended at this time. Staff should periodically inspect the pressure filters and fittings to determine if corrosion is beginning to occur. Cathodic protection may be considered at that time if corrosion is detected.

These design changes are significant enough the bid received should be rejected and the project re-advertised for bids with the new design. Staff recommends rejecting the bid from JH Kelly.

FINANCIAL SUMMARY:

A new cost estimate has not yet been prepared. However, the cost of carbon steel flanges will be notably less than the cost for stainless steel flanges.

STAFF CONTACT:

Karl Enyeart, Project Engineer

Attachments: None



City of Longview

Agenda Summary

SIDEWALK REPAIR AND URBAN FOREST PROGRAMS

RECOMMENDED ACTION:

MOTION AUTHORIZING NEW STAFF POSITIONS AND PURCHASE OF EQUIPMENT FOR THE ADDITIONAL URBAN FOREST CREW.

COUNCIL INITIATIVE ADDRESSED:

Preserve and enhance neighborhoods

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

On August 15, 2019, the City Council held a workshop to discuss the deteriorating condition of sidewalks throughout the city, predominately due to city-owned trees. Because the rate of damage to sidewalks exceeds the capacity to repair the damage, staff recommends adding a second urban forest crew to focus on addressing trees that are causing sidewalk damage. Council concurred with the recommendation and directed staff to bring the matter to a regular city council meeting for consideration and action.

The additional urban forest staff will consist of a Lead Parks Maintenance Technician, Urban Forest Arborist II, and a Parks Maintenance Technician III. The additional fleet equipment for this crew include an aerial lift truck, chip truck, chipper, and loader/backhoe. Attached are the staff report and presentation provided for the August 15 workshop.

FINANCIAL SUMMARY:

The cost of the second urban forest crew is estimated at \$491,200 per year, which includes labor and materials, equipment operation and maintenance, tree purchases for replanting, and debt service to purchase fleet equipment for the crew. After the debt service is paid off (10-year loans estimated), the cost will decrease by the estimated \$53,700 annual fleet debt service amount. The cost of the City's Urban Forest Program, including this additional crew, is paid by the Stormwater Utility.

STAFF CONTACT:

Jeff Cameron, Public Works Director

Attachments:

1. Staff Report - Sidewalk & Urban Forest Programs 08.13.19
2. Presentation - Sidewalk Repair & UF Programs 08.13.19

August 13, 2019

TO: City Council

FROM: Jeff D. Cameron, Public Works Director
Jennifer Wills, Parks & Recreation Director

SUBJECT: Sidewalk Repair and Urban Forest Program Information and Recommendations

The city of Longview includes approximately 182 miles of sidewalk and over 14,000 city-owned trees. As trees have matured, their roots and trunks have damaged sidewalks, causing citizens to trip and fall, resulting in injuries, and often the City must pay financial awards for claims related to those injuries. Without making changes to our sidewalk repair and urban forest management programs, the number of damaged sidewalks, the costs to repair damaged sidewalks, and the number and amount of claims paid will continue to grow, along with the pain and suffering experienced by those who trip and fall on damaged sidewalks. Damaged sidewalks also disrupt accessible paths required by the Americans with Disability Act.



SIDEWALKS

In accordance with Longview Municipal Code Chapter 12.28, property owners are responsible for maintaining all sidewalks, except the City is responsible to repair sidewalks damaged by City-owned trees.

When the City receives a complaint about a hazardous sidewalk, staff performs the following tasks:

- The sidewalk is inspected to determine if it meets the criteria for hazardous defects and therefore deemed in need of repair. The criteria for being defective is ½-inch or more of vertical displacement between sidewalk horizontal surfaces, or a crack or fissure at least 1-inch or more wide
- The defect is painted with orange paint to denote and highlight the hazard



Sidewalk Repair and Urban Forest Programs Information

- The inspector determines if the hazard was caused by a City-owned tree:
 - If Yes, the City assumes all responsibility for repairing the sidewalk. The hazard location is added to the City responsibility list and will be repaired based on list priority and crew schedule. Since 2005, City crews have repaired City responsibility sidewalks rather than contracting for that work, unless the sidewalk repair was incidental to another City project.
 - If No, the abutting property owner is responsible for repairing the sidewalk. The area to be replaced is marked in green paint, and the inspector measures and calculates the area of sidewalk that must be replaced.



