



City of Longview

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

Regular Meeting

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, March 28, 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

19-00080 COUNCIL RETREAT MINUTES, JANUARY 26, 2019
COUNCIL WORKSHOP MINUTES, MARCH 7, 2019
REGULAR COUNCIL MEETING MINUTES, MARCH 14, 2019

5. CHANGES TO THE AGENDA

6. PRESENTATIONS & AWARDS

19-00078 PROCLAMATION: NATIONAL LIBRARY WEEK, APRIL 7-13, 2019

19-00079 PROCLAMATION: ARBOR DAY ~ APRIL 10, 2019

7. CONSTITUENTS' COMMENTS (Thirty Minutes)

8. FOLLOW-UP TO PAST CONSTITUENTS' COMMENTS

9. PUBLIC HEARINGS

10. BOARD & COMMISSION RECOMMENDATIONS**11. ORDINANCES & RESOLUTIONS****12. MAYOR'S REPORT****13. COUNCILMEMBERS' REPORTS****19-00085 SPECIAL USE PERMIT ALLOWED IN R-1 ZONES**

RECOMMENDED ACTION: CITY COUNCIL AMEND THE R-1 ZONE CODE TO ALLOW A SPECIAL USE PERMIT PROGRAM IN THE R-1 DISTRICTS FOR NON-PROFIT ORGANIZATIONS, INCLUDING CHURCH FACILITIES, WITH PROPER REGULATIONS FOR SIGNAGE INCLUDING DISTANCE FROM PRIVATE RESIDENCE, SIGNAGE SIZE AND HOURS OF PERMITTED VISIBILITY. THIS WOULD ALLOW THE COMMUNITY TO BE UPDATED TO TODAY'S TECHNOLOGY. (SOMETHING LIKE THE SIGN AT CITY HALL).

19-00086 EVALUATING POSSIBILITIES FOR ELECTRIC VEHICLE CHARGING STATIONS

RECOMMENDED ACTION: A MOTION, DIRECTING THE CITY MANAGER, TO TAKE IMMEDIATE ACTION, TO DIRECT STAFF TO EXPLORE, EVALUATE AND REPORT BACK TO COUNCIL BY JUNE 27, 2019, A PLAN OF ACTION FOR COUNCIL ADOPTION OF AN EV CHARGING PLAN, TO MAKE APPROPRIATION FOR AND IMPLEMENT THE INSTALLATION OF AT LEAST 5 ELECTRIC VEHICLE CHARGING STATIONS AT VARIOUS SITES IN LONGVIEW BY DECEMBER 31, 2019, INCLUDING MEETING WITH AND WORKING WITH STAKEHOLDERS AND OUTSIDE PARTNERS IN DEVELOPMENT OF SUCH PLANS.

14. CONSENT CALENDAR**19-00081 APPROVAL OF CLAIMS****19-00082 ORDINANCE 3400: AMENDING THE 2017-2018 BIENNIAL BUDGET (SECOND READING)**

RECOMMENDED ACTION: MOTION TO ADOPT ORDINANCE NO. 3400.

19-00083 2019 EXTENSION AND RENEWAL OF AGREEMENT FOR COWLITZ COUNTY MINI-RURAL LIBRARY DISTRICT SERVICES

RECOMMENDED ACTION: MOTION TO APPROVE EXTENSION/RENEWAL OF CONTRACT

15. CITY MANAGER'S REPORT

19-00084 CIVIC CIRCLE BACK-IN ANGLED PARKING PLAN**RECOMMENDED ACTION: DIRECTION TO STAFF****19-00088 2019 COUNCIL PLANNING SESSION SUMMARY****RECOMMENDED ACTION: MOTION TO ADOPT THE 2019 COUNCIL PLANNING
SESSION SUMMARY REPORT TOGETHER WITH THE 2019-2020 WORK PLAN****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, APRIL 11, 2019 - 7:00 P.M.****THURSDAY, APRIL 25, 2019 - 7:00 P.M.****NEXT COUNCIL WORKSHOPS:****THURSDAY, APRIL 11, 2019 - 5:30 P.M. MINT VALLEY GOLF COURSE CONCESSIONS**



City of Longview

1525 Broadway
Longview, WA 98632
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Minutes - Final

City Council

Saturday, January 26, 2019

8:30 AM

2nd Floor, City Hall

2019 COUNCIL RETREAT

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the City Council of the City of Longview, Washington, will conduct the 2019 Council Retreat in the Longview City Hall Training Room, 1525 Broadway, Longview, on Saturday, January 26th, at 8:30 a.m. The topics of discussion follow. Final disposition shall be taken on no other matter.

Longview City Hall is accessible for persons with disabilities. Special equipment to assist the hearing impaired is also available. Please contact the City Executive Offices at 360.442.5004 at least forty-eight (48) hours in advance if you require special accommodations to attend the meeting.

[19-5767](#)

2019 COUNCIL RETREAT AGENDA

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Council Initiative: All

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

Discuss initiatives for the 2019-2020 biennium.

RECOMMENDED ACTION:

No action will be taken.

STAFF CONTACT: Kurt Sacha, City Manager

Attachments: [Council Retreat Agenda \(2019 0126\)](#)

Mayor Jensen convened the meeting at 8:30 a.m.

Attendance:

Mayor Jensen, Council Member Botero, Council Member Makinster, Council Member Moon, Council Member Vydra, Mayor Pro Tem Wallin, & Council Member Wallis

Staff present:

City Manager Kurt Sacha & Human Resources Director Chris Smith

Council reviewed 2017-18 accomplishments; reviewed the 2019-2020 work plan;

identified high priority items; designated Council committee assignments; & reviewed the council meeting/workshop schedule.

Topics of discussion included: communications & outreach strategies; housing; succession planning; infrastructure; city departments; homelessness; & meeting policies.

No final action was taken.

The meeting adjourned at 4:10 p.m.

Mayor

NEXT REGULAR COUNCIL MEETINGS:

THURSDAY, FEBRUARY 14, 2019 - 7:00 P.M.

THURSDAY, FEBRUARY 28, 2019 - 7:00 P.M.

NEXT SPECIAL COUNCIL MEETINGS:

THURSDAY, FEBRUARY 7, 2019 - 6:00 P.M. BECKY MCCRAY, RURAL & SMALL CITY BUSINESS EXPERT

THURSDAY, FEBRUARY 21, 6:00 P.M. DRINKING WATER FLUORIDE ADDITION/WELLHEAD PROTECTION UPDATE

THURSDAY, FEBRUARY 28, 2019 - 6:00 P.M. BANNER POLICY



City of Longview

1525 Broadway
Longview, WA 98632
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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, March 7, 2019

6:00 PM

2nd Floor, City Hall

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the City Council of the City of Longview, Washington, will conduct a joint meeting with the Beacon Hill Water & Sewer District Commissioners in the Longview City Hall Training Room, 1525 Broadway, Longview, on Thursday, March 7, at 6:00 p.m. The topics of discussion follow. Final disposition shall be taken on no other matter.

The City Hall is accessible for persons with disabilities. Special equipment to assist the hearing impaired is also available. Please contact the City Executive Offices at 360.442.5004 48 hours in advance if you require special accommodations to attend the meeting.

1. **CALL TO ORDER**

The meeting was called to order at 6:00 p.m.

2. **ROLL CALL**

Longview City Council Members:

Present: Mayor Don Jensen, Councilmember Chet Makinster, Councilmember Steve Moon, Councilmember Scott Vydra, Councilmember Mike Wallin, & Councilmember MaryAlice Wallis

Excused: Councilmember Ken Botero

City of Longview Staff Present:

City Manager Kurt Sacha, Acting City Clerk/Administrative Assistant Maureen Wingler, Public Works Director Jeff Cameron, Human Resources Director Chris Smith and Utilities Systems Manager Brian Steveson

Beacon Hill Water & Sewer District Commissioners:

Present: Commissioner Bonnie Decius & Commissioner Michelle Hollis

Excused: Commissioner Monte Roden

Beacon Hill Water & Sewer District Staff Present: General Manager Dell Hillger

3. WORKSHOP

Public Works Director Jeff Cameron presented information to the Longview City Council and the Beacon Hill Water & Sewer District Commissioners for discussion.

The Longview City Council directed staff to review cost estimates for three options (precipitation, electrocoagulation & reverse osmosis) and expressed support for another public survey.

The Beacon Hill Water and Sewer District Commissioners will discuss the information presented during the workshop with the full board before taking any action.

No final action was taken.

19-00038 MINT FARM REGIONAL WATER TREATMENT PLANT – REVERSE OSMOSIS TREATMENT

RECOMMENDED ACTION:
For information and discussion.

19-00039 WATER SUPPLY WELLHEAD PROTECTION PROGRAM UPDATE

RECOMMENDED ACTION:
For information and discussion

4. ADJOURNMENT

The meeting was adjourned at 7:22 p.m.

*Maureen Wingler
Acting City Clerk/Administrative Assistant*

Approved: _____
City of Longview Mayor

NEXT REGULAR COUNCIL MEETINGS:
THURSDAY, MARCH 14, 2019 - 7:00 P.M.
THURSDAY, MARCH 28, 2019 - 7:00 P.M.

NEXT COUNCIL WORKSHOPS:

THURSDAY, MARCH 21, 2019 - 6:00 P.M. MINT FARM PHASE II UPDATE



City of Longview

1525 Broadway
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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, March 14, 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**

19-00043 INVOCATION PROVIDED BY REVEREND NIC MATHER, ST. STEPHENS EPISCOPAL

3. **ROLL CALL**

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

Staff Present:

City Manager Kurt Sacha, City Attorney Jim McNamara, City Clerk Kaylee Cody, Public Works Director Jeff Cameron, Community & Economic Development Director John Brickey, Parks & Recreation Director Jen Wills, Fire Chief Jim Kambeitz, Police Chief Jim Duscha, Human Resources Director Chris Smith, Community Development Coordinator Gregory Hannon and Interim Planning Manager Adam Trimble.

4. **APPROVAL OF MINUTES**

19-00042 APPROVAL OF MINUTES

COUNCIL WORKSHOP MINUTES, FEBRUARY 7, 2019
COUNCIL WORKSHOP MINUTES, FEBRUARY 14, 2019
COUNCIL REGULAR MEETING MINUTES, FEBRUARY 14, 2019
COUNCIL REGULAR MEETING MINUTES, FEBRUARY 28, 2019

A motion was made by Councilmember Scott Vydra, seconded by Councilmember Chet Makinster, to approve the minutes. The motion carried unanimously.

5. CHANGES TO THE AGENDA

City Manager Kurt Sacha added a special announcement under Presentations & Awards.

6. PRESENTATIONS & AWARDS

City Manager Kurt Sacha announced the appointment of Jim Kambeitz as Fire Chief. Mayor Jensen administered the oath of office.

7. CONSTITUENTS' COMMENTS (Thirty Minutes)

Bob Klinefelter of Longview addressed Council regarding the presence of homeless individuals at Lake Sacajawea Park.

Robert Butler of Longview addressed Council regarding the presence of homeless individuals at Lake Sacajawea Park.

