



City of Longview

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

City Council

*Mayor MaryAlice Wallis
Mayor Pro Tem Michael Wallin
Council Member Ruth Kendall
Council Member Chet Makinster
Council Member Steve Moon
Council Member Christine Schott
Council Member Hillary Strobel*

Thursday, August 27, 2020

7:00 PM

Virtual Meeting

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the City Council of the City of Longview, Washington, will conduct a virtual Zoom meeting on Thursday, August 27th, at 7:00 p.m.

For information about Zoom accessibility, please contact the City Clerk's Office at 360-442-5041.

Please click the link below to join the meeting:

<https://us02web.zoom.us/j/83648021531>

Telephone options (you may need to try more than one number if you receive a busy signal):

Dial any of the following numbers:

1-253-215-8782
1-669-900-6833
1-346-248-7799
1-408-638-0968
1-646-876-9923
1-301-715-8592
1-312-626-6799

Meeting ID: 836 4802 1531

1. CALL TO ORDER
2. INVOCATION*/FLAG SALUTE
3. ROLL CALL

4. APPROVAL OF MINUTES

20-000349 AUGUST 13, 2020 WORKSHOP MINUTES
AUGUST 13, 2020 REGULAR MEETING MINUTES

5. CHANGES TO THE AGENDA**6. PRESENTATIONS & AWARDS**

20-000347 SOUTHWEST WASHINGTON REGIONAL AIRPORT - 2021 BUDGET PRESENTATION BY
AIRPORT MANAGER CHRIS PAOLINI

20-000350 PROCLAMATION: CHILDHOOD CANCER AWARENESS MONTH - SEPTEMBER 2020

RECIPIENT: JESSICA BECKSTRAND

7. CONSTITUENTS' COMMENTS (Thirty Minutes)**8. FOLLOW-UP TO PAST CONSTITUENTS' COMMENTS****9. PUBLIC HEARINGS****10. BOARD & COMMISSION RECOMMENDATIONS**

20-000348 1ST AVENUE PARKLAND PROPERTY DONATION

RECOMMENDED ACTION:

MOTION TO BRING BACK A RESOLUTION FOR ACCEPTANCE OF DONATED
PARKLAND PROPERTY ON 1ST AVENUE.

11. ORDINANCES & RESOLUTIONS**12. MAYOR'S REPORT****13. COUNCILMEMBERS' REPORTS****14. CONSENT CALENDAR**

20-000350 APPROVAL OF CLAIMS

FIRST HALF AUGUST 2020 PAYROLL, SECOND HALF AUGUST 2020 ACCOUNTS
PAYABLE

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

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

NEXT REGULAR COUNCIL MEETINGS:

THURSDAY, SEPTEMBER 10, 2020- 7:00 P.M.

THURSDAY, SEPTEMBER 24, 2020- 7:00 P.M.



City of Longview

1525 Broadway
Longview, WA 98632
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Minutes

City Council

*Mayor MaryAlice Wallis
Mayor Pro Tem Michael Wallin
Council Member Ruth Kendall
Council Member Chet Makinster
Council Member Steve Moon
Council Member Christine Schott
Council Member Hillary Strobel*

Thursday, August 13, 2020

6:00 PM

Virtual Meeting

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the City Council of the City of Longview, Washington, will conduct a virtual Zoom meeting on Thursday, August 13th, at 6:00 p.m. A regular meeting will follow at 7:00 p.m.

For information about Zoom accessibility, please contact the City Clerk's Office at 360-442-5041.

Please click the link below to join the meeting:

<https://us02web.zoom.us/j/86387074776>

Telephone options (you may need to try more than one number if you receive a busy signal):

Dial any of the following numbers:

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1-346-248-7799

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1-646-876-9923

1-301-715-8592

1-312-626-6799

Meeting ID: 863 8707 4776

1. CALL TO ORDER

Mayor Wallis called the meeting to order at 6:00 p.m.

2. ROLL CALL

Present: Mayor Wallis, Councilmember Kendall, Councilmember Makinster, Councilmember Strobel, Councilmember Moon, Councilmember Schott, Mayor Pro Tem Wallin

Absent: None

Staff Present: City Manager Kurt Sacha, City Attorney Jim McNamara, City Clerk Kaylee Cody, Deputy City Clerk Kassi Mackie, Public Works Director Ken Hash, Community & Economic Development Director John Brickey, Parks & Recreation Director Jen Wills, Fire Chief Jim Kambeitz, Interim Police Chief Robert Huhta, Library Director Chris Skaugset, Human Resources Director Chris Smith, and Administrative Services Director Kris Swanson

3. WORKSHOP**20-000340 CAPITAL PROJECTS BUDGET WORKSHOP**

City Manager Kurt Sacha presented.

The Council directed staff to move forward with the purchase of a new ambulance immediately.

No other final action was taken.

4. ADJOURNMENT

The meeting was adjourned at 6:57p.m.