- For property owner responsible repairs, the abutting property owner is notified by letter of the hazard, the deadline of 60 days from notification to replace the sidewalk, and the financial aid options available to them if the property is residential.

Residential Property Owner Responsibility

- The property owner is notified that a hazardous sidewalk condition exists and the property owner is required to replace the sidewalk within 60 days. If the property owner chooses to replace additional sidewalk, only those areas identified by the City as hazardous are eligible for financial aid.
 - 75/25 Sidewalk Program (City Performed Repair) – This program requires the property owner to pay to the City 75% of the estimated cost of the sidewalk replacement and the City will take over full responsibility for the work.
 - 50/50 Sidewalk Program (Property Owner Performed) - This program provides a 50% reimbursement to the property owner for the cost of the sidewalk repair, with the following options and requirements:
 - Contracted Replacement:
 - Property owner obtains at least two quotes for replacement by a licensed contractor and brings quotes to the City for approval prior to performing the work.
 - Property owner or contractor obtains a no-cost right of way permit for inspection of the work. Only those areas identified by the City as defective will be eligible for a no-cost right-of-way permit.

Sidewalk Repair and Urban Forest Programs Information

- Property owner pays the contractor and provides a paid in full receipt to the City for 50% reimbursement.
- Property Owner Self-Performed Replacement:
 - Property owner obtains a no-cost right of way permit for inspection of the work.
 - Property owner makes the necessary sidewalk replacement.
 - Property owner submits to the City a paid invoice for concrete and any materials that were purchased for the sole use in completing the sidewalk replacement (any materials that can be reused are not eligible). The City confirms the invoices are appropriate and reimburses the property owner for 50% of the approved materials cost.

Residential Property Owner Responsible Sites

- From 2013 to 2018:
 - Under the 75/25 program, 130 defective sidewalk sites were replaced.
 - \$38,290.40 was received as payment from property owners.
 - Under the 50/50 program, one defective sidewalk replacement was reimbursed.
 - Amount reimbursed was \$570.24 in 2014.

Property owners are charged the following amounts under the 75/25 program:

- \$85 Per Square Yard for 4" Concrete
- \$120 Per Square Yard for 6" Concrete
- \$140 Per Square Yard for 8" Concrete

Current actual 75% of costs for sidewalk replacement performed by City crews is:

- \$255 Per Square Yard for 4" Concrete
- \$317 Per Square Yard for 6" Concrete
- \$376 Per Square Yard for 8" Concrete

These costs charged to property owners were originally calculated based on contracted replacement costs. As costs increased over time, the costs were held low to encourage property owner participation in the program rather than having to use the non-compliance process with property owners. However, the charges should be higher than the current amounts.

Commercial Property Owner Responsibility

The City does not provide financial aid, other than a no-cost right of way permit, to commercial property owners required to replace hazardous sidewalks.

Sidewalk Repair and Urban Forest Programs Information

Sidewalk Repair Versus Replacement

Where possible, City crews will grind vertical offsets or use our Sidewalk Sucker equipment to repair the defect. For locations where grinding is an acceptable repair, the City will perform that work at no cost to the property owner. The City will also use the Sidewalk Sucker on property owner responsible sites where feasible if the property owner has paid the City to perform the repair. However, the vast majority of property owner responsible sites consist of broken panels that are not suitable for a Sidewalk Sucker repair. If the Sidewalk Sucker can be used but the damage is caused by a private tree, the property owner must privately arrange for the tree roots to be ground or removed before the repair is made.



Property Owner Non-Compliance

When a property owner fails to replace defective sidewalk after being notified by the City, LMC Chapter 12.28 identifies a due process procedure that must be followed for the City to complete repairs and assess the property owner. This process includes property owner notice, public notice, public hearings, and adoption of resolutions and ordinances. The process is time consuming and the City incurs expenses due to required publications and notifications. Some non-compliant property owners will complete their replacements before the City performs the work, and therefore the City is unable to recover all of its administrative and legal costs for the process. Not all property owners will comply and the City ultimately completes the repairs and assesses the property owners.