Ariane Boldt of Longview addressed Council regarding her concerns about an Oxford House in the Columbia Valley Gardens neighborhood.

Cheryl Jennings of Longview addressed Council regarding her concerns about the safety of pedestrians on 7th Avenue.

George Robertson of Longview addressed Council regarding housing and homeless issues.

Dawn Campbell of Longview addressed Council regarding the costs related to improving the water supply.

Bill Beltz of Longview addressed Council regarding his concerns about the Oxford House in the Columbia Valley Gardens neighborhood.

Tom Samuels of Longview addressed Council regarding the Severe Weather Shelter Fund Policy and Love Overwhelming.

Bill Josh of Longview addressed Council regarding the Severe Weather Shelter Fund Policy and Love Overwhelming.

Shawn Nyman of Longview addressed Council regarding the Severe Weather Shelter Fund Policy & Love Overwhelming.

David Dahmer of Longview addressed Council regarding the presence of homeless individuals at Lake Sacajawea Park.

Sandra Board of Longview addressed Council regarding the lack of lighting at Lake Sacajawea Park in the evening.

Chris Turner of Longview addressed Council regarding wellhead protection area for community wells.

Rebecca Borelis of Longview addressed Council regarding Love Overwhelming.

Theresa Purcell of Longview addressed Council regarding the Severe Weather Shelter Fund Policy & Love Overwhelming.

Bailey Campbell of Longview addressed Council regarding homeless issues.

Nic Mather of Longview addressed Council regarding the Severe Weather Shelter Fund policy.

An individual who did not announce their name addressed Council regarding homeless issues.

Mayor Jensen adjourned the meeting for a short recess at 8:23 p.m. The meeting readjourned at 8:32 p.m.

8. FOLLOW-UP TO PAST CONSTITUENTS' COMMENTS

9. PUBLIC HEARINGS

10. BOARD & COMMISSION RECOMMENDATIONS

19-00040 2019 NEIGHBORHOOD PARK GRANT APPLICATIONS

RECOMMENDED MOTION:

Motion to approve the Parks and Recreation Advisory Board's recommendations for the 2019 Neighborhood Park Grant Program.

Parks & Recreation Director Jen Wills presented.

Jennifer DesArmo of Castle Rock addressed the Council regarding Harlie's Hoops.

A motion was made by Councilmember Steve Moon, seconded by Councilmember MaryAlice Wallis, to approve the Parks and Recreation Advisory Board's recommendations for the 2019 Neighborhood Park Grant Program. The motion carried by the following vote:

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

Nays: None

11. ORDINANCES & RESOLUTIONS

19-00053 ORDINANCE NO. 3394: APPROVING THE WEST LONGVIEW ANNEXATION (ANX 2018-2)

AND 50TH AVE/OBH ANNEXATION (ANX 2018-1)**RECOMMENDED ACTION:**

Motion to adopt Ordinance 3394 to annex the West Longview Annexation area (ANX-2018-2) and the 50th Avenue/OBH area (ANX 2018-1) into the City of Longview.

Tim Todd of Longview, owner of Cole's Appliance Repair, addressed Council in opposition to the annexation. Mr. Todd advised that he would be submitting a petition.

A motion was made by Councilmember MaryAlice Wallis, seconded by Councilmember Steve Moon, to adopt Ordinance No. 3394 to annex the West Longview Annexation area (ANX-2018-2) and the 50th Avenue/OBH Area (ANX 2018-1) into the City of Longview. The motion carried by the following vote:

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

Nays: Councilmember Mike Wallin

19-00054 ORDINANCE NO. 3398: ADOPT ZONING FOR THE WEST LONGVIEW ANNEXATION AREA (ANX 2018-2) AND THE 50TH AVE/OBH ANNEXATION AREA (ANX 2018-1)

RECOMMENDED ACTION:

Motion to approve Ordinance 3398 to adopt zoning for the properties in the West Longview Annexation Area (ANX-2018-2) and the 50th Avenue/OBH area (ANX 2018-1).

A motion was made by Councilmember Steve Moon, seconded by Councilmember MaryAlice Wallis, to adopt Ordinance No. 3398 to adopt zoning for the properties in the West Longview Annexation Area (ANX 2018-2) and in the 50th Avenue/Ocean Beach Highway area (ANX 2018-1). The motion carried by the following vote:

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

Nays: None

19-00046 RESOLUTION 2295: FIXING THE RATES TO BE CHARGED FOR FURNISHING GARBAGE COLLECTION AND RECYCLING SERVICE

RECOMMENDED ACTION:

Motion to adopt Resolution 2295

No motion made to adopt Resolution No. 2295. No discussion.

12. MAYOR'S REPORT

13. COUNCILMEMBERS' REPORTS**14. CONSENT CALENDAR**

There being no items the Council wished removed from the Consent Calendar, a motion was duly made and passed approving the items on the Consent Calendar as thought acted on individually.

19-00036 APPROVAL OF CLAIMS

Final accounts payable: \$1,193,919.87, checks no. 11970-12277.

19-00051 PROJECT COMPLETION – PUBLIC WORKS MAINTENANCE FACILITY**RECOMMENDED ACTION:**

Motion to accept as complete the Public Works Maintenance Facility project.

19-00045 RESOLUTION NO. 2292 ALCOHOL IN THE PARKS POLICY**RECOMMENDED ACTION:**

Motion to approve Resolution No. 2292

19-00037 RESOLUTION 2294: SURPLUS PROPERTY**RECOMMENDED ACTION:**

Motion to adopt Resolution 2294 declaring the equipment identified in exhibit "a" surplus and authorize the City Manager to dispose of it in the most advantageous manner.

19-00044 RESOLUTION NO. 2296 ADJUSTING CASH WORKING FUND BALANCES - MINT VALLEY GOLF COURSE**RECOMMENDED ACTION:**

Motion to approve Resolution No. 2296

19-00050 2019 FEDERAL LEGISLATIVE AGENDA**RECOMMENDED ACTION:****MOTION TO ADOPT THE 2019 FEDERAL LEGISLATIVE AGENDA****19-00052 ORDINANCE NO. 3400 AMENDING THE 2017-2018 BIENNIAL BUDGET (FIRST READING)****RECOMMENDED ACTION:****No action required-First reading.****15. CITY MANAGER'S REPORT****16. MISCELLANEOUS**

The Council entered an executive session at 8:48 p.m. to discuss a real estate transaction. The executive session ended at 9:15 p.m.

17. ADJOURNMENT

The meeting was adjourned at 9:15 p.m. The next scheduled meeting of the Council is March 28, 2019.

*Kaylee Cody
City Clerk*

Approved: _____
Mayor

*** Any invocation that may be offered at the Council meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Council, and the Council does not endorse the religious beliefs or views of this, or any other speaker.**

NEXT REGULAR COUNCIL MEETINGS:
THURSDAY, MARCH 28, 2019 - 7:00 P.M.
THURSDAY, APRIL 11, 2019 - 7:00 P.M.

NEXT COUNCIL WORKSHOPS:
THURSDAY, APRIL 11, 2019 - 6:00 P.M. SIDEWALK REPAIR PROGRAM & URBAN FOREST
POLICY



City of Longview

Agenda Summary

PROCLAMATION: NATIONAL LIBRARY WEEK, APRIL 7-13, 2019

RECIPIENT:

Susan Supola, Library Boardmember

STAFF CONTACT:

Maureen Wingler, Executive Office

Attachments:

1. National Library Week - April 6-13, 2019

PROCLAMATION

City of Longview, Washington

National Library Week

April 7-13, 2016

WHEREAS, today's libraries are not just about books but what they do for and with people; and libraries of all types are at the heart of cities, towns, schools and campuses; and

WHEREAS, libraries have long served as trusted and treasured institutions where people of all backgrounds can be together and connect; and build strong communities through transformative services, programs and expertise; and

WHEREAS, librarians and library workers partner with other civic organizations to make sure their community's needs are being met; and empower their communities to make informed decisions by providing free access to information; and

WHEREAS, libraries are a resource for all members of the community regardless of race, ethnicity, creed, ability, sexual orientation, gender identity or socio-economic status, by offering services and educational resources that transform lives and strengthen communities; and

WHEREAS, libraries bring us the world. Libraries are unique. In person or online, libraries allow access to nearly anything in print or on the Web. Libraries offer personal service in finding "it" and the technological training to do-it-yourself;

NOW, THEREFORE, I, Don Jensen, Mayor of the City of Longview, do hereby proclaim the April 7-13, 2019 to be

"NATIONAL LIBRARY WEEK"

and encourage all residents to visit the library this week and, and explore what's new at your library and engage with your library staff.

Because of you, Libraries Transform.

In witness whereof, I have hereunto set my hand and caused the seal of the City of Longview to be affixed this 28th day of March, 2019.

Don Jensen, Mayor



City of Longview

Agenda Summary

PROCLAMATION: ARBOR DAY ~ APRIL 10, 2019

RECIPIENT:

Curt Nedved, Parks Maintenance Manager

STAFF CONTACT:

Maureen Wingler, Executive Office

Attachments:

1. Arbor Day - April 10, 2019

Proclamation

City of Longview, Washington

Arbor Day ~ April 10, 2019

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

WHEREAS, Arbor Day was first observed as a holiday with the planting of more than a million trees in Nebraska and is now celebrated throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for constructing our homes, fuel for our fires and countless other wood products; and

WHEREAS, trees in our City increase property values, enhance the economic vitality of business areas and beautify our community; and

WHEREAS, trees, wherever they are planted, gladden our hearts and are a constant source of joy and spiritual renewal; and

WHEREAS, the City of Longview has again been recognized for the 35th year as a Tree City USA by the National Arbor Day Foundation and plans to maintain this established title, and;

Now, THEREFORE, I, Don Jensen, Mayor of the City of Longview, do hereby proclaim Wednesday, April 10, 2019, as "Arbor Day" in the City of Longview, and urge all citizens to support efforts to care for and protect our trees and woodlands, along with the sustainability of our city's community forestry program for present and future generations.

Furthermore, I cordially invite all citizens to attend our City's annual tree planting event on April 10th at 10:00 a.m. In partnership with Cowlitz PUD, two Bur Oaks donated by PUD will be planted at Lake Sacajawea near the playground at Martin Dock & Kessler Boulevard--in hopes that these two trees will provide shade to the play structures for many years to come.

In witness whereof, I have hereunto set my hand and caused the seal of the City of Longview to be affixed this 22nd day of March 2018.

Don Jensen, Mayor



City of Longview

Agenda Summary

SPECIAL USE PERMIT ALLOWED IN R-1 ZONES

RECOMMENDED ACTION: CITY COUNCIL AMEND THE R-1 ZONE CODE TO ALLOW A SPECIAL USE PERMIT PROGRAM IN THE R-1 DISTRICTS FOR NON-PROFIT ORGANIZATIONS, INCLUDING CHURCH FACILITIES, WITH PROPER REGULATIONS FOR SIGNAGE INCLUDING DISTANCE FROM PRIVATE RESIDENCE, SIGNAGE SIZE AND HOURS OF PERMITTED VISIBILITY. THIS WOULD ALLOW THE COMMUNITY TO BE UPDATED TO TODAY'S TECHNOLOGY. (SOMETHING LIKE THE SIGN AT CITY HALL).