Kaylee Cody
City Clerk

Approved: _____
Mayor

**NEXT REGULAR COUNCIL MEETINGS:
THURSDAY, AUGUST 27, 2020 - 7:00 P.M.
THURSDAY, SEPTEMBER 10, 2020 - 7:00 P.M.**



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Minutes

City Council

*Mayor MaryAlice Wallis
Mayor Pro Tem Michael Wallin
Council Member Ruth Kendall
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Council Member Hillary Strobel*

Thursday, August 13, 2020

7:00 PM

Virtual Meeting

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the City Council of the City of Longview, Washington, will conduct a virtual Zoom meeting on Thursday, August 13th, at 7:00 p.m. This regular meeting follows a special meeting that begins at 6:00 p.m. on the same Zoom session.

For information about Zoom accessibility, please contact the City Clerk's Office at 360-442-5041.

Please click the link below to join the meeting:

<https://us02web.zoom.us/j/86387074776>

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1-408-638-0968

1-646-876-9923

1-301-715-8592

1-312-626-6799

Meeting ID: 863 8707 4776

1. **CALL TO ORDER**

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

2. **INVOCATION*/FLAG SALUTE**

20-000339 INVOCATION BY JAY PEACH, FAITH CENTER

After the invocation provided by Jay Peach of Faith Center, the flag salute was recited.

3. ROLL CALL

Present: Mayor Wallis, Councilmember Kendall, Councilmember Makinster, Councilmember Strobel, Councilmember Moon, Councilmember Schott, Mayor Pro Tem Wallin

Absent: None

Staff Present: City Manager Kurt Sacha, City Attorney Jim McNamara, City Clerk Kaylee Cody, Deputy City Clerk Kassi Mackie, Public Works Director Ken Hash, Community & Economic Development Director John Brickey, Parks & Recreation Director Jen Wills, Fire Chief Jim Kambeitz, Interim Police Chief Robert Huhta, Library Director Chris Skaugset, Human Resources Director Chris Smith, and Administrative Services Director Kris Swanson

4. APPROVAL OF MINUTES**20-000336 JULY 23, 2020 REGULAR MEETING MINUTES
AUGUST 6, 2020 SPECIAL MEETING MINUTES**

A motion was duly made and passed to approve the minutes as presented.

5. CHANGES TO THE AGENDA

A motion was made by Councilmember Wallin, seconded by Councilmember Makinster, to remove item 13 (Department of Commerce Shelter Grant) from the agenda. The motion carried unanimously.

6. PRESENTATIONS & AWARDS**20-000337 PRESENTATION OF KASSI MACKIE'S ACCREDITATION AS A MASTER MUNICIPAL CLERK THROUGH THE INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS**

Mayor Wallis recognized Kassi Mackie, Deputy City Clerk.

7. CONSTITUENTS' COMMENTS (Thirty Minutes)

Bill Josh of Longview spoke in opposition of a low-barrier shelter.

Kalei LaFave spoke in opposition of a low-barrier shelter.

Liz Kearny spoke in favor of the Department of Commerce Shelter Grant Application.

Dexter Kearny of Longview expressed disappointment in the council's decision to remove item 13 (Department of Commerce Shelter Grant Application) from the agenda.

Dr Keough of Longview spoke in favor of the Department of Commerce Shelter Grant Application.

Michelle Thomas of Longview spoke in opposition of the Department of Commerce Shelter Grant Application.

Teresa Purcell of Longview spoke in favor of the Department of Commerce Shelter Grant Application.

Nic Mather of Longview of Longview spoke in favor of the Department of Commerce Shelter Grant Application

Allison Mattocks of Longview spoke in favor of the Department of Commerce Shelter Grant Application.

Merilyn Melville-Irvine spoke in favor of the Department of Commerce Shelter Grant Application.

Christen Ellis spoke in opposition of the Department of Commerce Shelter Grant Application.

Jenny Quiriconi of Longview spoke on the need for running water at the Alabama homeless encampment.

Kathleen Patton spoke in favor of the Department of Commerce Shelter Grant Application.

Tony Katzenberger of Longview spoke in opposition of the Department of Commerce Shelter Grant Application.

Jenny Oskey of Longview spoke in opposition of the Department of Commerce Shelter Grant Application.

Allisun Long of Longview spoke in favor of the Department of Commerce Shelter Grant Application.

Chuck Hendrickson of Longview spoke in favor of the Department of Commerce Shelter Grant Application.

Rhonda Walker of Longview spoke in favor Department of Commerce Shelter Grant Application.

Michael O'Neill spoke in favor of the Department of Commerce Shelter Grant Application.

Scott Van Sickle spoke in opposition of the Department of Commerce Shelter Grant Application.

Cameron Burkhart spoke in favor of the Department of Commerce Shelter Grant Application.

Frank Morrison spoke in opposition of the Department of Commerce Shelter Grant Application.

Juan Rodriguez spoke about the Lion's Den Boxing Club.

Peggy Hoffman commended the council on extending the discussion regarding the Department of Commerce Shelter Grant Application.

Lori Bashor spoke in favor of the Department of Commerce Shelter Grant Application.