The last non-compliance sidewalk assessments were approved by the city council in 2004. The repair and assessment process started in April 2003 with 14 properties and assessments estimated to total \$25,860. When it concluded in February 2004, the final assessment was reduced to 7 properties and totaled \$7,367. The process and time expended on administering the property owner responsibility sidewalk replacement program is significant, and property owners are very resistant to being responsible for replacing City infrastructure. Furthermore, courts have also determined that in spite of codes such as LMC 12.28, the municipality is ultimately responsible for any damages incurred by the public as a result of defective sidewalk, regardless of notifications to the property owner and their lack of responsiveness.

Staff recommends relieving property owners of their responsibility to repair or replace sidewalks, except in situations where they caused the damage, such as private tree roots damaging the sidewalk, motor vehicles driven over the sidewalk, etc. The number of property owner responsible sites is relatively small compared to the total number of defective sidewalk sites. However, the costs for these types of repairs cannot be paid by the Stormwater Fund because the damage is not related to the City-owned urban forest. These costs would be paid by the Arterial Street Fund or by an increase in the Street Division budget in the General Fund.

Sidewalk Repair and Urban Forest Programs Information

Financial aid programs could still be available to a property owner, although the cause of the damage should be mitigated by the property owner so the sidewalk is not repeatedly damaged. One financial aid option would be for the City to repair the sidewalk damage caused by a private tree, because even though the tree is privately owned, it provides a stormwater benefit. The City could cut and/or grind the roots prior to the repair, provided doing so would not affect the integrity and safety of the tree; however, if the tree needed to be removed, that would be the property owner's responsibility.

City Sidewalk Repair Resources

The City currently has one crew dedicated to sidewalk repairs:

- 3 Public Works Maintenance Technicians
- 2-Yard dump truck
- Mini excavator & trailer
- Sidewalk repair equipment trailer and equipment (Sidewalk Sucker, grinder, etc.)

The City Council approved adding a second crew in 2019:

- Equipment for the second crew has been purchased and received.
- Hiring staff for the second crew was delayed initially until their equipment had been received. However, in the meantime, Initiative 976 qualified for the general election ballot in November 2019. Amongst the many aspects of this initiative, it would repeal the statutory authorization for transportation benefit district funding via vehicle registration renewal fees (car tab fee), which currently provides funding for one street maintenance crew. Hiring the additional sidewalk crew staff will be delayed until after the general election, in case existing staff must be re-assigned to the new sidewalk crew positions due to loss of funding.

Magnitude of Defective Sidewalk Problem

The current list of reported defective sidewalk locations includes 834 addresses. These sites have been inspected and confirmed to be hazardous. This list is broken into three categories: 690 sites that are city-responsibility; 52 sites that are property owner responsibility; and 92 sites that have both city and property owner responsibility. Property owners have been notified for those sites determined to be property owner responsibility.

In 2018, the City contracted for a city-wide inventory and condition report for city-owned trees, including identification of hardscape damage caused by a City-owned tree. The final tree inventory identified 1,997 sites where City-owned trees have caused hardscape damage. After cross-referencing the Public Works Dept. list of reported defective sites and the tree inventory sites with damaged hardscape, 525 addresses were identified on the Public Works list that were not included in the tree inventory list. Combining these two lists provides an estimate of the actual backlog of defective sidewalks at 2,522 sites. The backlog of defective sidewalk sites varies over time as sites are repaired and new tree damage occurs.

Sidewalk Repair and Urban Forest Programs Information

Sidewalk Repair Capacity

The City sidewalk crew has averaged repairing 60 to 70 sites per year, not including sites where grinding is suitable. This productivity will be doubled with the addition of the second crew, resulting in a projected average of 120 to 140 sites repaired per year. Some factors affecting productivity include:

- Large projects requiring more time to remove concrete, remove trees and/or roots, set forms, and pour new concrete
- Weather conditions
- Availability of concrete from the supplier and timing of the concrete delivery
- Broken panels preventing use of the Sidewalk Sucker
- Staff leave time affecting crew productivity

Prior to 2005, the City contracted for sidewalk repair and replacement. However, due to the effort required to prepare contract plans and specifications, bid the project, and inspect and manage the contract; and the limited number of contractors willing to bid the work, the decision was made to have City crews perform sidewalk repair. The last contracted sidewalk repair project was completed in 2005.