INTRODUCED BY: Ken Botero

SUPPORTED BY: Scott Vydra

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Preserve and enhance neighborhoods

Address quality of place issues

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

It has been noted that with today's technology that several of our churches, located in R-1 Districts, would like to have the opportunity to install electric video reader boards promoting their church activities. Two noted facilities, located on Kessler and Washington Way (the Community Church), and 26th and Nichols (St. Rose Church and School), presently have reader boards that are outdated. Several facilities located in R-1 Districts would like to provide the community with updated technology.

This could possibly be instituted as a special use permit in the R-1 Districts with stipulation that the signs could not be more than a specific size, duration of on and off time, and would be located on the properties but not within 500 feet of a residential property.

STAFF CONTACT:

Ken Botero, Council Member

Scott Vydra, Council Member

Attachments:

1. Special use permit allowed in R-1 Zones for agenda 03-28-19



City of Longview Agenda Summary Sheet

1525 Broadway
Longview, WA 98632
www.mylongview.com

Introduced by: Kenneth R. Botero

Date: March 15, 2019

Supported by: Scott Vydra

For Agenda of: March 28, 2019

SUBJECT TITLE: SPECIAL USE PERMIT ALLOWED IN R-1 ZONES

SUMMARY STATEMENT: It has been noted that with today's technology that several of our churches, located in R-1 Districts, would like to have the opportunity to install electric video reader boards promoting their church activities. Two noted facilities, located on Kessler and Washington Way (the Community Church), and 26th and Nichols (St. Rose Church and School), presently have reader boards that are outdated. Several facilities located in R-1 Districts would like to provide the community with updated technology.

This could possibly be instituted as a special use permit in the R-1 Districts with stipulation that the signs could not be more than a specific size, duration of on and off time, and would be located on the properties but not within 500 feet of a residential property,

RECOMMENDED ACTION: City council amend the R-1 Zone code to allow a special use permit program in the R-1 Districts for non-profit organization, including church facilities, with proper regulations for signage including distance from private residence, signage size and hours of permitted visibility. This would allow the community to be updated to today's technology. (Something like the sign at City Hall.)

COUNCIL STRATEGIC INITIATIVE ADDRESSED: Enhance and preserve neighborhoods and address quality of place issues.

Expenditure Required:

Amount Budgeted:

Appropriation Required:



City of Longview

Agenda Summary

EVALUATING POSSIBILITIES FOR ELECTRIC VEHICLE CHARGING STATIONS

RECOMMENDED ACTION: A MOTION, DIRECTING THE CITY MANAGER, TO TAKE IMMEDIATE ACTION, TO DIRECT STAFF TO EXPLORE, EVALUATE AND REPORT BACK TO COUNCIL BY JUNE 27, 2019, A PLAN OF ACTION FOR COUNCIL ADOPTION OF AN EV CHARGING PLAN, TO MAKE APPROPRIATION FOR AND IMPLEMENT THE INSTALLATION OF AT LEAST 5 ELECTRIC VEHICLE CHARGING STATIONS AT VARIOUS SITES IN LONGVIEW BY DECEMBER 31, 2019, INCLUDING MEETING WITH AND WORKING WITH STAKEHOLDERS AND OUTSIDE PARTNERS IN DEVELOPMENT OF SUCH PLANS.

INTRODUCED BY: MaryAlice Wallis

SUPPORTED BY: Mike Wallin

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Strengthen economic conditions & create new opportunities

Provide sustainable water quality & environmental infrastructure

Address quality of place issues

Improve transportation systems

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

The City desires to enhance our community by boosting customers to local businesses, boost our downtown, create new jobs and increase the economic vitality of our city. Electric Vehicle (EV) drivers have higher spending capacity and thus make very attractive customers for our local businesses. Installing EV charging stations in our city will drive EV drivers to those businesses. EV drivers choose destinations based on the availability of EV charging from their preferred network—and they tend to base their shopping routines on those destinations, so they can charge the car while they shop and dine. EV charging will help our businesses attract new customers, and build a steady revenue stream from repeat buyers who stay longer and spend more.

Many residents of the City of Longview have expressed a desire for the City to lead in the area of cleaner energy consuming vehicles and there is an understanding that such Electric Vehicle Charging Stations will help with this effort.

The City seeks to install at least 5 electric vehicle charging stations in our downtown commercial district, near the grounds of the Longview Public Library, at Mint Valley Golf Course, at the Triangle Shopping Center, as well as possibly others areas.

STAFF CONTACT:

MaryAlice Wallis, Council member

Mike Wallin, Mayor Pro Tem

Attachments:

1. EVALUATING POSSIBILITIES FOR ELECTRIC VEHICLE CHARGING STATIONS for agenda 03-28-19



City of Longview Agenda Summary Sheet

1525 Broadway
Longview, WA 98632
www.mylongview.com

Introduced by: Mary Alice Wallis, Council Member

Date: 03/19/2019

Supported by: Mike Wallin, Mayor Pro Tem

For Agenda of: 03/28/2019

SUBJECT TITLE:

EVALUATING POSSIBILITIES FOR ELECTRIC VEHICLE CHARGING STATIONS

SUMMARY STATEMENT:

The City desires to enhance our community by boosting customers to local businesses, boost our downtown, create new jobs and increase the economic vitality of our city. Electric Vehicle (EV) drivers have higher spending capacity and thus make very attractive customers for our local businesses. Installing EV charging stations in our city will drive EV drivers to those businesses. EV drivers choose destinations based on the availability of EV charging from their preferred network—and they tend to base their shopping routines on those destinations, so they can charge the car while they shop and dine. EV charging will help our businesses attract new customers, and build a steady revenue stream from repeat buyers who stay longer and spend more.

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The City seeks to install at least 5 electric vehicle charging stations in our downtown commercial district, near the grounds of the Longview Public Library, at Mint Valley Golf Course, at the Triangle Shopping Center, as well as possibly others areas.

RECOMMENDED ACTION:

A motion, directing the City Manager, to take immediate action, to direct his staff to explore, evaluate and report back to Council by June 27, 2019, a plan of action for Council adoption an EV charging plan, to make appropriation for and implement the installation of at least 5 electric vehicle charging stations at various sites in Longview by December 31, 2019, including meeting with and working with stakeholders and outside partners in development of such plans.

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Strengthen Economic Conditions and Create New Opportunities, Provide Sustainable Environmental Infrastructure, Address Quality of Life Issues, and Improve Transportation Systems

Expenditure Required:

Amount Budgeted:

Appropriation Required:



City of Longview

Agenda Summary

APPROVAL OF CLAIMS

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 MARCH 2019 ACCOUNTS PAYABLE: \$1,667,857.94

FIRST HALF MARCH 2019 PAYROLL:

\$11,172.52, checks no. 180-188

\$782,159.59, direct deposits

\$550,455.92, wire transfers

\$1,343,788.03 Total

STAFF CONTACT:

Kaylee Cody, City Clerk

John Baldwin, Fiscal Analyst

Chresta Larson, Human Resources Specialist

Attachments: None



City of Longview

Agenda Summary

ORDINANCE 3400: AMENDING THE 2017-2018 BIENNIAL BUDGET (SECOND READING)

RECOMMENDED ACTION: MOTION TO ADOPT ORDINANCE NO. 3400.

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Continue effective financial management

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

The subject ordinance has been prepared to amend the 2017-2018 biennial budget to authorize expenditures unforeseen at the time the 2017-2018 biennial budget was adopted. These amendments affect the General Fund in the 2017-2018. These amendments affect the General Fund in the 2017-2018 biennial budget.

Budget amendment ordinances require two readings before the Council. This evening's reading represents the first reading of Ordinance No. 3400.

STAFF CONTACT:

Kurt Sacha, City Manager

Attachments:

1. Ordinance 3400 - 2017-2018 Budget Amendment

ORDINANCE NO. 3400

An Ordinance relating to public expenditures and declaring an emergency under the provisions of RCW 35A.34.150, fixing the amount of money required to meet such emergencies and authorizing the expenditure of money not provided for in the 2017-2018 biennial budget of the City.

WHEREAS, on December 15, 2016, the City Council of the City of Longview adopted the biennial budget of the City of Longview for 2017-2018; and

WHEREAS, it was thereafter determined by said City Council that additional funds are available and that additional expenditures should be authorized, and said matters were not contemplated at the time of the adoption of said 2017-2018 biennial budget:

WHEREAS, recent actions of the Governmental Accounting Standards Board has led to an examination of the Single Employer Fire Pension Funds operated in the State of Washington; and whereas, it has been concluded that these funds do not meet the definition of a formal trust, and their balances and activities should be removed from the Fiduciary fund type. Therefore, all appropriations and estimated revenues within the 2017-18 biennial budget recognized for the Fire Pension Trust Fund are hereby reassigned for all intent and purposes as those of the General Fund:

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

Section 1. That the General Fund of the 2017-2018 City of Longview biennial budget shall be, and is hereby, amended as follows:

- a) State shared revenues shall be increased \$100,500 to provide for unanticipated public safety expenditures. In addition, miscellaneous revenues in the amount of \$1,700 and a transfer from the Fire Pension Fund in the amount of \$1,201,110 are to be provided: \$1,303,310.00
- b) General Fund expenditures shall be increased to provide for all costs associated with administering the fire pension program: \$1,303,310.00

Section 2. That by reason of the facts herein before set forth, an emergency is hereby declared under the provisions of RCW 35A.34.150, and it is hereby ordered that the foregoing

appropriations and budget amendments be approved in excess of the 2017-2018 biennial budget for the purposes stated herein.

Section 3. This ordinance shall be in full force and effect from and after five (5) days from its passage and publication.

Passed by the City Council this _____ day of March, 2019. Approved by the Mayor this _____ day of March, 2019.

M A Y O R

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

Published: _____



City of Longview

Agenda Summary

2019 EXTENSION AND RENEWAL OF AGREEMENT FOR COWLITZ COUNTY MINI-RURAL LIBRARY DISTRICT SERVICES

RECOMMENDED ACTION: MOTION TO APPROVE EXTENSION/RENEWAL OF CONTRACT

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Address quality of place issues.

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

The Cowlitz County Mini-Rural Library District Board wishes to extend the agreement with the City of Longview for the continuation of library services from May 1, 2019 through April 30, 2020. (The original contract began on May 1, 1998). The 2019-2020 contract is in the amount of \$377,422.00 which is a 3% increase over the 2018-2019 contract.