8. FOLLOW-UP TO PAST CONSTITUENTS' COMMENTS

9. PUBLIC HEARINGS

10. BOARD & COMMISSION RECOMMENDATIONS

11. ORDINANCES & RESOLUTIONS

**20-000317 RESOLUTION NO. 2334: LOWER COLUMBIA MAJOR CRIMES TASK FORCE
INTERLOCAL AGREEMENT**

RECOMMENDED ACTION:

MOTION TO ADOPT RESOLUTION NO. 2334 AND AUTHORIZE THE CITY MANAGER TO SIGN THE INTERLOCAL AGREEMENT WITH THE KELSO POLICE DEPARTMENT, THE CASTLE ROCK POLICE DEPARTMENT, THE KALAMA POLICE DEPARTMENT, THE WOODLAND POLICE DEPARTMENT, THE COWLITZ COUNTY SHERIFF'S OFFICE, THE WASHINGTON STATE PATROL, AND THE WAHKIAKUM COUNTY SHERIFF'S OFFICE (MEMBER AGENCIES) TO FORM A MAJOR CRIMES TASK FORCE.

A motion was made by Councilmember Makinster, seconded by Councilmember Moon, to adopt Resolution 2334. The motion carried unanimously.

12. MAYOR'S REPORT

Mayor Wallis congratulated Chief Jim Duscha on retirement, and Hillary Strobel for her recognition through the Association of Washington Cities. Mayor Wallis also acknowledged City Manager Sacha for his response to the COVID-19 pandemic.

13. COUNCILMEMBERS' REPORTS

Councilmember Strobel recognized the constituents that attended the meeting and voiced her position on the Department of Commerce Shelter Grant Application. Councilmember Strobel thanked Chief Duscha for his service and Interim-Chief Huhta on his new appointment.

Councilmember Makinster thanked Chief Duscha for his service.

Councilmember Kendall elaborated on the Department of Commerce Shelter Grant Application.

Councilmember Schott commented on the deadline for the Department of Commerce Shelter Grant Application.

20-000341 DEPARTMENT OF COMMERCE SHELTER GRANT APPLICATION**RECOMMENDED ACTION:**

MOTION TO AUTHORIZE THE CITY MANAGER TO SUBMIT THE SHELTER PROGRAM GRANT APPLICATION ON BEHALF OF THE CITY OF LONGVIEW.

This item was removed from the agenda (see Changes to the Agenda) - no action was taken.

14. CONSENT CALENDAR

A motion was duly made and passed on the items on the consent calendar as though acted on individually.

20-000338 APPROVAL OF CLAIMS**SECOND HALF JULY PAYROLL, FIRST HALF AUGUST ACCOUNTS PAYABLE**

Final accounts payable: \$2,197,799.47; checks no. 23008 through 23347.

20-000329 RESOLUTION NO. 2333 – AUTHORIZE ACQUISITION OF REAL PROPERTY FOR SR 432 / CALIFORNIA WAY INTERSECTION IMPROVEMENTS PROJECT**RECOMMENDED ACTION:**

MOTION TO APPROVE RESOLUTION NO. 2333

20-000330 BID REVIEW – SR 4 – OCEAN BEACH HIGHWAY TRAFFIC SIGNAL UPGRADE PROJECT**RECOMMENDED ACTION:**

MOTION TO ACCEPT THE LOW BID AND AWARD TO CITY ELECTRIC OF WASHINGTON IN THE AMOUNT OF \$698,950.00

20-000331 CONSULTANT AGREEMENT WITH COLLINS ARCHITECTURAL GROUP FOR FIRE STATION 82, NW ADDITION & DORM-BATHROOM REMODEL**RECOMMENDED ACTION:**

MOTION AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONSULTANT AGREEMENT WITH COLLINS ARCHITECTURAL GROUP

20-000332 CONSULTANT SERVICES AGREEMENT WITH COLLINS ARCHITECTURAL GROUP FOR ARCHITECTURAL SERVICES FOR THE LPD SATELLITE OFFICE**RECOMMENDED ACTION:**

MOTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH COLLINS ARCHITECTURAL GROUP FOR DESIGN SERVICES.

20-000333 CONSULTANT SERVICES AGREEMENT WITH GIBBS AND OLSON, INC. FOR SURVEYING SERVICES FOR THE LPD SATELLITE OFFICE**RECOMMENDED ACTION:**

MOTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH GIBBS AND OLSON, INC. FOR SURVEYING SERVICES.

20-000334 CONSULTANT SERVICES AGREEMENT WITH GIBBS AND OLSON, INC. FOR SURVEYING SERVICES FOR THE BEECH-BALTIMORE AND MADRONA DRIVE WATER MAIN REPLACEMENT PROJECTS.**RECOMMENDED ACTION:**

MOTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH GIBBS AND OLSON, INC. FOR SURVEYING SERVICES.

20-000335 CONSULTANT SERVICES AGREEMENT WITH S&F LAND SERVICES FOR SURVEYING SERVICES FOR THE CASTLEMAN-FISHERS LANE WATER MAIN REPLACEMENT PROJECTS.