Due to the delay in hiring the second sidewalk repair crew, a sidewalk repair contract will be advertised for bids in late August or early September. Bidding this project will indicate if there is renewed contractor interest in this type of contract, and how successfully these types of projects can be completed. These contracts are challenging for contractors because the work is spread out at numerous locations, resulting in inefficient productivity; and it is difficult for contractors to protect the fresh concrete from damage caused by pedestrians, bicyclists, and vandalism.

Setting Sidewalk Repair Priority

Prioritization for scheduling sidewalk repair is based on the following factors:

- Property owner paid
- Claims submitted for damages/injuries
- High pedestrian and wheelchair traffic
- Number of complaints per site
- Severity of hazard

Damages Due to Defective Sidewalks

Although not paid directly by the City, the claims paid by WCIA due to defective sidewalks affect the City's liability coverage premiums. The damages also do not adequately tell the story of the pain and suffering experienced by people who have fallen due to hazardous sidewalk and injured themselves, sometimes very seriously.

As long as a large urban forest of City-owned street trees is maintained and our sidewalk repair and urban forest management strategies and capacity remain unchanged, sidewalk damage will continue as trees grow; and the number of defective sidewalk sites will grow faster than our two City crews can repair them. In order to control the growth rate of defective sidewalks, staff

Sidewalk Repair and Urban Forest Programs Information

recommends managing our urban forest differently to reduce the number of trees causing sidewalk damage.

URBAN FORESTRY

The City recently celebrated its 35th year as a Tree City USA, and most residents enjoy the diverse and widespread tree canopy, beautiful tree blossoms, and greenscape provided by the urban forest. The urban forest provides significant stormwater mitigation benefits by slowing the rate of runoff, consuming some of the runoff, improving water quality by absorbing some of the runoff pollutants, and cooling the temperature of runoff by providing shade. However, to reduce the rate of sidewalk damage, the City's urban forest program should reconsider the type, location, age, size, and condition of street trees, both young and mature.



Tree City USA Criteria

To maintain our status as a Tree City USA, we must meet the following requirements:

- Have a Tree Board or Department
- Adopt a tree care ordinance
- Have an annual community forestry budget of at least \$2 per capita
- Hold an annual Arbor Day observance and issue a proclamation for Arbor Day

Urban Forestry Division

The City's urban forest includes over 14,000 trees, consisting of over 260 species, with more than 3,500 of them over 60-feet tall and more than 1,700 of them over 3-feet in trunk diameter. The city also includes more than 3,000 City-owned sites where trees could be planted or trees were removed and not yet replaced. Our urban forest is maintained by our Urban Forestry crew (UF crew) that consists of three staff, including an arborist, along with the tools and equipment needed to maintain the City's urban forest. For large tree removal jobs, they are often supplemented by Parks Maintenance staff.

The sidewalk repair crew is able to cut and grind roots at many sites without needing the services of the UF crew. However, when more extensive impacts to a tree are needed, or the health or safety of the tree is uncertain, those situations must be addressed by the UF crew. The existing UF crew should be able to keep pace with the needs of our two sidewalk repair crews; however, doing so will further reduce their ability to focus on maintaining the health of the rest of the urban forest. The priority order of work for the UF crew is to respond to citizen complaints about a City-owned tree within five days; remove trees or cut roots for sidewalk repair activities; and maintain the health of the remainder of the urban forest; and of course emergency response for hazardous downed trees or limbs interrupts all of the normal priorities.