STAFF CONTACT:

Chris Skaugset, Library Director

Attachments:

1. MRLD Renewal 2019-20

**2019 EXTENSION AND RENEWAL OF
AGREEMENT FOR LIBRARY SERVICES**

THIS EXTENSION AND RENEWAL AGREEMENT, is entered into this _____ day of _____, 2019, by and between the CITY OF LONGVIEW, WASHINGTON, a code city of the State of Washington, (hereinafter referred to as "City") and COWLITZ COUNTY MINI-RURAL PARTIAL LIBRARY DISTRICT, a political subdivision of the State of Washington, organized and existing under and by virtue of RCW 27.12.080, (hereinafter referred to as "District"):

WITNESSETH:

WHEREAS, the City owns, maintains, and operates a Public Library, including real property, the Public Library Building, and including an extensive collection of library materials, as well as computers, software, furnishings, and fixtures, all of which was originally provided as a gift from Robert A. Long and Ella M. Long, and all of which has been maintained, improved and operated by funds derived from fees and taxes imposed upon the residents and citizens of the City; and

WHEREAS, heretofore, the City has permitted non-residents of the City to purchase the use of "Library Cards" and use the facilities of said Library, including the privilege of removing books and other materials for their temporary personal use; and

WHEREAS, the District was created to provide library services for its residents, and said District entered into an agreement with the City for such services to its residents for the period commencing May 1, 1998 and ending April 30, 1999; which said agreement has been renewed and extended annually; and said District now desires to extend and renew said agreement for the period commencing May 1, 2019 and ending April 30, 2020, by which the City will agree to provide library services to the residents of said District in the manner that such services are provided to residents of the City, and the voters of said District have approved an ad valorem tax levy in the sum of \$.50 per \$1,000 of assessed value of taxable real property within the boundaries of said District to pay for the privilege of such services to such residents; and

WHEREAS, said District has heretofore incurred certain indebtedness that should be paid from the ad valorem taxes described above; and

WHEREAS, the City Council of said City has agreed to extend and renew said AGREEMENT with said District for a period of one (1) year, commencing May 1, 2019 to provide Library Cards to the qualified residents of said District in order that they may use the facilities of said library and obtain the privilege of removing books and other materials therefrom for their personal use, subject to all of the rules and regulations regarding the use of said library and those relating to the removal and return of such books and materials;

NOW, THEREFORE, it is hereby, in consideration of mutual benefits to be derived therefrom, the parties hereto hereby promise and agree as follows:

1. LIBRARY CARDS: The City will issue Longview Public Library cards to residents of the District who meet the same qualifications as residents of the City, except for the residence qualification. Such Library Cards shall each be for a term of one (1) year, may be renewable and may be of a distinctive color or configuration to identify them as residents of the District.

2. LIBRARY SERVICES: Holders of Longview Public Library cards, issued pursuant to this 2019 EXTENSION AND RENEWAL AGREEMENT shall be entitled to all of the privileges of Library use that are accorded to residents of the City except for "outreach services". For purposes of this 2019 EXTENSION AND RENEWAL AGREEMENT the term "outreach services" means such services as Bookmobiles, and the delivery and/or retrieval of library materials.

3. PAYMENT FOR SERVICES: The District shall pay to the City an amount equal to the sum of \$377,422.00. Payment of all such taxes collected prior to May 10, 2019, shall be made on or about May 31, 2019; and payment of all such taxes collected after May 10, 2019 and prior to November 15, 2019, shall be made on or about November 29, 2019. Any such taxes thereafter collected shall be paid as and when received.

4. TERM OF AGREEMENT - EXTENSIONS: This 2019 EXTENSION AND RENEWAL AGREEMENT is for a term of one (1) year, commencing on the 1st day of May, 2019, and ending on the 30th day of April, 2020. Any books, materials, or other property of the Longview Public Library, then in the hands or possession of residents of the District who possess Library Cards, shall be returned to said library within the time required by the rules and regulations of the Longview Public Library. The City shall monitor the costs of providing services under the terms of this Agreement, and periodic reports shall be provided to the City Manager. Subject to a review of such costs by the City Council for rendering library services hereunder, and subject to the sole discretion and determination of the City Council of the City, this 2019 EXTENSION AND RENEWAL AGREEMENT may be extended for additional annual terms by an Extension Agreement or Agreements, executed by the District and by the City, and containing any additional agreements of the parties hereto, including any increases or decreases in annual payments to the City and the amount of any future ad valorem taxes levied within the District.

Dated this ____ day of _____, 2019.

Dated this ____ day of _____, 2019.

CITY OF LONGVIEW, WASHINGTON

COWLITZ COUNTY MINI-RURAL
PARTIAL LIBRARY DISTRICT

By: _____
City Manager

By: _____
Chairman

Attest:

Attest:

City Clerk

(title)

Approved as to form:

City Attorney



City of Longview

Agenda Summary

CIVIC CIRCLE BACK-IN ANGLED PARKING PLAN

RECOMMENDED ACTION: DIRECTION TO STAFF

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Improve streets and roads.

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

On February 14, 2019, the City Council directed staff to prepare a plan to reduce the Civic Circle from 3 travel lanes to 2 travel lanes and implement back-in angled parking along the inner curb adjacent to R.A. Long Park. The Council also directed staff to present the plan to the City Council for consideration by March 28, 2019, and implement the plan no later than June 1, 2019.

On March 19, 2019, staff presented the back-in angled parking plan to the Downtown Advisory Committee for review. After a staff presentation and discussion by the Committee, the Committee voted to recommend not implementing back-in angled parking around the Civic Circle. Their primary objections were that only 12 additional regular spaces would be created, significant traffic disruption would occur, the existing parallel parking is under-utilized so there doesn't seem to be a need for additional parking, and the funds spent on these modifications should instead be invested in rehabilitating parking lots in the Downtown Commerce district that sorely needs refurbishing. They also noted that angled parking had previously been proposed for 18th Avenue, which would not cause traffic disruption on the Civic Circle; and that on Fridays, Saturdays, and Sundays, the days of the week most likely to see increased activity at R.A. Long Park, City Hall is closed and its parking lots would be available to support activities in the park.

If the City Council directs staff to proceed with the plan, a certificate of appropriateness from the Longview Historic Preservation Commission would be required due to physical modifications to the park and Civic Circle, both features of a National Register Historic District.

Attached for your review is a staff report and the striping plan developed to implement back-in angled parking.

FINANCIAL SUMMARY:

In addition to striping and signing modifications, two accessible parking spaces must be added. Staff estimates the cost of constructing the new accessible ramps and striping in paint to create the new lane configurations and angled parking spaces, will be about \$26,000.

STAFF CONTACT:

Jeff Cameron, Public Works Director

Attachments:

1. Memo - Civic Circle Back In Angled Parking 03.19.19
2. Striping Plan - Civic Circle Back In Angled Parking 03.19.19



Memorandum

March 19, 2019

TO: City Council
Kurt Sacha, City Manager

FROM: Jeff D. Cameron, Public Works Director

SUBJECT: Civic Circle Back-In Angled Parking

The Civic Circle is a circular roadway system that resembles large traffic circles found in metropolitan areas in the Midwest and East Coast. Like other large circular roadways, the Civic Circle has a large usable green space, R.A. Long Park, in the center of the circle. R.A. Long Park is the location of a number of events throughout the year, and the Civic Circle is closed for larger events such as the Squirrel Fest, Jingle All The Way run, and Holiday Parade. The Civic Center is the center of a wagon wheel street pattern that was part of the original planned community, and it retains historical and cultural significance.

On February 14, 2019, the City Council directed staff to evaluate and prepare a plan for city council consideration to reduce the number of travel lanes on the Civic Circle from three to two by eliminating the inner most lane, and to convert the existing parking along the inside curb from parallel parking to back-in angled parking. Staff was directed to present a plan for council consideration at the March 28th, 2019 city council meeting, with implementation planned to occur by June 1, 2019.

Benefits of Back-In Angled Parking

Angled parking increases the number of parking spaces compared to parallel parking. Doing so, however, requires increasing the amount of roadway that must be dedicated to parking. The Civic Circle has enough pavement width to add angled parking if the number of travel lanes is reduced from three to two lanes.

Back-in angled parking is gaining in popularity because it is considered to be easier and safer to load and unload cargo since the trunk or hatch is against the curb; is safer for bicyclists because the driver is in a better position to see bicyclists when leaving a parking space; and is safer for motorists because the driver exiting a parking space has better visibility of oncoming traffic. The safety risks of head-in angled parking adjacent to a travel lane are well documented - the limited visibility when backing out of a space being the main contributing factor.

Creating back-in angled parking on the inside of the Civic Circle to increase the number of spaces for R.A. Long Park users may not provide the level of safety benefits anticipated unless a buffer area is created between the parking and the adjacent travel lane. The buffer area would provide two functions: 1) Provide room for traffic to move around the vehicle making the

Civic Circle Back-In Angled Parking

parking maneuver; and 2) moves the travel lane away from the parking spaces making it easier for drivers in parked vehicles to see oncoming traffic as they pull out of the space.

For the Civic Circle, one of the safety benefits is that a vehicle occupant does not have to walk near the travel lane to access the trunk or hatch to load and unload cargo, or to enter or exit the vehicle on the passenger side. This benefit is diminished because the low volume of traffic using the inside lane results in a lower level of exposure risk to occupants entering or exiting parallel parked vehicles when compared to parking next to busy travel lanes. This benefit may also be offset by the increased risk from vehicles stopping in the travel lane prior to backing into a parking space, with a corresponding increased risk of collision. The existing parallel parking along RA Long Park is used infrequently and most drivers can pull into a parking space without having to perform a parallel parking backing movement. Additionally, parallel parking is done from the inside lane, which has much less traffic than the two outer lanes, resulting in few vehicle conflicts.

Finally, the safety benefit of back-in angled parking for bicyclists is not a factor because bicyclists do not use the inside lane – they remain on the outside of the travel lanes or use the sidewalks.

Civic Circle Angled Parking Concerns

The largest element of risk from angled parking is the Civic Circle itself. Despite the park-like setting and historic buildings, the Civic Circle is a yield controlled, free-flowing, circular intersection with many legs, and as such there will always be the risk of crashes due to the mix of vehicles, pedestrians, and bicycles. Angled parking will increase the need for vigilance by motorists. We should expect increased crashes and near misses as the community gets accustomed to the change, and diminishing as they adjust to the change.

The post office receives deliveries from large trucks that must use the Civic Circle to enter the post office parking lot to reach the loading dock. The primary truck serving the post office is a large semi-trailer vehicle with a 53-foot long trailer (a WB-67 classified truck). After evaluating the movement with a WB-67 turning template, and observing the truck enter the post office parking lot, this truck must initiate its turning movement from the inside lane. Angled parking would encroach into this lane and force the truck to turn from the existing middle lane unless the parking spaces are vacant. The WB-67 truck cannot make the turn from the middle lane unless the post office driveway is widened, which would require removing a large street tree and relocating infrastructure. For this reason, staff recommends against creating back-in angled parking on the Civic Circle across from the post office.

There is also a minor risk that increased curb maintenance will be required. It is likely the curb will experience regular impact from rear wheels and exhaust pipes as vehicles back too far into the space. The curb is likely to have a shorter life and require more frequent repair.