RECOMMENDED ACTION:

MOTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH S&F LAND SERVICES FOR SURVEYING SERVICES.

15. CITY MANAGER'S REPORT

City Manager Sacha thanked the community for remaining vigilant during the pandemic and also publicly acknowledged Chief Duscha for his service to the City of Longview Police Department.

16. MISCELLANEOUS**17. ADJOURNMENT**

The meeting was adjourned at 9:15 p.m.

*Kaylee Cody
City Clerk*

Approved: _____
Mayor

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NEXT REGULAR COUNCIL MEETINGS:

THURSDAY, AUGUST 27, 2020 - 7:00 P.M.

THURSDAY, SEPTEMBER 10, 2020 - 7:00 P.M.

Southwest Washington Regional Airport Operating Board

Draft 2021 Airport Budget

	EXPENDITURES	2021	NOTES
	ACCOUNT DESCRIPTION	PROPOSED	
1	Office Supplies	2,000.00	
2	Professional Services (Salary and benefits)	130,500.00	COLA and Insurance changes
3	Professional Services (Finance/Accounting/Admin)	40,000.00	No change per ILA
4	Professional Services (Legal)	10,000.00	No Change per service Agreement
5	Professional Services (FBO)	13,500.00	Decreased due to FBO lease expiring 5/31/2021
6	Telephone, Postage, Copying, Internet (mgmt. office)	3,500.00	
7	Travel/Seminars	3,000.00	
8	Membership Dues and Fees	750.00	No change: WAMA; AAAE; WPA
9	State Examiner's Charges	5,000.00	Reserve for 2021 audit
10	Leasehold Taxes	150.00	Pass through
11	Diking Assessment	28,000.00	Rate adjustment in 2020
12	Professional Services Maintenance (City of Kelso)	55,000.00	No Change per service Agreement / ILA
13	<i>Minor Maintenance (labor & boom truck) 10K</i>		
14	<i>Mowing and Herbicide Services (labor & use of city mower) 35K</i>		
15	<i>Offender Services - vegetation management (contract labor) 10K</i>		
16	Professional Services - Misc. (USDA Wildlife contract)	0.00	USDA not Available; will revisit when USDA staffing permits
17	Repairs to Buildings (FBO, Hangar Roof and Door Repair, Painting)	25,000.00	2021 Focus will be on FBO renovations and hangar door preventive maintenance.
18	Repairs to Landing Field	45,000.00	2021 Focus on tree removal, seal coating, ramp crack sealing, and fence improvements. New electric gate as funding allows.
19	<i>Brush and Tree clearing: East, west, and South of runway brush clearing 5K</i>		
20	<i>Hangar ramp repairs 15k</i>		
21	<i>Crack Seal & Slurry; Hangar ramp paving 20K</i>		
22	<i>Perimeter Fence Replacement 5k</i>		
23	Repairs to Electrical (runway lighting; hangar lighting/electrical)	12,000.00	PAPI light wiring harness replacements and REILs
24	Repairs to mowing Equipment (Tractor, mower deck, and riding mower)	4,000.00	Increase to account for aging equipment
25	Vehicle Maintenance (oil, maintenance, repairs license tab - 2008 Nissan Truck)	2,200.00	No Change
26	Advertising / Promotions (Signs, promotional materials, video ads, etc.)	5,000.00	Decreased due to economic outlook and planned projects
27	Operating Supplies (PAPI lightbulbs, paint, small hardware, herbicides, etc.)	4,000.00	No change
28	Safety Supplies - (Decoys, Signing, Windsocks, Fire extinguishers)	2,000.00	
29	FUEL (for airport vehicle & mowing)	1,500.00	No change
30	Small Tools and Equipment	500.00	No change
33	Property Insurance	32,500.00	Annual increase plus additional Fuel farm and fuel truck insurance for fuel operations
34	<i>1. Director's and Officers Liability (Board, mgr., employee)</i>		
35	<i>2. Fournier Group Mutual of Enum. (Airport vehicle)</i>		
36	<i>3. Fournier Group ACE Property Insurance - (aviation general liability)</i>		
37	<i>4. Fournier (UST and Terrorism) and new fuel truck</i>		
38	<i>5. WCIA Property and employee</i>		
39	<i>WCIA Property (City of Kelso)</i>		
40	Electricity (Airport office, hangars, navigation equipment)	8,500.00	
41	Garbage/Water/Stormwater Management	12,500.00	Due to FBO lease ending
42	Sanitation	4,500.00	Cost increase due to COVID-19
43	Miscellaneous (misc., annual BNSF easement cost)	2,000.00	No change