Sidewalk Repair and Urban Forest Programs Information

Mitigating Tree-Caused Sidewalk Damage

To reduce the growth rate of sidewalk damage, staff recommends proactively cutting roots and/or removing younger trees known to cause damage or observed starting to damage sidewalks, trees that are planted in an inappropriate planting strip width, and mature trees to halt continuing damage to sidewalk. Proactively removing trees and/or cutting roots, sometimes multiple times on the same tree during succeeding years, before they cause sidewalk damage, will exceed the work capacity of the existing UF crew due to their other responsibilities.

To accomplish the recommended proactive work, a second UF crew is required; or the work must be contracted to a private tree service. Adding a second UF crew or contracting for tree services would allow the current UF crew to focus on maintaining the health of the urban forest, rather than being diverted to address trees damaging sidewalks.

Some benefits and disadvantages of contracting the work versus creating an additional UF crew are identified below.

Contracted Tree Services

<u>PROS</u>	<u>CONS</u>
• No long term commitment • Contractor assumes liability during tree removal	• Contract management and inspection required • Bidding and cost of work • Availability of contractor's crew/equipment if not a full-time contract • Capability for difficult tree removal work may be limited

City Urban Forestry Crew

<u>PROS</u>	<u>CONS</u>
• Long term solution • Ability to do all levels of tree removal work difficulty • Greater City control of schedule and direction • Greater flexibility to adjust work and sites • Increased emergency response capability • Available for tree health maintenance if workload allows	• Long term commitment to staff • Initial investment – vehicles & equipment • City retains tree removal liability

A review of recent tree removal experiences suggests contracted services may not be the most cost effective method of performing the work.

Sidewalk Repair and Urban Forest Programs Information

- Urban Forestry Crew
 - Large tree on Nichols Blvd near St. Rose Church
 - Total cost for labor, equipment, and supplies: \$3,238
 - Tree approximately 30% larger than contracted tree removal below
 - Site access similar to contracted tree below
- Contract – Local tree service company
 - Large tree on Nichols Blvd for water main replacement project
 - Contract amount paid: \$9,963
 - Site access similar to City tree removal above
- Contract Estimate – Local tree service company
 - Large tree in backyard for City sewer main project
 - Estimate - \$9,700
 - Good alley access; access similar to above examples
- Contract – Sumner, WA
 - Single, mature Big Leaf Maple tree
 - Bids ranged from \$8,744 to \$17,269
 - Site access similar to tree near St. Rose Church

Cowlitz PUD contracts for vegetation management and tree trimming/removal services to trim, cut, remove, apply herbicide, and/or dispose of trees and brush along and under their electrical lines and rights of way. They budget \$1.4 million per year for these services and keep three crews busy year-round (approximately \$467,000 per crew). Their most recent contract executed April 2019 requires a minimum crew size of 3 to 4 workers depending on the work location (including providing traffic control). The crew is not required to include an arborist, but one must be available to respond within one hour. The contractor's 2019 billing rates are as follows:

Contractor Crewmember	Billing Rate
Foreman/Lead Worker	\$ 66.08
Tree Trimmer	\$ 58.74
Chipper/Groundman	\$ 43.98

The contractor also charges equipment rental rates ranging from \$4.24 per hour for a 12-inch self-feeding chipper, up to \$106.35 per hour for a 100-foot lift truck, for the various vehicles and equipment used to perform the work.

Sidewalk Repair and Urban Forest Programs Information

New Urban Forestry Tree Crew and Equipment Costs

The urban forestry budget for 2020 is \$873,520, including administrative costs. The estimated costs for adding a second City UF crew are as follows:

City UF Crewmember	Mid-Step Billing Rate	Top Step Billing Rate
Lead Tech	\$ 44.11	\$ 48.64
Arborist/Trimmer	\$ 41.82	\$ 46.10
UF Tech/Groundman	\$ 39.57	\$ 43.62

New Urban Forestry Crew – Initial Annual Cost

Labor	\$ 261,600
Supplies*	\$ 52,000
Other Services**	\$ 123,900
New Fleet Debt Service***	\$ 53,700
Total	\$ 491,200

* Includes \$30,000 purchase costs for replacement trees

** Includes \$72,400 in Fleet maintenance and depreciation costs

*** 10-year debt service for new fleet/equipment



New Fleet/Equipment Purchase Costs – One time

55-ft Aerial Lift	\$ 190,000
Chip Truck	\$ 105,000
Chipper	\$ 52,000
Loader	\$ 93,000
Total Equipment Cost	\$440,000