Impacts to Vehicle Traffic

In the straight sections of the Civic Circle, there are three 14-foot travel lanes, one 9-foot inside parking lane, and one 8-foot outside parking lane. In 2018, the peak traffic volume was 1000

Civic Circle Back-In Angled Parking

vehicles per hour, with most traffic concentrated in the two outside lanes. The theoretical saturation flow rate is about 1900 vehicles per hour per lane for free flowing non-freeway systems. Comparing the 2018 count to the theoretical saturation rate results in a current volume to capacity (V/C) ratio of 0.18. Taking away one travel lane reduces capacity and results in a V/C ratio of 0.27; and taking away two travel lanes results in a V/C ratio of 0.54. These ratios indicate that even if most traffic avoids the middle lane to avoid vehicles backing into angled parking, there is likely sufficient capacity to handle the traffic.

However, the actual saturation flow rate must be adjusted (reduced) for various factors such as adjacent parking, lane widths, pedestrians, intersections, visibility, etc. The unusual geometry of the Civic Circle and the various parking, pedestrian, and merging activities, makes it difficult to determine its specific saturation rate and adjustments.

There is a history of crashes distributed around the Civic Circle, with greater crash frequency clustered near the Washington Way entrances/exits. The roadway geometry, parking maneuvers, driveways, and pedestrian crossings, all collectively demand greater motorist concentration and contribute to the number of crashes. Also, the wide lanes contribute to higher speeds, which reduces the reaction time available to drivers to respond to conflicts. However, it is difficult to determine the impact angled parking would have on the frequency of crashes, other than to expect a higher number of rear-end crashes due to vehicles stopping in the travel lane to back into a parking space.

Americans with Disabilities Act Requirements

When parking facilities are added or altered, accessible parking spaces are required to be included in the parking facility. On-street parking serving public venues are not exempt from providing accessible parking. The act of adding parking spaces on the Civic Circle is considered an alteration and addition to the facility and triggers the requirement to comply with accessible parking standards. Based on the total number of spaces after implementing angled parking, a minimum of one-van accessible space and one standard accessible space must be provided, distributed near the entrances to the public facility. Staff recommends one space be provided across from City Hall, and one space across from the Monticello Hotel. Because the Civic Circle and R.A. Long Park are within a National Register Historic District, these modifications will require a certificate of appropriateness from the Longview Historic Preservation Commission.

Parking Space Dimensions

A review of standard back-in angled parking space dimensions for other cities found a wide variation in dimensions. Staff selected a 45-degree angle, 9.5-foot space width, and a 19-foot perpendicular dimension from the face of curb, resulting in a 27-foot long space. For comparison, the head-in angled parking on 14th Avenue has a 45-degree angle, 9.25-foot space width, and 13.5-foot perpendicular dimension from the face of curb, resulting in a 19-foot long space. For a majority of small to medium sedans, that configuration is adequate. However, for large sedans and many SUVs and trucks, that configuration is not adequate. That situation is evident on 14th Avenue, where vehicles routinely protrude beyond the space, almost into the adjacent travel lane.

Civic Circle Back-In Angled Parking

Implementation

A striping plan for back-in angled parking was prepared showing a layout based on the selected parking space dimensions. The inside lane line will be converted to a solid line except in the areas where parking is allowed, to convert the travel lane to a shoulder and parking area.

If directed to proceed, staff recommends phasing the improvements using paint rather than thermoplastic striping, proceeding cautiously to make changes and evaluate the results before moving to the next step. The proposed phasing is described as follows:

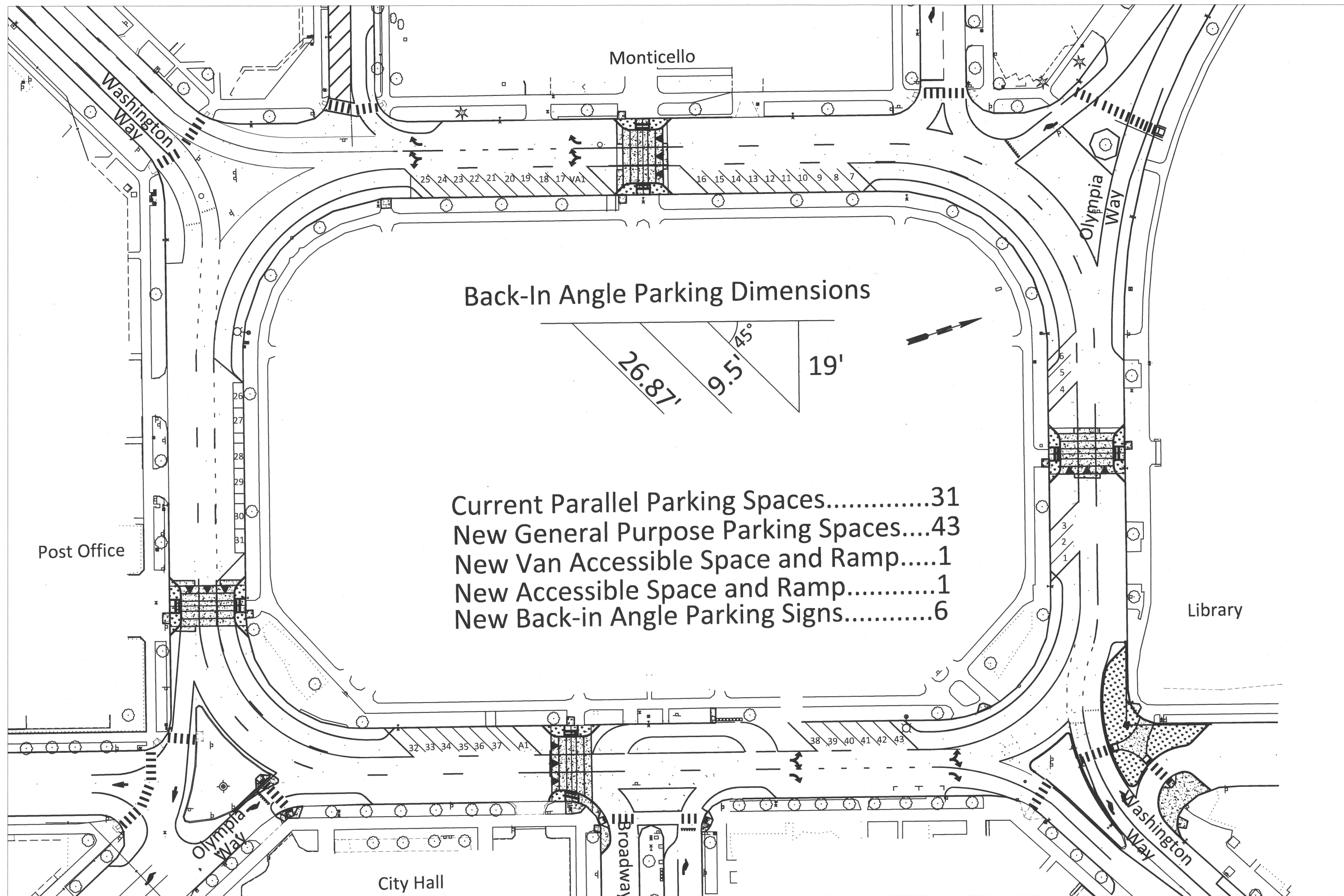
Phase 1: Obtain Certificate of Appropriateness from the Historic Preservation Commission for the modifications proposed to R.A. Long Park and the Civic Circle.

Phase 2: Convert the inside lane line to a solid line except where parking is allowed. Leave the existing parallel parking in place around most of the Civic Circle, except create back-in angled parking on the 17th Avenue tangent in front of the Monticello Hotel and install appropriate signing. Provide for one accessible parking space, but do not legally designate it as an accessible space yet because the ramp would not be installed until Phase 3.

Phase 3: Observe how traffic and crash patterns change, whether or not there are any issues with vehicles having to stop in the lane to back into a space, and gauge public reaction to the change.

Phase 4: Create the remaining back-in angled parking and signs. Mark the accessible spaces with legal signing and pavement markings, and build the ramps serving those spaces.

There will be a settling in period for each phase. If the decision is made to retain the back-in angled parking after the final phase and settling in period, prepare and bid a contract to install thermoplastic striping and pavement markings.





City of Longview

Agenda Summary

2019 COUNCIL PLANNING SESSION SUMMARY

RECOMMENDED ACTION: MOTION TO ADOPT THE 2019 COUNCIL PLANNING SESSION SUMMARY REPORT TOGETHER WITH THE 2019-2020 WORK PLAN

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

All

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

The Longview City Council held its 2019 Council Planning Session on Saturday, January 26, 2019. The purpose of the planning session was to allow staff to present the 2017-2018 Work Plan accomplishments and to evaluate and prioritize the strategic initiatives, deliverables and desired outcomes for the current biennium.

RECOMMENDED ACTION:

Motion to adopt the 2019 Council Planning Session summary report together with the 2019-2020 Work Plan.

STAFF CONTACT:

Kurt Sacha, City Manager

Attachments:

1. 2019-2020 Work Plan - Council Retreat updates
2. Council Retreat Summary (2019F)

The background of the slide is a grayscale aerial photograph of a city skyline, likely New York City, showing numerous skyscrapers and a body of water. Overlaid on this is a large circle with a dashed white border. Inside the circle, the text "2019-2020" is written in a large, white, sans-serif font.

2019-2020

Work Plan



Our Mission

It is the mission of Longview city council to mindfully develop and implement sustainable environmental, economic, and social strategies that protect and improve the quality of life in Longview. This mission challenges us to deliver services within the community's resources and at an acceptable level of risk.

Our Vision

It is the vision of Longview to require forward-thinking leadership that creates an environment for excellence within the organization and promotes inclusiveness within the community.

Improve
streets
and
roads

Provide sustainable
water quality
&
environmental
infrastructure

Continue
effective
financial
management

Enhance
public safety
&
emergency response

**2019 - 2020
Council
Initiatives**

Strengthen economic
conditions
&
create new
opportunities

Preserve
and
enhance
neighborhoods

Improve
transportation
systems

Address
quality
of
place
issues

Improve streets and roads

Champion: Public Works Director Jeff Cameron

Strategy A: Evaluate additional revenues to improve streets and roads infrastructure.

Time Frame: 2019/2020

DELIVERABLE #1: City council to consider increasing Longview Transportation Benefit District vehicle license renewal fee. The current \$20 fee has been in effect since August 1, 2017.

Improve streets and roads

Champion: Public Works Director Jeff Cameron

Strategy B: Initiate Transportation Benefit District improvements plan projects
Time Frame: 2019/2020

DELIVERABLE #1: Construct Nichols Blvd overlay project.

DELIVERABLE #2: Design and construct Phase I of Oregon Way overlay project.

Provide sustainable water quality & environmental infrastructure

Champion: Public Works Director Jeff Cameron

Strategy A: Improve the water supply system

Time Frame: 2019/2020

DELIVERABLE #1: Complete installation of dissolved oxygen injection system at MFRWTP and confirm DO concentration in distribution system after injection rate is incrementally increased and optimized.

DELIVERABLE #2: Complete installation of variable frequency drives on MFRWTP well pumps to optimize flow control.

DELIVERABLE #3: Complete replacement of one or more water mains due to poor water quality or deteriorated pipe condition.