31	EXPENDITURES	2021	NOTES
32	ACCOUNT DESCRIPTION	PROPOSED	
44	Airport AGIS Survey and Master Plan Update	57,500.00	Remaining Balance on Restricted FAA Grant Project
45	Airport Wildlife Study & Management Plan	12,500.00	Remaining balance on Restricted FAA Grant Project
46	2019 FAA CIP Identified Runway Rehab Project	215,000.00	Remaining balance on Restricted FAA Grant Project
47	2021 FAA CIP Project: Environmental assessment	712,500.00	Restricted FAA Grant Project
48	Restricted Cash: Rural county grant reallocation (from line above) toward 10 airport projects.	17,000.00	Remaining balance for pending Master plan 5%.
49	Sponsor (Airport) Local match - FAA EA Project	37,500.00	Sponsor match 5%
50	Capital purchases:	140,000.00	Fuel truck and self serv fuel system, new line leak system
51	Reserve for Fuel Tank Replacement Project	0.00	None this year due to FBO change over
52	Underground Storage Tanks (Annual Bus. Lic. Renewal; Annual tightness compliance and annual CP Testing	2,800.00	Annual cathodic testing moving forward
53	AIRPORT TOTAL EXPENDITURES	\$1,647,400.00	
54	Expenditures minus grant projects	\$632,900.00	
55	Expenses without one time capital purchase	\$492,900.00	*includes expense include 5% match funds for EA grant
56		\$455,400.00	*Expenses minus capital purchases and 5% grant match
	Capital Project expenses in yellow cells		

Southwest Washington Regional Airport Operating Board
Draft 2021 Airport Budget

	REVENUE	2021	
1	Account Description	PROPOSED	NOTES
2	Beginning Fund Balance	120,116.00	For fuel truck, selv serv fuel system, leak system, and 5% match for EA Project from savings
3	Leasehold Excise -- Leasehold excise from State	5,500.00	
4	Intergovt - City of Kelso	76,000.00	Per ILA
5	Intergovt - Cowlitz County	76,000.00	Per ILA
6	Intergovt - City of Longview	76,000.00	Per ILA
7	Intergovt - Port of Longview	76,000.00	Per ILA
8	Interest Income	100.00	
9	Interest Income Reserve	500.00	
10	Tie Down Fees	1,200.00	One aircraft reduced time to 6 months per year
11	Hangar Leases	130,000.00	
12	Land Leases (Life Flight, Prime, Hgr 59, Hgr 41-43, etc.)	27,800.00	
13	Rentals - Building 40 Apartment	20,400.00	Reflects annual rate increase.and additional rental
14	FBO Agreement	6,884.00	Reflects partial year old FBO lease and potential new lease
15	Fuel Sales	15,900.00	possible new revenue source - Est. for 6 months
16	Late Fees	500.00	
17	2017 FAA AIP - AGIS Survey and Master Plan Update (90%)	50,000.00	budget reflects approximate remaining funds in 2021.
18	2017 FAA Grant: Wildlife Hazard Assessment and Management Plan (90%)	10,000.00	budget reflects approximate remaining funds in 2021.
19	2017 WSDOT - Airport Improvement Grant (CIP) (5% of 411,112) (AGIS Survey & Master Plan Update 365,383 and Wildlife Study 45,729)	10,000.00	budgeted number reflects remaining balance of FAA project costs 5% funded by WSDOT Aviation.
20	2019 FAA Grant: CIP Identified Runway Rehabilitation Project	180,000.00	Remaining FAA Grant balance pending grant closure
21	2019 WSDOT Grant: 5% Match for Runway rehabilitation project	5,000.00	WSDOT Grant
22	2021 CIP Project - FAA Grant: Environmental Assessment	675,000.00	Pending Grant award in 2021. (New FAA project)
23	2021 CIP Project - WSDOT Grant - Environmental Assessment	37,500.00	Pending Grant award in 2021. (New FAA project)
24	Cowlitz County Rural Development Grant 2018-19 (Match grant for FAA runway rehabilitation project)	30,000.00	Cowlitz County Grant for match RWY Project
25	Restricted cash: Beginning Fund Balance from Rural County Grant reallocation for 10 designated airport projects (previously stopway grant)	17,000.00	All projects complete; budget amount for retainage that has not cleared the state at the time of this proposed budget.
26	Total Annual Airport Revenue	\$1,647,400.00	
27	Annual Airport Revenue minus Grant Funds	\$632,900.00	
28	Direct Operating Revenue (without Government Subsidies)	\$192,884.00	Amount shown reflects direct operating rev minus beginning fund balance & est. fuel sales.
	ILA Contributions		
	Federal and State Grant Funding		
	Local Grant Funding		