Note: Initial cost and debt service may be reduced with purchase of used equipment

Over the long term, a second UF crew is likely to cost less than contracted services, and it would provide the City with much greater control and flexibility regarding assigned tasks, as well as be available for emergency response. Based on the size of the City's urban forest and the magnitude of existing and potential future damage to sidewalks, and the ability to perform forest health maintenance activities if the sidewalk damage situation is ultimately controlled to a steady state, the second UF crew will always have important tasks.

Stormwater Rate Impact

Adding a second UF crew or contracting for tree services will require an increase in our stormwater utility rate. Due to the cancellation of the Beech Street Box Culvert Replacement Project, that budgeted debt service of \$250,000 per year could be reallocated to the cost of a second UF crew. The cost of the new crew plus debt financing the new equipment, minus the reallocated Beech Street Box Culvert budgeted amount of \$250,000 per year, would result in a

Sidewalk Repair and Urban Forest Programs Information

projected 4.8% increase in the stormwater rate (an increase of \$0.66 per month per ERDU). Using the PUD's contract as an example, a full year of contracted tree service would have essentially the same impact on the stormwater rate.

Tree Planting Locations

Much of the sidewalk damage is caused by trees in narrow planting strips, some as narrow as 3-feet wide. Due to high groundwater levels in our community, tree roots tend to grow outward rather than downward, resulting in conflict with and damage to sidewalks. Over time, Parks Dept. staff has developed and refined lists of trees considered appropriate for street planting strips, but damage has still occurred in many locations. Trees don't always behave in accordance with their expected growth patterns, so some trees thought to be appropriate still caused sidewalk damage.

Planting trees in planting strips 5-feet or more wide significantly reduces the risk of sidewalk damage. Planting trees in 4-foot wide planting strips notably increases the potential for sidewalk damage, and trees planted in 3-foot wide planting strips significantly increase the potential for sidewalk damage. Many of our narrower planting strips are located in older parts of the city when narrower streets and right of way were the standard. Our current development standards require right of way widths that easily accommodate 5-feet or wider planting strips. There may be topographic reasons a narrow planting strip would be necessary, but in general we should require 5-feet or wider planting strips, and if not feasible, switch to curb-tight sidewalks rather than require narrow planting strips; or allow narrow planting strips and forego planting trees.

Removing and not planting trees in planting strips less than 5-feet wide would significantly reduce tree canopy, result in a more barren appearance for city streets, and would not support the goals of stormwater quantity and quality mitigation benefits provided by trees and the urban forest. However, if planting and maintaining trees in narrow planting strips continues, sidewalk damage should be anticipated. Periodic root cutting as trees grow would reduce the potential for sidewalk damage while still providing the benefit of street trees. Another option would be to remove trees after they've reached a certain age or size, and re-plant with a new tree, limiting their potential to damage the sidewalk. Either of these options will require additional resources and effort.

RECOMMENDATIONS

Without making changes to our sidewalk repair and urban forest management programs, the number of damaged sidewalks, the costs to repair sidewalks, and the number and amount of claims paid will continue to grow, along with the pain and suffering experienced by those who trip and fall on damaged sidewalks. Furthermore, accessible paths required by the Americans with Disability Act will continue to be disrupted. To address the challenge of maintaining desirable street trees and safe sidewalks, staff makes the following recommendations:

1. Award a sidewalk repair project this year to complete \$200,000 to \$300,000 in repairs to offset the vacant sidewalk crew productivity.

Sidewalk Repair and Urban Forest Programs Information

2. After the November 2019 election, fill the vacant positions of the new sidewalk repair crew either by hiring new staff or transferring existing staff, depending on the post-election funding status.
3. Amend LMC 12.28 to relieve property owners of responsibility to repair damaged sidewalk except when the property owner's activities, improvements, or landscaping caused the damage.
4. Update the financial aid costs for property owners responsible for sidewalk damage, to more accurately reflect current costs.
5. Hire a second urban forest crew and purchase additional equipment for the crew.
6. Revise City street standards to specify 5-feet or wider planting strips.
7. To maintain the benefits of a city-wide urban forest, continue planting presumed appropriate new or replacement street trees in planting strips 3-feet wide or greater, and use the second urban forest crew to perform regular tree maintenance cycles to cut roots or remove and replant trees in planting strips less than 5-feet wide, and as needed in wider planting strips.