DELIVERABLE #4: Complete replacement of Niemi booster pump station.

DELIVERABLE #5: Schedule workshop to reconsider reverse osmosis with action plan.

Provide sustainable water quality & environmental infrastructure

Champion: Public Works Director Jeff Cameron

Strategy A: Improve the water supply system

Time Frame: 2019/2020

DELIVERABLE #5: Obtain city council decision regarding re-use, lease, or sale of Fishers Lane Water Treatment Plant.

DELIVERABLE #6: Update Participants' Agreement and Wheeling Agreement with Beacon Hill Water & Sewer District.

DELIVERABLE #7: Update utility rates and fees.

- Obtain city council approval for industrial customer rates and fees.
- Update cost of service analysis.
- Complete wheeling charges update.

Provide sustainable water quality & environmental infrastructure

Champion: Public Works Director Jeff Cameron

Strategy B: Improve the wastewater collection and treatment system

Time Frame: 2019/2020

DELIVERABLE #1: West Longview Lagoons redevelopment.

- Prepare redevelopment concepts including various combinations of residential, commercial, park lands, stormwater treatment, and/or wetlands.
- Obtain city council decision for re-use of Lagoons property.

DELIVERABLE #2: Update utility rates and fees.

- Consider establishing industrial customer rates and fees.
- Update cost of service analysis.

DELIVERABLE #3: Obtain city council direction to City representatives on the Three Rivers Regional Wastewater Authority Board of Directors and Operating Board regarding future budgets, fees, and charges. More than \$3 million in annual bond debt service will be paid off in 2019.

Provide sustainable water quality & environmental infrastructure

Champion: Public Works Director Jeff Cameron

Strategy B: Improve the wastewater collection and treatment system

Time Frame: 2019/2020

DELIVERABLE #4: Sewer capital projects.

- Complete construction to replace 373 Roy Morse Way (S19), 2725 32nd Ave (S7), and 3356 Olympia Way (S1) pump stations.
- Complete design and begin construction to replace pump stations at 38th Ave & Oak St, and 38th & Pennsylvania St.

Provide sustainable water quality & environmental infrastructure

Champion: Public Works Director Jeff Cameron

Strategy C: Improve stormwater management system

Time Frame: 2019/2020

DELIVERABLE #1: Increase sidewalk repair productivity to mitigate damage caused by the stormwater urban forest.

- Hire additional stormwater crew of three staff.
- Purchase additional equipment for use by new stormwater crew.
- Regular report of accomplishments

DELIVERABLE #2: Complete replacement of failing wood box culvert with HDPE plastic piping along Beech Street between 21st and 28th Avenue.

DELIVERABLE #3: Complete FEMA flood map revision for Mint Farm Industrial Park.

Continue effective financial management

Champion: Finance Director Kurt Sacha

Strategy A: Our budget will support our initiatives

Time Frame: 2019/2020

DELIVERABLE #1: Keep council abreast of General Fund (and other funds as appropriate) financial condition on a quarterly basis.

DELIVERABLE #2: Manage 2021-22 biennial budget preparation ensuring revenue estimates and expenditure appropriations are in accordance with council's initiatives.

DELIVERABLE #3: Develop a financing plan for Nichols Blvd., Oregon Way and the Beech Street storm water capital project.

Continue effective financial management

Champion: Finance Director Kurt Sacha

Strategy B: Implement/utilize technology to create efficiencies

Time Frame: 2019/2020

DELIVERABLE #1: Explore alternatives for B&O tax collections. Depending on available options, implement a B&O tax collections system that is cost effective, creates efficiencies and are in the best interest of the business community.

DELIVERABLE #2: Acquire and implement new agenda management software.

DELIVERABLE #3: Research available opportunities for expanding utility remittance services.

Continue effective financial management

Champion: HR Director Chris Smith

Strategy C: Employee total compensation, employment and safety practices will support effective financial management and ensure that the city is a competitive employer with a highly competent work force.

Time Frame: 2019/2020

DELIVERABLE #1: HR staff will monitor and evaluate the cost and effectiveness of the HDHP/HRA and develop on-going strategies for continued improvements to our health care insurance plans consistent with ACA requirements.

- HR staff will evaluate health care plans to ensure the best plan at the best cost.

DELIVERABLE #2: HR staff will propose 2019-2020 contract negotiations parameters utilizing budgetary constraints, base salary and total compensation cost comparisons, and best practices comparisons with similar bargaining units in like cities and within our recruiting area.

DELIVERABLE #3: HR staff will lead negotiations efforts with three bargaining unit to achieve cost effective and operational efficient agreements.

Continue effective financial management

Champion: HR Director Chris Smith

Strategy C: Employee total compensation, employment and safety practices will support effective financial management and ensure that the city is a competitive employer with a highly competent work force.

Time Frame: 2019/2020

DELIVERABLE #4: To promote healthy habits and achieve the lowest possible health care premium rates for the city and our employees, HR will:

- Continue our efforts to promote wellness strategies so as to maintain the AWC/Regence Well-City status resulting in reduced AWC insurance rates.
- Continue to participate in the CWCOC Medical Rate Stabilization Risk Pool to take full advantage of Kaiser matching health grants and limit insurance rate increases.

Continue effective financial management

Champion: HR Director Chris Smith

Strategy C: Employee total compensation, employment and safety practices will support effective financial management and ensure that the city is a competitive employer with a highly competent work force.

Time Frame: 2019/2020

DELIVERABLE #5: To protect our employees and to preclude and/or minimize workers compensation claims and related costs, HR will lead efforts to:

- Reduce work-related injuries and illnesses by:
 - Continue to support and enhance an active city Accident Prevention Committee as governed by committee charter.
 - Continue to educate all city employees on the requirements contained in the city safety manual and make revisions to the manual as necessary through the Accident Prevention Committee.
 - Continue to work with department managers and supervisors to develop an employee training plan with the intent to properly document and train on requirements identified by L&I in preparation to convert the city Risk Management training and incident reporting to a web based software system.
 - Continue to build a solid, cohesive relationship with our third party administrator, Penser NA, for our self-insured, workers compensation claim handling.

Continue effective financial management

Champion: HR Director Chris Smith

Strategy C: Employee total compensation, employment and safety practices will support effective financial management and ensure that the city is a competitive employer with a highly competent work force.

Time Frame: 2019/2020

DELIVERABLE #6: Continue with the develop and implementation organizational professional development training and succession plan.

- Continue management and employee professional development training series on relevant topics.
- Assist and support employee professional development through the established Professional Development Training Plan.
- Identify and initiate succession planning of key leadership positions to retain program in an effort to enhance potential for internal advancement opportunities in and effort to maintain continuity and institutional knowledge.

DELIVERABLE #7: To avoid and/or minimize liability claims and to achieve the lowest possible insurance rating and rates, HR will work with all departments to:

- Reduce claims frequency (numbers) and severity (cost).
- Ensure proper coverage for the protection of all assets.
- Ensure that the city meets all annual WCIA COMPACT requirements for 2019 and 2020.

Continue effective financial management

Champion: City Attorney Jim McNamara

Strategy D: Comply with indigent defense caseload limits as established by Washington State Supreme Court.

Time Frame: 2019/2020

DELIVERABLE #1: Monitor performance of contracted public defenders to ensure compliance with caseload limits and make adjustments as necessary.

DELIVERABLE #2: Monitor performance of Pre-Filing Diversion Coordinator to decrease prosecution and public defender caseload, and make adjustments, as necessary.

Continue effective financial management

Champion: City Attorney Jim McNamara

Strategy E: Monitor City's response to public records requests and develop strategies to manage large or complex requests.

Time Frame: 2019/2020

DELIVERABLE #1: Review and update internal Public Records Act rules and implementation of public records software.

Continue effective financial management

Champion: City Attorney Jim McNamara

Strategy F: Provide effective legal representation in the prosecution of criminal misdemeanors in municipal court.

Time Frame: 2019/2020

DELIVERABLE #1: Investigate provision of victims advocacy services, including potential funding.

Continue effective financial management

Champion: IT Director Todd Dodgin

Strategy G: Complete the franchise renewal agreement with Comcast to provide the best value for the citizens and City of Longview.

Time Frame: 2019/2020

DELIVERABLE #1: Finalize new franchise agreement pursuing council priorities for new and retained provisions.

DELIVERABLE #2: Negotiate/renegotiate data communications agreement for the delivery of dark fiber and/or managed services.

DELIVERABLE #3: Schedule workshop with KLTv board.

Continue effective financial management

Champion: IT Director Todd Dodgin

Strategy H: Deliver the new redesigned mylongview.com main website

Time Frame: 2019/2020

DELIVERABLE #1:

- Complete design and content changes.
- Complete user training to the department Web liaisons.
- Go-live of the new site in the first quarter of 2019.
- Continue content improvements over the year.

Continue effective financial management

Champion: IT Director Todd Dodgin

Strategy I: Evaluate opportunities for enhanced public information program.

Time Frame: 2019/2020

DELIVERABLE #1: Inform council of existing outreach efforts.

Continue effective financial management

Champion: Fleet / Facilities Manager, Keith Walling

Strategy J: Provide, maintain, and upgrade city buildings and fleet to support services into the future.

Time Frame: 2019/2020

DELIVERABLE #1: Finalize implementation of Lucity facility management work order system.

DELIVERABLE #2: Establish building maintenance preventive maintenance (PM) intervals.

DELIVERABLE #3: Continue to expand propane Autogas use in the city fleet.

DELIVERABLE #4: Evaluate and Implement Fleet pooling program to reduce fleet size and minimize under utilized equipment.

DELIVERABLE #5: Review vehicle needs and update replacement and depreciation contribution schedule.

Continue effective financial management

Champion: Parks & Recreation Director Jennifer Wills

Strategy K: Increase cost recovery of the Parks and Recreation Department.

Time Frame: 2019/2020

DELIVERABLE #1: Enhance concession and merchandise offerings at events, programs, and facilities.

DELIVERABLE #2: Secure additional external funding through sponsorships, contributions, partnerships, and grants for parks, programs, events, and facilities.

DELIVERABLE #3: Utilize facilities owned by the City, or partners, for recreational programs and increase awareness of facility rental opportunities.

DELIVERABLE #4: Implement the new business plan adopted for Mint Valley Golf Course and execute the financial strategies laid out within the plan.

Continue effective financial management

Champion: City Council / City Manager Kurt Sacha

Strategy L: Continue active federal and state legislative advocacy.

Time Frame: 2019/2020

DELIVERABLE #1: Pursue federal funding assistance for the Industrial Way/Oregon Way Intersection, SR432 corridor improvements, Columbia Heights Road improvements, Beech Street extension, bus replacement, and federal policy agenda support with CFM Government Affairs.

DELIVERABLE #2: Advocate 2019 Longview state policy agenda in collaboration with Gordon Thomas Honeywell, plus funding for capital budget community project requests and other capital projects appearing on the Capital Improvement Plan for which the State provides a funding source.

Enhance public safety & emergency response

Champion: Police Chief Jim Duscha

Strategy A: Develop, validate, and nurture a community feeling of safety.