**Southwest Washington Regional Airport Operating Board
Draft 2021 Airport Budget**

	EXPENDITURES	2019	2020	2021	2020 vs 2021	NOTES
	ACCOUNT DESCRIPTION	BUDGETED	ANTICIPATED	PROPOSED	Inc/Decr. %	
1	Office Supplies	2,000.00	2,000.00	2,000.00	0.0%	
2	Professional Services (Salary and benefits)	124,000.00	126,000.00	130,500.00	3.6%	COLA and Insurance changes
3	Professional Services (Finance/Accounting/Admin)	40,000.00	40,000.00	40,000.00	0.0%	No change per ILA
4	Professional Services (Legal)	10,000.00	10,000.00	10,000.00	0.0%	No Change per service Agreement
5	Professional Services (FBO)	31,400.00	32,000.00	13,500.00	-57.8%	Decreased due to FBO lease expiring 5/31/2021
6	Telephone, Postage, Copying, Internet (mgmt. office)	3,500.00	3,500.00	3,500.00	0.0%	
7	Travel/Seminars	3,500.00	3,000.00	3,000.00	0.0%	
8	Membership Dues and Fees	750.00	750.00	750.00	0.0%	No change: WAMA; AAAE; WPA
9	State Examiner's Charges	0.00	8,000.00	5,000.00	N/A	Reserve for 2021 audit
10	Leasehold Taxes	150.00	150.00	150.00	0.0%	Pass through
11	Diking Assessment	26,500.00	26,500.00	28,000.00	5.7%	Rate adjustment in 2020
12	Professional Services Maintenance (City of Kelso)	55,000.00	55,000.00	55,000.00	0.0%	No Change per service Agreement / ILA
13	<i>Minor Maintenance (labor & boom truck) 10K</i>					
14	<i>Mowing and Herbicide Services (labor & use of city mower) 35K</i>					
15	<i>Offender Services - vegetation management (contract labor) 10K</i>					
16	Professional Services - Misc. (USDA Wildlife contract)	8,000.00	0.00	0.00	N/A	USDA not Available; will revisit when USDA staffing permits
17	Repairs to Buildings (FBO, Hangar Roof and Door Repair, Painting)	30,000.00	25,000.00	25,000.00	0.0%	2021 Focus will be on FBO renovations and hangar door preventive maintenance.
18	Repairs to Landing Field	44,000.00	40,000.00	45,000.00	12.5%	2021 Focus on tree removal, seal coating, ramp crack sealing, and fence improvements. New electric gate as funding allows.
19	<i>Brush and Tree clearing: East, west, and South of runway brush clearing 5K</i>					
20	<i>Hangar ramp repairs 15k</i>					
21	<i>Crack Seal & Slurry; Hangar ramp paving 20K</i>					
22	<i>Perimeter Fence Replacement 5k</i>					
23	Repairs to Electrical (runway lighting; hangar lighting/electrical)	7,500.00	7,500.00	12,000.00	60.0%	PAPI light wiring harness replacements and REILs
24	Repairs to mowing Equipment (Tractor, mower deck, and riding mower)	3,000.00	3,000.00	4,000.00	33.3%	Increase to account for aging equipment
25	Vehicle Maintenance (oil, maintenance, repairs license tab - 2008 Nissan Truck)	2,200.00	2,200.00	2,200.00	0.0%	No Change
26	Advertising / Promotions (Signs, promotional materials, video ads, etc.)	10,000.00	10,000.00	5,000.00	-50.0%	Decreased due to economic outlook and planned projects
27	Operating Supplies (PAPI lightbulbs, paint, small hardware, herbicides, etc.)	4,000.00	4,000.00	4,000.00	0.0%	No change
28	Safety Supplies - (Decoys, Signing, Windsocks, Fire extinguishers)	2,000.00	2,000.00	2,000.00	0.0%	
29	FUEL (for airport vehicle & mowing)	1,500.00	1,500.00	1,500.00	0.0%	No change
30	Small Tools and Equipment	500.00	500.00	500.00	0.0%	No change

31	EXPENDITURES	2019	2020	2021	2020 vs 2021	NOTES
32	ACCOUNT DESCRIPTION	BUDGETED	ANTICIPATED	PROPOSED	Inc/Decr. %	
33	Property Insurance	25,000.00	26,000.00	32,500.00	25.0%	Annual increase plus additional Fuel farm and fuel truck insurance for fuel operations
34	1. Director's and Officers Liability (Board, mgr., employee)					
35	2. Fournier Group Mutual of Enum. (Airport vehicle)					
36	3. Fournier Group ACE Property Insurance - (aviation general liability)					
37	4. Fournier (UST and Terrorism) and new fuel truck					
38	5. WCIA Property and employee					
39	WCIA Property (City of Kelso)					
40	Electricity (Airport office, hangars, navigation equipment)	9,000.00	8,500.00	8,500.00	0.0%	
41	Garbage/Water/Stormwater Management	11,000.00	11,000.00	12,500.00	13.6%	Due to FBO lease ending
42	Sanitation	4,000.00	4,000.00	4,500.00	12.5%	Cost increase due to COVID-19
43	Miscellaneous (misc., annual BNSF easement cost)	2,000.00	2,000.00	2,000.00	0.0%	No change
44	Airport AGIS Survey and Master Plan Update	265,000.00	200,000.00	57,500.00		Remaining Balance on Restricted FAA Grant Project
45	Airport Wildlife Study & Management Plan	30,000.00	10,000.00	12,500.00		Remaining balance on Restricted FAA Grant Project
46	2019 FAA CIP Identified Runway Rehab Project	1,277,778.00	751,000.00	215,000.00		Remaining balance on Restricted FAA Grant Project
47	2021 FAA CIP Project: Environmental assessment		0.00	712,500.00		Restricted FAA Grant Project
48	Restricted Cash: Rural county grant reallocation (from line above) toward 10 airport projects.	279,000.00	35,000.00	17,000.00		Remaining balance for pending Master plan 5%.
49	Sponsor (Airport) Local match - FAA EA Project			37,500.00		Sponsor match 5%
50	Capital purchases:	6,522.00	800.00	140,000.00		Fuel truck and self serv fuel system, new line leak system
51	Reserve for Fuel Tank Replacement Project		19,000.00	0.00		None this year due to FBO change over
52	Underground Storage Tanks (Annual Bus. Lic. Renewal; Annual tightness compliance and annual CP Testing	1,500.00	2,800.00	2,800.00	0.0%	Annual cathodic testing moving forward
53	AIRPORT TOTAL EXPENDITURES	\$2,320,300.00	\$1,472,700.00	\$1,647,400.00	11.9%	
54	Expenditures minus grant projects	\$468,522.00	\$476,700.00	\$632,900.00	32.8%	
55	Expenses without one time capital purchase or fuel	\$462,000.00	\$475,900.00	\$492,900.00		*includes expense include 5% match funds for EA grant
				\$455,400.00		*Expenses minus capital purchases and 5% grant match