SIDEWALK REPAIR AND URBAN FOREST

Jeff Cameron, Public Works Director
Jennifer Wills, Parks & Recreation Director

August 15, 2019



SIDEWALK REPAIR AND URBAN FOREST PROGRAMS

- ❖ 182 Miles of sidewalk
- ❖ Over 14,000 City-owned trees
- ❖ Over 3,000 sites for additional trees
- ❖ Tree City USA for 35 years

- ❖ 2020 Program Budgets
 - ❑ Sidewalk Repair - \$949,560
 - ❑ Urban Forestry - \$873,520



DEFECTIVE SIDEWALKS

- ❖ ½-inch vertical deflection
- ❖ 1-inch wide crack or fissure

MAGNITUDE OF PROBLEM

- ❖ 834 Reported & confirmed sites
- ❖ 1,997 Sites identified by tree inventory
- ❖ 2,522 total sites
 - ❑ Some reported sites not tree-related
 - ❑ Some reported tree-related sites not on tree inventory list



SIDEWALK REPAIR CAPACITY

- ❖ One dedicated repair crew
- ❖ 2nd repair crew budgeted
 - ❑ Crew delayed due to equipment purchase and I-976 funding impact
- ❖ Two crews – Projected 120 to 140 sites per year



FACTORS AFFECTING REPAIR PRODUCTIVITY

- ❖ Size of repair
- ❖ Root cutting, grinding, or tree removal
- ❖ Weather conditions
- ❖ Availability of concrete and deliver schedule
- ❖ Broken panels – can't use Sidewalk Sucker
- ❖ Staff leave time



SIDEWALK REPAIR PRIORITY

- ❖ Property owner paid
- ❖ Claim submitted for damages/injuries
- ❖ High pedestrian and wheelchair traffic
- ❖ Number of complaints
- ❖ Severity of hazard



DEFECTIVE SIDEWALK RESPONSIBILITY

- ❖ City responsible when caused by City-owned tree
- ❖ Property owner responsible for all others

MAGNITUDE OF PROPERTY OWNER RESPONSIBLE

- ❖ 52 Sites – Property owner only
- ❖ 92 Sites – Joint City and property owner



PROPERTY OWNER FINANCIAL AID

- ❖ 75/25 Program – Residential Only
 - ❑ Property owner pays 75% of estimated cost to City
 - ❑ City performs repair
- ❖ 50/50 Program – Residential Only
 - ❑ City reimburses 50% of contractor cost incurred by property owner
 - ❑ City reimburses 50% of material cost if performed by property owner
- ❖ No financial aid for commercial property



PROPERTY OWNER PARTICIPATION

- ❖ 2013 to 2018
 - ❑ 75/25 Program – 130 sites
 - \$38,290.40 paid
 - ❑ 50/50 Program – One site
 - \$570.24 reimbursed to owner

PROPERTY OWNER PAID COSTS

- ❖ Current costs charged (75% share)
 - ❑ \$85 per SY for 4" concrete
 - ❑ \$120 per SY for 6" concrete
 - ❑ \$140 per SY for 8" concrete
- ❖ Actual costs incurred (75% share)
 - ❑ \$255 per SY for 4" concrete
 - ❑ \$317 per SY for 6" concrete
 - ❑ \$376 per SY for 8" concrete



URBAN FOREST IMPACT ON SIDEWALKS

- ❖ City-owned street trees cause vast majority of damage
- ❖ Tree crew addresses sidewalk damaging trees only when requested by PW staff
- ❖ Tree crew capacity not sufficient to maintain health of entire urban forest and address sidewalk damaging trees
- ❖ Additional tree crew resources needed to manage damage to sidewalks