Time Frame: 2019/2020

DELIVERABLE #1: Continue to conduct out-reach to neighborhoods & businesses.

- Coordinate and integrate on-duty patrol staff into Community Services Unit (CSU) (Highlands) programs and events. CSU will lead community outreach and work to proactively address problems and work to resolve issues with community partners.

Enhance public safety & emergency response

Champion: Police Chief Jim Duscha

Strategy B: Ensure police officers are proficient in force response methods.

Time Frame: 2019/2020

DELIVERABLE #1: Continue to partner with Longview Tactical as they build a local firearms range.

DELIVERABLE #2: Develop and conduct scenario based force response training that meets law enforcement best practices for police officers on a quarterly basis.

DELIVERABLE #3: Police to partner with Parks & Recreation department to provide for firearm safety program certification.

Enhance public safety & emergency response

Champion: Police Chief Jim Duscha

Strategy C: Evaluate staffing needs based on service demands

Time Frame: 2019/2020

DELIVERABLE #1: Review service needs of the community and identify the best ways to allocate our staffing resources to meet service needs of the community

DELIVERABLE #2: Review our geographic police beat designations for possible revisions.

Enhance public safety & emergency response

Champion: Fire Chief Jim Kambeitz

Strategy D: Reduce gap in EMS services.

Time Frame: 2019/2020

DELIVERABLE #1: Improve deployment strategies

- Increase LFD medic unit staffing
- Cover all level zero call types when LFD medic unit is staffed
- Enhance patient care with response quality assurance

DELIVERABLE #2: Review/refine current ambulance transport contracts

- Ensure adequate resources for call volumes
- Ensure reasonable fee's, administration and service levels

Enhance public safety & emergency response

Champion: Fire Chief Jim Kambeitz

Strategy E: Provide level of service to council adopted Standard of Cover.

Time Frame: 2019/2020

DELIVERABLE #1: Enhance Staffing

- Add three Firefighter/Paramedic SAFER positions
- Restore Administrative Battalion Chief position
- Improve recruitment and succession planning

DELIVERABLE #2: Review/refine apparatus replacement schedule

- Put new ladder truck in service
- Develop a reserve ladder truck plan
- Spec and purchase a new engine
- Develop a replacement plan for the medic unit

DELIVERABLE #3: 2011 Capital Facilities Plan implementation

- Install new roof and fire sprinkler system at Station 81
- Develop conceptual site and floor plans for Station 83 property
- Develop funding strategy for Capital Facilities Plan

Strengthen economic conditions & create new opportunities

Champion: Community Development Director John Brickey

Strategy A: Marketing

Time Frame: 2019/2020

DELIVERABLE #1: Make improvements to the City's Economic Development website to provide more assistance available to business

- Add separate Mint Farm site to the City site

DELIVERABLE #2: Help restore permitting and market Mint Farm properties

- Coordinate efforts with WREDCO to fully restore permitting for Phase II properties
- Promote sites for development, including city owned, WREDCO and other privately held parcels

Strengthen economic conditions & create new opportunities

Champion: Community Development Director John Brickey

Strategy A: Marketing

Time Frame: 2019/2020

DELIVERABLE #3: Engage regional commercial real estate markets

- Actively recruit job rich or technologically oriented industries
- Build industry contacts

DELIVERABLE #4: Market downtown

- Promote targeted residential tax abatement incentives for mixed-use residential/commercial development projects (LMC 16.60).
- Identify redevelopment opportunities.
- Work with HOSWWA on low income housing.

Strengthen economic conditions & create new opportunities

Champion: Community Development Director John Brickey

Strategy B: Economic Services

Time Frame: 2019/2020

DELIVERABLE #1: Serve as liaison between businesses and the City.

- Assist development prospects with permitting related issues.
- Advise property owners on strategies to make their property more developable.

DELIVERABLE #2: Identify and meet with 25 “bellweather” firms in City for business retention and expansion services.

- Provide referrals to business building services such as business plan development, finance, state agency programs and more.

DELIVERABLE #3: Continually monitor and inventory lands/buildings available for development and/or redevelopment.

Strengthen economic conditions & create new opportunities

Champion: Community Development Director John Brickey

Strategy C: Collaborate with economic development partners.

Time Frame: 2019/2020

DELIVERABLE #1: Support CEDC recruitment and promotional efforts as well as expanding services to City businesses.

DELIVERABLE #2: Promote development at Port of Longview.

- Properties adjacent to berths 1-7.
- Encourage and facilitate annexation of Port properties east of Oregon Way and south of Columbia Blvd.
- Support development efforts for the Port's Barlow Point properties and support additional entrepreneurial proposals from the Port.

DELIVERABLE #3: Participate with Southwest Washington Economic Development District, Longview Downtown Partnership, Kelso-Longview Chamber, Public Development Authority and other allied economic development groups.

DELIVERABLE #4: Work with partners such as LCC, SBDC, SCORE and SW WA Workforce Development Council to deliver services to city businesses.

Strengthen economic conditions & create new opportunities

Champion: Community Development Director John Brickey

Strategy C: Collaborate with economic development partners.

Time Frame: 2019/2020

DELIVERABLE #5: Promote opportunity zones that provide for economic development opportunities.

DELIVERABLE #6: Promote / assist in location of biomass fuel facility.

DELIVERABLE #7: Support SR432 corridor improvement planning.

DELIVERABLE #8: Support community efforts to initiate a study to determine the best business incubator opportunities and potential facilities to be available to Longview residents and businesses.

Strengthen economic conditions & create new opportunities

Champion: City Council / City Manager, Kurt Sacha

Strategy D: Initiate opportunities for economic development and growth

Time Frame: 2019/2020

DELIVERABLE #1: Pursue opportunities with Weyerhaeuser Real Estate Development Corporation on the development of Mint Farm Phase 2 properties.

DELIVERABLE #2: Explore the feasibility for an annexation of the Robert Gray area.

DELIVERABLE #3: Support the Public Development Authority in the development of a hotel adjacent to the Cowlitz County Conference Center.

Preserve and enhance neighborhoods

Champion: Community Development Director John Brickey

Strategy A: Enhance the appearance and quality of life in the Highlands area.

Time Frame: 2019/2020

DELIVERABLE #1: Continue to assist Highlands Neighborhood Association with Highlands Revitalization Plan implementation.

- Support efforts to continue funding and constructing improvements to infrastructure and facilities in the Highlands.
 - Continue to seek funding opportunities for future permanent Highlands Community Center in or adjacent to Archie Anderson Park.
 - Continue sidewalk, curb ramp, improved street lighting, alley improvement, and alley lighting improvements as funding opportunities become available.
- Assist in seeking additional grant funding to facilitate HNA/community/city implementation of the Highlands Revitalization Plan.

Preserve and enhance neighborhoods

Champion: Community Development Director John Brickey

Strategy A: Enhance the appearance and quality of life in the Highlands area.

Time Frame: 2019/2020

DELIVERABLE #2: Develop and implement housing and infrastructure improvements.

- Promote use of townhouse and attached housing options allowed by the residential zoning code to property owners, agencies, organizations and developers.

Preserve and enhance neighborhoods

Champion: Community Development Director John Brickey

Strategy B: Expand city limits and adjust planning area and utility service area boundaries in a logical manner.

Time Frame: 2019/2020

DELIVERABLE #1: Promote and facilitate annexations that support the Comprehensive Plan vision for our community.

- Prepare cost/benefit for northwest Longview annexation(s)
- Process annexation by petition requests as received

Preserve and enhance neighborhoods

Champion: Community Development Director John Brickey

Strategy C: Mitigate the impacts of growth on the City's infrastructure.

Time Frame: 2019/2020

DELIVERABLE #1: Continue to update zoning and infrastructure regulations and infrastructure standards that include promoting low-impact development.

- Begin implementation of zoning changes to coordinate with the 2019 Comprehensive Plan update.

Preserve and enhance neighborhoods

Champion: Community Development Director John Brickey

Strategy D: Promote development of additional housing

Time Frame: 2019/2020

DELIVERABLE #1: Analyze and evaluate the need to promote single-family development.

DELIVERABLE #2: Provide revisions to promote residential multi-family development.

Improve transportation systems

Champion: Public Works Director Jeff Cameron

Strategy A: Improve traffic flow conditions for vehicle, transit, bicycle, and pedestrian mobility.

Time Frame: 2019/2020

DELIVERABLE #1: 2019/2020 transportation capital improvements.

- Complete installation of mid-block crosswalk on 3rd Ave near Hudson St, along with traffic signal timing modifications.
- Complete installation of mid-block crosswalk on 30th Ave at Columbia Valley Gardens Elementary School.
- Complete design and construction of SR 432 off-ramp and on-ramp improvements.
- Complete design and right of way acquisition for SR 432 at California Way and East Industrial Way intersection modifications.
- Complete Washington Way and 15th Avenue corridor traffic signal upgrades to implement a leading pedestrian phase and flashing yellow left turn signals.
- Complete Ocean Beach Highway traffic signal upgrades to replace failing controllers and detection, and implement traffic signal interconnection. Implement traffic system management system if funding allows.

Improve transportation systems

Champion: Public Works Director Jeff Cameron

Strategy A: Improve traffic flow conditions for vehicle, transit, bicycle, and pedestrian mobility.

Time Frame: 2019/2020

DELIVERABLE #2: Secure full funding, design, and construct Beech St extension between 14th Ave and California Way (LID No. 352).

DELIVERABLE #3: Complete construction of new Transit Center.

DELIVERABLE #4: Implement pilot project to provide transit service to Lexington, if state grant is approved.

Address quality of place issues

Champions: City Manager Kurt Sacha and Community Development Director John Brickey

Strategy B: Continue support to Project Longview for implementation of Community Assessment Task Force Report.

Time Frame: 2019/2020

DELIVERABLE #1: Promote construction of gateway sign on Ocean Beach Hwy.

DELIVERABLE #2: Implement city wayfinding sign system.

DELIVERABLE #3: Support remaining site improvements for Shay locomotive at “Shay Station” on library grounds.

DELIVERABLE #4: Research opportunities for the restoration and siting of the Historic Pendleton Clock Tower.

Address quality of place issues

Champion: Public Works Director Jeff Cameron

Strategy C: Enhance city facilities for use by citizens and staff.

Time Frame: 2019/2020

DELIVERABLE #1: Complete capital improvements to improve disabled access to transportation system facilities, and to citizen and staff facilities, as recommended by Accessibility Advisory Committee and approved in budget.

Address quality of place issues

Champion: Parks & Recreation Director Jennifer Wills

Strategy D: Enhance buildings, parks, and green spaces.

Time Frame: 2019/2020

DELIVERABLE #1: Maintain Tree City USA accreditation.

DELIVERABLE #2: Install additional irrigation at Lake Sacajawea Park.

DELIVERABLE #3: Installation of WiFi at Woman's Club building

DELIVERABLE #4: Purchase and implement the use of media suites for rentals and programs.

Address quality of place issues

Champion: Parks & Recreation Director Jennifer Wills

Strategy E: Provide a proactive approach to safety at parks and recreation facilities.