Capital Project expenses in yellow cells

**Southwest Washington Regional Airport Operating Board
Draft 2021 Airport Budget**

	REVENUE	2019	2020	2021	2020 vs 2021	
1	Account Description	Budgeted	ANTICIPATED	PROPOSED	Inc/Decr. %	NOTES
2	Beginning Fund Balance			120,116.00		For fuel truck, selv serv fuel system, leak system, and 5% match for EA Project from savings
3	Leasehold Excise -- Leasehold excise from State	4,500.00	5,500.00	5,500.00	0.0%	
4	Intergovt - City of Kelso	76,000.00	76,000.00	76,000.00	0.0%	Per ILA
5	Intergovt - Cowlitz County	76,000.00	76,000.00	76,000.00	0.0%	Per ILA
6	Intergovt - City of Longview	76,000.00	76,000.00	76,000.00	0.0%	Per ILA
7	Intergovt - Port of Longview	76,000.00	76,000.00	76,000.00	0.0%	Per ILA
8	Interest Income	100.00	100.00	100.00	0.0%	
9	Interest Income Reserve	500.00	500.00	500.00	0.0%	
10	Tie Down Fees	2,100.00	2,100.00	1,200.00	-42.9%	One aircraft reduced time to 6 months per year
11	Hangar Leases	119,000.00	125,000.00	130,000.00	4.0%	
12	Land Leases (Life Flight, Prime, Hgr 59, Hgr 41-43, etc.)	25,800.00	26,700.00	27,800.00	4.1%	
13	Rentals - Building 40 Apartment	8,300.00	8,500.00	20,400.00	140.0%	Reflects annual rate increase.and additional rental
14	FBO Agreement	3,722.00	3,800.00	6,884.00	81.2%	Reflects partial year old FBO lease and potential new lease
15	Fuel Sales			15,900.00	N/A	possible new revenue source - Est. for 6 months
16	Late Fees	500.00	500.00	500.00	0.0%	
17	2017 FAA AIP - AGIS Survey and Master Plan Update (90%)	250,000.00	200,000.00	50,000.00		budget reflects approximate remaining funds in 2021.
18	2017 FAA Grant: Wildlife Hazard Assessment and Management Plan (90%)	30,000.00	15,000.00	10,000.00		budget reflects approximate remaining funds in 2021.
19	2017 WSDOT - Airport Improvement Grant (CIP) (5% of 411,112) (AGIS Survey & Master Plan Update 365,383 and Wildlife Study 45,729)	15,000.00	15,000.00	10,000.00		budgeted number reflects remaining balance of FAA project costs 5% funded by WSDOT Aviation.
20	2019 FAA Grant: CIP Identified Runway Rehabilitation Project	1,150,000.00	675,726.00	180,000.00		Remaining FAA Grant balance pending grant closure
21	2019 WSDOT Grant: 5% Match for Runway rehabilitation project	63,889.00	32,834.00	5,000.00		WSDOT Grant
22	2021 CIP Project - FAA Grant: Environmental Assessment		0.00	675,000.00		Pending Grant award in 2021. (New FAA project)
23	2021 CIP Project - WSDOT Grant - Environmental Assessment		0.00	37,500.00		Pending Grant award in 2021. (New FAA project)
24	Cowlitz County Rural Development Grant 2018-19 (Match grant for FAA runway rehabilitation project)	63,889.00	63,889.00	30,000.00		Cowlitz County Grant for match RWY Project
25	Restricted cash: Beginning Fund Balance from Rural County Grant reallocation for 10 designated airport projects (previously stopway grant)	279,000.00	31,051.00	17,000.00		All projects complete; budget amount for retainage that has not cleared the state at the time of this proposed budget.
26	Total Annual Airport Revenue	\$2,320,300.00	\$1,510,200.00	\$1,647,400.00		
27	Annual Airport Revenue minus Grant Funds	\$468,522.00	\$476,700.00	\$632,900.00	32.8%	
28	Direct Operating Revenue (without Government Subsidies)	\$164,522.00	\$172,700.00	\$192,884.00	11.7%	2021 amount shown reflects direct operating rev minus beginning fund balance & est. fuel sales.
	ILA Contributions					
	Federal and State Grant Funding					
	Local Grant Funding					