ACTIVITY PLAN FOR ADDITIONAL URBAN FOREST RESOURCES

- ❖ Provide root cutting and tree removal services for sidewalk repair crews
- ❖ Cut roots or remove trees where damage is just being observed but is not yet defective
- ❖ Cut roots or remove trees anticipated to cause damage
- ❖ Cut roots or remove trees at identified damaged sites to get ahead of the sidewalk repair crew and prevent increasing damage



ADDITIONAL URBAN FOREST RESOURCES OPTIONS

- ❖ Additional City tree crew
- ❖ Contracted tree services

City Urban Forestry Crew

<u>PROS</u> • Long term solution • Ability to do all levels of tree removal work difficulty • Greater City control of schedule and direction • Greater flexibility to adjust work and sites • Increased emergency response capability • Available for tree health maintenance if workload allows	<u>CONS</u> • Long term commitment to staff • Initial investment – vehicles & equipment • City retains tree removal liability
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Contracted Tree Services

PROS

- No long term commitment
- Contractor assumes liability during tree removal

CONS

- Contract management and inspection required
- Bidding and cost of work
- Availability of contractor's crew/equipment if not a full-time contract
- Capability for difficult tree removal work may be limited

CONTRACTED TREE SERVICES COST

- ❖ Cowlitz PUD 2019 contract example
 - ❑ \$1.4 million budget for 3 crews
 - Approximately \$467,000 per crew
 - ❑ Predominantly rural locations
 - ❑ Predominantly tree trimming rather than removal

CITY TREE CREW COST

- ❖ Second urban forestry tree crew
 - ❑ \$491,200 estimated initial annual cost
 - Includes \$30,000 for new trees
 - Includes debt service for \$440,000 cost of additional vehicles/equipment
 - Includes depreciation funding for vehicles and equipment



SIDEWALK REPAIR AND URBAN FOREST

CITY TREE CREW EQUIPMENT

❖ 55-ft Aerial lift truck	\$190,000
❖ Chip truck	\$105,000
❖ Chipper	\$52,000
❖ <u>Loader</u>	<u>\$93,000</u>

Total Equipment Cost: \$440,000

Note: Purchase of used equipment may reduce initial cost and debt service.



IMPACT TO STORMWATER UTILITY RATE

- ❖ Additional city crew or contracted services have essentially the same cost
- ❖ Reallocate \$250,000 budgeted for Beech Street Box Culvert debt service
- ❖ Debt finance vehicle/equipment purchase
 - ❑ 10-year financing
- ❖ Rate impact
 - ❑ 4.8% increase
 - ❑ \$0.66 per month per ERDU increase



TREE REMOVAL AND PLANTING LOCATIONS

- ❖ 5-ft or wider planting strips – lower risk
- ❖ 3-ft to 5-ft planting strips – high risk
- ❖ Current street standards allow 5-ft planting strips in most cases
- ❖ No trees in planting strips less than 5-ft wide would notable impact street aesthetics and stormwater benefit
- ❖ Consider planting and maintaining appropriate trees in narrow planting strips
 - ❑ Proactive root cutting and tree removal prior to sidewalk damage recommended



No Planting Strip Trees

SIDEWALK REPAIR AND URBAN FOREST PLANTING STRIP SAMPLES



3-ft Planting Strip



5-ft Planting Strip

SIDEWALK REPAIR AND URBAN FOREST
PLANTING STRIP SAMPLES



7-ft Planting Strip



9-ft Planting Strip

RECOMMENDATIONS

- ❖ Award sidewalk repair contract for up to \$300,000
- ❖ Fill vacant sidewalk repair crew positions after November 2019 election
- ❖ Amend LMC 12.28 to relieve property owners of responsibility for damaged sidewalks not caused by City trees or their activities
- ❖ Update property owner financial aid costs
- ❖ Hire 2nd city tree crew and purchase vehicles/equipment for the crew
- ❖ Revise street standards to provide 5-ft or wider planting strips in most cases
- ❖ Continue planting and maintaining appropriate trees in narrow planting strips provided additional tree services are provided for root cutting and tree removal prior to sidewalk damage