Time Frame: 2019/2020

DELIVERABLE #1: Begin the process of updating the Urban Forest Management Plan.

DELIVERABLE #2: Track and evaluate year over year data related to tasks, time, and costs associated with making parks safer and report on trends.

Address quality of place issues

Champion: Parks & Recreation Director Jennifer Wills

Strategy F: Construct new parks and recreation facilities or improve those in need.

Time Frame: 2019/2020

DELIVERABLE #1: Submit and complete proposed projects for the Neighborhood Park and Kuntz Family Trust Grant programs.

DELIVERABLE #2: Explore strategies for making capital repairs and improvements at Mint Valley Golf Course.

DELIVERABLE #3: Partner with outside service groups and organizations to promote volunteerism and donations in the parks.

DELIVERABLE #4: Install a fully inclusive ADA playground at Archie Anderson Park.

DELIVERABLE #5: Research funding opportunities to utilize a local match to begin replacing the playgrounds indicated on the playground replacement plan.

DELIVERABLE #6: Adopt the Roy Morse Sports Complex Facility Master Plan and research opportunities to begin finding funding.

Address quality of place issues

Champion: Parks & Recreation Director Jennifer Wills

Strategy G: Organize and partner to provide community events and programs and promote tourism.

Time Frame: 2019/2020

DELIVERABLE #1: Promote Mint Valley Golf Course as a regional attraction and utilize the golf course for golfing as well as other recreational opportunities and event space.

DELIVERABLE #2: Explore partnerships with Longview Public Library that showcases each department's unique skills

DELIVERABLE #3: Introduction of the "Big Day Wedding Expo" which will include City of Longview services as well as outside businesses and vendors to showcase what is possible for special events in the area. The goal of the event is a regional participation draw.

DELIVERABLE # 4: Purchase and utilize a Chip Timing System for our community runs and triathlons to enhance participation both locally and draw in additional participation.

DELIVERABLE #5: Introduce the First Tee Program to Mint Valley Golf Course.

Address quality of place issues

Champion: Parks & Recreation Director Jennifer Wills

Strategy H: Become actively involved in city-wide Quality of Life effort.

Time Frame: 2019/2020

DELIVERABLE #1: Increase community awareness of Parks, Golf, Urban Forestry, and Recreation programs, events, and facilities as a way to showcase the best of Longview and draw people into our community.

DELIVERABLE #2: Enhance online presence of the Parks and Recreation Department through brand development, expanded social media, and utilization of updated city website and digital messaging board.

Address quality of place issues

Champion: City Council

Strategy I: Develop long-term strategy for City's sister city relationships.

Time Frame: 2019/2020

DELIVERABLE #1: Support Sister City Commission in organizing and carrying out an exchange trip by Longview citizens to Wako, Japan. Support visits by Wako school children to Longview and Longview students to Wako.

Address quality of place issues

Champion: City Manager Kurt Sacha

Strategy J: Expand opportunities for continuing education beyond K-12.

Time Frame: 2019/2020

DELIVERABLE #1: Continue support and collaborate with LCC for four-year degree programs, development of student housing, business industry training, new vocational / technical training facilities, and University Center initiatives.

Address quality of place issues

Champion: Library Director Chris Skaugset

Strategy K: Enhance library services.

Time Frame: 2019/2020

DELIVERABLE #1: Create and perform a survey on library hours using a combination of surveys, open houses and focus groups. Use the information gathered to explore the possibility of expanded hours within existing resources.

DELIVERABLE #2: Explore funding options for implementation of the Library remodel / modernization plan.

DELIVERABLE #3: Staff from Recreation and Library will explore ways for departments to work together in providing programming and to determine if there is any duplication of services.

Address quality of place issues

Champion: Library Director Chris Skaugset

Strategy K: Enhance library services.

Time Frame: 2019/2020

DELIVERABLE #4: Implement new library integrated software.

DELIVERABLE #5: Evaluate the reciprocal borrowing agreement with Kelso and make a recommendation about its future since current agreement ends in 2019

DELIVERABLE #6: Expand hours and access with existing resources.

Address quality of place issues

Champion: Human Resources Director Chris Smith

Strategy L: Complete an ADA self-assessment and transition plan that addresses access to services, activities, buildings, and rights-of-way.

Time Frame: 2019/2020

DELIVERABLE #1:

- Work with staff and city accessibility advisory committee, to develop transition plan project lists (Ongoing)
- Publish council approved charter for City of Longview Accessibility advisory committee on the updated city website (2019)
- Publish the approved transition plan base document on the updated city website (2019)
- Publish transition plan project lists, for each of the five sections of the plan, on the updated city website (2019)
- Update transition plan project lists at least one time each city budget planning cycle, prior to council budget planning retreat. (2020)

Council Retreat Summary

Date: January 26, 2019

Communications and Outreach Strategies

Suggestions-

- Walk around the park
- Ken's forums
- Tailgating
- Coffee with a Councilor

Consider workshops outside City Hall. Desire to discuss workshop topics in neighborhoods where the issue/project resides.

- McClelland Arts Center
- Highland's Neighborhood Association Building
- Mt. Solo Middle School
- Robert Gray Elementary School

Other

- Community House Volunteer Opportunity

On incoming calls going to voicemail, citizens should hear the voice of the Mayor/City Manager stating, "Your call is very important to me. If you are not satisfied with the service you have received please call me at (360) 442-5004."

Employees responding to citizen's concerns should always provide a timeline for responding to an issue. They should also be able to provide the protocols and policies that support their response.

Employees should always be mindful of managing citizen concerns.

As it relates to radio messaging, Mayor, Council, City Manager.... the messaging should always be consistent with the work plan. Consistent messaging must be the priority. Establish policy, protocols and work flow related to media messaging.

Economic Development Strategies

Economic Development Coordinator shall provide a monthly report on economic development activities.... Much like the report Hailey prepares for Community Development on building permit activities.

Monthly report shall contain measurable, identifiable strategies.

Regarding Mint Farm Phase 2 development.... City should partner and work with the Port of Longview on this development. Port has the ability to develop property that is advantageous to customer requirements. City's ability to develop industrial property is significantly restricted.

Work Plan- from Council's perspective, the document is an expectation of objectives that will be accomplished during the biennium. The outcomes and deliverables represent attainable objectives. If there are work plan goals that are not attainable, then departments need to raise this issue with Council and communicate why the goal cannot be achieved.

Council recommends that Work Plan communications be reported monthly at Council meetings. Work Plan updates could be rotated among department heads and presented under City Manager's Report.

On the matter of departmental reports, Council stated that it is within the City Manager's purview as to whether department heads are required to attend all Council meetings. The suggestion was to have department heads only attend those meetings whereby, there is an agenda item by which they are the subject matter expert.

Housing

Continue with current efforts to ease development standards and promote housing construction.

Succession Planning

A high priority for Council. Council interested in a more formalized plan. A suggestion was made to consider internships.

Consultants.... some concerns with the use of consultants. Perception that there is a lack of checks and balances. Uncertainty in the process- is there a means that would ensure consultants understand Council's perspective as they develop their recommendation.

Concerns with productivity of year-round 4-day 10 hour shifts. Staff to provide documentation as to the merits behind year-round 4-day 10 hour shifts?

Infrastructure

A comment was raised relating to the beautiful Downtown Streetscape and the impervious surface in our streets and sidewalks. It was reported that there is green moss collecting on these impervious areas. Council concerned with the City's liability and exposure as it relates to slippery surfaces. Specifically mentioned were areas near Broadway Street and Commerce Avenue.

Traffic issues.... Council expressed concern over the lack of communication on traffic issues. Council requests a list of all outstanding traffic concerns brought forth by citizens and staff.

As for 7th Avenue- the focus on traffic improvements must be on pedestrian safety, not vehicle crashes. Important to understand Council's priority when developing a solution to traffic concerns expressed by citizens.

Also, Council requests an update on the backlog of traffic complaints. Where are we?

Consideration of a future workshop to discuss the addition of flourosilicic acid to the water supply.

Library

Council expectation is that the Library expand business hours.

Council asked for the following information-

- List of programs paid by the City of Longview
- List of programs supported by volunteers
- List of programs funded by the Library Board

Library pay-to-play considerations.... should all programs offered by the Library be free of charge? Has the Library ever considered charging for certain programs? What is the expectation for library programs?

Consensus leans toward a minimum charge to cover the cleaning fee for all City facilities utilized by outside groups.

At the planning session, Ken Botero was appointed as the Council liaison to the Library Board.

Council requests the Library Board express their thoughts as it relates to charging outside groups for using the Library for meeting space.

Miscellaneous

Overall, Council believes the public perception of departments is good.

CED- City needs to strive to provide permitting services on Friday. How can this be accomplished?

Finance- Customers should have the ability to pay bills in person on Fridays and perhaps even Saturdays. I suggested that I be allowed to research the idea of re-establishing a pay station site. (Another option could be technology.... i.e. kiosks).

It was reported that the City's website reports that the City still collects recycled glass. If so, the statement needs to be removed.

Council still has an expectation for a recycling workshop-

Topics to include

- What are the City's costs for tonnage?
- What are the City's current contamination rates?
- What are the City's recycling strategies
- Will we ever develop any plans for commercial/business recycling?
 - If not- why not?
- Has the City ever considered an incubator for a recycling firm?
- What is the City's strategy as it relates to recycling advertising?

Lagoons.... Feasibility study needs to include alternatives for green, bold and sustainable objectives. Other consideration should include development for residential, multifamily and commercial opportunities.

Council would like the City to be sure and reach out to the Port of Longview to make them aware we are very interested in their dredge spoils should any become available.

Public Safety/Homelessness.... A friendly reminder there is a public safety element to the homelessness issue.

Traffic calming issues.... Consider the following-

- Longer reds
- Yellow light delays
- Pedestrian extensions
- What are staff's recommendation?

Council's suggestion for 15th, 14th, 12th Avenues and Washington Way-

- All green on thoroughfares
- Stop on all side streets

Public Safety and Traffic Enforcement.... Should City consider funding a levy to add enforcement? Perhaps an ask such as the aforementioned should include money for a fire station in addition to increases in staffing for enforcement?

Homelessness

Continue to pursue legislative efforts designed to improve the homelessness issue. Staff should work closely with City Attorney McNamara in this effort.

City may wish to consider working with and/or encouraging the the non-profit sector to establish a one-stop Community Resource Center to assist the homeless in providing for the needs of this vulnerable population.

A stipulation for establishing a policy regarding emergency sheltering funding is that it include a "good neighbor plan."

Financial Management

As it relates to financial sustainability, Council very supportive of centralized fleet for the City's motor pool. They encourage staff to move forward with this initiative. Council was also apprised of the City's contract with Enterprise Car Rental. A wonderful example of outside-the-box thinking that will result in the City achieving savings over reimbursing employees for business travel mileage.

Council policy regarding remote attendance via telephone

Following discussion, there was a consensus among Council that staff draft a policy for their consideration which would disallow conference calling as a legitimate mechanism for attending a Council meeting or workshop remotely.