Proclamation

City of Longview, Washington

Childhood Cancer Awareness Month September 2020

WHEREAS, pediatric cancer is the leading cause of death by disease in children; and,

WHEREAS, 1 in 285 children in the United States will be diagnosed by their 20th birthday; and,

WHEREAS, 80 percent of childhood cancer cases are diagnosed only after the disease has metastasized; and,

WHEREAS, two-thirds of childhood cancer patients will have long-lasting chronic conditions as a result of their treatment, with one-quarter classified as severe to life-threatening; and,

WHEREAS, over the last 40 years there has been a 24 percent increase in pediatric cancer cases--equal to approximately 15,780 children diagnosed each year; and,

WHEREAS, in the last 20 years only four new drugs have been approved by the FDA to treat childhood cancer; therefore, the National Cancer Institute recognizes the unique expertise needed for research, and increased funding necessary to treat and cure this disease; and

WHEREAS, too many children are affected by this deadly disease and more must be done to raise awareness and find a cure for all childhood cancers, and;

NOW, THEREFORE BE IT RESOLVED, I, MaryAlice Wallis, Mayor of Longview, do hereby proclaim September 2020 as

Childhood Cancer Awareness Month

in Longview. Please and join me in encouraging young people that are fighting for cancer, honoring young people who have lost their lives to cancer, and expressing gratitude to the healthcare professionals who provide special care to patients and families affected by childhood cancer.

In witness whereof, I have hereunto set my hand and caused the seal of the City of Longview to be affixed this 27th day of August 2020.

MaryAlice Wallis, Mayor



City of Longview

Agenda Summary

1ST AVENUE PARKLAND PROPERTY DONATION

RECOMMENDED ACTION:

MOTION TO BRING BACK A RESOLUTION FOR ACCEPTANCE OF DONATED PARKLAND PROPERTY ON 1ST AVENUE.

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Council Initiative: Address Quality of Place Concerns

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

In 2008, the Parks and Recreation Department began exploring opportunities to purchase the parcels north of the City owned land on 1st Avenue. The City applied for a Washington State Recreation and Conservation Office Grant, but was unsuccessful. In 2016, the City was again approached by the land owners to purchase the property at a discount from the previously proposed price. The City determined at the time that the purchase of the property was not as of a high priority as other pressing projects competing for funding. In 2020, the land owners presented the opportunity to acquire the property as a donation to the City. The Parks and Recreation Advisory Board has reviewed the property and has recommended that the City Council approve the donation of the property as parkland. The property is undergoing an assessment for containment and historical concerns and based on the findings the Department is recommending the acquisition of the property.

STAFF CONTACT:

Jennifer Wills

Attachments:

1. 1st Avenue Parkland Presentation - Council 8.27.2020

PARKLAND ACQUISITION 1ST AVENUE

CITY OF LONGVIEW

AUGUST 27, 2020



PARCELS

LOCATION

3 Parcels north of 08105 - already owned by the City of Longview and held for future park site

NUMBERS

- 081030101
- 0810302
- 081030201



HISTORY

2008

The City applied for a Washington State RCO grant to purchase the property to create a riverfront park.

2016

The City was approached again to purchase the land, but there were higher priorities at the time.

2020

The City was approached to accept the parcels as a donation for the eventual construction of a riverfront park.



LOOKING AT THE LAND FROM THE DIKE TRAIL

PARK POSSIBILITIES

03

WALKING TRAILS

NON-MOTORIZED BOAT
LAUNCH

RIVER VIEWPOINT

PICNICKING

NATURAL AREA



MOTION:



MOTION TO BRING BACK A RESOLUTION FOR ACCEPTANCE OF DONATED
PARKLAND PROPERTY ON 1ST AVENUE



City of Longview

Agenda Summary

APPROVAL OF CLAIMS

FIRST HALF AUGUST 2020 PAYROLL, SECOND HALF AUGUST 2020 ACCOUNTS PAYABLE

Based upon the authentication and certification of claims and demands against the city, prepared and signed by the City's auditing officer, and in full reliance thereon, it is moved and seconded as shown in the minutes of this meeting that the following vouchers/warrants are approved for payment:

SECOND HALF AUGUST 2020 ACCOUNTS PAYABLE: \$1,035,606.70.

FIRST HALF AUGUST PAYROLL:

\$1,845.65, checks no. 695-699

\$819,103.59, direct deposits

\$551,159.20, wire transfers

\$1,372,108.44 Total

STAFF CONTACT:

Kaylee Cody, City Clerk

John Baldwin, Accountant

Chresta Larson, Human Resources Specialist

Attachments: None